

# Public Document Pack



Neuadd Cyngor Ceredigion, Penmorfa,  
Aberaeron, Ceredigion SA46 0PA  
[www.ceredigion.gov.uk](http://www.ceredigion.gov.uk)

8 March 2022

Dear Sir/Madam

I write to inform you that a Meeting of Cabinet will be held remotely by video-conference on Tuesday, 15 March 2022 at 10.00am for the transaction of the following business:

1. **Apologies**
2. **Personal matters**
3. **Disclosure of Personal/ Prejudicial Interests.**
4. **A verbal update by the Leader of the Council in relation to COVID-19 FOR INFORMATION**
5. **To confirm as a true record the Minutes of the previous Meeting of the Cabinet and any matters arising from those Minutes FOR DECISION (Pages 5 - 12)**
6. **Any petitions received**
7. **Reports of any decisions (if any) having been called in from Overview and Scrutiny Committee**
8. **Any feedback from Overview and Scrutiny Committee not otherwise on the agenda**
9. **To consider the report of the Corporate Lead Officer for Schools and Culture upon LA Representative on Governing Bodies FOR DECISION (Pages 13 - 14)**
10. **To consider the report of the Corporate Lead Officer for Schools and Culture upon Ceredigion's Additional Learning Needs Principles and Expectations document with feedback from the Overview and Scrutiny Committee FOR DECISION (Pages 15 - 76)**
11. **To consider the report of the Corporate Lead Officer for Porth Gofal upon the Empty Property Action Plan FOR DECISION (Pages 77 - 92)**
12. **To consider the report of the Corporate Lead Officer for Economy and Regeneration upon Boosting Ceredigion's Economy- A Strategy for Action 2021-35 FOR DECISION (Pages 93 - 128)**

13. **To consider the report of the Corporate Lead Officer for Porth Cymorth Cynnar upon Sport Wales Capital Grant Award for Aberaeron Swimming Pool and Calon Tysul Ltd  
FOR DECISION (Pages 129 - 132)**
14. **To consider the report of the Corporate Lead Officer for Legal and Governance upon the Coroner Pay Arrangements 2022/23  
FOR DECISION (Pages 133 - 136)**
15. **To consider the report of the Corporate Lead Officer for Finance and Procurement upon Welsh Government's Retail, Leisure and Hospitality Rates Relief Scheme 2022-23  
FOR DECISION (Pages 137 - 146)**
16. **To note the report of the Corporate Lead Officer for Finance and Procurement upon the Capital Programme Monitoring Report for 2021/22 Quarter 3  
FOR INFORMATION (Pages 147 - 156)**
17. **To note the report of the Corporate Lead Officer for Finance and Procurement upon the Controllable Revenue Budget for 2021/22 Quarter 3  
FOR INFORMATION (Pages 157 - 178)**
18. **To note the report of the Corporate Lead Officer for Porth Cynnal upon CYSUR/CWMPAS Combined Local Operational Group Safeguarding Report Quarter 2 2021/22  
FOR INFORMATION (Pages 179 - 242)**
19. **To note the report of the Corporate Lead Officer for Porth Cynnal upon the Independent Reviewing Service Performance Management Report Quarter 2 2021/22  
FOR INFORMATION (Pages 243 - 276)**
20. **Any other matter the Chairman decides is for the urgent attention of the Cabinet**

A Translation Service will be provided at this meeting and those present are welcome to speak in Welsh or English at the meeting.

Yours faithfully



**Miss Lowri Edwards  
Corporate Lead Officer: Democratic Services**

**To: The Leader of the Council and Members of the Cabinet  
The remaining Members of the Council for information**

Notice of the Decisions of the **Meeting of the CABINET**  
held remotely via video-conference on **Tuesday, 22 February 2022**

This Notice is published at 5.00pm on Thursday, 24 February 2022. Requests to call-in any decision to be delivered to the Head of Democratic Services by 5.00pm on Thursday, 3 March 2022. The decisions will come into force (if no valid call-in application is received) on Friday, 4 March 2022

**PRESENT:** Councillor Ellen ap Gwynn (Chair), Councillors Dafydd Edwards, Rhodri Evans, Catherine Hughes, Gareth Lloyd, Catrin Miles, Ray Quant MBE and Alun Williams

**Also in attendance:** Councillors John Adams-Lewis, Bryan Davies, Ceredig Davies, Euros Davies, Ifan Davies, Marc Davies, Lloyd Edwards, Keith Evans, Dan Potter, Lynford Thomas, Wyn Thomas and Ivor Williams

(10.00am - 1.00pm)

**180 Apologies**

Apologies were received from Barry Rees, Corporate Director; Sian Howys, Corporate Lead Officer: Porth Cynnal and Rhodri Llwyd, Corporate Lead Officer: Highways and Environmental Services.

**181 Personal matters**

- i) Condolences were extended to the family of Selwyn Jones, who passed away recently and the Leader paid tribute to his vast contribution to the community of Pontrhydfendigaid.
- ii) Congratulations were extended to Robat and Enid Gruffudd (Y Lolfa), who will lead the annual St David's Day Parade at Aberystwyth on 5 March 2022.
- iii) Congratulation were extended to Ysgol Dyffryn Cledlyn on their recent success in winning a competition for creating a film promoting internet safety.
- iv) Condolences were extended to the family of Amy Jones, a former employee of the Council, who passed away recently.

**182 Disclosure of Personal/ Prejudicial Interests.**

There were no disclosures of personal and/or prejudicial interests.

**183 A verbal update by the Leader of the Council in relation to COVID-19**

The Leader provided an update on the Covid-19 situation. 46 cases were reported today, bringing the total to 11,440 since the beginning of the pandemic which equates to 319.1 per 100,000, compared to 449.8 recorded in the 7 days previously which indicates a reduction in rates. The rate in Wales is 233.5 per 100,000 therefore Ceredigion continues to be above average. The positivity rate in the county is currently 29.1%.

The majority of cases are amongst 20-29 years olds and from MSOA data, it appeared Aberystwyth had the highest rates in the county but there was an indication the cases were largely confined to the Aberystwyth University Campus. There is no indication the Omicron variant continues to spread

much in the community and hopefully, this will reduce further given the schools were currently on a half-term break.

The Leader thanked Rhodri Llwyd, Phil Jones and Gerwyn Jones and all members of staff who were involved with the work during the recent storms, with Storm Franklin leading to floods in the east and fallen trees throughout the county.

The response to a message to staff members requesting volunteers to help with the emergency rest centres in the County had been very positive with over 50 staff members offering to volunteer, should the need arise.

It was noted there had been some damage to rooves of many buildings in Aberystwyth including Ceredigion Museum. Although some streets had re-opened, others remain closed for safety reasons until any necessary work had been carried out, including removing large roof tiles from gutters for the safety of the public. This work will be carried out today hopefully and any nearby council buildings would be able to open from tomorrow onwards. There will be another inspection in Aberystwyth at 11.15am today to assess the safety around the town.

Members re-iterated the Leader's words and thanked all involved for their hard work with the recent storm.

**184 To confirm as a true record the Minutes of the previous Meeting of the Cabinet and any matters arising from those Minutes.**

To confirm as a true record the Minutes of the previous Meeting of the Cabinet held on 1 February 2022.

Matters arising: There were no matters arising from the minutes.

**185 Any petitions received**

None.

**186 Reports of any decisions (if any) having been called in from Overview and Scrutiny Committee**

None.

**187 Any feedback from Overview and Scrutiny Committee not otherwise on the agenda**

None.

**188 To consider the report of the Corporate Lead Officer for Finance and Procurement upon Fees and Charges including feedback from Overview & Scrutiny**

DECISION:

1. To approve the Fees & Charges to be effective from 01/04/2022 (with the exception of School Meals, Car Parking Fees at Llandysul and Tregaron and Twin Hull Vessels x2), as outlined in:
  - a) Appendix 1
  - b) Appendix 2
  - c) Appendix 3

- d) Appendix 4
2. To approve the School Meals Fees & Charges change as outlined in Appendix 2 to be effective from 01/09/2022.
  3. To delegate authority to the CLO Porth Cymorth Cynnar, in consultation with the Cabinet portfolio Member with responsibility for the Wellbeing Centres, to vary the Fees & Charges for the Wellbeing Centres for 2022/23, to run short term / time limited promotional offers.
  4. To agree there would be no car parking fees at Llandysul and Tregaron for 2022-23 as outlined in Appendix 3.
  5. To remove the reference to \*Twin Hull Vessels x 2\* in the footer of Appendix 3, page 38.
  6. To note the feedback from each Budget Overview and Scrutiny Committee.

*Reason for the decision:*

- To consider Fees and Charges as part of the Council's budget setting process.
- To incentivise more people to participate in regular physical activity and lead healthier lifestyles.
- To allow for further consideration.

**189 To consider the report of the Corporate Lead Officer for Finance and Procurement upon the draft Budget for 2022/23 including feedback from Overview & Scrutiny**

This report was superseded by the Addendum Report (item 190).

**190 Addendum Report- Urgent Supplementary Report of the CLO - Finance and Procurement upon the draft Budget for 2022/23**

**DECISION:**

- a. To note the Feedback from each Budget Overview and Scrutiny Committee.
- b. To recommend to Full Council that the draft 2022/23 Base Budget total is £165.843m and that the level of increased Council Tax proposed for 2022/23 is 2.5% representing a Band D amount of £1,447.90.

*Reason for the decision:*

To enable budget preparation for 2022/23.

**191 To consider the report of the Corporate Lead Officer for Finance and Procurement upon the Treasury Management Policy Statement, Treasury Management Strategy for 2022/23 and the MRP Policy for 2022/23**

**DECISION:**

- a) To approve the Treasury Management Strategy outlined in the report for Borrowing and Investments;
- b) To approve the Investment Schedule as set out in Appendix B;
- c) To approve the Minimum Revenue Provision Policy for 2022/23 as set out in Appendix C;
- d) To delegate authority to the Section 151 officer, in consultation with the Cabinet Member for Finance, Procurement and Public Protection, to amend the Treasury Management Strategy, and Investment Schedule, during the course of the year;

- e) To recommend to Full Council the approval of the Treasury Management Strategy for Borrowing and Investments for 2022/23; and
- f) To recommend to Full Council the approval of the Minimum Revenue Provision Policy for 2022/23.

*Reason for the decision:*

To set a Treasury Management Strategy and Minimum Revenue Policy for 2022/23.

**192 To consider the report of the Corporate Lead Officer for Schools and Culture upon the Welsh in Education Strategic Plan 2022-32 including feedback from Overview & Scrutiny**

DECISION:

- i) To agree to adopt the content of the Welsh in Education Strategic Plan for 2022-2032 and to implement it from 1 September 2022 and for the following decade.
- ii) That any comments made by the Welsh Government are included as amendments to the Plan and submitted to the Learning Communities Overview and Scrutiny Committee and Cabinet for information.
- iii) That an annual Action Plan is prepared and monitored through the Language Forum and the Bilingual Futures committee.
- iv) That an annual report on progress against the Welsh Education Strategic Plan is submitted to the Language Forum, Bilingual Futures committee, Learning Communities Overview and Scrutiny Committee and Cabinet.
- v) To note the feedback from the Learning Communities Overview and Scrutiny Committee.

*Reason for the decision:*

To comply with Section 84 of the School Standards and Organisation (Wales) Act 2013 and the Welsh Government Welsh in Education Strategic Plans (Wales) Regulations 2019.

**193 To consider the report of the Corporate Lead Officer for Economy and Regeneration upon the Community Housing Proposal including feedback from Overview & Scrutiny**

DECISION:

To recommend to Council:

1. The Council decision 24/3/16 Minute 12) Report of the Deputy Chief Executive upon the Council Tax Premiums for long-term empty homes and second homes, point 4 be amended as follows:
  - “4.a) The level of Council Tax Second Homes Premium charged to be set at 25% (with effect from 1 April 2017); and,
  - b) that all monies raised from the 25% Council Tax Second Homes Premium (net of the Council Tax refunds), be ring -fenced and used to support the Community Housing Scheme.”
2. That all monies raised from the 25% Council Tax Second Homes Premium between the period 1/4/17 to 31/3/22 (net of Council Tax refunds), to be ring-fenced and used to support the Community Housing Scheme.
3. That all monies raised from the 25% Council Tax Second Homes Premium from 1/4/22 (net of the Council Tax refunds), to be ring-fenced and used to support the Community Housing Scheme.

4. That from 1/4/22, all monies raised from the 25% Council Tax Empty Homes Premium (net of the Council Tax refunds), be ring-fenced and used to support the Community Housing Scheme.
5. That Council decision 16/3/17 minute 8.b) Council Tax Premiums on Second Homes, be revoked.
6. That details of a shared equity element of the scheme are prepared and agreed within 12 months of the Council decision and that work continues on the other options.
7. The possibility of establishing a Community Benefit Scheme be deferred for one year.
8. To note the feedback from the Corporate Resources Overview and Scrutiny Committee.

*Reason for the decision:*

1. In order to prepare and implement a Community Housing Scheme that acts on the vision set out by the Independent Group.
2. To implement a scheme that supports people within the County to access housing that meets their needs.

**194 To consider the report of the Corporate Lead Officer for Highways and Environmental Services upon the Adoption of Highway at Brynhafod, Cardigan**

**DECISION:**

To approve the Adoption of Bryn Hafod through Section 228, Highways Act 1980 process and maintain thereafter.

*Reason for the decision:*

To enable the highway to be maintained at public expense.

**195 To consider the report of the Corporate Lead Officer for Porth Cynnal upon Mandatory National Transfer Scheme for Unaccompanied Asylum Seeking Children**

**DECISION:**

- 1) To note the change in the National Transfer Scheme for Unaccompanied Asylum Seeking Children from a voluntary scheme to a mandatory scheme.
- 2) To approve support for Option 4 in discussions as to how the scheme will operate in Wales- Regional rota be established where referrals under the National Transfer Scheme are transferred to the regions of the 4 longstanding dispersal areas.
- 3) To note that if no agreement is reached on a Wales wide basis, the default position imposed by the Home Office will be Option 2 which will mean that each local authority will be required to meet their individual allocation.
- 4) To authorise officers to collaborate with 4Cs - Children' Commissioning Consortium Cymru - which is the Commissioning for placements for looked after children and the other Local Authorities in the region and across Wales in order to ensure the mandated and necessary compliance.
- 5) To agree the principle of the need for adequate funding for the scheme to operate effectively.

*Reason for the decision:*

To ensure mandated compliance with statutory requirements.

**196 To consider the report of the Corporate Lead Officer for Porth Gofal upon Funding to coordinate a centralised S117 Register**

**DECISION:**

To approve the provision of financial contribution to establish the administration of a centralised Section 117 Register under the Mental Health Act with the agreed regional funding formula being applied.

*Reason for the decision:*

To meet statutory duties and support the effective coordination of services.

**197 To consider the report of the Corporate Lead Officer for Porth Gofal upon Amendments to the Private Sector Housing Grants and Loans Financial Policy for Ceredigion including feedback from Overview & Scrutiny**

**DECISION:**

- (i) To approve the proposed changes to the Private Sector Housing Grants and Loans Financial Policy for Ceredigion.
- (ii) To note the feedback from the Healthier Communities Overview and Scrutiny Committee.

*Reason for the decision:*

To ensure the effective implementation of the Private Sector Housing Grants and Loans Financial Policy for Ceredigion.

**198 To note the report of the Corporate Lead Officer for Porth Gofal upon the West Wales Market Stability Report 2022: Executive Summary**

Cabinet noted the report.

**199 To note the report of the Corporate Lead Officer for Porth Gofal upon the West Wales Population Assessment 2022**

Cabinet noted the report.

**200 To note the report of the Corporate Lead Officer for Democratic Services upon the Action and decision log of the Cross Party Transformation and Efficiency Consultative Group**

Cabinet noted the report.

**201 Any other matter the Chairman decides is for the urgent attention of the Cabinet**

None.

**Confirmed at the Meeting of the Cabinet held on 15 March 2022**

**Chairman:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## CEREDIGION COUNTY COUNCIL

**Report to:** Cabinet

**Date of meeting:** 15 March 2022

**Title:** LA Representative on Governing Bodies

**Purpose of the report:** To confirm the nomination of LA Representative on Governing Bodies

**For:** Decision

**Cabinet Portfolio and Cabinet Member:** Cllr Catrin Miles, Schools, Lifelong Learning & Skills, Support and Intervention.

**Talgarreg Community Primary School:** Re-elect Gwion Dafydd as LA Governor at the request of the Governing Body of Talgarreg Community Primary School.

**Has an Integrated Impact Assessment been completed?** No – report does not refer to a Policy or Service change.

**Wellbeing of Future Generations:**

**Summary:**  
**Long term:**  
**Collaboration:**  
**Involvement:**  
**Prevention:**  
**Integration:**

**Recommendation(s):** Members are requested to confirm the nomination of the above named as LA representatives on the Governing Bodies of the relevant School.

**Reasons for decision:** To nominate representatives of the LA on Governing Bodies.

**Overview and Scrutiny:** N/A

**Policy Framework:**

**Corporate Priorities:** N/A

**Finance and Procurement implications:** None

**Legal Implications:**

**Staffing implications:** None

**Property / asset implications:** None

**Risk(s):** N/A

**Statutory Powers:** N/A

**Background Papers:** N/A

**Appendices:** N/A

**Corporate Lead Officer:** Meinir Ebbsworth – Corporate Lead Officer - Schools

**Reporting Officer:** Nia James

**Date:** 28 February 2022

## CYNGOR SIR CEREDIGION

<b>Report to:</b>	<b>Cabinet</b>
<b>Date of Meeting:</b>	<b>15 March 2022</b>
<b>Title:</b>	<b>Ceredigion's Additional Learning Needs Principles and Expectations document</b>
<b>Purpose of the Report:</b>	<b>To update the Cabinet on Ceredigion's Additional Learning Needs Principles and Expectations</b>
<b>For:</b>	<b>Decision</b>
<b>Cabinet Portfolio and Cabinet Member:</b>	<b>Councillor Catrin Miles, Schools, Lifelong Learning and Skills, Support and Intervention</b>

### **BACKGROUND:**

The Additional Learning Needs and Education Tribunal (Wales) Act 2018 is part of the wider education reform programme in Wales. This provides a new statutory framework to support children with additional learning needs (ALN), and is accompanied by a mandatory Code that ensures the new system has a set of clear legally enforceable parameters which schools, local authorities and other partners responsible for providing services for children and young people with ALN must act upon.

The Additional Learning Needs Code <https://gov.wales/additional-learning-needs-code>

ALN Cod - Provision from 0-25

### **The new approach, as set out in the Code, aims to:**

“Support the creation of a fully inclusive education system where all learners are given the opportunity to succeed and have access to an education that meets their needs and enables them to participate in, benefit from and enjoy learning. ’

The new statutory framework is based on the following 5 principles:

- a) **A rights-based approach** where the views, wishes and feelings of the child or young person or the parent/carer of the child or young person are central to planning and providing support
- b) **Identifying, early intervention and effective transition planning.**
- c) **Collaboration** where everyone involved works together in the best interests of the child or young person
- d) **An inclusive education** that fully supports participation in mainstream education, wherever practicable and a whole setting approach to meet the needs of learners with ALN.
- e) **A bilingual system** where all reasonable steps are taken to provide ALP in Welsh for children and young people who require support through the medium of Welsh.

The ALN transformation programme is operational across Ceredigion.

Under the new ALN system, local authorities have a duty to review the arrangements made by schools to meet the needs of learners with ALN. **Ceredigion's ALN Principles and Expectations document** is the strategic lead for our schools.

This document is an integral part of the authority's framework for meeting the needs of all children and young people aged 0-25. It plays a vital role in the authority's work of ensuring high standards for all, and is closely aligned with policies for inclusion and school improvement.

## **THE CURRENT POSITION:**

### **Ceredigion's ALN Vision Statement**

Ceredigion is committed to creating educational environments that foster resilience and promote independence, enabling all children and young people to prosper and succeed, live fulfilled and meaningful lives, and become valued members and contributors in their local community.

### **Ceredigion's ALN Goals**

As part of our transition to the ALN system, we aim to develop our current good practice as the most inclusive authority in Wales, embracing the principles of all Acts that affect children and young people's learning and well-being.

In appropriately meeting the needs of all children and young people in Ceredigion, our aim is to ensure they feel safe, valued, listened to, and that they feel a sense of belonging to their educational setting, which will be as local as possible, thus enabling them to progress and enjoy their learning by making available in schools:

- high quality, inclusive and differentiated teaching for all learners with learning difficulties, including those identified with ALN;
- a person centred approach to service delivery and arrangements where learners and parents or carers are involved at all stages;
- a range of targeted intervention programmes that support all learners with learning difficulties, including those identified with ALN;
- effective systems for monitoring the progress and achievement of learners with ALN and their inclusion in the daily life of the school;
- joint working arrangements to involve experts in cases where it is appropriate to do so;
- arrangements to review the effectiveness of interventions used to support learners with ALN and the skills and expertise of staff.

### **The Purpose of Ceredigion's Principles and Expectations document**

Under the new ALN system, local authorities have a duty to review the arrangements made by schools to meet the needs of learners with ALN. This document outlines the principles and expectations of Ceredigion Authority for educating children and young people with Additional Learning Needs (ALN). In addition, it provides clarity on what is expected of mainstream schools, in meeting the needs of learners with ALN, and is reviewed by the authority. The purpose of the review is to determine whether the overall provision for learners in Ceredigion is sufficient to meet the overall needs of its population of learners with ALN.

This document is an integral part of the authority's framework for meeting the needs of all children and young people aged 0-25. It plays a vital role in the authority's

work of ensuring high standards for all, and is closely aligned with policies for inclusion and school improvement.

In fulfilling its functions under the ALN Act and complying with its basic principle of inclusive education, every school should take all reasonable steps to secure provision that meets the needs of learners with ALN.

This document outlines what might reasonably be expected in mainstream schools for learners with ALN.

It is divided into three areas, as follows:

1. **Inclusion** - creating inclusive learning environments and using inclusive pedagogy to meet the diverse needs of all learners.
2. **Additional Learning Needs** - identifying barriers to learning and precise identification of additional learning needs.
3. **Additional Learning Provision** - minimum standards to provide support that is additional to, or different from, what is generally available.

The new ALN system will operate alongside the SEN system, during the three-year transition period 2021-2024.

The implementation guide for 2021 and 2022 divides pupils into 4 groups:

Group 1	<b>Children who are new to the system</b> The ALN system will start on <b>1 September 2021 or 1 January 2022</b> for children newly identified as having ALN up to and including Year 10.
Group 2	<b>Children who are detained</b> - ALN provisions commenced on <b>1 September 2021</b> for children of compulsory school age who are detained or for children detained after 1 September 2021.
Group 3	Children who attend a maintained school or PRU and are not looked after or do not attend more than one setting. Children in the following compulsory years in 2021 to 2022 will <b>move to the ALN system from 1 January 2022 to 31 August 2022:</b> <b>Nursery Years 1 and 2, Year 1, Year 3, Year 5, Year 7 and Year 10.</b>
Group 4	Children who attend a maintained school or PRU and are <b>looked after</b> or <b>who are registered at more than one setting</b> Children in the following compulsory years in 2021 to 2022 will <b>move to the ALN system from 1 January 2022 to 31 August 2022: Nursery Years 1 and 2, Year 1, Year 3, Year 5, Year 7 and Year 10.</b>

Ceredigion's **ALN Principles and Expectations** document will be reviewed annually.

**Has an Integrated Impact Assessment been completed? If not, explain why** The Assessment is in progress, and is part of the consultation process.

**Summary:** The Additional Learning Needs and Education Tribunal (Wales) Act 2018 proposes a new statutory framework to support children with additional learning needs (ALN), and this framework is accompanied by a mandatory Code that ensures the new system has a clear set of legally enforceable parameters which schools, local authorities and other partners responsible for providing services to children and young people with ALN must act upon.

**Long term:** Ceredigion's ALN Principles and Expectations document will set out Ceredigion Authority's principles and expectations for educating children and young people with Additional Learning Needs (ALN). It also provides clarity on what is expected of mainstream schools in meeting the needs of learners with ALN.

**Collaboration:** Collaboration between partners and stakeholders will be at the core of the plan. The main collaboration will be between the authority's officers and the schools and their governing bodies as well as parents through local consultations.

**Involvement:** Stakeholders and partners will be involved throughout the planning and consultation period.

**Prevention:** The procedures that will prevent any problems that may arise or escalate throughout the plan period will be set out in it.

**Integration:** In essence, it assists in the creation of a fully inclusive education system where every learner is given the opportunity to succeed and receive an education that meets his or her needs and enables him/her to learn, access and enjoy his/her education.

**Well-being of Future Generations:**

**Recommendation/ Recommendations:**

- i) To agree to adopt the content of Ceredigion's ALN Principles and Expectations document.
- ii) That any comments made by the Welsh Government are included as amendments to the Plan and presented to the Learning Communities Overview and Scrutiny Committee and Cabinet for information
- iii) That an annual report on progress against Ceredigion's ALN Principles and Expectations be presented to Schools, the Learning Communities Overview and Scrutiny Committee and Cabinet

<b>Reason/Reasons for the decision:</b>	To comply with the requirements of the Additional Learning Needs and Education Tribunal (Wales) Act 2018.
<b>Overview and Scrutiny:</b>	Learning Communities Overview and Scrutiny Committee
<b>Policy Framework:</b>	The Additional Learning Needs Act 2018 and the Additional Learning Needs Code 2021
<b>Corporate Priorities:</b>	Investing in People’s Future
<b>Finance and Procurement Implications:</b>	There are additional costs in implementing the new requirements which are currently primarily through Grant
<b>Legal Implications:</b>	Risk of failing to implement the requirements in relation to a legal challenge in an ALN Tribunal
<b>Staffing Implications:</b>	See 'Finance Implications'
<b>Property/Asset Implications:</b>	None
<b>Risk(Risks):</b>	Failure to implement the requirements of the ALN Act and the Code
<b>Statutory Powers:</b>	ALN Act 2018
<b>Background Papers:</b>	Previous Scrutiny Papers on the ALN Act 2018 (September 2021, March 2022)
<b>Appendices:</b>	<ol style="list-style-type: none"> <li>1. Ceredigion’s ALN Principles and Expectations –January 2022</li> <li>2. Integrated Impact Assessment (IIA)</li> </ol>
<b>Corporate Lead Officer:</b>	Meinir Ebbsworth, Corporate Lead Officer Schools Service
<b>Reporting Officer:</b>	Gillian Evans, ALN Corporate Manager, Inclusion and Well-being
<b>Date:</b>	28-2-22
<b>Acronyms:</b>	ALN - Additional Learning Needs SEN - Special Educational Needs ALNCo - ALN Co-ordinator IDP - Individual Development Plan



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## Introduction

In 2017 the Welsh Government committed to a renewed focus of success for all learners and embarked on a comprehensive transformation programme which is captured in the document [Education in Wales: Our national mission, Action Plan 2017-2021](#). There is a recognition that in order to achieve the national vision there is a need to create strong and inclusive schools that are committed to excellence and well-being. The central message is clear in that ***every learner matters and matters equally***.<sup>1</sup>

The Additional Learning Needs and Education Tribunal (2018) Act Wales is a part of this transformation programme. This provides a new statutory framework for supporting children with additional learning needs (ALN), and is accompanied by a mandatory Code which makes sure that the new system has a set of clear, legally enforceable parameters within which schools, local authorities and other partners responsible for the delivery of services to children and young people with ALN must act. The aim of the new approach, as stated in the Code is as follows<sup>2</sup>:

To support the creation of a fully inclusive education system where all learners are given the opportunity to succeed and have access to an education that meets their needs and enables them to participate in, benefit from, and enjoy learning.

The new statutory framework is underpinned by the following 5 principles:

- a) **A rights-based approach** where the views, wishes and feelings of the child, child's parent or young person are central to the planning and provision of support; and the child, child's parent or young person is enabled to participate as fully as possible in the decision making processes and has effective rights to challenge decisions about ALN, additional learning provision and related matters.
- b) **Early identification, intervention and effective transition planning** where needs are identified and provision put in place at the earliest opportunity and where possible interventions are put in place to prevent the development or escalation of ALN.
- c) **Collaboration** where services work together to ensure ALN are identified early and appropriate co-ordinated support is put in place to enable children and young people to achieve positive expectations, experiences and outcomes.

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<sup>1</sup> UNESCO (2017). A guide for ensuring inclusion and equity in education

<sup>2</sup> The Additional Learning Needs Code <https://gov.wales/additional-learning-needs-code>

- d) **Inclusive education** supporting participation fully in mainstream education, wherever, feasible and a whole setting approach to meeting the needs of learners with ALN.
- e) **A bilingual system** where all reasonable steps are taken to deliver additional learning provision in Welsh when this is required.

## **Ceredigion's ALN Vision Statement**

Ceredigion is dedicated to creating educational environments that nurture resilience and promote independence, enabling all children and young people to thrive and flourish, live full and meaningful lives, and become valued members and contributors within their local community.

## **Ceredigion's ALN Goals**

As part of our transformation to the ALN system we aim to build on our existing good practice as Wales' most inclusive authority and to incorporate the principles of all Acts that impact on children and young people's learning and wellbeing.

We aim to ensure that all of Ceredigion's children and young people feel safe, valued, have their voices heard and feel a sense of belonging to their educational setting which will be as local as possible while meeting their needs appropriately to enable them to make progress and enjoy their learning by ensuring that the following are available in schools:

- high quality, inclusive and differentiated teaching for all learners who have learning difficulties, including those identified as having ALN;
- a person-centred approach to service delivery and arrangements where learners and parents or carers are involved at every stage;
- a range of targeted intervention programmes to support all learners who have learning difficulties, including those identified as having ALN ;
- effective systems for monitoring the progress and achievement of learners with ALN and their inclusion in the everyday life of the school;
- collaborative working arrangements for involving specialists in cases where it is appropriate to do so;
- arrangements for reviewing the effectiveness of interventions used to support learners with ALN and the skills and expertise of staff.

## What is the purpose of this guidance?

Under the new ALN system local authorities have a duty to review the arrangements made by schools to meet the needs of learners with ALN. This document outlines Ceredigion Authority's principles and expectations for educating children and young people with Additional Learning Needs (ALN). It also provides clarity on what is expected of mainstream schools in meeting the needs of learners with ALN and will be reviewed by the authority. The purpose of the review is to establish whether or not the overall provision available for learners within Ceredigion is sufficient to meet the overall needs of its population of learners with ALN.

This document is an integral part of the authority's framework for meeting the needs of all children and young people between the ages of 0 and 25. It plays a vital role in the authority's work to ensure high standards for all and is closely allied with policies for school improvement and inclusion.

## What does this guidance cover?

Every school should expect, in exercising its functions under the ALNET Act and adhering to its underlying principle of inclusive education, to take all reasonable steps to secure provision to meet the needs of learners with ALN. This document outlines what would be reasonable to expect in mainstream schools for learners with ALN. It is divided into three areas as follows:

1. **Inclusion** – creating inclusive learning environments and using inclusive pedagogy to meet the diverse needs of all learners.
2. **Additional Learning Needs** – identifying barriers to learning and accurately determining additional learning needs.
3. **Additional Learning Provision** – minimum standards for providing support which is additional to or different from what is generally made available.

## Inclusive education

### What is it?

Inclusion in education is about equity for all children whatever their age, gender, ethnicity, attainment, learning difficulty, disability, language and background. It ensures particular attention to the provision made for, and the achievement of, individuals and different groups of learners within the school. In fully inclusive schools, all children and young people are engaged and achieving through being present, participating and making progress with their learning. Therefore, inclusive provision and practices are essential in order to achieve equity.

Central to this is participation – listening to children, their parents and young people, and taking their views meaningfully into account. Person centred practice (PCP) is one of the main principles of the ALN Code.

“The principles underpinning the ALN system aim to support the creation of a fully inclusive education system where all learners are given the opportunity to succeed and have access to an education that meets their needs and enables them to participate in, benefit from, and enjoy learning” (ALN Code Chapter 3 (3.1.) 2021).

### What makes an inclusive school?

**Every learner matters and matters equally** . This message will need to be considered carefully:

*Developing school policies that are inclusive and equitable requires the recognition that students’ difficulties arise from aspects of the education system itself including: the ways in which the education system is organised currently, the forms of teaching that are provided, the learning environment, and the ways in which students’ progress is supported and evaluated.<sup>3</sup>*

*UNESCO (2017). A guide for ensuring inclusion and equity in education*

The national mission recognises this and expectations for securing inclusion and equity are a cornerstone of the reform agenda.

As part of these reforms the curriculum in [Wales is changing](#) and the Welsh Government has set out a clear statement of what is important in delivering a broad and balanced education for all learners. It sets out expectations for schools that the curriculum, built around [four purposes](#), is accessible to all learners. In the process of

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<sup>3</sup> UNESCO (2017). A guide for ensuring inclusion and equity in education

curriculum and assessment design, schools will need to consider what the four purposes mean to their learners and how their curriculum will support all learners to realise them.

The Welsh Government considers that an inclusive education, where individual pupils receive a tailored teaching and learning experience and additional support to reach their full potential, is of benefit to all.

In the first instance, Local Authorities, in exercising their functions under Part 2 of the Act in relation to a child of compulsory school age who should be educated in a school, **must** secure that the child is educated in a mainstream maintained school (namely, a maintained school which is not a special school or a pupil referral unit (PRU)).

This reflects the principle that mainstream schooling will be in the best interests of the child in most cases. The exceptions to these are limited (See section 51 of the Act). This means that the starting point is that the school includes all pupils with ALN fully in all the activities of the school.

Meeting the needs of pupils with ALN ought to be part of a **whole school approach to school improvement**. The way in which a maintained school meets the needs of all children or young people has a direct bearing on the nature of the ALP required by pupils with ALN, and the point at which ALP is required.

*The ALN system relies on the knowledge and experience of teaching staff to identify ways of providing appropriate access to the curriculum for every child and young person. Meeting the needs of learners with ALN ought to be part of a whole school or institution approach to school or institution improvement. The key to this lies in the teaching staff's knowledge of each child and young person's skills and abilities. Consequently, improvements in the teaching and learning of children and young people with ALN cannot be isolated from improvements in the teaching and learning for children and young people across a School or FEI as a whole.<sup>4</sup>*

### **Statutory duties**

As well as being a moral purpose for schools, inclusive practices are explicitly supported by law and the corresponding statutory duties of the Equality Act Wales (2010) and the Additional Learning Needs and Education Tribunal Act (2018) Wales (ALNET).

The Equality Act (2010) mandates schools to make reasonable adjustments and take positive actions for learners with protected characteristics to ensure equal access to

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<sup>4</sup> Additional Learning Needs Code Wales p.3.19

education provision. It goes beyond the formal education provided covering all school activities such as extra-curricular and leisure activities, afterschool and homework clubs, sports activities and school trips, as well as school facilities such as libraries and IT facilities.

The reasonable adjustments duty is an anticipatory and continuing one that is owed to disabled pupils generally. This means that a school should not wait until it has disabled pupils on role to make the necessary adjustments and should plan ahead through the mandatory *Strategic Equalities Plan*. It is expected that schools take action to tackle the particular disadvantage, different needs or disproportionately low participation of particular pupil groups known as positive actions provisions and publish its intentions through its *Accessibility Plan*. It is recommended that schools consult widely with appropriate stakeholders, including Local Authority (LA) specialists and health professionals, to create the [Accessibility Plan](#).

## How to achieve fully Inclusive Education

To be fully Inclusive all Ceredigion schools will need to embed the following nine universal elements as part of the graduated response to meeting the needs of learners:



Schools need to embed these nine inclusive elements to ensure they meet the principles of the ALN Code which will support:

- early identification of need;
- identifying the best support to meet a pupils needs;
- the removal of learning barriers so every pupil can achieve;
- meeting the needs of the majority of pupils;
- the majority of pupils to study the full curriculum using only the aids which they use as part of their daily life.

## What makes an inclusive classroom?

### 1. Teaching each one and everyone

This is the challenge in our classrooms with an increasing population of diverse learners. Fundamentally, successful inclusive education is a combination of school leaders providing the conditions for an inclusive and innovative environment to flourish and teachers having the right skills and knowledge to create inclusive classrooms. All schools **must ensure** that **ALN is everybody's business**.

### 2. Professional learning opportunities

Planning and ensuring effective regular professional learning and guidance on inclusive pedagogy and skill development will impact on positive attitudes and beliefs by emphasising that it is within their professional role and capability to include all children in their classroom, rather than the responsibility of specialists.

### 3. Evaluating teaching practices

Teachers play a critical role in the actual implementation of inclusive education. Understanding and evaluating teaching practices is of the utmost importance. In its simplest form inclusive classroom practice means that every child, no matter what their barrier to learning may be, has equal access to learning and opportunities to succeed. Therefore, a teacher needs to create a learning environment that works for all pupils whether they speak English/Welsh as a second language, are members of a minority group, have a disability, have a medical condition, come from a low socio-economic background, have been subjected to adverse early experiences, or for whatever reason find it harder to learn and achieve.

## How to create an inclusive environment?

An inclusive classroom/setting is the end result of inclusive design combined with management, operation and maintenance, and positive well-trained staff. Inclusive Learning Provision forms the foundation for all other support or provision in schools, and comprises good teaching and learning that is made available to all. It is based on inclusive approaches to teaching and learning which benefit all pupils, whilst being essential for those with ALN. To support pupils with emerging needs or identified needs schools should explore targeted teaching strategies and/or standard targeted interventions to ensure the pupil can make progress with their curriculum.

Planning for and delivering inclusive education does not need specialist or expert knowledge. However, it does not come by accident and is achieved only through design. To support this process, all schools have access to the local authority and its wider partners for additional guidance on creating inclusive environments. Taking the learning needs of all into account when designing the curriculum and learning environment will eliminate the need to 'retrofit' teaching for most learners. Integral to high quality teachers' planning would be the expectation that learners would engage in multiple ways, record work through a variety of means and express learning differently. This then allows for the natural variation present in all classrooms to be recognised and taken into account during the original design and subsequent monitoring of the effectiveness of the provision.

Before a child sets foot in any given classroom the fundamentals of the learning environment itself should to be taken into account. These relate to:

1. the organisation of the classroom environment,
2. deciding on simple management techniques,
3. establishing a basic set of standard operating procedures, and
4. ensuring that all staff are suitably trained and positively promote effective inclusive approaches.

## What does an effective teacher do?

The starting point for any teacher is understanding the inter-dependency between well-being and learning. An effective teacher will ensure that every learner feels valued, respected, and nurtured, has a sense of belonging and experiences success and recognition. Therefore, the quality of the relationship between a teacher and their learners is of critical importance and as the Strategy for Equity and Excellence identifies:

*Research confirms that where learners feel valued, respected and nurtured as an individual and have a strong sense of belonging and connectedness they are more likely to engage meaningfully in learning. The curriculum, teaching and learning must therefore be inclusive and engaging where teachers have expectations of high achievement and provide plentiful opportunities for success for all learners (pg 7)*

An effective teacher will take it for granted that children will progress at different rates and therefore there cannot be a 'one-size-fits-all' approach to teaching. There is an assumption that the destination in a given classroom should be the same for every learner, the pathway taken by each child may however be different with the class teacher providing differentiated and personalised support to enable this to happen. An effective teacher will assume that some children will struggle to learn certain aspects of what is being taught, and that it is their responsibility to find strategies to both identify and overcome these barriers to learning.

An effective class teacher will create educational provision that is accessed by all learners, in all lessons, at all times without exception. This is the day-to-day practice of inclusive learning provision, which happens in every classroom to secure learning and is the foundation of all learning. This is often described either as good, routine, inclusive or quality-first teaching. Where good, routine, inclusive, quality-first provision is really strong, this should reduce the need for remediation or additional interventions at a later stage for a number of learners.

A recent international collaboration has undertaken a critical analysis of what constitutes effective teaching and published as [The Great Teaching Toolkit Evidence Review \(2020\)](#). This provides extensive and comprehensive details on the components and approaches to improve teacher effectiveness in securing accelerated learning for all children, identifying four priorities for doing so as follows:

1. understand the content they are teaching and how it is learnt;
2. create a supportive environment for learning;
3. manage the classroom to maximise the opportunity to learn;
4. present content, activities and interactions that activate their students' thinking.

## Where does differentiation fit in routine teaching?

Differentiation is a cornerstone of day-to-day classroom provision and is part and parcel of routine teaching. Differentiation has a broad meaning, because it includes any way in which modifications are made to the content, presentation, environment or expectations of teaching and learning. It can range from something which has been carefully planned, for example a specific activity, but it can also be something that occurs in the moment, such as a pupil's response to teaching.

Differentiation can occur on many levels, it can be resource-intensive for example, using a Teaching Assistant to support a particular pupil, or it can be low-key and inexpensive, for example re-phrasing a question to make it more accessible for learners. Crucially, though, effective teachers ensure that differentiation is continuous and permeates all aspects of the lesson and is not a one-off activity such as the use of a bespoke worksheet or specific materials.

**Differentiation should be integral to all lessons** and particularly so for those learners who are streamed or grouped according to ability, as this does not in itself, constitute differentiation.

## Targeted interventions as part of routine Inclusive practice and teaching

In the event that learner progress is not as anticipated, targeted 'catch-up' interventions to supplement differentiated teaching may well be needed to address specific areas for development. This is a fundamental element of high-quality, but routine, teaching. A combination of high-quality teaching with effective, short, time-limited catch-up interventions will be enough for most pupils to ensure that their progress is in-line with their potential.

*"The first response to inadequate progress would often be teaching targeted specifically at pupils' areas of weakness. All education settings are expected to put in place differentiated teaching or other targeted interventions designed to secure better progress where appropriate, for all pupils. This is a fundamental element of high quality – but routine – teaching."*

ALN Code 2021 - Chapter 20

Ceredigion relies on the consistent and effective implementation of its **Graduated Response** procedures and recognises that:

- children learn in different ways and have different kinds and levels of additional learning needs;
- all teachers are teachers of children with additional learning needs;
- pupils may need help through the Graduated Response for just a short

- time or for many years;
- the range and style of support can be increased or reduced according to pupils' individual needs; and
- where a child's progress continues to cause concern, additional support and expertise must be made available as part of a continuous cycle of planning, action and review.

In many cases the additional learning provision (ALP) initially made will mean that the child or young person's needs are fully met or resolved. Only for those children or young people whose progress continues to cause concern is increased or different ALP likely to be needed. Some children or young people may gradually require less rather than more ALP if the interventions are a success.

An effective teacher will see any child that struggles as 'typical' until proven otherwise. Where additional support is needed to develop school practice, all mainstream schools have access to Ceredigion Local Authority and its wider partners, including NHS Health services, for advice on early identification and a wide range of interventions to address emerging learner needs.

The class teacher remains responsible for working with the child on a daily basis. Where interventions are put in place by others, the teacher should liaise closely with all support staff.

The ALNCo should offer support for planning and problem-solving. It is expected that in almost all cases, Inclusive Learning Provision will have been effectively implemented and evaluated before ALP are considered. Only when there is well-documented evidence, that shows that a child has not responded to the inclusive, whole-group or individual strategies and support available within the classroom, should consideration be given to investigating the possibility that the child may have significant barriers to learning.

# Additional Learning Needs

## Identifying Additional Learning Needs (ALN)

The authority places great importance on the early identification of ALN, to ensure that all children and young people have access to effective support and teaching as soon as possible.

The authority provides a range of specialist services for children and young people with ALN, their families and their schools. These services focus on enabling early years settings, schools and FEI to identify and meet the additional learning needs of individual children and young people as early and as effectively as possible.

In addition, the close connection between specialist services and the authority's Advisory school support officers is designed to ensure that priorities for whole-school improvement are fully aligned with those for inclusion and ALN.

## Early Identification- Early Years

When it is deemed likely that a child will or may have additional educational needs they will be brought to the attention of the authority via the extended support teams within Social Services or via a direct referral from any health professional.

Identifying whether a child or young person has ALN will need to be based on a wide range of evidence gathered over time.

*Applying the definitions to children under compulsory school age is slightly different for establishing whether a child under compulsory school age has ALN*

### ***(a) Does the child have a learning difficulty or disability?***

The first test is still whether the child has a learning difficulty or disability, but the meaning of that is slightly different. It is whether the child, when of compulsory school age, is, or would be if no ALP were made, likely to have:

- ***a significantly greater difficulty in learning than the majority of others of the same age, or***
- ***a disability (within the meaning of the Equality Act 2010) which prevents or hinders the child from making use of facilities for education or professional learning of a kind generally provided for others of the same age in mainstream maintained schools.***

### ***(b) Does the learning difficulty or disability call for ALP?***

2.14 The second test is also the same as that for older children and young people, **namely whether the learning difficulty or disability calls for ALP.**

However, for children aged under three, ALP **means educational provision of any kind.** For those aged 3 and over, ALP has the same meaning as for children of compulsory school age and young people. The definition of ALP for children aged under three is slightly different to reflect the fact that these children are not at an age where maintained education is routinely available.

ALP for those aged under three can take many forms; for instance, group work or individual support - where it is educational provision of any kind. This might include, for example, educational provision or specialist health, physical, communication or sensory support. This can take place in an education setting or elsewhere.

### **Early Identification- Schools and Settings**

Where progress is less than expected, inclusive provision, high-quality teaching, including differentiation, and standard, routine interventions or reasonable adjustments may not be sufficient to meet the needs of all learners. Such learners may well be identified as having additional learning needs (ALN) and it will be necessary for the school to take some additional or different action to secure progress.

Under the new ALN system, for any learner identified as having an ALN, the school will need to create and maintain an Individual Development Plan (IDP) and take all reasonable steps to ensure that the necessary additional learning provision (ALP) to meet the assessed need, is secured.

The IDP is the document that contains a description of the ALN that acts as a barrier to the learner in achieving their educational potential and the ALP that is necessary to overcome or mitigate this barrier. It is created through collaboration with the learner and the learners' parents/carers in conjunction with any other professionals that might have involvement with the learner. It is a working document which is used to inform teaching and learning.

In most cases an IDP will be maintained by a School or FEI and a small number, where the complexity of the additional provision required to meet the needs of learners is unreasonable to expect a mainstream setting to provide, will be maintained by the local authority.

In most cases, the decision regarding whether a pupil has ALN and for preparing and maintaining an IDP, is taken by the maintained school. However, in some cases depending on the circumstances, this may be referred to and/or completed by the Local Authority. There are two instances in which a maintained school is required to

refer a child's case to a local authority rather than decide for itself whether the child has ALN: dual registration; and if the child is looked after.

The duty to do so for a looked after child is explained in Chapter 14 of the ALN Code and that for a dual registered child, in paragraph 12.37 of the ALN Code.

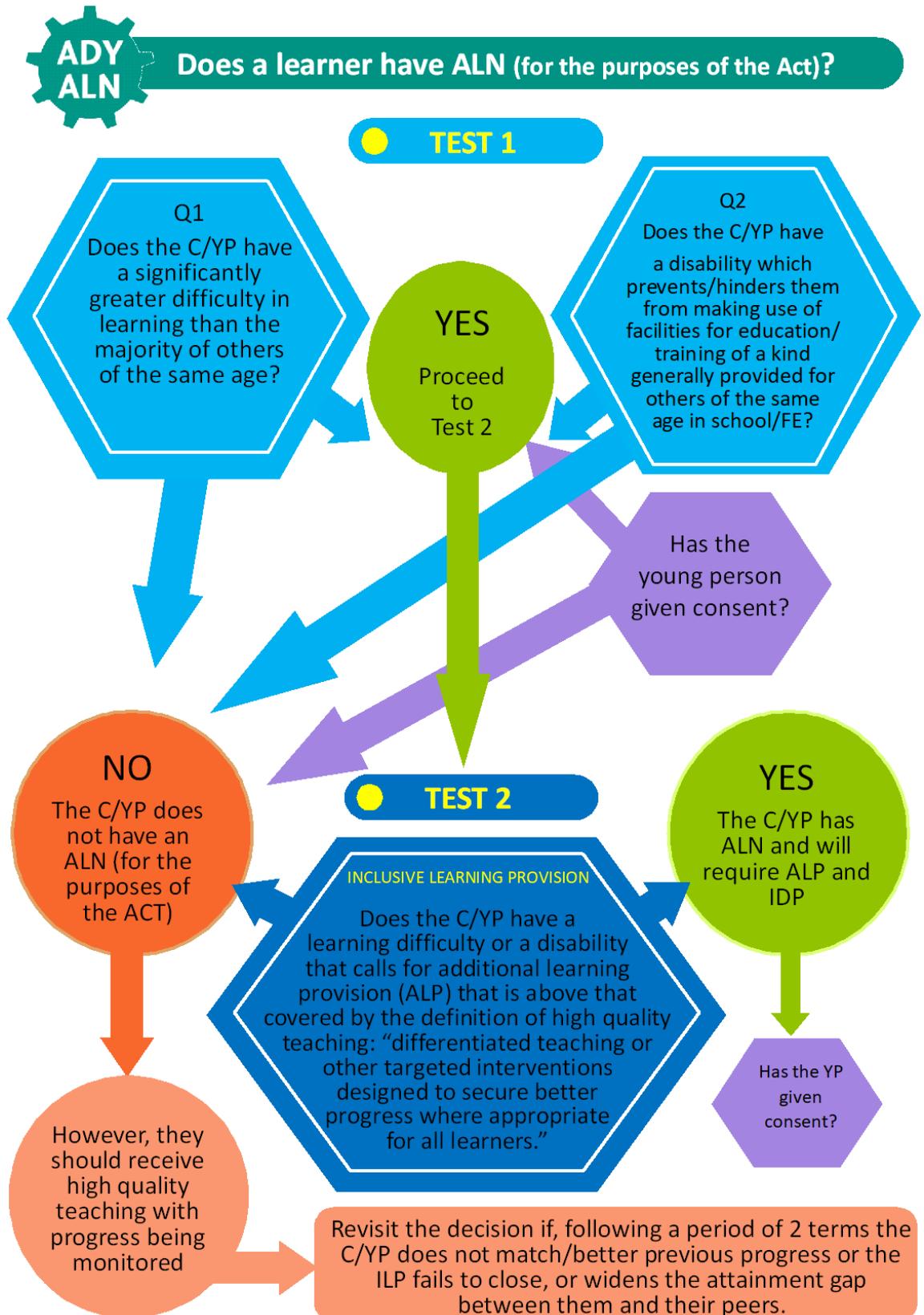
A maintained school can refer a child's case to a local authority on particular grounds related to the nature of the child's apparent ALN. Where a school has decided that a child at the school has ALN, rather than prepare the IDP it may refer the child's case to the responsible local authority. But the school must not do this unless it considers that the child has ALN:

- a) that may call for ALP it would not be reasonable for the school to secure,
- b) the extent or nature of which it cannot adequately determine, or
- c) for which it cannot adequately determine ALP.

The school should be mindful of the need to make any such referral as early as possible so as to minimise delay in the IDP being prepared. Therefore where the school becomes aware that there is a ground for referral to the local authority, it should act promptly to consider whether to refer the child's case and in making any referral. In most cases, the school ought to be able to make the referral within 20 school days (if not earlier) from the date on which it is brought to its attention, or otherwise appears to it, that the child has ALN. ( Chapter 12 of the ALN Code)

The Additional Learning Needs Co-ordinator (ALNCo) along with the senior leadership team will have a critical role to play in deciding if techniques or strategies normally employed have in fact been used consistently over time without exception. Deciding if a child has ALN will be done by gathering evidence over time from a range of sources relating to progress in learning and will be based on the both qualitative and quantitative Information.

Schools in Ceredigion will use the following model to decide if a child or young person has ALN:



## When does the Decision Making Process begin?

Whilst in education pupils should always be immersed in the 'Universal Elements' of teaching and learning and have access to Inclusive Learning Provision as this ensures schools are fully inclusive.

In Ceredigion schools, all provision will be mapped using a provision mapping tool. The school's provision map will monitor the progress of learners in relation to the provision being provided and provide impact evidence to support decisions, at the key decision points.

A child or young person may at any point start displaying emerging needs or have a learning difficulty and/or disability that requires further planning.

At this point the school will refer to the **Test Decision Making Process** where early, evidence based, collaborative decisions can be made to identify any needs and what support and/or provision is required to meet these needs.

## What key decisions need to be made?

During the Decision Making Process key decisions that are likely to be made, which will be specific to both the pupil's needs and aspirations and the school the pupil attends, include:

- Does the pupil have an emerging need?
- How best to support the emerging needs?
- Does the child or young person have an identified need/s (learning difficulty and/or disability)?
- Are there any changes to the Inclusive Learning Provision (ILP) needed to better meet the needs of the pupil including:
  - does the child or young person require any targeted teaching strategies?
  - does the child or young person require any targeted interventions as part of the schools Inclusive Learning Provision? **Or** are there any changes needed to be made to the targeted interventions currently being received?
  - is advice required to identify the child or young person's need/s?
- Is further advice required to identify how best to support the child or young person's need/s?
- Does the child or young person have Additional Learning Needs for the purposes of the ALN Act i.e. they have identified need that calls for an Additional Learning Provision (ALP)?
- If the pupil has ALN, does the agreed support and ALP move the pupil close to their outcome?
- If the pupil has ALN, have they achieved their outcomes? Do the outcomes need to be developed further, amended or changed?

In some cases, the school will need the Local Authority (LA) to make the decisions regarding identification of the additional learning needs and the ALP required. This will be when:

- a) the ALN calls for an ALP where it would not be reasonable for the school to secure,
- b) school cannot adequately determine the extent or nature of the pupil's ALN, or
- c) school cannot adequately determine the ALP that the child or young person's ALN may call for.

At any decision-making point we must always consider the following:

- For Young People (16 and over) do they consent to the decisions being made?
- Does the pupil need any support with future transition?

## **Involving and Supporting Children, Young People and their Parents**

Local Authorities and schools are required under Section 2 of the Additional Learning Needs and Education Tribunal (Wales) Act 2018 to involve and support the child and their parent or young person when exercising those functions.

A person exercising functions under the Act which relate to an individual child or young person must have regard to:

- a) the views, wishes and feelings of the child and the child's parent or the young person,
- b) the importance of the child and the child's parent or the young person participating as fully as possible in decisions relating to the exercise of the function concerned, and
- c) the importance of the child and the child's parent or young person being provided with the information and support necessary to enable participation in those decisions.

Schools and Settings **must** involve pupils, young people and their parents from the beginning in all decision making processes. This is person centred practice (PCP).

Local Authority staff- Educational Psychologists, Advisory Teachers and Inclusion Officers are always available to support and advise schools and parents.

An authority based, Parent Drop is held and is available to all parents, carers and guardians of pupils with additional learning needs who may be experiencing difficulty with their child or, their child's provision. This service affords parents the opportunity to discuss their concerns with appropriate authority staff and work together with schools towards a positive outcome for the child or young person.

It is recognised that occasionally, parents, guardians or carers may not agree with the authority on the level and / or type of support or the placement their child may need and may need support with regard to understanding the ALN process.

In order to address these issues, in addition to central staff, the authority works in partnership alongside SNAP Cymru (PPA) and Tros Gynnal.

These partnerships will ensure that all parents, guardians, carers and children with educational needs will have the opportunity to freely access accurate, impartial and confidential advice, support and information regarding the additional needs of their children and young people from birth to 19 years.

The authority also recognises the needs and rights of their pupils to have access to an independent person who will work in an open and accessible manner to promote and realise their rights.

*‘ Children who are capable of forming views have a right to receive and make known information, to express an opinion and to have that opinion taken into account in any matter affecting them. The views of the child should be given due weight according to the age, maturity and capability of the child ‘ ( U.N Convention on the Rights of the Child )*

### **External Advice to Support Decisions**

External agencies can support the process of deciding whether a person has ALN and determining the ALP required in a number of ways. They can offer advice and support staff by suggesting strategies or obtaining more information, undertake assessments and/or observations to provide more information about the child or young person’s needs, and suggest interventions and alternative forms of provision.

External agencies might also be the appropriate body to directly provide the ALP required.

ALNCo must secure relevant services that will support a pupil or student’s ALP as required. Some learners with ALN will need the support of external agencies and professionals. It will be the responsibility of the ALNCo to liaise with these specialist services and when there is agreement to provide such services, ensure that these are secured.

Lots of different agencies, professionals and individuals have a role to play in identifying and supporting children and young people who may have ALN, including:

Health Service	Specialist Child and Mental health Service (CAMHS)
Disabled Children’s Team	Speech & Language Therapy Service
Social Services Department	Team Around the Family
Occupational Therapists	Physiotherapist

## **Do learners with ALN require specialist or different pedagogical approaches?**

There is no evidence to support the assumption that specialist pedagogy is needed to secure improvement for learners with ALN. The 2020 review on effective mainstream practice for learners with ALN conducted by the [Education Endowment Foundation](#)<sup>5</sup> analysed international research and consulted with teachers and experts in the field, concluding that teachers should prioritise familiar but powerful strategies. This involves understanding the needs of individual pupils and incorporating specific approaches into everyday routine classroom teaching and ‘being inclusive by design – not afterthought’.

Without doubt, some learners need more time, more practice, more repetition, fewer tasks etc. However, the strategies that provide good results are the same for all learners. The review identifies five universal strategies that have a strong evidence base for effectively supporting the learning of pupils with ALN as follows:

1. scaffolding
2. explicit teaching
3. technology
4. cognition and metacognition
5. flexible grouping

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<sup>5</sup> Special Educational Needs in Mainstream Guidance Report (2020), Education Endowment Foundation

## **Is a diagnosis of any kind important in identifying pedagogical approaches to support learners?**

For most learners with ALN, a diagnosis is not necessarily of use to a teacher when attempting to identify actual barriers to learning in the classroom. Diagnostic labels can sometimes be beneficial in providing a general understanding of the characteristics of a condition. They may also help some children in understanding why their experiences of the world are as they are and may be a necessity, particularly in securing support from some specialist services.

The key however, to securing accelerated learning for any learner with ALN is pedagogy and how skilful the teacher is in understanding and addressing the particular barriers for the learner. Consequently, when trying to make day-to-day decisions on teaching, a diagnosis is unlikely to help inform the learning experiences to be provided for a learner and will not give sufficient details of the support and adjustments needed to enable that individual to learn and flourish. Ceredigion schools should consider conducting the WOW! (Working on Wow!) professional learning programme to promote a whole school approach to consistent inclusive practice to support all learners.

The ALP for a learner with ALN needs to be tailored to meet a specific and identifiable barrier to learning. Therefore, a diagnosis does not automatically lead to a better understanding of the barrier to learning because:

- two learners with the same diagnosis are likely to have quite different learning needs as individuals;
- not all learners with ALN will have a formal diagnosis;
- learners may have different diagnoses but present with similar needs and, diagnoses can only provide broad suggestions for general support.

