

Council

You are hereby summoned to attend a Meeting of the **Council of the City and County of Swansea** to be held in the Council Chamber, Guildhall, Swansea on Thursday, 23 November 2017 at 5.00 pm.

The following business is proposed to be transacted:

1. **Apologies for Absence.**
2. **Disclosures of Personal and Prejudicial Interests.**
www.swansea.gov.uk/disclosuresofinterests
3. **Minutes.** 1 - 12
To approve & sign the Minutes of the previous meeting(s) as a correct record.
4. **Written Responses to Questions asked at the Last Ordinary Meeting of Council - None.**
5. **Announcements of the Presiding Member.**
6. **Announcements of the Leader of the Council.**
7. **Public Questions.**
Questions must relate to matters on the open part of the Agenda of the meeting and will be dealt within a 10 minute period.
8. **Public Presentation - None.**
9. **Children & Young People's Rights Scheme Annual Progress Report 2017.** 13 - 61
10. **Wales Audit Office Annual Improvement Report 2016-17.** 62 - 79
11. **Annual Report 2016/17 - Director of Social Services.** 80 - 145
12. **Welsh in Education Strategic Plan 2017-2020.** 146 - 189
13. **Council Tax Base Calculation 2018/2019.** 190 - 194
14. **Independent Remuneration Panel for Wales (IRPW) Draft Annual Report 2018-2019 - Consultation.** 195 - 205
15. **Amendments to the Council Constitution.** 206 - 211

16. Membership of Committees.

212 - 213

17. Councillors' Questions.

214 - 219



Huw Evans
Head of Democratic Services
Guildhall,
Swansea.

Tuesday, 14 November 2017

To: All Members of the Council



City and County of Swansea

Minutes of the Council

Council Chamber, Guildhall, Swansea

Thursday, 26 October 2017 at 5.00 pm

Present: Councillor D W W Thomas (Chair) Presided

Councillor(s)

C Anderson
M C Child
N J Davies
C R Doyle
C R Evans
S J Gallagher
D W Helliwell
P R Hood-Williams
O G James
M H Jones
L R Jones
E T Kirchner
R D Lewis
P Lloyd
P N May
C L Philpott
J A Raynor
B J Rowlands
A H Stevens
G J Tanner
M Thomas
T M White

Councillor(s)

P M Black
S E Crouch
A M Day
M Durke
E W Fitzgerald
L S Gibbard
T J Hennegan
B Hopkins
L James
S M Jones
J W Jones
M A Langstone
W G Lewis
I E Mann
H M Morris
S Pritchard
C Richards
M Sherwood
R C Stewart
L G Thomas
L J Tyler-Lloyd

Councillor(s)

J E Burtonshaw
J P Curtice
P Downing
V M Evans
R Francis-Davies
F M Gordon
C A Holley
D H Hopkins
Y V Jardine
P Jones
E J King
M B Lewis
A S Lewis
P M Matthews
D Phillips
A Pugh
K M Roberts
R V Smith
D G Sullivan
W G Thomas
L V Walton

Apologies for Absence

Councillor(s): W Evans, K M Griffiths, J A Hale, C E Lloyd, P B Smith and M Sykes

87. Disclosures of Personal and Prejudicial Interests.

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

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

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

- 1) Councillors M B Lewis and L G Thomas declared a Personal Interest in Minute 94 "Standards Committee Annual Report 2016-2017".
- 2) Councillors D W Helliwell, P R Hood-Williams, O G James, J W Jones, M H Jones, L J Jones, M A Langstone, W G Thomas and L V Walton declared a Personal Interest in Minute 99 "Proposal to Pass a New Resolution Not to Issue Casino Licences and Proposed Amendments to the Council's Gambling Policy".
- 3) Councillors C Anderson and M Durke declared a Personal and Prejudicial Interest in Minute 99 "Proposal to Pass a New Resolution Not to Issue Casino Licences and Proposed Amendments to the Council's Gambling Policy" and left prior to discussion.
- 4) Councillors C Anderson, J P Curtice, J W Jones, M H Jones, W G Lewis, S M Pritchard, D G Sullivan and T M White declared a Personal Interest in Minute 100 "Amendments to the Constitution."

88. Minutes.

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

- 1) Extraordinary Meeting of Council held on 28 September 2017;
- 2) Ordinary Meeting of Council held on 28 September 2017.

89. Written Responses to Questions asked at the Last Ordinary Meeting of Council.

The Head of Legal, Democratic Services and Business Intelligence submitted an information report setting out the written responses to questions asked at the last Ordinary Meeting of Council.

90. Announcements of the Presiding Member.

1) Condolences

a) Former Councillor A C S (Tony) Colburn

The Presiding Member referred with sadness to the recent death of former Councillor Tony Colburn. Former Councillor Colburn served the Oystermouth Electoral Ward between 1 May 2008 and 4 May 2017.

b) Ruth Thomas, Grandmother of Councillor Clive E Lloyd

The Presiding Member referred with sadness to the recent death of Ruth Thomas, grandmother of Councillor Clive E Lloyd.

All present stood as a mark of sympathy and respect.

2) Recognition / Awards

a) Team Around the Family (TAF) Service

The Presiding Member referred to the Team Around the Family (TAF) Service which had been shortlisted for honours in the Guardian Public Service Awards 2017. This initiative supports children and significantly reduces pressure on the Council by empowering primary school staff to tackle early-stage social challenges faced by families. He congratulated all involved and wished them good luck at the awards in November.

b) Childcare Legal Team

The Presiding Member referred to the Childcare Legal Team who had been shortlisted as a finalist in the Lawyers in Local Government Awards for 2017. The award is for People Related Team of the Year, which recognises outstanding achievement by a Local Authority Team in any field of law relating to people including children law, adult social care, health and employment.

He congratulated the Team for this excellent peer recognition. This is an outstanding achievement as it is a UK wide award with the winner being announced on 24 November 2017 in Birmingham.

c) Go Awards Wales, Excellence in Public Procurement

The Presiding Member referred to two of Swansea Council's initiatives which have reached the final of the Go Awards Wales, Excellence in Public Procurement.

Beyond Bricks and Mortar has been shortlisted under the Procurement Innovation in Government and Housing. A joint submission between Adult Social Care, the Procurement Team and Beyond Bricks and Mortar is also shortlisted in Procurement Innovation in Social Care and Health Category.

d) St Helen's Primary School - Pearson Teaching Awards

The Presiding Member referred to Mark Thompson, who leads St Helen's Primary School. Mr Thompson will be attending the grand finale of the Pearson Teaching Awards in London shortly where he's shortlisted for a Gold Award in the Head Teacher of the Year category. There's been a remarkable transformation at St Helen's, both in its physical appearance and in pupil achievement and attendance. Mark was recognised for his exceptional leadership when he won the Welsh category earlier this year.

e) Flying Start

The Presiding Member referred to one of Swansea Council's Flying Start projects which has had a fantastic inspection report from the Care and Social Care Inspectorate Wales (CSSIW). Inspectors looked at four areas at the Seaview project and gave the following ratings:

Excellent - "Children's Wellbeing" and "Environment";
Good - "Care & Development" and "Leadership & Management".

f) European Para Table Tennis Championships – Slovenia 2017

The Presiding Member referred to Paul Karabardak of Cockett. Mr Karabardak started playing Table Tennis with Swansea based charity "Friends of the Young Disabled" many years ago. He has recently won the Gold Medal for Team GB at the European Para Table Tennis Championships 2017 in Slovenia.

g) Invictus Games - Toronto 2017

The Presiding Member referred to Matthew Neve of Three Crosses. Mr Neve was a Senior Aircraftman in the Royal Air Force before being discharged in 2004. His mental health difficulties have led to a number of challenges including depression, and a lack of self-worth and purpose. Since taking up archery, Matt has used the sport to give his life focus again and help him on his recovery journey.

The Presiding Member stated that he was delighted to announce that Matthew won a Gold Medal for Archery at the Invictus Games - Toronto 2017.

3) Amendments / Additions to the Council Summons

Item 13 "Amendments to the Constitution".

The Presiding Member stated that an amended extract of Paragraph 3.5 of the report had been circulated.

Item 14 "Membership of Committees".

The Presiding Member stated that an amended report had been circulated.

Urgent Notice of Motion

The Presiding Member stated that he had accepted an urgent Notice of Motion relating to Universal Credit. The Notice of Motion had been circulated.

91. Announcements of the Leader of the Council.

a) Religion & Heritage Councillor Champion

The Leader of the Council stated that he'd appointed Councillor Sam Pritchard as the "Religion & Heritage" Councillor Champion.

b) City Deal Update

The Leader of the Council provided an update on the City Deal.

c) City of Culture Visit

The Leader of the Council thanked all involved for ensuring that the Bid Committee's visit to Swansea was successful.

d) Skyline (New Zealand) Visit

The Leader of the Council stated that Skyline (New Zealand) had recently visited Swansea as part of them seeking a European location for extreme sports and a 5 star restaurant on Kilvey Hill.

e) Liberty Stadium

The Leader of the Council provided an update on the ongoing negotiations with Swansea City Football Club in relation to the Liberty Stadium.

f) E-voting

The Leader of the Council stated that Cabinet Meetings would be using the Council Chamber's e-voting system later in 2017 and that the system would be rolled out wider once the trials had been undertaken.

g) Webcasting

The Leader of the Council stated that the Webcasting tender would be issued later in 2017. This in time would allow certain meetings to be webcast.

92. Public Questions.

A question was asked by a member of the public. The relevant Cabinet Member responded accordingly. No questions required a written response.

93. Public Presentation - None.

No Public Presentations were received.

94. Standards Committee Annual Report 2016-2017.

The Chair of the Standards Committee, Jill Burgess presented the Standards Committee Annual Report 2016-2017 for information. The report set out the work of the Standards Committee from 19 May 2016 to 24 May 2017.

95. Urgent Item

The Presiding Member stated that pursuant to Paragraph 100B (4) (b) of the Local Government Act 1972 he considered that the "Urgent Notice of Motion - Councillors R C Stewart, C A Holley, C E Lloyd, J A Raynor, D H Hopkins, R Francis-Davies, M Thomas, J E Burtonshaw, M Sherwood, M C Child, A S Lewis, W Evans, M H Jones, E W Fitzgerald and D G Sullivan" in relation Universal Credit should be considered at the meeting for the reasons given.

96. Urgent Notice of Motion - Councillors R C Stewart, C A Holley, C E Lloyd, J A Raynor, D H Hopkins, R Francis-Davies, M Thomas, J E Burtonshaw, M Sherwood, M C Child, A S Lewis, W Evans, M H Jones, E W Fitzgerald and D G Sullivan

Reason for Urgency: On the grounds of the imminent roll out of Universal Credit.

Proposed by Councillor R C Stewart and Seconded by Councillor C A Holley.
"Council agrees that the intention of Universal Credit (UC) to make benefits less complicated and to allow those in low paid work to keep more of their wages is a good idea, but believes that the evidence demonstrates that the Universal Credit process is flawed and causing unnecessary hardship to local families. Council notes that UC was deliberately introduced on a slow rollout so that any issues could be seen and corrected before the benefit was introduced to all claimants.

Council further notes that the evidence of this council and others across the country is that UC is causing huge increases in rent arrears and in general debt levels amongst claimants, many of whom have never been in debt before. In addition, evidence demonstrates that most private landlords and even some housing associations are refusing to accept tenants receiving UC, leading to an increase in those registering as homeless and seeking temporary accommodation.

Council therefore resolves that the Leader on behalf of the Council to write to the Secretary of State for Work and Pensions, making these points, requesting that the Government addresses these issues, and that the roll-out is halted until the problems are fixed."

Councillor R C Stewart proposed an amendment which amended the final paragraph by calling on all Political Group Leaders to write to the Secretary of State for Work and Pensions. Councillor C A Holley indicated that he accepted the amendment.

The substantive Notice of Motion was therefore as follows:

"Council agrees that the intention of Universal Credit (UC) to make benefits less complicated and to allow those in low paid work to keep more of their wages is a good idea, but believes that the evidence demonstrates that the Universal Credit process is flawed and causing unnecessary hardship to local families. Council notes that UC was deliberately introduced on a slow rollout so that any issues could be seen and corrected before the benefit was introduced to all claimants.

Council further notes that the evidence of this council and others across the country is that UC is causing huge increases in rent arrears and in general debt levels

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Cont'd

amongst claimants, many of whom have never been in debt before. In addition, evidence demonstrates that most private landlords and even some housing associations are refusing to accept tenants receiving UC, leading to an increase in those registering as homeless and seeking temporary accommodation.

Council therefore resolves that the Political Group Leader on behalf of the Council write to the Secretary of State for Work and Pensions, making these points, requesting that the Government addresses these issues, and that the roll-out is halted until the problems are fixed.”

In accordance with Council Procedure Rule 30 “Voting” a recorded vote was requested. The voting was recorded as follows:

For (63 Councillors)		
Councillor(s)	Councillor(s)	Councillor(s)
C Anderson	B Hopkins	D Phillips
P M Black	D H Hopkins	C L Philpott
J E Burtonshaw	O G James	S Pritchard
M C Child	L James	A Pugh
S E Crouch	Y V Jardine	J A Raynor
J P Curtice	J W Jones	C Richards
N J Davies	L R Jones	K M Roberts
A M Day	M H Jones	B J Rowlands
P Downing	P Jones	M Sherwood
C R Doyle	S M Jones	R V Smith
M Durke	E J King	A H Stevens
C R Evans	E T Kirchner	R C Stewart
V M Evans	M A Langstone	D G Sullivan
E W Fitzgerald	A S Lewis	G J Tanner
R Francis-Davies	M B Lewis	D W W Thomas
S J Gallaher	R D Lewis	L G Thomas
L S Gibbard	W G Lewis	M Thomas
D W Helliwell	P Lloyd	W G Thomas
T J Hennegan	I E Mann	L J Tyler-Lloyd
C A Holley	P M Matthews	L V Walton
P R Hood-Williams	H M Morris	T M White

Against (0 Councillors)		
Councillor(s)	Councillor(s)	Councillor(s)
-	-	-

Abstain (0 Councillors)		
Councillor(s)	Councillor(s)	Councillor(s)
-	-	-

RESOLVED that:

- 1) The Notice of Motion as amended be approved.

97. Mid Term Budget Statement 2017/18. (Verbal Update)

The Section 151 Officer gave a presentation on the Mid Term Budget Statement 2017-2018. He outlined the current year's financial performance together with an updated assessment of savings requirements over the period of the Medium Term Financial Plan.

The Leader of the Council also provided a statement.

Resolved that:

- 1) The presentation be noted.

98. Review of Revenue Reserves.

The Section 151 Officer submitted a report, which outlined the mid-term review of the Revenue Reserves position and sought to agree any suggested reclassification of reserves based on current requirements.

Resolved that:

- 1) Sections 3.13 to 3.16 of the report be noted and approved.

99. Proposal to Pass a New Resolution Not to Issue Casino Licences and Proposed Amendments to the Council's Gambling Policy.

The Commercial Opportunities and Innovation Cabinet Member submitted a report, which considered the outcome of the consultation in respect of a proposal to pass a new resolution not to issue casino premises licences; and proposed amendments to the City and County of Swansea's Statement of Principles (Gambling Policy). It also sought a decision regarding passing a new resolution not to issue casino premises licences.

Resolved that:

- 1) The outcome of the consultation in respect of a proposal to pass a new resolution not to issue casino premises licences and proposed amendments to the City and County of Swansea's Statement of Principles (Gambling Policy) be considered;
- 2) The matters identified in paragraph 4 of the report be taken into account and a new resolution not to issue casino premises licences be agreed;
- 3) The proposed amendments to the Gambling Policy be agreed for publication and that it specifies the date of the 6 December 2017 as the date on which the resolution takes effect.

100. Amendments to the Constitution.

The Presiding Member, Monitoring Officer and Head of Democratic Services jointly submitted a report, which sought to make amendments in order to simplify, improve and / or add to the Council Constitution.

The proposed changes related to the following area of the Council Constitution:

- i) Part 3 "Responsibility for Functions", "Terms of Reference", "Local Authority (LA) Governor Panel".

The Head of Democratic Services stated that an Amended report had been circulated and he also made a few other amendments.

Resolved that:

- 1) The changes to the Council Constitution as outlined below be adopted:

"Part 3 "Responsibility for Functions - Terms of Reference". 2.4.4 Local Authority (LA) Governor Panel:

- a) **Be removed** from Part 3 "Responsibility for Functions - Terms of Reference";
- b) **Be renamed** the Local Authority (LA) Governor Appointments Procedure and added to Part 4 "Rules of Procedure" of the Council Constitution;
- c) **Be redrafted** as follows:
 1. All Local Authority Governor Appointments shall be made by Cabinet following a recommendation from the Chief Education Officer in conjunction with the Cabinet Member for Children, Education and Lifelong Learning and the Councillor(s) representing the ward(s) in the catchment area of the schools' views will be sought to input into the decision-making (Referred to within this document as Local Councillor(s)).
 2. The Chief Education Officer in conjunction with the Cabinet Member for Children, Education and Lifelong Learning and Local Councillor(s) will consider any applications in line with the governing body skills matrix alongside each individual governor application which will include a brief description by the applicant about the experience and knowledge they can offer the governing body.
 3. The Local Authority Governor Application Form will be amended to include opportunity for applicants to include details (up to 300 words) of experience, knowledge and skills to demonstrate how

their appointment will help address any skill gap identified within the school governing body skill matrix.

4. *The Chief Education Officer, Cabinet Member and Local Councillor(s) will make recommendation on the appointment of the governor who is deemed to have the most appropriate skills and expertise to support and challenge the governing body, and make recommendations to Cabinet for filling LA vacancies on Governing Bodies.*
5. *The Councillor(s) representing the ward(s) in the catchment area of the schools' views will be sought to input into the decision-making.*
6. *The following criteria shall be used in considering applications:*
 - a. *Firstly the Councillor(s) representing ward(s) in the catchment area of the relevant school if they meet the skills criteria provided by the school. The School and Governor Unit shall assist Councillors in acquiring those skills (where possible) by utilising the training courses available within the Authority. Each Councillors training record is available at www.swansea.gov.uk/councillors;*
 - b. *Secondly, if the Councillors(s) representing ward(s) in the catchment area of the relevant school do not express an interest, the vacancy be offered to other Councillors of the Local Authority if they meet the skills criteria provided by the school;*
 - c. *Following application of the above criteria, vacancies be offered to persons who, in the opinion of the Chief Education Officer in conjunction with the Cabinet Member for Children, Education and Lifelong Learning and Local Councillor(s), would be suitable to the role of governor and who would contribute effectively to the school in terms of skills and experience in meeting the skills criteria provided by the school.*
7. *In each of the above categories whenever there are more candidates than vacancies, Local Authority representatives will be recommended to Cabinet on the basis of whom, in the opinion of the Chief Education Officer in conjunction with the Cabinet Member for Children, Education and Lifelong Learning and Local Councillor(s), will make the most effective contribution to the management of the school concerned as provided for in the skills criteria provided by the school.*
8. *The Chief Education Officer in conjunction with the Cabinet Member for Children, Education and Lifelong Learning and Local Councillor(s), shall receive, discuss and determine any representations made to them whenever they make any change to representation on a particular Governing Body.*

9. *The Chief Education Officer in conjunction with the Cabinet Member for Children, Education and Lifelong Learning and Local Councillor(s), shall hear any request made to them to remove an LA Governor in Accordance with Regulation 27 of the Government of Maintained Schools (Wales) Regulations 2005 2005 and make a recommendation to Cabinet for approval.*
10. *The Chief Education Officer in conjunction with the Cabinet Member for Children, Education and Lifelong Learning and Local Councillor(s), will expect all newly appointed Governors to undertake mandatory governor training in accordance with Welsh Government requirements within a year of them taking up the position in order to prepare them for their role and improve understanding of their responsibility to both challenge and support the school and Head teacher.*
11. *Applications must be submitted no later than 7 clear working days before the date of the Chief Education Officer in conjunction with the Cabinet Member for Children, Education and Lifelong Learning and Local Councillor(s) meeting / discussion and late applications will only be considered at their discretion.”*

101. Membership of Committees.

The Service Transformation & Business Operations Cabinet Member stated that an amended report had been circulated.

He referred to the report stating that the Leader of the Council had also made changes to the Authority's Outside Bodies as outlined below:

- 1) **Gower College Swansea**
Remove Councillor JA Raynor.
Add Councillor K M Roberts.

Resolved that:

- 1) The membership of the Council Bodies listed below be amended as follows:
 - i) **Challenge Panel**
Remove Councillors J E Burtonshaw, N J Davies, H M Morris, M Sherwood, & M Sykes.
Add Councillors C Anderson, M B Lewis, P Lloyd, S Pritchard & T M White.
 - ii) **Safeguarding Policy Development & Delivery Committee**
Remove Councillor K M Roberts.
Add Councillor C Anderson.

102. Councillors' Questions.

1) Part A 'Supplementary Questions'

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

No supplementary question(s) required a written response.

2) Part B 'Questions not requiring Supplementary Questions'

Three (3) Part B 'Questions not requiring Supplementary Questions' were submitted.

The meeting ended at 7.45 pm

Chair

Report of the Cabinet Member for Children, Education and Lifelong Learning

Council – 23 November 2017

Children & Young People's Rights Scheme Annual Progress Report 2017

Purpose:	To present the report on the progress of the implementation of the Children & Young People's Rights scheme in Swansea.
Policy Framework:	The Rights of Children and Young Persons (Wales) Measure 2011 Children & Families Measure (Wales) Measure 2010 United Nations Convention on the Rights of the Child (1989) (UNCRC)
Consultation:	Legal, Finance and Access to Services, Corporate Management Team
Recommendation(s):	It is recommended that: 1) Council notes the Annual Progress Report on the Children and Young People's Rights Scheme.
Report Authors:	Katie Spendiff Jane Whitmore
Finance Officer:	Chris Davies
Legal Officer:	Stephen Holland
Access to Services Officer:	Catherine Window

1. Introduction

- 1.1 In September 2013 Council agreed to create a due regard duty and embed the United Nations Convention on the Rights of the Child (UNCRC) 1989 within the Authority's Policy Framework, and to mainstream positive approaches to the rights of children and young people within the policy and functions of the City and County of Swansea. The Children & Young People's Rights Scheme implements this decision and was formally adopted on the 21st October 2014

- 1.2 The Children and Young People's Rights Scheme sets out the arrangements the City and County of Swansea will put in place to ensure compliance with its duty to have due regard to the UNCRC. It provides transparency about the processes that will be followed to comply with the duty, and outlines monitoring procedures and expected outcomes.
- 1.3 As outlined in the Children & Young People's Rights Scheme a report will be compiled annually to assess the work undertaken and the way the scheme is being implemented across the Council and its impact on children and young people.

2. Main Body of Report

- 2.1 The full report on the annual progress of the implementation of the Children & Young People's Rights Scheme in Swansea can be found under Appendix 1 and a summary of the report under Appendix 2.
- 2.2 The report covers;
 - An overview of how the Children & Young People's Rights Scheme was developed and is being implemented
 - Details of how we have promoted knowledge and understanding of the UNCRC through training and awareness raising sessions
 - How we have taken a whole Council approach to embedding Child Rights
 - The participation of Children & Young People in decisions that affect them (Article 12)
 - Accountability and compliance
 - Next steps looking ahead

3. General Issues

None

4. Equality and Engagement Implications

- 4.1 The Children & Young People's Rights Scheme highlights the intrinsic links between the protected characteristics outlined in the Equality Act and the rights of children and young people.
- 4.2 The due regard duty placed upon the Local Authority seeks to ensure that when decisions are made that affect children and young people, children's rights must be considered. The inclusion of the UNCRC within the EIA process is contained within the report (Appendix 1).

5. Financial Implications

- 5.1 Whilst there are no immediate financial implications arising from this report, it should be assumed that any resultant future spending needs will need be contained within existing budget provision and have full and due regard to the budget principles set out in 'Sustainable

Swansea – Fit for the Future’, the medium term financial plan and the likely levels of future budgets

6. Legal Implications

- 6.1 There are lots of legal issues underpinning UNCRC and children’s rights but the report itself doesn’t create a legal issue.

Background Papers:

Children & Young People’s Rights Scheme

<http://www.swansea.gov.uk/childrensrightsscheme>

Appendices:

Appendix 1 – Children & Young People’s Rights Scheme Annual Progress Report 2017

Appendix 2 – Summary of Children & Young People’s Rights Scheme Annual Progress Report 2017

2017/18

Annual report on the progress of the implementation of the Children & Young People's Rights Scheme in Swansea

August 2016 – July 2017



Cyngor **Abertawe**
Swansea Council



Foreword

Children and young people has always been a priority for the City & County of Swansea.

The City & County of Swansea is the first local authority in the UK to voluntarily make a public commitment to Children's Rights and create a platform for change to achieve a culture where there is a full appreciation of children's rights. We consciously consider the rights of the child in all of our work so that ultimately it results in better services and lives for children, young people and families in Swansea.

Being the first local authority to adopt this approach challenges existing ways of working and we are starting to see a culture change as we further develop our approach and embed our policy into practice.

The Children and Young People's Rights Scheme is an innovative road map to ensure consideration is given to the UNCRC in every decision the council makes. The success so far would not be possible without a partnership approach which includes working with our schools, communities, council services and wider partners to make this happen. We are delighted to be working with a wide group of people with a shared interest and commitment to this agenda.

The report captures the actions and progress that we have seen so far and we are both really pleased and impressed with the feedback received in relation to adopting a rights based approach. Awards are good, but putting child rights at the heart of our business is the right thing to do which is far more important for the future of our children and young people in Swansea.

Lead Cabinet Member and Lead Director

Councillor Jen Raynor, Cabinet Member for Children, Education and Life Long Learning

Chris Sivers, Director of People

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Introduction

The United Nations Convention on the Rights of the Child (UNCRC)¹ is an international convention that sets out rights for all children and young people up to the age of 18. It includes civil, political, social, economic and cultural rights and not only recognises children and young people's basic human rights, but gives additional rights to protect them from harm as one of the most vulnerable groups in society.

The Children & Young People's Rights Scheme was launched in November 2014. This sets out the arrangements in place to ensure transparency in the processes that are being followed to demonstrate that we pay 'due regard' to the UNCRC. We do this by;

1. Making such arrangements as is considered suitable to promote and facilitate participation by children in decisions of the authority which might affect them, as required in the Children and Families (Wales) Measure 2010.
2. Developing knowledge and understanding of the UNCRC through training for all staff and decision makers within the City and County of Swansea, including other statutory and key voluntary partners.
3. Promotion and awareness raising of the UNCRC.
4. Ensuring appropriate and robust mechanisms are in place to receive feedback and complaints in relation to the UNCRC.
5. Ensuring compliance, accountability and impact of the UNCRC due regard duty that is evidenced based.

This report is the third annual report on the progress of the implementation of the Children and Young People's Rights Scheme in Swansea and outlines how we have embedded the UNCRC into the local authority policy framework, specifically focusing on progress made in the areas outlined in our Action Plan 2016/17.

The reporting cycle of this report has changed slightly and now captures rights activity between August and July. This is to align with the Corporate Parenting Strategy reporting cycle and more effectively captures Rights Respecting Schools work within an academic year.

¹ United Nations Convention on the Rights of the Child (UNCRC) 1989

Objective 1: Engagement and Participation with Children & Young People

Statutory Duty: Making such arrangements as is considered suitable to promote and facilitate participation by children in decisions of the authority which might affect them, as required in the Children and Families (Wales) Measure 2010.

Local Authorities have a duty to promote and facilitate the participation of young people. The City and County of Swansea supports children to participate, and recognises the value and importance of listening to what children and young people have to say about decisions that affect them.

The Big Conversation is a project co-ordinated by the Council, which aims to offer inclusive, safe and meaningful opportunities for children and young people to exercise their right to voice. This work is delivered through a variety of mechanisms with a range of partners, to ensure as far as possible, that opportunities are accessible and right for the widest number of children and young people regardless of their race, gender, sex, class maturity or ability.

In 2016/17 has seen a sustained engagement of children and young people in Big Conversation opportunities with 2,399 children and young people have participated in opportunities to have their voices heard.

Engagement Numbers 2013-2017

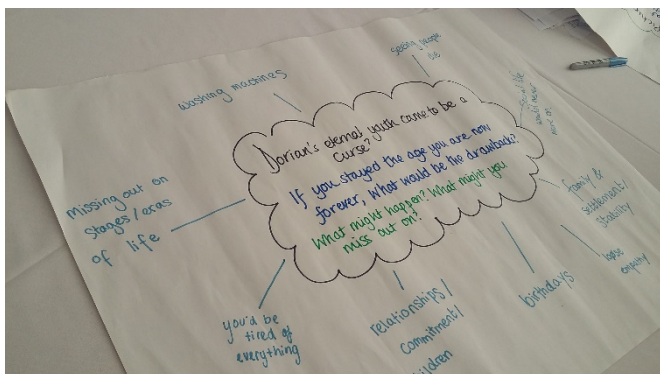
Year	2013/14		2014/15		2015/16		2016/17	
Age	Age 11 and under	Age 11 and over	Age 11 and under	Age 11 and over	Age 11 and under	Age 11 and over	Age 11 and under	Age 11 and over
Contact	0	538	75	332	730	1851	443	2552
Reach	0	372	71	226	645	1608	338	2061
Total	372 Children & Young People		297 Children & Young People		2253 Children & Young People		2399 Children and Young People	

The Big Conversation Forum

The Big Conversation offers a space for young people aged 11-18 years to initiate and explore topics important to them in an attempt to gain a wider understanding of the world, and make more informed decisions about how they feel in relation to that topic, potentially identifying areas for change.



Using last year's Big Conversation priorities, national priorities for young people, findings from the Beth Nesa' Sally campaign and their own experiences, young people in Swansea worked together to agree themes for Big Conversations in 2016/7. Between August 2016 and July 2017, 370 young people attended five Big Conversations, exploring the following themes:



- Housing and homelessness
- Support in transition to adulthood, particularly for vulnerable young people
- Sustainable Swansea, City Centre Regeneration and the Council's Budget
- Healthy relationships
- Substance abuse

Whilst action is not always necessary following Big Conversations, the following outcomes have occurred as a result:

- Engagement in Big Conversations has increased with a maintained, good relationship with Secondary Schools. Nine secondary schools attended all Big Conversations with most of the remaining five attending regularly.
- Based on conversations with young people, Swansea Council's Housing Service is working to develop a young people's advisory group for the service. Issues raised at the Big Conversation will form the basis of the group's work plan.
- Young people recognise that those who thrive in school have a good chance of reaching their potential in adulthood, but this often requires support and receiving the right offer at the right time from the right person. Feedback from young people about this support has been reported to the Cabinet Advisor Committee for Education and has contributed to the development of the Family Support Continuum and Children and Young People's Plan, where supporting vulnerable young people into adulthood is an objective for Partners to address, directly as a result of young people making it a priority.
- As a result of the discussing the Council's budget, the proposal to increase school meals was modified to better meet the needs of children and families in Swansea: <http://www.southwales-eveningpost.co.uk/school-pupils-convince-councillors-to-change-education-budget/story-30139346-detail/story.html>
- The Big Healthy Relationship Conversation was an opportunity for young people to explore the complex and moral aspects of a healthy and unhealthy relationship. The conversation raised questions about the curriculum and what could be included in PSHE lessons to extend teaching to encompass the emotion of relationships as well as biological aspects. Information has been passed to the Healthy Schools Team who are exploring new teaching modules based on feedback from young people.

Participation of Looked After Children

Corporate Parenting Challenge



The Corporate Parenting Challenge is a week of activities designed to get members of the Corporate Parenting Board and senior officers listening directly to the concerns of young people in care.

In August 2016, 17 young people aged between 11 and 17 spent five days at Down to Earth, taking part in team building activities, discussing the issues that matter most to them as Looked After young people, and planning workshops to deliver to the Corporate Parents. Young people identified 6 priorities for discussion:

- Being a Looked after Child or young person in school
- Changes at 16+ and 18+
- Respite care
- Obstacles looked after children and young people face
- Relationships with families, carers and social workers
- Information sharing by professionals

The workshops offered an opportunity for corporate parents to gain a real understanding of the issues and challenges young people in care face, and the young people were able to express the impact of policy and practice on their lives.

Councillors also joined young people in an adventurous river walk at Three Cliffs Bay

Shout Out is the County-wide group for young people aged 11-17 years who are looked after to have their voice heard. Through this forum, young people were able to work on priorities identified at the Corporate Parenting Challenge, and the outcomes of engagement are notes below:

Delegated authority

Young people made detailed comments on the form, language and content of the delegated authority form introduced in 2016. This was to ensure that the process and paperwork was more accessible and understandable to child and young people who are affected by it. This work has been fed back to Child and Family.

Looked After Children in Education

Young people and practitioners have worked together to write a comprehensive guide for schools on how to treat and work with looked after children. This includes advice on lesson planning, sensitivity to individual needs, keeping information confidential, dealing with bullying and behavioural challenges. This work has been supported by the LAC Education team who have been liaising with Welsh Government on this issue, with a view to publish and distribute the Swansea guide that young people wrote, to all schools in Wales.

Respite Care

Young people have worked with Computer Animation students from University of Wales Trinity St. David to develop a short film that outlines children and young people's views, opinions and concerns of respite provision. Young People have also worked to make posters with key points about how to make respite care better.

Foster Swansea have taken on board young people's feedback about respite and are working on alternative opportunities for young people, including providing residential outdoor activities for young people in care, to encourage carers to take a break during a time when young people are taking part in an exciting programme of activities.

Young people's feedback has also contributed to the development of training for Foster Carers, including opportunities to facilitate training themselves, which will be included in the program of courses for Carers and Practitioners in 2018.

Building opportunities for Looked After Children and Young People to Participate

In 2016/17 has seen growth and opportunity in the offer of participation opportunities for children and young people who are looked after, and now care leavers. 64 children and young people have participated directly in Looked After Forums.

Work has been done to strengthen existing mechanisms and extend the age range of people who can engage. There is now a clear offer for:

- **Children aged 7-10 years through the 123 Forum**

The Forum is supported by the Council’s Life Stages Team, Foster Swansea and Independent Reviewing Officers, and offers a space for younger children who are looked after to engage and participate. In 2016/7 the group has worked on emotions, getting to know and understand the system, important people, and safe spaces.

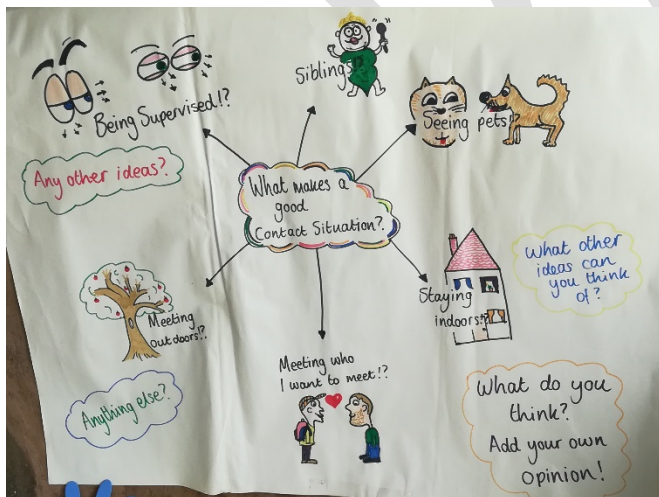


It has been difficult in the past to engage this younger group, however through the year, the group have participated in lots of fun activities. This has included Halloween activities, a visit to pantomime to see Hansel and Gretel and beach days, and the balance between activities and appropriate and relevant participatory work has strengthened the group and level of engagement.

the

- **Young People aged 11-17 years**

Work has been ongoing in 2016/7 to strengthen and develop opportunities for young people to participate. The Shout Out group continues to meet fortnightly and as well as working on the year’s Corporate Parenting Challenge priorities, have also begun to discuss the following emerging issues:



Contact with siblings

Several young people in Shout Out have been unable to maintain contact with their siblings, either through family circumstances or adoption. These issues have been raised in the group and have been brought to the attention of decision makes. Although for many of the young people there is no possibility of the situation changing for them personally, they are keen to campaign for others not to be put in the same situation. This issue will be raised at the Corporate Parenting Challenge for action in the next year.

Recruitment of Student Social Workers

Working in partnership with the Social Services Training team, information collated about the qualities of a ‘good’ social worker, was used to develop a series of activities for interviewing and assessing support staff wishing to apply for sponsorship through the Open University social work degree. Young people delivered the group interview and assessed the candidates.

Sustaining and Building new relationships with Senior Decision Makers locally

There has been much work this year to increase dialogue between young people and decision makers beyond the Corporate Parenting Challenge. Discussions have taken place to find the right balance of keeping in touch and meeting. The group continue to report annually to Full Council, and have presented to the Corporate Parenting Board on the progress of forums. Additionally, arrangements have been made for pre-arranged drop-in sessions where senior decision makers visit young people at forums to check in and keep in touch. This has proved positive with young people reporting to feel they have a better relationship with people and that more is being achieved by them being listened to.



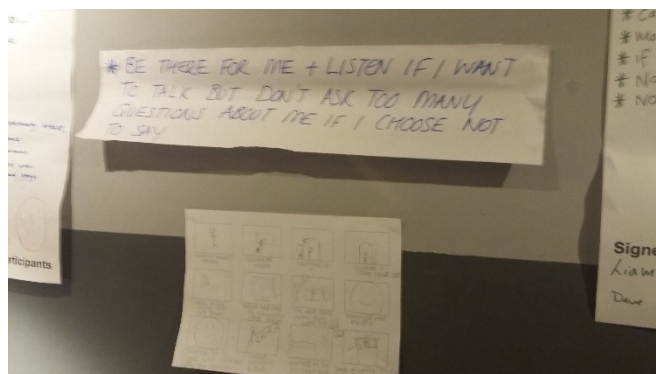
Work with National Agencies

Swansea Council continues to have a good relationship with Voices from Care. Young people have through the year attended regional participation activities with other looked after children and young people, including::

- A residential event at Llangrannog,
- Contributing questions about contact for a “Question Time” event at the Senedd, resulting in a visit to the group from the Children's commissioner, Sally Holland and Julie Thomas, Head of Child and Family Services, to discuss their localized and individual issues.
- Two young people from Swansea are being supported to contribute to Voices from Care Policy Group.

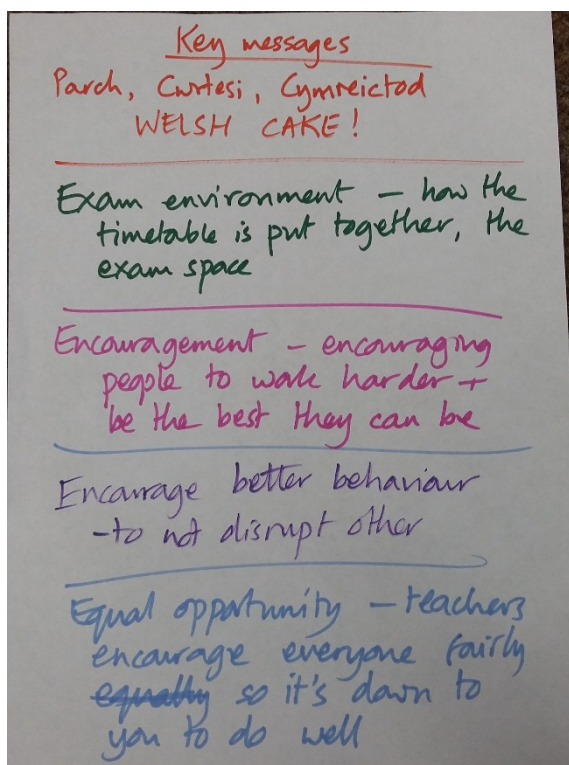
- **16+ and Care Leavers**

The establishment of a forum dedicated to listening to Care Leavers has been new and welcomed in 2017. The group has met twice and continues to grow but has started work on setting priorities for the forum to focus on. These include pathway planning and earlier support for transition to leaving care.



Participation of Learners in Pupil Voice

Pupil Voice Forum



In March 2016, a County-wide Pupil Voice Forum was established to enable elected pupil representatives from each of our secondary schools to directly engage with the Chief Education Officer and have a voice in decisions that affect them, specifically in relation to education. 2017 saw the appointment of new Chief Education Officer, Nick Williams who has entirely supported the development and continuation of the Pupil Voice Forum.

Considerable work has been done to continue the development of the Pupil Voice Forum. In August 2016, a Children's Rights Officer for schools was seconded from Pentrehafod Comprehensive to support schools, an element of which is to facilitate the Pupil Voice Forum. This enabled the opportunity to be extended slightly, offering space for year six pupils on a cluster basis to join secondary schools at the Forum.

The forum offers an opportunity for two pupils from each secondary school and a primary school from each cluster to attend on a half - termly basis. 189 pupils (69 male, 120

female) have represented 35, of a possible 80 invited schools.

Of this, 13 of the 14 secondary schools have attended regularly and 35 of the 80 primary schools invited in this time took up the offer. This does not include work with Ysgol Pen Y Bryn who have requested more bespoke opportunities (please see below). There is work to do to explore and engage Primary schools in this mechanism and also to consider extending this offer further again. This will form a recommendation at the end of this report.

