

Public Document Pack



Neuadd Cyngor Ceredigion, Penmorfa,
Aberaeron, Ceredigion SA46 0PA
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28 June 2023

Dear Sir/Madam

I write to inform you that a Meeting of Cabinet will be held at the Council Chamber, Neuadd Cyngor Ceredigion, Penmorfa, Aberaeron and remotely via video conference on Tuesday, 4 July 2023 at 10.00am for the transaction of the following business:

1. **Apologies**
2. **Personal matters**
3. **Disclosure of Personal/ Prejudicial Interests**
4. **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 7 - 12)**
5. **Any petitions received**
6. **Reports of any decisions (if any) having been called in from Overview and Scrutiny Committee**
7. **Any feedback from Overview and Scrutiny Committee not otherwise on the agenda (Pages 13 - 14)**
 - a) Feedback from the Corporate Resources Overview and Scrutiny Committee on Digital Connectivity
8. **To consider the report of the Corporate Lead Officer for Porth Gofal upon the Care Home Provision at Hafan y Waun in Aberystwyth
FOR DECISION (Pages 15 - 34)**

9. **EXEMPT ITEM (Pages 35 - 40)**

The report (Appendix 1) relating to the item above is not for publication as it contains exempt information as defined in paragraph 14 & 15 of Part 4 of Schedule 12A to the Local Government Act 1972 as amended by the Local Government (Access to information) (Variation) (Wales) Order 2007. If, following the application of the Public Interest Test, the Council resolves to consider this item in private, the public and press will be excluded from the meeting during such consideration, in accordance with Section 100B(2) of the Act.

Members will be requested, when dealing with the items, to consider whether to exclude the public and press from the Meeting.

10. **To consider the report of the Corporate Lead Officer for Porth Gofal upon the Dynamic Purchasing System for Domiciliary Care FOR DECISION (Pages 41 - 44)**

11. **EXEMPT ITEM (Pages 45 - 74)**

The report (Appendix A) relating to the item above is not for publication as it contains exempt information as defined in paragraph 14 of Part 4 of Schedule 12A to the Local Government Act 1972 as amended by the Local Government (Access to information) (Variation) (Wales) Order 2007. If, following the application of the Public Interest Test, the Council resolves to consider this item in private, the public and press will be excluded from the meeting during such consideration, in accordance with Section 100B(2) of the Act.

Members will be requested, when dealing with the items, to consider whether to exclude the public and press from the Meeting.

12. **To consider the report of the Corporate Lead Officer for Porth Cynnal upon the National Collaborative Arrangements for Welsh (local authority) Adoption and Fostering services including feedback from the Overview and Scrutiny Committee FOR DECISION (Pages 75 - 140)**

13. **To consider the report of the Corporate Lead Officer for Schools upon the work and impact of the Mid Wales Education Partners (MWEPP) including feedback from the Overview and Scrutiny Committee FOR DECISION (Pages 141 - 208)**

14. **To consider the report of the Corporate Lead Officer for Schools upon the Transition Guidance for Settings and Schools- an inclusive model of Support including feedback from the Overview and Scrutiny Committee FOR DECISION (Pages 209 - 234)**

15. **To consider the report of the Corporate Lead Officer for Schools upon the School Admissions Policy 2024/2025 FOR DECISION (Pages 235 - 252)**

16. **To consider the report of the Corporate Lead Officer for Schools upon the LA Representative on Governing Bodies FOR DECISION (Pages 253 - 254)**
17. **To consider the report of the Corporate Lead Officer for Legal and Governance upon the Revised Coroner Pay Arrangements 2023/24 FOR DECISION (Pages 255 - 260)**
18. **To consider the report of the Corporate Lead Officer for Highways and Environmental Services upon the Ceredigion Harbours Management Policy Consultation FOR DECISION (Pages 261 - 282)**
19. **To consider the report of the Corporate Lead Officer for Highways and Environmental Services upon the Aberaeron Coastal Defence Scheme FOR DECISION (Pages 283 - 316)**
20. **EXEMPT ITEM (Pages 317 - 340)**
The report (Appendix A) relating to the item above is not for publication as it contains exempt information as defined in paragraph 14 of Part 4 of Schedule 12A to the Local Government Act 1972 as amended by the Local Government (Access to information) (Variation) (Wales) Order 2007. If, following the application of the Public Interest Test, the Council resolves to consider this item in private, the public and press will be excluded from the meeting during such consideration, in accordance with Section 100B(2) of the Act.

Members will be requested, when dealing with the items, to consider whether to exclude the public and press from the Meeting.

21. **To note the report of the Corporate Lead Officer for Highways and Environmental Services upon the Public Bus Services update including the recent procurement exercise FOR INFORMATION (Pages 341 - 346)**
22. **EXEMPT ITEM (Pages 347 - 348)**
The report (Appendix 1) relating to the item above is not for publication as it contains exempt information as defined in paragraph 14 of Part 4 of Schedule 12A to the Local Government Act 1972 as amended by the Local Government (Access to information) (Variation) (Wales) Order 2007. If, following the application of the Public Interest Test, the Council resolves to consider this item in private, the public and press will be excluded from the meeting during such consideration, in accordance with Section 100B(2) of the Act.

Members will be requested, when dealing with the items, to consider whether to exclude the public and press from the Meeting.

23. **To consider the report of the Corporate Lead Officer for Highways and Environmental Services upon the Tenders for the 526, 585 and 588 Local Bus Services
FOR DECISION (Pages 349 - 350)**
24. **EXEMPT ITEM (Pages 351 - 356)**
The report (Appendix 1) relating to the item above is not for publication as it contains exempt information as defined in paragraph 14 of Part 4 of Schedule 12A to the Local Government Act 1972 as amended by the Local Government (Access to information) (Variation) (Wales) Order 2007. If, following the application of the Public Interest Test, the Council resolves to consider this item in private, the public and press will be excluded from the meeting during such consideration, in accordance with Section 100B(2) of the Act.

Members will be requested, when dealing with the items, to consider whether to exclude the public and press from the Meeting.
25. **To note the report of the Corporate Lead Officer for Finance and Procurement upon the Capital Programme Outturn Report
FOR INFORMATION (Pages 357 - 368)**
26. **To consider the report of the Corporate Lead Officer for Finance and Procurement upon the Multi Year Capital Programme - 2023/24 to 2025/26
FOR DECISION (Pages 369 - 374)**
27. **To note the report of the Corporate Lead Officer for Finance and Procurement upon the 2022/23 Controllable Revenue Outturn
FOR INFORMATION (Pages 375 - 380)**
28. **To note the report of the Corporate Lead Officer for Finance and Procurement upon the Treasury Management Performance for 2022/23
FOR INFORMATION (Pages 381 - 388)**
29. **To note the report of the Corporate Lead Officer for Finance and Procurement upon the Grants Awarded under the Ceredigion Community Grants Scheme / Welsh Church Fund
FOR INFORMATION (Pages 389 - 394)**
30. **To note the report of the Corporate Lead Officer for Porth Cymorth Cynnar upon the Ceredigion Youth Council Meeting Minutes (17.03.23)
FOR INFORMATION (Pages 395 - 526)**
31. **To note the report of the Corporate Lead Officer for Policy, Performance and Public Protection upon the Engagement and Participation Policy Annual Report 2022-2023 including feedback from the Overview and Scrutiny Committee
FOR INFORMATION (Pages 527 - 546)**

32. **Addendum- To consider the report of the Corporate Lead Officer for Porth Cynnal upon the Consideration of a medium-term approach to commissioning a Managed Team service for the Planned Care Team, Porth Cynnal to ensure there is sufficient capacity to deliver a safe and viable service in line with the Council's statutory safeguarding duties
FOR DECISION (Pages 547 – 550)**
33. **Any other matter the Chairman decides is for the urgent attention of the Cabinet**

Members are reminded to sign the Attendance Register.

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**

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Public Document Pack Agenda Item 4

Notice of the Decisions of the **Meeting of the Cabinet** held at the Council Chamber, Neuadd Cyngor Ceredigion, Penmorfa, Aberaeron and remotely on **Tuesday, 6 June 2023**

This Notice is published at 5.00pm on Thursday, 8 June 2023. Requests to call-in any decision to be delivered to the Head of Democratic Services by 5.00pm on Thursday, 15 June 2023. The decisions will come into force (if no valid call-in application is received) on Friday, 16 June 2023.

PRESENT: Councillor Bryan Davies (Chair), Councillors Catrin M S. Davies, Clive Davies, Gareth Davies, Keith Henson, Wyn Thomas and Alun Williams.

Also in attendance: Councillors Euros Davies, Meirion Davies, Elizabeth Evans, Gwyn Wigley Evans, Rhodri Evans, Wyn Evans, Hugh Hughes, Maldwyn Lewis, Gareth Lloyd, Ann Bowen Morgan and Caryl Roberts.

(10.00am- 12.18pm)

1 **Apologies**

Councillor Matthew Vaux apologised for his inability to attend the meeting.

2 **Personal matters**

- i. Condolences were extended to the family of former Cabinet minister and Welsh Labour MP Lord John Morris of Aberavon who passed away recently.
- ii. Congratulations were extended to Tregaron YFC on winning the county rally and to Felinfach YFC on hosting the successful event.
- iii. Congratulations were extended to Ceredigion's children, young people and teachers on their success at the recent Urdd National Eisteddfod held in Llandovery.
- iv. Congratulations were extended to Claire Lloyd, a pupil at Ysgol Gyfun Aberaeron on recently being crowned a national boxing champion and on winning both the harp and the piano competition at the Urdd National Eisteddfod. Ianto Lloyd was also congratulated on being crowned a national boxing champion.
- v. Congratulations were extended to Stevie Williams on competing at the Giro d'Italia held recently.
- vi. Congratulations were also extended to Professor Dame Elan Closs Stephens on her recent appointment as Acting Chair of the BBC Board.
- vii. A warm welcome was extended to Clive Williams to his first Cabinet meeting following his appointment as Interim Corporate Lead Officer for Schools.

3 **Disclosure of Personal/ Prejudicial Interests**

- i. Councillors Gareth Davies and Keith Henson declared a personal interest in relation to item 8.
- ii. Councillor Bryan Davies declared a personal interest in relation to item 19.

- 4 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 2 May 2023.

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

- 5 Any petitions received**
- a. Objection to the proposed 20mph restrictions
 - b. Objection to the proposed 20mph restrictions
 - c. Objection to the proposed 20mph restrictions
 - d. Objection to the proposed 20mph restrictions
 - e. Objection to the proposed 20mph restrictions
 - f. Objection to the proposed 20mph restrictions

It was noted that the above petitions had been received and would be dealt with in accordance with the guidelines in the Petitions Protocol.

- 6 Reports of any decisions (if any) having been called in from Overview and Scrutiny Committee**
None.

- 7 Any feedback from Overview and Scrutiny Committee not otherwise on the agenda**
None.

- 8 To consider the report of the Corporate Lead Officer for Porth Cymorth Cynnar upon the Maternity and Early Years Strategy for West Wales including feedback from the Overview and Scrutiny Committee**
DECISION:
- i. To endorse the West Wales Maternity and Early Years Strategy.
 - ii. To note the feedback from the Healthier Communities Overview and Scrutiny Committee.

Reason for the decision:

The Strategy has been widely consulted upon and provides a framework for delivering the most effective Maternity and Early Years Services in the Hywel Dda footprint.

- 9 To consider the report of the Corporate Lead Officer for Porth Cynnal upon the Care Inspectorate Wales Performance Evaluation Inspection Action Plan including feedback from the Overview and Scrutiny Committee**
DECISION:
1. To accept the draft Action Plan to address the issues identified in the CIW report as a proportionate response to recommendations contained in the report.
 2. The Action Plan to be monitored after six months through the Healthier Communities Scrutiny Committee for a period of one year to maintain progress and momentum through to completion.

3. To note the feedback from the Healthier Communities Overview and Scrutiny Committee.

Reason for the decision:

The reasons for the recommendations are to ensure that the appropriate improvements in line with the CIW are made to continue to operate a robust and safe service.

- 10 **To note the report of the Corporate Lead Officer for Porth Cynnal upon the CYSUR/CWMPAS Combined Local Operational Group Safeguarding Report Qtr 3 2022/23**

Cabinet noted the report.

- 11 **To consider the report of the Corporate Lead Officer for Economy and Regeneration upon the Community Housing Scheme Proposal including feedback from the Overview and Scrutiny Committee**

DECISION:

- i. To approve the Community Housing Scheme Proposal.
- ii. To note the feedback from the Corporate Resources Overview and Scrutiny Committee.

Reason for the decision:

To support a new route to affordable home ownership for the residents of Ceredigion who qualify.

- 12 **To consider the report of the Corporate Lead Officer for Highways and Environmental Services upon the Experimental Traffic Regulation Orders (ETROs)**

DECISION:

To approve the making of the necessary two Traffic Regulation Orders and the publication of a subsequent Notice of Making in the press to this effect.

Reason for the decision:

To make the effects of the two ETROs permanent.

- 13 **To consider the report of the Corporate Lead Officer for Highways and Environmental Services upon the Adoption of Unclassified Road at 100 Acre Wood, Cenarth: Widened Road for Adoption**

DECISION:

To approve the proposed adoption of the widened unclassified road at the site known as '100 Acre Wood', through the S.278 and S.38 Highway Act 1980 process and maintain at public expense thereafter.

Reason for the decision:

To enable the road to be maintained at public expense.

- 14 To consider the report of the Corporate Lead Officer for Highways and Environmental Services upon the Ceredigion County Council (20 mph, 30 mph, 40 mph and 50 mph Speed Limits and Derestricted Roads) (Consolidation) Order 2014 (Various Locations Change to National Speed Limit) (Amendment Order No.23) 2023**

DECISION:

- i. To note officers' responses to objections received.
- ii. To approve the making of the necessary Traffic Regulation Order.
- iii. To approve the publication of a subsequent Notice of Making in the local press to this effect and implementation of the new speed limits.

Reason for the decision:

The justification of changes to speed limit arrangements are on the broad grounds provided by the Welsh Government for this national scheme; of road safety, reduction in the severity of injuries, and the encouragement of Active and Sustainable Travel.

- 15 To consider the report of the Corporate Lead Officer for Democratic Services upon the Welsh Language Standards Annual Monitoring Report April 2022 - March 2023**

DECISION:

- i. To approve the Ceredigion County Council Welsh Language Standards Annual Monitoring Report (2022-23).
- ii. To approve that the Welsh Language Standards report is published on the Council's website in accordance with the statutory requirement.
- iii. To present the report to the Welsh Language Commissioner.

Reason for the decision:

Statutory Duty of the Welsh Language Standards Regulations, in accordance with the Welsh Language (Wales) Measure 2011.

- 16 To consider the report of the Corporate Lead Officer for Democratic Services upon the Ceredigion Language Promotion Strategy Achievement Report over a 5-year period, 2018-23**

DECISION:

To approve the Report, and to:

- i. Present the report to the attention of the Welsh Language Commissioner.
- ii. Present the report for information at the Ceredigion Public Services Board meeting.
- iii. Publish on the Council's corporate website, as required by the Welsh Language Standards.

Reason for the decision:

Statutory Requirement under the Welsh Language Standards Regulations in accordance with the Welsh Language (Wales) Measure 2011: Standard No. 146.

- 17 EXEMPT ITEM**

The report relating to item 18 on the agenda, Appendix 1, is not for publication as it contains exempt information as defined in paragraph 14 of Part 4 of Schedule 12A to the Local Government Act 1972 as amended by

the Local Government (Access to information) (Variation) (Wales) Order 2007. If, following the application of the Public Interest Test, the Council resolves to consider this item in private, the public and press will be excluded from the meeting during such consideration, in accordance with Section 100B(2) of the Act.

Members were requested, when dealing with the item, to consider whether to exclude the public and press from the Meeting.

DECISION:

Not to exclude the public and press from the meeting.

Reason for the decision:

The document was not discussed in public.

18 To consider the report of the Corporate Lead Officer for Schools and Culture upon Aeron Valley New Area School - Build Contract

DECISION:

1. To approve the issue of a Letter of Intent to C Wynne & Sons Ltd (trading as Wynne Construction) to a maximum value of £1.276m as outlined in the report.
2. To accept the tender for the Build contract for Ysgol Dyffryn Aeron in the value of £14,656,660 from C Wynne & Sons Ltd (trading as Wynne Construction), subject to this contract only proceeding once FBC approval and confirmation of funding is formally notified by WG.
3. To note that, on the assumption that WG FBC approval is subsequently achieved, there will be a requirement for an additional c£1.1m of Council matched funding to be set aside in the next update of the Multi Year Capital Programme.

Reason for the decision:

To allow the construction works for the new area school in the Aeron Valley to commence on site at the earliest opportunity.

19 To consider the report of the Corporate Lead Officer for Schools and Culture upon LA Representative on Governing Bodies

DECISION:

To confirm the nominations outlined in the report as LA representatives on the Governing Bodies of the relevant School.

Reason for the decision:

To nominate representatives of the LA on Governing Bodies.

20 To consider the report of the Corporate Lead Officer for Porth Cymorth Cynnar upon the Official Opening of the Wellbeing Centre, Lampeter

DECISION:

To nominate an appropriate person to officially open the Wellbeing Centre.

Reason for the decision:

Agree to invite an appropriate person to officially open the Wellbeing Centre.

- 21 **To note the report of the Corporate Lead Officer for Policy, Performance and Public Protection upon the Serious Violence Duty - Police, Crime, Sentencing and Courts Act 2022**
Cabinet noted the new duty on the Council and the arrangements for implementation in partnership with other agencies.
- 22 **Any other matter the Chairman decides is for the urgent attention of the Cabinet**
None.

Confirmed at the Meeting of the Cabinet held on 4 July 2023

Chairman: _____

Date: _____

Cyngor Sir CEREDIGION County Council

REPORT TO: Cabinet

DATE: 4 July 2023

LOCATION: Hybrid/Council Chamber

TITLE: Feedback from the Corporate Resources Overview and Scrutiny Committee on Digital Connectivity

PURPOSE OF REPORT: To provide feedback from the Corporate Resources Overview and Scrutiny Committee held on 12 June 2023

Committee Members received an update report in relation to Digital Connectivity, which provided an overview of the initiatives and projects that Ceredigion County Council are currently undertaking to support the levels of digital connectivity across the County.

A report was presented to Corporate Resources Overview and Scrutiny Committee in January 2022 which emphasised that accessibility to 'good' quality, reliable digital connectivity is essential for residents, businesses, and visitors in supporting Ceredigion's economy. That with co-ordinated developments, digital infrastructure can act as a catalyst for business growth and innovation within our targeted sectors and provide communities with enhanced access to employment, education and services. At that time, increasingly so due to previous lock down restrictions, it was evident that digital connectivity had become an essential part of modern life, influencing how individuals work, communicate and access services. The situation has not changed as we all continue to adjust following the pandemic with families, businesses and organisations increasingly reliant on the effective use of digital connectivity to maintain operations and a sense of 'normality'.

RECOMMENDATION:

Following discussion, Members agreed it would be beneficial to invite representatives from the Service Providers to a Full Council meeting/workshop in the future and recommend that this is considered by Cabinet.

Councillor Rhodri Evans
Chairman of the Corporate Resources Overview and Scrutiny Committee

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CEREDIGION COUNTY COUNCIL

Report to:	Cabinet
Date of meeting:	4th July 2023
Title:	Care Home Provision at Hafan y Waun in Aberystwyth
Purpose of the report:	To update Cabinet on recent developments and to consider a proposal to secure the future of the Hafan y Waun Care Home.
For:	Decision
Cabinet Portfolio and Cabinet Member:	Cllr Alun Williams – Through Age, Wellbeing, Care and Support Services

1. Background and Context

Hafan Y Waun (HYW) is a care home run and managed by Methodist Homes for the Aged (MHA) on Waun Fawr in Aberystwyth. The Council granted a lease to MHA in January 2007, which provided a parcel of land upon which MHA built the care home.

The home has 90 bedrooms, all of which are en-suite. There are 4 wings in total, all of which can be self-contained, there is a large foyer area as you enter the home and communal areas available both in the separate wings but also in the main part of the home. MHA has previously provided a day care provision in an annex which can be accessed directly from the home and externally, however this ceased in February 2017. The home also has a large garden area which is 'dementia' friendly and is focused on a sensory garden approach.

When the home first opened the Council had a block purchase agreement for all residential beds for a 10 year period and on the top floor there were 40 general nursing beds. In December 2010 the LA and MHA mutually decided to end the block purchasing for nursing care and MHA reduced its nursing to 20 beds in only one of the upstairs wings. In 2016 MHA served notice on the remaining nursing provision, with this ending in March 2016. The residential beds block payments ended in February 2017, and since then all placements have been commissioned on a spot purchase basis.

Maintaining sufficient staffing levels has always been a challenge, more so since Covid and due to this, MHA have needed to restrict the number of admissions to the home, with the current number of residents sitting at just over 50. MHA currently has a policy in place not to accept admissions due to the staffing situation, despite the fact that recent recruitment has been reported as more positive. There is no current registered manager on site following a resignation, with the function being undertaken by a regional manager.

2. MHA's Position

Senior MHA managers contacted the Council's Commissioning team in March 2023 asking to meet. MHA reported that the home was struggling financially and wanted to discuss potential opportunities and options in relation to maintaining the home going forward. MHA's Board subsequently made a formal decision to enter into further discussions with the Council to consider a future plan, with a mandate to pursue a managed leasehold transfer as an option.

MHA issued internal communications to its staff on 02/05/23 to confirm that the MHA intended to divest itself of a number of Care Homes across the UK and were seeking willing Providers to take these on as a going concern, including Hafan yr Waun.

The Council's position at that point was that *'The Council has been approached by MHA regarding Hafan y Waun and we are completely aware of the risks associated with losing such an important facility in the North of the County. However, the Council sees this as an opportunity to develop and improve key services in the future. We are currently working with MHA to identify medium to long term solutions, with the aim of securing the future of the Home.'*

3. Initial Considerations

The Council currently has a 125-year building lease with MHA for Hafan Y Waun, therefore the building forms part of the 'Premises' which the Council owns. The lease has a peppercorn rent provided a Care related Contract exists, otherwise it reverts to a more fuller rental value. The tenant (MHA) has to maintain the building along with the rest of the site but on termination of the lease, however it ends, the building (along with the land) would revert to the Council's possession. Given the asset was built in c2007, it is a modern purpose built fully functional building that meets CIW minimum requirements. It should require less capital investment and maintenance than a more typical older style Care Home.

The option of bringing the provision over to Council ownership through a managed leasehold transfer has therefore started to be explored. This approach would ensure that the Care home continues to operate, Ceredigion jobs are protected as far as possible and a valuable resource continues to be provided to the county and our communities. It would give certainty to the existing residents and their families and would prevent the considerable upheaval and logistical challenge of moving and placing over 50 individuals in new Care Homes under the possible alternative scenario of a potential Home Closure.

There are considerable risks to the Council should the home be put in a position whereby it would close. Losing the Counties main Dementia residential facility with capacity for 90 beds would mean that service users and families would have to consider placements out of county and at a distance from their homes. The closure of the home would also require alternative placements being found for the current occupants of the home (50+ residents). There could also be reputational damage in

relation to the Council with the public perception that more should have been done to ensure the continuation of the provision.

It would also provide various potential strategic opportunities to maximise on the building space available from a Council perspective, as well as looking to work with key partners to develop innovative projects through collaborative working, such as supporting step up and step-down provision for Bronglais Hospital.

4. Financial & Legal Considerations

Notwithstanding the strategic opportunities that come with the option of a leasehold transfer, given that one of the drivers for MHA's position is one of incurring financial losses, it is critical that the Council does not in turn just end up incurring similar financial losses.

A financial strategy therefore needs to be in place to manage the potential financial risks. This would include the setting aside of revenue funding (a £1.0m revenue sum is proposed to be earmarked in a reserve to allow for a transitional period) together with some initial capital funding in the current financial year (a £200k capital sum is proposed to be allocated for 23/24).

On the Capital side, a Building Condition Survey is being undertaken and this will help inform other future capital requirements including medium to long term investment needs on a lifecycle component replacement basis e.g. lifts / heating system / roof etc. The building was built in 2007, so relative to most other Care Homes in the county it is a modern purpose built facility, notwithstanding that key components may be starting to come up for renewal / replacement.

The approach would also mean that higher levels of bed occupancy would be required. There would need to be greater success with recruitment & retention and a lower reliance on Agency staff. The Council's employment terms and conditions (which includes nationally set Pay levels with enhancements for weekend and night time working, annual leave entitlements, employer contributions into the Local Government Pension Scheme and sickness pay beyond just SSP as well as a much wider range on non-financial benefits is an attractive proposition. There would be a formal TUPE process for existing MHA staff within the scope of the current Care Home operations. Additional income generation from non-residential parts of the building is also likely to be crucial. The use of space available would need to be maximised, which should provide significant Health & Social Care integration opportunities for both Council and Health Board services and there are likely to be WG grant funding streams that should assist with this aspect.

It is therefore essential that all considerations and options that could fall under a Phase 2 approach are developed and implemented at the earliest opportunity once Phase 1 has been safely achieved. If future innovative options are not developed (and the Care Home is run in exactly the same manner), then it will not be financial sustainable. Even with wider considerations and options being pursued, there is no guarantee that financial shortfalls can be met entirely, therefore there is a risk that additional budget provision could need to be found at some point during 2024/25.

Commercial matters including Financial and Legal Due Diligence are shown in more detail in Appendix 1 (EXEMPT paper).

5. Proposed Next Steps

A structured Project Management approach has been initiated in order to focus on working up a preferred option. This is supported by workstreams looking at the key areas of consideration including HR, Property, Estates, Legal and Governance, Finance, ICT, Professional Social Care & Communications.

The proposed approach is to consider 2 distinct phases:

Phase 1: To plan and execute the transition of Hafan y Waun Care Home from MHA to Council ownership including an agreed managed leasehold transfer at the earliest practical opportunity, with an initial focus to ensure continuity of home operations by the Council from the point of the transfer of the leasehold title onwards and to ensure all necessary aspects of this are given due consideration, including the completion of all necessary legal agreements to achieve this.

Phase 2: To develop and implement collaborative and innovative approaches, including working with key partners, in order to maximise the development potential of the Hafan y Waun Care Home site, with the aim of ensuring that a Council maintained Care home operation is financially sustainable and that the opportunity now presenting itself is maximised.

Whilst there will be dedicated Project Management support assigned to this project, this is a major undertaking and a significant amount of officer time has been and will continue to need to be focussed on this project in order to achieve a successful outcome in the short and medium term. It is not possible to confirm a specific date for a leasehold transfer at this stage, but it is likely that it could be achieved during Q3 of the current financial year.

Officers will work closely with senior MHA staff as part of the structured Project Management approach to ensure that a transition to Council ownership would be done as safely as possible, whilst also ensuring that the home continues to operate normally and providing the best possible care for the residents.

- Recommendations:**
- 1. To note the contents of the report.**
 - 2. To acknowledge and note the Commercial Matters (including Financial and Legal Due Diligence) contained within Appendix 1 (EXEMPT Item).**
 - 3. To authorise Officers to proceed with the proposed Phase 1 approach, which includes 'To plan and execute the transition of Hafan y Waun Care Home**

from MHA to Council ownership including an agreed managed leasehold transfer at the earliest practical opportunity, and including the completion of all necessary legal agreements to achieve this’.

4. To authorise Officers to undertake and implement development work in relation to the proposed Phase 2 approach.

Reasons for decision: To safeguard the immediate future of Hafan y Waun Care Home and to allow Officers to proceed as outlined in the report.

Overview and Scrutiny: None

Corporate Well-being Objectives: Creating Caring and Healthy Communities
Boosting the Economy, Supporting Businesses and Enabling Employment

Finance and Procurement implications:

- Revenue funding of £1.0m is proposed to be earmarked in the Creating Caring and Healthy reserve to allow for a transitional period across 23/24 and part of 24/25.
- Initial Capital funding of £200k is proposed to be allocated in 23/24.
- Risk of an ongoing Budget shortfall beyond an initial transitional phase.
- Outlined further in Appendix 1 (Exempt Item)

Legal Implications: Outlined in Appendix 1 (Exempt Item)

Staffing implications: Outlined in Appendix 1 (Exempt Item)

Property / asset implications: Outlined in Appendix 1 (Exempt Item)

Risk(s): Outlined in Appendix 1 (Exempt Item)

Statutory Powers: Social Services and Wellbeing (Wales) Act 2014
Transfer of Undertakings (Protection of Employment) Regulations 2006 (as amended)

Background Papers: None

Appendices: Appendix 1 – Commercial Matters including Financial & Legal Due Diligence (EXEMPT)

Corporate Lead Officers: Donna Pritchard – CLO Porth Gofal
Audrey Somerton-Edwards – CLO Porth Cynnal
Greg Jones – CLO Porth Cymorth Cynnar

Duncan Hall – CLO Finance & Procurement
Elin Prysor – CLO Legal & Governance
Lowri Edwards – CLO Democratic Services
Alan Morris – CLO ICT & Customer Services
Geraint Edwards – CLO People & Organisation
Russell Hughes-Pickering – CLO Economy & Regeneration

Reporting Officers:

Donna Pritchard – CLO Porth Gofal
Duncan Hall – CLO Finance & Procurement
Elin Prysor – CLO Legal & Governance
Greg Jones – CLO Porth Cymorth Cynnar
Lowri Edwards – CLO Democratic Services
Geraint Edwards – CLO People & Organisation
George Ryley – Corporate Manager Procurement & Commissioning

Date:

15/06/23

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	Hafan Y Waun Project				
Service Area	Residential care home	Corporate Lead Officer	Donna Pritchard	Strategic Director	James Starbuck
Name of Officer completing the IIA	Donna Pritchard	E-mail	Donna.pritchard@ceredigion.gov.uk	Phone no	

Please give a brief description of the purpose of the proposal

Hafan Y Waun (HYW) is a care home run and managed by Methodist Homes for the Aged (MHA) and is on Waun Fawr in Aberystwyth. Senior managers from MHA contacted the Council Commissioning team in March 2023 asking to meet and subsequently reported that the home has been struggling financially for the past couple of years. They wish to discuss with the Council potential opportunities in relation to maintaining the home within the county going forward.

The option of bringing the provision over to Council ownership in a managed is proposed and would ensure that the home continues to operate, providing a valuable resource to our county/ community whilst securing the placements already in situ, preventing the upheaval of moving 54 individuals to new homes under the possible alternative scenario of a potential Home Closure. A Project group has been initiated to focus on a number of key workstreams. These workstreams will include matters relating to several key areas of consideration including HR, Property, Estates, Legal and Governance, Finance, ICT, Professional Social Care & Communications

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).

The key groups affected will be the current cohort of residents residing in the home. The project will also impact on their families and carers as well as the staff currently employed in the home.

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.

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Author	Decision making stage	Version number	Date considered	Brief description of any amendments made following consideration
Donna Pritchard	Initial draft	V1		N/A

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

Boosting the Economy, supporting Business and enabling employment.	Hafan y Waun is a 90 bedded care home in the North of the County, it provides a valuable resource in delivering Dementia residential care. The home employs a high number of staff (Approx 90), ranging from management, care staff, catering and facilities staff. The success of this project will ensure the sustainability of the home for the future, secure the current workforce and provide opportunities for further employment in the future.
Creating caring and healthy communities	Dementia residential care is a specialist provision and there is currently limited availability within county. Without this facility people with dementia would have to be placed in homes out of county.
Providing the best start in life and enabling Learning at all ages	Possible future opportunities for working with Aberystwyth University on the delivery of the Nursing courses provided currently as well as potential to explore opportunities of working with Local Learning Establishments on the practical delivery of their care related courses including Social care
Creating sustainable, greener and well-connected communities	N/A

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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?
Long Term Balancing short term need with long term and planning for the future.	<ul style="list-style-type: none"> • The prevalence of dementia is increasing as our aging population increases. • There will be an increased need for specialist residential provision to support the rising demand for care 	The 2021 census reported that most people diagnosed as living with Dementia in Ceredigion are over 65 years of age (97%). This is the age group that has seen a dramatic increase in population change with 2,700 more 65+ people in Ceredigion than in 2011, leading to a 17.2% increase in 10 years.	Bringing Hafan Y Waun into Council ownership and operation will enable a long term plan to be developed to meet the needs of this population group in the future. It will create opportunities for integrated innovation and creative delivery models
Collaboration Working together with other partners to deliver.	<ul style="list-style-type: none"> • The project will require the Council to work collaboratively with the current owners of the provision as part of the transition arrangements and longer term with key partners such as the Health Board and 3rd Sector in supporting the delivery of services in the future. 	Project Board in place with partners involved in the process	Robust project management support to ensure the project board delivers on its objectives.
Involvement Involving those with an interest and seeking their views.	Following the initial phase of the project in managing the transfer of the home the project team will ensure that the residents, families and carers will be involved in the development of the	Communication plans from MHA Project plan	



	proposed model of care for the future, There is regular communication to all groups on the current situation and progress being made.		
Prevention Putting resources into preventing problems occurring or getting worse.	The project board monitors progress and risks associated with the work programme, identifies any emerging issues or challenges and ensures that actions are taken as needed.	Project plan	
Integration Positively impacting on people, economy, environment and culture and trying to benefit all three.	The project will have a positive impact in relation to maintaining job Security, future provision of dementia residential care and will create opportunities to work in Partnership with key stakeholders in delivering innovative services for the future.	Project plan	

3. WELL-BEING GOALS: 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?
3.1. A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	Successful completion of the project will support the ongoing employment of the current staff within the home as well as create opportunities for further employment in the future. There will be opportunities for Health and social care student placements and building of links with Aberystwyth University in the future.	Existing staffing numbers (approx. 90)	

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<p>3.2. A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change).</p>	<p>N/A</p>		
<p>3.3. A healthier Wales People's physical and mental wellbeing is maximised and health impacts are understood.</p>	<p>Ensuring the continuation of this important resource within the county is essential in the provision of local quality Standard care for the older population of Ceredigion</p>		
<p>3.4. A Wales of cohesive communities Communities are attractive, viable, safe and well connected.</p>	<p>Hafan y Waun has been an important establishment within the Town of Aberystwyth and the North of the County and has become an integral part of the local Community and this should continue in the new arrangements.</p>		
<p>3.5. A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental well-being.</p>	<p>N/A</p>		

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<p>3.6. A more equal Wales 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>Please also consider the following guide:: Equality Human Rights - Assessing Impact & Equality Duty</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 involvement 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>Age 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="78 1029 788 1436"> <tr> <td data-bbox="78 1029 297 1177">Children and Young People up to 18</td> <td data-bbox="297 1029 448 1106">Positive</td> <td data-bbox="448 1029 618 1106">Negative</td> <td data-bbox="618 1029 788 1106">None/ Negligible</td> </tr> <tr> <td data-bbox="78 1177 297 1292">People 18-50</td> <td data-bbox="297 1177 448 1254">Positive</td> <td data-bbox="448 1177 618 1254">Negative</td> <td data-bbox="618 1177 788 1254">None/ Negligible</td> </tr> <tr> <td data-bbox="78 1292 297 1436">Older People 50+</td> <td data-bbox="297 1292 448 1369">Positive</td> <td data-bbox="448 1292 618 1369">Negative</td> <td data-bbox="618 1292 788 1369">None/ Negligible</td> </tr> <tr> <td></td> <td data-bbox="297 1369 448 1436">X</td> <td></td> <td></td> </tr> </table>	Children and Young People up to 18	Positive	Negative	None/ Negligible	People 18-50	Positive	Negative	None/ Negligible	Older People 50+	Positive	Negative	None/ Negligible		X			<p>Hafan y Waun is a residential care home for older adults who have a diagnosis of dementia. There may be very rare occasions where younger people will be placed in the home who have a young onset dementia. The home environment is specifically designed to meet the needs of this cohort of residents.</p>	<p>Dementia friendly environments, staff trained in dementia care.</p>	
Children and Young People up to 18	Positive	Negative	None/ Negligible																
People 18-50	Positive	Negative	None/ Negligible																
Older People 50+	Positive	Negative	None/ Negligible																
	X																		

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Disability Do you think this proposal will have a positive or a negative impact on people because of their disability? (Please tick ✓)				The environment at Hafan y waun is purposefully built and maintained to support people with dementia needs, this includes a sensory garden, appropriate décor and furnishings. Appropriate equipment is available to support disability needs and staff are trained to ensure that the range of needs are met.	Dementia focused environments Staff training plan	
Hearing Impairment	Positive	Negative	None/ Negligible			
			X			
Physical Impairment	Positive	Negative	None/ Negligible			
	X					
Visual Impairment	Positive	Negative	None/ Negligible			
			X			
Learning Disability	Positive	Negative	None/ Negligible			
			X			
Long Standing Illness	Positive	Negative	None/ Negligible			
	X					
Mental Health	Positive	Negative	None/ Negligible			
	X					
Other	Positive	Negative	None/ Negligible			

Transgender Do you think this proposal will have a positive or a negative impact on transgender people? (Please tick ✓)				The environment within the home – single ensuite rooms and private spaces will support transgender people		
Transgender	Positive	Negative	None/ Negligible			
			X			

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Marriage or Civil Partnership Do you think this proposal will have a positive or a negative impact on marriage or Civil partnership? (Please tick ✓)				No issues identified		
Marriage	Positive	Negative	None/ Negligible			
			X			
Civil partnership	Positive	Negative	None/ Negligible			
			X			

Pregnancy or Maternity Do you think this proposal will have a positive or a negative impact on pregnancy or maternity? (Please tick ✓)				HR policies in place to support staff		
Pregnancy	Positive	Negative	None/ Negligible			
			X			
Maternity	Positive	Negative	None/ Negligible			
			X			

Race Do you think this proposal will have a positive or a negative impact on race? (Please tick ✓)				No issues identified		
White	Positive	Negative	None/ Negligible			
			X			
Mixed/Multiple Ethnic Groups	Positive	Negative	None/ Negligible			
			X			
Asian / Asian British	Positive	Negative	None/ Negligible			
			X			

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Black / African / Caribbean / Black British	Positive	Negative	None/ Negligible			
			X			
Other Ethnic Groups	Positive	Negative	None/ Negligible			
			X			

Religion or non-beliefs
Do you think this proposal will have a positive or a negative impact on people with different religions, beliefs or non-beliefs? (Please tick ✓)

Christian	Positive	Negative	None/ Negligible
			X
Buddhist	Positive	Negative	None/ Negligible
			X
Hindu	Positive	Negative	None/ Negligible
			X
Humanist	Positive	Negative	None/ Negligible
			X
Jewish	Positive	Negative	None/ Negligible
			X
Muslim	Positive	Negative	None/ Negligible
			X
Sikh	Positive	Negative	None/ Negligible
			X
Non-belief	Positive	Negative	None/ Negligible
			X

Although the home has been run by Methodist care homes since its opening, they report that there are no specific requirements re faith in relation to admission criteria, therefore all faiths can be accommodated and supported within the home.

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			X			
Other	Positive	Negative	None/ Negligible			
			X			

Sex Do you think this proposal will have a positive or a negative impact on men and/or women? (Please tick ✓)				No impact as facilities are supportive of meeting the needs of both men and women.		
Men	Positive	Negative	None/ Negligible			
			X			
Women	Positive	Negative	None/ Negligible			
			X			

Sexual Orientation Do you think this proposal will have a positive or a negative impact on people with different sexual orientation? (Please tick ✓)				No impact as facilities are supportive of meeting the needs of all individuals regardless of their sexual orientation.		
Bisexual	Positive	Negative	None/ Negligible			
			X			
Gay Men	Positive	Negative	None/ Negligible			
			X			
Gay Women / Lesbian	Positive	Negative	None/ Negligible			
			X			
Heterosexual / Straight	Positive	Negative	None/ Negligible			
			X			

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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.

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

The facilities at Hafan y Waun are conducive to meeting the needs of all people and promote equality in the day to day living of the home.

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

The facilities at Hafan y Waun are conducive to meeting the needs of all people and promote equality in the day to day living of the home.

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

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

The home currently has good relationships with the local community and the wider Aberystwyth area, the council will wish to continue with this going forwards as well as consider further opportunities to promote good relations and wider community cohesion.

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Having due regard of the Socio-Economic Duty of the Equality Act 2010.

Socio-Economic Disadvantage is living in less favourable social and economic circumstances than others in the same society.

As a listed public body, Ceredigion County Council is required to have due regard to the Socio-Economic Duty of the Equality Act 2010. Effectively this means carrying out a poverty impact assessment. The duty covers all people who suffer socio-economic disadvantage, including people with protected characteristics.

3.6.5 What evidence do you have about socio-economic disadvantage and inequalities of outcome in relation to the proposal?

Describe why it will have a positive/negative or negligible impact.

The proposal is not anticipated to have either a positive or negative impact on people on the basis of socio-economic disadvantage or income inequality.

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?

N/A

3.7. A Wales of vibrant culture and thriving Welsh language 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>				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	The project aims to continue to deliver a bilingual service with an emphasis on ensuring that individuals have the opportunity to use their language of choice.		
	X					
Will the proposal have an effect on opportunities for persons to use the Welsh language?	Positive	Negative	None/ Negligible	No anticipated changes to the opportunities for people to use their language of choice.		
	X					
Will the proposal increase or reduce the opportunity for persons to access services through the medium of Welsh?	Positive	Negative	None/ Negligible	No anticipated changes		
			X			
How will the proposal treat the Welsh language	Positive	Negative	None/ Negligible	Any service changes or developments will be delivered in line with		
			X			



no less favourably than the English language?				existing Welsh Language Standards, which all partners (NHS, local authorities, and third sector) are required to adhere to.		
Will it preserve promote and enhance local culture and heritage?	Positive	Negative	None/ Negligible	No impact in this area		

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

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).

4.3. Monitoring, evaluating and reviewing.

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


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5. RISK: What is the risk associated with this proposal?					
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
Financial risks	3		3		9
Inability to progress due to legal issues	2		2		4
Risks associated with not progressing with the project leading to a home closure.	4		4		16
Does your proposal have a potential impact on another Service area?					
Not anticipated at this time, moving into phase 2 of the project may require this to be reviewed					

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6. SIGN OFF			
Position	Name	Signature	Date
Service Manager			
Corporate Lead Officer	Donna Pritchard		9 th June 2023
Strategic Director			
Portfolio Holder			

By virtue of paragraph(s) 14, 15 of Part 1 of Schedule 12A of the Local Government Act 1972.

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CEREDIGION COUNTY COUNCIL

Report to: Cabinet

Date of meeting: 04/07/23

Title: Dynamic Purchasing System for Domiciliary Care

Purpose of the report: To provide the outcome of the procurement exercise

For: Decision

Cabinet Portfolio and Cabinet Member: Cllr Alun Williams, Deputy Leader of the Council and Cabinet Member for Through Age and Wellbeing

BACKGROUND:

- The existing Domiciliary Care contract was no longer fit for purpose because of how it was priced, the Council wanted a model which had a standard rate across the providers therefore it was necessary to tender a new DPS. By tendering the services, this has now been rectified and the services are compliant with contract procedure rules.
- Extensive evaluation and provider engagement with the market was undertaken, and this has been fed into the new framework.
- As a dynamic purchasing system has been used, new providers are capable of working in Ceredigion to meet market demand by completing the same process as those who took part in the initial tender.
A Dynamic Purchasing System is an approved list of providers who meet all essential requirements, from the mini competitions will be held under the DPS for specific contracts.

The procurement exercise is now complete, and this report summarises the outcome.

PROCUREMENT:

- **The agreement is for £38,066,371 for a 5 year period, with a possible extension of 24 months.** As this is a dynamic purchasing system, the value of £38,066,371 shall be awarded through Individual Placement Agreements following a call off process with providers who we have accepted onto the framework. £38,066,371 is based on this financial years current budget of £5,438,053 it does not account for inflationary increases.
- The agreement aims to provide services which can enable individuals to regain and/ or retain their independence, through either reducing their needs, or preventing escalation of needs into residential care where it is not required or wanted.

- The procurement exercise commenced on 04/04/2023. An open procurement process was used, and the agreement was advertised on Find a Tender through Sell2Wales. The tender period was 30 days.
- 16 organisations expressed an interest in the agreement. At the closing date of 4/5/23, 12 tenders were received, and all proceeded through the qualification stage.
- One provider failed to meet the necessary quality threshold and therefore 11 organisations made it through the quality round. This was evaluated by the Corporate Lead Officer, Corporate Manager, Team Manager and Services Manager. Their scoring is attached in Appendix A (EXEMPT).
- Permission is being sought from Cabinet to accept the tender and award places on the DPS to the 11 successful providers.

Has an Integrated Impact Assessment been completed? If not, please state why A specific integrated impact assessment has not been completed for this piece of work because it falls under the wider impacts which have already been considered under the through age and wellbeing plan.

Wellbeing of Future Generations:

Summary:

Long term: This is a 7-year agreement which provides stability for the people receiving care, the care providers, and the Council.

Collaboration: Whilst this is not in itself a collaboration, best practise ideas from other Council's have been considered in the development of this agreement.

Involvement: A Meet the Buyer event was advertised on Sell2Wales and several providers attending this in March 2023.

Prevention: Efficient and effective domiciliary care service will allow people in need of care to remain in their own homes for as long as possible.

Integration:

Recommendation(s): It is recommended that Cabinet:

- Agrees to award places on the Dynamic Purchasing System to the providers that have been successful, subject to 10-day statutory standstill period

Reasons for decision:	To ensure that domiciliary care services are in place to meet assessed care and support needs, in accordance with the Council's statutory obligations.
Overview and Scrutiny:	Healthier communities
Policy Framework:	Through age and Wellbeing
Corporate Well-being Objectives:	Enabling Individual and Family Resilience
Finance and Procurement implications:	Other than compliance with Contract Procedure Rules there are no implications at this stage.
Legal Implications:	None
Staffing implications:	None internal – TUPE may apply to the external providers when specific contracts are tendered under the DPS.
Property / asset implications:	None
Risk(s):	This is a DPS so the risk is very low as there will be 12 other providers able to do the work should one fail.
Statutory Powers:	None
Background Papers:	None
Appendices:	Appendix A- Dynamic Purchasing System for Domiciliary Care (EXEMPT)
Corporate Lead Officer:	Donna Pritchard, Corporate Lead Officer: Porth Gofal
Reporting Officer:	Heather West
Date:	14/06/23

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CEREDIGION COUNTY COUNCIL

Report to: Cabinet

Date of meeting: 4 July 2023

Title: National Collaborative Arrangements for Welsh (local authority) Adoption and Fostering services

Purpose of the report:

1. To update on the proposals for developing the governance and enabling for the National Adoption Service for Wales as it assumes responsibility for Foster Wales.
2. To achieve agreement to signing the Joint Committee Agreement for the proposed Joint Committee.
3. To seek agreement to progress through the governance processes

For: Decision

Cabinet Portfolio and Cabinet Member: Councillor Alun Williams, Deputy Leader of the Council and Cabinet Member for Through Age and Wellbeing

BACKGROUND:

The National Adoption Service has been in existence since 2014 and has enabled significance change and improvement in adoption services across Wales. Its structure and governance through national, regional and local arrangements were agreed by all councils at that time; a review in 2018 led to proposals to streamline governance and improve accountability. Some of these e.g. creating a Combined Governance Board (bringing together the Advisory Group and Governance Board required by the legislation) and a new Partnership Agreement to replace the original functional model have been already implemented.

The establishment of Foster Wales provides the opportunity to join the arrangements for adoption and fostering into one directorate operationally and the governance for both activities to be joined.

The National Adoption Service and Foster Wales will be managed by a combined Joint Committee as an alternative to establishing a separate committee for both adoption and fostering activity. This will avoid duplication and the need for extra attendance at meetings.

Wellbeing of Future Generations: **Has an Integrated Impact Assessment been completed? If, not, please state why** No- there are no changes to existing services.

Summary:
Long term: N/A
Collaboration: N/A
Involvement: N/A
Prevention: N/A
Integration: N/A

Recommendation(s): To seek agreement that the Ceredigion signs the Joint Committee Agreement for the National Adoption Service and Foster Wales.

Reasons for decision: Agreeing these proposals and signing the Joint Committee Agreement will put the Ceredigion County Council's cooperation in these collaborative arrangements on a formal basis as well as clarifying roles and responsibilities for the hosting of and delivery of national functions which support and enable local authority delivery of their adoption and fostering responsibilities.

Overview and Scrutiny: Healthier Communities Overview and Scrutiny Committee (24.05.23)

Policy Framework: Social Services and Well Being (Wales) Act 2014
 Adoption and Children Act 2002 (Joint Adoption Arrangements) (Wales) Directions 2015

Corporate Well-being Objectives: Healthier Communities

Finance and Procurement implications: n/a

Legal Implications: None

Staffing implications: None

Property / asset implications: n/a

Risk(s): Risk of having no governance arrangements in place for Fostering Service.

Statutory Powers: n/a

Background Papers: First paper

Appendices: Appendix A- Final Joint Committee Agreement – Adoption and Fostering

Corporate Lead Officer: Audrey Somerton-Edwards, Interim Corporate Lead Officer, Porth Cynnal and Interim Statutory Director of Social Services

Reporting Officer: Audrey Somerton-Edwards, Interim Corporate Lead Officer, Porth Cynnal and Interim Statutory Director of Social Services

Date: 15.06.2023

Cabinet Report

4 July 2023

National Collaborative Arrangements for Welsh (local authority) Adoption and Fostering services

National Adoption Service for Wales and Foster Wales – Enhancing Governance, Leadership and Enabling

Reason for this Report

1. To update on the proposals for developing the governance and enabling for the National Adoption Service for Wales as it assumes responsibility for Foster Wales
2. To achieve agreement to signing the Joint Committee Agreement for the proposed Joint Committee

Background

3. The National Adoption Service has been in existence since 2014 and has enabled significant change and improvement in adoption services across Wales. Its structure and governance through national, regional and local arrangements were agreed by all councils at that time; a review in 2018 led to proposals to streamline governance and improve accountability. Some of these e.g. creating a Combined Governance Board (bringing together the Advisory Group and Governance Board required by the legislation) and a new Partnership Agreement to replace the original functional model have been already implemented.
4. Legal advice obtained by the Welsh Local Government Association (WLGGA) determined that in order for NAS to operate effectively on behalf of all 22 Welsh authorities, and for there to be a robust hosting arrangement with the host authority for the national and enabling functions (Cardiff), co-operation between Welsh local authorities needed to be put on a formal footing. The preference of the WLGGA and the Association of Directors of Social Services Cymru (ADDSC) was that this should be through a Joint Committee. Work on a National Joint Committee, to give proper effect to the co-operation and oversight from all 22 local authorities, has continued and is ready for implementation.
5. Since 2015, the National Adoption Service Director and central team has been supporting the work of the National Fostering Framework (NFF) to create a similar national, regional and local collaborative arrangement to improve Welsh fostering services albeit not through the creation of a

national fostering service. Foster Wales has now emerged from the NFF and will support a defined range of fostering functions linked to recruitment and retention of local authority foster carers. Throughout this time, the WLGA and ADSS-C as lead bodies wanted the national functions for fostering to be linked to the National Adoption Service national functions to reduce duplication and costs as well as to maximise resilience, flexibility and longevity across both functions.

6. The proposed Joint Committee and the agreement underpinning it have been extended to include Foster Wales as has the capacity and functions for national co-ordination and enabling through a combined Central Team. The linking to the Joint Committee is critical for Foster Wales given the lack of a legislative basis for such co-operation for fostering services.

Governance - Establishment of a Joint Committee

7. The proposed governance structure is presented diagrammatically and with a narrative in Appendix one. The national Joint Committee will, on behalf of the 22 Welsh Local Authorities, exercise their powers for the provision of the collaborative arrangements for the National Adoption Service for Wales (NAS) and for Foster Wales (FW). It will be comprised of Council Members meeting twice yearly.
8. WLGA lawyers have drafted a Joint Committee legal Agreement to be signed by all 22 local authorities; this is now ready to progress and is available alongside this report. This also contains a formal Scheme of Delegation and provision for the formal agreement with the host local authority for national functions.
9. The Joint Committee will provide the mechanism for all Welsh local authorities to discharge an executive and oversight role for NAS and FW. It will approve / receive:
 - The Annual Report of NAS and of Foster Wales;
 - The annual programme of work for the NAS and for Foster Wales;
 - The budget for the office of the Director and national work for NAS and for FW; and
 - The agreement, and any changes to the agreement, for the host authority support of the office of the Director and national work for NAS and FW.

For the National Adoption Service only it will also oversee how the authorities work together to exercise their powers and comply with the National Assembly Directions.

Enabling - National infrastructure

10. A functional structure is proposed which, below the Director, has separate lead functions for adoption and fostering but a combined

business and enabling function supporting both. The range of functions that will be carried out is described in Appendix Two with a staffing structure of 9.5 f.t.e. staff (incl. Director.)

11. The core funding for the national functions for the National Adoption Service and Foster Wales is provided from a top slice of the Revenue Support Grant made available through the WLGA. This allocation, currently £473k per annum for adoption and £400k per annum for fostering, is subject to the agreement of the relevant WLGA committee periodically. Foster Wales has been awarded Welsh Government grant funding up to the end of March 2023 to fund specific purposes, this is £573 for 2021/22 reducing by a small amount for 2022/23. Although Welsh Government investment is available to adoption this is fully utilised for direct service delivery through the regional structure. There are resources in both the Foster Wales WLGA allocation and the Foster Wales Welsh Government grant aid that part fund posts on a regional basis to directly support local authority activities.
12. The total cost of the proposed national structure is £586,384 for 2021/22 salary rates. Total available core budget across NAS and Foster Wales for 2021/22 is circa £1,449,000 albeit that over half the Foster Wales funding stream is subject to WG grant conditions for specific purposes as indicated above.
13. The structure is affordable up to the end of the Welsh Government Grant period (31.03.23) but there are pressures on staffing and operating budgets for both NAS and Foster Wales beyond that. The financial pressures have been flagged with Welsh Government, but work is commencing to consider how to resolve this beyond the current grant aid period. Resolving this will require the commitment of both Local Government and Welsh Government.
14. The proposals outlined are being progressed in order to formalise and consolidate the existing position of the Central Team in respect of the work it is currently doing for the National Adoption Service and for Foster Wales. This will allow both collaborative arrangements to continue to function and meet agreed plans and commitments in the short to medium term.

Engagement of stakeholders

15. Local authority members have been kept informed throughout via the WLGA, most recently, during September 2021 via the Cabinet Members (social care and health) Network and the WLGA Council.
16. The National Adoption Service Governance Board, the Foster Wales Lead Heads of Children's Services and Social Services Directors via ADSSC have agreed these proposals in principle.
17. The proposals have been informed by and developed with the full engagement of these key stakeholder groups.

Financial Implications

18. As outlined above, funding for the governance arrangements and central / national leadership and enabling, is provided from the WLGA via a top slice of the Rate Support Grant plus grant funding from the Welsh Government. There is no expectation that individual councils will incur additional costs in relation to these functions.

Legal Implications

19. Individual local authorities remain legal responsible and accountable for the provision and adoption and fostering services. In respect of adoption services, the legal provisions outlined in paragraph 20 below require adoption responsibilities to be delivered in accordance with the arrangements for the National Adoption Service.
20. The legal basis underpinning the National Adoption Service is contained in section 3A of the Adoption and Children Act 2002 [which was inserted by the Social Services and Well Being (Wales) Act 2014] and the Adoption and Children Act 2002 (Joint Adoption Arrangements) (Wales) Directions 2015. These set out in detail expectations on local authorities to co-operate at regional and national level to deliver and improve adoption services. They do not, however, contain provisions that explicitly create a mechanism that gives proper legal effect to the co-operation at national level or for the agreement with one local authority to host the national functions. The Joint Committee, and the Agreement that will accompany it, will put this on a formal legal footing as well as providing greater clarity and certainty for all authorities, the WLGA as well as the National Adoption Service and Foster Wales.
21. There are no regulations underpinning Foster Wales so the Joint Committee will provide the basis for the co-operation that is needed so it can operate as proposed.

Reason for Recommendation

22. Agreeing these proposals and signing the Joint Committee Agreement will put the Ceredigion's cooperation in these collaborative arrangements on a formal basis as well as clarifying roles and responsibilities for the hosting of and delivery of national functions which support and enable local authority delivery of their adoption and fostering responsibilities.

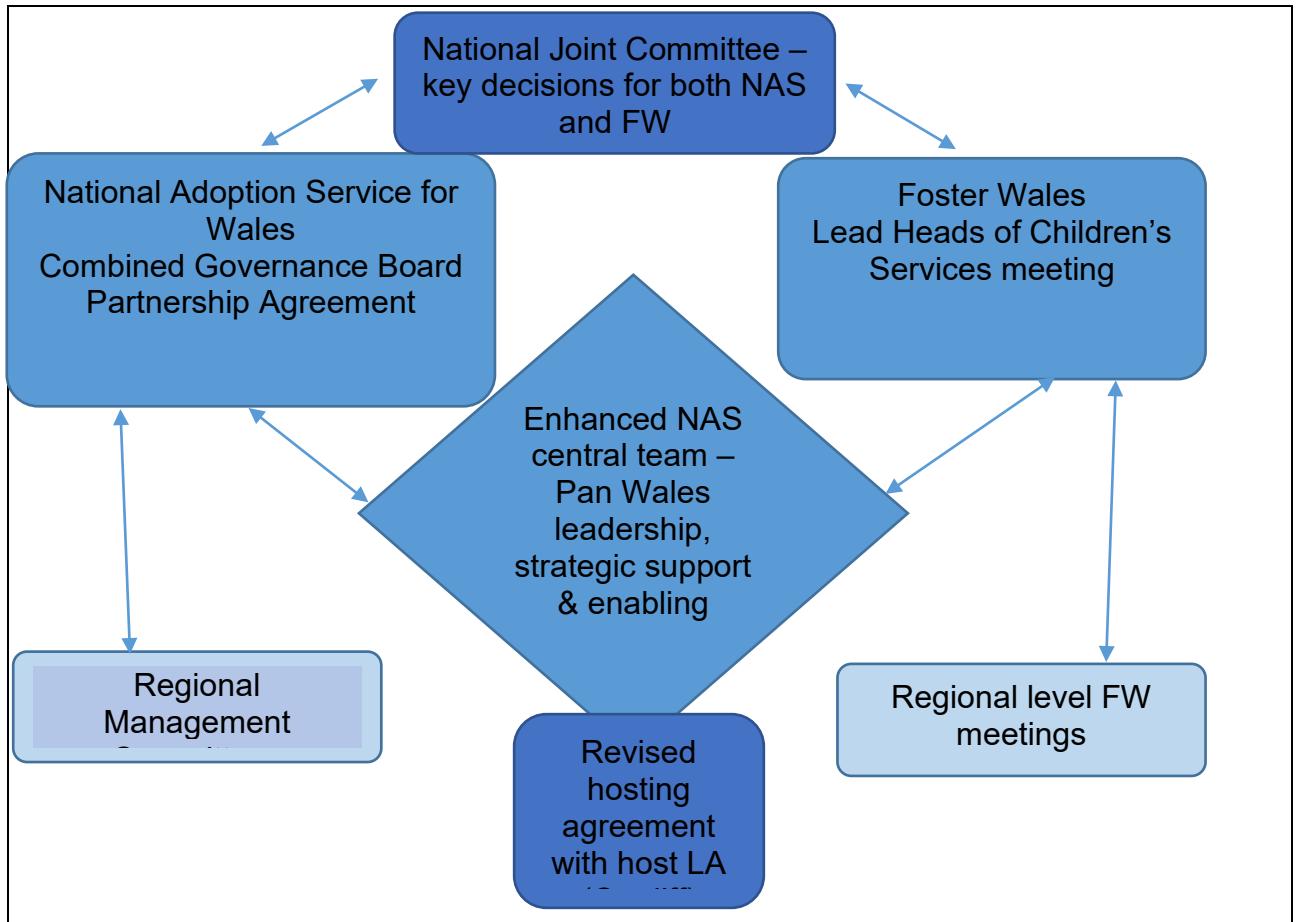
RECOMMENDATIONS

The recommendation is to:

1. Agree that the authority signs the Joint Committee Agreement for the National Adoption Service and Foster Wales

Note: A copy of the Joint Committee Agreement is included.