## Typical areas of need

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

- cognition and learning
- behaviour, emotional and social development
- sensory and/or physical
- communication and interaction

**The ALN Code provides clarification on these broad areas of need as follows:**

- **Cognition and learning** - some children and young people who demonstrate features of moderate, severe or profound learning difficulties or specific learning difficulties, such as dyslexia or dyspraxia, may require specific programmes to aid progress in cognition and learning. Some of these children and young people may have associated sensory, physical and behavioural difficulties.
- **Behaviour, emotional and social development** - some children and young people will demonstrate features of emotional and behavioural difficulties. They may be withdrawn or isolated, disruptive and disturbing, hyperactive or lacking concentration; they may have under-developed social skills; or present challenging behaviours.
- **Sensory and / or physical needs** - this area of need includes the wide spectrum of sensory, multi-sensory and physical difficulties. The sensory range extends from profound and permanent deafness or visual impairment through to lesser levels of loss, which may only be temporary. Physical impairments may arise from physical, neurological or metabolic causes that only require appropriate access to educational facilities and equipment; others may lead to more complex learning and social needs; some children and young people will have multi-sensory difficulties some with associated physical difficulties.
- **Communication and interaction** - some children and young people might experience difficulty in one, some or all aspects of speech, language and communication. This area of need may encompass children and young people with speech and language delay, impairments or disorders, specific learning difficulties, such as dyslexia and dyspraxia, hearing impairment and those who demonstrate features within the autistic spectrum; it may also encompass some children and young people with moderate, severe or profound learning difficulties. The range of need will include those for whom language and communication difficulties are the result of permanent sensory or physical impairment.

For some learners, their identified need will fit clearly into one of these areas, but some have needs that span two or more areas, whereas for others the precise nature of their needs may not be clear at the outset. Ceredigion schools will need to adopt a solution focused approach, monitoring and reviewing the impact of the provision to ascertain ways of overcoming the barrier to learning. Improving provision and reviewing its effectiveness in securing progress, should be an integral approach that informs teaching and learning.

## **Overcoming barriers to learning**

Irrespective of the broad area of need, complexity, or the type of barrier to learning, the same process should be applied where schools will need to make a judgment in each case about what it is reasonable to expect an individual to achieve. Where appropriate the school will engage with external agencies to support the process of deciding if a learner has ALN. Then using evidence, gathered over time, through a graduated approach, and from a wide range of sources, it should be possible to identify learners who are making less than expected progress.

Less than expected progress in learning is described in the Code as follows:

- **Is significantly slower than that of their peers starting from the same baseline,**
- **Fails to match or better the child's or young person's previous rate of progress; or,**
- **Fails to close, or widens, the attainment gap between the child or young person and their peers, despite the provision of support aimed at closing that gap.**

## **Additional Learning Provision**

Provision which is in **addition to or different from** what is normally made available in a mainstream school is considered additional learning provision (ALP). ALP will of course be an enhancement of what is available at a routine/inclusive level and will build on highly effective inclusive practices in the first place.

The impact of the ALP will need to be monitored in terms of how effective it has been in addressing the skill deficit, but also, crucially how these newly acquired skills have secured accelerated learning for the pupil across the curriculum. Choosing the right ALP is of critical importance.

### **What ALP would reasonably be expected to be made available in a mainstream school?**

It is reasonable to expect a school to provide specific strategies and adult-led interventions to address typical barriers to learning. All schools will need to provide the ALP which specifically addresses the identified barriers to learning for its own learners.

The ALP that a school provides will be unique, being contextual and reflecting the needs of its own community. When planning effective ALP schools will need to consider the following:

- the effectiveness of the schools' current ALN provision
- current and future cohorts
- the need to address underperformance of different ALN groups
- accessing expertise in different ways
- or a decision to take a fresh look at what is happening in school.

Consequently, it will be the role of the Additional Learning Needs Co-ordinator in conjunction with the senior leadership team to establish what educational provision needs to be in place to support their learners with ALN.

Although it is not possible, and neither should it be, to dictate to schools what and how much ALP should be provided, it is however possible to agree on minimum standards. In Ceredigion every school should expect, in exercising its functions under the ALNET Act and adhering to its underlying principle of inclusive education, to take all reasonable steps to secure provision to meet typical barriers to learning.

Here guidance is set out regarding what ALP it is reasonable to expect a Ceredigion mainstream school to make available, in addressing typical barriers to learning. Where a school considers the need to increase its capacity to provide ALP to meet typical barriers to learning, it will have access to a range of specialist support through the local authority Inclusion Service and its wider partners, including health professionals.

## Inclusive Learning Provision

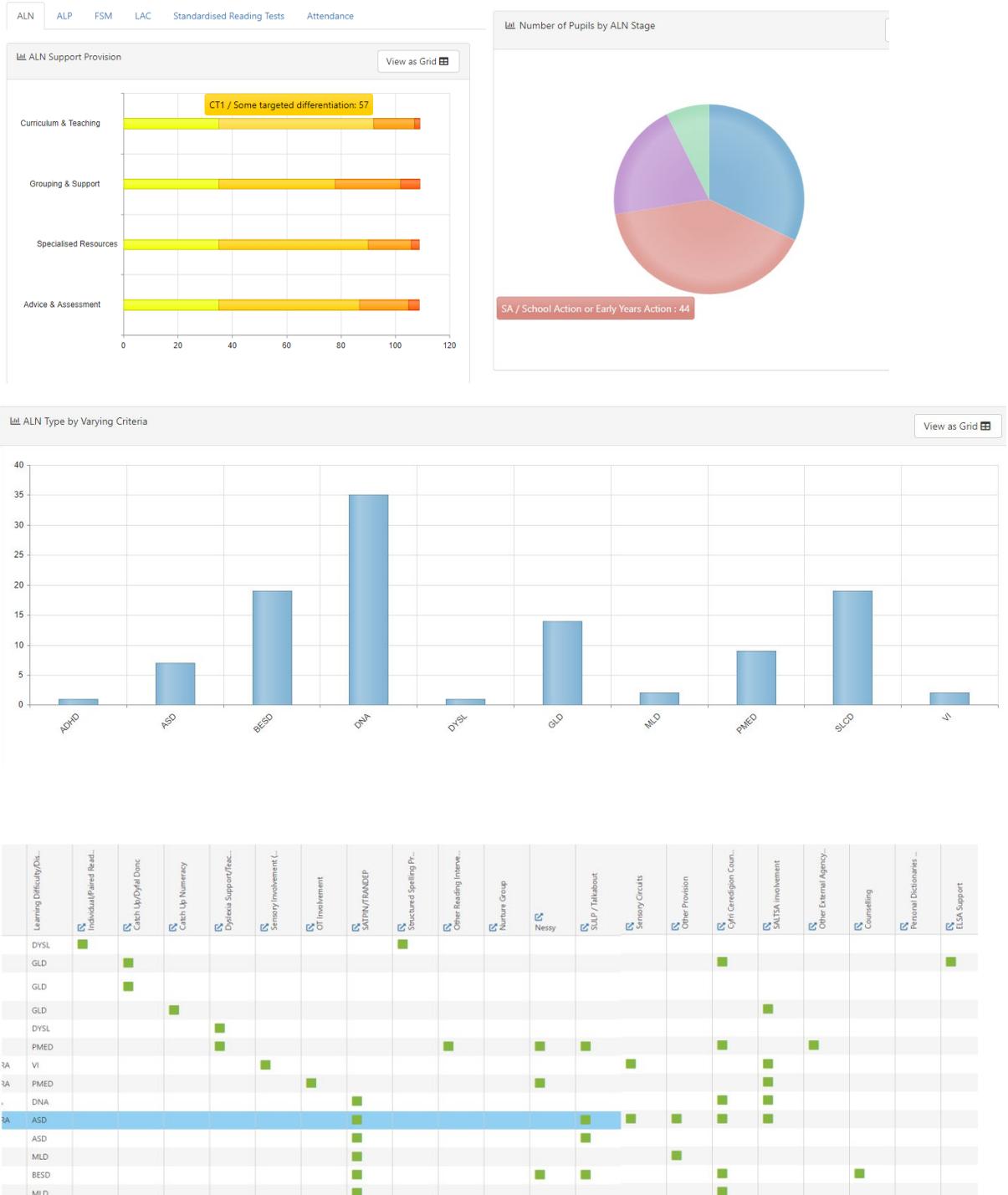
Learning Provision	Approaches	Comments
<b>Inclusive Learning Provision</b>	<ul style="list-style-type: none"> <li>➤ High quality inclusive teaching for all learners.</li> <li>➤ Differentiated teaching for those learners who require reasonable adjustments.</li> <li>➤ Teaching targeted at areas of weakness.</li> </ul>	<p>These teaching approaches should be available as a matter of course for all learners who need them, whenever they need them.</p>
	<p>Standard targeted interventions (available to all learners who have a difficulty with learning and require a short term boost):</p> <ul style="list-style-type: none"> <li>• to support development early literacy skills in English (satpin is recommended)</li> <li>• to support development early literacy skills in Welsh (trandep is recommended)</li> <li>• to support development early numeracy skills in English or Welsh (Cyfri Ceredigion is recommended)</li> <li>• to develop attention skills (The Attention programme is recommended)</li> <li>• to provide an autism friendly environment (Learning about autism programme accreditation and Autism Champion professional learning are recommended)</li> <li>• to support development co-ordination and preparedness for learning (Sensory Circuits is recommended)</li> <li>• to support development of Social use of language (Lego / Talkabout are recommended)</li> <li>• provision of emotional literacy support (Emotional literacy in the classroom, ELSA/counselling are recommended)</li> <li>• to support development of spelling skills in either English or Welsh (Personal Dictionaries or structured spelling within the classroom)</li> <li>• to support development of reading skills in either English or Welsh (Catch Up/Dyfal Donc or any other individual or group reading)</li> <li>• to support development of numeracy/Mathematical skills (Springboard Maths/Hwb Ymlaen Mathemateg or any other individual or group Maths intervention programme or Maths intervention within the classroom)</li> <li>• to support with early language development (primary only) – Language</li> </ul>	<p>These standard targeted interventions should be employed for a period of one to two terms before progress is reviewed using the 4+1 person centred evaluation tool.</p> <p>Where the learner has made progress and no longer requires the intervention, they continue to receive the high quality teaching with differentiation and teaching targeted at areas of weakness where required.</p> <p>Where the learner has not made sufficient progress and continues to need the intervention for longer than two terms, this should be discussed with the ALNCo and a decision regarding whether their difficulty with learning constitutes an ALN should be reached.</p>

	<p>groups (6 week vocabulary programme is recommended).</p> <ul style="list-style-type: none"> <li>• Speech and language provision carried out by school staff (as advised by Speech and Language therapy service)</li> <li>• Emotional and behavioural support (recommended: Hafan and Encil, ELSA support)</li> <li>• Wellbeing provision (e.g. Mindfulness, yoga, Story massage etc.)</li> </ul>	
<p><b>Additional Learning Provision (ALP)</b></p>	<p>Interventions that are provided for all learners who have been identified as having an ALN (for more than a monitoring period of up to two terms):</p> <ul style="list-style-type: none"> <li>• to support development early literacy skills in English (satpin is recommended)</li> <li>• to support development early literacy skills in Welsh (trandep is recommended)</li> <li>• to support development early numeracy skills in English or Welsh (Cyfri Ceredigion is recommended)</li> <li>• to support development co-ordination and preparedness for learning (Sensory Circuits is recommended)</li> <li>• to support development of Social use of language (Lego / Talkabout are recommended)</li> <li>• provision of emotional literacy support (ELSA/counselling are recommended)</li> <li>• to support development of spelling skills in either English or Welsh (Personal Dictionaries or structured spelling within the classroom)</li> <li>• to support development of reading skills in either English or Welsh (Catch Up/Dyfal Donc or any other individual or group reading )</li> <li>• to support development of numeracy/Mathematical skills (Springboard Maths/Hwb Ymlaen Mathemateg or any other individual or group Maths intervention programme or Maths intervention within the classroom)</li> <li>• to support with early language development (primary only) – Language groups (6 week vocabulary programme is recommended).</li> <li>• Speech and language provision carried out by school staff (as advised by Speech and Language therapy service)</li> </ul>	<p>These interventions can also be additional learning provision where they are recorded as such on a learner’s individual development plan (IDP) for learners who have been identified as having an ALN.</p>

	<ul style="list-style-type: none"> <li>• Emotional and behavioural support (recommended: Hafan and Encil, ELSA support)</li> <li>• Wellbeing provision (e.g. Mindfulness, yoga, Story massage etc.)</li> </ul>	
	<ul style="list-style-type: none"> <li>• Speech and language provision carried out by SALTSA's</li> <li>• physiotherapy provision carried out by school staff (as advised by physiotherapy or occupational therapy service)</li> <li>• Nurture groups</li> <li>• Life skills provision</li> <li>• Alternative curriculum provision (only when the provision is arranged in order to meet the significant learning needs of the learner)</li> <li>• Specific behavioural programme</li> </ul>	<p>These interventions will always be additional learning provision as they involve direct input and/or monitoring by professionals who are not based within the educational setting. These will need to be recorded as ALP on a learner with identified ALN's IDP.</p>
<p><b>Specialist Learning Provision</b></p>	<ul style="list-style-type: none"> <li>• Specialist teachers (for hearing, vision or multi-sensory impairment)</li> <li>• Long term advice and monitoring with a learner over a period of time from an advisory teacher or educational psychologist</li> <li>• Speech and language therapist</li> <li>• Occupational therapist</li> <li>• Physiotherapist</li> </ul>	<p>Specialist learning provision is ongoing provision for learners which is provided by or monitored by specialist agencies outside of the school. This can include specialist professional learning for staff where specialist skills and strategies are shared in order to enable teachers to understand and meet the needs of learners successfully. Where advisory teachers or educational psychologists provide strategies and advice to school staff (via an ISRF) this does not constitute ongoing provision for learners.</p>

# ALN Provision Mapping

Ceredigion’s ALN Provision Mapping tool is a management tool that provides an ‘at a glance’ way of documenting and showing a range of both Inclusive Learning Provision and Additional Learning Provision that schools make available for their children and young people. The school’s provision map will monitor the progress of learners in relation to the provision being provided. The ALN provision map will provide impact evidence to support decisions, at the key points of the Decision Making to maximise impact.



Ceredigion schools will need to record and publish both the Inclusive Learning Provision ‘standard targeted interventions’ and ALP planned for the current cohort on their provision map overview:

Area of Need	Standard Targeted Interventions ( as part of the ILP)	Additional Learning Provision (for learners with ALN)
Cognition and Learning		
Communication and Interaction		
Behaviour, Emotional and Social Difficulties		
Sensory and/or Physical		

All schools will need to regularly review their provision map to ensure the needs of the majority of pupils can be met in the current cohort and plan for future cohorts.

In some cases a child or young person may start at a school where that need has not been planned for. In circumstances such as these schools may find it useful to ask for advice/support from relevant external agencies/services.

It is important that all interventions/provisions are recorded against the pupil, so it is clear to anyone supporting the child or young person what support they’ve had previously and what support they are currently receiving. In addition, progress on all the interventions and provisions needs to be monitored, recorded and evaluated.

In Ceredigion we have developed the ALN ‘Provision Map Online Tool’ on Teacher Centre which allows you to map all of your ILP and ALP and record, monitor and evaluate individual pupil progress receiving both ILP and ALP.

## **Supporting learners that require more complex provision to meet their needs in mainstream schools**

Where a learner continues to experience difficulties accessing learning and making progress, despite high quality inclusive provision and the ALP provided through the school-based IDP, the school may be of the opinion that the learner's needs are more severe and complex and that the ALP it has provided is no longer sufficient.

In such instances the school can refer the case to the local authority Resource Panel. The Resource Panel is made up of representatives from the Local Health Board, Social Services (TPA), SNAP Cymru, Head Teachers and the LA.

Following the request from the school the ALN Panel will consider the evidence received and a set of principles will be applied in determining whether it is reasonable for a school to secure the ALP required by the learner, or whether the authority ought to do so. These principles will relate to:

- The extent and duration of support and advice from external specialists that is likely to be unreasonable for a school to secure;
- The equipment that is likely to be unreasonable for a school to provide; and
- The intensity and duration of support and scale of internal engagement of staff at the school that is likely to be unreasonable for a school to provide.

Where a school considers the need to increase its capacity to meet the needs of learners with complex ALN, support and guidance can be provided by specialist LA inclusion staff and where appropriate specialist health professionals.

## **Good Provision**

A school that has good provision will:

- provide the 9 Universal Elements to all children and young people;
- have a range of Inclusive Learning Provision available to all children and young people which will help identify needs quickly and provide the support necessary for most pupils to make progress;
- be likely to have low ALN numbers in relation to the number of pupils with identified needs, as their needs are being met at an inclusive level and are making progress towards their aspirations.
- children and young people will move across these stages of need (no identified need/emerging need/identified need/ALN) and not stagnate at a stage as their progress is continually being reviewed via a decision-making process.

## **Ceredigion Local Authority Support and Quality Assurance Process**

The Local Authority will, through quality assurance, ensure that the processes described above are in place. This will include:

- Supporting schools by assessing and evaluating the effectiveness of education provision.
- Supporting schools through LA and development work, including ALNCo networks and cluster working.
- Review school provision maps and ALN quality assurance processes on an annual basis and identify areas of good practice and areas for development.
- Conduct annual ALN school planning meetings.
- Supporting schools in developing effective ALN provision.
- Ensuring annual reviews for pupils with IDPs take place and are of high quality.
- Reviewing and updating the LA arrangements for meeting the needs of ALN pupils, including updating the LA provision map.
- Offering central and school-based professional learning.
- Responding to feedback from professional learning and support to further enhance practice.
- Supporting ALNCos to access the Welsh Government ALNCo Progression Pathway.
- Support and Deliver the National Middle Leadership qualification in partnership with the EAS.

## Appendices:

1. Strategies for Working in Partnership with Pupils, Parents, Early Years Settings, Schools and External Agencies
2. Strategies for Working in Partnership with other Providers to arrange High Quality, Specialised Education and Services
3. ISRF referrals
4. ALN Tool kit
5. School maintained IDPs and LA maintained IDPs
6. Engaging with pupils, young people and parents/guardian
7. Transition
8. How the Authority Funds ALN
9. Central Support Teams Roles and Responsibilities

## Appendix 1: Strategies for Working in Partnership with Pupils, Parents, Early Years Settings, Schools and External Agencies

- ALN in Ceredigion information leaflet



ALN in Ceredigion  
ADY yng Ngheredigio

- SNAP Cymru information leaflets



SNAP Information  
and Advice (Eng).pdf



SNAP What if We  
Can't Agree (E).pdf

- Disagreements and right to appeal information leaflet



Your right to appeal  
Eich hawl i apelio.pdf

## Appendix 2: Strategies for Working in Partnership with other Providers to arrange High Quality, Specialised Education and Services

- Speech and language therapy support assistant (SAL TSA) provision good practice case study



Good practice case  
study Joint commissio

## Appendix 3: Inclusion Support Request Forms (ISRF)

- Referral form for schools to request support from members of the ALN team



ISRF English.DOCX

- Referral form for professionals working with pre-school children to request support from members of the ALN team



ISRF Pre-School.docx

## Appendix 4: ALN Toolkit

- ALN Toolkit Guidance



ALN Toolkit Guide -  
Jan 2022.docx

- ALN decision making flow chart poster



ALN decision making  
Flowchart - siart llif pe

- ALN responsibilities poster



ALN Responsibilites -  
final.pub

- Inclusive learning provision / Additional learning provision / Specialist learning provision table



ILP ALP SLP  
table.docx

- Person centred practice Toolkit



Ceredigion PCP  
Toolkit.pdf

- Teachers' responsibilities poster



ALN poster for  
teachers.pub

- Guidance on what to include where in an IDP



Ceredigion IDP  
template guidance.do

- IDP process flowchart poster



IDP process flowchart  
for schools.pdf

- Top Tip for wording outcomes poster



Top Tip for outcomes poster - pc

- The Support Sequence for the PCP Action Plan poster



The PCP Support Sequence.pub

- ALN letters and notifications



Taflen canllaw dogfennaeth ADY - AI



SCH01.docx



SCH02.docx



SCH03.docx



SCH04.docx



SCH05.docx



SCH06.docx



SCH07.docx



Hysbysiad CDU - IDP Notice.docx



Hysbysiad Dim CDU - No IDP Notice.docx

- ALN Frequently Asked Questions



Frequently Asked Questions ALN.pdf

## Appendix 5: School maintained/local authority maintained individual education plan (IDP)

- Ceredigion IDP template



Ceredigion IDP Template - July 2021.c

- Ceredigion IDP template with guidance notes on content



Ceredigion IDP Template with guidance

- Adobe Spark guidance on using the ALN Provision Map tool and completing the electronic IDP on Teacher Centre

<https://spark.adobe.com/page/DJvnDdvU9bmck/>

## Appendix 6: Engaging with pupils, young people and parents/guardians



Appendix 6 Engaging  
with pupils young pec

## Appendix 7: Transition

- Transition guidance documents for learners of compulsory school age, pre-school and post-16 will be included here when completed.
- Transition planning questionnaires to gather information



Multi Agency  
questionnaire.docx



Parents  
Questionnaire.docx



Pupil Questionnaire -  
Symwriter thumbs.doc



Pupil Questionnaire  
numerical.docx



Pupil Questionnaire  
Symwriter Faces.docx



Pupil Questionnaire  
traffic lights.docx



School Questionnaire  
Eng.docx

## Appendix 8: How the local authority funds ALN provision



Appendix 8  
Funding.docx

## Appendix 9: Central support teams – roles and responsibilities



Ceredigion ALN  
Team.docx

# Cyngor Sir Ceredigion County Council - Integrated Impact Assessment (IIA)

An integrated tool to inform effective decision making



This **Integrated Impact Assessment tool** incorporates the principles of the Well-being of Future Generations (Wales) Act 2015 and the Sustainable Development Principles, the Equality Act 2010 and the Welsh Language Measure 2011 (Welsh Language Standards requirements) and Risk Management in order to inform effective decision making and ensuring compliance with respective legislation.

**1. PROPOSAL DETAILS:** (Policy/Change Objective/Budget saving)

Proposal Title	Update on 'Ceredigion's ALN Principles and Expectations' plan
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Service Area	Education Service - ALN	Corporate Lead Officer	Meinir Ebbsworth	Strategic Director	Barry Rees
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Name of Officer completing the IIA	Jac Evans	E-mail	Jac.Evans@ceredigion.gov.uk	Phone no	01970 633364
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Please give a brief description of the purpose of the proposal

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The Welsh Government's key message following its commitment in 2017 was to refocus on the success of all learners by gaining recognition that **every learner is as important as each other**. The Additional Learning Needs and Education Tribunal (Wales) Act 2018 proposes a new statutory framework to support children with additional learning needs and all those with responsibility for their education in ensuring that the main aim of the document "Education in Wales: Our National Mission - Action Plan 2017 - 2021" is delivered. Therefore, the main purpose of this document is to provide an update on 'Ceredigion's Additional Learning Needs Principles and Expectations' plan.

Who will be directly affected by this proposal? (e.g. The general public, specific sections of the public such as youth groups, carers, road users, people using country parks, people on benefits, staff members or those who fall under the protected characteristics groups as defined by the Equality Act and for whom the authority must have due regard).

This proposal will have a positive effect on all Ceredigion pupils of statutory education age. This proposal will ensure that all Ceredigion pupils with additional learning needs are included and supported in our education system. This will be achieved by following the Welsh Government's statutory framework and the "Additional Learning Needs and Education Tribunal (Wales) Act 2018". We will be able to offer a comprehensive education system that meets the needs of all pupils and enables them to participate and enjoy their education.

# Cyngor Sir Ceredigion County Council - Integrated Impact Assessment (IIA)

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**VERSION CONTROL:** The IIA should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development, Welsh language and equality considerations wherever possible.

Author	Decision making stage	Version number	Date considered	Brief description of any amendments made following consideration
Jac Evans		1		
Gillian Evans				

**COUNCIL STRATEGIC OBJECTIVES:** Which of the Council's Strategic Objectives does the proposal address and how?

Boosting the Economy	
Investing in People's Future	Provide access to inclusive education that meets the needs of pupils with Additional Learning Needs to enable them to participate, succeed, benefit from and enjoy education.
Enabling Individual and Family Resilience	Work with everyone involved with the child or young person to ensure the individual's best interests. Promote a person-centred approach to service delivery and arrangements where learners and parents or carers are involved at all stages.
Promoting Environmental and Community Resilience	

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**NOTE:** As you complete this tool you will be asked for **evidence to support your views**. These need to include your baseline position, measures and studies that have informed your thinking and the judgement you are making. It should allow you to identify whether any changes resulting from the implementation of the recommendation will have a positive or negative effect. Data sources include for example:

- *Quantitative data - data that provides numerical information, e.g. population figures, number of users/non-users*
- *Qualitative data – data that furnishes evidence of people's perception/views of the service/policy, e.g. analysis of complaints, outcomes of focus groups, surveys*
- *Local population data from the census figures (such as Ceredigion Welsh language Profile and Ceredigion Demographic Equality data)*
- *National Household survey data*
- *Service User data*
- *Feedback from consultation and engagement campaigns*
- *Recommendations from Scrutiny*
- *Comparisons with similar policies in other authorities*



- Academic publications, research reports, consultants' reports, and reports on any consultation with e.g. trade unions or the voluntary and community sectors, 'Is Wales Fairer' document.
- Welsh Language skills data for Council staff

**2. SUSTAINABLE DEVELOPMENT PRINCIPLES:** How has your proposal embedded and prioritised the five sustainable development principles, as outlined in the Well-being of Future Generations (Wales) Act 2015, in its development?

Sustainable Development Principle	Does the proposal demonstrate you have met this principle? If yes, describe how. If not, explain why.	What evidence do you have to support this view?	What action (s) can you take to mitigate any negative impacts or better contribute to the principle?
<b>Long Term</b> Balancing short term need with long term and planning for the future.	Ceredigion's ALN Principles and Expectations document will set out Ceredigion Authority's principles and expectations for educating children and young people with Additional Learning Needs (ALN). It also provides clarity on what is expected of mainstream schools in meeting the needs of learners with ALN.	Page 32 of Ceredigion's ALN Principles and Expectations document - "Support learners who require more complex provision to meet their needs in mainstream schools". This section refers to the steps that need to be taken when assessing individuals with ALN.	Ensure that we use the same monitoring system across the County so that we can look at the development of an individual or group of pupils. Additionally, ensure that everyone is fully aware of the next step in the individual's education and who the next person or committee is should the individual need further assistance or improvement.
<b>Collaboration</b> Working together with other partners to deliver.	Collaboration between partners and stakeholders will be at the core of the plan. The main collaboration will be between the authority's officers and the schools and their governing bodies as well as parents through local consultations.	On page 3 of Ceredigion's ALN Principles and Expectations document - we refer to the 5 basic principles that will be applied in the new statutory framework. Point 3 refers to the importance of working together within the service and with the guardians of individuals with ALN to provide appropriate co-ordinated support for pupils to	Similar to the point above, our main aim will be to use a central monitoring system in the County so that each individual can be looked at. This can provide us with the information to contact everyone involved with the individual to understand his/her needs in education and personal life. From this, we will have the opportunity to get to know the person fully rather than focus on one part of his/her life.

# Cyngor Sir Ceredigion County Council - Integrated Impact Assessment (IIA)

An integrated tool to inform effective decision making



		achieve positive expectations, experiences and outcomes.	
<b>Involvement</b> Involving those with an interest and seeking their views.	Stakeholders and partners will be involved throughout the planning and consultation period.	In part 5 of Ceredigion's ALN Principles and Expectations document we ask the question "What makes an inclusive school?" This therefore includes people who have an interest in the individual, thereby their views can be sought.	By using the monitoring system, it is possible to look at where the individual is compared to other pupils across the County. This way we will be able to look at which group or team needs to be contacted next to discuss the individual's needs. In addition, the new system will identify the opportunity for the individual's parents/carers to contribute their views on the individual's development throughout the process.
<b>Prevention</b> Putting resources into preventing problems occurring or getting worse.	The procedures that will prevent any problems that may arise or escalate throughout the plan period will be set out in it.	The second point in the 5 basic principles of the main document includes the importance of early identification of problems, effective intervention and transition planning. This allows the individual to receive early intervention to meet his/her additional learning needs and to prevent those needs escalating.	The key to success in this section is early recognition of any problems that come to light in the person's life thereby fully supporting him/her and preventing additional learning needs from developing or getting worse.
<b>Integration</b> Positively impacting on people, economy, environment and culture and trying to benefit all three.	In essence, it assists in the creation of a fully inclusive education system where every learner is given the opportunity to succeed and receive an education that meets his or her needs	The third page of the main document identifies the importance of giving every learner the opportunity to succeed and receive an	By working with other departments involved with the individual and following the new framework, we will be able to create a fully inclusive education system for the individual, where he/she will have

# Cyngor Sir Ceredigion County Council - Integrated Impact Assessment (IIA)

An integrated tool to inform effective decision making



	and enables him/her to learn, access and enjoy his/her education.	education that meets his or her needs and enables him/her to learn, access and enjoy his/her education.	the opportunity to benefit from education of the best possible standard.
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<b>3. WELL-BEING GOALS:</b> Does your proposal deliver any of the seven National Well-being Goals for Wales as outlined on the Well-being of Future Generations (Wales) Act 2015? Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal. We need to ensure that the steps we take to meet one of the goals aren't detrimental to meeting another.			
Well-being Goal	Does the proposal contribute to this goal? Describe the positive or negative impacts-	What evidence do you have to support this view?	What action (s) can you take to mitigate any negative impacts or better contribute to the goal?
<b>3.1. A prosperous Wales</b> Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	Ceredigion's ALN Principles and Expectations document outlines Ceredigion Authority's principles and expectations for educating children and young people with Additional Learning Needs (ALN).	The document provides clarity on what is expected of mainstream schools in meeting the needs of learners with ALN	Implement effective systems to monitor the progress and achievement of learners with ALN and their inclusion in the daily life of the school.
<b>3.2. A resilient Wales</b> Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change).	This proposal relates to Ceredigion's ALN Principles and Expectations only - Not relevant.		
<b>3.3. A healthier Wales</b> People's physical and mental wellbeing is maximised and health impacts are understood.	The document prioritises child-centred planning approaches where learners and parents or carers are involved at all stages;	As set out in the document we aim to ensure that all children and young people in Ceredigion feel safe, valued, listened to and have a sense of belonging to their education setting.	Listening to the pupil's voice and working with parents or carers, and agencies in planning appropriate provision to meet the needs of ALN pupils.
<b>3.4. A Wales of cohesive communities</b> Communities are attractive, viable, safe and well connected.	This proposal relates to Ceredigion's ALN Principles and Expectations only - Not relevant.		



<p><b>3.5. A globally responsible Wales</b> Taking account of impact on global well-being when considering local social, economic and environmental well-being.</p>	<p>This proposal relates to Ceredigion's ALN Principles and Expectations only - Not relevant.</p>		
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# Cyngor Sir Ceredigion County Council - Integrated Impact Assessment (IIA)

An integrated tool to inform effective decision making



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<p><b>3.6. A more equal Wales</b>                  People can fulfil their potential no matter what their background or circumstances.</p> <p><i>In this section you need to consider the impact on equality groups, the evidence and any action you are taking for improvement.</i></p> <p><i>You need to consider how might the proposal impact on equality protected groups in accordance with the Equality Act 2010?</i></p> <p><i>These include the protected characteristics of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or beliefs, gender, sexual orientation.</i></p> <p><b>Please also consider the following guide::</b>  <a href="#">Equality Human Rights - Assessing Impact &amp; Equality Duty</a></p>	<p>Describe why it will have a positive/negative or negligible impact.</p> <p><i>Using your evidence consider the impact for each of the protected groups. You will need to consider do these groups have equal access to the service, or do they need to receive the service in a different way from other people because of their protected characteristics. It is not acceptable to state simply that a proposal will universally benefit/disadvantage everyone. You should demonstrate that you have considered all the available evidence and address any gaps or disparities revealed.</i></p>	<p>What evidence do you have to support this view?</p> <p><i>Gathering Equality data and evidence is vital for an IIA. You should consider who uses or is likely to use the service. Failure to use <u>data</u> or <u>engage</u> where change is planned can leave decisions open to legal challenge. Please link to <b>involvement</b> box within this template. Please also consider the general guidance.</i></p>	<p>What action (s) can you take to mitigate any negative impacts or better contribute to positive impacts?</p> <p><i>These actions can include a range of positive actions which allows the organisation to treat individuals according to their needs, even when that might mean treating some more favourably than others, in order for them to have a good outcome. You may also have actions to identify any gaps in data or an action to engage with those who will/likely to be effected by the proposal. These actions need to link to Section 4 of this template.</i></p>																
<p><b>Age</b>                  Do you think this proposal will have a positive or a negative impact on people because of their age? (Please tick ✓)</p> <table border="1" data-bbox="69 991 786 1369"> <thead> <tr> <th></th> <th>Positive</th> <th>Negative</th> <th>None/ Negligible</th> </tr> </thead> <tbody> <tr> <td>Children and Young People up to 18</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>People 18-50</td> <td></td> <td></td> <td style="text-align: center;">✓</td> </tr> <tr> <td>Older People 50+</td> <td></td> <td></td> <td style="text-align: center;">✓</td> </tr> </tbody> </table>		Positive	Negative	None/ Negligible	Children and Young People up to 18	✓			People 18-50			✓	Older People 50+			✓	<p>The new statutory framework is based on 5 principles that include individuals' rights, the importance of early intervention and effective transition planning, collaboration, inclusive education provision and a bilingual system.</p>	<p>By providing a fully inclusive system for 0-25 year olds, we offer a service that has a totally positive impact on individuals with ALN across the County.</p>	<p>By looking at the rights, views, wishes and feelings of a child/young person, we give them the opportunity to express their views. We also offer the opportunity for early intervention in the development of education to offer inclusive education where the child has the opportunity to benefit from, enjoy and succeed in his/her education.</p>
	Positive	Negative	None/ Negligible																
Children and Young People up to 18	✓																		
People 18-50			✓																
Older People 50+			✓																
<p><b>Disability</b></p>																			

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Do you think this proposal will have a positive or a negative impact on people because of their disability? (Please tick ✓)				One of the key points of 'Ceredigion's ALN Principles and Expectations' document is to offer an inclusive education and therefore a child/young person with ALN will be able to access inclusive education in a mainstream school in their community, or as close as possible to their community.	The new scheme offers the child/young person the opportunity to enter education that recognises their ALN and therefore offers early intervention to meet needs, thereby giving the child/young person the opportunity to succeed and enjoy their education.	To ensure that the child/young person has the best possible opportunity, it would be necessary to make sure that they receive early intervention to identify what ALN they have and, by working together with everyone involved, we will be able to offer education that meets the needs of the child/young person and support their development.
Hearing Impairment	Positive	Negative	None/ Negligible			
	✓					
Physical Impairment	Positive	Negative	None/ Negligible			
	✓					
Visual Impairment	Positive	Negative	None/ Negligible			
	✓					
Learning Disability	Positive	Negative	None/ Negligible			
	✓					
Long Standing Illness	Positive	Negative	None/ Negligible			
	✓					
Mental Health	Positive	Negative	None/ Negligible			
	✓					
Other	Positive	Negative	None/ Negligible			
			✓			

<b>Transgender</b> Do you think this proposal will have a positive or a negative impact on transgender people? (Please tick ✓)				Not relevant.		
Transgender	Positive	Negative	None/ Negligible			
			✓			

<b>Marriage or Civil Partnership</b>				Not relevant.		
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Do you think this proposal will have a positive or a negative impact on marriage or Civil partnership? (Please tick ✓)						
Marriage	Positive	Negative	None/ Negligible			
Civil partnership	Positive	Negative	None/ Negligible			
			Not relevant			

<b>Pregnancy or Maternity</b> Do you think this proposal will have a positive or a negative impact on pregnancy or maternity? (Please tick ✓)				Not relevant.		
Pregnancy	Positive	Negative	None/ Negligible			
			Not relevant			
Maternity	Positive	Negative	None/ Negligible			
			Not relevant			

<b>Race</b> Do you think this proposal will have a positive or a negative impact on race? (Please tick ✓)				Not relevant.		
White	Positive	Negative	None/ Negligible			
			Not relevant			
Mixed/Multiple Ethnic Groups	Positive	Negative	None/ Negligible			
			Not relevant			
Asian / Asian British	Positive	Negative	None/ Negligible			
			Not relevant			

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Black / African / Caribbean / Black British	Positive	Negative	None/ Negligible			
			Not relevant			
Other Ethnic Groups	Positive	Negative	None/ Negligible			
			Not relevant			

<b>Religion or non-beliefs</b> Do you think this proposal will have a positive or a negative impact on people with different religions, beliefs or non-beliefs? (Please tick ✓)				Not relevant.		
Christian	Positive	Negative	None/ Negligible			
			Not relevant			
Buddhist	Positive	Negative	None/ Negligible			
			Not relevant			
Hindu	Positive	Negative	None/ Negligible			
			Not relevant			
Humanist	Positive	Negative	None/ Negligible			
			Not relevant			
Jewish	Positive	Negative	None/ Negligible			
			Not relevant			
Muslim	Positive	Negative	None/ Negligible			
			Not relevant			
Sikh	Positive	Negative	None/ Negligible			
			Not relevant			
Non-belief	Positive	Negative	None/ Negligible			

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			Not relevant			
Other	Positive	Negative	None/ Negligible			
			Not relevant			

<b>Sex</b> Do you think this proposal will have a positive or a negative impact on men and/or women? (Please tick ✓)				Not relevant.		
Men	Positive	Negative	None/ Negligible			
			Not relevant			
Women	Positive	Negative	None/ Negligible			
			Not relevant			

<b>Sexual Orientation</b> Do you think this proposal will have a positive or a negative impact on people with different sexual orientation? (Please tick ✓)				Not relevant.		
Bisexual	Positive	Negative	None/ Negligible			
			Not relevant			
Gay Men	Positive	Negative	None/ Negligible			
			Not relevant			
Gay Women / Lesbian	Positive	Negative	None/ Negligible			
			Not relevant			
Heterosexual / Straight	Positive	Negative	None/ Negligible			
			Not relevant			

**Having due regards in relation to the three aims of the Equality Duty - determine whether the proposal will assist or inhibit your ability to eliminate discrimination; advance equality and foster good relations.**

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### 3.6.2. How could/does the proposal help advance/promote equality of opportunity?

You should consider whether the proposal will help you to: ● Remove or minimise disadvantage ● To meet the needs of people with certain characteristics ● Encourage increased participation of people with particular characteristics

This plan will provide a fully inclusive education system. An education system that offers children with ALN an appropriate opportunity and, by working together, offers the child the opportunity to access inclusive education that recognises his/her needs, offers early intervention and therefore gives the child an opportunity to succeed and to enjoy his/her education.

### 3.6.3. How could/does the proposal/decision help to eliminate unlawful discrimination, harassment, or victimisation?

You should consider whether there is evidence to indicate that: ● The proposal may result in less favourable treatment for people with certain characteristics ● The proposal may give rise to indirect discrimination ● The proposal is more likely to assist or impeded you in making reasonable adjustments

It is identified that one of the key points of 'Ceredigion's ALN Principles and Expectations' document is to act on the basis of the child/young person's rights and ensure that they are recognised. This means that the child/young person has the opportunity to share what they are worried about, therefore by working with our County Council departments we will be able to offer an education system that prides itself on the success of the child/young person and their development. The plan respects that everyone's needs are different and therefore what is deemed as success will be different for every child.

### 3.6.4. How could/does the proposal impact on advancing/promoting good relations and wider community cohesion?

You should consider whether the proposal with help you to: ● Tackle prejudice ● Promote understanding

By increasing and promoting bilingual education alongside working to increase the place of Welsh in our communities, the proposal could help ensure community cohesion between people of different ethnic backgrounds, religions and races by celebrating different languages uniting in the education department.



<p><b>3.7. A Wales of vibrant culture and thriving Welsh language</b>                  Culture, heritage and Welsh Language are promoted and protected.  <i>In this section you need to consider the impact, the evidence and any action you are taking for improvement. This in order to ensure that the opportunities for people who choose to live their lives and access services through the medium of Welsh are not inferior to what is afforded to those choosing to do so in English, in accordance with the requirement of the Welsh Language Measure 2011.</i></p>				Describe why it will have a positive/negative or negligible impact.	What evidence do you have to support this view?	What action (s) can you take to mitigate any negative impacts or better contribute to positive impacts?
Will the proposal be delivered bilingually (Welsh & English)?	Positive	Negative	None/ Negligible	It is crucial to develop the Welsh language at every possible opportunity and by offering a bilingual education, this gives a child/young person the opportunity to hear the Welsh language every day.	One of the principles of the main document is to offer a bilingual education system and so this will give every child daily access to use and learn the Welsh language.	All reasonable steps will be taken to offer additional learning provision in Welsh when required.
	✓					
Will the proposal have an effect on opportunities for persons to use the Welsh language?	Positive	Negative	None/ Negligible	Every child across the County has access to a fully inclusive education that is committed to providing education through the medium of Welsh where relevant.	Note that it is a national aim to have one million Welsh speakers by 2050 and therefore it is crucial for our school staff as well as County Council staff to promote the Welsh language at all times. The child will therefore be offered an opportunity to use the Welsh language every day whilst at school.	No negative effects are anticipated in this respect.
	✓					

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	Positive	Negative	None/ Negligible			
Will the proposal increase or reduce the opportunity for persons to access services through the medium of Welsh?	✓			<p>This proposal relates to the statutory education phase of a child/young person with ALN only.</p> <p>One of the hopes for the future is that the child learns the Welsh language at school and then encourages parents/carers and the rest of the family to learn Welsh in order to contribute to the national goal of a million Welsh speakers by 2050.</p>	<p>The child/young person will have frequent access and offer to use the Welsh language when relevant. In addition, the plan states that a bilingual system will be used so that the Welsh language will be available to the child/young person's family when any correspondence is received.</p>	<p>No negative effects are anticipated in this respect.</p>
How will the proposal treat the Welsh language no less favourably than the English language?	✓			<p>The child/young person will be encouraged to use Welsh at all times with a greater emphasis on education through the medium of Welsh compared to education through the medium of English</p>	<p>This is clear in the education department's policies that we are committed to promoting the Welsh language and ensuring that it is a prominent language in our schools.</p>	<p>No negative effects are anticipated in this respect.</p>
Will it preserve promote and enhance local culture and heritage?	✓			<p>One of the key aims of the plan is to create a statutory education system that increases the number of Welsh</p>	<p>Note in 'Ceredigion's ALN Principles and Expectations' document that we want to ensure Welsh-medium education</p>	<p>No negative effects are anticipated in this respect.</p>



				<p>speakers. In order to achieve this aim, we must increase the number of pupils who are given the opportunity to develop Welsh language skills at school and the opportunity to use the language in their daily lives. The proposal encourages Ceredigion local authority to promote the Welsh language through the statutory education system thus encouraging pupils with ALN to learn skills using the Welsh language appropriately.</p>	<p>for all ALN pupils in Ceredigion.</p>	
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**4. STRENGTHENING THE PROPOSAL:** If the proposal is likely to have a negative impact on any of the above (including any of the protected characteristics), what practical changes/actions could help reduce or remove any negative impacts as identified in sections 2 and 3?

**4.1 Actions.**

What are you going to do?	When are you going to do it?	Who is responsible?	Progress
Not relevant			

**4.2. If no action is to be taken to remove or mitigate negative impacts please justify why.**  
*(Please remember that if you have identified unlawful discrimination, immediate and potential, as a result of this proposal, the proposal must be changed or revised).*

We see that this plan enhances the skills of children with ALN, thereby we are determined to have a positive effect on the number of Welsh speakers in our schools. Therefore, we do not anticipate any negative effects.

**4.3. Monitoring, evaluating and reviewing.**

*How will you monitor the impact and effectiveness of the proposal?*

We will assist schools by assessing and evaluating the effectiveness of the education provision, through development and LA work, including ALNCo networks and working in clusters. We will keep the plan under regular review and will undertake an annual review for pupils with ILPs and ensure that they are of a high quality.  
 We will also respond to professional feedback and support in order to develop the scheme further.  
 Additional Learning Needs Co-ordinators will be supported to take advantage of the Welsh Government's ALNCo Progression Route, therefore we will be able to ensure that we have a committed and conscientious workforce that delivers the best possible support and education for our children/young people.

**5. RISK:** What is the risk associated with this proposal?

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Impact Criteria	1 - Very low	2 - Low	3 - Medium	4 - High	5 - Very High
Likelihood Criteria	1 - Unlikely to occur	2 - Lower than average chance of occurrence	3 - Even chance of occurrence	4 - Higher than average chance of occurrence	5 - Expected to occur

Risk Description	Impact (severity)	Probability (deliverability)	Risk Score
Peidio a gweithredu gofynion y ddeddf ADY a'r Còd a hyn yn arwain at achos tribywnlys	4	3	12

Does your proposal have a potential impact on another Service area?  
 Na.

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6. SIGN OFF			
Position	Name	Signature	Date
Rheolwr y Gwasanaeth	Gillian Evans		
Swyddog Arweiniol Corfforaethol	Meinir Ebbsworth		
Y Cyfarwyddwr Strategol	Barry Rees		
Deiliad y Portffolio			

## **Cyngor Sir CEREDIGION County Council**

**REPORT TO:** Cabinet

**DATE:** 15 March 2022

**LOCATION:** Remotely via video conference

**TITLE:** Feedback from the Learning Communities Overview and Scrutiny Committee on the Ceredigion's Additional Learning Needs Principles and Expectations document

**PURPOSE OF REPORT:** To provide feedback from the Learning Communities Overview and Scrutiny Committee held on 2<sup>nd</sup> March 2022

### **BACKGROUND:**

The Learning Communities Overview and Scrutiny Committee Members considered the report upon the Ceredigion's Additional Learning Needs Principles and Expectations document. The report had been presented in order to update the Committee on Ceredigion's Additional Learning Needs Principles and Expectations. The following information in the report was outlined in a presentation:-

- Background information
- The Current Position
- Ceredigion's ALN Vision Statement
- Ceredigion's ALN Goals
- The purpose of Ceredigion's Principles & Expectations document
- Ceredigion's ALN Principles and Expectations

Following questions from the floor, the Committee AGREED to recommend to Cabinet:-

- (ii) to adopt the content of Ceredigion's ALN Principles and Expectations document; and
- (ii) that any comments made by the Welsh Government were included as amendments to the Plan and submitted to the Learning Communities Overview and Scrutiny Committee and Cabinet for information
- (iii) that an annual report on progress against Ceredigion's ALN Principles and Expectations be presented to Schools, the Learning Communities Overview and Scrutiny Committee and Cabinet

**Councillor Wyn Thomas**  
***Chairman of the Learning Communities Overview and Scrutiny Committee***

## CEREDIGION COUNTY COUNCIL

**Report to:** Cabinet

**Date of meeting:** 15<sup>th</sup> March 2022

**Title:** Empty Property Action Plan

**Purpose of the report:** For Elected Members to agree and sign-off proposed plan for Tackling Empty properties within Ceredigion

**For:** For decision

**Cabinet Portfolio and Cabinet Member:** Cllr Dafydd Edwards, Highways and Environmental Services, Housing and Customer Contact

Empty properties are a scar on town centres and surrounding neighbourhoods, and take up scarce resources in both local and central Government. They are often expensive to remedy and contribute to the decline of an area but importantly are also an underused community asset. The Welsh Government is keen to find solutions with their delivery partners to realise the potential of these empty buildings.

Welsh Government has developed an Empty Property Enforcement Programme and is working with Local Authorities to develop a national action plan for tackling empty properties that sets priorities and targets to be taken forward. The Welsh Government's Transforming Towns agenda enables a focus on town centres through an Empty Property Management Fund. The financial support package is available to Local Authorities who wish to undertake enforcement action on prominent town centre empty properties.

The fund is a 15-year loan programme (rolling fund) from Welsh Government, which is repayable in full at the end of the term. The funding is only available for town centre empty properties. Access to this fund is available to all Local Authorities that attended an Empty Property Enforcement course and produced their own **local action plan – Appendix 1**, for dealing with long-term empty properties.

This funding is in addition to other existing funding sources already available to progress actions on empty properties, which include:

- H2H: Houses into Homes - Empty Property Loans
- HIL: Home Improvement Loans
- PRS: Private Rented Sector Leasing Scheme
- LBDF: Land and Building Development Fund – 2M (to spend in 22-23 to purchase empty properties and assist in their refurbishment.).
- Transforming Towns Place Making Grant Mid Wales (TTPMG) Thematic: Maximum £250k available (with a 70% intervention).

It is important to note that where all efforts to persuade owners/landlords to bring their properties back into use fail, and such properties continue to prove to be a nuisance or be in poor condition, the Council will need to consider using the enforcement powers available to them. The appropriate enforcement powers will vary and will need to be decided on a case by case basis. The final resort in respect of enforcement action when all other options have failed may be the use of compulsory purchase powers. Before embarking on this approach the council should be clear about the intention for the use of the property after acquisition and any financial implications, e.g. will there be costs to the authority in providing assistance or is there likely to be a buyer who will fund the cost of refurbishment after the property is sold on by the council.

Enforcement Options available to the Council include:

- Service of appropriate enforcement Notices
- Service of Housing Management Orders
- Enforced Sales Procedure
- Compulsory Purchase Orders

Further information on enforcement options available to the Authority is contained in Appendix 2.

Housing and Economic and Regeneration officers have been working on the draft action plan and have to date identified 16 priority problem properties that we will initially focus on. The properties comprise both residential, commercial and mixed-use properties and a number are long-term empty and problem properties for the Authority.

The Draft Action Plan ***Ceredigion Empty Property Action Plan Draft V5 (16.2.22).Pdf*** has been submitted to Welsh Government for approval. The plan will be scrutinised by their industry expert, Andrew Lavender, who is available to give advice on actions / enforcement options available to the Authority to implement the plan and bring these properties back into use. See Appendix 1

Officers from both the Private Sector Housing Team and Economic Regeneration have met with Andrew Lavender of Welsh Government and undertaken site visits to commence the process of implementing the plan and drawing down appropriate funding.

<b>Wellbeing of Future Generations:</b>	<b>Has an Integrated Impact Assessment been completed?</b> <b>If, not, please state why</b> <b>Summary:</b> <b>Long term:</b> <b>Collaboration:</b> <b>Involvement:</b> <b>Prevention:</b> <b>Integration:</b>
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<b>Recommendation(s):</b>	Members are asked to consider and agree to the proposed Action Plan
<b>Reasons for decision:</b>	To ensure the effective implementation of the Action Plan
<b>Overview and Scrutiny:</b>	
<b>Policy Framework:</b>	This Policy report aligns to priorities included within: Ceredigion Local Well-being Plan 2018 - 2023; Corporate Strategy 2018 - 2022; Housing For All: A Local Housing strategy for Ceredigion
<b>Corporate Priorities:</b>	Boosting the Economy Enabling Individual and Family Resilience
<b>Finance and Procurement implications:</b>	As part of the TAW restructure, Housing Services have sought to build increased capacity and resilience into the Housing Standards Service consciously moving away from specialist roles to deliver the actions identified in the plan together with Economic Regeneration.
<b>Legal Implications:</b>	
<b>Staffing implications:</b>	None – actions will be picked up by teams in Housing and Growth and Enterprise services
<b>Property / asset implications:</b>	CCC may wish to consider further acquisition of properties as part of addressing the issues in the action plan. These would be considered through the normal governance route through the Asset Development Group Panel and Development Group.
<b>Risk(s):</b>	None
<b>Statutory Powers:</b>	See Appendix (2)
<b>Background Papers:</b>	See Appendix (3)
<b>Appendices:</b>	Empty Property Action Plan (1) EPAP Enforcement Options (2) Welsh Government EPAP (3)
<b>Corporate Lead Officer:</b>	Donna Pritchard, Corporate Lead Officer: Porth Gofal & Russell Hughes-Pickering, Corporate Lead Officer: Economy & Regeneration
<b>Reporting Officer:</b>	
<b>Date:</b>	2 <sup>nd</sup> March 2022

## EMPTY PROPERTY ACTION PLAN

### 1. Overall Aim of Plan

To help bring empty properties back into use and improve the physical condition of the existing built environment by targeting those properties that are having a detrimental effect on the area or local community. (See Aims and Objectives of the Action Plan on page 6 onwards)

### 2. Objectives of Plan and associated actions

- **Objective 1:** Identify Town Centre empty properties & raise awareness of empty property issues with property owners, local community, businesses, local members and community councillors.

	<b>ACTION</b> What are we going to do?	<b>WHAT WE WILL DO</b> How are we going to do it?	<b>BY WHOM?</b>	<b>Target Date</b>	<b>MONITORING / MEASURE / TARGET</b>
1.	Targeted Investigations	Identify long term empties from Empty Homes Register / Council tax records	Housing Services	31 September 21	Up to 100% complete
2.	Targeted Investigations	Carry out targeted street walks to the 6 main Ceredigion Towns to identify potential problem properties and draft a provisional list (minimum 4 residential and 4 commercial properties)	Housing Services	31 September 21	No of Completed and reported
3.	Draft and submit draft report to Development Group for consideration and recommendations	Provisionally assess list of the identified potential problem properties and submit report to Development Group	Housing Services and Economy and Regeneration	20 September 21	Reported to Development Group
4.	Awareness raising campaign	Send information letters to empty property owners & agents providing information on the Wales wide initiative to bring empty properties back into use and what support may be available to them	Housing Services & Economy and Regeneration	31 March 22	No of letters/information packs sent out
5.	Awareness raising Campaign	Send information letters to relevant local members and community councils providing information on the Wales wide initiative to bring empty properties	Housing Services & Economy and Regeneration	31 March 23	No of letters/information packs sent out

**Objective 2:**

**Prioritise enforcement action using the full range of legislative options to deal with empty, dilapidated or poor condition properties that are having a negative impact on our towns and local community.**

	<b>ACTION</b> What are we going to do?	<b>WHAT WE WILL DO</b> How are we going to do it?	<b>BY WHOM?</b>	<b>Target Date</b>	<b>MONITORING / MEASURE / TARGET</b>
1.	Report Action Plan to Cabinet	Submit report with suit of options to bring properties back into use	Housing Services and Economy and Regeneration	15 March 22	Submit Action Plan to Cabinet for sign off
2.	Consult on agreed list of properties with WG regarding potential enforcement options	Liaise with Andrew Lavender (WG). Forward list of potential properties for consideration and feedback.	Housing Services and Economy and Regeneration	28 February 22	Consultation feedback pending
3.	Finalise Action Plan and report to Development Group	Submit report with suit of options to bring properties back into use	Housing Services and Economy and Regeneration	28 February 22	Reported to Development Group
4.	Contact owners/landlords and confirm properties are included in the Councils Action Plan	Contact/approach property owners and inform them that their property has been confirmed as a priority problem property.	Housing Services & Economy and Regeneration	31 March 22	All relevant property owners contacted
5.	Discuss options ( light touch first) with owners to bring properties back into use	Options include: <ul style="list-style-type: none"> <li>• Financial assistance (loans/grants)</li> <li>• Enforcement action</li> <li>• Enforced Sale</li> <li>• Compulsory purchase</li> </ul>	Housing Services & Economy and Regeneration	31 March 23	All owners contacted and a course of action agreed

**Objective 3:**

**To strengthen existing practices and develop new partnerships to target empty properties**

	<b>ACTION</b> What are we going to do?	<b>WHAT WE WILL DO</b> How are we going to do it?	<b>BY WHOM?</b>	<b>Target Date</b>	<b>MONITORING / MEASURE / TARGET</b>
1.	Identify long term empty properties from the Empty Property Registers	Contact Council Tax Section	Housing Services	31 Sept 2021	Up to 100% completed
2.	Establish an empty property working group	Liaise with RSLs, Businesses and other interested parties	Housing Services in conjunction with Economic Development	31 March 2022	Working group established. Terms of reference agreed
3.	Inform Local members and relevant parties of the initiative.	Contact/ send info pack to Local Members and Community Councils	Housing Services in conjunction with Economic Development	31 March 2022	All relevant members/councils written to.
4.	Contact all empty property owners/landlords across County	Awareness raising and discuss the options to bring properties back into use	Housing Services in conjunction with Economic Development	31 March 23	All relevant property owners contacted and options discussed

**Objective 4:**

**Maximise funding opportunities and enforcement provisions to bring empty dwellings back into use :**

	<b>ACTION</b> What are we going to do?	<b>WHAT WE WILL DO</b> How are we going to do it?	<b>BY WHOM?</b>	<b>Target Date</b>	<b>MONITORING / MEASURE / TARGET</b>
1.	Promote the H2H loan scheme or possible use of Housing Improvement Loans	Contact owners of all long term empty homes detailing what support is available to them to bring the home back into use	Housing Services	Ongoing	Number of houses to homes loans application packs sent out
2.	Promote the PRS Leasing scheme (if considered appropriate)	Contact owners of all long term empty homes detailing what support is available to them to bring the home back into use	Housing Services	Ongoing	Number of PRS Schemes agreed
3.	Promote Town Centres - Transforming Towns Place Making Grant (TTPMG)	Contact owners of all long term empty homes detailing what support is available to them to bring the home back into use	Economy and Regeneration	Ongoing	Number of grants agreed/approved

### **3. Priority list of properties for action**

The Local Authority has identified key commercial and residential properties that will be considered for prioritised action. The priority list should focus on properties where action is likely to result in a positive outcome by bringing the property back into use, and improving the visual amenity or other tangible benefit to the local community.

## **For information : Aims and Objectives of the Action Plan**

### **Aims**

To help bring empty properties back into use and improve the physical condition of the existing built environment by targeting those properties that are having a detrimental effect on the area or local community.

### **Objectives**

- Raise awareness of empty property issues with property owners, local community, businesses, local members and community councillors.
- To identify and implement effective intervention '**Toolkit**' in dealing with empty properties from advice and guidance through to appropriate enforcement action (Solution Based Responses – Involvement / Long-Term / Collaboration).

### **Toolkit to include:**

- Website development, production of up to date Information for empty property owners.
- Advice on selling, renting, repairing, renovating or developing properties.
- Providing details of local builders, trades people, local architects or home improvement agencies that may be able to assist with the works.
- Developing relationships with local auction houses to offer reduced fees.
- Social Lettings / Private Sector Leasing / Rent Smart Wales.
- Advice on any financial assistance available from the Local authority i.e. Transforming Towns, Strategic or Place Making Grants, Houses into Homes, landlord or owner occupier grants / loans or equity release schemes.
- Signpost to access other sources of financial assistance such as commercial lenders i.e. Development Bank of Wales.
- Signpost to information on tax / vat saving schemes including reduced rates of vat for certain types of development or works, capital allowances scheme and land remediation relief.
- Maximising the potential for permitted development rights i.e. alternative class use or creation of accommodation above certain class of commercial properties.

- Improve Intelligence - identify the extent and location of long-term empty properties and / or properties that are having a negative or detrimental impact on the area or local community (commercial and residential).
- Review current information available from Council Tax, Business Rates and any other internal or external sources of information available to the Local Authority.
- Undertake a visual street survey of key town centres areas, identifying properties that are having a negative impact on the street scene or where there may be an opportunity for regeneration or development, such as Living over the Shops (LOTS) or Homes above Retail Premises (HARP) Schemes.
- Provide a greater level of information / support for empty property owners to highlight the issue and options available to return them to use or to improve them.
- Prioritise enforcement action using the full range of legislative options to deal with empty, dilapidated or poor condition properties that are having a negative impact on our towns and local community.