The Pupil Voice Forum offers a space for learners to come together and discuss issues specifically about their learning environments. Topics covered and discussed at the Pupil Voice Forum include:

- Priority setting – what is important to learners?
- What does the best education in Swansea look like?

- Mindfulness in schools
- What helps pupils grow in schools?
- The role of the duty bearer in transition in and between schools
- School Meals Service review
- Welsh in Education Strategic Policy
- Play provision in schools
- Introducing the new Chief Education Officer
- Reviewing the context of the Pupil Voice Forum
- High 5 Awards
- Anti-Bullying
- Supporting parents/carers in schools
- City of Culture 2021 bid
- Education Department self-evaluation
- Attendance
- Budget and Finance
- Learning and speaking Welsh in school



A full report of Pupil Voice Forum Activity is available upon request; key discussions and outcomes of engagement this year are:

- Increased attendance & differentiated Pupil Voice Forums. 2016/7 saw the first opportunity to begin to extend the age range, offering an opportunity for year 6 pupils to join secondary school pupils at the forum.
- Improved feedback opportunities. This year saw all pupil voice forum dates, session plans, reports and feedback posted to a shared HWB folder for schools to access. Information was uploaded in a timely manner for schools.
- A request from pupils for Rights Respecting Schools, Restorative Practice and LGBT+ training.
- A request to consider blanket policies for schools that showcase good practice and set some consistency to approach;
- A request from pupils to consider more proactive wellbeing/anti-bullying and mental health support in schools
- Request for Youth workers in schools/promote clubs
- Exploration of sustainable, greener energy efficient alternatives
- Discussion and request to centralize a database for bullying reporting
- A request to move toward accessible language in all documents produced and brought to the Pupil Voice Forum

Some schools have picked up actions from the Forum themselves, e.g. Glais primary have worked directly with the High 5 team to create a video for schools. Other actions require a County-wide approach and work is ongoing with the Chief Education Officer to work with pupils to address, act and feedback as appropriate on change that can or cannot be made, and why.

School Project Work

Ysgol Pen Y Bryn

For the Academic year commencing September 2016, bespoke support has been provided to Ysgol Pen Y Bryn. At the request of the school, this has taken a multi-pronged approach:

- To work with staff and pupils to develop an accessible CYP Super Survey
- To facilitate bespoke forum sessions that most suited the needs of pupils at Pen y Bryn
- To support the school to re-engage in the Rights Respecting Schools Award

CYP Super Survey

Officers, pupils and staff at Ysgol Pen Y Bryn to create and deliver an accessible Super Survey for pupils with additional learning needs across Swansea. The result of this is that staff and pupils at Pen Y Bryn have developed accessible sections of the Swansea Super Survey enabling pupils to complete small parts of the survey at a time. Questions have also been adapted to be most suitable and are presented using Wigit software, a symbol package that is familiar to pupils. Pupils have piloted the new survey with 58 learners having successfully taken part.

Bespoke Forum Sessions

Building on an increased relationship with Ysgol Pen Y Bryn, the Life Stages Team were able to explore with pupils the support required to engage in other opportunities offered in Swansea, e.g. the Big Conversation and Pupil Voice Forum.

Feedback from pupils has included not feeling able or confident to participate in such a large-scale group for a whole day. This often seemed daunting and at times sessions were not always accessible enough. It was agreed that bespoke sessions mirroring that of the Pupil Voice Forum and Big Conversation could be facilitated in school so that young people could engage in the same opportunities as others, but in a space and with people with whom they feel safe.

These sessions have been highly successful with pupils reporting to feel much more comfortable and engaged in the wider participation structure. This work will continue until pupils feel ready to join the main forums. There is also a view to replicate this model with Ysgol Crug Glas who feel that a similar approach would be most beneficial for pupils at the school.

Re-engagement in the Rights Respecting Schools Award

Staff changes and new headship at Pen Y Bryn has led to the school feeling that a refresh in Rights Respecting Schools Award (RRSA) training was required.

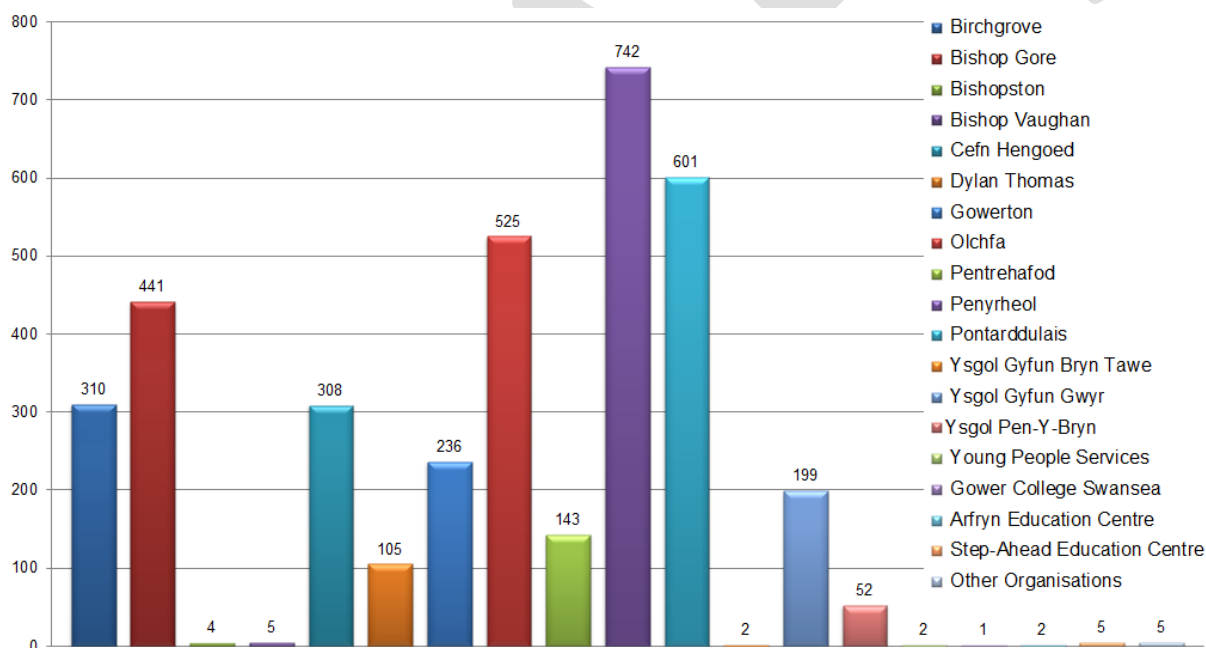
Both the school and the members of council staff agreed that, whilst pockets of excellent rights-based practice are taking place in the school, there are some small areas whereby pupils could have more opportunities to learn about their rights and have their rights realised, and that adults could do more to support this.

Pupils recognise and appreciate that they are listened to and that teachers and staff in the school respect their rights. Teachers recognise that some staff might have a working knowledge of the UNCRC but have not received the training, and so in theory they might have gaps in their knowledge as to how they can implement the rights of the child and work with the pupils to help them access their rights. UNICEF and the Children’s Commissioner for Wales’ Office provided whole-day INSET training in January 2017.

The school is now re-engaged in the award and receiving ongoing support to sustain their great work and achieve their Level 2 award.

Super Survey Key Findings

Over the Summer and Autumn terms of 2016 the views of 3,688 young people were gathered through the Survey and a parallel shorter ‘accessible’ imaged based pilot survey. This is a 14% rise in survey participants in comparison to the 2014 Super Survey. Young people took part from the following organisations:



52% of participants who responded were male and 48% were female. The majority of respondents were aged 13-15 years (63%) with 32% being aged 11-12 years, and 9% being aged 16-18 years.

UNCRC Links

As part of the Survey young people were asked if they had heard of Children’s Rights or the United Nations Convention on the Rights of the Child. 76% of respondents have said that they have heard of Children’s Rights. This is a significant increase in the responses given to this question in 2014 (61%) and in 2013 (43%).

Involvement

- Young people were asked three separate questions about whether their views were asked about the things that affected them.
- For 'In school or college' the responses were mixed, with the majority saying that they were asked their views 'Some of the time' (35%), or 'Not often' (32%). The third highest response was 'Not at all' (21%), whilst the lowest response was for 'Most of the time' (12%).
- For 'At home', most responded positively saying that they were asked their views 'Most of the time' (30%), or 'Some of the time' (30%). But 22% said they were 'Not often' asked, and 18% chose 'Not at all'.
- For 'In your community' most responded that they were not asked their views, with 53% choosing 'Not at all', and a further 33% saying 'Not often'. 11% chose 'Some of the time', but only 3% said 'Most of the time'.
- This question was split into three parts in the 2016 Survey. It was felt that in the earlier surveys the question asking to what extent they felt involved in decisions that affected them was too general. In 2014, 14% said they were 'Always' involved in decisions, and a further 35% said 'Most of the time'. However, 33% of the young people said 'Not often' and 18% said they were 'Never' involved.

Health and Healthy Lifestyle – General Health

- Of 2,830 responding, 64% said I'm hardly ever ill. 46% of those who said they were always ill or quite often ill don't know why. The others mostly thought their health was poor because they don't eat enough healthy food, don't drink enough healthy drinks, or don't do enough exercise.

Emotional and Mental Wellbeing

Young people were asked a series of questions about how happy they had felt over the last few months at home, in school/college, and where they live.

Of 2,903 responding, the highest responses were:

- Very happy at home (50%, n = 1432)
- Often happy at school/college (44%, n = 1278)
- Often happy in their local area (42%, n = 1188)

When asked about all the things that worried or upset them, most young people said my Future, or School/college or education.

Cigarettes and Alcohol

Young people were asked at what age they first smoked cigarettes or drank alcohol, if at all.

- 86% said they had never smoked, 8% first smoked by the age of 13,
- 53% said they had never drunk alcohol, 30% first drank alcohol by the age of 13 (

Young people were also asked if someone in their home smoked cigarettes. Of 2,785 young people responding:

- 33% said 'Yes' someone in their home smoked
- 22% of those living with a smoker had smoked
- 90% of those from a smoker free home had 'never smoked tobacco'

Drugs

Older young people were presented with a list of drugs and asked to select any that they had tried. Of the 2,757 responses, 86% said they had never tried any of the drugs listed, 5% of the young people had tried cannabis, 2% of the young people had tried legal highs.

Sexual Health

Older young people were also asked about their sexual experiences. 2,525 young people responded. 89% said they had never had sex, with 4% saying they were aged 14 or younger when they first had sex and 2% saying they were aged 15-16. 5% preferred not to say.

The young people who said they have had sex were asked to select from a list all the methods they had used to prevent pregnancy. Of the 174 responding, 21% said that no method was used, with others most commonly saying that they used condoms or birth control pills.

Domestic Abuse

Young people were asked if they, or someone they lived with, had been a victim of domestic abuse. 2,966 responded. 7% said 'Yes'. Of the young people who said 'Yes', 65% felt they could seek support from someone about the domestic abuse.

Of 123 responses, the young people most commonly said they would go to the following people for help:

- Mum, Dad or Carer (68%)
- Friends (42%)
- A teacher (31%)
- Another relative (27%)
- My brother or sister (27%)
- The Police (20%)

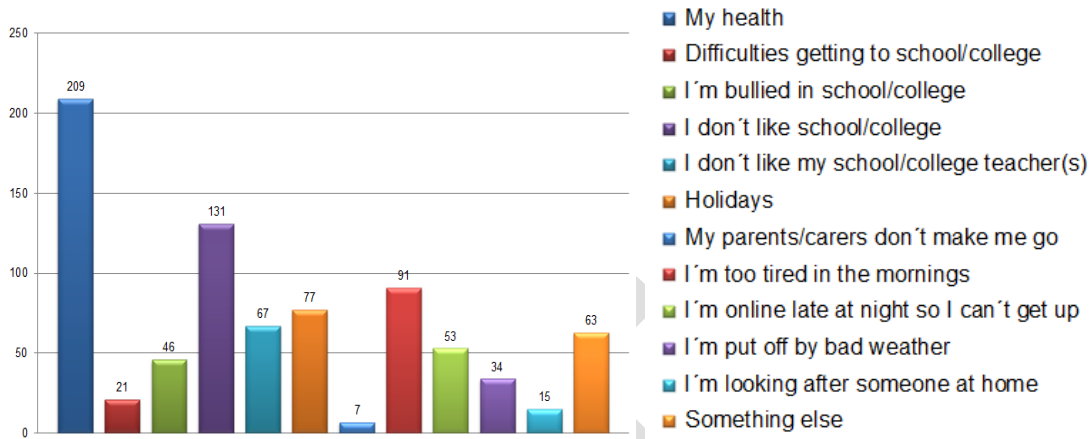
Young Carers

516 young people said they looked after someone at home. When asked if they found meeting homework/coursework deadlines hard because they looked after someone. 25% said Yes, all the time or Quite often. Young people were also asked if looking after someone at home stopped them from going out and enjoying themselves. 41% said Yes, Often, or Sometimes.

Education

Attendance

- Young people were asked whether they always went to school/college when they should. 2,719 responded in total. 83% (n = 2,261) said Yes, always. The 17% who did not always attend gave these reasons why:

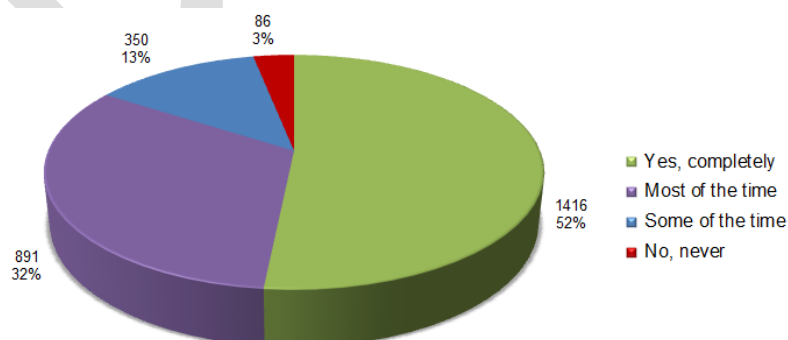


View of school

- The young people were asked to select the best things about their school. 2,744 young people responded (More than one response could be given). The highest responses were the teachers (34%), classroom facilities (33%), and exam results (31%).
- The young people were asked to select from an identical list the worst things about their school. 2,724 responded (More than one response could be given). The highest responses were the standards of behaviour (34%), nothing (31%), and the teachers (13%)

Feeling Safe at School

Young people were asked if they felt safe at school. Of 2,743 responding, 52% said Yes, completely safe.



Those who said they never felt safe or only felt safe some of the time, were asked to say where in school they felt unsafe. The highest responses were given for in the toilets, in the corridors, or in the school yard.

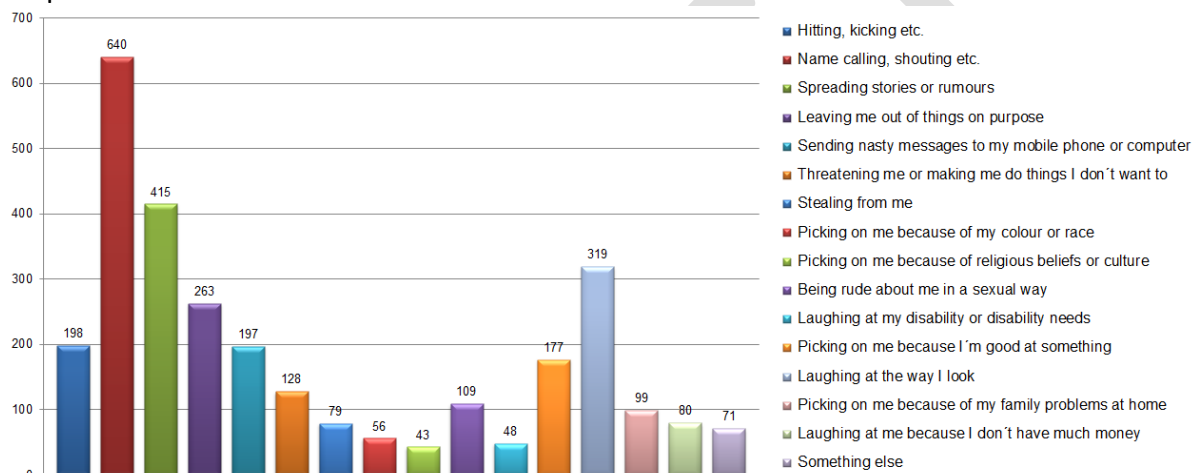
Bullying

The young people were all asked if they had been picked on or been bullied in the last few months. 2,989 responded. 69% said No, 10% said Once or twice a year, 9% said Once or twice a term, 6% said About once a week and 6% said it happened Several times a week.

Those who had been picked on or bullied were asked where. Of the 1,019 young people responding:

- 78% said it had happened in school or college
- 12% said in my community
- 8% said at home

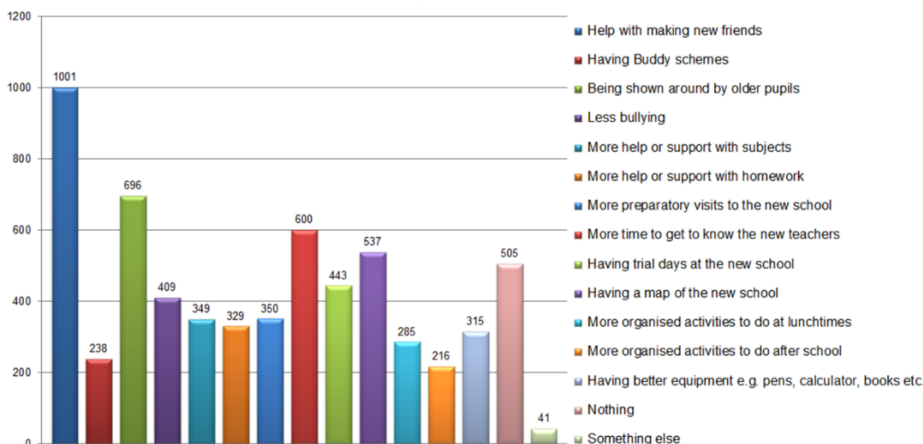
Young people who had experienced bullying were asked what forms they had experienced. 1,100 responded.



74% felt they could tell someone about the bullying

Transition to Secondary School

Young people were asked how easy the move was from primary to secondary school. 2,526 young people responded. 64% found the move very easy or easy, but, 24% said it was difficult or very difficult. 92% had visited their secondary school at least once and 86% had felt welcome on their first day. 37% said that help making friends would have made the move easier, but 19% said nothing would have helped.



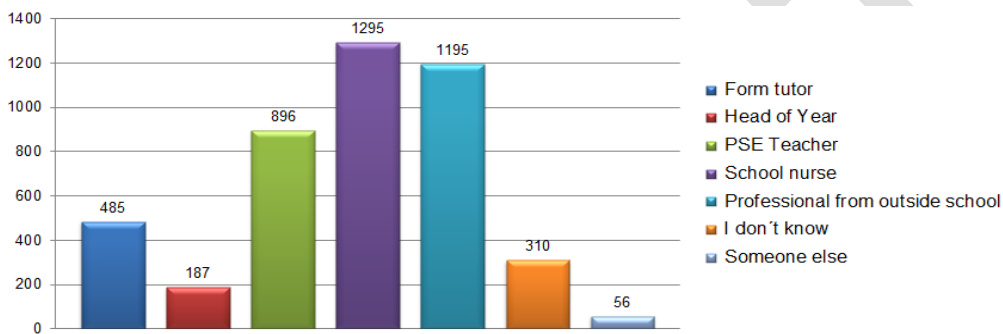
School Council

The young people were asked if they felt their School Council had made a difference to their school. 3,036 young people responded. 6% said it had made a big difference. 56% said it had made some difference. 38% said it had made no difference.

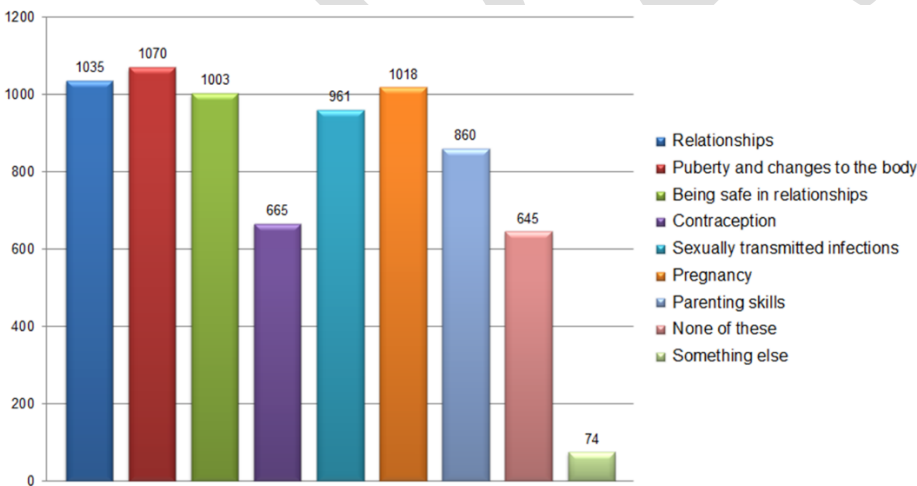
Sex and Relationship Education

Young people were asked at what age they thought SRE should start. Of 2,625 young people responding 3% said they didn't think there should be SRE at school. Most said they thought it should take place in Years 6 (33%) or 7 (24%), whilst 13% said it should be in Year 5 or below.

When asked who should teach it, the 2,770 responding said:



When asked 'Which areas of SRE would you like to learn more about?', the 2,853 responding said:



Community Safety

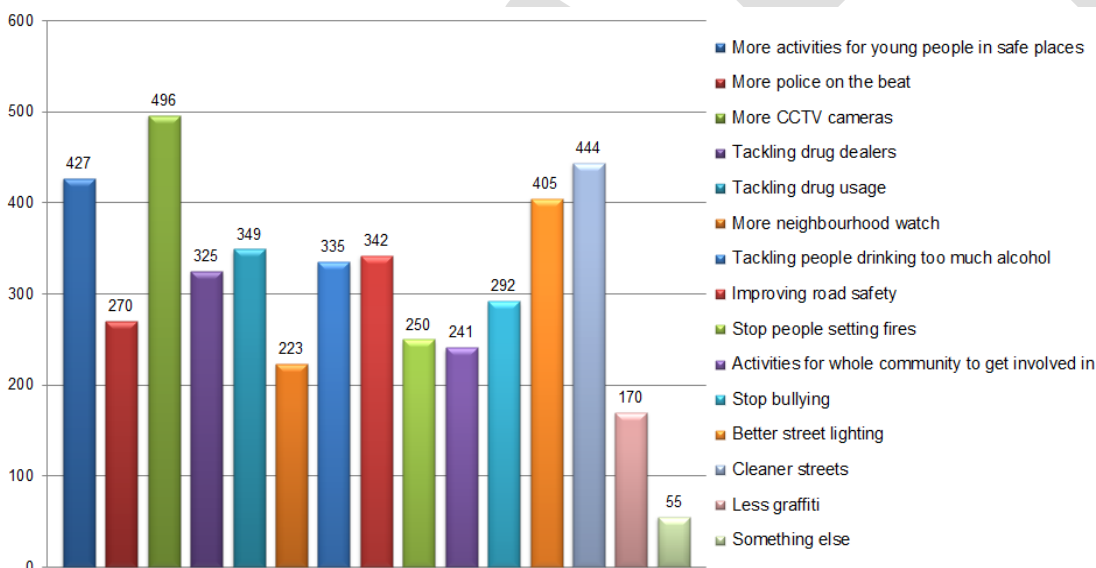
Young people were asked how safe they felt in their local area. **3,315** responded.

- 60% said they felt completely safe
- 34% said they felt safe most of the time

The young people who said they felt unsafe were asked to select from a list all the things that made them feel that way. 183 people responded.

- 53% said People using drugs
- 51% said People drinking alcohol
- 48% said Violence and threatening behaviour
- 42% said Groups of people older than me

The young people who did not feel completely safe were asked 'What would make the street/area you live in safer?' 1420 responded.



Participation in Early Years

Swansea's Healthy City Early Years Strategy sets out how those working with children and families in Swansea plan to support every child to have the best start in life. Recognising respecting and fulfilling the rights of our youngest children is continuing to build as a priority in Swansea, and the recognition that young children can also make informed decisions about their lives continues to be evident in ongoing extensions of consultations to this group:

Childcare Sufficiency Assessment

Under the UNCRC children are recognised as full human beings who must be acknowledged as citizens with a voice, and competent in using that voice as experts in their own lives. Therefore, when it came time to reassess the sufficiency of childcare in Swansea in 2017, it was regarded as fundamental that children who use childcare were offered an opportunity to say what they thought about the quality of provision they received.



In January 2017, the Swansea Family Information Service and Life Stages Team undertook consultation with a total of 67 children aged 2 – 11 years. 17 of the children were aged 2 years, 22 were aged 3-4 years, 15 were aged 5-7 years and 13 were aged 8-11 years.

Five consultation sessions took place at specific day care settings including:

- Two Flying Start providers
- Two private day nurseries
- An after school club



Children were invited to share what quality childcare looks like to them, in ways that were appropriate to their age and maturity. This included talking about what the best and worst things were about childcare, what they would like to see more or less of and how they would improve settings.

Children were also invited to provide information about other requirements of the assessment, e.g. how often children attend childcare, why they attend and how they get to and from settings.

Consultation with these very young children was highly successful, enabling a number of key conclusions to be reached including:

- Children aged 2 – 4 years believe that (free) play is a very important part of their childcare experience – especially, when possible, outdoor play
- Grandparents play a vital informal role in helping to provide childcare for 2, 3 and 4 year olds
- Children aged 5 years and over also frequently enjoy more physical types of (free) play, including being outdoors – when at a childcare setting
- Children aged 5 years and over evidently had clear thoughts and views on the type(s) of food they received when at childcare
- There was a more frequent incidence of part-time attendance of a provision than full-time



Outcomes of engagement:

- A successful test of engaging with younger children than last year was demonstrated, i.e. taking the age of this consultation down to 2 years.
- Children successfully contributed to thinking about the definition of quality childcare in Swansea. This is more than affordability and accessibility for parents, but also must incorporate the experience children receive whilst in settings, often of which they have no choice about attending.
- Children across the age range resoundingly requested more opportunity to play outdoors. Outdoor play forms a large part of the actions to implement the findings of the Childcare Sufficiency Assessment and has become a priority of the Family Information Service and others working on delivering quality provision for parents and young children in Swansea.

UK Youth Parliament

Each year the UK Youth Parliament attends a sitting at the House of Commons to debate issues voted for by young people across the UK.

As a part of this, the 'Make Your Mark' project supports young people from all areas of the UK to vote on issues that are most important to them. Each person can vote for one topic from a list of ten and the five most popular will be debated in the House of Commons.

In September 2016, 1467 young people were supported by pupils who attended the Big Housing Conversation to submit votes.

This is a record high in Swansea.

The outcome of the vote in Swansea is as follows:

A curriculum for life	235 votes
First aid education	225 votes
Votes at 16	196 votes
Transport	177 votes
Tackling racism and religious discrimination	173 votes
Mental health	170 votes
NHS Cuts	108 votes
Body image	87 votes
Raising awareness of sexual harassment in school	69 votes
Fund our Youth Services	27 votes

Election of Members of Youth Parliament

July saw the election of a new member of the UK Youth Parliament for Swansea. Young people gave their views on the democratic process at a Big Conversation and as a result, each secondary school was invited to nominate a candidate for election. Five candidates submitted written and recorded statements and an online survey was distributed to pupils via schools. 523 pupils voted in an alternative vote system, and a member of the Youth Parliament and Deputy Member of the Youth Parliament were duly elected.

The MYP will be supported to attend national events. They will be encouraged to fulfil their role locally by engaging with other young people through Big Conversation and other means, and campaigning on issues arising.

DRAFT

Objective 2: Promoting Knowledge and Understanding of the UNCRC

Developing knowledge and understanding of the UNCRC through training for all staff and decision makers within the City and County of Swansea, including other statutory and key voluntary partners

We are committed to supporting people to understand children's rights. This often involves supporting services to think about how the UNCRC applies in their day to day running and how practically children's rights is or can be embedded into service infrastructure.

In the last 12 months 141 people from a variety of areas have accessed bespoke training opportunities

Decision Makers Training

Buy-in and leadership at a senior level has undoubtedly underpinned the success Swansea has experienced so far in embedding children's rights in all of its work. Training sessions have been offered to all, and facilitated with 31 Councillors following the election process.

Governors have continued to attend UNCRC training as a part of the Annual School Governor Training Programme, with 23 receiving support in the last academic year.

Bespoke Training Requests

A number of requests for workforce development sessions that are bespoke to particular services or areas of work were facilitated in 2016/7. Most commonly, these requests came from early years services and the following sessions were provided:

- A UNCRC session to those making Healthy and Sustainable Pre School Scheme assessments. This session was developed to support assessors to make clear links between the modules of the HSPS Scheme and the rights of the child.
- A regional 1-day UNCRC session for childcare settings participating in the HSPS Scheme. This was to support the session for assessors and to explore the work settings do, and can do, and their links to the UNCRC.
- A workshop for Wales Pre-School Providers Association was held to explore the practicality of children's rights in Early Years. The session specifically considered models of childhood and the competencies of young children. The session was delivered in partnership with Early Intervention and Prevention services and encompassed storytelling and cooking with children work.

Other bespoke workforce development sessions have included children's rights for children with parents in prison, and children's rights of young parents.

Training in School Settings

In September 2017, 98% of schools in Swansea are engaged with the Rights Respecting Schools Process.

26 schools have received individual support from UNICEF in the last 12 months. This includes full INSET training, after school workshops and sessions for pupils

Partnership Approach Embedding Children's Rights

UNCRC within the Public Service Board and Children and Young People's Partnership

A Partnership Commitment

There is a long standing, established partnership approach to this agenda and will continue to work together as the wellbeing plans develop to ensure children's rights is embedded for future generations. This includes recognition of partner's commitments to the UNCRC and supporting others by sharing the Council's learning of embedding children's rights. The ABM University Health Board has made a commitment to Children's Rights and developed their own Children's Right Charter focussing on specific articles of the UNCRC to ensure the voices of children and young people are being heard at the highest level of decision making. Other partners are also looking at how child rights can be embedded within frameworks.

The re-established Children & Young People's Partnership Board has reinvigorated partnership working on children and young people's issues, ensuring that the Council's top priorities around safeguarding, educational attainment and poverty reduction are reflected, along with the commitment to Child Rights, ensuring rights based practice is embedded.

A joint programme has been established by the Future Generations Commissioner and the Children's Commissioner to assist public bodies in embedding the UNCRC in developing our approach to implementing the Wellbeing of Future generations Wales Act; this will be discharged through 'Children's Rights: Doing it the Right Way' and its accompanying Children's Rights Self-Assessment. Swansea Council has arranged with the office of the Future Generation Commissioner and the office of the Children's Commissioner to make use of their CRSA toolkit to self-assess the extent to which children's rights are embedded in Swansea's Well-Being Plan and across the Children and Young People's Partnership.

Children's Rights Network

The Children's Rights Network is a multi-agency group of over 80 organisations whose aims is to champion children's rights in or to promote and raise awareness to officers, partners and members of the public. The network shares learning and resources, in order to further embed Children's Rights within practise, throughout the authority area and support the development and implementation of the Children and Young People's Rights Scheme in Swansea. The Network supports communication between diverse ranges of partners and contributes to enhancing a whole council approach to embedding children's rights. Work has been done this year to formalise links and communication between the Network and the Children and Young People's Partnership Board.

Whole Council Approach Embedding Children's Rights

Our ethos in Swansea is that everyone working for the Council is a member of the team committed to developing services to deliver the best outcomes for children and young people. Services for children and young people are at the heart of all our work with Safeguarding being our top corporate priority.

This approach has transformed the way the council works, developing services which are integrated and joined-up approach and deliver outcomes which are best for children and young people.

Corporate Directorate

Strategic Equality Plan

The United Nations Convention on the Rights of the Child (UNCRC) has been integrated into the Strategic Equality Plan (SEP) to raise awareness and place children's rights at the heart of decision making across all directorates of the local authority.

Last year, all service areas were required to set three UNCRC objectives that focussed on training and development of knowledge and understanding of the UNCRC within each service area, promotion and awareness raising of the UNCRC, making explicit links to relevant articles and use of the Children's Rights logo for Swansea, and compliance with the EIA process

Progress on the UNCRC Objectives within the Strategic Equality Plan

Each department is required to report annually on how they meet the objectives relevant to their department within the Swansea Equality Plan. For 2016/17, this includes reporting on the UNCRC objectives.

Whilst there is a commitment to the UNCRC across the authority, information on the progress of individual departments is limited. Work needs to be done to support departments to access workforce development opportunities and to promote Children's Rights and evidence due regard, particularly those who do not work directly with children and young people but can have an impact on the rights of children. This will form a recommendation at the end of this report.

Democratic Services Reporting Template

In the last 12 months the process through which policies, reports and service decisions are reported to Council has been adapted to consider the impact decisions made have on the rights of the child. This means that any policy or service decision made that directly or indirectly affects children, can be scrutinised by senior decision makers. It also means that any negative impact on children's rights, where possible, can be mitigated.

Health & Safety Emergency Planning

Swansea Council Emergency Management Service (EMS) were contacted by Save the Children in March 2017 in order that we may assist them in a 'Take Care' project they were delivering within Trallwn primary school, Swansea.

The service engaged with the project by providing them with an opportunity to debate emergencies and in particular their chosen emergency 'Fire'. The children researched how fire affects them and how in an emergency, they may be evacuated to a place of safety provided by the local authority (Rest Centre).

The team at Swansea Council EMS were cognisant of the UNCRC and in particular Article 3 (Best Interests of the Child) and Article 12 (respect for the views of the child) where following the project, we have changed emergency plans in relation to listening to and understanding children's needs and involving them post-emergency where decisions have to be made in regards community recovery.

An excerpt from one emergency plan is outlined below. It refers especially to recovery after an incident, where 'adults' and 'officials' traditionally determine how a community is rebuilt:

"The children of Swansea will inherit any decision, so it is prudent to consider their wishes at every stage"

In July 2017, The Take Care project were invited to the Council Chamber at the Civic where they presented to an audience of professionals including Swansea Council, Fire, Police, Ambulance, Burns & Plastics specialist (Morrison Hospital), Natural Resources Wales and school governors.

The presentation was well received and the promise of change was made across the professional services so UNCRC would factor into policy and future decision-making.

Place Directorate

The last 12 months has seen an increased partnership approach to making use of Big Conversation mechanisms to engage children and young people in significant developments affecting the city centre. These include:

City of Culture

The UK City of Culture is a title given to a city for one year during which it creates a programme of local, national and international events that become a catalyst for investment, regeneration and economic growth. The team co-ordinating the bid have engaged children through the Big Conversation and Pupil Voice Forum, exploring what it is about the city is important to them. Conversations have included what activities, attractions and places are important to celebrate and what makes Swansea a special place?

City Centre Redevelopment

The Place directorate has been proactive in engaging children and young people in the ongoing redevelopments of Swansea City Centre. Contractors from London visited to specifically discuss with young people proposals being made for the city centre and to gain insight into what young people needed from the new developments.

Smoke Free Beaches

Swansea Council launched a smoke-free beach trial at Caswell Bay in April 2016. The aims of the voluntary ban on smoking at the beach was to help provide cleaner, healthier places for people including children and to reduce pollution on beaches caused by cigarette ends. Colleagues from Trading Standards worked in partnership with the Children's Rights Team to ensure that the associated Children's Rights articles were promoted within the campaign and "Dilly" the corporate children's rights logo present on beach signage, to promote that children's right to grow up and be healthy was being upheld.

Park Signage

Friends of Polly Park were successful in applying to the Swansea Welsh Church Act Trust Fund, which is administered by Swansea Council. They were awarded £1,500 for a project to work in partnership with the St. Thomas primary school, Police and Swansea Council to produce and make rights signs for the park and other appropriate local venues. This project was as a result of work between Pupils and the Lleisiau Bach Project at Swansea University, where children researched people's understanding of rights in their local community. On finding that people's understanding of children's rights was less than they had hoped, an initiative was set up to raise money for rights signs throughout St Thomas that would promote the UNCRC. This is a good example of partnership working can support the promotion of children's rights in Swansea.

People Directorate

Rights Respecting Schools

One of the commitments to ensure we mainstreamed and promoted children rights to ALL children and young people in Swansea was to embed a rights based approach within the school ethos through the UNICEF Rights Respecting Schools Award (RRSA). In 2013 we entered into a 5 year agreement with UNICEF UK to achieve this and ensure ALL schools in Swansea are engaged on their journey to achieve Level 1 Rights Respecting Schools status by 2017. As we come to the end of the journey some of the headline achievements over the past 5 years are listed below:

Reach of RRSA process 2013 – 2017:

- Approximately 48,358 children and young people
- Approximately 2052 teaching staff
- Approximately 1324 non-teaching staff

Achievements of the RRSA process 2013 – 2017:

- Number of schools achieving Level 2 award = 22
- Number of schools achieving Level 1 award = 43
- Number of schools submitted Record of Commitment/Action Plan (ROC) = 17
- Number of schools engaged and trained = 12
- Number of schools yet to engage = 2 (plans are in place to target these)
- 98% of schools engaged in the RRSA process
- 68% of schools achieving Level 1 or above

Expected Outputs at the end of contract in October 2017

- Number of schools achieving Level 2 award = 25
- Number of schools achieving Level 1 award = 51
- Number of schools submitted Record of Commitment/Action Plan (ROC) = 11
- Number of schools engaged and trained = 9
- Number of schools yet to engage = 0
- 100% of schools engaged in the RRSA process
- 79% of schools achieving Level 1 or above

Reports from schools who have adopted a rights based approach show how this has contributed to attainment, attendance and well-being outcomes for children and young people in Swansea through;

- Improved self esteem and feelings of being valued and listened to
- Increased levels of respect, leading to improved relationships with others
- A sense of security as rights respecting language and behaviour is used consistently throughout service received
- Improved attainment and attendance and a reduction in exclusions in school
- An understanding of religion, cultures, beliefs and abilities different to their own
- A wider and deeper understanding of the world in which they live
- Children can see that these rights apply everywhere not just in school
- Children are more confident to speak out, e.g. Safeguarding issues/ Increased no. of disclosures

Strategic Equality Plans in Schools

Schools face the same obligations as the local authority in terms of meeting the Public Sector Equality Duty for Wales, such as setting clear equality objectives. Building on the integration of the UNCRC objectives Officers from Education, Access to Services and Children's Rights are currently working on a refreshed SEP template, specifically to assist schools in Swansea.

A template and supporting guidance has been circulated to schools and completed SEPs are published at <http://www.swansea.gov.uk/staffnet/equalitiesinschools>.

School Council Audit

In September 2016, it was announced that the regulation of school councils outlined in the Schools Council Regulation 2005 would sit with Local Authorities, making responsibility for assuring quality across school councils a central one. The picture of school councils across Swansea was unknown and during the 2016/17 academic year, the Children's Rights Officer for Schools has attempted to audit schools and their pupil voice opportunities.

To date 100% of secondary schools and 18% of primary schools have completed the audit. Work continues on this with a view to complete the audit by December 2017 with a full analysis to report on.

Corporate Parenting Strategy

The City and County of Swansea Corporate Parenting Strategy centres on developing positive outcomes for vulnerable children and young people. The Strategy is underpinned by the guiding principles of the UNCRC, outlining objectives that ensure children and young people who are looked after are able to access provision in an equitable way to others, have opportunity to thrive and develop and seeks to ensure that adults who making decisions about them act in their best interests.

The full participation, involvement and contribution of children and young people looked after and leaving care is very much at the heart of the Corporate Parenting Strategy. Specific objectives relating to supporting children and young people who are looked after to be listened to and inform service delivery have been developed.

Whilst the Strategy in its entirety underpins the holistic rights of a child, Objective 8 specifically focuses on the participation of children and young people in decisions that are made about them.

Work is being undertaken as a part of this Objective to develop an engagement strategy for Child and Family Services which:

- Supports and enables participative practice
- Clarifies arrangements and opportunities for participation
- Demonstrates the wealth of rights based practice that takes place within the service that will evidences due regard
- Provide opportunity to identify any areas where improvement can be made.

Best Start in Life

Swansea's Healthy City Early Years Strategy sets out how those working with children and families in Swansea plan to support every child to have the best start in life. The strategy prioritises investment and early intervention in the early years of a child's life (-9 months to 5 years) seeking to break the cycle of disadvantage of vulnerable young children and their families by changing children's life chances so that they are better able to make a positive contribution to society and be the best that they can be.

The strategy sets out clear objectives that support families in readiness for birth, and further, in enabling them to support their children to thrive and develop in readiness for nursery and school and ultimately to enjoy their rights.

The Early Years Strategy promotes 7 Best Start messages to children, parents and families. These messages promote every child's rights to play, to be healthy, to feel safe, to join groups and make friends, to be with their family if that is best for them, to learn and thrive and develop to be the best that they can be.

29 Staff awareness sessions have been run with over 600 multi-agency staff attending. Whilst these sessions have been to raise awareness of the Best Start messages, making clear links between them

and the UNCRC has provided a dual role in promoting and embedding children's rights in Early Years work. It is recognised that the Best Start Swansea messages are for children as well as parents and families and work has been done to engage young children in the messages.