Governance



WLGA Joint Committee (all 22 LA’s) over-sees NAS & Foster Wales:

The Joint Committee will, on behalf of the 22 Welsh Local Authorities, exercise their powers with reference to the provision of the collaborative arrangements for the National Adoption Service for Wales (NAS) and for Foster Wales (FW). It will be underpinned by a legal agreement (Joint Committee Agreement) and be comprised of Council Members. Its role will be to oversee the work of NAS and Foster Wales and specifically approve / receive the below:

- The Annual Reports of NAS and of Foster Wales;
- The annual programmes of work for the NAS and for Foster Wales;
- The budget/s for the office of the Director and the national work of NAS and for Foster Wales; and
- The agreement, and any changes required, for the host LA support of the office of the Director to enable it to facilitate the work of NAS and FW.

For NAS only it will also oversee how the authorities work together to exercise their powers and comply with the National Assembly Directions.

NAS - National level - Combined Governance Board (CGB)

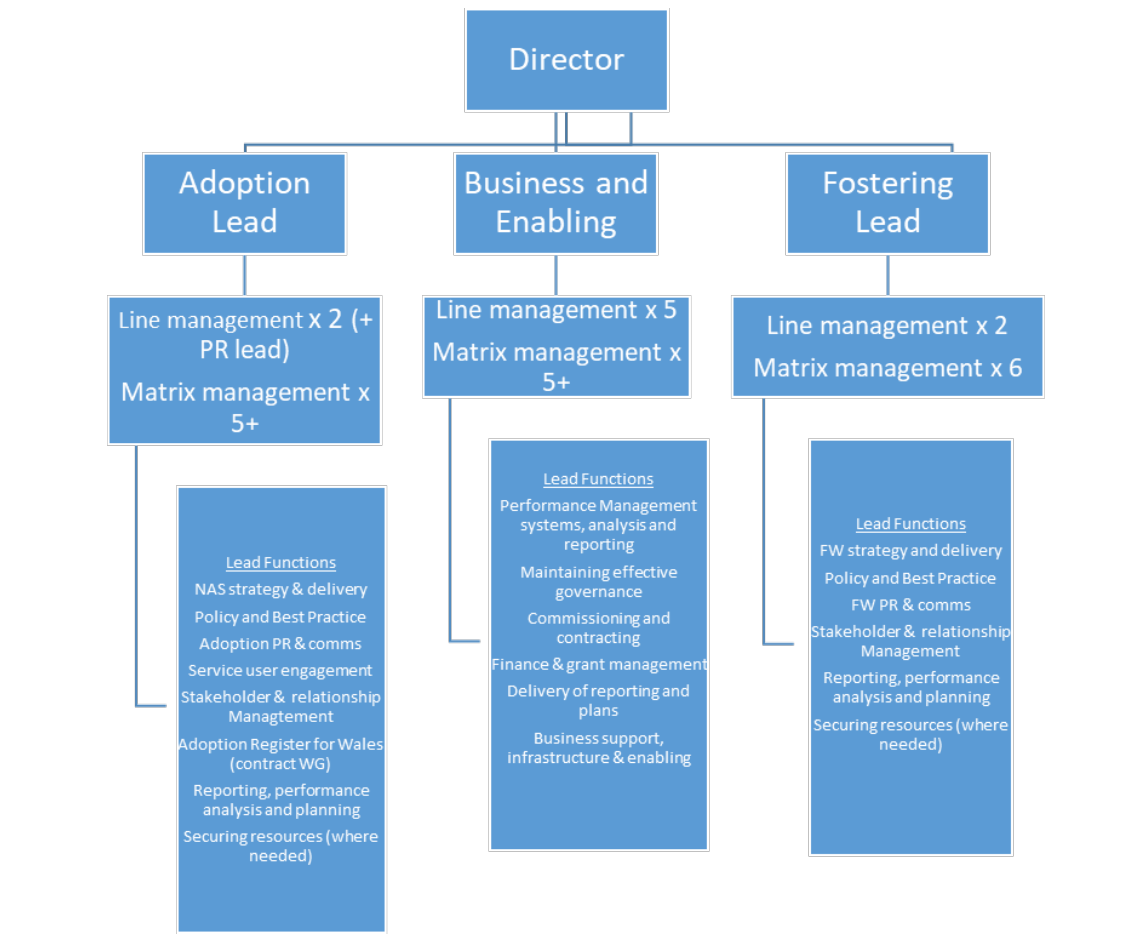
Provides strategic direction and decision making to facilitate the delivery and

Foster Wales - National level - Lead Heads of Children’s Services meeting

Provides strategic direction and decision making in relation to the agreed national

<p>improvement of adoption services in Wales through the National Adoption Service arrangements in line the Senedd Directions and its Terms of Reference.</p>	<p>and regional functions of Foster Wales on behalf of Welsh local authorities in line with its Terms of Reference.</p>
<p><u>NAS – regional / LA level - Regional Management Boards & VAA’s Boards</u></p> <p>Each region is made up of specified local authority areas, set out in the Directions and overseen by Regional Management Boards (RMB’s). Primary role is to coordinate adoption activities at the regional level and to implement decisions and strategies from the national Governance Board; may also have roles determined by their legal agreement. Plus VAA equivalent.</p>	<p><u>Foster Wales - regional / LA level - Regional HoS meeting</u></p> <p>These are now in place and may be a specific FW meeting or included in the agenda of pre-existing HoS or HoS & DSS regional meetings.</p>

Central team – leadership and enabling



1,901 words

DATED

2022

- (1) BLAENAU GWENT COUNTY BOROUGH COUNCIL
 - (2) BRIDGEND COUNTY BOROUGH COUNCIL
 - (3) CAERPHILLY COUNTY BOROUGH COUNCIL
 - (4) THE COUNTY COUNCIL OF THE CITY AND COUNTY OF CARDIFF
 - (5) CARMARTHENSHIRE COUNTY COUNCIL
 - (6) CEREDIGION COUNTY COUNCIL
 - (7) CONWY COUNTY BOROUGH COUNCIL
 - (8) DENBIGHSHIRE COUNTY COUNCIL
 - (9) FLINTSHIRE COUNTY COUNCIL
 - (10) GWYNEDD COUNTY COUNCIL
 - (11) ISLE OF ANGLESEY COUNTY COUNCIL
 - (12) MERTHYR TYDFIL COUNTY BOROUGH COUNCIL
 - (13) MONMOUTHSHIRE COUNTY COUNCIL
 - (14) NEATH PORT TALBOT COUNTY BOROUGH COUNCIL
 - (15) NEWPORT CITY COUNCIL
 - (16) PEMBROKESHIRE COUNTY COUNCIL
 - (17) POWYS COUNTY COUNCIL
 - (18) RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL
 - (19) THE COUNCIL OF THE CITY AND COUNTY OF SWANSEA
 - (20) TORFAEN COUNTY BOROUGH COUNCIL
 - (21) VALE OF GLAMORGAN COUNCIL
 - (22) WREXHAM COUNTY BOROUGH COUNCIL
- and
- (23) THE WELSH LOCAL GOVERNMENT ASSOCIATION

**AGREEMENT FOR THE ESTABLISHMENT OF A JOINT COMMITTEE FOR THE
NATIONAL ADOPTION SERVICE**

Geldards
law firm

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BETWEEN:

- (1) Blaenau Gwent County Borough Council of Municipal Offices, Civic Centre Ebbw Vale NP23 6XB ("Council")
- (2) Bridgend County Borough Council of Civic Offices, Angel Street, Bridgend CF31 4WB ("Council")
- (3) Caerphilly County Borough Council of Ty Penallta, Tredomen Park, Ystrad Mynach Hengoed CF82 7PG ("Council")
- (4) The County Council of the City and County of Cardiff of County Hall, Atlantic Wharf, Cardiff CF10 4UW ("Council")
- (5) Carmarthenshire County Council of County Hall, Carmarthen, Carmarthenshire SA31 1JP ("Council")
- (6) Ceredigion County Council of Neuadd Cyngor Ceredigion, Penmorfa, Aberaeron, Ceredigion SA46 OPA ("Council")
- (7) Conwy County Borough Council of Bodlondeb, Bangor Road, Conwy LL32 8DU ("Council")
- (8) Denbighshire County Council of County Hall, Wynnstay Road, Ruthin LL15 1YN ("Council")
- (9) Flintshire County Council of County Hall, Mold CH7 6NB ("Council")
- (10) Gwynedd Council of Council Offices, Shirehall Street, Caernarfon LL55 1SH ("Council")
- (11) Isle of Anglesey County Council of Council Offices, Llangefni, LL77 7TW ("Council")
- (12) Merthyr Tydfil County Borough Council of Civic Centre, Merthyr Tydfil CF47 8AN ("Council")
- (13) Monmouthshire County Council of PO Box 106, Caldicot NP26 9AN ("Council")
- (14) Neath Port Talbot County Borough Council of Port Talbot Civic Centre, Port Talbot SA13 1PJ ("Council")
- (15) Newport City Council of Civic Centre, Godfrey Road, Newport NP20 4UR ("Council")
- (16) Pembrokeshire County Council of County Hall, Haverfordwest, Pembrokeshire SA61 1TP ("Council")
- (17) Powys County Council of Powys County Hall, Spa Road East, Llandrindod Wells, Powys LD1 5LG ("Council")
- (18) Rhondda Cynon Taf County Borough Council of The Pavilions, Cambrian Park, Clydach Vale, Tonypany CF40 2XX ("Council")

- (19) The Council of the City and County of Swansea of Civic Centre, Oystermouth Road, Swansea SA1 3SN ("Council")
- (20) Torfaen County Borough Council of the Civic Centre, Pontypool, Torfaen NP4 6YB ("Council")
- (21) Vale of Glamorgan Council of Civic Offices, Holton Road, Barry, Vale of Glamorgan CF63 4RU ("Council")
- (22) Wrexham County Borough Council of The Guildhall, Wrexham LL11 1AY ("Council")

(collectively referred to as "the Councils" for the purposes of this Agreement) and

- (23) Welsh Local Government Association of One Canal Parade, Dumballs Road, Cardiff CF10 5BF("WLGA"); and

WHEREAS:

- A The parties to this Agreement have agreed to enter into this Agreement in order to provide a framework for the Councils to give effect to the obligations and arrangements for the Specified Functions set out by the Adoption and Children Act 2002 (Joint Adoption Arrangements) (Wales) Directions 2015 ("the Directions") made by the Welsh Ministers in exercise of their powers under section 3A of the Adoption and Children Act 2002 and to document and regulate their respective rights and obligations to each other in that regard. The Agreement also provides a framework for the parties to give effect to the co-ordination of identified foster service functions across Wales.
- B The Councils have agreed to establish and to participate in a joint committee to facilitate the delivery of the Specified and Agreed Functions with a view to their economical, efficient and effective discharge.
- C This Agreement sets out the arrangements in relation to the manner in which the Councils will work together and use the Joint Committee to deliver the Specified and Agreed Functions.
- D The Councils have agreed that the Director of Operations shall be responsible for the day to day management of the delivery of the Specified and Agreed Functions.
- E The Councils have entered into this Agreement in reliance on the powers of Welsh local authorities under:
 - (i) sections 101, 102, 112 and 113 of the Local Government Act 1972 and sections 19 and 20 of the Local Government Act 2000 and the regulations made under these Acts to make arrangements to discharge functions jointly and to employ staff and place them at the disposal of other local authorities;
 - (ii) the powers in section 9 of the Local Government (Wales) Measure 2009 to collaborate;
 - (iii) the incidental powers in section 111 of the Local Government Act 1972, and

(iv) all other powers them so enabling.

F The Councils have each taken decisions compliant with the requirements of their respective constitutions to participate in the Joint Committee and enter into this Agreement.

G The Parties to the Agreement have agreed to comply with the requirements of this Agreement to enable the Director of Operations to fulfil their legal obligations.

IT IS AGREED AS FOLLOWS:

1. Interpretation

1.1 The following definitions and rules of interpretation apply in this Agreement:

Term here	Definition here
“Agreed Functions	the functions relating to fostering to be discharged by the Joint Committee pursuant to this Agreement being set out at Schedule 5 and any other functions which from time to time the Councils arrange for the Joint Committee or one or other of the Councils to discharge pursuant to the Powers
“Assets”	any tangible assets or property acquired, leased, licensed, loaned or purchased as required by the Host Council or another Council for the administration of this Agreement;
“Business Day”	any day other than a Saturday or Sunday or a public or bank holiday in Wales;
Combined Governance Board	the group established in accordance with clause 4 to comply with the requirements of the Directions;
“Commencement Date”	the date of this Agreement or such later date as the Councils, by resolution of each them, agree;
“Conflict of Interest Protocol”	The protocol agreed by the Combined Governance Board as required by the Adoption and Children Act 2002 (Joint Adoption Arrangements) (Wales) Directions

	2015 for identifying and avoiding conflicts of interests;
“Constitution of the Joint Committee”	the constitution set out at Schedule 1 to this Agreement;
“Council”	each of Blaenau Gwent County Borough Council, Bridgend County Borough Council, Caerphilly County Borough Council, the County Council of the City and County of Cardiff, Carmarthenshire County Council, Ceredigion County Council, Conwy County Borough Council, Denbighshire County Council, Flintshire County Council, Gwynedd Council, Isle of Anglesey County Council, Merthyr Tydfil County Borough Council, Monmouthshire County Council, Neath Port Talbot County Borough Council, Newport City Council, Pembrokeshire County Council, Powys County Council, Rhondda Cynon Taf County Borough Council, City and County of Swansea Council, Torfaen County Borough Council, Vale of Glamorgan Council, Wrexham County Borough Council and “Councils” shall be construed accordingly;
Data Protection Legislation	all applicable data protection and privacy legislation in force from time to time in the UK including the UK GDPR; the Data Protection Act 2018 (DPA 2018) (and regulations made thereunder) and the Privacy and Electronic Communications Regulations 2003 (SI 2003/2426) as amended;
“Director of Operations”	the person employed by the Host Council in compliance with the Directions with day to day responsibility for leadership, co-ordination of the service as a whole as well as delivery of national functions
“Directions”	The Adoption and Children Act 2002 (Joint Adoption Arrangements) (Wales) Directions 2015;

“Exempt Information”	any information or class of information relating to this Agreement which may fall within an exemption to disclosure under FOI Legislation;
“Financial Memorandum”	the approach to financial and accounting matters agreed by the Councils as set out at Schedule 4 to this Agreement;
“FOI Legislation”	the Freedom of Information Act 2000 and subordinate legislation made under this and the Environmental Information Regulations 2004;
Foster Wales	The collaborative endeavour agreed by local government to deliver and improve certain fostering functions through national and regional leadership and enabling.
“Governance Board”	the board which the Councils are required by the Adoption and Children Act 2002 (Joint Adoption Arrangements) (Wales) Directions 2015 to establish to provide national oversight of regional collaboration on adoption services;. Since 2019 this function is managed through the Combined Governance Board
“Host” and “Host Council”	the Council appointed as Host Council in accordance with clause 7 of this Agreement;
“IP Material”	the Intellectual Property in the Material;
“Information Request	a request for information under FOI Legislation;
“Intellectual Property Rights”	patents, rights to inventions, copyright and related rights, trade-marks, trade names and domain names, rights in get-up, rights in goodwill or to sue for passing off, rights in designs, rights in computer software, database rights, rights in confidential information (including know-how and trade secrets) and any other intellectual property rights, in each case whether registered or unregistered and including all

applications (or rights to apply) for, and renewals or extensions of, such rights and all similar or equivalent rights or forms of protection which may now or in the future subsist in any part of the world;

“Joint Committee”

a committee of elected members from the Councils which will be responsible for ensuring and overseeing the delivery of the Specified and Agreed Functions in Accordance with the Directions and with a view to securing their more economical, efficient and effective discharge;

“Material”

all data, text, graphics, images and other materials or documents created, used or supplied by a Council in connection with this Agreement unless before the first use or supply the Council notifies the other Councils that the data or text supplied is not to be covered by this definition;

“National Adoption Service”

The adoption services and functions delivered collectively by the Joint Committee, the Regional Collaboratives, the Councils and partners;

“Personal Data”

Personal data as defined in the Data Protection Legislation;

“Powers”

The powers of Welsh local authorities under:

sections 101, 102, 112 and 113 of the Local Government Act 1972 and sections 19 and 20 of the Local Government Act 2000 and the regulations made under these Acts to make arrangements to discharge functions jointly and to employ staff and place them at the disposal of other local authorities;

the powers in section 9 of the Local Government (Wales) Measure 2009 to collaborate;

	the incidental powers in section 111 of the Local Government Act 1972,
	the powers in section 1 of the Local Authorities (Goods and Services) Act 1970 and section 25 of the Local Government (Wales) Act 1994 to provide services;
	all other powers them so enabling;
“Proportionate Basis”	in accordance with the relevant proportion for each Council by reference to their respective percentage contribution as set out in the Financial Memorandum
“Regional Collaboratives”	the groupings of the Councils as set out in Schedule to the Directions for the purpose of collaboration on adoption services;
“Secondment Agreement”	an agreement made between the Councils for the secondment of staff from one Council to the Host Council or another Council relating to arrangements for the discharge of the Specified and Agreed Functions pursuant to this Agreement;
“Section 151 Officer”	the officer designated by a local authority as the person responsible for the proper administration of its financial affairs as required by section 151 of the Local Government Act 1972;
“Hosting Agreement”	an agreement made between the Councils pursuant to this Agreement relating to arrangements for the provision of specified support by the Host Council to assist the Joint Committee to discharge the Specified and Agreed Functions delegated to it pursuant to this Agreement;
“Services”	the Services to be provided on behalf of the Councils pursuant to the discharge of the Specified and Agreed Functions being set out at Schedule 5
“Specified Functions”	the functions relating to adoption to be discharged by the Joint

Committee pursuant to this Agreement being set out at Schedule 5 and any other functions which from time to time the Councils arrange for the Joint Committee or one or other of the Councils to discharge pursuant to the Powers;

“Staff Transfer Agreement”

an agreement made between the Councils for the transfer of staff from one Council to the Host Council or another Council relating to arrangements for the discharge of the Specified and Agreed Functions pursuant to this Agreement;

- 1.2 References to any statute or statutory provision shall, unless the context otherwise requires, be construed in accordance with the Interpretation Act 1978.
- 1.3 The headings are inserted for convenience only and shall not affect the construction of this Agreement.
- 1.4 Words importing one gender include all other genders and words importing the singular include the plural and vice versa.
- 1.5 A reference in this Agreement to any clause, paragraph or schedule is, except where it is expressly stated to the contrary, a reference to a clause or paragraph of or schedule to this Agreement.
- 1.6 Any reference to this Agreement or to any other document unless otherwise specified shall include any variation, amendment or supplements to such document expressly permitted by this Agreement or otherwise agreed in writing between the relevant parties.
- 1.7 Words preceding “include”, “includes”, “including” and “included” shall be construed without limitation by the words which follow those words unless inconsistent with the context, and the rule of interpretation known as “*eiusdem generis*” shall not apply.
- 1.8 The schedules form part of this Agreement and will have the same force and effect as if expressly set out in the body of this Agreement and references to this Agreement includes the Schedules.
- 1.9 References to “the parties” shall be to the parties to this Agreement.

2. Aims of Joint Discharge of Functions

2.1 The aims of the joint discharge of the Specified Functions relating to adoption services under the provisions of this Agreement are:

- (a) The consistent delivery of high quality adoption services throughout Wales.

- (b) Keeping delay to a minimum in the placement of children for adoption.
- (c) Ensuring the widest choice possible of placements for adoption of children.
- (d) Ensuring that high quality and timely training and assessment for prospective adopters is consistently available.
- (e) Improving the process of matching children with prospective adopters.
- (f) The streamlining of adoption processes and improved liaison between social workers involved in adoption cases.
- (g) Keeping adoption breakdown to a minimum by the provision of adoption support services according to assessed need.
- (h) Collaborative working between local authorities, registered adoption societies, NHS local health boards and NHS Trusts and education services.

2.2 The aims of the joint discharge of the Agreed Functions relating to fostering are:

- (a) To support the strategic oversight of Foster Wales.
- (b) To consider the implications at local and regional level arising from the transition to Foster Wales.
- (c) To consider the development needs of services at local, regional, and national level.
- (d) To seek and support solutions to overcome barriers and challenges.
- (e) To continue to develop and maintain collaboration across local authority fostering.
- (f) To consider reports presented, agree actions, make decisions, and monitor progress.
- (g) To consider performance reports and monitor KPIs as identified and agreed.
- (h) To make recommendations for future areas of work programme development.

2.3 The Director of Operations and a central team of staff to support the Director of Operations are employed by the Host Council to fulfil a range of functions related to leadership, management and oversight of the National Adoption Service. The functions of the Director of Operations and central team include:

- (a) Providing leadership to set the direction for the National Adoption Service including strategic planning by agreeing priorities, targets and resourcing following engagement with partners and stakeholders as well as support to operational planning.

- (b) Reviewing progress including analysis of performance data and service information from the regions and Registered Adoption Agencies (otherwise known as Voluntary Adoption Agencies (VAA's's).
 - (c) Providing annual and mid-year reports each year for agreement by the Combined Governance Board, endorsed by the Joint Committee and submission to Welsh Ministers as well as to WLGA and the Association of Directors of Social Services Cymru where required.
 - (d) Providing specific functions nationally to support and enable National Adoption Service operations (currently as below).
 - (e) Establishing and maintaining a website for the National Adoption Service for Wales.
 - (f) Management of the Adoption Register for Wales (under contract from Welsh Government).
 - (g) Commissioning and contracting national contracts to support service delivery functions and support.
 - (h) Maintaining arrangements for service user engagement across Wales.
 - (i) Leadership, matrix management oversight, advice and support to regions and VAA's.
 - (j) Promotion of best practice and a culture of continuous improvement throughout the National Adoption Service.
 - (j) Securing appropriate resourcing through new / additional finance or re-profiling of existing as well as managing the central team allocation, grants and investment.
 - (k) Strategic commissioning as necessary for the discharge of functions.
 - (l) Maintaining arrangements for national governance and allied sub / task & finish groups to engage stakeholders in carrying out the actions / work agreed by the Combined Governance Board.
 - (m) Promotion of adoption, including national PR and marketing and the provision of the 'face and voice' of adoption in Wales.
 - (n) Stakeholder and relationship management including with allied services and organisations in Wales and UK, Ministers and Welsh Government.
 - (o) Strategic support and enabling functions, as agreed, for the National Fostering Framework / Foster Wales.
- 2.4 In addition Schedule 7 sets out a Scheme of Functions delegated to the Director of Operations to facilitate the achievement of the objectives of this Agreement.

3. Establishment of a Joint Committee

- 3.1 In exercise of their powers under sections 101(5) and 102 of the Local Government Act 1972, sections 19 and 20 of the Local Government Act

2000 and all other enabling powers the Councils hereby create a joint committee to be known as the National Adoption Joint Committee with effect from the Commencement Date.

- 3.2 The Joint Committee shall take decisions relating to the use of the National Adoption Service budget which shall be provided as a topslice from the Revenue Support Grant via the Welsh Local Government Association for the discharge of the Specified Functions, a similar topslice from the Revenue Support Grant via the Welsh Local Government Association for the discharge of the Agreed Functions, to meet the costs of the Host Council and the Joint Committee relating to this Agreement and shall have regard to reports and advice from the Combined Governance Board, Lead Heads of Children's Service's Meeting and Director of Operations.
- 3.3 The Joint Committee shall ensure the Scheme of Delegation set out in Schedule 7 is kept under review in accordance with paragraphs 5.2 and 5.3 of Schedule 7.
- 3.4 The Joint Committee shall operate and conduct its business in accordance with the terms of this Agreement including the Constitution set out at Schedule 1.
- 3.5 The Joint Committee shall review the terms of reference of the Joint Committee towards the end of each council term and shall make recommendations to the Councils and the WLGA for their consideration as to any amendments that the Joint Committee are required to discharge the Specified and Agreed Functions in accordance with the Directions.
- 3.6 This Agreement is without prejudice to each Council's other powers and responsibilities for its area.

4. Establishment of Combined Governance Board and other advisory groups

- 4.1 The Councils have established the Combined Governance Board. The Combined Governance Board shall act as an advisory group to the Joint Committee and shall discharge the role of the Governance Board and Advisory Group which the Councils are required by the Directions to establish for the purpose of providing national oversight of regional collaboration arrangements over adoption services.
- 4.2 The terms of reference of the Combined Governance Board shall be as set out in Schedule 2.
- 4.3 In respect of fostering services, the Councils have established the Lead Head of Children's Services Group as an advisory group to the Joint Committee. The Lead Head of Children's Services Group shall advise the Joint Committee on issues relating to Foster Wales. The terms of reference for the Lead Head of Children's Services Group shall be as set out in Schedule 6.
- 4.4 The Joint Committee may establish other advisory groups to advise the Joint Committee.

5. Arrangements for the Discharge of Functions

- 5.1 The Councils agree to use their Powers to enter into these arrangements under which the Joint Committee shall discharge on their behalf the Specified and Agreed Functions.
- 5.2 The Joint Committee shall discharge the Specified and Agreed Functions through the Host Council which shall, subject to and within the limitations and constraints of the resources allocated and paid to it pursuant to this Agreement, deliver the Services to support the delivery of the Specified and Agreed Functions. The Councils agree and acknowledge that the responsibility for discharging the Specified and Agreed Functions will none the less remain with the Joint Committee and notes the limitation of the Host Council's liability in that regard.
- 5.3 The Joint Committee may agree to bring additional functions and services within the scope of this Agreement but the Joint Committee may not agree to do so unless it has first received approval from all the Councils to discharge the additional functions and deliver the additional services. The provisions of this Agreement shall apply to any such additional functions and services.
- 5.4 The Councils here by agree the Financial Memorandum. The Councils shall have the discretion to agree variations to the Financial Memorandum at any time without varying the rest of this Agreement. For the avoidance of any doubt variation of the Financial Memorandum is subject to unanimous agreement of the Councils and is not a matter for decision by the Joint Committee.
- Each of the Councils shall contribute to the costs of the discharge of the Specified and Agreed Functions pursuant to this Agreement in accordance with the terms of the body of this Agreement and the Financial Memorandum. Subject to the overarching terms set out in this Agreement, particulars of the arrangement may be further detailed, (including for example the mechanics of payment), in any Hosting Agreement, Secondment Agreement or Staff Transfer Agreement that may be entered into by the Councils.
- 5.5 The Councils intend to enter into a Hosting Agreement with the County Council of the City and County of Cardiff for the delivery of services (subject to all Councils being satisfied as to the terms and conditions proposed) pursuant to the discharge of the Specified and Agreed Functions. The Councils may enter into further Hosting Agreements to record the detailed requirements of further individual arrangements made in connection with the discharge of the Specified and Agreed Functions pursuant to this Agreement.
- 5.6 The Councils may also enter into a Secondment Agreement to record the arrangements for the secondment of staff for further individual arrangements made in connection with the discharge of the Specified and Agreed Functions pursuant to this Agreement.
- 5.7 The Councils may also agree to enter into a Staff Transfer Agreement to record the arrangements for the transfer of staff for further individual

arrangements made in connection with the discharge of the Specified and Agreed Functions pursuant to this Agreement.

6. Governance

- 6.1 The Councils each undertake to ensure that they make any changes to their own constitutions as are necessary to facilitate the operation of this Agreement. Each Council shall notify the other Councils and WLGA in writing within twenty-eight days of the date of this agreement either that it has made (or is in the process of making) the necessary changes to its constitution or that no changes are considered necessary.

7. Appointment of Host Council

- 7.1 Subject to the provisions of clauses 7.2 and 7.3 the Councils agree that the Council of the City and County of Cardiff should be the Host Council for the purposes of this Agreement.

- 7.2 The Council of the City and County of Cardiff and any other Council which is appointed as Host Council may terminate its appointment as Host Council by giving not less than twelve months' written notice or such other period of notice as is agreed by all the Councils to the other Councils of its intention to terminate its appointment. Such twelve months' written notice shall end at the end of a financial year.

- 7.3 The Joint Committee may terminate the appointment of City and County of Cardiff Council or any other Council as the Host Council by giving at not less than twelve months' written notice or such other period of notice as is agreed by all the Councils to the Host Council of the Joint Committee's intention to terminate the appointment of the Host Council. Such twelve months' written notice shall end at the end of a financial year.

- 7.4 If the appointment of a Council as the Host Council is terminated in accordance with clause 7.2 or clause 7.3 the Joint Committee may appoint one of the Councils as Host Council such appointment to be effective from the commencement of the financial year following the expiry of notice of termination under clause 7.2 or 7.3.

- 7.5 If the appointment of a Council as the Host Council is terminated in accordance with clause 7.2 or clause 7.3 any outstanding payment due to that Council from the Joint Committee for costs incurred in the role of the Host Council and any costs it incurs upon or as a consequence of Termination shall be paid in accordance with the terms of this Agreement, including the Financial Memorandum.

- 7.6 Any dispute over the appointment or the termination of the appointment of a Council as the Host Council shall be dealt with in accordance with the dispute resolution procedure in clause 23 of this Agreement.

8. Responsibilities of the Host Council

- 8.1 (i) Subject to and within the limitations of the funding allocated and received by the Host Council, the Host Council shall provide Assets, staff and other resources as are necessary to discharge the Specified and Agreed Functions pursuant to this Agreement.

(ii) Subject to the overarching terms and principles set out in in this Agreement, in particular clause 13, the detailed provisions as to the payment of the costs of the Host Council in providing such Assets, staff and other resources shall be in accordance with a Hosting Agreement between the Councils, and the Host Council and shall be facilitated by the Welsh Local Government Association. Any such Hosting Agreement must be in a form to the satisfaction of the Host Council.

8.2 The Host Council shall employ the Director of Operations and the staff required for undertaking the national functions.

8.3 The Host Council has agreed and arranged for the Director of Operations to have the day-to-day responsibility for the management and delivery of the Services.

8.4 In carrying out its role the Host Council shall have regard to :

- (a) all applicable Laws and Regulations.
- (b) best practice.
- (c) the aims, principles and objectives of this Agreement and any applicable policies agreed by the Councils.
- (d) any relevant guidance issued or specified by the Care and Social Services Inspectorate Wales and any other relevant regulator.
- (e) the Councils duties under the Welsh Language (Wales) Measure 2011.

And shall facilitate the proper discharge of the Specified and Agreed Functions of the Councils and discretionary provision of in-scope elements of the Services.

8.4.2 The Host Council shall ensure that its health and safety policy statements together with related policies and procedures are made available to the Joint Committee on request.

8.4.3 The Host Council shall comply with any investigation by any statutory ombudsman or tribunal relating to the discharge of the Specified or Agreed Functions.

9. Expenses of Joint Committee Members

9.1 Each Council shall be responsible for meeting any expenses to which any Joint Committee Member or officer appointed by it as its representative is entitled as a result of their attendance at duly authorised meetings.

10. Monitoring Officer

10.1 The Councils agree that at the date of the Agreement the Monitoring Officer of Cardiff Council shall act as Monitoring Officer for the Joint Committee. The appointment of Cardiff Council's Monitoring Officer as Monitoring Officer to the Joint Committee shall cease at the earlier of (i) such date as Cardiff Council ceases to act as Host Council or (ii) the Councils unanimously decide to appoint the Monitoring Officer of a different Council as Monitoring Officer to the Joint Committee pursuant to clause 10.2.

- 10.2 The Councils may decide that the Monitoring Officer of a different Council shall be designated as Monitoring Officer for the Joint Committee. This shall require a unanimous decision from the Councils. Following such a decision the Host Council shall notify the officer who is currently acting as Monitoring Officer and the officer who has been designated as Monitoring Officer for the future.
- 10.3 The Councils acknowledge and agree that the Monitoring Officer will need to be provided with such resources as the Monitoring Officer considers sufficient to allow her to perform her duties and that this will be a cost of the Joint Committee.
- 10.4 For such time as the Host Council and the Monitoring Officer to the Joint Committee is being performed by the same Council then the Monitoring Officer's cost will be added to the Host Council's costs and the provisions of clause 13 of this Agreement shall apply.

11. Reviews

- 11.1 The Joint Committee shall review the discharge of the Specified and Agreed Functions at least annually alongside the Combined Governance Board reviewing service progress and performance quarterly and reporting to the Joint Committee on the results of its review.
- 11.2 The Director of Operations shall submit a quarterly report to the Combined Governance Board and an annual report to the Joint Committee, setting out details of:
- (a) The performance of the Specified and Agreed Functions.
 - (b) Income and expenditure and compliance with the Financial Memorandum.
- 11.3 The Councils and the Regional Collaboratives shall carry out a review of their discharge of the regional Specified Functions for adoption and provide the following to the Director of Operations
- (a) An annual work programme by 31 March each year
 - (b) Quarterly performance reporting
 - (c) An annual report by 31 May each containing the items detailed in the Directions.
- 11.4 The Director of Operations will use this information as the basis for reporting to the Joint Committee for adoption services.

12. Audit

- 12.1 The discharge of the Specified and Agreed Functions on behalf of the Councils and the finances relating to the discharge of the Specified or Agreed Functions shall be subject to an annual external audit by the central team of the National Adoption Service which shall be commissioned by the Host Council in accordance with the Host Council's audit processes.

13. Costs of Discharge of Functions

- 13.1 The Host Council agrees that any of the Services it provides for the discharge of the Specified and Agreed Functions shall be on a cost recovery basis. For the avoidance of any doubt such costs shall be deemed to include all costs incurred howsoever arising, including , without limitation to the generality of the foregoing;
- (i) costs of any additional employees required in order to carry out the Host Council role/provide capacity to carry out such role and all associated recruitment costs,
 - (ii) all employee related costs including on costs,pension strain, termination costs and any employee related claims,
 - (iii) fees and charges incurred (including external fees or charges for any third party services, goods or works procured) and
 - (iv) expenses, legal costs, claims, damages, insurance premiums and the like that the Host Council reasonably incurs in carrying out its role.
- 13.2 The Councils shall each year apply the central National Adoption Services budget to fund the payment of the costs of the Host Council. Any shortfall in such funding shall be paid by the Councils within 30 days of demand by the Host Council and as follows. Each Council's contribution shall be calculated by reference to their respective percentage contribution as set out in the Financial Memorandum.
- 13.3 To aid transparency and accountability the Host Council shall:
- (i) Provide the Joint committee, at its first meeting, with a report outlining its estimated costs for acting as Host Council for the financial year 2022/2023. For the avoidance of any doubt the estimated costs submitted will be for noting purposes only and the Council's will be obliged to meet the Hosts Council's actual costs as set out in this Agreement.
 - (ii) For each subsequent financial year ('Subsequent Financial Year') the Host Council shall, prior to the Subsequent Financial Year in question, present to the Joint committee a report as to its estimate costs for acting as Host Council for the Subsequent Financial Year.
 - (iii) If, in any year, the Joint Committee does not find acceptable the estimated costs for the Subsequent Financial year then the Joint Committee may terminate the appointment of the then Host Council and the provision of clause 7.3 shall be deemed to apply save that the termination date of the appointment of the then Host Council shall be the 31st March, in the financial year proceeding the Subsequent Financial Year or such latter date as all the Councils may agree.
 - (iv) As part of its financial reporting to the Joint Committee the Host Council shall from time to time present to the Joint Committee reports of the actual costs incurred in carrying out the Host Council role.
- 13.4 The Host Council in determining the level of resources it requires to carry out its role under the Agreement shall (i) act responsibly and prudently (ii) use its reasonable endeavours to put in place and maintain in place sufficient assets staff and other resource to undertake its role and (iii) wherever reasonably practicable report to the Joint Committee and/or Director of Operations for information if in any financial year its costs are likely to materially exceed the estimated costs that have previously been submitted to the Joint Committee.

14. Costs of the Joint Committee

14. The Councils shall apply the central National Adoption Services budget to fund any costs of the Joint Committee, including the Host Councils costs. Any shortfall in such funding shall be paid by the Councils. Each Council's contribution shall be calculated by reference to their respective percentage contribution as set out in the Financial Memorandum. The Welsh Local Government Association shall be responsible for the administration of the payment of costs involved in the administration of the Joint Committee.

15. Liabilities Under This Agreement

- 15.1 The Host Council shall indemnify and keep indemnified each of the other Councils to this Agreement against any losses, claims, expenses, actions, demands, costs and liability suffered by that Council to the extent arising from any wilful default or wilful breach by the Host Council of its obligations under this Agreement or its statutory duties (and "wilful" in this context shall, for the avoidance of doubt, not include matters which are outside the reasonable control of the Host Council or matters arising from any negligent act or omission in relation to such obligations).
- 15.2 No claim shall be made against the Host Council by the other Councils or any of them to recover any loss or damage which may be incurred by reason of or arising out of the carrying out by the Host Council of its obligations under this Agreement unless and to the extent such loss or damage arises from a wilful default or wilful breach by the Host Council under clause 15.1.
- 15.3 Each of the other Councils (acting severally) shall indemnify and keep indemnified the Host Council against all losses, claims, expenses, actions, demands, costs and liabilities which the Host Council may incur by reason of or arising out of the carrying out by the Host Council of its obligations under this Agreement for that Council or arising from any wilful default or wilful breach by a Council of its obligations under this Agreement (and wilful in this context shall, for the avoidance of doubt, not include matters which are outside the reasonable control of that Council or matters arising from any negligent act or omission in relation to such obligations) unless and to the extent that the same result from any wilful breach by the Host Council of any such obligations.
- 15.4 The amount to be paid to the Host Council by any of the other Councils under clause 15.3 shall be borne by each of the Councils to the extent of its responsibility, however in the event that the responsibility is a shared one between the Councils (so that it is not reasonably practicable to ascertain the exact responsibility between the Councils) then the amount to be paid shall be divided between the Councils on a Proportionate Basis.
- 15.5 In the event of a claim under this clause 15 in which it is not reasonably practicable to determine the extent of responsibility as between the Councils then the amount shall be divided amongst the Councils on a Proportionate Basis.
- 15.6 A Council which receives a claim for losses, expenses, actions, demands, costs and liabilities related to the discharge of the Specified and Agreed

Functions shall notify and provide details of such claim as soon as is reasonably practicable to the other Councils.

- 15.7 Failure to give notice in accordance with clause 15.6 shall not relieve a party of its obligations to indemnify another under this clause 15.
- 15.8 Each Council shall not be obliged to indemnify the other Councils to the extent that the insurances maintained by the other Councils at the relevant time provide an indemnity against the loss giving rise to a claim and to the extent that another Council recovers under a policy of insurance save that the Council responsible for liabilities suffered by another Council shall be responsible for (i) the deductible under any such policy of insurance (ii) any amount over the maximum amount insured under such policy of insurance and (iii) any resultant increase in future year premiums (for a maximum of 10 years) incurred by the Council who claims on its insurance.
- 15.9 The indemnities given under this Agreement are in addition to any Hosting Agreement between the Host Council and any of the other Councils.

16. Duration of this Agreement

- 16.1 This Agreement shall come into force on the Commencement Date and shall continue from year to year or until terminated in accordance with the provisions of this Agreement.

17. Variation of This Agreement

- 17.1 Any of the Councils may request a variation to this Agreement by making such a written request to the officer acting as Monitoring Officer to the Joint Committee.
- 17.2 The officer acting as Monitoring Officer to the Joint Committee shall circulate the request to each of the Councils within ten Business Days of receipt of the request for consideration and approval by the Councils.
- 17.3 If each of the Councils approve such variation, then the officer acting as Monitoring Officer to the Joint Committee shall arrange for the preparation of an appropriate Deed of Variation to this Agreement to be prepared for execution by the Councils and such change shall only take effect upon completion of that Deed and the costs associated with the preparation of such Deed of Variation shall be shared equally between the Councils. Such Deed of Variation may be executed in parts by each Council that is then a party to this Agreement.
- 17.4 If one of the Councils does not approve such variation, then the variation to this Agreement shall not occur.

18. Withdrawal from the Joint Committee on Notice

- 18.1 Any Council may withdraw from the Joint Committee in accordance with the following procedure:
- 18.2 Any Council which wishes to withdraw from the Joint Committee shall give not less than twelve months' written notice terminating at the end of a financial year to the other Councils and the officer acting as Monitoring

Officer to the Joint Committee shall consult the other Councils giving due consideration to:

- (a) Any loss of funding arising from such withdrawal and including any non-payment, clawback or repayment of such funding;
- (b) Any other loss, liability, damage, claim or expense,

which would be incurred by the Councils upon which notice has been served by reason of such withdrawal from the Joint Committee.

18.3 Any Council wishing to withdraw from the Joint Committee undertakes as a condition of such withdrawal to make, prior to withdrawal such reasonable payment or payments which fairly reflect the actual losses caused by or anticipated as a result of the withdrawal as shall be determined by the other Councils pursuant to clauses above and no notice under this clause 18 shall take effect unless and until such payment has been agreed or referred to the Dispute Resolution procedure under Clause 22.

18.4 Subject to the provisions of clause 15 or unless agreed otherwise by the parties, each Council reserves the right to recover from any party to this Agreement the costs of any claims, costs, expenses, losses or liabilities of any nature or which have been caused by any act or omission of that party and which are discovered after the party's withdrawal from this Agreement.

18.5 Any Council that withdraws from the Joint Committee shall be responsible for ensuring that it is able to comply with its legal obligations in respect of the discharge of the Specified and Agreed Functions. Any Council that withdraws from the Joint Committee shall include in its notice to the other Councils confirmation that it shall comply with its legal obligations in respect of the discharge of the Specified and Agreed Functions

19. Termination of this Agreement for Cause

19.1 Without prejudice to any other rights or remedies, this Agreement may be terminated in relation to any other Council ("Defaulter") by the other Councils ("Non-Defaulting Councils") acting unanimously in giving sixty-five Business Days written notice to the Defaulter where the Defaulter materially breaches any of the provisions of this Agreement or in the case of a breach capable of remedy fails to remedy the same within thirty Business Days (or such other period as agreed by the Non-Defaulting Councils) of being notified of each breach in writing by the Non-Defaulting Councils and being required to remedy the same.

19.2 If this Agreement is terminated each Council shall be responsible for ensuring that it is able to comply with its legal obligations in respect of the discharge of the Specified and Agreed Functions.

20. Termination of the Agreement by Agreement

20.1 The Councils agree that this Agreement may be determined upon terms agreed by all the Councils.

20.2 Upon termination of this Agreement the parties agree that the Joint Committee shall cease to exist and any arrangement for the discharge of

Specified and Agreed Functions which has been made pursuant to this Agreement shall cease on the expiry of the notice period specified in the relevant Hosting Agreement and the Specified and Agreed Functions shall be returned to the Councils which were responsible for them prior to this Agreement.

- 20.3 If this Agreement is terminated each Council shall be responsible for ensuring that it is able to comply with its legal obligations in respect of the discharge of the Specified and Agreed Functions.

21. Termination – Consequential Matters

- 21.1 In the event of termination of this Agreement under Clause 20 as the case may be, any party shall supply to any other party when requested any information which the other party requires for the continuing discharge of the Specified and Agreed Functions; and
- 21.2 Any Intellectual Property Rights created under this Agreement shall be owned by the then parties in equal proportions; and
- 21.3 Each of the parties shall undertake to make such reasonable payment or payments which fairly reflect the obligations of that Council pursuant to this Agreement.
- 21.4 In the event of termination of this Agreement all Assets held by any of the Councils for the purposes of this Agreement shall be dealt with in accordance with the Financial Memorandum.
- 21.5 The Host Council shall: -
21.5.1 be reimbursed by the Councils for all costs it incurs upon or as a consequence of Termination with each Council's contribution to such costs being calculated by reference to their respective percentage contribution as set out in the Financial Memorandum and
21.5.2. transfer any relevant information it holds to the Council to which the relevant information relates.
- 21.6 It shall be the duty of the Councils to try to minimise any losses arising from the termination of this Agreement.
- 21.7 Each Council is responsible for its own compliance with the Directions and any other relevant law that applies to the Specified and Agreed Functions and shall take any action necessary to ensure that it is able to comply with its legal obligations following termination of this Agreement.

22. Dispute Resolution

- 22.1 The Councils undertake and agree to pursue a positive approach towards dispute resolution which seeks in the context of this joint working arrangement to identify a solution at the lowest operational level that is appropriate to the subject of the dispute, and which avoids legal proceedings and maintains a strong working relationship between the parties.
- 22.2 Any dispute arising in relation to any aspect of this Agreement shall be resolved in accordance with this clause 22.

- 22.3 All disputes, claims or differences between the Councils arising out of or in connection with this Agreement or its subject matter or formation, including any question regarding its existence, validity or termination, (a "Dispute") shall be referred to the Director of Operations who shall produce and implement a plan for resolving the dispute.
- 22.4 If the plan of the Director of Operations does not resolve the dispute it may at the written request of any Council involved in the dispute, be referred by each Council to its chief executive.
- 22.4 If the Councils' chief executives do not agree a resolution of the Dispute within one month of the date of service of any such request, the Councils may agree a process to attempt to settle the Dispute by mediation or arbitration.

23. Notices

Form of Notice

- 23.1 Any demand, notice or other communication given in connection with or required by this Agreement shall be made in writing and shall be delivered to or sent by pre-paid first class post to the recipient at the address stated in Schedule 3 (or such other address as may be notified in writing from time to time) or sent by facsimile transmission to the recipient to the facsimile number stated in Schedule 3 or sent electronically to the e-mail address stated in Schedule 3.

Service

- 23.2 Any such demand, notice or communication shall be deemed to have been duly served:
- (a) If delivered by hand, when left at the proper address for service.
 - (b) If given or made by pre-paid first-class post two Business Days after being posted;
 - (c) If sent by facsimile at the time of transmission provided that a confirmatory copy is on the same day that the facsimile is transmitted sent by pre-paid first class post in the manner provided for in clause 23.1 Provided That in each case that if the time of such deemed service is either after 4.00pm on a Business Day or on a day other than a Business Day service shall be deemed to occur at 10.00am on the next following Business Day; or
 - (d) If sent by e-mail, when it has been sent to the e-mail address stated in Schedule 4 and receipt of such e-mail has been acknowledged.

24. Information and Confidentiality

- 24.1 Without prejudice to clauses 25 and 26 the parties shall keep confidential all matters relating to this Agreement or the Intellectual Property Rights of the parties and shall use all reasonable endeavours to prevent their employees and agents from making any disclosure to any person of any matter relating to the Agreement or Intellectual Property Rights of the parties.

24.2 Clause 24.1 shall not apply to:

- (a) Any disclosure of information that is reasonably required by persons engaged in the performance of their obligations under this Agreement.
- (b) Any matter which a party can demonstrate is already generally available and in the public domain otherwise than as a result of a breach of this clause.
- (c) Any disclosure which is required by any law (including any order or a court of competent jurisdiction) any Parliamentary obligation or the rules of any stock exchange or governmental or regulatory authority having the force of law.
- (d) Any disclosure of information which is already lawfully in the possession of the disclosing party prior to its disclosure by the disclosing party.
- (e) Any disclosure which is required or recommended by the rules of any governmental or regulatory authority including any guidance from time to time as to openness and disclosure of information by public bodies.
- (f) Any disclosure which is necessary to be disclosed to provide relevant information to any insurance broker in connection with obtaining any insurance required by this Agreement.
- (g) Any disclosure by a party to a department, office or agency of the Government.
- (h) Any disclosure for the purpose of the examination and certification of a party's accounts.

Where disclosure is permitted under clauses 24.2(a), 24.2(f), 24.2(g), or 24.2(h) the recipient of the information shall be placed under the same obligation of confidentiality as that contained in this Agreement by the disclosing Council.

25. Data Protection

25.1 In relation to the subject matter of this agreement each party undertakes at all times to comply with the Data Protection Legislation. This clause 25 is in addition to and does not relieve remove or replace a party's obligations under the Data Protection Legislation.

25.2 Each Council:

- (a) Shall process Personal Data belonging to any other Council only on the instructions of that Council (subject to compliance with applicable law);
- (b) Shall only undertake processing of Personal Data reasonably required in connection with this Agreement.
- (c) Shall ensure that it has in place appropriate technical and organisational measures to protect against unauthorised or unlawful processing of Personal Data and against accidental loss or destruction

of or damage to Personal Data appropriate to the harm that might result from the unauthorised or unlawful processing or accidental loss destruction or damage and the nature of the data to be protected having regard to the state of technological development and the cost of implementing any measures (those measures may include where appropriate pseudonymising and encrypting Personal Data ensuring confidentiality integrity availability and resilience of its systems and services ensuring (subject to the terms of any third party arrangements that may be in place) that availability of and access to Personal Data can be restored in a timely manner after an incident and regularly assessing and evaluating the effectiveness of the technical and organisational measures adopted by it);

- (d) Shall ensure that all personnel who have access to and/or process Personal Data are obliged to keep the Personal Data confidential.
- (e) Shall not transfer any Personal Data outside of the European Economic Area unless the prior written consent of the other Councils has been obtained and the following conditions are fulfilled.
 - (i) The Council transferring the Personal Data has provided appropriate safeguards in relation to the transfer.
 - (ii) The data subject has enforceable rights and effective legal remedies.
 - (iii) The Council transferring the Personal Data complies with its obligations under the Data Protection Legislation by providing an adequate level of protection to any Personal Data that is transferred
- (f) Shall assist the other Councils in responding to any request from a data subject and in ensuring compliance with their obligations under the Data Protection Legislation with respect to security breach notifications impact assessments and consultations with supervisory bodies.
- (g) Shall use its reasonable endeavours to procure that all relevant sub-contractors and third parties comply with this clause 25.

25.3 The Councils shall not disclose Personal Data to any third parties other than:

- (a) To employees and sub-contractors and third parties to whom such disclosure is reasonably necessary in order for the Councils to discharge the Councils' obligations in relation to this Agreement; or
- (b) To the extent required under a court order or to comply with any applicable laws

provided that any disclosure to any sub-contractor or any third parties under clause 25.3 shall be made subject to written terms substantially the same as, and no less stringent than, the terms contained in this clause 25 and that the Councils shall give notice in writing to all other Councils of any disclosure of Personal Data belonging to them which they or a sub-contractor or third parties are required to make under clause 25 immediately they are aware of such a requirement.

- 25.4 Any Council may, at reasonable intervals, request a written description of the technical and organisational methods employed by any other Council and the relevant sub-contractors. Within five Business Days of such a request, the Council requested to do so shall supply written particulars of all such measures as it is maintaining detailed to a reasonable level such that the requesting Council can determine whether or not, in connection with the Personal Data, it is compliant with the Data Protection Legislation. Each Council shall use its reasonable endeavours to ensure that the sub-contractors and any third parties also comply with such request from any other Council.
- 25.5 All Councils shall ensure that any Personal Data they obtain and provide to any other Council has been lawfully obtained and complies with the Data Protection Legislation and that the use thereof in accordance with this Agreement shall not breach any of the provisions of the Data Protection Legislation.
- 25.6 Each Council shall provide the other Councils as soon as reasonably practicable, with such information in relation to Personal Data and their processing as the other Councils may reasonably request in writing and the party asked to provide the relevant data may reasonably be able to provide in order for the other Council to comply with its obligations under this clause and the Data Protection Legislation.
- 25.7 Each Council shall take reasonable precautions (having regard to the nature of their respective obligations under this Agreement) to preserve the integrity of any Personal Data.
- 25.8 The Councils shall continually review any existing information sharing protocols being used in relation to this Agreement to ensure they remain relevant and to identify which Personal Data needs to be processed and on what basis to ensure compliance with this clause 25.
- 25.9 Each Council shall maintain complete and accurate records to demonstrate its compliance with this clause 25.

26. Freedom of Information

- 26.1 The parties recognise that the Councils are public authorities as defined by FOI Legislation and therefore recognise that information relating to this Agreement may be the subject of an Information Request.
- 26.2 The Councils shall assist each other in complying with their obligations under FOI Legislation, including but not limited to assistance without charge in gathering information to respond to an Information Request.
- 26.3 Any Council shall be entitled to disclose any information relating to this Agreement and the Specified and Agreed Functions in response to an Information Request save that in respect of any Information Request which is in whole or part a request for Exempt Information.
- 26.4 The Council which receives the Information Request shall circulate the Information Request and shall discuss it with the other Councils and the Director of Operations.

- 26.5 The Council which receives the Information Request shall in good faith consider any representations raised by other Councils when deciding whether to disclose Exempt Information and
- 26.6 The Council which receives the Information Request shall not disclose any Exempt Information beyond the disclosure required by FOI Legislation without the consent of the Council or Councils to which it relates.
- 26.7 The parties to this Agreement acknowledge and agree that any decision made by a Council which receives an Information Request as to whether to disclose information relating to this Agreement pursuant to FOI Legislation is solely the decision of that Council. A Council will not be liable to any party to this Agreement for any loss, damage, harm or detrimental effect arising from or in connection with the disclosure of information in response to an Information Request.

27. Intellectual Property

- 27.1 Each Council will retain all Intellectual Property in its Material.
- 27.2 Each Council will grant all of the other Councils a non-exclusive, perpetual, non-transferable and royalty free licence to use, modify, amend and develop its IP Material for the discharge of the Councils' obligations in relation to this Agreement whether or not the Council granting the licence remains a party to this Agreement.
- 27.3 Without prejudice to clause 27.1, if more than one Council owns or has a legal or beneficial right or interest in any aspect of the IP Material for any reason (including without limitation that no one Council can demonstrate that it independently supplied or created the relevant IP Material without the help of one or more of the other Councils), each of the Councils who contributed to the relevant IP Material will grant to all other Councils to this Agreement a non-exclusive, perpetual, non-transferable and royalty free licence to use and exploit such IP Material as if all the other Councils were the sole owner under the Copyright Design and Patents Act 1988 or any other relevant statute or rule of law.
- 27.4 Any entity or person who is at the date of this Agreement a party to this Agreement and who has licensed any Intellectual Property under this Agreement shall have a non-exclusive, perpetual right to continue to use the licensed Intellectual Property.
- 27.5 Each Council warrants that it has or will have the necessary rights to grant the licences set out in clause 27.2 and 27.3 in respect of the IP Material to be licensed.
- 27.6 Each Council agrees to execute such further documents and take such actions or do such things as may be reasonably requested by any other Councils (and at the expense of the Council or Councils making the request) to give full effect to the terms of this Agreement.

28. Language

28.1 The Joint Committee shall arrange for the Specified and Agreed Functions to be discharged in such a way that each of the Councils comply with their duties under the Welsh Language (Wales) Measure 2011

29. Severability

29.1 If at any time any clause or part of a clause or schedule or appendix or part of a schedule or appendix to this Agreement is found by any court, tribunal or administrative body of competent jurisdiction to be wholly or partly illegal, invalid or unenforceable in any respect:

- (a) That shall not affect or impair the legality, validity or enforceability of any other provision of this Agreement.
- (b) The parties shall in good faith amend this Agreement to reflect as nearly as possible the spirit and intention behind that illegal, invalid or unenforceable provision to the extent that such spirit and intention is consistent with the laws of that jurisdiction and so that the amended Agreement complies with the laws of that jurisdiction.

30. Relationship of Parties

30.1 Each of the parties is an independent organisation and nothing contained in this Agreement shall be construed to imply that there is any relationship between the parties of partnership or principal/agent or of employer/employee. No party shall have any right or authority to act on behalf of another party nor to bind another party by contract or otherwise except to the extent expressly permitted by the terms of this Agreement.

31. Third Party Rights

31.1 The parties to this Agreement do not intend that any of its terms will be enforceable by virtue of the Contracts (Rights of Third Parties) Act 1999 by any person not a party to it.

32. Entire Agreement

32.1 This Agreement and all documents referred to in this Agreement set forth the entire agreement between the parties with respect to the subject matter covered by them and supersede and replace all prior communications, representations (other than fraudulent representations), warranties, stipulations, undertakings and agreements whether oral or written between the parties. Each party acknowledges that it does not enter into this Agreement in reliance on any warranty, representation or undertaking other than those contained in this Agreement and that its only remedies are for breach of this Agreement, provided that this shall not exclude any liability which either party would otherwise have to the other in respect of any statements made fraudulently by or on behalf of it prior to the date of this Agreement.

33. Law of Agreement or Jurisdiction

33.1 This Agreement shall be governed by the laws of England and Wales and the parties submit to the exclusive jurisdiction of the courts of England and Wales.

34. Discretion of the Councils

- 34.1 The discretion of any Council shall not be fettered or otherwise affected by the terms of this Agreement.

THE COMMON SEAL OF

[] Council

was affixed in the presence of

SIGNED BY

Duly authorised for and

on behalf of Welsh Local Government Association

in the presence of

Schedule 1 Constitution of the Joint Committee

- 1 All 22 Councils shall appoint one representative as voting members of the Joint Committee.
- 2 The Joint Committee shall appoint one of its voting members as chair and one of its voting members as vice chair.
- 3 Unless they have already been appointed by their Council as its representative the Councils shall appoint the following persons (subject to the agreement of such persons) as non-voting members of the Joint Committee:
 - 3.1 A WLGA spokesperson for health and social services.
 - 3.2 A WLGA deputy spokesperson for health and social services.
 - 3.3 The executive leader or a deputy in respect of one of those roles of the Host Council.
 - 3.4 The Co-chairs of the Combined Governance Board.
- 4 The relevant Councils may nominate one or more substitute members from, subject to notification being given to the officer acting as Monitoring Officer to the Joint Committee before the start of the meeting. The member appointed as a substitute shall have full voting rights where the member for whom they are substituting does not attend.
- 5 Each voting member of the Joint Committee shall comply with the Code of Conduct of their Council when acting as a Member of the Joint Committee.
- 6 The Host Council or, as the case may be the relevant councils may remove any voting member or substitute voting members of the Joint Committee and appoint a different representative of the Host Council or, as the case may be, the same council as the member or substitute being replaced by giving written notice to the officer who is acting as Monitoring Officer to the Joint Committee.
- 7 Each voting member of the Joint Committee shall have one vote.
- 8 Each member of the Joint Committee shall serve upon the Joint Committee for as long as he or she is appointed to the Joint Committee by the relevant Councils, but a member shall cease to be a member of the Joint Committee if he or she ceases to be a member of the Council of which he or she was a member when he or she was appointed to the Joint Committee or if the Councils remove him or her as a member of the Joint Committee.
- 9 Any casual vacancies howsoever arising shall be filled by the Councils by notice in writing sent to the officer who is acting as Monitoring Officer to the Joint Committee.
- 10 Unless otherwise agreed by the Councils, meetings of the Joint Committee shall be held at the offices of the WLGA, Host Council or virtually.
- 11 The Joint Committee shall meet at least once annually.