The above measures should lead to better working relationships or strengthen existing practices and encourage the adoption of a corporate approach together with the development of new partnerships (Integration and Collaboration)

The Corporate approach – The co-ordination of the activity of the Local Authority across all departments should be encouraged to ensure that there is a unified and effective approach to deal with the empty properties and would assist in utilising some of the following approaches:

- To identify potential improvements and alternative delivery models.
- Formalise current joint working arrangements with partners including Planning, Highways, Building Control, Public Health / Environmental Health, Street Scene, Legal Services, Revenue and Benefits.
- Develop a 'case conference' approach to identify and implement the most appropriate type of intervention or enforcement action. A willingness to utilise the full range of legislation including Empty Dwelling Management Orders, Compulsory Purchase Orders, Enforced Sales and Prosecution.
- Review and extend delegation of relevant legislation to appropriately qualified officers across the Local Authority to provide greater flexibility and resources to deal with the issue.

- Review land availability to ensure the best use is being made of council and privately owned land, to support the local economy, regeneration and community uplift.
- Development of relevant partnerships and initiatives to enable sustainable solutions to be created, including external agencies such as Registered Social Landlords, Police, Fire Service, Developers / Third Sector.
- To integrate and support wider town centre regeneration or other regeneration initiatives including the Transforming Towns programme.
  - Support Town Centre First principle to help increase footfall and vibrancy to town centres.
  - To maximise financial investment opportunities and utilisation of all funding sources to support regeneration work.
  - Make better use of spaces available and develop community or regeneration uplift (prosperity – Involvement / Long Term / Collaboration).
    -  Support and promote Meanwhile Use / Pop Up Shops.
    -  Development of market days or other town centre events.
  - Make use of Local Development Orders for town centres to encourage regeneration and diversification of town centres.
- Identify and develop community based approaches and solutions to help deal with empty properties and properly reflect the views of communities (collaboration and Involvement).
  - Identify community or third sector organisations that are or could operate in your area, that are potentially willing to work with the Local Authority.
  - Encourage community based businesses and groups to take up empty properties in Town Centres through engagement with owners, local authorities and Welsh Government.

## EMPTY PROPERTY ACTION PLAN – ENFORCMENT OPTIONS

Legislation	Use	Delegated Powers
<b>Town &amp; Country Planning Act 1990 (Section 215 adverse affecting amenity, CPO)</b>	Adverse effect on the amenity of the area  Notice on owner and occupier of the land requiring such steps to remedy condition  Can be used in conjunction with other powers.	Corporate Lead Officers  CLO Economic Regeneration  CLO Porth Gofal
<b>Building Act 1984 (Section 77-79, dangerous structures &amp; ruinous and dilapidated)</b>	Building or structure is by reason of its ruinous or dilapidated condition, seriously detrimental to the amenities of neighbourhood  Require the owner to execute such works or repair or restoration or, if he elects  Demolition of the building or structure and removal of rubbish or other material resulting from or exposed by the demolition.	Corporate Lead Officers  CLO Economic Regeneration  CLO Porth Gofal
<b>Housing Act 1985 &amp; 2004 (improvement notices, EDMO's, demolition, clearance, CPO) – Residential properties only</b>	Hazard Awareness Notice (s28)  Improvement Notice (s11)*  Prohibition Order (s20)*  Emergency Remedial Action (s40) (Cat 1 imminent risk)  Emergency Prohibition Order (s43)  Demolition Order (s265 1985 Act as amended) (Cat 1)  Clearance Area (s289 1985 Act as amended) (Cat 1)  * Both INs and POs can be suspended  * Cannot take two different course of action for same hazards	CLO Porth Gofal

**EMPTY PROPERTY ACTION PLAN – ENFORCMENT OPTIONS**

<b>Environmental Protection Act 1990 (Section 79/80 statutory nuisance)</b>	Property in such a condition that it is prejudicial to health or a nuisance Notice owner/occupier WID charge on the property	CLO Porth Gofal  CLO Policy and Performance
<b>Prevention of Damage by Pests Act 1949 (Section 4 harbourage &amp; treatment of pests)</b>	Can be used for the destruction of rats or mice May serve notice on the owner or occupier WID charge on the property	CLO Porth Gofal  CLO Policy and Performance
<b>Local Government (Miscellaneous Provisions) Act 1982 (section 29 boarding up)</b>	Building in area unoccupied or occupier temporarily absent and not secured against unauthorised entry or likely to become a danger to public health  Generally, require work to be done to prevent unauthorised entry or preventing it becoming a danger to public health  Serve notice on Owner (more chance to recover) or Occupier or both  Works in default only option, usually 48 hours from service of notice, but can do immediate works, if imminent risk	CLO Economic Regeneration
<b>Planning (Listed Buildings and Conservation Areas) Act 1990, S54 and S55 (debt recovery)</b>	LA may execute any works which appear urgently necessary for the preservation of a listed building  Charge on the land, power of sale under Law & Property Act 1925	CLO Economic Regeneration

## EMPTY PROPERTY ACTION PLAN – ENFORCMENT OPTIONS

<p><b>The Anti-social Behaviour, Crime and Policing Act 2014 (Section 43 – 58)</b></p>	<ul style="list-style-type: none"> <li>– Is having a detrimental effect on the quality of life of those in the locality, and</li> <li>– Is unreasonable, and</li> <li>– The effect is of a persistent or continuing nature</li> </ul> <p>Community Protection Notice</p> <p>Non Compliance with CPN</p> <p>May do WID, can be challenged on grounds of being excessive (only on land that is open to the air or on premises with consent of owner)</p>	<p>CLO Porth Gofal</p> <p>CLO Policy and Performance</p>
<p><b>Primary powers to acquire land/property compulsorily</b></p>	<p><b>Section 17 Housing Act 1985</b> (enabling)</p> <p>acquire under-used (empty) or ineffective used property land (substandard properties) - must show that there is a general housing need in area</p> <p><b>Section 226 Town &amp; Country Planning Act 1990</b> (amended by Planning &amp; Compulsory Act 2004)</p> <p>can be used where empty property affects the street scene</p> <p><b>Section 47 Planning (Listed Buildings &amp; Conservation Areas) Act 1990</b></p> <p><b>Section 93 Local Government &amp; Housing Act 1989 (Renewal Areas)</b></p>	<p>CLO Porth Gofal</p> <p>CLO Economic Regeneration</p>

# Welsh Government

## Introduction

Empty properties are a scar on town centres, surrounding neighbourhoods, and a constant source of concern to the people and businesses who live and operate in these communities. They take up scarce resources in both local and central Government, are often expensive to remedy and contribute to the decline of an area. However, they are an underused community asset. Frequently large buildings, could accommodate several housing or commercial solutions to fit the needs and demands of the local area. The Welsh Government is keen to find solutions with their delivery partners to realise the potential of these empty buildings.

The Well-being of Future Generations (Wales) Act 2015, places a duty on the Welsh Government and other public bodies to carry out sustainable development and deliver a Prosperous Wales, a Healthier Wales, a Wales of Cohesive Communities and a Resilient Wales.

## Tackling Empty Properties Action Plan 2021 - 2025

Welsh Government is working with Local Authorities to develop a national action plan for tackling empty properties that sets priorities and targets to be taken forward, taking into account the recommendations in the National Assembly for Wales, Equality, Local Government and Communities Committee report published in October 2019. The response of the Welsh Government to the Report can be found [here: https://senedd.wales/laid%20documents/gen-ld12892/gen-ld12892%20-e.pdf](https://senedd.wales/laid%20documents/gen-ld12892/gen-ld12892%20-e.pdf)

The action plan will include specific objectives and targets for implementation.

To assist Local Authorities in dealing with their long term empty properties, the Welsh Government has developed an Empty Property Enforcement Programme. In line with the Welsh Government's Transforming Towns agenda, this programme enables a focus on town centres through an Empty Property Management Fund (Fighting Fund).

The financial support package is available to Local Authorities who wish to undertake enforcement action on prominent **town centre empty properties**. The fund is a 15 year loan programme (rolling fund) from Welsh Government, which is repayable in full at the end of the term. A loan agreement has been put in place via an award letter, which sets out the terms and conditions under which the loan is given.

To gain access to this fund, it is a requirement that the Local Authority representatives (officials and cabinet) have attended an Empty Property Enforcement course and produced their own local action plan for dealing with long-term empty properties. It should be noted that the action plan can deal with commercial and residential properties, but that the funding is only available for town centre empty properties.

The action plan should be a living document, which includes specific objectives and targets that can be objectively measured and will feed into a National Action Plan for Wales.

The action plan does not need to be overly complicated or extensive in nature, but should reflect the Local Authorities' ambitions.

The action plan should be signed off at a senior management level and have political support. The action plan should be completed – and presented to Welsh Government **no later than 17 September 2021**. Each plan will need to be approved by Welsh Government before the funding can be accessed.

### **Content of Action Plans**

It is a matter for the Local Authority to decide how they develop their action plan and what information and targets should be included. However, in order to assist and provide a consistent format, a suggested template is attached.

### **Monitoring and Review**

The Welsh Government is not prescriptive in this regard but it is essential that there is clear and careful monitoring on the extent to which the action plan objectives are being met, and the effectiveness of the various actions being taken in relation to each property. We will seek information on this from time to time.

The action plan should be considered a live document and should be regularly reviewed and updated.

### **Welsh Government Support**

Support on the action plan and tailored advice and guidance on individual cases, including site visits is available from Welsh Government.

### **Please contact:**

Andrew Lavender

Ymgynghorydd Rheoli Eiddo Gwag / Empty Property Management Consultant

Tai ac Adfywio / Housing and Regeneration

Ys Is-adran Cartrefi a Lleoedd / Homes and Places Division

Adran Tai ac Adfywio / Department for Housing and Regeneration

Y Grwp Addysg a Gwasanaethau Cyhoeddus / Education and Public Services Group

Llwyodraeth Cymru / Welsh Government

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## CEREDIGION COUNTY COUNCIL

**Report to:** Cabinet

**Date of meeting:** 15 March 2022

**Title:** Boosting Ceredigion's Economy A Strategy for Action 2021-35

**Purpose of the report:** To receive an update on the implementation of actions relating to the Economic Strategy and to seek approval for the implementation of further actions.

**For:** DECISION

**Cabinet Portfolio and Cllr Rhodri Evans, Economy and Regeneration  
Cabinet Member:**

Ceredigion County Council has identified 'Boosting the Economy' as its main corporate priority in the current Corporate Plan.

This document is a Framework Economic Strategy for Ceredigion. Following a consultation with the residents and businesses of Ceredigion on the contents of the draft strategy Ceredigion County Council's Cabinet formally adopted it as its framework strategy to shape its approach and action to achieve economic growth to 2035.

The strategy is focused on the areas of influence where Ceredigion CC can make a difference to the economy – i.e. how it uses its capital, human and revenue assets to positively impact the economy in Ceredigion over that timeframe.

It focuses on four main priority areas – People, Enterprise, Place and Connectivity, with each section outlining some of the early interventions considered, how impact be measured along with who needs to be involved and a suggested timeframe for operation.

The strategy represents a framework for action, rather than a comprehensive list of actions covering the period to 2035.

### **Implementing actions within the Strategy**

Many initiative have already been developed and implemented led by the strategic direction set by the Economic Strategy. A significant amount of external funding has been secured from a range of key stakeholder organisations, which will enable the building blocks for further economic growth to be put in place.

Some brief highlights are included below:

#### *Priority 1: People*

- £2.8m worth of investment has been secured from the UK Government's Community Renewal Fund, and is currently being delivered via 12 projects

involving stakeholders supporting individuals and businesses directly linked to actions identified in the Economic Strategy.

- One project, led by Antur Cymru addresses increased numbers of people considering necessity-based entrepreneurship who face barriers to engaging with established business support services, such as Business Wales. The project will empower individuals to acquire transferrable skills through participation in a project delivering basic business skills. Included in the project are two start-up hubs in Aberystwyth and Lampeter where emerging entrepreneurs can test trade and establish outlets for their goods and services.

#### *Priority 2:Place:*

Action has focused on continuing the development of the place plans, and their implementation by accessing funding from various sources to address the priorities identified.

To date, the investments secured include the following:

- £10.8m of Levelling Up Funding from UK Government for three projects to support the regeneration and development of the Harbour to Old College area of Aberystwyth
- £379k of funding from Welsh Government to support a range of projects to bring town centre assets into economic use and to enhance green infrastructure in town centres, Investment include the purchase of 10/11 Harford Square in Lampeter, and the development of a Green Infrastructure project in Market Street, Lampeter. Investments are discussed and informed by the Asset Development Panel and Development Group, and they are aligned with and Asset Development Programme agreed through the above structure and amended annually.
- A number of Welsh Government Transforming Towns Place making grants and Strategic projects have been secured for a range of partners in Ceredigion. Canolfan Creuddyn, a Barcud Housing Association project in Lampeter was completed during the summer of 2021. Funding has also been secured for the project to renovate the historic market hall in Cardigan, and work is now commencing on that ambitious and important project.
- Over £250,000 has been secured to improve access to Ceredigion's natural assets through Access Improvement Grants and the Local Places for Nature programme.
- Work continues on the detailed development of projects to secure part of the Mid Wales Growth Deal funding negotiated by the Growing Mid Wales partnership between Ceredigion and Powys County Councils. The Full Deal Agreement for a £110m capital investment programme was signed by both Welsh and UK Governments in January 2022, paving the way for projects to be developed and delivered across the region.
- With the support of Leader funding through the Cynnal y Cardi programme, a Towns Development officer has been employed to engage with town representatives to help facilitate and support ideas to reinvigorate Ceredigion's rural towns.

### *Priority 3 –Enterprise*

Work has commenced on a number of initiatives targeted at supporting the growth of new and existing businesses in Ceredigion.

- A Welsh Government funded Small Capital Grant scheme delivered in early 2021 led to almost £500,000 of grant investment in Ceredigion businesses, attracting a further £631,000 of Private sector funding. The support led to the creation of 146 new jobs in Ceredigion, and a further 408 jobs were safeguarded in 81 businesses through the investments.
- This scheme closely followed a 2-year programme of investments worth £500,000 as part of the Arfor programme to support and strengthen the links between economic growth and the Welsh language.
- Cynnal y Cardi continues to support bottom up, rural community regeneration activity through pilot projects, feasibility studies, facilitation, networking activities and training and mentoring. Since the beginning of the scheme, approximately 70 activities have been supported. Examples of some, which are currently underway include:
  - “Ceredigion360,” a feasibility to discover whether there is a desire to create and maintain lively, sustainable local area websites across areas of Ceredigion;
  - Feasibility work into the opportunities for developing “Canolfan Tir Glas Centre” on the Lampeter UWTSU campus;
  - Piloting a community fridge scheme in Aberporth;
  - Piloting bilingual, digitised learning in the outdoor environment through developing woodland-based courses;
  - Supporting with engagement activities and exploring the feasibility of the Vale of Aeron Community Pub community venture.
- Food Centre Wales’ Helix programme continues to support food business in Ceredigion and further afield with technical knowledge to enable new businesses to establish and existing ones to grow.

### *Priority 4 – Connectivity*

- **Digital connectivity**

#### **Current digital connectivity situation**

Fibre to the premises (FTTP) – 28.3%

Superfast broadband (>30Mbps) – 86.3%

#### **Pre February 2020, when a digital officer was employed by Ceredigion County Council, the connectivity rates were:**

Fibre to the premises (FTTP) – 20%

Superfast broadband (>30Mbps) – 80.6%

Following the completion of the Superfast Cymru Programme it is expected that 90% of Ceredigion will be able to receive +30Mbps

Investment within the County with 4 differing alternative network providers proposing fibre projects across the County, with currently over 20 project areas being proposed and to be initiated in 2022 and 2023.

The Digital Programme as part of the Mid Wales Growth Deal will also have an impact on accelerating the deployment of fibre across the region through several infrastructure projects.

- **LoRaWAN**

During 2021 Ceredigion County Council have completed a project to install 40 LoRaWAN Gateways upon several Council assets in order to create a County wide LoRaWAN network. This being the most extensive network across any other Local Authority in Wales and the first Local Authority to have coverage across much of the County. As well as the Council having access, the network will also be available and accessible to all businesses, organisations and residents, with the freedom for the network to be used in the manner in which they feel most effective.

Collaborations with public sector bodies are currently being established to enable access to gateways which these organisations can make use of to develop their own projects and use cases. By doing so it will be possible to diversify the use of the network that the Council have put in place and drive innervation.

- **Ceredigion SMART Towns**

Ceredigion County Council have been successful in receiving funding to progress a project to enable 'SMART Towns' in Ceredigion. The project will initially involve the installation of wi-fi access points in Aberaeron, Llandysul, Lampeter, New Quay and Tregaron, with Aberystwyth and Cardigan already having systems in place.

As well as providing 'Town wi-fi' across each of the Towns, the equipment will provide the ability to collect anonymised data upon footfall, space usage and dwell time, and will enable Town Councils and the County Council to conduct analysis to assist towns and businesses to identify which approaches are best to improve efficiencies and the effectiveness of their business. A contractor has been appointed and are currently in discussions with Town Councils regarding appropriate installation locations.

The Economic Strategy sets out the ambition to develop and maintain a strong collaborative approach to economic growth. Ceredigion County Council officers and members have engaged with Welsh Government to help develop the **Regional Economic Framework for Mid Wales**, which sets out the Welsh Government's commitment to developing the distinctive strengths of Mid Wales, supporting sustainable economic growth and addressing regional and local inequalities, contributing to the Well-being goals for Wales. The Regional Economic Framework has been published in draft and the ***Cabinet of Ceredigion County Council is asked by Welsh Government to formally endorse the document.*** Powys County Council Cabinet and the Growing Mid Wales Partnership have recently endorsed the publication.

## Future investments and programmes

Opportunities regularly to attract further funding to enable the implementation of aspects of the economic strategy and its component parts, for example the Asset Development Plan.

**Has an Integrated Impact Assessment been completed? If, not, please state why**

**Summary:**

**Long term:** The purpose of the Strategy is to inform CCC's approach and action to support the growth of the economy for the future. This is an evolving document, which will meet the changing needs of the economy and its residents.

**Collaboration:** The process of developing the Economic Strategy has involved collaboration at all levels – with both internal Ceredigion County Council service areas, various Partnerships and external organisations and agencies to ensure that the well-being objectives are met.

**Wellbeing of Future Generations:**

**Involvement:** A consultation process took place with key stakeholders (as stated above) to ensure that those affected by the Economic Strategy are involved in the process. Dialogue continues regularly with beneficiaries and those directly involved in implementation of the various actions.

**Prevention:** The purpose of the Strategy is to inform CCC's approach and action to support the growth of the economy ensuring that we are taking action to reverse recent population decline in order to prevent resulting challenges to affordability of public services.

**Integration:** Through the implementation of the Economic Strategy we have taken into account how Ceredigion's guiding principles on community and individual resilience can be integrated and influence future activity.

**Recommendation(s):** **That Cabinet endorses the Welsh Government's draft Regional Economic Framework (Appendix 1)**

**Reasons for decision:** **To further enable the implementation of the Economic Strategy**

**Overview and Scrutiny:** The proposals in the draft strategy were considered by a Task and Finish Group of the Thriving Communities Overview and Scrutiny Committee and the Thriving Communities Overview and Scrutiny Committee

(4.3.2020). A report on the responses received following consultation on the strategy was presented to the Thriving Communities Overview and Scrutiny Committee on 3.3.21.

**Policy Framework:**

**Corporate Priorities:** COUNCIL STRATEGIC OBJECTIVES: The purpose of the strategy is to set out how the Council's primary objective, Boosting the Economy can be further delivered. The strategy will also contribute to the delivery of the other three corporate objectives: Investing in People's Future Enabling Individual and Family Resilience Promoting Environmental and Community Resilience

**Finance and Procurement implications:** Financial implications for Ceredigion County Council in future years to deliver the interventions identified within the strategy. Delivery costs associated with the implementation of the strategy will be the subject of specific detailed proposals.

**Legal Implications:** There are no specific legal implications associated with the decision. There may be legal implications for Ceredigion County Council in terms of implementing some of the interventions identified within the strategy, which will be the subject of further detail in due course

**Staffing implications:** The staffing structure within the Growth and Enterprise team will be focused on delivering the interventions identified in the strategy. The consultation process will require support from the policy and communications services. Some interventions may impact on staffing resources within other Council Service areas.

**Property / asset implications:** Property / asset implications for Ceredigion County Council in terms of delivery of some of the interventions identified within the strategy.

**Risk(s):**

**Statutory Powers:** The development and delivery of the strategy do not form part of the County Council's statutory duties. Whilst some interventions may have an impact on the Council's statutory duties (e.g. Planning), the document itself does not have an impact on those duties.

**Background Papers:** Economic Baseline report 2020  
Boosting the Economy – A strategy for Action 2021-2035

**Appendices:** <https://gov.wales/sites/default/files/publications/2021-12/regional-economic-framework-for-mid-wales.pdf>

**Corporate Lead Officer:** Russell Hughes-Pickering

**Reporting Officer:** Arwyn Davies

**Date:** 16 March 2021



Cyngor Sir  
CEREDIGION  
County Council



Llywodraeth Cymru  
Welsh Government

# Regional Economic Framework For Mid Wales

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# Ministerial Foreword

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This Government's approach to economic well-being is grounded on the principle that places matter. We want to realise our ambition of delivering better jobs closer to home and ensuring that the benefits of economic growth are felt fairly across all parts of Wales. Regional Economic Frameworks which are co-designed with our partners, are an essential part of our commitment to a more regionally focused model of economic development. They are part of our work to develop the distinctive strengths of our regions, while supporting inclusive and sustainable economic growth, maximising opportunities to address regional and local inequalities and improving the well-being of our people.

Our Regional Economic Frameworks will help us to tackle our inherent structural challenges responsively, by turning them into opportunities to build dynamic and distinct regions which demonstrate inclusive,

fair and sustainable economic growth. They will help us to design solutions for the future, together with our local partners. And importantly, they will be living and evolving documents which are responsive to changing circumstances.

Our Economic Resilience & Reconstruction Mission sets out our vision of a well-being economy which drives prosperity, is environmentally sound, and helps everyone realise their potential. Co-produced with our regional partners, our Regional Economic Frameworks will have a key role in delivering this vision and ensuring activities at all levels align to focus our resources where they can have greatest impact. They will help us to deliver a stronger regional voice and enable us to build upon the progress already made in developing our regional economies. The Regional Economic Frameworks will also play an important role in helping us recover from the economic damage of the pandemic

and mitigate against the impacts of our exit from the European Union whilst providing the longer term vision needed for a more prosperous, green and equal regional economy.

Our Net Zero Wales Plan will be supported through the delivery of our Regional Economic Frameworks, delivering cleaner, stronger and fairer regions.

We will strengthen the resilience of our natural and built environments to the impact of a changing climate and enable an economic transformation for our regions, which will help to displace our reliance on fossil fuels, and create the industries and the jobs of the future.

My ongoing commitment is to give the people and businesses right across Wales every opportunity to achieve long-term economic wellbeing with dignity and fairness for all. Our Regional Economic Frameworks are an important part of this work and we will continue to work constructively with our key partners, and the many other people who have an interest in the regional economy to meet the challenges we face and to grasp new opportunities.

In particular, the Frameworks will play a key part in creating the conditions where more people, particularly the disadvantaged and young people, feel confident about planning their futures in Wales.

How we deliver is as important as what we deliver, and the principles of partnership, sustainable development, addressing climate change and driving decarbonisation will be at the very heart of this work.

I recognise that Government alone does not have all the answers. A phased, collaborative approach, working together with partners from across the region, is vital to our success. That joint working with our partners has already resulted in us co-developing a single vision that is supported by a shared and prioritised set of outcomes, and articulated in this new Regional Economic Framework for mid Wales. It is a framework that will enable greater alignment and integration across government and one that will drive the joined up economic development and strategic planning between partners that is needed to build new approaches and facilitate further joint working and economic growth in the future. I would like to thank all stakeholders who have engaged and participated in this process so far – particularly our local authority partners and look forward to a continuing conversation with all those who have an interest in a prosperous future regional economy.



**Vaughan Gething MS**  
Economy Minister







# THE REGIONAL ECONOMIC FRAMEWORK FOR MID WALES

The Regional Economic Framework for Mid Wales, developed through collaboration and co-production with stakeholders from across the region, supports a more regionally-focused model of economic development, in accordance with the Welsh Government’s Programme for Government and a commitment to progress our Economic Resilience and Reconstruction Mission for Wales. It sets out what we will do, and how we will do it.

## OUR VISION

**“An enterprising and distinctive region delivering economic growth driven by innovation, skills, connectivity and more productive jobs supporting prosperous and bilingual communities”**

## OUR ECONOMIC PRIORITIES

<b>Agriculture, Food And Drink</b>	<b>Applied Research And Innovation</b>	<b>Digital Connectivity</b>	<b>Energy</b>
<b>Enterprise And Entrepreneurship</b>	<b>Skills And Employment</b>	<b>Tourism</b>	<b>Transport And Infrastructure</b>

← **Welsh Language, Heritage And Culture** →

## OUR SHARED VALUES

<b>Inclusivity</b> we will gather more people around the table.	<b>Trust</b> we will trust and respect all those we work with.	<b>Openness</b> we will share our knowledge and resources.	<b>Collaboration</b> we will work together towards our common goals.	<b>Whole System Thinking</b> we will consider the full impact of our actions.	<b>Appetite For Change</b> we will challenge convention and take action.
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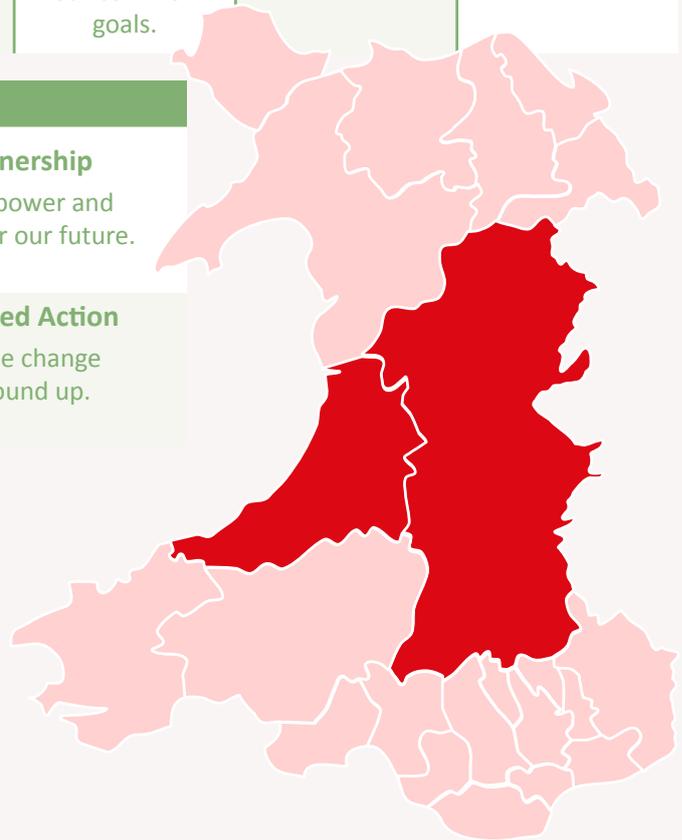
## OUR WAYS OF WORKING

<b>Asset-based</b> we will build on our region’s great strengths.	<b>Shared-ownership</b> we will share power and responsibility for our future.
<b>Continuous Development</b> we will always push for positive change.	<b>Community-led Action</b> we will enable change from the ground up.

We will implement the Regional Economic Framework for Mid Wales in accordance with the Well-being of Future Generations (Wales) Act 2015 ‘5 ways of working’.



Llywodraeth Cymru  
Welsh Government





© Photo courtesy of Mid Wales Manufacturing Group

# 1. The Co-Production Process

This is the first REF for mid Wales and part of the transition to a regionally focussed model of economic development. The framework is the result of a different approach involving extensive engagement and co-design with the people that are living and working across the region as well as building on the existing work of regional partners. The approach has been as much about asking better questions, as it has about providing the answers and the REF is the start of a continuous and collaborative process that will be reflected in the way that we work as a region.

The engagement process has in particular highlighted the following themes:

- Equality and diversity
- Children and young people
- The Welsh language
- The environment

The REF is also not meant to be a rigid or traditional business plan but provides a framework to capture how the public, private and third sectors are delivering for the region and place. Many of the conversations informing the REF were about not just what we must do to grow the region's economy, but how we must do it and the kind of decisions that will need to be made. And in facing the significant challenges for the region's economy, particularly the impacts from COVID-19, Brexit and diminishing resources, it is right that the REF determines where to focus, why and the roles and responsibilities.

And in keeping with the principle of building on pre-existing work and not duplicating, this first edition of the REF is intentionally broad and high level, with much of the detailed and technical rationale found in the economic regeneration strategies and the local plans that currently exist or in development. For example, much of the strategic thinking and the detailed regional analysis exists in *A Vision for Growing Mid Wales and the Strategic Economic Plan & Growth Deal Roadmap (May 2020)*. Behind the vision, there is a collaborative approach driven by the Growing Mid Wales Partnership, with partners undertaking extensive engagement to take forward an integrated portfolio of investments, including the Mid Wales Growth Deal.

Therefore, the REF closely reflects the existing work at a regional level and through a place-based and inclusive approach, echoes the discreet challenges and opportunities of people living and working in mid Wales. The engagement phase in the development of this REF has reaffirmed the region's strengths, its key USP's, the challenges that lie ahead and an appetite for greater collaboration and involvement to improve our economic prospects.



## 2. Shared Values & Ways of Working

Shared values are those which underpin and give coherence to our actions and decision making. They enable us to work together as a region, speak with a collective voice, and drive forward positive change.

### **Inclusivity**

We value inclusivity. Everyone who lives, works, visits and invests in mid Wales is a stakeholder in its economy. Every stakeholder given the opportunity to contribute to decision making, and decision making taking into account its impact on every stakeholder.

### **Trust**

We value trust. To work together we must trust each other. We must trust those who ask us to share our power, trust those who ask us to share their responsibility, and we must trust that those who make decisions will do so with the best interests of the region at heart.

### **Openness**

We value openness. Everyone should have access to the information they need in order to act in the best interests of the region. Communication should be regular, data transparent and access for information equitable to all concerned parties.

### **Collaboration**

We value collaboration. We can only make positive change happen by working together. Collaboration must span sectors and hierarchies, be accepting of concession and compromise, and be focused on doing what is required to make positive change happen.

### **Whole System Thinking**

We value whole system thinking. The economy of mid Wales does not exist independently of everything, and everyone, in the region. As such, the decisions which drive our economic development must take into their consequences for everything, and everyone else. The economy must work for the whole region and every community within it.

### **Appetite for Change**

We value an appetite for change. The way things are done now should not be given automatic precedence over the way in which things could be done in the future. We must base every decision on its own merits and when change is called for, embrace it.

Our Ways of Working sets out how we will apply our shared values, in working towards our shared economic priorities. They provide the backdrop against which the roles and responsibilities of every stakeholder can be defined.

### **Asset-Based Approaches**

We will build on what we already know, what we are already doing and what already works. Our economic development must build on our successes, reduce waste, and grow our economy from our strong base and existing strengths.

### **Shared-Ownership**

We will empower responsibility for the development of our economy and strive to ensure that the REF has a sense of ownership by all stakeholders across mid Wales.

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### **Continuous Development**

We will adapt and evolve our REF over time. Economies are changeable, regions are changeable and the needs of stakeholders are changeable. Our current circumstances and context are dynamic and whilst our purpose will be enduring, the way in which we drive regional economic development should be subject to continuous review, reflection and revision.

### **Community-Led Action**

We will work to the principle of subsidiarity, empowering stakeholders and communities who can most effectively drive the change they will reap the rewards of.



## 3. Mid Wales – Where Are We Now?

Mid Wales is a region of opportunity and potential, well established as being a great place to live and work, with an outstanding quality of life offer. The region is a large and predominantly rural area comprising the Local Authority areas of Ceredigion and Powys. It accounts for 34%<sup>1</sup> of the land area of Wales but only around 7% of the Welsh population. Mid Wales has a strong cultural heritage and a high proportion of Welsh speakers and known for its natural beauty and remoteness in areas such as the Brecon Beacons National Park and the Cambrian Mountains.

Many of the region's growth opportunities are defined by this distinctive geography. Mid Wales is Wales' most rural region with a distinct natural environment including renowned upland areas and attractive coastline, all of which contribute to prime agriculture, land-based industries and an outstanding tourism offer. The geography, in many ways, defines the economy with dispersed market towns and small settlements with a reliance on road-based travel. This rurality helps to sustain many communities and where there is an important relationship between the economy, the social fabric of the region and the Welsh language. The intra-regional economic links are also critical to the region's growth with connections across north, south and south west Wales and with the English Midlands. The region also supports existing academic and research capability and industrial clusters within advanced manufacturing. The mid Wales region has a very high proportion of micro businesses,

in part driven by the number of agricultural enterprises, reflecting the importance of land based sectors. Employment in accommodation and food services is also significant, illustrating the importance of the tourism industry to the region, and where education and health also contribute as important elements of the economy, demonstrating the key role of the public sector. Mid Wales has relatively low levels of economic inactivity and high educational attainment levels, but the outmigration and retention of our young talent remains a pressing issue.

Prior to the COVID-19 pandemic and the end of the European Union transition period (Brexit), the case for improving the region's economy was well evidenced with poor GDP and GVA, a declining and ageing population, projected employment decline, market failure, low pay, and rural poverty. In addition, the structural challenges facing our town centres, accelerated by Covid-19, and the importance of addressing the viability of the commercial property market continue as major concerns. Most concerning is the region's projected economic decline over the next 20 years against projected growth in the UK economy. This cycle of decline needs to be addressed urgently. Much of the evidence and strategic thinking behind the REF was produced before the outbreak of Covid-19 and leaving the EU and the REF recognises that a lot has changed for the region's economy since then. The co-design and engagement events that informed the REF were specifically aimed at providing an opportunity to test the key

<sup>1</sup> Source: Office for National Statistics

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trends and themes with communities and stakeholders. This has largely reaffirmed the understanding of the regional issues and opportunities.

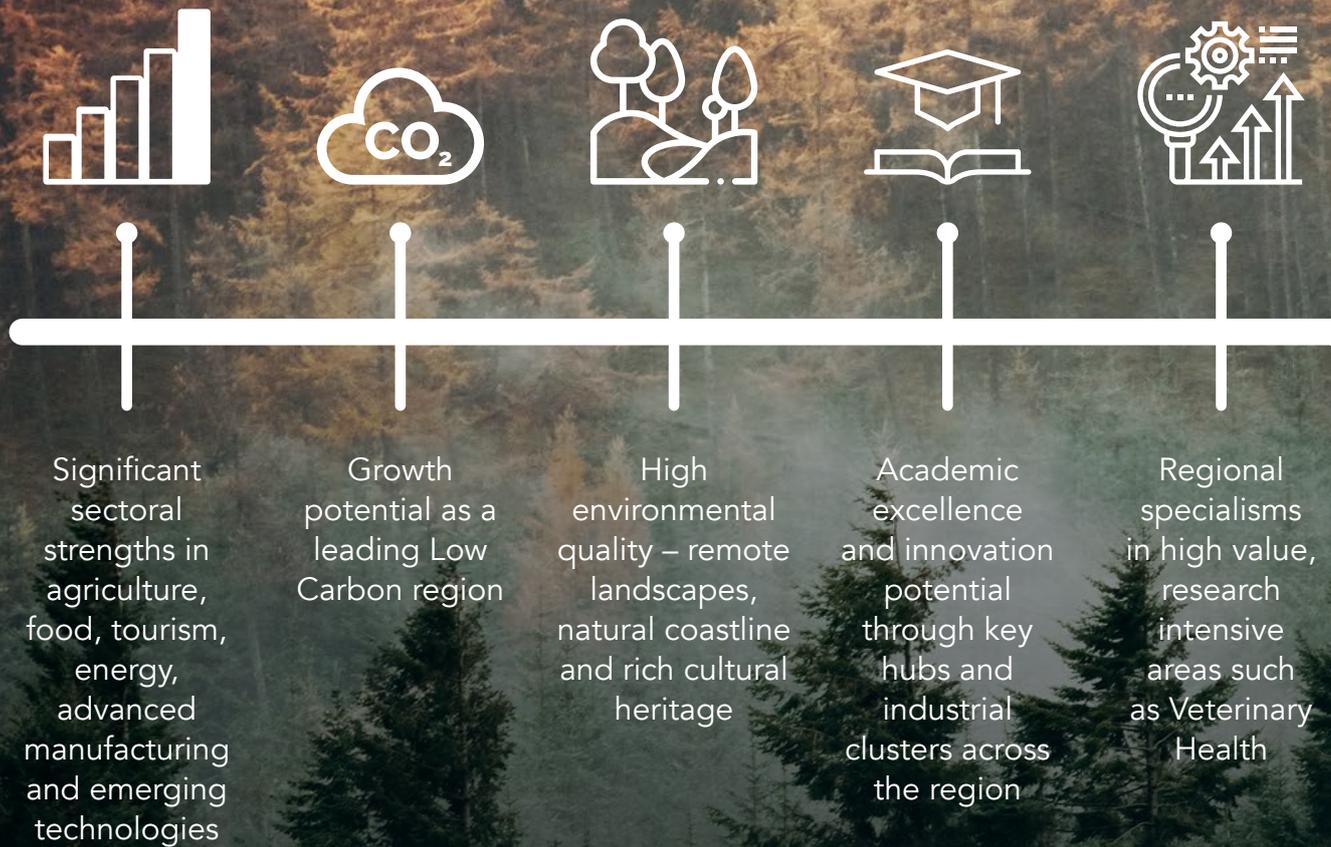
Whilst the economic baseline will be updated, the approach that underpins the framework remains valid – co-design with stakeholders and regional partners working collaboratively to identify shared priorities for the betterment of the mid Wales economy. Therefore, one purpose of the REF is to provide the framework to investigate new and emerging challenges for the region's economy over medium and longer-term, to explore emerging themes as well as adapting to deliver the regional priorities differently.





# Mid Wales – At a Glance

## Strengths/Opportunities



# Weaknesses/Threats

Low productivity and earnings combined with a narrow and vulnerable economic base

Projected employment decline

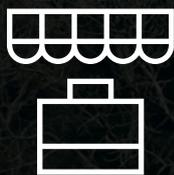
Market failure and hidden nature of a rural economy

Potential impact of Brexit on rural economy and communities

A static and weakening labour market

Ageing population – reduction in working age population and out-migration of young talent

Poor ICT, transport connectivity and a lack of modern business infrastructure



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## Regional Assets

Mid Wales has strong heritage and provenance in key industries and sectors with significant developments in regional assets providing an opportunity to generate new, sustainable and inclusive growth. The importance and potential of the region's foundational economy will also provide a key opportunity to improve mid Wales' prospects. The region has a growing sense of confidence and ambition, founded upon the resilience of its communities, strong social capital combined with a proud history of innovation and an entrepreneurial spirit.

The region will build on a range of important and distinct place-based assets that include:

- The wealth of outstanding natural assets, traditional market towns, vibrant communities and cultural assets that support a diverse and growing tourism offer including harbours, waterways and events
- The potential to be a leading low carbon region at the forefront of a green transformation, addressing climate change adaptation and mitigation
- Existing academic and research capability, with key assets including University of Wales Trinity St David and Aberystwyth University
- Aberystwyth Innovation and Enterprise Campus (AberInnovation) – world-class facilities to support bioscience, agri-tech and food & drink, co-located with the Institute of Biological, Environmental and Rural Sciences (IBERS)
- Wales Veterinary Science Centre and Vet Hub development aligned to a research Centre of Excellence in Bovine TB at Aberystwyth University firmly establishing mid Wales as a leader in providing services to the agricultural sector and training the next generation of UK veterinarians



- Unique Remotely Piloted Aircraft Systems (RPAS) environment over and inland towards the Epynt offering the safe testing of unmanned systems and emerging technologies
- Industrial clusters within the advanced manufacturing sector with expertise such as automation, motion engineering and biotechnology/life sciences and specialisms in high value and research-intensive sectors such as Spectrum and Hydrogen
- The Centre for Alternative Technology (CAT) as a centre of excellence for sustainable development and living
- Food Centre Wales at Llandysul, including Project HELIX/Food Innovation Wales and the potential for showcasing our provenance and identity of food as part of the Royal Welsh Showground, building on the regions' track record as a pioneer in organic food production
- The development of the Global Centre of Rail Testing Excellence in Ystradgynlais as a UK leader in future advanced rail technology, research and development

In delivering a place based approach to regional economic development and reconstruction we recognise the opportunities to build on our distinctive strengths, stepping up our investment in town centres, including providing better access to open spaces, the creation of remote working hubs, and making sure that our public services are more accessible, adopting a 'Town Centre First principle' as part of our decision making.



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## 4. Mid Wales – Where Do We Want To Be?

Regional partners have agreed a shared vision for mid Wales to:

- be more enterprising and distinctive region
- deliver economic growth driven by innovation, skills and connectivity
- create more productive jobs supporting prosperous and bilingual communities

Regional partners will work towards the region's vision and become more:

- **Distinctive** – a region with a unique natural and cultural landscape & heritage, offering exceptional quality of life and potential to drive environmental sustainability and lead UK decarbonisation and clean growth
- **Enterprising** – open for business, new and old. A place to start and grow enterprise to enhance regional productivity with a good quality of life.
- **Skilled** – a skilled and flexible labour market supported by academic and vocational learning that responds to industry demands there by reversing current population trends of outmigration
- **Innovative** – a testbed for innovation, developing new products and processes capitalising on existing research and industry strengths and creating new/strengthening existing industrial clusters.
- **Connected** – a fully connected region, unlocking its economic potential driving business growth and innovation and improving social and labour mobility.
- **Productive** – a strong, productive economy providing the right conditions for business to generate better quality, higher paid jobs alongside better employment opportunity.
- **Prosperous** – a regional economy that is rooted in fairness and equality of opportunity with accessible training and employment pathways.



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# 5. Economic Priorities

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A shared set of economic priorities are those areas of focus where collective action and investment can deliver the greatest benefits for all across the region, maximising our strengths and assets. The existing body of work carried out by regional partners to produce the *Mid Wales Strategic Economic Plan & Growth Deal Roadmap (May 2020)* provides a solid foundation on which to set out a suite of regional economic development priorities, supported by regional stakeholders and reinforced during our REF engagement phase:

## **Agriculture, food and drink**

We will prioritise agriculture, food and drink. A strong and vibrant agricultural sector generating produce to an internationally recognised standard offers the opportunity to grow our economic base significantly and lead on new high-value food development.



## **Applied research and innovation**

We will prioritise applied research and innovation. Mid Wales is home to internationally significant industries and internationally-recognised research and development assets and expertise that offer opportunities to catapult regional productivity and growth.

## **Digital connectivity**

We will improve digital connectivity as a critical enabler. Our digital infrastructure must enable all those who live, work and invest in the region to connect with each other and the global market place. We will work towards ensuring that no one is excluded from participation in our economy through a lack of digital connectivity.

## **Energy**

We will prioritise energy as a key theme. mid Wales is extremely well-placed to lead efforts to develop green energy solutions, protect our environment and lead efforts to combat climate change regionally, nationally and internationally.

## **Enterprise and entrepreneurship**

We will prioritise enterprise and recognise the importance of the foundation economy. Our vision is for a strong, resilient and diverse mid Wales economy that enables enterprises to start, grow and prosper with the right support and infrastructure.

## **Skills and employment**

We will prioritise skills and employment. Ensuring the appropriate supply of skills and a capable workforce to meet business and industry demands and needs will be fundamental to our future success.

### **Strengthened Tourism Offer**

We will prioritise high value tourism. Mid Wales is a distinct region with outstanding natural assets such as its coastline, attractive market towns and a diverse range of annual events that underpin a vibrant tourism sector, offering a strong platform to drive new, value added and sustainable tourism developments.

### **Transport and infrastructure**

We will prioritise sustainable transport and infrastructure. We need to improve connectivity to and within the region to help grow the economy, increase productivity as well as creating the conditions for business development and growth through a portfolio of sites and premises aligned to our strengths.

These 8 themes must not operate in isolation but seek to align where possible to provide synergy, added value and complementarity. We will also prioritise our language, heritage and culture as an underpinning theme across our priority areas – our approach to economic development must enhance the opportunities for increased take up of the Welsh language, and promotion of our rich heritage and culture.



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## 6. Our Next Steps

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Through this first edition of the REF for mid Wales we will aim:

- To work collectively as a region, recognising that how we deliver is as important as what we deliver and embrace the ways of working set out in the Wellbeing of Future Generations (Wales) Act 2015
- To embed our response to the climate and nature emergency in our efforts to build a stronger, greener regional economy as we make maximum progress towards decarbonisation
- To continue to investigate gaps in our knowledge and understanding of the key drivers of change such as the impacts of Covid-19, Brexit and demographic changes including how best to retain a greater number of our young people
- To explore how we measure success for our region – giving consideration to a much broader suite of indicators than purely economic and which reflect the regions well-being as well as its prosperity
- To further develop and deliver the 8 priorities central to the development and future delivery of the Mid Wales Growth Deal, recognising the importance of the Welsh language, heritage and culture as underpinning themes
- To work collaboratively with the Regional Skills Partnership to develop the right skills for a future workforce, aligned to the region's economic development priorities, ensuring the flexibility and opportunity for life-long learning and employability for all and the transferability of skills to new areas as technology develops
- To inform and influence the design and delivery of future national policy in areas such economic development , skills and regeneration to shape programmes and funding opportunities to meet the distinctive needs and opportunities of mid Wales
- To confidently promote and champion the mid Wales region as an area with economic opportunities, an ambitious and attractive place to live, for skilled and well-paid employment and to encourage investment
- To continue the conversation about the future direction of the economy with all of the stakeholders and communities with an interest in a sustainable and successful mid Wales
- To develop the REF through future editions that reflects the context and evolving regional landscape in relation to funding opportunities for regional investment and emerging governance arrangements such as Corporate Joint Committees (CJC's)
- To consider and develop an appropriate means by which to monitor and evaluate our progress in achieving our objectives, including delivery against our strategic priorities, ways of working and which enables our ability to respond to changing circumstances





## CEREDIGION COUNTY COUNCIL

**Report to:** Cabinet

**Date of meeting:** 15<sup>th</sup> March 2022

**Title:** Sport Wales Capital Grant Award for Aberaeron Swimming Pool and Calon Tysul Ltd

**Purpose of the report:** To agree that Ceredigion County Council acts in an intermediary role relating to Sports Wales capital funding for Aberaeron Swimming Pool and Calon Tysul Ltd

**For:** Decision

**Cabinet Portfolio and Cabinet Member:** Councillor Catherine Hughes, Porth Gofal, Early Intervention, Wellbeing Hubs and Culture

### 1. Background

At the end of November 2021, Sport Wales launched a Capital funding grant scheme for National Governing Bodies, Local Authorities and Leisure Trusts. Expressions of Interest (EOIs) were invited to be submitted by 10<sup>th</sup> December 2021.

Aberaeron Swimming Pool and Calon Tysul submitted Expressions of Interest independent of the local authority to the capital fund scheme. Council officers provided feedback to Sport Wales on the EOIs and a supporting statement recognising the contribution that both organisations played in providing opportunities for citizens to be physically active in the county including the delivery of school swimming and the Free Swimming Initiative.

On the 19<sup>th</sup> of January 2022, council officers were approached by Sport Wales asking if the local authority would be willing to act as a trusted partner and submit a stage 2 funding application on behalf of Aberaeron Swimming Pool and Calon Tysul as they were not deemed to be "Leisure Trusts" by Sport Wales's definition and therefore not be eligible to access the capital grant scheme directly.

Discussions between officers of Porth Cymorth Cynnar and Finance and Procurement confirmed that this was appropriate and a stage 2 funding application was submitted to Sport Wales on the 3<sup>rd</sup> of February 2022.

### 2. Summary of Stage 2 Funding application

**a) Aberaeron Swimming Pool** Grant Request £200,000 towards:

1. Installation of a new heating system to increase energy efficiency throughout the building and works to Plant Room machinery.

2. Improvements to the entrance and reception area of the facility, including installation of an automatic door, improving accessibility and decoration and new furnishings for the reception area.

3. Upgrade of showering areas, toileting and baby changing facilities in Male and Female Changing Rooms

4. Installation of new LED lighting in Pool Hall to increase energy efficiency

**b) Calon Tysul Grant Request £80,000 towards:**

1. Installation of a new Thermodynamic heating system to reduce energy costs and carbon emissions at the facility

2. Installation / repair certified fire doors throughout the centre

3. Installation of emergency lighting, additional lighting in car parking and external areas

**Total Grant Request £280,000**

Aberaeron Swimming Pool and Calon Tysul are two community trust operated facilities that play an important role in complementing the council's physical activity provision within Ceredigion.

The local authority commissions them to provide Free Swimming and School Swimming services on its behalf to ensure a countywide provision of these activities. Both organisations also operate their own learn to swim programmes which is important as a coastal county. They are also utilised to deliver initiatives such as 60+ and our National Exercise Referral Scheme (NERS).

There has been a lack of capital investment in recent years at Aberaeron Swimming Pool and Calon Tysul. The projects identified prioritise improving the energy efficiency of the buildings, which will reduce their running costs and make them more sustainable. The aim is to ensure that they are able to continue to provide opportunities for the public to be physically active for years to come. There are also aspects of the projects that will improve the customer experience at both facilities.

**3. Offer of Grant**

On the 1st of March 2022 the local authority was informed that both applications had been successful and a total grant offer of £280,000 was made by Sport Wales against total costs of £390k; with the match funding element coming from the external organisations. The grant offer requires acceptance by 16<sup>th</sup> March 2022, although the ultimate project completion date runs until 01/02/2023.

**4. Intermediary Role of Ceredigion County Council**

The role of the local authority is to act as the initial grant recipient from Sport Wales and then make a parallel mirrored grant offer with Terms and Conditions reflecting those of Sport Wales to Aberaeron Swimming Pool and Calon Tysul. In effect a

banker role, whereby the Council will then in turn make 1 or more capital grant payments to those entities at key milestone points.

Responsibility for procuring the works to deliver the identified projects rests with Aberaeron Swimming Pool and Calon Tysul. Officers from the Council's Wellbeing Centre Service will ensure that each aspect of the projects has been delivered and will provide advice and assistance on request.

There is no financial liability or contribution from the local authority towards the projects and it is the responsibility of Aberaeron Swimming Pool and Calon Tysul to deliver the projects within the funding awarded. Any additional costs would have to be met by those respective organisations.

**Has an Integrated Impact Assessment been completed?  
If, not, please state why**

**Summary:**

<b>Wellbeing of Future Generations:</b>	<b>Long term:</b>	Positive: The identified projects will increase the lifespan of the respective facilities
	<b>Collaboration:</b>	Positive: The local authority acting as a grant applicant to support community trust facilities is an example of collaborative working to improve leisure facilities within the county
	<b>Involvement:</b>	Positive: Facility Infrastructure was identified as the main concern of respondents to the council's recent public engagement exercise on its new Physical Activity Development Plan.
	<b>Prevention:</b>	Positive: The proposed projects will improve the energy efficiency of the facilities and will also support opportunities for citizens to be physically active
	<b>Integration:</b>	Positive: The local authority and community trusts working together to improve services for our citizens

**Recommendation(s):** That Cabinet agree:

1. That the Sport Wales Grant offer of £280k in relation to capital funding for Aberaeron Swimming Pool and Calon Tysul Ltd is accepted and that the Council acts in an intermediary role as banker.
2. That the scheme is included in the Capital Programme

<b>Reasons for decision:</b>	To enable £280k of Sport Wales Capital investment to be made in Aberaeron Swimming Pool and Calon Tysul.
<b>Overview and Scrutiny:</b>	N/A
<b>Policy Framework:</b>	Ceredigion will provide services that contribute to a healthy environment, healthier lives and protect those who are vulnerable in the county.
<b>Corporate Priorities:</b>	Enabling Individual and family resilience
<b>Finance and Procurement implications:</b>	Council to perform a banker role
<b>Legal Implications:</b>	N/A
<b>Staffing implications:</b>	N/A
<b>Property / asset implications:</b>	Improvements to leisure facilities on council owned land
<b>Risk(s):</b>	Project costings were based on estimates, projects may need to be scaled back following a procurement process.
<b>Statutory Powers:</b>	N/A
<b>Background Papers:</b>	None
<b>Appendices:</b>	N/A
<b>Corporate Lead Officers:</b>	Elen James and Stephen Johnson
<b>Reporting Officers:</b>	Carwyn Young and Duncan Hall
<b>Date:</b>	04/03/2022

## CEREDIGION COUNTY COUNCIL

<b>Report to:</b>	<b>CABINET</b>
<b>Date of meeting:</b>	<b>15 March 2022</b>
<b>Title:</b>	<b>Coroner Pay Arrangements 2022/23</b>
<b>Purpose of the report:</b>	<b>Approve Coroner and Assistant Coroner pay arrangements</b>
<b>For:</b>	<b>Decision</b>
<b>Cabinet Portfolio and Cabinet Member</b>	<b>Cllr. Ray Quant, Deputy Leader of the Council and Cabinet Member for Legal &amp; Governance, People and Organisation, and Democratic Services</b>

### BACKGROUND

A Report on the Ceredigion Senior Coroner and Assistant Coroner pay arrangements was presented to Cabinet on 16<sup>th</sup> March 2021. (See Report at: [http://www.ceredigion.gov.uk/cpd/Democratic\\_Services\\_Meetings\\_Public/Coroner%20and%20Assistant%20Coroner%20Pay%20\(Dwyieithog\).pdf](http://www.ceredigion.gov.uk/cpd/Democratic_Services_Meetings_Public/Coroner%20and%20Assistant%20Coroner%20Pay%20(Dwyieithog).pdf) )

The JNC released Circular 66 regarding pay rates for the Coroner and Assistant Coroner for 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022: <https://www.local.gov.uk/jnc-circular-no66-coroners-pay-202122>).

The 66<sup>th</sup> circular made specific reference to a 1.5% uplift for local salaries and daily rates and sets out the following rates:

- Senior part-time Coroner -Base retention salary £21,120 pa.
- Senior part-time Coroner daily rates £465 - £528 (previously £458-£520 – a £7- £8 increase)
- Assistant Coroner daily rates £397 - £479 (previously £391-£472 – a £6 - £7 increase)

In order to reflect the guidance from JNC Circular 66, Cabinet at its 2<sup>nd</sup> November 2021 meeting, approved for period 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022, to reflect the guidance from JNC Circular 66 with consequent payments back-dated to 1<sup>st</sup> April 2021) (see Report at <https://council.ceredigion.gov.uk/documents/s2190/Report%20to%20Cabinet%20on%20Coroner%20and%20Assistant%20Coroner%20Pay%20-%202.11.2021.pdf?LLL=0> and Meeting Minutes at <https://council.ceredigion.gov.uk/documents/g205/Printed%20minutes%2002nd-Nov-2021%2010.00%20Cabinet.pdf?T=1&LLL=0>) as follows:

#### 1)Senior part-time Coroner

##### a)Retention Salary-

to cover out of hours service availability and retention: £21,120

(this was an increase of £312 p/a from 2021/2022 pay rates agreed by Cabinet in March 2021).

b) Daily rate: £465 (@1.5% uplift/£7 from JNC £458 daily rate/£6 from £459 current rates) capitalised to represent annual salary (including training days) of £11,625 (£465 per day x 25 days = **£11,625**). This was an increase of £150 p/a from the 2021/2022 pay rates agreed in March 2021.

## 2) Assistant Coroner:

- full day rate: £397
- half day rate: £199

### Current Position for 2022/23

The Council must approve the pay arrangements for the Coroner and Assistant Coroner for 2022/23 effective from the 1<sup>st</sup> of April 2022. The pay arrangements for the Coroner include salary, National Insurance, superannuation, apprenticeship levy, and allowance towards office accommodation and business support.

The Council is also required to adopt the framework in determining the future salary levels for the Ceredigion Coroner and Assistant Coroner. At the date of preparation of this Report, there has not been any further JNC circular published indicating any new agreed remuneration.

It is recommended that, for the pay rates of the Senior Coroner and Assistant Coroner for 2022/2023, since no further guidance has been received to date by the JNC, the Coroner and Assistant Coroner's pay rates remain those of the current rates (2021/22).

Should the JNC release information regarding pay rates for the Coroner and Assistant Coroner for the period from the 1<sup>st</sup> of April 2022 to the 31<sup>st</sup> of March 2023, this will be taken into account, and a further report will be presented to Cabinet.

### Proposals

Cabinet is asked to approve the following arrangements, effective from the 1<sup>st</sup> of April 2022-2023 (retaining the current arrangements):

To approve the following pay rates effective from 1<sup>st</sup> April 2022 (including the associated back-payment of sums due to the Senior Coroner and Assistant Coroner):

1) Senior part-time Coroner:

i) Retention Salary of £21,120 p/a to cover retention/out of hours service availability from 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023.

ii) Using the agreed daily rate of £465, to pay the Coroner an annual salary of £11,625 including training days-from 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023

Total: £32,745 per annum (plus on-costs).

iii) Office expenses/business support allowance – £5,000 p/a - from 1<sup>st</sup> of April 2022 to 31<sup>st</sup> of March 2023

2) Assistant Coroner: From 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023 the daily rates will be:

- full day £397; and
- half day: £199.

### WELLBEING OF FUTURE GENERATIONS:

**Has an Integrated Impact Assessment been completed?** No

**If, not, please state why**

**Summary:** *This report does not represent a change in policy or strategy.*

## RECOMMENDATION (S):

That Cabinet approves the following pay rates effective from 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023:

### 1) Senior part-time Coroner:

i) Retention Salary of £21,120 p/a to cover retention/out of hours service availability.

ii) Using the agreed daily rate of £465, to pay the Coroner an annual salary of £11,625 including training days.

Total: £32,745 per annum (plus on-costs).

iii) Office expenses/business support allowance – £5,000 p/a.

### 2) Assistant Coroner:

The daily rates will be:

- full day £397; and
- half day: £199.

## REASON(S) FOR DECISION:

Compliance with relevant legislation and JNC Circulars, mitigation of challenge and safeguarding public funds.

**Overview and Scrutiny:** None

**Policy Framework:** Not applicable

**Corporate Priorities:** Boosting the Economy (providing an efficient coroner service)

**Finance and Procurement implications:** Continuation of current arrangements, potential for increased salary costs and budget implications relating to pay of Coroner and Assistant Coroner.