Various events across Swansea to engage directly with children and young people promoting the Best Start work, these have included Seaview Primary Schools rights respecting day, Health Visiting week in Gorseinon and 360, National Play Day which received over 4000 attendees, the Teddy Bears picnic, an event which specifically targeted the pre-school age, and the opening of the Penplas Family Centre in Portmead, where Best Start worked closely with the Life Stages Team to promote play with children and parents together. Over 100 children made play dough with the team on this day.

Best Start Story Book

Continuing work to promote Best Start messages to parents and young children, Early Intervention Services worked closely with two children's authors and a group of 17 young parents that work with the Jig-so team to write and illustrate a story book based around the importance of play and playing together. The book 'An Adventure with Gramps' was published to help parents understand the importance Play has in the life of very young children. The activity helped promote the right every child has to play.

The use of the story book by parents will promote the Best Start messages in everyday family life and aligns to the ongoing work around storytelling that promotes children's voice and emotional wellbeing.

Building on the Best Start Messages, a number of approaches have been commissioned to further embed a rights based approach in early years:

Healthy and Sustainable Pre-School Scheme

The Healthy & Sustainable Preschool Scheme is situated within the Council's Early Intervention and Prevention Service and aims to encourage healthy habits with children of pre-school age. The programme and activities that are commissioned within it are considered are ones that incorporate the rights of the child into the programme. The scheme supports a rights based approach as it originates from a principle that by providing healthy environments for children we are supporting the UNCRC. 38 childcare settings across Swansea, hosting up to 1,384 children, are signed up to and work through the scheme, made up of seven health-based topics, which are underpinned by a child's right to access nutritious food, clean water and a healthy and safe environment. In terms of activities that encourage participation in early years, the Healthy & Sustainable Pre-school Scheme has delivered a number of activities that work from the principle that children are capable no matter what the age. These include:

Children Can Cook sessions focused on providing staff with the ability and equipment to encourage children to cook healthily and to be full participants in the activity. We provide special 'Dog Knives' that enable children from the age of 2 years to cut food. We also encourage the use of rotary graters

to get children grating food items, such as potato, carrots, cheese. The recipes are ones that focus on using fresh ingredients, a high proportion of vegetables and fruit, no added salt and low/no sugar.

- 23 pre-school settings have attended sessions and have demonstrated the skills learnt on the training in practice
- Five sessions training 61 practitioners have been facilitated.
- Demonstrations of cookery skills using the equipment and principles have taken place at Best Start events across Swansea such as the Health Visitor week promotion event in Gorseinon. Linking with the Children's rights team and the Healthy Schools team, 120 children have also participated in cookery sessions at public events, e.g. fun days

Jabadao Movement and Play Sessions. The principles of Jabadao begin from birth, and focus entirely on the child's competency to know what its body needs in terms of movement. The principles are child lead and non-verbal. The Developmental movement Play space becomes a safe place for children to lead the activity and essential show that their 'voice' is important, and to feel no pressure from adults. This principle is shown to work in many formats, but none more so than when the TIG came to Swansea. 16 staff from 12 settings accessed the original training and continue to use Jabadao to inform their practice. This continues to be observed in Healthy and Sustainable Pre School assessments.

The **TIG** is a large inflatable luminarium that provides a non-verbal child led play experiences. The TIG was based at Clwyd Primary school for a week allowing children and practitioners and children to access a number of sessions to explore and experience child led play, from a very young age, demonstrating that even before articulating voice, children are capable of expressing themselves and have something to say through movement. As well as for very young children, the TIG team supported sessions for children with additional needs, enabling professionals to further understand how movement spaces are of paramount importance and how children's right to expression can still be fulfilled without voice.

Over the space of 5 days:

- 27 sessions were facilitated
- 191 children under 5 visited
- 66 parents experienced the TIG
- 47 childcare workers/early years professionals visited the TIG

Little Magic Train is a music and movement storytelling activity that stimulates imagination and allows the children to lead the story at various points. The activity encourages young children to tell a story using music and nothing but their imagination, which again allows children to lead activity and to have their voice heard. A two day training course provided learning and resources to 24 practitioners from 18 preschool settings.

Good Start Great Start

Good Start Great Start is a national study designed by Middlesex University to help understand the impact of school readiness interventions. The programme, piloted in Swansea consisted of six two-hour sessions where parents and their pre-school age children undertook various activities designed to help prepare them for school. The activities included super snack, make and do, story time, singing and also discussion time for parents. Part of the aim for the programme is to develop an element of social capital with the families that are involved. The team ran the programme in two flying start settings.

Part of the appeal of the Good Start Great Start approach was that all of the activities had a rights focus, and compliment not only the UNCRC but also the Best Start messages. As an academic study, this also provides a sound assessment of the Best Start messages and rights based approaches.

An evaluation of the pilot outlining the impact of the programme on school readiness will be provided in due course. This will also offer a comparison with other settings across the UK.

Play Sufficiency Assessment

The Children's Play Team have looked to ensure that our statutory duty to ensure sufficient play opportunities (arising from the Child & Families Wales Measure 2010) is approached from a children's rights perspective. Following completion of the 2016 Play Sufficiency Assessment, a summary version intended for children & young people was produced that emphasised the right to play, as well as the right to be listened to on issues that affect them. It included a feedback section for them to complete, potentially as part of their rights respecting work in schools and an explanation of how responses would be used to identify gaps and priorities moving forward was provided in an accessible format to children and young people.

Young Peoples Services

Building on the UNCRC workforce development undertaken by Young People's Services, a clear role for Lead Workers over the past 12 months has been to develop work that demonstrates Swansea Young People Service's commitment to upholding the rights of children and young people and embedding the principles of the UNCRC in all of our work.

- Referral forms highlight our commitment to the UNCRC by highlighting to professionals Article 12 and 3 – to ensure that the young person is consulted at every stage and has agreed to the request for service being made.
- Swansea YPS request for service form - incorporates the young person's view at point of request.
- Once a Young person and/or family are allocated a Lead worker, an assessment is carried out with the Family and a separate assessment for the young person. This is to ensure that the Young Person's well-being needs are not overlooked and form part of the family plan.
- Young People inform the development of their Trajectory (Action Plan) and each trajectory is tailored to meet the needs of the young person and family
- Each Young Person is part of the completion of our newly developing wellbeing wheel (capturing distance travelled for the young person)
- Young People will always be encouraged and supported to attend the reviews held six weekly; it is encouraging and testament to the workers that this is more likely to be the case than not. At any stage should young people feel that this not an option for them, staff will tailor the meeting or find alternative ways to ensure that young people have a voice and shape the work moving forward

Evolve Young People Service Universal Youth Club Provision embed the UNCRC by:

- Displaying the UNCRC Charter
- From September facilitate at least one Big Conversation per term with Young People about matter that affect them
- Working with young people to develop changes to the building they attend and inform the termly plans.

Work will continue in 2017/8 to affirm the links between Youth Work and the UNCRC.

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Objective 3: Promotion and awareness raising of the UNCRC

Dilly Dragon

Progress of the development of a campaign plan to more broadly promote and raise awareness of Children's Rights across the City and County of Swansea is ongoing and we continue to look for opportunities to promote with partners and make explicit links.

In alignment with the Rights Respecting Schools Award approach, work has been done with children and young people to develop a County-wide rights mascot, known as Dilly the Dragon. Dilly acts as a brand and symbolises the Council's commitment to the UNCRC; the Dilly brand underpins the promotion campaign for children's rights in Swansea, examples of this includes:

- A Dilly the Dragon flag flies during planned periods from the Civic Centre Building;
- Any young person engaging in the Big Conversation or any adult engaging in UNCRC workforce development receives a Dilly pin-badge, with a view to promote and act as a champion for children's rights in the community.
- A #DillyDragon #DdraigDilly has been linked to the Corporate Facebook and Twitter sites; this means that any information promoted using this hash tag reaches the wider public as well as our targeted audiences.
- Dilly the Dragon is included on all Big Conversation and affiliated promotional material;
- Dilly promotional material is used and circulated at a range of public events. These include pens, headphones, water bottles and UNCRC posters.

In the last 12 months, work has been done with partners to make links between pieces of work and the UNCRC so that a rights message can be applied and promoted as widely as possible. Examples include promoting Dilly on 'Playful Schools' plaques and signage, 'Smoke Free Beach' and 'Smoke Free School Gates' signage and as a part of the Best Start Campaign. Regular posts have been made to the Children's Commissioner's 'Rights Hour' Twitter feed, which have been regularly picked up and circulated nationally by the Commissioner.

Work needs to be extended to more effectively promote rights work in Swansea online. This includes on the Council's website and via social media. This will form a recommendation at the end of this report.

Objective 4: Ensuring appropriate and robust mechanisms are in place to receive feedback and complaints in relation to the UNCRC.

Improving How We Work

The council is committed to making sure that our policies and functions have a positive effect on the children and young people in Swansea. Whilst as a Council we are confident that good foundations have been set to ensure due regard is paid to children's rights, it is important to acknowledge that as an evolving process, there is always room to improve and develop.

It is important to listen to those affected by council decisions and to receive feedback about when decisions have or have not worked well for children and young people. A UNCRC mailbox, UNCRC@swansea.gov.uk, has been set up for anyone who has a query or would like to offer feedback about the Children and Young People's Rights Scheme or children's rights more generally.

In addition to this, a clear and open process has been developed for any person who may require further support with their query or feedback to ensure that any issues can be addressed and that the Council can be the best it can be and that services operate in a way that is effective, efficient and result in the best outcomes for children, young people and their families.

A detailed process map, including escalation to complaints is outlined on the following page as **Figure 1**.

This process has been in place for 12 months and there has been no complaints received by Corporate Complaints Service around Children's Rights.

A more robust way of recording informal queries, which resolve the query before escalating into a compliant needs to be refined and is a recommendation for development in 18/19.

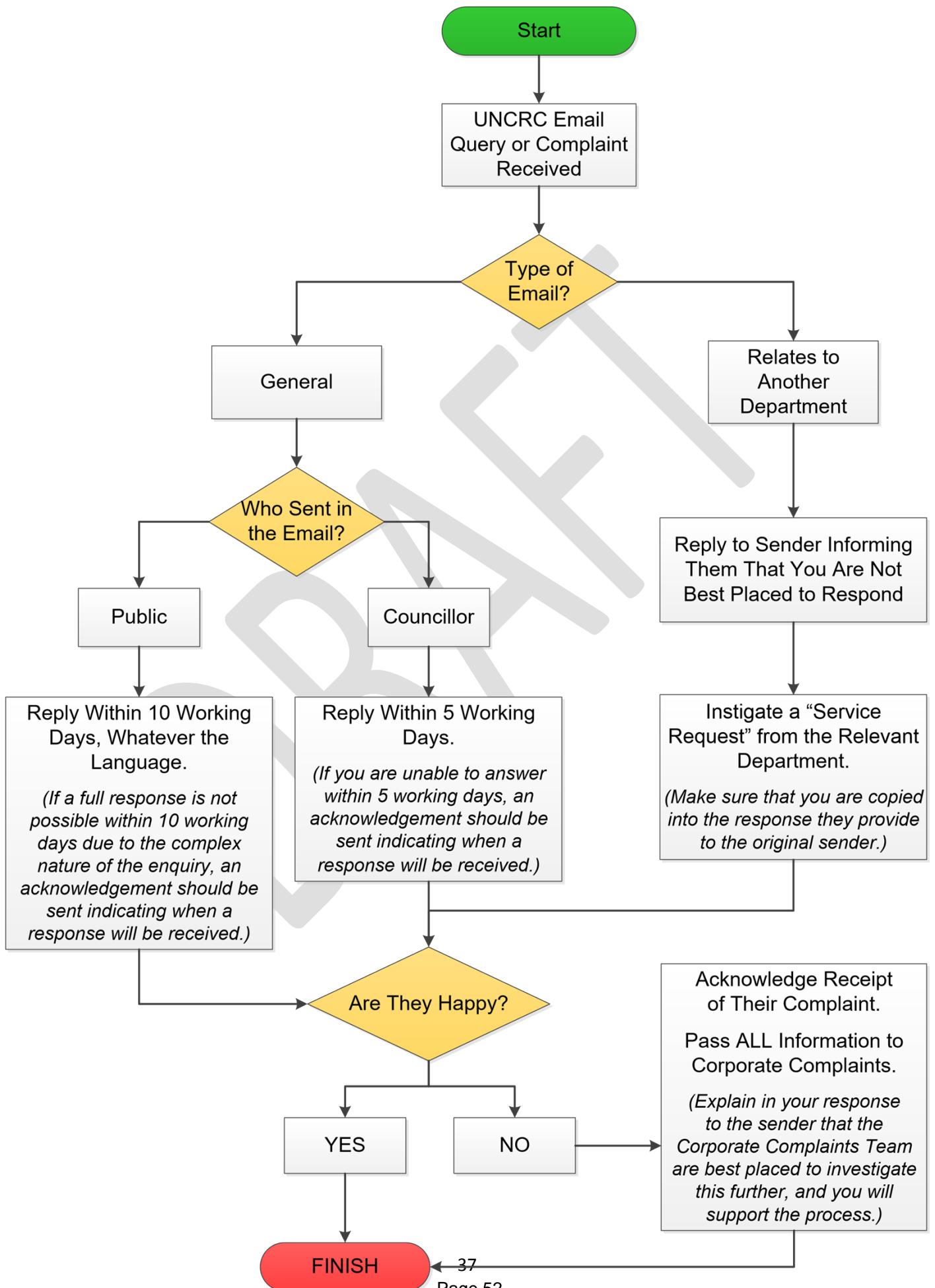


Figure 1

Objective 5: Ensuring compliance, accountability and impact of the UNCRC due regard duty that is evidenced based.

The Children's Rights Impact Assessment process

The Children's Rights Impact Assessment process was embedded within the Equality Impact Assessment process in November 2014, when the Children and Young people's Rights Scheme was formally launched.

The table below outlines the number of full Equality Impact Assessment reports completed and of those, the number of reports with a direct impact on children and young people in this reporting period.

Number of full EIA reports required as a result of screening forms received	22
Number of full EIA reports that had a direct impact on Children and Young People	17

Children's Rights Impact Assessments have been submitted from across the directorates of the City & County of Swansea and examples received have had both a direct or indirect impact on children and young people.

Embedding the Children's Rights Impact Assessment within the Equality Impact Assessment provides a platform for services, who may not do so as a matter of course, to be supported to consider how their service or policy decisions affect children and young people (considering age as a protected characteristic), and to be supported to engage with those service users to ensure decisions are made in their best interests and that they are effective in meeting their needs.

The impact of this work is difficult to measure, however by monitoring this the following outcomes are achieved:

- Equality outcomes are rarely quantitative in nature, and by undertaking EIAs early on in any process or development, we are able to mitigate / avoid any potential barriers / issues prior to design or implementation.
- The ultimate aim of the EIA process is to ensure that discrimination does not occur. By not seeing anything different, we are achieving our goal of addressing inequality, i.e. we would 'see' plenty without the process in place.
- Every EIA report is seen by at least 4 officers with expertise in equality, children's rights, tackling poverty and engagement – constructive criticism and advice is offered throughout the process which can increase officer knowledge and awareness. This can be measured and changes as a result of advice or support given will be measured using a new database moving forward.

An Equality and Inclusion Joint Working group has been developed to oversee and most effectively consider the impact of the EIA and CRIA. This group is made up of Officers who currently comment on EIAs.

Rights Respecting Schools Impact Assessment process

Our work to put the UNCRC at the heart of our school's culture and ethos has made the following impact to improve wellbeing and to develop every child's talents and abilities to their fullest potential.

Each school that undergoes a Rights Respecting Schools Award are asked to identify the degree of impact that this work has had against each of the following criteria.

- Children and young people have improved respect for themselves and for others.
- Children and young people are more engaged in their learning.
- Education achievement is enhanced.
- Children and young people develop positive relationships and behaviour, including finding their peers "kind and helpful".
- Children and young people demonstrate positive attitudes towards diversity in society and overcoming prejudices.
- There are reduced numbers of exclusions and less bullying.
- Increasing percentages of pupils like school.
- Children and young people feel empowered to respect the rights of others locally, nationally and globally, and to uphold their own rights.

Looking Ahead to 2017 – 2018

Looking Ahead

In three years, Swansea Council has made significant headway in developing a culture that recognises, respects and works toward fulfilling Children's Rights.

Swansea has cemented itself as an Authority that works together to achieve the best outcomes for children and young people, by working with them, listening to what they have to say, and supporting them to reach their potential; but there is more to do.

Broadening Our Approach

In 2017/18, we will:

- Provide bespoke workforce development to departments across the Council so we can further evidence a whole Council approach
- Ensure the embedded process of promoting Dilly is defined and implemented across the Council
- Promote and facilitate the development of accessible, clear information that is easy for people to understand in order to make informed decisions.

Extending Our Offer

Engagement with children has continued to grow in the last 12 months, though little progress has been made to extend the offer of opportunity to children aged under 10 years in a consistent way. There are pockets of good practice in engaging very young children, in extending the age range of children who are looked after and offering a pupil voice opportunity to year 6 pupils, though there is a gap in engagement of primary school children aged 3-10 years.

In 2017/18 we will;

- Explore ways to offer consistent opportunities to children of Primary School age 3 – 10 years
- Seek to further develop relationships with Primary Schools
- Extend the Corporate Parenting Challenge to include children and young people aged 7-21 years.
- Increase engagement of young people not in school in Big Conversations sessions.
- Make specific plans to increase the engagement of children and young people who are home educated.

Being More Visible

It is important that officers, councillors, children, young people, families and others are able to easily find information about how to access their rights, participate or receive information about how the Council has paid due regard to the UNCRC. We must also get better at how we share and promote the breadth of rights work that takes place in Swansea.

In 2017/18 we will;

- Establish and promote Swansea Council's Children's Rights work through Social Media
- Ensure the Council's web pages are up to date, relevant and accessible.

Assessing Impact

Demonstrating the impact of the Council's due regard to the UNCRC is the next step and challenge for the City and County of Swansea.

In 2017/18 we will;

- Map all monitoring processes in place to understand the impact of embedding a Child Rights approach on children and young people in Swansea. This includes undertaking an authority wide self-assessment for embedding children's rights in the Wellbeing Plan, assessing the impact of Swansea's CRIA and monitoring the use of and impact of the Council's process to hold themselves to account in terms of paying due regard.
- Further understand the impact of the rights respecting schools approach and continue to work with schools to ensure the rights respecting work continues after the contract with UNICEF ends.
- Investigate the extent to which data collected from children and young people influences change, e.g. understanding how Super Survey, Big Conversation (and associated forums) and consultation data is acted upon and fed back.

Link to Swansea Children and Young People's Strategic Partnership Plan -

<https://democracy.swansea.gov.uk/documents/s32123/15.2%20-%20Appendix%201%20-%20Children%20and%20Young%20People%20Strategic%20Partnership%20Plan%20Nov%202016.pdf>



Children and Young People's Rights Scheme Annual Progress Report 2017

Summary Report

This report is the third progress report on the due regard duty for embedding the UNCRC into the local authority policy framework and specifically focuses on progress made in the areas outlined in our Action Plan 2016/17.

The Children & Young People's Rights Scheme was launched in November 2014. This sets out the arrangements in place to ensure transparency in the processes that are being followed to demonstrate that we pay 'due regard' to the UNCRC. We do this by;

1. Making such arrangements as is considered suitable to promote and facilitate participation by children in decisions of the authority which might affect them, as required in the Children and Families (Wales) Measure 2010.
2. Developing knowledge and understanding of the UNCRC through training for all staff and decision makers within the City and County of Swansea, including other statutory and key voluntary partners.
3. Promotion and awareness raising of the UNCRC.
4. Ensuring appropriate and robust mechanisms are in place to receive feedback and complaints in relation to the UNCRC.
5. Ensuring compliance, accountability and impact of the UNCRC due regard duty that is evidenced based.

Participation of Children and Young People

- 2016/17 has seen a sustained engagement of children and young people aged 2-18 years. 6,087 participated in opportunities to have their voices heard through the PPC Team. This includes:
 - Big Conversations
 - Pupil Voice Forum
 - Corporate Parenting Challenge and associated LAC forums
 - School project work
 - UK Youth Parliament
 - CYP Super Survey

- Specific consultations, e.g. Childcare Sufficiency Assessment

Promoting Knowledge and Understanding of the UNCRC

Swansea Council is committed to supporting people to understand children's rights. This often involves supporting services to think about how the UNCRC applies in their day to day running and how practically children's rights can be embedded into service infrastructure.

- 141 people have participated in workforce development opportunities to develop their understanding of the UNCRC and how it applies to their work. Examples include:
 - Facilitating training for senior decision makers such as Governors, senior leaders and Councillors
 - Facilitating bespoke training requests such as 'Developing Children's Rights in Early Years settings'
- 98% of schools in Swansea are now engaged in the Rights Respecting Schools Award. This is an increase of 2% in the last 12 months. Over the past year, 26 schools have received individual support from UNICEF. This includes full INSET training, after school workshops and sessions for pupils. A plan for engaging of the remaining schools has been developed.

A Partnership Approach to Children's Rights

The Wellbeing of Future Generations (Wales) Act 2015 (the Act) came into force earlier this year and places new requirements upon public bodies to take steps to maximise their contribution to improving long-term wellbeing for Wales. Whilst the Act requires public bodies to work towards a wellbeing needs assessment for the whole population we are also ensuring that collaboration with partners take place to ensure we look specifically at how we can collectively improve the wellbeing of children and young people within our individual corporate plans, wellbeing assessments and PSB wellbeing plans.

Addressing the wellbeing needs of children and young people in Swansea will predominantly be discharged via the Swansea a Children and Young People's Plan which has been developed with a clear vision and aims for children and young people, which is aligned to our work on embedding Children's Rights. A link to the Plan is available at the end of this summary.

A whole Council Approach to Children's Rights

Our ethos in Swansea is that everyone working for the Council is a member of the team committed to developing services to deliver the best outcomes for children and young people. Services for children and young people are at the heart of all our work with Safeguarding being our top corporate priority.

This has transformed the way the council works, developing services which are integrated and joined-up approach and deliver outcomes, which are best for children and young people. The Children and Young People's Rights Scheme has enhanced this, encouraging people to use the UNCRC as an international framework to ensure work with children and young people is centered around their best interests. Good practice examples include:

- Embedding UNCRC Objectives into the Strategic Equality Plan: Each Council department is required to report through the SEP, how they:

- Participated in training on the UNCRC
- Promoted the UNCRC, making explicit links to relevant articles in their work and made use of the Children's Rights logo
- Were compliant with the Equality Impact Assessment, and therefore the Children's Rights Impact Assessment process
- Incorporating Due Regard to the UNCRC into Corporate Briefing and scrutiny reporting templates
- Taking account of Children's Rights when health and safety emergency planning in school (Take Care Project, Trallwn)
- Inclusion of children and young people in City of Culture and City Centre redevelopment bids.
- The introduction of Smoke Free Beaches and Smoke Free School Gates initiatives by trading standards. These projects are based on the premise that every child has the right to be healthy and signage incorporates the Dilly Rights logo.
- Incorporating the views and priorities of Looked After Children and Young People explicitly into the Corporate Parenting Strategy
- Developing approaches in Early Years that recognise, respect and fulfil the rights of our youngest citizens.
- Developing accessible and inclusive information to engage children and young people in decisions that affect them, e.g. Play Sufficiency Assessment
- Further development of embedding a rights based approach in young People's Services.

Ensuring Compliance, Accountability and Impact of the UNCRC

Children's Rights Impact Assessment

The Children's Rights Impact Assessment process was embedded within the Equality Impact Assessment process in November 2014, when the Children and Young people's Rights Scheme was formally launched.

Embedding the Children's Rights Impact Assessment within the Equality Impact Assessment provides a platform for services, who may not do so as a matter of course, to be supported to consider how their service or policy decisions affect children and young people (considering age as a protected characteristic), and to be supported to engage with those service users to ensure decisions are made in their best interests and that they are effective in meeting their needs.

17 full EIA reports were completed that had a direct impact on children and young people in this reporting period.

Rights Respecting Schools Impact Assessment process

Our work to put the UNCRC at the heart of our school's culture and ethos has made the following impact to improve wellbeing and to develop every child's talents and abilities to their fullest potential.

Each school that undergoes a Rights Respecting Schools Award are asked to identify the degree of impact that this work has had against each of the following criteria.

- Children and young people have improved respect for themselves and for others.

- Children and young people are more engaged in their learning.
- Education achievement is enhanced.
- Children and young people develop positive relationships and behaviour, including finding their peers “kind and helpful”.
- Children and young people demonstrate positive attitudes towards diversity in society and overcoming prejudices.
- There are reduced numbers of exclusions and less bullying.
- Increasing percentages of pupils like school.
- Children and young people feel empowered to respect the rights of others locally, nationally and globally, and to uphold their own rights.

Looking Ahead

In three years, Swansea Council has made significant headway in developing a culture that recognises, respects and works toward fulfilling Children’s Rights.

Swansea has cemented itself as an Authority that works together to achieve the best outcomes for children and young people, by working with them, listening to what they have to say, and supporting them to reach their potential; but there is more to do.

Broadening Our Approach

In 2017/18, we will:

- Provide bespoke workforce development to departments across the Council so we can further evidence a whole Council approach
- Ensure the embedded process of promoting Dilly is defined and implemented across the Council
- Promote and facilitate the development of accessible, clear information that is easy for people to understand in order to make informed decisions.

Extending Our Offer

Engagement with children has continued to grow in the last 12 months, though little progress has been made to extend the offer of opportunity to children aged under 10 years in a consistent way. There are pockets of good practice in engaging very young children, in extending the age range of children who are looked after and offering a pupil voice opportunity to year 6 pupils, though there is a gap in engagement of primary school children aged 3-10 years.

In 2017/18 we will;

- Explore ways to offer consistent opportunities to children of Primary School age 3 – 10 years
- Seek to further develop relationships with Primary Schools
- Extend the Corporate Parenting Challenge to include children and young people aged 7-21 years.
- Increase engagement of young people not in school in Big Conversations sessions.
- Make specific plans to increase the engagement of children and young people who are home educated.

Being More Visible

It is important that officers, councillors, children, young people, families and others are able to easily find information about how to access their rights, participate or receive information about how the Council has paid due regard to the UNCRC. We must also get better at how we share and promote the breadth of rights work that takes place in Swansea.

In 2017/18 we will;

- Establish and promote Swansea Council's Children's Rights work through Social Media
- Ensure the Council's web pages are up to date, relevant and accessible.

Assessing Impact

Demonstrating the impact of the Council's due regard to the UNCRC is the next step and challenge for the City and County of Swansea.

In 2017/18 we will;

- Map all monitoring processes in place to understand the impact of embedding a Child Rights approach on children and young people in Swansea. This includes undertaking an authority wide self-assessment for embedding children's rights in the Wellbeing Plan, assessing the impact of Swansea's CRIA and monitoring the use of and impact of the Council's process to hold themselves to account in terms of paying due regard.
- Further understand the impact of the rights respecting schools approach and continue to work with schools to ensure the rights respecting work continues after the contract with UNICEF ends.
- Investigate the extent to which data collected from children and young people influences change, e.g. understanding how Super Survey, Big Conversation (and associated forums) and consultation data is acted upon and fed back.

Link to Swansea Children and Young People's Strategic Partnership Plan -

<https://democracy.swansea.gov.uk/documents/s32123/15.2%20-%20Appendix%201%20-%20Children%20and%20Young%20People%20Strategic%20Partnership%20Plan%20Nov%202016.pdf>

Agenda Item 10.



WALES AUDIT OFFICE
SWYDDFA ARCHWILIO CYMRU

Annual Improvement Report: 2016-17 – City and County of Swansea

Issued: September 2017

Document reference: 155A2017-18



This Annual Improvement Report has been prepared on behalf of the Auditor General for Wales by Samantha Clements and Steve Barry under the direction of Jane Holownia.

**Huw Vaughan Thomas
Auditor General for Wales
Wales Audit Office
24 Cathedral Road
Cardiff
CF11 9LJ**

The Auditor General is independent of government, and is appointed by Her Majesty the Queen. The Auditor General undertakes his work using staff and other resources provided by the Wales Audit Office, which is a statutory board established for that purpose and to monitor and advise the Auditor General. The Wales Audit Office is held to account by the National Assembly.

Together with appointed auditors, the Auditor General audits local government bodies in Wales, including unitary authorities, police, probation, fire and rescue authorities, national parks and community councils. He also conducts local government value for money studies and assesses compliance with the requirements of the Local Government (Wales) Measure 2009.

Beyond local government, the Auditor General is the external auditor of the Welsh Government and its sponsored and related public bodies, the Assembly Commission and National Health Service bodies in Wales.

The Auditor General and staff of the Wales Audit Office aim to provide public-focused and proportionate reporting on the stewardship of public resources and in the process provide insight and promote improvement.

We welcome correspondence and telephone calls in Welsh and English. Corresponding in Welsh will not lead to delay. Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

Mae'r ddogfen hon hefyd ar gael yn Gymraeg. This document is also available in Welsh.

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Summary report

2016-17 performance audit work

- 1 In determining the breadth of work undertaken during the year, we considered the extent of accumulated audit and inspection knowledge as well as other available sources of information including Carmarthenshire County Council's (the Council) own mechanisms for review and evaluation. For 2016-17, we undertook improvement assessment work at all councils under three themes: governance, use of resources, and improvement planning and reporting. At some councils, we supplemented this work with local risk-based audits, identified in the Audit Plan for 2016-17.
- 2 The work carried out since the last Annual Improvement Report (AIR), including that of the relevant regulators, is set out in [Exhibit 1](#).

The Council is meeting its statutory requirements in relation to continuous improvement

- 3 Based on, and limited to, the work carried out by the Wales Audit Office and relevant regulators, the Auditor General believes that the Council is likely to comply with the requirements of the Local Government Measure (2009) during 2017-18.

Recommendations and proposals for improvement

- 4 Given the wide range of services provided by the Council and the challenges it is facing, it would be unusual if we did not find things that can be improved. The Auditor General is able to:
 - make proposals for improvement – if proposals are made to the Council, we would expect it to do something about them and we will follow up what happens;
 - make formal recommendations for improvement – if a formal recommendation is made, the Council must prepare a response to that recommendation within 30 working days;
 - conduct a special inspection, and publish a report and make recommendations; and
 - recommend to ministers of the Welsh Government that they intervene in some way.
- 5 During the course of the year, the Auditor General did not make any formal recommendations. However, a number of proposals for improvement have been made and these are repeated in this report. We will monitor progress against them and relevant recommendations made in our national reports ([Appendix 3](#)) as part of our improvement assessment work.

Audit, regulatory and inspection work reported during 2016-17

Exhibit 1: audit, regulatory and inspection work reported during 2016-17

Issue date	Brief description	Conclusions	Proposals for improvement
Governance			
June 2017	<p>Good governance when determining service changes Review of the Council's governance arrangements for determining service changes.</p>	<p>The Council has a clear governance framework for determining significant service change but needs to clarify how the impact of change for service users will be evaluated:</p> <ul style="list-style-type: none"> the Council has a clear vision and framework to support decision making for significant service change; roles and responsibilities for service change decisions are clear and understood by members and officers; the Council's appraisal of service options are well supported by impact assessments and clear selection criteria; and commissioning reviews describe intended outcomes but have not consistently explained how the impact of change will be evaluated in the future. <p>The Council has evaluated and refined the commissioning review process</p>	<p>P1 Improve public access to information about the Council's Commissioning Review activity and outcomes by linking together all the web site information about the overall programme and signposting its availability.</p> <p>P2 Whilst potential financial savings are consistently identified the Council should ensure that the process for concluding a review consistently identifies the intended impact for service users and the means by which that impact will be evaluated in the future.</p>

Issue date	Brief description	Conclusions	Proposals for improvement
Use of resources			
November 2016	<p>Annual audit letter 2015-16 Letter summarising the key messages arising from the Auditor General's statutory responsibilities under the Public Audit (Wales) Act 2004 and his reporting responsibilities under the Code of Audit Practice. The Annual Audit Letter is in Appendix 2 of this report.</p>	<ul style="list-style-type: none"> The Council complied with its responsibilities relating to financial reporting and use of resources; The Auditor General is satisfied that the Council has appropriate arrangements in place to secure economy, efficiency and effectiveness in its use of resources; and has issued a certificate confirming that the audit of the Financial Statements has been completed on 29 September 2016. 	None
March 2017	<p>Savings planning Review of the Council's financial savings arrangements, including how well it is delivering the required savings and whether it has robust approaches to plan, manage and deliver budget savings, at a pace that supports financial resilience.</p>	<p>Whilst the Council has a sound financial planning framework it recognises the delay in delivering savings plans to required timescales presents risks to its financial resilience:</p> <ul style="list-style-type: none"> the Council has reported achievement of 84% of its planned 2015-16 savings in year and can demonstrate that individual savings have been delivered; whilst the Council has an effective financial planning framework and a proactive approach to income generation, future savings plans are underdeveloped; and the Council has an effective financial planning framework and a proactive approach to income generation, but future savings plans are underdeveloped; and 	<p>P1 Strengthen financial planning arrangements by:</p> <ul style="list-style-type: none"> ensuring that savings plans are sufficiently well developed and risk assessed before inclusion in the budget; assigning responsibility for the delivery of all planned savings to specific managers' services.

Issue date	Brief description	Conclusions	Proposals for improvement
Local risk-based performance audit			
Improvement planning and reporting			
May 2016	Wales Audit Office annual improvement plan audit Review of the Council's published plans for delivering on improvement objectives.	The Council has complied with its statutory improvement planning duties.	None.
November 2016	Wales Audit Office annual assessment of performance audit Review of the Council's published performance assessment.	The Council has complied with its statutory improvement reporting duties.	None.

Issue date	Brief description	Conclusions	Proposals for improvement
Reviews by inspection and regulation bodies			
July 2016	<u>CSSIW: National review of domiciliary care in Wales - City and County of Swansea</u>	<p>Areas for Consideration</p> <ul style="list-style-type: none"> • the Council should consider carrying out a thorough evaluation of the in-house service in order to ensure service delivery is cost effective. To include an impact assessment to measure the effect of this service on both domiciliary care delivery, recruitment and retention of care staff in the sector and continued growth and development in the independent sector. • in offering packages of care to providers, the council must ensure information is provided in sufficient detail to enable holistic and person centred care to be delivered. • the Council need to further consider the impact of imposing a geographical model of commissioning in relation to user choice and the provider's ability to develop a sustainable business. • adult safeguarding processes must consider the position of the provider within the framework. Providers should be involved in the identification and investigation of poor practice and alleged abuse of vulnerable service users where this is appropriate. • the Council may wish to consider the development of a joint workforce strategy with the independent provider sector to include recruitment and retention, and training and development of the workforce. • a dialogue needs to take place with the whole independent sector to reach agreement on the definition of missed and late calls. A regional approach may assure consistency of understanding in relation to cross boundary working. • the Council should consider the impact and efficacy of 20 minute calls in delivering person centred care. 	See conclusions.

Appendix 1

Status of this report

The Local Government (Wales) Measure 2009 (the Measure) requires the Auditor General to undertake a forward-looking annual improvement assessment, and to publish an annual improvement report, for each improvement authority in Wales. Improvement authorities (defined as local councils, national parks, and fire and rescue authorities) have a general duty to 'make arrangements to secure continuous improvement in the exercise of [their] functions'.

The annual improvement assessment considers the likelihood that an authority will comply with its duty to make arrangements to secure continuous improvement. The assessment is also the main piece of work that enables the Auditor General to fulfil his duties. Staff of the Wales Audit Office, on behalf of the Auditor General, produce the annual improvement report. The report discharges the Auditor General's duties under section 24 of the Measure, by summarising his audit and assessment work in a published annual improvement report for each authority. The report also discharges his duties under section 19 to issue a report certifying that he has carried out an improvement assessment under section 18 and stating whether (as a result of his improvement plan audit under section 17) he believes that the authority has discharged its improvement planning duties under section 15.

The Auditor General may also, in some circumstances, carry out special inspections (under section 21), which will be reported to the authority and Ministers, and which he may publish (under section 22). An important ancillary activity for the Auditor General is the co-ordination of assessment and regulatory work (required by section 23), which takes into consideration the overall programme of work of all relevant regulators at an improvement authority. The Auditor General may also take account of information shared by relevant regulators (under section 33) in his assessments.

Appendix 2

Annual Audit Letter

Councillor Rob Stewart
Leader
City & County of Swansea
The Guildhall
Swansea
SA1 4PE

Reference: 631A2016

Date issued: November 2016

Dear Councillor Stewart,

Annual Audit Letter – City & County of Swansea and Pension Fund 2015-16

This letter summarises the key messages arising from my statutory responsibilities under the Public Audit (Wales) Act 2004 and my reporting responsibilities under the Code of Audit Practice.

The Council complied with its responsibilities relating to financial reporting and use of resources

It is the Council's responsibility to:

- put systems of internal control in place to ensure the regularity and lawfulness of transactions and to ensure that its assets are secure;
- maintain proper accounting records;
- prepare Financial Statements in accordance with relevant requirements; and
- establish and keep under review appropriate arrangements to secure economy, efficiency and effectiveness in its use of resources.

The Public Audit (Wales) Act 2004 requires me to:

- provide an audit opinion on the accounting statements;
- review the Council's arrangements to secure economy, efficiency and effectiveness in its use of resources; and
- issue a certificate confirming that I have completed the audit of the accounts.

Local authorities in Wales prepare their accounting statements in accordance with the requirements of the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom. This Code is based on International Financial Reporting Standards. On 29 September 2016 I issued an unqualified audit opinion on the Financial Statements confirming that they present a true and fair view of the Council's and Pension Fund's financial position and transactions. My report is contained within the Financial Statements. The key matters arising from the audit of the Financial Statements were reported to Members at the Council Meeting on 22 September 2016, in my Audit of Financial Statements report.

Overall, the Financial Statements and associated working papers provided for audit were of a good standard. Your officers were helpful and supplied us with all the information we requested. I reported to you the more significant issues arising from our audit, which are summarised below:

- **C&CS Financial Statements** – further work is required to improve the Council's arrangements for accounting for fixed assets including the accounting treatment of non-enhancing capital expenditure, investment assets and council house land. The Council also needs to review its journal authorisation controls and limits and ensure that authorised signatory lists are up to date.
- **C&CS Pension Fund Financial Statements** – a number of amendments were made to the draft Financial Statements which increased the value of investments by £1,513,000. Controls over manual journals, the recording of pensioner numbers, year-end reconciliations between payroll and the pensions systems and compliance with the Statement of Investment Principles also need to be improved.

Since completion of the audit we have held a joint Post Project Learning exercise with your Finance officers. We have identified areas where we can both learn from this year, and make improvements for the future. We have set up regular meetings to take these issues forward and to start preparations for the challenges that will be brought about by future requirements to bring forward the accounts preparation and audit.

I am satisfied that the Council has appropriate arrangements in place to secure economy, efficiency and effectiveness in its use of resources

My consideration of the Council's arrangements to secure economy, efficiency and effectiveness has been based on the audit work undertaken on the accounts as well as placing reliance on the work completed under the Local Government (Wales) Measure 2009. The Auditor General will highlight areas where the effectiveness of these arrangements has yet to be demonstrated or where improvements could be made when he publishes his Annual Improvement Report. We will also shortly be issuing a report on the Council's financial resilience which will consider whether the Council's financial savings planning arrangements support financial resilience.

I issued a certificate confirming that the audit of the Financial Statements has been completed on 29 September 2016

My work to date on certification of grant claims and returns has not identified significant issues that would impact on the 2016-17 financial statements or key financial systems.

A more detailed report on my grant certification work will follow early in 2017 once this year's programme of certification work is complete.

The financial audit fee for 2015-16 is currently expected to be in line with the fee set out in the Annual Audit Plan.