- 12 The officer who is acting as Monitoring Officer to the Joint Committee shall call additional meetings at the direction of the chair by providing at least three clear days' notice to members of the Joint Committee, unless the meeting is called at shorter notice. The officer who is acting as Monitoring Officer to the Joint Committee must call a meeting of the Joint Committee if all the voting members of the Joint Committee request it or the Head of Paid Service of each Council requests it.
- 13 Meetings shall be notified to members of the Joint Committee by the officer who is acting as Monitoring Officer to the Joint Committee.
- 14 The officer who is acting as Monitoring Officer to the Joint Committee shall send electronically to all members and relevant officers of each Council the agenda for each meeting of the Joint Committee no later than three clear days before the date of the relevant meeting unless the meeting is convened at shorter notice
- 15 The officer who is acting as Monitoring Officer to the Joint Committee shall arrange for written minutes to be taken of each meeting of the Joint Committee and shall present them to the Joint Committee at its next meeting for approval as a correct record. The Officer who is acting as Monitoring Officer to the Joint Committee shall circulate the minutes to the Councils prior to the next meeting of the Joint Committee. If the Joint Committee confirms that the minutes contain an accurate record of the previous meeting, those minutes shall be signed by the chair or vice-Chair.
- 16 A meeting of the Joint Committee shall require a quorum of 60% of the voting members. If there is a quorum of members present but neither the chair nor the vice-chair is present, the members present shall designate one member to preside as chair for that meeting.
- 17 Subject to the provisions of any enactment all questions coming or arising before the Joint Committee shall be decided by a majority of the members of the Joint Committee immediately present and voting thereon. In the case of an equality of votes the chair shall have a casting vote. Subject to paragraph 18 below all voting shall be by a show of hands.
- 18 Any member of the Joint Committee may request the Joint Committee to record the votes of individual members of the Joint Committee on a matter for decision.
- 19 The order of business shall be indicated in the agenda for the meeting.
- 20 Any member of the Councils who is not a member of the Joint Committee is entitled to attend the Joint Committee but he or she shall not be entitled to vote, shall not take part in the consideration or discussion of any business, save by leave of the chair and comments will be recorded only on the direction of the chair.
- 21 A meeting of a principal council shall be open to the public except to the extent that they are excluded (whether during the whole or part of the proceedings).The public may be excluded from a meeting of the Joint Committee during an item of business whenever it is likely, in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public were present during that item, confidential information as defined in section 100A(3) of the Local Government Act 1972 or exempt

information as defined in section 100I of the Local Government Act 1972 would be disclosed to them. In view of the sensitivity of the matters for which the Joint Committee is responsible it is to be expected that most business to be transacted at meetings of the Joint Committee will include confidential or exempt information but the Joint Committee will consider this in respect of every item of business to be considered at a meeting of the Joint Committee.

- 22 Unless members of the public are excluded from a meeting of the Joint Committee in accordance with paragraph 21 above meetings of the Joint Committee will be open to the public.
- 23 Members of the public wishing to address the Joint Committee (or a sub-committee of the Joint Committee) on reports contained within the agenda for the meeting may at the discretion of the Chair be given the opportunity to do so.
- 24 Each Council may call in any decision of the Joint Committee in accordance with the overview and scrutiny provisions of that Council's constitution. If any decision of the Joint Committee is subject to call in by a Council, the Joint Committee shall take no action to implement that decision unless the call in process upholds the decision.
25. The Joint Committee may delegate a function to an officer. At the commencement of this agreement, the Joint Committee has delegated functions to the Director of Operations as outlined in Schedule 5

Schedule 2 Terms of Reference of the NAS Combined Governance Board

Functions and responsibilities of the Combined Governance Board

- 1 The Combined Governance Board shall have the following responsibilities:
 - 1.1 To provide political and professional leadership and advice to inform the overall strategic direction of the National Adoption Service in Wales.
 - 1.2 To hold the Regional Collaboratives (and their staff), the Director of Operations and central team, the VAA's and other services accountable for the delivery and performance of their services within the National Adoption Service arrangements.
 - 1.3 To approve for submission to the Joint Committee as prepared by the Director of Operations / central team.
 - An annual programme of work for the National Adoption Service.
 - A half year and full year progress report for the Welsh Local Government Association (WLGA – Full Council), the Minister for Health and Social Service and the Welsh Government.
 - The budget and financial management arrangements of services and the office of the Director of Operations.
 - 1.4 To monitor and have oversight of:
 - The performance of the National Adoption Service to ensure its successful delivery and improvements in the adoption process to lead to positive outcomes for children and adults affected by adoption.
 - The quality of engagement with the Voluntary Adoption Agencies (VAAs) and service user representatives at central and regional levels.
 - Compliance with The Directions
 - Compliance with the Conflict-of-Interest Protocol
 - 1.5 To consider and make recommendations for the future direction of the National Adoption Service using:
 - Information and data, including from the National Performance System in relation to the services as a whole, each Regional Collaborative, the VAA's and other services.
 - Professional and best practice advice from the sector.
 - The views of children, young people and adults who use services.
 - Other evidence including reports from the Director of Operations.

- 1.6 To ensure arrangements are in place for the flow of information, including receipt of minutes and papers, between the Combined Governance Board and:
- The Joint Committee.
 - Regional Management Committees.
 - Local government members and officers across Wales.
 - Equivalent bodies in VAA's and other services.
- 1.7 To encourage and enable the statutory and voluntary sectors to work in partnership to deliver the best outcomes for children and adults affected by adoption.
- 1.8 To ensure that the views of all stakeholders, including those who use adoption services, are represented effectively both at national and regional levels.
- 1.9 To ensure the National Adoption Service is working within Welsh Government guidance and strategies for children particularly looked after and adopted children.
- 1.10 To ensure that due consideration is given to the need for Welsh Language services in planning and delivery of adoption services throughout Wales.
- 1.11 To support the delivery of adoption services through the National Adoption Service arrangements to ensure it reflects the best possible practice and is based on a culture of continuous improvement.
- 1.12 To notify Joint Committee and Welsh Ministers of any issues regarding the National Adoption Service which it considers need to be drawn to their attention.
- 2 Membership of the Combined Governance Board will comprise of:
- WLGA Spokesperson for Health and Social Services or their representative.
 - WLGA Deputy Spokesperson for Health and Social Services
 - Independent Chair of the National Adoption Service Advisory Group (Chair of the Advisory Group and Co-Chair of the Combined Governance Board Meeting).
 - Leader (or nominated executive representative) of Host Council.
 - Elected member representative for each of the 5 Regional Adoption Collaboratives (from which the Vice Chair will be drawn).
 - Director / Head of Service from each of the Regional Collaboratives.
 - Senior officer representative of the Host Council.
 - Representative of the 5 VAAs in Wales.
 - Officer representative from the WLGA.

- Representative from the Association of Directors for Social Services Cymru (ADSSC).
 - Representative of Association of Directors of Education in Wales (ADEW).
 - A Designated doctor for Safeguarding/Looked After Children.
 - A current RAC Adoption Panel Medical Advisor.
 - Child and Adolescent Mental Health Services (CAMHS) representative.
 - Representative of a Social Research Centre (currently Cardiff University, CASCADE).
 - Representative of Children's Commissioner for Wales.
 - Representative of CAF/CASS Cymru
 - Citizen or service user.
 - Legal services representative from the Host Council.
 - Director of Operations, National Adoption Service and secretariat.
- 3 The Joint Committee may invite other persons to attend meetings of the Combined Governance Board as observers.
- 4 The terms of reference of the Combined Governance Board shall be reviewed by the Joint Committee at least once a year which may make amendments to the terms of reference.

Schedule 3 Notice Provisions

Welsh Local Government Association
One Canal Parade,
Dumballs Road
CARDIFF
CF10 5BF

Blaenau Gwent County Borough Council
Municipal Offices
Civic Centre
Ebbw Vale
NP23 6XB

Bridgend County Borough Council
Civic Offices
Angel Street
Bridgend
CF31 4WB

Caerphilly County Borough Council
Ty Penalta
Tredomen Park
Ystrad Mynach Hengoed
CF82 7PG

The County Council of the City and County of Cardiff
County Hall
Cardiff
CF10 4UW

Carmarthenshire County Council
County Hall
Carmarthen
Carmarthenshire
SA31 1JP

Ceredigion County Council
Neuadd Cyngor
Ceredigion
Penmorfa
Aberaeron
Ceredigion
SA46 OPA

Conwy County Borough Council
Bodlondeb
Bangor Road
Conwy
LL32 8DU

Denbighshire County Council
County Hall
Wynnstay Road
Ruthin
LL15 1YN

Flintshire County Council
County Hall
Mold
CH7 6NB

Gwynedd Council
Council Offices
Shirehall Street
Caernarfon
LL55 1SH

Isle of Anglesey County Council
Council Offices
Llangefni
LL77 7TW

Merthyr Tydfil County Borough Council
Civic Centre
Merthyr Tydfil
CF47 8AN

Monmouthshire County Council
PO Box 106
Caldicot
NP26 9AN

Neath Port Talbot County Borough Council
Port Talbot Civic Centre
Port Talbot
SA13 1PJ

Newport City Council
Civic Centre
Godfrey Road
Newport
NP20 4UR

Pembrokeshire County Council
County Hall
Haverfordwest
Pembrokeshire
SA61 1TP

Powys County Council
Powys County Hall
Spa Road East
Llandrindod Wells
Powys
LD1 5LG

Rhondda Cynon Taf County Borough Council
The Pavilions
Cambrian Park
Clydach Vale
Tonypany
CF40 2XX

The Council of the City and County of Swansea
Civic Centre
Oystermouth Road
Swansea
SA1 3SN

Torfaen County Borough Council
Civic Centre
Pontypool
Torfaen
NP4 6YB

Vale of Glamorgan Council
Civic Offices
Holton Road
Barry
Vale of Glamorgan
CF63 4RU

Wrexham County Borough Council
The Guildhall
Wrexham
LL11 1AY

[The Councils to provide details of fax numbers and e-mail addresses.]

Schedule 4 Financial Memorandum

- 1 The core budget for the office of the Director of Operations and national functions of the National Adoption Service is provided by a 'top slice' of the Revenue Support Grant and made available to the NAS via the Welsh Local Government Association. This arrangement was agreed by the Co-ordinating Committee of the WLGA in March 2014 as part of its agreement to the proposals to establish NAS.
- 2 The Councils shall ensure that:
 - 2.1 The Joint Committee, the Combined Governance Board and the Director of Operations make appropriate use of the National Adoption Services budget to perform their functions and to facilitate achievement of the aims in clause 2 of this Agreement.
 - 2.2 There are adequate financial and accounting procedures for the purposes of this Agreement.
- 3 The Host Council will provide the financial administrative accounting system and appropriate associated support for the discharge of the Specified and Agreed Functions on behalf of the Councils. Subject to the statutory role of each Council's Section 151 Officer in relation to their Council, the Host Council shall provide for the purposes of this Agreement the services of its Section 151 Officer to the Joint Committee.
- 4 The Director of Operations shall submit annual monitoring and accounting reports to the Joint Committee which shall include explanations for any variances against the profiled budget.
- 5 The Joint Committee shall review the expenditure and forecast to ensure that the allocated budget is being correctly adhered to.
- 6 The Joint Committee shall be presented with a report on the proposed use of the budget for the discharge of the Specified and Agreed Functions for approval on behalf of the Councils for the following financial year.
- 7 The Host Council shall apply its Financial Regulations and Contract Procedure Rules to the discharge of the Specified and Agreed Functions on behalf of the Councils pursuant to this Agreement.
- 8 Proportionate Basis for costs and liabilities of the Councils arising under the Agreement:

The Proportionate Basis for which each Council shall be liable for costs arising under the Agreement (to the extent that the same exceed the 'top slice' of the Revenue Support Grant made available to the Joint Committee) shall be calculated by reference to the proportion that the population of each Council's area makes of the total population of Wales. Any indemnity to be funded by all Councils shall be calculated on the same basis.

Schedule 5 Specified and Agreed Functions and Services

1 Service Vision

- 1.1 The Councils wish to use the joint discharge of the Specified Functions to improve the performance of the Councils and partners in meeting the needs of those children who require permanence through adoption by bringing together the best practice from each authority and partner into an integrated adoption service and similarly for an agreed range of fostering functions.
- 1.2 The Councils agree that the joint discharge of the Specified and Agreed Functions should be underpinned by the guiding principles that looked after children and prospective adopters alike are advantaged by the joint discharge of functions and that the joint discharge of functions is demonstrably more efficient and flexible in delivering the Services.

2 Aims, Principles and Objectives of the joint discharge of the Specified Functions for adoption services

- 2.1 Enabling the Councils to comply with their obligations under the Directions.
- 2.2 Delivering a comprehensive adoption service at a national level.
- 2.3 Exercising oversight of Councils' compliance with legislation, regulations, minimum standards, local procedures and the performance management framework set by the Welsh Government and accountable to the Senedd / Welsh Parliament in line with the Directions.
- 2.4 Ensuring that services are carried out in a timely and efficient way and based upon the assessed needs of those persons requiring the service.
- 2.5 Ensuring that persons seeking approval as adoptive parents are welcomed without prejudice and delay and that their applications are considered on their individual merit.
- 2.6 Developing a recruitment strategy which ensures a range of adoptive placements are available nationally or through external agencies to ensure timely placements for all children where the placement plan is adoption.
- 2.7 Providing a child focused placement service to ensure that children are appropriately matched with adopters who can meet their needs throughout their childhood.
- 2.8 Providing a range of pre and post adoption support and intermediary services in conjunction with statutory and voluntary sector providers.
- 2.9 Establishing effective working links with key stakeholders.

- 2.10 Maintaining effective working links with local authority children's services departments to ensure that agency functions in relation to children requiring adoptive placements are maintained.
- 2.11 Utilising and building upon examples of good practice and promote consistency, excellence and continuous improvement.
- 2.12 Complying with the requirements of external audit and inspection.
- 2.13 Ensuring that customer feedback and the views of service users are obtained and considered in the development of services.

3 Aims, Principles and Objectives of the joint discharge of the Agreed Functions for fostering services through Foster Wales

- 3.1 National leadership to ensure consistency of approach on a regional and local authority basis
- 3.2 Commission / monitoring of the programme management contract with Association for fostering and adoption Cymru (AFA Cymru) / creation of a post for this function plus oversight / support of programme manager's work
- 3.3 Maintaining a performance framework and supporting performance reporting at national and regional level to inform improvement
- 3.4 Production of annual report and any other reporting required
- 3.5 Administration of agreed Foster Wales national Governance arrangements and support to Regional Development Manager meetings, practice forums and task & finish groups
- 3.6 Promotion of best practice and culture of continuous improvement currently as below:
 - Oversight and ongoing development of the Foster Wales brand
 - Production of national Policy and Procedures handbook incl. for recruitment
 - Core Offer of support
 - Fees and Allowances
 - Learning and Development framework
- 3.7 Commissioning and contract monitoring of contracts required for FW work – incl. website, brand repository, national marketing manager, launch & campaigns.
- 3.8 Administration of FW finance and grants and accountancy support. Securing resourcing through new / additional finance where possible.

4 The Specified and Agreed Functions

- 4.1 The Specified and Agreed Functions are:

The functions of the Director of Operations and central team including the following:

- Providing leadership to set the direction for NAS and Foster Wales including strategic planning by agreeing priorities, targets and resourcing following engagement with partners and stakeholders as well as support to operational planning.
- Reviewing progress including analysis of performance data and service information from the regions and VAA's.
- Providing annual and mid-year reports each year for agreement by the Combined Governance Board, Joint Committee and submission to Welsh Ministers as well as to WLGA and ADSS-C where required.
- Providing specific functions nationally to support and enable NAS operations (currently as below)
 - Establishing and maintaining a website for the National Adoption Service for Wales
 - Management of the Adoption Register for Wales (under contract from Welsh Government)
 - Commissioning and contracting national contracts to support service delivery functions and support
 - Maintaining arrangements for service user engagement across Wales
 - Leadership, matrix management oversight, advice and support to regions and VAA's.
 - Promotion of best practice and a culture of continuous improvement throughout the NAS.
 - Securing appropriate resourcing through new / additional finance or re-profiling of existing as well as managing the central team allocation, grants and investment.
 - Strategic commissioning as necessary for the discharge of functions
 - Maintaining arrangements for national governance and allied sub / task & finish groups to engage stakeholders in carrying out the actions / work agreed by the Combined Governance Board
 - Promotion of adoption, including national PR and marketing and the provision of the 'face and voice' of adoption in Wales.
 - Stakeholder and relationship management including with allied services and organisations in Wales and UK, Ministers and Welsh Government.
- Providing specific functions nationally to support and enable Foster Wales operations (currently as below)
 - Establishing and maintaining a national website for Foster Wales

- Commissioning and contracting national contracts to support service delivery functions and support
- Leadership, matrix management oversight, advice and support to regions and LA's
- Promotion of best practice and a culture of continuous improvement
- Managing the central team allocation, grants and investment, enabling negotiations with funding bodies to secure ongoing resourcing.
- Maintaining arrangements for national governance and allied sub / task & finish groups to engage stakeholders in carrying out the actions / work agreed by the Lead Heads of Children's Services Group
- Promotion of Foster Wales, including national PR and marketing.
- Stakeholder and relationship management including with allied services and organisations in Wales and UK, Ministers and Welsh Government.

5 The Services

5.1 The services to be provided by the host local authority to facilitate the discharge of the Joint Committee's function shall be detailed in a separate agreement but will be provided subject to and on the overarching terms and conditions set out in this Agreement . Such Host services may include:

(i) Office accommodation and allied facilities services

(ii) Employment of staff, associated human resource functions and advising on workforce planning / issues

(iii) Use of its IT systems and databases, including provision of a separate email domain/s and stand-alone websites as needed

(iv) Finance / accounting services, supporting management of core budget and grant aid including facilitating the transfer of funds to relevant local government or partners agencies of NAS and Foster Wales.

(v) Information security advice and support, ensuring compliance with changing legislation

(vi) Facilitation of procurement and contracting requirements to deliver functions

(vii) Legal advice as required incl. for contracts.

(viii) Engagement of Officers and Members in governance arrangements as required by the Directions

5.2 The Host Authority may make arrangements with third parties for the discharge of the Services and recharge such costs to the Joint

Committee. The Host Authority shall first discuss such matters with the Director of Operations.

Schedule 6 Terms of Reference for the Lead Head of Children's Services Group

1 Objectives and Scope

- 1.1 The main objectives of this group are:
- (a) To support the strategic oversight of Foster Wales
 - (b) To consider the implications at local and regional level arising from the transition to Foster Wales
 - (c) To consider the development needs of services at local, regional, and national level
 - (d) To seek and support solutions to overcome barriers and challenges
 - (e) To continue to develop and maintain collaboration across local authority fostering
 - (f) To consider reports presented, agree actions, make decisions, and monitor progress
 - (g) To consider performance reports and monitor KPIs as identified and agreed
 - (h) To make recommendations for future areas of work programme development

2 Membership

- 2.1 Core membership will include:
- (a) 6 x Regional designated Lead Head of Children's Services
 - (b) Director of the National Adoption Service
 - (c) 6 x Regional Development Managers
 - (d) A Director of Social Services
 - (e) Programme Manager
 - (f) An officer of the Welsh Local Government Association
- 2.2 Arrangements will be put in place to ensure good links between this meeting and members including briefing the WLGA spokesperson for health and Social Care or their nominated Deputy with responsibility for children's services.

3 Frequency of meetings

- 3.1 Meetings will be held at an agreed frequency no less than quarterly (currently monthly), dates and times will be scheduled and provided with advanced notice.

4 Accountability and communication

- 4.1 The group is accountable to the Joint Committee, which holds responsibility for overall oversight of the National Adoption Service and Foster Wales.
- 4.2 Regional representatives are responsible for ensuring that effective communication channels are in place. This should include mechanisms for the sharing of information, decisions, and outcomes from this group to relevant forums and individuals within their own region.

Schedule 7 Scheme of Functions Delegated to the Director of Operations

Part One

SCHEME OVERVIEW

1. Purpose

- 1.1. The National Adoption Service for Wales (NAS) operates in a multi-agency partnership context. This is a complex arrangement best described as a local government led collaborative with a range of different interfaces including the voluntary sector. In order that the NAS national / central team staff can carry out its functions effectively under the Adoption and Children Act 2002 (Joint Adoption Arrangements) (Wales) Directions 2015, it is essential that employees at all levels of the organisation are clear that they have the delegated authority to make decisions. It is also important that employees are clear where they do not have the authority to make decisions.
- 1.2. The Scheme of Delegation is the framework creating the authority to make a decision or discharge a function. Delegation also means that those to whom responsibility has been given are prepared to be accountable for the decisions they have been asked to make and the functions they discharge. Effective and transparent decision making also requires that those making a decision must be confident about the scope of their authority.
- 1.3. The aim of the Scheme of Delegation is to set out who has the authority to make decisions within the national / central team of the National Adoption Service for Wales. It is a companion document to the National Adoption Service in Wales Partnership Agreement and the Agreement for the Establishment of a Joint Committee for the National Adoption Service.
- 1.4. This Scheme of Delegation sets out who can carry out the functions. It does not explain how they are to be carried out. The NAS has adopted the procedures of the Host Council (Cardiff Council) which set out the rules for this. The Host Council is also the employer of NAS staff. As a result, NAS Officers must be familiar with the Host Council's:
 - Financial Procedure Rules (Part 4.6 of the Constitution)
 - Contract Standing Orders and any Procurement guidelines issued by the Host Council
 - Human Resources guidance and procedures
- 1.5. All powers within the Scheme of Delegation are to be exercised within approved budgets and all staffing and recruitment delegations take effect subject to approved HR guidelines.
- 1.6. At the commencement of this Agreement the full arrangements for Foster Wales are being developed but it is anticipated that its relationship to the Joint Committee will be the same as for NAS albeit that governance is managed through the Lead Heads of Children's Services (LHOCS) meeting and that delegated authority will operate in the same way. The Terms of Reference of the Lead Heads of Children's Services meeting are in Schedule 6 of this Joint Committee Agreement.

2. Arrangement of the Scheme of Delegation

- 2.1. . The Scheme of Delegation is arranged in three parts.
 - a) Scheme Overview
 - b) The Joint Committee and Combined Governance Board
 - c) The Director of Operations

3. The Joint Committee, Combined Governance Board and Regional Collaboratives

- 3.1. The complex nature of the arrangements has a number of key bodies either delivering the Adoption Services or setting overall strategy. They interact in a way that influences the approach to delegation.
- 3.2. The Joint Committee will, on behalf of the 22 Welsh Local Authorities, exercise their powers with reference to the provision of the collaborative arrangements for the National Adoption Service for Wales (NAS) and for Foster Wales (FW). It will be underpinned by a legal agreement (Joint Committee Agreement) and be comprised of Council Members. Its role will be to oversee the work of NAS and Foster Wales and specifically approve / receive the below:
 - The Annual Reports of NAS and of Foster Wales;
 - The annual programmes of work for the NAS and for Foster Wales;
 - The budget/s for the office of the Director and the national work of NAS and for Foster Wales; and
 - The agreement, and any changes required, for the Host Council support of the office of the Director to enable it to facilitate the work of NAS and FW.
- 3.3. For NAS (only) it will also oversee how the authorities work together to exercise their powers and comply with the National Assembly Directions (now Senedd Wales).
- 3.4. The Joint Committee has primary responsibility for the delegation framework as it may delegate a function to an officer.
- 3.5. The terms of reference for the Combined Governance Board are contained in schedule 2 of the Agreement for the Establishment of a Joint Committee for the National Adoption Services. The schedule indicates the Board must approve as prepared by the Director of Operations / central team the following:
 - An annual programme of work for the National Adoption Service.
 - A half year and full year progress report for the Welsh Local Government Association (WLGA – Full Council), the Minister for Health and Social Service and the Welsh Government.
 - The budget and financial management arrangements of services and the office of the Director of Operations.
- 3.6. The terms of reference also hold the following accountable for the delivery and performance of their services within the NAS arrangements:
 - Regional Collaboratives (and their staff),
 - the Director of Operations and central team,
 - the Voluntary Adoption Agencies and other services
- 3.7. In order to support the work of the Combined Governance Board the Director of Operations will prepare the items listed in section 3.3 using the support of the Host Council where appropriate.
- 3.8. As the lead executive of the NAS, the Director of Operations has delegated authority from the Joint Committee to manage the organisation. The Director of Operations is also responsible for delegating other decision-making responsibilities to officers within NAS.
- 3.9. The Joint Committee delegates to the Combined Governance Board or Director of Operations all matters which it does not reserve to itself for decision.

- 3.10. The Director of Operations shall provide regular reports to the Combined Governance Board and Joint Committee on the discharge of the Specified Functions.
- 3.11. The delegation of functions and responsibilities both from the Joint Committee and the Director of Operations requires those using delegated authority to carry out those functions in a way that will not prevent the effective discharge of any functions or bring the NAS into disrepute or in any other way have an adverse effect on the NAS.
- 3.12. The scheme of delegation can be removed by the Joint Committee if it takes a formal decision to do so. In these circumstances the Joint Committee would assume those responsibilities that it had previously delegated or delegate these responsibilities to the Combined Governance Board. The Director of Operations can also remove delegations they have granted to their team and in doing so would assume the previously delegated responsibilities or transfer these to another member of their team.
- 3.13. Each region is made up of a number of specified local authorities. These are regional collaboratives overseen by Regional Management Boards. For the NAS to work effectively Partnership Agreement states there should be robust links between RMBs, the Combined Governance Board and the central team (led by the Director of Operations). The RMBs are required to produce an annual report submitted to the Director of Operations by 31st May each year. Other aspects of regional working include the Regional Joint Committees, Regional Operation Groups and a lead authority for each region.
- 3.14 There is no legislation underpinning Foster Wales. Existing regional meetings link to the national Lead Heads of Children's Services meeting which in turn reports to the Joint Committee.

4. Principles of Delegation

- 4.1. The scheme of delegation has a number of principles that underpin the approach adopted so that the transfer of responsibility for a task or function from the Joint Committee, Board Meeting or Director of Operations does not change the overall accountability.
- The Joint Committee, Combined Governance Board LHOC's meeting and the Director of Operations remain accountable for all their functions, even those they have delegated. In order to be assured that the responsibilities that they have delegated are being discharged properly they require information about the exercise of those functions. Appropriate management oversight must be exercised to ensure there is sharing of delegated decisions.
 - In order to make sound decisions, the authority to take decisions must be supported by appropriate skills and knowledge. Those exercising delegated decision-making powers must be made aware of the decisions that have been delegated to them, the limits of their authority and have access to relevant advice if appropriate.
 - A record of delegated decisions will be kept and shared with the Joint Committee and the Combined Governance Board. The frequency of the information to be received will be determined by the Joint Committee and Board but should not be less than quarterly. Where a decision has been formally delegated to the Director of Operations by the Joint Committee or the Combined Governance Board, the decision to delegate will be recorded in the Committee or Board minutes. The decision and its outcome will then be contained in a separate section within the Director of Operations' Quarterly Report to the following

Combined Governance Board. An equivalent process will be developed for Foster Wales

- If the post holder for a delegated decision is absent the line manager will be expected to make the decision. Should the decision be urgent, and a matter delegated to the Director of Operations the Chair of the Combined Governance Board will be able to make the decision in consultation with the Board and, in the case of the absence of the Director of Operations, the relevant staff reporting to the Director of Operations.
- Where a delegated decision is viewed by the postholder as requiring further discussion due to the sensitivity of the issue they should consider approaching the Director of Operations for advice. In the case of the Director of Operations this would involve the Chair of the Joint Committee or the Combined Governance Board as appropriate.

5. Variation, ownership and review of the scheme

- 5.1. The constitution of the Joint Committee includes authority to delegate a function to an officer (Schedule 1, paragraph 25). Variations to the Scheme of delegation will be approved by the Joint Committee and any deviation from it must be approved by the Joint Committee, with such deviations being reported to the next meeting.
- 5.2. For administrative purposes, the Director of Operations, on behalf of the Joint Committee, is the manager of the Scheme of Delegation and will keep the scheme under review in consultation with the Joint Committee Monitoring Officer who will be required to comment on the proposals. Any suggested amendments will be subject to consultation with the Combined Governance Board. Any proposed changes will be submitted to the Joint Committee unless authority to amend the scheme is delegated to the Combined Governance Board. If delegation occurs any changes to the Scheme of Delegation will be reported to the next Joint Committee.
- 5.3. However, the Scheme will be updated as often as is necessary to ensure it remains current, following review and consultation in accordance with paragraph 5.2.

Part Two

The Joint Committee, the Combined Governance Board, Regional Collaboratives, Lead Heads of Children's Services meeting and Director of Operations

a. The Joint Committee

1. The Agreement for the Establishment of a Joint Committee for the National Adoption Service indicates Welsh Councils have agreed to establish and participate in a joint committee to facilitate the delivery of the Specified and Agreed Functions with a view to their economical, efficient and effective discharge.
2. The Joint Committee is specifically responsible for:
 - a. The overall scheme of delegation.
 - b. establishing and delivering the NAS and Foster Wales strategic aims and objectives consistent with its overall strategic direction and within the agreed Welsh Government policy.
 - c. strategic direction and decisions as submitted by the Combined Governance Board and LHOC's meeting.
 - d. ensuring that the responsible minister is kept informed of any changes which are likely to impact on NAS strategic direction or the delivery of the

obligations set out in the Adoption and Children Act 2002 (Joint Adoption Arrangements) (Wales) Directions 2015.

b. The Combined Governance Board

3. The terms of reference of the Combined Governance Board (the Board) indicates the overall role is to provide strategic direction and decisions for submission to the Joint Committee to facilitate the delivery and improvement of adoption services on Wales through the National Adoption Service (NAS) arrangements.
4. The Board also holds the Regional Collaboratives and the Director of Operations and central team accountable for delivery and performance of their services within the NAS arrangements.
5. The Board is responsible for ensuring the Director of Operations has adequate resources to discharge the Specified Functions and deliver an effective NAS. In coming to a decision whether to recommend this to the Joint committee the Board will rely on the advice of the Director of Operations.

c. Regional Collaboratives

6. The Regional Collaboratives must provide an annual report to the Director of Operations by 31st May covering
 - a. The performance of the regional collaborative against the performance measures in the National Performance Management Framework
 - b. An analysis of the implementation of the annual work programme and plans to address any under-performance
 - c. Plans to develop the adoption service within the region in accordance with the national business priorities
 - d. Information regarding the resolution of complaints and determination of disputes at local and regional level and any impact on the provision of adoption services
7. The Scheme of Delegation recognises that the Director of Operations will need to act on behalf of the Combined Governance Board and the Joint Committee when working with the Regional Collaboratives.
8. The Scheme of Delegation recognises that the Director of Operations is not only a member of the Combined Governance Board but is also the principal professional advisor on delivery and improvement of adoption services in Wales through the National Adoption Service arrangements. This will include providing advice to the Joint Committee and Combined Governance Board on the Regional Collaborative arrangements including reporting on the position to the Board based on the reports that Regional Collaboratives must provide to the Director of Operations by 31st May of each year

d. The Director of Operations

7. The scheme of delegation will operate to enable the Director of Operations to carry out the following Specified and Agreed Functions:
 - a. Providing leadership to set the direction for NAS including strategic planning by agreeing priorities, targets and resourcing following engagement with partners and stakeholders as well as support to operational planning.
 - b. Reviewing progress including analysis of performance data and service information from the regions and VAA's.
 - c. Providing annual and mid-year reports each year for agreement by the Combined Governance Board, Joint Committee, and submission to

Welsh Ministers as well as to WLGA and ADSS-C where required;
and

- d. Providing specific functions nationally to support and enable NAS operations including those outlined in the table below.

MATTERS DELEGATED BY THE JOINT COMMITTEE TO THE DIRECTOR OF OPERATIONS. (The delivery of these delegated functions will be overseen on a day-to-day basis by the Combined Governance Board for NAS and the Lead Heads of Services meeting for Foster Wales)

Strategic Direction and Business Planning

The Director of Operations is responsible for:

- Overseeing the development of the annual programme of work and budget for the National Adoption Service (incl. Foster Wales). This will include a medium term (3 year) financial plan accompanied by the assumptions on which longer term planning is based
- A half year and full year progress report for the Welsh Ministers and the Welsh Government with required oversight of the Combined Governance Board and the Joint Committee.

Financial Management, Commissioning, Propriety and Value for Money

The Director of Operations is responsible for:

- Ensuring the NAS stays within its overall budget
- Ensuring the NAS operates within the financial regulations of the Host Council
- Signing agreements or other documents on behalf of the Joint Committee and/or the Combined Governance Board
- Securing appropriate resourcing through new/additional finance or reprofiling of existing as well as managing the central team allocation, grants and investment
- Ensuring the NAS complies with any requirements to publish information as required by legislation and the Welsh Government
- Approving the level of delegation for non-pay expenditure within the overall delegation scheme as approved by the Joint Committee and/or the Combined Governance Board
- Approving those posts as having the responsibility of Budget Holder
- Authorising contracts up to £1m, and in excess of £1m in conjunction with the Combined Governance Board
- Taking overall responsibility for the control of the NAS's fixed assets
- Ensures the Host Council's agreed systems of control are applied within the NAS to protect against fraud and losses including data losses
- Strategic Commissioning as necessary for the discharge of functions
- Ensuring all staff are aware that the NAS operates within the Host Council's:
 - Financial Regulations and procedures.
 - Contract Standing Orders and any Procurement guidelines issued by the Host; and
 - Human Resources guidance and procedures

Risk Management and Assurance

The Director of Operations is responsible for:

- Ensuring the risks to the Annual Plan are identified, assessed, managed and escalated where necessary in accordance with the Host Council's risk management policy
- Monitoring, controlling and assuring the Joint Committee and Combined Governance Board of the business and regulatory risks for which they are responsible

Information and Information Governance

The Director of Operations is responsible for:

- Understanding and addressing the risks to the information assets under their control or delegated to them by the Joint Committee and/or Combined Governance Board
- Providing assurance to the Host Council's SIRO on the security and use of information assets
- Ensuring data is managed in accordance with the requirements of the Data Protection Act 1998
- Approving the release of information about the provision of National Adoption Services
- Establishing and maintaining a website for the National Adoption Service for Wales
- Promotion of adoption, including PR and marketing and the provision of the 'face and voice' of adoption in Wales
- Management of the Adoption Register for Wales (under contract from the Welsh Government)
- Maintaining arrangements for service user engagement across Wales

Dispute Resolution

The Director of Operations is responsible for:

- Producing and implementing a plan to resolve any dispute that arises in relation to any aspect of the Agreement for the Establishment of a Joint Committee for the National Adoption Service

Regional Arrangements and Regional Collaboratives

- Advising the Joint Committee and/or the Combined Governance Board on the working arrangements for the Regional Collaboratives
- Leadership, matrix management oversight, advice and support to regions and VAA's
- Maintaining arrangements for national governance and allied sub/task & finish groups to engage stakeholders in carrying out the actions/work agreed by the Combined Governance Board

Cyngor Sir CEREDIGION County Council

REPORT TO:	Cabinet
DATE:	4 July 2023
LOCATION:	Council Chamber/Hybrid
TITLE:	National Collaborative Arrangements for Welsh (local authority) Adoption and Fostering services
PURPOSE OF REPORT:	To provide feedback from the Healthier Communities Overview and Scrutiny Committee meeting held on 24 May 2023

BACKGROUND:

Members of the Healthier Communities Overview and Scrutiny Committee considered the National Collaborative Arrangements for Welsh (local Authority) Adoption and Fostering services report.

The National Adoption Service has been in existence since 2014 and has enabled significance change and improvement in adoption services across Wales. Its structure and governance through national, regional and local arrangements were agreed by all councils at that time; a review in 2018 led to proposals to streamline governance and improve accountability. Some of these e.g. creating a Combined Governance Board (bringing together the Advisory Group and Governance Board required by the legislation) and a new Partnership Agreement to replace the original functional model have been already implemented.

The establishment of Foster Wales provides the opportunity to join the arrangements for adoption and fostering into one directorate operationally and the governance for both activities to be joined.

Following discussion, Members considered the following recommendation:

RECOMMENDATION (S):

To seek agreement that the Ceredigion signs the Joint Committee Agreement for the National Adoption Service and Foster Wales.

This paper progresses through the full governance processes to be fully endorsed.

REASON FOR RECOMMENDATION:

Agreeing these proposals and signing the Joint Committee Agreement will put the Ceredigion County Council's cooperation in these collaborative arrangements on a formal basis as well as clarifying roles and responsibilities for the hosting of and delivery of national functions which support and enable local authority delivery of their adoption and fostering responsibilities.

Committee Members agreed to recommend that Cabinet:

1. Endorse the Joint Committee Agreement for the National Adoption Service and Foster Wales.

Councillor Caryl Roberts
Chairman of the Healthier Communities Overview and Scrutiny Committee

CEREDIGION COUNTY COUNCIL

Report to: Cabinet

Date of meeting: 4th July 2023

Title: Report on the work and impact of the Mid Wales Education Partners (MWEP)

Purpose of the report: Agree the Memorandum of Understanding for the period 2023 - 2026

For: Decision

Cabinet Portfolio and Cabinet Member: Councillor Wyn Thomas, Cabinet Member for Schools, Lifelong Learning and Skills

Background:

- The Mid Wales Education Partners (MWEP) an education partnership between Ceredigion and Powys Local Authorities was formed in September 2021. It is based on a Memorandum of Understanding (Annex A) which sets out the areas and condition the two counties will work together on. They include:
 - Support for curriculum reform / development of the Curriculum for Wales
 - Leadership pathways
 - Support for Newly Qualified Teachers (NQTs) and early career teachers
 - Professional development for Teaching Assistants
 - Reducing the impact of rural deprivation, ensure equity for all learners and improved well-being.
- The Memorandum of Understanding outlines clearly the terms and conditions for the collaboration between Ceredigion and Powys Local Authorities for the period 2023 – 2026 in order to ensure clear democratic accountability. The Memorandum of Understanding sets out the following principles to:
 - collaborate and co-operate
 - ensure accountability
 - openness
 - statutory requirements and best practice
 - act in a timely manner
- Annually a Business Plan is submitted to the Welsh Government for approval (Annex B). This is followed by a robust and thorough annual review with the Minister for Education and senior Welsh Government officials. Estyn Inspectors also regularly monitor the progress of the business plan and collaboration.

- MWEP 2022 – 2023 priorities:
 - Ensure that schools are confident in implementing the Curriculum for Wales from 09/22 onwards, and continue to focus on improving T & L
 - Support and develop excellent education professionals.
 - Develop and implement an equity strategy and support pupil and practitioners' wellbeing and emotional needs.
 - Ensure that school support and improvement arrangements are clear, and lead schools to continue to develop as learning organisations that implement the revised arrangements for improvement, evaluation, and accountability.
 - Ensure efficient internal arrangements, and effective communication and engagement with stakeholders.

- Both Local Authorities maintain their own school improvement services, however, by collaborating on the five areas outlined above, it adds significant value, breadth and depth of support for Powys and Ceredigion school services and schools. For example, by sharing the burden on the national forums, sharing resources and co-planning. There are also areas of work specific to Ceredigion and Powys, such as the dedicated support for teachers at the start of their career and the impact of rural deprivations which are key priorities for the partnership.

- Bespoke support and professional learning opportunities are brokered through the School Support Advisers, with individual school priorities shared with officers to inform their support plan. In 2022 – 2023, 66 schools from across the MWEP identified the Curriculum for Wales as a whole school priority and 37 a priority on assessment and progression. For these schools, dedicated support was provided to allow for individual conversations on whole school curriculum planning and bespoke progression and assessment plans. In September 2022, all primary schools / phases and six secondary schools, all-age and special schools (one in Ceredigion and five in Powys) adopted the Curriculum for Wales. In line with mandatory requirements, with support and guidance from the MWEP, each of these schools have developed a bespoke school vision. In many MWEP schools, the vision has been developed in collaboration with key stakeholders to incorporate valuable opportunities for learners to successfully explore the historical, cultural and social features of their locality / 'cynefin' and Wales. In the most effective schools, the school's vision has also been successful in incorporating opportunities to learn about the diversity of society in Wales and the wider world. For example, in May 2022, Estyn inspected Penglais school and asked them to prepare a case study on its work implementing the Curriculum for Wales as they noted that *“curriculum design is research based and beneficially linked to the development of teaching.”* At Ysgol Uwchradd Aberteifi the inspection report of March 2022 noted *“Work on curriculum design, coupled with a focus on improving teaching, has led to a strong, clear vision for the Curriculum for Wales”*. And at Ysgol y Dderi, the inspection report of March 2023 noted *“the school has responded creatively and innovatively to the requirements of the Curriculum for Wales”*.

- Universal national and bespoke support for all MWEP practitioners (regardless of their stage in career) is provided to improve their practice and develop as future leaders. For example, essential regular support, guidance and networking

for new and acting headteachers in their roles in leading and managing a school such as health and safety, property aspects, finance and HR; or support for early career teachers in years 2 to 5 of their teaching careers through a pilot undertaken by the MWEP.

- The positive impact of the partnership’s work on practitioners and the development of Ceredigion and Powys leaders is also evident. For example, following successful completion of the National Aspiring Headteacher development programme, 14 leaders from the MWEP succeeded in gaining the National Professional Qualification for Headteachers (NPQH) in 2023 (13 from Powys and 1 from Ceredigion). A further 21 practitioners from the MWEP have successfully completed the middle leadership development programme, 12 the senior leaders development programme and 8 the programme for aspiring headteachers, allowing them to contribute positively to their school improvement and provision.
- In 2022 – 2023 all MWEP schools had access to ‘Raising the Attainment of Disadvantaged Youngsters’ (RADY) resources and support which focuses on realising the potential of all young people. There is a tiered approach to support, that aligns with school needs, school priorities and local authority recommendations. Phase 1 rollout (2022 – 2023):

		Ceredigion	Powys
In-School RADY	Highest level of support ↓ Lowest level of support	2	2
Keep in Touch RADY		1	-
Remote Coached RADY		4	4
Supported Recorded RADY		10	22 (2 groups)
Recorded RADY		26	20

Many schools engaging with In-School, Remote Coached and Supported Recorded are carefully considering all aspects of the programme and are beginning to realise the ‘untapped potential’ of disadvantaged young people. There is successful initial work around proportional representation and having a ‘Golden Thread’ through their development plans in relation to effective academic and pastoral support. The work of schools to improve equity in provision and to reduce the impact of poverty and deprivation on learners has been identified in recent Estyn inspections. For example, following the inspection of Ysgol Uwchradd Aberteifi in March 2022, Estyn noted *“Leaders at all levels have provided secure leadership on promoting national and local priorities. Following the lockdown periods, leaders have focused strongly on improving the provision for developing pupils’ literacy and numeracy skills. In addition, they have prioritised support for vulnerable pupils to reduce the impact of poverty on*

educational attainment. There is comprehensive provision to ensure that these pupils are in school and ready to learn.”

- Following close collaboration between Ceredigion and Powys officers and in line with national and local priorities the following five priorities have been identified in the business plan (Annex B) for the 2023 – 2024 financial year:
 - Support all MWEP schools to develop effective approaches to learning and teaching to ensure learners make progress in line with expectations.
 - Support all MWEP schools in ensuring high quality curriculum design and implementation, building effective practices in pedagogy, progression and assessment with a particular focus on literacy, numeracy and digital competence skills.
 - Develop further support for schools to establish a whole school approach that supports the well-being of learners and practitioners and ensures equity of experiences to alleviate the impact of poverty and deprivation on learner progress.
 - Support MWEP practitioners to follow national and local leadership and development pathways so that the practices of all MWEP practitioners are strong and effective with a positive influence on learners’ well-being and progress.
 - Further develop strong communications, stakeholder engagement and governance arrangements of the MWEP.
- Officers will monitor progress against the above priorities each quarter in addition to the termly reporting to the Chief Executives and Elected Members of Ceredigion and Powys.

Has an Integrated Impact Assessment been completed? If, not, please state why No, there is no change to the collaboration agreement between the two counties.

Wellbeing of Future Generations:

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

Recommendation(s): Agree the Memorandum of Understanding for the period 2023 – 2026 (Appendix A)

Reasons for decision: To ensure strong collaboration between Ceredigion and Powys Local Authorities in the areas outlined within the Memorandum of Understanding for the period 2023 – 2026.

Overview and Scrutiny: Yes, on Thursday 8th June. The report was noted.

Policy Framework: Corporate Strategy 2022 - 2027

Corporate Well-being Objectives:

Providing the Best Start in Life and Enabling Learning at All Ages

Finance and Procurement implications:

- The collaborative work of the Mid Wales Education Partners is funded by an annual Regional Consortia Grant (RCG) from Welsh Government. The grant is received individually by both Local Authorities to fund the collaborative work to fulfil the terms and conditions of:
 - Enable all learners, in particular those from disadvantaged backgrounds to progress along their own learning pathway and raise their aspirations to achieve their full potential, allied to a range of assessment approaches to understand and support this progress.
 - Co-construct a curriculum which promotes a broad range of knowledge, skills and experiences (including social and interactional experiences) with a clear understanding of why these matter – qualifications are a key part of this.
 - Ensure the school environment supports learners' and practitioners' well-being.
 - Support practitioners' understanding of what works in curriculum design by investing in the enquiry and pedagogic skills of all staff.
 - Enable ambitious professional learning for all practitioners in a school dedicated to being a learning organisation.
 - Embed reflection, self-evaluation and improvement within schools and the importance of good school leadership as a pre-condition for that.
 - Be at the heart of their communities – we want to build better relationships between schools and families, communities and employers, to support and promote educational achievement and excellent employment, next steps education and training.
 - Listen to children and young people as they engage with their learning and supporting them in achieving their aspirations.

- By working collaboratively, it provides direct access to the Welsh Government Regional Consortia grant funding (RCG) and therefore adds valuable capacity to Ceredigion and Powys's education services.

Legal Implications:

Legal officers from Ceredigion and Powys Local Authorities have reviewed the Memorandum of Understanding (appendix A)

Staffing implications:	N/A
Property / asset implications:	N/A
Risk(s):	N/A
Statutory Powers:	Education Policies
Background Papers:	None
Appendices:	Appendix A: MWEPP MoU 2023 - 2026 Appendix B: MWEPP – 22-23 Evaluation and 23-24 High Level Business Plan
Corporate Lead Officer:	Elen James – Corporate Lead Officer: Lifelong Learning and Clive Williams - Corporate Lead Officer: Schools
Reporting Officer:	Anwen Orrells – Mid Wales Education Partners Strategic Lead and Mary Davies – Corporate Manager: School Improvement
Date:	14/06/2023

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Partneriaid Addysg Canolbarth Cymru | Mid Wales Education Partners
01/04/2023 – 31/03/2026

This Agreement is dated _____

BETWEEN

- (1) **POWYS COUNTY COUNCIL** of County Hall, Llandrindod Wells, LD1 5LG (“**Powys**”)
and
- (2) **CYNGOR SIR CEREDIGION COUNTY COUNCIL** whose principal address is Neuadd Cyngor Ceredigion, Penmorfa, Aberaeron SA46 0PA (“**Ceredigion**”)
(together referred to as "**the Councils**" and individually as a "**Council**")

BACKGROUND

Both Ceredigion and Powys wish to work collaboratively on school improvement priorities to ensure benefits for all schools within the administrative areas of Ceredigion and Powys. The Mid Wales Education Partners collaboration aligns with other collaborations also on the same Mid Wales footprint.

COMMENCEMENT AND DURATION

This Agreement shall commence on 1st April 2023 for an initial period of three years up until 31st March 2026, unless the Councils mutually agree in writing to extend the Agreement for a further period.

If either party wish to terminate this agreement, this should be confirmed in writing with at least twelve months’ notice.

WORKING ARRANGEMENTS

This Agreement is entered into by the Councils on a basis of co-operation and good faith.

Principles of Collaboration between Ceredigion and Powys on elements of school support:

The parties agree to adopt the following principles:

- (a) collaborate and co-operate to ensure that activities are delivered and actions taken as required

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- (b) be accountable - take on, manage and account to each other for performance of the respective roles and responsibilities
- (c) be open - communicate openly about major concerns, issues or opportunities
- (d) behave in a positive, proactive manner
- (e) adhere to statutory requirements and best practice - comply with applicable laws and standards including applicable procurement rules, data protection and freedom of information legislation; and
- (f) act in a timely manner - recognise and respond accordingly to requests for support.

The Parties agree:

- a) That Powys will appoint a Strategic Lead for the Mid Wales Education Partners collaboration who will be responsible for working with officers from both Councils to develop and submit an annual business plan to Welsh Government. Both Councils will be part of the recruitment process.
- b) That a suitable member of staff from either Ceredigion or Powys shall represent the Councils in cross regional and national meetings and as set out in Annexe A. The representation at these cross regional and national meetings can be amended at any time by agreement in writing of the Councils and Annex A amended in accordance with such agreement. This work will be co-ordinated and managed by the Mid Wales Education Partners collaboration Strategic Lead under the leadership of Powys' Director of Education and Children and Ceredigion's Chief Education Officer.
- c) Staff from either Ceredigion or Powys will only engage with the schools in the other Council's area with the consent of the Head of School Improvement in Ceredigion and Head of Education in Powys and with appropriate DBS checks conducted by the employer.
- d) Delivery of professional learning across both Ceredigion and Powys may be co-designed and co-delivered with the consent of the Head of School Improvement in Ceredigion and Service Manager Leads in Powys.
- e) All staff used by the collaboration will be employed either by Powys or Ceredigion. The line management and performance management of staff will be the responsibility of the employing Council. If a Council provides services to the other Council, it shall ensure that it provides staff tasked with the role who are appropriately and suitably qualified and have suitable skills, knowledge and experience in the specified aspect of work. If any matters of concern arise the Chief Education Officer receiving the service should raise the matter directly with the Mid Wales Education Partners Strategic Lead and Chief Education Officer providing the service.

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The parties undertake to:

- a) supply to the other party information and assistance reasonably requested by the other party relating to the collaboration as is necessary to enable that other party to perform its own obligations in relation to the collaboration in respect of:
 - i. Providing leadership programmes
 - ii. Providing induction support for Newly Qualified Teachers
 - iii. Providing professional learning for Teaching Assistants
 - iv. Dealing with deprivation and rural poverty/challenges
 - v. Providing support for the Curriculum for Wales
 - vi. Providing Mid Wales Education Partners collaboration representation and attendance at national fora and meetings
 - vii. Arranging for senior officers from Powys and Ceredigion to meet fortnightly to further develop future joint working.
- b) facilitate regular discussions between appropriate members of their respective personnel in relation to the collaboration, including in relation to:
 - i. performance and issues of concern in relation to the collaboration and staff
 - ii. any additional resource requirements; and
 - iii. such other matters as may be agreed between the parties from time to time.
- c) provide all reasonable assistance and cooperation as reasonably requested by the other parties to maintain the operation of this Agreement.
- d) to inform each other as soon as reasonably practicable of any other significant matter that may arise during the term of this Agreement, including any significant matter that may arise in relation to a member of staff.
- e) hold termly meetings between the Chief Education Officers/ Directors of both Councils and the portfolio Cabinet members of both Councils.
- f) facilitate such Scrutiny as may be required by the appropriate Scrutiny Committees of both Councils, including joint scrutiny if appropriate.
- g) collaborate to prepare and present an annual report to Powys and Ceredigion Scrutiny Committees.

Equalities, Information, Environmental Information Regulations and Welsh Language requirements **Freedom of**

The parties shall not unlawfully discriminate within the meaning and scope of any law, enactment, order, or regulation relating to discrimination whether in race, gender, religion, disability, sexual orientation or otherwise.

The parties acknowledge that each is subject to the requirements of the Freedom of Information Act 2000 (as amended) and the Environmental Information Regulations 2004 (as amended) and shall assist and co-operate with each another to enable each other to comply with these information disclosure requirements, where necessary.

The parties' conduct and communications in relation to this Agreement shall comply with the Welsh Language (Wales) Measure 2011.

FINANCIAL ARRANGEMENTS

- (a) Each Council will receive and manage their individual funding allocations from Welsh Government. If the funding from Welsh Government ceases or decreases significantly, then these arrangements will need to be revised.
- (b) The parties agree to equally fund the following roles and associated costs and invoice the relevant party quarterly in arrears.
 - a) MWEF Strategic Lead (Powys based)
 - b) MWEF Deprivation and Rural Challenges Co-ordinator (Ceredigion based)
- (c) Payment terms: payment is due within 14 days.
- (d) Apart for the roles identified in point b above, the parties shall each bear their own costs and expenses incurred in complying with their obligations under this Agreement.
- (e) Where regional invoices are raised i.e. for national projects, these will be split equally between both parties.
- (f) If one partner receives funding on behalf of the Mid Wales Education Partners collaboration, this will be transferred promptly within 14 days.
- (g) The transactions relating to this arrangement will be reflected separately in each of the Councils annual accounts.

Confidentiality

In this clause the following expressions shall have the following meanings:

“**Confidential Information**” means any information, data or material of any nature which:

- a) has been designated as confidential by a party in writing; or
- b) the release of which is likely to prejudice the commercial interests of a party or
- c) that ought to be considered as confidential (however it is conveyed or on whatever media it is stored) including information which relates to, business, affairs, properties, assets, trading practices, services, developments, trade secrets, intellectual property rights, know-how, personnel, customers and suppliers of either of the parties, all personal data and sensitive personal data within the meaning of the Data Protection Act 2018, subject to the provisions as set out in the clause dealing with confidentiality and the clause in relation to freedom of information.

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“**Information**” has the meaning given under Section 84 of the Freedom of Information Act 2000, as amended.

- a) Each party agrees to keep confidential all documents relating to or received from the other party under this Agreement that are labelled as confidential and shall not use such Confidential Information except for the purpose of exercising or performing its rights and obligations under this Agreement in relation to the collaboration or disclose such Confidential Information in whole or in part to any third party, except as expressly permitted by this clause.
- b) Where any party receives a request to disclose Information that another party has designated as confidential, the receiving party shall consult with the disclosing party before deciding whether the Information is subject to disclosure.
- c) The provisions of clauses a) and b) of this clause shall not apply to any Confidential Information received by any party from another party:
 - i. which is or becomes public knowledge (otherwise than by breach of this clause); which was in the possession of the party, without restriction as to its disclosure, before receiving it from the disclosing party
 - ii. which is received from a third party who lawfully acquired it and who is under no obligation restricting its disclosure
 - iii. which the parties agree in writing is not confidential or may be disclosed
 - iv. which must be disclosed pursuant to a statutory, legal or parliamentary obligation placed upon the disclosing party making the disclosure, including any requirements for disclosure under the Freedom of Information Act 2000 or the Environmental Information Regulations 2004.

DISPUTE RESOLUTION

If any party has any issues, concerns or complaints about the collaboration, or any matter in this Agreement, that party shall notify the party in writing to which the issue, concern, complaint or matter has been directed and the parties shall attempt in good faith to resolve any such issue, concern, complaint or matter. Where possible, dispute resolution shall be managed by the Mid Wales Education Partners collaboration Strategic Lead in the first instance and / or relevant service lead for each party involved in the collaboration.

If the issue cannot be resolved within a reasonable period of time, the matter shall be escalated in writing to the respective Chief Executives Officers to resolve the dispute between them.

If the Chief Executives Officers fail to resolve the dispute within a reasonable period of time of the dispute having been referred to them, the parties shall give consideration to alternative dispute resolution options.

Atodiad A / Annexe A

Representing the Mid Wales Education Partners at Regional and National meetings and fora:

<p>Cyn y Cyfarfod:</p> <ul style="list-style-type: none"> • Rhannu manylion cyswllt cynrychiolwyr Ceredigion a Phowys â'r trefnydd • Mae angen anfon gwahoddiadau i gyfarfodydd gan gynnwys agendâu a phapurau at gynrychiolwyr o Geredigion a Phowys • Mae angen sgwrs cyn y cyfarfod rhwng cynrychiolwyr o Geredigion a Phowys i sicrhau bod safbwyntiau a gofynion pob awdurdod yn cael cynrychiolaeth lawn yn ystod trafodaethau'r cyfarfod 	<p>Before the Meeting:</p> <ul style="list-style-type: none"> • Contact details of Ceredigion and Powys representatives shared with meeting organiser • Invitation to meeting including any agendas and papers to be sent to representatives from both Ceredigion and Powys • Pre-meeting to take place between Ceredigion and Powys representatives to ensure full representation of each authority's perspective and requirements during discussion in the meeting
<p>Yn Ystod y Cyfarfod:</p> <ul style="list-style-type: none"> • Dim ond un cynrychiolydd o Geredigion a Phowys i fynychu'r cyfarfod. Os na all y cynrychiolydd y cytunwyd arno/arni ddod, bydd cynrychiolydd o'r awdurdod arall yn cymryd ei le/ei lle dros dro • Rhaid cofnodi nodiadau a champau gweithredu gan ddefnyddio profform a nodyn briffio Partneriaid Canolbarth Cymru • Bydd y cynrychiolwyr sy'n dod i'r cyfarfod yn rhannu pwyntiau perthnasol a godwyd mewn trafodaethau cyn y cyfarfod i sicrhau bod safbwynt pob awdurdod yn cael ei gynrychioli'n llawn 	<p>During the Meeting:</p> <ul style="list-style-type: none"> • Only one representative from Ceredigion or Powys will attend the meeting. If the agreed representative is unable to attend, the representative from the other authority will stand in as a temporary replacement. • Notes and actions to be recorded using the Mid Wales Education Partners briefing note pro forma. • The representative attending the meeting will share any relevant points raised in pre-meeting discussions to ensure each authority's perspective is fully represented.
<p>Wedi'r cyfarfod:</p> <ul style="list-style-type: none"> • Dylid anfon unrhyw gofnodion neu gamau gweithredu ffurfiol y cytunwyd arnynt yn y cyfarfod at gynrychiolwyr Ceredigion a Phowys • Dylid rhannu nodiadau briffio a luniwyd gan y cynrychiolydd o Bowys neu Geredigion o fewn 24 awr o'r cyfarfod • Gellid trefnu cyfarfod dilynol (pan fo galw) rhwng cynrychiolwyr o Geredigion a Phowys i drafod cynnwys y nodyn briffio a nodi camau gweithredu priodol ar gyfer pob awdurdod lleol 	<p>After the Meeting:</p> <ul style="list-style-type: none"> • Any formal minutes or actions agreed in the meeting by the chair should be sent to both Ceredigion and Powys representatives • Briefing notes produced by the Ceredigion or Powys representative should be shared within 24 hours of the meeting • A follow up meeting may be arranged (when necessary) between Ceredigion and Powys representatives to discuss the content of the briefing note and identify appropriate actions for each local authority.

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Local leads and representation at cross regional and national meetings and for a have been agreed as the following for the 2022/23 and 2023/24 academic years:

National and Cross-Regional Teams / Groups/Meetings	Powys lead	Ceredigion lead	To represent Mid Wales Education Partners
MD Meetings	Lynette Lovell Anwen Orrells	Clive Williams Anwen Orrells	Anwen Orrells – MWEPE Strategic Lead
WG Consortia / Partnerships PL Leads Meeting	Sally Llewellyn Chris Davies	Aled Rumble Elen Davies Rhianydd James	Chris Davies Sally Llewellyn / Aled Rumble
WG Consortia / Partnerships Curriculum Leads Meeting	Sally Llewellyn Chris Davies	Aled Rumble	Sally Llewellyn Chris Davies
WG CAMAU Project: CAMAU ar gyfer Y Dyfodol & CAMAU I'R Dyfodol	Chris Davies	Elen Davies	Chris Davies Elen Davies
WG National Professional Enquiry Project	Sally Llewellyn	Alwyn Ward	Alwyn Ward
WG Schools as Learning Organisations (SLOs) Ysgolion Sy'n Dysgu	Sally Llewellyn	Aled Rumble	Aled Rumble Sally Llewellyn
WG National Strategy for Educational Research and Enquiry (EREIS)	Sally Llewellyn	Alwyn Ward / Gareth Evans	Alwyn Ward
WG Talk Pedagogy	Sally Llewellyn	Gareth Lanagan	Sally Llewellyn
WG Digital Professional Learning Journey	Rob Walters	Kay Morris	Kay Morris
Cross-Regional Digital Leads Team	Rob Walters	Kay Morris	Rob Walters Kay Morris
Cross-Regional Post-16 Team	Chris James	Gareth Hughes	Gareth Hughes
Cross-Regional National Evaluation and Improvement Resource Team	Eurig Towns	Clive Williams	Eurig Towns

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Cross-Regional Induction Team	Sarah Perdue	Alwyn Ward	Alwyn Ward Sarah Perdue
Cross-Regional Leadership Team	Sarah Perdue	Dafydd Iolo Davies	Sarah Perdue Dafydd Iolo Davies
Cross-Regional TALP Team	Sarah Perdue	Alwyn Ward	Alwyn Ward Sarah Perdue
Cross-Regional Well-Being Team	Mary Strong Andrew Farrell	Laurie Hughes Gillian Evans	Laurie Hughes Mary Strong
Cross-Regional Coaching and Mentoring Team	Sarah Perdue	Dafydd Iolo Davies	Sarah Perdue Dafydd Iolo Davies
Cross-Regional Reading and Oracy	Delyth Jones	Menna Beaufort Jones Menna Sweeny	Menna Beaufort Jones Delyth Jones
Cross-Regional Vulnerable and Disadvantaged Group	Mary Strong Andrew Farrell	Gareth Lewis	Gareth Lewis
Cross-Regional Rural Deprivation Grant	Mary Strong Sarah Quibell	Gareth Lewis	Gareth Lewis
Qualifications Wales	Sally Llewellyn	Gareth Lanagan	Gareth Lanagan Sally Llewellyn
Foundation Learning	Sharon Hughes	Vanessa Bowen	Vanessa Bowen
Cross-Regional Welsh History / BAME Group	Mary Strong		Mary Strong
Cross-Regional Creative Learning Group	Lynsey McCrohon		Lynsey McCrohon
Cross-Regional: Arweinwyr Strategol Y Gymraeg	Bethan Price	Menna Beaufort Jones	Menna Beaufort Jones Bethan Price
Cross-Regional: Cydlynwyr Y Gymraeg	Bethan Price	Menna Beaufort Jones	Menna Beaufort Jones Bethan Price
Cross-Regional PDG Group	Mary Strong Sarah Quibell	Gareth Lewis	Gareth Lewis
Cross-Regional Citizenship and Politics Group	Fiona Thomas		Fiona Thomas

CSAGRE Cymru / NAPfRE	Fiona Thomas	Mary Davies	Mary Davies
WG UNCRC / UNCRPD Professional Learning	Chris Davies		Chris Davies
British Sign Language	Heidi Lorenz	Sian Williams	Heidi Lorenz
Cross-Regional MAT Group	Fiona Thomas	Gareth Lanagan	Gareth Lanagan
Cross-Regional Communications Group (PinchPoint)	Chris Davies		Chris Davies
Governance (Evaluation Toolkit)	Anwen Orrells		Anwen Orrells
WG RSE Catch up	Chris Davies		Chris Davies
WG Re-designing accountability / impact measures	Anwen Orrells	Gareth Lanagan Gwion Dafydd	Gwion Dafydd Anwen Orrells / Gareth Lanagan



**Cytundeb Lefel Gwasanaeth | Memorandum of Understanding
Partneriaid Addysg Canolbarth Cymru | Mid Wales Education Partners
01/04/2023 – 31/03/2026**



Mae pob Awdurdod Lleol yn rhoi eu caniatâd ysgrifenedig penodol i weithredu ar ran y llall fel a gytunwyd uchod.