**Legal Implications:** Compliance with relevant legislation

**Staffing implications:** None - Coroner and Assistant Coroner are not classed as Council employees.

**Property / asset implications:** None

**Risk(s):** Of legal challenge by the Coroner & Assistant Coroner if recommendations not followed.

**Statutory Powers:** Coroners & Justice Act 2009  
<https://www.legislation.gov.uk/ukpga/2009/25/contents>  
JNC Circulars 61 (November 2017) and 62 (January 2018):  
[https://www.coronersociety.org.uk/img/pics/pdf\\_1603105193-615.pdf](https://www.coronersociety.org.uk/img/pics/pdf_1603105193-615.pdf)  
JNC Circular 63 November 2018  
[https://www.coronersociety.org.uk/img/pics/pdf\\_1603105217-232.pdf](https://www.coronersociety.org.uk/img/pics/pdf_1603105217-232.pdf)  
JNC Circular 66 – Coroner’s Pay 2021/2022  
<https://www.local.gov.uk/jnc-circular-no66-coroners-pay-202122>

<b>Background Papers:</b>	<p>Ministry of Justice Guide to Coroner’s Services;  <a href="https://www.gov.uk/government/publications/guide-to-coroner-services-and-coroner-investigations-a-short-guide">https://www.gov.uk/government/publications/guide-to-coroner-services-and-coroner-investigations-a-short-guide</a>;</p> <p>The Coroners Allowances, Fees and Expenses Regulations 2013  <a href="https://www.legislation.gov.uk/uksi/2013/1615/made">https://www.legislation.gov.uk/uksi/2013/1615/made</a>;</p> <p>Chief Coroner’s Guide to the Coroners &amp; Justice Act 2009;  <a href="https://www.judiciary.uk/wp-content/uploads/JCO/Documents/coroners/guidance/chief-coroners-guide-to-act-sept2013.pdf">https://www.judiciary.uk/wp-content/uploads/JCO/Documents/coroners/guidance/chief-coroners-guide-to-act-sept2013.pdf</a></p> <p>Chief Coroner Combined Annual Reports for 2018/19 &amp; 2019/2020;  <a href="https://www.judiciary.uk/publications/chief-coroners-combined-annual-report-2018-to-2019-and-2019-to-2020/">https://www.judiciary.uk/publications/chief-coroners-combined-annual-report-2018-to-2019-and-2019-to-2020/</a> and</p> <p>Cabinet reports of 4/9/2018, 5/2/2019 and 9/6/2020;  <a href="http://www.ceredigion.gov.uk/cpd/Democratic_Services_Meetings_Public/10i.%20DEC%20Coroner%20Service%20Review.pdf">http://www.ceredigion.gov.uk/cpd/Democratic_Services_Meetings_Public/10i.%20DEC%20Coroner%20Service%20Review.pdf</a>  <a href="http://www.ceredigion.gov.uk/cpd/Democratic_Services_Meetings_Public/12i.%20Coroner%20Pay%20Arrangements.pdf">http://www.ceredigion.gov.uk/cpd/Democratic_Services_Meetings_Public/12i.%20Coroner%20Pay%20Arrangements.pdf</a>  <a href="http://www.ceredigion.gov.uk/cpd/Democratic_Services_Meetings_Public/11i.%20Coroners%20Pay%20Arrangements%202020.21-June%202020.docx.pdf">http://www.ceredigion.gov.uk/cpd/Democratic_Services_Meetings_Public/11i.%20Coroners%20Pay%20Arrangements%202020.21-June%202020.docx.pdf</a></p>
<b>Appendices:</b>	None
<b>Corporate Lead Officer/ Reporting Officer:</b>	Elin Prysor, Corporate Lead officer – Legal & Governance (& Monitoring Officer)
<b>Designation:</b>	Legal & Governance
<b>Date of Report:</b>	11 <sup>th</sup> February 2022
<b>Acronyms:</b>	p/a: per annum

## CEREDIGION COUNTY COUNCIL

**Report to:** Cabinet

**Date of meeting:** 15<sup>th</sup> March 2022

**Title:** Welsh Government's Retail, Leisure and Hospitality Rates Relief Scheme 2022-23

**Purpose of the report:** To approve the adoption of the Welsh Government's Non-Domestic Rates - Retail, Leisure and Hospitality Rates Relief Scheme 2022-23 as Discretionary Non-Domestic Rates Relief under Section 47 of the Local Government Act 1988

**For:** Decision

**Cabinet Portfolio and Cabinet Member:** Cllr. Gareth Lloyd, Finance, Procurement and Public Protection

In response to the on-going effects of the Covid-19 pandemic the Welsh Government (WG) has announced the continuation of the Retail, Leisure and Hospitality Rates Relief (RLHRR) scheme on a temporary basis for 2022-23.

The 2022/23 RLHRR scheme aims to provide support by offering a discount of 50% on non-domestic rates bills to eligible businesses occupying premises and operating in the retail, leisure and hospitality sectors, such as shops, pubs and restaurants, gyms, performance venues and hotels.

The 2022-23 RLHRR scheme will be subject to a cap in the amount each business can claim across Wales. The total amount of relief available is £110,000 across all properties occupied by the same business. All businesses are required to make a declaration that the amount of relief they are seeking across Wales does not exceed this cap, when applying to individual local authorities.

More detailed eligibility criteria and exceptions to the relief are outlined in the attached guidance document from WG.

As this is a temporary measure and the provision of the funding is discretionary funding under Section 47 of the Local Government Finance Act 1988 a decision to adopt the scheme in Ceredigion is required.

The scheme which is fully funded by WG will support approximately 966 businesses in Ceredigion with an estimated total value of £3.5m.

<b>Wellbeing of Future Generations:</b>	<p><b>Has an Integrated Impact Assessment been completed? If, not, please state why</b></p> <p>No. This is a temporary WG scheme being offered to all Welsh Councils to help reduce the burden of Non-Domestic Rates on qualifying businesses during the on-going effects of Covid-19 pandemic in Wales.</p> <p><b>Summary:</b></p> <p>Long term: N/A  Collaboration: N/A  Involvement: N/A  Prevention: N/A  Integration: N/A</p>
<b>Recommendation(s):</b>	<p>Cabinet is recommended to:</p> <p>To adopt the Welsh Government's Non-Domestic Rates - Retail, Leisure and Hospitality Rates Relief Scheme 2022-23 as a Discretionary Non-Domestic Rates Relief under Section 47 of the Local Government Act 1988.</p>
<b>Reasons for decision:</b>	To support local businesses using available grant funding.
<b>Overview and Scrutiny:</b>	The Scheme has not been referred to Corporate Overview and Scrutiny Committee as it is a temporary WG Scheme.
<b>Policy Framework:</b>	Corporate Strategy 2017-2022
<b>Corporate Priorities:</b>	Boosting the Economy
<b>Finance and Procurement implications:</b>	The scheme is grant funded by the WG and Ceredigion will be reimbursed for any relief that is awarded in line with the guidance/grant offer.
<b>Legal Implications:</b>	None
<b>Staffing implications:</b>	None
<b>Property / asset implications:</b>	None
<b>Risk(s):</b>	Failure to adopt the scheme will mean Ceredigion ratepayers being financially disadvantaged and WG withdrawing their funding.
<b>Statutory Powers:</b>	Section 47 of the Local Government Act 1988

**Background Papers:** **WG Guidance on the scheme**

**Appendices:** **Welsh Government Non-Domestic Rates - Retail, Leisure and Hospitality Relief Scheme 2022-23**

**Corporate Lead Officer:** **Stephen Johnson**

**Reporting Officer:** **Ann Ireland, Corporate Manager – Revenues and Financial Assessments**

**Date:** **16<sup>th</sup> February 2022**

# Non-Domestic Rates – Retail, Leisure and Hospitality Rates Relief in Wales – 2022-23

## Guidance

### About this guidance

This guidance is intended to support county and county borough councils (local authorities) in administering the Retail, Leisure and Hospitality Rates Relief scheme (the relief). On 20 December 2021, the Minister for Finance and Local Government announced the continuation of the relief on a temporary basis for 2022-23. This guidance applies to Wales only.

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

Enquiries about the scheme should be sent to: [localtaxationpolicy@gov.wales](mailto:localtaxationpolicy@gov.wales)

The relief is being offered from 1 April 2022 and will be available until 31 March 2023.

### Introduction

This relief is aimed at businesses and other ratepayers in Wales in the retail, leisure and hospitality sectors, for example shops, pubs and restaurants, gyms, performance venues and hotels.

The Welsh Government will provide grant funding to all 22 local authorities in Wales to provide the Retail, Leisure and Hospitality Rates Relief scheme to eligible businesses for 2022-23. The scheme aims to provide support for eligible occupied properties by offering a discount of 50% on non-domestic rates bills for such properties. The scheme will apply to all eligible businesses, however the relief will be subject to a cap in the amount each business can claim across Wales. The total amount of relief available is £110,000 across all properties occupied by the same business. All businesses are required to make a declaration that the amount of relief they are seeking across Wales does not exceed this cap, when applying to individual local authorities. An example declaration form is at [Annex 1](#) for local authorities to utilise when developing their own forms to publish and issue to businesses.

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

### Retail, Leisure and Hospitality Rates Relief

## **How will the relief be provided?**

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

## **How will the scheme be administered?**

It will be for local authorities to determine how they wish to administer the scheme to maximise take-up and minimise the administrative burden for ratepayers and for local authority staff.

Local authorities are responsible for providing businesses with clear and accessible information on the details and administration of the scheme. If, for any reason, an authority is unable to provide this relief to eligible businesses from 1 April 2022, consideration should be given to notifying eligible businesses that they qualify for the relief and that their bills will be recalculated.

## **Which properties will benefit from relief?**

Properties that will benefit from this relief will be occupied retail, leisure and hospitality properties – such as shops, pubs and restaurants, gyms, performance venues and hotels across Wales. More detailed eligibility criteria and exceptions to the relief are set out below.

Relief should be granted to each eligible business as a reduction to its rates bill based on occupation between 1 April 2022 and 31 March 2023. It is recognised that there may be some instances where a local authority is retrospectively notified of a change of occupier. In such cases, if it is clear that the business was in occupation on or after the 1 April 2022, the local authority may use its discretion in awarding relief.

It is intended that, for the purposes of this scheme, retail properties such as ‘shops, restaurants, cafes and drinking establishments’ will mean the following (subject to the other criteria in this guidance).

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

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

- Shops (such as florists, bakers, butchers, grocers, greengrocers, jewellers, stationers, off-licences, newsagents, hardware stores, supermarkets, etc)
- Charity shops
- Opticians

- Pharmacies
- Post offices
- Furnishing shops or display rooms (such as carpet shops, double-glazing, garage doors)
- Car or caravan showrooms
- Second hand car lots
- Markets
- Petrol stations
- Garden centres
- Art galleries (where art is for sale or hire)

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

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

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

- Restaurants
- Drive-through or drive-in restaurants
- Takeaways
- Sandwich shops
- Cafés

- Coffee shops
- Pubs
- Bars or Wine Bars

We consider assembly and leisure to mean the following.

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

- Sports grounds and clubs
- Sport and leisure facilities
- Gyms
- Tourist attractions
- Museums and art galleries
- Stately homes and historic houses
- Theatres
- Live Music Venues
- Cinemas
- Nightclubs

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

- Public halls
- Clubhouses, clubs and institutions

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

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

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

## **Other considerations**

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

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

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

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

Businesses may view that they have been able to continue trading at a substantial level during Coronavirus restrictions and as such may be inclined to not apply for the relief.

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

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

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

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

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

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

### **Hereditaments that are not occupied**

Properties that are not occupied on 1 April 2022 should be excluded from this relief. However, under the mandatory Empty Property Rates Relief scheme, empty properties will receive a 100% reduction in rates for the first three months (and in certain cases, six months) of being empty.

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

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

### **How much relief will be available?**

The total amount of government funded relief available for each property under this scheme for 2022-23 is 50% of the relevant bill. This is subject to a cap of £110,000 per business across all their properties in Wales. The relief should be applied to the net bill remaining after mandatory reliefs and other discretionary reliefs funded by section 31 grants have been applied (excluding those where local authorities have used their wider discretionary relief powers introduced by the Localism Act 2011, which are not funded by section 31 grants).

The eligibility for the relief and the relief itself will be assessed and calculated on a daily basis. The following formula should be used to determine the amount of relief to be granted for a particular hereditament in the financial year.

Amount of relief to be granted =  $V/2$ , where

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

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

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

A business with a single property with a remaining liability (after reliefs) greater than £220,000 can use the entire allocation of relief. No other properties owned by that business will be eligible for the scheme.

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

## **Changes to existing hereditaments, including change in occupier**

Empty properties becoming occupied after 1 April 2022 will qualify for this relief from the time of occupation.

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

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

## **State Aid / Subsidy Control Regime**

Following the end of the transition period for the United Kingdom leaving the European Union on 31 December 2020, EU State Aid regulations only apply in limited circumstances. As the relief is not funded by EU residual funds, EU State Aid regulations no longer apply for this scheme. As of 1 January 2021, the UK Subsidy Regime came into force. The scheme is considered by the Welsh Government to be outside the scope of any international trade agreements as measures are focused locally within Wales.

## **Example Declaration Form**

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

## CEREDIGION COUNTY COUNCIL

<b>Report to:</b>	<b>Cabinet</b>
<b>Date of meeting:</b>	<b>15th March 2022</b>
<b>Title:</b>	<b>Quarter 3 Capital Programme Monitoring Report</b>
<b>Purpose of the report:</b>	<b>To report on the Capital Expenditure to date</b>
<b>For:</b>	<b>Information</b>
<b>Cabinet Portfolio and Cabinet Member:</b>	<b>Cllr Gareth Lloyd, Financial, Procurement and Public Protection</b>

### 1. Overall Position

Details of the latest Capital Programme expenditure to the end of December (Period 9) are attached as Appendix A.

Total expenditure to this date is £9.4m, which is in line with expectations. The overall Capital Programme Working budget is £20.8m (excluding Contingencies).

### 2. New Schemes – Variances, Budget Changes

The Latest budget now reflects the updated 2021/22 programme approved by Cabinet on 1st February, 2022 as part of the budget process. The programme has been reduced in line with expectations on achievable spend by the end of the financial year 2021/22. The budgets, where the scheme allows, have been re-profiled into 2022/23.

### 3. Capital Contracts.

None have been reported

### 4. Capital Receipts

General – to date £107k of Capital Receipts have been achieved against the target of £100k

Schools – to date £165k of Capital Receipts have been achieved to date against the target of £100k.

### 5. Monitoring of Programme

The Capital Programme is monitored on a bi-monthly basis by the Capital Monitoring Group and issues such as project progress, virements, slippage and the implications arising thereon are considered by the Group and reported

through to the Development Group. Appendix A is included for information and outlines the budget performance to the end of December 2021.

<b>Integrated Impact Assessment:</b>	<b>Has an Integrated Impact Assessment been completed? If not, please state why</b>	This report does not refer to a policy or service change.
<b>Wellbeing of Future Generations:</b>	<b>Long Term: Integration: Collaboration: Involvement: Prevention:</b>	
<b>Recommendation(s):</b>		To note the performance in the Capital Monitoring Report as set out in Appendix A
<b>Reasons for decision:</b>		None Required
<b>Overview and Scrutiny:</b>		Considered during the budget setting process
<b>Policy Framework:</b>		Medium Term Financial Strategy
<b>Corporate Priorities:-</b>		All Corporate Priorities are underpinned by the Capital Programme.
<b>Financial Procurement implications:</b>		Compliant
<b>Legal implications:</b>		None
<b>Staffing implications:</b>		None
<b>Property/Asset Implications</b>		None directly
<b>Risk</b>		Low Risk of insufficient funding if there are significant overspends
<b>Statutory Powers:</b>		Local Government Finance Act 1992
<b>Background Papers:</b>		3 year Capital Programme
<b>Appendices:</b>		A - Capital Programme Monitoring Report
<b>Corporate Lead Officer:</b>		Stephen Johnson, Finance and Procurement
<b>Reporting Officer:</b>		Justin Davies – Corporate Manager Core Finance
<b>Date:</b>		2 <sup>nd</sup> March, 2022

Capital Monitoring Report to the end of December 2021 with updated budget changes.

Corporate/ Service Managers	Latest Budget Total £'000	Total Expenditure to date £'000	Budget Remaining £'000	Funding Source	Notes for Cabinet
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**Schools and Culture**

21st Century Schools programme (Band A)	NJ	37	34	3	CCC	No Issues to report
21st Century Schools programme (Band B)	NJ	3,402	1,927	1,475	CCC/Grant	No Issues to report
Reducing Infant Class Sizes	NJ	7	7	0	Grant	No Issues to report
Childcare Provision inc. Cenarth, Dyfryn Aeron and Henry Richards	NJ	2,029	1,424	605	Grant	Additional funding of £51/k has been approved - At this stage it is anticipated the budget will be full spent by year end
School - additional Capital works	NJ	894	609	285	Grant	No Issues to report
Underfloor Heating System - Schools	NJ	5	1	4	CCC	No Issues to report
Urgent Works Schools	NJ	100	87	13	CCC	No Issues to report
Encouraging Curiosity (Ceredigion Museum)	NJ	11	9	2	CCC/Grant	No Issues to report
<b>Total - Schools and Culture</b>		<b>6,485</b>	<b>4,100</b>	<b>2,385</b>		

**Porth Cymorth Cynnar**

Community Hub - Lampeter Leisure Centre	CY	25	57	(32)	Grant	All building cost should be incurred in 2022/23. There has been a request made to WG for additional funding for this scheme. c£77k of expenditure is expected in 21/22 which can be fully funded from the current grant
Cwrtnwydd Youth Service Campus	GJ	167	49	118	CCC	No Issues to report
Flying Start Capital Grant	NJ	316	274	42	Grant	No Issues to report
Leisure Centres upgrade Swimming Pools and sports hall	CY	274	-	274	CCC	Works have been completed
<b>Total - Porth Cymorth Cynnar</b>		<b>782</b>	<b>379</b>	<b>403</b>		

Capital Monitoring Report to the end of December 2021 with updated budget changes.

Corporate/ Service Managers	Latest Budget Total £'000	Total Expenditure to date £'000	Budget Remaining £'000	Funding Source	Notes for Cabinet
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**Economic and Regeneration**

Canolfan Dulais - TRIP Development Funding/Tai Ceredigion	AD	228	200	28	Grant	The Scheme will be fully spent
Wildlife Site Cenarth Public Footpath	AD	4	-	4	CCC/Grant	No Issues to report
Sewage Treatment Works	LG	316	76	240	CCC	Schemes are being progressed.
Urgent Works Other	LG	100	6	94	CCC	No Issues to report
Buildings - Invest to Save	LG	152	26	126	CCC	Schemes are being progressed.
Non Operational Property – Invest to Save Development	AD	72	66	6	CCC	It is anticipated this budget will be fully spent.
Asset Development Programme	AD	379	196	183	Grant	Schemes are being progressed.
Market Hall Cardigan	AD	164	-	164	CCC	£200k has been re-profiled into 22/23.
Footbridge Replacement Programme	AD	50	65	(15)	CCC	No Issues to report
Lampeter Town Centre Green infrastructure Enhancements	AD	209	6	203	Grant	Planned programme of works in place
Access Improvement Grant	AD	103	79	24	Grant	No Issues to report
Green Recovery Delivery Partnership Priority Themes	AD	66	23	43	Grant	No Issues to report
Local Places for nature Capital	AD	115	-	115	Grant	Approved additional funding of £37k for the purchase of a ride on Mower.
Levelling up Projects	AD	508	-	508	Grant	100% UK government grant funding
<b>Total - Economic and Regeneration</b>		<b>2,466</b>	<b>744</b>	<b>1,722</b>		

Capital Monitoring Report to the end of December 2021 with updated budget changes.

Corporate/ Service Managers	Latest Budget Total £'000	Total Expenditure to date £'000	Budget Remaining £'000	Funding Source	Notes for Cabinet
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### Highways and Environmental Services

Roads	PJ	264	25	239	CCC	No issues therefore the budget will be spent by year-end.
Bridges	PJ	14	14	(0)	CCC	No issues therefore the budget will be spent by year-end.
Environmental Services	GJ	92	55	37	CCC	No issues therefore the budget will be spent by year-end.
General Highways Improvements	PJ	919	89	830	CCC	No issues therefore the budget will be spent by year-end.
Public Highways Refurbishment	PJ	775	590	185	Grant	Funding to be utilised by March 2022, with the next re-surfacing programme.
Street Lighting Programme	PJ	380	178	202	CCC	£380k to be fully utilised in FY2122.
LTF Trawscymru Bus strategic corridor	PJ	842	422	420	Grant	Project progressing - no known issues.
Restore damage caused by Storm Callum	RLL	12	2	10	Grant	Remaining budget to be utilised by the close of FY2122
Resilient Road Grant - flood Modelling	PJ	20	1	19	Grant	Project progressing - no known issues.
Ultra Low emissions vehicle Transformation	PJ	420	6	414	Grant	Works planning is being progressed, with Charging Point Operators to be agreed during Qtr. 3 & 4 FY2122.

Capital Monitoring Report to the end of December 2021 with updated budget changes.

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Corporate/ Service Managers	Latest Budget Total £'000	Total Expenditure to date £'000	Budget Remaining £'000	Funding Source	Notes for Cabinet
ATF Core Funding	325	36	289	Grant	Further progress expected in Qtr. 4.
ATF - Cardigan town Package - Footway Improvements	206	42	164	CCC/Grant	Further progress expected in Qtr. 4.
ATF - Aberystwyth Town Footway Improvement Package	192	7	185	Grant	Project progressing - no known issues.
ATF - Lampeter University Path Link	148	4	144	Grant	Project progressing - no known issues.
Small Scale Works - Flooding and Erosion Risk Management	215	58	157	Grant	Project progressing - no known issues.
Road Safety - Un-adopted roads pilot - Bryn Hafod, Cardigan.	100	3	97	CCC/Grant	Project progressing - no known issues.
Flood Alleviation Schemes Llandre/Borth Leat	70	18	52	Grant	The Borth element is now delayed, hence expenditure will be lower than budget. WG have not yet confirmed if the funding can be moved into 22/23.
Coastal Protection Aberaeron	325	357	(32)	Grant	Additional grant funding has been awarded during qtr 4
Coastal Protection Aberystwyth	120	3	117	Grant	Approved Grant Funding which is profiled over two financial years.
Llangrannog Coastal protection	37	41	(4)	Grant	An additional £15k has been approved by WG.
Borth & Ynyslas Coastal Protection	32	7	25	Grant	Funding and completion date being reviewed with WG.
Additional Replacement Vehicles (Civil Parking enforcement)	35	28	7	CCC	The Vehicles have been received
Fleet Replacement	344	345	(1)	CCC	The Vehicles have been received
Absorbent Hygiene Product (AHP) Waste	24	-	24	CCC	It is expected that a budget carry forward will be requested at year end - so spend to be incurred during 22/23
<b>Total - Highways and Environmental Services</b>	<b>5,911</b>	<b>2,331</b>	<b>3,580</b>		

Capital Monitoring Report to the end of December 2021 with updated budget changes.

Corporate/ Service Managers	Latest Budget Total £'000	Total Expenditure to date £'000	Budget Remaining £'000	Funding Source	Notes for Cabinet	
<b>Porth Gofal</b>						
Disabled Facilities Grants	LH	1,500	934	566	CCC	No Issues to report
Home Improvement & Houses into Homes Loan Schemes	LH	172	137	35	CCC/Grant	An additional £100k has been added to the budget from capital Receipts loan repayments as it is anticipated this level of funding will be utilised in 21/22
Enable Grant for Independent Living	LH	122	69	53	Grant	An additional £15k grant funding has been approved.
Warm Home Boiler Replacement Grant	LH	15	19	(4)	Grant	New approved Grant funding for 2021/22
Warm Homes Energy Measures Grants	LH	500	95	405	Grant	An additional £221k has been approved with an extension to the end of August 22 - therefore the budget has been re-profiled. £500k in 21/22 and £323k in 22/23
Camu Mlaen - Canolfan Steffan	NL	207	3	204	CCC	An additional £82k has been added to the budget as tenders came back higher than anticipated.
Urgent Works - Residential Homes	NL	132	9	123	CCC	The funding is to upgrade the Nurse call stations in Residential homes which is being progressed
Day Centres - Public Protection and Environmental improvements	NL	20	3	17	CCC	There is only going to be a relatively small spend this financial year on this project as tenders have only just gone out - £150k of the budget has been re-profiled into 22/23
ICF - Hafan Deg Dementia Project	NL	296	18	278	CCC/Grant	Additional Grant Funding of £89k has been approved with £29k of General funding required.
Residential Homes upgrade	NL	350	-	350	CCC	New Approved scheme additional urgent works required to meet standards. Funded by Contingencies/profile re-alignment.
VAWADAS - Supported Accommodation	LH	343	159	184	Grant	Additional grant funding of £49k has been approved for the renovation work to the properties.
Intermediate Care Fund- Property Purchases & Renovations	LH	524	171	353	Grant	No issues to report
Intermediate Care Fund - Safe Warm and Secure & Care and Repair	LH	159	43	116	Grant	Approved ICF grant funding for 2021/22
<b>Total - Porth Ceredigion</b>		<b>4,340</b>	<b>1,659</b>	<b>2,681</b>		

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Capital Monitoring Report to the end of December 2021 with updated budget changes.

	Corporate/ Service Managers	Latest Budget Total £'000	Total Expenditure to date £'000	Budget Remaining £'000	Funding Source	Notes for Cabinet
<b>Customer Contact</b>						
ICT Hardware	AM	197	-	197	CCC	An order has been raised for the hardware
Smart Mobile Phones	AM	133	105	28	CCC	No issues to report
<b>Total - Customer Contact</b>		<b>330</b>	<b>105</b>	<b>225</b>		
<b>Finance &amp; Procurement</b>						
Community Grant Scheme	JD	180	47	133	CCC	Commitments to the end of December £175k
<b>Total - Finance &amp; Procurement</b>		<b>180</b>	<b>47</b>	<b>133</b>		
<b>Democratic Services</b>						
Council Chamber Equipment upgrade Phase 2	LE	150	-	150	CCC/Grant	The scheme is being progressed
<b>Total - Democratic Services</b>		<b>150</b>	<b>-</b>	<b>150</b>		
<b>Covid 19</b>						
Covid 19 - Field Hospitals	JD	174	98	76	Grant	The scheme is being finalised
		<b>174</b>	<b>98</b>	<b>76</b>		
<b>Brought Forward Commitments</b>						
Brought forward Commitments (Old schemes)		-	(42)	42		Automatic 20/21 Accruals, awaiting expenditure in 21/22
<b>TOTAL WORKING PROGRAMME</b>		<b>20,818</b>	<b>9,421</b>	<b>11,397</b>		

Capital Monitoring Report to the end of December 2021 with updated budget changes.

	Corporate/ Service Managers	Latest Budget Total £'000	Total Expenditure to date £'000	Budget Remaining £'000	Funding Source	Notes for Cabinet
Contingencies	JD	150	-	150		
Profile re-alignment	JD	109	-	109		
Capital Receipts Housing profile re-alignment	JD	405	-	405		
New Approved Grants/Match funding for grant schemes	JD	1,179	-	1,179		
<b>Total - Contingencies</b>		<b>1,843</b>	<b>-</b>	<b>1,843</b>		
<b>TOTAL OVERALL PROGRAMME</b>		<b>22,661</b>	<b>9,421</b>	<b>13,240</b>		

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## CEREDIGION COUNTY COUNCIL

<b>Report to:</b>	<b>Cabinet</b>
<b>Date of meeting:</b>	<b>15/03/2022</b>
<b>Title:</b>	<b>Controllable Revenue Budget - 2021/22</b>
<b>Purpose of the report:</b>	<b>To report on the 2021/22 Revenue Budget - actual position to the end of December 2021 and forecasted year-end position</b>
<b>For:</b>	<b>For Information</b>
<b>Cabinet Portfolio and Cabinet Member:</b>	<b>Cllr Gareth Lloyd, Finance and Procurement Services and Public Protection Services</b>

### 1. SUMMARY

This report updates Cabinet on the financial performance for all Services in relation to the 2021/22 Controllable Revenue Budget. The Budgets for each Service are actively monitored and reviewed on a regular basis, in order to assess the timing of income and expenditure, as well as the forecasted year-end position and ensuring corrective action is taken wherever possible and as appropriate.

At this stage in the financial year, the projected year-end position is for an underspend of £1.165m, which is a further improvement on the Q2 position. There is also a surplus of Council Tax that is expected to be at a far higher level and more than double, last year's £376k surplus. The actual position will only be known after the year end when the accounts are drawn up. The Council's overall financial position therefore remains positive and resilient. It is important to note that:

- WG continues to announce additional one off grants and funding at short notice, mainly as a result of consequentials received from UK Treasury. The most recent of which has been an additional £50m across Wales for Local Authorities to use flexibly in managing cost pressures arising from inflation. This has enabled the Council to consider reducing the Council Tax burden for 2022/23.
- The current year's position is being heavily masked by the benefit of temporary / one-off grant funding in a number of services, particularly within Social Care.
- There continues to be a recruitment challenge affecting particularly Social Care as well as some other Services (which in turn means a higher than typical level of job vacancies). Various initiatives are being employed to try to improve the position.
- There are continuing financial impacts and risks from COVID19 which are being actively managed through a combination of claims against the WG Hardship fund, specific WG grants and funding previously set aside.

As a result of these factors, financial forecasting and planning remains difficult. However it does mean that General Balances and Earmarked reserves will increase at year end, which will enable funds to be set aside for future one-off commitments,

combined with the side benefit of a temporary saving from reduced external borrowing costs.

## **2. CORE BUDGET PERFORMANCE**

The Q3 Latest Budget includes a small number of Budget Transfers relating to day to day operational changes between Services, where there is no underlying change to service provision. The only one that exceeds £200k is the following item:

<u>Item</u>	<u>Amount</u> <u>£'000</u>	<u>Budget</u> <u>Transferred</u> <u>From</u>	<u>Budget</u> <u>Transferred</u> <u>To</u>
Youth Justice	218	Porth Cymorth Cynnar	Porth Cynnal

With regard to 2021/22 national pay awards, the APT&C and Chief Officers these are now being implemented. The final Employers' pay offer was 2.75% for the lowest pay point, 1.75% for all other Grades and 1.50% for Chief Officers. There is a net additional cost of c£100k, which has been factored into next years budget.

During the last quarter there have been 2 incidents of note – the impact of Storm Barra and a fire in a stores building at the Council's Glanyrafon Depot, with the latter being the subject of an insurance claim. The Council is currently not envisaging there being any significant financial impact from either event.

In terms of core Budget performance, the current and projected position for each Service is summarised in the table overleaf. Further details can then be found in the individual Appendix for each Service.

Service	Latest Budget £'000	Budget to December 2021 £'000	Actuals to December 2021 £'000	Variance to December 2021 £'000	Year End Forecast under/ (over) spend £'000	Year End Forecast under/ (over) spend £'000	Comment
Customer Contact	5,779	4,214	4,059	155		-	It is expected by the service to breakeven during the 2021/22 financial year.
Democratic Services	4,120	3,089	2,972	117		65	At this stage in the year there are no problem areas identified.
Economy & Regeneration	3,471	2,732	2,606	126		70	At this stage in the year an underspend of £70k is forecast. Land Charges income is performing well, so this combined with temporary savings relating to the new staffing structure, should allow a transfer to the Boosting the Economy reserve to be made at year end
Finance & Procurement	20,188	17,812	17,090	722		550	The forecasted underspend relates mainly to staff vacancies and additional funding from DWP. In addition a transfer to reserves of £1.6m has been made following the adoption of an amended MRP Policy. Additional Council Tax Support Scheme costs are currently lower than expected and being managed by one-off means.
Highways & Environmental Services	17,587	12,943	12,406	537		-	It is expected by the service to breakeven during the 2021/22 financial year.
Legal & Governance Services	1,535	1,153	1,063	90		55	At this stage in the year there are no problem areas identified.
People & Organisation	2,093	1,192	1,150	42		-	At this stage in the year there are no problem areas identified.
Policy, Performance & Public Protection	2,146	1,586	1,435	151		-	At this stage in the year there are no problem areas identified
<u>Pyrrh Through Age Model</u>							
Porth Cymorth Cynnar	3,829	3,617	3,573	44	100		The service is operating within the resources available and foresees an underspend due mainly to vacant posts and additional funding for HCT. The Wellbeing Centres have all now fully reopened, so the final quarter of the year will be an important one for this service.
Porth Cynnal	23,633	18,202	18,254	(52)	-		These Services were anticipating an overspend by year end, however an additional one-off year-end WG grant will now assist with funding this. Various areas of the Services are quite volatile in nature, with forecasts being based on known commitments to date but noting these can change quite dramatically in a short space of time. The Services have also benefited from the Social Care Recovery Fund in 2021/2022, which is temporary one-off funding.
Porth Gofal	11,656	8,421	8,424	(3)	-		
<b>Pyrrh Through Age Model</b>	<b>39,118</b>	<b>30,240</b>	<b>30,251</b>	<b>(11)</b>		<b>100</b>	
Schools & Culture	48,721	46,268	45,870	398		325	The service is operating within the resources available and foresees an underspend due mainly to vacant posts and the benefit of temporary in year funding. Schools are generally living within their delegated allocations, however there are challenges as this latest COVID phase is manifesting itself in a range of pupil behaviour and wellbeing issues as well as the more direct operational impacts. Resources are therefore starting to be proactively committed from school balances on a multi-year basis to help mitigate these emerging issues.
Leadership Group	5,388	4,389	4,546	(157)		-	A break-even position is forecast, after making allowance for additional one-off WG Social Care funding to assist with the increasing cost of Out of County placements. COVID19 related costs will be financed by a combination of WG Hardship Fund, Savings identified and Earmarked reserves.
Levies, C/Tax Premium & Reserves	4,590	3,057	3,057	-		-	It is expected by the service to breakeven during the 2021/22 financial year.
<b>Total Controllable Budget</b>	<b>154,736</b>	<b>128,675</b>	<b>126,505</b>	<b>2,170</b>		<b>1,165</b>	

### **3. COVID19 FINANCIAL IMPACT**

There is still an ongoing financial impact arising from COVID19, with a range of financial dynamics still requiring active management by the Finance & Procurement service. The WG Emergency Hardship Fund for Local Authorities will now end on 31/03/22 and the position beyond this has formed part of the 2022/23 Budget process.

The financial impact from COVID19 is still being dealt with on a corporate collective Council wide basis; hence most elements referenced under this section are accounted for under the Leadership Group budget heading. The following section summarises the position on the more significant items:

a) Increased COVID19 Costs and WG Emergency Hardship Fund

Monthly Hardship claims continue to be made to WG and totalled £4.8m for the April to December period. Certain elements are still to be determined by WG (£260k), however of the remaining items determined, 99.6% of claim values have been paid. The main areas of cost relate to financial support for Adult Social Care providers, costs associated with Reopening the Visitor Economy, increased costs in Schools associated with enhanced cleaning and teaching cover, Homelessness and Free School Meals.

b) Lost Income in Services

A larger number of Income streams are now broadly recovering at or close to pre COVID levels (e.g. Car Parking) or are generating temporary savings to offset current shortfalls. The most significant service still adversely affected is the Wellbeing Centres, albeit this in a large part relates to the impact from the temporary re-use of the buildings for alternative purposes. Quarterly claims continue to be submitted to WG and totalled £0.9m for the April to December period, with the Q1 & Q2 claims paid in full and Q3 claim awaiting determination.

c) Financial Benefits

Whilst the majority of COVID19 related financial impacts are negative, there are certain budget headings producing savings / additional income. It is intended to treat the more significant items corporately, subject to the final outcome of the APT&C 2021/22 pay award not having an adverse effect on Services. For example - Officer & Member Travelling costs are leading to an in year saving of just over £300k to the end of Q3. Fees have also been received in relation to the implementation and management of various grant schemes totalling c£280k to date.

d) Council Tax collection

There is also a surplus of Council Tax that is expected to be at a far higher level and more than double, last year's £376k surplus.

In overall terms, the COVID19 financial impact is being actively managed through a combination of claims against the WG Hardship Fund, certain savings being treated corporately and using funds previously set aside in an earmarked reserve if required.

#### **4. OTHER WG COVID RELATED / COST OF LIVING CRISIS SCHEMES**

The main schemes being managed to date during 2021/22 are as follows:

NNDR Business Rates relief for Leisure, Retail & Hospitality sectors	Approx. £8.3m of NNDR relief has been awarded to eligible businesses for 2021/22
Self Isolation Support scheme	£785k cumulative payments to date – Scheme now extended to 31/03/22 and payment value is now back down to £500
Social Care funding for Providers	This originally formed part of the WG Hardship funding. For the latter part of the year WG are applying tapering to most areas of funding with the exception of Domiciliary Care. Certain aspects are continuing to 31/03/22 under the Social Care Recovery Fund.
Care Workers Statutory sick pay enhancement scheme for Employers	£34k cumulative payments to date – scheme now open until 30/06/22
£735 Payment for Carers	£1.565m of payments to date for over 1,600 Carers. Scheme completed
Cultural Freelancer Fund – May 2021 round	£48k of grants paid – Scheme closed
Economic Resilience Fund Discretionary Business Grants – June & August 2021 rounds	£100k of grants paid – Schemes closed
Tenancy Hardship Grant	Scheme currently live – no payments to date. Scheme due to close 31/03/22
£200 Winter Fuel Support Payments	New scheme - £464k cumulative payments to date. Scheme due to close 28/02/22
Omicron Business Grants	New NNDR and Discretionary Grant scheme. £1.399m cumulative payments to date. Scheme closed 14/02/22
£1,498 Payment for Carers	Further Scheme details awaited from WG
£150 Council Tax rebate Scheme	Further Scheme details awaited from WG

In addition to these there are still a number of COVID related specific grants schemes that are / have been supported and resourced. These include Test, Trace & Protect (Contract Tracing), Temporary Field Hospitals decommissioning, Vaccination Centres, Bus Emergency Funding, Social Care Recovery Funding and various Education and Highways related grants.

#### **5. CONCLUSION**

The Council's financial position continues to be resilient. Overall an underspend by the Services of £1.165m is currently projected for year end together with the usual positive year end position for Council Tax. In addition the COVID19 financial impact for 2021/22 continues to be manageable.

Has an Integrated Impact Assessment been completed?

No

If, not, please state why

*Summary:*

Wellbeing of Future Generations:

Long term: Not Applicable  
Integration: Not Applicable  
Collaboration: Not Applicable  
Involvement: Not Applicable  
Prevention: Not Applicable

Recommendations(s):

To note the report

Reasons for decision:

To understand the Council's current in year revenue financial performance

Overview and Scrutiny:

Considered during the budget setting process

Policy Framework:

Medium Term Financial Strategy

Corporate Priorities:

The Budget supports the Strategic Objectives of the Council

Financial & Procurement implications:

Noted within the report

Legal implications:

Part of the Section 151 officer's role and responsibility for the proper administration of the Council's financial affairs

Staffing implications:

n/a

Property / Asset implications:

n/a

Risk(s):

Risk of insufficient funding if there are significant overspends. Ongoing risk around the COVID19 pandemic (COVID19 risk on the Corporate Risk Register).

Statutory Powers:

Local Government Finance Act 1972

Background Papers::

Revenue Budget 2021/22

Appendices:

Appendix A: Customer Contact  
Appendix B: Democratic Services  
Appendix C: Economy & Regeneration  
Appendix D: Finance & Procurement  
Appendix E: Highways & Environmental Services  
Appendix F: Legal & Governance Service  
Appendix G: People & Organisation

Appendix H: Policy, Performance & Public Protection  
Appendix I: Porth Cymorth Cynnar  
Appendix J: Porth Cynnal  
Appendix K: Porth Gofal  
Appendix L: Schools & Culture  
Appendix M: Leadership Group  
Appendix N: Levies, Council Tax Premium & Reserves

Corporate Lead Officer: Steve Johnson

Reporting Officers: Duncan Hall and Justin Davies

Date: 02/03/2022

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2021 / Budget Forecast Report December 2021

Cyswllt Cwsmeriaid / Customer Contact

Swyddog Arweiniol / Corporate Lead Officer : Arwyn Morris

## 1. CRYNODEB / SUMMARY

## Diwedd y Flwyddyn / Year End Forecast:

Disgwylir gan y gwasanaeth bydd y gyllideb yn mantoli yn ystod y flwyddyn ariannol 2021/22.  
It is expected by the service to breakeven during the 2021/22 financial year.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2021 Budget to December 2021 £'000	Gwir wariant hyd at Rhagfyr 2021 Actuals to December 2021 £'000	Amrywiant hyd at Rhagfyr 2021 Variance to December 2021 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/ (over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (I, C neu U ) Level of risk (L, M or H)
TGCh / ICT	3,422	2,442	2,457	(15)	(120)	Ymrwymadau gwariant TGCh yw'r prif ffactor sy'n gyrru'r rhagolygon presennol. Serch hynny, mae problemau parhaus yn y gadwyn gyflenwi o ran darparu offer a deunyddiau a allai effeithio ar y sefyllfa derfynol ar ddiwedd y flwyddyn ICT expenditure commitments are the main factor driving the current forecast. There are though continued supply chain issues on the delivery of equipment and materials which could affect the final year end position	I/L
Gwasanaethau Cwsmeriaid / Customer Services	1,308	981	859	122	120	Bu nifer o swyddi gwag yn ystod y flwyddyn, er bod hyn yn cael ei wrthbwysu'n rhannol gan gynnydd sylweddol yng nghostau Masnachol oherwydd y defnydd cynyddol o daliadau gan gerdyn There have been a number of vacant posts throughout the year, although this is partially offset by a significant increase in the Merchant charges due to increased use of card payments	I/L
Gwasanaethau Cymunedol / Community Services	949	716	668	48	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I/L
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	100	75	75	-	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I/L
<b>CYFANSWM / TOTAL</b>	<b>5,779</b>	<b>4,214</b>	<b>4,059</b>	<b>155</b>	<b>-</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2021 / Budget Forecast Report December 2021

Gwasanaethau Democraidd / Democratic Services

Swyddog Arweiniol / Corporate Lead Officer : Lowri Edwards

## 1. CRYNODEB / SUMMARY

Diwedd y Flwyddyn / Year End Forecast:

Ar yr adeg hon o'r flwyddyn ni nodwyd unrhyw faes sy'n achosi problem.  
At this stage in the year there are no problem areas identified.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2021 Budget to December 2021 £'000	Gwir wariant hyd at Rhagfyr 2021 Actuals to December 2021 £'000	Amrywiant hyd at Rhagfyr 2021 Variance to December 2021 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/ (over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (I, C neu U ) Level of risk (L, M or H)
Gwasanaethau Democraidd / Democratic Services	1,817	1,370	1,314	56	45	Mae'r arbediad rhagolwg yn ymwneud yn rhannol â Lwfansau Aelodau. The forecast saving relates partly to Members Allowances.	I/L
Cymorth Corfforaethol i Wasanaethau / Corporate Service Support	1,904	1,422	1,393	29	-	Ni nodwyd unrhyw faes sy'n achosi problem. There are no problem areas identified.	I/L
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	399	297	265	32	20	Ni nodwyd unrhyw faes sy'n achosi problem. There are no problem areas identified.	I/L
<b>CYFANSWM / TOTAL</b>	<b>4,120</b>	<b>3,089</b>	<b>2,972</b>	<b>117</b>	<b>65</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2021 / Budget Forecast Report December 2021

Economi ac Adfywio / Economy and Regeneration

Swyddog Arweiniol / Corporate Lead Officer: Russell Hughes-Pickering

## 1. CRYNODEB / SUMMARY

Diwedd y Flwyddyn / Year End Forecast:

Ar hyn o bryd yn y flwyddyn rhagwelir tanwariant o £70k. Mae incwm Pridiannau Tir yn perfformio'n dda, felly dylai hyn, ynghyd ag arbedion dros dro yn ymwneud â'r strwythur staffio newydd, ganiatáu trosglwyddo i gronfa wrth gefn Hybu'r Economi ar ddiwedd y flwyddyn

At this stage in the year an underspend of £70k is forecast. Land Charges income is performing well, so this combined with temporary savings relating to the new staffing structure, should allow a transfer to the Boosting the Economy reserve to be made at year end

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2021 Budget to December 2021 £'000	Gwir wariant hyd at Rhagfyr 2021 Actuals to December 2021 £'000	Amrywiant hyd at Rhagfyr 2021 Variance to December 2021 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/ (over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (L, C neu U) Level of risk (L, M or H)
Gwasanaethau Eiddo / Property Services	2,658	2,092	2,026	66	-	Ni nodwyd unrhyw faes sy'n achosi problem. There are no problem areas identified.	I/L
Twf a Menter / Growth & Enterprise	587	387	364	23	35	Mae yna arbedion dros dro yn ymwneud â gweithredu'r strwythur newydd y wasanaeth. There are temporary savings relating to the implementation of the new service structure	I/L
Gwasanaethau Cynllunio / Planning Services	117	173	138	35	35	Mae tanwariant y rhagolwg yn ymwneud yn bennaf ag incwm Taliadau Tir sy'n perfformio'n well na'r gyllideb. The forecast underspend mainly relates to Land Charges income out-performing budget.	I/L
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	109	80	78	2	-	Ni nodwyd unrhyw faes sy'n achosi problem. There are no problem areas identified.	I/L
<b>CYFANSWM / TOTAL</b>	<b>3,471</b>	<b>2,732</b>	<b>2,606</b>	<b>126</b>	<b>70</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2021 / Budget Forecast Report December 2021

Cyllid a Chaffael / Finance and Procurement

Swyddog Arweiniol / Corporate Lead Officer : Steve Johnson

## 1. CRYNODEB / SUMMARY

Diwedd y Flwyddyn / Year End Forecast:

Mae'r tanwariant a ragwelir yn ymwneud yn bennaf â swyddi gwag a chyllid ychwanegol oddi wrth yr Adran Gwaith a Phensiynau. Yn ogystal â hynny, trosglwyddwyd £1.6 miliwn i'r cronfeydd wrth gefn, yn dilyn mabwysiadu Polisi Darpariaeth Isafswm Refeniw diwygiedig. Mae costau'r Cynllun Cymorth Ychwanegol gyda Threth y Cyngor yn is na'r disgwyl ar hyn o bryd ac yn cael eu rheoli drwy ddulliau untro.

The forecasted underspend relates mainly to staff vacancies and additional funding from DWP. In addition a transfer to reserves of £1.6m has been made following the adoption of an amended MRP Policy. Additional Council Tax Support Scheme costs are currently lower than expected and being managed by one-off means.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2021 Budget to December 2021 £'000	Gwir wariant hyd at Rhagfyr 2021 Actuals to December 2021 £'000	Amrywiant hyd at Rhagfyr 2021 Variance to December 2021 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/ (over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (L, C neu U) Level of risk (L, M or H)
Gwasanaeth Cyllid a Chaffael / Finance & Procurement Service	3,185	2,280	2,018	262	200	Gwnaed arbedion yn sgil swyddi gwag a derbyniwyd cyllid ychwanegol gan yr Adran Gwaith a Phensiynau Savings on staff vacancies and additional funding received from DWP	I / L
Budd-daliadau Tai a Chynllun Cymorth Treth y Cyngor / Housing Benefits and Council Tax Support Scheme	6,132	6,132	6,224	(92)	-	Bydd unrhyw wariant dros £6.1miliwn yn cael ei ariannu naill ai o gronfeydd wrth gefn wedi eu clustnodi neu o'r gwasanaeth. Any spend in excess of £6.1m will be funded from either earmarked reserves or from the service.	C / M
Yswiriant, Terfynu a Chostau Corfforaethol Eraill / Insurance, Termination & Other Corporate Costs	1,746	1,625	1,157	468	250	Ni nodwyd unrhyw faes sy'n achosi problem. There are no problem areas identified.	I / L
Cyfrif Cyfalaf Corfforaethol / Corporate Capital Account	9,125	7,775	7,691	84	100	Dim pryderon – mae swm o £1.6m wedi ei drosglwyddo i'r Gronfa Gyfalaf Gorfforaethol wrth gefn o ganlyniad i'r ffaith bod y Cyngor wedi mabwysiadu Polisi Darpariaeth Isafswm Refeniw diwygiedig. No concerns - £1.6m has been transferred to the Corporate Capital Reserve as a result of Council adopting an amended MRP Policy	I / L
<b>CYFANSWM / TOTAL</b>	<b>20,188</b>	<b>17,812</b>	<b>17,090</b>	<b>722</b>	<b>550</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2021 / Budget Forecast Report December 2021

Priffyrdd a Gwasanaethau Amgylcheddol / Highways and Environmental Services

Swyddog Arweiniol / Corporate Lead Officer : Rhodri Llwyd

## 1. CRYNODEB / SUMMARY

## Diwedd y Flwyddyn / Year End Forecast:

Disgwylir gan y gwasanaeth bydd y gyllideb yn mantoli yn ystod y flwyddyn ariannol 2021/22.  
It is expected by the service to breakeven during the 2021/22 financial year.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2021 Budget to December 2021 £'000	Gwir wariant hyd at Rhagfyr 2021 Actuals to December 2021 £'000	Amrywiant hyd at Rhagfyr 2021 Variance to December 2021 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/ (over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (I, C neu U ) Level of risk (L, M or H)
Casglu a Gwaredu Gwastraff / Waste Collection & Disposal	4,790	3,478	3,369	109	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I/L
Parciau a gerddi, Glanhau Priffyrdd, Gwasanaethau Parcio, Harbws / Parks & Gardens, Highways Cleaning, Parking Services, Harbours	28	(68)	(48)	(20)	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I/L
Cludiant Teithwyr Corfforaethol, Uned Cynnal a Chadw Trafnidiaeth / Corporate Passenger Transport, Transport Maintenance Unit	6,431	4,500	4,176	324	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I/L
Cynnal a Chadw Priffyrdd, Caffael a Strategaeth, Peirianneg Arfordirol a Gwaith Draenio Tir / Highways Maintenance, Coastal Engineering & Land Drainage Procurement & Strategy	5,120	4,102	4,110	(8)	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I/L
Gwasanaethau Priffyrdd, Diogelwch y Ffordd, Rheoli Trafnidiaeth Rhanbarthol / Highways Services, Road Safety, Regional Transport Management	657	483	344	139	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I/L
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	561	448	455	(7)	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I/L
<b>CYFANSWM / TOTAL</b>	<b>17,587</b>	<b>12,943</b>	<b>12,406</b>	<b>537</b>	<b>-</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2021 / Budget Forecast Report December 2021

Gwasanaethau Cyfreithiol a Llywodraethu / Legal &amp; Governance Services

Swyddog Arweiniol / Corporate Lead Officer : Elin Prysor

## 1. CRYNODEB / SUMMARY

Diwedd y Flwyddyn / Year End Forecast:

Ar yr adeg hon o'r flwyddyn ni nodwyd unrhyw faes sy'n achosi problem.  
At this stage in the year there are no problem areas identified.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2021 Budget to December 2021 £'000	Gwir wariant hyd at Rhagfyr 2021 Actuals to December 2021 £'000	Amrywiant hyd at Rhagfyr 2021 Variance to December 2021 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/ (over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (I, C neu U ) Level of risk (L, M or H)
Gwasanaethau Cyfreithiol / Legal Services	661	496	485	11	(5)	Ni nodwyd unrhyw faes sy'n achosi problem. There are no problem areas identified.	I/L
Gwasanaethau Archwilio / Audit Services	594	448	417	31	20	Mae'r arbediad rhagolwg yn ymwneud â Ffioedd Archwilio Allanol. The forecast saving relates to External Audit Fees.	I/L
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau (gan gynnwys Crwneriaid) / Service Management and Strategy (including Coroners)	280	209	161	48	40	Ni nodwyd unrhyw faes sy'n achosi problem. There are no problem areas identified.	I/L
<b>CYFANSWM / TOTAL</b>	<b>1,535</b>	<b>1,153</b>	<b>1,063</b>	<b>90</b>	<b>55</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2021 / Budget Forecast Report December 2021

Pobl a Threfniadaeth / People &amp; Organisation

Swyddog Arweiniol / Corporate Lead Officer: Geraint Edwards

## 1. CRYNODEB / SUMMARY

Diwedd y Flwyddyn / Year End Forecast:

Ar yr adeg hom o'r flwyddyn ni nodwyd unrhyw faes sy'n achosi problem.  
At this stage in the year there are no problem areas identified.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2021 Budget to December 2021 £'000	Gwir wariant hyd at Rhagfyr 2021 Actuals to December 2021 £'000	Amrywiant hyd at Rhagfyr 2021 Variance to December 2021 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/ (over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (I, C neu U ) Level of risk (L, M or H)
Pobl a Threfniadaeth / People & Organisation	2,013	1,132	1,097	35	-	Ni nodwyd unrhyw faes sy'n achosi problem. There are no problem areas identified.	I/L
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	80	60	53	7	-	Ni nodwyd unrhyw faes sy'n achosi problem. There are no problem areas identified.	I/L
<b>CYFANSWM / TOTAL</b>	<b>2,093</b>	<b>1,192</b>	<b>1,150</b>	<b>42</b>	<b>-</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2021 / Budget Forecast Report December 2021

Polisi, Pherfformiad a Amddiffyn y Cyhoed / Policy, Performance &amp; Public Protection

Swyddog Arweiniol / Corporate Lead Officer : Alun Williams

## 1. CRYNODEB / SUMMARY

Diwedd y Flwyddyn / Year End Forecast:

Ar yr adeg hon o'r flwyddyn ni nodwyd unrhyw faes sy'n achosi problem  
At this stage in the year there are no problem areas identified

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2021 Budget to December 2021 £'000	Gwir wariant hyd at Rhagfyr 2021 Actuals to December 2021 £'000	Amrywiant hyd at Rhagfyr 2021 Variance to December 2021 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/ (over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (I, C neu U ) Level of risk (L, M or H)
Partneriaethau a Pherfformiad / Partnerships & Performance	824	585	529	56	-	Ni nodwyd unrhyw faes sy'n achosi problem. There are no problem areas identified.	I/L
Diogelu'r Cyhoedd / Public Protection	1,198	909	832	77	-	Ni nodwyd unrhyw faes sy'n achosi problem heblaw am y prosiect amgylcheddol mawr. There are no problem areas identified other than the large environmental project.	C / M
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	124	92	74	18	-	Ni nodwyd unrhyw faes sy'n achosi problem. There are no problem areas identified.	I/L
<b>CYFANSWM / TOTAL</b>	<b>2,146</b>	<b>1,586</b>	<b>1,435</b>	<b>151</b>	<b>-</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2021 / Budget Forecast Report December 2021

Porth Cymorth Cynnar

Swyddog Arweiniol / Corporate Lead Officer : Elen James

## 1. CRYNODEB / SUMMARY

Diwedd y Flwyddyn / Year End Forecast:

Mae'r gwasanaeth yn gweithredu o fewn yr adnoddau sydd ar gael ac yn rhagweld tanwariant yn bennaf oherwydd swyddi gwag a chyllid ychwanegol ar gyfer HCT. Mae'r Canolfannau Lles i gyd bellach wedi ailagor yn llawn, felly bydd chwarter olaf y flwyddyn yn un pwysig i'r gwasanaeth hwn.

The service is operating within the resources available and foresees an underspend due mainly to vacant posts and additional funding for HCT. The Wellbeing Centres have all now fully reopened, so the final quarter of the year will be an important one for this service.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2021 Budget to December 2021 £'000	Gwir wariant hyd at Rhagfyr 2021 Actuals to December 2021 £'000	Amrywiant hyd at Rhagfyr 2021 Variance to December 2021 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/ (over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (L, C neu U) Level of risk (L, M or H)
Dysgu Gydol Oes a Sgiliau / Lifelong Learning & Skills	325	505	428	77	125	Ni nodwyd unrhyw faes sy'n achosi problem. Disgwylir ffrydiau cyllid newid i HCT. There are no problem areas identified. Additional HCT funding streams are anticipated.	I / L
Gwasanaethau Cymorth Cynnar / Early Intervention Services	770	922	914	8	50	Mae swyddi gwag wedi arwain at y tanwariant. Vacant posts have led to the underspend.	I / L
Uned Cyfeirio Disgyblion / Pupil Referral Unit	729	529	491	38	50	Ni nodwyd unrhyw faes sy'n achosi problem. There are no problem areas identified.	I / L
Canolfannau Lles / Wellbeing Centres	1,117	907	950	(43)	(75)	Mae'r maes gwasanaeth hwn yn ddibynnol iawn ar incwm. Mae'r sefyllfa a ragwelir yn dibynnu'n bennaf ar sut mae sefyllfa Ch4 yn dod i fodolaeth ar ôl i'r Canolfannau Lles ailagor (gan gynnwys adolygiad terfynol o'r cyllid ar gyfer gwariant sy'n ymwneud ag Adeiladau sydd ei angen yn barod ar gyfer ailagor). This service area is highly income dependent. The forecast position is mainly dependant on how the Q4 position materialises following the Wellbeing Centres reopening (including a final review of the funding of Building related expenditure required in readiness for reopening).	C / M
Gwasanaethau Cymorth ac Ymyrraeth / Support and Intervention Services	888	679	715	(36)	(50)	Ni nodwyd unrhyw faes sy'n achosi problem. There are no problem areas identified.	I / L
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	-	75	75	-	-	Ni nodwyd unrhyw faes sy'n achosi problem. There are no problem areas identified.	I / L
<b>CYFANSWM / TOTAL</b>	<b>3,829</b>	<b>3,617</b>	<b>3,573</b>	<b>44</b>	<b>100</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2021 / Budget Forecast Report December 2021

Porth Cynnal

Swyddog Arweiniol / Corporate Lead Officer : Sian Howys

## 1. CRYNODEB / SUMMARY

## Diwedd y Flwyddyn / Year End Forecast:

Roedd y Gwasanaethau hyn yn rhagweld gorwariant erbyn diwedd y flwyddyn, ond bydd grant untro ychwanegol ar ddiwedd y flwyddyn gan Lywodraeth Cymru nawr yn helpu i ariannu hyn. Mae meysydd amrywiol o'r Gwasanaethau yn eithaf cyfnewidiol eu natur, gyda rhagolygon yn seiliedig ar ymrwymadau hysbys hyd yma ond yn nodi y gall y rhain newid yn eithaf dramatig mewn cyfnod byr o amser. Mae'r Gwasanaethau hefyd wedi elwa o'r Gronfa Adfer Gofal Cymdeithasol yn 2021/2022, sef cyllid untro dros dro.