Yours sincerely,

John Herniman

For and on behalf of the Auditor General for Wales

cc. Phil Roberts, Chief Executive

Mike Hawes, Head of Finance & Delivery

Appendix 3

National report recommendations 2016-17

Exhibit 2: national report recommendations 2016-17

Date of report	Title of review	Recommendation
August 2016	Financial Resilience of Local Authorities in Wales 2015-16	<p>In our report of 2014-15 (The Financial Resilience of Councils in Wales, April 2015) we made a number of recommendations for local authorities. Many of these recommendations remained relevant and required further work from authorities to address them during 2016-17. In addition, we also made the following recommendations based on our more recent review:</p> <p>R1 Local authorities should strengthen their financial-planning arrangements by:</p> <ul style="list-style-type: none"> • developing more explicit links between the Medium Term Financial Plan (MTFP) and its corporate priorities and service plans; • aligning other key strategies such as workforce and asset management plans with the MTFP; • developing comprehensive multi-year fully costed savings plans which underpin and cover the period of the MTFP, not just the forthcoming annual budget; • categorising savings proposals so that the shift from traditional-type savings to transformational savings can be monitored over the period of the MTFP; and • ensuring timescales for the delivery of specific savings proposals are realistic and accountability for delivery is properly assigned. <p>R2 Local authorities should develop corporate income generation and charging policies.</p> <p>R3 Local authorities should ensure that they have a comprehensive reserves strategy, which outlines the specific purpose of accumulated useable reserves and the impact and use of these in the MTFP.</p> <p>R4 Local authorities should develop key performance indicators to monitor the MTFP.</p> <p>R5 Local authorities should ensure that savings plans are sufficiently detailed to ensure that members are clear as to what the plans are intended to deliver and that the delivery of those plans can be scrutinised appropriately throughout the year.</p> <p>R6 Local authorities should ensure that corporate capacity and capability are at a level that can effectively support the delivery of savings plans in the MTFP at the pace required.</p>

Date of report	Title of review	Recommendation
October 2016	<u>Community Safety in Wales</u>	<p>The seven recommendations within this report required individual and collective action from a range of stakeholders – the Welsh Government, Home Office Wales Team, police and crime commissioners, public service board members and local authorities:</p> <p>R1 Improve strategic planning to better coordinate activity for community safety by replacing the existing planning framework with a national strategy supported by regional and local plans that are focused on delivering the agreed national community-safety priorities.</p> <p>R2 Improve strategic partnership working by formally creating effective community-safety boards that replace existing community-safety structures that formalise and draw together the work of the Welsh Government, police forces, local authorities, health boards, fire and rescue authorities, WACSO and other key stakeholders.</p> <p>R3 Improve planning through the creation of comprehensive action plans that cover the work of all partners and clearly identify the regional and local contribution in meeting the national priorities for community safety.</p> <p>R4 Review current grant-funding arrangements and move to pooled budgets with longer-term funding commitments to support delivery bodies to improve project and workforce planning that focuses on delivering the priorities of the national community-safety strategy.</p> <p>R5 Ensure effective management of performance of community safety by:</p> <ul style="list-style-type: none"> • setting appropriate measures at each level to enable members, officers and the public to judge progress in delivering actions for community-safety services; • ensuring performance information covers the work of all relevant agencies; and • establishing measures to judge inputs, outputs and impact to be able to understand the effect of investment decisions and support oversight and scrutiny. <p>R6 Revise the systems for managing community-safety risks and introduce monitoring and review arrangements that focus on assuring the public that money spent on community safety is resulting in better outcomes for people in Wales.</p> <p>R7 Improve engagement and communication with citizens through public service boards in:</p> <ul style="list-style-type: none"> • developing plans and priorities for community safety; • agreeing priorities for action; and • reporting performance and evaluating impact.

Date of report	Title of review	Recommendation
November 2016	<u>Charging for Services and Generating Income by Local Authorities</u>	<p>This report made eight recommendations, of which six required action from local authorities. Recommendations R4 and R6 required action from the Welsh Government and Welsh Local Government Association:</p> <p>R1 Develop strategic frameworks for introducing and reviewing charges, linking them firmly with the Medium Term Financial Plan and the Corporate Plan.</p> <p>R2 Review the unit and total costs of providing discretionary services to clearly identify any deficits and, where needed, set targets to improve the current operating position.</p> <p>R3 Use the impact assessment checklist whenever changes to charges are considered.</p> <p>R5 Identify opportunities to procure private sector companies to collect charges to improve efficiency and economy in collecting income.</p> <p>R7 Improve management of performance, governance and accountability by:</p> <ul style="list-style-type: none"> • regularly reporting any changes to charges to scrutiny committee(s); • improving monitoring to better understand the impact of changes to fees and charges on demand, and the achievement of objectives; • benchmarking and comparing performance with others more rigorously; and • providing elected members with more comprehensive information to facilitate robust decision making. <p>R8 Improve the forecasting of income from charges through the use of scenario planning and sensitivity analysis.</p>

Date of report	Title of review	Recommendation
January 2017	Local Authority Funding of Third Sector Services	<p>This report made three recommendations, of which two required action from local authorities. Recommendation R3 required action from the Welsh Government:</p> <p>R1 To get the best from funding decisions, local authorities and third sector bodies need to ensure they have the right arrangements and systems in place to support their work with the third sector. To assist local authorities and third sector bodies in developing their working practices, we recommend that local authority and third sector officers use the Checklist for local authorities effectively engaging and working with the third sector to:</p> <ul style="list-style-type: none"> • self-evaluate current third sector engagement, management, performance and practice; • identify where improvements in joint working is required; and • jointly draft and implement an action plan to address the gaps and weaknesses identified through the self-evaluation. <p>R2 Poor performance management arrangements are weakening accountability and limiting effective scrutiny of third sector activity and performance. To strengthen oversight of the third sector, we recommend that elected members scrutinise the review checklist completed by officers, and regularly challenge performance by officers and the local authority in addressing gaps and weaknesses.</p>

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Agenda Item 11.



Report of the Chief Social Services Officer

Council – 23 November 2017

Annual Report 2016/17 Director of Social Services

Purpose:	This report is the Director of Social Services' evaluation of the improvement journey to 2016/17, and how well the Council is meeting statutory requirements under the Social Services and Wellbeing Act 2014. The report reviews last year's areas for improvement, and sets new priorities for 2017/18. It tells the story of changes that have taken place within social services to achieve progress towards national well-being outcomes.
Policy Framework:	The Director of Social Services' Annual Report is a requirement under Part 8 of the Social Services and Wellbeing (Wales) Act 2014, and should give an account of how well Swansea Council are responding to the main challenges,. In particular, meeting the new Act's statutory requirements and achieving outcomes set by the Well-being of Future Generations (Wales) Act 2015. The Council has to deliver on citizen wellbeing, and to both safeguard and meet the care and support needs of those most vulnerable people. There are six national quality standards for local authorities, and this report sets out a full account of our performance against each of them.
Consultation:	This report was prepared after consultation with: <ul style="list-style-type: none">• Social Services Staff• Western Bay Regional Partners• Cabinet Member for Health and Well-Being
Recommendation(s):	It is recommended that: 1) the Annual Report of the Director of Social Services, 2016/17 be received.
Report Author:	Simon Jones
Finance Officer:	Chris Davies
Legal Officer:	Tracey Meredith
Access to Services Officer:	Catherine Window

1. Introduction

- 1.1 The purpose of the Director of Social Services' Annual Report is to evaluate the local authority's improvement journey to 2016/17, in providing services to people in Swansea, those who access information, advice and assistance, and to those individuals and carers in receipt of care and support. This report also sets out to demonstrate how well Swansea's Social Services has implemented new requirements under the Social Services and Well-being (Wales) Act 2014 (SSWB Act) and how well we have promoted and accounted for the delivery of well-being standards to the citizens of Swansea.
- 1.2 This Annual Report is a statutory requirement under the Part 8 Code of Practice on the Role of Director of Social Services (Social Services functions) under the SSWB Act. Also the Regulation and Inspection of Social Care (Wales) Act 2016 (R&I Act) prescribes a format and template for the report to follow. Part 8 of the SSWB Act also states that the annual report should be published "as soon as reasonably practicable" after the year to which it relates. The report is required to be presented to Council by the Director, then copied to the Welsh Minister, as well as CSSIW, and finally published on the Council's public website.

2. Annual Report

- 2.1 The main report appended is been written with a close eye on Reg. 3 of the *Local Authority Social Services Annual Reports (Prescribed Form) (Wales) Regulations 2017*, which is coming into force on the 4th September 2017.
- 2.2 This new national regulation sets out in detail the information which is required to be included in next year's annual report, with a recommendation that 2016/17 is used to test out how these new reporting process may be achieved. The Director of Social Services' Annual report is set out using the following headings:
- Part One:**
- Introduction
 - Director's summary of performance
 - How are people shaping our services?
- Part Two:**
- Promoting and improving the well-being of those we help,
- Part Three:**
- How we do what we do
 - Accessing further information and key documents
 - Appendices
- 2.3 The information in Chapter 4 has to be set out in six parts, highlighting progress in meeting the national Local Authority quality standards under

PART TWO: Promoting and improving the well-being of those we help well-being

Progress reporting against each of the Six National Quality standards for local authorities

the following headings:

2.1 Working with people who need care and support and carers who need support to define and co-produce personal wellbeing outcomes that people wish to achieve and will ensure that they measure the impact of the care and support they deliver on people's lives, as well the achievement of personal outcomes.
2.2 Work with people who need care and support and carers who need support and relevant partners to protect and promote people's physical and mental health and emotional wellbeing.
2.3 Taking appropriate steps to protect and safeguard people who need care and support and carers who need support from abuse and neglect or any other kinds of harm.
2.4 To actively support people who need care and support and carers who need support to learn and develop and participate in society.
2.5 To support people who need care and support and carers who need support to safely develop and maintain healthy domestic, family and personal relationships.
2.6 To help people who need care and support, and carers who need support to achieve greater economic well-being, to make a contribution to society and live in suitable accommodation.

- 2.4 The information included in Part Two of the Annual Report is set out in three sections under the following headings:
- Section (i): What did we plan to do last year?
 - Section (ii): How far did we succeed and what difference did we make?
 - Section (iii): What are our priorities for next year and why?
- 2.5 The information included in chapter 5 is set out in three parts under the following headings:
- Chapter 5(a): Our workforce and how we support their professional roles;
 - Chapter 5(b): Our financial resources and how we plan for the future;
 - Chapter 5(c): Our partnership working, political and corporate leadership, governance and accountability.
- 2.6 The annual report is expected to provide an update on the key statutory performance indicators and some local measures.
- 2.7 Director of Social Services' Annual Report 2016/17 is the first opportunity to try to meet these new statutory requirements, which become mandatory next year. Further improvements to the report can be expected, when the regulatory guidance for social services reporting come into full force next year.
- 2.8 Adjustments to the timetable for next year's report will be necessary to meet these new reporting requirements. The guidance suggests that the report is produced and presented to Council as soon after the review year as is practicable. A major consideration will be the timescales for availability of, and fully validated, performance data.

3. Other Issues

- 3.1 CSSIW holds quarterly performance review meetings with the local authority social services senior management to monitor progress against

the statutory requirements and against performance measures. The Cabinet Member - Health and Well-being, and Scrutiny Chairs are invited to attend for part of this quarterly CSSIW performance review meeting.

3.2 Background paper to this report is the Director's Annual report 2016/17.

4. Equality and Engagement Implications

4.1 An EIA Screening Form has been completed, with the agreed outcome that a full EIA report was not required, see Appendix B.

4.2 The Director's Annual Report takes into account the United Nation Convention on the Rights of the Child (UNCRC) by outlining (p36) how Swansea Council is committed to taking forward these rights through the Children and Young People Strategic Partnership Board, and action plan.

4.3 The Annual Report (p56-57) summarises Swansea Council's progress on mainstreaming Welsh language standards, and "Mwy Na Geriau / More than Just Words" framework for Health and Social Care. In particular, whether there has been progress on delivering the 'active offer' in social services whereby staff initiate a response to the public by offering to provide services in Welsh language. Also progress is expected by the Council on implementing the Welsh Language standards in other business as usual areas; by mainstreaming the Welsh language into service delivery, commissioning and workforce planning.

4.4 The Director's Annual Report has to be comply with Welsh Language Standards. The full report will be translated in a Welsh Language version, and published on the Council's public website, once it has been presented at the Full Council meeting in November 2017.

5. Financial Implications

5.1 There are no financial implications associated with this report.

6. Legal Implications

6.1 There are no legal implications associated with this report.

Background Papers: None

Appendices:

Appendix A Director of Social Services Annual Report 2016/17
Appendix B EIA screening form, as relating to Annual Report



**People Directorate
Social Services
Report of the Chief Social Services Officer**



**Annual Report
of the Chief Social Services Officer
(Statutory Director of Social Services)**

2016/17

Version 4 (FINAL)

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PART TWO: IMPROVING WELL-BEING OUTCOMES OF THOSE WE HELP

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Chief Social Services Officer's Annual Report 2016/17

PART ONE: BACKGROUND

1.1 Introduction by David Howes, Chief Social Services Officer

Every Statutory Director of Social Services in Wales is required to publish an annual report detailing how well social services in the local authority are performing and the impact of the delivery of people's lives.

This report outlines the improvement journey in providing social services to the citizens of Swansea. It will consider how well Swansea Council has implemented the requirements of the Social Services and Well-being (Wales) Act 2014, how well we are performing in relation to the new National Performance Framework, and how we have used what people are telling us to improve. This report shows what we are doing well, and what we could do better, within Swansea's Adult Services, and our Child and Family Services by looking at the how well each service is achieving against well-being outcomes. Finally, the report will show how we plan to improve in 2017/18.

This annual report is prepared for:

- The people who use our services and carers
- Citizens of Swansea, and their elected representatives
- Our staff and partner organisations
- Welsh Government and Social Care Wales

Social Services and safeguarding vulnerable people are a top priority for the Council, and receive strong support from Cabinet Member, Mark Childs, Cabinet and the Chief Executive. To the best of my knowledge, this report gives a true and representative picture of the organisation during the period. I hope you find the report interesting and informative.

1.2 Director's Summary of Performance / Progress achieved in 2016/17

1.2.1 Introduction

Earlier this year I was pleased, and proud, to be appointed as Chief Social Services Officer, following a year serving in an interim capacity. I am fortunate to have a strong senior management team to work alongside, with Julie Thomas now confirmed in a permanent post as Head of Child and Family services and Alex Williams now into her second year as Head of Adult Services.

There has been a great deal of work undertaken since my last report to ensure Swansea are well placed to deliver on the requirements of a new legislative framework for social services in Wales. I am aware of the many comments made by children, adults and carers within the Qualitative Survey responses (see summary of results in Appendix 1). Swansea Council

undertakes to listen to these comments and to use this information in planning future changes, improve our services and to identify new ways of working.

We have to acknowledge that Adult Services, and Child and Family Services are at the start of new journeys of improvement and transformation to reflect changing expectations of citizens, new legislative requirements and within a climate of reducing resources. Whilst I am satisfied that we are addressing the new set of statutory requirements, whilst delivering on corporate priorities and policy commitments; demographic pressures, increased levels of demand and a new regulatory and inspection framework provide an ever changing landscape within which new ways of working and new models of service have to be developed.

This report shows Swansea is currently performing well on implementing the new legislative requirements.

However we need to remain focussed and driven to deliver a preferred future in which:

Managed care and the support offer is always positively experienced by citizens and we are constantly adapting our approach in response to citizen feedback.

We deliver a sustainable model of social care in which we commission cost-effective services of ever higher quality, in ways that help manage demand and support positive outcomes for the recipients of those services.

We remain focussed on consistently delivering the highest standards of social work and social care practice across the whole service, ensuring we safeguard those most vulnerable to achieve their well-being outcomes

We continue to strive to deliver integrated health and social care pathways and remodelled collaborative services in order that our citizens experience a seamless response, have a quality experience and are well supported to achieve their agreed outcomes.

We have a skilled and motivated workforce, well supported to play their part in delivering our preferred future, able to embrace change whilst continuing to meet professional responsibilities and required standards.

1.2.2 Adult Services

1.2.2a Key challenges for Adult Services in Swansea during 2016/17

- Implementation of Social Services and Well-being (Wales) Act ensuring that each person at risk and carers are at the centre of everything we do; with a real voice and control in shaping their care and support to focus on their own safety and well-being outcomes
- Effective and timely safeguarding, managed care and integrated, high quality services to the most vulnerable adults
- Managing our resources effectively, within budget and in partnership, by commissioning for outcomes, both regionally and locally
- Continuing to deliver on our budget savings strategy and performance targets
- Best possible outcomes are achieved within Adult Services, through a skilled, trained and professional social care workforce who are working to the highest possible standards of supported care planning

1.2.2b Summary of progress achieved

Adult Services are now benefiting from stability in leadership within the senior management team. There is strong strategic leadership, vision and direction over what is needed and how best to achieve the changes.

Within the Adult Services Improvement programme, which forms part of the wider Council's Sustainable Swansea Fit for the Future Programme, there are series of targeted projects aimed at strengthening our commissioning frameworks and plans, supporting the implementation of an Optimal Model for Adult Services which promotes a more preventative approach and the delivery of well-being outcomes.

These improvement plans are informed by a regional Population Assessment. We are increasingly co-producing with citizens and carers the design of new support services, making the best use of available resources whilst ensuring that the focus remains on how best to support citizens to achieve their well-being outcomes. Formal consultation has been undertaken both in relation to the development of the Adult Services Optimal Model and in relation to the plans to transform the delivery of domiciliary care.

Overall, Adult Services is in a stronger position to meet the challenges of maintaining future sustainability with significant progress made towards implementing the Act, ensuring robust budget management, the development of a skilled and motivated workforce and delivering on a fast-paced change agenda.

Implementation of the Social Services and Well-being (Wales) Act continues to be taken forward through an extensive programme with both regional and local aspects. A full training schedule has been delivered firstly to social workers and managers and will now focus more on direct care staff.

The development of a new Adult Services Practice Framework was a strategic priority in 2016/17. This important piece of work will guide how we work as social care professionals, developed through coproduction with staff and in partnership with Institute of Public Care (IPC). This framework will underpin social work and social care practice in Swansea, designed to support the delivery of the agreed Optimal Model for Adult Services. Swansea aims to become a lead authority in shaping *what excellence looks like* in social care practice and to support social workers and social care practitioners to be the best they can be when working with citizens to help support them to achieve their well-being outcomes.

1.2.2c Swansea’s Vision: Optimum Model for Adult Services

“People in Swansea will have access to modern health and social care services which enable them to lead fulfilled lives with a sense of well-being within supportive families and resilient communities. We will help people to keep safe and protected from harm and give opportunities for them to feel empowered to exercise voice, choice and control in all aspects of their lives. Our services will focus on prevention, early intervention and enablement and we will deliver better support for people making best use of the resources available supported by our highly skilled and valued workforce”

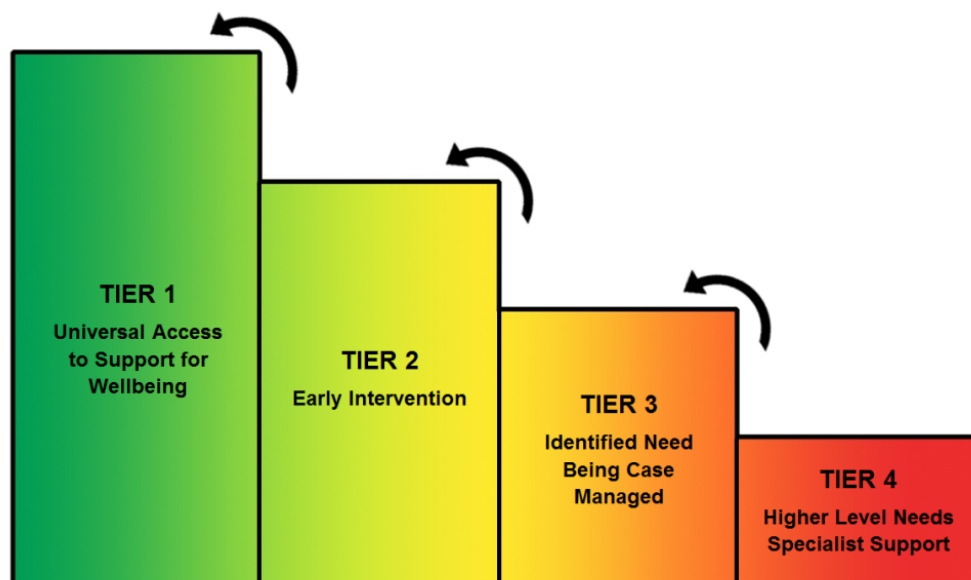


Figure 1 Tiered Approach within Adult Services Optimal Model

- Tier 1 – Universal services aimed at all Swansea Citizens to enhance well-being
- Tier 2 – Early intervention targeted support for people in need – single agency
- Tier 3 – Managed care aimed at people in need of managed care to support achievement of person’s own outcomes – Multi disciplinary approach
- Tier 4 – Managed Care Complex/Higher needs aimed at people with long term complex needs

The Optimal Service Model offers Health, Well-being and Social Care and Support at four levels to our local citizens. We think this approach can help us to deliver “better care and support” to our most vulnerable adults and enable the Council to extend a well-being offer more widely. When implemented it is expected to deliver:

- Our Vision, and the 6 key elements below

- The full requirements of the Social Service and Well-being (Wales) Act 2014 and contribute to meeting the requirements of the Future Generations Act
- Corporate Priorities including ensuring the continued delivery of financially sustainable social services and social care.

The Optimal model for Adult Services has **six key elements**:

- 1) **Better prevention** – by supporting care and well-being locally and offering good quality information and advice, helping support individual and community resilience as a part of which citizens feel safer, less isolated and more able to achieve their personal outcomes with less reliance on more formal and traditional social care services.
- 2) **Better early help** – by helping people to quickly and effectively maintain, or regain their independence, when they do have care and support needs. Through services such as Local Area Coordination, reablement and intermediate care, we can help keep vulnerable people safe, reduce the number of people and level of reliance on longer term care services.
- 3) **A new approach to assessment** - working in partnership with people to understand what matters to them; by putting them at the centre and building on people's strengths and abilities. This will better enable citizens to maintain an appropriate level of independence, a better quality of life and with a proportionate level of care and support. In doing this, we recognise that everyone is different, and an individually tailored response will therefore be needed. Our aim is to ensure that citizens can remain connected with their families and communities, remain living in their own homes and that carers are appropriately supported.
- 4) **Improved cost-effectiveness** – by engaging with people and our partners early on we can design services and approaches that are more efficient and cost-effective and better support citizen outcomes. In addition, by more effective commissioning and procuring of services that support better prevention and demand management we can ensure that every penny spent by the Council and its partners maximises the health and well-being of our population.
- 5) **Working together better** – by collaborating with our partners, particularly our health colleagues and internally across the Council, we can better integrate assessment processes, deliver more coordinated services and make best use of limited resources. Our citizens will benefit from experiencing a more seamless and joined-up service response.
- 6) **Keeping people safe** – by operating a more risk sensible approach, responding proportionately to citizens' needs and concerns, building on strengths whilst ensuring they are treated with respect, dignity and fairness, compassion and respect.

Underpinning each of these principles is the need to build trusting relationships with those with whom we work, improving communication, strengthening the voice of individuals and working co-productively to design and deliver services and interventions. This must include communicating with people in a way that is accessible to them, and co-designing services so they are accessible to all regardless of disability or any other protected characteristic.

1.2.3 Child and Family Services

1.2.3a Key challenges for Child and Family Services during 2016/17

- Putting children's and young people's voices and experiences at the heart of how we plan and improve our service
- Placing each child at risk at the centre of everything we do; with a focus on their safety and well-being outcomes
- Effective and timely safeguarding, protection and quality of service to the most vulnerable children in Swansea
- Achieving excellence in social work through a skilled, trained and professional social care workforce and effective organisational structures
- Working collaboratively in partnership with families, other professionals, and carers
- Reducing the number of looked after children by achieving permanence at the earliest opportunity
- Continuing to deliver on budget savings strategy and performance targets

1.2.3b Summary of progress achieved

Child and Family Services continue on a sustained improvement journey.

Implementation of the Social Services and Well-being (Wales) Act is being delivered through a strong programme of change management and training, underpinned by the Signs of Safety, a strengths-based, solution-focussed Practice Framework.

Swansea is increasingly being recognised as a centre of social work excellence through the implementation of the Signs of Safety Practice Framework and as part of developing an 'optimal' model for Child and Family Services underpinned by a Safe LAC reduction strategy. As a result, Swansea Children Services is demonstrating how sustainable children services can be delivered as part of the means by which we meet the Social Services and Well-being and Future Generations Act requirements.

1.2.3c Swansea's Vision Optimal Model for Children & Family Services

"Swansea's vision for the delivery of Family Support Services across the Continuum of Need is that through early identification of need and early intervention, targeted services working with a whole family approach will empower families to problem solve, build resilience and sustain change. The services will be delivered through collaborative multi-service and multi-agency working, supported by co-location and shared ICT systems, in a proactive, timely way to prevent escalation of need and to de-escalate existing need."

How we Support Children and Families in Swansea

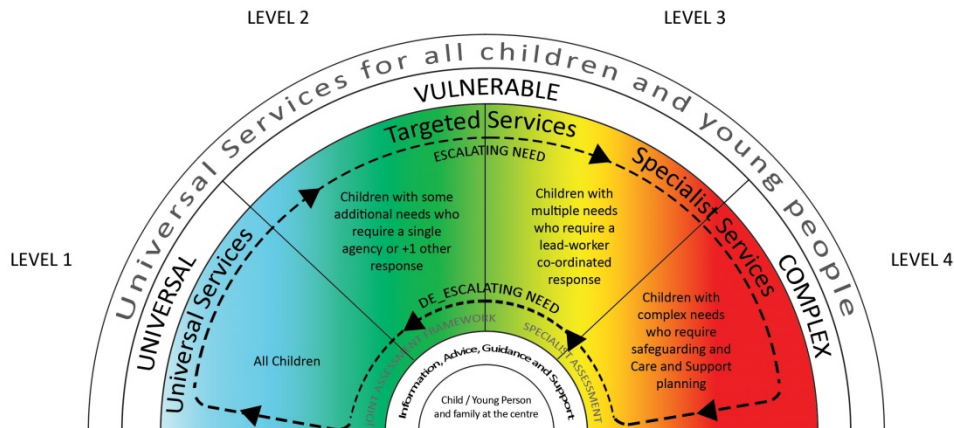


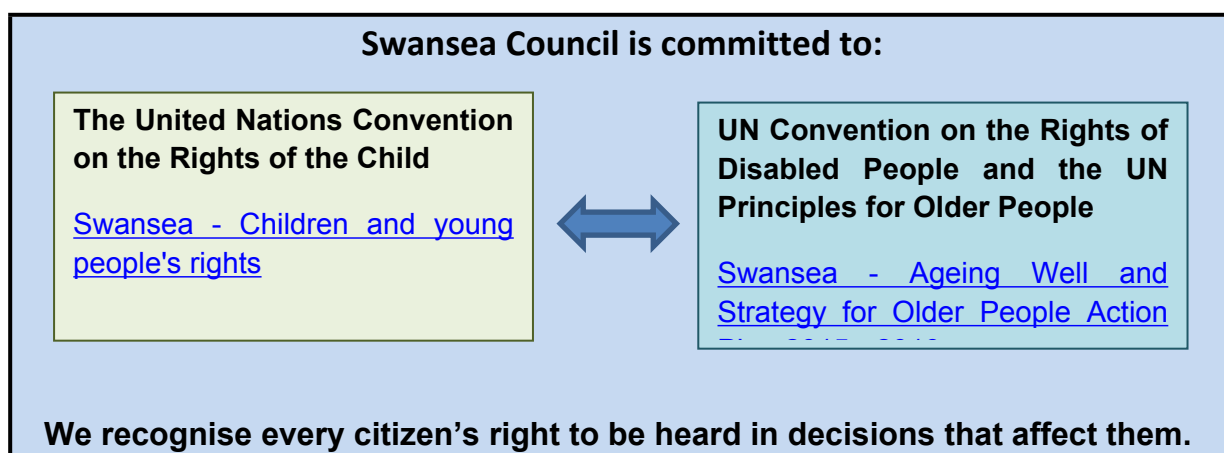
Figure 2 Continuum of Need:

Children and young people's needs vary on a continuum as shown in the diagram above. Children, young people and families can therefore access a continuum of services that reflect their needs. Support might be from family or friends and services that are available to everyone such as education, health, police, community organisations, charities, religious groups or from the third sector. If there are additional or multiple needs then a targeted early intervention and prevention service can support. Or it might be that children, young people and families need specialist support from Child and Family Services.

By providing the *right intervention at the right time* we can help families to prevent needs from escalating. Where it is clear needs are escalating, we will ensure that families move up the continuum to receive the co-ordinated support necessary to meet their needs, (a 'step-up' arrangement). For those families who are demonstrating an ability to meet their children's needs following more intensive support, a 'step down' arrangement, to an appropriate level (and eventually to universal services if possible) would be followed. By maintaining a focus on the child we want to make sure that there will always be someone who is able to identify when things are not going well for them and know what to do and where to get help or advice about possible next steps.

1.3 How people are shaping our services

Swansea Council was the first local authority in Britain to sign up to the United Nations Rights of the Child and as a City of Sanctuary.



Swansea Council actively encourages feedback from individuals and families as part of our Model of Practice and Service Delivery

- By placing each child, vulnerable adult or carer seeking care and support at the very centre of how we work.
- By actively listening and working closely with families using Signs of Safety, person-centred and solutions-focused approaches, our social workers are helping children and adults to shape their own care and support plans
- By helping people to define their own outcomes- to achieve a safety plan and to agree on their well-being outcomes.

We also work in a range of partnerships, and this report shows how we are building an integrated model of health and social care with colleagues in ABMU Health Board, and through the Western Bay Regional Partnership. We are collaborating on more and more services for example, we have both a Regional Adoption service and Youth Offending Service.

In response to the Social Services and Well-being Act, we undertook a wide-reaching consultation exercise in order to collect a range of information about people who use our social care services and their views on well-being. This exercise helped shape the final Regional Population Assessment, published in April 2017. This Population Assessment will support future commissioning plans, and the Western Bay Area Plan, which will be finalised by the end of March 2018.

Here is the link to the Regional Population Assessment: <http://www.westernbay.org.uk/>

Within the Sustainable Swansea – Fit for the Future Transformation Programme, along with the rest of the Council, all services within the Social Services Directorate have been subject to the Council's Commissioning Review process. As part of the Council process, citizens,

carers and users of our services are involved at each stage through various consultation and engagement activity.

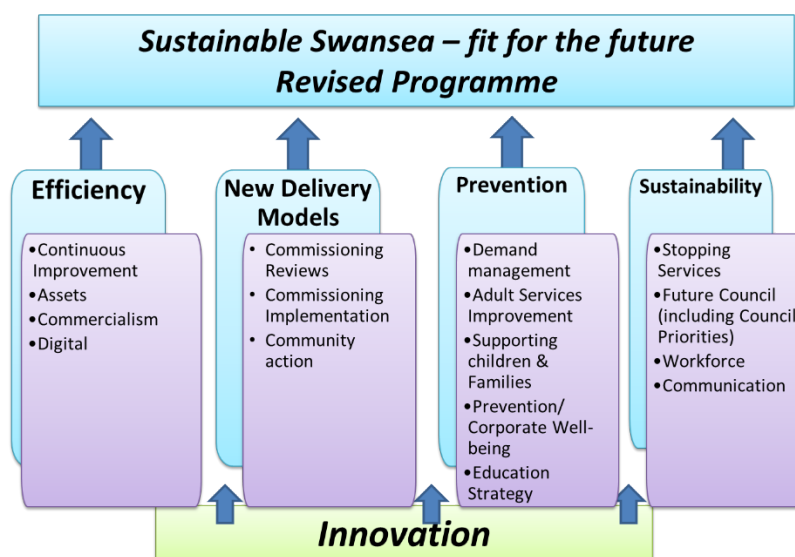


Figure 3 Sustainable Swansea programme in 2016/17

The Big Budget Conversation was the 4th annual consultation with people giving consideration to the Swansea Council’s budget proposals. This included consultation with children. As part of this engagement, **75** children and young people from **12** secondary schools across Swansea had the opportunity to consider a number of budget proposals that the Council were considering. From the overall results:

87% of respondents agreed that Swansea Council should review all existing and new care packages more focussed on achieving the outcomes that matter to people, in line with the new requirements of the Social Services and Well-being Act.

Over 91% of citizens supported the aims of Swansea’s Safe Reduction Strategy for fewer children to be taken into care, through preventative work, early intervention and increasing the range of help on offer.

In addition to the above, Swansea Council is trying to go beyond engagement and striving to make sure co-productive approaches are being utilised in driving service development. For example, co-production has directly shaped:

- Customer standards for Information, Advice and Assistance
- A new framework for Supported Living.



1.4 Swansea's service priorities in 2017/18:

1.4.1 CSSIW Annual Letter

In June 2017, the Director received a performance review letter from our colleagues in CSSIW, which commenced with the following comments:

"Progress on key areas for improvements and developments in the last year

In working towards the full implementation of the Social Services and Well-being (Wales) Act (SSWBA), the local authority has made good progress in its commissioning reviews of disability services, domiciliary care and day services. Its review of residential care services, however, has not been able to be fully progressed.

These reviews of commissioned services are to ensure the local authority implements the SSWBA and focuses on outcomes for people in receipt of those services.

The Local Authority's relationship with its partners through the Western Bay regional collaborative is helping to support the changes necessary to respond to the SSWBA, and the Well-being of Future Generations Act. It is not clear how the work of the regional collaborative in respect of carers and safeguarding is improving outcomes for people in Swansea, or assisting the local authority in achieving those outcomes".

This feedback from CSSIW will help to inform our service delivery priorities for 2017/18.

1.4.2 Swansea service priorities for 2017

- **Practice and delivery** - implement new ways of working so that children, young people and adults have an even stronger voice in what matters to them, and their services.
- **Safeguarding** - we will review our current safeguarding arrangements, and implement changes to team and governance structures

- **Regional Partnership** - we will strengthen the regional arrangements to meet future direction of travel and drive integration of health and social care
- **Workforce** - we will develop a workforce strategy to meet future needs and professional development
- **Commissioning** - through co-production, to remodel our domiciliary care provision take forward new model for residential care services and domiciliary care in Adult Services and to develop the Direct Payments and advocacy offers across the whole service
- **Carers** - we will set out how we intend to improve support to carers
- **Performance** - implementing WCCIS to better manage information that can help evidence the impact of preventative and managed care and support services, and to identify future trends

PART TWO: IMPROVING WELL-BEING OUTCOMES OF THOSE WE HELP

Since the Social Services and Well-being (Wales) Act came in on the 6th April 2016, staff have been working hard to ensure that new approaches are being implemented and fully embedded within how we deliver Social Services, and within the Council’s approach to promoting people’s well-being.

We are asking people who contact us for information, advice and assistance about “what matters” to them. This is about giving people, adults, children, young people and carers, their voice within the decisions that most affect them; and to ensure they have control over their lives.

We want to support people to achieve their own identified well-being outcomes, ensuring the right care and support is available to our most vulnerable citizens through co-producing with them the best possible solutions.

Below is a summary of our performance in promoting and improving the well-being of those we help; how we have aligned Social Services and Council’s approach and priorities to meet each of the **six National Quality Standards**.

The report on six quality standards, where possible, makes use of the following themes that are common to all:

- How well we are working in partnership with other organisations, to achieve well-being
 - How well we are engaging citizens, and the impact this has had
 - How well we are investigating and responding to complaints, and to feedback from any inspections
-

- How well we are using performance data, to better understand the service and needs of the local population
 - How well we are setting priority objectives for the next 12 months, and why these have been chosen
-

Each section shows results in the key performance measures for 2016/17, including the new qualitative and quantitative indicators. Qualitative measures will show a picture of people’s experience of social services. Quantitative measures can highlight activity and demand information, and the balance of care and support services provided to people in need in our area in the year.

NATIONAL QUALITY STANDARD 1

2.1 We are working with people to define and co-produce personal well-being outcomes that people wish to achieve.

PERFORMANCE IN 2016/17 (Last Year)

Qualitative Measures: (see Appendix 1)

Quantitative Measures:

- The percentage of adults who have received support from the information, advice and assistance service (IAA) and have not contacted the service again during the year = 86.39% (NEW)
- The percentage of assessments completed for children within statutory timescales = 82% (NEW)

2.1.1 What did we plan to do last year?

In last year’s Annual Report, clearly the implementation of Social Services and Well-being (Wales) Act was a key priority. We had to ensure that each person at risk, and carers are at the centre of everything we do, with a real voice and control in shaping their care and support to focus on their own safety and well-being outcomes.

In order for people to determine the outcomes they wish to achieve, and for them to make informed decisions about how best to manage their well-being, we have had to develop a clear approach within the Council so that information and advice

relating to well-being services and assistance is made available at the right time in the right place.

Within Social Services, we needed to meet our statutory requirements to have a robust, professional Information Advice and Assistance (IAA) Service. Prevention and early intervention are key activities in terms of promoting well-being, managing demand and building a sustainable approach to service delivery across the whole Council. In Children Services, the establishment of the Information, Advice and Assistance service has been a natural extension of our well established 'warm' front door arrangements within which families and professionals are already well used to seeking advice from skilled practitioners. In Adult Services, the Information, Advice and Assistance service builds upon the now established Common Access Point for citizens and professionals seeking health and social care support. By providing a multi-disciplinary response, we are now better able to triage the requests for information, advice and assistance ensuring that citizens are better able to get proportionate assistance from the right person at the right time.

When children and young people have high needs we still aim to help families to find solutions utilising their own strengths so that children remain safe and achieve their well-being goals. Interventions focus on building individual, family and community resilience so the children, young people and families are better able to deal with future challenges. We continue to further embed our Signs of Safety practice across the service and the most obvious measure of the success of our approach is the continued safe reduction in the number of children becoming or remaining looked after. Where children do need to be looked after they are more likely to remain living within a family in or close to Swansea and far fewer children are having to be looked after in more institutionalised care settings.

Genuinely putting children at the heart of everything we do is an explicit requirement of our Signs of Safety Practice Framework. Evidence to support that this is happening in practice includes the increased number of children seen alone as part of an assessment, the increase in evidence of direct work contained in children's Social Services records and the increased participation of children and young people in their looked after reviews, including actually chairing the review.

We have also sought to develop how we offer Direct Payments. A Direct Payment is a monetary payment made directly to individuals assessed for their eligible care and support needs, and to carers with support needs. The benefit of a Direct Payment to an individual is that it offers them greater voice and control over how their care needs are met. This year we have brought our Direct Payments Service in-house and the focus has been on establishing a clearer strategy on how the

development of that service can contribute to us supporting individuals with more complex needs to find innovative solutions to achieving their well-being outcomes.

2.1.2 How far did we succeed and what difference did we make?

Information, advice and assistance



Figure 4 Information, Advice and Assistance service

In Swansea, the Information, Advice and Assistance service (IAA) promotes early intervention and prevention to ensure that people of all ages can be better supported to achieve their personal outcomes, and explore options for meeting their care and support needs. Our IAA is now be considered as a preventative service in its own right through the provision of high quality and timely information, advice and/or assistance to citizens. Swansea's IAA - Guidance for Practitioners explains our Social Services offer in more detail.

Within Adult Services, the **Common Access Point (CAP)** managed **89%** of all enquiries. Of these enquiries completed at CAP, those people who required Info/ Advice = 68%; and those people who were signposted to another service= 32%.

Promoting independence

Signs of Safety is an innovative strengths-based, safety-organised approach to child protection and family casework; one grounded in partnership and collaboration. This practice model explores strengths and risks around the vulnerable child in order to plan their safety, stabilise the situation and build resilience within the family. Using the Signs of Safety Framework we support families to identify and draw upon their own strengths making use of naturally connected resources within the extended family network, friends and the wider community. We also have strengthened our service offer across the whole continuum of need (See Fig2, p8) ensuring that as part of our work with children and

families we can assist them to draw upon the right support, from the right person, at the right time. Over time, this should help achieve one of the aims of the Social Services and Well-being Act to increase the availability and effectiveness of more preventative services and reduce reliance on statutory and more specialist services. In Swansea, despite a reducing number of looked after children, the numbers of children subject to a child protection plan has remained stable as has the number of children in need of care and support. We expect the latter to reduce over time.

Within Adult Services, a new practice framework is emerging using Signs of Safety principles, solutions-focused thinking and person-centred practice. This framework forms the basis for Adult Social Services working collaboratively with each individual, their family or carer and partners to agree safety or risk plan, and how managed care and support can achieve the well-being outcomes agreed with the person or carer.

Swansea has worked with local authority and health board partners, along with the third sector across the Western Bay region to establish a collaborative Optimal Model for Intermediate Care Services. This optimal model is designed to support timely access to health and social care interventions that prevent or delay recourse to institutionalised forms of health and social care, reduce unnecessary recourse to hospital admission, support citizens to remain safe and well at home, enable more integrated health and social care pathways which promote reablement and recovery. The level of integration achieved in Swansea to date is significant. Rates of recourse to residential care have stabilised, delayed transfers of care from hospital are proportionately lower per population size and number of citizens achieving a successful reablement outcome has exceeded target. However there is concern that the increase in the number of overall domiciliary care hours now having to be provided in Swansea has rapidly increased and to an unsustainable level. This latter suggests that our implementation of the Optimal Model has had unintended consequences which will need to be the focus of improvement activity next year.

Assessments

All Child and Family assessments are based on the new National Assessment Framework, although the amount of information gathered varies according to the needs of each child or young person in need of managed care and support. In implementing the new arrangements there has been a small decline in performance against timescales. This will be a target for improvement as will performance in relation to review timescales.

A “What matters” conversation forms the basis for a new assessment process within each of the remodelled front doors IAA service and within social work teams.

Again as part of the regional Western Bay Health and Social Care Programme, there has been considerable focus on establishing outcome-focussed assessment processes within health and social care as part of our arrangements to best support the recovery and progression of citizens with complex mental health and learning difficulties. There is a commitment in Swansea and across the region to ensuring that when specialist services are

commissioned to support individuals with complex needs, there should be an explicit expectation that those services are delivered effectively to support those individuals to achieve their identified outcomes, enabling them to safely live more independently. This is another example of where doing the right thing has an added benefit of being more cost-effective. Whilst there have been significant numbers of individuals reassessed under this more progressive approach to date, here remains considerable work to do in this area before we can be confident that all citizens are receiving a proportionate and enabling package of care. Current levels of expenditure on potentially unnecessary institutionalised forms of care is unsustainable and undermining our capacity to develop a better service offer lower down the continuum. This will remain a priority for improvement in the coming year.