Each Local Authority gives their express written consent to act on behalf of the other as outlined above.

Cyngor Sir Powys / Powys County Council

.....

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(Argraffu Enw / Print Name)

(Llofnod / Signature)

(Swydd / Position)

Cyngor Sir Ceredigion / Ceredigion County Council

.....

(Argraffu Enw / Print Name)

(Llofnod / Signature)

(Swydd / Position)



PARTNERIAID ADDYSG CANOLBARTH CYMRU

MID WALES EDUCATION PARTNERS



Cyngor Sir
CEREDIGION
County Council



Partneriaid Addysg
Canolbarth Cymru
Mid Wales
Education Partners

Cynllun busnes | Business plan 2023 – 2026

(gan gynnwys | including annual plan for
2023 – 2024)

Mae'r ddogfen hon hefyd ar gael yn Gymraeg

v1

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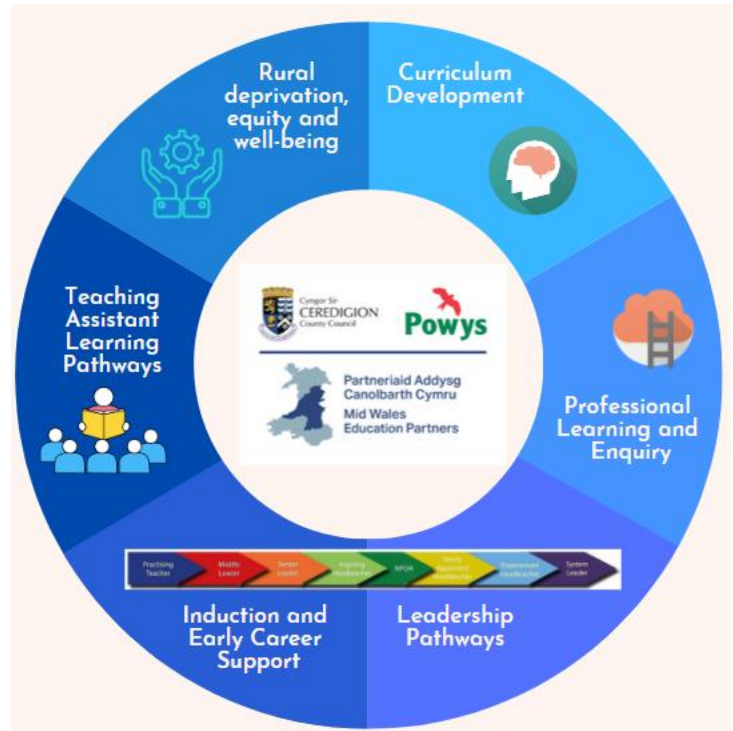
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INTRODUCTION

Mid Wales Education Partners (MWEP) was formed in September 2021 with Ceredigion and Powys Local Authorities Education Departments working collectively and collaboratively on some aspects to support the needs of schools, learners, and practitioners across Mid Wales. The agreed Memorandum of Understanding underpins the work of the Partnership and clearly states the joint areas of working which includes:

1. Curriculum development
2. Professional Learning & Enquiry
3. Equity and rural deprivation
4. Leadership Pathways
5. Support for Newly Qualified Teachers / Induction and Early Career Teachers
6. Teaching Assistant Learning Pathways



Our Vision and Values:

As Mid Wales Education Partners we will provide an integrated service to schools. Our work in supporting schools will be of exceptional quality and will ensure innovation and rigour leading to sustainable and continuous school improvement. We will be:

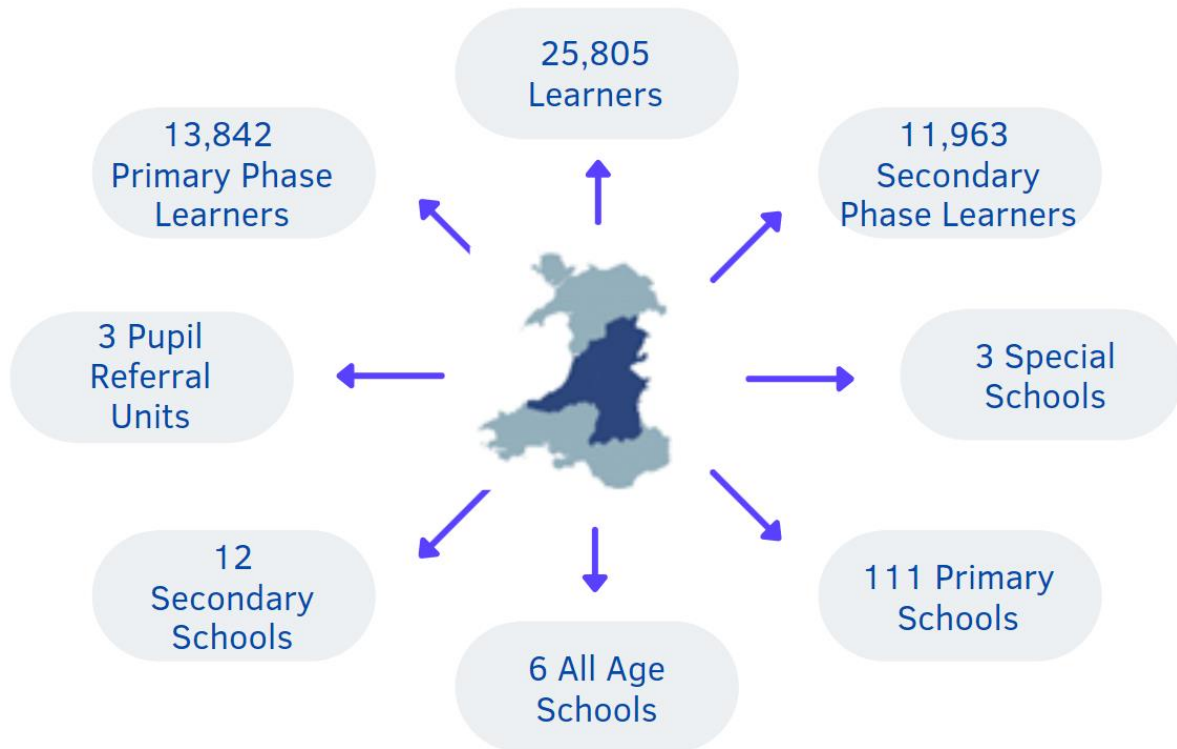
- Supportive and collaborative in our approach
- Creative, flexible, and honest in our ways of working
- Effective and efficient as a partnership




Our Aims:




In recognition of the work of the MWEP to support schools in successfully delivering 'Our National Mission: high standards and aspirations for all' and the recognition of the need to reduce the variation between schools and geographical areas, working closely with both Local Authorities and their School Improvement teams, MWEP aims include:

- to support leaders and their professional development and to develop a range of effective future leaders to meet the need of Mid Wales
- support teachers and teaching assistants with a comprehensive, purposeful, high quality, effective and accessible professional learning offer, and is in accordance with local priority areas
- to support schools in their post pandemic recovery to positively impact on pupil and staff wellbeing
- to support schools in the development of a curriculum offer which has progress and the four purposes at its core
- to support schools to continually improve the quality of teaching and learning to positively impact on pupils' life chances
- to ensure high quality and rigorous support, challenge, and purposeful intervention to schools
- to develop purposeful and effective networks of support between schools and facilitate a self-improving system
- to provide bespoke support for schools in accordance with the school development priority areas
- to develop a joint understanding of rural deprivation and equity to ensure that all pupils are given equal opportunities to succeed, irrespective of their social challenges
- to ensure that the Mid Wales Education Partners work efficiently and strives for economies of scale, and
- to work effectively with a range of appropriate partners to provide a service led by the needs of our schools, Welsh Government and Local Authority priorities, aligned strategically with 'Growing Mid Wales' and the Regional Learning and Skills Partnership Board.

MID WALES EDUCATION PARTNERS IN CONTEXT



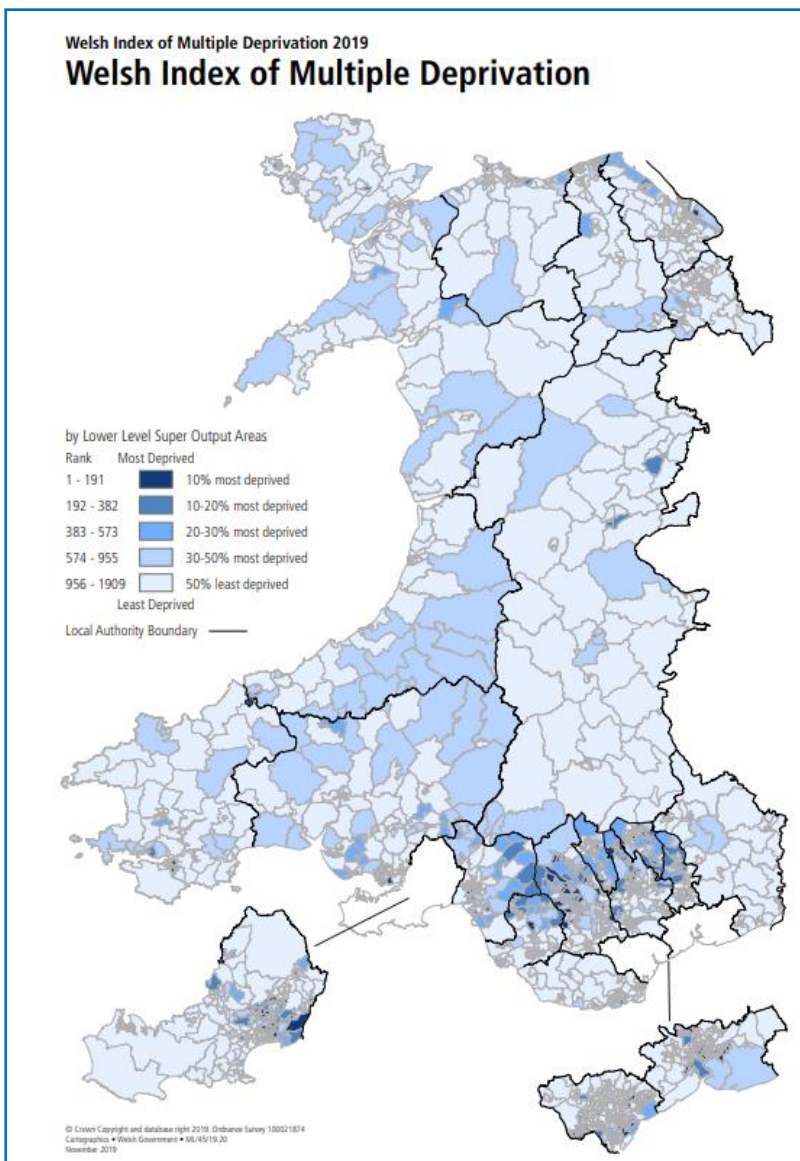
	Mid Wales Education Partners	Ceredigion Local Authority	Powys Local Authority
			
Schools (as of September 2022)			
Primary	111	36	75
All Age	6	3	3
Secondary	12	4	8
Special	3	0	3
Pupil Referral Units	3	1	2
Total schools across MWEP	135	44	91
Learners (Source PLASC 2022)			
Primary Phase	13,842	4,847	8,995
Secondary Phase	11,963	4,348	7,615
Total MWEP learners - Statutory School Age	25,805	9,195	16,610

	Mid Wales Education Partners 	Ceredigion Local Authority 	Powys Local Authority 
Learners (Source PLASC 2022)			
Number eFSM	3,948	1,363	2,585
% eFSM	18.0	17.8	18.1
Number ALN - Primary	2,752	943	1,809
% ALN – Primary	23.2	23.2	23.3
Number ALN – Secondary	2,178	572	1,606
% ALN – Secondary	21.6	15.9	24.8
Number EAL	135	44	91
% EAL	0.6	0.6	0.6
Number taught Welsh as a first language	7,825	5,457	2,368
% taught Welsh as a first language	35.7	71.3	16.6
Staff (Source School staff (PLASC) (gov.wales))			
Number of teaching staff	1,730	620	1,110
FTE teaching staff	1,515	550	965
Number of support staff	1,705	590	1,115
FTE support staff	1,385	515	870
Economic Activity (Year ending 30 th Sept 2022) Economic inactivity rates (including students) by Welsh local area and year (gov.wales)			
% Of working age people (aged 16 – 64) who are economically active	Wales: 24.1% Mid Wales: 22.0%	24.8%	20.2%

Welsh Index of Multiple Deprivation (2019) [Welsh Index of Multiple Deprivation \(gov.wales\)](http://gov.wales)

Every 4 to five years, the Welsh Government undertake a measure of relative deprivation for small areas in Wales, known as The Welsh Index of Multiple Deprivation (WIMD) and was last published in 2019. WIMD ranks all small areas (the Lower-layer Super Output Areas (LSOAs)) in Wales from 1 (most deprived) to 1,909 (least deprived).

Number in most deprived 10% LSOAs in Wales		1/46	1/79
Number in most deprived 20% LSOAs in Wales		2/46	5/79



MWEP STRUCTURE & GOVERNANCE

The Mid Wales Education Partnership is governed by a Memorandum of Understanding agreed by both Local Authorities for the period 2023 – 2026, and which outlines the roles, responsibilities, accountability, and governance of the partnership.

The 2023 - 2024 Business Plan is linked to the individual Business Plans of both Ceredigion and Powys Local Authorities; this ensures alignment between shared priority areas and wider elements of school support and improvement work.

Both Ceredigion and Powys maintain their own core team of school improvement staff, such as School Improvement / Support Advisers, subject leads, administrative and finance officers. These are funded from the Local Authority Education core budget. All grants therefore increase capacity and can specifically target priority area activities.

Strategic Direction L1 (termly meetings) Chief Executives Chief Education Officers MWEP Strategic Lead			<ul style="list-style-type: none"> • Mid Wales Education Partners Business Plan (MWEP) • Local Authority Business Plan & Performance Board 			Headteacher Reference Group (termly meetings)
Strategic Direction L2 (termly meetings) Chief Education Officers MWEP Strategic Lead			<ul style="list-style-type: none"> • Termly Portfolio Leads meeting • Termly Headteacher Reference Group • Annual report to Ceredigion and Powys scrutiny committees 			
Operational Group (monthly meetings) MWEP Strategic Lead Service Managers School Improvement Leads						
Curriculum development	Professional Learning & Enquiry	Equity and rural deprivation	Leadership Pathways	Support for NQTs and Early Career	Teaching Assistant Learning Pathways	
Sally Llewellyn	Sally Llewellyn	Gareth Lewis	Sarah Perdue	Alwyn Ward	Alwyn Ward	
Aled Rumble	Chris Davies	Laurie Hughes	Dafydd Iolo Davies	Sarah Perdue	Sarah Perdue	
Chris Davies	Aled Rumble	Mary Strong				
Elen Davies	Elen Davies	Andy Farrell				
	Rhianydd James					
	Menna Jones					
	Kay Morris					
	Rob Walters					
	Gareth Lanagan					
Cross Regional and MWEP AoLE Networks (termly meetings)						
Expressive Arts	Health and Well-being	Humanities	Languages, Literacy & Communication	Mathematics & Numeracy	Science & Technology	
Lynsey McCrohon	Laurie Hughes	Aled Rumble	Laura Evans	Liz Evans	Anthony Bebb	
Elen Davies	Mary Strong	Fiona Thomas	Menna Beaufort Jones	Rhian Arch Rees	Kay Morris	
Nia Vaughan	Andy Farrell	Eurig Towns	Rhianydd James	Liws Harries	Rob Walters	
Claire Bradford	Gareth Lewis	Bethan James	Sarah Perdue	Gwyn Williams	David Quick	
Ross Bennett	Chris Davies	Bethan Jones	Bethan Price	Rachel Jones	Kay Hughes	
Claire Pritchard	Hannah Davies	Leah Acreman	Delyth Jones	Lowri Morgan	Sarah Cuthbertson	
	Nicole Jenkins		Wendi Terry / Lorna Tuffin	Adrienne Davies	Faye Brodrick	
			Ashley Bennett			
			Keri Bosley			
Representation on all Cross Regional Fora with clear lines of communication back to MWEP and LA leads						

2022 – 2023 EVALUATION

One of the key aims of the Mid Wales Education Partners has been to ensure that our work has a positive impact on the well-being, practices and progress of our schools, practitioners and our learners. This was reflected in the five priority areas for 2022 – 2023, which incorporated both the local and national priorities to support schools across Mid Wales to recover following the impact of the pandemic and to successfully embrace curriculum reform. This included strengthened cluster and school to school working to support the continued improvement in the quality of teaching and learning and curriculum design for the 3 – 16 continuum.

2022 – 2023 Priorities:

1. Ensure that schools are confident in implementing the Curriculum for Wales from 09/22 onwards, and continue to focus on improving T & L
2. Support and develop excellent education professionals.
3. Develop and implement an equity strategy and support pupil and practitioners' wellbeing and emotional needs.
4. Ensure that school support and improvement arrangements are clear, and lead schools to continue to develop as learning organisations that implement the revised arrangements for improvement, evaluation, and accountability.
5. Ensure efficient internal arrangements, and effective communication and engagement with stakeholders.



EVALUATION OF 22/23: PRIORITY 1

Ensure that schools are confident in implementing the Curriculum for Wales from September 2022 onwards and continue to focus on improving teaching and learning.

Nearly all schools across the MWEP continue to engage positively with the Curriculum for Wales reform programme.

For primary schools and those secondary and special schools and settings working with the new curriculum since September 2022, nearly all have published their visions and curriculum summaries. Most schools continue to engage well with the national, regional and / or local universal and bespoke support available and many recognise the importance of planning time for regular professional learning opportunities for staff to continue to develop a deepening understanding of the Curriculum for Wales framework. Many schools report that staff are developing a greater confidence and knowledge of the components within the framework, with the majority of practitioners collaborating with peers to design and plan their curriculum offer.

The remaining secondary and special schools and settings continue to prepare well for the Curriculum for Wales in September 2023. Nearly all these schools are engaging purposefully with the universal and bespoke offer across the partnership and use the system expectations within 'Curriculum for Wales: the journey to 2022' to support their strategic planning.

Most schools are reviewing the vision, values and behaviours within their unique settings and have engaged well with staff to develop this across their school and cluster. Many school leaders have a sound understanding of the curriculum framework and its design considerations and have identified a range of professional learning opportunities for staff to continue to develop a clear and shared understanding of effective pedagogy, the Principles of Progression and formative and summative assessment.

All schools, practitioners and school service officers across the Mid Wales Education Partners have access to the national, MWEP and Local Authority professional learning offer and resources via the Hwb platform. All the professional learning is either accessible live via Teams, in person or asynchronously following the event via the Welsh Education Consortia website or Local Authority SharePoint on Hwb.

The regional and Local Authority professional learning offer was shared with schools well in advance of the new academic year to allow time for schools to incorporate the offer into their school calendars. Schools are also reminded of the professional learning offer via their local SharePoint sites and the termly Curriculum for Wales newsletter. Where schools have successfully found the time and space for professional learning, leaders have effective plans in place and make good use of the professional learning grant. However, it is recognised that a few schools require

additional support to enable strong leadership so that professional learning is well planned and well considered in line with whole school and Areas of Learning priorities.

Across Mid Wales, officers take an active and important role on a national level by co-constructing and participating fully within national programmes on 'Curriculum and assessment design' and 'Progression'. All schools are encouraged to attend the national professional learning events, with participation by Ceredigion and Powys schools outlined in the table below. Engagement figures from the national professional learning opportunities show that a few of MWEP schools actively engage with the national professional learning offer. Engagement with the national offer remains a priority for 2023 – 2024.

Engagement figures for live national professional learning events (may not include engagement with asynchronous resources) https://drive.google.com/file/d/1JRhwjv-HnSGsxcwUxTFNSsiPKZYJ7ZA/view				
Training date	Training	Total number of MWEP schools attended	Type of school	Role within school (NB: Some schools had multiple attendees)
20.09.2022	Overview of assessment and progression within Curriculum for Wales	23	Primary - 21 Secondary - 0 All age - 2 Special - 0 PRU - 0	Teacher – 3 Middle leader - 1 Senior leader – 5 Headteacher – 14
04.10.2022	Developing a Shared Vision: Revisiting some of the underpinning theory, with examples from schools and opportunities to discuss approaches	8	Primary - 7 Secondary - 0 All age - 1 Special - 0 PRU - 0	Teacher – 0 Middle leader - 0 Senior leader – 4 Headteacher – 4
07.12.2022	Assessment and Progression – sharing approaches: Practical examples of how schools have approached the self-evaluation of curriculum provision	8	Primary - 8 Secondary - 0 All age - 0 Special - 0 PRU - 0	Teacher – 6 Middle leader - 0 Senior leader – 8 Headteacher – 3
26.01.2023	Planning different curriculum models: Practical examples of how schools have approached the development of curriculum models and opportunities to discuss approaches	4	Primary - 3 Secondary - 0 All age - 0 Special - 1 PRU - 0	Teacher – 0 Middle leader - 0 Senior leader – 4 Headteacher – 0

08.02.2023	Planning for curricular cohesion: Building on planning for progression with practical school-based examples	2	Primary - 2 Secondary - 0 All age - 0 Special - 0 PRU - 0	Teacher – 1 Middle leader - 0 Senior leader – 1 Headteacher – 0
07.03.2023	National AoLE Network Health & Wellbeing and Languages Literacy & Communications	20	Primary - 9 Secondary - 2 All age - 1 Special - 1 PRU – 0 Officers - 7	Teacher – 3 Middle leader - 4 Senior leader – 2 Headteacher – 3
08.03.2023	National AoLE Network Humanities and Maths & Numeracy	12	Primary - 4 Secondary - 1 All age - 2 Special - 0 PRU – 0 Officers - 4	Teacher – 2 Middle leader - 2 Senior leader – 4 Headteacher – 0
09.03.2023	National AoLE Network Science & Technology and Expressive Arts	12	Primary - 8 Secondary - 1 All age - 1 Special - 0 PRU – 0 Officers - 2	Teacher – 5 Middle leader - 3 Senior leader – 1 Headteacher – 1

At a regional and local level, school and practitioner engagement is stronger with schools offered a combination of universal and bespoke training to support their realisation of the new curriculum and strong pedagogical principles. For example, 155 practitioners from the MWEP attended the summer 2022 Assessment and Progression webinar and the successful launch of the assessment website for all schools and practitioners. Initial feedback from this webinar using the Kirkpatrick model showed that 97.6% of the practitioners agreed that the professional learning opportunity improved their knowledge of the subject and scored 4.07/5 for the potential to have a positive impact on practice. In the follow up evaluation, feedback related to the impact of the professional learning on outcomes of learners by the participants stated that as a result of the regional professional learning webinars delivered during the summer 2022 term on Assessment and Progression that as a result the school had made changes to their assessment procedures to concentrate formative assessment and learner progress.

Further focus and professional learning opportunities to support teaching and learning approaches and pedagogy has been supported by the establishment of termly regional networks for each of the six AoLEs. Over 600 individual practitioners from across MWEP schools have registered with the online networks with the aim of the networks to allow practitioners from across Mid Wales to share identified effective practice and resources. Engagement with the MWEP AoLE networks is improving as outlined in the table below and remains a priority for 2023 – 2024. Feedback from practitioners identify that the AoLE networks are proving valuable to enable to collaborate, discuss practices, and share effective practice. All sessions are recorded, and resources

shared in the Team area on Hwb. Each network has individual channels for primary, secondary, transition and Welsh medium collaboration.

	MWEP AoLE network					
	Expressive Arts	Health and Well-being	Humanities	Language, Literacy & Communication	Mathematics & Numeracy	Science & Technology
Number of MWEP schools registered for network	64	75	67	72	66	71
Summer 2022	27 Primary - 17 Secondary - 6 All age - 2 Special - 1 PRU - 1	18 Primary - 13 Secondary - 3 All age - 1 Special - 0 PRU - 1	14 Primary - 8 Secondary - 2 All age - 2 Special - 1 PRU - 1	18 Primary - 13 Secondary - 2 All age - 2 Special - 0 PRU - 1	19 Primary - 14 Secondary - 3 All age - 1 Special - 0 PRU - 1	15 Primary - 10 Secondary - 5 All age - 0 Special - 0 PRU - 0
Autumn 2022	13 Primary - 9 Secondary - 2 All age - 1 Special - 1 PRU - 0	28 Primary - 20 Secondary - 3 All age - 4 Special - 1 PRU - 0	23 Primary - 15 Secondary - 4 All age - 3 Special - 1 PRU - 0	27 Primary - 18 Secondary - 5 All age - 3 Special - 1 PRU - 0	26 Primary - 20 Secondary - 4 All age - 1 Special - 1 PRU - 0	23 Primary - 15 Secondary - 6 All age - 1 Special - 1 PRU - 0
Spring 2023	15 Primary - 11 Secondary - 2 All age - 0 Special - 2 PRU - 0	20 Primary - 16 Secondary - 2 All age - 1 Special - 1 PRU - 0	16 Primary - 7 Secondary - 6 All age - 2 Special - 1 PRU - 0	16 Primary - 11 Secondary - 4 All age - 0 Special - 1 PRU - 0	18 Primary - 13 Secondary - 3 All age - 2 Special - 0 PRU - 0	19 Primary - 13 Secondary - 6 All age - 0 Special - 0 PRU - 0

Where engagement with the professional learning offer is strong, either as part of the live or asynchronous sessions, there is evidence from recent Estyn reports and Local Authority School Improvement reports that these schools are making valuable progress in the planning and implementation of the Curriculum for Wales. At Ysgol Calon Cymru this was noted by the inspectorate where they commented, “*All staff have beneficial opportunities to participate in a wide range of working groups that enable them to share and develop their classroom practices and to develop their leadership skills. This is starting to have a positive impact on a few areas of the school’s work.*” (Estyn, October 2022). However, it is too early to fully evaluate the impact of the networks on provision and learner progress across the Mid Wales Education Partner schools.

Bespoke support and professional learning opportunities is brokered through the School Improvement / Support Advisers, with the individual school priorities shared with officers to inform their support plan. In 2022 – 2023 66 schools across the MWEP

had identified the Curriculum for Wales as a whole school priority and 37 assessment and progression. For these schools, bespoke support has been provided to allow for individual conversations and progress on whole school and cluster curriculum planning, progression and assessment.

In September 2022 across the Mid Wales Education Partners, all primary schools / phases and six secondaries, all age and special school / phases (one in Ceredigion and five in Powys) adopted the Curriculum for Wales. In line with the mandatory requirements, with the support and guidance from the MWEP, all of the schools which have adopted the curriculum have developed a purposeful school vision. In many MWEP schools, the vision has been developed collaboratively with key stakeholders to successfully incorporate valuable opportunities for learners to explore the historic, cultural, and social features of their cynefin and Wales. In the most effective schools, the school vision has also successfully incorporated opportunities to learn about the diversity of society in Wales and the wider world. For example, the vision of schools such as Trefonnen CiW and Ysgol Penglais are noted for their inclusivity and have been shared nationally and locally across the partnership with their recent Estyn reports stating *“The preparation for the new curriculum is thorough and inclusive and takes account of the school's vision and values”* (Estyn July 2022) and *“The school has a clear vision for its curriculum which is based on the principles that the school has identified around Communication, Wellbeing and Positivity, Knowledge, Creative Culture and Inclusiveness”* (Estyn, May 2022) respectively.

Schools and non-maintained settings that have adopted the new curriculum have considered and published purposeful and appropriate curriculum summaries which are available for viewing by all stakeholders. For example, Newbridge on Wye CiW school and Ysgol Gynradd Aberteifi. However, it is recognised that a minority of schools need further support to ensure that the curriculum summaries are shared purposefully with stakeholders.

To support collaborative working in the development of a 3 – 16 continuum in curriculum design, strong transitional plans and effective pedagogy, school to school and cluster working has been encouraged. This has been developed through the universal cluster training and bespoke support provided for schools across the Mid Wales Education Partners by MWEP officers. This support has also been provided to many non-maintained settings. As a result, many clusters have established and published clear cluster visions and as a result, practitioners can use the vision to drive their cluster curriculum. The strength of collaborative school to school and cluster working has been noted in Ysgol Calon Cymru, Llansantffraid Church in Wales and Ysgol Penglais recent Estyn reports with the inspectorate noting *“Although in its infancy, leaders have formulated suitable curriculum principles, ‘The Curriculum Pledge’. This exercise involved consultation with staff, pupils, cluster schools, parents, governors and members of the local community”* (Ysgol Calon Cymru Estyn report, October 2022). *“Leaders and staff have worked systematically on their journey to creating an exciting whole school curriculum. They have worked closely with pupils,*

parents and governors to develop a purposeful curriculum vision based on the school's core values 'Mesen ddyry Dderwen' 'Learning to grow, growing to learn'. Through this vision and working collaboratively with other local schools, they have trialled new ideas and evaluated the impact of any new approaches on pupils' learning. As a result, their newly designed curriculum is relevant and meets the needs of all pupils well" (Llansantffraid CiW, Estyn report, November 2022). "The school has beneficial arrangements with local primary schools to ensure that the curriculum in Year 7 builds well on pupils' experiences during Key Stage 2. Work with these primary schools to develop the progression of learning in the Curriculum for Wales is in its infancy". (Ysgol Penglais Estyn report, May 2022)

Mid Wales Education Partners schools' have been identified as successfully using the professional learning available nationally, regionally and locally to not only prepare for curriculum reform, but also in working towards approaches to improving practitioner pedagogy. For example, at Ysgol Uwchradd Aberteifi, Estyn note "*Work on curriculum design, coupled with a focus on improving teaching, has led to a strong, clear vision for the Curriculum for Wales*" (Estyn report, March 2022).

As a result of the strengthened cluster / regional working nearly all clusters have successfully developed and adopted transition plans which will support the progress of learners. Next steps have been identified for clusters to work together to develop their 3 – 16 curriculum continua in each AoLE. It is recognised that a minority of schools across the Mid Wales Education Partners require further bespoke support to ensure that their development of the curriculum and assessment procedures are purposeful and that strong transition plans are in place. It is also important that all school support and improvement officers are familiar and confident in the progression and assessment procedures of the new curriculum.



EVALUATION OF 22/23: PRIORITY 2

Support and develop excellent education professionals.

As part of the Mid Wales Education Partners, all Mid Wales schools and practitioners have access to the national and regional leadership pathways. Facilitated by regional officers, schools and practitioners continue to engage well with the national leadership pathways as shown in the table below.

National Leadership Pathways followed by MWEP practitioners	2021 – 2022 participants	2022 – 2023 participants
Induction for Newly Qualified Teachers	91 Ceredigion: 37 Powys: 54	99 Ceredigion: 30 Powys: 69
Early Career (New pilot programme from Spring 2023)	N/A	18 Ceredigion: 9 Powys: 9
Teaching Assistant Learning Pathway (TALP)		
Newly Appointed Teaching Assistant Programme induction	18	33
Practising Teaching Assistant Programme	34	8
Aspiring Higher Level Teaching Assistant (HLTA)	35	16 (Cylch / Cohort 5 and 6)
National Leadership Development Programmes		
Middle Leadership Development Programme	25	21
Senior Leader Development Programme	14	12
Aspiring Headteacher Development Programme – preparation for NPQH	12	8
NPQH assessment	27 Ceredigion 9 Powys: 18 Of which 25 gained the qualification Primary – 15 Secondary - 8 Special – 2 PRU - 0	15 Ceredigion: 1 Powys: 14 Of which 14 gained the qualification Primary – 10 Secondary - 3 Special – 1 PRU - 0
Newly Appointed and Acting Headteacher Programme	Cohort 4: 8	Cohort 5: 11
Experienced Headteacher Programme	1	2

National coaching and mentoring programme	10 Ceredigion: 2 Powys: 8	18 Ceredigion: 1 Powys: 17
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Even though it is difficult to judge the full impact of the leadership programmes on leadership, provision and ultimately the learning and progress of learners across the MWEF schools, recent Estyn inspections has referred to opportunities available for practitioners to develop their practice and the positive impact they have on leaders' practice. For example, at Ysgol Penglais "*Staff are .. given beneficial opportunities to gain additional qualifications to support their professional knowledge and development. The continuous focus on improving practice within the school is having a notable impact on the quality of teaching and learning.*" (Estyn report, May 2022). And at Ysgol Calon Cymru, the Inspectorate report noted "*Leaders have created a positive ethos that promotes continuous professional learning for all staff. They have developed a clear 'Professional Learning Charter' that sets out its ambition to be a learning organisation that makes use of the professional standards in teaching to reflect on its practice and improve. Staff have access to a range of appropriate professional development opportunities that generally meet their individual needs and the school's strategic priorities. These include termly in-school development days, sessions provided by external providers and courses on developing the Curriculum for Wales*" (Estyn report, October 2022).

As a result of the aspiring headteacher development programme, leading on to NPQH qualification across Mid Wales, the majority of the schools with acting headteacher positions have successfully appointed permanent headteachers between April 2022 and March 2023. However, it is recognised that this is an ever changing picture and a continued focus is required on securing strong leadership and succession planning across Mid Wales.

	School	Headteacher position in April 2021 – March 2022	Headteacher position in April 2022 – March 2023	Notes
Powys	Ysgol Uwchradd Caereinion	Acting	Permanent	Appointment for new All Age school – Ysgol Bro Caereinion from September 2022
	Ysgol Gynradd Llanfair Caereinion	Acting	Permanent	
	Welshpool High School	Acting	Permanent	Appointment from September 2022
	Llanrhaeadr ym Mochnant	Permanent	Acting	Advertised three times – no applications to date
	Crickhowell Primary School	Acting	Acting	Going out to advert in Spring 2023

	Crickhowell High School	Permanent	Acting	
	Gwernyfed High School	Permanent	Executive	New headteacher appointed from April 2023
	Cradoc	Acting	Acting	School closing – August 2024 and will be part of new primary school in Brecon
	Cefnlllys	Permanent	Acting	Advertised – but no appointment.
Ceredigion	Ysgol Penparc	Acting	Permanent	Appointment from September 2022
	Ysgol Rhos Helyg	Acting	Permanent	Appointment from September 2022
	Ceredigion PRU	Permanent	Acting	Headteacher on two year secondment
	Ysgol Gynradd Aberaeron	Acting	Acting	Going out to advert summer 2023
	Ysgol Ciliau Parc	Permanent	Acting	School to close – will combine as part of new area school (Dyffryn Aeron)
	Ysgol Penweddig	Permanent	Acting Executive headteacher	Advert out (Spring 2023)
Summary: Number of acting headteacher positions		8	9	

To support the national leadership programmes and pathways, bespoke support has also been planned and delivered across the MWEP with positive effect. These include additional mentoring support and a bespoke programme of support for new and acting headteachers such as finance, property, complaints procedures, recruitment procedures, performance management and safeguarding sessions. Attendance at these sessions has been strong with almost all new and acting headteachers accessing the support sessions. As a result, new and acting headteachers are more confident in the management and leadership of their schools and understanding of their statutory duties.

Of the twelve senior leaders that successfully completed the senior leadership development programme, all reported that the programme was useful or extremely useful, and most could provide examples of how the sessions had supported their leadership development at their school. For example, whilst leading on whole school priorities such as teaching and learning and well-being. In the 6 months following completion of the programme, a quarter of participants cited the programme as having

supported them to gain promotion. A minority of senior leaders were able to demonstrate the longer-term impact of their leadership experience task.

Nearly all of the middle leadership development programmes participants rated the sessions as extremely useful or very useful and a majority were able to identify how the sessions had a positive impact on their leadership development. However, in a minority of instances, middle leaders were unable to triangulate information well in order to demonstrate the impact of their leadership experience task on learner progress.

Nearly all participants on the practising teaching assistants programme said the professional learning would impact positively on their practice, however a minority said they would like further support around CfW.

Support for Newly Qualified Teachers (NQTs) is strong through the delivery of a nationally agreed and bespoke MWEP professional learning induction programme for NQTs, their school based mentors (IMs) and the cluster based External Verifier (EVs). As a result of the national programme supporting NQTs on the expectations of induction, the work of the IMs, EVs and support of the region, nearly all NQTs successfully complete their induction within the year. Many NQTs said the induction programme would have a positive impact on practice over the next year.

The additional bespoke professional learning programmes such as primary and secondary literacy and numeracy training, ALN and assessment supports the NQTs in their pedagogical practices and this is further enhanced by the regular support and practice observations undertaken by the IMs and EVs. Many NQTs say the professional learning sessions improved their knowledge of the subject and was appropriate to their needs and skill level. Most NQTs identified that the professional learning would be effective in supporting development of their practice.

Despite the support and success of the induction programme, officers of the MWEP have identified that teachers early in their career frequently feel isolated, partly as a result of the pandemic, but also the frenetic pace of school life which leaves little room for collaboration. Space for reflection is extremely limited and finding the time to build on enquiry skills and developing pedagogy is challenging. Finding time and space in the school day to shadow colleagues or to find out more about professional roles outside the classroom can be challenging for many early career teachers (years 2 – 5 of their teaching career). Therefore, it is identified that only a few early career teachers are able to articulate how they would develop and achieve their career goals for the medium and long term. This is a concern to retain teachers within the profession and to support the development of MWEP teachers. As a result of these findings, starting during the 2023 spring term, the MWEP is undertaking a pilot programme to recognise and develop the leadership and enquiry skills of teachers who are in in year 2 to 5 of their teaching career. The intention is that the programme will be a bridge between the induction programme and the middle leader development programme or the MA

Education programme. It will also give those who have come into the profession after following other careers the opportunity to adapt and develop their leadership and enquiry skills. The programme will support recruitment and retention of teachers in rural Wales especially in Welsh medium schools within the Mid Wales Education Partners area.

There are three nationally agreed and regionally delivered learning programmes for teaching assistants which include:

- i. Newly appointed TAs: An online programme consisting of four sessions and to be completed within one academic year.
- ii. Practising TA: An online programme of four half day sessions for TAs with at least 2 years' experience.
- iii. Aspiring HLTA: An online programme of eight half day sessions for TAs aiming to gain HLTA status. At the end of the eight sessions the TA register their interest in being assessed for HLTA Status. The assessment consists of a collection of 10 written reflections based on their own practice which are linked to the standard descriptors for assisting teaching. One must be a reflection of leading whole class learning and a second on the use of research to inform an impact practice. The TA's, a teacher and their headteacher are all interviewed as a part of the assessment process. Following assessment there is a rigorous process of regional and national moderation. A celebration event is held to congratulate those who have gained HLTA status.

As a result of the teaching assistant learning pathways a minority of HLTAs are confident to undertake further leadership roles in the 2 months following the programme. For example, taking responsibility for whole classes in their setting, undertaking the role of governor champion, undertaking MeLSA or ELSA training, leading nurture provision or undertaking the national coaching and mentoring programme.



EVALUATION OF 22/23: PRIORITY 3

Develop and implement an equity strategy and support pupil and practitioners' wellbeing and emotional needs.

Across the Mid Wales Education Partnership, professional learning opportunities have been delivered such as Emotion Coaching, Whole School Approach and Team Around the Cluster training. In addition, resources have been shared with schools to support schools in embedding a whole-school approach to wellbeing. In the majority of schools this has been implemented effectively with well-being at the heart of all their work. In 2022 – 2023 43 schools across the MWEP identified well-being as a whole school priority and therefore have successfully accessed bespoke school level and / or cluster support. For example, Ysgol Dafydd Llwyd shared their whole school approach to well-being during the cluster meeting with a particular emphasis on whole-class and graduated responses to learner wellbeing and the importance of regular well-being check-ins. As a result of the support available, 35 practitioners have successfully completed the training to become Emotion Coaching Champions and are able to successfully support practitioners and learners within their own schools.

All secondary schools / phases across Ceredigion and Powys have successfully undertaken the SHRN bi-annual online survey and responded to the specific results and outcomes with the support of officers and the Healthy Schools team. For example, identifying and supporting areas of health and social issues raised from the SHRN survey and concerns raised for individual year groups such as increased rates of vaping amongst young adults.

Throughout 2022 – 2023, MWEP officers have worked effectively with outside agencies to strengthen the understanding and provision of well-being support accessed by schools. This has involved outside agencies supporting with training to schools such as Trauma Informed Schools and Youth Mental Health First Aid and has been enabled by termly team around the cluster meetings with improved attendance from both schools (from a minority during summer 2022 to many during the spring 2023 meetings) and outside agencies (with representation doubled). As a result, schools feel more confident in their knowledge and understanding of the support available. For example, a practitioner stated: *"It's been great to get an understanding of the services and people that are out there to support us. As a small school it really helps to see and speak to people and help you realise you are not on your own."*

One key priority area has been the work of the partnership in developing a strategy for supporting schools experiencing rural deprivation and in their work tackling poverty. As a result, both Ceredigion and Powys Local Authorities have adopted equity strategies which places raised attainment of vulnerable and disadvantaged learners at the heart of their work.

All MWEP schools have access to Challenging Education resources – Raising the Attainment of Disadvantaged Youngsters (RADY) and 'Thinking Differently'. RADY is

a long-term project that focuses on realising the potential of all young people. There is a tiered approach to support, that aligns with school needs, school priorities and local authority recommendations.

Local Authority Phase 1 Rollout (2022-23):

	Ceredigion	Powys
In-School RADY	2	2
Keep in Touch RADY	1	-
Remote Coached RADY	4	4
Supported Recorded RADY	10	22 (2 groups)
Recorded RADY	26	20

Many schools engaging with In-School, Remote Coached and Supported Recorded are carefully considering all aspects of the programme and are beginning to realise the 'untapped potential' of disadvantaged young people. There is successful initial work around proportional representation and having a 'Golden Thread' through their development plans in relation to effective academic and pastoral support. For example, Ysgol Gymunedol Plascrug have changed how the school council is voted into position by shifting from a purely democratic process to a combination of pupil voice and staff voice. This has resulted in a higher percentage of disadvantaged young people having a more active role in the life of the school. Similarly, Ysgol Uwchradd Aberteifi are applying the principles of the 'uplift' to reconsider MAT learners at the school and are using PDG funding to ensure disadvantaged young people have equal access to opportunities such as funding a trip to Oxford to raise and maintain aspirations.

The work of schools to improve equity in provision and to reduce the impact of poverty and deprivation on learners has been identified in recent Estyn inspections. For example, at Ysgol Calon Cymru (Oct 2022) the inspectorate noted that "*Leaders have successfully implemented actions for reducing the impact of poverty on education attainment. This is mainly through careful use of the pupil deprivation grant for pastoral care, supplying free breakfast, funding educational visits, securing bursaries from local business and providing school uniform*". At Ysgol Uwchradd Aberteifi (March 2022) Estyn noted, "*Following the lockdown periods, leaders have focused strongly on .. In addition, they have prioritised support for vulnerable pupils to reduce the impact of poverty on educational attainment*", and at Welshpool Church in Wales (March 2022) senior leaders were recognised for having "*..successfully led many improvements in the school, particularly to improve pupils' welfare. For example, the very good provision for pastoral care ensures that vulnerable pupils attend school regularly and that the school meets their emotional needs effectively*".

EVALUATION OF 22/23: PRIORITY 4

Ensure that school support and improvement arrangements are clear, and lead schools to continue to develop as learning organisations that implement the revised arrangements for improvement, evaluation, and accountability.

Most schools have adapted and refined their self-evaluation processes to reflect the new curriculum and to enable evaluation of the initial impact on learners and their progress. For example, by enabling learner voice to feed into self-evaluation. In the very best examples, the authentic subsidiarity that the new curriculum offers has allowed the leadership of those schools to improve on the provision for their learners especially those with additional learning needs or deemed to be vulnerable.

School leaders have an increasing awareness of the 8 contributory factors within the School Improvement Guidance published in 2022 and how this aligns with realisation of the new curriculum. The majority of schools are actively engaged in a range of robust self-evaluation processes focused on reflecting on and capturing progress made by all learners.

Ceredigion and Powys conduct their core visits with schools independently, however, there are common principles that are adhered to across the collaboration, and which align with the national school improvement guidance: framework for evaluation, improvement and accountability which suggests that schools use the following two questions as a starting point for improvement activities:

1. Are learners progressing in the ways described in the principles of progression, supporting them to develop towards the four purposes?
2. Is the pace of learners' progress in line with the expectations of teachers and the curriculum?

As a result, both Ceredigion and Powys had a consistent focus on the following as part of the annual support and challenge visits:

- learner progress
- implementation of the new curriculum
- implementation of the new ALN bill
- a focus on the deprivation, equity and well-being strategy
- bespoke support packages planned.

All School Development Plans (SDP) are scrutinised as part of core support visit one and progress against the priorities as well as planning the next academic year's priorities is discussed in core visit two. Schools' priorities are collated in order to aid the planning of the professional learning offer.

The 2022 - 2023 collated priorities of all schools across Ceredigion and Powys were shared with MWEF and school improvement / support officers so that targeted and bespoke support could be tailored for individual school needs. Where possible too,

efforts were made to encourage school to support where effective practice had been identified.

The table below outlines the priorities identified across the MWEP for 2022 – 2023:

2022 - 2023 Blaenoriaethau / Priorities	Ceredigion	Powys	PACC / MEWP	ALI / LAs	PACC / MWEP
Adborth / Feedback	4	7	11	✓	✓
ADY / ALN	30	11	41	✓	
Amddifadedd / Deprivation	4	2	6	✓	✓
Arall / Other	1	19	20	✓	
Arweinyddiaeth / Leadership	15	30	45	✓	✓
Asesu / Assessment	8	29	37	✓	✓
CiG / CfW	33	33	66	✓	✓
Cyllid / Finance	0	4	4	✓	
Cymreictod	5	24	29	✓	
Darllen / Reading	8	13	21	✓	
Digidol / Digital	1	6	7	✓	
Diogelu / Safeguarding	0	1	1	✓	
Dysgu ac Addysgu / T&L	11	26	37	✓	✓
Dysgu Sylfaen / Foundation Learning	2	1	3	✓	
Llywodraethwyr / Governors	1	10	11	✓	
Iechyd & Diogelwch / H&S	0	2	2	✓	
Llafaredd / Oracy	10	2	12	✓	
Lles / Well-being	20	23	43	✓	✓
Llythrennedd / Literacy	5	19	24	✓	
Medrau / Skills	4	11	15	✓	
Presenoldeb / Attendance	0	3	3	✓	
Rhifedd / Numeracy	8	36	44	✓	
RVE: Crefydd, Gwerthoedd a Moeseg / Religion, Values and Ethics	0	4	4	✓	
Safonau / Standards	0	8	8	✓	
Sillafu / Spelling	1	1	2	✓	
Ysgrifennu / Writing	1	14	15	✓	

Core support two visits focuses on quality assuring the provision which provides opportunities to triangulate impact of professional learning and inform planning for the next academic year support and priorities.

EVALUATION OF 22/23: PRIORITY 5

Ensure efficient internal arrangements, and effective communication and engagement with stakeholders.

Following consideration at Local Authority Cabinet level, the Memorandum of Understanding was agreed and signed by Ceredigion and Powys Local Authority leaders on 11th January 2022 and 18th January 2022 respectively to ensure that both Councils work in collaboration and have a strong regional and national voice for the benefit of Mid Wales schools, practitioners, and learners. As a result, successful governance and understanding of the roles and responsibilities has been secured by most key officers with strong collaboration in leadership pathways, curriculum reform and the support to mitigate the impact of poverty and deprivation a strong feature. However, it is recognised that currently, not all schools across Ceredigion and Powys fully understand the work of the partnership.

At appropriate points throughout the year, lead education officers have reported on the priorities and progress of the collaborative work to Ceredigion and Powys scrutiny committees and Cabinet. As a result, through the scrutiny and Cabinet committees both Ceredigion and Powys Local Authorities have successfully challenged on the curriculum reform support provided to schools, the level of engagement and impact on schools, practitioners and learners.

MWEP has a strong voice and relationship with Welsh Government and the other Regions / Partnerships across Wales. As a result, there is positive collaboration to inform developments at all levels, including cross regional working parties where effective practice from MWEP schools has been shared on a national stage.

To support the work of the MWEP, a Strategic Lead was appointed and began in their role in January 2023. Since their appointment they have successfully worked on the establishment of a MWEP website and in the self-evaluation and development planning of the partnership by bringing key officers from Ceredigion and Powys together to ensure joint ownership of the priorities to secure a positive impact on the schools, practitioners, and learners of Mid Wales. However, it is too early to fully judge the impact of their work and insufficient time to fully develop the voice of the MWEP on social media platforms and in the establishment of a headteacher reference group.

DELIVERY ARRANGEMENTS

As set out in the Welsh Government, 'Our national mission: High standards and aspirations for all'¹ (March 2023) the national delivery model is based around the Six Overarching National Education & Welsh Language aim to achieve high standards and aspiration for all, tackling the impact of poverty on attainment and ambition. All learners, whatever their background, are supported to be healthy, engaged, enterprising and ethical citizens, ready to play a full part in life and work.

To achieve this aim, Welsh Government have set out six high level objectives and their commitment towards achieving each objective:

Objective	What we will do
1. Learning for life so that everyone in Wales learns, and continues to learn, developing their knowledge and skills, and engaging in experiences that are relevant to their lives today and into the future.	Ensure that all learning is guided by the four purposes of the curriculum, through collaboration across providers and with industries and employers
2. Breaking down barriers so that excellent education opportunities and outcomes can be achieved by all learners, at all ages, in classrooms, online, and in work.	Through early identification, support and targeted actions, ensure that all learners gain the knowledge, skills and experiences to be an active citizen, including the cross-curricular skills of literacy, numeracy and digital competence.
3. A positive education experience for everyone , with learners and staff supported in their wellbeing and resilience, which is essential for improving education outcomes and life chances	Ensure that learners are supported to be healthy, confident individuals, ready to lead fulfilling lives as valued members of society, within places of learning that are supportive, safe, inclusive and free from discrimination and bullying.
4. High-quality teaching and leadership , where everyone benefits from the best professional learning so that they can support the success of all learners, particularly those who are socio-economically disadvantaged.	Guaranteed career-long professional learning and support for all staff, from initial training through to leadership, focused on realising the four purposes of the curriculum, and capacity and capability to support the success of all learners.
5. Community based learning , with strong institutions engaging, integrating and being empowered by their communities.	Empower all learners, families and communities to build strong relationships and partnerships with education providers, so that we tackle disadvantage and deliver world-class education locally and nationally.
6. Cymraeg belongs to us all , giving every learner equal access to the	Encourage the use of Welsh across the education system, as an integral part of Curriculum for Wales, our Cymraeg

¹ [Our national mission | GOV.WALES](https://gov.wales/our-national-mission)

language and everyone the opportunity to reach their potential.	2050 ambitions and expanding provision post-16 to study through Welsh and opportunities to learn the language as active and engaged citizens.
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Supporting the achievement of the high level strategic aim and objectives of the Welsh Government is funding at different levels. The Mid Wales Education Partners benefits from the Regional Consortia Grant (RCG – see pages 47-48). The purpose of this funding is to deliver Wales’ aspirations and priorities for schools and education in line with ‘Our National Mission: high standards and aspirations for all’. The funding is intended to:

- Enable all learners, in particular those from disadvantaged backgrounds to progress along their own learning pathway and raise their aspirations to achieve their full potential, allied to a range of assessment approaches to understand and support this progress.
- Co-construct a curriculum which promotes a broad range of knowledge, skills and experiences (including social and interactional experiences) with a clear understanding of why these matter – qualifications are a key part of this.
- Ensure the school environment supports learners’ and practitioners’ well-being.
- Support practitioners’ understanding of what works in curriculum design by investing in the enquiry and pedagogic skills of all staff.
- Enable ambitious professional learning for all practitioners in a school dedicated to being a learning organisation.
- Embed reflection, self-evaluation and improvement within schools and the importance of good school leadership as a pre-condition for that.
- Be at the heart of their communities – we want to build better relationships between schools and families, communities and employers, to support and promote educational achievement and excellent employment, next steps education and training.
- Listen to children and young people as they engage with their learning and supporting them in achieving their aspirations.

3 YEAR PRIORITIES: 2023 - 2026

In setting the Mid-Wales Education three year and 23/24 priorities careful consideration has been given to the national Welsh Government priorities. These include:

Six Overarching National Education & Welsh Language Objectives:

1. **Learning for life** so that everyone in Wales learns, and continues to learn, developing their knowledge and skills, and engaging in experiences that are relevant to their lives today and into the future.
2. **Breaking down barriers** so that excellent education opportunities and outcomes can be achieved by all learners, at all ages, in classrooms, online, and in work.
3. **A positive education experience for everyone**, with learners and staff supported in their wellbeing and resilience, which is essential for improving education outcomes and life chances
4. **High-quality teaching and leadership**, where everyone benefits from the best professional learning so that they can support the success of all learners, particularly those who are socio-economically disadvantaged.
5. **Community based learning**, with strong institutions engaging, integrating and being empowered by their communities.
6. **Cymraeg belongs to us all**, giving every learner equal access to the language and everyone the opportunity to reach their potential.



Eight Contributory Factors – as set out in Schedule 1 of the 23/24 of the Regional Consortia Grant:

1. Enabling **all learners**, and in particular those from disadvantaged backgrounds **to progress** along their own learning pathway and raise their aspirations to achieve their full potential;
2. **Co-constructing a curriculum**, which promotes a broad range of knowledge, skills and experiences and with a clear understanding of **why** these matter
3. Ensuring the school environment supports learners' and practitioners' **well-being**.
4. Supporting practitioners' understanding of what works in **curriculum design** by investing in the enquiry and pedagogic skills of all staff.
5. Enabling ambitious **professional learning** for all practitioners in a school dedicated to being a **learning organisation**.
6. Embedding **reflection, self-evaluation and improvement** within schools, with good school leadership as a pre-condition for that.
7. Being at the heart of their **communities** - building better relationships between schools and families, communities and employers to support and promote educational achievement and excellent employment, next steps education and training.
8. **Listening to children and young people** as they engage with their learning and supporting them in achieving their aspirations.



National Resource for Evaluation and Improvement (NR:EI)

School improvement guidance: framework for evaluation, improvement, and accountability

Journey to curriculum roll out and work of CAMAU.

Schools as learning organisations



Within MWEP key post holders within each priority area work collaboratively in delivering the key priorities of this plan, namely:

- Curriculum reform
- Leadership pathways
- Professional learning for teaching assistants
- Equity and rural deprivation strategy

Both Ceredigion and Powys Local Authorities continue to maintain a core support team of staff that work collectively and collaboratively to:

- know our schools well, acknowledge their varied contexts and continue to develop excellent working practices
- focus on securing the best outcomes for learners, within an inclusive school environment whilst ensuring that the children and young people of Ceredigion and Powys are ambitious learners that are healthy and confident individuals, enterprising contributors and ethical and informed citizens
- support leaders in identifying strengths and areas for improvement, quality assure and ensure that improvements are well planned, implemented, embedded and sustained
- facilitate an excellent professional learning offer throughout the whole of the professional pathway, that will focus on teaching, learning and leadership at all levels
- ensure reflective practice, and engage with research and enquiry
- embed a culture of coaching and mentoring at all levels in schools
- develop a collaborative approach to improvement and facilitate professional learning communities for development and co-construction purposes, with the aim of working towards a self-improving system
- identify and learn from the best across the Mid Wales Education Partners, Wales and the wider educational community, and broker specific and relevant partnerships for our schools.

Schools are supported to work together on joint priority areas and develop the principles of Schools as Learning Organisations through networks, 'Camau ar gyfer y dyfodol' and 'Camau i'r dyfodol' established to facilitate a collaborative approach towards school improvement.

In addition to meeting the Welsh Government national priorities, the Mid Wales Education Partners works in collaboration with Ceredigion and Powys Local Authorities and therefore priorities will also align with their own local objectives. These objectives are included in the following plans:

Ceredigion	Powys
<p>Level 1: Corporate Strategy 2022 – 2027</p> <ol style="list-style-type: none"> 1. Boosting the economy, supporting businesses and enabling employment 2. Creating caring and healthy communities 3. Providing the best start in life and enabling learning at all ages 4. Creating sustainable, green and well-connected communities. 	<p>Corporate and Strategic Equality Plan</p> <ol style="list-style-type: none"> 5. We will improve people’s awareness of services, and how to access them, so that they can make informed choices. 6. We will support good quality, sustainable, employment, providing training opportunities, and pursuing real living wage employer accreditation. 7. We will work to tackle poverty and inequality to support the well-being of the people of Powys.
<p>Level 2</p> <ul style="list-style-type: none"> • School Improvement • Infrastructure and Resources • Accountability and Progress • ALN, Behaviour and Well-being • Culture <p>Corporate well-being objective: 2. Creating caring and healthy communities.</p>	<p>School Service Development Plan</p>
<p>Level 3 Plans:</p> <ul style="list-style-type: none"> • Curriculum • Leadership and Governance • Supporting schools to improve • Literacy, Numeracy and ICT • Non-maintained settings • Post 16 • WESP • Disadvantage • Well-being 	<p>Team Plans:</p> <ul style="list-style-type: none"> • Curriculum and Professional Learning • Well-being and Inclusion • Secondary School Improvement Strategy • Primary and Special School Improvement

As noted in the Introduction on page 3, the Mid Wales Education Partners, as outlined in the Memorandum of Understanding, collaborate in the following areas:

- Curriculum development
- Professional Learning & Enquiry
- Equity and rural deprivation
- Leadership Pathways
- induction for Newly Qualified Teachers and support for early career teachers
- Teaching Assistant Learning Pathways



MWEP 2023 – 2026 PRIORITIES:

1. Provide strong support for all schools and their communities in line with the school improvement guidance so that all schools give learners the best possible learning experiences and outcomes, whatever their background or circumstance, in order to **achieve high standards and aspirations** for all.
2. All schools across MWEP to have adopted **effective** school and cluster level **curriculum plans and assessment procedures that promote a broad range of knowledge, skills and experiences** so that all learners can achieve to their full potential.
3. Support the **well-being and practice of all practitioners** across the MWEP through high quality **professional learning experiences** so that all staff are reflective and engage fully with enquiry to **strengthen their pedagogical skills so that all learners make progress in line with expectations**.
4. **Support leaders** at all levels to become strong system leaders that lead to high performing and reflective schools where all practitioners and learners thrive.
5. Ensure **strong governance and accountability** of MWEP so that the priorities above are met.