These Services were anticipating an overspend by year end, however an additional one-off year-end WG grant will now assist with funding this. Various areas of the Services are quite volatile in nature, with forecasts being based on known commitments to date but noting these can change quite dramatically in a short space of time. The Services have also benefited from the Social Care Recovery Fund in 2021/2022, which is temporary one-off funding.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth  Service	Y Gyllideb Ddiweddaraf  Latest Budget £'000	Cyllideb hyd at Rhagfyr 2021  Budget to December 2021 £'000	Gwir wariant hyd at Rhagfyr 2021  Actuals to December 2021 £'000	Amrywiant hyd at Rhagfyr 2021  Variance to December 2021 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/ (over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg  Explanation of forecast over/under spend & the level of risk	Lefel y risg (L, C neu U)  Level of risk (L, M or H)
Gofal wedi'i Gynllunio / Planned Care	9,658	7,623	7,603	20	(48)	Yn bennaf oherwydd gorwariant ar Taliadau Uniongyrchol £124k, Plant sy'n derbyn Gofal £216k, sy'n cael ei orbwyso yn rhannol gan danwariant oherwydd Swyddi gwag yn y gwasanaeth ac anhawster wrth recriwtio oherwydd Covid £287k Mainly due to Direct Payments overspend £124k, Boarding Out £216k, partly offset by underspends on vacant posts in the service and difficulty in recruiting due to Covid £287k	U / H
Cymorth Estynedig / Extended Support	9,787	7,289	7,303	(14)	(32)	Yn bennaf oherwydd gorwariant ar llety â chymorth £326k sy'n cael ei orbwyso yn rhannol gan danwariant oherwydd Swyddi gwag yn y gwasanaeth ac anhawster wrth recriwtio oherwydd Covid £242k Mainly due to Supported Living £326k overspend, partly offset by underspends on vacant posts in the service and difficulty in recruiting due to Covid £242k	U / H
Lles Meddyliol / Mental Wellbeing	2,553	2,178	2,224	(46)	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	C / M
Diogelu / Safeguarding	826	452	463	(11)	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
Camddefnyddio Sylweddau / Substance Misuse	490	454	389	65	80	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	C / M
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	319	206	272	(66)	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
<b>CYFANSWM / TOTAL</b>	<b>23,633</b>	<b>18,202</b>	<b>18,254</b>	<b>(52)</b>	<b>-</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2021 / Budget Forecast Report December 2021

Porth Gofal

Swyddog Arweiniol / Corporate Lead Officer : Donna Pritchard

## 1. CRYNODEB / SUMMARY

Diwedd y Flwyddyn / Year End Forecast:

Roedd y Gwasanaethau hyn yn rhagweld gorwariant erbyn diwedd y flwyddyn, ond bydd grant untro ychwanegol ar ddiwedd y flwyddyn gan Lywodraeth Cymru nawr yn helpu i ariannu hyn. Mae meysydd amrywiol o'r Gwasanaethau yn eithaf cyfnewidiol eu natur, gyda rhagolygon yn seiliedig ar ymrwymadau hysbys hyd yma ond yn nodi y gall y rhain newid yn eithaf dramatig mewn cyfnod byr o amser. Mae'r Gwasanaethau hefyd wedi elwa o'r Gronfa Adfer Gofal Cymdeithasol yn 2021/2022, sef cyllid untro dros dro.

These Services were anticipating an overspend by year end, however an additional one-off year-end WG grant will now assist with funding this. Various areas of the Services are quite volatile in nature, with forecasts being based on known commitments to date but noting these can change quite dramatically in a short space of time. The Services have also benefited from the Social Care Recovery Fund in 2021/2022, which is temporary one-off funding.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2021 Budget to December 2021 £'000	Gwir wariant hyd at Rhagfyr 2021 Actuals to December 2021 £'000	Amrywiant hyd at Rhagfyr 2021 Variance to December 2021 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/ (over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (I, C neu U) Level of risk (L, M or H)
Gwasanaethau Uniongyrchol / Direct Services	4,234	2,973	3,077	(104)	(149)	Mae'r gorwariant oherwydd problemau staffio o fewn y Tim Maethu. The predicted overspend is mainly due to staffing issues within the Fostering Team.	U / H
Gwasanaethau Tymor Byr ac wedi'u Targeddu / Targeted and Short Term Services	4,687	3,996	3,945	51	103	Gofal Cartref sy'n bennaf gyfrifol am y tanwariant. Mae hyn yn cael ei fonitro'n agos gan fod y tanwariant wedi'i gysylltu â'r nifer o becynnau ar y rhestr aros, oherwydd bod nifer o ddarparwyr wedi rhoi pecynnau gofal yn ôl. Yn dilyn hyn, mae'r nifer ar y rhestr aros wedi cynyddu o 34 yn Ebrill 2021 i 75 ar ddiwedd mis Rhagfyr. The underspend is mainly due to Homecare. This is closely monitored as the underspend is linked to the number of packages on the waiting list as providers have handed back packages. This has seen the waiting list increase from 34 in April 21 to 75 at the end of December 21.	U / H
Gwasanaethau Asesu a Brysbennu Integredig / Integrated Triage and Assessment Services	1,549	1,309	1,264	45	59	Mae'r tanwariant ar y gwasanaeth yma yn bennaf oherwydd swyddi gwag o fewn y timau. Mae'r tanwariant wedi cael ei dynnu lawr gan gynnydd sylweddol ar wariant staff asiantaeth i lanwr swyddi yma. Underspend on this service is mainly due to vacant posts within the teams. This underspend has been reduced somewhat by a large increase in spending on agency staff to cover these roles.	C / M
Gwasanaethau Tai / Housing Services	804	57	(11)	68	76	Mae'r tanwariant yma oherwydd i lety digartref ychwanegol gael ei ariannu trwy Gyllid Caledi Llywodraeth Cymru. The underspend is due to additional homeless accommodation being funded through Welsh Government Hardship.	C / M
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	382	86	149	(63)	(89)	Mae'r gorwariant oherwydd yr arbedion sydd eu hangen ar gyfer y strwythur Porth newydd. The overspend is due to savings required for the new Porth structure.	I / L
<b>CYFANSWM / TOTAL</b>	<b>11,656</b>	<b>8,421</b>	<b>8,424</b>	<b>(3)</b>	<b>-</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2021 / Budget Forecast Report December 2021

Ysgolion a Diwylliant / Schools &amp; Culture

Swyddog Arweiniol / Corporate Lead Officer : Meinir Ebbsworth

## 1. CRYNODEB / SUMMARY

Diwedd y Flwyddyn / Year End Forecast:

Mae'r gwasanaeth yn gweithredu o fewn yr adnoddau sydd ar gael ac yn rhagweld tanwariant oherwydd swyddi gwag yn bennaf a mantais ariannu dros dro o fewn y flwyddyn. Yn gyffredinol mae'r ysgolion yn byw o fewn y cyllid a neilltuwyd ar eu cyfer, serch hynny bydd nifer o heriau o fewn yr ysgolion am fod y cyfnod COVID diweddaraf yma yn gweld ystod o broblemau o ran ymddygiad disgyblion a lles yn ogystal ag effeithiau gweithredol uniongyrchol. Mae adnoddau yn dechrau cael eu rhoi mewn wrth ddefnyddio gwargedion yr ysgolion dros nifer o flynyddoedd er mwyn ceisio lliniaru'r materion yma sy'n dod i'r amlwg.

The service is operating within the resources available and foresees an underspend due mainly to vacant posts and the benefit of temporary in year funding. Schools are generally living within their delegated allocations, however there are challenges as this latest COVID phase is manifesting itself in a range of pupil behaviour and wellbeing issues as well as the more direct operational impacts. Resources are therefore starting to be proactively committed from school balances on a multi-year basis to help mitigate these emerging issues.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2021 Budget to December 2021 £'000	Gwir wariant hyd at Rhagfyr 2021 Actuals to December 2021 £'000	Amrywiant hyd at Rhagfyr 2021 Variance to December 2021 £'000	Rhagolygon Diwedd y Flwyddyn tan(gor) wariant Year End Forecast under/ (over) £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (L, C neu U) Level of risk (L, M or H)
Ysgolion Cynradd / Primary Schools	18,142	18,142	18,142	-	(25)	Mae'r cyllid i gyd yn cael ei ddirprwyo i Gyrrff Llywodraethol Ysgolion o 1 Ebrill. Mae dyraniadau allan o'r gronfa wrth gefn yn fwy na'r gyllideb.	I / L
Ysgolion Uwchradd / Secondary Schools	13,893	13,893	13,893	-	(75)	All funding is delegated to School Governing Bodies wef 1 April. Allocations from the contingency fund are greater than budget.	I / L
Ysgolion Pob Oed / All-through Schools	10,743	10,743	10,743	-	(100)		I / L
Gwella Ysgolion / School Improvement	1,474	482	415	67	150	Mae swyddi gwag wedi arwain at y tanwariant yn ogystal â chyllid grant ychwanegol. Vacant posts have led to the underspend along with additional grant funding.	I / L
Adnoddau Dysgu / Learning Resources	299	102	84	18	-	Ni nodwyd unrhyw faes sy'n achosi problem sylweddol. There are no significant problem areas identified.	I / L
Anghenion Dysgu Ychwanegol / Additional Learning Needs	2,112	1,542	1,459	83	175	Mae swyddi gwag ac adennill rhwng awdurdodau wedi arwain at y tanwariant. Vacant posts and inter authority recoupment have led to the underspend.	I / L
Gwasanaethau Diwylliannol / Cultural Services	978	678	622	56	25	Mae rhannau o'r maes gwasanaeth hwn yn dibynnu'n fawr ar incwm ac mae'r rhagolygon yn amodol ar gais llwyddiannus i Gronfa Incwm Coll Llywodraeth Cymru. Parts of this service area are highly income dependent and the forecast position is subject to successful Lost Income claims from WG	C / M
Uned Arlwygo Gorfforaethol / Corporate Catering Unit	835	523	406	117	125	Ni nodwyd unrhyw faes sy'n achosi problem. There are no problem areas identified.	I / L
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	245	163	106	57	50	Ni nodwyd unrhyw faes sy'n achosi problem. There are no problem areas identified.	I / L
<b>CYFANSWM / TOTAL</b>	<b>48,721</b>	<b>46,268</b>	<b>45,870</b>	<b>398</b>	<b>325</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2021 / Budget Forecast Report December 2021

Arweiniol / Leadership

Brif Weithredwr / Chief Executive : Eifion Evans

## 1. CRYNODEB / SUMMARY

Diwedd y Flwyddyn / Year End Forecast:

Rhagwelir sefyllfa lle caiff y gyllideb ei mantoli, ar ôl ystyried cyllid Gofal Cymdeithasol untro ychwanegol gan Lywodraeth Cymru i gynorthwyo gyda chost gynyddol lleoliadau y Tu Allan i'r Sir. Bydd costau sy'n gysylltiedig â COVID19 yn cael eu hariannu gan gyfuniad o Gronfa Galedi Llywodraeth Cymru, Arbedion a Nodwyd a Chronfeydd Wrth Gefn wedi'u Clustnodi.

A break-even position is forecast, after making allowance for additional one-off WG Social Care funding to assist with the increasing cost of Out of County placements. COVID19 related costs will be financed by a combination of WG Hardship Fund, Savings identified and Earmarked reserves.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2021 Budget to December 2021 £'000	Gwir wariant hyd at Rhagfyr 2021 Actuals to December 2021 £'000	Amrywiant hyd at Rhagfyr 2021 Variance to December 2021 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/ (over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (I, C neu U) Level of risk (L, M or H)
Grŵp Arweiniol / Leadership Group	486	365	337	28	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
Arbedion Corfforaethol / Corporate Savings	2,845	-	-	-	-	Nid oes dim meysydd problemus wedi'u nodi ar hyn o bryd. Mae'r targed arbedion Corfforaethol o £2.1m ar gyfer y flwyddyn bellach wedi'i gyrraedd yn llawn. There are no problem areas identified at present. The £2.1m Corporate savings target for the year has now been met in full.	I / L
Cyllid wrth gefn / Contingencies	200	150	21	129	-	Nid oes dim meysydd problemus wedi'u nodi ar hyn o bryd. Bydd angen i gostau sy'n ymwneud â Storm Barra ddod o bennawd hwn y Gyllideb. There are no problem areas identified at present. Costs relating to Storm Barra will need to come from this Budget heading.	I / L
Buddsoddi i Arbed / Invest to Save	65	60	56	4	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
Lleoliadau y tu allan i'r Sir / Out of County Placements	1,792	1,344	1,662	(318)	-	Mae'r gyllideb hon yn dod o dan bwysau cynyddol, ond bydd hyn yn cael ei liniaru dros dro, yn bennaf trwy ddefnyddio cyllid Gofal Cymdeithasol ychwanegol gan Lywodraeth Cymru. This budget is coming under increasing pressure, however this will be mitigated on a temporary basis, mainly through the use of additional WG Social Care funding	U / H
COVID19 / COVID19	-	2,470	2,470	-	-	Bydd unrhyw ddiffyg o ran cyllid yn cael ei ariannu o gronfeydd wrth gefn wedi eu clustnodi. Any shortfall in funding will be financed from earmarked reserves.	C / M
<b>CYFANSWM / TOTAL</b>	<b>5,388</b>	<b>4,389</b>	<b>4,546</b>	<b>(157)</b>	<b>-</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2021 / Budget Forecast Report December 2021

Ardollau, Premiwm Treth y Cyngor a Chronfeydd / Levies, Council Tax Premium and Reserves

Swyddog Arweiniol / Corporate Lead Officer : Steve Johnson

## 1. CRYNODEB / SUMMARY

## Diwedd y Flwyddyn / Year End Forecast:

Disgwylir gan y gwasanaeth bydd y gyllideb yn mantoli yn ystod y flwyddyn ariannol 2021/22.  
It is expected by the service to breakeven during the 2021/22 financial year.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2021 Budget to December 2021 £'000	Gwir wariant hyd at Rhagfyr 2021 Actuals to December 2021 £'000	Amrywiant hyd at Rhagfyr 2021 Variance to December 2021 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/ (over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (I, C neu U) Level of risk (L, M or H)
Ardollau / Levies	4,072	3,057	3,057	-	-	Mae risg gorwariant yn fach iawn am y caiff yr ardollau eu gosod yn flynyddol ac ni chânt eu hadolygu yn ystod y flwyddyn. The risk of overspends is minimal as the levies are set annually and are not revised in year.	I / L
Premiwm Treth y Cyngor / Council Tax Premium	518	-	-	-	-	Mae'r swm sydd ar gael i'w wario yn dibynnu ar y Premiwm a gesglir yn ystod y flwyddyn ar ôl caniatáu ar gyfer unrhyw ad-daliadau. The amount available to be spent will be dependent on the Premium collected during the year after allowing for any refunds.	I / L
Balansau a Chronfeydd wrth gefn / Balances & Reserves	-	-	-	-	-	Nid oes unrhyw feysydd problemus wedi'u nodi ar hyn o bryd. Bydd unrhyw drosglwyddiad i / o'r Gronfa Gyffredinol yn cael ei ystyried ar ddiwedd y flwyddyn pan fydd sefyllfa gyffredinol y Cyngor yn hysbys. There are no problem areas identified at present. Any transfer to / from the General Fund will be considered at year end when the overall position for the Council is known.	I / L
<b>CYFANSWM / TOTAL</b>	<b>4,590</b>	<b>3,057</b>	<b>3,057</b>	<b>-</b>	<b>-</b>		

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## Cyngor Sir CEREDIGION County Council

**REPORT TO:** CABINET

**DATE:** 15 March 2022

**LOCATION:** SKYPE - Council Chambers, Penmorfa, Aberaeron

**TITLE:** CYSUR/CWMPAS Combined Local Operational Group Safeguarding Report  
Qtr 2 2021-22

**PURPOSE OF REPORT:** To monitor activity on a multi-agency basis of the actions taken to safeguard children and adults within Ceredigion

**REASON SCRUTINY HAVE REQUESTED THE INFORMATION:** To ensure members monitor progress in the CYSUR/CWMPAS Combined Local Operational Group quarterly management meetings

### **BACKGROUND:**

Please see attached CYSUR-CWMPAS Combined Local Operational Group Safeguarding Report for Qtr 2, 2021-22.

These are multi-agency management reports in relation to safeguarding children and adults in Ceredigion during the period 1<sup>st</sup> July to 30<sup>th</sup> September 2021. They provide management information on action taken under the Wales Safeguarding Procedures.

The Reports include information provided by other agencies in relation to safeguarding the welfare of children and adults in Ceredigion.

The management information is discussed by members of the CYSUR/CWMPAS Combined (Ceredigion) Local Operations Group in order to monitor and evaluate the effectiveness of the safeguarding children and adults arrangements in Ceredigion and the outcomes achieved

These multi agency meetings provide an opportunity to identify and act upon any performance and other issues within this area of work.

Performance information is also provided to the Mid and West Wales Regional Safeguarding Board which is also an opportunity to analyse performance, trends and issues across the Region.

## Summary of Key points:

### CHILDREN SAFEGUARDING

- There was a slight decrease in the number of reports regarding children that led to action being taken under Safeguarding Procedures in this Quarter compared to Quarter 1, with the number being 106 in Q2 compared to 116 in Q 1.
- However, there was an increase in the number of Initial Child Protection Conferences held compared to Quarter 1, with 11 conferences being held relating to 33 children in this quarter compared to 9 initial conferences relating to 18 children in Quarter 1.
- As an outcome of Initial Child Protection Conferences, there were 27 children placed on the Child Protection Register in this quarter. 6 children were not placed on the register.
- 14 Review Conferences were held in this quarter, relating to 24 children. Of those 24 children, 13 children remained on the CP register, 11 children were removed from the register. Of the 11 children who were de-registered, 3 were in receipt of further interventions on a Child in Need of Care and Support Plan; 6 were subject of a Court Order and are Looked After Children with 2 further young people not in need of any services
- Police were the main source of the reports that were received, with Internal Social Services and then Education also providing the majority of reports that were received.
- There was a decrease in the number of Section 47 Enquiries undertaken in this quarter compared to Quarter 1, with 51 undertaken in this quarter and 65 in Q 1. Of the 51 enquiries undertaken, 38 of those enquiries were undertaken jointly between Police and Social Services.
- Of the Enquiries undertaken, sexual abuse/exploitation was the main category of abuse being investigated (21) with 14 relating to allegations of physical abuse, 12 related to neglect and 4 related to emotional abuse.
- 81.5% of Initial Child Protection Conferences were held in Statutory Timescales compared to 94% in Q 1. 2 conferences relating to 5 children were held out of timescale, 1 due to staffing issues and the other due to availability of the children's family. 91.7% of Review Child Protection Conferences were held in timescale and 100% of Core Group meetings were held in timescales.
- The main risk factors for the children who were on the Child Protection Register were Domestic Abuse (95%), parental separation (60%), parental substance/alcohol misuse (57.8%), parental non co-operation with the CP Plan (55.5%) and adult offences of violence (53.3%). Parental Mental Health difficulties was a 46.7% risk factor affecting children on the register.

- Of the 45 children on the register as of the 30<sup>th</sup> September, 24 children were registered under the category of emotional/psychological abuse, 20 children were registered under the category of neglect and 1 was registered under neglect and sexual abuse.

**ADULT SAFEGUARDING.**

- There is an increase in Q2 of the number of adults who are suspected of being at risk of abuse and/or neglect, from Q1, with 147 adults in Q2 compared to 133 in Q 1. However, the figures are comparable to the numbers of adults in Quarter 4 (146). In Q4, there was an increase in the numbers compared to the previous quarters and this seems to be following the lifting of COVID 19 restrictions. In Q4 there was an increase in the number of reports received, with a slight decrease in Q1 of this year and then an increase again in Q2.
- 175 reports/referrals were received in all in this quarter. Of the 175 reports received, 87 reports proceeded to a Section 126 Enquiry.
- Provider Agencies have been the largest source of reports this quarter (42), followed by Police, (34) then the Local Authority (26) and then Health (25).
- The number of reports received relating to emotional/psychological abuse is higher than any category of abuse reported in this quarter, with 74 reports regarding this, compared to 49 of physical abuse, 52 of neglect, 50 financial abuse and 15 of sexual abuse. This is consistent with previous quarters where emotional/psychological abuse has been the highest reported category of abuse.
- There is an increase in the number of reports received that highlighted financial abuse as a cause of concern but there has been a decrease in the number of reports where the allegation relates to neglect.

**Has an Integrated Impact Assessment been completed? If not, please state why** No

**Summary:**

This report is provided on an ongoing basis and demonstrates the continuing work that is undertaken in relation to safeguarding children and adults in Ceredigion

**WELLBEING OF FUTURE GENERATIONS:**

- Long term:** Balancing short term need with long term planning for the future
- Integration:** Positively impacting on people, economy, environment and culture and trying to benefit all three
- Collaboration:** Working together with other partners to delivery

**Involvement:** Involving those with an interest and seeking their views, stakeholder engagement and consultation

**Prevention:** Putting resources into preventing problems occurring or getting worse

**RECOMMENDATION (S):**

To note the contents of the report and the levels of activity with the Local Authority

**REASON FOR RECOMMENDATION (S):**

So that governance of the Local Authority activity and its partner agencies are monitored

**Contact Name:** Siân Howys

**Designation:** Corporate Lead Officer: (Children & Families)

**Date of Report:** 15<sup>th</sup> December 2021

**Acronyms:** CP – Child Protection  
CPR – Child Protection Register  
Part 4 – Allegations against a member of staff or those working with children,  
e.g. - foster carers, volunteers, playgroups, etc.  
CPCC – Child Protection Case Conference  
ICPC – Initial Child Protection Conference



**CEREDIGION**  
**CYSUR LOCAL OPERATIONAL GROUP**  
**Performance Management Report**

**Quarter: 2**  
**1.7.21 – 30.9.21**

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## **SECTION 1: INTRODUCTION:**

This is the multi-agency management report in relation to safeguarding children in Ceredigion during the period 1<sup>st</sup> July to 30<sup>th</sup> September 2021. It provides performance management information on action taken to safeguard children.

It includes reports from partner agencies relating to safeguarding and promoting the wellbeing of children in Ceredigion.

The indicators and measures used are defined and reported on locally, regionally and nationally.

This management information is regularly discussed by members of the CYSUR Ceredigion Local Operations Group in order to monitor and evaluate the effectiveness of safeguarding children arrangements in Ceredigion and the outcomes achieved.

Any comments or queries regarding the report should be addressed to:

Elizabeth Upcott  
Rheolwr Corfforaethol Diogelu  
Safeguarding Corporate Manager,  
[Elizabeth.Upcott@ceredigion.gov.uk](mailto:Elizabeth.Upcott@ceredigion.gov.uk)  
01545 574212

**SECTION 2: Headline and Comparative Data**

<b>Referral Outcomes</b>	<b>July-Sept 2021</b>	<b>April-June 2021</b>	<b>Jan-Mar 2021</b>	<b>Oct-Dec 2020</b>	<b>July-Sept 2020</b>
Reports/Referrals leading to Child Protection Strategy Discussions / Meetings	106	116	99	102	92
Number of Initial CP Conferences (excluding transfer and pre-birth conferences)	9	8	3	13	10
Number of Initial Pre Birth CP Conferences	-	1	-	1	2
Number of Transfer CP Conferences	1	-	1	-	-
Pre-Birth Transfer CP Conference	1	-	-	-	-
<b>Total number of Initial CP Conferences(including transfer and pre-birth Conferences)</b>	<b>11</b>	<b>9</b>	<b>4</b>	<b>14</b>	<b>12</b>
<b>Total number of children subject to Initial/Pre-birth/Transfer Conferences</b>	<b>33</b>	<b>18</b>	<b>9</b>	<b>20</b>	<b>23</b>
Number of children's names placed on the CP Register (excluding pre-birth and transfer conferences)	26	17	4	15	18
Number of children's names to be placed on the CP Register at birth	-	1	-	1	2
Number of children's names placed on the CP Register after transfer from other Local Authorities	0	-	3	-	-
No. of children's names to be placed on the CP Register at birth after transfer from other Local Authorities	1	-	-	-	-
<b>Total number of children's names placed on the CP Register following Initial Conferences</b>	<b>27</b>	<b>18</b>	<b>7</b>	<b>16</b>	<b>20</b>
Total number of children's names not placed on the CP Register	6	-	2	4	3
Number of Review CP Conferences	13	12	18	17	16
Number of Review Pre Birth CP Conferences	1				
<b>Total Number of Review CP Conferences (inc Pre Birth)</b>	<b>14</b>				
Number of children subject to Review CP Conferences	23	24	35	39	26
Number of children's names to be placed on the CP Register at birth	1	-	-	-	-
<b>Total number of children subject to Review/Pre-birth Conferences</b>	<b>24</b>				
<b>Total number of children remaining on CP Register</b>	<b>13</b>	<b>7</b>	<b>11</b>	<b>18</b>	<b>11</b>
Total number of children removed from the CP Register	11	17	24	21	15

**Analysis:**

Performance Management Report 1/7//21 - 30/9/21

There was a slight decrease in the number of referrals that lead to action taken under Wales Safeguarding Procedures during this quarter.

The percentage of children discussed at review conferences and who were deregistered was 46%.

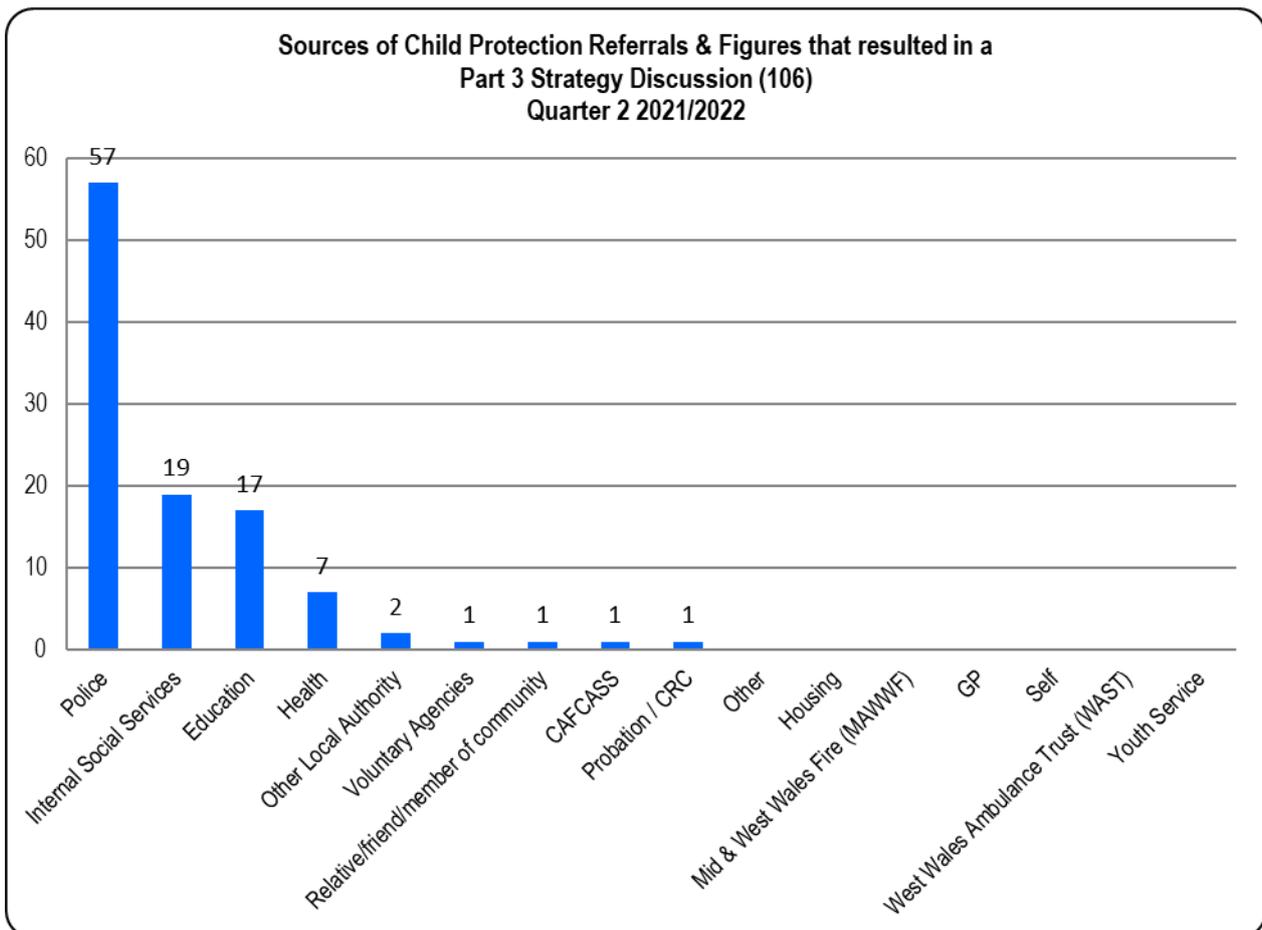
### SECTION 3: Child Protection Reports and Referrals:

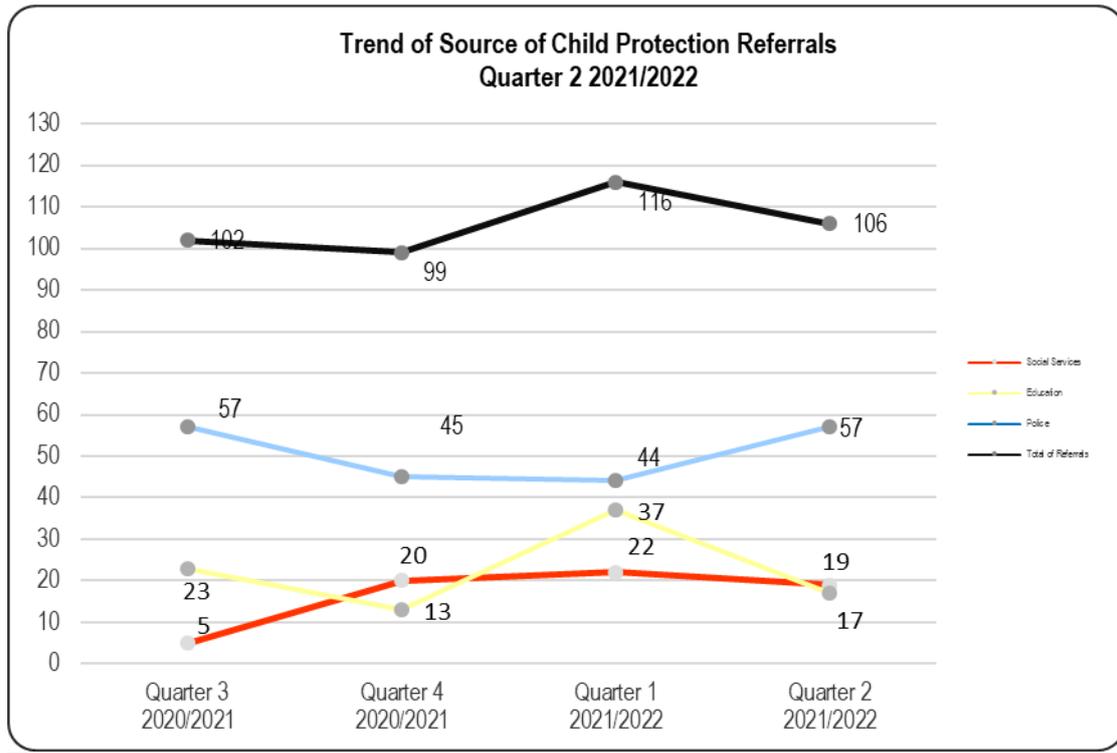
Victoria Climbié Inquiry Recommendation 39 requires that front line staff transfer enquiries about the safety and welfare of children to the appropriate team without delay and within an hour. In Ceredigion, Porth Gofal receives and records all calls from the public, professionals and agencies and passes them to the Child and Family Assessment and Support Team.

The following table shows the level of compliance with the recommendation:

Level	Passed to Duty Team Officer within 1 hour	Passed to Duty Team Officer with 2 hours	Passed to Duty Team Officer within 2-5 hours	Total
<b>July</b>				
1	39	16	40	95
2	42	18	4	64
3	48	20	12	80
4	17	7	1	25
5	5	0	1	6
Level	Passed to Duty Team Officer within 1 hour	Passed to Duty Team Officer with 2 hours	Passed to Duty Team Officer within 2-5 hours	Total
<b>August</b>				
1	56	17	29	102
2	63	26	9	98
3	35	11	4	50
4	2	2	0	4
5	0	0	0	0
				Total
<b>September</b>				
1	80	20	56	156
2	89	49	21	159
3	68	17	0	85
4	23	10	0	33
5	1	0	0	1

Sources of Child Protection Referrals and Figures that resulted in a Strategy Discussion					
Contact by	July	August	September	Total	Comp figures quarter 1
Police	16	15	26	57	44
Internal Social Services	6	5	8	19	22
Education	8	-	9	17	37
Health	3	3	1	7	8
Other Local Authority	1	1	-	2	1
Voluntary Agencies	1	-	-	1	1
Relative/friend/member of community	-	1	-	1	-
Probation / CRC	-	1	-	1	-
CAFCASS	-	-	1	1	-
Other	-	-	-	-	2
Housing	-	-	-	-	1
Mid & West Wales Fire (MAWWF)	-	-	-	-	-
GP	-	-	-	-	-
Youth Service					
Self	-	-	-	-	-
West Wales Ambulance Trust(WAST)	-	-	-	-	-
<b>Total</b>	<b>35</b>	<b>26</b>	<b>45</b>	<b>106</b>	<b>116</b>

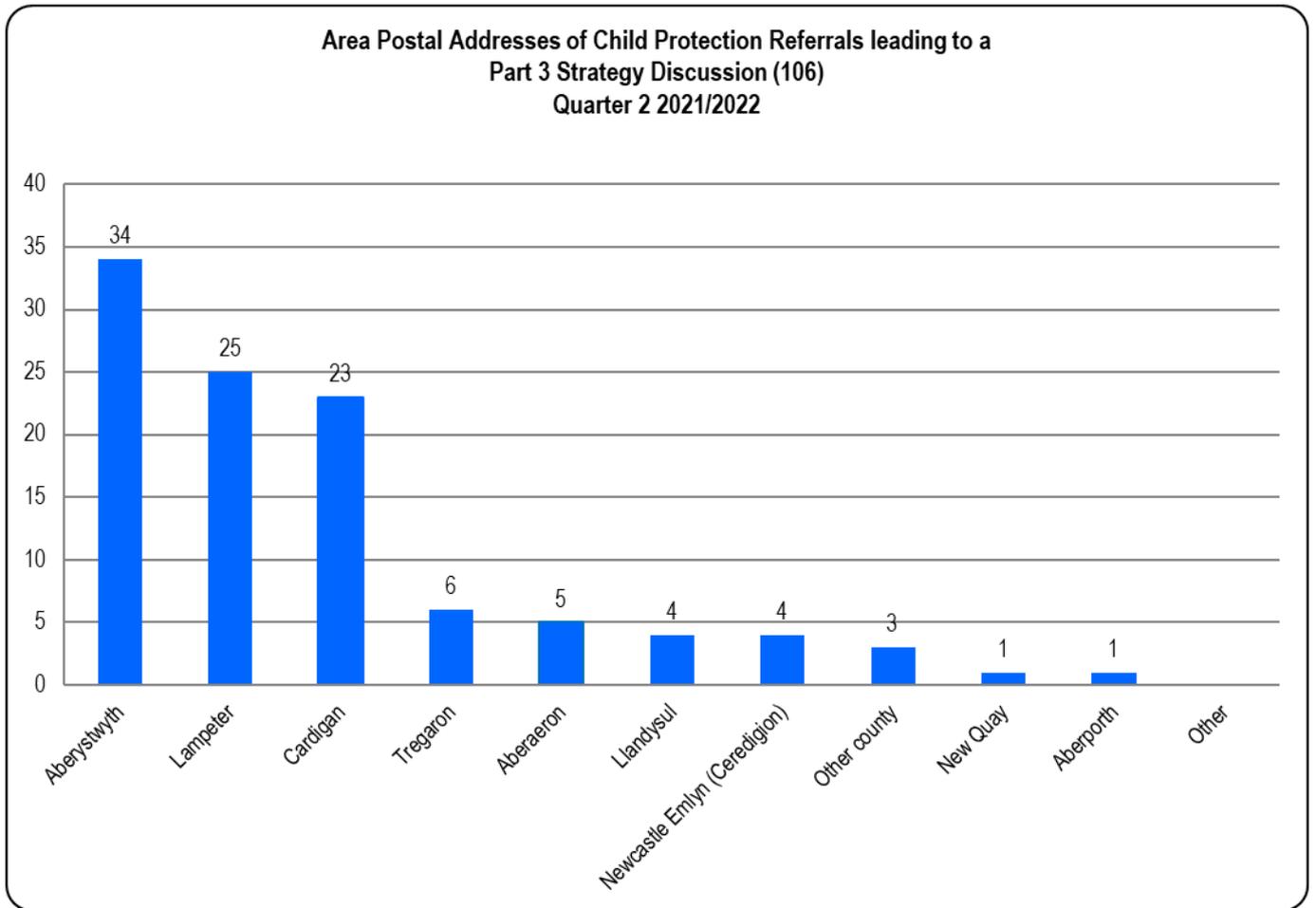




**Analysis:**

The Police remained as the largest source of referrals during the quarter; the schools’ rate has decreased considerably following a considerable increase at the previous quarter following the schools being reopened.

Area Postal Addresses of Child Protection Referrals leading to a Part 3 Strategy Discussion					
Nearest town in Postal Address	July	August	Sept	Total	Comparative figure quarter 1
Aberystwyth	13	5	16	34	40
Lampeter	3	11	11	25	13
Cardigan	9	6	8	23	23
Tregaron	5	-	1	6	8
Aberaeron	2	-	3	5	6
Llandysul	1	1	2	4	9
Newcastle Emlyn (Ceredigion)	1	1	2	4	5
Other county	-	1	2	3	5
New Quay	-	1	-	1	6
Aberporth	1	-	-	1	1
Other	-	-	-	-	-
<b>Total Number of Referrals</b>	<b>35</b>	<b>26</b>	<b>45</b>	<b>106</b>	<b>116</b>



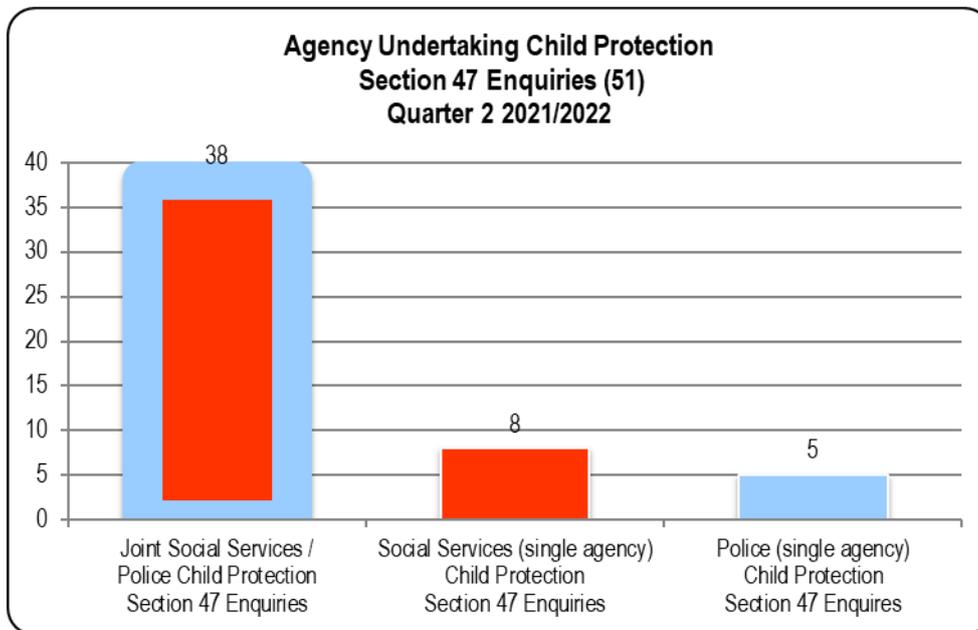
**Analysis:**

Aberystwyth is consistently the area of the greatest number of referrals

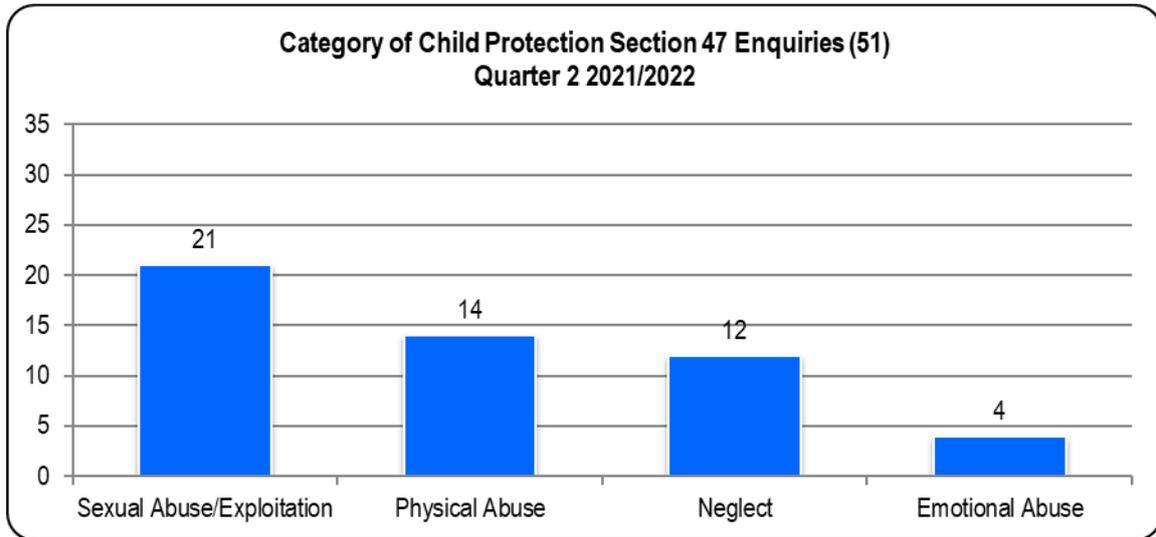
<b>% Breakdown of Safeguarding Activity Quarter 2 2021/2022 (1 July – 30 September)</b>			
Total of 958 - All Initial Contacts re Children			
NAET Assigned to Children's Teams - Information unavailable	Strategy Discussions 11%	Section 47 Enquiries- 5%	Initial Child Protection Conferences - 1%

**SECTION 4: Child Protection Section 47 Enquiries**

No. of Part 3 Child Protection Strategy Discussions/ Meetings					
July	August	Sept	Total	Comparative fig quarter 1	
35 (27)	26 (48)	45 (41)	106	116	
Agency undertaking Child Protection Section 47 Enquiries					
	July	August	Sept	Total	Comparative fig quarter 1
Joint Social Services / Police Child Protection Section 47 Enquiries	14	9	15	38	50
Social Services (single agency) Child Protection Section 47 enquiries	3	2	3	8	6
Police (single agency) Child Protection Section 47 enquires	1	2	2	5	9
<b>Total Enquiries</b>	<b>18</b>	<b>13</b>	<b>20</b>	<b>51</b>	<b>65</b>



Category of Child Protection Section 47 Enquiry					
Category	July	August	Sept	Total	comparative fig Quarter 1
Sexual Abuse/Exploitation	10	5	6	21	25
Physical Abuse	2	2	10	14	24
Neglect	3	5	4	12	10
Emotional Abuse	3	1	-	4	6
<b>Total Number of Enquiries</b>	<b>18</b>	<b>13</b>	<b>20</b>	<b>51</b>	<b>65</b>



Video Interviews					
	July	August	Sept	Total	comparative fig Quarter 1
<b>Number of video interviews with children</b>	-	-	-	-	-

**Analysis:**

The main concerns that lead to completing child protection enquiries were allegations of sexual abuse/exploitation and physical abuse.

The majority of enquiries were carried out jointly by Police and Children Services.

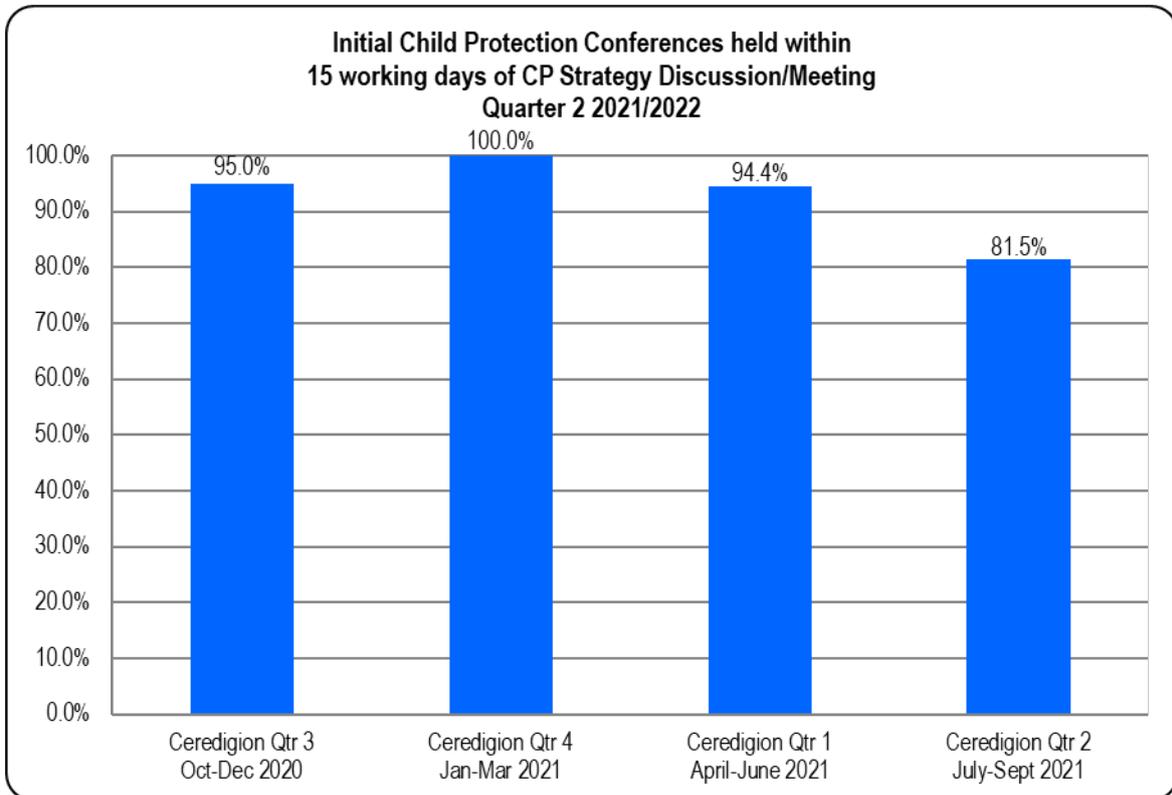
**SECTION 5: Child Protection Conferences**

This table contains breakdown figures in relation to Outcomes of Initial Child Protection Conferences					
Total Number of Initial CPCs	No. of children	No. of unborn	No. of families	Number of children placed on CPR incl. unborn and transferred	No. of children with Child In Need of Care and Support Plan if not registered
11	32	1	11	27	6

**Initial Child Protection Conferences in timescale**

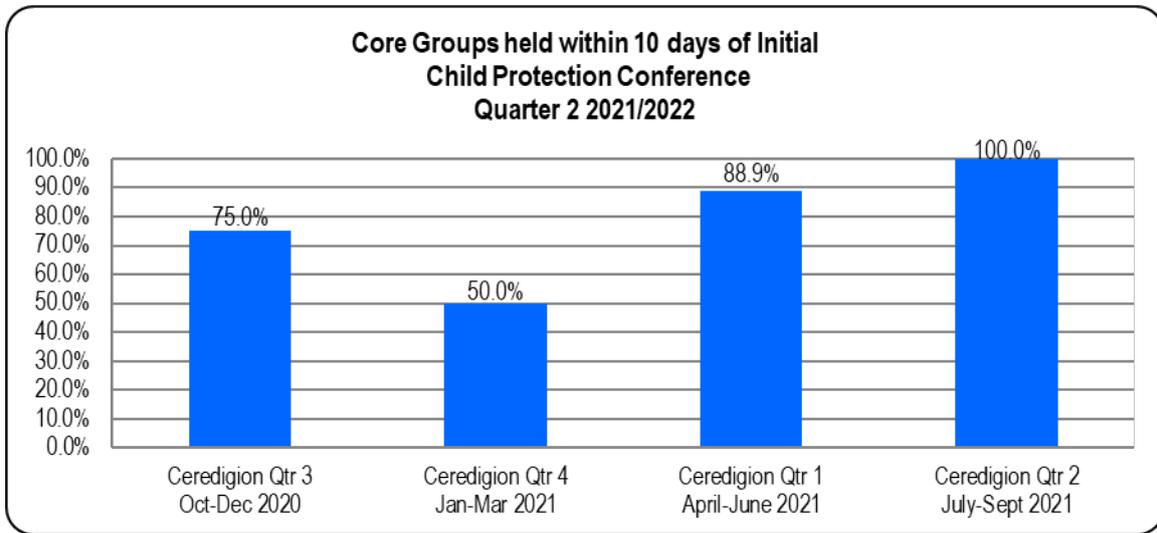
81.5% of Initial Child Protection Conferences were recorded to have taken place within 15 working days of the Strategy Discussion/Meeting. There was a delay for 1 Initial Child Protection Conference for 3 children due to staffing issues and for a further family of 2 siblings there was delay due to family unavailability.

It is important to note that all initial and Review Case Conferences are being held virtually via Microsoft Teams. Both parents and children have been able to participate in the meetings.



**Child Protection Core Group Meetings in timescale:**

100.0% of Child Protection Core Group Meetings were recorded to have taken place within 10 working days of the Initial CP Conference.



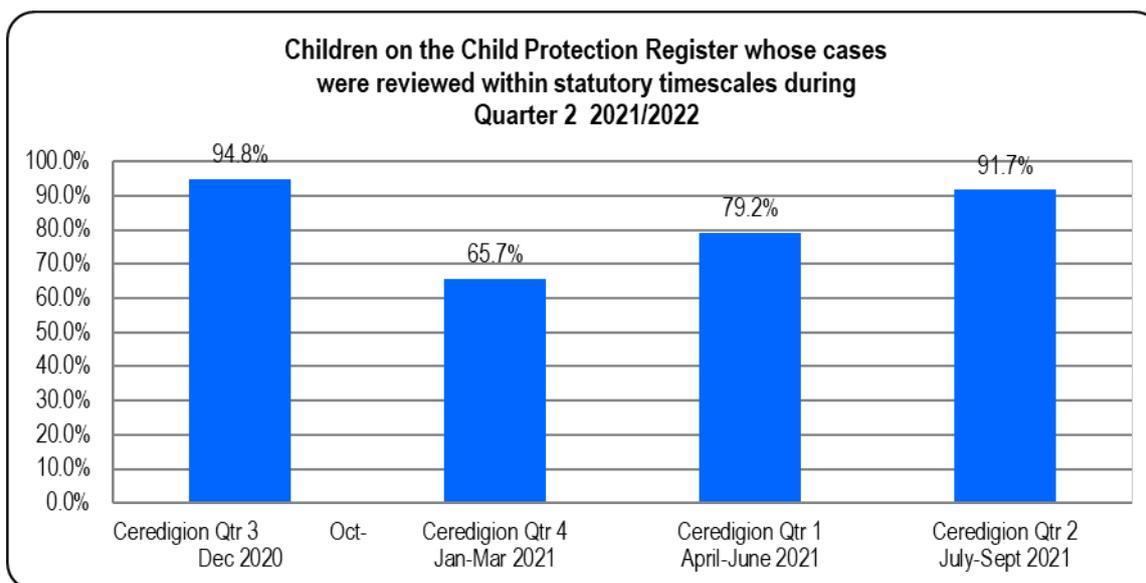
This table contains breakdown figures in relation to the outcomes of Review Child Protection Conferences:						
Total No. of Review CPCs	No. of children	No. of Unborn	No. of families	No. of names of children remaining on CP Register	No. of names of children removed from CP Register	No. of children with Child In Need of Care and Support Plan following de-registration
14	23	1	14	13	11	9

**Outcomes of Reviews:**

Of the 11 children who were de-registered, 3 were in receipt of further intervention on a Child in Need of Care and Support Plan; 6 subject to a Court Order and Looked After Children with 2 further young persons not in need of any services.

**Review Child Protection Conferences in Timescales:**

91.7% of Review Child Protection Conferences were recorded to have taken place within timescales. For 1 child the Conference was out of timescales due to staff sickness absence and for 1 other child it was due to staffing issues. All RCPC were rearranged as soon as possible; 1 review conference was 1 day late and the other was 2 days late.



<b>Participation of parents and children in Child Protection Conferences</b>						
<b>*Comparative data for Quarter 1 in brackets</b>						
<b>*Social Worker report to parents 24 hours before CPC</b>	<b>*CP Chair met with family before CPC</b>	<b>*CP Chair met with child before CPC</b>	<b>*Family member present at CPC</b>	<b>*Children's views represented at CPC who did not attend (5 -18 yrs.)</b>	<b>*Children attendance at CPC (Over 11 yrs.)</b>	<b>*Children Who have allocated Advocate / Tros Gynnal.</b>
96% (100%)	100% (95%)	100% (100%)	96% (95%)	70% (90%)	9% (12%)	62% (63%)

### **Child and Family Participation and Attendance at Conferences:**

#### **Attendance by parents, children and family members:**

At least 1 parent/grandparent with parental responsibility was present in 24 (96%) Child Protection Conferences.

In total, 40 parents and other family members attended CP Conferences.

#### **The views of children and young people have been represented before and during the CP Conference;**

A total of 52 Children from 24 families were the subject of Initial, Pre-birth, Transfer and Review CP Conferences during this quarter.

Conferences consisted of 2 (4%) Pre-birth child, 1 (2%) child was under 6 months, 1 (2%) child was between 6 and 12 months, 14 (24%) children were over 1 and under 5 years, 16 (28%) children were between 5 and 10 years and 23 (40%) children were between 11 and 18 years old. 9 (56%) Children between the ages of 5 and 10 had their views represented at the Conference. 2 (9%) of the Young Persons aged over 11 years attended their Conference, both (100%) of these Young People met with the Chair prior to the Conference; the Chair met with one of these young people after the Conference. 17 (81%) of the Young Persons who did not attend the Conferences had their views represented at the Conference.

21 (62%) Of young persons over the age of 5 years received the services of an advocate, 9 were referred for a service but report was unavailable/young person seen at time of Conference. 4 Further young people needed to be referred to the service.

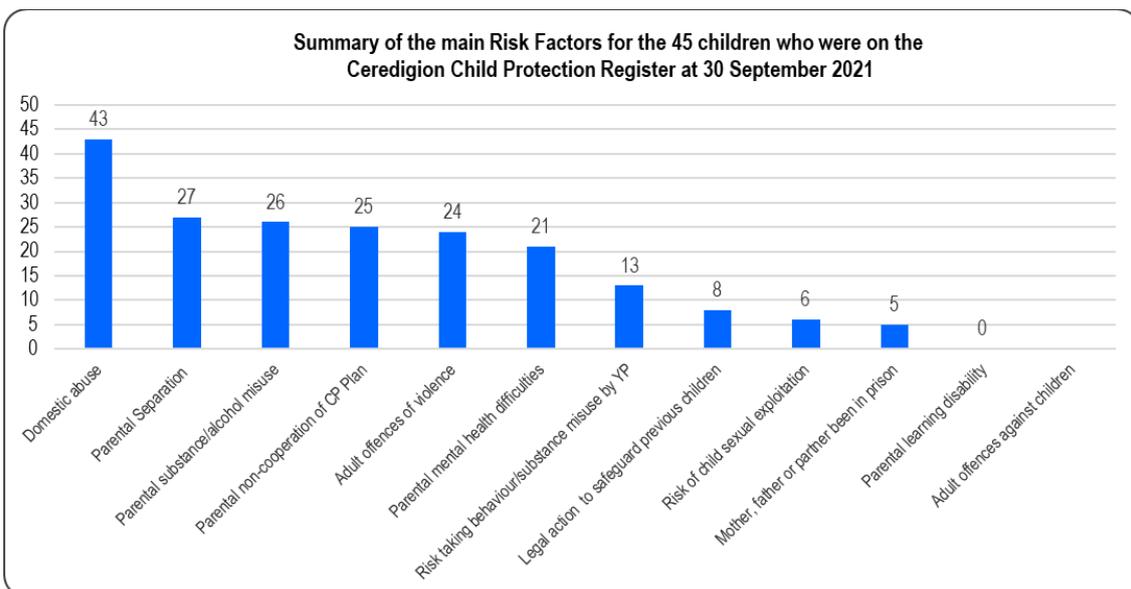
Performance Management Report 1/7//21 - 30/9/21

5 Young People declined the service and were therefore taken out of the equation. It was further recorded that 2 children under the age of 5 had also met with the Advocacy Service.

**Analysis**

96% Conferences have at least 1 family member in attendance.