Voice in decisions

Swansea is evolving a shared language and common approach that is both strengths-based and solution-focused, using the latest evidence-based practices. This consistency in approach provides people and families with a proportionate response regardless of their level of need and the services they are receiving. People have their own story and professionals are more likely to be aware of the care and support already offered. By building up the person or carer's understanding of their situation, and what assets they already have, people and families have a stronger knowledge base to manage their situation, assess any additional care and support needs and take informed decisions.

At a more strategic level our ambition to genuinely co-produce new service innovation is best evidenced through the co-development of quality standards for our Information, Advice and Assistance Service and the co-production of a new Supported Living Framework. The latter has been submitted for a national award as an example of best practice.

Dignity and respect

Both the established Children Services Signs of Safety Framework and the developing Adult Services Practice Framework set out an explicit value base which genuinely puts children, families and citizens at the heart of everything we do. The number of compliments received throughout the service is at unprecedented levels and probably best evidenced by examples which include parents feeding back positively on their experience of child protection case conferences or bereaved relatives writing to thank our staff for their compassion and support during the most difficult of times.

Control

Swansea is implementing the national well-being directory, DEWIS CYMRU so that people can access information directly from our website in order to access a wider range of well-being care and support services. This national system, implemented

locally, is expecting to build in important links to the Family Information Service and third sector's Infoengine directories. These developments are a part of an overall approach to providing information, advice and assistance that fits with the Councils approach to Corporate Contact, the 'warm' front door to children services and the Common Access Point at the front door of community-based health and social care services.

Healthy lifestyles

Swansea has a good range of universal services across the whole sector to ensure that adults can access support to keep active, stay healthy, keep informed about and engaged in their local community. We aim to ensure that universal services are more accessible and responsive to those people who are more vulnerable, who may have care and support needs, to ensure that no matter how complex a person's needs are, they are able to access services which will enhance their health and well-being e.g. leisure services, libraries and community groups. The Council's People Directorate promotes a joined-up approach to well-being and commissioning services to help vulnerable people avoid loneliness and social isolation.

Again as part of the Western Bay Health and Social Care Programme, Swansea has invested heavily in establishing a growing network of Local Area Coordinators. These are staff embedded within communities helping potentially vulnerable citizens to make connections with other individuals and with local community services and to develop their own strategies and solutions to achieve their well-being outcomes. Early evaluation of this preventative approach has been positive and evidence of less reliance on more intensive statutory intervention across the whole of the public sector is emerging. This is helping to make the case for partners to invest in the approach and our ambition remains to extend this approach across the whole of Swansea and hopefully the region.

Self-directed care and support

Over **300** people in Swansea received a Direct Payment to manage their own care and support. Swansea has a Promoting Independence Team working across all the teams in the city. The Team can give a potential service user full information concerning Direct Payments so that they can make an informed decision. They can set up payroll accounts when employing an Independent Living Support Assistant (ILSAs) and a set of bank accounts in order to manage and track expenditure. The Team also helps support recruitment of ILSAs, support interviewing, and carry out DBS checks and follow up references. They also set up Employer Liability Insurance, review Direct Payment accounts and help the person to tackle any issues that may arise.

This is an area for future development as the extent to which individuals with more complex needs are utilising Direct Payments as a more innovative alternative to traditional packages of institutionalised care is more limited.

Advocacy

Swansea wants people - children and adults - to feel that they are an equal partner in their relationship with practitioners. Any person who is contacting the Information, Advice & Assistance (IAA) service can invite someone of their choice to support them to participate fully and express their views wishes and feelings. Whilst support can be sought from a valued member of the person's circle of support e.g. friends, family or wider network. Any practitioner working for the IAA Service will identify whether there is a need for advocacy from the first point of contact. All practitioners in the IAA service have been trained and are suitably skilled to recognise when someone may benefit from an advocate and will take action to ensure that these people are fully supported.

Children Services have pushed forward with establishing arrangements with our commissioned advocacy provider to ensure an active offer of advocacy is made to all eligible children. This is in advance of the new national arrangements for advocacy which are expected to be implemented next year. The rate of take up of advocacy remains lower than that anticipated by the national group. This is an area to be monitored when the national arrangements are implemented particularly as those national arrangements require additional financial investment.

Seamless care and support and Multidisciplinary working.

People who require 'managed care' need additional, often temporary, support to achieve their well-being outcomes. This builds on the support that is available lower down the continuum of need described in the Adult Services Optimum Model. In partnership with Abertawe Bro Morgannwg University Health Board, the Council's Adult Social Care Services are responsible for jointly commissioning or providing a range of services which are geared towards helping people retain or re-secure their capacity and independence wherever possible enabling them to achieve their personal well-being outcomes. Frontline Teams are organised around multi-disciplinary working, including the 3 Integrated Hubs for older adults, Community Mental Health Teams and Community Support Teams for people with learning disabilities. The design and development of integrated care pathways support early identification of risk, targeted interventions, rehabilitation and reablement. The level of integration in Swansea is greater than anywhere else within the region. There have been tangible benefits for citizens of more seamless and less confusing access to health and social care support, however there have also been unintended consequences such as the rate of recourse to community-based services particularly for social care which has increased far in excess of that which was forecast based on demographic and other information. This may indicate that the system is running hotter not better. This will be a focus for improvement in the next year.

Further examples of where progress has been made:

- **Stronger Rapid Response** - A swift and well-co-ordinated response to an individual's needs at the time of crisis. The range of services include the availability of a responsive out-of-hours community nursing service, rapid allocation of community equipment and "crisis intervention" domiciliary care service together with remodelled respite services.
- **Improving Intermediate Care** - supporting effective planning and discharge from hospital, a variety of services "between hospital and home" are supporting individuals to return to as much independence as possible. Interventions include district nursing; therapy (from a range of different therapists); reablement-based domiciliary or residential intermediate care; continence services; and dementia care coordinators.
- **Better Hospital Transfer Co-Ordination** - A proactive and multi-disciplinary Hospital Social Work Team has not only improved hospital discharge arrangements, but also out-of-hospital care, and this is making a significant difference to the ongoing need for formal care and support services that an individual requires.

Families across Swansea are benefitting from recently launched Domestic Abuse Hub, which started as a pilot project in 2015. This is the first service of its kind in Wales, aimed at tackling domestic abuse. The Hub provides a whole-family approach to ensure that children, young people and their families feel safe, not afraid, now and in the future, by ensuring they are being supported by the right people at the right time, so that they get the help they want and need. The Domestic Abuse Hub brings together Swansea Council and its partners in health, police and the third sector to help children and families experiencing domestic abuse or escalating relationship problems.

We have also co-produced with young people, care leavers and a third sector provider a new 16+ service. This new service is an example of an innovative commissioning approach through which third sector providers were invited to tender for a service, a part of which included a requirement for that provider to set out what additional funding they would be able to bring to a newly established joint third sector/ local authority service designed to support young people at risk of homelessness, demonstrating risky behaviour or vulnerable to concerns such as child sexual exploitation and care leavers. Barnados successfully won the tender. The new service is co-located with other young people services delivered through our Info-Nation one stop shop. The ambition is that for a young person accessing the 16+ service they would not be able to distinguish whether their support was being provided by a Barnados member of staff or a local authority employed social worker. The focus is on making sure the young person gets the right help, from the right person, at the right time. Successes of the new approach and the further joining up of other accommodation services include that no young people are now ending up in bed and

breakfast accommodation and that we anticipate that a number of young people including care leavers will be supported to achieve apprenticeships with the Council next year.

Measuring impact

By working co-productively to define well-being outcomes within care and support plans, remodelling services to achieving change, and reviewing against well-being outcomes, Swansea is better placed in managing demand for services within the Optimal model.

Some areas of impact are

- Achieving well-being outcomes and measures within population groups
- high quality services for those who need them
- rebalancing system towards prevention and early intervention
- improve within the relevant performance measures and targets

Child and Family Services have a mature performance management reporting framework that evidences the shift from an over reliance on intensive, high levels of care and support to a more risk sensible, preventative approach where children and families are receiving the right support, from the right person, at the right time as part of our established Safe LAC Reduction Strategy.

Adult Services has now developed an equivalent performance framework which goes well beyond the traditional approach of similarly monitoring statutory performance indicators. This performance framework is necessarily more complex than that which is in place for children services, not least because of the scale and variety of adult services but also because of the interdependence with health systems. A focus of improvement activity for next year will be in ensuring that the rich performance data now being generated is being used to best effect to drive improved performance, further service development and the delivery of our strategic objective of delivering a sustainable model of adult social care.

Alongside all of the above Swansea remains committed to playing its part in the national implementation of a shared health and social care information system WCCIS. Within the Western Bay Implementation Plan, Swansea anticipates being in a position to sign the deployment order next year.

Paying for care and charging

Among the key drivers behind the Social Services and Well-being (Wales) Act 2014 is to have one set of financial assessment and charging arrangements, and therefore to ensure greater consistency transparency within these arrangements to the public. Swansea Council's Charging Policy (Social Services) was approved by Cabinet in April 2016. There is a robust

process in place for the annual review of the schedule of charges to update public information.

2.1.4 What are our priorities for next year and why?

In addition to the improvement objectives highlighted throughout the report, all of our strategic priorities for next year link to our incremental implementation of the optimal models for the delivery of sustainable, more prevention focussed, safe children and adults social care. Through doing so we will continue to better meet our responsibilities under the Social Services and Well-being Act and the Well-being of Future Generations Act.

The details of next years' improvement activity are set out within the Adults and Children Services Improvement Plans. However the following are some of the headline priorities:

- To further develop the integrated Common Access Point (CAP), supported by multi-disciplinary team support and third sector brokerage, for the provision of information advice and assistance to adults and carers
- Swansea to continue to populate the DEWIS CYMRU Well-being Directory with a launch to citizens planned towards the end of 2017/18
- To implement recommendations from the Council's commissioning reviews into Family Support including services for under 11's, over 11's and children with disabilities and in relation to adults, the reviews of domiciliary care, residential care and day services
- To finalise the Adult Services Practice Framework
- To implement the reclaiming social work model in Children Services
- To continue to support the regional Western Bay Health and Social Care Programme, the further development of which will now be informed by the outcome of the regional Population Assessment
- To further embed and make use of the new Supported Living Framework
- To formally launch the new 16+ Service and Domestic Violence Hub

NATIONAL QUALITY STANDARD 2

2.2 Working with people and partners to protect and promote people's physical and mental health and emotional well-being.

PERFORMANCE IN 2016/17 (Last Year)

Qualitative Measures: non specified within this standard

Quantitative Measures:

Rate of delayed transfers of care for social care reasons per 1,000 of population aged 75 or over = **5.81** (5.75)

Percentage of adults who completed a period of reablement and:

- Have a reduced package of care and support = **67%** (NEW)
- No package of care six months later = **27.7%** (NEW)

Average age of adults entering residential care homes= **82.62yrs** (NEW)

The percentage of children seen by a registered dentist within three months of becoming looked after = **87%** (83%)

- The percentage of looked after children registered with a GP = **92%** (89.5%)

2.2.1 What did we plan to do last year?

Last year, I reported on the need to ensure that we anticipate future care and support needs that can enhance their well-being, by working in partnerships and by commissioning high quality and cost-effective preventative services.

Swansea has to provide support to citizens to enhance their well-being and to help prevent needs from escalating. Adult Services will continue to work with partners, both within and outside the Council, to promote these opportunities for prevention and early intervention, and to safeguard those most vulnerable in our communities. We expect commissioning plans to be taken forward in a way that supports a new Adult Services Model, with options for changes in how we provide domiciliary care having been consulted upon to be followed by changes to day services and residential care, using pooled budgets. Clearly we need to develop and support a skilled and motivated social care workforce as we move to transform services.

To successfully protect and promote people's well-being, we also sought to work closely with citizens, partners and carers. We have to share responsibility in order to encourage, empower and support people to take a lead in their own lives, and to manage their own health and well-being.

Within Child and Family Services, as identified within the Service Plan, the focus will also be on safely managing demand through establishing a continuum of Family Support Services, and to manage the high volume of work held within the service. Reducing demand at the front door and the number of children in need of care and support, can only happen through close collaboration, by targeting early intervention and prevention services to those families with the greatest need, by supporting early identification of complex needs, and reducing emergency placements which also impacts on placement stability.

In Adult Services, the Service Improvement Plan is taking forward a big change agenda. Important changes include focusing on a new model of domiciliary care, and to continue to improve those integrated services delivered jointly by Health and Social Care which are helping to provide better services for frail older people and reducing demand across the range of services.

2.2.2 How far did we succeed and what difference did we make?

Promoting well-being

This section is about the range of preventative services available to promote physical, emotional and mental well-being of people within local communities and through better support networks.

Social Services and our partners in Health, Education and Third sector are working closely together so that people can access a wider range of services, which enable them to maintain a good level of physical, mental and emotional well-being.

Swansea and NPT, through Western Bay Regional Partnership, are part of an emerging Local Area Coordination (LAC) movement to build wider regional connections, mutual support, shared learning and richer, more cost-effective induction and training. Swansea was the first to launch LAC, and now teams in both authorities have formed a supportive relationship.

As has already been described, the development and roll out of our Local Area Coordinator approach is at the heart of our development of a more coordinated range of prevention services outside of the managed care and support system.

Other examples of approaches that have been tested for efficacy include adult family group conferencing, facilitated befriending, promotion of social groups, minor works within housing, raising awareness of targeted scams, falls prevention work, third sector brokerage and anticipatory care planning. These are all in addition to existing third sector service

provision such as the Carers Centre some of which is directly commissioned either by the Local Authority or by the Local Health Board.

Incremental implementation of the recommendations of the Commissioning Review into Family Support Services has enable us to strengthen the continuum of Family Support Services available to children and families and better able to facilitate access to the right help, from the right person at the right time. Within the Council's Poverty and Prevention Service a dedicated Early Help Team has been established to support the needs of older young people through a more targeted prevention approach with close links to schools. The Domestic Violence Hub and the 16+ Service are other exciting developments.

Mental health and emotional well-being

Within Children Services the approach of ensuring that there is a continuum of support in place through which children's emotional and psychological well-being is promoted is as equally applicable as with any other family support type service offer. However the need to coordinate that service offer with health services and well-being support available in schools is probably of increased emphasis. The Local Health Board are in the process of recommissioning a specialist CAMHS service. The Local Authority has been working closely with the Health Board to influence the service specification and to work with health colleagues to ensure that other health services and any additional need for investment or specialist input to emotional well-being services lower down the continuum is in place. This remains a work in progress and will be incorporated into the Western Bay Health and Social Care Programme going forward.

There are a high number of referrals into Community Mental Health Teams, with considerable assessment activity but a much smaller number of individuals that subsequently require a care and treatment plan. This may indicate that current pathways into secondary mental health services primarily via primary care services are not working to best effect for citizens. There is a good range of services for adults accessing secondary care services in Swansea. Swansea has implemented the Mental Health (Wales) Measure and there is a whole service approach based on the recovery model.

However the extent to which the Health Board and Local Authority are ensuring that a sufficient level of well-being support is available for individuals with less complex emotional and psychological needs is less clear. Likewise, the possible tension between how the Measure fits with requirements under the SSWBA is still being worked through locally and indeed nationally. There may be an opportunity to reduce potentially inappropriate rates of referral from primary care and reinvest in more early help services that in turn could assist with the maintenance of good mental health post discharge from care and treatment. Again this will be focus of the Western Bay Health and Social Care Programme going forward.

Preventative care and support

A range of high quality, well-being services are vital in helping to reduce demand, and pressures within Social Services. This innovative work is supported by a Future Generations Board, which is chaired by the Council's Corporate Director of People.

Swansea' People Directorate has helped to ensure there is a whole system focus on population well-being, and how best services can be provided to shape well-being outcomes within targeted population groups.

For example, Swansea Council has put its full support behind the initiative to roll out Local Area Coordination.

A further example, Swansea Council are asserting greater influence through partnership arrangements, such as the Public Service Board, the Regional Partnership Board and the Healthy Cities Board, Swansea are attracting a wider range of partners to consider investment into the City Deal and Infrastructure projects which will also enhance future well-being.

An innovative network and relationship mapping approach uses data collected across all three Swansea sites. Figure 5 shows the captured interactions during the LAC implementation phase with the aim of showing how people were engaging across the community; in other words creating change beyond the direct Local Area Coordinator involvement; and how activity was progressing and being sustained. This diagram demonstrates the scale and complexity of a LAC's work- here involving 350 individuals and resources with 1,217 connections - each one unique.

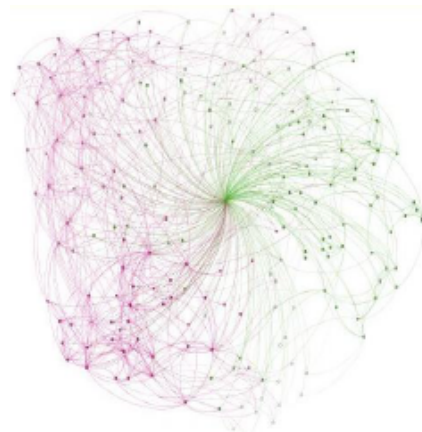


Figure 5 Swansea Co-ordinators' Network

B's Story "I appreciate all your help"

B. had a lot on her plate that she needed help with. Since losing her husband, she had become extremely isolated. Her son, who is in his 50s, has a learning difficulty and alcohol problems, then admitted to hospital with a bleed on his brain. She became extremely concerned about him, and was in the process of dealing with his empty flat and a lot of his correspondence. Her daughter lives in England and calls down when she can. She disclosed to her LAC coordinator that her eyesight had gotten worse recently. She also said that she had burned herself while filling a hot water bottle. LAC helped her to access the Sensory Team who would be able to do an assessment for her and provide her with advice and additional aids to make sure she can see things better and stay safe. She also said that she would contact Spec Savers and ask them for a new eye test with the view to getting a stronger magnifier for reading.

B. was talking to the LAC coordinator about herself and her history. She had been a very popular singer and had won the Eisteddfod three times when she was a young girl. She

always enjoyed working and was a very keen Welsh speaker. She really enjoyed attending her local Church but hadn't been in a long time as she had so much on her mind. She missed her husband a lot since he passed away. LAC helped B. to attend the counselling service at the Carers Centre, after which shared what a relief it was to have someone to talk to about her problems with her son and how much it was benefiting her. She has since reported that the counsellor had helped her a lot. Her son is now living somewhere safe and where he is happy, and this is a big weight off B's shoulders. She has regained some of her old confidence and she now hopes to resume her interests.

A full version of this story is available in [Western Bay Formative Evaluation Summary Report of Local Community Initiatives \(Dec. 2016\)](#).

The development of an Optimal Model for Intermediate Care Services has been the flagship achievement of the Western Bay Health and Social Care Programme thus far. Through implementing this model including a range of acute clinical response and reablement services, we are helping to prevent the need for long term care or hospital admission.

We have improved our domiciliary care offer to focus on the care and support needed by those individuals with the most complex long term needs.

We have piloted an anticipatory care planning approach to help target support to those people that GPs, nurses and social workers are most worried about.

We have made further use of assistive technology to better enable more innovative ways of managing need in people's own homes. A more ambitious strategy for the roll out of assistive technology approaches is required and will be a priority going forward.

We have made considerable use of equipment and minor adaptations to people's homes in support of the optimal model for intermediate care and utilising additional Welsh Government grant funding.

Child and Family Services have been preparing to put in place a new reclaiming social work structure to better support the embedding of our Signs of Safety Practice Framework and to enhance the direct practice support available to frontline social workers. We expect to implement the new arrangements during 2017/18.

2.2.3 What are our priorities for next year and why?

- To ensure a good range of preventative services is developed as part of Western Bay Regional Health and Social Care Programme and through implementing Swansea's draft Corporate Prevention Strategy, a part of the Sustainable Swansea Transformation Programme.

- Implementation of a new reclaiming social work structure in Child and Family Services
- To finalise the Adult Social Work Practice Framework within Adult Services
- To respond to feedback following Joint HIW/CSSIW Inspection of Community Mental Health Team – Swansea Central

NATIONAL QUALITY STANDARD 3

2.3 Taking steps to protect and safeguard people from abuse, neglect or harm.

PERFORMANCE IN 2016/17 (Last Year)

Qualitative Measures - See Appendix 1 for summary results

Quantitative Measures:

Percentage of adult protection enquiries completed within statutory timescale: enquiries completed within 7 days = **89.7%** (NEW)

Safeguarding concerns -referral to Adult Services where decision is taken within 24 hours = **75%**, with a further 15% with a few days of this timescale (NEW)

Percentage of re-registrations of children on local authority child protection registers= **5.58%** (NEW)

Average length of time for all children who were on the child protection register during the year= **234 days** (NEW)

Local Measures:

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 = **82.2%**. (NEW)

Percentage of safeguarding referrals relating to people in residential / nursing care homes where the individual had been the subject of a previous safeguarding referral = **36.8%**. (AS7 NEW)

2.3.1 What did we plan to do last year?

Swansea Council has a strong corporate safeguarding culture, a strong leadership group with representation from across the Council, underpinned by a corporate safeguarding policy, a performance framework embedded in the Corporate Plan and designated safeguarding champions in all areas of the Council.

The number of safeguarding enquiries in Swansea relating to neglect of vulnerable adults within social care provision was relatively high and Swansea intended to improve local audit

and monitoring arrangements as a basis for taking forward improvements, whether identified locally or regionally through the Western Bay Safeguarding Adults Board.

Within Child and Family Services, our focus remains on continually improving the way we organise our work with children in need of managed care and support. We are looking towards the next stage of implementation of our Signs of Safety Practice Framework, to continue to improve social work practice whilst ensuring that children and families continue to access the right support, from the right person at the right time through having a continuum of available family support services. We expected to have fewer children becoming looked after but where they do need to do so, more would be placed in families, fewer in more institutionalised care settings and more placed within or close to Swansea.

2.3.2 How far did we succeed and what difference did we make?

Safeguarding

Safeguarding our most vulnerable people is identified as the number one priority of the Council and this is reflected in the revised Corporate Plan and policy commitments. Likewise, the delivery of effective safeguarding is a key priority in the service plans for statutory children's services and adult services. We adhere to the All Wales Child Protection Procedures, National Assessment Framework and operate within the value base and framework of the Signs of Safety approach (Child and Family). In partnership with the Institute of Public Care, Adult Services are developing a practice framework to underpin all social work activity.

Performance across the full range of services, is monitored within the Council by the Corporate Safeguarding Board, the Corporate Management Team, through Scrutiny and within the regional Western Bay Safeguarding Boards' performance management frameworks.

Over the past few years Swansea has developed a strong, corporate safeguarding culture, built upon an "Everybody's Business" approach. This has been very successful in promoting awareness and responsibility across the Council with a safeguarding lead in all service areas, and a mandatory safeguarding programme for staff and Elected Members.

In Children Services, process and practice, incorporating the Signs of Safety Practice Framework whilst adhering to the prescriptive requirements of the All Wales Procedures is strong. The requirement to report against national performance indicators and the established mechanism for reflective learning

embedded in child practice review processes provides considerable reassurance about the effectiveness of children's safeguarding work in Swansea.

In Adult Services the level of prescriptive national guidance is far less but currently subject to review post SSWBA. There are fewer national performance indicators and the Safeguarding Board arrangements less mature. In striving to embed the principle that safeguarding is everyone's business, Swansea moved away from a dedicated safeguarding team and placed decision making responsibility with seniors and managers throughout the service as per any other case management function albeit retaining a strategic safeguarding lead function responsible for the health of the whole system. The combination of all the above factors means that it is hard to have sufficiently robust organisational intelligence grounded in contemporaneous performance data to be confident that safeguarding interventions are always timely and proportionate. The development of a suite of local performance indicators to supplement any national requirements and a review of the need to re-institute a central, but perhaps reconfigured, safeguarding resource will be a priority for next year.

Reviewing against outcomes

Council leaders, elected members and partner agencies in Swansea are strongly committed to being corporate parents, with a strengthening of the governance structure and work programme. Swansea Council was the first in Wales to adopt the United Nation Convention on the Rights of Children (UNRC), with plans to ensure advocacy, participation and the views of the child are at the centre of everything we do, and as the basis for future improvement to services for children young people and families.

Our participation work has a more independent focus through a Children and Young People Participation Unit. Swansea is also ensuring that more looked after children are chairing and attending their own reviews. Each of these developments are overseen effectively by Swansea's Corporate Parenting Board, which receives regular reports on the service improvement activities, as well as undertaking engagement activity with children and young people.

Prevent abuse and neglect

It is our duty, and a corporate priority, to protect and safeguard vulnerable adults and children. We have a corporate safeguarding policy and clear governance arrangements. We work closely with key partner agencies, such as Police, Health, schools, Advocacy, Women's Aid and other third sector organisations both through local arrangements and via the regional safeguarding boards. We aim to

help create the conditions through which the risk of abuse happening is minimised and to ensure where individuals are identified as being at risk of or having suffered abuse or neglect that the right care and support is arranged.

In order to minimise the risk of sexual exploitation by organised networks or otherwise we utilise our strong local and regional governance arrangements to ensure open sharing of information and intelligence. We have promoted public and professional awareness of the issue through local and regional campaigns. An extensive training and support programme aimed at all council staff, Elected Members, external providers and key groups such as taxi drivers has been rolled out. We are confident that the multi-agency response to any child identified as being at risk of sexual exploitation is robust and in line with national guidance. In order to strengthen the arrangements for intelligence gathering that might lead to a child being identified as at risk in the first place, we have appointed a senior CSE/ Missing Persons Social Worker with responsibility to constantly challenge the effectiveness of both internal and external arrangements to both identify and respond to children who may be at risk.

Rates of children being made subject to a child protection plan remains stable. We continue to experience a safe steady reduction in the number of children needing to be looked after. The population of children in need of care and support is stable albeit through our plans to enhance our targeted early help services we expect these numbers to reduce over time.

The number of adult safeguarding referrals remains relatively high including the number that do not meet the threshold. Whilst this gives some reassurance that the wider professional network and community in Swansea are vigilant, there is an opportunity to further educate some providers of services as to what constitutes an appropriate referral. The reduction of inappropriate referrals is a target for next year.

Trading Standards are supporting a prevention project started within Social Services to offer training and education to professionals working with vulnerable people around how to manage scams. This project has helped staff to spot, report as well as safeguard people from financial abuse

Managing risk

Swansea Council has been busy strengthening its corporate safeguarding governance and policy to support the “everybody’s business” approach that the Council adopted when making safeguarding the number one corporate priority.

The Corporate Safeguarding Board is co-chaired by the Chief Social Services Officer and the Cabinet Member with lead for Safeguarding.

There is a mandatory training programme in place for all Council Staff and Elected Members.

There are safeguarding leads/ champions in every Council service area who can help staff deal with issues they encounter and direct these to expert help when necessary.

Working in partnership

As required under the SSWBA, Regional Safeguarding Boards for Adults and Children have been established with new terms of reference, business plans, work programmes and performance management frameworks. Regional Safeguarding Boards are placed under a stronger statutory footing for the first time, with accountability to a National Safeguarding Board. You can link to each Board, via the regional website here: www.wbsb.co.uk.

Western Bay has further strengthened longstanding partnership working between the Councils, Health, Police, Probation and the Third Sector.

Western Bay Safeguarding Boards arranged a joint Safeguarding Conference at Liberty Stadium, as part of the All-Wales National Safeguarding Week focussed on raising awareness of contemporary safeguarding issues.

Deprivation of Liberty Safeguards

Since 2015/16, Deprivation of Liberty Safeguards (DoLS) has become a large area of work because of High Court judgements, impacting on every local authority in England and Wales. In Swansea, we have experienced a 17-fold increase in demand in this area.

Despite the limited additional funding from Welsh Government, Swansea has invested significantly to fund the additional costs of medical assessments, enhanced business and legal support and specialist training to reduce the burden on frontline staff. However capacity to meet demand remains stretched and the need for a centralised and dedicated resource to manage the DOLs process will be revisited next year.

2.3.3 Overall Progress in 2016/17

The culture of safeguarding being everyone's business is now well established across the whole of the Council. Regional safeguarding boards are now established and engaged in purposeful activity. Local governance is strong.

Operational child and adult protection work remains business as usual.

Neither performance against national indicators or feedback from child or adult practice reviews gives rise to concern about the effectiveness of practice in Swansea.

2.3.4 What are our priorities for next year and why?

Implement new procedures to deliver the safeguarding requirements of the Act – pending guidance from Welsh Government.

- To review current safeguarding structure and processes with the options for setting up a safeguarding team in Adult Services whilst promoting everybody's business approach.
- Progress all areas listed for improvement within corporate safeguarding and safeguarding adults action plans.
- Implement the reclaiming social work structure within Children Services supported care planning teams.

NATIONAL QUALITY STANDARD 4

2.4 Encouraging and supporting people to learn, develop and participate in society.

PERFORMANCE IN 2016/17 (Last Year)

Qualitative Measures – see Appendix 1 for summary results

Quantitative Measures:

- Percentage of children achieving the core subject indicator:

at key stages 2 = 58% (73%)

at Key Stage 3 = 19% (42%)

- Percentage of looked after children who, during the year to 31st March have experienced one or more changes in school during periods of being looked after that were not due to transitional arrangements = **16.6%** (14.3%)

Local Measures:

Ave. external qualifications points score for 16 year old looked after children in any local authority maintained learning setting = **287** (426)

Percentage of eligible, relevant and former relevant children that have a pathway plan as required = **94%** (96%)

2.4.1 What did we plan to do last year?

This standard is about encouraging people to take part in society – helping people to learn, interact with others and to feel a part of their communities. Opportunity to engage in meaningful activities to learn, socialise and develop are a vital aspect of our well-being. The Well-being of Future Generations (Wales) Act is about improving the social, economic, environmental and cultural well-being of Wales. It makes the public bodies listed in the Act, like the City and County of Swansea, think more about the long term, work better with people, communities and each other; to look to prevent problems and to take a more joined-up approach.

Swansea Council was an early adopter for the Well-being of Future Generations Act, and continues to push the boundaries of sustainable practice, e.g. through the Sustainable Swansea – Fit for the Future Transformation Programme. Swansea is also the first Local Authority in Wales to adopt the United Nations Convention on the Rights of the Child (UNCRC) in order to give children a greater voice.

- *Swansea Council, and through the Children and Young People Strategic Partnership Board, is committed to making sure that services have a positive effect on children and young people in Swansea and have embedded the United Nations Convention on the Rights of the Child (UNCRC) into the way we set our policies. Also to the principles of the National Standards for Children and Young People's Participation.*

Swansea has invested in a range of services that help people re-able and recover so that they are able to return to living an active and productive life.

- To give current and future generations a good quality of life we have to consider the long-term impact of the decisions we make. There is a strong commitment by the Council and partners to delivering integrated services to ensure a continued focus on prevention and early intervention - investing in the conditions, which maintain independence and support families, rather than dealing with the consequences of family breakdown and ill health. By expanding 'Intermediate Care' teams we ensure that, where possible, people can be cared for in their own homes rather than be

admitted into hospital or long term institutionalised care settings. The approach also supports those leaving hospital, helping them to settle back into a safe and comfortable home.

- We have developed Local Area Coordination (LAC), a long-term, preventative approach to supporting people, adults and children, who may be isolated, excluded or who face challenges due to their age, physical health or mental health. Swansea Councils prioritises a 'building supportive communities' to empower people to achieve their own personal well-being goals, and by recognising that individuals with care and/or support needs can be better supported in the place they live, utilising their own strengths and those of their families and communities.
- Our optimal model includes a Common Access Point Access in order that citizens have one contact number to access a 'what matters to you' conversation, information advice and assistance including signposting to for example helpful third sector services may be appropriate. Proportionate assessments and multi-agency triage is undertaken to access the most suitable response or intervention from the right person at the right time.
- We have created a rapid response service provided by the most suitable clinician (doctor, nurse, social worker and/or therapist).
- We have strengthened our response for people with dementia by ensuring a rapid response access pathway facilitated by Dementia Coordinators to assist a person with dementia that needs support from a mental health professional during a crisis.
- We have created arrangements for Step-up/Step-down Assessment - a package of intensive care and support lasting up to 6 weeks, either in a residential setting or via a community team. This is designed to maximise independence at a time of crisis where support is needed to avoid hospital admission or unnecessary recourse to long term residential care, or to speed up discharge from hospital.
- We have invested heavily in reablement services designed to help people to regain skills that they may have lost, due to hospital admission or illness. A package of care lasting up to 6 weeks which may include both health and social care interventions to address the client's individual needs.

- We have strengthened our links to the third Sector through creating a third sector brokerage approach within which a third sector representative operates as part of the Common Access Point to provide more innovative solutions and where a better alternative to statutory support can be provided.

2.4.2 How far did we succeed and what difference did we make?

Citizens are having a stronger voice and greater control over the types of care and support they receive, and carers over the support they receive.

Anticipatory Care planning is now supporting the development of integrated care, enabling proactive management of our most vulnerable residents, those people who are already known to health and social care services. Its aim is to avoid unnecessary admissions to hospital or care homes and enable people to live in their own home for longer by providing a person-centred, coordinated, and responsive service.

The integrated approach between health and social care in Western Bay has overcome challenges around joint working across professional as well as geographical boundaries. Supporting people to achieve or regain independence has been the focus of a range of high quality 'Intermediate Care' services so that, where possible, people can be cared for in their own homes rather than be admitted into long term residential care or hospital. This partnership approach also supports those leaving hospital, helping them to settle back into a safe and comfortable home.

Social isolation.

Whilst remaining at home is the preferred option for many, the experience of social isolation can have a detrimental effect on their health and well-being. Swansea aims to promote social inclusion opportunities, and to support people to do the things that matters to them to achieve their personal well-being outcomes, whether that be to learn new skills, develop new interests, study for a qualification, or join a new social activity.

Citizenship

We actively encourage people to be full members of society, in the way that they determine for themselves, which can help reduce their social isolation and to promote independence. One of the requirements of the Social Services and Well-being Act is that we work with partners, including Education and the Health Service to broaden the well-being offer to citizens and those most vulnerable.

Advocacy

By listening to voice of the carer and cared for, ensuring they have control over planning their care and support plans and by offering early intervention and support, we believe that we are achieving better outcomes for children, young people, adults and families. Swansea are looking to increase access to the many forms of advocacy and citizen representation through a regional and partnership approach. Advocacy for Children is a particular focus, and we are on track to meeting our obligations under the new national framework next year.

2.4.3 What are our priorities for next year and why?

- Implement the anticipated new national arrangements for advocacy for children
- Continue to develop a cross directorate peoples approach to the commissioning of services embedding coproduction principles.
- Extend the coverage of local area coordination across Swansea
- Increase capacity in our step up/ step down and reablement services
- Further embed the what matters to me approach within assessment processes

NATIONAL QUALITY STANDARD 5

2.5 Supporting people to safely develop, and maintain healthy domestic, family and personal relationships.

PERFORMANCE IN 2016/17 (Last Year)

Qualitative Measures: see appendix 1 for summary of results

Quantitative Measures:

- The percentage of children supported to remain living with their family = **71.5%** (NEW)
- The percentage of looked after children who returned home from care during the year = **17.7%** (NEW)
- The percentage of looked after children on 31st March who have had three or more placements during the year = **7.07%** (Last Year = 10.8%)

2.5.1 What did we plan to do last year?

The section is about supporting people to achieve safe and healthy relationships at home, in their own communities and with people they are closest to. In particular we want to support children, young people, vulnerable adults and carers to be socially included and valued.

Support to families

Building on learning from the regional Integrated Family Support Service (IFSS) in working with children and families affected by substance misuse across the Western Bay, Swansea is developing the continuum of need looking to maximise the 'Added Value' of all family support services targeted at those children in need or at risk of needing managed care and support.

As mentioned earlier a Single Point of Entry to our Early Help Services allows professionals to provide consistent information, assistance and advice and allows individuals, families and professionals to broker in the right help, from the right person at the right time. To date this approach has been embedded most successfully within our Domestic Hub arrangements. The learning from the success of the Domestic Hub will help shape the future arrangements within over 11's, under 11's and specialist Children with Disabilities Family Support Services.

The Child Disability Review has identified three areas which require change in order to better meet the needs of disabled children, young people and their families (Play and Leisure, Parent/Carer Participation and Domiciliary Care). Children Young People Families and partners are taking part in the formal 'Have your say' consultation events. Feedback from that consultation will help shape service development next year.

Options being considered are to expand our early help Team Around the Family (TAF) offer within Schools, for example to all primary schools and to develop a TAF in Health model.

The conclusion of a pilot of a Family Well-being Team (FWT) will further inform plans to ensure that early help services are best placed to support potentially vulnerable children and families to be supported without recourse to statutory care and support.

Ty Nant, Swansea Council's own Children's Residential Care Service, gained positive feedback for its excellent work with children and young people in need of a temporary looked after placement. The most recent inspection report of this service made regular mention of how well the young people were involved in the decisions that affect them (Article 12 in the UNCRC) despite their often challenging circumstances.

Swansea is rightly proud of the work undertaken to produce the I Am Me: Handbook for Social Workers: Helping Children to Understand Their Life Journey, the author of which (a Swansea social worker) received a national award for outstanding practice.

The Western Bay Regional Adoption Service has been established since February 2015 and has been successful in recruiting new adopters and placing children with adopters. For example, in 2016/17 there were 65 children placed and 45 new adopters approved (figure as at February 2017). This is significantly improved performance compared to the historic, three individual local authority adoption services within the region.

Using Intermediate Care Funding, a new regional project was launched to undertake outcome-focused assessments for children with complex needs in managed care services across Western Bay. This builds on the successful work undertaken with adults with complex needs. This strengths-based approach that helps support vulnerable adults to progress to achieve greater independence building up their skills and confidence is being piloted with a small number of

children to assess the strengths and weaknesses of the methodology for a younger age group.

A pilot project was funded by the Intermediate Care Fund which aims to minimise the effect on ethnic Chinese children with Autistic Spectrum Disorder (ASD) by improving the understanding of autism within the Chinese community and supporting families with ASD to access to local service providers. A number of ethnic Chinese older people have received information posted to households and information posted on a forum and some are already reporting a better understanding of autism.

The Intermediate Care Fund has enabled City and County of Swansea to finance adaptations to the home of a foster carer in order for them to be able to offer short breaks to children with complex physical disabilities. Funding has also paid for training of Social Services staff in trauma recovery and positive behaviour support to enable better support to be provided when working with children with learning disabilities and complex needs. Our staff are now better equipped to build up the skills, confidence and resilience of parents and carers when managing the complex behaviour of their children.

Care Leavers

As highlighted previously, we have co-produced with young people, care leavers and a third sector provider a new 16+ service. In co-locating the Council's care leavers and 16+ services with other young people services delivered through Swansea Info-Nation one stop shop means there is a greater range of advice and assistance which is now more accessible and effective.

A young person accessing the 16+ service does not need to distinguish whether their care and support is being provided by a Council social worker, or Barnardos member of staff. The future priority is to make sure the young person can get the right help, from the right person, at the right time. Successes of the new integrated approach, and the further joining up of other accommodation services, are expected to ensure that no young people are now living in bed and breakfast (even temporarily) and that we anticipate that a number of young people including care leavers will be supported into learning opportunities and to achieve apprenticeships with the Council next year.

Support available to adult carers

We recognise the essential contribution that carers make to the well-being and safety of some of Swansea's most vulnerable citizens.

All Swansea adult and young carers have the right to an assessment of their support needs setting out what matters to them to maintain their well-being. The assessment must focus on their needs and concerns, not just as a carer and is entirely separate from the assessment of the person for whom they care.

For the majority of carers, the support requested and provided is for advice and assistance linked to their caring role. Swansea has a Carers centre with dedicated and appropriately skilled and knowledgeable staff well placed to undertake a proportion of carer's assessments. As well as providing information, advice and assistance, the centre also provides direct support in relation to benefits, and services are free and open to all carers.

Support to young carers

A young carer is someone who takes responsibility for a parent - who may be ill, disabled, elderly, experiencing mental distress, affected by substance misuse, or may be someone who has substantial responsibility for caring for a sibling. They are themselves potentially vulnerable and are entitled to an assessment of their needs. Swansea is currently supporting around 30-60 young carers at any given time. This is likely to be a significant underestimate of the number of young carers who may benefit from additional support. It will be a continued priority to increase the number of young carers and their families who feel confident to request support. Likewise to increase the vigilance of professionals in identifying a possible need for support and encouraging the take up of both an assessment and use of available support services.

In delivering support to young carers, Swansea makes use of the Wales Young Carers Toolkit: <http://youngcarerstoolkit.co.uk/> . This national toolkit is aimed at professionals across Health, Education and Social Services, who are identifying, and have contact with young carers and young adult carers.

Our young carers can access information, advice about all aspects of being a carer, direct support to their role and benefits and importantly opportunities to have a break from their caring responsibilities, to fulfil their own well-being needs and to link in with other young carers. This year Swansea held a young carers' event to gain views about how best their support needs can be met, and their views will inform future commissioning plans.