MWEP 2023 – 2024 PRIORITIES

Supporting our schools to ensure that all learners are provided with the very best opportunities to thrive and flourish in their lives and in their local communities continues to be a key priority for 2023 – 2024.

We understand that recovery from the impact of the pandemic will take many years and therefore supporting the professional development of practitioners at all levels remains a key priority. We will support our schools to effectively plan for beneficial professional learning opportunities for all practitioners regardless of their stage in their career to improve provision for wellbeing and learner progress and ensure that self-evaluation processes are honest and accurate in identifying the strengths and areas for improvement.

From the evaluation of our work from 2022 – 2023, consideration of the national and local priorities and the terms and conditions as set out in schedule 1 and 2 of the Regional Consortia Grant (RCG), Mid Wales Education Partners will focus on the following priorities for 2023 – 2024:

OVERVIEW OF 23/24 PRIORITIES

1. Support all MWEP schools to develop **effective approaches to learning and teaching** to ensure **learners make progress** in line with expectations.
2. Support all MWEP schools in **ensuring high quality curriculum design and implementation**, building effective practices in pedagogy, progression and assessment with a particular focus on literacy, numeracy and digital competence skills.
3. Develop further support for schools to establish a whole school approach that supports the **well-being of learners and practitioners** and ensures **equity of experiences to alleviate the impact of poverty and deprivation on learner progress**.
4. Support MWEP practitioners to follow national and local **leadership and development pathways** so that the practices of all MWEP practitioners are strong and effective with **a positive influence on learners' well-being and progress**.
5. Further develop strong communications, stakeholder engagement and **governance arrangements** of the MWEP.

The 5 priorities for 23/24 align with the following areas of Schedule 2 of the RCG:

		develop effective approaches to learning and teaching to ensure learners make progress in line with expectations	ensuring high quality curriculum design and implementation	well-being of learners and practitioners and ensures equity of experiences to alleviate the impact of poverty and deprivation on learner progress	leadership and development pathways so that practices are strong and effective with a positive influence on learners' well-being and progress	strong communications, stakeholder engagement and governance arrangements of the MWEF
A. Curriculum and assessment support	Improving knowledge and practice on curriculum design, assessment and progression	✓	✓	✓		✓
	Promoting schools' direct engagement in policy and practice discussions through the National Network	✓	✓			✓
	Improve literacy, numeracy and digital skills in Wales as set out in the Cross Curriculum Skills	✓	✓			✓
	Responding constructively to current and emerging government priorities for school curriculum support	✓	✓			✓
	Building middle-tier capacity to support schools and PRUs through curriculum reform		✓			✓

		develop effective approaches to learning and teaching to ensure learners make progress in line with expectations.	ensuring high quality curriculum design and implementation,	well-being of learners and practitioners and ensures equity of experiences to alleviate the impact of poverty and deprivation on learner progress.	leadership and development pathways so that practices are strong and effective with a positive influence on learners' well-being and progress.	strong communications, stakeholder engagement and governance arrangements of the MWEF.
B. High quality teaching and leadership	Enable ambitious professional learning for all practitioners in a school dedicated to being a learning organisation	Funding passported directly to schools for engaging with professional learning				
	Support practitioners' understanding of what works in curriculum design by investing in the enquiry and pedagogic skills of all staff - NPEP		✓			✓
	Enable ambitious professional learning for all practitioners in a school dedicated to being a learning organisation		✓			✓
	Support practitioners' understanding of what works in curriculum design by investing in the enquiry and pedagogic skills of all staff	✓	✓			✓
	Enable ambitious professional learning for all practitioners in a school dedicated to being a learning organisation.					
	Teaching Assistants Learning Pathway				✓	✓
	A level and WBQ					
	Induction / early Career support					
	Embed reflection, self-evaluation and improvement within schools and the importance of good school leadership as a pre-condition for that				✓	✓
Cymraeg belongs to us all	✓				✓	
Supporting Vulnerable Learners	✓	✓	✓	✓	✓	

<p>Maes Blaenoriaeth 1</p> <p>Priority Area 1</p>	<p>Support all MWEP schools to develop effective approaches to learning and teaching to ensure learners make progress in line with expectations.</p>
<p>Blaenoriaethau Llywodraeth Cymru Welsh Government Priorities</p>	<p>RCG Schedule 1 contributory factors:</p> <ul style="list-style-type: none"> • Enable all learners, in particular those from disadvantaged backgrounds to progress along their own learning pathway and raise their aspirations to achieve their full potential, allied to a range of assessment approaches to understand and support this progress. • Ensure the school environment supports learners' and practitioners' well-being. • Support practitioners' understanding of what works in curriculum design by investing in the enquiry and pedagogic skills of all staff. • Enable ambitious professional learning for all practitioners in a school dedicated to being a learning organisation. • Embed reflection, self-evaluation and improvement within schools and the importance of good school leadership as a pre-condition for that. • Listen to children and young people as they engage with their learning and supporting them in achieving their aspirations.
<p>Prif Swyddog (ion) Lead Officer (s)</p>	<p>Chris Davies, Sally Llewellyn, Aled Rumble, Rhianydd James & Elen Gwenllian Davies</p>
<p>Rhesymeg</p> <p>Rationale</p>	<p>Across Ceredigion and Powys strong pedagogical practice is identified, however within and across MWEP there still remains too much variation in the quality of teaching and learning.</p> <p>Strong and effective pedagogical approaches is pivotal for improving learner progress and outcomes and research has shown how high quality teaching can make the biggest difference to learning and ultimately narrow the disadvantage gap. To support all schools and practitioners in delivering high quality teaching it is important that they are provided with effective professional development. As Rauch and Coe explain, it is 'arguably the single most important thing that teachers and school leaders can focus on</p>

	<p>to make a difference in children’s learning’. What’s more, the quality of teaching is not fixed: teachers can be improved, and they can be improved via effective professional development.²</p> <p>Supporting learners to progress and achieve is essential and one aspect of effective teaching is the provision of effective feedback.</p>
<p>Bwriad cyffredin</p> <p>Overarching intention</p>	<p>Provide universal and targeted professional learning and support for schools, settings and clusters, so that:</p> <ul style="list-style-type: none"> • all professional learning provided is of high quality and effective, leading to the improved teaching ability of practitioners • support schools to effectively plan and make the time and space for professional learning so that the professional learning grant is used to best effect with a positive culture of continuous improvement at all school • most schools are engaged and confident in the effective use of the national ‘Supporting Vulnerable Learners Through Effective Teaching and Learning’³ resource so that professional learning for all practitioners is structured and facilitated to increase their teaching ability • practitioners possess effective practices to support improvement in teaching and learning with a focus on impactful feedback and formative assessment.
<p>Meini Prawf Llwyddiant</p> <p>Success Criteria</p>	<p><u>Short term:</u></p> <ul style="list-style-type: none"> • Strong engagement by most MWEP schools in the professional learning programme • Positive feedback from the headteacher reference group regarding MWEP professional learning offer <p><u>Long term:</u></p> <ul style="list-style-type: none"> • Improved teaching and learning practices across all MWEP schools.

² [Effective Professional Development | EEF \(educationendowmentfoundation.org.uk\)](#)

³ [Supporting Vulnerable Learners](#)

- Triangulation with SIA reports show progress in teaching and learning practices across MWEP schools.
- Outcome of Ceredigion and Powys Estyn school's inspections show reduction in number of schools in category and identification of good practice via case studies to share. (In April 2023, two MWEP schools were in a formal Estyn category (Powys: 2 | Ceredigion: 0))
- Strong learner outcomes – CAP9 outcomes of MWEP schools

<p>Maes Blaenoriaeth 2</p> <p>Priority Area 2</p>	<p>Support all MWEP schools in ensuring high quality curriculum design and implementation, building effective practices in pedagogy, progression and assessment with a particular focus on literacy, numeracy and digital competence skills.</p>
<p>Blaenoriaethau Llywodraeth Cymru Welsh Government Priorities</p>	<p>RCG Schedule 1 contributory factors:</p> <ul style="list-style-type: none"> • Enable all learners, in particular those from disadvantaged backgrounds to progress along their own learning pathway and raise their aspirations to achieve their full potential, allied to a range of assessment approaches to understand and support this progress. • Co-construct a curriculum which promotes a broad range of knowledge, skills and experiences (including social and interactional experiences) with a clear understanding of why these matter. • Support practitioners' understanding of what works in curriculum design by investing in the enquiry and pedagogic skills of all staff. • Enable ambitious professional learning for all practitioners in a school dedicated to being a learning organisation. • Embed reflection, self-evaluation and improvement within schools and the importance of good school leadership as a pre-condition for that.
<p>Prif Swyddog (ion) Lead Officer (s)</p>	<p>Sally Llewellyn, Aled Rumble, Rhianydd James, Elen Gwenllian Davies & Chris Davies,</p>
<p>Rhesymeg</p> <p>Rationale</p>	<p>In September 2022 across the Mid Wales Education Partners, all primary schools / phases and six secondaries, all age and special school / phases (one in Ceredigion and five in Powys) adopted the Curriculum for Wales. From September 2023 all schools / phases will fully adopt the new curriculum. In preparation for September 2022 Welsh Government provided schools with a guide – 'Journey to 2022'⁴ and the changes to the Curriculum for</p>

⁴ [WG41302 Curriculum for Wales document english \(gov.wales\)](#)

	<p>Wales guidance from January 2023⁵. As schools embark on the ‘Journey Beyond 2022’, it is important that the MWEP fully supports schools in ensuring they are accurately evaluating their roll out and undertaking continued refinement of their curriculum and assessment plans to ensure that all MWEP schools give learners the best possible learning experiences and outcomes, whatever their background or circumstance, in order to achieve high standards and aspirations for all.</p>
<p>Bwriad cyffredin Overarching intention</p>	<p>Provide universal, bespoke and targeted professional learning and support for schools and settings, including through clusters so that all MWEP schools are:</p> <ul style="list-style-type: none"> • confident in their curriculum design and quality assurance processes of their purpose-led curriculum • school curriculum and provision for skills is highly engaging and provides broad and balanced learning experiences in and outside of lessons and supports all learners to make consistent high progress in their learning and well-being • work well with cluster / feeder schools so that there is effective planning and understanding on how to build on learners’ prior learning to continually secure progress • confident in their planning, mapping and reporting of learner progression
<p>Meini Prawf Llwyddiant Success Criteria</p>	<p><u>Short term:</u></p> <ul style="list-style-type: none"> • Strong engagement by schools and practitioners in the professional learning opportunities and bespoke support available. • Positive feedback from the headteacher reference group in the support provided. <p><u>Long term:</u></p> <ul style="list-style-type: none"> • MWEP schools sharing identified effective practice on a local, regional and national level. • Positive outcome from Estyn inspections and identification of case studies

⁵ <https://hwb.gov.wales/curriculum-for-wales>

- Triangulation with SIA reports show strong progress in roll out of curriculum with a positive impact on learners.

<p>Maes Blaenoriaeth 3</p> <p>Priority Area 3</p>	<p>Develop further support for schools to establish a whole school approach that supports the well-being of learners and practitioners and ensures equity of experiences to alleviate the impact of poverty and deprivation on learner progress.</p>
<p>Blaenoriaethau Llywodraeth Cymru Welsh Government Priorities</p>	<p>WG2: A resilient Wales WG3: A Healthier Wales WG5: A Wales of cohesive communities</p> <p>RCG Schedule 1 contributory factors:</p> <ul style="list-style-type: none"> • Enable all learners, in particular those from disadvantaged backgrounds to progress along their own learning pathway and raise their aspirations to achieve their full potential, allied to a range of assessment approaches to understand and support this progress. • Co-construct a curriculum which promotes a broad range of knowledge, skills and experiences (including social and interactional experiences) with a clear understanding of why these matter. • Ensure the school environment supports learners' and practitioners' well-being. • Be at the heart of their communities – we want to build better relationships between schools and families, communities and employers, to support and promote educational achievement and excellent employment, next steps education and training. • Listen to children and young people as they engage with their learning and supporting them in achieving their aspirations.
<p>Prif Swyddog (ion) Lead Officer (s)</p>	<p>Gareth Lewis</p>
<p>Rhesymeg Rationale</p>	<p>To improve well-being and progress for all learners, regardless of background so that they are ready for the next stages in their life, be it school, further education, apprenticeships or world of work.</p>

Bwriad cyffredin
Overarching intention

To support all MWEP schools to focus on supporting all learners to develop positive attitudes to school, learning and well-being and ensure that all learners have an equitable access to education and fair opportunities to be included in school and extracurricular activities.

Support vulnerable learners and their families by improving family engagement with schools through improved community and multi-agency support.

Support schools in establishing and embedding a whole-school approach to emotional and mental well-being in their schools so that all leaders and practitioners embed a school-wide ethos to ensure a supportive environment where all learners are able to effectively engage in their learning.

Meini Prawf Llwyddiant
Success Criteria

Short term:

- Strong engagement by schools and practitioners.
- Feedback from headteacher reference group is positive to the support and guidance provided.
- Most MWEP schools undertake and respond positively to the outcomes of the SHRN data.

Long term:

- Positive outcome from Estyn inspections and identification of case studies.
- Triangulation from SIA visit reports show that MWEP schools have consistently established a culture where pupils' progress and well-being is the main priority.
- Improved attendance figures for MWEP schools (attendance data being re-collected by Welsh Government following a pause due to the pandemic)
- Strong learner outcomes – CAP9 outcomes of MWEP schools.

<p>Maes Blaenoriaeth 4</p> <p>Priority Area 4</p>	<p>Support MWEP practitioners to follow national leadership and development pathways so that the practices of all MWEP practitioners are strong and effective with a positive influence on learners' well-being and progress.</p>
<p>Blaenoriaethau Llywodraeth Cymru Welsh Government Priorities</p>	<p>RCG Schedule 1 contributory factors:</p> <ul style="list-style-type: none"> • Enable ambitious professional learning for all practitioners in a school dedicated to being a learning organisation. • Embed reflection, self-evaluation and improvement within schools and the importance of good school leadership as a pre-condition for that.
<p>Prif Swyddog (ion)</p> <p>Lead Officer (s)</p>	<p>Sarah Perdue, Alwyn Ward & Dafydd Iolo Davies</p>
<p>Rhesymeg</p> <p>Rationale</p>	<p>Strong and effective leadership at all levels is paramount for securing positive outcomes for all learners. Across the MWEP it is recognised that there is very little movement in staff and therefore early identification and support for leaders at all levels is important.</p>
<p>Bwriad cyffredin</p> <p>Overarching intention</p>	<p>To raise awareness by headteachers, senior and middle leaders and governing bodies of national and regional leadership pathways available. Through effective professional learning, coaching and mentoring, leaders at all levels will have the skills and knowledge to use a variety of styles to maintain high standards across all aspects of their work. Effective leaders will empower all staff to take appropriate risks and make informed choices based on the school's values, behaviours and vision.</p>
<p>Meini Prawf Llwyddiant</p> <p>Success Criteria</p>	<p><u>Short Term:</u></p> <ul style="list-style-type: none"> • Strong and positive engagement with development and leadership programmes at all levels. • Early identification of strong practitioners. <p><u>Long Term:</u></p> <ul style="list-style-type: none"> • Positive outcome from Estyn inspections and identification of case studies.

- Triangulation from SIA visit reports show that MWEP schools have consistently established a culture where pupils' progress and well-being is the main priority.

<p>Maes Blaenoriaeth 5</p> <p>Priority Area 5</p>	<p>Further develop communications, stakeholder engagement and governance arrangements of the MWEP.</p>
<p>Blaenoriaethau Llywodraeth Cymru</p> <p>Welsh Government Priorities</p>	<p>RCG Schedule 1 contributory factors:</p> <ul style="list-style-type: none"> • Enable all learners, in particular those from disadvantaged backgrounds to progress along their own learning pathway and raise their aspirations to achieve their full potential, allied to a range of assessment approaches to understand and support this progress. • Co-construct a curriculum which promotes a broad range of knowledge, skills and experiences (including social and interactional experiences) with a clear understanding of why these matter. • Ensure the school environment supports learners' and practitioners' well-being. • Support practitioners' understanding of what works in curriculum design by investing in the enquiry and pedagogic skills of all staff. • Enable ambitious professional learning for all practitioners in a school dedicated to being a learning organisation. • Embed reflection, self-evaluation and improvement within schools and the importance of good school leadership as a pre-condition for that. • Be at the heart of their communities – we want to build better relationships between schools and families, communities and employers, to support and promote educational achievement and excellent employment, next steps education and training. • Listen to children and young people as they engage with their learning and supporting them in achieving their aspirations.
<p>Prif Swyddog (ion) Lead Officer (s)</p>	<p>Anwen Orrells</p>
<p>Rhesymeg</p>	<p>Having established MWEP in Sept 2021, the work and understanding of the collaboration between Ceredigion and Powys continues to be developed. The priorities for 2023 –</p>

<p>Rationale</p>	<p>2024 aims to ensure an improved understanding, by all parties, of the work, support and impact of the support and professional learning of the Mid Wales Education Partners.</p>
<p>Bwriad cyffredin Overarching intention</p>	<ul style="list-style-type: none"> • Build strong and positive working relationships with all stakeholders, including headteachers across Ceredigion and Powys so that the work of MWEP continues to have a positive effect on schools, practitioners and learners. • Develop effective communication channels for MWEP schools and practitioners so that all schools understand the work, professional learning and support available through the MWEP. • Ensure robust evaluative and development planning processes in place so that the collaboration and work of MWEP effectively supports the needs of Ceredigion and Powys school services and schools.
<p>Meini Prawf Llwyddiant Success Criteria</p>	<p><u>Short term:</u></p> <ul style="list-style-type: none"> • Strong understanding of role and work of MWEP by all stakeholders • Strong engagement by stakeholders in MWEP website, social media platforms and newsletter • Robust planning, evaluation and accountability measures in place. <p><u>Long Term:</u></p> <ul style="list-style-type: none"> • Work of MWEP provides all Ceredigion and Powys schools with strong support. • No schools in a statutory Estyn category

2023 – 2024 RCG MWEF FUNDING

Funding Description	Wales	Powys £1,092,272	Ceredigion £706,038
A. Curriculum and assessment reform			
Regional support for curriculum and assessment reform (PLASC)	£3,400,000	£137,276	£69,591
Schools' curriculum and assessment development, including National Networks and learning progression (PLASC)	£9,346,000	£377,347	£191,294
Regional support for Modern languages (Modern Foreign Languages (Global Futures) (Equal distribution)	£462,000	£19,250	£19,250
Modern Foreign Languages – building capacity for MFL in the primary sector (PLASC)	£271,000	£10,942	£5,547
Literacy & Numeracy grant / Support for curriculum improvements (Equal distribution)	£500,000	£20,833	£20,833
Primary LNF Oracy Scheme for Wales (PLASC)	£400,000	£16,150	£8,187
Digital Competence Framework (Equal distribution)	£100,000	£4,167	£4,167
Coding and Digital Skills (PLASC)	£300,000	£12,113	£6,140
B. High quality teaching and leadership			
Professional learning funding for schools (Formula / FTE teaching and support staff. Distributed by LAs directly to schools)	£12,000,000	(£489,251) Distributed via LA directly to schools	(£263,384) Distributed via LA directly to schools
School-led professional learning, enquiry and research to realise curriculum (PLASC)	£3,000,000	£121,126	£61,404
Curriculum reform professional learning programme (Equal distribution)	£2,700,000	£112,500	£112,500
Professional learning for developing practice and reflection (Equal distribution)	£900,000	£37,500	£37,500

Teaching Assistants learning pathway (Equal distribution)	£950,000	£39,583	£39,583
A level and Welsh Bacc professional learning (Based on no. of 6 th form learners)	£650,000	£35,880	£13,455
Induction / Early Career support package (Equal distribution)	£250,000	£10,417	£10,417
Future leadership programme (aspiring, middle leaders including coaching and mentoring support) (Equal distribution)	£850,000	£35,417	£35,417
National Professional Qualification for headship (NPQH)	£550,000	Based on number of participants	
Welsh – professional development (PLASC)	£2,500,000	£100,938	£51,170
Welsh-medium capacity grant (Allocations)	£226,000	(£11,667) Distributed via LA directly to schools	(£17,917) Distributed via LA directly to schools
Supporting Vulnerable Learners	£75,000		£18,750
C. Other			
Education Improvement Grant for Schools (EIG) (Weighted by month and PLASC – Distributed via LA directly to schools)		(£4,724,930) Distributed via LA directly to schools	(£2,495,706) Distributed via LA directly to schools
Professional Teaching Awards Cymru (PTAC) (Equal distribution)	£20,000	£833	£833
		£6,318,120 of which £5,225,848 is distributed directly to schools via LA. Remaining amount for MWEP work: £1,092,272.00	£3,483,045 of which £2,777,007 is distributed directly to schools via LA. Remaining amount for MWEP work: £706,038.00

Cyngor Sir CEREDIGION County Council

REPORT TO:	Cabinet
DATE:	4 July 2023
LOCATION:	Hybrid
TITLE:	Feedback from the Learning Communities Overview and Scrutiny Committee on the work and impact of the Mid Wales Education Partners (MWEP)
PURPOSE OF REPORT:	To provide feedback from the Learning Communities Overview and Scrutiny Committee held on 8 June 2023

BACKGROUND:

The Learning Communities Overview and Scrutiny Committee considered the work and impact of the Mid Wales Education Partners (MWEP) report at its meeting on 8th June 2023. The MWEP Strategic Lead and the School Support Adviser provided a presentation on the Mid Wales Education Partners (MWEP) report. The following information was presented to the Committee:-

- Purpose
- The structure and cross local authority governance arrangements
- Funding
- Evaluation of MWEP work
- 2022 - 2023 Priorities
- The range of professional learning and support offered
- Planning for 2023 – 2024
- Six Overarching National Education & Welsh Language Objectives
- Eight Contributory Factors – as set out in Schedule 1 of the 23/24 of the Regional Consortia Grant
- 2023 - 2024 Priorities
- Next Steps

The Committee agreed to note the report for information.

Councillor Endaf Edwards
Chairman of the Learning Communities Overview and Scrutiny Committee

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CEREDIGION COUNTY COUNCIL

Report to: Cabinet

Date of meeting: 04-07-2023

Title: Transition Guidance for Settings and Schools: an inclusive model of support

Purpose of the report: To provide information and guidance for schools, settings and colleges on transition arrangements and effective inclusive support. The guidance will share good practice and provide an effective lead on supporting all children and young people to flourish, live full and meaningful lives, and become valued members and contributors within their local community.

For: Decision

Cabinet Portfolio and Cabinet Member: Councillor Wyn Thomas, Cabinet Member for Schools, Lifelong Learning and Skills

BACKGROUND:

The Additional Learning Needs and Education Tribunal (Wales) Act 2018 is part of the wider education reform programme in Wales and ensures provision for learners from 0 to 25. Ceredigion is dedicated to creating inclusive 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.

Children and young people will experience smooth transitions throughout their educational career and into adulthood, enabling them to reach their potential.

This means that children and young people:

- will have their holistic needs identified early;
- have their independence recognised and are able to make choices about decisions which impact on their lives;
- where appropriate will receive multi-agency support in a timely manner and that is effective at promoting their educational needs as well as personal wellbeing; and
- are able to maximise education and training opportunities.

This document provides guidance in the wake of the additional learning needs transformation act with a focus on effective transition practices during the three key stages of transition for our children and young people.

Stage 1: Transition in the Early Years

Stage 2: Transition from Primary to Secondary

Stage 3: Post-16 inclusive transition

It provides guidance and shares good practice on the various levels of support that will need to be planned according to the individual's learning needs.

In line with Ceredigion's inclusive vision, the needs of the majority of children and young people will be met at the inclusive transition level. With increasing complexity of need, additional arrangements at each level will incorporate the arrangements of the previous level.

This will ensure the smooth transition of children and young people to meet their individual level of need.

Where a child or young person with ALN unexpectedly moves into a school/setting, the receiving school should undertake a review as soon as possible to ensure that the provision is secured to meet the identified needs. The appropriate additional learning provision should be reflected in the child/young person's Individual Development Plan (IDP).

Levels of transition support

Inclusive Transition:

Inclusive transition arrangements that are available for all children and young people according to setting/school arrangements.

Targeted transition:

Targeted support for children and young people identified with an emerging/identified need (monitored within existing whole school / setting arrangements).

Transition review:

Targeted support during transition reviews for children and young people with IDPs.

Enhanced transition:

Enhanced support for children and young people identified with severe, complex, persistent and enduring levels of need.

There is no single approach to planning transition. Each setting and school will have developed transition methods that suit their ethos, context and culture.

CURRENT SITUATION:

The document has been developed by a number of contributors e.g. schools, Ceredigion inclusion staff including officers in the field of Additional Learning Needs. This document provides guidance for schools and reflects the way of working in line with the ALN transformation. This will ensure consistency of implementation across the County.

Wellbeing of Future Generations:

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

Summary:

Long term:

Collaboration:

Involvement:

Prevention:

Integration:

Recommendation(s): To agree to adopt the content of the transition guidance for Ceredigion schools and settings.

Reasons for decision:

- i. To comply with the ALN Transformation requirements. The document will ensure that transition arrangements across Ceredigion are consistently inclusive and of the highest standard.
- ii. To develop a consistent implementation and smooth transition for children and young people throughout their educational career and into adulthood, enabling them to reach their potential.

Overview and Scrutiny: Report was presented to the Scrutiny Committee on the 8th of June, with everyone in favour and in support of adoption.

Policy Framework:

Corporate Well-being Objectives: Creating caring and healthy communities

Finance and Procurement implications:

Legal Implications:

Staffing implications:

Property / asset implications:

Risk(s):

Statutory Powers:

Background Papers:

- Scrutiny Report

Appendices: Appendix 1- Ceredigion Transition Guidance 2023

Corporate Lead Officer: Clive Williams, Corporate Lead Officer: Schools (Interim)

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Ceredigion School Services



Transition Guidance for Settings and Schools: an inclusive 'model' of support

Version 1: January 2023

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Ceredigion schools are reminded that any information shared as part of transition is done in accordance with the GDPR regulations.

1. Introduction

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

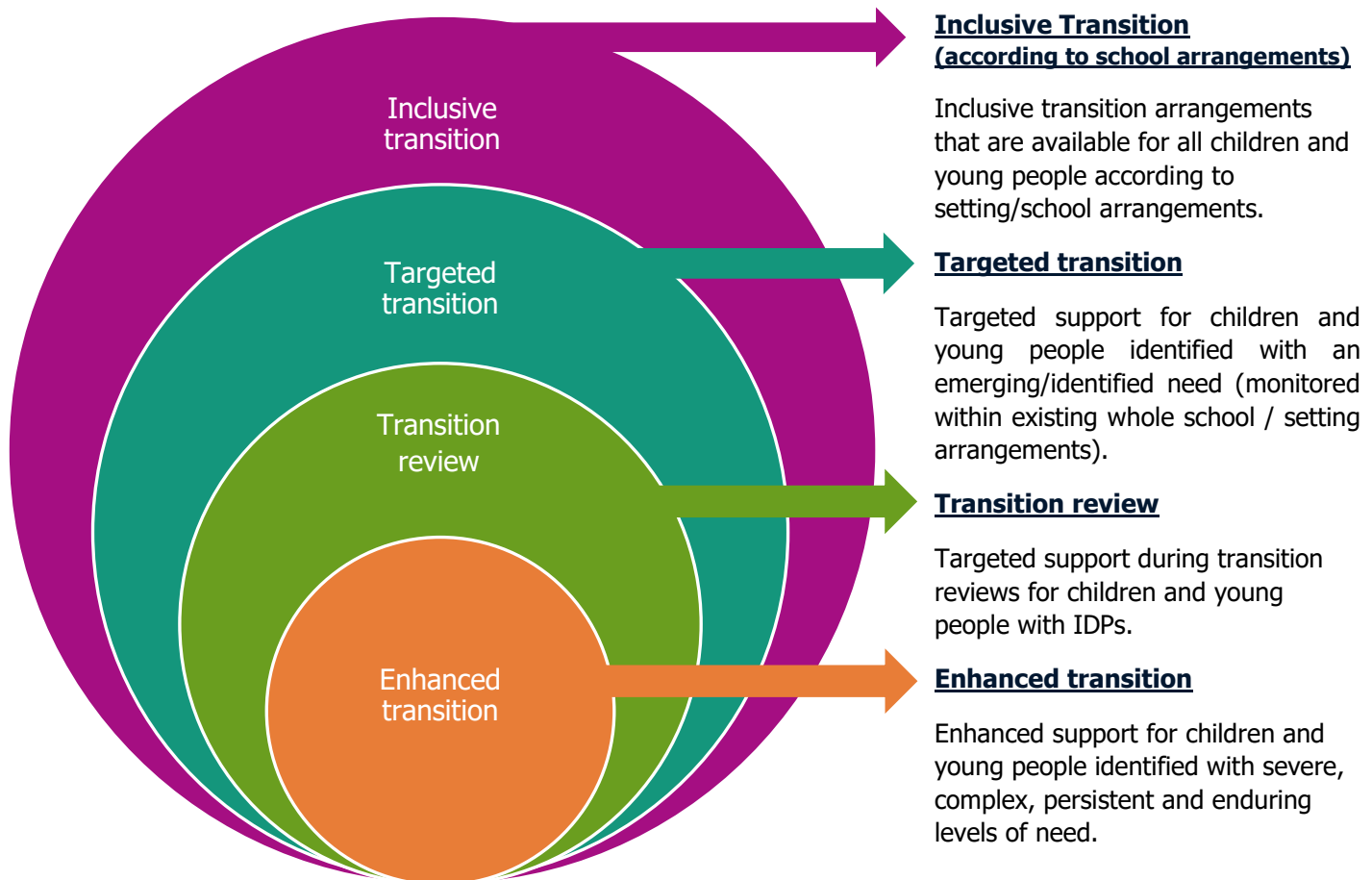
Children and young people will experience smooth transitions throughout their educational career and into adulthood, which enables them to reach their potential.

This means that children and young people:

- will have their holistic needs identified early;
- have their independence recognised and are able to make choices about decisions which impact on their lives;
- where appropriate will receive multi-agency support in a timely manner and that is effective at promoting their educational needs as well as personal wellbeing; and
- are able to maximise education and training opportunities.

2. Guidance for transition for *all* children and young people in Ceredigion.

The transition model illustrated below seeks to identify the level of support needed during transition.



From the illustration above, it is clear that the majority of C/YP will have their needs met at the inclusive transition level (purple circle). With increasing complexity of need, **additional** arrangements at each level will incorporate the arrangements of the previous level. This will ensure the smooth transition of C/YP to meet their individual level of need.

Where CYP with ALN *unexpectedly* move into a school/ setting, the receiving school should undertake a review as soon as possible to ensure that the provision is secured to meet the identified needs. The appropriate ALP should now be reflected in the CYP's IDP.

3. Levels of transition support

There is no single approach to planning transition. Each setting and school will have developed transition methods that suit their ethos, context and culture. The table below offers guidance in terms of what each level of transition support could entail:

Inclusive Transition	Targeted transition	Transition review	Enhanced transition
<p>All settings and schools follow their agreed transition processes and procedures applicable to the appropriate phase of transition according to their school arrangements.</p> <p>Inclusive Transitions will be completed within specified timescales when a C/YP transitions to a new setting or school.</p> <p>These transitions are not just from school to school but also from year to year. E.g. from year 1 into year 2.</p>	<p>This level of support focuses on the emerging/ identified need at the time of transition. For example, this may include a C/YP who:</p> <ul style="list-style-type: none"> - is known to become anxious in social situations. - has experienced a recent upset in their lives. - as short term medical needs, for example, illness. <p>This level of transition support requires increased vigilance within existing whole setting / school arrangements, according to their agreed inclusive transition processes. A discussion and planning tool is useful for both settings/schools when planning for transition at this level and this might be through an outcomes-based support sequence.</p>	<p>This level of transition support focuses on the transitional support available to all pupils with ALN. This may include a C/YP who:</p> <ul style="list-style-type: none"> - is identified as needing ALN support and has an IDP - may be looked after by the Local Authority (LAC). - has long term medical needs. - may be highly sensitive to change and may display their distress across a range of behaviours at the point of transition. <p>The C/YP will require additional planning and transition support opportunities. The ALNCo or the transition lead professionals would normally be the designated contact and would coordinate, monitor and cascade information to others following the transitional review meeting.</p> <p>The process of transition planning considers whether there is a need for ALP in the new setting. Regardless of whether the need for ALP continues, it is important to choose the right level of transition to meet the C/YP's holistic needs.</p>	<p>This level of support focuses on C/YP with complex, severe and enduring levels of need. This may include a C/YP who:</p> <ul style="list-style-type: none"> - has low incidents/high complexity of ALN. - has long term, complex medical needs - profound and multiple learning difficulties. - is highly sensitive to change and may exhibit their distress across a range of behaviours at the point of transition. <p>The C/YP will be supported by targeted and/or specialist support services and it is likely that a range of agencies will be involved. The transition may require an additional MDT meeting and collaborative planning, integrated support, close liaison and monitoring. The ALNCo (usually the designated professional) will be the point of contact and will coordinate, monitor and cascade information to others. An outcomes based plan will be in place to support the C/YP and their family.</p> <p><i>It is important to note - while not all C/YP with ALN will require an enhanced transition, those who would be unlikely to transition successfully without an enhanced transition plan should be identified by October half-term in their final year.</i></p>

The following sections focus in greater depth on the types of transition arrangements and activities that might be included at each level of transition support at the different stages.

4. Good Practice for transition – Early Years

Transitions can be stressful for children and families in the Early Years. Routine and consistency are very important in a child's early years but change is unavoidable as they move from home to setting and from setting to school. Children with ALN can be particularly vulnerable at times of change. Children with ALN will need additional, flexible support.

There is a link between poor transitions and less successful outcomes e.g. poor attendance and disengagement. However, if children and parents are more informed and supported during transition times the child may well enjoy new experiences and feel more mature. By managing transition carefully, we can ease the process of change. The key to success lies in, preparation and planning beforehand and support in settling into the new setting afterwards.

Transition is an ongoing process and not a single event. The ALN Code for Wales 2021 states:

27.14 Early and co-ordinated transition planning will support children and young people with ALN to make positive transitions. It is good practice to view transition planning as an ongoing process rather than a single event, and to tailor it to suit the child or young person's individual needs.



Inclusive Transition: Home to Early Years Pre-School Setting

The foundation and basis of **all** good transition planning:

Administrative:

- Establish good communication and build trusting relationships.
- Value and respect relationships with parents/carers, including fathers.
- Information gathering: the child's likes and dislikes, language and culture, community and interests.
- Discuss how the child may respond to routines, activities, toys, things they will enjoy, things they may find difficult.
- Development of a one-page profiles with parental input.
- Provide a range of accessible information for families e.g. open days, information events, parents meetings, newsletters.

Personal, Social and Emotional:

- Continuity of experience between home and setting: Familiar books, comforters or other objects.
- Transition visits: Gradually build up the amount of time the child spends in the setting, depending on the amount of anxiety and stress.
- Photographs: Photographs of family in the setting and also photographs of the setting/staff in the home.
- Allow time for a child to observe the environment.

Curriculum:

- Explain Foundation Learning approach: Planning in the moment, Learning through play, Following the lead of the child, Experiential approach.

Pedagogy:

The child's key worker needs to:

- Build a close working relationship with family.
- Support for the child and family through the transition.
- Provide emotional security.
- Tune into a child's emotional response.
- Provide reassurance and guidance.
- Make observations about the child's progress.
- Nurture confidence.

Managing Learning/Meeting Needs:

- Explain approach to inclusion, ALN policy, commitment to equality of opportunity.
- Visuals: Use symbols to label the environment.
- Now and Next cards/Visual Timetable.
- Lanyards: Key symbols on lanyards.



Administrative:

- LA collaboration with home, setting and agencies.
- Multi agency involvement.
- Detailed information shared and information inputted by both home/agencies/LA.
- PCP meeting organised. Outcomes, Support Sequence and Action Plan agreed in meeting.
- IDP finalised and published by LA.
- Consider the need for risk assessments.

Personal, Social and Emotional:

- Phased entry into new setting.
- Identify any reasonable adjustments that may need to be made before the child arrives at the setting.
- Remove all barriers that may stop a child learning or joining in with the other children before they arrive. This is a legal duty.
- Habilitation Officer to carry out Environmental Audits (for some children with VI) during early transition.
- Bespoke school/setting familiarisation and mobility training visits (pupils with VI).

Curriculum:

- Observation opportunities.
- Follow the child's specific interests.

Pedagogy:

- Experiencing/practising using equipment.
- Training of staff – the use of bespoke materials and resources.

Managing Learning/Meeting Needs:

- Support provided through the Referral Scheme.
- Total communication approach: use gestures, pictures, tone of voice and simple language to support the child's understanding.
- Visual supports – Now and Next cards, lanyard cue cards.
- Follow any recommendations from agency services.

- **Post Transition Review:** Review of child's progress and IDP by the LA with setting, parental and multi-agency support.



Inclusive Transition: Early Years Setting to Primary School

The foundation and basis of **all** good transition planning:

Administrative:

The more settings and schools work together, the more positive the process of transition will be. This can be achieved in the following ways:

- Yearly transition timetable to plan for opportunities for school and setting to work together i.e. trips, concerts, sports days, story and singing sessions.
- Regularly invite a teacher or a member of staff from school to read a story or lead a singing session in the Early Years setting.
- Identify roles and responsibilities within transition made explicit to ensure a smooth transition.
- Share relevant information with parental permission.
- Arrange and organise visits and meetings.
- Ensure general management of taster evenings to the Primary schools for potential pupils and parents/guardians.

Personal, Social and Emotional:

- Sharing of up to date One Page Profile.
- Opportunities to visit school at different parts of the day: morning, afternoon, lunch time and the whole day.
- Opportunities to spend time in the new classroom and all significant areas of the school.
- Social opportunities.
- Organising a 'buddy' system (collaboration with other schools/settings when transitioning alone)
- Transition videos – virtual walk arounds.
- Allowing the child/family to take photos of the new environment.
- Explore school website.
- Transport experiences/guidance.
- Creating a book of photographs and information to help to prepare for the move.
- Knowing where to go/who to go to for support.
- Discuss emotions throughout the transition process.
- Develop children's independent self-care skills.
- Create an 'All about me' box or book.
- Turn the role play area into a school environment.

Curriculum:

- Open evenings and opportunities to explore environment.
- School and setting to share the same aims, purposes and philosophy of education.
- Continuity in good practice from setting to school - language patterns, snack time, prayer.
- Parent evenings that share information regarding expectations/changes.
- 'Open door' policy – opportunities for Q&A.
- Meet the teacher/staff.

Pedagogy:

- Consistent use of language to ensure consistency for the child (for example, school rules, teachers names and new terminology).

Managing Learning/Meeting Needs:

- Lunch time/break time experiences (less supervision and making choices).



Targeted Transition: Early Years Setting to Primary School

Child's needs are being met via ILP, however, a person-centred approach is required to ensure these needs continue to be supported without the need for ALP during transition.

Administrative:

- Possible additional agency involvement.
- Possible LA involvement. Transition meeting organised with home and agencies.
- Possible ALNCO involvement.
- Sharing of key information – e.g. One Page Profile, Wellcomm Assessments, Individual Play plans, Health care plans, Referral Scheme support.

Personal, Social and Emotional:

- Organised additional visits.
- Organised small group visits.
- Bespoke walk around video specific to the child's needs.
- Soft touch approach – walk arounds after school.

Curriculum:

- Observation opportunities.
- Small group transition activities.

Pedagogy:

- Staff to visit child in setting to observe/get to know staff, environment.

Managing Learning/Meeting Needs:

- Parental communication/home – contact books.
- Welcome packs for new parents.

- **Potential for Post Transition Review:** Review of child's progress with school, parental and multi-agency support within a term.



Transition Review: Early Years Setting to Primary School

Child has ALN and during the IDP review process transition must be considered and planned for. This information **must** be recorded in section 3C of the IDP.

Administrative:

- LA involvement: Transitional review undertaken in IDP review (and consider whether the need for ALP continues in the new setting).
- Additional agency involvement.
- ALNCO involvement.
- Will there be a need for ALP in the new setting? Consider ceasing/ transfer of IDP.
- Sharing of key information - PCP presentation, IDP, updated one-page profile.
- Section 3C to be completed in IDP.
- Review any existing/ consider the need for risk assessments.

Personal, Social and Emotional:

- Organised additional visits.
- Organised small group visits.
- Bespoke walk around video specific to the child's needs.
- Soft touch approach – walk arounds after school.
- Environmental Audits of the new setting if required.
- Identify any reasonable adjustments that may need to be made before the child arrives at the setting.
- Remove all barriers that may stop a child learning or joining in with the other children before they arrive. This is a legal duty.

Curriculum:

- Observation opportunities.
- Small group transition activities.

Pedagogy:

- Staff to visit child in setting to observe/get to know staff, environment.

Managing Learning/Meeting Needs:

- Parental communication/home – contact books.

- LA Post Transition Review: Review of child's progress with LA, school, parental and multi-agency support within a term. Discuss transfer of IDP.



Administrative:

- Multi agency involvement.
- LA involvement PCP meeting organised. Outcomes, Support Sequence and Action Plan agreed in meeting.
- IDP finalised and published by LA. Transfer of responsibility to the school.
- ALNCO involvement.
- Will there be a need for ALP in the new setting? Consider ceasing/ transfer of IDP.
- Detailed information shared and information inputted by both settings/schools.
- Scheduled 'check ins' with parents and child.
- A structured timetable of events for transition experiences created.

Personal, Social and Emotional:

- Phased entry into new setting if required.
- Where possible, specific hands-on experiences provided for the child – according to their needs.
- Habilitation Officer to carry out Environmental Audits (for some children with VI) during early transition.
- Bespoke school/setting familiarisation and mobility training visits (pupils with VI).
- Identify any reasonable adjustments that may need to be made before the child arrives at the setting.
- Remove all barriers that may stop a child learning or joining in with the other children before they arrive. This is a legal duty.

Curriculum:

- Observation opportunities.
- Small group transition workshops.
- Follow the child's specific interests.

Pedagogy:

- Experiencing/practising using equipment.
- Training of staff – the use of bespoke materials and resources.

Managing Learning/Meeting Needs:

- School staff to work in setting with the child during the final term of transition.
- Total communication approach: use gestures, pictures, tone of voice and simple language to support the child's understanding.
- Visual supports – visual timetable, Now and Next cards, lanyard cue cards.
- Follow any recommendations from agency services.

Post Transition Review: Should be led by the school ALNCo at the end of the first term following transition.

5. Good Practice for transition – Primary to Secondary



Inclusive Transition: Primary to Secondary

The foundation and basis of **all** good transition planning:

Administrative:

Audit of transition processes and procedures within the setting/school that assess the contributions of the key principles of transition to overall wellbeing of the child. Celebrate what's working and:

- Identify roles and responsibilities within transition made explicit to ensure a smooth transition.
- Share relevant information
- Arrange and organise visits and meetings.
- Ensure general management of Year 5 and 6 taster evenings to the secondary schools for potential pupils and parents/guardians
- Ensure general planning and organisation of visits according to whole school arrangements.

Personal, Social and Emotional:

- Timetabled transition sessions (PSE/Health and wellbeing) with a focus on Person Centred Practices; aspirations/goals/achievements/strengths/ hobbies and interests/next steps/plans for future.
- Sharing of up to date One Page Profile.
- Social opportunities.
- Organising a 'buddy' system (collaboration with other schools/settings when transitioning alone)
- Transition videos – virtual walk arounds.
- Allowing the child/family to take photos of the new environment.
- Explore school website.
- Transport experiences/guidance.
- Peer support sessions – listening to each other, sharing examples of work and opportunities to celebrate success.
- Creating a book of photographs and information to help to prepare for the move.
- Knowing where to go/who to go to for support.
- Puberty and friendship support and advice.
- Bullying awareness.
- Mindfulness, resilience, and mental health support.

Curriculum:

- Open evenings and opportunities to explore subject areas/environment.
- Parent evenings that share information regarding curriculum expectations/changes.
- 'Open door' policy – opportunities for Q&A.
- Meet the teacher/staff.
- Managing timetable and having opportunity to become familiar with new subject content.
- Exploring the use of new equipment, books, materials for specific subjects.

Pedagogy:

- Lesson experiences.
- Consistent use of language to ensure consistency for the child (for example, school rules, teachers names and new terminology).

Managing Learning/Meeting Needs:

- Access to timetable.
- Financial literacy (money handling skills).
- Lunch time/break time experiences (less supervision and making choices).



Targeted Transition: Primary to Secondary

Child's needs are being met via ILP, however, a person-centred approach is required to ensure these needs continue to be supported without the need for ALP during transition.

Administrative:

- Arranging Person Centred meeting (if required).
- Possible additional agency involvement.
- Possible LA involvement.
- Sharing of key information – e.g. One Page Profile.
- Review any existing/ consider the need for risk assessments

Personal, Social and Emotional:

- Organised additional visits.
- Organised small group visits.
- Use of PCP tools within timetabled transition sessions with a focus on aspirations.
- Timetabled life skills opportunities (for example, preparing a packed lunch/what to include in a bag for school, use of drama/social stories/role play).
- Bespoke walk around video specific to the child's needs.
- Soft touch approach – walk arounds after school.

Curriculum:

- Observation opportunities.
- Small group transition workshops.

Pedagogy:

- Staff to visit C/YP in setting/school to observe/get to know staff, environment.

Managing Learning/Meeting Needs:

- School transport training opportunities.
- Money handling skills opportunities.
- Parental communication/home – school books.



Transition Review: Primary to Secondary

Child has ALN and during the IDP review process transition must be considered and planned for. This information **must** be recorded in section 3C of the IDP.

Administrative:

- Transitional review undertaken in IDP review (and consider whether the need for ALP continues in the new setting). Consider ceasing/ transfer of IDP.
- Section 3C to be completed in IDP.
- Possible additional agency involvement.
- Possible LA involvement.
- Sharing of key information - access arrangements, One Page Profile.

Personal, Social and Emotional:

- Organised additional visits.
- Organised small group visits.
- Use of PCP tools within timetabled transition sessions with a focus on aspirations.
- Timetabled life skills opportunities (for example, preparing a packed lunch/what to include in a bag for school, use of drama/social stories/role play).
- Bespoke walk around video specific to the child's needs.
- Soft touch approach – walk arounds after school.

Curriculum:

- Observation opportunities.
- Transition 'project' work – building a portfolio/transition passport of strengths/research likely/preferred destination.
- Small group transition workshops.

Pedagogy:

- Staff to visit C/YP in setting/school to observe/get to know staff, environment.

Managing Learning/Meeting Needs:

- School transport training opportunities.
- Money handling skills opportunities.

Post Transition Review: Should be completed by the secondary ALNCo at the end of the first term following transition.



Enhanced Transition: **Primary to Secondary**

Administrative:

- Multi agency involvement.
- LA involvement.
- Detailed information shared and information inputted by both settings/schools.
- Scheduled 'check ins' with parents and child.
- A structured timetable of events for transition experiences created.
- Will there be a need for ALP in the new setting? Consider ceasing/ transfer of IDP.

Personal, Social and Emotional:

- Phased entry into new setting.
- Where possible, specific hands-on experiences provided for the child – according to their needs.
- Habilitation Officer to carry out Environmental Audits (for some children with VI) during early transition.
- Bespoke school/setting familiarisation and mobility training visits (pupils with VI).

Curriculum:

- Observation opportunities.
- Small group transition workshops.

Pedagogy:

- Experiencing/practising using equipment.
- Training of staff – the use of bespoke materials and resources.

Managing Learning/Meeting Needs:

- Secondary staff to work in school with child during term of transition.

Post Transition Review: Should be completed by the Secondary ALNCo at the end of the first term following transition.

6. Good Practice for transition – Post 16

The principles of the transition practices above still apply to this age group, but there are some unique considerations which apply to learners over 16 years of age.

Making their own decisions

As children become young people (at the age of 16) they have the right to make their own decisions on matters which affect their future. It is vital that consideration of their views, wishes and feelings are respected. Schools need to ensure that young people (YP) are provided with the necessary information and support to enable their participation in their decisions. It is important that the YP knows that they can change their mind at any time and should let the new setting know if they do so.

Prior to Year 11, schools need to establish a YP's capacity to make specific decisions and need to ensure that materials and information are presented to them in a format which allows the YP to maximise their understanding and enable them to decide for themselves. These activities and the YP's decision to give/not to give consent must be recorded. Where there is doubt with regards to a YP's capacity to make specific decisions following the above activities, a mental capacity assessment must be secured and where necessary, representatives appointed to make decisions on the YP's behalf.

Post 16 Choices

At post 16 learners may be making plans to remain in school, move onto a new further educational/ training setting or be making plans to leave education altogether. Pupils need to be aware of their choices through the Local Offer (i.e. what is the provision locally – be that education/training, employment or social services support to participate in community activities). It is vital to establish at this stage whether, in order to meet the YP's aspirations, there is a reasonable need for further education/ training or whether an alternative pathway into adulthood is more appropriate.

Schools will assist in transition, whatever the chosen destination and will offer advice and support around what happens when their IDP ceases, to enable the YP to reach their potential and live independent, fulfilled lives.

Administrative:

Audit of transition processes and procedures within the setting/school that assess the contributions of the key principles of transition to overall wellbeing of the young person. Celebrate what's working and ensure:

- The young person's consent is given to undertake the following activities to facilitate a smooth transition. Record the given consent.
- Roles and responsibilities within transition are made explicit to ensure a smooth transition.
- Sharing of relevant information with the young person's consent
- Arrangement and organisation of visits and meetings.
- General management of taster evenings to the desired destination for potential pupils and parents/guardians
- General planning and organisation of visits according to school/new setting arrangements.

Personal, Social and Emotional:

- Timetabled transition sessions (PSE/Health and wellbeing) with a focus on Person Centred Practices; aspirations/goals/achievements/strengths/ hobbies and interests/next steps/plans for future/ exploring the local offer.
- Sharing of up to date One Page Profile.
- Social opportunities.
- Organising a 'buddy' system (collaboration with other schools/settings when transitioning alone)
- Transition videos – virtual walk arounds.
- Allowing the young person /family to take photos of the new environment.
- Explore school/ FEI website.
- Transport experiences/guidance.
- Peer support sessions – listening to each other, sharing examples of work and opportunities to celebrate success.
- Creating a book of photographs and information to help to prepare for the move.
- Knowing where to go/who to go to for support.
- Sexual health/ relationships and friendship support and advice.
- Bullying awareness.
- Mindfulness, resilience, and mental health support.

Curriculum:

- Open evenings and opportunities to explore subject areas/environment.
- Parent evenings that share information regarding curriculum expectations/changes.
- 'Open door' policy – opportunities for Q&A.
- Meet the teacher/ tutor /staff.
- Managing timetable and having opportunity to become familiar with new subject content.
- Exploring the use of new equipment, books, materials for specific subjects.

Pedagogy:

- Lesson experiences.
- Consistent use of language to ensure consistency for the young person (for example, rules of the settings, teachers/ tutor and support staff names and new terminology).

Managing Learning/Meeting Needs:

- Access to timetable.
- Financial literacy (money handling skills).
- Lunch time/break time experiences (less supervision and making choices).
- Career/ Pathway Advice/ Local Offer.
- Work experience opportunities/ mock interviews.
- Consider applying for concessionary benefits (e.g. bus pass/learning grants)

POST 16

Targeted Transition: Post 16

Young Person's needs are being met via ILP, however, a person-centred approach is required to ensure these needs continue to be supported without the need for ALP during transition.

Administrative:

- Seek the young person's consent to undertake the following activities to facilitate a smooth transition. Record the given consent.
- Arranging Person Centred meeting (if required).
- Possible additional agency involvement.
- Possible LA involvement.
- Sharing of key information – e.g. One Page Profile.
- Review any existing/ consider the need for risk assessments

Personal, Social and Emotional:

- Organised additional visits.
- Organised small group visits.
- Use of PCP tools within timetabled transition sessions with a focus on aspirations.
- Timetabled life skills opportunities (for example, preparing a packed lunch/ how to order and pay for lunch at the canteen /what to include in a bag for school/college, use of drama/social stories/role play).
- Bespoke walk around video specific to the young person's needs.
- Soft touch approach –visits to the desired new setting when quiet.

Curriculum:

- Observation opportunities.
- Small group transition workshops.
- Transition 'project' work – building a portfolio/ transition passport of strengths/ research of preferred or likely destinations

Pedagogy:

- Staff to visit the young person in setting/school to observe/get to know staff, environment.

Managing Learning/Meeting Needs:

- Travel training opportunities.
- Money handling skills opportunities.

POST 16

Transition Review: Post 16

Young Person has ALN and during the IDP review process transition must be considered and planned for. This information **must** be recorded in section 3C of the IDP.

Administrative:

- Ensure that the young person has the capacity to understand and make decisions which relate to them. Record how this assessment was undertaken.
- Ensure the young person's consent to the maintaining/cease/ transfer of the IDP has been sought, confirmed and recorded.
- Record the young person's consent to sharing of their information with others.
- Transitional review undertaken in IDP review.
- Record discussion of whether there is a reasonable need for further education and training based on the young person's aspirations and outcomes.
- Will there be a need for ALP in the new setting? Consider ceasing/ transfer of IDP.
- Section 3C to be completed in IDP.
- Possible additional agency involvement.
- Possible LA involvement.
- Sharing of key information - access arrangements, One Page Profile.

Personal, Social and Emotional:

- Organised additional visits.
- Organised small group visits.
- Use of PCP tools within timetabled transition sessions with a focus on aspirations.
- Timetabled life skills opportunities (for example, preparing a packed lunch/ how to order and pay for lunch at the canteen /what to include in a bag for school/college, use of drama/social stories/role play).
- Bespoke walk around video specific to the young person's needs.
- Soft touch approach –visits to the desired new setting when quiet.

Curriculum:

- Observation opportunities.
- Transition 'project' work – building a portfolio/transition passport of strengths/research likely/preferred destination.
- Small group transition workshops.

Pedagogy:

- Staff to visit C/YP in setting/school to observe/get to know staff, environment.
- Training of staff to use bespoke materials and resources to ensure that the young person can understand and consent to the decisions being made.
- Training of staff in mental capacity awareness.
- Ensuring staff understanding of the young person's right to refuse to the sharing of information which may facilitate transition.

Managing Learning/Meeting Needs:

- Travel training opportunities.
- Money handling skills opportunities.

Post Transition Review: Should be completed by the ALNCo at the receiving provision by end of the first term following transition.

Administrative:

- Ensure that the young person has the capacity to understand and make decisions which relate to them. Record how this assessment was undertaken. If capacity is in question, refer to social worker to undertake a mental capacity assessment and establish appropriate representative.
- Where the young person's capacity to decide is established, ensure the young person's consent to the maintaining/cease/ transfer of the IDP has been sought, confirmed and recorded.
- Where the young person's capacity to decide is established record the young person's consent to sharing of their information with others.
- Record discussion of whether there is a reasonable need for further education and training based on the young person's aspirations and outcomes.
- Will there be a need for ALP in the new setting? Consider ceasing/ transfer of IDP.
- Multi agency involvement.
- LA involvement.
- Detailed information shared and information inputted by both settings/schools.
- Scheduled 'check ins' with young people, parents/ representatives.
- A structured timetable of events for transition experiences created.

Personal, Social and Emotional:

- Enhanced transition into new setting.
- Where possible, specific hands-on experiences provided for the young person– according to their needs.
- Environmental Audits of the new setting if required.

Curriculum:

- Observation opportunities.
- Small group transition workshops.

Pedagogy:

- Experiencing/practising using equipment.

Managing Learning/Meeting Needs:

- Staff at the new setting to work in school with young person during the final year of transition.
- Specialist Career Advisor/ Pathway Advice/ Local Offer
- Work experience opportunities/ mock interviews where appropriate.
- Consider whether there is a need to register with emergency services as a vulnerable adult.

Post Transition Review: Should be completed by the ALNCo at the receiving provision by end of the first term following transition.

Cyngor Sir CEREDIGION County Council

REPORT TO: Cabinet

DATE: 4 July 2023

LOCATION: Hybrid

TITLE: Feedback from the Learning Communities Overview and Scrutiny Committee on the Transition Guidance for Settings and Schools: an inclusive model of support

PURPOSE OF REPORT: To provide feedback from the Learning Communities Overview and Scrutiny Committee held on 8 June 2023

BACKGROUND:

The Learning Communities Overview and Scrutiny Committee considered the Transition Guidance for Settings and Schools: an inclusive model of support report at its meeting on 8th June 2023. The guidance had been presented in order to provide information and guidance for schools, settings and colleges on transition arrangements and effective inclusive support. The guidance would share good practice and provide an effective lead on supporting all children and young people to flourish, live full and meaningful lives, and become valued members and contributors within their local community.

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

- I. to adopt the content of the transition guidance for Ceredigion schools and settings; and
- II. develop a consistent implementation and smooth transition for children and young people throughout their educational career and into adulthood, enabling them to reach their potential.

Councillor Endaf Edwards
Chairman of the Learning Communities Overview and Scrutiny Committee

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CEREDIGION COUNTY COUNCIL

Report to:	Cabinet
Date of meeting:	04 July 2023
Title:	School Admissions Policy 2024/2025
Purpose of the report:	To adopt as policy the admission arrangements for 2024/2025
For:	Decision
Cabinet Portfolio and Cabinet Member:	Councillor Wyn Thomas, Cabinet Member for Schools, Lifelong Learning and Skills

The proposed admission arrangements for 2024/2025 have now gone through the consultation process as per the Welsh Government's School Admission Code.

The resulting policy is reproduced in the enclosed document.

	Has an Integrated Impact Assessment been completed? If, not, please state why	N/A - There have been no changes to the policy since last year except for updated dates
Wellbeing of Future Generations:	Summary: Long term: Collaboration: Involvement: Prevention: Integration:	
Recommendation(s):	To accept the Policy for the admission of pupils for 2024/2025.	
Reasons for decision:	To have a policy in place for 2024/2025.	
Overview and Scrutiny:	N/A	
Policy Framework:	School Admissions Code: Statutory Code document no: 005/2013.	
Corporate Well-being Objectives:	The policy links to the Council's Strategic Objective: <ul style="list-style-type: none">Investing in People's Futures.	

Finance and Procurement implications:	N/A
Legal Implications:	Failure to comply with a statutory requirement.
Staffing implications:	N/A
Property / asset implications:	N/A
Risk(s):	Failure to comply with a statutory requirement.
Statutory Powers:	School Admissions Code: Statutory Code document no: 005/2013.
Background Papers:	Cabinet 07/06/2022 – School Admissions Policy 2023/2024 – To accept the Policy for the admission of pupils for 2023/2024.
Appendices:	Appendix 1- School Admissions Policy 2024-2025
Corporate Lead Officer:	Clive Williams, Corporate Lead Officer: Schools Service
Reporting Officer:	Gwion Dafydd, Corporate Manager: Accountability and Progress
Date:	05/06/2023



Ceredigion County Council

Schools Service

School Admissions Policy 2024/2025

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ADMISSION

The School Standards and Framework Act 1998 assigns functions to Admission Authorities, Appeal Panels and Admission Forums in relation to the admission of pupils to school.

For all maintained and Voluntary Controlled schools in Ceredigion the Ceredigion Local Authority (LA) is the Admission Authority

For Voluntary Aided schools (VA School) the Governing Body acts as an admission authority. A VA School is a state-funded school in which a foundation or trust (usually a religious organisation) contributes to building costs and has a substantial influence in the running of the school.

Each of these bodies has a statutory duty to “act” in accordance with the School Admissions Code and the Schools Admission Appeals Code.