<b>Summary of main Risk Factors/ ACEs identified and discussed at Child Protection Conferences</b>	
This table is based on the Independent Conference Chair’s evaluation of risk factors noted at Initial CP Conferences when children’s names were placed on the Child Protection Register and at Review CP Conferences when children’s names remained on the Register.	
<b>Summary of the main Risk Factors for the 45 children who were on the Ceredigion Child Protection Register at 30 September 2021</b>	
Domestic Abuse (ACE)	43 (95.5%)
Parental separation has been a factor in this household (ACE)	27 (60.0%)
Parental substance/alcohol misuse (ACE)	26 (57.8%)
Parental non-cooperation with the CP Plan	25 (55.5%)
Adult offences of violence	24 (53.3%)
Parental mental health difficulties (ACE)	21 (46.7%)
Risk taking behaviour/substance misuse by young person	13 (28.9%)
Legal action taken to safeguard previous children in family	8 (17.8%)
Risk of child sexual exploitation	6 (13.3%)
Mother, father or partner have been in prison (ACE)	5 (11.1%)
Parental learning disability	0 (%)
Adult offences against children	0 (%)

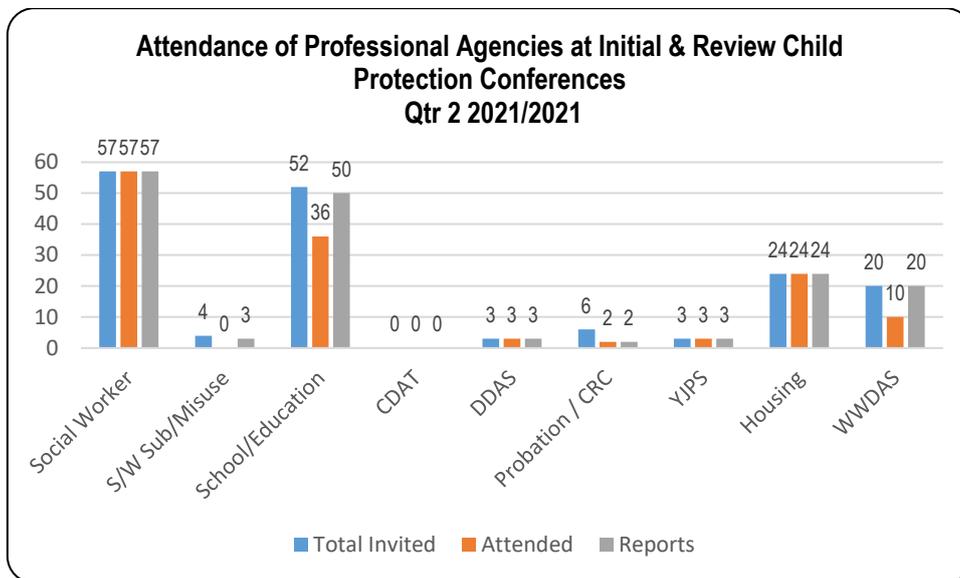


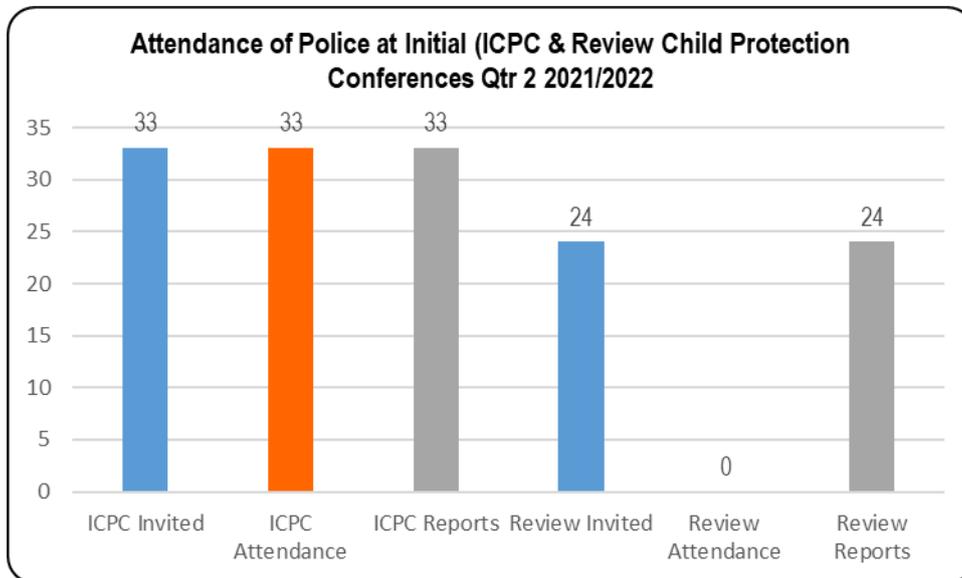
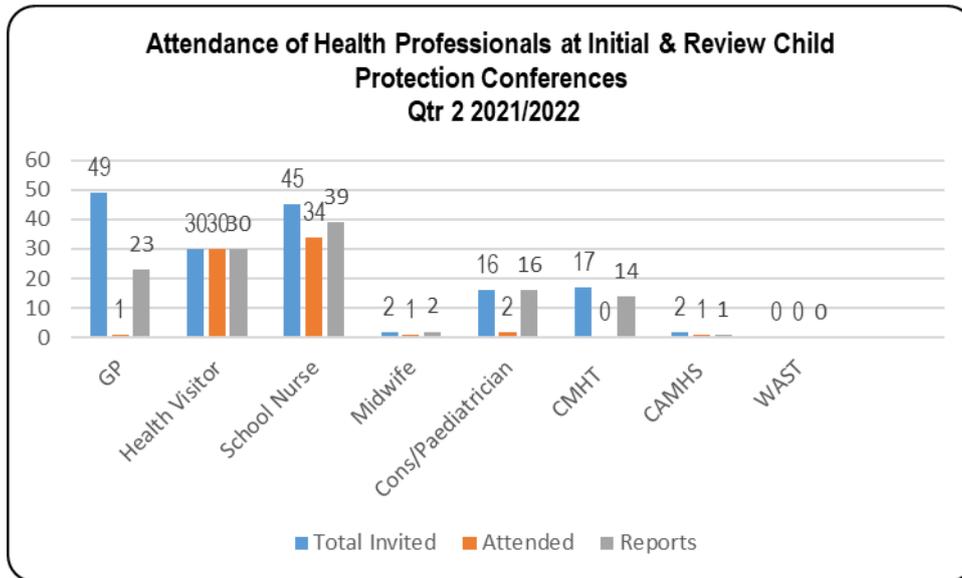
The Toxic Three Risk Factors for the 45 children who were on the Ceredigion Child Protection Register at 30 September 2021		
Number of children subject to a Care and Support Protection Plan where all of the Three Toxic Risk Factors feature (Domestic Abuse, Parental Substance Misuse and Parental Mental Health)	12	27.0%
Number of children subject to a Care and Support Protection Plan where Parental Separation <i>or / and</i> Incarceration feature (ACE)	28	62.2%
Number of children subject to a Care and Support Protection Plan where all five ACE (Domestic Abuse, Parental Substance Misuse, Parental Mental Health, Parental Separation and Incarceration)	4	8.9%

**Analysis:**

The main risk factors recorded were domestic abuse, parental separation, parental substance/alcohol misuse and parental non-cooperation with the CP Plan.

**Agency Attendance at Conferences:**





The attendance of agencies at CPCs is illustrated in the charts above. An average of 7 agencies' staff members were invited to each CPC and an average of 4 attended.

There was an average of 6 written reports available at each CPC.

The date for a Review CPC was arranged at each conference when it was required.

All 25 (100%) of CPCs were quorate.

2 (8%) CPC's recommended that a Family Group meeting be convened.

Written reports were provided by Social Workers for all 25 (100%) of CPCs, Chronologies were included in all (100%) of Initial Conferences reports.

25 (100%) of professionals/agency staff expressed their views about the level of risk and registration at all CPCs.

45 (79%) CPC registration decisions were unanimous; with 12 (21%) CPC registration a majority decision.

0 (0%) CPCs reported that there was dissent regarding the safety of the CP Plan for safeguarding the welfare of a child on the CP Register.

2 (8%) CPC's identified a young carer.

4 (17%) CPC identified that there was a shortfall in information regarding the mother's partner.

4 (17%) CPC's identified that the young persons had moderate/severe learning disability; with 5 (22%) CPC's reporting that the young person's had an Individual Development Plan.

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3 (13%) CPC identified a physical/sensory disability, 4 (17%) behaviour problems were reported in CPC's.

6 (26%) CPCs identified that the young persons had speech/language difficulties; with 0 (0%) CPC informed that the children had been excluded from school.

## **CHILD AND FAMILY FEEDBACK**

The previous system for attaining Child and Family feedback following their attendance at a Child Protection Conference has not been possible since the start of the Pandemic in March 2020 due to the fact that all Conferences are held virtually.

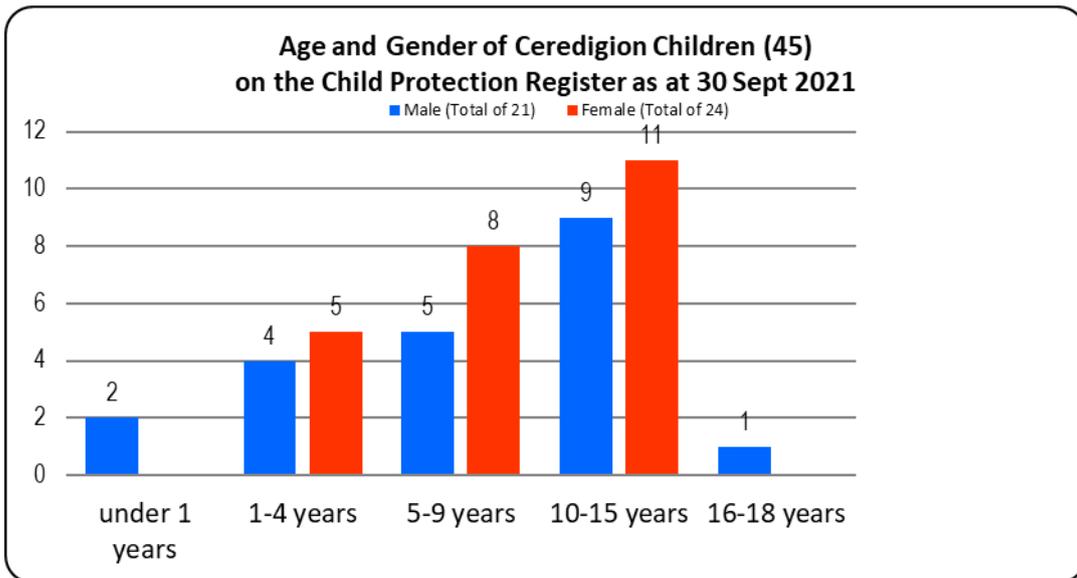
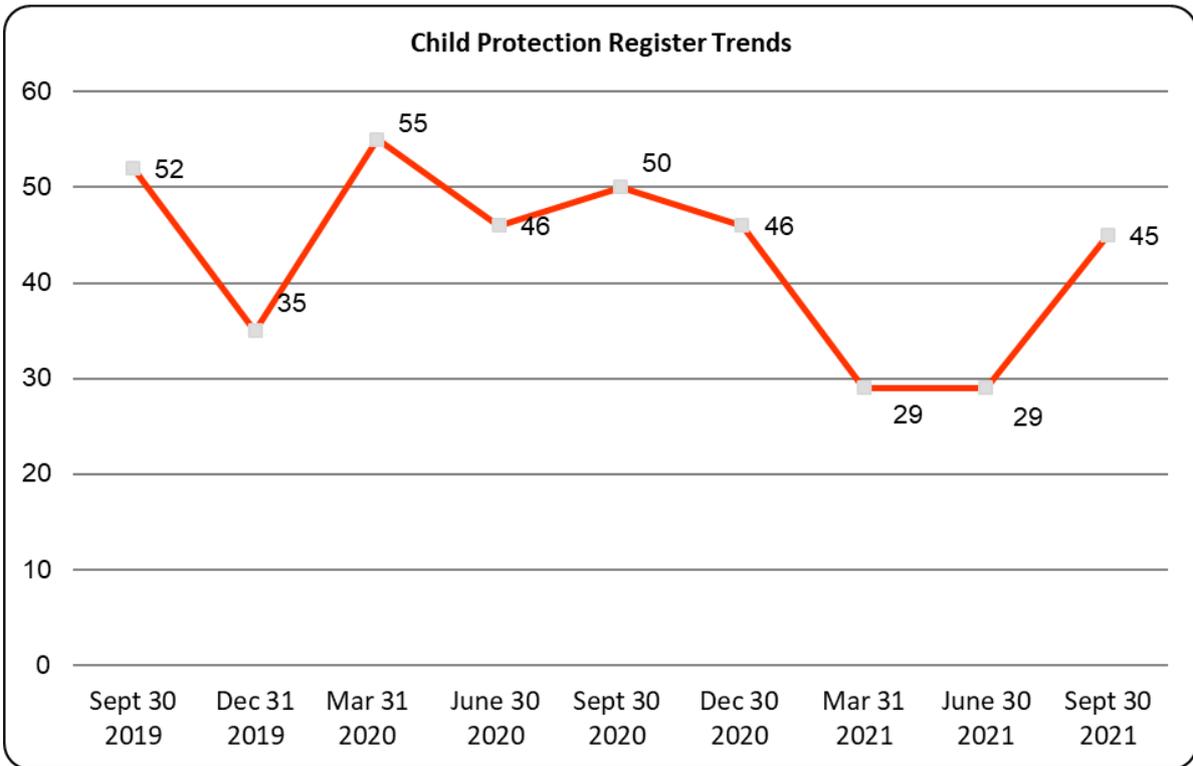
However, since the beginning of April 2021, Evaluation Questionnaires have been sent to families following their attendance at a Child Protection Conference to gain their views and feedback. For the period 1 April 2021 to 30 September 2021, a total of 40 Evaluation Questionnaires were circulated, however only one has been returned.

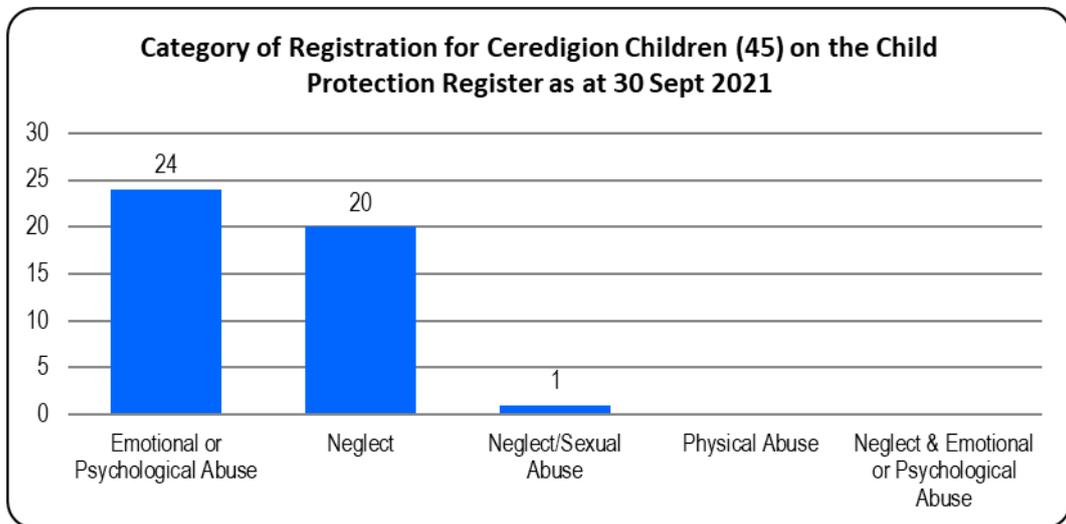
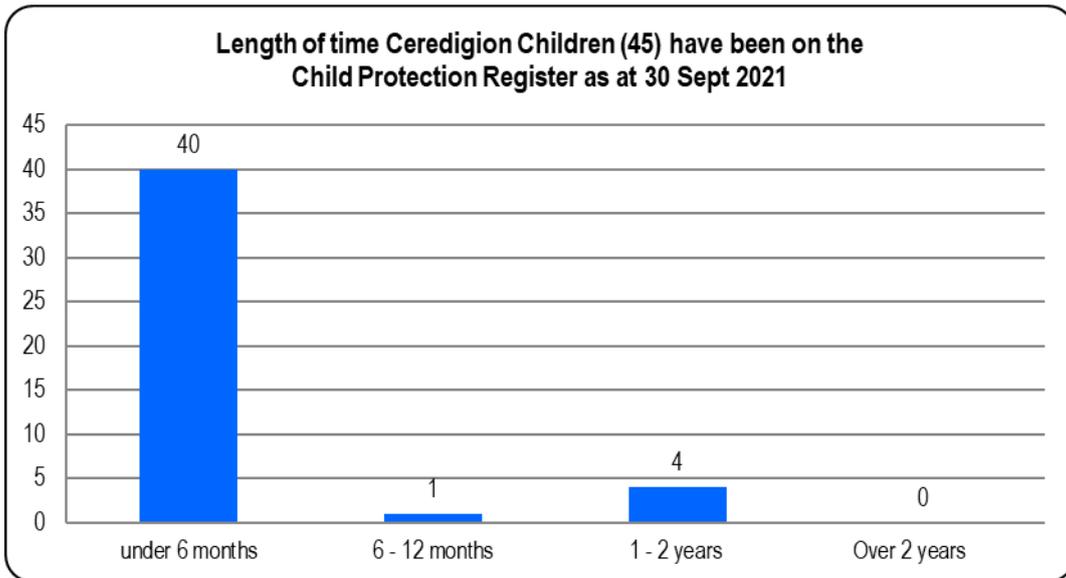
This process will continue until such time that Child Protection Conferences take place on a face to face basis.

**SECTION 6: Child Protection Register**

The following table and chart provides the register data and trends at the end of each quarter commencing with the most recent quarter.

Child Protection Register (CPR)	No of Ceredigion children registered on the CPR	No of Ceredigion Families registered on CPR	No of children temporarily registered on CPR	No of families temporarily registered on CPR	Total no. of all children registered on the CPR	Total no. of all families registered on the CPR	Total no of Ceredigion children on CPR Looked After
Sept 30 <sup>th</sup> 2021	45	17	12	10	57	27	0
June 30 <sup>th</sup> 2021	29	15	13	6	42	21	4
March 31 <sup>st</sup> 2021	29	16	12	6	41	22	5
Dec 31 <sup>st</sup> 2020	46	24	7	5	53	29	5
Sept 30 <sup>th</sup> 2020	50	22	4	3	54	25	1
June 30 <sup>th</sup> 2020	46	24	4	2	50	26	4
March 31 <sup>st</sup> 2020	55	26	10	4	65	30	2
Dec 31 <sup>st</sup> 2019	35	20	12	5	47	25	3
Sept 30 <sup>th</sup> 2019	52	27	7	3	59	30	4
June 30 <sup>th</sup> 2019	55	31	10	5	65	36	3
March 31 <sup>st</sup> 2019	74	40	4	3	78	44	5
Dec 31 <sup>st</sup> 2018	53	32	2	2	55	34	4
Sept 30 <sup>th</sup> 2018	58	36	9	7	67	43	3





**WG Measure 28 - The average length of time for all children who were on the Child Protection Register:**

This Measure asks for the average length of time in calendar days on the register for all children who were de-registered during the quarter	July-Sept	255.45
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	July-Sept 2021	April-June 2021	Jan-Mar 2021	Oct-Dec 2020	July-Sept 2020	April-June 2020	Jan-Mar 2020	Oct-Dec 2019	July-Sept 2019
<b>Rate per 10,000 Children under 18</b>	35	23	23	36	39	36	42	27	40

**WG Measure 27 – The number of re-registrations of children on Local Authority Child Protection Registers within the year**

<b>Initial Conferences</b>	July-Sept 2021	April-June 2021	Jan-Mar 2021	Oct-Dec 2020	July-Sept 2020	April-June 2020	Jan-Mar 2020	Oct-Dec 2019
Number of Children previously on the register and deregistered within last 12 months	9	0	0	0	0	0	0	1

### Analysis

The number of children on the Register at the end of this period has increased substantially from the previous quarter but is more in line with the same period in the previous 2 years. 11 Children were deregistered, which consisted of 3 families with 2 children and 5 families with one child. However 26 Children were registered at Initial Child Protection Conferences with a further child to be registered at birth. The number of children in these families consisted of 1 family with 5 children, 1 family with 4 children, 4 families consisting of 3 children, 2 families with 2 children and 1 further family with 1 child.

The highest category of registration is emotional abuse and neglect which reflects domestic abuse as one of the greatest risk factors.

The majority of children are on the Register for a period of up to 6 months.

The number of girls on the Register remains higher than the number of boys.

The biggest age category of registration remains consistently at 10-15yrs.

## SECTION 7: Child Protection Strategy Meetings held under Part 4 and Part 5 of the All Wales Child Protection Procedures

There were 26 children referred and in total there were 34 strategy meetings held in the quarter.

Strategy Meetings were held in relation to 1 Ceredigion Looked After Child and 1 other Local Authority Looked After Child.

There were no Ceredigion Looked After Child placed out of county reported to be the subject of Child Protection Enquiries within the placement area.

Category of Child Protection Strategy Meeting (Specific Circumstances)	July Meetings held	August Meetings held	September Meetings held	Total number of cases
Risk of child sexual exploitation	2	2	5	7
Concerns regarding sexually harmful behaviour	5	2	1	8
Concerns regarding a young person going missing from foster care	1	0	1	1
Concerns regarding a young person going missing from home	2	1	1	3
Concerns regarding a person in contact with children through their work	3	3	5	8
<b>Total number of meetings</b>	<b>13</b>	<b>8</b>	<b>13</b>	
<b>Total number of cases discussed in this quarter</b>				<b>27</b>

**SECTION 8: Multi Agency Child Exploitation Management Meetings**

<b>New Case / Review</b>	<b>Exit / Remain in MACSE</b>	<b>Male / Female</b>	<b>Age</b>	<b>At home / in care</b>	<b>CPR</b>	<b>Date of meeting</b>	<b>Agency Attendance</b>
R	Remain	Male	17	C	N	01.07.21	Planned Care, Education, Police, Health, YJS, Fostering, Coleg, CAMHS
R	Remain	Male	15	H	N	29.09.21	Planned Care, Education, Police, Health, Coleg, CAMHS, Choices, TAF
N	Remain	Male	16	H	N	10.09.21	Planned Care, Education, Police, Health, YJS, TAF
N	Remain	Male	15	H	N	10.09.21	Planned Care, Education, Police, Health, YJS, TAF
N	Remain	Female	15	H	N	29.07.21	Planned Care, Education, Police, Health
N	Remain	Female	17	H	N	11.08.21	Planned Care, Police, YJS, Housing, CAMHS
N	Remain	Female	14	H	N	16.08.21	Planned Care, Education, Police, YJS, CAMHS
N	Exit	Male	16	H	N	25.08.21	Planned Care, Education, Police, Health

There were 6 new cases that came into MACE in Quarter 2 and 2 review cases. 3 cases were female aged 14 - 17 years, and 5 cases were male aged 15 – 17 years. None are on the CP Register, one is Looked After.

**SECTION 9: Police Marac Report**

<b>Area</b>	<b>Number of referrals through DD</b>	<b>Number of cases progressed to full MARAC</b>	<b>Number of repeats</b>	<b>Number of children in household</b>
Carmarthenshire	343	33	34	245
Ceredigion	109	12	18	97
Pembrokeshire	226	13	14	226
Powys	128	18	25	156

## SECTION 10: Learning Services

### ADRODDIAD LOG GWASANAETHAU YSGOLION

#### HYFFORDDIANT / TRAINING

Mae hyfforddiant Diogelu ac Amddiffyn Plant lefel 1 ar rhaglen e-ddysgu yn unig, dyma'r nifer o staff sydd wedi cwblhau yr hyfforddiant hyn drwy cyfnod chwarter 2. Yn ogystal, mae'r niferoedd o staff sydd wedi cwblhau lefel 2 Amddiffyn Plant yn rhithiol hefyd wedi ei ychwanegu yn ystod y cyfnod hwn.

*Level 1 Safeguarding and Child Protection training is only available as an e-learning programme, below is the number of staff who have completed the training during the quarter 2 period. In addition, the number of staff who have completed the level 2 Child Protection training virtually during this period, is also noted below.*

Lefel 1 / Level 1	215 (mewnol / internal) 104 (allanol / external)
Lefel 2 / Level 2	35 (mewnol / internal) 9 (allanol / external)

#### HYFFORDDIANT AP LEFEL 3 /CP LEVEL 3 TRAINING

Ar 23/09/21 cynhaliwyd hyfforddiant rhithiol a chyflwyniwyd gan Dr Didi, wnaeth mwyafrif o Athrawon Dynodedig AP ysgolion Ceredigion, Sir Gar a Phowys mynychu, a dderbyniwyd adborth positif iawn o'r sesiwn.

On 23/09/21 Dr Didi delivered training which was attended virtually by the majority of the Designated Safeguarding Leads in Ceredigion, Carmarthenshire and Powys. Very positive feedback has been received from the session.

#### VAWDASV

Mae yna 49 o staff mewnol a 18 aelod o staff allanol wedi cwblhau hyfforddiant VAWDASV ar-lein yng nghyfnod chwarter 2.

*49 internal staff and 18 members of external staff have completed the online VAWDASV training between the quarter 2 period.*

#### ADDYSG DDEWISOL GARTREF / ELECTIVE HOME EDUCATION

<b>Nifer o blant yr ydych yn ymwybodol ohonynt sydd yn cael eu haddysgu'n ddewisol gartref / <i>Number of children that you are aware of that are Electively Home Educated (EHE)</i></b>	<b>Nifer o blant EHE sy'n hysbys i'r Awdurdod Lleol sydd wedi cael cynnig ymweliad blynyddol yn ystod y 12 mis diwethaf / <i>Number of EHE children known to the Local Authority that have been</i></b>	<b>Canlyniad / <i>Outcome</i></b>
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	<b><i>offered an annual visit in the last 12 months</i></b>	
223 (a reduction of 18 since the last period)	173 (an increase of 76 since the last period)	Declined – 39 Did not attend - 48

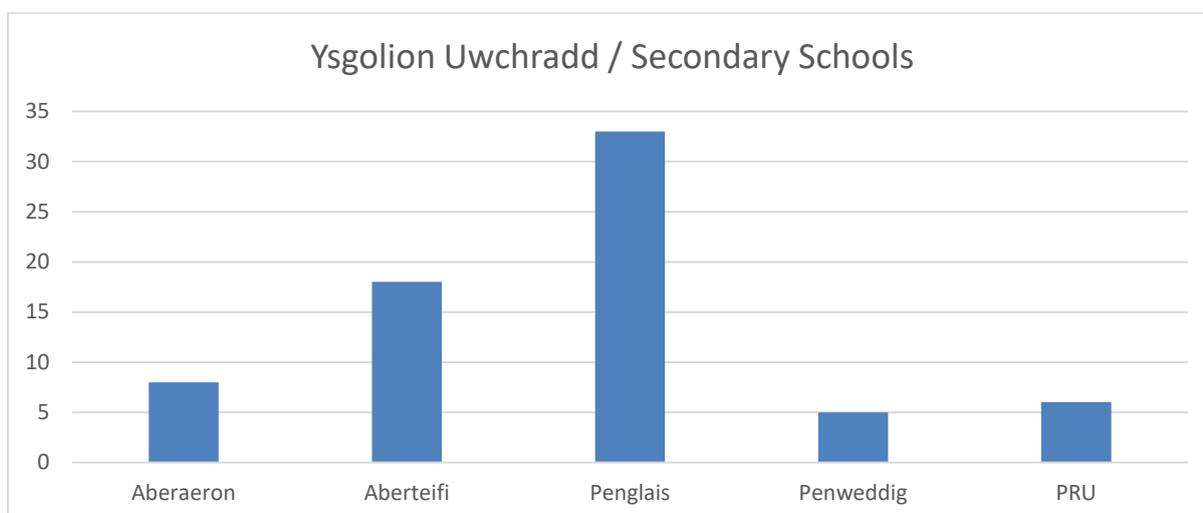
**PLANT MEWN GOFAL / LOOKED AFTER CHILDREN**

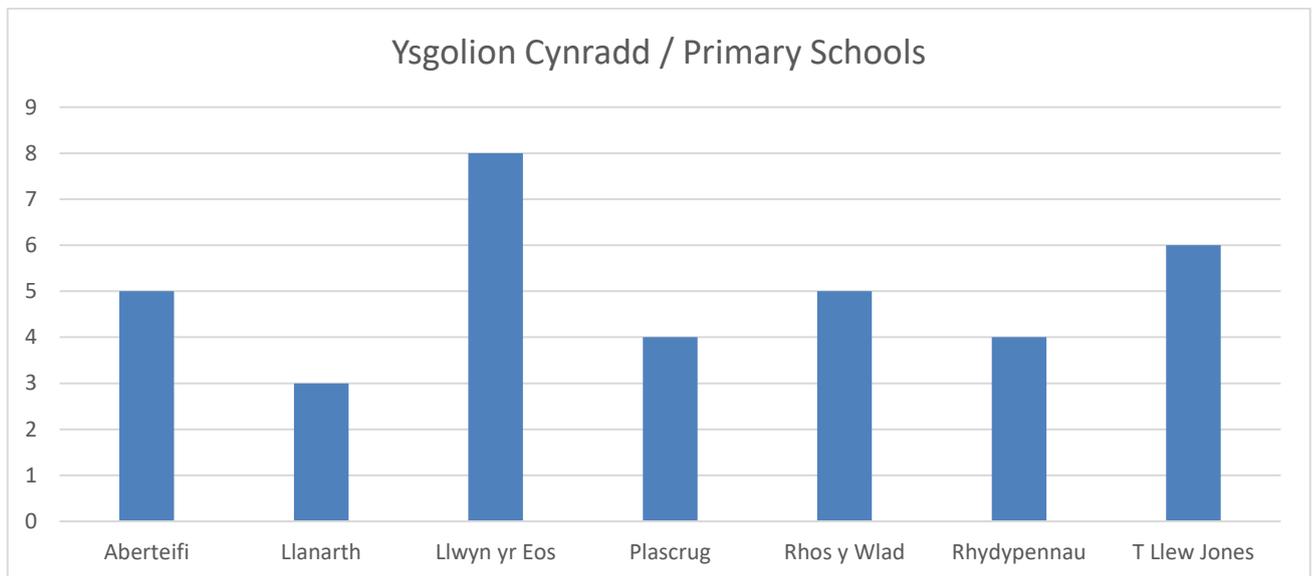
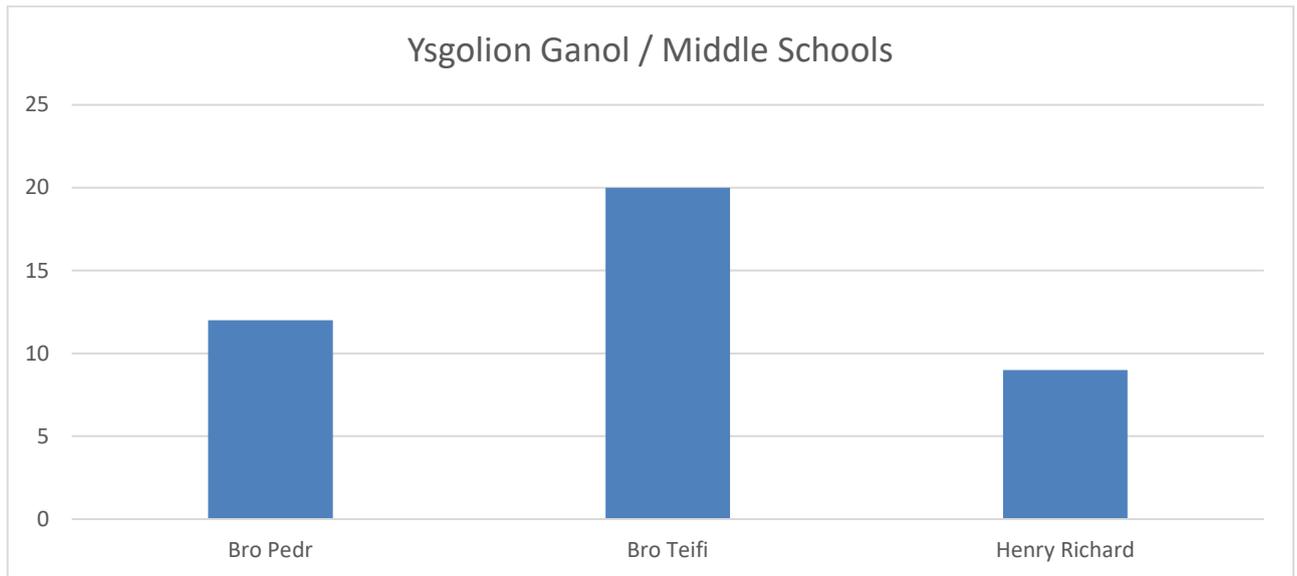
Plant mewn gofal yng Ngheredigion o oedran ysgol statudol / <i>Looked after children in Ceredigion of statutory school age</i>	Gorffennaf / July – 43 Medi / September – 45  <i>(Nid oes ffigyrau yn cael ei cofnodi ar gyfer mis Awst / No figures are recorded for August)</i>
Plant mewn gofal allan o'r Sir o oedran ysgol statudol / <i>Looked after children placed out of County of statutory school age</i>	Gorffennaf / July – 13 Medi / September – 15  <i>(Nid oes ffigyrau yn cael ei cofnodi ar gyfer mis Awst / No figures are recorded for August)</i>
Plant mewn gofal o Siroedd eraill o oedran ysgol statudol / <i>Looked after children from other Local Authorities of statutory school age</i>	Gorffennaf / July – 30 Medi / September – 32  <i>(Nid oes ffigyrau yn cael ei cofnodi ar gyfer mis Awst / No figures are recorded for August)</i>

**CYSWLLT YSGOLION / SCHOOL CONTACTS**

Gweler isod, y rhifau a natur y cyswllt a dderbyniwyd o ysgolion / sefydliadau dysgu yn ystod chwarter 2.

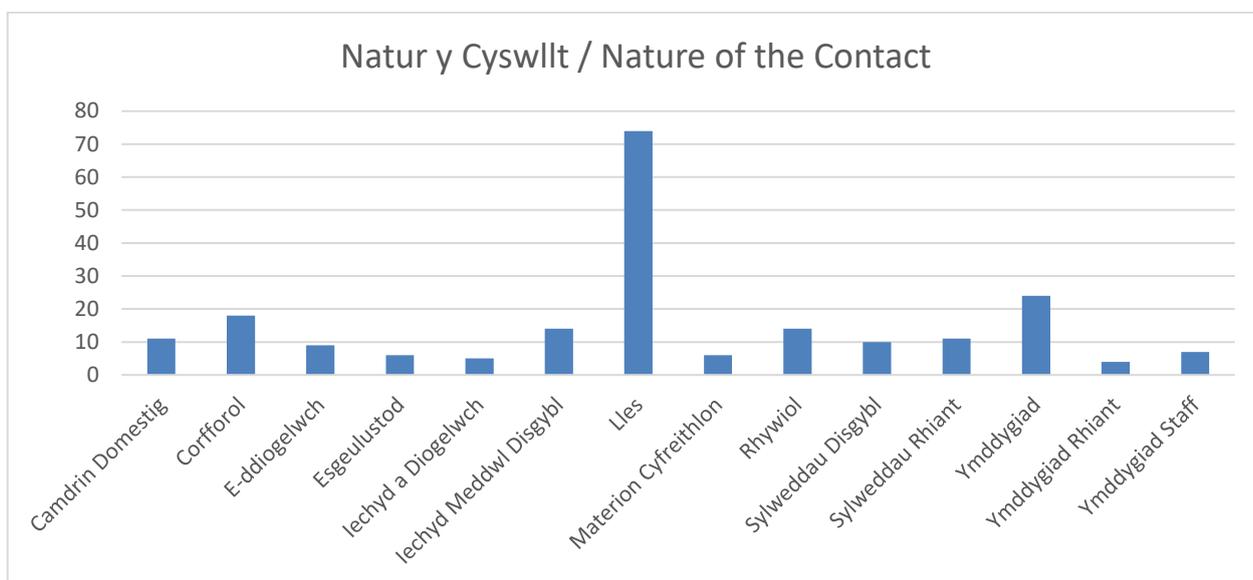
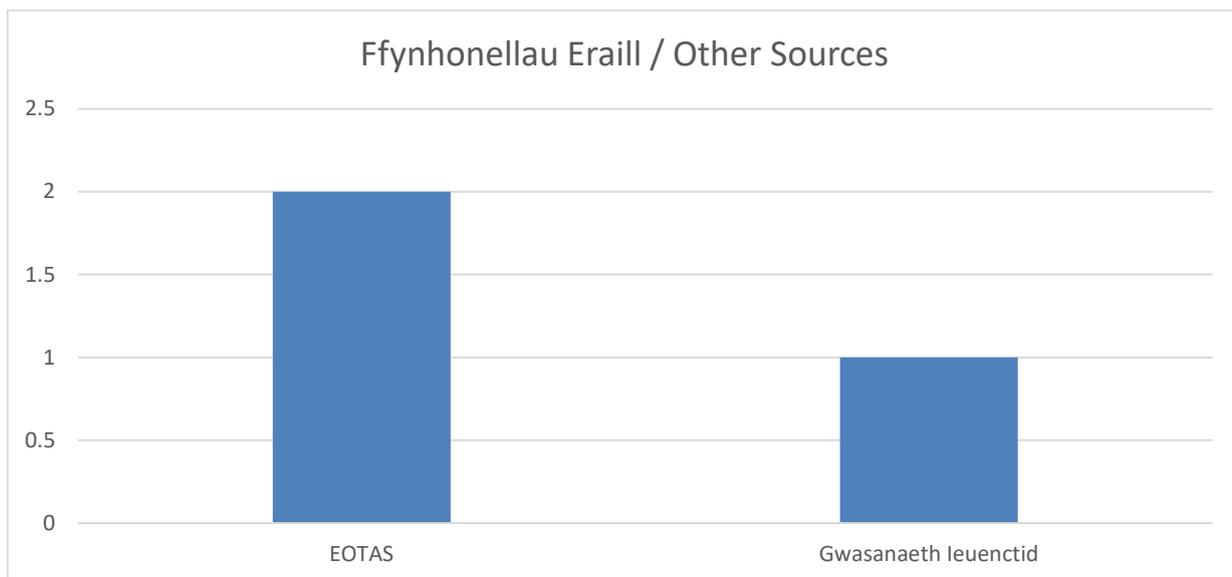
Please see below the number of contacts received from schools/learning establishments and their nature, during the period of quarter 2.





I nodi, fe wnaeth 22 o'r Ysgolion Cynradd gwneud cyswllt yn ystod cwarter 2, ond oherwydd y rhif uchel hyn, nid oedd modd cynnwys pob Ysgol ar y dabl, felly wedi cynnwys yn yr uchod, y rhai wnaeth gysylltu mwy na ddwywaith drwy gydol y cyfnod.

*To note, 22 Primary Schools made contact during quarter 2, however due to this large figure, it wasn't possible to capture all on one table. Therefore the above only highlights the Schools who made contact on more than 2 occasions during the period.*

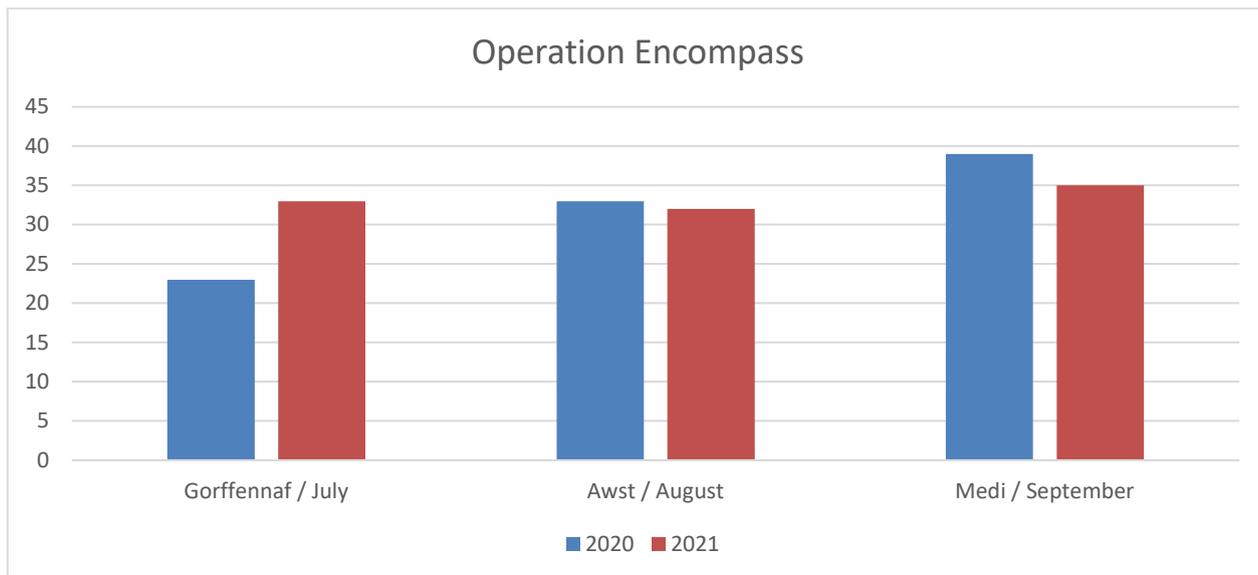


Oherwydd fod niferoedd fawr o rhesymau cyswllt, maen't wedi crynhoi mewn l'r grwpiau isod, er mwyn medru darllen yn fwy glir ar y siart. (Eto, mae'r siart uchod dimond wedi cofnodi y cyswllt am y pryderon sydd wedi dod at sylw 4 gwaith neu'n fwy).

*Due to the large amount of reasons given for contact, some have been grouped together as noted below, in order for the information to be presented more clearly on the chart. (Again, due to the high number of contacts received, the above table is showing the types of concerns which were reported on 4 or more occasions only).*

Arf / Weapon	
Cais am wybodaeth / Request for Information	
Camdrin Domestig / Domestic Abuse	
Corfforol / Physical	
E-ddiogelwch / E-Safety	Gan gynnwys cam ddefnydd ffon symudol/rhyngwrwyd. Danfon negeseuon/lluniau/fideo anweddus. / Which also includes misuse of mobile phones/internet.

	<i>Sending inappropriate messages, photos, videos.</i>
Esgeulustod / <i>Neglect</i>	Gan gynnwys amodau cartref, materion ariannol, goruchwyliaeth. / <i>Which also includes home conditions, financial issues and supervision.</i>
Gofal / <i>Care</i>	
Iechyd a Diogelwch / <i>Health and Safety</i>	
Iechyd Meddwl Disgybl / <i>Pupil Mental Health</i>	Gan gynnwys camdriniaeth emosiynol / <i>Which also includes Emotional abuse.</i>
Iechyd Meddwl Rhiant / <i>Parent Mental Health</i>	
Lles / <i>Wellbeing</i>	Gan gynnwys plant ar goll, presenoldeb, tor perthynas, galar, gofawyr ifanc, cyswllt cyfnod clo, materion cyswllt rhwng rhieni / <i>Which also includes missings, attendance, relationship breakdown, young carers, contact difficulties during lockdown, contact issues between parents.</i>
Materion Cyfreithlon / <i>Legal Matters</i>	
Prevent	
Rhywiol / <i>Sexual</i>	Gan gynnwys perthnasau amhriodol ag egsbloetio plant yn rhywiol / <i>Which also includes inappropriate relationships and Child Sexual Exploitation.</i>
Sylweddau Disgybl / <i>Pupil Substances</i>	Gan gynnwys cyffuriau ag alcohol / <i>Includes Alcohol and Drugs misuse.</i>
Sylweddau Rhiant / <i>Parent Substances</i>	Gan gynnwys cyffuriau ag alcohol / <i>Includes Alcohol and Drugs misuse.</i>
Materion Traws / <i>Trans Matters</i>	
Ymddygiad Disgybl / <i>Pupil Behaviour</i>	
Ymddygiad Rhiant / <i>Parent Behaviour</i>	Gan gynnwys materion parthed rhieni yn y carchar / <i>Which includes incarceration.</i>
Ymddygiad Staff / <i>Staff Conduct</i>	Gan gynnwys unrhyw gwynion/sylwadau parthed ymddygiad aelodau o staff ysgolion a/neu sydd yn gysylltiedig ag ysgolion Ceredigion. / <i>Which includes any complaints or comments regarding staff behaviour or conduct, who is a member of teaching staff or associated with a Ceredigion school.</i>



## SECTION 11: Health

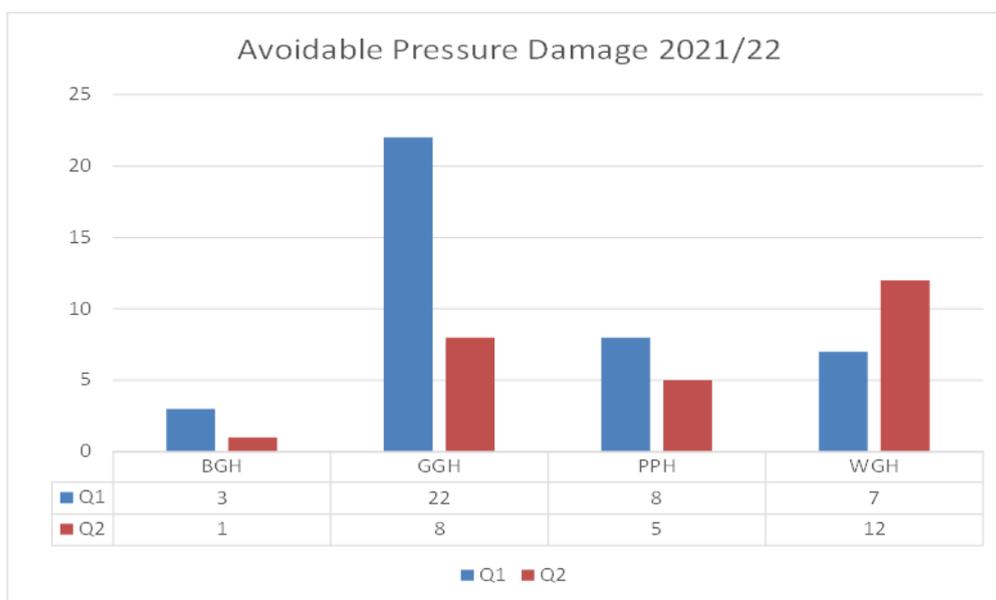


### Hywel Dda University Health Board Safeguarding Report to the Local Operational Groups

**Qtr 2 2021/22**

This report informs the Local Operational Groups of updates on safeguarding developments in Hywel Dda University Health Board during quarter 2 2021/22

#### Quarter 2 2021/22 Acute Hospital Avoidable Pressure Damage Audit



There were twenty-six avoidable cases of pressure damage incidents across all four sites in Q2. This was a decrease from forty cases in quarter 1 2021/22. The numbers reflect when the scrutiny meetings took place, rather than when the pressure damage occurred. In part the higher numbers reflected in Q1 were to do with the catching up on scrutiny meetings that did not take place at the beginning of the year due to the impact of Covid on the Acute Hospitals.

25 reported cases were grade 1 or 2, these grades would not have been reported to safeguarding prior to the SSWBWA, 1 was recorded as Suspected Deep Tissue Injury (SDTI) and none were unstageable.

It is not uncommon for pressure damage to be reported as SDTI, but within a few days it is apparent that it is a grade 1 or 2.

#### **Safeguarding Adults**

Referrals related to discharge appear to be broadly consistent with the preceding two quarters cross the UHB.

Discharge action plans are in place across all four acute hospitals, with some currently being reviewed in partnership with other agencies. The Health Board Adult Safeguarding Team plan to undertake another review specifically related to discharge referrals to identify specific themes and feedback to the next Acute Service Delivery Group.

### **Safeguarding Children**

#### **Was Not Brought**

In October 2020, Hywel Dda University Health Board developed and implemented a health board wide procedure in relation to monitoring vulnerable people, who were not brought or did not attend appointments and no access visits. Presently the Corporate Child Safeguarding Team are undertaking an audit, which has a two-pronged approach. Firstly, this will measure awareness of the procedure across Health Board services. The findings of this will be available to report to UHB Service Safeguarding Delivery groups in January 2022. The second aspect of the audit will review the compliance with the protocol within paediatric, ophthalmology and audiology services. The findings of this and any recommendations will be reported to the Heads of Service and presented to the Safeguarding Delivery Groups and Strategic Safeguarding Working Group in due course.

#### **Non-Compliance with Safeguarding Procedures**

The Corporate Child Safeguarding Team are reporting incidents of non-compliance with child safeguarding procedures via the Datix reporting system. This includes incidents where a MARF has not been submitted in a timely way following attendance at ED for self harm. Further, they are providing a collated report to Service Safeguarding Delivery Groups which identifies service areas where non-compliance occurs and the themes surrounding that non-compliance. This will allow individual and collective instances to be addressed by the directorates concerned and ensure that training and supervision is tailored to address areas of concern.

#### **Sharing Safeguarding Information in Pregnancy Database**

There are some exciting new developments in relation to the Safeguarding Maternity database and the development of a new Safeguarding Maternity database mobile phone app for community midwives to access whilst working in the community. It is envisaged that this will be available in December 2021.

### **LAC**

#### **Enabling Quality Improvement Programme (EQliP)**

The LAC health team have identified some children and young people (CYP) who have issues with constipation and soiling. The soiling is seen as a behaviour the CYP can control and not as a consequence of constipation and risks placement breakdown. In some instances, the carers and social workers have been unaware that the child is constipated. We are aware that this issue is not just unique for Looked After Children but for all CYP and can have a significant impact on the young people and their wider family and communities. One in ten children of school age suffer with a bowel or bladder problem, but only a third of these families ask for support (Brenda Cheer, ERIC, 2021). 95% of children who are affected by soiling, are actually constipated.

Health professionals are often expected to resolve the issue promptly, with people not understanding how lengthy a resolution can be. There is no paediatric continence service within HDdUHB at present, practitioners are often working alone or signposting to third sector organisations. Depending on the practitioner's knowledge base and experience, carers may receive varying support and advice.

With this in mind a team of professionals from a number of services (LAC Team, Public Health, Women & Childrens), made an application to the EQliP programme, with the aim to develop a tool/resource that can be shared with parents/carers or professionals working with these CYP. This resource or tool would educate on childhood constipation and then offer resources on how to manage the constipation at the earliest opportunity. For the next 12 months the team members will meet monthly with an Improvement Coach and plan, implement and move this project forward.

### **VAWDASV**

The pilot of IRISi in Carmarthenshire clusters is due to go out to tender for the Advocate Educator role.

The UHB has also submitted a bid to NHS Charities for a Health DVA role, in partnership with specialist providers in one or two Emergency Departments with the lowest number of MARAC referrals, depending on funding allocated. A meeting is taking place with the Regional VAWDASV Advisor and specialist providers to work up the final proposal for submission in early 2022.

With additional funding provided by WG via the Regional VAWDASV resource, the UHB Domestic Abuse Support Officer role has been developed to increase capacity for Group 2 Ask and Act training.

The UHB recently engaged in the Group 6 workshop held in the region. Discussion is taking place with the Board secretary regarding champion roles at strategic level and promoting the Group 6 Strengthening Leadership training resources via the national microsite. [NTF Group 6](#)

### **Safeguarding Autumn Newsletter**

The newsletter highlighted National Safeguarding Week with promotion of the regional events taking place. A specific focus was given to the launch of the High Risk Behaviours including Self neglect and Hoarding policy and guidance.

A specific item on professional curiosity was included with attention drawn to new resources which are being developed in the region.

The Regional Domestic Homicide learning materials have been promoted widely in this newsletter and the UHB global email system.

A reminder to staff about their Information Sharing responsibilities was also included.

[HDdUHB Safeguarding Autumn Newsletter](#)

### **Safeguarding Maturity Matrix**

NHS Wales has an essential role in ensuring that all adults and children receive the care, support and services they need in order to promote a healthy, safer and fairer Wales. Measuring the effectiveness of health services in the contribution to safeguarding adults and children is difficult and complex.

With endorsement by the Chief Nursing Officer's Nurse Directors Forum, an all age NHS Wales Safeguarding Maturity Matrix was developed via the NHS Wales Safeguarding Network. It addresses interdependent strands regarding safeguarding: service quality improvement, compliance against agreed standards and learning from incidents and reviews.

The aim of capturing and collating a national SMM is to provide assurance, share practice and drive improvements towards a 'Once for Wales' consistent approach to safeguarding across Wales.

The UHB completed their self-assessment for 2020/21 and submitted to the National safeguarding Team in October 2021. This was scrutinised via peer review on 25<sup>th</sup> November 2021. A copy of the UHB improvement plan is embedded for information.



SMM Approved and submitted 2021.pdf

## SECTION 12: S-CAMHS

### S-CAMHS Update Report for CYSUR

In line with the Welsh Government document "Admission Guidance", HDUHB has in place a robust Admission Policy/Pathway outlining the process for admitting any young person into an Adult Mental Health Ward. The Guidance stipulates that the Health Board must have a designated Unit and within HDUHB this is Morlais Ward on the Glangwili Hospital campus.

A new Protocol has been approved to meet this statutory requirement which will ensure compliance against Welsh Government expectations.

Admission to an adult mental health ward can be a frightening experience and every attempt is made to consider the least restrictive alternative for admission. In the majority of cases a young person is admitted to the designated unit on Cilgerran Ward supported by staff from the mental health unit.

In line with the guidance, the staff have received additional training in safeguarding young people and in addition the staff on Morlais ward have all undertaken the following:

Safeguarding Children Level 3 Training

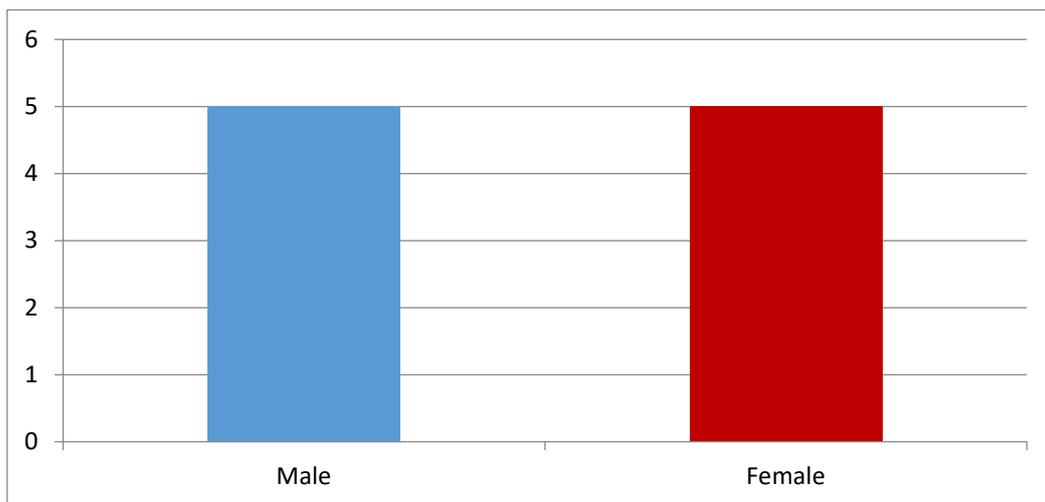
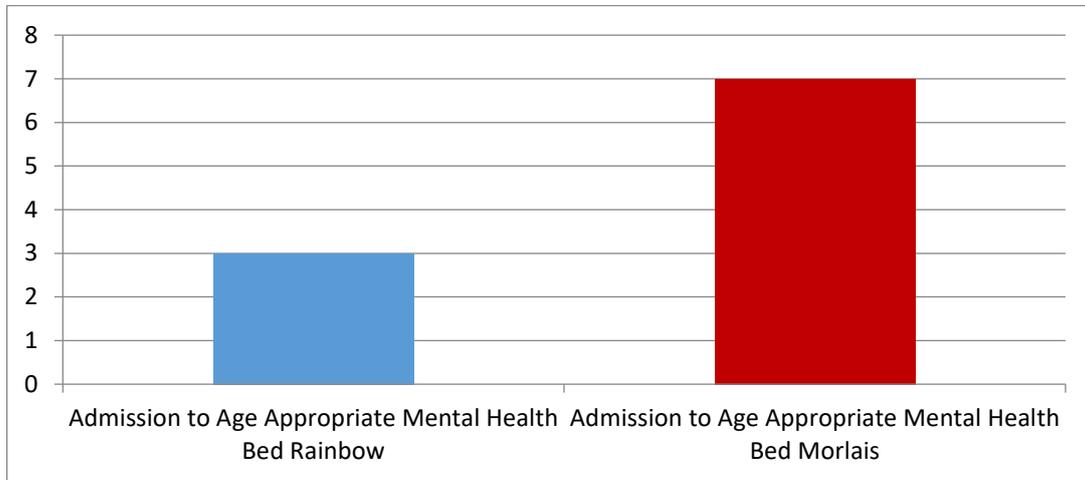
Have a valid Enhanced DBS in place

Undertaken specific training on the emotional and mental health needs of children and young people

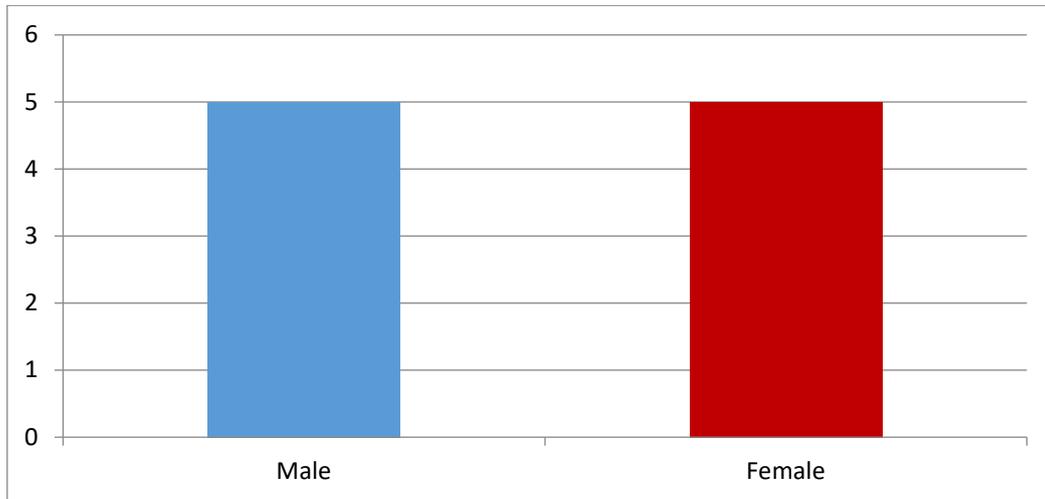
Training on the Mental Health Act and Social Services and Wellbeing (Wales) Act 2014

All admissions to the mental health bed must be reported, initially internally as a DATIX, and followed by a Serious Untoward Incident report to the Delivery Unit in line with the Welsh Government's Admission Guidance Document.

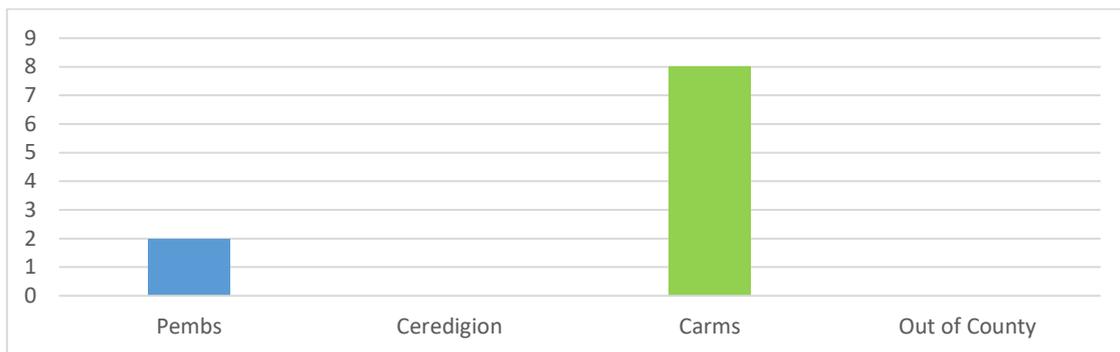
**Q2 Admissions to the age appropriate bed on the Rainbow bed and Morlais Adult Mental Health Ward Glangwili Hospital site:**



### Q2 Admission to Age Appropriate Mental Health Bed Rainbow / Morlais Bed by gender:



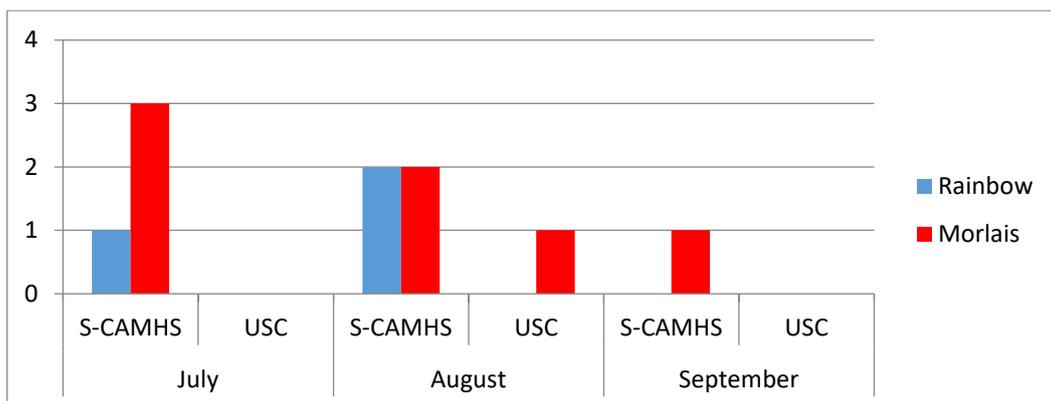
### Q2 Admissions to Rainbow / Morlais Bed according to Locality:



### Admissions to Paediatric Age Appropriate Bed (Rainbow Unit, Non reportable)

Specialist CAMHS records for Quarter 2 are outlined above with 10 Admissions in total, with 3 Admissions to the Paediatric bed and 7 Admissions to the Adult Mental Health Ward (Morlais). Please note, that two of these admissions were initially admitted to Rainbow, but were transferred to Morlais Ward, therefore the admissions are noted under both beds.

### Q2 Admissions to Rainbow / Morlais split by admitting team:



### Mental Health Status

2 individuals were subject to Section 136 of the Mental Health Act during this reporting period.