In recognition of the priority that the Council and all our partners should make to supporting young carers, Swansea has recently appointed a Councillor Champion for Young Carers.

2.5.2 How far did we succeed and what difference did we make?

Swansea has an active community and voluntary sector providing services to carers and older people.

- The Healthy City Partnership has produced a directory of services that are available to the community and GP practices use it to signpost patients for support.
- Swansea's Ageing Well Plan and Independence of Older People Strategy 2015-2020 is being delivered by the Ageing Well Steering Group and ensures a partnership approach to the well-being of people aged 50+. It has the following priority areas: Health and Support, Finance, Getting Out and About and Social Activity.
- The City and County of Swansea signed the Dublin Declaration on Age Friendly Cities and Communities in Europe in February 2014. The World Health Organisation has produced a checklist for those who wish to make their city more age friendly. Within the self-assessment process older people are involved in describing their own experiences of the city's positive characteristics and barriers.
- Swansea has also developed a team of Local Area Coordinators, now covering much of the city, whose role is to promote relationship building and connections between citizens, local services and the wider community.
- Swansea has a strong Domestic Abuse multi-agency partnership with clear, formalised arrangements for service delivery. It is a strategic priority for both the Public Service Board and the local authority, and training is being rolled out across the Council. The Domestic Abuse Hub provides support and assistance across the continuum of need. Swansea is now a White Ribbon City – awarded for its work to end male violence against women.
- Within Mental Health Services there has been a strong history of multi-disciplinary working driven by the Mental Health Partnership and formalised operationally within the local Community Mental Health Teams.

This infrastructure supports delivery of the actions contained within the Welsh Government's 'Mental Health Together Strategy'.

- The Council's Scrutiny Committee has undertaken an enquiry into Child and Adolescent Mental Health Services, and reported that parents of children with emotional and mental health problems can struggle to access the right help at the right time and that there is confusion about pathways to access services and the extent of treatment and support available locally. This enquiry has allowed the council to inform the Health Board's recommissioning of its CAMHS Service and also the plans to try and develop a more coordinated continuum of emotional and psychological, well-being support across social care, health, education and third sector services.
- Data gathered during the regional Population Assessment will also inform the development of the local CAMHS Service and of a wider continuum approach. This work will be overseen by the Regional Partnership Board.

2.5.3 What are our priorities for next year and why?

The following are some of the relevant policy commitments set out by Swansea Council for the next few years ahead:

Swansea – A Child Friendly City

- Building on work with the World Health Organisation 'Healthy City' initiative. Work with the local health service and others to make sure all children in Swansea have the best start in life, improving lives and helping to reduce health and educational inequalities (No. 93).

Independence Dignity and respect

- Promote independent living, providing people with the support to live in their own homes with dignity and respect as long as they want (94).

Prevention and Health Promotion

- Deliver integrated services to ensure a continued focus on prevention and early intervention - investing in the conditions which maintain independence and support families, rather than dealing with the consequences of family breakdown and ill health (95).

- Review the effectiveness of social service provision and reinvesting and redesigning services to make them sustainable for the long term (96).
- Work with other partners to identify investment opportunities for new facilities to create sheltered accommodation, and extra care facilities to deliver next generation elderly care services (97).
- Help people stay healthy and age well (98).

Better Services

- Adopt the new Welsh Community Care Information System and work with regional and health service partners and re-design services to ensure greater integration and collaboration between health and social care systems to improve patient services (99).

Helping people recover

- Invest in services to help people reable and recover so that they are able to return to living an active and productive life (100).

Focusing on those most in need

- Focus resources for residential care on those with the most complex needs so that they are properly supported (101).

Older people

- Work with older people and the Older People's Commissioner for Wales to establish a Charter for Older People to ensure that our commitment is delivered (102).

Swansea – a Dementia Friendly City

- Working with partner organisations, local employers and the third sector. Develop Swansea's status as the first Dementia Friendly City in Wales (103).

Public Interest above Private Profit

- Intervene in the social care provider market and explore how it can expand the provision of council run services. Specifically we will work in social and residential care to ensure, where provision is of last resort, that there is a

diverse range of suppliers, including not-for-profit, cooperative and social enterprise providers (104).

Additional priorities for Swansea Council and Social Services are:

- To ensure carers, young carers and foster carers receive the support they need to improve their own well-being, and training they need to be effective as carers.

- Develop the range, quality and access to Child and Adolescent Mental Health Services (CAMHS) within Swansea and across ABMUHB footprint to build emotional resilience within children young people and young carers, as well as to better support to families in need.

NATIONAL QUALITY STANDARD 6

2.6 Working with and supporting people to achieve greater economic well-being, have a social life and live in suitable accommodation that meets their needs.

PERFORMANCE IN 2016/17 (Last Year)

Qualitative Measures: See Appendix 1 for summary results

Quantitative Measures:

- The percentage of all care leavers who are in education, training or employment
At 12 months after leaving care = **28.79%** (NEW)

At 24 months after leaving care = **34.29%** (NEW)
- The percentage of all care leavers who have experienced homelessness during the year = **8.92%** (NEW)

2.6.1 What did we plan to do last year?

This section is about the Council facilitating and improving opportunities to develop the range of care and support on offer to vulnerable people and families, in ways that address a wider view of well-being, such as the economic benefits and accommodation, as well as meeting their own needs directly.

Supporting People

The Supporting People Regional Partnership has commissioned a wide range of outcomes based support for people with specific needs. An effective programme can only be delivered if mechanisms are in place to maintain a sophisticated understanding of the existing social care market and if the constituent partners of the board work effectively together. The Western Bay Partnership has established productive working relationships between Social Services, Housing and homelessness services, housing providers, providers of tenancy support and specialist domiciliary services and citizens who use services. Close links are maintained with other related partnerships such as Community Safety and the Area Planning Board (substance use).

Priorities areas of need that are being prioritised include:

- Having more and better supported living options for people with Mental Health issues
- Developing further options so that people do not need to sleep rough
- Increasing the range of alternative options for temporary accommodation for care leavers
- Helping more people with dementia to live in a community setting
- Increasing options for older people who have substance misuse/co-occurring and have complex needs
- Increasing options for people with learning disabilities to become as independent as they are able

Youth Offending

Western Bay has established a regional Youth Offending Service building on the success of the pre-existing individual local authority YOS services. By joining together across the region, we have been able to absorb reductions in grant funding whilst maintaining the range of specialist and preventative services that have had such a dramatic impact on reducing the numbers of children and young people drawn into the criminal justice system. Reduction in first time entrants into the youth justice system.

Progress has continued to be maintained against the key indicators:

- Reducing reoffending
- Reducing the use of custody
- Access to a wider range of services, CAMHS as well as take up of education, training and employment

Substance Misuse

Swansea is a statutory partner within the regional Western Bay Area Substance Misuse Planning Board hosted by Neath Port Talbot. In seeking to discharge our collective responsibility to deliver Welsh Government's Substance Misuse Strategy the Area Planning Board has produced a regional commissioning strategy 2016- 2020. Broad engagement with service users, carers, service providers and partner organisations has informed agreement to focus on the following outcomes:

- People are healthier and experience fewer risks as a result of alcohol and drug use.
- Fewer adults and children are drinking or using drugs at levels or patterns that are damaging to themselves or others.
- Individuals are improving their health, well-being and life-chances by recovering from problematic drug and alcohol use.

- Children and family members of people misusing alcohol and drugs are safe, well supported and have improved life chances.
- Communities and individuals are safe from alcohol and drug related offending and anti-social behaviour.
- Alcohol and drugs services are high quality, continually improving, efficient, evidence-based and responsive, ensuring people move through treatment into sustained recovery.

2.6.2 How far did we succeed and what difference did we make?

We have supported the Regional Partnership Board to complete and publish our first regional Population Assessment on www.westernbay.org.uk. This now provides the three Local Authorities and the Local Health Board a clear and specific evidence base capturing the care and support needs of citizen's and carers' upon which future regional and local service planning can be based. The assessment will provide the evidence base for the partnership board in developing an Area Plan as the basis for future commissioning decisions.

There are a number of good examples of regional collaborative services and pooled fund arrangements, which have been developed within the Western Bay partnership over the last few years (referred to throughout the report).

A partnership agreement (Section 33) has been established to provide the basis for the shared financial investment in intermediate care services across the region. This S.33 agreement can be added to in order to meet the statutory requirement for a pooled fund arrangement for care homes under part 9 of the SSWBA.

Western Bay partners are working towards ensuring services and resources are used in the most effective and efficient way, in order to improve outcomes for people in the region, examples of which are referred to previously in this report.

2.6.3 What are our priorities for next year and why?

Swansea will seek to further promote the economic well-being of the most vulnerable people in our communities.

Swansea has two new corporate priorities set out within the Corporate Plan 2017-2022, and a set of policy commitments to help deliver on these priorities.

- **Transforming our Economy and Infrastructure** - so that Swansea has a thriving mixed use City Centre and a local economy that will support the prosperity of our citizens.

- **Tackling Poverty** - so that every person in Swansea can achieve his or her potential.

In order to meet this National Quality Standard, Swansea will address the following priorities:

- To continue to develop regional partnership arrangements through production of an Area Plan and the development of regional commissioning plans
- Review regional substance misuse arrangements in respect of the impact services are having on outcomes
- Development of regional strategic workforce planning arrangements
- Establish the Pooled fund arrangement for residential care within Western Bay

PART THREE: HOW WE DO WHAT WE DO?

3.1 Our Workforce and how we support their professional roles

Swansea Council receives funding from Welsh Government via the Social Care Workforce Development Grant which has been used to support the implementation of the Act and address the regional priority to improve care and support across all providers and organisations.

In addition, the Western Bay region received a grant to support training specifically related to the Act. This transformation fund grant was allocated to Western Bay to deliver the new statutory requirements under the Act. A significant amount of Act training has been rolled out across the region particularly targeting health and social care staff.

Western Bay has published a Workforce Development Plan and completed the Population Assessment: <http://www.westernbay.org.uk/>

Examples of the training programme across Social Services is given below:

- Training to support the implementation of the Social Services and Well-being (Wales) Act 2014 focussed on direct care workers and provider partners.
- Signs of Safety Practice Framework within Child and Family Services, including solutions-focused thinking.
- Attachment and separation training for staff and foster carers working with children and young people.
- Adult Services Practice Framework (in development); strengths and assets based care and support planning; transforming domiciliary care and reablement services.

- Deprivation of Liberty (DoLS) training for Best Interest Assessors and Supervisory bodies.
- Child sexual exploitation – awareness level training for staff, partners and foster carers.
- Outcomes focussed practice training for managers and practitioners.
- We are also working with local training providers to deliver Health and Social Care Qualifications and Credit Framework (QCF) awards.
- Welsh Language awareness and language skills training for frontline staff.

The maintenance of robust workforce planning information will continue to be a priority to inform succession planning, new legislative requirements, new ways of working and specific service challenges.

There will be a need to further develop the regional workforce development plan in line with the Regional Area Plan.

Swansea Social Services and the People Directorate have been improving communication and building a culture that best supports innovation through whole service staff events. The Chief Social Services Officer, Heads of Service and their senior managers visit teams and services on a weekly basis and there are regular communications and newsletters cascaded through the organisation.

Children and Adult Services hold twice yearly staff events in which the workforce/ teams come together to share and celebrate success, and to plan to meet the significant challenges ahead

Service developments are co-produced with staff through a range of engagement activity supported by the Unions.

New appraisal processes have been instigated by the Council.

Supervision rates are routinely monitored in children services and this will be extended to adult services as part of the new performance framework that has been established.

Management of sickness and absence remains a challenge for the whole Council and particularly within people focused services such as Adult Services and Child and Family Services. A dedicated resource to assist managers to comply with the Council's management of absence policy is being piloted within Social Services.

The Helping Hands scheme offers a wide range of opportunities to staff to support their own health and well-being, e.g. mindfulness, relaxation, yoga, stress awareness, walking and gardening.

3.2 Our Financial Resources and How We Plan For the Future

Swansea has a Medium Term Financial Plan (MTFP) covering the next 3 years to provide the overarching strategy for the setting of Council's budget. This Plan forecasts future, known additional spending requirements, likely resources and potential funding shortfalls. It links to the Council's transformation strategy 'Sustainable Swansea – Fit for the Future' and to the Council's revised Corporate Plan, "Delivering for Swansea" with the focus on our top 5 priorities.

Given the scale of financial challenge faced by the Council in the context of significantly reduced resources, the existing savings plan is necessarily ambitious.

The current planning assumption in relation to Social Services is that the resources available to fund social care going forward will reduce by 20%.

The Council's overall aim has been to protect frontline delivery of services as far as possible. The importance of successfully delivering the optimal models of children's and adult social care through which many more children, families and individuals are able to meet their well-being outcomes without recourse to statutory care and support cannot be overstated.

Swansea has had some recent success in delivering this more preventative approach particularly in children services. Over the past 5 years a significantly improved Children's Service has been delivered whilst net expenditure has reduced by c. £5million. This equates to a total saving, taking into account inflationary pressures of c. £8 million.

Taking into account inflationary pressures that have led to like for like costs of care increasing markedly in recent years, adult services has achieved savings of c. £6 million but overall net expenditure continues to rise year on year.

Whilst additional specific grant income to try and offset pressures within social care has been made available by Welsh Government, as grants become subsumed into the revenue support grant, subsequent cuts to the revenue support grant will lead to pressures escalating.

Budget Priorities during next 3 years:

- The established safe LAC Reduction Strategy underpinned by the children services improvement plan provides a solid basis for financial planning in relation to children services over the next 3 years.
- An equivalent optimal model for Adult Services has now been agreed and the Adult Services Improvement Plan sets out the actions required to shift focus of service delivery to a more preventative model with an emphasis on delivering effective reablement, recovery and progression. The priority will be to shift existing funding from our traditional model to this more progressive model of care.

- As part of this we will continue to invest in the Swansea model of Local Area Coordination to increase community-based support which avoids or delays the need for managed care and support and maintain investment in integrated, intermediate care services where a demonstrable reduction in recourse to traditional direct care services can be evidenced.
- The full details of our financial sustainability plans will be consulted on as part of the Council's annual budget consultation process.

i) Social Services - Child & Families:

- To maintain the current Safe LAC Reduction Strategy, reducing the number of looked after children and the number of children in need of care and support, increasing the number of children and families accessing early help from the right person at the right time.
- To implement the reclaiming social work model improving direct support to frontline social workers.

ii) Social Services - Adult Services

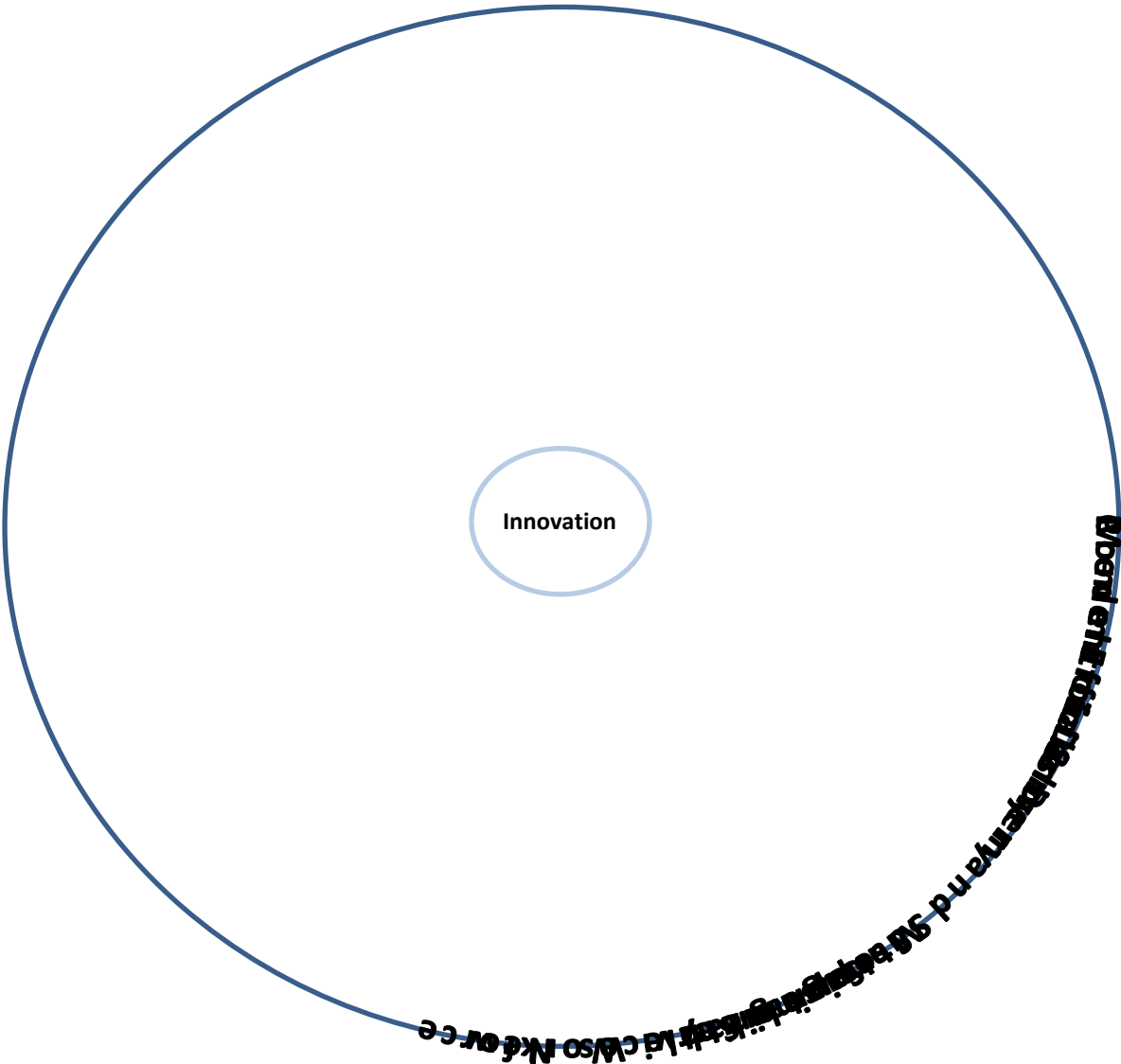
- Adult Services has consulted upon and subsequently agreed a new optimum model for adult social services including new arrangements for the delivery of domiciliary care.
- Support more citizens to remain safe and well at home, meeting their well-being outcomes by providing a range of effective, integrated intermediate care services that avoid, reduce or delay recourse to traditional managed care.
- Create the business support, financial, performance management and commissioning infrastructure capable of supporting the optimum model of adult services.

3.3 Our Partnership Working, Political and Corporate Leadership, Governance and Accountability

Swansea Council has an established programme of transformation – Sustainable Swansea – Fit for The Future. The Adults and Children's Services Improvement Plans sit within this wider programme. Commissioning reviews have been undertaken across the Council and all existing Children and Adult Services have been reviewed as part of the overall Council Programme. Social Services continues to receive considerable political and corporate support, as reflected within the Corporate plan and the 5 Corporate priorities.

There are two dedicated scrutiny panels specifically overseeing and constructively challenging performance in Adult and Children Services. The Corporate Parenting Board ensures a cross Council focus on ensuring that Corporate Parenting responsibilities are being met.

Figure 6 Sustainable Swansea programme model 2017 (draft)



PART FOUR: FURTHER INFORMATION

4a) Complaints and representations

The Annual Report summarising the Compliments and Complaints received and relating to Social Services within 2016/17 is due to be reported to Cabinet in October/November 2017.

4b) Mwy Na Geriau

Swansea Council and Social Services recognises the importance of meeting the individuals' Welsh language needs, and we are committed to offering, providing and developing Welsh language services. During the year, the Directorate has been working towards increasing capacity to deliver a bilingual service, as there is a current lack of capacity in the teams, reflected in the small number of fluent Welsh speakers. Council wide. Staff are encouraged to enrol on Welsh language lessons and to use the Welsh language skills that they do have to the benefit of their service.

Increasing the number of Welsh speakers is going to be a difficult challenge and we are aiming to incorporate a Welsh Language skills assessment into our recruitment process where there is an identifiable population need or service gap.

PROGRESS IN MWY NA GERIAU YEAR 1

An 'Active Offer' is being provided within the Social Services front door (IAA) backed by contingency plans to ensure that there is access to suitably informed, Welsh speaking social worker or staff trained to provide advice and assistance. These arrangements are in place to ensure the Active Offer operates within the front door to Adult Services and Child and Family Services, as well as in the corporate customer contact service. Community profiling has helped informed the development of 3 Integrated Locality Health and Social Care Hubs. These integrated, multi-disciplinary arrangements are helping to provide additional capacity and promote resilience in terms of the Active Offer.

Senior Managers are regularly briefed in respect of Mwy Na Geriau, and in considering Welsh Language standards as part of future service development and recruitment, with links to relevant information to help inform their decision making around workforce strategy.

Changes made to the assessment template to meet Part 3, Code of Practice requirements are helping to record whether the Active Offer has been made in an individual's case record (PARIS system). Staff are aware they should record the language preference of their client, and that there is an active offer in place for Welsh language. Key Public Information is available in both English and Welsh as standard, e.g. Information for carers, and current and prospective foster carers.

Service plans and commissioning plans are tackling the challenges linked to increased citizen expectations, higher demand and less resource. Work still in progress both regionally, locally and within partnerships. These are informed by co-production with citizens, and any public facing events will be held with an 'active offer' in place. All such strategic plans are screened for Equalities Impact Assessment, and contract specifications are reviewed regularly with providers and monitored routinely against a range of quality standards including Welsh Language standards. Provider forums, held with residential and domiciliary care sectors, have helped to raise awareness of the Active Offer.

Phase 2 of the Act training is targeting direct care staff, with the initial focus on train the trainer. This programme includes information, learning resources and a case study exercise on delivering the Active Offer within Care Services.

MWY NA GERIAU OBJECTIVES IN YEAR 2 2017/18:

- Promote the Active Offer within care homes to better meet the language and well-being needs of older people with dementia
- Swansea Council has signed up to WCCIS (Wales Community Care Information System) implementation by next year, which should ensure recordings are fully compliance to national standards.
- Progress on this objective is now overseen by the Mwy Na Geriau Steering group.

4c) Accessing Further Information

This Annual Report provides detail about Swansea's improvement journey in 2016/17.

Please let us know if you think this report is a fair summary of the current position of social services in Swansea; and whether it reflects your own experiences in the past year.

Or, if you simply require more information about a subject within this report.

We would welcome any comments you may have, by email to:

Simon.Jones@swansea.gov.uk

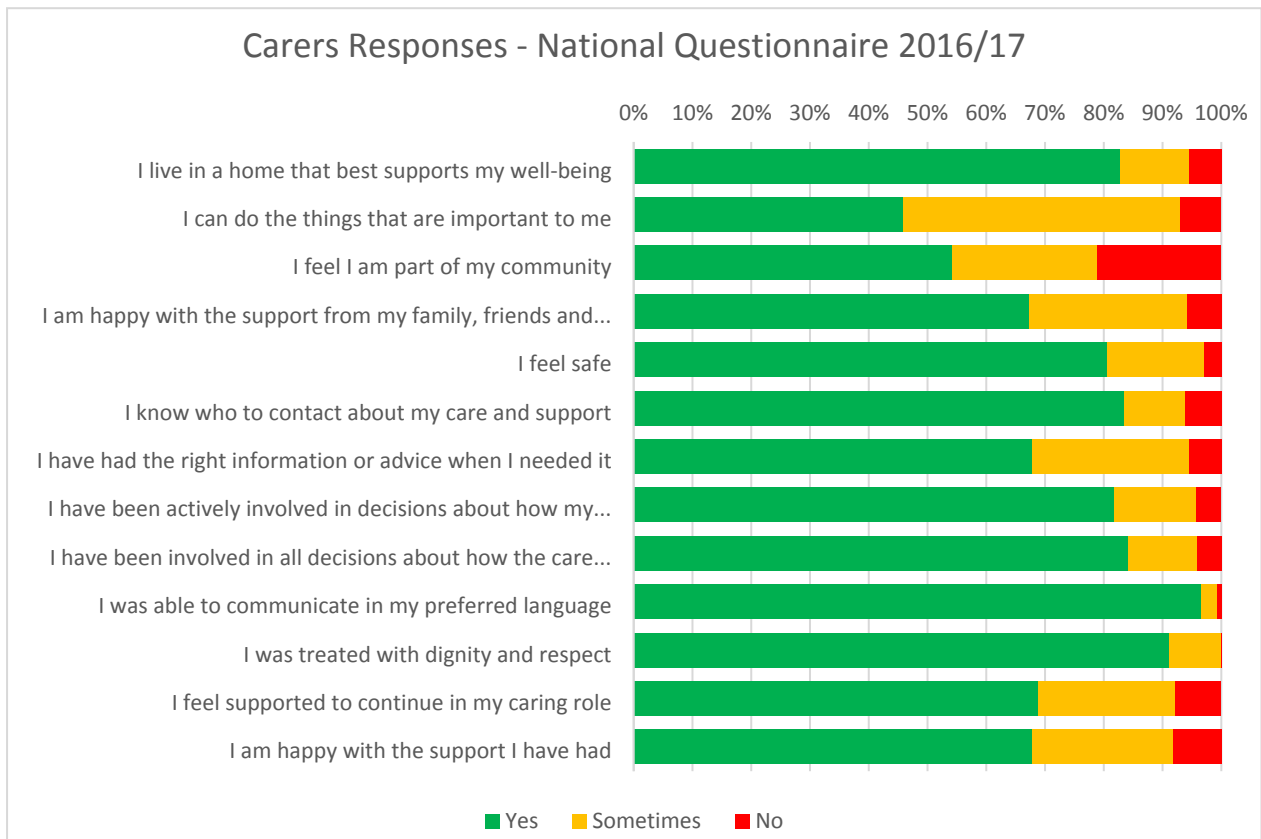
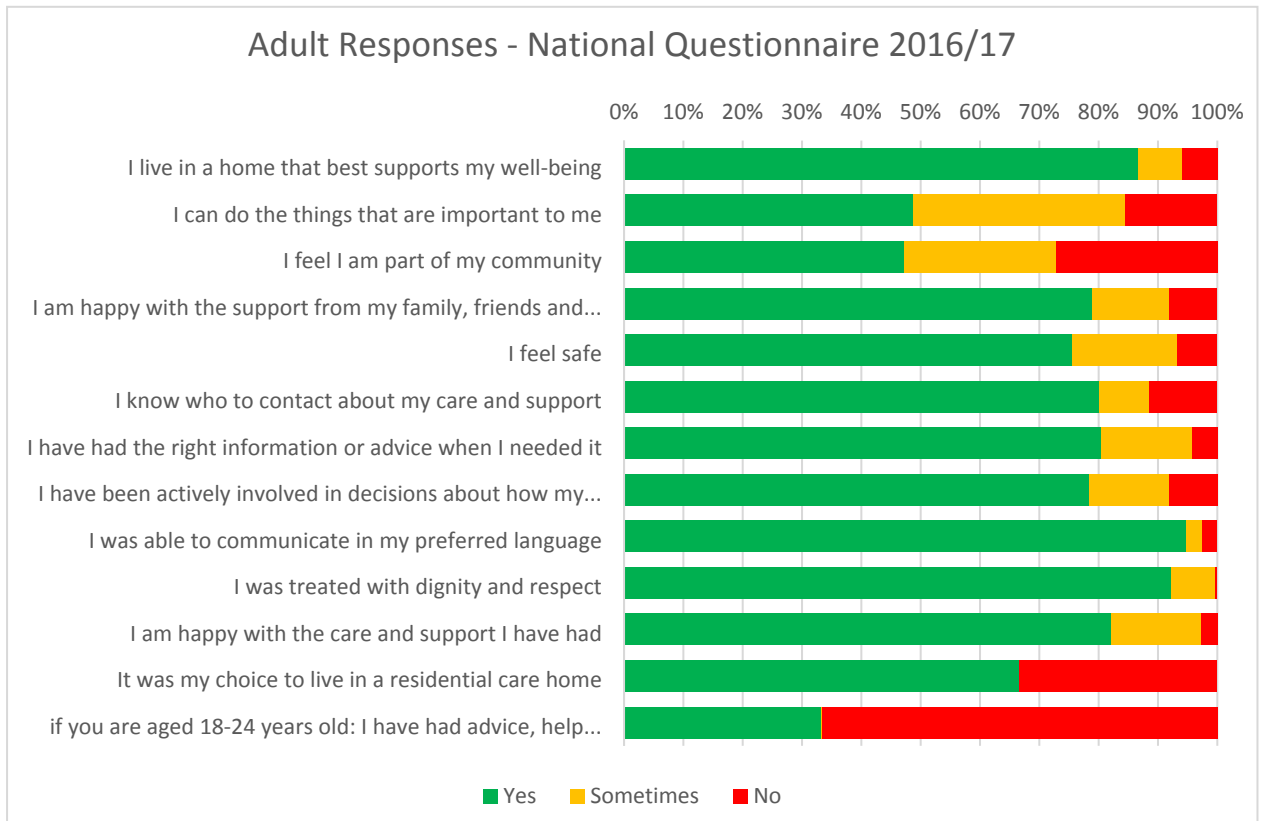
You can write directly to myself:

David Howes, Chief Social Services Officer, Swansea Council, 3rd Floor, Civic Centre, Oystermouth Road, Swansea, SA1 3SN

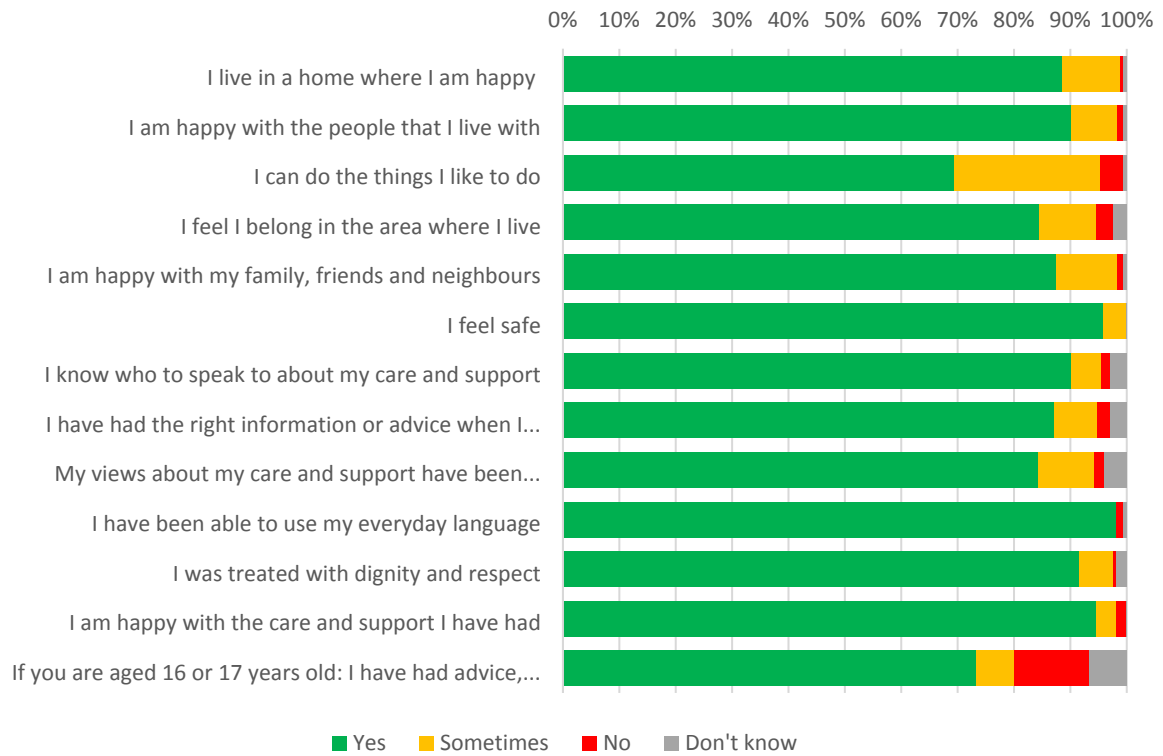
For further information on accessing Social Services, check out the Council's public website at: <http://www.swansea.gov.uk/article/2929/How-Social-Services-can-help-with-your-care-and-support>

APPENDICES

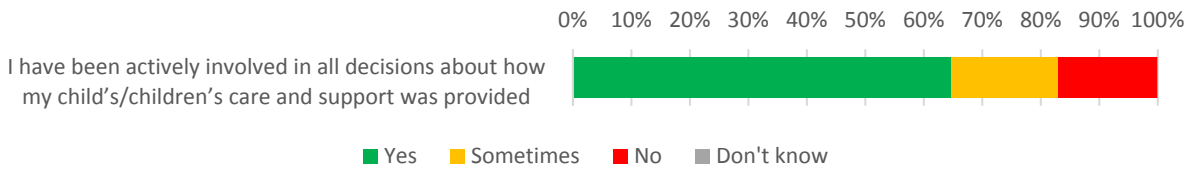
Appendix I – Summary of Qualitative and Quantitative Performance – Swansea only



Children Responses (all ages 7+) - National Questionnaire 2016/17



Parent Responses - National Questionnaire 2016/17



Equality Impact Assessment Screening Form

Please ensure that you refer to the Screening Form Guidance while completing this form. If you would like further guidance please contact your directorate support officer or the Access to Services team (see guidance for details).

Section 1

Which service area and directorate are you from?

Service Area: Social Services

Directorate: PEOPLE

Q1(a) WHAT ARE YOU SCREENING FOR RELEVANCE?

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

(b) Please name and describe below

Swansea Council Director of Social Services' Annual Report 2016/17

Q2(a) WHAT DOES Q1a RELATE TO?

Direct front line service delivery	Indirect front line service delivery	Indirect back room service delivery
<input checked="" type="checkbox"/> (H)	<input type="checkbox"/> (M)	<input type="checkbox"/> (L)

(b) DO YOUR CUSTOMERS/CLIENTS ACCESS THIS SERVICE?

Because they need to	Because they want to	Because it is automatically provided to everyone in Swansea	On an internal basis i.e. Staff
<input checked="" type="checkbox"/> (H)	<input type="checkbox"/> (M)	<input type="checkbox"/> (M)	<input type="checkbox"/> (L)

Q3 WHAT IS THE POTENTIAL IMPACT ON THE FOLLOWING...

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group (18+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q4 HAVE YOU / WILL YOU UNDERTAKE ANY PUBLIC CONSULTATION AND ENGAGEMENT RELATING TO THE INITIATIVE?

YES NO (If NO, you need to consider whether you should be undertaking consultation and engagement – please see the guidance)

If yes, please provide details below

Equality Impact Assessment Screening Form

Q5(a) HOW VISIBLE IS THIS INITIATIVE TO THE GENERAL PUBLIC?

High visibility
 (H)

Medium visibility
 (M)

Low visibility
 (L)

The Director of Social Services Annual Report is expected to be published on the Council's public website once it has been considered by Council.

(b) WHAT IS THE POTENTIAL RISK TO THE COUNCIL'S REPUTATION? (Consider the following impacts – legal, financial, political, media, public perception etc...)

High risk
 (H)

Medium risk
 (M)

Low risk
 (L)

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

Yes

No

If yes, please provide details below
Customer facing/ Preventative/ Well-being services

Q7 HOW DID YOU SCORE?

Please tick the relevant box

MOSTLY H and/or M → HIGH PRIORITY →

EIA to be completed
Please go to Section 2

MOSTLY L → LOW PRIORITY / NOT RELEVANT →

Do not complete EIA
Please go to Q8 followed by Section 2

Q8 If you determine that this initiative is not relevant for a full EIA report, you must provide adequate explanation below. In relation to the Council's commitment to the UNCRC, your explanation must demonstrate that the initiative is designed / planned in the best interests of children (0-18 years). For Welsh language, we must maximise positive and minimise adverse effects on the language and its use. Your explanation must also show this where appropriate.

The Director's Annual Report is a statutory requirement under Part 8 of the Social Services & Well-being (Wales) Act 2014, and this report is expected to be written by a person responsible for carrying out the full range of statutory roles and responsibilities as a Director of Social Services in Swansea, and to express their views of how effective the services are:

- In meeting wellbeing and needs of targeted populations
- In delivering on priorities set in past annual report
- Achieving a sustainable model of social care
- In providing assurances about the quality of services, against national standards

As a statutory annual report, this "Plan" provides the public and stakeholders with the summary views of the statutory director of social services, and the priorities for future improvement. This report is informed by service user views and services are shaped by participation and coproduction. This report as being the views of the statutory director does not need to change whether during or following its document lifecycle, and through extended engagement with council elected members and/or partners.

Equality Impact Assessment Screening Form

The Report contains a summary of Swansea Council's progress against implementing the changes expected by new legislative framework for social care in Wales, and a set of improvement priorities for 2017/18:

- new statutory requirements under the Social Services & Well-being (Wales) Act 2014, through the many regulations and codes of practice:
<http://gov.wales/topics/health/socialcare/act/assessments?lang=en>
- Regulation and Inspection of Social Care (Wales) Act
<http://gov.wales/docs/equality-impact-assessments/150223-cymraig-en.pdf>
- Welsh Language standards (Regulatory Impact Assessment)
<http://www.assembly.wales/laid%20documents/sub-ld10587-em/sub-ld10587-em-e.pdf>
- Wellbeing of Future Generations Act
- How Swansea's social services function, particularly through its Child and Family Services, is supporting the Council's commitment to the United Nations Convention on the Rights of the Child (UNCRC) and the best interests of children (0-18 years) and families in Swansea.
Also: how well the Councils Transformation programme Sustainable Swansea-fit for the future is supporting the improvement programme: e.g. Wellbeing Duty, Range of Preventative Services, Commissioning Reviews.
Also: How Swansea is supporting the Western Bay Regional Partnership Board to collaborate and build effective governance arrangements to support safeguarding, commissioning, workforce development and business as usual activities in order to make best use of resources..

Section 2

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email – no electronic signatures or paper copies are needed.

Screening completed by:
Name: Simon Jones
Job title: Strategic Performance Improvement Officer
Date: 04/10/2017
Approval by Chief Social Services Officer
Name:
Position: Chief Social Services Officer
Date: 4 th October 2017

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

Agenda Item 12.



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

Council – 23 November 2017

Welsh in Education Strategic Plan 2017-2020

Purpose:	<ol style="list-style-type: none">1. Council adopts the amended Welsh in Education Strategic Plan (WESP) 2017-20202. Council gives permission to submit the amended WESP 2017-2020 to Welsh Government for its approval.
Policy Framework:	<p>The Welsh in Education Strategic Plans and Assessing Demand for Welsh Medium Education (Wales) Regulations 2013 as part of the School Standards and Organisation (Wales) Act 2013.</p> <p>Cymraeg 2050: A Million Welsh Speakers</p>
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	<p>It is recommended that:</p> <ol style="list-style-type: none">1) Council adopts the amended Welsh in Education Strategic Plan (WESP) 2017-20202) Council gives permission to submit the amended WESP 2017-2020 to Welsh Government for its approval.
Report Author:	Sarah Hughes
Finance Officer:	Chris Davies
Legal Officer:	Stephanie Williams
Access to Services Officer:	Sherill Hopkins

1. Introduction

- 1.1 The School Standards and Organisation (Wales) Act 2013 requires local authorities to produce a Welsh in Education Strategic Plan (WESP) by 20 December preceding the year in which the plan will have effect for approval by Welsh Ministers. A local authority must then publish its revised plan by no later than 1 June in the year the plan (or revised plan) is to have effect.
- 1.2 The WESP must detail how the local authority will aim to achieve the Welsh Government's outcomes and targets originally outlined in their Welsh Medium Education Strategy.
- 1.3 The WESP must also refer to how the strategic direction of the Welsh Government strategy Cymraeg 2050: A Million Welsh Speakers, will be reflected. There are three themes in the new strategy:
 - Increasing the number of Welsh speakers
 - Increasing the use of Welsh
 - Creating favourable conditions – infrastructure and context.
- 1.4 The Welsh in Education forum for Swansea Council is Partneriaeth Addysg Cymraeg Abertawe (PACA). PACA sits underneath Swansea's overarching partnership for raising standards in schools, the School Improvement Partnership. PACA's membership includes representation from Welsh-medium and English-medium schools, officers from the Council, the universities, Gower College Swansea and other stakeholders that promote the Welsh language locally. PACA has agreed upon, and is responsible for, the targets in this plan, except those concerning school places, which is under the QEd 2020 Programme Board and pre-school provision, which is guided by the Early Years Board and Operational Group, responsible to the Children and Young People Board.
- 1.5 In March 2017, the Minister for Lifelong Learning and the Welsh Language requested a rapid review of the 2017-2020 Welsh in Education Strategic Plans throughout Wales. As a result of this review, changes are required to the WESP before it can be approved by Welsh Government.
- 1.4 A copy of the amended WESP can be found at Appendix A. It is also available in Welsh.