ADMISSION AUTHORITIES

For Community and Voluntary Controlled Schools

All schools in Ceredigion (with the exception of St. Padarn Roman Catholic Primary School) fall into this category and admissions are controlled by Ceredigion LA and not the Schools or their Governing Bodies. In such cases all applications should be made to the LA and not the School as the LA is the only body that can offer school places.

The contact details for the Admission Authority are as follows:

Admissions Team

Schools Service
Canolfan Rheidol
Rhodfa Padarn
Llanbadarn Fawr
Aberystwyth
Ceredigion
SY23 3UE

Applications should be made using the on-line admission form, accessed via the Ceredigion web-site (www.ceredigion.gov.uk).

For Voluntary Aided Schools

St Padarn Roman Catholic Primary School is the only such school in Ceredigion. Admission and all applications should be made to their Governing Body. Although, any on-line applications received by the LA will be passed to the school. Address details for the school is as follows:

St Padarn Roman Catholic Primary School

Llanbadarn Road
Aberystwyth
Ceredigion
SY23 1EZ

USEFUL INFORMATION

Admission Forum

The Ceredigion Admission Forum meets twice a year to discuss local admission issues. Headteachers, Governors, Parents and Diocesan Authorities are represented.

Minutes of the meetings are available on the Ceredigion web-site.

Parents above and throughout this document should be read to mean not just parents but all person(s) with a legally defined parental responsibility for a child.

Transport

The LA provides free school transport for children of statutory school age (term after their 5th birthday) on the following basis:

- Primary age pupils who live over two miles from the nearest suitable primary school;
- Secondary age pupils who live over three miles from the nearest suitable secondary school.

Distance is measured by the shortest walking route between home and school. From the nearest council maintained road to the property to the main school entrance.

Further information is available from the Transport Unit (01545 570881).

Elective Home Education

Parents may also choose to educate their children at home. This is known as Elective Home Education. The decision to home educate requires careful thought, as it represents a considerable undertaking in terms of commitment, time and cost.

Parents considering this option are advised to contact the LA, and seek guidance from the Elective Home Education Officer on 01970 633624.

1. AGE CHILDREN CAN START SCHOOL

1.1 Nursery Age Children – 3 Year Olds

Age	Date by which the appropriate age must be reached	Term of Admission
3	31 December 2023 31 March 2024 31 August 2024	Spring 2024 Summer 2024 Autumn 2024

Being a pupil in a Nursery Class does not make a child eligible for admission to the Reception Class. Parents/Guardians will need to make a separate application.

1.2 Primary Age Children – 4 Year Olds

Age	Date by which the appropriate age must be reached	Term of Admission
4	31 December 2023 31 March 2024 31 August 2024	Spring 2024 Summer 2024 Autumn 2024

Legislation does not require a child to start school until the term after their fifth birthday and the parent may defer entry until that age. However, applications for deferred entry must be submitted by the same closing date (see section 2 for closing date details) as non-deferred applications.

1.3 Secondary Age Children – 11 Year Olds

Age	Date by which the appropriate age must be reached	Term of Admission
11	31 August 2024	Autumn 2024

Parents of year 6 pupils are invited to express their preference for a Secondary School during the Autumn Term of the year prior to the transfer.

Year 6 pupils attending a Middle School and who intend to remain at that school will not have to apply to the Secondary phase.

See Appendix A for names of Ceredigion Schools and the type of provision they provide i.e. whether Nursery, Primary or Secondary.

2. ADMISSION TIMETABLE

Provision	Age	Starting School	Closing Date for Applying	Offer/ Notification Date	Appeals Closing Date
Nursery Age Children	3rd Birthday 1 st Sept 2023 to 31 st August 2024	January, April, September 2024	31st January 2023	17 th April 2023	No Right of Appeal
Primary School Age Children. (There is no automatic transfer from the Nursery age provision – a separate application will be required).	4th Birthday 1 st September 2023 and 31 st August 2024	January, April, September 2024	31st January 2023	17 th April 2023	10 Working Days from Receipt of Refusal Letter
Secondary School Age Children (Applications for primary pupils starting Year 7 in secondary schools)	11th Birthday 1 st September 2023 to 31 st August, 2024	September 2024	20th December 2023	1 st March 2024	10 Working Days from Receipt of Refusal Letter

3. ADMISSION PROCESS

3.1 PARENTAL PREFERENCE

While most parents send their child to the nearest school they have a right to state a preference for any Ceredigion school.

Changes to school preferences can be made at any time up to the closing date (see Admission Table in section 2) – parents will need to do this in writing (to the Admission Team) and also submit a new application.

Any change to school preference after the closing date will be treated as a late application.

Three school choices (in order of preference) may be made. If the LA is unable to offer a place at the first choice then the second choice will be considered and so on.

3.2 SCHOOL SELECTION

Whichever school parents decide on, it is recommended that they contact, discuss and visit their school(s) of choice so that they are aware of the facilities and opportunities they are able to offer.

3.3 APPLYING FOR A SCHOOL PLACE

All applications will need to be completed and submitted by the closing date as set out in the Admission Timetable in Section 2. After the closing date, all applications received by that date will be considered. Applications received after that date will be deemed to be late (unless there are exceptional reasons) and only considered after those received by the closing date.

An exceptional reason would be any situation that prevented the family from applying on time. In these cases the family should include supporting documents with the applications.

e.g. where a family moved into the LA between the closing date and the offer date then evidence of the change of address would be required.

3.4 ALLOCATING PLACES

The LA will admit children up to the **admission number (AN)** of the preferred school. Although, where the final place allocated (up to the admission number) is one of a multiple birth then the LA will also admit the other sibling(s).

The Admission number (AN) specifies the number of pupils who can be admitted to each year group in the school.

The AN for each school is given in Appendix A: School Admission and Capacity Numbers.

The number is calculated using the Welsh Government formula - 'Measuring the capacity of schools in Wales'. This document is available on the Welsh Government website at www.wales.gov.uk.

3.5 OVER-SUBSCRIPTION CRITERIA

In cases where the number of applications exceeds the AN then allocation of school places will be allocated as per the following oversubscription criteria (listed in priority order):

- looked after children and previously looked after children (because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after). Evidence of a previously looked after child will be required;
- the school for which a preference has been expressed is the nearest suitable school and the child has a **sibling** attending the school at the time of admission;
- the school for which a preference has been expressed is the nearest suitable school;
- children for whom the school is not the nearest suitable school but will have a sibling attending the school at the time of admission.

Siblings are defined as: pupils with full, half or step brothers or sisters, or adoptive or foster children, who are attending the preferred school, and are living in the same household at the time of admission.

Where more than one child meets these criteria and applicants still remain then the child living nearest to the school will be admitted. All distances will be measured by the shortest walking distance (using Google Maps) between the main school gate and the point where the child's home meets the public highway.

3.6 HOME ADDRESS

A pupil's home address is a residential property that is the child's only or main residence. Either:

- owned by the parent(s) or the person with a defined legal parental responsibility for the child; or
- is leased to or rented by the child's parent(s) or the person with parental responsibility under a written rental agreement.

Where there is a shared parental responsibility for a child, and that child lives with both parents or person with a legal parental responsibility, for part of the week, then the main residence will be determined as the address where the child lives for the majority of the school week (i.e. 3 out of 5 days).

The LA reserves the right to request proof of address at any time during the admission process.

3.7 MOVING ADDRESS

Where a family is moving and parents apply for admission to a school based on their new address the LA may take steps to verify the arrangements. The LA will accept either:

- a solicitors letter stating that the contract has been exchanged and specifying a completion date;
- a signed and dated tenancy agreement.

If proof of the new address cannot be given then the application will be based on the current address.

3.8 FAMILIES OF UK SERVICE PERSONNEL AND OTHER CROWN SERVANTS (including DIPLOMATS)

Above families are subject to frequent movement within the UK and from abroad, often at relatively short notice. As a result, applications for school places for the approaching school year will be considered if accompanied by an official Ministry of Defence or Foreign and Commonwealth Office letter declaring a return date. School places will then be allocated if the applicant would meet the criteria when they move to their new destination.

Unit postal addresses for applications from service personnel will also be accepted, in the absence of a new postal address.

3.9 EXCLUDED PUPILS

If a pupil has already been permanently excluded from two or more schools then, while a parent may express a preference for a school at which they wish their child to be educated, the LA does not have to comply with their preference for a period of two years from the date of their latest exclusion.

4. OFFERING A SCHOOL PLACE (NOTIFICATION OF AN OFFER)

Parents will be sent an e-mail which will confirm, or not, that a place is available at the school and offering them the opportunity of accepting the place.

Decision emails in respect of **Secondary School** applications will be sent on the **1st March 2024** and for **Primary School** applications on the **17th April 2023**.

All offers will need to be accepted. The e-mail sent to you will contain a link that will allow you to do that.

If the offer is not accepted then the place may be withdrawn and the place offered to another pupil.

4.1 MULTI-SITE SCHOOL

Offers to a School, operating on more than one site will be to the School and not to a particular site.

The site that children attend is a matter for the internal organisation of the school. Appeals cannot be made against the site allocated.

4.2 YEAR GROUPS

Pupils will be admitted into the year group appropriate to their chronologic age. This follows Ceredigion's Special Educational Needs Policy (<http://www.ceredigion.gov.uk/resident/schools-education/special-educational-needs-sen/>) and Ceredigion's Additional Learning Needs Principles and Expectations Document (<https://www.ceredigion.gov.uk/resident/schools-education/additional-learning-needs/>), which states that a school may well find it appropriate to offer some pupils specific lessons, for a limited time, in lower or higher teaching groups as part of normal mainstream differentiation, but pupils should not be placed in higher or lower chronological aged registration groups on a permanent basis.

There is no right of appeal if a place has been offered but not in the desired year group.

4.3 STARTING SCHOOL.

Unless there are exceptional reasons, a child will be expected to start school on the date as specified in the offer. Delays in starting will need to be discussed with the School as it will not be possible to hold the place indefinitely. Decisions on how long the place will be held will be made on a case by case basis and in consultation with all the parties concerned. However, it is not anticipated that a place will be held for longer than 6 weeks.

4.4 WITHDRAWING THE OFFER OF A PLACE

The offer of a school place will be withdrawn on the basis that:

- It is subsequently discovered that a fraudulent or intentionally misleading application was made (such a false address nearer to the School).
- An acceptance of the place is not returned to the LA by the date stated in the offer.

5. UNSUCCESSFUL APPLICATIONS

If parents are unsuccessful in obtaining a place for their child then they will be notified of the reason(s) why a place was not secured and of their right of an independent appeal.

5.1 APPEALS

Letters requesting an appeal will need to be sent by the parents to the Corporate Lead Officer: Schools within 10 days of the date of notification that an application for a place was unsuccessful.

Arrangements for the appeals panel to meet are made through the Legal Services department of Ceredigion County Council.

There is no right of appeal against non-statutory nursery provision.

Refusals are not lightly made decisions and will only be taken where the admission number has been reached and/or where an infant class (i.e. reception year, year 1 and year 2) will breach the 30 mark. The Welsh Government Regulations require Authorities to limit infant class sizes to no more than 30 pupils. Admitting further would create class size prejudice, that is to say, prejudice to efficient education or efficient use of resources. Infant class size prejudice would not be found in cases where the school admission number had not been reached.

There is however exceptions to these regulations (called “excepted pupils”) which may allow the 30 pupil class limit to be exceeded. A full list of these ‘excepted pupils’ can be found in Appendix B.

5.2 WAITING LISTS

Any child not offered a place at their first choice of school will be kept on a waiting list until the 30th of September of the relevant academic year.

Should places become available then they will be awarded in accordance of the over-subscription criteria rather than the amount of time since the applications was submitted.

6. APPLYING OUTSIDE THE NORMAL ADMISSION ROUND

6.1 MOVING INTO THE AREA

Parents planning to move into the area should apply no earlier than a term in advance of their children's anticipated start date.

E.g. if a place is required in the spring term then the application should be submitted no earlier than the start of the preceding autumn term.

Applications received more than a term in advance will be held until the appropriate time.

Delays in moving into the area may result in offers being withdrawn.

6.2 SCHOOL TRANSFERS DURING THE YEAR

Changing schools requires serious consideration and should be fully discussed with the Headteacher of your child's present school in the first instance.

Should parents still need to transfer their child from one school to another then they must apply through submitting an application.

6.3 SIXTH FORM PLACES

All Ceredigion Secondary and Middle Schools are responsible for their 6th form admissions and all applications should be made direct to the school of your choice.

APPENDIX A - School Admission and Capacity Numbers

Primary School (3 - 11 School with Nursery Provision)

School	Capacity	Admission Number
Aberaeron	201	28
Aberteifi	421	60
Bro Sion Cwilt	147	21
Cenarth	97	13
Dyffryn Cledlyn	120	17
Llwyn-Yr-Eos	219	31
Plascrug	409	58
Rhydypennau	190	27
T. Llew Jones	180	25
Y Dderi	133	19
Ysgol Gymraeg	370	52

Nursery pupils will need to apply to enter the Primary Phase.

Primary School (4 - 11 School without Nursery Provision)

School	Capacity	Admission Number
Aberporth	181	25
Cei Newydd	98	14
Ciliau Parc	68	9
Comins Coch	202	28
Craig yr Wylfa	74	10
Dihewyd	35	5
Felinfach	60	8
Llanarth	86	12
Llanfarian	56	8
Llanfihangel-y-Creuddyn	37	5
Llangwryfon	55	7
Llanilar	173	24
Llannon	59	8
Llechryd	90	12
Myfenydd	91	13
Mynach	51	7

Padarn Sant	134	19
Penllwyn	55	7
Penparc	146	20
Penrhyncoch	110	15
Pontrhydfendigaid	98	14
<u>Rhos Helyg</u>	104	14
- Llangeitho Campus	Rhos Helyg operates on two sites. Offers of school places will be to the School and not to a particular site. The site that children attend will be a matter for the internal organisation of the school.	
- Rhos Y Wlad Campus		
Syr John Rhys	39	5
Talgarreg	63	9
Talybont	127	18

3 - 16 Middle School

School	Capacity	Admission Number
Henry Richard		
Henry Richard (3-11)	120	17
Henry Richard (11-16)	373	74

3 - 19 Middle Schools

School	Capacity	Admission Number
Bro Pedr		
Bro Pedr (3-11)	376	53
Bro Pedr (11-19)	841	150 (Yr. 7 – 11)
Bro Teifi		
Bro Teifi (3-11)	360	51
Bro Teifi (11 – 19)	678	111 (Yr. 7 – 11)

Primary aged pupils (4 – 11) who intend to remain at their school will not have to apply to the Secondary Phase.

Secondary Schools

School	Capacity	Admission Number (Yr. 7 – 11)
Aberaeron	965	156
Aberteifi	691	115
Penglais	1336	209
Penweddig	1070	170

APPENDIX B - EXCEPTIONS TO THE INFANT CLASS SIZE INITIATIVE

- Children, whose statements of SEN specify that they should be educated at the school concerned, and who were admitted to the school outside a normal admission round.
- Children who are looked after by local authorities (looked after children), or who have ceased to be looked after (previously looked after children) as a result of being adopted or being placed with a family or given a special guardian and are admitted to the school outside a normal admissions round.
- Children initially refused admission to a school, but subsequently offered a place outside a normal admission round by direction of an admission appeal panel, or because the person responsible for making the original decision recognises that an error was made in implementing the school's admission arrangements.
- Children admitted outside the normal admission round who:
 - the maintaining local authority confirmed cannot gain a place at any other suitable school within a reasonable distance of their home because they have moved into the area outside a normal admission round, or
 - desire a religious education, or a Welsh speaking education and the school in question is the only suitable school within a reasonable distance.
- Children who were admitted to the school outside the normal admission round after which the school has arranged its classes, and after the first day of the school year, the effect of which would mean that the school would have to take a relevant measure if such children were not excepted pupils.
- Children of armed forces personnel who are admitted outside the normal admission round.
- Children whose twin or other sibling from a multiple birth are admitted as non-excepted pupils, as the final pupil(s) allocated a place before the admission number is reached.
- Children who are registered pupils at special schools, but who receive part of their education at a mainstream school.
- Children with SEN who are normally educated in a special unit in a mainstream school, who receive part of their lessons in a non-special class.

Excepted pupils will remain so, once admitted, for the remainder of their time in an infant class or until class numbers fall back and they can be organised to comply with the infant class size limit. For example, because a non-excepted child leaves the class, an additional infant class is created, or an additional teacher is appointed, then that child ceases to be an excepted pupil. Classes must be organised so as to comply with the limit wherever possible.

CEREDIGION COUNTY COUNCIL

Report to: Cabinet

Date of meeting: 04 July 2023

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: Councillor Wyn Thomas, Cabinet Member for Schools, Lifelong Learning & Skills

Y Dderi Community Primary School: Re-nominate Sheila Pugh as LA Governor at the request of the Governing Body of Y Dderi Community Primary School.

Llangwryfon Community Primary School: Re-nominate Nudd Lewis as LA Governor at the request of the Governing Body of Llangwryfon 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:	<p><i>Summary:</i></p> <p>Long term:</p> <p>Collaboration:</p> <p>Involvement:</p> <p>Prevention:</p> <p>Integration:</p>	
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: Clive Williams, Deputy Chief Education Officer and Corporate Lead Officer: Schools (Interim)

Reporting Officer: Nia James, Corporate Manager, Learning Resources, Schools Service

Date: 14/06/2023

CEREDIGION COUNTY COUNCIL

Report to: Cabinet

Date of meeting: 4th July 2023

Title: Revised Coroner Pay Arrangements 2023/24

Purpose of the report: Approve Coroner and Assistant Coroner pay arrangements

For: Decision

Cabinet Portfolio and Cabinet Member: Cllr. Matthew Vaux, Cabinet Member for Partnerships, Housing, Legal and Governance and Public Protection

BACKGROUND

On the 7th of March 2023 Cabinet approved the Coroner and Assistant Coroner pay arrangements for 2023/24 in accordance with the pay rates set out in JNC Circular 67:

The pay rates for 2023/24 (1/4/23-31/3/24) were set as follows (Minute 177):

Senior part-time Coroner:

- i) Retention Salary of £21,449 p/a to cover retention/out of hours service availability from 1st April 2023 to 31st March 2024.
- ii) Using the daily rate of £472.25 to pay the Coroner an annual salary of £11,806 (@25 days p/a including training days) from 1st April 2023 to 31st March 2024.

Total annual sum £33,255 per annum (plus on-costs).

Assistant Coroner:

- full day: £403;
- half day: £202.

CURRENT POSITION

On the 5th of June 2023 the JNC issued JNC Circular 68 (**Appendix 1**):

“With effect from 1st April 2023, local salaries and day rates for individuals derived from the JNC arrangements below should be increased by 3.5%.”

The new JNC figures are provided in the table below:

Part-time senior coroner

Part-time senior coroner	1 April 2023
Base salary	£22,200
Daily rate	£489 to £555

Assistant coroner

Assistant coroner	1 April 2023
Daily rate	£417 to £503

It is recommended that the pay rates agreed by Cabinet on the 7th of March 2023 are amended to take into account the requirements of the JNC Circular 68 revised pay scales, backdated to the 1st of April 2023.

**Proposals
2023/24**

Cabinet is asked to approve the following Senior Coroner & Assistant Coroner amended salary and fees arrangements effective from the 1st of April 2023 – 31st March 2024.

1) Senior part-time Coroner:

- i) Retention Salary of £22,200 p/a to cover retention/out of hours service availability from 1st April 2023 to 31st March 2024.
- ii) Using the agreed daily rate of £489 to pay the Coroner an annual salary of £12,225 (@25 days pa including training days from 1st April 2023 to 31st March 2024.
Total: £34,425 per annum (plus on-costs).

The changes represent an additional sum of £1,170 pa.

2) Assistant Coroner:

full day: £417;
half day: £209.

The changes represent additional fees of £20 and £7 respectively

There is no change to the **Senior Coroner** Office expenses/business support allowance – £5,000 p/a - from 1st of April 2023 to 31st of March 2024.

Wellbeing of Future Generations:	<p>Has an Integrated Impact Assessment been completed? If, not, please state why Summary: This report does not represent a change in policy or strategy Long term: Collaboration: Involvement: Prevention: Integration:</p>
Recommendation(s):	<p>That cabinet approves the following Senior Coroner and Assistant Coroner pay rates for 2023/24 in accordance with JNC Circular 68:</p> <p>1) Senior part-time Coroner:</p> <ul style="list-style-type: none"> i) Retention Salary of £22,200 p/a to cover retention/out of hours service availability from 1st April 2023 to 31st March 2024. ii) Using the agreed daily rate of £489 to pay the Coroner an annual salary of £12,225 (@25 days pa including training days from 1st April 2023 to 31st March 2024. Total: £34,425 per annum (plus on-costs). <p>2) Assistant Coroner: full day: £417; half day: £209.</p>
Reasons 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 Well-being Objectives:	Boosting the economy, supporting businesses and enabling employment (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):	Risk of legal challenge by the Coroner & Assistant Coroner if recommendations not followed.
Statutory Powers:	<p>Coroners & Justice Act 2009: https://www.legislation.gov.uk/ukpga/2009/25/contents</p> <p>The Coroners Allowances, Fees and Expenses Regulations 2013: https://www.legislation.gov.uk/uksi/2013/1615/made</p>
Background Papers:	<p>JNC Circular 67 (16 February 2023): https://www.local.gov.uk/our-support/workforce-and-hr-support/coroners/coroners-circulars/jnc-coroners-circular-no-67</p> <p>JNC Circular 68 (5 June 2023): https://www.coronersociety.org.uk/announcements/jnc---coroners-circular-no-68-with-effect-from-1st-april-2023/</p> <p>Cabinet report 7/03/23: https://council.ceredigion.gov.uk/ieListDocuments.aspx?CId=148&MId=392&Ver=4&LLL=0</p>
Appendices:	Appendix 1: JNC Circular 68
Corporate Lead Officer:	Elin Prysor, Corporate Lead Officer – Legal & Governance (& Monitoring Officer)
Reporting Officer:	Elin Prysor
Date:	12 th June 2023

Management Side Secretary, Sarah Ward
Local Government Association
18 Smith Square,
London, SW1P 3HZ
coroners.queries@local.gov.uk

**JOINT NEGOTIATING COMMITTEE
FOR CORONERS**

Officers' Side Secretary, Joanne Kearsley
2/3rd Floor, Newgate House
Rochdale,
OL16 1AT
joanne.kearsley@rochdale.gov.uk

To: Chief Executives (London Boroughs, Metropolitan Districts, County Councils and Unitary Councils in England and Wales)

5 June 2023

CORONERS' CIRCULAR No 68

Dear Sir/Madam

JNC for Coroners – Pay 2023/24

We write to confirm that agreement has now been reached. With effect from 1st April 2023, local salaries and day rates for individuals derived from the JNC arrangements below should be increased by 3.5%.

The new JNC figures are provided in the table below:

Senior coroner	1st April 2023
Range	£129,872 to £144,303
Part-time senior coroner	1st April 2023
Base salary	£22,200
Daily rate	£489 to £555
Area coroner	1st April 2023
Range	£96,572 to £111,002
Assistant coroner	1st April 2023
Daily rate	£417 to £503

Detailed discussion will take place on potential terms of reference following on from the previous in principle JNC agreement that, subject to the terms of reference being agreed, there will be a joint update of the 2017 Korn Ferry Hay report. This would be with the intention of such work informing the pay negotiation for 2024.

Yours faithfully

**SARAH WARD
JOANNE KEARSLEY**

Joint Secretaries

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CEREDIGION COUNTY COUNCIL

Report to:	Cabinet
Date of meeting:	4 July 2023
Title:	Ceredigion Harbours Management Policy Consultation
Purpose of the report:	To seek approval to commence a public consultation on an updated Ceredigion Harbours Management Policy
For:	Decision
Cabinet Portfolio and Cabinet Member:	Councillor Keith Henson, Cabinet Member for Highways and Environmental Services and Carbon Management

BACKGROUND

The current Ceredigion Harbours Management Policy was approved by the Council on 19 October 2010.

The Policy has provided a clear, useful and appropriate framework for the delivery and management of activities at the Council's Harbours at Aberaeron, Aberystwyth and New Quay. It is, however, now considered appropriate and timely to review and update it to reflect relevant changes since the Policy's implementation and, to address any gaps between the Policy and current Harbour related activities which have been identified and/or arisen from experience.

The proposed changes build on the current Policy which has served stakeholders well for over a decade. The changes recognise and reflect that the Harbours are multi-use, shared use facilities and the Council's overall intention is to strengthen the Policy so these can continue to be managed in a fair, transparent and balanced way for the benefit of all stakeholders.

A draft updated Policy has been prepared and, as part of the policy change process, a public consultation is now required to provide stakeholders with an opportunity to provide their feedback. Approval, therefore, is sought from Cabinet to carry out a public consultation.

Following evaluation of any consultation feedback and, implementation of any changes considered appropriate in response, the final proposed Policy will be presented to, and considered by, the Thriving Communities Overview and Scrutiny Committee, prior to being presented to Cabinet for its consideration.

Wellbeing of Future Generations:	<p>Has an Integrated Impact Assessment been completed? If, not, please state why</p> <p>Summary: Long term: Collaboration: Involvement: Prevention: Integration:</p>	<p>No – the purpose of the report is to request approval for the commencement of a Public Consultation. An IIA will be completed following the evaluation of any consultation feedback</p>
Recommendation(s):	<p>That approval is given to commence a Public Consultation process.</p>	
Reasons for decision:	<p>To ensure that the Council’s Ceredigion Harbour Management Policy is fit for purpose.</p>	
Overview and Scrutiny:	<p>Thriving Communities Overview and Scrutiny Committee</p>	
Policy Framework:	<p>Not applicable</p>	
Corporate Well-being Objectives:	<p>Boosting the economy, supporting businesses and enabling employment</p>	
Finance and Procurement implications:	<p>None</p>	
Legal Implications:	<p>None</p>	
Staffing implications:	<p>None</p>	
Property / asset implications:	<p>None</p>	
Risk(s):	<p>None</p>	
Statutory Powers:	<p>The Council’s powers as a Harbour Authority and under relevant related Harbour Acts.</p>	
Background Papers:	<p>None</p>	
Appendices:	<p>Appendix 1- Ceredigion Harbours Management Policy Review</p>	

**Corporate Lead
Officer:**

Rhodri Llwyd, Corporate Lead Officer: Highways and
Environmental Services

Reporting Officer:

Gerwyn Jones, Corporate Manager: Environmental
Services

Date:

01 June 2023

Ceredigion Harbours Management Policy



Author and service: Owen Morgan –
Highways & Environmental Services.
Date approved by Cabinet: **TBC**
Integrated Impact Assessment (Yes/No):
Publication date: **TBC**
Review date: **TBC**

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Ceredigion Harbours Management Policy

Introduction

1.1 This is a Policy for managing the facilities and moorings of different vessels in the Council managed Harbours of Ceredigion, namely Aberystwyth, Aberaeron and New Quay.

1.2 Whilst the current scope of the Policy is the Harbours at Aberystwyth, Aberaeron and New Quay, in the event that any other Harbours or related facilities become Council managed facilities in the future, this Policy will automatically extend to cover those facilities.

1.3 All moorings and other facilities form part of a discretionary service provided by the Harbour Authority. Each mooring and associated facility is allocated subject to application on an seasonal (Summer 1st April – 31st October, Winter 1st November – 31st March) basis only and is covered by a Mooring or Facility Form Agreement Form with associated terms and conditions of use.

1.4 The purpose of this Policy is to ensure that a consistent, fair, and equitable approach is applied to new, existing and potential mooring holders and harbour users at the Ceredigion Harbours. It aims to ensure that the operational Policy and associated conditions are fully understood and recognised as fair, reasonable and equitable to all in what are shared use facilities.

1.5 This operational Policy statement supplements the Aberystwyth Harbour Act 1987, the Aberaeron Harbour Act 1807, and the New Quay Harbour Act 1835, Harbours, Docks and Piers Clauses Act 1847, (and all other relevant legislation including any subsequent supplementing and amending Orders and legislation), the associated Harbour Bye- laws, and the Terms and Conditions for the use of Ceredigion County Council Harbours. Where Ceredigion County Council is the Statutory Harbour Authority this Policy applies.

1.6 The term 'Harbour Master' as defined in national legislation shall be used to describe the term 'Harbour Manager' within this policy.

1.7 This Policy is a management tool, nothing within **it** shall interfere with the Harbour Manager's overall ability to allocate or regulate the number, location, size and type of moorings and facilities being used at any time within the three Ceredigion Harbours.

Objectives of the Policy

2.1 The main objectives of the Policy are as follows:

(i) To clearly define criteria for the operation and management of harbour moorings and related quayside uses, having due regard to local needs and desires as well as encouraging public use and enjoyment of the harbour quays.

(ii) To continue promoting the harbours as some of the County's main locations as working harbours and for water-based recreation and leisure, taking into account the need for safe and easy access for all members of public.

(iii) To contribute positively to the management of the natural and built environment of the harbours, which includes adherence with all relevant Environmental Legislation.

(iv) To give a general overview of the responsibilities and obligations of mooring/facility holders and provide an outline of some of the key terms upon which the mooring/facility is allocated.

2.2 A copy of the Policy will be provided to applicants, potential applicants, members of the public and other interested persons or bodies on request. A copy will also be published on the Council's web page.

Functions of the Ceredigion Harbours

3.1 The following paragraphs confirm the complex range of roles which the harbours perform and underlines the need for a clear mooring policy as a foundation for their proper management.

(a) Commercial Activity

3.2 The port-related commercial operations in the harbours include charter companies who run scheduled tours around Cardigan Bay, a number of commercial fishing boat operations, and water-based activity providers.

(b) Leisure Activity

3.3 The use of the harbours continues to predominantly be by leisure mooring holders which currently range from sailing yachts to power boats. Access is facilitated for visiting vessels in addition to mooring holders.

3.4 The use of the harbours for water-based recreation has increased, in particular but not limited to windsurfing and dinghy sailing, canoeing, kayaking, rowing, paddleboarding and angling. Slipways and facilities for water activities are located in all harbours.

(c) Visitor Attractions

3.5 In addition to annual water-based events such as regattas, the harbour areas make a considerable contribution to the county's tourist economy as well as being a valuable recreational resource for local people. The Harbours give access to visitors and local people to the two Marine Special Areas of Conservation (SACs), home to the famous Cardigan Bay dolphins and other wildlife of international significance.

The Types of Moorings and Facilities.

4.1 The classification for moorings and facilities in Ceredigion County Council managed harbours are as follows:

- (a) Leisure moorings
- (b) Commercial moorings
- (c) Deep water moorings
- (d) Short term visitor moorings
- (e) Facilities
- (f) Sizes and particulars of vessels, watercraft and other equipment

4.2 Other than the specific arrangements referred to relating to the limited quayside parking at New Quay Harbour there is no parking provision made or season tickets afforded to Harbour users in the Council's Pay and Display car parks.

(a) Leisure Moorings

4.3 The provision of moorings for leisure craft (mostly smaller craft used by private individuals for their own recreation) is a vital part of the recreational use of all three harbours. Leisure moorings are provided in a variety of locations in order to allow operational and managerial flexibility. This allows the ability to cater for varying demand for such moorings during the year.

4.4 These are agreed moorings for periods of stay greater than two weeks. Long-term does not imply that these moorings are permanent or tied to a particular location or mooring holder. This type of mooring is used by owners of leisure craft who wish to moor them in the harbours for long periods based on a seasonal agreement. The vessel owners do not own the rights to the mooring, nor are they allowed to transfer the rights of the use of the mooring if selling the vessel which is presently on the mooring. As Ceredigion County Council actively promotes the harbours for use by leisure craft, the provision of additional service facilities continues to be a priority. These may be provided by the Council or in partnership with others.

(b) Commercial Moorings

4.5 There are a finite number of moorings for passenger carrying pleasure boats, commercial water sports and commercial fishing boats agreed at each harbour. It is recognised that further moorings could be provided as part of any future development opportunities or where future capacity becomes available.

4.6 Commercial moorings are subject to the following controls:

(i) Commercial moorings can be categorised as follows:

Passenger Carrying Pleasure Boat Moorings

Certain moorings can be used for passenger carrying pleasure boats to offer wildlife tours, fishing trips and water activities in and around Cardigan Bay.

Commercial Fishing Boat Moorings

Certain moorings can be used by commercial fishing boats to fish in Cardigan Bay.

(ii) All vessels seeking a dedicated commercial mooring will require the necessary commercial licences, coding and certification together with a mooring agreement.

(iii) Any commercial vessel trading in strategic locations of the Harbour affected by events will need to be able to move to allow for occasional relocation.

(iv) All waste generated by the user will wherever possible be stored on board the vessel. Bins must be kept aboard and stored in a satisfactory way so as not to prejudice the appearance of the vessel. Vessels will be expected to comply with requirements of the Harbour Manager in respect of waste disposal, which may vary from time to time depending on the disposal regime in operation. All commercial users must dispose of waste in accordance with the most current Port Waste Management Plan.

(vi) There is a quota for commercial moorings which is currently.

Aberystwyth:

Commercial Passenger: 3.

Commercial Fishing: 9.

Aberaeron:

Commercial Passenger: 6.

Commercial Fishing: 1.

New Quay:

Commercial Passenger: 11.

Commercial Fishing: 6.

Commercial Deep-Water Moorings: 12.

Quotas could be subject to change depending on future development opportunities or where future capacity becomes available.

(c) Deep Water Moorings

4.7 There are currently 18 deep water moorings situated off the coast in New Quay. Specific moorings have been assigned to a mixture of commercial and leisure vessels. The number of deep-water moorings has reached maximum capacity.

(d) Short Term Visitor Moorings

4.8 Short-Term Visitor Leisure Moorings

Short stay/overnight visitor moorings are available in harbours where capacity allows. There is a set daily and weekly fee for these moorings (please see current 'Fees and Charges'). The maximum stay on these moorings is two weeks and are allocated on a first come first served basis, at the Harbour Manager's discretion. Length of stay may be extended during the winter season, at the discretion of the Harbour Manager.

4.9 Short-Term Visiting Commercial Moorings

Short stay/overnight commercial visitor moorings are available in harbours where capacity allows. There is a set daily and weekly fee for these moorings (please see current 'Fees and Charges'). The maximum stay on these moorings is two weeks and are allocated on a first come first served basis, at the discretion of the Harbour Manager. Length of stay may be extended during the winter season at the discretion of the Harbour Manager.

(e) Other Facilities

4.10 Any leisure vessels, tenders, boats, cars and fishing gear etc. on harbours, piers, docks and slipways in strategic locations or any other location of the Harbour affected by events will need to be able to move to allow for occasional relocation and operational needs at the Harbour Managers discretion.

4.11 There is Water Activity Equipment Stand available for long term use at New Quay Harbour. The stand can be used for storage of water activity equipment such as but not limited to kayaks, paddleboards, windsurf boards and surfboards at Harbour Managers discretion. Long- term does not imply that the stand/facility spaces are permanent or tied to a particular location.

The facility is used by owners of water activity equipment who wish to store them in the harbour for long periods subject to an annual agreement. The users do not own the rights to the space, nor do they have the right to transfer the use of the space if selling the equipment allocated to the space.

(f) Sizes and Particulars of Vessels, Watercraft and Other Equipment

4.12 No vessel/watercraft/ equipment shall be placed on a mooring other than the vessel/watercraft/equipment applied for. The mooring/facility is allocated according to the particulars of the vessel and the mooring/facility holder must not increase the size of his vessel/watercraft/equipment without ascertaining whether or not there is a suitable alternative mooring/facility available and without prior agreement with the Harbour Manager. The mooring/facility holder may lose the mooring/facility without being offered a replacement.

Leisure Mooring, Dinghy and Water Activity Equipment Stand Waiting Lists

5.1 A mooring or storage space can only be offered and allocated to the person whose name is next on the appropriate waiting list for a specific harbour/facility subject to the suitability of the vessel/equipment being applied for, priority definitions below and at the Harbour Manager's discretion. A deposit (please see current 'Fees and Charges') is required to join the appropriate waiting list and lists will be closed once thirty names have been placed on the list as it will then be considered to be oversubscribed. A procedure covering the waiting list and the application of deposits can be found in Appendix 1 below.

5.2 Moorings, once allocated, are not transferable.

5.3 The waiting list is segregated into the following categories/order of priority:

1st: Council taxpayers whose permanent residence is within Ceredigion and who pay full Council tax to Ceredigion County Council. Proof of Council Tax arrangements will need to be sent to the Harbour Authority on application.

2nd: Council taxpayers whose main residence is outside of Ceredigion, but they own a property within the county. i.e., second homeowners. Proof of Council Tax arrangements will need to be sent to the Harbour Authority on application.

3rd: All others.

5.4 Other than those persons already on the mooring waiting list on 1st January 2011, berths will then be allocated according to the priorities above.

Commercial Moorings - Waiting Lists

6.1 A commercial mooring can only be offered and allocated to a commercial operation that is next on the appropriate commercial mooring waiting list (one for passenger carrying pleasure boats, and one for commercial fishing boats in each harbour) and subject to the suitability of the vessel being applied for at the Harbour Manager's discretion. A deposit, please see current 'Ceredigion Fees and Charges', is required to join the waiting list and lists will be closed once fifteen operations have been placed on the list as it will then be considered to be oversubscribed. A procedure covering the waiting list and the application of deposits can be found in Appendix 1 of this Policy.

6.2 Both types of commercial moorings, once allocated, are not transferable.

6.3 Given the obvious demand for these types of mooring and the significant contribution made by passenger carrying pleasure boats, and commercial fishing boats to Ceredigion's economy and tourism portfolio, the Harbour Authority will operate a "use it or lose it" policy. If a commercial boat owner does not put a vessel on the allocated mooring facility by the 31st of May and / or does not operate a vessel commercially, then as of the 1st of June the mooring facility will be allocated to the next appropriate applicant on the waiting list at the Harbour Manager's discretion.

6.4 A car parking space at New Quay Harbour slipway can only be offered and allocated to a commercial operation that is next on the New Quay commercial car park space waiting list and subject to the suitability of the vehicle and operation being applied for at the Harbour Manager's discretion. A deposit, please see current 'Fees and Charges' is required to join the waiting list and lists will be closed once five operations have been placed on the list as it will then be considered to be oversubscribed. A procedure covering the waiting list can be found in Appendix 1 of this Policy.

Car parking spaces are not transferable and cannot be used by any other vehicles other than the vehicle allocated to the space.

Deep-Water Mooring Waiting List

7.1 Other than those leisure boats that have previously been allocated a deep-water mooring and choose to continue using it following the introduction of the charge, all future deep-water moorings that become available will only be allocated to commercial vessels.

7.2 A deep water mooring can only be offered and allocated to a commercial operation that is next on the appropriate deep water mooring waiting list. A deposit please see current 'Fees and Charges' is required to join the waiting list and the list will be closed once ten operations have been placed on the list as it will then be considered to be oversubscribed. A procedure covering the waiting list and the application of deposits can be found in Appendix 1 below.

Duration of Mooring, Launching and Facility Agreements

Long Term Moorings

8.1 The duration of the mooring agreement is dependent on the season applied for.

The duration of the summer season is 1st April – 31st October each year.

The duration of the winter season is 1st November – 31st March the following year.

Any vessel owned by a long-term mooring holder found on a mooring or on a hardstanding on harbour/Council premises after the 1st of November will be charged Winter Mooring Fees.

Short-Term Visiting Leisure Moorings

8.2 The maximum duration of a short-term visiting leisure mooring agreement is two weeks commencing on the first date of stay. This may be extended during the winter season at the Harbour Manager's discretion.

Short-Term Visiting Commercial Moorings

8.3 The maximum duration of a short-term visiting commercial mooring agreement is two weeks commencing on the first date of stay. This may be extended during the winter season at the Harbour Manager's discretion.

Long-Term Launching

8.4 The duration of the annual launching agreement commences with each financial year on 1st of April and expires on the 31st of March of the following year.

Annual Launching Agreements are not offered on a pro rata basis, full fees are applicable regardless of date of launching.

No car parking rights are associated with the Annual Launching Agreement.

The Annual Launching Agreement is not Harbour specific and is valid for launching at any of the Ceredigion Harbours covered by this Policy.

Short-Term Launching

8.5 The duration of the short-term launching agreement is dependent on the needs of the user and at the discretion of the Harbour Manager.

No car parking rights are associated with the Short-Term Launching Agreement.

The Short-Term Launching Agreement is not Harbour Specific and is valid for launching at any of the Ceredigion Harbours covered by this Policy.

Facility Agreements

8.6 The duration of the Facility Agreement is 11 months commencing on 1st of May and expiring on the 31st of March of the following year. Every item/ equipment must **be removed** from the rack for the month of April to allow for any required maintenance/renumbering. Any equipment/ item remaining on a facility during the month of April can be removed by the Council without notice.

Mooring, Facility and Launching Charges and Rules

9.1 All matters related to the application of charges for leisure moorings, commercial moorings, launching, visiting, kayak windsurf board stand, boat park spaces and other facilities can be found in the current financial years 'Fees and Charges'.

9.2 If a mooring/facility holder has not paid the required fee in full by the 31st of May, then as of the 1st of June that mooring / facility will be reallocated to the next appropriate applicant on the waiting list at the Harbour Manager's discretion.

9.3 If a mooring/facility holder does not put a vessel on the allocated mooring facility by the 31st May then as of 1st June the mooring will be reallocated to the next appropriate applicant on the waiting list at the Harbour Manager's discretion.

9.4 Moorings are not offered on a pro rata basis, full fees are applicable each season regardless of when the mooring was allocated or occupied.

9.5 A vessel will be charged based on length overall measured in metres (rounded up to the nearest metre), which shall include any bowsprit, push-pit, stern davit, bathing platform.

9.6 If the mooring/facility holder does not have his/her own vessel/watercraft/equipment on the authorised mooring for a period of one year then the facility will be forfeit and reallocated from the appropriate waiting list.

Renewal of Allocated Mooring/Facility

10.1 The Council will endeavour to send each existing mooring/facility holder an application form requesting a Mooring/Facility Form Agreement to be completed and returned before the start of each season. If the mooring/facility holder returns the form indicating that he/she does not wish to renew the Mooring/facility Form Agreement, it will be allocated to the next person on the appropriate waiting list and the Council will send an application form and invoice as above. On receipt of the Mooring/Facility Form Agreement the Council will send an invoice to the mooring/facility holder.

10.2 In the event that the Council does not receive a completed mooring application for by 30th April, it will be considered that the mooring holder does not want to renew their mooring agreement and it will be allocated to the next person on the appropriate waiting list.

10.3 The Council will, upon receipt of payment, allocate a mooring/facility to the applicant in a location within the specific harbour applied for, the exact location is determined at the discretion of the Harbour Manager.

Cancellation of Mooring Form Agreements and Rejection of Waiting List Applications

11.1 The mooring holder can cancel the Mooring/Facility Form Agreement at any time by giving 14 days' notice in writing to the Council. However, the fee and or deposit already paid shall be retained by the Council.

11.2 The Council can cancel the Mooring/Facility Form Agreement at any time by giving 1 month notice in writing to the mooring holder's last known contact details held by the Authority. A mooring/facility may be cancelled for a number of reasons, and these may include but are not limited to; bad debt, failure to comply with harbour Policy, regulations, directions, reckless conduct, disorderly behaviour and abuse towards harbour staff.

11.3 Full or pro rata refunds will not be due if the reason for cancellation is due to the conduct of the mooring/facility holder to comply with this Policy and / or any other Council directives or legal requirements. The Council will pursue any unpaid debt, irrespective if the mooring/ facility holder has vacated or been removed from the mooring/facility.

11.4 Waiting list applications will be rejected as a result of any abuse towards harbour staff.

Risk, Liability, Insurance Requirements and Recommendations

12.1 All vessels/watercraft are berthed, moored, launched, moved and hauled out at the applicant's own risk and is not the responsibility of the Council. The applicant is therefore required to make sure that their vessel/watercraft and property are adequately insured against all risks. The Council accepts no liability for any loss or damage to property howsoever caused.

12.2 Any vessels/watercraft/equipment deemed injurious to the amenity of the harbour as defined below will have to be recovered and removed from the harbour by the vessel/watercraft/equipment owner. Failure to remove such a property from the harbour in such a period as shall be specified by the Harbour Manager in his absolute discretion (including immediate notice) will result in the Council recovering and removing the property and the appropriate charges being made. Such charges shall be a debt due from the Mooring/facility Form Agreement holder to the Authority. It is therefore strongly recommended that any insurance policy includes a wreck removal cover.

12.3 The mooring/facility holder shall indemnify the Council, their servants and agents against all actions, claims, costs and demands in respect of any injury or death of any person and any damage to any property which may arise out of the applicant's occupation and use of the harbour facilities including slipways, steps, jetties and staging and for this purpose shall maintain a Public Liability policy against such risks. Failure to maintain the appropriate insurance cover will result in the withdrawal of the mooring, launching and other facilities.

12.4 All mooring/facility holders using any part of the harbour facilities including slipways, steps, jetties and staging, for whatever purpose in connection with this application and whether by the Council's invitation or not, are expected to have due regard for their own safety and do so at their own risk.

12.5 The mooring/facility holder shall at all times be responsible for the safety of his/her vessel/watercraft/equipment and shall be liable for any damage accessioned to the Council's property, howsoever caused, during the navigation of any vessel/watercraft by the applicant or his servant or agents, or whilst the applicant's vessel/watercraft is berthed, moored, or launched, or by the vessel/watercraft slipping her berth, mooring or being cast adrift and will pay to the Council on demand any claim for compensation in respect of such damage.

12.6 The Council's Harbour Manager and other authorised Officers and servants, whilst acting in the course of their duty, shall not be responsible for any loss or damage which may occur as a result of compliance, or attempted compliance, with any lawful order or directions given by the Harbour Manager, or such other Officers or servants, nor shall the Council be liable for any loss or damage arising out of compliance, or attempted compliance, with the Officers' lawful orders. The Council, its servants, agents or employees shall not be liable for injury to any person, except where such injury arises through the negligence of the Council.

12.7 Any mooring holder wanting to over-winter or visit another Ceredigion Harbour other than that applied/allocated to, must make an application for that harbour. The mooring holder must ensure that his/her vessel is adequately insured for that harbour.

12.8 The mooring/facility holder is responsible and liable for any personal chain, ropes, bridals, shackles, tackle or any other mooring devices used to moor their vessel/watercraft/equipment to any point of the Harbour Estate or Council Property.

Vessels and Other Watercraft or Equipment Injurious to the Amenity of the Harbour

13.1 If at any time the Harbour Authority are satisfied that a derelict vessel or structure or equipment moored in or lying in the water, on the foreshore of the harbour or other Council property is in such a condition as to be seriously injurious to the amenity of that part of the harbour or Council property in which it is moored lying or standing, the Harbour Authority may by notice require the owner thereof within such time as may be specified in the notice to take such steps as may be necessary to abate the injury to amenity. A vessel or other any other type of watercraft or equipment may be considered to be injurious to the amenity of the harbour or other Council property, by the Authority for reasons including but not limited to being badly dilapidated, unsightly due to neglect, seriously unkempt, unseaworthy and/or in danger of sinking, etc.

13.2 Failure to comply with such a notice issued by the Harbour Authority may result in the necessary action being taken directly by the Harbour Authority and the appropriate charges being made. Such charges shall be a debt due from the Mooring/facility Form Agreement holder to the Authority.

13.3 Tenders and trailers not marked with parent vessel's name may be removed without notice.

13.4 Other watercraft shall include but not be limited to kayaks, canoes, windsurf boards, paddle boards, dinghies or any other description of watercraft. Equipment shall include but not limited to trailers, vehicles, fishing equipment or any other property or items owned or used by the user.

Prohibition on Assignment/Sub Letting of Moorings/Facilities

14.1 The mooring/facility is allocated to the mooring/facility holder and may not be shared, assigned, transferred, sub-let or otherwise used or made available to anyone other than the mooring holder. In the event that it is discovered that a mooring/facility holder is subletting or allowing the use of the mooring by another party, the mooring/facility will be withdrawn with immediate effect.

Inheritance

15.1 There are no inheritance rights in relation to moorings or facilities within Ceredigion managed Harbours.

Identification

16.1 All vessels/watercraft and equipment including but not limited to, trailers and tenders used within the harbours and Council property must have their names displayed conspicuously to the satisfaction of the Harbour Manager. The mooring holder should also ensure that the name of the vessel or mooring number is clearly displayed on any mooring buoy. Tenders must be marked with the name of the parent vessel. Kayaks/wind surfboards and other equipment as defined above must be numbered/named conspicuously to the satisfaction of the Harbour Manager.

Change of Vessel, Watercraft or Other Equipment

17.1 In the event of the mooring/facility holder selling or otherwise disposing of the vessel/watercraft authorised to use the mooring/facility, the parties to the change shall ensure that immediate written notification prior to the sale or disposal is given to the Harbour Manager.

17.2 When an existing owner wishes to change their vessel/watercraft/equipment then a fresh application must be made for the intended new vessel/watercraft/equipment. The Council reserves the right to determine where a mooring/facility holder replaces a vessel upon a mooring/facility with another vessel/watercraft/equipment which is not suitable for the mooring/facility allocation, having regard to the size and particulars of the vessel/watercraft/equipment, to refuse that application. Where applications are not approved, applicants will be able to re-join the relevant waiting list at the next available opportunity (subject to sections 5 & 6 and Appendix 1) or keep the existing vessel/watercraft/equipment on that mooring/facility.

Mooring and Facility Transfers

18.1 There are no transfer rights in relation to moorings or facilities within Ceredigion managed Harbours.

Partnerships

19.1 Partnerships must have been registered with the Harbour Authority when the mooring was/is first allocated. Any subsequent changes of ownership or partnership buy out will not be recognised or count towards mooring allocation.

Use of Moorings

20.1 Moorings must only be used for the purposes stated in the original application (i.e., leisure, commercial or deep water).

20.2 Vessels using moorings must not be used for residential purposes. i.e., no living on board is permitted and boats must not serve as the sole or main residence of any individual or group. Customers are not expected to sleep on board their craft unless that vessel has a suitable manufacturer holding tank for grey water and sewage. Moorings will be withdrawn from those harbour users who breach this expectation.

Fuel and Re fuelling

21.1 No fuel or combustible material is permitted to be kept on or within the allocated mooring save in authorised storage tanks and containers. No petrol refuelling from cans or containers is permitted on the harbour side, pontoons, steps, slipways, or moorings. The only exception being by way of an approved siphoning/pumping device agreed specifically with the Harbour Manager. Any fuel spillage must be reported to the Harbour Manager, MCA and Natural Resources Wales immediately.

Pollution and Waste

22.1 Mooring/facility holders must not pollute the harbour by spillage, dumping of waste, effluent, human waste, detergent and/or fuel or otherwise deposit refuse or scrap on the harbour estate, in the waters of the harbour or on the harbour bed. All harbour users must abide by the most current Port Waste Management Plan.

Reckless Conduct and Disorderly Behaviour

23.1 The mooring/facility holder shall not use the mooring or facility in a reckless manner so as to cause danger to other users of the Harbour or damage to their property. The mooring/facility holder (including any persons on board a vessel/watercraft on the harbour within harbour limits) shall not cause unreasonable noise, nuisance or annoyance to other users of the Harbour. Harbour Users must follow the current Code of Conduct and other Council Directives at all times. Any such behaviour may result in the Council terminating the Mooring/Facility Form Agreement.

Compliance with Statute, Byelaws and Directions of the Harbour Manager.

24.1 The harbour user and all persons having control or having charge of or being aboard their vessel/watercraft/equipment shall observe and perform all statutory and other obligations relating to the harbour including all Byelaws and Regulations made by the Council and directions given by the Harbour Officers.

24.2 In the event of the holder of the Mooring/Facility Form Agreement failing to comply with the conditions of the Mooring/Facility Form Agreement, Policy or any other Council Directive, the Council may give notice to remove the vessel/watercraft/equipment. Should this notice not be complied with or the conditions not met within fourteen days (or within the time period specified by the notice) of the date of the notice sent to the last known address of the harbour user, the Authority may remove the vessel to any place wheresoever and after a period of 14 days may dispose of it if it is not retrieved by the harbour user. The harbour user shall be liable to pay the cost of such removal, storage, mooring, berthing or disposal where applicable. Such charges shall be a debt due from the harbour user to the Authority.

24.3 No person shall within any enclosed harbour use buoyant pick-up ropes on moorings.

24.4 The master of a vessel shall not cause or permit the vessel to manoeuvre, come to anchor or be moored or placed so as to intentionally obstruct in any manner whatsoever the passage of vessels in and out of the harbour.

24.5 No person shall allow any vessel to obstruct any pontoons steps or slipways without the permission of the Harbour Manager.

Contractors

25.1 Any business contracted by a harbour user to carry out any work on the harbour estate must apply for and be granted a valid Estates License for any work that may impact on the harbour such as but not limited to lifting operations, vessel repairs/maintenance, property works or any other events which may affect public highways and or publicly or privately owned property.

Any business contracted by a harbour user for any minor repairs on vessels watercraft, moorings or other equipment that does not affect arrangements relating to the above shall ensure that:

- Adequate third-party liability insurance and public indemnity cover is in place.
- An appropriate method statement and risk assessment is in place.
- The work does not breach the Policy, and or any other Council Directive or legislation.
- The contractor indemnifies the Council, their servants and agents against all actions, claims, costs and demands in respect of any injury or death of any person and any damage to any property howsoever caused during any works on the Harbour Estate.

Passenger Landing

26.1 At the discretion of the Harbour Manager, visiting vessels coming from outside the County of Ceredigion are able to embark and disembark passengers from any of the three Ceredigion harbours, subject to application, payment of the applicable charge (see current 'Fees and Charges' and proof of insurance. Such vessels are required to give ample notice to the Authority where possible greater than two weeks.

Landing of Goods

27.1 At the discretion of the Harbour Manager, visiting Commercial Vessels are able to land passengers or goods from any of the three Ceredigion Harbours subject to, application, payment of the applicable charge (see current 'Fees and Charges' and proof of insurance and applicable certification. This charge can be found in the current 'Fees and Charges'. Such vessels are required to give ample notice to the Authority where possible greater than two weeks.

Documents

27.1 The following associated documents can be found on the Council's website or by contacting the Authority at cllc@ceredigion.gov.uk or on 01545 570881.

- Fees and Charges.
- Port Waste Management Plan.
- Port Marine Safety Code.
- Harbour Mooring Plans.
- Byelaws and Harbour Acts.
- The Harbours Constitution.
- Minutes of the Harbour Users Consultative Meetings.
- Live Public Consultations.
- Any other publicly available harbour associated documents.

Contact Details

28.1 Should you wish to contract the Council in relation to any Harbour related matters you may do so via the following means:

Email: cllc@ceredigion.gov.uk

Telephone: 01545 570881

Neuadd Cyngor Ceredigion

Penmorfa

Aberaeron

Ceredigion

SA46 0PA

Appendix 1

Leisure, Commercial, Deep Water and Facilities Waiting List Procedure.

- 1) The waiting list fee is detailed in the current financial years' 'Fees and Charges'. On receipt of the appropriate fee and application form, the applicant's details will be placed on the relevant waiting list. Payment is as per instruction on application.
- 2) The waiting list entry will be dated the same day the deposit is received.
- 3) The deposit is NOT REFUNDABLE OR TRANSFERABLE but will be credited to the mooring/facility charge if, and when, a suitable mooring/facility is allocated.
- 4) Under normal circumstances the applicant will only be given one offer of a mooring/facility.
- 5) When a mooring/facility is offered and accepted, it can only be allocated to the person/operation whose name is on the appropriate waiting list, and subject to the suitability of the vessel/equipment being applied for at the Harbour Managers discretion.
- 6) When a mooring/facility is offered and accepted and no vessel/equipment is immediately available, the applicant must pay the full fee for the size of vessel/equipment applied for, and then has three months to place their vessel/equipment on the mooring/facility. If the mooring/facility is offered during the winter season, then the vessel / equipment may be placed by the commencement of the following summer season if this period is greater.
- 7) Often a waiting list will be banded dependent on the size of the mooring/facility. It is therefore important that applicants are certain about the size of the vessel/equipment. The length entered on the waiting list form will may be amended prior to the offer of a mooring being made however, this may result in a transfer to a new banding with a new entry date.
- 8) From time-to-time applicants will be asked to provide written confirmation of their wish to remain on a particular waiting list. The applicant's place on the waiting list will be forfeited and their details deleted from the waiting list records if written confirmation is not provided within 28 days of the request for confirmation being sent to the applicants last known contact details.
- 9) It is the applicant's responsibility to keep the Harbour Authority advised of any change in the applicant's details, especially any change of contact details.



Cyngor Sir
CEREDIGION
County Council



CEREDIGION COUNTY COUNCIL

Report to:	Cabinet
Date of meeting:	4 th July 2023
Title:	Aberaeron Coastal Defence Scheme
Purpose of the report:	To confirm agreement to enter into a contract with the preferred Contractor pending discussions regarding tender prices, funding allocation and formal approval of the Full Business Case from Welsh Government
For:	Decision
Cabinet Portfolio and Cabinet Member:	Cllr Keith Henson, Cabinet Member for Highways and Environmental Service and Carbon Management

1. Background

Aberaeron Coastal Defence scheme is required in order to reduce the risks associated with coastal flooding within the town, to provide protection against predicted sea level rise, and to maintain the South Beach defences and Grade II Listed South Pier for the future.

The seaward end (head) of South Pier is currently fenced off due to it being unsafe for use and is in need of reconstruction as this is a critical flood defence feature which maintains the shingle on the South Beach.

The existing harbour flood walls are too low and need to be raised to provide protection from flooding now and in the future.

The £1.7m costs of the detailed design and development of the Full Business Case as required by Welsh Government have been fully grant funded, and the scheme, which has been subject to public consultation is now ready to proceed to the construction stage, having successfully passed through all previous business case stages.

The scheme is made up of five key elements which are interlinked as integral parts to the flood defence scheme and are as follows:

South Pier - Partial reconstruction of the seaward head of the South Pier and improving the durability of the remaining structure by grouting.

Breakwater - Construction of a rock breakwater extending out from the North Pier

Harbour flood walls - Raising parts of the set-back flood walls at Quay Parade and Pwll Cam with masonry and glass panels. Incorporating tilt barriers (flood gates) within these walls to maintain access. Improving durability of existing harbour walls by grouting. Raising the existing River

Aeron wall with glass panels. Extending and constructing a new wall between the footbridge up to the rear of the Monachty Hotel. Biodiversity enhancements and amenity improvements are also provided.

Pwll Cam gate - Construction of a flood gate and control kiosk at Pwll Cam to maintain use of the inner harbour area.

South Beach - Improvements to South Beach in the form of removal and replacement of the existing timber groynes. Replacing and extending the existing rock revetment and placement shingle nourishment.

Funding – Under the Coastal Risk Management Programme (CRMP), the Welsh Government have committed to jointly fund the construction works with the Welsh Government funding 85% through CRMP, and the remaining 15% will currently be funded by Ceredigion County Council.

A Senior Officer meeting is due to take place shortly with Welsh Government to investigate alternative/additional funding opportunities and to clarify the basis of WG's 85% funding (which is likely to be Supported Borrowing in the form of a Local Government Borrowing Initiative approach) rather than simple grant funding) prior to submission of the Full Business Case (FBC), with the intention being to reduce the 15% burden on Ceredigion County Council as this represents a significant demand (approximately £4.5m) on the Council's capital allocation.

2. Current Situation and Proposed Approach

Ceredigion County Council have obtained the following consents and permissions to carry out the scheme: -

Marine Licence – All construction, alteration or improvement works over a marine licencable area requires a licence from the NRW. The Licence No. is CML2133.

Planning Decision – All aspects of the scheme, mentioned under item 1 of this cabinet report above require planning permission. The Application/Permission No. is A211020

FRAP's (Flood Risk Activity Permits) – These are required to carry out the new drainage system along Quay Parade and the new flood walls along the harbour and the river Aeron.

SUD's (Sustainable Urban Drainage System) Consent – Consent is required to accommodate the contractor's site compound in a location seaward of Aberaeron's primary school.