### Admission Outcomes

	Discharged Home	Onward Admission	Remains on Ward
<b>Rainbow</b>	1	2	0
<b>Morlais</b>	7	0	0

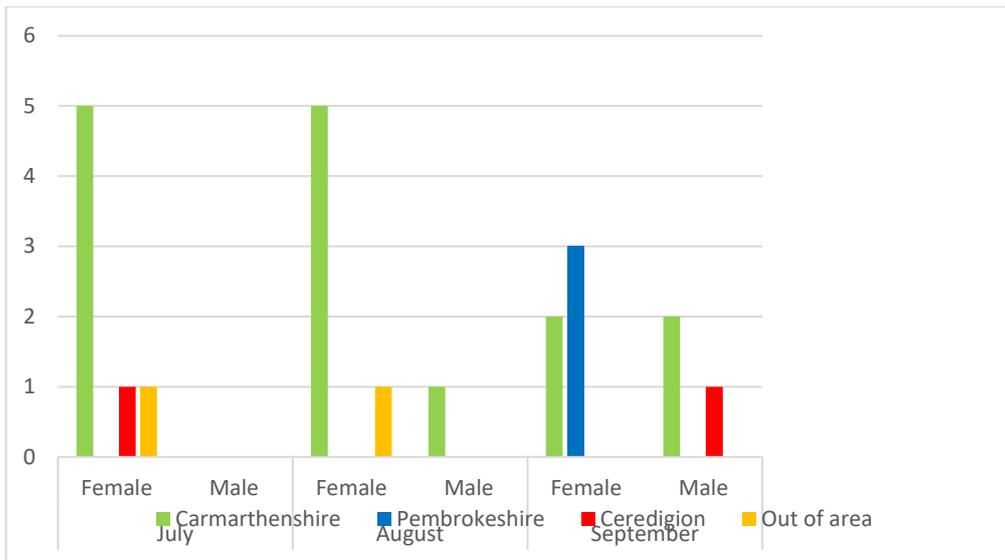
### Admissions relating to Self-Harm

Within HDUHB there are robust systems in place for S-CAMHS to provide a mental health assessment, following referral from the Paediatric ward where any young person is admitted following an episode of self harm. The reason for admission is generally following an overdose but, on occasions, it can be following deliberate cutting or an attempted hanging.

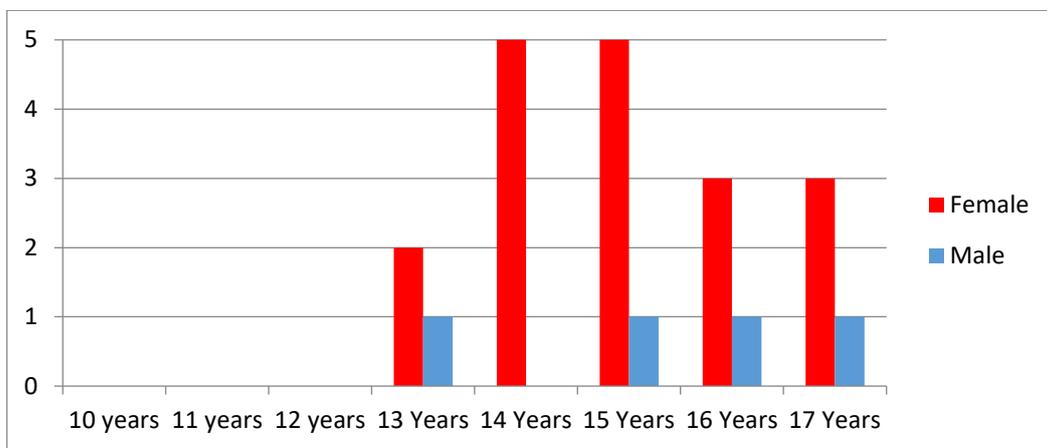
All overdose/self harm admissions receive a follow up appointment within three working days to monitor risk and provide support. There is a robust Pathway in place along with Guidance for admission of all young people who present following self harm in order that a comprehensive mental health assessment and risk management plan can be agreed. Where appropriate, referral to the Safeguarding team and/or Social Services may be considered.

The following table details the numbers of admissions following Deliberate Self Harm (DSH) Quarter 2 2021-2022 for the 3 Local Authority Areas:

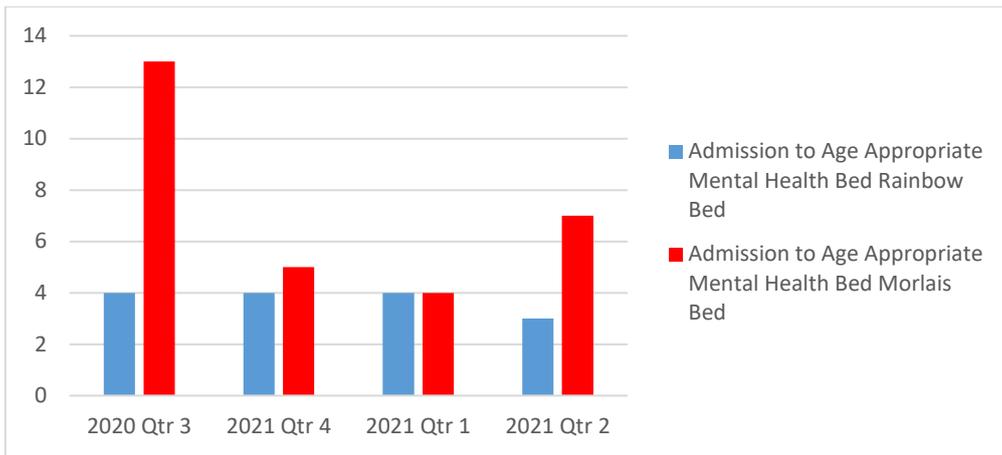
**Q2 Self-harm / Overdose Admission Statistics split by gender and locality:**



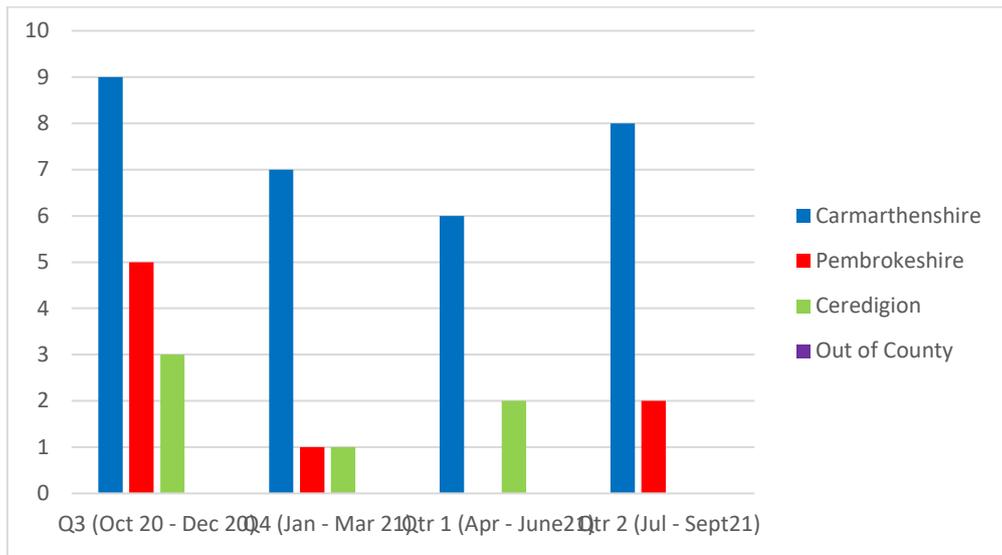
**Q2 Self-harm / Overdose Admission Statistics split by gender and age profile:**



### Comparison Data (last 12 months) - Age Appropriate Bed

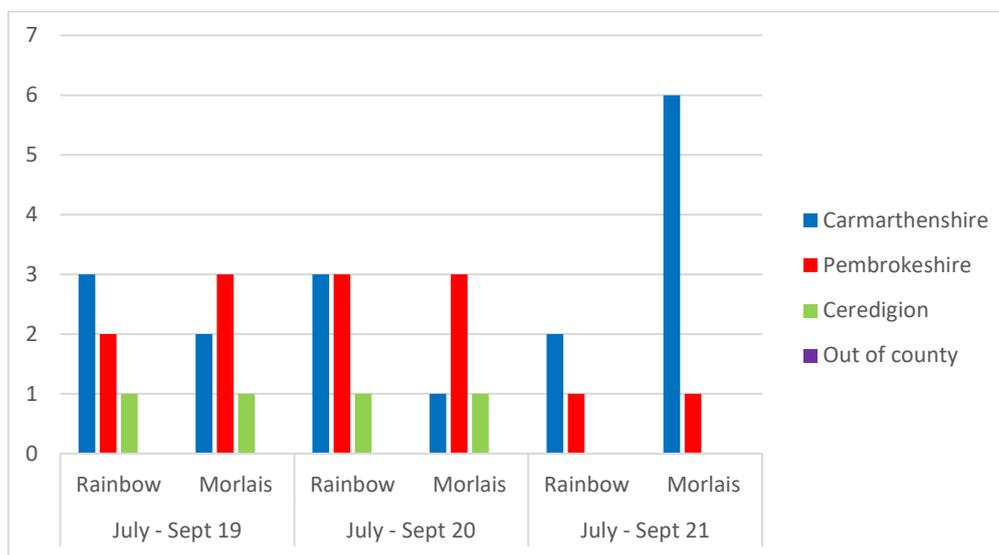


### Admission Trend comparison by locality (last 12 months)



### Annual Admission Comparison by locality

The following graph compares the numbers of admissions for Quarter 2 2021/2022 against the number of admissions for the same quarter of 2020/2021 and 2019/2020, further defined by locality.



### Advocacy

In line with the Mental Health (Wales) Measure 2012, Health Boards are expected to ensure that access to Advocacy Services is in place, as per Part 4 of the Measure, for any individual admitted into hospital. All young people admitted to Morlais Ward are asked on admission if they would like access to an Independent Mental Health Advocate. The expected performance target is that 100% of clients are offered this and this information is recorded and reported via our Information Analyst.

On Cilgerran Ward, information is provided to young people on admission on the availability of access to the Advocacy Service. However, the above performance standard is not applicable therefore data is not routinely collated.

**CEREDIGION**  
**CWMPAS LOCAL OPERATIONAL GROUP**

**Performance Management Report – Safeguarding Adults**

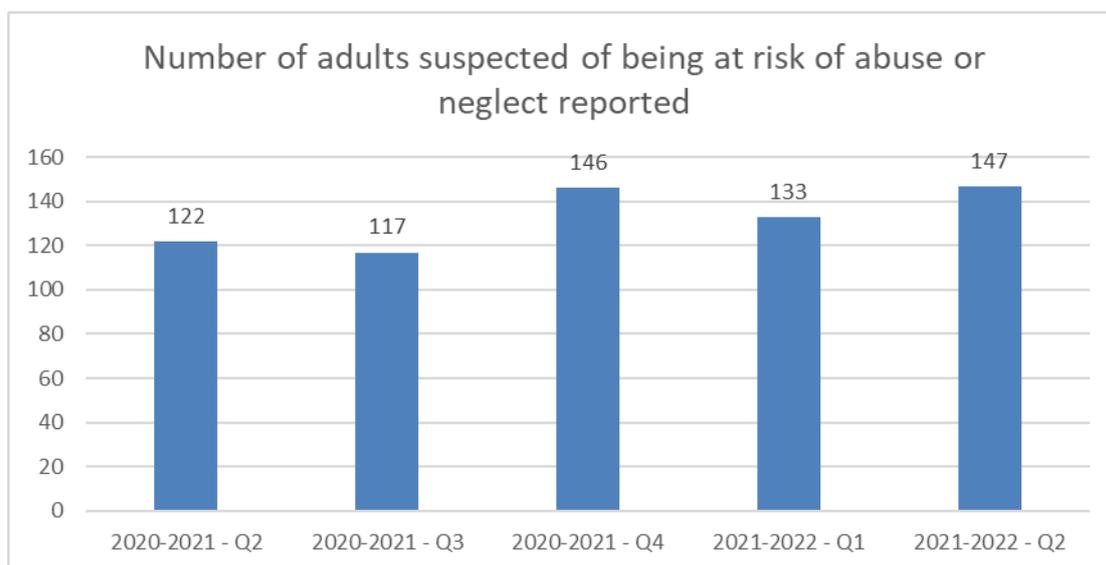
**Quarter: 2**

**1/7/21 – 30/9/21**

## Number of Adult at Risk Reported

### Number of adults suspected of being at risk of abuse or neglect reported

2020-2021 - Q2	122
2020-2021 - Q3	117
2020-2021 - Q4	146
2021-2022 - Q1	133
2021-2022 - Q2	147



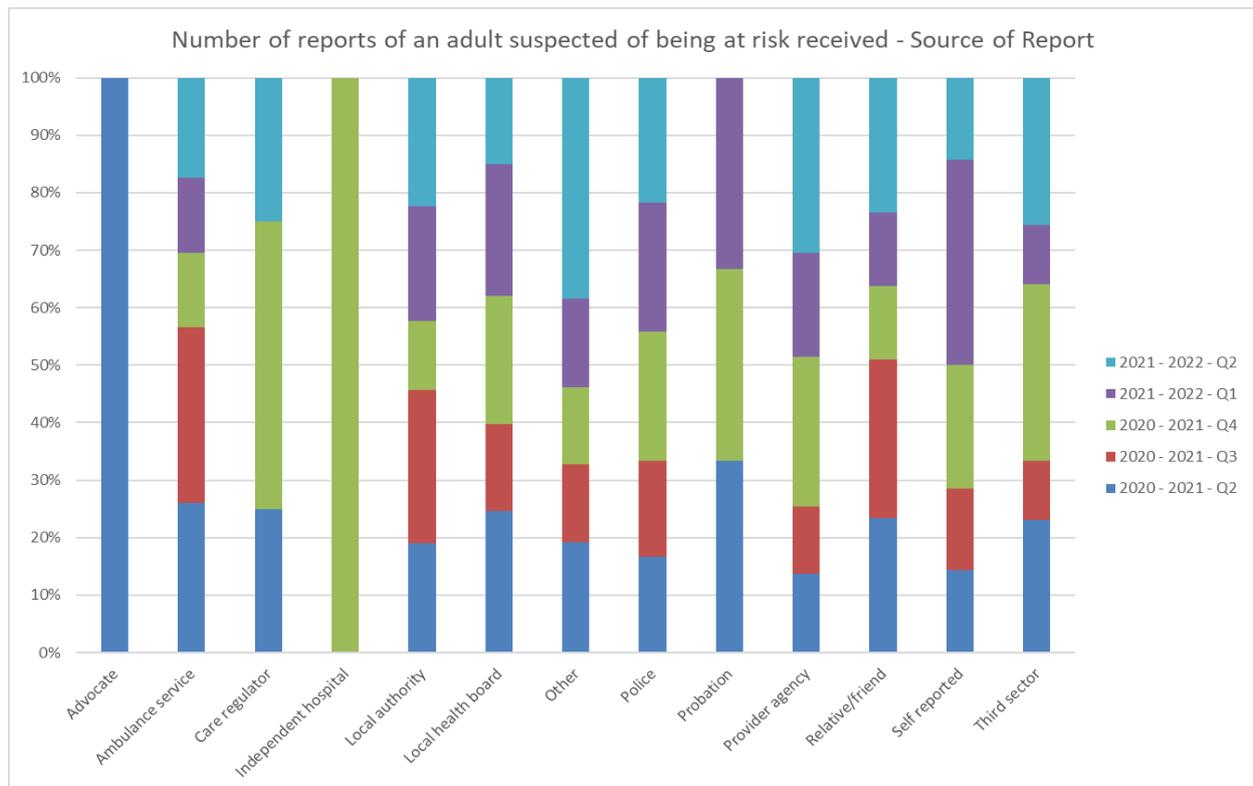
There is an increase in Q2 of the number of adults who are suspected of being at risk of abuse and/or neglect, from Q1. However, the figures are comparable to the numbers of adults in Quarter 4. In Q4, there was an increase in the numbers compared to the previous quarters and this seems to be following the lifting of COVID 19 restrictions. In Q4 there was an increase in the number of reports received, with a slight decrease in Q1 of this year and then an increase again in Q2.

Number of reports of an adult suspected of being at risk received	
Reports - Month	
Row Labels	Count of Assessment ID
<b>2020 - 2021 - Q2</b>	<b>149</b>
Jul	54
Aug	52
Sep	43
<b>2020 - 2021 - Q3</b>	<b>131</b>
Oct	42
Nov	45
Dec	44
<b>2020 - 2021 - Q4</b>	<b>157</b>
Jan	38
Feb	67
Mar	52
<b>2021 - 2022 - Q1</b>	<b>148</b>
Apr	51
May	48
Jun	49
<b>2021 - 2022 - Q2</b>	<b>175</b>
Jul	53
Aug	72
Sep	50
<b>Grand Total</b>	<b>760</b>



Comment: - The number of reports received in Q2 has increased from Q1 with there been a large number of reports received in August during Q2.

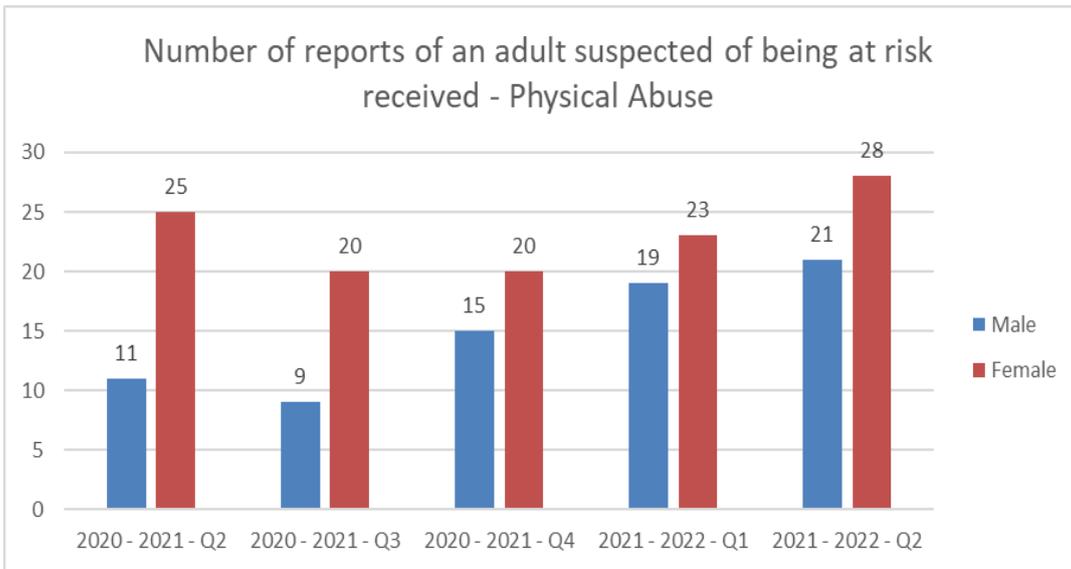
Number of reports of an adult suspected of being at risk received - Source of Reports						
Reports - Month						
Count of Assessment ID	Column Labels					
Row Labels	2020 - 2021 - Q2	2020 - 2021 - Q3	2020 - 2021 - Q4	2021 - 2022 - Q1	2021 - 2022 - Q2	Grand Total
Advocate	1					1
Ambulance service	6	7	3	3	4	23
Care regulator	1		2		1	4
Independent hospital			1			1
Local authority	22	31	14	23	26	116
Local health board	41	25	37	38	25	166
Other	10	7	7	8	20	52
Police	26	26	35	35	34	156
Probation	1		1	1		3
Provider agency	19	16	36	25	42	138
Relative/friend	11	13	6	6	11	47
Self reported	2	2	3	5	2	14
Third sector	9	4	12	4	10	39
<b>Grand Total</b>	<b>149</b>	<b>131</b>	<b>157</b>	<b>148</b>	<b>175</b>	<b>760</b>



Provider agencies have been that largest source of reports in this quarter followed by Police, then the Local Authority and then Health. This is the first quarter for some time where Provider agencies have been the largest source of reporting. There has been an increase in tis quarter of Professional Concerns reporting particularly relating to one provider specifically.

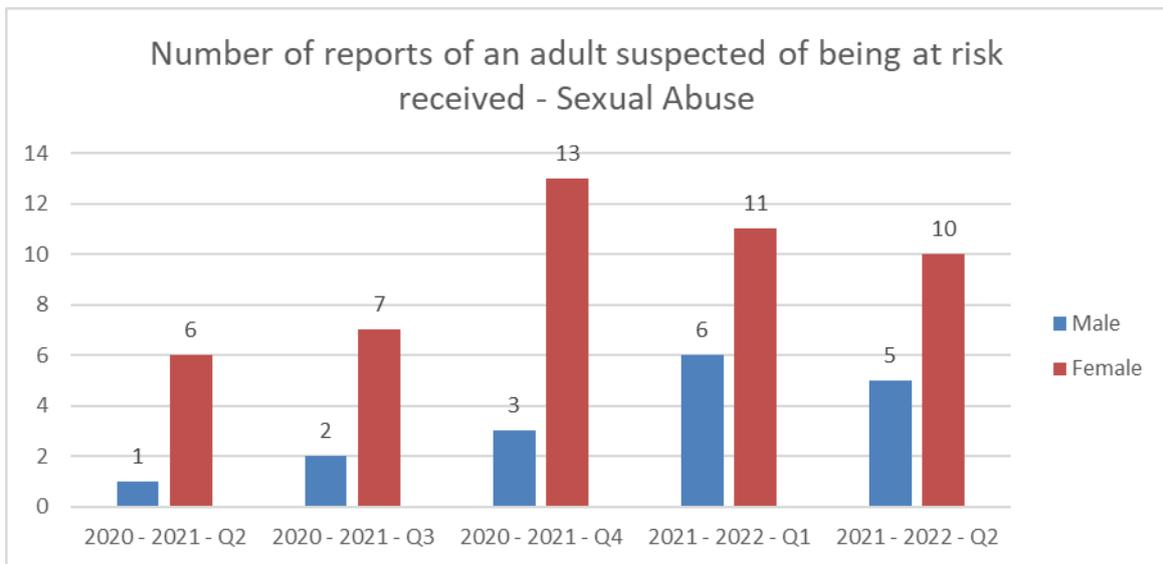
Performance Management Report 1/7/21 - 30/9/21

Physical Abuse			
Number of reports of an adult suspected of being at risk Received - Physical Abuse			
Count of Assessment ID	Column Labels		
Row Labels	Male	Female	Grand Total
2020 - 2021 - Q2	11	25	36
2020 - 2021 - Q3	9	20	29
2020 - 2021 - Q4	15	20	35
2021 - 2022 - Q1	19	23	42
2021 - 2022 - Q2	21	28	49
<b>Grand Total</b>	<b>75</b>	<b>116</b>	<b>191</b>



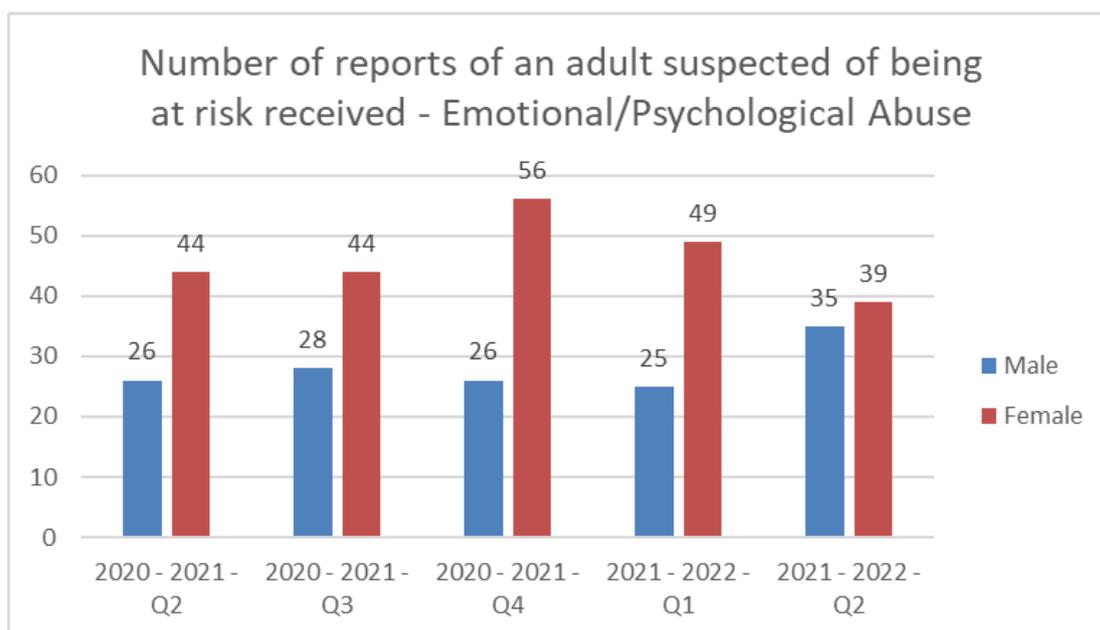
There is an increase in the number of reports where physical abuse is the category of abuse reported in comparison with Q1.

Sexual Abuse			
Number of reports of an adult suspected of being at risk received – Sexual Abuse			
Count of Assessment ID	Column Labels		
Row Labels	Male	Female	Grand Total
2020 - 2021 - Q2	1	6	7
2020 - 2021 - Q3	2	7	9
2020 - 2021 - Q4	3	13	16
2021 - 2022 - Q1	6	11	17
2021 - 2022 - Q2	5	10	15
<b>Grand Total</b>	<b>17</b>	<b>47</b>	<b>64</b>



Over the past 3 quarters there has been a decrease in the number of reports in relation to women being the victim of sexual abuse although there is a slight fluctuation in terms of males being the reported victim.

Emotional / Psychological Abuse			
Number of reports of an adult suspected of being at risk received - Emotional/Psychological			
Count of Assessment ID	Column Labels		
Row Labels	Male	Female	Grand Total
2020 - 2021 - Q2	26	44	70
2020 - 2021 - Q3	28	44	72
2020 - 2021 - Q4	26	56	82
2021 - 2022 - Q1	25	49	74
2021 - 2022 - Q2	35	39	74
<b>Grand Total</b>	<b>140</b>	<b>232</b>	<b>372</b>



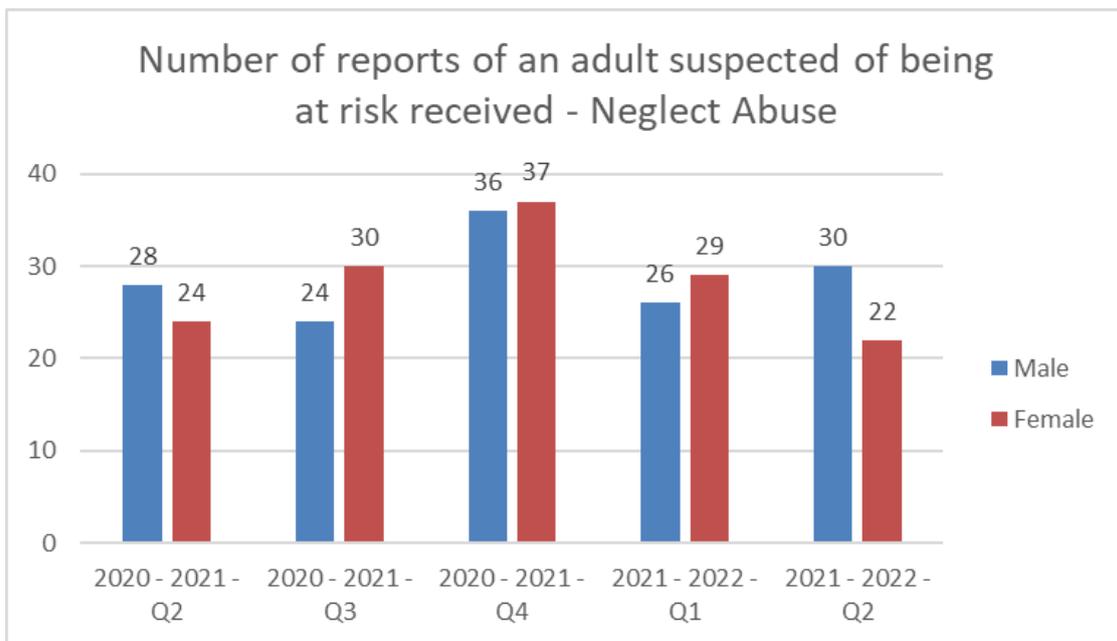
Over the last 3 quarters, there has been a decrease in the number of women who are reported to be victims of emotional/psychological abuse although there is an increase in the reports related to men. However, the number of reports received relation to emotional/psychological abuse is higher than any category of abuse reported in this quarter, with 74 reports regarding this, compared to 49 of physical abuse, 52 of neglect, 50 financial abuse and 15 of sexual abuse. This is consistent with previous quarters where emotional/psychological abuse has been the highest reported category of abuse.

Financial Abuse			
Number of reports of an adult suspected of being at risk received – Financial Abuse			
Count of Assessment ID	Column Labels		
Row Labels	Male	Female	Grand Total
2020 - 2021 - Q2	14	23	37
2020 - 2021 - Q3	15	19	34
2020 - 2021 - Q4	17	19	36
2021 - 2022 - Q1	21	18	39
2021 - 2022 - Q2	23	27	50
<b>Grand Total</b>	<b>90</b>	<b>106</b>	<b>196</b>



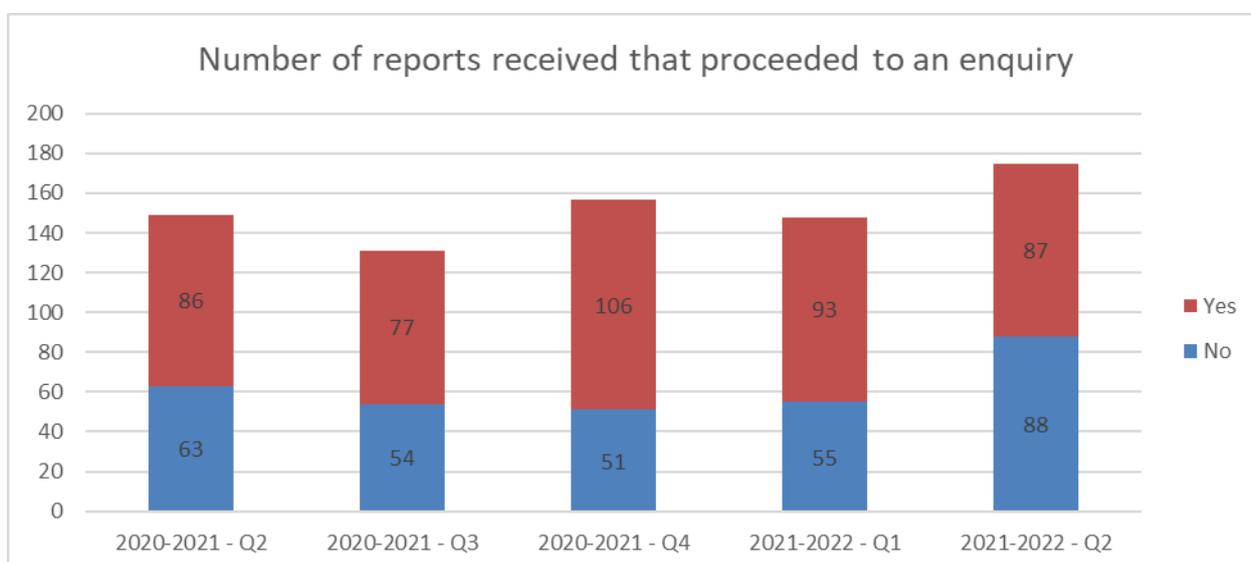
There is an increase in the number of reports that have highlighted financial abuse as a cause for concern in this Quarter.

Neglect			
Number of reports of an adult suspected of being at risk received - Neglect			
Count of Assessment ID	Column Labels		
Row Labels	Male	Female	Grand Total
2020 - 2021 - Q2	28	24	52
2020 - 2021 - Q3	24	30	54
2020 - 2021 - Q4	36	37	73
2021 - 2022 - Q1	26	29	55
2021 - 2022 - Q2	30	22	52
<b>Grand Total</b>	<b>144</b>	<b>142</b>	<b>286</b>



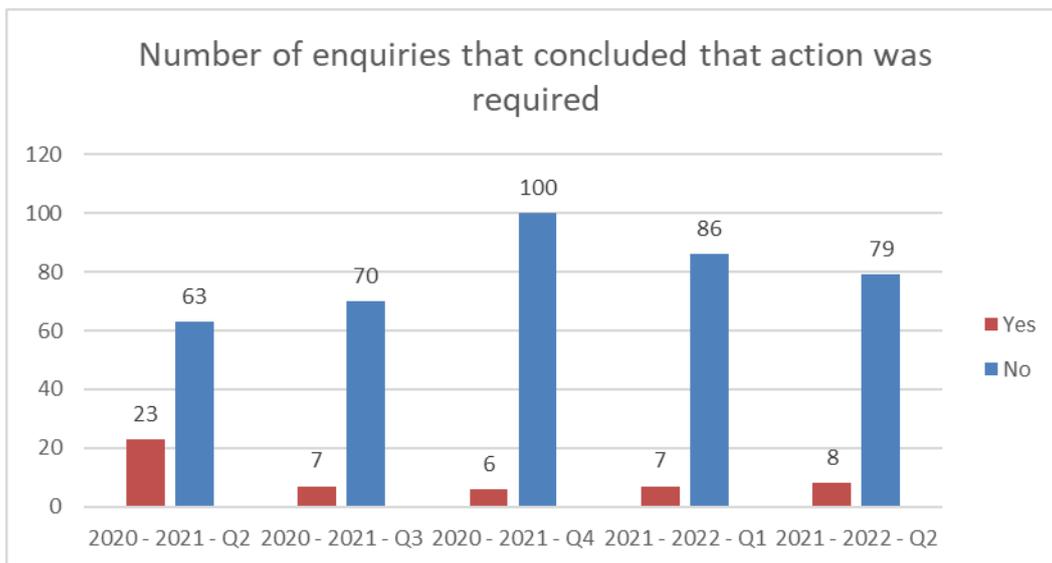
There is a decrease in the number of reports received where neglect is the cause of concern.

Number of reports that proceeded to an enquiry					
Reports that led to Enquiries					
Count of Assessment ID	Column Labels				
Row Labels	No - Other (please comment)	No - The individual refused to participate in enquiry	No - The individual was not an adult at risk	Yes - Proceeded to enquiry	Grand Total
2020 - 2021 - Q2	26	1	36	86	149
2020 - 2021 - Q3	33	4	17	77	131
2020 - 2021 - Q4	21	2	28	106	157
2021 - 2022 - Q1	25	3	27	93	148
2021 - 2022 - Q2	46	10	32	87	175
<b>Grand Total</b>	<b>151</b>	<b>20</b>	<b>140</b>	<b>449</b>	<b>760</b>



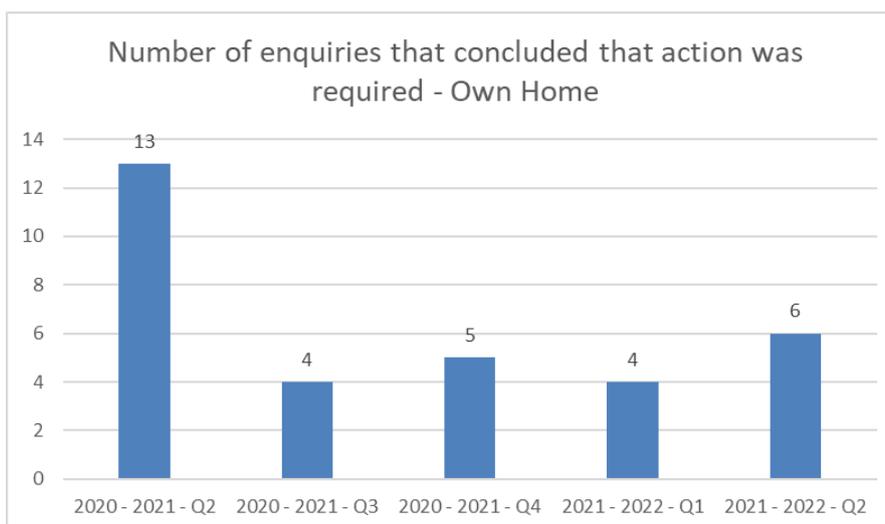
There are a higher number of reports that did not proceed to an enquiry in comparison with previous quarters. The team have reported an increase in the number of inappropriate referrals coming in and where the team have had to go back and discuss the referrals with the referrer.

Number of enquiries that concluded that action was required			
Count of Assessment ID	Column Labels		
Row Labels	Yes	No	Grand Total
2020 - 2021 - Q2	23	63	86
2020 - 2021 - Q3	7	70	77
2020 - 2021 - Q4	6	100	106
2021 - 2022 - Q1	7	86	93
2021 - 2022 - Q2	8	79	87
<b>Grand Total</b>	<b>51</b>	<b>398</b>	<b>449</b>

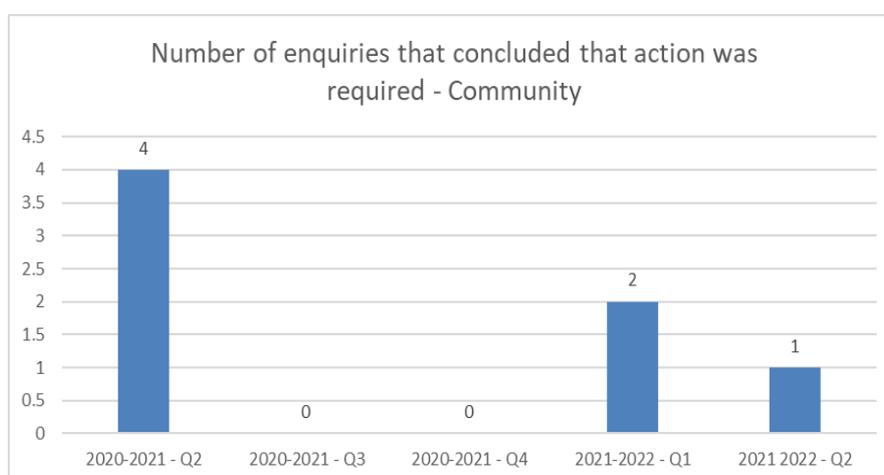


This is the number of enquiries that proceeded for further action under the Safeguarding Procedures, Strategy meetings, and further investigations.

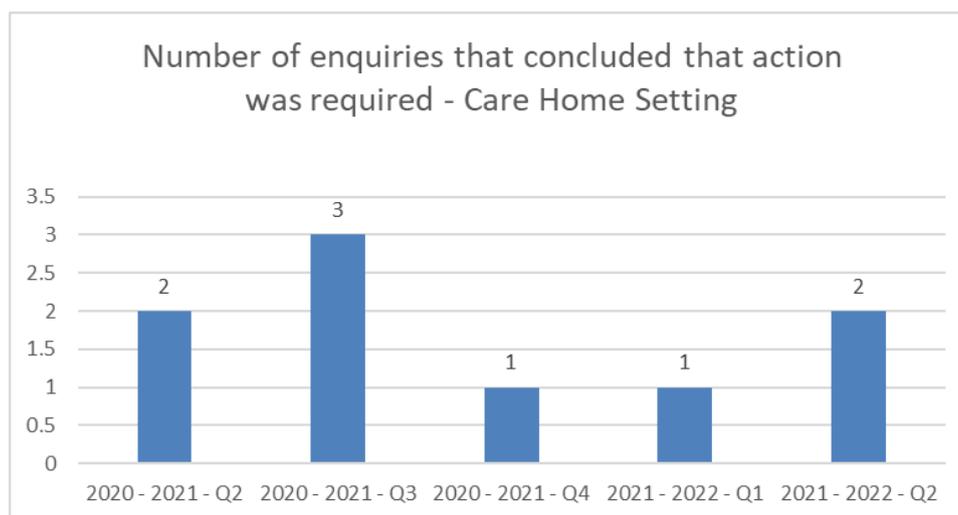
Number of enquiries that concluded that action was required - Own Home	
Row Labels	Count of Assessment ID
2020 - 2021 - Q2	13
2020 - 2021 - Q3	4
2020 - 2021 - Q4	5
2021 - 2022 - Q1	4
2021 - 2022 - Q2	6
<b>Grand Total</b>	<b>32</b>



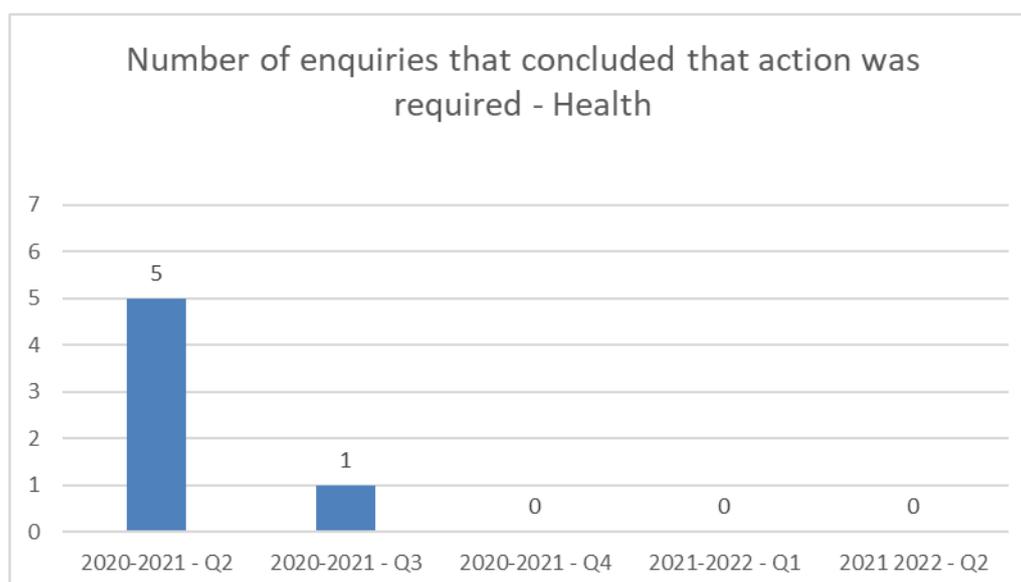
Number of enquiries that concluded that action was required - Community	
Row Labels	Place - Community
2020-2021 - Q2	4
2020-2021 - Q3	0
2020-2021 - Q4	0
2021-2022 - Q1	2
2021 2022 - Q2	1



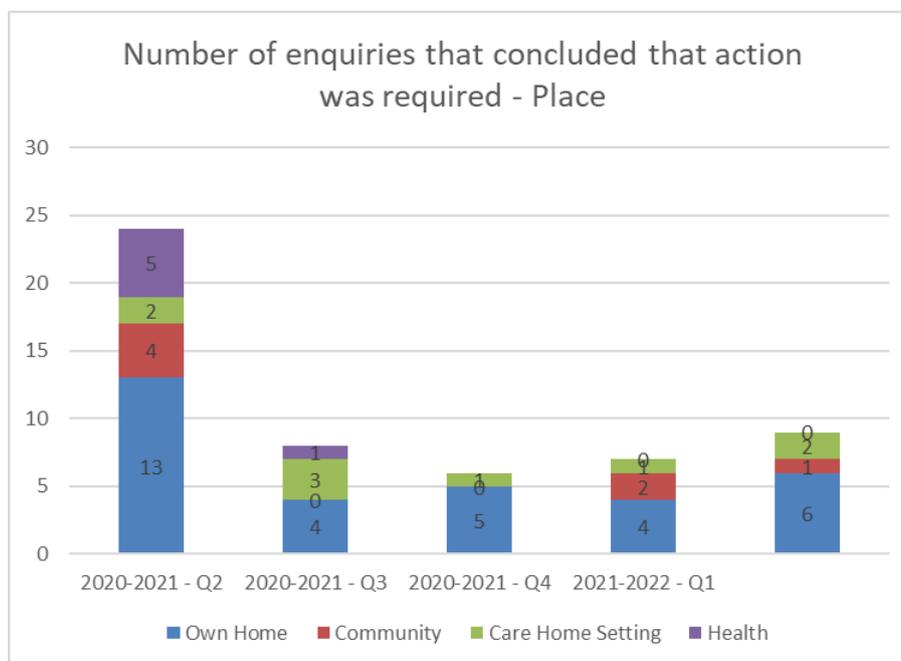
<b>Number of enquiries that concluded that action was required - Care Home Setting</b>	
<b>Row Labels</b>	<b>Count of Assessment ID</b>
2020 - 2021 - Q2	2
2020 - 2021 - Q3	3
2020 - 2021 - Q4	1
2021 - 2022 - Q1	1
2021 - 2022 - Q2	2
<b>Grand Total</b>	<b>9</b>



<b>Number of enquiries that concluded that action was required - Health</b>	
2020-2021 - Q2	5
2020-2021 - Q3	1
2020-2021 - Q4	0
2021-2022 - Q1	0
2021 2022 - Q2	0

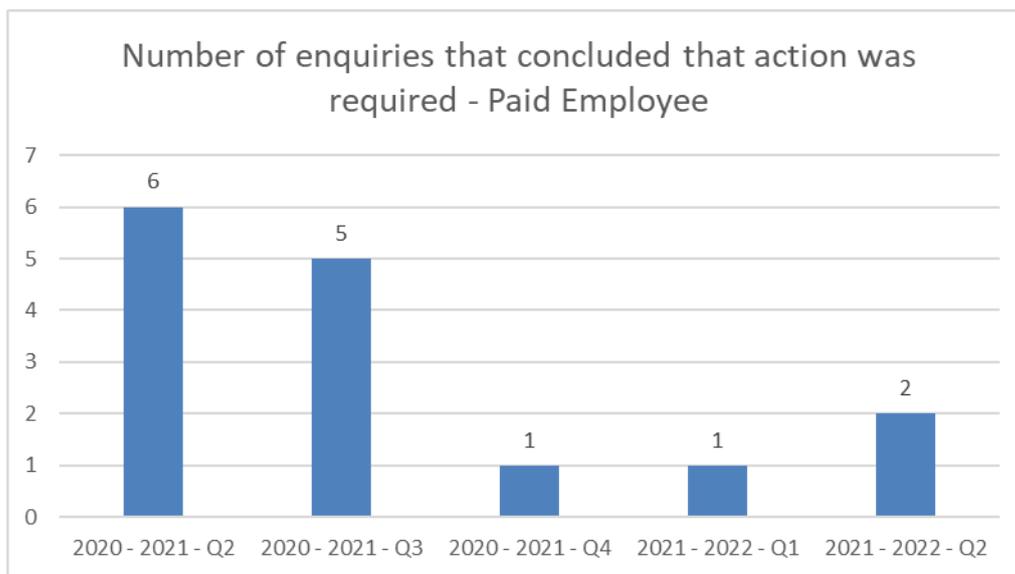


Number of enquiries that concluded that action was required - Place				
Period	Own Home	Community	Care Home Setting	Health
2020-2021 - Q2	13	4	2	5
2020-2021 - Q3	4	0	3	1
2020-2021 - Q4	5	0	1	0
2021-2022 - Q1	4	2	1	0
2021 2022 - Q2	6	1	2	0

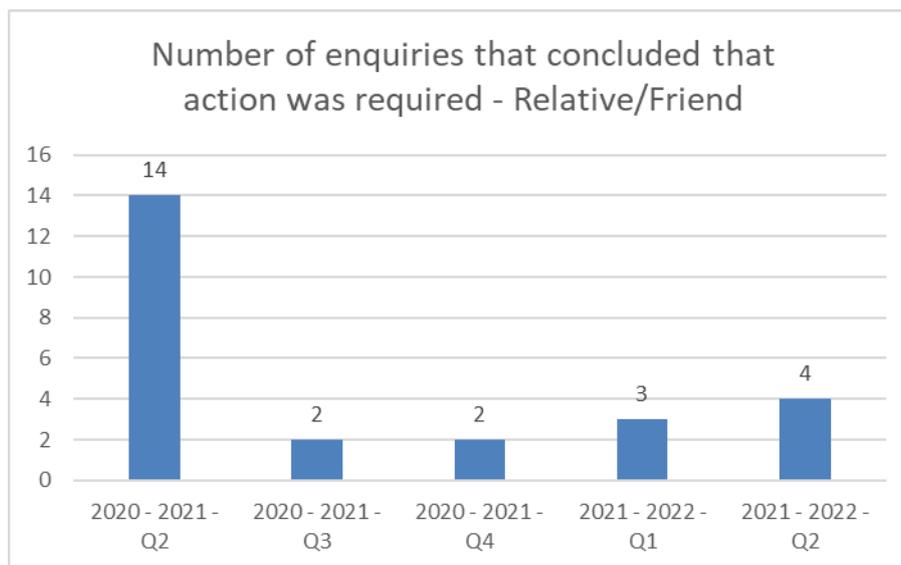


Further safeguarding processes needed to take place for the majority of people where abuse occurred in their own home as opposed to any other setting.

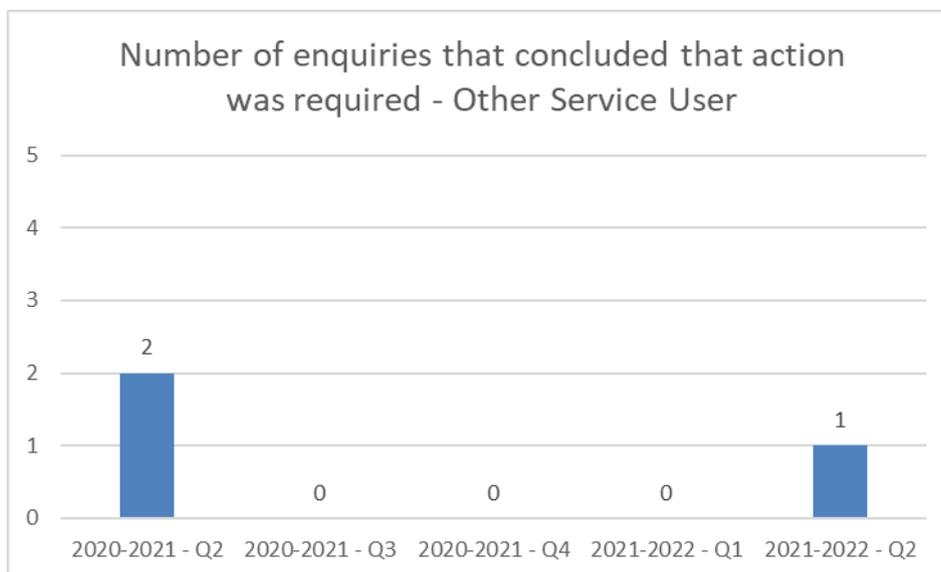
Number of enquiries that concluded that action was required – Personal responsible - Paid Employee	
Row Labels	Count of Assessment ID
2020 - 2021 - Q2	6
2020 - 2021 - Q3	5
2020 - 2021 - Q4	1
2021 - 2022 - Q1	1
2021 - 2022 - Q2	2
<b>Grand Total</b>	<b>15</b>



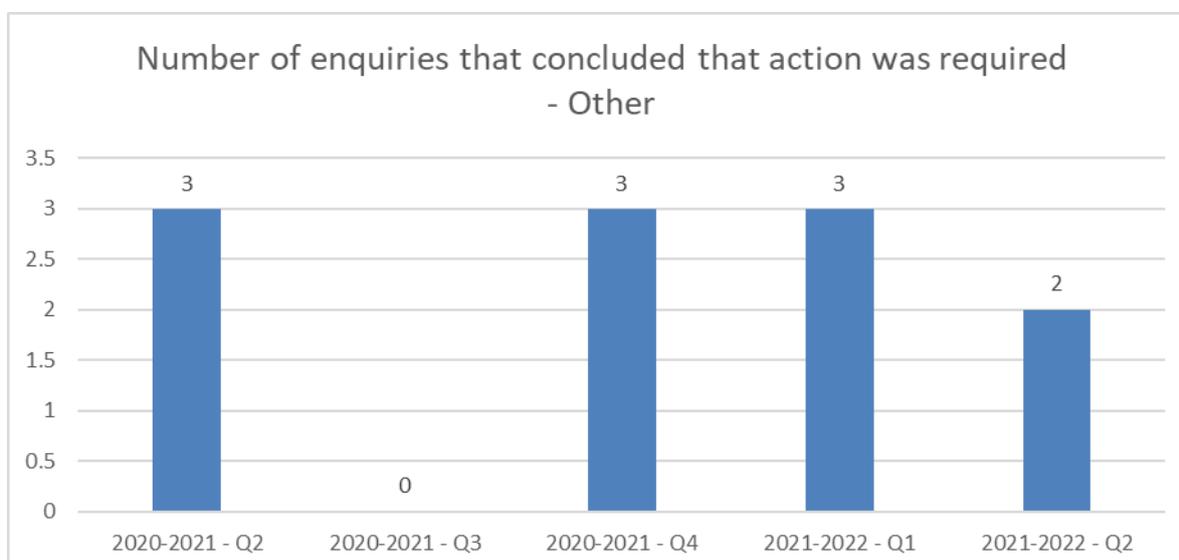
Number of enquiries that concluded that action was required – person responsible – Relative / Friend	
Person - Relative Friend	
Row Labels	Count of Assessment ID
2020 - 2021 - Q2	14
2020 - 2021 - Q3	2
2020 - 2021 - Q4	2
2021 - 2022 - Q1	3
2021 - 2022 - Q2	4
<b>Grand Total</b>	<b>25</b>



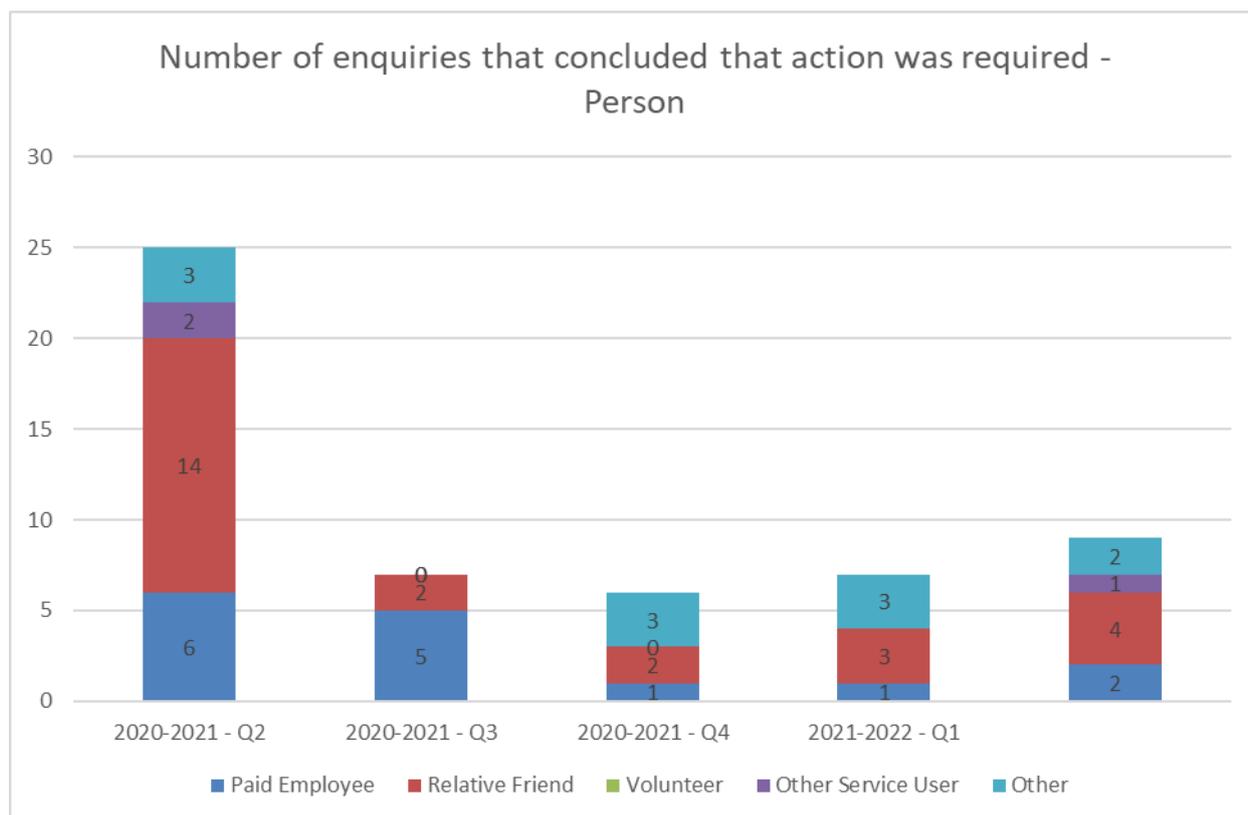
<b>Number of enquiries that concluded that action was required – Person Responsible – Other Service User</b>	
2020-2021 - Q2	2
2020-2021 - Q3	0
2020-2021 - Q4	0
2021-2022 - Q1	0
2021-2022 - Q2	1



<b>Number of enquiries that concluded that action was required – person responsible - Other</b>	
<b>Person - Other</b>	
2020-2021 - Q2	3
2020-2021 - Q3	0
2020-2021 - Q4	3
2021-2022 - Q1	3
2021-2022 - Q2	2



Number of enquiries that concluded that action was required - Person					
Period	Paid Employee	Relative Friend	Volunteer	Other Service User	Other
2020-2021 - Q2	6	14	0	2	3
2020-2021 - Q3	5	2	0	0	0
2020-2021 - Q4	1	2	0	0	3
2021-2022 - Q1	1	3	0	0	3
2021-2022 - Q2	2	4	0	1	2



Where further safeguarding actions were required, this related mostly to relatives and friends who were allegedly responsible for the reported abuse.

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## CEREDIGION COUNTY COUNCIL

**Report to:** Cabinet

**Date of meeting:** 15 March 2022

**Title:** Porth Cynnal Specialist Services (Children & Adults)  
**INDEPENDENT REVIEWING SERVICE**  
**PERFORMANCE MANAGEMENT REPORT**  
**Qtr 2 2021/22**

**Purpose of the report:** To monitor the progress of Looked After Children through Independent Reviewing Officers scrutiny of their plans and placements during the second quarter of 2021/2022

**For:** Information

**Cabinet Portfolio and Cllr Alun Williams, Care, Protection & Lifestyle**  
**Cabinet Member:**

This report represents the monitoring and quality assurance of Looked After Children who were reviewed during the second quarter of 2021/22.

This information contributes to Members fulfilling their roles as Corporate Parents.

The information is based on the monitoring forms completed by the Independent Reviewing Officers (IRO) following each Looked After Children Statutory Review (LAC Review) and is informed by other performance information held by Children Services.

The report includes National and Local standards and targets used to measure outcomes for Looked After Children (LAC) at the time of their statutory review, and includes Welsh Government Performance Indicators (PI's) and Local Performance Targets.

On the basis of the information available and the views expressed during the LAC Review Meeting, the IRO makes a professional judgement about the effectiveness of a child/young person's Care Plan in meeting their needs and may recommend changes to the Plan.