2. Statutory Requirements

- 2.1 Statutory guidance is provided by Welsh Government and outlines seven outcomes that local authorities must report their current position and set targets for. Objectives must be set to outline how these targets will be met.
- 2.2 The seven outcomes that the WESP must include are:
 - More seven-year-old children being taught through the medium of Welsh
 - More learners continuing to improve their language skills on transfer from primary school to secondary school

- More learners aged 14-16 studying for qualifications through the medium of Welsh
- More learners aged 16-19 studying subjects through the medium of Welsh
- More learners with higher-level Welsh language skills
- Welsh medium provision for learners with additional learning needs (ALN)
- Workforce planning and continuing professional development (CPD)

3. Amendments to the Plan

3.1 The rapid review requested by the Minister for Lifelong Learning involved officers from Swansea Council meeting with Aled Roberts who conducted the review, to discuss the original plan submitted to Welsh Government and provide further detail to some of the statements in the plan.

3.2 In August 2017, the Minister for Lifelong Learning and the Welsh Language wrote to all local authorities to request changes to their plans. The requested amendments to Swansea's WESP were:

- There is a need to set more challenging targets within outcome 1 and not just projections.
- Ensure that the measuring demand survey includes the requirements of the regulations and that the analysis is shared/reported back to the appropriate groups responsible for school management.
- Provide further details of the schools that are within 10% capacity.
- Include any specific proposals for capital investment for Band B.
- Note details for early years development within the County – e.g. childcare pilot.
- Contain numbers as well as percentages where appropriate for data.
- Provide further information if there are plans to increase numbers within Outcome 3 and 4.
- Ensure that the Young People's Social use of Welsh Mapping Framework is used as a basis for working with relevant partners to increase the social use of Welsh, clearly stating what each partners role is.
- Set timetable and objectives to undertake an Additional Learning Needs assessment.
- Need clear objectives for workforce planning and development.

3.3 All of the amendments requested in the letter have been incorporated into the amended plan and are highlighted.

3.4 In order to comply with the statutory requirement to revise the WESP by 20 December each year (also referred to as a monitoring report), the rest of the WESP has been reviewed and updated where appropriate. These updates are highlighted in the amended plan.

4. Consultation Requirements

- 4.1 The letter from the Minister stated that the local authority was to decide what constitutes fair and open consultation in terms of timescales. It was also advised it is important that all those with an interest in Welsh-medium education have an opportunity to contribute their views.
- 4.2 In order to give all those with an interest in Welsh-medium education an opportunity to contribute their views and in line with the usual process of a revised WESP (monitoring report), Swansea Council began a two-week consultation on 26 September 2017, which concluded on 10 October 2017.
- 4.3 There were 27 responses submitted during the consultation period. A summary of the consultation responses is included in Appendix B.
- 4.4 There have been minor amendments to the WESP resulting from the consultation process.
- 4.5 There were a few requests for clarity on how some of the aims within the plan would be achieved. A work plan will be developed and published alongside the WESP. The work plan will address what actions must be undertaken to achieve the objectives set out in the WESP. This will be updated annually and monitored through PACA.
- 4.6 A large proportion of the consultation responses were in relation to a specific proposal for YGG Tirdeunaw from the 21st Century Schools Programme Band B submission. Additionally, a petition was received regarding YGG Tirdeunaw. The WESP consultation responses have been noted, including the petition, and any proposal regarding YGG Tirdeunaw would be subject to a statutory consultation process. This would give all interested parties an opportunity to share their views on any specific proposal.

5. Approval process and annual monitoring

- 5.1 The WESP will be submitted to Welsh Government once it has been approved by Council. Welsh Government will then decide if the amended plan is to be approved.
- 5.2 An annual report on progress must be provided to Welsh Government each December for the duration of the plan. This will be published alongside the original WESP.

6. Equality and Engagement Implications

- 6.1 An Equality Impact Assessment (EIA) screening form has been completed with the agreed outcome that a full EIA report is not required.

6.2 Any actions undertaken as a result of the WESP will be subject to EIA screening in their own right, and a full EIA report if required.

6.3 The engagement implications are covered in 4.0.

7. Financial Implications

7.1 Funding for specific Welsh second language activity in the WESP is currently provided through the Education Improvement Grant and is partially match funded. The grant is allocated to the four regions in Wales, not directly to local authorities. The grant must be directed to need.

7.2 Approval and decision to proceed with the spending plan and acceptance or otherwise of funding offered will be subject to agreement annually.

8. Legal Implications

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

Background Papers:

- EIA Screening for WESP 2017-2020
- Previous WESPs can be found at www.swansea.gov.uk/wesp
- Welsh Government Strategy – Cymraeg 2050: A Million Welsh Speakers and work programme: <http://gov.wales/topics/welshlanguage/welsh-language-strategy-and-policies/cymraeg-2050-welsh-language-strategy/?lang=en>
- Rapid Review of the Welsh in Education Strategic Plans 2017-2020 <http://gov.wales/topics/educationandskills/allsectorpolicies/welshmededuca/rapid-review-of-the-welsh-in-education-strategic-plans/?lang=en>
- School Standards and Organisation (Wales) Act 2013 <http://www.legislation.gov.uk/anaw/2013/1/contents/enacted>

Appendices:

- Appendix A Amended Welsh in Education Strategic Plan 2017-2020 v4.0
Appendix B Summary of Consultation Responses

City and County of Swansea

Welsh in Education Strategic Plan 2017-2020



Welsh in Education Strategic Plan 2017-2020

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

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

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

Objectives

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

Statement

The draft plan was submitted to Cabinet for approval on 17 November 2016. The final version of the original plan was approved by full Council on 20 April 2017.

The WESP has been revised with amendments requested following a Welsh Government review, updated with progress during 2017 and updates to planned

activity for 2018. This will be submitted to full Council for approval on 23 November 2017.

The City and County of Swansea in 2008 established Partneriaeth Addysg Cymraeg Abertawe (PACA) as its Welsh Education Forum, which meets at least termly. It comprises headteacher representatives from Welsh-medium and English-medium primary and secondary schools, officers of the local authority and other stakeholders. The terms of reference for PACA was reviewed in 2017 and now contains additional members including Menter Iaith Abertawe and Urdd Gobaith Cymru. PACA sits underneath Swansea's overarching partnership for raising standards in schools, the School Improvement Partnership (SIP). Welsh-medium headteachers on PACA also sit on SIP.

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

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

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

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

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

The recommendations from the Successful Futures review are also entrenched in this plan. The City and County of Swansea has a commitment to the Welsh language and culture and its recommendations will be included in our aims for 2017 and beyond. The City and County of Swansea will ensure that the plan is updated regularly over the next three years to incorporate the curriculum changes that will take place.

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

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

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

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

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

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

2016/2017	Current Position	2018/2019	2019/2020
15.7% (actual 422/2692)	14.7%* (412/2800)	15.7%	16.2%

* Based on the 2017 PLASC, there is a one off percentage dip due to a slight decrease in the number of pupils entering the Year 2 cohort against a large year group size.

The actual number of pupils being taught through the medium of Welsh has been increasing over a number of years. There is an increase in the number of pupils entering Welsh-medium nursery provision in schools, which should be reflected in an increase in the percentage of Year 2 pupils after the end of the 2017-2020 plan.

There has been a consistent increasing trend of the number of pupils being taught through the medium of Welsh at the age of seven (Year 2), which has increased by 27.1% in five years (332 to 432) and 70.9% in 10 years (247 to 422). Please refer to Annex 1 for a full breakdown of the number of pupils being taught through the medium of Welsh each year since 2007.

Subject to Welsh Government approval, our 21st Century Schools Programme Band B submission would support a challenging target of approaching 18% across the whole Welsh-medium sector by 2024. Access to capital investment to support Band B proposals would deliver a further 750 to 850 Welsh-medium places and enable a further 1,000 to 1,200 pupils to be educated through the medium of Welsh, in excess of current projections and so representing a challenging future target. An appropriate level of surplus places, consistent with national guidelines, would provide further flexibility to respond to even greater demand for places.

Main objectives

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

Supporting statement

In the City and County of Swansea, there are 13 Welsh-medium schools, comprised of 11 out of 79 primary schools and two out of 14 secondary schools.

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

- construction of a new purpose-built school at YGG Lôn Las, **which opened ahead of schedule in May 2017**, on the school's existing site with the support of Band A investment;
- remodelling at YGG Y Login Fach and YGG Tan-Y-Lan in response to demand for reception places;
- enhanced accommodation and facilities at YGG Pontybrenin;
- use of former Education Department accommodation at Ysgol Gyfun Gymraeg Bryn Tawe to support sixth-form facilities; and
- curriculum-led remodelling at Ysgol Gyfun Gŵyr including the remodelling of an adjacent former infant site to enhance accommodation and facilities, to be completed in 2017 with the support of Band A investment.

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

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

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

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

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

The City and County of Swansea Education Department is working with planning and potential developers to achieve the appropriate investment in the education infrastructure from proposed developments to meet future demand for pupil places, consistent with the local authority's overarching strategy. Any investment from developers could be in the form of financial contributions to expand school places, or in the case of large developments (500+ units/houses), a developer could provide a new primary school building.

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

There are six Welsh-medium primary schools in Swansea that are currently within 10% of total capacity:

YGG Tan-y-lan: the school will manage the pressure on places over the next few years whilst funding is accessed to provide enhanced facilities and places on a larger site as part of Band B proposals

YGG Tirdeunaw: Band B includes proposals for enhanced facilities (future proofed) co-located on a secondary school site and the wider strategy for additional Welsh-medium places and catchment review will balance demand for and availability of places

YGG Pontybrenin: Band B includes proposals for enhanced facilities and places on a less constrained site (linked with LDP strategic site) and the wider strategy for additional Welsh-medium places and catchment review will balance demand for and availability of places

The wider strategy for additional Welsh-medium places and a catchment review will balance demand for and availability of places, including the other schools currently within 10% capacity (namely YGG Bryniago, YGG Bryn-y-môr and YGG Y Login Fach).

There has been considerable growth in Welsh-medium provision and most schools are broadly appropriate in size to accommodate the nearest pupils. However, as recognised above, there are pressures at a number of primaries with constrained sites, particularly YGG Tan-y-Lan, YGG Pontybrenin, and YGG Y Login Fach.

There are already enough pupils nearest to YGG Tan-y-Lan to support a 1 Form Entry (FE) School but the site is struggling to accommodate the current 120 pupils with its current capacity of 100. A new, larger site will accommodate a 1.5FE School and relieve pressures at YGG Tirdeunaw and YGG Pontybrenin with a catchment review to further re-balance the demand and availability of places and ensure future sustainability.

There are also significant condition and suitability issues at both YGG Pontybrenin and YGG Tirdeunaw. YGG Tirdeunaw could be rebuilt on its current site but this would lose the opportunity to co-locate the school on the YG Bryn Tawe site to benefit from shared use of wider facilities as well as the potential for all age provision in the future. The new location would be less than a mile from the current site and if anything more central for the current pupils attending the school.

Enhanced facilities are also required to ease pressure at YGG Pontybrenin and an alternative site is required. The development of a strategic LDP site presents the best opportunity to deliver a less constrained site with the accommodation and facilities appropriate for a 2.5FE School. There will need to be further places to meet the growing demand within the wider Gorseinon area and this could be through the establishment of an additional school or additional accommodation linked to an existing school.

Where appropriate, opportunities will be taken to develop greater collaboration and more formal federated provision as part of a developing strategy to build leadership and management capacity within the Welsh-medium sector. This will also include consideration of options to ensure the future sustainability of the quality of provision currently at YGG Felindre.

Further additional schools may be required in the future in the light of the impact of wider LDP strategic site developments but these need to be carefully managed to ensure that excessive surplus places are not created in the short to medium-term.

Demand for primary places adds to the existing secondary pressures. There is already projected to be insufficient capacity at YG Gwyr to accommodate the numbers transferring from partner primaries even without any further growth in primary numbers. Even with a catchment review to re-balance the availability and demand for places, additional accommodation and facilities are essential at both existing secondary school sites. In later Bands of the programme the establishment of a third Welsh-medium secondary will need to be considered.

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

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

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

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

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

Point 12.3.12 of the Childcare Sufficiency Assessment (CSA) Action Plan outlines that:

- **5% of parents surveyed stated that they had experienced a barrier to accessing *localised* Welsh Medium Childcare provision. The areas where this was predominant by responding parents were in the areas of Mawr (and bordering), Llansamlet, Pennard and Kingsbridge.**
- **When considering the childcare landscape there are currently four CSSIW registered Cylchoedd Meithrin in the areas of Penyrheol, Clydach, Mynyddbach (Flying Start) and Treboeth/Tirdeunaw.**
- **Approximately 50% of responding parents had an ambition for their children to be bilingual in English and Welsh.**

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

Mudiad Meithrin targets mirror CSA requirements and broadly include:

- **Increase from the current baseline figure of 3 CSSIW registered Cylchoedd Meithrin by developing a minimum of 2 registered Cylchoedd with a particular focus on the wards of Mawr (or bordering), Llansamlet, Pennard and Kingsbridge**
- **Maintain an awareness of potential housing developments in the Llansamlet and Bonymaen area – with a view to future sessional care developments (link with WPPA)**

- Concentrate developments in areas of high demand and low supply as identified by the CSA (and outlined above)
- Maintenance of communication with the sector and Local Authority in order to address developments in line with parental views / needs
- Support Cylchoedd Meithrin to be legally compliant with CSSIW regulations.
- Support the Local Authority to drive forward the Health, Wellbeing, Children's Rights and Quality Provision agenda, ensuring that all settings are aware of this and a minimum of 50% of member groups actively participate in 1 or more topic throughout the year.
- Support the 3 existing registered settings to maximise capacity and extend provision – including holiday care, maximise opening hours /days

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

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

Swansea Council is one of seven local authorities in Wales who are running a trial of 30 hours a week of free early years education and childcare under a Welsh Government pilot programme. The pilot areas that will be tested from September 2017 are Dunvant, Penclawdd, Llangyfelach, West Cross, Morryston, Pontarddulais and Gorseinon. The pilot targets identified areas and then parental choice of provision. There are no Welsh-medium targets in the pilot, however any issues identified relating to demand (at all levels including Welsh-medium) will be incorporated into future Childcare Sufficiency Assessments.

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

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

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

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

A Welsh-medium Flying Start provision has moved from YGG Tan-y-Lan to the former Daniel James site, which moved there in January 2017. The new site has an increased number of places to what was previously available and a potential to increase further with the available space.

The pre-school survey that has been used since 2007 has been completely reviewed (with the support of Welsh Government) and a user-friendly online survey, now called the Welsh-medium Education Assessment has been developed to replace paper versions. This has enabled all parents to be surveyed rather than a selection, which will give all parents of pre-school children the opportunity to express their wishes for the type of Education their child receives. The latest survey was undertaken in summer 2017. This information is shared internally to support the other equally established planning methods to identify demand for school places.

The analysis of previous surveys can be found at <http://www.swansea.gov.uk/article/10969/pre-school-survey>.

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

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

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

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

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

In the first cohort of 2016-2017 (September 2016-February 2017), 18 pupils in total attended the centre (12 latecomers and 6 boost pupils). In the second cohort

(February 2017 – July 2017), 21 pupils in total attended (13 latecomers and 8 boost pupils).

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

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

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

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

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

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

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

2016/2017	Current Position	2018/2019	2019/2020
11.5% (280/2434)	11.4% (278/2449)	12.3%	13.3%

Main objectives

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

Supporting statement

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

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

Pre-school to school transfer

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

School transfers

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

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

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

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

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

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

Main objectives

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

Supporting statement

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

Maintenance is dependent on suitable breadth of option choices and for **Qualifications Wales** to provide Welsh-medium support for new qualifications.

The Local Authority will explore options for a 'Trochi' Year 6/Year 7 transition group from English-medium primary education to Welsh-medium secondary education.

Welsh-medium secondary schools

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

Due to continued reductions in funding, the use of Gower College Swansea for courses has been reduced. A level 1 course in Hair and Beauty run by Gower College is attended by YG Bryn Tawe and YG Gŵyr at Key Stage 4. YG Gŵyr will focus on delivering the vocational pathways for Public Services, Sports and Child

Development GCSE. YG Bryn Tawe will provide vocational Hair and Beauty and Childcare. The Childcare course has proven very popular with strong outcomes in 2016.

The 14-19 Curriculum Coordinator oversees the curriculum being offered to both Welsh-medium secondary schools at Gower College Swansea, at Key Stage 4 and Key Stage 5. Schools liaise directly with the college to plan and deliver courses with an aim of providing courses through the medium of Welsh where possible. The role of the 14-19 Curriculum Coordinator is jointly funded by Swansea Council and Gower College Swansea, offering additional advice and guidance where necessary. The schools link coordinator at Gower College Swansea is a fluent Welsh speaker and is able to provide a specific resource.

Both Welsh-medium secondary schools have developed strong vocational opportunities in-house to ensure cost effectiveness and progression routes within their own sixth forms and elsewhere. In 2016-2017, facilitated by the 14-19 Coordinator, heads of department from YG Bryn Tawe and Gower College Swansea met to help develop a vocational Childcare course to be delivered in Bryn Tawe and offered to both schools. The sharing good practice session was extremely useful at developing strong professional links between both institutions.

The delivery of Cambridge National ICT is proved successful after 75% of pupils achieved a Level 2 qualification in 2016. The introduction of Applied ICT in 2017 has achieved similar positive outcomes. The success of vocational Level 2 Science continues with almost all candidates achieving a Level 2 in 2016.

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

In the last plan, boys' achievement was identified by Welsh-medium secondary schools as a priority and improvement was shown in both. The 2017 results show a big improvement for boys in English at YG Gwyr and a corresponding increase in other indicators at Level 2. The school will continue to target boys' underachievement in language by providing additional support. In YG Bryn Tawe, boys' performance in both English and Welsh has been consistent with previous years, but improving the boys' performance is still a priority in order to further close the gap with the girls' performance.

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

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

Gower College Swansea

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

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

The college is in the process of recruiting a new Welsh Employability Skill Tutor, to teach the language alongside an employability focus and customer service. We hope this person will be in post by January 2018. They will be working in Health and Childcare area to start, with a view to rolling it out across each Learning Area.

The college is also taking part in a ColegauCymru pilot project funded by Welsh Government, to teach Welsh to teaching staff members, with a view to increasing the number of staff members able to deliver through the medium of Welsh.

A Welsh First Language GCSE re-sit class **has been** introduced. This was staffed and timetabled for September 2017, to provide a full range of GCSE in line with the Welsh Government's drive to improve literacy and numeracy, and to meet the new Welsh Baccaalaureate qualifications remit. For 2017 entry, this re-sit was offered to all students entering either our general education or vocational learning programmes at the Gorseinon Campus, at first interview and then at enrolment.

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

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

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

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

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

Main objectives

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

Supporting statement

Secondary schools

A joint sixth form is operated by the two secondary schools. In 2017-2018, the Gŵyr – Bryn Tawe Sixth Form Partnership had 74 students entering Year 12 (62% of the cohort) and 83 returning to Year 13 in YG Bryn Tawe and 94 students entering Year 12 (64% of the cohort) and 59 returning to Year 13 in YG Gŵyr.

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

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

Gower College Swansea

Gower College Swansea operate discreet Welsh-medium tutorial sessions for General Education students (AS and A Level). There are two groups in 2017-

2018. Although this is a very small percentage of the cohort, there is a slight upward trend in take-up of Welsh-medium tutorial provision, to help maintain students' linguistic skills in Welsh. The College is currently developing strategies to promote the benefits of maintaining Welsh-language skills, particularly for those students who choose to change the medium of learning, at post-16, from Welsh to English. **The college has developed** more bilingual material, for use during tutorial sessions and students' own study-time.

In subjects where there are fluent Welsh-speaking members of teaching staff, all students are given the opportunity to complete assignments in Welsh. Welsh language units are delivered in some subject areas including Health and Social Care and Early Years. **For 2017-2018, units in Drama/Performing Arts through the medium of Welsh have been developed.**

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

Welsh-medium/bilingual work placements can be found for apprentices in Health and Childcare and Hair and Beauty.

The college's commitment to Urdd activities will continue, with some learning-areas incorporating the Urdd 'homework' competition themes into schemes-of-work where appropriate. As the Urdd National Eisteddfod will be held in **Builth Wells, 2018**, the college intends to be at least as active as in previous years, and continue with the encouragement of students to participate in these individual and group activities.

Outcome 5: More students with advanced skills in Welsh

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

Main objectives

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

Supporting Statement

The Young People's Social use of Welsh Mapping Framework will be used as a basis for working with relevant partners to increase the social use of Welsh. The role of partners will be agreed and progress monitored using PACA. The membership of PACA was reviewed in 2017, which now includes more partners involved in the forum.

Primary Schools – Welsh First Language

Results for Welsh first language at key stage 2 in 2017 are up on 2016 and are the highest ever at 95.3%, compared to 91.6% nationally and 93.2% in 2016. Ranking has risen from 11th to 5th.

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

From September 2012, there has been additional support for Welsh-medium primary pupils whose Welsh needs a boost, provided in conjunction with that for Latecomers. Headteachers are pleased with the progress these pupils have made. Due to the number of latecomers being higher than usual, there is not enough capacity to provide the boost provision for autumn 2017.

Despite good overall improvement in standards, a gender gap remains. It is slightly wider than 2015 but with a positive five-year trend.

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

All Welsh-medium primary schools offer rich residential experiences in Welsh-speaking settings – Urdd camps at Llangrannog and Cardiff Bay, Plas Tan y

Bwlch. A diverse range of after school activities is provided in each school including various sports clubs, music, computer, gardening and yoga. These are mostly geared towards key stage 2 pupils. They are all conducted through the medium of Welsh and are run mainly by school staff with the assistance of external agencies in some cases. These will continue to be offered in 2017 onwards.

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

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

Primary schools – Welsh Second Language

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

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

Accuracy of assessment is improving and variability is reducing.

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

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

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

The percentage of learners at the end of key stage 2 who reach at least Level 4 in the teacher assessment of Welsh Second Language has seen another improvement for 2016-2017 with a score of 77.0%.

The aim for 2017 and beyond is to increase pupils' use of Welsh by promoting a strong Welsh ethos, providing a range of enriching activities, ensuring that learning

Welsh is enjoyable, and involving all members of school community. Training and support will be provided to individual schools or clusters upon request.

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

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

Secondary schools – Welsh First Language

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

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

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

course to Glanllyn. Although an essential whole-school approach is employed, the 'Welsh Champion' has overall responsibility for co-ordinating these activities.

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

Both schools have successfully gained the Siarter Iaith bronze award.

Secondary schools – Welsh Second Language

In key stage 3, results are very good with targets met and improved. The target going forward will be to improve the number of pupils achieving levels six and seven. The Welsh in Education Officer will continue to moderate individual school profiles and books on a termly basis in order to raise standards. Termly network meetings will continue, focusing on good practice, developing new materials and an opportunity to discuss exemplar work/levels.

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

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

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

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

All secondary schools will have termly visits by ERW and the Welsh in Education Officer to discuss issues raised for the new GCSE course. Support will be given to raise confidence with the delivery of the new course. INSET days have been organised.

Gower College Swansea

Welsh language literacy standards at the college should improve with the introduction of the new Wales Essential Skills Toolkit (WEST) screening tool for Communication, available in Welsh as well as English for relevant students. There are also timetabled re-sit classes for Welsh First Language GCSE introduced from

2016-2017. The College will continue to encourage learners to take advantage of the WEST Communications tool in Welsh, to help them measure, maintain, and possibly, improve their Welsh language skills.

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

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

The College's Bilingualism Champion will be organising a one-day Welsh-medium taster session in Nursing and Midwifery, led by staff from Swansea University. Pupils from Welsh-medium schools will also be welcome to attend.

The College is active in some stage and sport, especially homework competitions, as part of the Urdd National Eisteddfod each year. The college was awarded several first, second and third prizes in hair and beauty, art, and design and technology categories at the Bridgend National Urdd Eisteddfod, May 2017.

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

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

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

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

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

Main objectives

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

Supporting statement

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

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

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

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

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

The City and County of Swansea also monitors and appraises demand for SEN provision in Welsh-medium schools through a monitoring tool completed by schools, which SENCOs use to identify pupils with a range of ALN needs.

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

Information from all of these sources is used to complete an Additional Learning Needs assessment for Welsh-medium provision annually in the autumn term, to inform the priorities of the Education Department and Additional Learning Needs Unit. The next assessment will take place in autumn term 2017 and is under review to ensure that there is a more complete analysis of ALN needs across Welsh-medium schools.

Although the audit and assessment does not suggest the need for further STF provision for children and young people with moderate and/or severe learning difficulties, discussions with headteacher colleagues and analysis of statutory assessment and statements of special educational need suggest there is an increasing number of children with Autistic Spectrum Disorder that are choosing to be educated in Welsh-medium provision. Therefore, the Local Authority will be considering this information in its new ALN Development Plan.

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

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

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

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

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

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

Outcome 7: Workforce planning and continuing professional development.

Main objectives

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

Supporting statement

Education Department

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

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

Schools

The annual PLASC records the number of qualified teachers who are able to teach through the medium of Welsh, in both Welsh-medium and English-medium schools. However, there is a lack of information around the levels of Welsh language skills of all school staff, who may have some Welsh-speaking skills but not able to teach through the medium of Welsh. In 2017-2018, options will be explored of how this information can be obtained to help further inform workforce planning and development.

In 2017-2018 the Swansea Learning Partnership will be relaunched. Membership of this partnership covers all education sectors across Swansea. Through this forum, strategies can be developed to promote Welsh in initial and existing teacher training, in order for them to teach and champion Welsh in both Welsh-medium and English-medium schools.

University of Wales Trinity St David are the main provider for the Welsh Government National Sabbatical Scheme in the region. The aim is to increase the supply of practitioners able to teach through the medium of Welsh or bilingually. The University presented to all Swansea headteachers in their summer term cross-phase headteachers' meeting to promote the benefits of the training and

encourage early applications for the 2017-2018 course. Since 2014, all courses have been full and running. The numbers who have attended the training are:

Sylfaen – Foundation Level For Teachers

2016-2017 – 6

2015-2016 – 10

2014-2015 – 9

Mynediad – Entry Level for Teaching Assistants

2016-2017 – 10

2015-2016 – 9

2014-2015 – 9

Cwrs Uwch i Gynorthwyr – Higher Level Course for Teaching Assistants

2016-2017 (pilot course in Swansea) – 10

Cwrs Uwch i Athrawon – Higher Level Course for Teachers

2016-2017 (pilot course) – 1

Welsh-medium primary schools

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

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

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

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

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

English-medium primary schools

Swansea's Welsh Centre works with the University of Wales Trinity St David to identify primary school staff to attend the Welsh Government's Sabbatical Scheme courses. This will continue for 2017-2018 onwards.

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

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

Welsh-medium secondary schools

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

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

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

YG Gŵyr continues to use Professional Learning Communities (PLCs) as a vehicle for raising standards in teaching and learning. In 2017-2018, the focus will be on developing pedagogical awareness, digital literacy, numeracy across the curriculum, the development of a growth mindset and searching into means of improving the achievement of boys, in languages in particular. The school will also be planning the curriculum for key stage 3 as a Curriculum and New Deal pioneer school.

YG Bryn Tawe continues to run a school-based PLC and still works very closely with their partner primaries in changing language habits in younger pupils. There are six PLCs in school for 2016-2017 – literacy, numeracy, changing behaviour, pioneer curriculum, more able and talented, and changing language habits. The school, as a pioneer curriculum school, work in close partnership with YG Gwyr to ensure innovative and creative curricular developments.

Gower College Swansea

One member of teaching staff will be attending Welsh Government's Sabbatical Scheme in June 2018.

Several staff members are taking part in the Welsh Work pilot project run by Nant Gwrtheyrn for the National Centre for Learning Welsh, whereby staff are able to

attend a 5 day residential course, 2.5 days a week of the intensive course, or follow an online course designed for all levels of learners.

The college are also taking part in the ColegauCymru pilot project for the National Centre, whereby staff are taught Welsh in-house through a Welsh tutor for 4 hours a week – aimed at increasing number of delivery staff able to teach through the medium of Welsh.

All opportunities for staff to learn Welsh are heavily promoted via the college's in-house HR Staff Development system 'All About Me', as well as through a new monthly Welsh Newsletter. The aim of this newsletter is to promote resources, apps, staff development opportunities and events that increase the use of the Welsh language and are all available free of charge to staff at the college.

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

Annex 1 Data

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

Expanding provision

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

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

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

Year	All pupils in Y2	Y2 pupils in Welsh-medium	
		No.	%
2007	2525	247	9.78
2008	2446	267	10.92
2009	2369	275	11.61
2010	2460	320	13.01
2011	2472	297	12.01
2012	2441	332	13.6
2013	2546	366	14.4
2014	2603	369	14.8
2015	2822	413	14.6
2016	2650	404	15.2
2017	2692	422	15.7

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

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

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

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

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

Effective transfer and linguistic continuity

What are the rates of progression between:

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

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

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

- Foundation Phase and key stage 2?
Year 2 2015 = 413, Year 3 2016 = 405 so rate = 98.1%
Year 2 2016 = 404, Year 3 2017 = 396 so rate = 98.0%
- Key stages 2 and 3?
Year 6 2015 = 281, Year 7 2016 = 276 so rate = 98.2%
Year 6 2016 = 309, Year 7 2017 = 299 so rate = 96.8%
- Key stages 3 and 4?
Year 9 2015 = 236, Year 10 2016 = 233 so rate = 98.7%
Year 9 2016 = 250, Year 10 2017 = 249 so rate = 99.6%

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

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

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

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

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

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

100%

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

Maintain 100% target

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

100%

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

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

Maintain 100% target

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

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

Welsh-medium secondary schools (100%)

Gower College Swansea

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

Outcome 5: More learners with higher skills in Welsh

Improving provision and standards in Welsh First Language

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

92.0% in 2016, **93.8% in 2017.**

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

93.2% in 2016, **95.3% in 2017.**

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

95.6% in 2016, **93.8% in 2017.**

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

2016 209/255 = 82%, **2017 196/230 = 85.22% (provisional)**

Improving provision and standards of Welsh Second Language

	Percentage in 2015-2016	Percentage in 2016-2017	Year on year target
What is the percentage of learners at the end of Key Stage 2 who reach at least Level 4 in the teacher assessment of Welsh Second Language?	74.7%	77.0%	75.5%
What is the percentage of learners at the end of Key Stage 3 who reach at least Level 5 in the teacher assessment of Welsh Second Language?	83.7%	81.8%	84%
What is the percentage of learners at the end of Key Stage 4 who achieve grades A*-C in GCSE Welsh Second Language Full Course?	2016 397/2146 = 18.5%	2017 585/2184 = 26.78%	19%
What is the percentage of learners at the end of Key Stage 4 who achieve grades A*-C in GCSE Welsh Second Language Short Course?	2016 654/2146 = 30.5%	2017 567/2184 = 25.96%	31%

<p>What percentage of the cohort is entered for (i) GCSE Welsh Second Language Full Course; (ii) GCSE Welsh Second Language Short Course; and (iii) not entered for either?</p>	<p>FC = 426/2146 = 19.9% in 2016, SC = 1261/2146 = 58.8%</p>	<p>FC = 672/2184 = 30.77% in 2016, SC = 916/2184 = 41.94%</p>	<p>Full Course: This <i>should</i> be 100% as a result of removal of short course.</p> <p>The short course will be removed from 2017 onwards.</p>
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More learners with higher-level Welsh language skills

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

GCSE Welsh first language Summer 2014 – 235 entries

GCSE Welsh first language Summer 2015 – 222 entries

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

A Level (A2) Welsh first language entries Summer 2017 – 18 entries
= 8.11% of entries two years earlier

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

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

GCSE Welsh second language Summer 2015 – 409 full course, 1227 short course

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

A Level Welsh second language entries Summer 2017 schools – 5 entries

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

= 5.75 % of full course GCSE entries two years earlier

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

A Level Welsh second language entries Summer 2017 GCS – 8 entries

= 3.18 % of full course GCSE entries two years earlier

= 0.80% of full and short course entries two years earlier

Targets

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

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

No data

Outcome 7: Workforce planning and continuing professional development

No data

City & County of Swansea

Consultation – Summary of Responses

Welsh in Education Strategic Plan (WESP) 2017-2020

Introduction

The consultation period began on 26 September 2017 and ended on 10 October 2017 and requested views to the amendments to the original WESP submitted to Welsh Government.

The consultation was published alongside the amended WESP 2017-2020 at www.swansea.gov.uk/wespstrategicplan.

The total number of respondents to the consultation was 27. They are listed at the end of this document. All responses were received within the consultation period. In addition, a specific petition was received relating the option to relocate YGG Tirdeunaw.

An overview of the main points raised in the consultation responses are noted below. In creating a final version of the Welsh in Education Strategic Plan 2017-2020, all of the consultation responses in their entirety were considered.

Summary of Responses

Outcome 1

The majority of responses were in relation to the additional information provided about increasing Welsh-medium provision in the County. Of the 27 responses, 24 were specifically in relation to the option to re-locate YGG Tirdeunaw to the Ysgol Gyfun Gymraeg Bryn Tawe site. The remaining three responses provided feedback on the WESP as a whole.

Two responses welcomed the ambition to increase the percentage of pupils in Welsh-medium education. One response stated: “There is an obvious attempt to identify a short-term, medium-term and long-term strategy (specifically in relation to the Welsh Government’s 21st Century Schools Programme) to satisfy the demand for Welsh-medium education, particularly in the wake of economic developments and proposed housing in the area.” Extra clarification was requested on how the additional number of Welsh-medium places would be achieved. One response felt that a table detailing locations/possible locations and numbers would aid understanding.

However, respondents felt there should be a greater focus on how to encourage, promote and create demand rather than just responding to demand. The issue of overcrowding/managing pressure in some schools was of a concern, as they felt it limited the potential for growth.

One response disputed the number of pupils attending one school. The figures are taken from the annual school census (PLASC), which is undertaken in January each year. The PLASC data is used to detail numbers in all schools for consistency across the plan. When the WESP is next updated, this will be done using the following year’s PLASC data.

One respondent described the impact of Welsh-medium education in Swansea communities: “There has been a growth in Welsh-medium education in Swansea as schools develop in their communities. There is clear evidence of this: where there is a Welsh-medium primary school in a community, between 15% and 25% of the community’s children attend Welsh-medium education; where there is no Welsh-medium school in a community, the percentage falls to between 4% and 8%.”

One respondent welcomed the review of catchment areas, however did not foresee a significant reduction on pressures at existing Welsh-medium schools.

One respondent welcomed the idea of a third Welsh-medium comprehensive school and encouraged the idea for discussion be included in this WESP. This respondent also felt that projection of secondary school numbers from now until 2023 would be useful.

Two respondents highlighted the role of early education to increase demand for Welsh-medium education and the need to further emphasise this. One stated “...there is superb detail on childcare in the outcome 1 section, and the importance of the pre-school period for producing new Welsh speakers should be further emphasised, therefore increasing the demand for Welsh-medium primary education. It needs to be made more explicit that increasing the proportion of children who receive care and early education through the medium of Welsh is a crucial strategy to encourage and increase the demand for Welsh-medium education in the area.”

Promotional material was circulated alongside letters inviting parents to complete the Welsh-medium Education Assessment, however further work to develop local promotional material, support Welsh Government's promotional material publicised in October 2017 and signposting of support for parents will be undertaken over the current academic year.

Summary of responses regarding the option to re-locate YGG Tirdeunaw

Two were supportive of the option and 22 were against this option. One wider response also noted an objection to this option.

Those supportive of the option cited the following reasons:

1. Co-location would ease the burden on parents having to take children to both sites currently.
2. Traffic/parking issues at the current school.
3. Shared use of leisure facilities at a new site.

Those against the option cited the following reasons:

1. Established as a community school in the area.
2. Growth since it was established proves that it is in the right location.
3. Success of the school in the journey towards the target of a million Welsh speakers by 2050.
4. Swansea Education policy opposes the idea of all-age provision.
5. Makes it more difficult for people from Clase to access Welsh Medium education, long distance for parents to travel twice a day.
6. Treboeth is the cultural home of the Welsh hymn Calon Lân and is a perfect location for a Welsh school.
7. The Bryn Tawe site would put the school in an isolated location.
8. Increased traffic at the Bryn Tawe site.
9. It would destroy the Welsh language in Clase and Treboeth
10. Relocation would lead to parents choosing an English medium school that is closer
11. Moving the school will not provide the additional Welsh medium places required in Swansea.
12. New school needed in Cwmdu, Manselton, Fforestfach or Portmead.
13. The school provides Welsh medium education for some of the most deprived areas in Swansea – moving the school would damage the school's brand and successes.
14. The school already has ample facilities on its current site.
15. Building an English medium school on the site would damage Welsh medium education in the area.
16. The move would increase demand in the Penderry ward but reduce demand in its current (and surrounding) wards.

A request was made to remove this option from the WESP.

A petition was received titled 'DIM SYMUD – YGG Tirdeunaw should be rebuilt on its present site'. The petition headline stated: 'We, the undersigned, parents, family, friends and supporters of YGG Tirdeunaw, feel strongly that YGG Tirdeunaw should be built on its present site and not be relocated at the Bryntawe site and that this becomes official policy under the Council's Band B Proposals (WESP 2017-2020).

Outcome 2

One response was received regarding outcome 2. It noted that the progression rates are very good, although in addition to the importance of transfer rates, increasing the numbers who receive childcare and early education through the medium of Welsh is just as important.

Outcome 3/4

One response wanted to see an increase in the use of Welsh across the County and believed that increasing the Welsh language offer in Gower College Swansea would facilitate this.

Outcome 5

One response noted that "...no definite targets are proposed for increasing the number of candidates who gain Welsh First Language qualifications under outcome 5, and it is not clear why it is necessary to refer to the appendix for these targets (which is inconsistent with the rest of the outcomes)."

The data has been presented according to the template received from Welsh Government, however in future revisions of the WESP the presentation of the data will be reviewed.

Outcome 6

No responses received.

Outcome 7

One response felt that a previous consultation response they made around providing information around more definite plans had been constructively responded to, particularly the detail of the Sabbatical Scheme. The respondent also felt that if such data exists, more information about the impact of the plans being discussed would further strengthen this section.

Consultation Respondents

Parents for Welsh Medium Education (RhAG) Swansea
The Welsh Language Commissioner
Ysgol Gyfun Gymraeg Bryn Tawe Governing Body
24 individual members of the public

Agenda Item 13.



Report of the Cabinet Member for Service Transformation and Business Operations

Council – 23 November 2017

Council Tax Base Calculation 2018/19

Purpose: This report details the calculation of the Council Tax Base for the City and County of Swansea, its Community Councils and the Swansea Bay Port Health Authority for 2018/19. The Council is required to determine the Council Tax Bases for 2018/19 by 31 December 2017.

Policy Framework: None

Reason for Decision: To comply with statutory requirements.

Consultation: Legal, Finance and Access to Services.

Recommendation: It is recommended that:
The calculation of the Council Tax Base for 2018/19 be approved.

In accordance with the Local Authorities (Calculation of Tax Base) (Wales) Regulations 1995, as amended, the calculation by the City and County of Swansea Council for the year 2018/19 shall be:

For the whole area 89,962

For the area of Community Councils:

Bishopston	1,961
Clydach	2,622
Gorseinon	3,179
Gowerton	1,953
Grovesend & Waungron	412
Ilston	323
Killay	2,113
Llangennith, Llanmadoc & Cheriton	494
Llangyfelach	947
Llanrhidian Higher	1,592
Llanrhidian Lower	328
LLwchwr	3,400
Mawr	745
Mumbles	9,694
Penllergaer	1,366

	Pennard	1,459
	Penrice	419
	Pontardulais	2,281
	Pontlliw & Tircoed	1,031
	Port Eynon	435
	Reynoldston	292
	Rhossili	188
	Three Crosses	711
	Upper Killay	572
	For the area of the Swansea Bay Port Health Authority	62,577
Report Author:	Julian Morgans	
Finance Officer:	Ben Smith	
Legal Officer:	Tracey Meredith	
Access to Services Officer:	Sherill Hopkins	

1. Council Tax Base Calculation.

- 1.1 The City and County of Swansea Council is required to determine the Council Tax Base for 2018/19 based on its estimated position.
- 1.2 The Tax Base is used by the Council to calculate its Council Tax for 2018/19.
- 1.3 The Police and Crime Commissioner for South Wales will be informed of the Council's Tax Base in relation to their precepts and levies.
- 1.4 The Tax Base must be calculated as follows:
 - take the number of dwellings for each valuation band as at 31 October 2017
 - adjust for the estimated changes during the year, i.e. additions, reductions (including those for disabled adaptations), deletions and exemptions
 - reduce by the number of discounts allowed
 - adjust for any premiums allowed
 - convert each Band to a Band D equivalent by applying the relevant multiplier, e.g. for Band A multiply by 6 and divide by 9
 - sum the Band D equivalent for each band
 - multiply this by the estimated collection rate
 - add the Band D equivalent of exempt class O properties, i.e. dwellings owned by the Ministry of Defence

The following assumption has been made –

- The collection rate will be 98.0%

- 1.5 The estimated 2018/19 Council Tax Base for the whole of the City and County of Swansea has been calculated as 89,962. The comparable figure for 2017/18 was 89,465.
- 1.6 The calculation of the Council's Tax Base is set out in Appendix A. Percentage changes are shown in Appendix B.