Consent under the Coastal Protection Act 1949 (CPA) – When a Coast Protection Authority wishes to undertake new coast protection works, as opposed to ongoing maintenance works, they are required by the CPA to seek permission.

Crown Estate Consent – Consent is required to construct the new breakwater coming off North Pier, and this is understood to be imminent

Officers have carried out a tender process which closed on the 22nd February 2023 and which received 3 submissions; one contractor was excluded during the quality process with 2 progressing to the commercial stage.

Following financial due diligence checks by the Council's *Finance and Procurement Service* one contractor was excluded from the process due to not meeting the required thresholds under the Financial & Economic standing section, and therefore one contractor remains.

It is therefore recommended that the preferred contractor are nominated, and that approval is given for officers to enter into a contract with them once discussions around their tender proposal and funding with WG are concluded and that WG agree/approve the Full Business Case (FBC) for the scheme.

Further fees and costs outside of the main contract amounting to £800k will also be included in the overall cost of scheme delivery. Council matched funding of £3.95m has previously been set aside in an earmarked reserve to provide matched funding for future Coastal Protection schemes. A further sum of c£550k is therefore required if the whole 15% matched funding requirement needs to be met from Council core funds.

The following documents are attached:

Appendix A: Tender Assessment Report (exempt)

Appendix B: Planning Decision

Appendix C: Marine Licence

Appendix D: CPA Letter

3. Conclusion

The Aberaeron Coastal Defence project is a scheme that both Ceredigion County Council and Welsh Government are fully committed to and approval of the scheme will protect the harbour, surrounding businesses and the private households and properties.

A full Contract award cannot be made until Full Business Case approval has been granted by WG and an associated WG grant funding offer letter has been issued and accepted.

Therefore, Cabinet approval is sought to:

- 1) authorise officers to enter into discussions with Welsh Government in order to try and secure additional funding to supplement the Council's anticipated contribution, and
- 2) on approval of the Full Business Case by Welsh Government enter into formal discussions and a contract with the preferred contractor in line with their tender proposal.

Wellbeing of Future Generations:	<p>Has an Integrated Impact Assessment been completed? If, not, please state why – N/A Summary: Long term: Collaboration: Involvement: Prevention: Integration:</p>	No
Recommendation(s):	<p>Cabinet is requested to:</p> <ol style="list-style-type: none"> 1) To note the report and the officer discussions still underway with WG. 2) In the event of officer discussions with Welsh Government being successful and grant approval being received following their approval of the Full Business Case, that formal discussion be entered into with the preferred contractor with a view to awarding a contract to a maximum value as outlined in their tender submission. 3) To delegate authority to formally award and sign off the tender acceptance for the Aberaeron Coastal Defence scheme contract to the Cabinet Members for Highways & Environmental Services and Finance & Procurement, in consultation with the Corporate Lead Officers for Highways & Environmental Services and Finance & Procurement. 4) To note that, on the assumption that WG FBC approval is achieved, there will be a requirement for up to an additional c£550k of Council matched funding which will be reflected in the Multi Year Capital Programme. 	
Reasons for decision:	<p>To enable construction of the Aberaeron Coastal Defence Scheme to proceed at the earliest opportunity once FBC approval has been received and WG grant funding has been confirmed.</p>	
Overview and Scrutiny:	N/A	
Policy Framework:	N/A	
Corporate Well-being Objectives:	<ul style="list-style-type: none"> • Boosting the Economy, Supporting Businesses and Enabling Employment • Creating Sustainable, Green and Well-connected Communities 	

Finance and Procurement implications:	As outlined in the report
Legal Implications:	N/A
Staffing implications:	Additional staffing resource to monitor and supervise the construction work will be included in the Full Business Case submitted to Welsh Government
Property / asset implications:	N/A
Risk(s):	Award of the construction contract is subject to negotiation with Welsh Government in relation to the funding profile and with the preferred contractor in relation to their tender price.
Statutory Powers:	Coast Protection Act 1949
Background Papers:	Cabinet Report 28.11.2017 - (Ceredigion County Council)
Appendices:	<p>Appendix A: Tender Assessment Report (Exempt)</p> <p>Appendix B: Planning Decision</p> <p>Appendix C: Marine Licence</p> <p>Appendix D: CPA Letter</p>
Corporate Lead Officer(s):	Rhodri Llwyd - Corporate Lead Officer: Highways and Environmental Services
Reporting Officer:	Phil Jones - Corporate Manager Highway Services Marc Chapple - Project Manager for Coastal Defences
Date:	20 June 2023

Cyngor Sir CEREDIGION County Council

Russell Hughes-Pickering

Swyddog Arweiniol Corfforaethol : Economi ac Adfywio
Corporate Lead Officer : Economy and Regeneration

Neuadd Cyngor Ceredigion, Penmorfa, Aberaeron. SA46 0PA
www.ceredigion.gov.uk



PLANNING DECISION

Planning (Listed Buildings and Conservation Areas) Act 1990
The Planning (Listed Buildings and Conservation Areas) Regulations 2012
The Historic Environment (Wales) Act 2016

NOTIFICATION OF DECISION ON APPLICATION FOR LISTED BUILDING CONSENT

Applicant:

Mr. Rhodri Llwyd,
Cyngor Sir Ceredigion County Council,
Neuadd Cyngor Ceredigion,
Aberaeron,
Ceredigion,
SA46 0PA.

Agent:

Mr. Neil Carpenter,
Atkins,
The Hub 500 Park Avenue,
Aztec West,
Almondsbury,
Bristol,
BS32 4RZ.

Application No: A211020 **Grid Ref:** 245388.73 262845.88

In pursuance of its powers under the above mentioned Act and Regulations, **CYNGOR SIR CEREDIGION COUNTY COUNCIL** as the Local Planning Authority hereby **CONSENTS** to the:

Aberaeron Coastal Defence Scheme, including the construction of a rock breakwater extending out from North Pier, refurbishment and re-building of pier head of South Pier, construction of flood walls, construction of flood gate at Pwll Cam inner harbour and improvements to the existing defences on South Beach at Aberaeron Harbour & South Beach, Aberaeron, subject to the following conditions: -

1. The works covered by this consent must be begun no later than the expiration of 5 years beginning with the date of this consent.
2. The development hereby approved shall be carried out in complete accordance with the following approved plans and documents:

Drawing No	Title	Revision
5182114-ATK-MAR-GEN-DR-C-1000	Overall Scheme Location	P01
5182114-ATK-MAR-GEN-DR-C-2000	Site Compound and Beach Access	P02
5182114-ATK-MAR-GEN-DR-C-2001	River Aeron and Pwll Cam Accommodation Works	P01
5182114-ATK-MAR-GEN-DR-L-3000	River Aeron Plan	P01
5182114-ATK-MAR-GEN-DR-L-3001	River Aeron Wall Elevations	P01
5182114-ATK-STR-GEN-DR-C-3100	River Aeron Wall Setting Out Details Plan	P01
5182114-ATK-STR-GEN-DR-C-3101	River Aeron wall Cross Sections Sheet 1 of 4	P01
5182114-ATK-STR-GEN-DR-C-3102	River Aeron wall Cross Sections Sheet 2 of 4	P01
5182114-ATK-STR-GEN-DR-C-3103	River Aeron wall Cross Sections Sheet 3 of 4	P01
5182114-ATK-STR-GEN-DR-C-3104	River Aeron wall Cross Sections Sheet 4 of 4	P01
5182114-ATK-STR-GEN-DR-C-3105	River Aeron wall Long Sections Sheet 1 of 2	P01
5182114-ATK-STR-GEN-DR-C-3106	River Aeron wall Long Sections Sheet 2 of 2	P01
5182114-ATK-MAR-GEN-DR-L-4000	Pwll Cam Plan	P01
5182114-ATK-MAR-GEN-DR-L-4001	Pwll Cam – Proposed Flood Wall and Flood Gate Elevations and Sections	P01
5182114-ATK-MAR-GEN-DR-L-4002	Pwll Cam - Elevation from rear of inner harbour	P01
5182114-ATK-MAR-GEN-DR-C-4003	Pwll Cam Gate - General Arrangement	P02
5182114-ATK-MAR-GEN-DR-C-4004	Pwll Cam – Proposed Electrical Arrangement	P02
5182114-ATK-MAR-GEN-DR-C-4005	Pwll Cam - The Hive - Wall Grouting Details	P01
5182114-ATK-STR-GEN-DR-C-4100	Pwll Cam Wall - Wall Setting Out Details Plan	P01
5182114-ATK-STR-GEN-DR-C-4101	Pwll Cam Wall - Cross Sections	P01
5182114-ATK-STR-GEN-DR-C-4102	Pwll Cam Wall - Long Sections	P01
5182114-ATK-STR-GEN-DR-C-4103	Pwll Cam Wall – Hive Wall Details	P01
5182114-ATK-STR-GEN-DR-C-4121	Pwll Cam Gate – Plan and Cross Sections	P01
5182114-ATK-STR-GEN-DR-C-4122	Pwll Cam Gate – General Arrangement	P02
5182114-ATK-STR-GEN-DR-C-4123	Pwll Cam Gate - Sections	P02
5182114-ATK-STR-GEN-DR-C-4124	Pwll Cam Gate - Sections	P02
5182114-ATK-MAR-GEN-DR-M-4201	Gate General Arrangement	P01
5182114-ATK-MAR-GEN-DR-M-4202	Gate General Arrangement Details	P01
5182114-ATK-MAR-GEN-DR-M-4203	Electrical Feed to Gate Plan	P01

5182114-ATK-MAR-GEN-DR-L-5000	Quay Parade - General Arrangement	P01
5182114-ATK-MAR-GEN-DR-L-5001	Quay Parade - Plan 1	P01
5182114-ATK-MAR-GEN-DR-L-5002	Quay Parade - Plan 2	P01
5182114-ATK-MAR-GEN-DR-L-5003	Quay Parade - Elevation	
5182114-ATK-MAR-GEN-DR-C-5004	Quay Parade and North Pier Grouting Details	P01
5182114-ATK-MAR-GEN-DR-C-5005	Quay Parade - Drainage.	P01
5182114-ATK-MAR-GEN-DR-C-5006	Quay Parade – Proposed Electrical Arrangement	P01
5182114-ATK-STR-GEN-DR-C-5100	Quay Parade Wall Setting Out Details Plan	P01
5182114-ATK-STR-GEN-DR-C-5101	Quay Parade Sections Sheet 1 of 2	P01
5182114-ATK-STR-GEN-DR-C-5102	Quay Parade Sections Sheet 2 of 2	P01
5182114-ATK-STR-GEN-DR-C-5103	Quay Parade Long Sections Sheet 1 of 2	P01
5182114-ATK-STR-GEN-DR-C-5104	Quay Parade Long Sheet 2 of 2	P01
5182114-ATK-STR-GEN-DR-C-5105	Quay Parade Tilt Barrier Cross Sections	P01
5182114-ATK-MAR-GEN-DR-C-6000	North Pier Breakwater General Arrangement	P01
5182114-ATK-MAR-GEN-DR-C-6002	North Pier Breakwater – Proposed Electrical Arrangement	P01
5182114-ATK-MAR-GEN-DR-C-7000	South Pier - Existing and Proposed Plan	P01
5182114-ATK-MAR-GEN-DR-C-7001	South Pier - Proposed and Existing Elevations Sheet 1 of 2	P01
5182114-ATK-MAR-GEN-DR-C-7002	South Pier - Proposed and Existing Elevations Sheet 2 of 2	P01
5182114-ATK-MAR-GEN-DR-C-7003	South Pier - Grouting Details	P01
5182114-ATK-STR-GEN-DR-C-7100	South Pier – Proposed Plan Sheet 1 of 2	P01
5182114-ATK-STR-GEN-DR-C-7101	South Pier – Proposed Plan Sheet 2 of 2	P01
5182114-ATK-STR-GEN-DR-C-7102	South Pier – Elevations	P01
5182114-ATK-STR-GEN-DR-C-7103	South Pier – Sections 1 of 2	P01
5182114-ATK-STR-GEN-DR-C-7104	South Pier – Sections 1 of 2	P01
5182114-ATK-MAR-GEN-DR-C-8000	South Beach - Key Plan	P01
5182114-ATK-MAR-GEN-DR-C-8001	South Beach - Proposed Rock Revetment Sections	P01
5182114-ATK-MAR-GEN-DR-C-8002	South Beach - Proposed Beach Nourishment Sections	P01
5182114-ATK-MAR-GEN-DR-C-8003	South Beach - Existing Groyne Sections	P01
5182114-ATK-MAR-GEN-DR-C-8004	South Beach - Proposed Groyne Sections	P01
5182114-ATK-MAR-GEN-DR-C-8005	South Beach - Proposed Groyne Details	P01
5182114-ATK-MAR-GEN-DR-C-8006	South Beach - Proposed Groyne Step Details	P01

5182114-ATK-MAR-GEN-DR- C-9001	Glass Wall - Typical Details	P01
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- Aberaeron Coastal Defence Scheme – Environmental Statement – Ceredigion County Council dated November 2021 by Atkins.
- Aberaeron Coastal Defence Scheme – Habitat Regulations Assessment – Stage 1 Screening and Stage 2 Appropriate – Ceredigion County Council dated October 2022 by Atkins.
- Aberaeron Coastal Defence Scheme Flood Consequence Assessment dated October 2022.

3. Prior to the construction of the flood walls hereby granted full planning permission, a 1m x 1m sample of the stonework which is to be used in the construction of the walls shall be prepared for the Local Planning Authority's inspection and written approval. The development shall thereafter be carried out in strict accordance with the approved details.

4. No development shall take place until a qualified and competent archaeologist has submitted a written scheme of investigation (WSI) for approval in writing by the local planning authority. This WSI will describe the different stages of the work and demonstrate that it has been fully resourced and given adequate time. On behalf of the local planning authority, their archaeological advisors (DAT DM) will monitor all aspects of this work through to the final discharging of the condition. This work will not be deemed complete until all aspects of the WSI have been addressed and the final report submitted and approved.

5. Prior to the commencement of works to the North Pier, South Pier and Quayside Walls, a detailed methodology for their repair, including a specification for any replacement stone, grout and mortar mix shall be submitted to and approved in writing by the Local Planning Authority. The works shall thereafter be carried out in strict accordance with the approved details.

6. Both a sample of the replacement stone which is to be used for the repair of South Pier and a sample of the stone which is to be used in the construction of the rock breakwater shall be submitted to and approved in writing by the Local Planning Authority, prior to their use in the scheme. The works shall thereafter be carried out in strict accordance with the approved details.

Reasons:

1. To ensure compliance with Section 18(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990.
2. To ensure compliance with the approved plans and to ensure a satisfactory form of development.

3. To ensure a satisfactory form of development, which is compatible with the character and heritage value of Aberaeron.
4. To protect historic environment interests, whilst enabling development
5. To ensure that any repair works are in keeping with the character and historic fabric of the structures.
6. To ensure that the stone is in keeping with the character and historic fabric of the structure and compatible with the wider character and heritage value of Aberaeron.

INFORMATIVES:

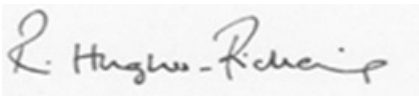
DYFED ARCHAEOLOGY ADVISORY NOTES:

It is anticipated that the written scheme of investigation would need to consider the following.

1. The presentation of a written scheme of investigation, prepared for the applicant by a qualified archaeological contractor. This document will need to be approved in writing by your Authority before development commences.
2. The document should provide specific information on the scope of the work, the methodologies and standards to be applied and the name of the personnel selected to carry out this work. In addition to considering the buried archaeological resource, this should also include an appropriate programme of building recording.
3. The Written Scheme should specify archaeological monitoring arrangements with the Dyfed Archaeological Trust-Heritage Management, the archaeological advisors to the planning authority.
4. A report will need to be produced on the results of the work.
5. The applicant is strongly advised to consider contingency arrangements in the event of the unexpected discovery of significant archaeological material.

The conditions are required to be imposed pursuant to Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990 for the reasons stated.

Attention is drawn to section 8 of the Planning (Listed Buildings and Conservation Areas) Act 1990, the effect of which is that demolition may not be undertaken (despite the terms of the consent granted by the local planning authority) until notice of the proposal has been given to the Royal Commission on Ancient Monuments in Wales, Crown Buildings, Plascrug, Aberystwyth, Ceredigion, and the Commission subsequently have either been given reasonable access to the building for at least one month following the grant of consent, or have stated that they have completed their record of the building or that they do not wish to record it. A form on which to notify them (Form RCHM(W)1) is enclosed for your attention.



Russell Hughes-Pickering
Corporate Lead Officer: Economy and Regeneration
Ceredigion County Council

Date: 31-03-2023

1. If the applicant is aggrieved by the decision of the local planning authority to refuse listed building consent for the proposed works, or to grant it subject to conditions, then they can appeal to the Welsh Ministers in accordance with sections 20 and 21 of the Planning (Listed Buildings and Conservation Areas) Act 1990 within six months of the receipt of this notice. (Appeals must be made on a form which is obtainable from the Welsh Ministers). The Welsh Ministers have power to allow a longer period for the giving of a notice of appeal but they will not normally exercise this power unless there are special circumstances which excuse the delay in giving notice of appeal.
2. If listed building consent is refused or granted subject to conditions, whether by the local planning authority or by the Welsh Ministers, and the owner of the land claims that the land has become incapable of reasonably beneficial use in its existing state and cannot be rendered capable of reasonable beneficial use by the carrying out of any works which have been or would be permitted, the owner may serve on the council of the county in which the land is situated a purchase notice requiring that council to purchase the interest in the land in accordance with the provisions of section 32 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

IMPORTANT INFORMATION

1. Please note that for all decisions issued after 16th March 2016 for outline or full planning permission, a revised decision notice will be issued whenever a subsequent consent is given, for example providing details of any Reserved Matters approvals (outline applications only) and/or approval of conditions (including on Reserved Matters). This will ensure that the current status of the conditions applied to a consent is clear. Accordingly you are advised to visit www.ceredigion.gov.uk/planning to view the application documentation to see if this is the current version, or whether it has been superseded by a more up-to-date revision of this Decision Notice. For Reserved Matters approvals the revised Decision Notice will only be shown under the Outline approval.
2. Please note that this consent is specific to the plans and particulars approved as part of the application. Any departure from the approved plans will constitute unauthorised development and may be liable to enforcement action. You (or any subsequent developer) should advise the Council of any actual or proposed variations from the approved plans immediately so that you can be advised how to best resolve the matter.
3. In addition, any conditions that the Council has imposed on this consent will be listed above and should be read carefully. It is your (or any subsequent developers) responsibility to ensure that the terms of all conditions are met in full at the appropriate time (as outlined in the specific condition). Please note that any works carried out without compliance with the conditions attached to this approval will be entirely at the risk of the persons involved and may result in formal action being taken by the Local Planning Authority.
4. The developer should have regard to Sections 4, 7, 8 and 8A of the Chronically Sick and Disabled Persons Act 1970 and to the British Standards Institution's Code of Practice for "Design of buildings and their approaches to meet the needs of disabled people" (BS 8300:2009+A1:2010).
5. From 1st October 2012 it has been an offence to install a public sewer or lateral drain without having an adoption agreement in place. From the 1st October 2012 the vast majority of all existing private sewers and lateral drains which link with the public sewer network were transferred to Welsh Water. For further details on how this will affect your development please contact: Welsh Water Developer Services, PO Box 3146, Cardiff, CF30 0EH. Telephone No. 0800 9172652 or email: developer.services@dwrcymru.com

IMPORTANT INFORMATION: TOWN AND COUNTRY PLANNING ACT 1990

The applicant's attention is drawn to the notes below.

1. If the applicant is aggrieved by the decision of the Local Planning Authority to refuse permission for the proposed development or to grant it subject to conditions, then you can appeal to the Welsh Government under Section 78 of the Town and Country Planning Act 1990 (as amended).
2. You can also appeal to the Welsh Government against a decision to refuse permission or grant subject to conditions in respect of applications made for :- Listed Building or Conservation Area Consent; Consent under a Tree Preservation Order; Advertisement Consent.
3. You can also appeal If your application for a Certificate of Lawful Existing Use or Lawful Proposed Use is partly or wholly refused or is granted differently from what you asked for (under Section 195/196) of the Town and Country Planning Act 1990 (as amended).
4. If you are aggrieved of the LPAs decision, the following deadlines apply for appeals to be submitted to the Welsh Government (from the date of the Council's decision)
 - Planning Permission (with the exception of Minor Commercial and Householder Applications - see below) Within 6 Months
 - Householder Appeal see endnote i Within 12 Weeks
 - Minor Commercial Appeal see endnote i Within 12 Weeks
 - Listed Building or Conservation Area Consent Appeals Within 6 Months
 - Tree Preservation Order (TPO) Consent Within 28 Days
 - Advertisement Consent Within 8 Weeks
 - Certificate of Lawfulness of Existing (Section 191) or Proposed (Section 192) Use or Development Within 6 Months
 - Hazardous Substances Consent Within 6 Months
5. Appeals must be made on a form which is obtainable from the Planning Inspectorate, Crown Buildings, Cathays Park, Cardiff, CF10 3NQ – Tel 0303 444 5938, or online at www.planningportal.gov.uk/pcs
6. The Welsh Government has power to allow a longer period for the giving of notice of appeal but they will not normally be prepared to exercise this power unless there are special circumstances which excuse the delay in giving notice of appeal.
7. The Welsh Government is not required to entertain an appeal if it appears to them that permission for the proposed development could not have been granted having regard to the statutory requirements to the provisions of the development order, and to any directions given under the Order. They do not in practice refuse to entertain appeals solely because the decision of the Local Planning Authority was based on a direction given by them.
8. If permission to develop land is refused or granted subject to conditions, whether by the Local Planning Authority or by the Welsh Government, and the owner of the land claims that the land has become incapable of reasonable beneficial use in its existing state and cannot be rendered capable of reasonable beneficial use by the carrying out of any development which has been or would be permitted, he may serve on the County Borough Council, in which the land is situated, as the case may be, a purchase notice requiring that Council purchase his interest in the land in accordance with the provisions of Part VI of the Town and Country Planning Act 1990.

Making an Appeal

9. Please note that for all applications received by the LPA after 5th May 2017, it is now a requirement that any appeal made to the Planning Inspectorate (other than Householder and Minor Commercial Appeals, and appeals against refusal to grant advertisement consent) must be accompanied by all the information and evidence you intend to rely upon (a "full statement of case"). You must also send a copy of the notice of appeal and full statement of case to the LPA.
10. In addition, for 'planning appeals' an amendment to an application following notice of appeal may only be made to correct an error.
11. Additional details and information on making an appeal to the Welsh Government is available from the Planning Inspectorate at the above address and website. The relevant documents are entitled "making your planning appeal" and "planning appeals Public Local Inquiries".
12. Further correspondence regarding this application should bear the reference number quoted on the top of the decision notice

THIS NOTICE RELATES ONLY TO A PLANNING DECISION AND DOES NOT RELATE TO OTHER LEGISLATION INCLUDING ANY LEGISLATION UNDER:

- BUILDING REGULATIONS – Please contact buildingcontrol@ceredigion.gov.uk or 01545 572 484 to discuss all aspects of the service that is offered by Building Control
- HIGHWAY LEGISLATION – Please contact technical.services@ceredigion.gov.uk or 01545 572 405

IF PLANNING CONSENT HAS BEEN GRANTED IT IS ADVISABLE TO ESTABLISH WHETHER ANY OTHER FORM OF CONSENT IS REQUIRED AND TO OBTAIN SUCH CONSENT BEFORE COMMENCING DEVELOPMENT.

[i] Please see the Town and Country Planning (Referred Applications and Appeals Procedure) (Wales) Regulations 2017 for appeal procedures and for full definitions of:

- “householder application” (essentially an application for the enlargement, improvement or other alteration of a dwellinghouse, or development within the curtilage of such a dwellinghouse, or change of use to enlarge the curtilage of a dwelling house)
- “householder appeal” means an appeal in relation to a householder application, but excludes an appeal against conditions on the grant of planning permission; or an appeal which is accompanied by an enforcement or listed building consent appeal.
- “minor commercial application” (essentially relates to existing buildings of no more than 250 square metres gross external floor space at ground floor level, currently in use for any of the purposes set out in Schedule 1A to The Town and Country Planning (Development Management Procedure) (Wales) (Amendment) Order 2015 which is an application for change of use from Class A1 to A2 or A3; or Class A2 to A3); or the carrying out of building or other operations to a shop front.

“minor commercial appeal” means an appeal in relation to a minor commercial application but excludes an appeal against conditions on the grant of planning permission; or an appeal which is accompanied by an enforcement or listed building consent appeal.



Marine Licence with introductory note

The Marine and Coastal Access Act (2009)

Licence Holder: Ceredigion County Council

Neuadd Cyngor Ceredigion
Penmorfa
Aberaeron
SA46 0PA

Coastal defence works at Aberaeron,
Ceredigion

Licence Number:
CML2133

Licence Number: CML2133

Coastal defence works at Aberaeron, Ceredigion Marine Licence number: CML2133

Introductory note

This introductory note does not form a part of the marine licence

The main features of the marine licence are as follows.

Coastal defence works at Aberaeron, Ceredigion which comprise of five elements. This includes, construction of a new breakwater extending out for the North Pier, refurbishment and rebuilding of the pier-head of South Pier, flood wall construction, construction of the flood gate and improvements to existing defences on South Beach.

The status log of the marine licence sets out the marine licence history, including any subsequent marine licence variation(s)

Status log of this marine licence		
Description	Date	Comments
Application	14 July 2021	Application received and considered to be duly made
Date licence determined	03 January 2023	Determination date

Related marine licences or applications under determination

Not applicable.

End of introductory note.

Licence Number: CML2133

MARINE LICENCE, NUMBER CML2133

1 LICENCE DETAILS

1.1 Marine Licence

This is a licence granted by the Licensing Authority in respect of an application numbered CML2133 and duly made on 14 July 2022 and authorises the Licence Holder to carry on activities for which a licence is required under Part 4 of the Marine and Coastal Access Act 2009, (2009 Act). This licence should be interpreted in accordance with **Section 4**.

1.2 Licence Holder

The Licence Holder is the organisation set out below:

Organisation name: Ceredigion County Council

Address: Neuadde Cyngor Ceredigion, Penmorfa, Aberaeron, SA46 0PA

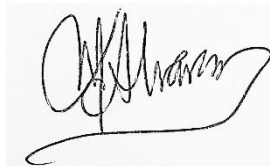
1.3 Licence Validity

Licence Start Date	03 January 2023
Licence End Date	30 June 2025
Licence Issue Date	03 January 2023

1.4 Conditions

This licence is subject to the conditions set out in **Section 3**.

Signed:

A handwritten signature in black ink, appearing to be 'A. Williams', written over a light grey rectangular background.

For and on behalf of the Licensing Authority

Licence Number: CML2133

2 LICENSED ACTIVITIES

2.1 Project

Coastal defence works at Aberaeron, Ceredigion

The following Licensed Activities can be conducted within the Licence Period, within the Licensed Area and in accordance with the Approved Application and the Approved Supporting Documents:

Table 1 Licensed Activities

Activity 1 Construction works at North Pier, South Pier, Quay Parade, River Aeron, Pwll Cam and South Beach.	
Type of Licensed Activity	Deposit/Removal/Construction
Description	<p>Construction works include partial reconstruction of the seaward head of the South Pier, including grouting repairs of the walls.</p> <p>Construction of a rock breakwater extending out from the North Pier.</p> <p>Construction of a flood gate and control kiosk at Pwll Cam and improvement works to South Beach including replacing timber groynes and replacing and extending the existing rock revetment and shingle nourishment.</p> <p>The construction of harbour flood walls which includes raising parts of the set-back flood walls at Quay Parade and Pwll Cam with masonry and glass panels. Incorporating tilt barriers (flood gates) within these walls to maintain access. Improving durability of existing harbour walls by grouting. Raising the existing River Aeron wall with glass panels. Extending and constructing a new wall between the footbridge up to the rear of the Monachty Hotel. Biodiversity enhancements and amenity improvements are also provided.</p> <p>Up to 21,764m³ of extracted sediment will be used for beach nourishment.</p>
Material types to be deposited	Timber, Iron/Steel, Concrete, Stone/Rock, Gravel, Plastic/Synthetics, Sand
Material types to be removed	Timber, Concrete, Stone/Rock, Gravel, Sand
Quantities/Dimensions	1000m ³ of concrete and stone to be removed from the end of the South Pier and 300m ³ of concrete and stone material will be

	<p>removed from the cill of the Pwll Cam harbour. 30m³ of concrete from the end of the timber groynes will be removed.</p> <p>The breakwater and rock armour structures will use a synthetic geofabric membrane laid on the sea bed and 6 – 10t rock placed on top.</p> <p>Up to 21,764m³ of extracted sediment will be used for beach nourishment.</p>
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2.2 Licensed Area

The Licence Holder is authorised to conduct the activities described in Table 1 in the vicinity of Aberaeron bounded by the coordinates specified in Table 2 and as indicated in the plan attached at Appendix 1:

Table 2 Coordinates

Longitude	Latitude
-4.2701	52.2402
-4.2690	52.2406
-4.2659	52.2436
-4.2663	52.2438
-4.2661	52.2441
-4.2665	52.2442
-4.2668	52.2441
-4.2671	52.2440
-4.2675	52.2439
-4.2678	52.2441
-4.2679	52.2443
-4.2672	52.2446
-4.2668	52.2448
-4.2663	52.2448
-4.2660	52.2447
-4.2651	52.2443
-4.2645	52.2441
-4.2617	52.2425
-4.2613	52.2427
-4.2607	52.2428
-4.2606	52.2427
-4.2608	52.2426
-4.2606	52.2425
-4.2603	52.2424
-4.2598	52.2422
-4.2597	52.2421
-4.2598	52.2421
-4.2615	52.2423
-4.2617	52.2424
-4.2642	52.2432
-4.2655	52.2436

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-4.2657	52.2433
-4.2659	52.2430
-4.2663	52.2424
-4.2668	52.2418
-4.2673	52.2413
-4.2679	52.2408
-4.2680	52.2408
-4.2684	52.2403
-4.2689	52.2399
-4.2697	52.2393
-4.2700	52.2393
-4.2699	52.2395
-4.2694	52.2398

In the event of any discrepancy between the coordinates set out above and the plan attached at Appendix 1, the coordinates shall take precedence.

2.3 Approved Supporting Documents

Title/Description of Document	Date Submitted
5182114-ATK-MAR-GEN-RP-EN-3012 Environmental Statement	16 June 2021
5182114-ATK-MAR-GEN-RP-EN-3013 Water Framework Directive Assessment (WFD)	15 November 2021
5182114-ATK-MAR-GEN-RP-EN-3018 WNMP Signposting Doc	05 August 2021
5182114-ATK-MAR-GEN-RP-EN-3014 Habitat Regulation Assessment (HRA)	16 June 2021
App C Public Survey Consultation Survey	16 June 2021
App D Integration of ES comments	16 June 2021
App E Technical Report – Eco Marine	16 June 2021
App G Aberaeron Coastal Defences Heritage DBA	16 June 2021

Licence Number: CML2133

App I Landscape viewpoints photographs	16 June 2021
App J Landscape Constraints Plan	16 June 2021
App K Historic LiDAR Comparisons	16 June 2021
App M Aberaeron Envirocheck maps	16 June 2021
App N Impact Assessment Table_final	16 June 2021
App O Noise_Appendices	16 June 2021
Beach Nourishment Technical Note	15 November 2021
Ground Investigation Factual Report 2008	15 November 2021
Ground Investigation Factual Report 2019	15 November 2021
Ground Investigation Factual Report 2021	15 November 2021
5182114-ATK-MAR-GEN-RP-EN-3015 Construction Methodology document	16 June 2021
Non Technical Summary Final	21 July 2021
Aberaeron Coastal Defence GI Report	16 June 2021
Sediment Transport Modelling Report	15 November 2021
Titan Geophysics Aberaeron	19 August 2021
Vegetation Survey June 2021	15 November 2021

Licence Number: CML2133

Quantum Ground Investigation Factual Report – Q0377/FR.01	16 June 2021
WYG, 2019. A111150-2 Aberaeron Coastal Defence Scheme: Ground Investigation Factual Report	16 June 2021
CML2133 Final Coordinates	14 July 2021
CML2133 Application Form	16 June 2021
5182114-ATK-MAR-GEN-DR-C-1000 Overall Scheme Arrangement	16 June 2021
5182114-ATK-MAR-GEN-DR-C-2000 Site Compound and Beach Access	16 June 2021
5182114-ATK-MAR-GEN-DR-C-2001 River Aeron and Pwll Cam Accomodation Works	16 June 2021
5182114-ATK-MAR-GEN-DR-L-3000 River Aeron Plan	16 June 2021
5182114-ATK-MAR-GEN-DR-L-3001 River Aeron Wall Elevations	16 June 2021
5182114-ATK-MAR-GEN-DR-C-3002 River Aeron Wall Sections	16 June 2021
5182114-ATK-MAR-GEN-DR-L-4000 Pwll Cam Plan	16 June 2021
5182114-ATK-MAR-GEN-DR-L-4001 Pwll Cam - Elevations and Sections	16 June 2021
5182114-ATK-MAR-GEN-DR-L 4002 Pwll Cam - Elevation from rear of inner harbour	16 June 2021
5182114-ATK-MAR-GEN-DR-L-5000 Flood Defences - General Arrangement	16 June 2021
5182114-ATK-MAR-GEN-DR-L-5001 Quay Parade - Plan 1	16 June 2021
5182114-ATK-MAR-GEN-DR-L-5002 Quay Parade - Plan 2	16 June 2021

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5182114-ATK-MAR-GEN-DR-L-5003 Quay Parade - Elevation	16 June 2021
5182114-ATK-MAR-GEN-DR-C-7003 South Pier - Grouting Details	16 June 2021
5182114-ATK-MAR-GEN-DR-C-8000 South Beach - Key Plan	16 June 2021
5182114-ATK-MAR-GEN-DR-C-5004 Quay Parade and North Pier Grouting Details	16 June 2021
5182114-ATK-MAR-GEN-DR-C-7000 South Pier - Existing and Proposed Plan	16 June 2021
5182114-ATK-MAR-GEN-DR-C-7001 South Pier - Proposed and Existing Elevations Sheet 1 of 2	16 June 2021
5182114-ATK-MAR-GEN-DR-C-7002 South Pier - Proposed and Existing Elevations Sheet 2 of 2	16 June 2021
5182114-ATK-MAR-GEN-DR-C-8001 South Beach - Proposed Rock Revetment Sections	16 June 2021
5182114-ATK-MAR-GEN-DR-C-8002 South Beach - Proposed Beach Nourishment Sections	16 June 2021
5182114-ATK-MAR-GEN-DR-C-8003 South Beach - Existing Groyne Sections	16 June 2021
5182114-ATK-MAR-GEN-DR-C-8004 South Beach - Proposed Groyne Sections	16 June 2021
5182114-ATK-MAR-GEN-DR-C-9001 Glass Wall - Typical Details	16 June 2021
Appendix A Drawing 5182114-ATK-MAR-GEN-DR-C-6000/C04	15 November 2021
Appendix A Drawing 5182114-ATK-MAR-GEN-DR-C-4003/C04	15 November 2021

Licence Number: CML2133

5182114-ATK-MAR-GEN-RP-EN-3021-Coastal Squeeze	28 2022	October
5182114-ATK-MAR-GEN-RP-EN-3014 HRA Stage 1 and Stage 2 Rev 5 Oct 22	28 2022	October
5182114-ATK-MAR-GEN-RP-C-1048 Conceptual Understanding of Baseline v2.0	28 2022	October
5182114-ATK-MAR-GEN-RP-C-1033 Numerical Modelling v1.0	28 2022	October

Licence Number: CML2133

3 CONDITIONS

Notification and Inspection

3.1 Notification of Commencement

- 3.1.1 The Licence Holder must notify the Licensing Authority no less than **10 days** before the commencement of the Licensed Activities, or an individual phase of the Licensed Activities, is expected to commence.
- 3.1.2 The Licence Holder must notify Welsh Government Marine & Fisheries Division (Control & Enforcement Branch) no less than **10 days** before the commencement of the Licensed Activities, or an individual phase of the Licensed Activities, is expected to commence.
- 3.1.3 The Licence Holder must ensure that local mariners and fishermen's organisations are made fully aware of the Licensed Activities through local notices to mariners **10 days** prior to the commencement of the Licensed Activities.
- 3.1.4 The Licence Holder must ensure that notification is sent to The Source Data Receipt team, UK Hydrographic Office (email: sdr@ukho.gov.uk) at least **10 days** prior to commencement of the Licensed Activities. The information supplied must include the start date and end date, a description of the works, positions of the work area (WGS84), and details of any marking arrangements.
- 3.1.5 The Licence Holder must ensure that Ministry of Defence safeguarding are made aware of the Licensed Activities no less than **10 days** prior to commencement by contacting: DIO-Safeguarding-Offshore@mod.uk.

3.2 Notification of Vessels and/or Vehicles

The Licence Holder must ensure that the details of the vessels and/or vehicles utilised to undertake the Licensed Activities are submitted to the Licensing Authority and Welsh Government Marine & Fisheries Division (Control & Enforcement Branch) at least **24 hours** prior to the commencement of the Licensed Activities.

3.3 Notification of Agents/Contractors/Sub-contractors

The Licence Holder must ensure that details of any agent(s), contractor(s) or sub-contractor(s) utilised to undertake the Licensed Activities are submitted to the Licensing Authority at least **24 hours** prior to the commencement of Licensed Activities.

3.4 Notification of HM Coastguard

The Licence Holder must ensure that HM Coastguard is made aware of the Licensed Activities at least **24 hours** prior to commencement by contacting The National Maritime Operations Centre at **zone29@hmcg.gov.uk**.

3.5 Inspection of Licensed Activities

Licence Number: CML2133

The Licence Holder must allow Marine Enforcement Officers or any other person authorised by the Licensing Authority to inspect the Works at any reasonable time.

3.6 Notification of Completion

- 3.6.1** The Licence Holder must notify the Licensing Authority within **10 days** of completion of the Licensed Activities.
- 3.6.2** The Licence Holder must notify Welsh Government Marine & Fisheries Division (Control & Enforcement Branch) within **10 days** of completion of the Licensed Activities.
- 3.6.3** The Licence Holder must notify the Harbour Authority within 10 days of completion of the Licensed Activities. Any change data including engineering drawings, hydrographic surveys, details of new or changed aids to navigation must then be sent to the Harbour Authority with the instruction to pass onto the UKHO as per guidance in 'Harbour Master's Guide to Hydrographic and Maritime Information Exchange' published on the UKHO website.
- 3.6.4** The Licence Holder must ensure that notification is sent to The Source Data Receipt team, UK Hydrographic Office (email: sdr@ukho.gov.uk) within 10 days of completion of the Licensed Activities. The information supplied must include the start date and end date, a description of the works, positions of the work area (WGS84), and details of any marking arrangements.

3.7 Accident or Emergency

- 3.7.1** If, by reason of force majeure any substances or articles are deposited otherwise than as permitted as part of the Licensed Activities or in the Licensed Area full details of the circumstances shall be notified to the Licensing Authority within **48 hours** of the incident occurring.
- 3.7.2** If it is necessary for the Licence Holder to recover or remove any equipment, plant or machinery used to undertake the Licensed Activities that have been dropped as a result of an accident or emergency, the Licence Holder is permitted to do so provided that the methodology for such recovery or removal has been approved by the Licensing Authority.
- 3.7.3** The Licence Holder must ensure, in case of damage to, or destruction or decay of the authorised development seaward of MHWS or any part thereof, that could result in a danger or obstruction to navigation, notification must be issued to the NRW, Maritime and Coastguard Agency, Trinity House/NLB, the Kingfisher Information Service of Seafish and the UKHO, as soon as possible and no later than 24 hours following the identification of damage, destruction or decay.

3.8 Distribution of Copies of this Licence

Licence Number: CML2133

The Licence Holder is required to ensure that a copy of this Licence is given to:

- All agent(s), contractor(s) and sub-contractor(s) whose names have been provided to the Licensing Authority under condition 3.3 and
- The Masters of any vessels and transport managers responsible for the vehicles employed in accordance with this Licence whose details have been submitted to the Licensing Authority under condition 3.2.

3.9 Inspection of Documents

Copies of this Licence shall be made available at the following locations:

- at the address of the Licence Holder specified in section 1.2;
- at any site office, located at or adjacent to the Licensed Area, used by the Licence Holder or its agent(s), contractor(s) or sub-contractor(s) responsible for the loading transportation or deposit of any substances or articles permitted as part of the Licensed Activities;
- on board each vessel or vehicle carrying out Licensed Activities.

The documents referred to in this Condition shall be available at all reasonable times for inspection by officers appropriately authorised by the Licensing Authority and authorised Marine Enforcement Officers at the locations stated in that paragraph.

Vessels, Plant and Equipment

3.10 Notified Contractors, Vessels and/or Vehicles only to Carry out Licensed Activities

Only those agent(s), contractor(s), sub-contractor(s), vessels and/or vehicles whose details have been notified to the Licensing Authority may operate under the terms of this Licence. Any changes must be notified to and be approved by the Licensing Authority in writing prior to any such agent, contractor, subcontractors or vehicles carrying out any Licensed Activities pursuant to or otherwise operating under this Licence.

3.11 Refuelling of Plant and Equipment

The Licence Holder must ensure that plant, vehicles and machinery are not refuelled on the foreshore or in the sea.

3.12 Equipment, Structures and Access

The Licence Holder must ensure that all equipment, temporary structures, access tracks, waste and/or debris associated with the Licensed Activities are removed on completion of the Licensed activities.

Safety

3.13 Removal of Deposited Material

Licence Number: CML2133

If the Licensing Authority considers it necessary or advisable for the safety of navigation, the Licence Holder must remove any deposit specified by the Licensing Authority or Marine Enforcement Officers within one month of notice being given by the Licensing Authority, and shall not replace such material until the Licensing Authority has given its written approval.

Pollution control

3.14 Pollution Prevention

The Licence Holder must ensure that pollution prevention best practice is adhered to at all times. Any incidents must be reported to the Licensing Authority as soon as possible using the hotline number **0300 065 3000**.

3.15 Spillage of Pollutants

The Licence Holder must employ bunding, storage facilities and spill kits to contain and prevent the release of fuel, oils and chemicals associated with the plant, refuelling and construction equipment into the marine environment. Secondary containment must be used with a capacity of **no less than 110%** of the container's storage capacity.

3.16 Prevention of Disposal of Man-made Debris

The Licence Holder must ensure that all reasonable precautions are taken to prevent the disposal of man-made debris to the marine environment. Such material must be removed immediately and be disposed of appropriately. If it is not possible to prevent manmade debris from entering the marine environment during the Licensed Activities, the Licensed Activities must cease immediately.

3.17 Cleanliness of Equipment

The Licence Holder must ensure that equipment, machinery and PPE are washed with freshwater and/or thoroughly airdried before deployment and before moving between locations.

Activity-specific Conditions

3.18 Construction Environment Management Plan

3.18.1 The Licence Holder must submit a Construction Environment Management Plan (CEMP) to the Licensing Authority for written approval at least **6 weeks** prior to commencement of the Licensed Activities. The CEMP must incorporate the mitigation detailed within *Appendix F Habitat Regulation Assessment*. No Licensed Activities may be undertaken prior to written approval from the Licensing Authority.

3.18.2 The Licence Holder must ensure that any actions outlined in the documents detailed in condition 3.18.1 are implemented as approved in writing by the Licensing Authority. Any proposed changes to the actions outlined in the documents must be submitted to, and approved in writing by the Licensing Authority prior to any changes being enacted.

3.19 Biosecurity Risk Assessment and Management Plan

Licence Number: CML2133

3.19.1 The Licence Holder must submit a Biosecurity Risk Assessment and Management Plan to the Licensing Authority for written approval at least **6 weeks** prior to commencement of the Licensed Activities. No Licensed Activities may be undertaken prior to written approval from the Licensing Authority.

3.19.2 The Licence Holder must ensure that any actions outlined in the documents detailed in condition 3.19.1 are implemented as approved in writing by the Licensing Authority. Any proposed changes to the actions outlined in the documents must be submitted to, and approved in writing by the Licensing Authority prior to any changes being enacted.

3.20 Access

The Licence Holder must only access the Licensed Area within the area specified in Method Statement document dated 16 June 2021. Any proposed changes to the access area will need to be submitted to and approved in writing by the Licensing Authority prior to any changes being enacted.

3.21 Navigation

3.21.1 The Licence Holder must ensure that any navigational aids are returned to, or as close as reasonably practicable to, their original location following the completion of the works unless otherwise agreed in writing with the Licensing Authority.

3.21.2 The Licence Holder must ensure that the project exhibit such lights, marks, sounds, signals and other aids to navigation and to take such steps for the prevention of danger to navigation as directed by Trinity House.

3.21.3 The Licence Holder must provide notification to Trinity House detailing the availability of aids to navigation.

3.22 Percussive Piling Soft-start Procedures

The Licence Holder must ensure that if percussive piling is used, soft-start procedures are used to ensure incremental increase in pile power over a set time period until full operational power is achieved. The soft-start duration should be a period of no less than 20 minutes. Should piling cease for a period greater than 10 minutes, then the soft start procedure must be repeated.

3.23 Piling Timing Restriction

The Licence Holder must ensure piling activities are undertaken at low tide.

3.24 Construction Time Restrictions

The Licence Holder must ensure that no Licensed Activities within water in the estuary take place between 01 April and 31 October inclusive, without prior written approval from the Licensing Authority. This includes the transfer of materials to and around site, as well as construction activities. The restriction is from the end of the existing South

Licence Number: CML2133

Pier running north east to form a right angle with the central line of the proposed new breakwater to the tidal limit of the estuary.

3.25 Working Hours Time Restrictions

The Licence Holder must ensure that no Licenced Activities take place during night time hours between the North and South pier, to avoid disturbance to migratory fish.

3.26 Written Scheme of Investigation (WSI)

3.26.1 The Licence Holder must submit a WSI to the Licensing Authority for written approval at least **6 weeks** prior to commencement of the Licensed Activities. No Licensed Activities may be undertaken prior to written approval from the Licensing Authority.

3.26.2 The Licence Holder must ensure that any actions outlined in the documents detailed in condition 3.26.1 are implemented as approved in writing by the Licensing Authority. Any proposed changes to the actions outlined in the documents must be submitted to, and approved in writing by the Licensing Authority prior to any changes being enacted.

3.27 Lighting Plan

3.27.1 The Licence Holder must submit a Lighting Plan to the Licensing Authority for written approval at least 6 weeks prior to commencement of the Licensed Activities. No Licensed Activities may be undertaken prior to written approval from the Licensing Authority.

3.27.2 The Licence Holder must ensure that any actions outlined in the documents detailed in condition 3.27.1 are implemented as approved in writing by the Licensing Authority. Any proposed changes to the actions outlined in the documents must be submitted to, and approved in writing by the Licensing Authority prior to any changes being enacted.

3.28 Use of Render and Concrete

3.28.1 The Licence Holder must ensure that no waste concrete slurry or wash water from the use of concrete or cement are discharged into the marine environment. Concrete and cement mixing and washing areas should be contained and sited at least 10 metres from any watercourse or surface water drain to minimise the risk of runoff entering a watercourse.

3.28.2 The Licence Holder must ensure that if concrete is to be sprayed in the vicinity of the marine environment (e.g. bridges, retaining walls, etc.), suitable pollution prevention measures are taken to prevent rebounded or windblown concrete from entering the water environment.

3.29 Concrete Cure Time

The Licence Holder must ensure materials used are suitable for use in the marine environment and works should be timed to ensure maximum concrete cure time.

4 INTERPRETATION

In this Licence terms are as defined in section 115 of the Marine and Coastal Access Act unless otherwise stated.

- (a) **“2009 Act”** means the Marine and Coastal Access Act 2009;
- (b) **“Approved Application”** means the Marine Licence Application Form together with the Approved Supporting Documents;
- (c) **“Approved Supporting Documents”** means the documents supporting, or supplementary to, the Approved Application, submitted prior to the Licence Issue Date, listed in the Table at paragraph 2.3 above;
- (d) **“Commencement”** means the first undertaking of any Licensed Activities;
- (e) **“Force majeure”** may be deemed to apply when, due to stress of weather or any other cause, the master of a vessel determines that it is necessary to deposit the substances or articles because the safety of human life and/or of the vessel is threatened;
- (f) **“Licensed Activities”** means the activities authorised by this licence as specified in 2.1;
- (g) **“Licensed Area”** means the area within which Licensed Activities are authorised by this licence as specified in section 2.2;
- (h) **“Licence Holder”** means the person(s) or organisation(s) named in section 1.2 to whom this licence is granted;
- (i) **“Licence Period”** means the period beginning with the Licence Start Date and ending on the Licence End Date;
- (j) **“Licensing Authority”** means Natural Resources Wales acting on behalf of the Welsh Ministers;
- (k) **“Marine Enforcement Officers”** means the relevant officers appointed by Welsh Ministers under section 235 of the 2009 Act, contact details for whom are provided in section 5;
- (l) **“Marine Licence Application Form”** means the application form forming part of the application referred to in paragraph 1.1;
- (m) **“Method Statement”** means the Method Statement(s) forming part of the Approved Application or Approved Supporting Documents;

Licence Number: CML2133

- (n) **“Works”** means any construction activities comprised in the Licensed Activities and, where the context permits, includes any plant, equipment or materials used to carry out those activities or operations but excludes monitoring, minor routine maintenance or other ongoing operational activities following completion of any construction activities;
- (o) all times shall be taken to be the time in Greenwich Mean Time (GMT) on any given day;
- (p) all co-ordinates shall be taken to be latitude and longitude decimal degree (WGS 84).
- (q) in the event of any discrepancy between the coordinates listed in paragraph 2.2 and the plan attached at Appendix 1, the coordinates shall take precedence.

5 CONTACTS

Except where otherwise indicated, the primary point of contact with the Licensing Authority and the address for returns, correspondence and requests for variations of the licence is:

Marine Licensing Team
Natural Resources Wales
Permitting Service
29 Newport Road
Cambria House
Cardiff
CF24 0TP

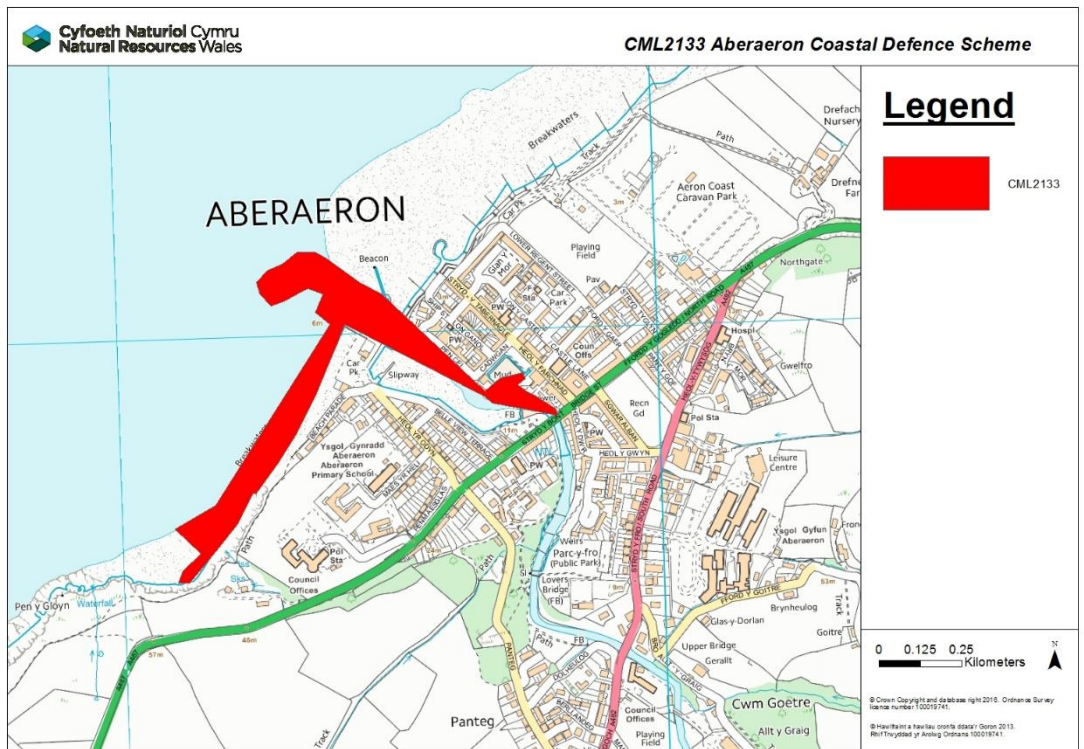
Tel: 0300 065 3000
Email: marinelicensing@naturalresourceswales.gov.uk

Welsh Government Marine Enforcement Officers may be contacted at:

Welsh Government
Suite 3
Cedar Court
Haven's Head Business Park
Milford Haven Pembrokeshire
SA73 3LS

Tel: 03000253500
Email: wfmccmpc@gov.wales

Appendix 1





Mr. Marc Chapple
Ceredigion County Council
County Hall
Penmorfa
Aberaeron
Ceredigion
SA46 0PA

Our ref: 2023 – CPA15

Date: 21/04/2023

Dear Mr. Chapple,

Consent under the Coast Protection Act 1949 – Coast Protection Works – Aberaeron Coastal Defence Scheme

Thank you for your Authority's recent application, received in full on 20th April 2023, regarding proposed works to Aberaeron Coastal Defence scheme.

We can confirm that the submission contains all required information, and we hereby grant consent for delivery of the works in accordance with Section 5(5) of the Coast Protection Act 1949.

Receipt of this consent should now be added to your Authority's submission to Welsh Government in application for funding to facilitate scheme delivery.

Yours sincerely

Tracy Brown
Permit Support Officer

Ffôn/Tel 0300 065 3770
Ebost/Email canolfanderbyntrwyddedau@cyfoethnaturiolcymru.gov.uk
permitreceiptcentre@naturalresourceswales.gov.uk

Canolfan Derbyn Trwyddedau, Cyfoeth Naturiol Cymru, Ty Cambria, 29 Heol Casnewydd, Caerdydd. CF24 0TP
Permit Receipt Centre, Natural Resources Wales, Cambria House, 29 Newport Road, Cardiff. CF24 0TP

Gwefan/Website www.cyfoethnaturiolcymru.gov.uk
www.naturalresourceswales.gov.uk

Croesewir gohebiaeth yn y Gymraeg a'r Saesneg
Correspondence welcomed in Welsh and English

By virtue of paragraph(s) 14 of Part 1 of Schedule 12A of the Local Government Act 1972.

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CEREDIGION COUNTY COUNCIL

Report to:	Cabinet
Date of meeting:	4 July 2023
Title:	Public Bus Services update including the recent procurement exercise.
Purpose of the report:	To update Cabinet on the current position
For:	Information
Cabinet Portfolio and Cabinet Member:	Councillor Keith Henson - Cabinet Member for Highways and Environmental Services and Carbon Management

BACKGROUND

1.0 Funding beyond the Bus Emergency Scheme (BES)

In April 2023 it was confirmed that BES would be coming to an end, initially it was advised that this would be on 30 June 2023 however, this was subsequently extended to 24 July 2023 to coincide with the end of school year.

Following this announcement both Local Authorities (LAs) and Operators raised significant concerns with Welsh Government (WG) in relation to the impact of the withdrawal of funding on the viability of public services and, the potential for bus operators to withdraw commercial services as well as hand back contracts for subsidised services as of 24 July 2023.

Subsequently WG have confirmed that it is seeking to introduce an interim funding mechanism to support Public Bus Services while it seeks to introduce a franchising model incrementally across Wales.

This will be support provided directly to Regions (Ceredigion is recognised as a Region in its own right), rather than as support direct to individual Operators which was the case with BES.

Officers from Ceredigion have been participating in an ongoing series of meetings at both regional and national level with Transport for Wales (TfW), WG and Operators to establish:

1. The current service levels within each Region (frequency, days of operation and window of operation) and what scope there may be to reduce current levels of service and, the levels of funding required to maintain them.

- Ceredigion's local public bus network (excluding the Traws Cymru services) is already considered to be sub-optimal with services continuing to be below those operated pre-Covid.
 - TfW/WG have acknowledged that there is little to no scope to purposely reduce service levels in Ceredigion further.
2. The potential impact on service levels from the withdrawal of BES.
- There is a high probability that services which have been supported by BES to date will either be cancelled and cease to operate or be handed back (in the case of Council subsidised routes) and, on the completion of procurement exercises, there will be significant uplifts on the cost of contracts.
3. What funding deficit will likely arise from subsidised contracts being handed back or coming to a natural end and being retendered.
- As all the Ceredigion subsidised Public Bus Services contracts were due to end as of either 31 August 2023 or 31 December 2023, the Council was in a fortunate position that it had already commenced a procurement process.
 - Officers have therefore been able to calculate the funding deficit between the contract prices the Council was paying in 2022 and the bids submitted by Operators.
 - Using the information from the procurement process the Council has confirmed to TfW/WG that its requirement for support from 24 July 2023 – 31 March 2024 is £518,000. The Council has also confirmed to TfW/WG that it will have an ongoing annual funding requirement of £846,000 for the lifetime of the contracts awarded (2 year + 1 year + 1 year extensions).
4. What funding deficit may arise if Council's are required to replace current commercial services which are ended by Operators.
- Currently, no Operators have confirmed that they are intending to cancel commercial services which operate in Ceredigion however, due to the nature of the commercial services market, it is likely that Operators will not want to confirm their position to Local Authorities.
 - Until such time as Operators submit any cancellation notices to the Traffic Commissioner the Council is not in a position to review or consider the implications.
 - The Council has confirmed to TfW/WG that if any commercial services are cancelled, then the funding required by Ceredigion may increase if the Council need to consider replacement subsidised services.

Although formal/written confirmation is yet to be received, the Council understands that the funding request of £518,000 for the period 24 July 2023 – 31 March 2024 will be granted, and based on this funding that the contract awards will be confirmed.

2.0 Public Bus Service Procurement Exercise April / May 2023

All Ceredigion County Council managed and funded subsidised Public Bus Services were due to come to an end in 2023, and this was a combination of:

- long term contracts coming to a natural end (408 and 588) and
- those which were recently retendered at the end of 2022 and were awarded on 6 months + 6 months extension option contracts to allow a further review (T21, 525, 526 and 588) pending the future of BES.

The Council went out to tender for all of its subsidised local bus services during April and May 2023. The specifications for the services all sought to:

- revert services levels back to at least pre-Covid levels
- provide more frequent services in areas which currently are only afforded services on limited days of the week
- standardise where possible departure or arrival times at key destinations
- combine contracts into a single contract where routes were made up of a number of smaller contracts
- apply consistent fare tables based on distance travelled and industry standard multipliers
- further optimise opportunities to integrate learner and public services

The contracts which were put to tender were:

Route number	Route description
T21	Aberystwyth – Llanafan – Tyn-Y-Graig – Pontrhydygroes – Pontrhydfendigaid – Tregaron (all locations are not served every day)
408	Cardigan (town circular) – St Dogmaels
525	Aberystwyth – Ponterwyd – Llanidloes
526	Aberystwyth – Capel Dewi – Penrhyncoch
585	Aberystwyth – Llanilar – Tregaron – Llanddewi Brefi – Lampeter
588	Aberystwyth – Llangwryfon – Penuwch – Tregaron – Betws Bledrws – Lampeter
710	Aberystwyth – Llanfihangel y Creuddyn – Llanafan – Tyn-Y-Graig – Swyddffynnon – Tregaron (this is not an existing service but was an enhancement option which could, alongside the 720, have replaced the T21)
720	Aberystwyth - Capel Seion - Devil's Bridge – Pontrhydygroes - Ysbyty Ystwyth – Pontrhydfendigaid - Tregaron (this is not an existing service but was an enhancement option which could, alongside the 710, have replaced the T21)

Bids were requested for 2 year + 1 year + 1 year extension and 5 year + 1 year + 1 year extension contract lengths as well as on the basis of Gross and Net cost.