During the Review Meeting the IRO considers whether the child/young person who is being reviewed requires assistance to identify relevant other people to obtain legal advice/take proceedings on their behalf. This action was not deemed necessary by the IRO for any child in the period

In addition, the IRO has regard as to whether the child/young person's human rights are being breached in any way and, if so, might make a referral to CAFCASS. This action was not required at any review.

## SUMMARY OF KEY POINTS;

- At the end of this Quarter, as of September 30<sup>th</sup> 2021, there were 91 children being looked after by the Local Authority. This is an increase of 2 in the number of children being looked after. At the end of Q1, there were 89 children being looked after.
- 48 children were reviewed in this quarter compared to 67 in the previous quarter 97.9 % were reviewed within the statutory timeframe compared to 98.5% in Q1.
- 3 children left care in this quarter compared to 5 in Quarter 1. All 3 children went to Independent Living provisions.
- The placement provision for the children reviewed in this quarter ranged from 28 placed in Local Authority Foster Care Provision, 9 placed with parents, 3 in residential care, 3 with kinship carers and 2 with Independent Foster Care Agencies, 1 in an adoption placement and 1 in hospital.
- Of the children reviewed in this quarter, 87.5% of children received a statutory visit. This was compared to 89.6% in Quarter 1.
- 26 of children reviewed were the subjects of a Full Care Order, 12 were of an Interim Care Order, 3 on a Placement Order and 7 were under the legal status of Section 76.
- 100% of the care and support plans were recorded as meeting the needs of the children/young people reviewed in this quarter.
- The percentage of children (of sufficient understanding) who were involved in or consulted about their review, was 100%
- The percentage of children who were made aware of their right for an advocacy service, was 100%
- The percentage of young people who are eligible and have a Pathway Plan in place and a PA to support them is 100%.
- 27 Pathway Plan Reviews were completed in this quarter. 85.2% were completed within timescale.
- 92.6% of the Reviews undertaken evidenced that the Pathway Plans that were in place were meeting the needs of the young people. Where it has been recorded that the plans were not meeting the needs of the young people, this was due to the young person not engaging with their plan.
- 96.3% of the Pathway Plan Reviews that had taken place had either the views of the person represented in the review or the young person attended their review.

**Has an Integrated Impact Assessment been completed? No**  
**If, not, please state why**

### **Wellbeing of Future Generations:**

#### **Summary:**

This report is provided on an ongoing basis and demonstrates the continuing work that is undertaken with Looked after Children in Ceredigion.

#### **Long term:**

Balancing short term need with long term planning for the future

#### **Integration:**

Positively impacting on people, economy, environment and culture and trying to benefit all three

<b>Collaboration:</b>	Working together with other partners to deliver
<b>Involvement:</b>	Involving those with an interest and seeking their views; stakeholder engagement and consultation
<b>Prevention:</b>	Putting resources into preventing problems occurring or getting worse
<b>Recommendation(s):</b>	<b>Members to note the contents of the report</b>
<b>Reasons for decision:</b>	To ensure that Ceredigion Local Authority and its officers and safeguarding partners are effectively discharging their statutory duties
<b>Overview and Scrutiny:</b>	Healthier Communities Overview & Scrutiny Committee
<b>Policy Framework:</b>	Corporate Strategy
<b>Corporate Priorities</b>	Enabling individual and family resilience
<b>Finance and Procurement implications:</b>	Within core budget
<b>Legal implications</b>	None
<b>Staffing implications</b>	None
<b>Property / asset implications</b>	None
<b>Risk(s):</b>	The report reflects a risk of harm to children and how they are safeguarded.
<b>Statutory Powers:</b>	Children Act 1989, Children Act 2004, Social Services Well-being (Wales) Act 2014
<b>Background Papers:</b>	Internal documents only that are held by Specialist Services
<b>Appendices:</b>	Independent Reviewing Service Performance Management Report Quarter 2 2021/22
<b>Corporate Lead Officer:</b>	Sian Howys Corporate Lead Officer: (Children & Families)
<b>Reporting Officer:</b>	Sian Howys Corporate Lead Officer: Children and Families / Elizabeth Upcott Corporate Safeguarding Manager
<b>Date:</b>	22 December 2021

**Cyngor Sir CEREDIGION County Council**  
**Safeguarding Service**

**Independent Reviewing Service Performance Management Report**

**Quarter 2: 1<sup>st</sup> July 2021 – 30<sup>th</sup> Sept 2021**



**...yn gofalu i wneud gwahaniaeth**  
**...taking care to make a difference**

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## **SECTION ONE: INTRODUCTION**

This report provides information collated by the Quality Assurance and Independent Reviewing Service in order to monitor performance and quality assure services to looked after children, care leavers, children in residential placements and those children who receive respite care and short breaks. The information is based on the monitoring forms completed by the Independent Reviewing Officers (IRO) following each review meeting within this quarter along with other performance information held by the Children and Families Service.

## **BENCHMARKING**

This report includes national and local measures and targets used to measure outcomes for looked after children and care leavers at the time of their review meeting.

On the basis of the information available and the views expressed during the review meeting, the IRO makes a professional judgement about the effectiveness of a child/young person's care plan in meeting their needs and the IRO will highlight to managers any poor practice.

During the review meeting the IRO considers whether the child/young person requires assistance to identify relevant other people to obtain legal advice/take proceedings on their behalf. This action was not deemed necessary for any children/young persons in the period.

In addition, the IRO has regard as to whether the child/young person's human rights are being breached in any way and, if so, might make a referral to CAF/CASS Cymru. This action was not required at any of the review meetings in the period.

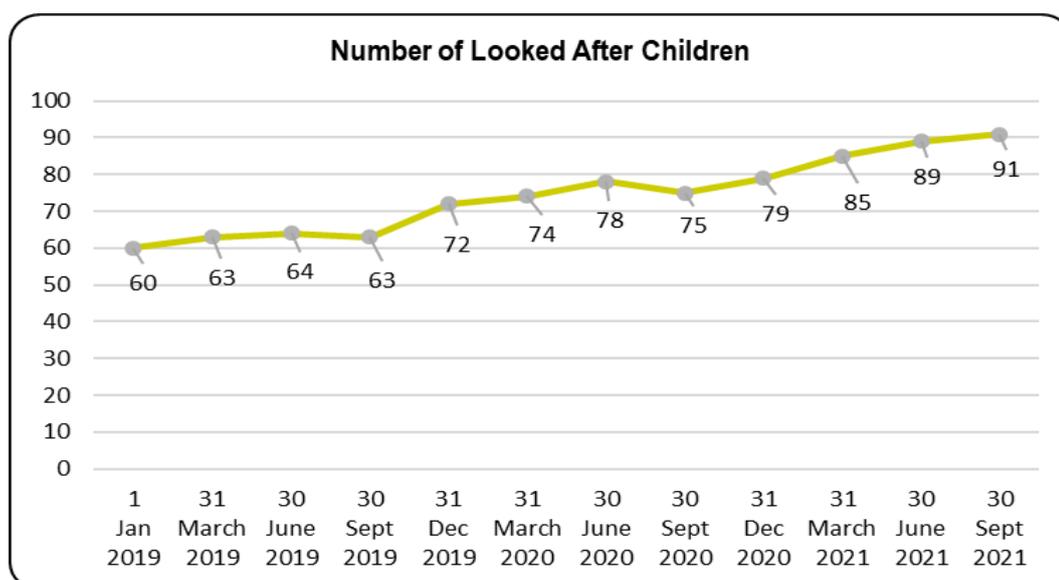
*For any query or comment contact:*

Elizabeth Upcott  
Safeguarding Service  
Penmorfa,  
Aberaeron  
SA46 0PA

## SECTION TWO CARE PLANNING

### 1. Headline Figures for Q2:

<b>The following table and chart provides the total number of Looked After Children data at the end of each quarter commencing with the most recent quarter.</b>	
30 Sept 2021	91
30 June 2021	89
31 March 2021	85
31 Dec 2020	79
30 Sept 2020	75
30 June 2020	78
31 March 2020	74
31 Dec 2019	72
30 Sept 2019	63
30 June 2019	64
31 March 2019	63
1 Jan 2019	60



### 2. Number and percentage of Looked After Children Reviews undertaken within the statutory time requirement.

Target Set 100% - Target achieved 97.9%

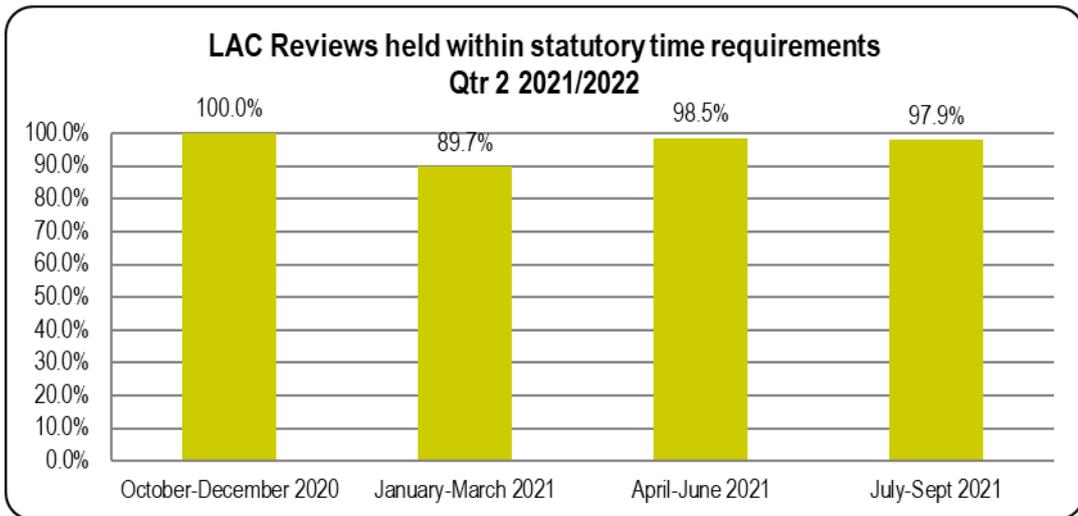
48 Children were reviewed within the Quarter.

- 47 (97.9%) LAC Review Meetings were undertaken within the statutory requirements.

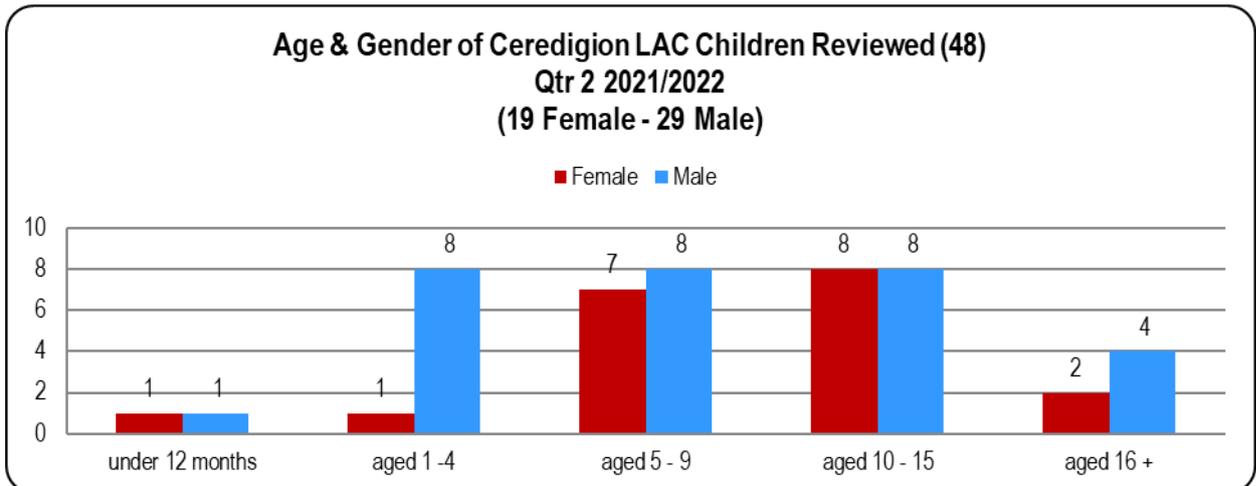
1 (2.1%) LAC Review Meeting was held out of statutory requirements; the reason recorded was as follows: -

- There was a delay of 1 day for a child’s review due to an emergency Planning Meeting taking place in respect of the young person.

	July-Sept 2021	April-June 2021	Jan-Mar 2021	Oct-Dec 2020	July-Sept 2020
Number of children reviewed in the quarter	48	67	58	60	41
Number of reviews held in timescale	47	66	52	60	38
Number of reviews held out of timescales	1	1	6	0	3

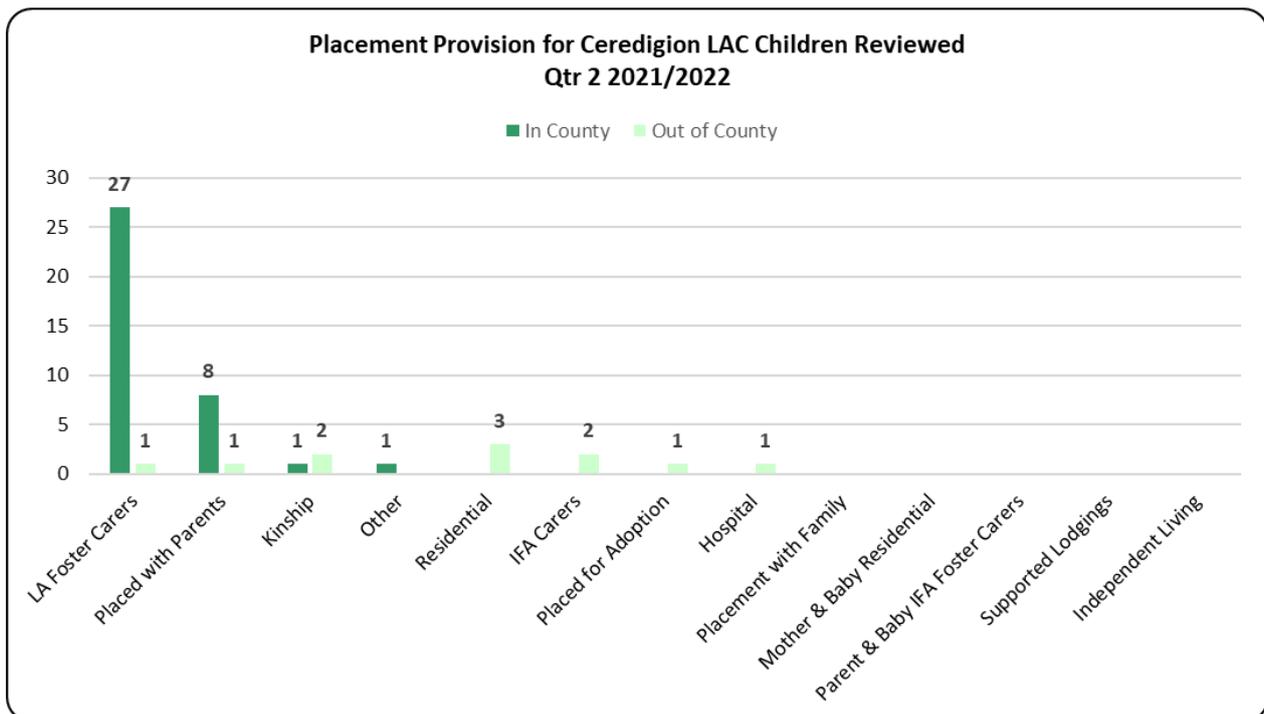


**3. Age and Gender of the Children Reviewed in the Quarter:**



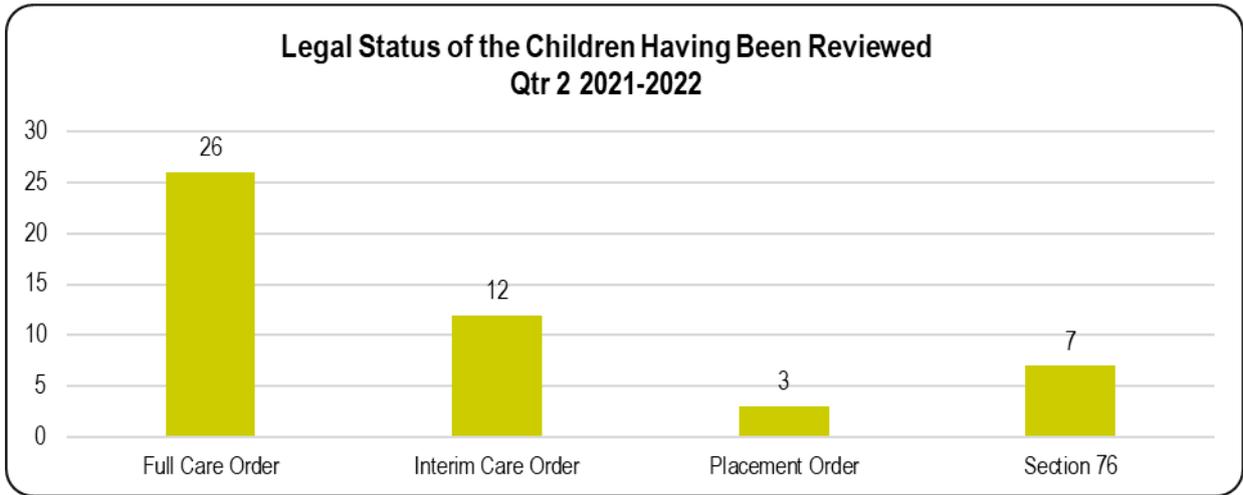
#### 4. Nature of the Placement Provision of Children Reviewed in the Quarter:

Type of Placement	In County	Out of County	Total
LA Foster Carers	27	1	28
Placed with Parents	8	1	9
Kinship Carers	1	2	3
Other	1		1
Residential	-	3	3
IFA Carers	-	2	2
Adoption	-	1	1
Hospital	-	1	1
Placement with Family			
Mother & Baby Residential		-	-
Parent & Baby IFA Foster Carers			
Supported Lodgings			
Independent Living			
	<b>37</b>	<b>11</b>	<b>48</b>



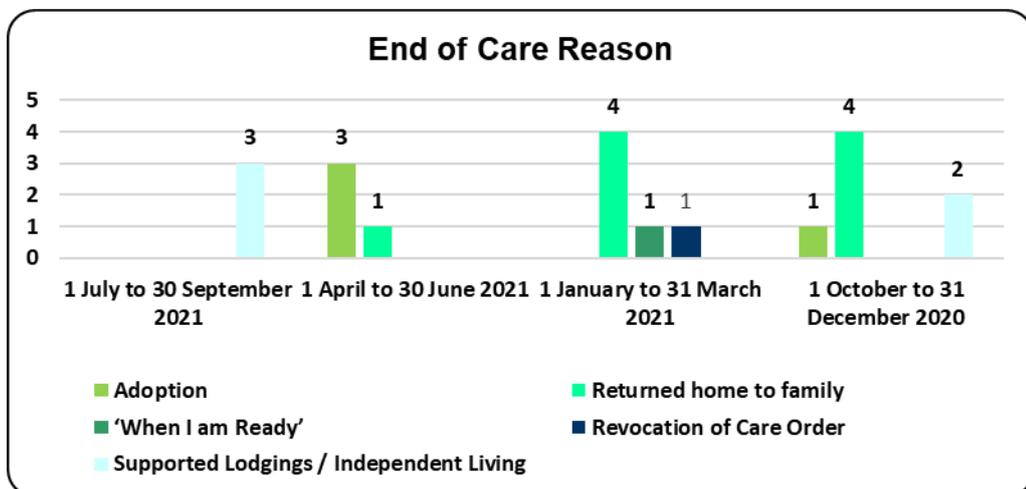
#### 5. Legal Status of Children Reviewed in the Quarter:

Legal Status of the Children Having Been Reviewed	
Full Care Order	26
Interim Care Order	12
Placement Order	3
Section 76	7
<b>Total</b>	<b>48</b>



## 6. Reasons for End of Care of the Children Reviewed

Period	Number left care	End of Care Reason				
		Adoption	Returned home to family	'When I am Ready'	Revocation of Care Order	Supported Lodgings / Independent Living
1 July to 30 September 2021	3	0	0	0	0	3
1 April to 30 June 2021	5	1	2	1	1	-
1 January to 31 March 2021	4	3	1	-	-	-
1 October to 31 December 2020	6	0	4	1	1	-
<b>Total</b>	<b>18</b>	<b>4</b>	<b>7</b>	<b>2</b>	<b>2</b>	<b>3</b>



**7. Number and percentage of Looked After Children who have an allocated Social Worker.**

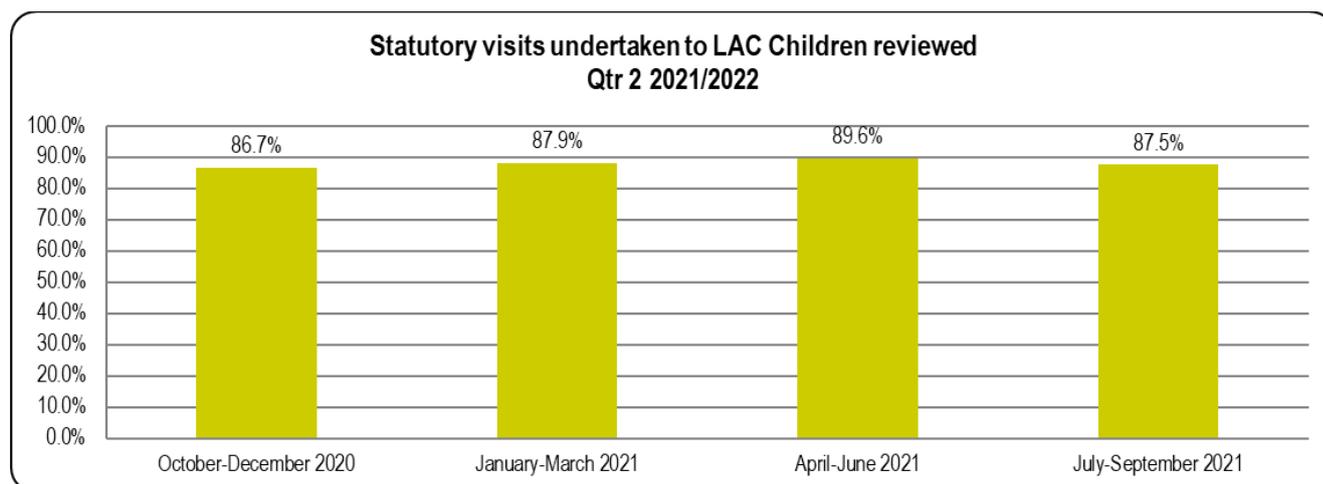
Target Set 100% - Target achieved 100.0%

- 48 (100.0%) LAC Reviews recorded that a qualified Social Worker was allocated and actively involved with the child.

**8. Number and percentage of statutory visits undertaken to Looked After Children reviewed within the required timescales.**

Target Set 100% - Target achieved 87.5%

- 42 (87.5%) Looked After Children received Social Worker visits in accordance with the statutory requirements.
- 6 (12.5%) Looked After Children did not receive Social Worker visits in accordance with the statutory requirements.

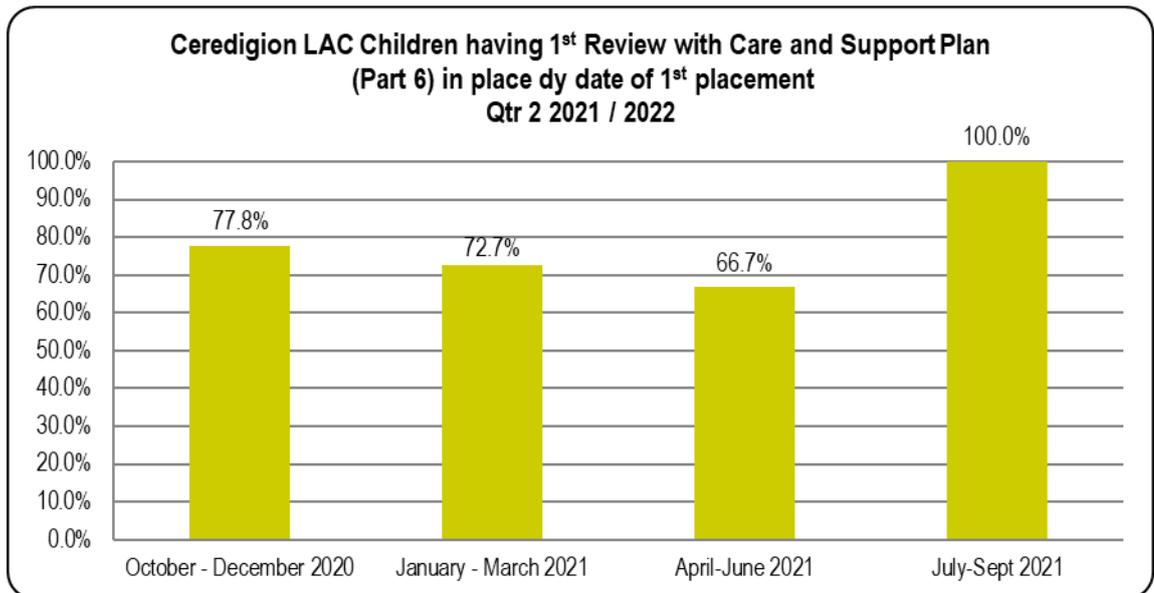


**Comment:** This is the percentage of visits that were undertaken where children were seen.

**9. Number and Percentage of Care and Support Plans (Part 6) in place at the date of the first placement and of up to date plans available for the Review.**

Target Set 100% - Target achieved 100.0%

- There were 7 new LAC placements made during this quarter; all 7 (100.0%) Review meetings recorded that the child / young person had a Care and Support Plan (Part 6) in place by the date of his/her placement.



- The IRO identified that updates were required to the Care and Support Plan records (Part 6) of 3 children.

**Comment:** It is now confirmed that the Care and Support Plan for 1 child has been updated since the review, the other cases have been followed up by the IRO.

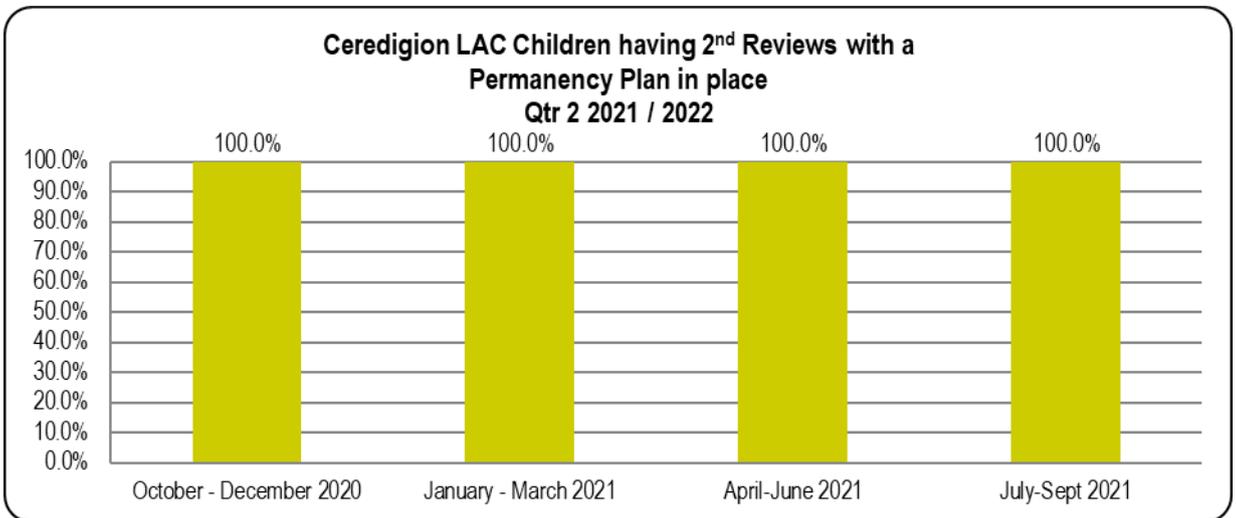
**10. Number and percentage of Looked After Children who have a Permanency Plan by the second review if a return home has not been planned.**

Target Set 100% - Target achieved 100.0%

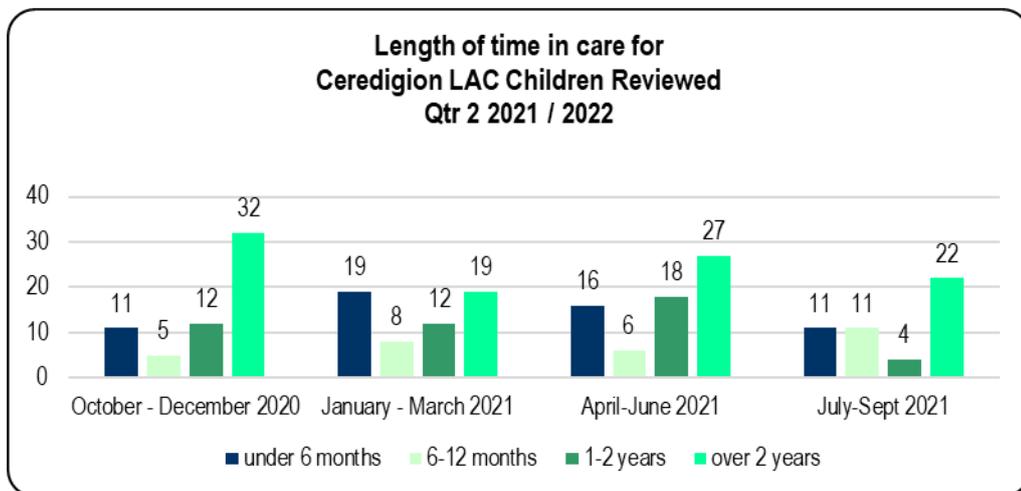
- There were 4 second reviews during this quarter, all 10 reviews (100.0%) recorded that a Permanency Plan had been agreed. This is consistent with the previous quarter.
- There was concerns recorded by the IRO in 6 (12.5%) reviews in this period regarding the progress of the Placement / Care and Support Plan / Permanency Plan.

The nature of the concerns was as follows: -

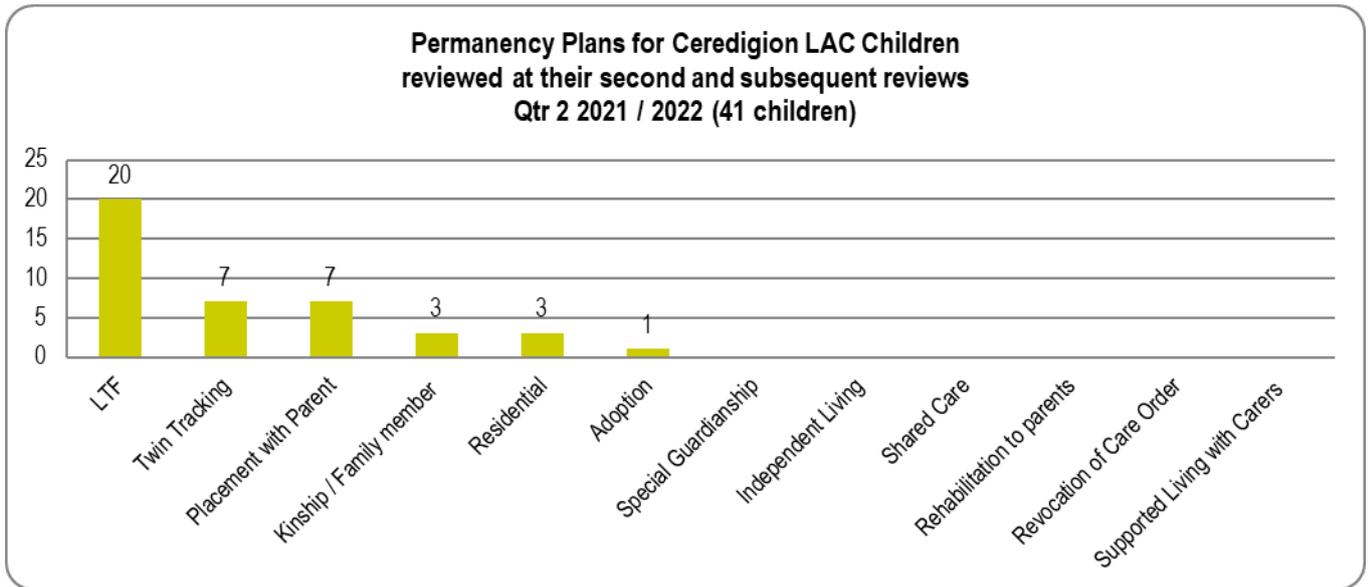
- 2 Reviews noted that there were issues of a delay, not the delay of the Local Authority, to a sibling assessment taking a long time to organise due to the need to source an Independent Assessment and long term plan.
- For 1 young person the foster placement was under pressure and should only have been for 6 weeks over summer holidays. Young person's behaviour was very challenging and concerning at the time.
- At 1 review the foster carers had asked for alternative long term placement to be found for the young person
- It was reported at 1 review that a Residential Placement had broken down and the young person had been placed in temporary accommodation which was a short term emergency placement at the time.
- A further review recorded that the young person had been placed with foster carers on a temporary basis as it was unclear as to whether the foster carers would be able to manage the young person's needs on a permanent basis.



**11. Length of Time in Care:**



**12: Nature of Permanency Plans:**



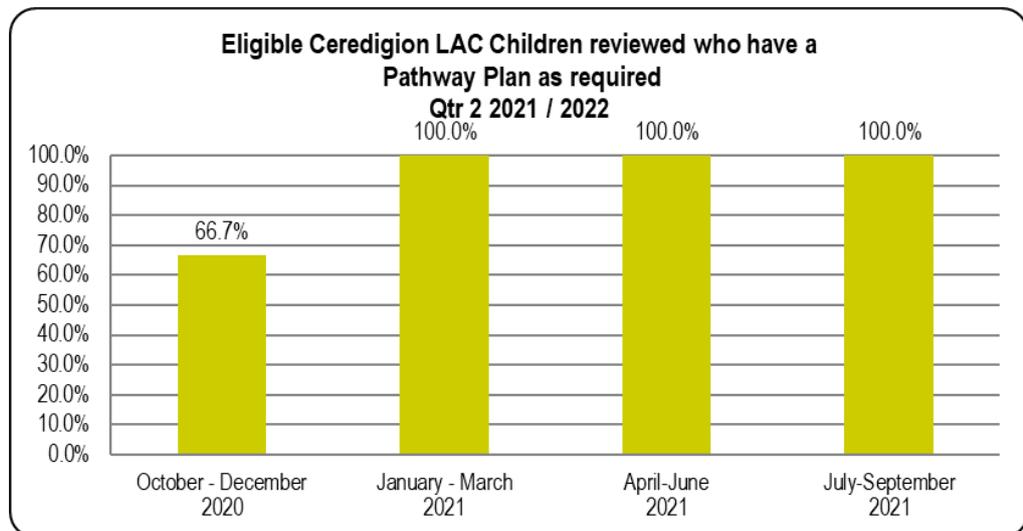
**13. Number and percentage of Looked After Children receiving Short Break Care away from Main Carers**

- 4 (8.3%) LAC Reviews noted that the child / young person was receiving short break care away from their main carer.

**14. Number and percentage of eligible young people who have a Pathway Plan as required.**

Target set: 100% Target Achieved 100.0%

- All 4 (100.0%) Young People recorded that there was a Pathway Plan in place and were allocated a Personal Advisor.



**15. Number and percentage of Looked After Children (of appropriate age and level of understanding) who understand the reasons for them being looked after.**

Target Set 100% -Target achieved 100.0%

- The data for this performance indicator relates to 35 children / young persons as 13 children / young persons were not considered to be of an appropriate age and level of understanding to comprehend the reasons for being looked after.
- 35 (100.0%) Of this group showed some level of understanding about why they were cared for away from their families, which compares to 98.0% in the previous quarter.

**16. Number and percentage of Looked After Children (of appropriate age and level of understanding) understand their Care and Support Plan.**

The data for this performance indicator relates to 36 children / young persons as 12 children / young persons were not considered to be of an appropriate age and level of understanding and were therefore not included in the figures.

- 35 (97.2%) of this group showed a level of understanding as to the nature of their Care and Support Plan (part 6).
- 1 (2.8%) Review that the Care Plan was out of date and needed to be updated with the young person to reflect the current situation.

**17. National Measure 33: Number and percentage of moves for Looked after Children.**

- 11 (22.9%) LAC Reviews reported that there was a change in a child's/young person's placement during this quarter; this compares to (8.9%) in the previous quarter.

The reasons for the changes in Placement were as follows:

- 2 Young persons moved to a foster placement following an unsuccessful assessment outcome at a Mother & Baby Residential Unit.
- 2 Young persons moved from a short term placement to a long term placement.
- 1 Young person moved from a short term Residential Placement to a long term Residential Placement.
- 1 Review recorded that the young person was moving to an Adoptive Placement.
- At 1 Review the young person's Residential Placement broke down and a move was made to a Residential Unit within the County.

- 2 Young persons' first placement broke down and they moved to a long term placement.
- 1 Young person moved from an emergency placement to a further short term placement.
- 1 Young person's Independent Agency Foster Carers decided to resign and gave notice on placement.

**18 Number and percentage of placement plans (including education and health provision) that are assessed as meeting the needs of Looked after Children.**

Target Set 100% - Target achieved 91.7%

- 44 (91.7%) Placement/care and support plans were recorded as meeting the needs of the children / young people; which compares to 100% in the previous quarter.
- 4 (8.3%) Reviews recorded that Placement/care and support wasn't meeting the needs of the children. The reasons recorded were: -
  - 2 Reviews reported that this was due to the fact that parents weren't engaging effectively with the plan/professional advice.
  - For 1 review for a child placed in an Adoption Placement the approved adopters weren't following the plan, going against advice and disengaging from professionals.
  - 1 Further review recorded that the placement was a short term option whilst other options were being explored.

**19. Number and percentage of Safeguarding Concerns identified for Looked After Children during this quarter**

- 5 (10.4%) LAC Reviews identified safeguarding concerns for the young person; it was confirmed that the concerns were being addressed.

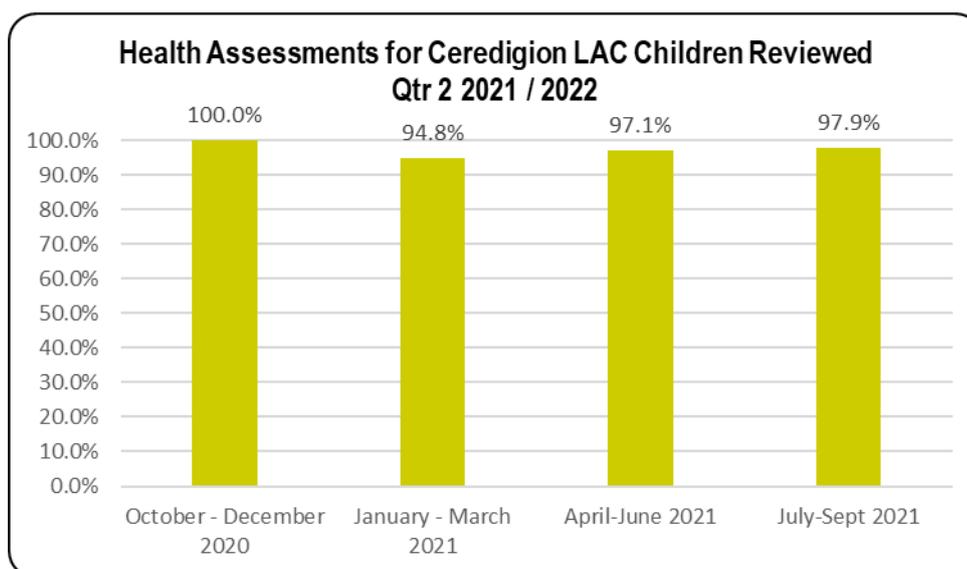
**20. Number of Looked After Children's names on the Child Protection Register.**

- There were no reviews held in the period whereby the young person's name was included on the Child Protection Register.

**21. Number and percentage of Looked After Children who received Health Assessments in accordance with statutory requirements**

Target Set 100%- Target achieved 97.9%

- 47 (97.9%) Children/Young People Looked After had an up to date health assessment reported at their review, which compares to 97.1% in the previous quarter.
- 1 (2.1%) Child/Young People Looked After did not have an up to date health assessment at their review but this is now in place.



**Comment:** Health Assessment is now in place, the reason for the delay was due to late notification to Health of LAC status.

**22. The percentage of children registered with a dentist within 20 working days of becoming looked after**

Target set: 100% Target Achieved 100.0%

**Registered with a dentist**

The data for registering a child / young person with a dentist within 20 days of start of placement relates to 4 children / young persons.

- All 4 (100.0%) Reviews recorded that the child / young person was registered with a dental practitioner within 20 working days of the start of placement.

\*\*\*\*\*

### Registered with a dentist

The data for this performance indicator relates to 41 Children / Young persons as 7 Children / Young persons having a first LAC Review were taken out of the above equation to coincide with National Measure requirements.

- 41 (100.0%) Children and young people were registered with a dentist. This compares to 95.1% in the previous quarter.

### 23. National Measure 30: Number and percentage of Looked After Children who have had their teeth checked by a dentist within 3 months of becoming Looked After.

#### Seen by a dentist

The data for being seen by a dentist within 3 months of becoming looked after relates to 4 children.

- All 4 (100.00%) Reviews recorded that the child / young person had been seen by a registered dentist within 3 months of becoming LAC.

\*\*\*\*\*

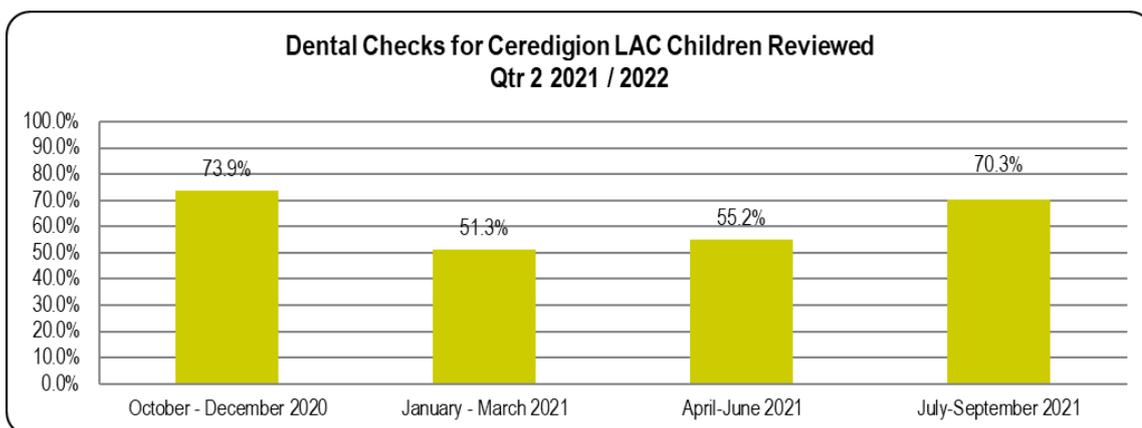
#### Seen by a dentist

Target Set 90% - Target achieved 70.3%

The data for this performance indicator relates to 37 Children / young persons as 11 Children / Young persons were under 2 years of age and / or having their first LAC Reviews and were taken out of the above equation to coincide with National Measures requirements.

- 26 (70.3%) Children and young people were recorded as having a dental check during the preceding 12 months, which compares to 55.2% in the previous quarter.
- 11 (29.7%) Children and young people were recorded as not having had dental checks.

**Comment:** Routine dental checks had been put on hold due to Covid19 pandemic and guidance from Welsh Government.



**24. National Measure 31: Percentage of children looked after who were registered with a GP within 10 working days of the start of their placement**

- 12 (85.7%) Reviews recorded that the child was registered with a provider of general medical services within 10 working days of the start of placement.
- 2 (14.3%) Reviews reported that this action remained outstanding.

**Comment:** - It can be confirmed that both young people are now registered.

**25. Number and percentage of children looked after who were registered with a GP**

Target Set 100% - Target achieved 97.9%

- 47 (97.9%) children and young people were registered with a GP, which compares to 100.0% in the previous quarter.
- 1 (2.1%) Child remained registered with a GP as s/he had not been discharged from hospital following their birth, at the time of the review.
- 42 (93.3%) Children had their immunisations up to date.
- 3 (6.7%) Children were late in receiving their immunisations; however it was confirmed at all reviews that work was ongoing in this respect.

3 Reviews were taken out of the equation as the parent was refusing to allow the child to have an immunisation.

**26. Number and percentage of Looked After Children assessed as requiring CAMHS services that are referred and receive an assessment /service.**

Target: 50%

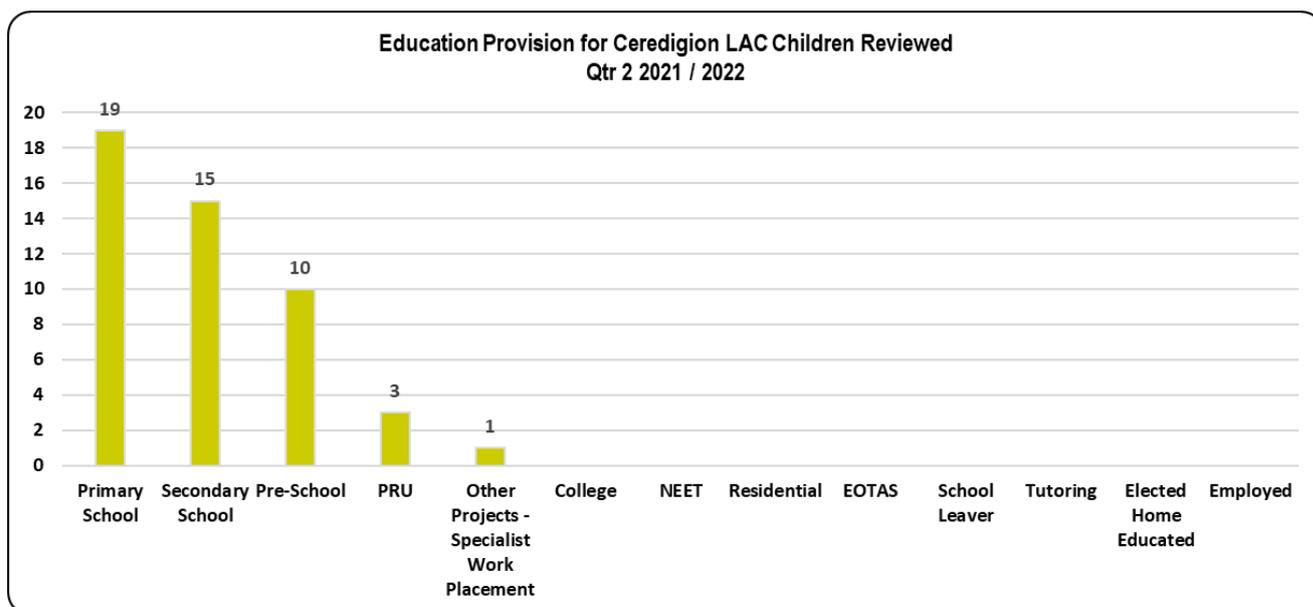
Actual Performance

- 3 (6.2%) LAC Reviews recorded that a child/young person had been referred to CAMHS, it was confirmed at 2 Reviews that the referral had been accepted for the child/young person. For the other young person it was confirmed at the following review that the referral had been accepted.
- 47 (100.0%) LAC Reviews recorded that children/young people's mental/emotional health had been considered during the Health Assessment and/or during discussions in the meeting.
- 1 Review recorded that the child / young person was too young, this was therefore taken out of the equation.

**27. Nature of Education Provision:**

During this quarter the children and young people reviewed were in the following educational provision.

<b>Education Provision</b>	
Primary school pupils	19
Secondary school pupil	15
Pre-school children	10
PRU	3
Other Projects-Specialist Work Placement	1
College	
NEET	
Residential	
EOTS	
School Leaver	
Tutoring	
Elected Home Educated	
Employed	
<b>Total</b>	<b>48</b>



**28. Number and percentage of Looked After Children of school age who had a Personal Education Plan within 20 school days of entering care or joining a new school.**

Target Set 70% - Target achieved 93.9%

The data for this performance indicator relates to 33 children / young persons who were of compulsory school age and therefore eligible for a Personal Education Plan.

- 32 (97.0%) Children and young people of statutory school age had an up to date Personal Education Plan.
  - 9 (97.0%) Reviews recorded that the PEP had been completed within 20 school days of becoming Looked After or 20 school days of a change in school as required.
  - 1 (10.0%) Review recorded that the PEP had not been completed within 20 school days of a change in school as required, however this has subsequently completed.
  - 23 (100.0%) Reviews recorded that the young person had an up to date Personal Education Plan.

\*\*\*

- 7 (20.0%) Children and young people attending school/college were identified as having a recognised highest additional learning needs.

\*\*\*

- 14 (41.2%) Reviews deemed that the children / young persons attending school/college were underachieving educationally. All 14 (100.0%) Reviews recorded that the young people were receiving support.

\*\*\*

- 10 (90.9%) Reviews identified that the educational provision had been put in place at the start of the placement.
- 1 (9.1%) Review recorded that the educational provision was not in place at the start of the placement.

\*\*\*\*

- 1 (3.0%) Review identified that there had been a period whereby the child / young person had been out of education awaiting a school placement, it was noted that education provision was organised within a matter of days following placement.

**29. National Measure 32: Percentage of Looked After Children who have changed schools and outside of transitional arrangements**

Target Set 0% - Target achieved 9.1%

- 3 (9.1%) Reviews recorded a change of school which was not transitional, which compares to 0.0% in the previous quarter.

**30. Number and percentage of Looked After Children who were excluded from school**

Target Set 12% fixed term exclusion – Target achieved 3.0%

Target Set 1% permanent exclusion – Target achieved 0.0%

- 1 (3.0%) Reviews reported that the young person had been excluded on a fixed term basis during the review period. This compares to 2.2% in the previous quarter.
- 0 (0.0%) Reviews reported that the young person had been excluded from school permanently, which is consistent with the previous quarter.

There were exclusions during this quarter: -

- 17 sessions = 8.5 days
- 4 sessions = 2 days
- 10 sessions = 5 days
- 6 sessions = 3 days

Total – 37 sessions = 18.5 days

## SECTION THREE

### CONSULTATION AND PARTICIPATION

#### 1. **Local Performance Indicator: Number and percentage of Looked After Children of age and understanding consulted by the Social Worker or attended their review**

Target Set 100% – Target achieved 100.0%

The data for this performance indicator relates to 36 reviews as 12 reviews recorded that the children / young persons were not of an age and level of understanding to be included in the consultation process although 3 of these children / young people were present at their review.

- All 36 (100.0%) Reviews recorded that consultation had taken place

#### Breakdown of consultation

16 Children / young people attended their review via Teams.

20 Children / young people completed consultation papers or/and had their views represented by professionals, parents, carers or advocates.

- The IRO did not have direct contact with any children / young people during the review period outside of the review meeting.

#### 2. **Local Performance Indicator: Number and percentage of Children who were aware of their right for an Advocacy Service / Independent Visitor Scheme**

Target Set 100% - Target achieved 100.0%

The data for this performance indicator relates to 36 reviews as 12 reviews recorded that the children / young people reviewed were not of an age and understanding to be informed about their right for Advocacy / Independent Visitor Scheme and were therefore taken out of the equation.

- 36 (100.0%) Children / young persons were informed of their right for an Advocacy / Independent Visitor Scheme and a referral made.

### **3 Local Performance Indicator: Number and percentage of Children informed about the Complaints Procedure**

Target Set 100% - Target achieved 100.0%

The data for this performance indicator relates to 33 reviews as 15 reviews recorded that the children / young people were not of the age / level of understanding and were therefore taken out of this equation.

- 33 (100.0%) Children / young people knew about the complaints process, which compares to 97.7% in the previous quarter.

### **4 Local Performance Indicator: Number and percentage of Parents consulted by the Social Worker before the review or who attended the review**

Target Set 80% - Target achieved 100.0%

The data for this performance indicator relates to 40 reviews as 8 reviews recorded that the parents were not involved in the statutory review process and these were therefore taken out of the above equation.

- 40 (100.0%) Parents completed consultation papers or met with / spoke with the IRO prior and / or after the review or / and attended the review themselves or / and had their views represented by a professional.

#### Breakdown of consultation

Consultation Papers were sent out for all 40 reviews.

30 Reviews confirmed that the parents were present, or spoke to the IRO by phone prior and/or after the review.

### **5 Local Performance Indicator: Number and percentage of Foster Carers consulted by the social worker or attends the Child's Review**

Target Set 100% - Target achieved 100.0%

The data for this performance indicator relates to 39 reviews as 9 reviews recorded that the child was placed with a parent or living independently, these reviews were therefore taken out of the equation.

- 38 (97.4%) Foster Carers completed consultation papers or / and attended the reviews during this period.
- 1 (2.6%) Review identified that there had been an oversight in having the Family Placement Service attend/consulted.

**6 Local Performance Indicator: Number and percentage of Health Representative attending the Review or Sending a Report**

Target Set 100% - Target achieved 87.5%

- 42 (87.5%) Reviews confirmed that information regarding health was available for the meeting.
- 6 (12.5%) Reviews reported that there was no health information at the meeting.

**7. Local Performance Indicator: Number and percentage of a School Representatives attending a Review or Sending a Report**

Target Set 100% - Target achieved 94.7%

- 36 (94.7%) LAC Reviews had a school representative attend or provided a written report, which compares to 100.0% in the previous quarter.
- 2 (5.3%) Reviews recorded that there was no school representative or written report.

**8. Local performance Indicator: Number and percentage of LAC Review Documents completed by the Social Worker prior to the review**

Target Set 100% - Target achieved 85.4%

- 41 (85.4%) LAC Reviews confirmed that the LAC Review document had been completed by the Social Worker prior to the review, this compares to 64.2% in the previous quarter.
- 7 (14.6%) LAC Reviews confirmed that the LAC Review document had not been completed by the Social Worker prior to the review.

**Comment:** This is due to staffing issues within the Social Work Team. Measures are being put in place to address this issue.

**SECTION FOUR:  
ISSUE RESOLUTION PROTOCOL**

The Issue Resolution Protocol was not initiated during this period for any child by the IRO.

Although it was noted that Mid-Point reviews were not taking place, where needed, IRO were bringing reviews forward when there were concerns.

**SECTION FIVE**

**EVALUATION**

This information was unavailable for this quarter

## SECTION SIX

### PATHWAY PLANNING

#### For over 16 years old and not LAC / over 18 year old care leavers

27 Pathway Plan Reviews were held during the quarter.

**1 Performance Indicator: Percentage of Pathway Plan Review held within timescales**

- 23 (85.2%) Pathway Plan Reviews were held within timescales, which compares to 80.0% in the previous quarter.
- 4 (14.8%) Pathway Plan reviews were held out of timescales. The reasons recorded were staffing issues and the reallocation of cases.

**2 Performance Indicator: Percentage of Young Persons with allocated Personal Advisor / Social Worker**

- It was identified at all 27 (100%) reviews that all the young persons had an allocated Social Worker or/and Personal Advisor.

**3 Performance Indicator: Percentage of Pathway Plan Review Record Completed for the Meeting**

- The Review Record had been completed for 24 (88.9%) Pathway Plan reviews, which compares to 100.0% in the previous quarter.
- 3 (11.1%) Reviews reported that the Review Record had not been completed at the time of the review.

**4 Performance indicator: Percentage of Young People Consulted for the Review Meeting**

- 26 (96.3%) Reviews confirmed that the young person had his / her views represented at the review or / and attended the review.
- 1 (3.7%) Review reported that the views of the young person had not been represented, this was due to the fact that the young person was homeless and refusing to engage with professionals.

- 5 Performance indicator: Percentage of Young People attending their Review Meeting**
- 11 (40.7%) Reviews recorded that the young person attended their review.
  - 16 (59.3%) Reviews recorded that the young persons had not attended their review.
- 6 Performance Indicator: Percentage of Pathway Plan meeting young person's needs**
- 25 (92.6%) Reviews confirmed that the Pathway Plan was meeting the young person's needs.
  - 2 (7.4%) Reviews reported that the Pathway Plan wasn't meeting the young persons' needs; the reasons recorded for both were that the young people weren't engaging with anyone.
- 7 Performance Indicator: Percentage of Pathway Plans updated prior to Leaving Care/18<sup>th</sup> Birthday**
- 2 (100.0%) Pathway Plan Reviews reported that the Pathway Plan had been updated prior to the young persons' leaving care/18<sup>th</sup> Birthday.
- 8 Evaluation This information was unavailable for this quarter**

## SECTION SEVEN

### REGULAR SHORT BREAK CARE

There was 1 Regular Short Break Care Review held during the quarter.

- 1 **Performance Indicator: Percentage of Regular Short Break Care undertaken within the statutory time requirement**
  - This review was held within timescales.
  
- 2 **Performance indicator: Percentage of statutory visits undertaken to children at Regular Short Break Care placements within the required timescale**
  - It was recorded that the statutory visits had been undertaken however weren't recorded on the system at the time of writing of the report, however were updated after the quarter end.
  
- 3 **Performance Indicator: Percentage of Young Persons Consulted/Attended the Review Meeting**
  - It was recorded at the review that the young persons was represented/attended the review meeting.
  
- 4 **Performance Indicator: Percentage of Parents Consulted for the Review Meeting**
  - It was recorded that the parent either attended/was represented the review.
  
- 5 **Performance Indicator: Percentage of Foster Carers Consulted for the Review Meeting**
  - It was recorded that the Carers either attended/were represented at the review.

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**SECTION EIGHT**

**SHORT BREAKS**

There were no Short Break Reviews held during this period

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## **SECTION NINE**

### **FOSTER CARER REVIEWS**

3 Foster Carer Reviews were undertaken during this period

**1 Performance Indicator: Number and percentage of Foster Carer Reviews undertaken within the statutory timescales**

- 2 (66.7%) Foster Carer Reviews were held within timescales.
- 1 (33.3%) Foster Carer Review was held out of timescales; this was due to absence of the Independent Chair.

**2 Performance indicator: Percentage of consultation received from LAC Social Worker**

- 1 (33.3%) Foster Carer Review confirmed that consultation had been provided by the LAC Social Worker for one of the cases, but had not been received for another case.
- 2 (66.7%) Foster Carer Reviews confirmed that consultation had not been provided by the LAC Social Worker.

**3 Performance Indicator: Percentage of Consultation received from children**

- 1 (33.3%) Foster Carer Reviews confirmed that consultation had been received from children.
- 2 (66.7%) Foster Carer Reviews reported that consultation had not been received in this respect.

**4 Performance Indicator: Percentage of Supervising Social Workers' Reports Received**

- Supervising Social Workers' reports were received for all 3 (100%) reviews.

**5 Performance Indicator: Percentage of Reviews able to carry out its purpose**

- All 3 reviews (100.0%) confirmed that the review was able to carry out its purpose.

**6 Performance Indicator: Percentage of Level of Satisfaction from Family Placement Service**

- 2 (66.7%) Reviews identified that the Foster Carers were 'satisfied' with the service from the Family Placement Service.
- 1 (33.3%) Review identified that the Foster Carer found the service from the Family Placement Service to be 'unsatisfactory'; it was noted that this was due much to staffing issues, COVID restrictions etc the expected and usual levels of supervision not taking place during this reviewing period.