2. Financial Implications.

- 2.1 The gross tax base, before applying the collection rate, has slightly increased and will be reflected in the Revenue Support Grant which the Council receives from Welsh Government, so that there will in total only be a marginal net impact of increased income to the Council.

3. Legal Implications

- 3.1 There are no additional legal implications to those set out in the report.

4. Equality and Engagement Implications

- 4.1 There are no equality implications. The calculation is a statutory requirement using formulae set out in regulations for Council Tax setting purposes.

Background Papers: None

Appendices:

Appendix A – Council Tax Base 2018/19 – Calculation

Appendix B – Council Tax Base 2018/19 – Percentage changes

Council Tax Base 2018/19 - Calculation

Appendix A

Band	*A	A	B	C	D	E	F	G	H	I	Total
Estimated no of chargeable dwellings		16,023	26,706	22,835	15,477	11,829	7,624	3,679	1,138	506	105,817
Disabled Dwelling Adjustment	31	120	13	-10	-10	-46	-44	-32	18	-40	
Sub Total (1)	31	16,143	26,719	22,825	15,467	11,783	7,580	3,647	1,156	466	105,817
Discounts Adjustment	-2	-2,640	-3,363	-2,367	-1,474	-925	-524	-205	-57	-20	
Premium Adjustment	0	0	0	0	0	0	0	0	0	0	0
Sub Total (2)	29	13,503	23,356	20,458	13,993	10,858	7,056	3,442	1,099	446	94,594
Ratio to Band D	5/9	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9	21/9	
Band D Equivalent	16	9,002	18,166	18,184	13,993	13,271	10,192	5,736	2,198	1,040	91,798

Estimated Collection Rate%	98.0%
Sub Total	89,962
Class O - Band D Equivalent	0
Council Tax Base 2018/19	89,962

Appendix B

Council Tax Base 2018/19 – Percentage Changes

	2018/19	2017/18	No.	%
For the whole area	89,962	89,465	497	0.55
Bishopston	1,961	1,965	-4	-0.20
Clydach	2,622	2,603	19	0.73
Gorseinon	3,179	3,136	43	1.37
Gowerton	1,953	1,944	9	0.46
Grovesend & Waungron	412	407	5	1.23
Ilston	323	319	4	1.25
Killay	2,113	2,074	39	1.88
Llangennith, Llanmadoc and Cheriton	494	488	6	1.23
Llangyfelach	947	946	1	0.11
Llanrhidian Higher	1,592	1581	11	0.70
Llanrhidian Lower	328	332	-4	-1.20
Llwchwr	3,400	3,385	15	0.44
Mawr	745	733	12	1.64
Mumbles	9,694	9,623	71	0.74
Penllergaer	1,366	1,360	6	0.44
Pennard	1,459	1,456	3	0.21
Penrice	419	410	9	2.20
Pontarddulais	2,281	2,277	4	0.18
Pontlliw & Tircoed	1,031	1,028	3	0.29
Port Eynon	435	427	8	1.87
Reynoldston	292	289	3	1.04
Rhossili	188	187	1	0.53
Three Crosses	711	715	-4	-0.56
Upper Killay	572	566	6	1.06
Swansea Bay Port Health Authority	62,577	62,254	323	0.52



Report of the Head of Democratic Services

Council – 23 November 2017

Independent Remuneration Panel for Wales (IRPW) Draft Annual Report 2018-2019 - Consultation

Purpose:	To present the recommendations of the Democratic Services Committee held on 7 November 2017 relating to the Independent Remuneration Panel for Wales (IRPW) Draft Annual Report 2018-2019 Consultation. Council are asked to formally respond to the IRPW by 29 November 2017.
Policy Framework:	None.
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that: 1) The recommendations of the Democratic Services Committee held on 7 November 2017 as outlined in Appendix A of the report form the Authorities formal response to the IRPW.
Report Author:	Huw Evans
Finance Officer:	Ben Smith
Legal Officer:	Tracey Meredith
Access to Services Officer:	Sherill Hopkins

1. Introduction

- 1.1 The Independent Remuneration Panel for Wales (IRPW) is tasked with setting the remuneration levels for Councils in Wales. Each year, they publish a Draft Annual Report which is circulated for consultation. Their Draft Annual Report is currently out for consultation. The consultation period closes on 29 November 2017. The final IRPW report will be published in February 2018.
- 1.2 This report sets out the recommendations of the Democratic Services Committee relating to the determinations affecting the City and County of

Swansea. It is proposed that these form the Authorities formal response to the IRPW.

- 1.3 The full Draft Report is available at <http://gov.wales/irpwsub/home/publication-reports/financial-year-2018-19/?lang=en>

2. Determinations within the IRPW Draft Annual Report 2018-2019

- 2.1 The IRPW Draft Annual Report 2018-2019 contains 52 Determinations in all. A number of these determinations don't directly affect the City and County of Swansea and as such are omitted from this report.

- 2.2 An "Extract of the Determinations of the IRPW Draft Annual Report and Comments of the City and County of Swansea" is appended as **Appendix A**. The appendix sets out the determinations together with initial comments which are intended to stimulate debate and ultimately a formal response to the IRPW consultation.

3. Equality and Engagement Implications

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

4. Financial Implications

- 4.1 The IRPW determination to increase Basic Salary by £200 per Councillor will add £14,400 per annum. This can be accommodated within existing budget resources.

5. Legal Implications

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

Background Papers: None.

Appendices:

- Appendix A Extract of the Determinations of the IRPW Draft Annual Report and Comments of the City and County of Swansea.

Extract of the Determinations of the IRPW Draft Annual Report - February 2018 and Comments of the City and County of Swansea

NOTE: For ease this report only outlines the salary figures of Group A Council's to which the City and County of Swansea belongs.

General Observations

1)	Use of the terms “ Elected Member ” and “ Elected Members ”. The Authority suggests that the terms “Councillor” and “Councillors” be used instead, to make the document more user friendly for the public.
2)	<p>Introduction, Page 5, Paragraph 7, 3rd Sentence states “To avoid further erosion in relation to average earning the Panel has decided to increase the basic annual salary to £13,600 (an increase of 1.49%)”. Similar comments are repeated throughout the draft report.</p> <p>The erosion has increased by £100 since 2017-2018. The difference between the Basic Salary 2017-2018 (£13,400) and the Median Gross Earnings of all full time employees resident in Wales (£14,700) was £1,300. Whilst accepting the increase of salary goes some way to rectify the shortfall, the difference has actually increased to £1,400. The Basic Salary 2018-2019 raises to £13,600 however, the Median Gross Earnings has raised to £15,000 as outlined in Section 3, Paragraph 3.1 of your Draft Annual Report.</p>
3)	<p>Page 18, “Supporting the Work of Local Authority Members”, Paragraph 3.19 states, “...<i>the Panel does not consider it appropriate that Elected Members should be required to pay for any telephone use to enable them to discharge their Council duties as a ward member, Committee member or Cabinet member</i>”.</p> <p>Yet Determination 6 talks of “<i>as much support as is necessary to enable them to fulfil their duties effectively</i>”.</p> <p>Whilst the Authority fully supports the importance of ensuring Councillors have the appropriate level of support, it is difficult and likely very costly to pay for all calls associated with their Councillor role. A Councillor would need to separate their personal calls from their Councillor calls and submit their bills for inspection. This Authority's approach of paying an allowance towards their telephone bills is simpler for Councillors.</p> <p>The same issue applies to “internet provided services” as outlined in Paragraph 3.20.</p>

4)	<p>Page 20, Paragraph 3.24 “Job Sharing Arrangements”</p> <p><i>“For members of an executive: Each “sharer” will be paid 50% of the appropriate salary of the Population Group.</i></p> <p><i>The statutory maximum for Cabinets cannot be exceeded so both job sharers will count toward the maximum.</i></p> <p><i>Under the Measure, it is the number of persons in receipt of a senior salary, not the number of senior salary posts that count towards the cap Therefore, for all job share arrangements the senior salary cap will be increased subject to the statutory maximum of 50% of the council’s membership.</i></p> <p><i>The Panel must be informed of the details of any job share arrangements.”</i></p> <p>This section of the Annual Report is unclear. The Authority would welcome it being re-drafted for clarity.</p>
5) Page 198	<p>Page 35, “Reimbursement of Costs of Care”.</p> <p>The Authority has approached the HMRC to establish whether the Reimbursement of Costs of Care payments should be subject to Tax and National Insurance deductions. The HMRC confirmed that they should be.</p> <p>The Authority therefore urges the IRPW to raise this issue directly with the HMRC with the aim of seeing that decision being reversed so that such payments are exempt from Tax and National Insurance deductions.</p>
6)	<p>Publication of Payments to Councillors & Co-opted Members - Openness & Transparency</p> <p>During the IRPW visit to Swansea on 3 October 2017, the IRPW suggested that the City and County of Swansea did not fully comply with the determinations of the IRPW in relation to the provision of ICT, Broadband, Telephone and Mobile Telephone Allowances because the Authority publishes all allowances paid to Councillors and Co-opted Members. It appeared that the IRPW were suggesting that the Authority should not publish this information. The IRPW suggested that should the Authority provide hardware instead of an allowance, then the Authority would not publish that, therefore there was no requirement to publish allowance amounts. The IRPW also suggested that a number of Councillors and Co-opted Members might not take up the allowances on offer in fear of any retribution from the public and / or press.</p> <p>Swansea is a Member Led Authority. As such, the Councillors determine the level of support that Councillors and Co-opted Members require to carry out their roles. To that end, the Democratic Services Committee commenced the discussion of adequate level of provision; this led to a recommendation to Council thereby enabling each Councillor to voice their opinion prior to the report progressing to Cabinet for them to decide.</p>

On detailed inspection of the IRPW Draft Report of February 2018 we note:

Section 1 “The Panel’s Framework: Principles of Members’ Remuneration”

Accountability, Paragraph 1.5 states, *“The Panel expects all Principal Councils to make information readily and appropriately available about the activities and remuneration of their Members”*.

Transparency, Paragraph 1.8 states, *“Transparency of Member’ remuneration is in the public interest. Some Members receive additional levels of remuneration by virtue of being elected or appointed to more than one public body. The framework serves to ensure that knowledge of all Members’ remuneration is made easily available to the public”*.

Section 14 “Compliance with Panel Requirements” Paragraph 14.3 (iv) states, *“A relevant Authority must make arrangements for publication within the Authority area of the total sum paid by it to each Member and Co-opted Member in respect of salary (basic, senior and civic), allowances, fees and reimbursements in a Statement of Payments...”*.

Whilst understanding the IRPW’s comments on 3 October 2017, the Authority believes that it does fully comply with the IRPW’s determination and is correct to publish the amounts especially when considered against the 3 report extracts referred to above. Furthermore, should the press of public challenge the payments made to Councillors and Co-opted Members then the Authority would robustly defend them as they are in line with determinations made by the IRPW, which is an independent body from the Council.

Additionally, should the Council cease to publish these allowances in the future, it is highly likely that the press and public will challenge this and ask for the figures to be published. The Authority believes that such a request for information would fall within the remit of the Freedom of Information Act thereby compelling the information to be released.

It is therefore in the public interest to ensure that these amounts continue to be routinely published.

Section 3 - Payments to Elected Members of Principal Councils: Basic, Senior and Civic Salaries

Determination 1	Basic Salary in 2018/19 for elected members of principal councils shall be £13,600.
Comments	This is a rise of £200. No comment.
Determination 2	The Panel has determined that senior salary levels in 2018/19 for members of principal councils shall be as set out in Table 2 (of the IRPW Report). <i>The proposed and current levels are outlined below for ease.</i>
Comments	The Authority welcomes the removal of the two levels of payments for Cabinet Members and Committee Chairs created in February 2016. The Authority believes that a Leader of a Council would create a balanced Cabinet with collective

	<p>responsibility. Equally, Council has created Committees with a balanced workload.</p> <p>As Senior Salaries include the Basic Salary element, they have all raised by £200 in line with Determination 1. There has been no further change to Senior Salaries. No comment.</p> <p>Determination 2 of the IRPW would have the following effect:</p>
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Senior Salaries (inclusive of basic salary) - Group A Councils	Proposed 2018/19	Current 2017/18
Band 1		
Leader	£53,300	£53,100
Deputy Leader	£37,300	£37,100
Band 2		
Executive Members	£32,300	£32,100
Band 3		
Committee Chairs (if remunerated)	£22,300	£22,100
Band 4		
Leader of the Largest Opposition Group	£22,300	£22,100
Band 5		
Leader of Other Political Groups	£17,300	£17,100

Determination 3	The Panel has determined that (where paid) Civic Salaries at the following levels are payable (Table 3 of the IRPW Report) and will be applied by Principal Councils as each considers appropriate, talking account of the anticipated workloads and responsibilities.
Comments	As Civic Salaries include the Basic Salary element, they have all raised by £200 in line with Determination 1. There has been no further change to Civic Salaries. No comment.

Civic Salaries (inclusive of basic salary)	Proposed 2017/18		Current 2016/17	
Responsibility Level	Civic Leader	Dep Civic Leader	Civic Leader	Dep Civic Leader
Level 1	£24,300	£18,300	£24,100	£18,100
Level 2	£21,800	£16,300	£21,600	£16,100
Level 3	£19,300	£14,300	£19,100	£14,100

Determination 4	The Panel has determined that, where appointed and if remunerated, a Presiding Member must be paid a Band 3 Senior Salary. This post will count towards the cap.
Comments	The Presiding Member within the City and County of Swansea is not remunerated. Agreed.

Determination 5	The Panel has determined that the post of Deputy Presiding Member will not be remunerated.
Comments	No Change. Agreed

Determination 6	The Panel has determined that each Authority, through its Democratic Services Committee, must ensure that all its members are given as much support as is necessary to enable them to fulfil their duties effectively. All elected members should be provided with adequate telephone, email and internet facilities giving and electronic access to appropriate information.
Comments	No Change. Agreed

Determination 7	The Panel has determined that such support should be without cost to the individual member. Deductions must not be made from members' salaries by the respective authority as a contribution towards the cost of support which the Authority has decided necessary for the effectiveness and/or efficiency of members.
Comments	No Change. The Authority notes that deductions cannot be taken from Councillors' salaries however must comply with any deductions deemed appropriate by HMRC in relation to allowances paid to Councillors and Co-opted Members.

Determination 8	The Panel has determined to include a provision for specific or additional senior salaries that do not fall within the current Remuneration Framework.
Comments	No change. Agreed.

Page 26
Section 4 - Joint Overview and Scrutiny Committees (JOSC)

Determination 9	The chair of a Joint Overview and Scrutiny Committee is eligible for an additional payment of £6,700.
Comments	No Change. Agreed

Determination 10	In cases where the chair is already in receipt of a senior salary for a Band 3, 4 or 5 role the additional payment will be £3,350.
Comments	No Change. Agreed

Determination 11	The chair of a sub committee of a JOSC is eligible for a salary of £1,675.
Comments	No Change. Agreed

Determination 12	In cases where the chair of the sub committee is already in receipt of a senior salary for a Band 3, 4 or 5 role the additional payment will be £837.
Comments	No Change. Agreed

Determination 13	Payments to chairs of task and finish sub committees are to be pro-rated to the duration of the task.
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Comments	No Change. Agreed
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Determination 14	Payments made to a chair of a JOSC, or a chair of a sub committee of a JOSC, are additional to the maximum proportion of the authority's membership eligible for a senior salary. It should be noted that the statutory limit of no more than 50% of a council's membership receiving a senior salary applies (Section 142 (5) of the Measure).
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Comments	No change. Agreed
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Determination 15	A deputy chair of a JOSC or sub committee is not eligible for payment.
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Comments	No Change. Agreed
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Determination 16	Co-optees to a JOSC or to a sub committee are not eligible for a co-opted member fee unless they are appointed by an authority under Section 144(5) of the Measure.
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Comments	No Change. Agreed
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Section 5 - Pension provision for Elected Members of Principal Councils

Determination 17	The entitlement to join the Local Government Pension Scheme (LGPS) shall apply to all eligible elected members of principal councils.
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Comments	No Change. Agreed
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Section 6 – Entitlement to Family Absence

Determination 18	An elected member is entitled to retain a basic salary when taking family absence under the regulations irrespective of the attendance record immediately preceding the commencement of the family absence.
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Comments	No Change. Agreed
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Determination 19	When a senior salary holder is eligible for family absence, he/she will continue to receive the salary for the duration of the absence.
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Comments	No Change. Agreed
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Determination 20	It is a matter for the authority to decide whether or not to make a substitute appointment. The elected member substituting for a senior salary holder taking family absence will be eligible to be paid a senior salary, if the authority so decides.
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Comments	No change. Agreed
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Determination 21	If the paid substitution results in the authority exceeding the maximum number of senior salaries which relates
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	to it, as set out in the Panel's Annual Report, an addition to the maximum will be allowed for the duration of the substitution. However, this will not apply to the Isle of Anglesey or Merthyr Tydfil Councils if it would result in the number of senior salaries exceeding fifty percent of the Council membership. Specific approval of Welsh Ministers is required in such circumstances.
Comments	No Change. Agreed

Determination 22	When an Council agrees a paid substitution for family absence, the Panel must be informed, within 14 days of the date of the decision, of the details including the particular post and the duration of the substitution.
Comments	No Change. Agreed

Determination 23	The Council's schedule of remuneration must be amended to reflect the implication of the family absence.
Comments	No Change. Agreed

Section 7 - Payments to Members of National Park Authorities

Determinations 24-30 relate to the National Park Authorities. The Authority has no comments on those determinations.

Section 8 - Payments to Members of Welsh Fire and Rescue Authorities

Determinations 31-37 relate to the National Park Authorities. The Authority has no comments on those determinations.

Section 9 - Payments to Co-opted Members of Principal Councils, National Park Authorities and Fire and Rescue Authorities

Observation 1	The Section title includes reference to footnote 7 which states, "This section does not apply to Co-opted Members of Community and Town Councils". Whilst, the Authority understands the difference between a Community / Town Council Representative of a Standards Committee and a Co-opted Member of a Community and Town Council, it is suggested that footnote 7 is amended to make it clearer and to avoid future confusion. The Authority suggests that the footnote should be amended to read, "This section does not apply to Co-opted Members of Community and Town Councils other than if they have a Community / Town Councillor Representative sitting as a member of a Standards Committee".
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Determination 38	Principal Councils, NPAs and FRAs must pay the following fees to Co-opted Members (who have voting rights)
Comments	No Change to the first 3 categories. The Authority welcomes the inclusion of a payment to a Community / Town Councillors; however, it should be clarified to show that the payment would only be for such a Councillor sitting as the Community / Town Councillor Representative on a Standards Committee. It should not include all Principal Council Committees. This change will also need to be made to Paragraph 9.1 of the report.

Chairs of Standards, and Audit Committees	£256 (4 hours and over) £128 (up to 4 hours)
Ordinary members of Standards Committee who also Chair Standards Committees for Community / Town Councils	£226 daily fee (4 hours and over) £113 (up to 4 hours)
Ordinary members of Standards Committees; Education Scrutiny Committee, Crime and Disorder Scrutiny Committee and Audit Committee	£198 (4 hours and over) £99 (up to 4 hours)
Community and Town Councillors sitting on Principal Council Committees	£198 (4 hours and over) £99 (up to 4 hours)

Determination 39	Reasonable time for pre meeting preparation is eligible to be included in claims made by co-opted members the extent of which can be determined by the appropriate officer in advance of the meeting.
Comments	No Change. Agreed

Determination 40	Travelling time to and from the place of the meeting can be included in the claims for payments made by co-opted members (up to the maximum of the daily rate).
Comments	No Change. Agreed

Determination 41	The appropriate officer within the authority can determine in advance whether a meeting is programmed for a full day and the fee will be paid on the basis of this determination even if the meeting finishes before four hours has elapsed.
Comments	No Change. Agreed

Determination 42	Meetings eligible for the payment of fees include other committees and working groups (including task and finish groups), pre-meetings with officers, training and attendance at conferences or any other formal meeting to which co-opted members are requested to attend.
Comments	No Change. Agreed

Section 10 – Reimbursement of Costs of Care

Determination 43	All authorities must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs up to a maximum of £403 per month. Reimbursement must be for the additional costs incurred by members in order for them to carry out their approved duties. Reimbursement shall only be made on production of receipts from the carer.
Comments	No Change. Agreed

Section 13 - Payments to Members of Community and Town Councils

Determinations 44 - 52 relate to Community / Town Councils. The Authority has no comments on those determinations.

Agenda Item 15.



Report of the Presiding Member, Monitoring Officer & Head of Democratic Services

Council – 23 November 2017

Amendments to the Council Constitution

Purpose:	To make amendments in order to simplify, improve and / or add to the Council Constitution. A decision of Council is required to change the Council Constitution.
Policy Framework:	None.
Consultation:	Access to Service, Finance, Legal.
Recommendation(s):	It is recommended that: 1) The changes to the Council Constitution as outlined in Appendix B of the report together with any further consequential changes be adopted; 2) The membership size of each Policy Development & Delivery Committee be reduced to 12 Councillors and the membership be as outlined by the names submitted by the Political Groups.
Report Authors:	Huw Evans
Finance Officer:	Ben Smith
Legal Officer:	Tracey Meredith
Access to Services:	Sherill Hopkins

1. Introduction

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

2. Delegated Minor Corrections to the Council Constitution

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

3. Amendments to the Council Constitution

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

a) Part 3 “Responsibility for Functions - Terms of Reference”. “Policy Development & Delivery Committee x 5. These are set out in **Appendix A** of the report.

3.2 The 5 Policy Development & Delivery Committees were originally created at the Annual Meeting of Council on 25 May 2017. The PD&DC’s were established as Council Committees and therefore all meetings must be subject to access to information legislation, open to public etc.

3.3 Following their six-month existence, a review has been carried out by the Corporate Directors, Monitoring Officer and Head of Democratic Services in order to ensure that they are operating effectively.

3.4 The current terms of reference of the 5 Policy Development & Delivery Committees are set out in **Appendix A** of this report. It is proposed that they be deleted and replaced with those outlined in **Appendix B** of this report.

3.5 CWG will recall that concerns were raised at Council as to the role of the PD&DC’s and Scrutiny. The amended Terms of Reference contain specific reference to the role of Scrutiny and the PD&DC’s.

3.6 Frequency of meetings is a matter for the Chair depending on workload but formal Committee meetings should be held quarterly.

3.7 Informal Working Groups comprising PD&DC Councillors and Officers are envisaged with a view to speeding up work and allowing work to be undertaken on an informal basis for feeding into the Committee work at a later stage.

4. Size of Committee Membership

4.1 Currently, each PD&DC contains 13 Councillors. This is broken down under Proportionality Rules as 9 x Labour, 2 x Liberal Democrat / Independent Coalition and 2 x Conservatives.

4.2 A number of Councillors have stated that the membership size of the PD&DC’s is a little on the large size. It is therefore proposed to reduce the size from 13 Councillors to 12.

4.3 This would mean that the membership under the Proportionality Rules would be 8 x Labour, 2 x Liberal Democrat / Independent Coalition and 2 x Conservatives.

5. Equality and Engagement Implications

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

6. Financial Implications

- 6.1 There are no financial implication associated with this report.

7. Legal Implications

- 7.1 There are no legal implication associated with this report.
- 7.2 The amended version of the Council Constitution will be available at www.swansea.gov.uk/constitution

Background Papers: None.

Appendices:

- Appendix A Current Terms of Reference - Policy Development & Delivery Committee(s)
- Appendix B Proposed Terms of Reference - Policy Development & Delivery Committee(s)

Current Terms of Reference - Policy Development & Delivery Committee(s)

Policy Development and Delivery Committee - Economy & Infrastructure

To drive the development of the Council's Economy and Infrastructure Corporate Policies for consideration and adoption by Cabinet and or Council as appropriate.

Note: PD&D Committees may co-opt others on to the Committee either for a topic or for a term if the Committee consider that will assist their role.

Policy Development and Delivery Committee - Education & Skills

To drive the development of the Council's Education and Skills Corporate Policies for consideration and adoption by Cabinet and or Council as appropriate.

Note: PD&D Committees may co-opt others on to the Committee either for a topic or for a term if the Committee consider that will assist their role.

Policy Development and Delivery Committee - Poverty Reduction

To drive the development of the Council's Poverty Reduction Corporate Policies for consideration and adoption by Cabinet and or Council as appropriate.

Note: PD&D Committees may co-opt others on to the Committee either for a topic or for a term if the Committee consider that will assist their role.

Policy Development and Delivery Committee - Safeguarding

To drive the development of the Council's Safeguarding Corporate Policies for consideration and adoption by Cabinet and or Council as appropriate.

Note: PD&D Committees may co-opt others on to the Committee either for a topic or for a term if the Committee consider that will assist their role.

Policy Development and Delivery Committee - Transformation & Future Council Policy

To drive the development of the Council's Transformation and Future Council Corporate Policies for consideration and adoption by Cabinet and or Council as appropriate.

Note: PD&D Committees either may co-opt others on to the Committee for a topic or for a term if the Committee consider that will assist their role.

Policy Development and Delivery Committees (PDDCs) - Terms of Reference

Policy Development and Delivery Committees:

There are 5 Committees:

- 1) Economy & Infrastructure;
- 2) Education & Skills;
- 3) Poverty Reduction;
- 4) Safeguarding;
- 5) Transformation & Future Council Policy.

Purpose:

The PDDCs are committees of Council with the purpose of development of the Council's Corporate Policies for consideration and adoption by Cabinet and / or Council as appropriate.

Membership & Frequency of Meetings:

- 1) Non-Executive Members are eligible to be members of the PDDCs;
- 2) Executive (Cabinet) Members are **not** eligible to be members of the PD&DC's;
- 3) Meetings will be quarterly, or more frequently as determined by the Chair;
- 4) Chairs of the PDDCs will meet to co-ordinate agendas and work plans to ensure consistency and that there is no duplication in work.

Role and Framework:

The role of the PDDC is to:

- 1) Have a work plan shared with the relevant Cabinet Member;
- 2) Focus on policy development & delivery by in depth analysis of policy issues and consider future policy development with reference to the Corporate Plan;
- 3) Make a report and/or recommendation to the Cabinet Member / Cabinet / Council in connection with work undertaken;
- 4) Consider mechanisms to encourage and enhance public participation in development of policy and policy options;
- 5) Work with Senior Officers in a Team Swansea approach to deliver key corporate priorities; and
- 6) Consider and where appropriate to invite relevant organisations / individuals to contribute to policy development discussions.

Relationship with Scrutiny:

- 1) The role of the PDDC is distinct from the Council's scrutiny function of holding to account, questioning and challenging proposed decisions, monitoring the performance of services, and tackling issues of concern through inquiries or one-off meetings (which may relate to a broad range of policy / service areas).
- 2) PDDCs may refer any issues arising out of their role to the Scrutiny Programme Committee for further consideration / investigation and vice-versa.
- 3) The PDDC Chair will also consider whether any matter under consideration should be referred to the Scrutiny Programme Committee.
- 4) PDDCs and the Scrutiny Programme Committee should ensure awareness of each other's work programmes and consider whether there is any issue of duplication. The Scrutiny Programme Committee should consider relevant advice but has autonomy on decisions about the scrutiny work programme.

Support:

- 1) The Democratic Services Team shall provide the relevant support to the Policy Development & Delivery Committees.
- 2) The Director, Head of Service, or nominated relevant Officer will provide work plan support and research and produce reports as appropriate.

Agenda Item 16.



Report of the Cabinet Member for Service Transformation and Business Operations

Council – 23 November 2017

Membership of Committees

Purpose:	Council approves the nominations/amendments to the Council Bodies.
Policy Framework:	None.
Consultation:	Political Groups.
Recommendation:	It is recommended that: 1) The amendments to the Council Bodies listed in paragraph 2 be approved
Report Author:	Gareth Borsden
Legal Officer:	Tracey Meredith
Finance Officer:	Paul Cridland
Access to Services Officer:	N/A

1. Introduction

- 1.1 Meetings of Council regularly agree and amend the membership of the various Committees/Council Bodies as reflected in the lists submitted by the Political Groups.

2. Changes to Council Body Membership

- 2.1 The political groups have indicated that they have changes to the following Council Bodies:

Education & Skills Policy & Development Committee

Remove Councillor M H Jones

Add Lib Dem/Ind Vacancy

Transformation & Future Council Policy & Development Committee

Remove Councillor M Durke

Add Councillor W G Lewis

Scrutiny Programme Committee

Remove Councillor C Anderson

Add Councillor M Durke

3. Financial Implications

3.1 There are no financial implications associated with this report.

4. Legal Implications

4.1 There are no legal implications associated with this report.

Background Papers: Local Government & Housing Act 1989, the Local Government (Committees & Political Groups) Regulations 1990.

Appendices: None

Agenda Item 17.

Council – 23 November 2017

Councillors' Questions

Part A – Supplementaries

1	<p>Cllrs Cllrs Wendy Fitzgerald, Mary Jones, Jeff Jones</p> <p>Will the Cabinet Member inform Council if any variations have been made to the S106 agreements in regard to the Mynydd y Gwair Wind Farm and can he also indicate how many local jobs have been gained as a result of this application and how many apprentice positions created.</p> <p>Response of the Cabinet Member for the Cabinet Member for Commercial Opportunities & Innovation:</p> <p>I can confirm that to date no variations have been made to the section 106 agreement in regard to the Mynydd y Gwair Wind Farm. Under the terms of the section 106 agreement the Developer is required to carry out an independent decommissioning study. The study has recommended an increase in the decommissioning bond from £114,800 (index linked) to £1,403,037. The section 106 agreement between the Council and Innogy Renewables UK Limited will be varied to give effect to the increase in the bond.</p> <p>Information held by the Council indicates that at the beginning of September 2017, as a result of the enabling works being carried out as part of the Mynydd y Gwair Windfarm development, 95 local jobs had been gained including 3 trainees who are employed on site. There have been no apprentice positions created to date.</p>
2	<p>Cllrs Peter Black, Sue Jones, Jeff Jones</p> <p>What are the revenue and other consequences for Swansea Council of the Supreme Court judgement on 2 August 2017 on how s.49 of the Health and Social Care Act 2001 should be interpreted by Local Health Boards.</p> <p>Response of the Cabinet Member for Health & Wellbeing:</p> <p>This matter involves the Forge Care Homes case (R (Forge Care Homes Ltd & Ors) v Cardiff and Vale University Health Board & Ors [2017] UKSC 56).</p> <p>The appeal to the Supreme Court concerned the funding of nursing care for residents of care homes who required some nursing care but for whom healthcare was not a primary need, i.e. they were in receipt of Funded Nursing Care ('FNC').</p> <p>S49 of the Health and Social Care Act 2001 (the provision has now been incorporated into s47 of the Social Services and Well-being (Wales) Act 2014). provides that a local authority is not required to fund 'nursing care by a registered nurse', defined in subsection (2) as services 'involving – (a) the provision of care, or (b) the planning, supervision or delegation of the provision of care, other than any services which having regard to their nature</p>

and circumstances in which they are provided, do not need to be provided by a registered nurse’.

The primary argument of the local authorities was that the entirety of registered nursing costs should be funded by the Health Boards, irrespective of the role the registered undertook in the care home, whilst the Health Boards argued that they were responsible for funding the cost of the registered nursing care provided to residents as part of the total care delivered to them, as defined in s49 of the Health and Social Care Act, with the costs of other tasks (such as personal and social care) falling on the Local Authorities.

The Supreme Court allowed the local authorities’ appeal. It held that both the Health Boards and Local Authorities had misinterpreted s49(2) Health and Social Care Act, and put forward what it deemed to be the correct interpretation.

The judgment indicates the demise of the task based division of Health between personal and nursing care, and instead introduces the guidance set out in paragraph 44 of the judgment – *“In my view, therefore, “nursing care by a registered nurse” covers (a) time spent on nursing care, in the sense of care which can only be provided by a registered nurse, including both direct and indirect nursing time as defined by the Laing and Buisson study; (b) paid breaks; (c) time receiving supervision; (d) stand-by time; and (e) time spent on providing, planning, supervising or delegating the provision of other types of care which in all the circumstances ought to be provided by a registered nurse because they are ancillary to or closely connected with or part and parcel of the nursing care which she has to provide”.*

There’s no indication as yet as to the stance that the LHBs will take. However, a piece of work has been commissioned to consider a cost calculating toolkit to determine level of funding of the respective organisations. This issue may also be overtaken by the move to pooled budgets and the work of Regional Partnership Boards.

In Swansea, the calculation of funding the social care element has been sufficient, and it is not envisaged that the decision in the Forge Care Homes judgment will have any significant financial impact on the local authority. It’s likely to have a greater impact on the Local Health Board.

3 Cllrs Jeff Jones, Chris Holley, Peter Black

Will the Leader comment on the report of the Chief Executive of Neath Port Talbot Council dated 4th October 2017 relating to concerns about the implementation of the Swansea Bay City Deal. In particular that:

the March agreement commits the Welsh Government to 'explore' the retention of a proportion of any additional National Non Domestic Rates generated by City Deal projects but little or no progress has been made on this and it is unclear how this will operate in practice;

- that the full financial impact of the City Deal agreement on partner councils is unclear and that because the ARCH project has been asked to look for 'alternative sources of funding' and that it is unlikely this will come from the Welsh Government it is possible that local government will need to plug any gap in the £100m City deal funding;
- that the absence of capitalisation directions by either the Welsh or UK

Government could prevent the council funding capital projects that do not result in a long term asset on their balance sheet;

- that the contribution/funding conditions to be imposed by the two governments have yet to be married up with the Joint Working Agreement in final form and that it has not yet been settled as to who approves these conditions;
- That there is unease as to the ability of individual councils to veto flawed business cases so as not to lose financial control;
- a lack of clarity as to whether projects will require revenue or capital expenditure or both

Response of the Leader:

While the report accurately describes the risks that were identified and being managed by the City Region, it did not represent the most up to date position by the time it was discussed by the NPT Cabinet. Indeed a statement was issued from all four leaders following the recent JC meeting which highlighted the good progress being made. Managing risks and issues are an essential part of delivering major capital projects. The risks identified by the NPT report reflect the ongoing discussions to finalise the relevant agreements and this is normal practice. The public and private sector partners across Swansea Bay are wholly committed to delivering the City Deal. A joint working agreement and joint committee will soon be approved, meaning we can start drawing down money early next year from the UK Government. Business cases for some of the 11 City Deal projects are already being submitted, with preparatory work having already started on some sites, which shows the level of confidence we have in the projects. The City Deal will open up jobs across South West Wales, boost skills and opportunities, and put Swansea Bay at the forefront of global digital innovation. Our intention is to deliver many of the projects as soon as possible to ensure local people benefit in the near future. Both Governments remain content with the progress being made on the Swansea Bay Deal.

4 Cllrs Peter Black, Jeff Jones, Mary Jones

Will the Leader comment on the view taken by Neath Port Talbot Council that it is prepared to engage in discussions so as to establish a formal Joint Committee to oversee the City Deal process but not until the Joint Working Agreement has been finalised including a resolution of the issues identified in section B of report of the Chief Executive of Neath Port Talbot Council dated 4th October 2017 so as to provide clarity, remove ambiguity and reduce risk. How does this impact on the ambition to secure quick wins from the City Deal and what further delays will arise as a result of Carmarthenshire Council having instructed external solicitors to seek a new Joint Working Agreement as revealed in a Freedom of Information request response dated 20 October 2017.

Response of the Leader:

There are no impacts to making quick progress on delivery of the projects. The Joint Working Agreement is with lawyers' at the moment, with the aim for approval by all councils, as well as both governments, by the end of the year, allowing funds to flow from early next year. As such I do not envisage any delays. It is worth noting that the time taken to get this point for the Swansea

	Bay JC is significantly shorter than other City Deals.
5	<p>Cllrs Mary Jones, Peter Black, Chris Holley</p> <p>In the light of the Welsh Cabinet Secretary for Finance and Local Government's response to a question in the Senedd on Wednesday 25 October that governance documents need to be agreed by all four councils and then by both governments before any money can be released can the Leader give an update on what arrangements are being put in place, when they will be finalised and when governance documents will be presented to full council for discussion? What scrutiny process will be included in those governance arrangements? Does he envisage any delay from the need to establish an economic strategy board chaired by a private sector representative.</p> <p>Response of the Leader:</p> <p>City Deal representatives have been meeting in a 'shadow' format, which means the structure will be able to hit the ground running when the joint working agreement is approved. In addition, we have had confirmation from both governments that money can be drawn down on a project by project basis as and when the respective business cases are approved providing the flexibility needed for delivery. A full report will be presented to each Council in due course and will include reference to the role of scrutiny across the four authorities. I do not envisage any delay associated with establishing and recruiting the economic strategy board.</p>
6	<p>Cllrs Chris Holley, Peter Black, Wendy Fitzgerald</p> <p>Will the Leader comment on the impact on the 'Internet Coast' proposal submitted to the Welsh and UK Governments in February 2016 of the abolition of the City Region Board and the departure of its Chair. What expertise is available to take this forward. What work has been undertaken in the last six months to take this forward. And what funding is available to bring this project to completion.</p> <p>Response of the Leader:</p> <p>I do not envisage any adverse impact from the abolition of the City Region Board. The City Deal now requires robust and effective governance to support its delivery and that is what we are putting in place. We have had rigorous challenge sessions with both the Welsh and UK Governments where both project and overall governance was fully tested. All private sector partners are still on board, with Sir Terry Matthews leading on the digital theme of the City Deal and other expert private sector expertise being secured to deliver each of the other key themes. A number of key industry individuals have been secured and work is progressing well.</p>
7	<p>Cllrs Irene Mann and Peter May</p> <p>This question is about the HMO licensing fee paid by licence holders to the council.</p> <p>Please can the cabinet member clarify that this money is only to be spent on</p>

the HMO Licensing function and that the income should equate to the expenditure.

Last year, after various attempts, during the HMO scrutiny exercise a full breakdown of how this fee was spent for the previous financial year was obtained.

Shortly after the scrutiny enquiry and extra HMO officer was employed albeit on a 4 day week.

Please can we have the following information for the year 2016/17. For the avoidance of doubt we would like the information in this specific format.

Income

Fees from licence holders.

Expenditure

- a. HMO related staff costs.

Please provide this by individual post and the amount of pro rata salary the member of staff actually spends on HMO licensing. The reason that this specific breakdown is asked for is that during the scrutiny discussion the oral evidence revealed that individual staff posts were split between HMO Licensing duties and other work. For example, if a post was paid £30,000 and the officer was only an HMO Licensing officer for 0.7 of the time then you could only £21,000 to the staff cost.

- b. Other administrative costs related to the HMO Licensing function (please specify precisely what they are). During the detailed breakdown eventually supplied to the scrutiny committee, they were found to be very small.

Response of the Cabinet Member for Housing, Energy & Building Services:

When HMO licence fees are set they may only be set on a cost-recovery basis related to the local authority's HMO licensing function. The fees are set to cover a five year period i.e. the maximum period for which an HMO licence may be issued.

Income

As explained to Scrutiny Working Group, licence fees are required to be paid in full when an HMO licence application is made. The fee paid covers a maximum five year period (i.e. the life of an HMO licence). A proportion of the fee is therefore carried across that period as 'receipts in advance'. This means even though the fee is paid in full in one particular financial year, it is able to be utilised in that year and subsequent years over the term of the licence. This is permitted and should not be interpreted as a surplus.

The licence fee income for expenditure in 2016/2017 was £241k.

Expenditure

a. As has previously been explained, Officers dealing with HMO licensing also deal with a variety of other private sector housing and public health work. It is not possible to provide a pro-rata salary breakdown by post as requested as the information is not recorded in this way.

	<p>HMO licence fees are set on the average time spent dealing with a licence application and associated work, again as has been previously explained.</p> <p>In 2016 – 2017 the total salary cost (including on-costs) of Officers working on HMO licensing as part of their remit was £330k. Across those officers an estimated average of 70% of time was spent on HMO licensing = £231k.</p> <p>As confirmed to Scrutiny Working Group on 8th March 2017, since 1st April 2017 there has been one additional Environmental Health Officer whose work includes HMO licensing.</p> <p>b. As explained to the Scrutiny Working Group fee-related work which applies to HMO licensing includes review, consultation and declaration of additional scheme including legal notification occurs usually every five years. Reporting and performance monitoring is ongoing.</p> <p>Other administrative costs include printing, stationery, postage and training directly related to HMO licensing and costs were approximately £4,500 for 2016 – 2017.</p>
8	<p>Cllrs Chris Holley, Graham Thomas, Lynda James</p> <p>Will the Leader/Cabinet Member tell Council what is the current position with the lease arrangement for the LC and have there been discussions about the other council run leisure facilities.</p> <p>Response of the Leader / Cabinet Member for Culture, Tourism & Major Projects:</p> <p>The Community Leisure Centres and the LC formed part of a Lot of facilities within a Competitive Dialogue procurement process. This process commenced in April 2017 and submissions were received by a number of bidders in August. Following full evaluation, a report will be considered by Cabinet over the coming months to determine the recommended next steps and other options available.</p> <p>The current lease and management agreement for Bay Leisure Ltd to operate LC is due to expire at the end of February 2018, however in order to ensure that the procurement exercise mentioned is fully completed, a short term extension with Bay Leisure to 30th September 2018 is currently being explored between parties.</p>
	Part B – No Supplementaries
	None.