(Gross cost being where the Council keeps the income and Net costs is where the Operator keeps the income, which includes fare paying passengers, concessionary pass reimbursements and BSSG live kilometre payments)

Unfortunately, in all but one case, no bids were received from Operators for the specifications provided by the Council.

This means that, the Council has been unable to procure the level of service which it, as a minimum, would have liked to have operated and offered to the travelling public.

However, in most cases, Operators submitted alternative specifications for routes based on what they were willing and able to provide.

Not all Operators submitted Gross cost bids, and where both Net and Gross were submitted, the Council has considered the expected income on the service and the difference in bid price when deciding on whether, to award on a Gross or Net basis, is most advantageous to the Council.

Appendix 1 - Public Bus Services Procurement process summary (exempt) provides further detail in relation to the bids received and the key outcomes of the process are:

- All contracts to be awarded on the basis of the 2 years + 1 year + 1 year extension option.
- 408 to be awarded based on the bid for the Council specification and Net cost basis
- T21, 585 and 588 to be awarded based on alternative operator bids and Net cost basis
- 526 to awarded on alternative operator bid and Gross cost basis
- 525 contract not to be awarded. An alternative option has been pursued with Powys County Council (PCC) for Ceredigion to contribute towards the X47 service at a cost of £58,500 per annum. Whilst this will result in the removal of some journey opportunities, it will remove duplication on the route whilst at the same time securing eligible learner transport. This cost is circa £175,000 lower per annum than the cost of awarding a 2-year contract for the 525.
- 710 – unable to award as no bids received
- 720 – unable to award as no bid received

Contracts will be awarded to commence as of 1 September 2023 (except for the 408 which will commence as of 1 January 2024) with an initial contract end date of 31 August 2025.

An interim support arrangement will need to be agreed with WG for the period 25 July 2023 – 31 August 2023 / 31 December (as appropriate to current contact end dates) to cover the period between BES coming to an end and the new service contracts commencing.

3.0 Future of Public Bus Services in Wales

The Public Bus Service industry continues to experience significant challenges, exacerbated by Covid-19 and continuing uncertainty around passenger number recovery and funding streams, and this means that there will likely be some significant volatility across Wales.

However, due to the relatively low number of services, the small commercial offer and the timing of the Council’s procurement process, the position in Ceredigion in the very short term, is currently considered to be more stable than other regions.

The Council is however, aware of WG aspirations to franchise Public Bus Services in Wales, and officers will continue to engage with TfW and WG in relation to these proposals and report as appropriate any significant developments that become apparent.

Wellbeing of Future Generations:	<p>Has an Integrated Impact Assessment been completed? If, not, please state why <i>Summary:</i> Long term: Collaboration: Involvement: Prevention: Integration:</p>	No – the purpose of the report is to provide an update to Cabinet on the current position.
Recommendation(s):	That the report is noted	
Reasons for decision:	Not Applicable	
Overview and Scrutiny:	Thriving Communities Overview and Scrutiny Committee	
Policy Framework:	Not applicable	
Corporate Well-being Objectives:	Boosting the economy, supporting businesses and enabling employment and Creating Sustainable, Greener and Well-Connected Communities	
Finance and Procurement implications:	Additional budgetary pressure, however, this will be met by Welsh Government.	
Legal Implications:	None	
Staffing implications:	None	

Property / asset implications: None

Risk(s): Funding from WG is withdrawn.

Statutory Powers: Transport Act 1985 and Transport Act (Wales) 2006

Background Papers: None

Appendices: Appendix 1- Public Bus Services Procurement process summary (Exempt)

Corporate Lead Officer: Rhodri Llwyd, Corporate Lead Officer: Highways and Environmental Services

Reporting Officer: Gerwyn Jones, Corporate Manager: Local Environmental Services / Katy Spain, Service Manager Transport Services

Date: 12 June 2023

By virtue of paragraph(s) 14 of Part 1 of Schedule 12A of the Local Government Act 1972.

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CEREDIGION COUNTY COUNCIL

Report to:	Cabinet
Date of meeting:	4 July 2023
Title:	Tenders for the 526, 585 and 588 Local Bus Services
Purpose of the report:	Approve the Tenders for the 526, 585 and 588 Local Bus Services
For:	Decision
Cabinet Portfolio and Cabinet Member:	Councillor Keith Henson, Cabinet Member for Highways and Environmental Services and Carbon Management

The Ceredigion County Council Subsidised Local Bus Services were tendered via an open tender process during April and May 2023 on a 2 year + 1 year +1 year, and in accordance with tender acceptance criteria, contracts over £1m in value require Cabinet approval.

Three of the routes:

- 526
- 585
- 588

have a total contract value over £1m in the event that both the 1 year extension options are exercised on each contract (total of 4 years).

Cabinet is therefore asked to approve the appointment of the successful bidders for each route to enable the services to continue to operate as of 1 September 2023.

	Has an Integrated Impact Assessment been completed?	Not applicable
	If, not, please state why	
Wellbeing of Future Generations:	Summary:	
	Long term:	
	Collaboration:	
	Involvement:	
	Prevention:	
	Integration:	
Recommendation(s):	To approve the award of the contracts to the successful bidders.	

Reasons for decision:	To enable the services to continue to operate as of 1 September 2023.
Overview and Scrutiny:	Thriving Communities Overview and Scrutiny Committee
Policy Framework:	Council Constitution – Contract Procedure Rules
Corporate Well-being Objectives:	Boosting the economy, supporting businesses and enabling employment and Creating Sustainable, Greener and Well-Connected Communities
Finance and Procurement implications:	Additional budgetary pressure, however, this will be met by Welsh Government.
Legal Implications:	None
Staffing implications:	None
Property / asset implications:	None
Risk(s):	Funding from WG is withdrawn.
Statutory Powers:	Transport Act 1985 and Transport Act (Wales) 2006
Background Papers:	None
Appendices:	Appendix 1- Tender Approval Summary (Exempt)
Corporate Lead Officer:	Rhodri Llwyd, Corporate Lead Officer: Highways and Environmental Services
Reporting Officer:	Gerwyn Jones, Corporate Manager: Local Environmental Services / Katy Spain, Service Manager Transport Services
Date:	19 June 2023

By virtue of paragraph(s) 14 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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CEREDIGION COUNTY COUNCIL

Report to: Cabinet

Date of meeting: 4th July 2023

Title: Capital Programme Outturn Report

Purpose of the report: To report on the Capital Programme Outturn Position for 2022/23

For: Information

Cabinet Portfolio and Cabinet Member: Councillor Gareth Davies, Cabinet Member for Finance & Procurement Services

1. Overall Position

The actual expenditure for the year was £25,704m compared to the budget set at £33.897m (excluding the contingencies). The expenditure was £8.2m higher than the level incurred during 2021/22. The main variances for 2022/23 are as follows: -

Name of Scheme	Under/(over) Spend £'000
Coast Protection Aberaeron	2,000
Schools Additional Capital works	1,145
Kitchen upgrade - Free School Meals	798
Levelling up Projects	619
Transforming Towns Cardigan Mash Project	540
Disabled Facilities Grant	526
Warm Homes Energy Measures Grant	320
Market Hall Cardigan	246
Ceredigion Bus Infrastructure	241
Residential Homes upgrade	236
Coastal Protection Aberystwyth	232
Wellbeing Centre - Lampeter	189
Asset Development Programme	180
Urgent Works Residential Homes	165
21 st Century Schools Programme Band B	(264)
Other Variances under £150k	1,020

2. Variances

Appendix A provides a detailed breakdown of the outturn position, together with the proposed level of Council funding to carry forward into 2023/24 which is shown in Appendix B.

3. Capitalisation Direction

The Council has used a Capitalisation Direction for 2022/23. This has enabled the Council to capitalise £213k of qualifying expenditure in accordance with the relevant guidance issued by WG. The Capitalisation costs related to Service Re-design.

These costs have been funded from Capital Receipts received since April 2016 and this takes pressure off the Councils Revenue Budget.

4. Capital Receipts

£349k of Capital Receipts were received during the year.

5. Slippage into 2023/24

Grant funded schemes with underspends will be carried forward into 2023/24 (where allowed under the specific grant conditions) and re-profiled as part of the amendments to the Multi-Year Capital Programme.

A schedule of General Fund capital schemes with commitments carrying forward to 2023/24 is summarised in Appendix B totalling £5.478m, together with £1.140m to fund Schools Additional Capital schemes in 2023/24 due to displaced grant funding being used to fund the 2022/23 Capital Programme. In addition, £1.287m of funding is also needed to fund new schemes and schemes that require additional funding. The Multi-Year Capital Programme will be updated with these commitments.

Integrated Impact Assessment:

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

This report does not refer to a policy or service change.

Wellbeing of Future Generations:

**Long Term:
Integration:
Collaboration:
Involvement:
Prevention:**

Recommendation(s):

To note the report and the successful financial performance.

Reasons for decision:

None required

Overview and Scrutiny:

Considered during the budget setting process

Policy Framework:

Medium Term Financial Strategy

Corporate Priorities: All Corporate Priorities are underpinned by the Capital Programme.

Financial implications: Compliant

Statutory Powers: Local Government Finance Act 1992

Background Papers: Multi-Year Capital Programme

Appendices: Appendix A - Capital Outturn Report
Appendix B - Carried Forward Commitments

Corporate Lead Officer: Duncan Hall, Corporate Lead Officer: Finance and Procurement

Reporting Officer: Liz Jones, Assistant Accountant

Date: 15th June 2023

Capital Programme Outturn Report 2022/23

Corporate/ Service Managers	General Funding £	Grant Funding £	Total £	Total Expenditure to Finance £	Under/(Over) spend against budget	
Schools and Culture						
21st Century Schools programme (Band B)	NJ	1,724,000	3,598,000	5,322,000	5,586,100	(264,100)
Reducing Infant Class Sizes	NJ	-	909,000	909,000	908,816	184
Childcare Provision	NJ	-	365,000	365,000	332,367	32,633
Kitchen upgrade - Free School Meals	NJ	570,000	798,000	1,368,000	570,227	797,773
Welsh Medium Immersion Centre and New classroom block	NJ	-	30,000	30,000	165,771	(135,771)
Community Focus Schools	NJ	-	456,000	456,000	456,171	(171)
Support for Learners with Additional Learning needs	NJ	-	456,000	456,000	456,171	(171)
School - additional Capital works	NJ	2,102,000	-	2,102,000	957,386	1,144,614
Underfloor Heating System - Schools	NJ	196,000	-	196,000	198,928	(2,928)
Urgent Works Schools	NJ	150,000	-	150,000	18,956	131,044
Total - Schools and Culture		4,742,000	6,612,000	11,354,000	9,650,891	1,703,109
Porth Cymorth Cynnar						
Wellbeing Centre - Lampeter	CY	159,000	1,180,000	1,339,000	1,149,530	189,470
Wellbeing Centres - Urgent Works	CY	105,000	-	105,000	30,081	74,919
Sports Wales Wellbeing Centres Facilities upgrades	CY	-	134,000	134,000	59,682	74,318
Artificial Sports Pitches	CY	33,000	500,000	533,000	495,612	37,388
Grants to Aberaeron and Calon Tysul Swimming Pools	CY	-	280,000	280,000	191,459	88,541
Total - Porth Cymorth Cynnar		297,000	2,094,000	2,391,000	1,926,364	464,636

Capital Programme Outturn Report 2022/23

Corporate/ Service Managers	General Funding £	Grant Funding £	Total £	Total Expenditure to Finance £	Under/(Over) spend against budget
	100,000	-	100,000	68,513	31,487
	100,000	-	100,000	137,610	(37,610)
	148,000	-	148,000	73,039	74,961
	50,000	-	50,000	44,600	5,400
	-	183,000	183,000	2,726	180,274
	380,000	96,000	476,000	229,335	246,665
	50,000	-	50,000	56,248	(6,248)
	-	82,000	82,000	80,196	1,804
	-	79,000	79,000	79,070	(70)
	-	20,000	20,000	2,576	17,424
	-	267,000	267,000	222,693	44,307
	-	1,905,000	1,905,000	1,286,385	618,615
	-	150,000	150,000	4,998	145,002
	-	-	-	5,519	(5,519)
	540,000	-	540,000	-	540,000
Total - Economic and Regeneration	1,368,000	2,782,000	4,150,000	2,293,509	1,856,491

Economic and Regeneration

Sewage Treatment Works LG
 Urgent Works Other LG
 Buildings - Invest to Save LG
 Public Conveniences - Charging Mechanisms LG
 Asset Development Programme AD
 Market Hall Cardigan AD
 Footbridge Replacement Programme AD
 Lampeter Town Centre Green infrastructure Enhancements AD
 Access Improvement Grant AD
 Green Recovery Delivery Partnership PriorityThemes AD
 Local Places for nature Capital AD
 Levelling up Projects AD
 Nature Network Fund - Afon Teifi SAC Catchment AD
 Small Business Grant (Underspend from Prior years) AD
 Transforming Towns Cardigan Mash Project AD

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Capital Programme Outturn Report 2022/23

Highways and Environmental Services

	Corporate/ Service Managers	General Funding £	Grant Funding £	Total £	Total Expenditure to Finance £	Under/(Over) spend against budget
Highways Infrastructure Renewal / Improvements	PJ	2,281,000	-	2,281,000	2,202,535	78,465
Environmental Services	GJ	90,000	-	90,000	84,432	5,568
Public Highways Refurbishment	PJ	-	165,000	165,000	165,735	(735)
Street Lighting Programme	PJ	57,000	-	57,000	60,545	(3,545)
Ultra Low Emissions Vehicle Transformation	PJ	-	364,000	364,000	364,431	(431)
EV Charging Infrastructure Grant (WLGA)	PJ	27,000	300,000	327,000	310,804	16,196
On Street Residential Chargepoint Scheme	PJ	-	273,000	273,000	273,172	(172)
ATF Core Funding 2022/23	PJ	-	510,000	510,000	486,330	23,670
LTF Regional Bus Core Allocation	PJ	-	250,000	250,000	249,735	265
20mph Core Allocation	PJ	-	391,000	391,000	314,333	76,667
SRIC Llanrhystud	PJ	-	40,000	40,000	34,684	5,316
Ceredigion Bus Infrastructure	PJ	-	1,952,000	1,952,000	1,711,186	240,814
Flood Alleviation Schemes Llandre/Borth Leat	RLL	-	69,000	69,000	8,122	60,878
Coastal Protection Aberaeron	RLL	-	269,000	269,000	238,178	30,822
Coastal Protection Aberystwyth	RLL	-	275,000	275,000	43,407	231,593
Borth & Ynyslas Coastal Protection	RLL	-	23,000	23,000	3,364	19,636
Flood, Coastal and Risk Management, Capel Bangor and Tal-y-bont	RLL	-	151,000	151,000	30,303	120,697
Llangrannog Coastal Protection	RLL	-	28,000	28,000	4,302	23,698
Coastal Protection Aberaeron	RLL	2,000,000	-	2,000,000	-	2,000,000
Fleet Replacement	GJ	845,000	-	845,000	747,368	97,632
Absorbent Hygiene Product (AHP) Waste	GJ	24,000	-	24,000	23,820	180
Total - Highways and Environmental Services		5,324,000	5,060,000	10,384,000	7,356,786	3,027,214

Capital Programme Outturn Report 2022/23

Corporate/ Service Managers	General Funding £	Grant Funding £	Total £	Total Expenditure to Finance £	Under/(Over) spend against budget	
Disabled Facilities Grants	LH	1,400,000	-	1,400,000	873,895	526,105
Promote the independence of people in their own homes Grant	LH	-	229,000	229,000	228,952	48
Home Improvement & Houses into Homes Loan Schemes	LH	100,000	-	100,000	38,958	61,042
Enable Grant for Independent Living	LH	-	146,000	146,000	145,928	72
Warm Homes Energy Measures Grants	LH	-	486,000	486,000	165,281	320,719
Camu Mlaen - Canolfan Steffan	NL	78,000	-	78,000	78,084	(84)
Urgent Works - Residential Homes	NL	223,000	-	223,000	57,956	165,044
Day Centres - Public Protection and Environmental improvements	NL	224,000	-	224,000	207,560	16,440
Intermediate Care Fund - Hafan Deg Dementia Project	NL	29,000	244,000	273,000	406,909	(133,909)
Intermediate Care Fund - Safe Accommodation for Children	NL	-	-	-	30,260	(30,260)
Residential Homes upgrade	NL	499,000	-	499,000	262,852	236,148
Intermediate Care Fund- Property Purchases & Renovations	LH	155,000	30,000	185,000	175,347	9,653
Land and Buildings Development Fund	LH	400,000	-	400,000	312,145	87,855
HCF - Housing with Care Fund	LH	-	161,000	161,000	241,082	(80,082)
Total - Porth Gofal		3,108,000	1,296,000	4,404,000	3,225,208	1,178,792

Porth Gofal

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Capital Programme Outturn Report 2022/23

Corporate/ Service Managers	General Funding £	Grant Funding £	Total £	Total Expenditure to Finance £	Under/(Over) spend against budget
<u>UK Shared Prosperity Fund</u>					
Uk Shared Prosperity Fund (Powys and Ceredigion)	-	655,000	655,000	630,621	24,379
Total - Uk Shared Prosperity Fund	-	655,000	655,000	630,621	24,379
<u>Customer Contact</u>					
ICT Hardware	297,000	-	297,000	299,798	(2,798)
Smart Mobile Phones	30,000	-	30,000	18,250	11,750
Total - Customer Contact	327,000	-	327,000	318,048	8,952
<u>Finance & Procurement</u>					
Community Grant Scheme	200,000	-	200,000	90,701	109,299
Total - Finance & Procurement	200,000	-	200,000	90,701	109,299
<u>Democratic Services</u>					
Council Chamber Equipment upgrade Phase 2	32,000	-	32,000	39,347	(7,347)
Total - Democratic Services	32,000	-	32,000	39,347	(7,347)

Capital Programme Outturn Report 2022/23

	Corporate/ Service Managers	General Funding £	Grant Funding £	Total £	Total Expenditure to Finance £	Under/(Over) spend against budget
		15,398,000	18,499,000	33,897,000	25,531,475	8,365,525
Service Reform						
Capitalisation Direction - Service Reform		-	-	-	213,037	(213,037)
Total - Service Reform		-	-	-	213,037	(213,037)
Brought Forward Commitments						
Brought forward Commitments (Old schemes)		-	-	-	(40,760)	40,760
		-	-	-	(40,760)	40,760
TOTAL WORKING PROGRAMME		15,398,000	18,499,000	33,897,000	25,703,751	8,193,249
	JD	351,000	-	351,000	-	351,000
New Approved Grants/Match funding for grant schemes	JD	-	1,030,000	1,030,000	-	1,030,000
Total - Contingencies		351,000	1,030,000	1,381,000	-	1,381,000
TOTAL OVERALL PROGRAMME		15,749,000	19,529,000	35,278,000	25,703,751	9,574,249

Capital Programme Outturn Report 2022/23

**Corporate/
Service
Managers**

General Funding £	Grant Funding £	Total £	Total Expenditure to Finance £
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**Under/(Over)
spend against
budget**

PROGRAMME FUNDING

General Capital Grant / Supported Borrowing
 Additional General Capital Grant given in 21/22 £2.277m
 General Capital Grant c/f from 21/22
 Supported Borrowing c/f from previous years
 Supported Prudential Borrowing (Coastal Protection Schemes)
 Capital Receipts from Loans Committed in Programme
 Capital Receipts Sale of Schools
 Developing Education Reserves
 Corporate earmarked Reserves
 Revenue/Reserve Contribution
 Grants

1,795,000	-	1,795,000
2,277,000	-	2,277,000
2,012,000	-	2,012,000
4,947,000	-	4,947,000
1,700,000	-	1,700,000
100,000	-	100,000
400,000	-	400,000
1,324,000	-	1,324,000
300,000	-	300,000
894,000	-	894,000
-	19,529,000	19,529,000

TOTAL PROGRAMME FUNDING

15,749,000	19,529,000	35,278,000
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Commitments from 2022/23 to carry forward into 2023/24(General Fund elements only - Grants not included at this stage)

<u>Proposed Items to c/f</u>	<u>Scheme</u>	<u>Proposed Amount to Carry forward 23/24</u> £
21st Century Schools programme (Band B)		9,000
Free school meals (displaced funding)		798,000
Ysgol Henry Richard		37,000
Schools Additional Works underspend in 22/23		1,145,000
Wellbeing Centre - Lampeter		67,000
Wellbeing Centres - Urgent Works		75,000
Sewage Treatment Works		31,000
Market Hall Cardigan		269,000
Transforming Towns Cardigan Mash Project		540,000
Environmental Services		6,000
EV Charging Infrastructure Grant (WLGA)		8,000
Coastal Protection Aberaeron/Aberystwyth		2,000,000
Fleet Replacement		98,000
Home Improvement & Houses into Homes Loan Schemes		61,000
Residential Homes upgrade		236,000
ICF 12 Cambrian Place		10,000
Land and Buildings Development Fund		88,000
	Subtotal	5,478,000
 <u>New scheme or additional funding required</u>		
Sports Wales Wellbeing Centres Facilities upgrades		20,000
Schools Additional Works (displaced funding)		1,140,428
Inphase Contract		30,000
Market Hall Cardigan		100,000
21st Century School Dyffryn Aeron School additional funding requirement		1,136,857
	Subtotal	2,427,285
	Subtotal	7,905,285
 <u>Funding</u>		
General Capital Grant		1,795,000
Supported Borrowing c/f from 20/21 c/f commitments		2,819,285
Supported Prudential Borrowing Coastal Protection schemes		1,700,000
Boosting the Economy Reserve		300,000
Capital Receipts Loans		61,000
Developing Education Reserve		798,000
Education Capital Receipts		9,000
Sewage Treatment Works reserve		423,000
	Total	7,905,285

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CYNGOR SIR CEREDIGION COUNTY COUNCIL

Report to:	Cabinet
Date of meeting:	4th July 2023
Title:	Multi Year Capital Programme – 2023/24 to 2025/26
Purpose of the report:	To report on an updated Multi Year Capital Programme
For:	DECISION
Cabinet Portfolio & Cabinet Member:	Councillor Gareth Davies, Cabinet Member for Finance & Procurement Services

1. INTRODUCTION

The latest Multi Year Capital Programme for 2022/23 to 2025/26 was approved by Cabinet on 24th January 2023 as part of the overall budget setting process. Following the closure of the 2022/23 accounts, the Programme needs to be amended and updated to reflect the following:

- Commitments carried forward from 2022/23.
- Re-profiling of Grant funded schemes to reflect up-to-date profiles together with new Grant approvals.

2. OVERALL SUMMARY

The updated 3 Year Capital Programme is shown in Appendix A, which shows a Capital Programme totalling £121m over the next 3 years. The Capital Programme total for 2023/24 is £57.1m which includes a funding to be allocated of £589k. The Programme will be updated to reflect the Council's latest structure in due course and will be reflected in the quarter one monitoring report.

3. KEY CHANGES

Commitments carried forward from 2022/23:

Appendix B of the 2022/23 Capital Programme Outturn report, which is reported separately at this Cabinet meeting, shows the Council funded schemes that have commitments in 2023/24. Therefore, these schemes and the associated funding (totalling £5.78m) need to be carried forward.

Additional funding requirements:

Grant funding for 'Additional Kitchen Equipment for Schools' & 'School additional works' were awarded late in 2022/23. Agreement was reached with WG that the funding could be used to fund other budget headings in the 2022/23 programme. As a result, General Capital Funding and reserve funding of £1.94m originally earmarked for 2022/23 can be transferred into 2023/24 to ensure the spend on the two schemes can be funded. The agreement with WG has ensured that all grant funding has been utilised.

Coastal Protection Aberaeron – There is a need for additional match funding of £1.050m from General Council funding due to the schemes increased costs. This is reflected in the Multi-Year Capital Programme. Funding is as follows: £500k from Creating Sustainable Green and Well-connected Communities reserve which has already been set aside previously and the additional £550k is now proposed to come from Capital Receipts and the core programme. This is covered in a separate report on the same Cabinet agenda.

21st Century Schools Band B Dyffryn Aeron – Welsh Government Capital Investment Panel have approved the FBC in principal and only ministerial sign off is awaited. Due to increased tender costs additional funding is required of £1.287m as match funding from General Council funding. This is again reflected in the Multi-year Capital Programme, funding is as follows:- £1.137m from underspends in the 2022/23 Capital Programme and £150k from the core programme.

Re-profiling of Grant Funded Schemes & New Grant Approvals

Various grant schemes have been updated for either new grants or latest approved profiles.

In addition, there are new grants which have been awarded – the main ones being:-

- Active Travel Fund - Core Funding
- Active Travel Waunfawr to IBERS Link
- Local Transport Fund – TrawsCymru Bus Corridor Infrastructure Improvements
- Local Transport Fund - Bus Corridor Core Funding
- Ultra-Low Emissions Vehicle Transformation
- 20 mph Speed Limits
- Childcare (Small Grants Funding 2023/24)

Integrated Impact Assessment:

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

No, this report does not refer to a policy or service change

Wellbeing of Future Generations:

**Long Term:
Integration:
Collaboration:
Involvement:
Prevention:**

Recommendation(s):	To approve the revised Multi Year Capital Programme for 2023/24 to 2025/26, as outlined in Appendix A.
Reasons for decision:	To approve the latest Multi-Year Capital Programme
Overview and Scrutiny:	Considered during the budget setting process
Policy Framework:	Medium Term Financial Strategy
Corporate Priorities:	All Corporate Priorities are underpinned by the Capital Programme.
Financial implications:	Compliant
Statutory Powers:	Local Government Finance Act 1992
Background Papers:	Multi-Year Capital Programme reported to Cabinet on 24/01/2023
Appendices:	Appendix A - Multi-Year Capital Programme 2023/24 – 2025/26
Corporate Lead Officer:	Duncan Hall, Corporate Lead Officer: Finance and Procurement
Reporting Officer:	Liz Jones, Assistant Accountant
Date	16 th June 2023

Proposed Multi -Year Capital Programme 2023/24 - 2025/26

2023/24 Proposed	2024/25 Indicative	2025/26 Indicative	
TOTAL £'000	TOTAL £'000	TOTAL £'000	FUNDING SOURCE

Schools & Culture

21st Century Schools programme (Band B)	9,565	5,969	-	CCC/Grant
Ysgol Henry Richard	37			CCC
Additional kitchen equipment for schools to support the roll out of Free school meals	798	-	-	Grant
Welsh Medium Immersion Centre and New classroom block	1,284	3,925	199	Grant
Childcare Provision	1,380	576	-	Grant
School - additional Capital works	2,285	-	-	Grant
Underfloor Heating System - Schools	445	150	-	CCC
Urgent Works Schools	150	150	150	CCC
Total - Schools	15,944	10,770	349	

Porth Cymorth Cynnar

Community Hub - Lampeter	265	-	-	CCC/Grant
Artificial Sports Pitches	95	-	-	CCC/Grant
Aberaeron and Calon tysul Ltd Swimming Pools	89	-	-	GRANT
Sports Wales Stage 2 Wellbeing facilities upgrade	777			CCC/Grant
Urgent Works Wellbeing Centres	375	-	-	CCC
Total - Porth Cymorth Cynnar	1,601	-	-	

Economic and Regeneration

Sewage Treatment Works	656	-	-	CCC
Urgent Works Other	100	100	100	CCC
Buildings - Invest to Save	175	175	175	CCC
Energy Scheme Investments	750	250	-	CCC
Asset Development Programme	180	-	-	Grant
Market Hall Cardigan	397	-	-	CCC
Footbridge Replacement Programme	50	50	50	Grant
Access improvement Grant	103	103	-	Grant
Green Recovery Grant	32	-	-	Grant
NNF Afon Teifi SAC Catchment	445	-	-	Grant
Local Places for nature Capital	11	-	-	Grant
Levelling up Projects	5,008	4,557	-	Grant
Transforming Towns Cardigan Mash Project	540		-	Grant
Hafan y Waun Housing Development	500	500	-	CCC
Total - Economic and Regeneration	8,947	5,735	325	

2023/24 Proposed	2024/25 Indicative	2025/26 Indicative	
TOTAL £'000	TOTAL £'000	TOTAL £'000	FUNDING SOURCE

Highways and Environmental Services

Highways Infrastructure Renewal / Improvements	2,200	2,200	2,200	CCC
Environmental Services	66	60	60	CCC
LTF TrawsCymru Bus Corridor Infrastructure Improvements	950	950	-	Grant
LTF Bus Corridor Core Funding	250	-	-	Grant
Ultra Low emissions Vehicle Transformation	298	370	-	Grant
EV Charging Infrastructure Grant (WLGA)	16	-	-	CCC/Grant
ATF Waunfawr to IBERS Link Phase 1	1,490	-	-	Grant
ATF Core funding	500	-	-	Grant
20 mph Core Allocation	739	-	-	Grant
SRIC Llanrhystud	50	-	-	Grant
Flood Alleviation Schemes Llandre/Borth Leat	61	-	-	Grant
FCERM Capel Bangor & Talybont	121	-	-	Grant
Aberaeron Coastal Protection Detail Design	31	-	-	Grant
Aberystwyth Coastal Protection	232	-	-	Grant
Llangrannog Coastal protection	24	-	-	Grant
Borth & Ynyslas Coastal Protection	40	-	-	Grant
Coastal Protection schemes Aberaeron	10,000	20,000	-	CCC/Grant
Fleet Replacement	848	238	350	CCC
Waste Transfer Station	350	675	-	CCC
Total - Highways and Environmental Services	18,266	24,493	2,610	

Porth Gofal

Disabled Facilities Grants	1,400	1,400	1,400	CCC
Home Improvement & Houses into Homes Loan Schemes	61	-	-	Grant/Loan
Cylch Caron	252	-	-	CCC/Grant
Enable Grant for Independent Living	146	-	-	Grant
Urgent Works - Residential Homes	100	100	100	CCC
ICF Safe Accommodation for Children	200	-	-	CCC
Residential Homes upgrade	500	636	-	CCC
Land and Buildings Development Fund	1,688	-	-	Grant
National Empty Homes Grant Scheme	82	82	-	CCC
Hafan y Waun Capital Investment	200	-	-	CCC
Intermediate Care Fund- Property Purchases & Renovations	171	-	-	Grant
Total - Porth Gofal	4,800	2,218	1,500	

	2023/24 Proposed	2024/25 Indicative	2025/26 Indicative	FUNDING SOURCE
	TOTAL £'000	TOTAL £'000	TOTAL £'000	
<u>UK Shared Prosperity Fund</u>				
Uk Shared Prosperity Fund (Powys and Ceredigion)	1,773	4,910	-	Grant
Total - UK Shared Prosperity Fund	1,773	4,910	-	
<u>Customer Contact</u>				
ICT Kit and Infrastructure investment	390	240	240	CCC
Total - Customer Contact	390	240	240	
<u>Finance & Procurement</u>				
Community Grant Scheme	200	200	200	CCC
Total - Finance & Procurement	200	200	200	
<u>Policy, Performance and Public Protection</u>				
Inphase Contract	30	-	-	CCC
Total - Policy, Performance and Public Protection	30	-	-	
Funding to be allocated	589	193	925	CCC
TOTAL WORKING PROGRAMME	52,540	48,759	6,149	
Contingencies	350	250	350	CCC
New Approved Grants/Match funding for grant schemes	4,200	4,200	4,200	CCC/Grant
Total - Contingencies	4,550	4,450	4,550	
TOTAL OVERALL PROGRAMME	57,090	53,209	10,699	

CEREDIGION COUNTY COUNCIL

Report to:	Cabinet
Date of meeting:	04/07/23
Title:	2022/23 Controllable Revenue Outturn
Purpose of the report:	Report on the 2022/23 Revenue Outturn position
For:	For information
Cabinet Portfolio and Cabinet Member:	Councillor Gareth Davies, Cabinet Member for Finance & Procurement

1. SUMMARY

This report provides Cabinet with information on the Council's final Controllable Revenue Budget performance for the 2022/23 financial year. The Q3 monitoring report for the period to 31/12/23 forecasted a broadly breakeven position for the year, with a very small underspend of £9k forecast.

The final overall revenue position is still a broadly breakeven position with a very small overall overspend of £6k, against a 2022/23 Budget of £165.8m. This position results in the Council's General Balances still remaining at £6.7m, equating to 3.7% of the 23/24 Budget (still being within the target range of between 3% and 5%).

Earmarked reserves are regularly reviewed and re-aligned to emerging priorities, commitments and potential needs. This has been looked at further as part of the Outturn process and a full breakdown of Earmarked reserves is shown in Appendix 1. In overall terms, specific Earmarked reserves (excluding General Balances) have decreased at year-end from £53.9m to £48.8m (being 27% of the 2023/24 Budget). It was always expected that Earmarked Reserves were at their peak at 31/03/22 and would start declining thereafter, but that this would happen in a controlled and carefully managed way.

Key matters that have been addressed through the Outturn position include:

- A £1.0m sum has been set aside in the Creating Caring & Healthy Communities reserve for a transitional period in relation to the Hafan y Waun Care Home in Aberystwyth (see separate report on this same Cabinet agenda).
- The 23/24 general staff payaward remains unconcluded and the pay offer tabled (which has been rejected by the Unions), exceeds the level of provision made in the 23/24 Budget, therefore a further contingency sum has been set aside for this aspect.
- The monies available for the newly approved Community Housing scheme, using Council Tax premium receipts, now stands at £1.8m as at 31/03/23.
- The Boosting the Economy, Supporting Businesses & Enabling Employment reserve has been increased and stands at £8.0m as at 31/03/23.

2. BUDGET PERFORMANCE

There has been a multitude of budget pressures to contend with during the year, the majority of which then featured heavily in the 23/24 Budget Setting process. In year Budget pressures have included:

- Elevated levels of staff pay-awards due to high levels of inflation in the economy. The Council does not set, determine or negotiate any staff pay-awards itself, it merely receives notification of decisions made by other bodies (Welsh Government for Teachers Pay and by the UK Local Government Employers body for general Council staff) and then has a duty to implement them.
- The April 2023 general staff payaward set at a UK level was eventually determined in November 2022 and averaged 7.5% against an original budget provision of 2.5%.
- The September 2022 Teachers payaward set by WG started at 3.5% then iterated to 6.5% (of which 1.5% was non-recurring). Despite repeated assurances from WG that the iteration would be fully funded, this was not the case in Ceredigion with the position being only c92% funded in 22/23. Formal representation has been made to WG regarding the shortfall, but to no avail.
- Energy – The impact of contract price increases taking effect from 01/10/22 have meant a part year elevated impact in 22/23 on gas and electricity costs – This has meant an overspend of £956k (of which £551k affected Schools). against the overall Energy budget of £2.3m. Within this there have been breakdowns with the Biomass plants in both Aberaeron and Aberystwyth during the year which had lead to a temporary increase in energy costs for those facilities of c£90k.
- The increasing demands on Social Care show no sign of easing. There have been significant cost pressures in areas such as Looked after Children (in county), Childrens Out of County Placements (accounted for under Leadership Group), Older Persons placements and Learning Disability placements. Across the Pyrth Through Age Model, the final outturn position was an overspend of £1.577m, which is very close to the Q3 projection of £1.526m.
- The legacy of the late £1.0m one-off WG funding in February 2022 affecting the 22/23 Budget setting process (resulting in a reduced level of Council Tax level of 2.5%), meant that £1.0m needed to be found on a recurring basis.
- A number of services saw Inflationary pressures on new tenders, contracts and expenditure during the year. This included Fleet Fuel, Fleet parts and Home to School Transport. A sum of £545k was used from the Costs & Inflationary Pressures reserve to mitigate these on a temporary basis.
- Post COVID recovery still continued in 22/23, therefore the Council's Corporate COVID budget was utilised, with £1.084m needing to be funded (including £334k from reserves). The main areas supported corporately were Schools Supply Cover (£199k), Red zone voids and additional cleaning material costs in Local Authority Care Homes (£243k), Reopening the visitor economy related costs (£217k) and shortfalls in Trade Waste income (£162k).

There have however been various positive aspects providing an offset to the above:

- With interest rates increasing at each successive Bank of England MPC meeting and now standing at 4.5%, Treasury Management budgets have been able to achieve a much higher rate of return on cash balances. In addition no new external borrowing has been undertaken during the year. A significant gain of £1.3m has therefore been achieved across the Treasury Management budgets.
- Officers in multiple services have worked hard to maximise the benefit of external grant funding opportunities. For example, revenue funding applications have been successful under the UK Shared Prosperity Fund and also the Health & Social Care Regional Integration Fund. Significant funds have also been drawn down in relation to supporting Ukrainian Refugees.
- A one-off gain has been accounted for in 22/23 in relation to a change in VAT status regarding Leisure Centres income and associated backdated claims lodged with HMRC. This totals a net sum of just over £700k.
- There has been an overall surplus on Council Tax collection, although a large part of this was already known and budgeted for and had been reflected in the Q3 position.

Schools have to an extent relied upon their individual Delegated School Balances during 22/23. Balances had been at an elevated level coming out of the COVID period, which had included the benefit of various one-off funding gains in the preceding 2 years. Overall, School Balances have decreased from £8.3m down to £5.1m, meaning £3.2m was utilised above and beyond formula funding allocations. However, this was a lower overall use than had been expected, as originally School Balances had been projected to broadly halve to just over £4m. As at 31/03/23 no Ceredigion School had a deficit balance. The Council is continuing to actively support all Schools following the setting of the 23/24 Budget.

The overall final position for 22/23, with the overall bottom line variance of £6k, can be summarised as follows:

	2022/23 Latest Budget £'000	2022/23 Actuals £'000	Under/ (Over) spend £'000
Funding			
Council Tax	(46,424)	(47,468)	1,044
Presentational adjustment for £700k Council Tax	-	700	(700)
Surplus budgeted in 22/23 Latest Budget			
NNDR + RSG	(119,419)	(119,421)	2
Total Funding	(165,843)	(166,189)	346
Controllable Budget			
Core Controllable Budget	165,843	166,895	(1,052)
Presentational adjustment for £700k Council Tax	-	(700)	700
Surplus budgeted in 22/23 Latest Budget			
Total Controllable Budget Performance	165,843	166,195	(352)
Overall Outturn Position	-	6	(6)

A further breakdown of the Controllable Budget Performance is shown overleaf:

Corporate Lead Officer / Service	2022/23 Latest Budget £'000	2022/23 Actuals £'000	Under/ (Over) spend £'000	Comment
Customer Contact & ICT	6,144	6,144	-	No issues of significance.
Democratic Services	4,628	4,609	19	No issues of significance, Election & Eisteddfod reserves utilised as expected.
Economy & Regeneration	3,637	3,752	(115)	Overspend mainly due to problems during the year at both Biomass facilities (both now operating normally).
Finance & Procurement	18,800	17,608	1,192	Underspends against Corporate Redundancy budgets, core service operations and also Treasury Mgmt savings / additional income has enabled a reserves transfer to assist with 23/24 pay-awards.
Highways & Environmental Services	18,078	18,288	(210)	Winter Maintenance costs exceeded budget by £122k, requiring a transfer from reserves. Increased Waste Collection costs were offset by Waste disposal savings. Increased costs within the Highways Reactive area.
Legal and Governance	1,566	1,599	(33)	A continued increase in Social Care Legal costs is being seen.
People & Organisation	2,161	2,161	-	No issues of significance.
Policy, Performance & Public Protection	2,346	2,167	179	A Contaminated Land remediation works case is still to be concluded, however underspends have arisen from Vacant posts and maximisation of external funding.
<u>Pyrth Through Age Model</u>				
Porth Cymorth Cynnar	4,355	4,258	97	Overall the TAW position is broadly reflective of the Q3 forecast position, with continuing trends of increased demand and complexities in the areas of Looked After Children costs (in county) £295k overspend, Older Persons Placement costs £576k higher than budget, Learning Disability placement costs £1.056m higher than budget (Including historic uplifts at Plas Gwyn). Social Worker Market Supplements and a Commissioned contract in Planned Care have been funded from reserves. Agency staff costs for Professional Social Workers have largely been accommodated from savings in vacant posts, whereas Agency staff costs in Local Authority Care homes are mainly being funded by savings in the Day Services and Target Care & Enablement budgets.
Porth Cynnal	28,602	30,252	(1,650)	
Porth Gofal	13,303	13,327	(24)	
	46,260	47,837	(1,577)	
<u>Schools & Culture</u>				
Schools & Culture (LEA)	6,169	5,877	292	Underspend due partly to late grant funding being received and maximisation of other grant funding opportunities. There has been an overall decrease in School Balances of £3.2m.
Delegated Schools Budgets	44,718	44,718	-	
	50,887	50,595	292	
Leadership Group	7,281	7,253	28	A Leisure VAT gain of c£700k has been accounted for here, alongside ensuring a £1.0m sum has been set aside for the Hafan y Waun Care Home proposal. Out of County Placement costs is still a significant burden, with expenditure of £4.018m.
Levies, C/Tax Premium & Reserves	4,055	4,182	(127)	£677k of Council Tax premium monies has been transferred to a reserve, which now stands at £1.8m - ready for the launch of the Community Housing scheme.
Total Controllable Budget	165,843	166,195	(352)	

3. CONCLUSION

The 2022/23 financial performance continues to demonstrate that the Council's overall financial position remains positive and resilient and is being carefully managed through what is still an incredibly difficult financial period. The Council's balance sheet remains strong, albeit the outlook (with inflation remaining elevated for longer than economists expected) still remains challenging.

Has an Integrated Impact Assessment been completed?	No
If, not, please state why	Report is for information not decision
Wellbeing of Future Generations:	Summary: Long term: Not Applicable Integration: Not Applicable Collaboration: Not Applicable Involvement: Not Applicable Prevention: Not Applicable
Recommendations(s):	To note the 22/23 Revenue Outturn position
Overview and Scrutiny:	Considered during the Budget setting process
Corporate Priorities:	The Budget underpins all Corporate Objectives
Financial implications:	As outlined in the report
Statutory Powers:	Local Government Finance Act 1972
Background Papers:	Revenue Budget 2022/23
Appendices:	Appendix 1 – Earmarked Reserves
Corporate Lead Officer:	Duncan Hall – CLO: Finance & Procurement
Reporting Officers:	Duncan Hall and Justin Davies
Date:	15/06/23

STATEMENT OF EARMARKED RESERVES AND GENERAL BALANCES

	<u>Actual Balances as at 31/03/22 £'000</u>	<u>Actual Transfers (To)/from Reserves £'000</u>	<u>Entries (To)/from General Balances £'000</u>	<u>Actual Balances as at 31/03/23 £'000</u>
Delegated Schools Budget - Primary	(4,230)	1,636	-	(2,594)
Delegated Schools Budget - Secondary	(2,401)	951	-	(1,450)
Delegated Schools Budget - All Through	(1,681)	598	-	(1,083)
Delegated Schools Budget - All Schools subtotal	(8,312)	3,185	-	(5,127)
Insurances - Supply Cover	(185)	100	-	(85)
Schools, Lifelong Learning & Culture Services	(496)	(274)	-	(770)
Schools, Lifelong Learning & Culture Services	(8,993)	3,011	-	(5,982)
Corporate Capital	(6,196)	-	-	(6,196)
Education Penweddig PFI	(1,614)	-	-	(1,614)
Corporate - Joint Arrangements	(8)	8	-	-
Funding / CTRS Equalisation	(700)	-	-	(700)
Corporate Redundancy	(1,062)	-	-	(1,062)
Insurance	(1,104)	(102)	-	(1,206)
Cost of Living Scheme (Discretionary)	(486)	486	-	-
Finance - General	(250)	(230)	-	(480)
Finance & Procurement	(11,420)	162	-	(11,258)
Democratic Services	(112)	-	-	(112)
County Council Election reserve	(200)	165	-	(35)
Democratic Services	(312)	165	-	(147)
People & Organisation	(58)	41	-	(17)
People & Organisation	(58)	41	-	(17)
Porth Cymorth Cynnar	(2)	-	-	(2)
Pyrth Investment	(250)	-	-	(250)
Porth Gofal	(363)	313	-	(50)
Pyrth Through Age Model	(615)	313	-	(302)
Policy, Performance & Public Protection	(102)	(25)	-	(127)
Policy, Performance & Public Protection	(102)	(25)	-	(127)
Highways & Environmental Services	(2,298)	1,212	-	(1,086)
Winter Maintenance/Storm Repairs	(277)	122	-	(155)
Environmental & Flood Protection	(177)	-	-	(177)
Civil Parking Enforcement	(86)	(16)	-	(102)
Highways & Environmental Services	(2,838)	1,318	-	(1,520)
Local Development Plan	(248)	15	-	(233)
Economy & Regeneration	(177)	84	-	(93)
Food Centre Wales (Horeb)	(217)	19	-	(198)
Growth Deal	(250)	31	-	(219)
Sewage Treatment Works Improvement Programme	(452)	-	-	(452)
Economy & Regeneration	(1,344)	149	-	(1,195)
ICT & Digital Investment	(1,000)	-	-	(1,000)
Customer Contact	(209)	28	-	(181)
Customer Contact & ICT	(1,209)	28	-	(1,181)
Legal & Governance	(125)	125	-	-
Legal & Governance	(125)	125	-	-
Contingency & Budget Management	(4,463)	326	-	(4,137)
Cost and Inflationary Pressures	(1,435)	113	-	(1,322)
Placements Equalisation	(1,000)	1,000	-	-
Community Housing Scheme (Council Tax Premium)	(1,120)	(677)	-	(1,797)
National Eisteddfod 2020	(170)	170	-	-
Providing the Best Start in Life & Enabling Learning at All ages	(5,403)	526	-	(4,877)
Boosting the Economy, Supporting Businesses & Enabling Employment	(6,884)	(1,116)	-	(8,000)
Creating Caring & Healthy Communities	(1,500)	(802)	-	(2,302)
Creating Sustainable, Green & Well-connected Communities	(4,950)	310	-	(4,640)
Leadership Group	(26,925)	(150)	-	(27,075)
Total Earmarked Reserves	(53,941)	5,137	-	(48,804)
GENERAL BALANCES				
General Balances	(6,720)	-	6	(6,714)
Total General Balances	(6,720)	-	6	(6,714)
GRAND TOTAL	(60,661)	5,137	6	(55,518)

CEREDIGION COUNTY COUNCIL

Report to:	Cabinet
Date of meeting:	4th July 2023
Title:	Treasury Management Performance for 2022/23
Purpose of the report:	To report on the 2022/23 Treasury Management Performance
For:	Information
Cabinet Portfolio and Cabinet Member:	Councillor Gareth Davies, Cabinet Member for Finance & Procurement Services

1. INTRODUCTION

This report is presented in accordance with the CIPFA Code of Practice on Treasury Management in the Public Services (the code). It is a requirement of the code to report to Cabinet on both the expected treasury activity for the forthcoming year and subsequently the performance of the Council's treasury management activities in that year.

Treasury management is defined by CIPFA as:

“The management of the authority’s investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities and the pursuit of the optimum performance consistent with those risks.”

2. STRATEGY

The Council's Treasury Management strategy for 2022/23 was approved by Full Council in March 2022.

The Council's Investment Strategy outlined the Council's investment priorities as being security of capital and liquidity, with the aim of achieving the optimum return on investments commensurate with the proper levels of security and liquidity. Generally it was anticipated that investments for core cash flow requirements would be for periods of up to 3 months, but with scope to invest for longer periods (up to 1 year) if surplus investment balances are available.

No new borrowing has been undertaken during 2022/23 as the Council continues to maintain an internal borrowing position which is helping to deliver short term revenue savings.

3. TREASURY ADVISORS

The Council employs Link Treasury Services Ltd as the Council's external Treasury advisor on a contract that runs until 30/08/2026.

4. BANKING CONTRACT

The Council has a contract with Barclays for the delivery of banking services, which runs until 29/02/2024. Barclays is a UK based bank, with a long-term credit rating of A1 (Moody's) and continues to provide the Council with an excellent service.

Barclays has operated local government sector specialism for over 15 years, currently providing transactional banking services to just under 25% of all local authorities and holding treasury relationships with close to 70% in the UK. The number of providers of banking services to the local government sector is very limited and it should be noted Barclays was the only bank that expressed an interest in the Council's business last time the contract was procured. There is high confidence in the measures Barclays has in place to counter fraud, a critical consideration in present times. Barclays has delivered high quality cyber fraud awareness training to Council officers that was free of charge. This a good example of the extra support services received under the contract.

The Council's banking services contract will be going out to tender during the year 2023/24.

5. PORTFOLIO POSITION

The Council's debt and investment position at the beginning and end of the year was as follows:

	Principal outstanding at	
	<u>31/03/22</u>	<u>31/03/23</u>
	<u>£m</u>	<u>£m</u>
<u>External Borrowing</u>		
PWLB loans	108.9	101.1
Barclays Market loan	5.8	5.8
WG Repayable Loan funding	0.9	0.9
<i>Total Debt</i>	<u>115.6</u>	<u>107.8</u>
<u>Investments</u>		
In-house	55.5	38.7
<i>Total Investments</i>	<u>55.5</u>	<u>38.7</u>
<i>Net Debt</i>	<u>60.1</u>	<u>69.1</u>

A breakdown of the Council's Investments held at year end is shown in Appendix A and a breakdown of the Council's external debt at year end is shown in Appendix B.

6. INTEREST RATES

Short term interest rates

In response to persistent high levels of inflation the Bank of England has increased the interest base rate consecutively at each of its last twelve Monetary Policy Committee (MPC) meetings. As at June 2023 the base rate stands at 4.5%, from its historically low rate of 0.1% as recently as December 2021.

Our Treasury Advisors view is that interest rates will continue to be raised until it peaks at 5.0% in September 2023 when it will then be gradually reduced to 3.25% over the course of the next 18 months.

Link Treasury Services Interest Rate Forecast – as at 9th June 2023.

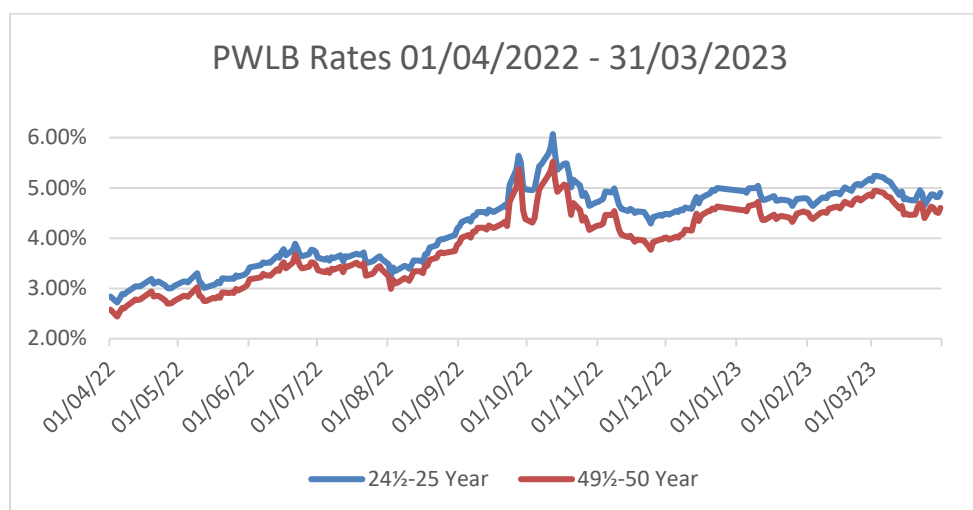
	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25
Interest Rate Forecast	4.75%	5.00%	5.00%	4.75%	4.50%	4.00%	3.50%	3.25%

Long term borrowing interest rates

(For new maturity loans excluding PWLB Certainty/Project rate)

The 49½ to 50 year PWLB rate started the year at 2.3% and has consistently increased ending the year at 4.6%. Rates did face a particularly turbulent period during the Autumn of 2022 as a consequence of the UK Government's 'mini budget' in September 2022 which led to a period of turbulence for Government Gilt yields. The 49½ to 50 year PWLB rate peaked at 5.5% during this period.

The 24½ to 25 year PWLB rate followed a similar pattern starting the year at 2.8% before ending the year at 4.9%.



7. BORROWING

During 2022/23 a PWLB Maturity loan matured, details of which are shown in the table below. No new PWLB Maturity loans were taken out,

PWLB Loan Maturities

Loan No	Interest Rate	Start Date	End Date	Loan Amount
493401	5.40%	22-June-07	30-Sept-22	6,700,000

There were various scheduled annuity loan repayments totalling £1.1m.

In budgetary terms, the actual interest paid on external borrowing for 2022/23 was £4.638m compared to the Latest Budget of £5.148m, resulting in a favourable variance of £510k.

8. INVESTMENTS

The internally managed investments were placed only with institutions listed in the Council's approved lending list at the point the investment was made. The Council invested predominantly for short term periods to cover cashflow requirements (e.g. creditor payment runs, payroll runs), but taking advantage of added valuing by investing for longer periods where cashflows allowed. The investment strategy focussed in summary on:

- No investments for longer than a 1 year duration.
- No investments with any counterparty that does not meet a minimum credit rating criteria defined as 'Green' by Link with the exception of Government supported banks (defined as 'Blue' by Link')
- Fixed counterparty list (still subject to meeting credit rating criteria) of: Barclays Bank, National Westminster Bank, Lloyds Banking group, HSBC, Nationwide BS, Santander UK, Royal Bank of Scotland group, Coventry BS, Leeds BS, Yorkshire BS, Skipton BS, Standard Chartered Bank, UBS Ltd, Goldman Sachs International Bank, Other Local Authorities and the UK Government DMO Account.

The results of the investments undertaken (all internally managed by the Treasury team) during 2022/23 are as follows:

<u>Average Investment Balances</u>	<u>Rate of Return</u>	<u>Benchmark Return *</u>
Investments - £60.0m	1.99%	2.24%

* Average SONIA Rate

In budgetary terms, overall actual investment income was £1.1m compared with the Latest Budget of £0.3m, resulting in a favourable variance of £0.8m, as a result of the increasing interest rate environment previously described. The additional income forecast was reported to Cabinet during 2022/23.

9. DEBT RESCHEDULING

No premature repayment of debt or debt rescheduling took place in 2022/23.

10. COMPLIANCE WITH TREASURY LIMITS

During the financial year the Council operated within the treasury limits and Prudential Indicators set out in the Council's annual Treasury Management Strategy report.

	Has an Integrated Impact Assessment been completed? If, not, please state why
	Summary: Not applicable
Wellbeing of Future Generations:	Long term: Integration: Collaboration: Involvement: Prevention:
Recommendation(s):	To note the contents of the report
Reasons for decision:	None required
Overview and Scrutiny:	Considered during the Strategy approval process
Policy Framework:	2022/23 Treasury Management Strategy
Corporate Priorities:	Treasury Management underpins all Corporate Priorities
Financial Implications:	Finance & Procurement Budgets: Investment Income/External interest paid
Statutory Powers:	Local Government Act 2003
Background Papers:	2022/23 Treasury Management Strategy report to Full Council (March 2022)
Appendices:	Appendix A - Investment Portfolio Appendix B - Debt Portfolio
Corporate Lead Officer:	Duncan Hall, Corporate Lead Officer: Finance and Procurement
Reporting Officer:	Justin Davies, Corporate Manager: Core Finance
Date:	9 th June 2023

INVESTMENTS

DETAILS	VALUE	INTEREST RATE	INVESTMENT	
	£	%	FROM	TO
<u>Investments held</u>				
Goldman Sachs International	4,000,000	4.190	06/10/2022	06/04/2023
Standard Chartered - Sustainable Deposit	2,000,000	4.050	02/12/2022	02/06/2023
Standard Chartered - Sustainable Deposit	2,000,000	4.270	07/02/2023	08/08/2023
DMADF	1,000,000	3.845	08/02/2023	04/04/2023
Yorkshire Building Society	1,000,000	3.900	14/02/2023	04/04/2023
DMADF	500,000	3.865	14/02/2023	11/04/2023
DMADF	1,000,000	3.855	15/02/2023	14/04/2023
DMADF	1,000,000	3.875	20/02/2023	14/04/2023
DMADF	1,000,000	3.890	21/02/2023	21/04/2023
DMADF	1,500,000	3.970	01/03/2023	28/04/2023
DMADF	700,000	3.915	03/03/2023	14/04/2023
DMADF	1,000,000	3.920	03/03/2023	18/04/2023
DMADF	2,500,000	3.920	03/03/2023	21/04/2023
DMADF	1,000,000	3.925	03/03/2023	24/04/2023
DMADF	1,000,000	3.925	03/03/2023	25/04/2023
DMADF	3,000,000	3.950	06/03/2023	28/04/2023
DMADF	500,000	3.960	07/03/2023	28/04/2023
Bank of Scotland	1,000,000	4.140	15/03/2023	15/06/2023
Bank of Scotland	500,000	4.130	17/03/2023	19/06/2023
Bank of Scotland	1,000,000	4.070	20/03/2023	20/06/2023
Bank of Scotland	1,000,000	4.090	21/03/2023	21/06/2023
Yorkshire Building Society	1,000,000	4.110	24/03/2023	28/04/2023
DMADF	500,000	4.060	27/03/2023	28/04/2023
DMADF	1,000,000	4.055	29/03/2023	28/04/2023
DMADF	4,000,000	4.055	30/03/2023	28/04/2023
DMADF	1,000,000	4.055	31/03/2023	28/04/2023
	<u>35,700,000</u>			
<u>Deposits in Barclays Reserve a/c</u>				
Barclays Bank	<u>2,954,331</u>		31/03/2023	-
<u>Deposits in Notice Account</u>				
Nat West 35 Day Notice Account	<u>1</u>		31/03/2023	-
	<u>1</u>			
Total Investments as at 31/03/23	<u>38,654,332</u>			

EXTERNAL DEBT

Appendix B

Loan Ref	Repayment Method	Start Date	Maturity Date	Original Interest rate	Balance as at 31/03/23
<u>PWLB Loans</u>					
417195	A	24-Dec-71	02-Dec-31	8.000%	17,884
419325	A	21-Mar-72	02-Dec-31	7.750%	12,520
427730	A	12-Jun-73	02-Jun-33	9.875%	19,153
478179	M	26-Sep-96	31-Mar-56	8.125%	5,000,000
478585	M	10-Dec-96	30-Sep-56	7.500%	3,000,000
480055	M	13-Oct-97	30-Sep-57	6.375%	6,000,000
480689	M	27-Mar-98	30-Sep-52	5.875%	2,000,000
481159	M	20-Jul-98	31-Mar-53	5.500%	3,500,000
490819	M	24-Nov-05	31-Mar-31	4.250%	2,000,000
490981	M	11-Jan-06	31-Mar-51	3.900%	2,000,000
491703	M	07-Jun-06	30-Sep-41	4.350%	2,700,000
491819	M	07-Jul-06	30-Sep-31	4.500%	5,300,000
491837	M	12-Jul-06	02-Jun-39	4.450%	2,000,000
492936	M	20-Feb-07	06-Aug-32	4.550%	6,000,000
493733	M	10-Aug-07	30-Sep-37	4.750%	9,551,120
501411	A	10-Jul-12	31-Mar-32	2.860%	1,197,102
501928	A	01-Mar-13	31-Mar-29	2.630%	1,242,938
502054	A	28-Mar-13	06-Feb-33	2.860%	1,312,197
502477	A	13-Aug-13	30-Sep-28	3.110%	1,231,839
502596	M	10-Oct-13	09-Oct-36	4.210%	5,000,000
502827	M	06-Feb-14	10-Jan-25	3.660%	3,000,000
502828	M	06-Feb-14	10-Jan-27	3.840%	2,000,000
502981	A	09-Apr-14	31-Mar-34	3.680%	1,467,848
502982	A	09-Apr-14	30-Sep-28	3.230%	1,739,153
503489	M	25-Nov-14	31-Mar-45	3.670%	5,000,000
503490	A	25-Nov-14	31-Mar-44	3.400%	1,135,333
503728	M	09-Feb-15	31-Mar-60	2.750%	4,000,000
503729	M	09-Feb-15	31-Mar-61	2.750%	4,000,000
504645	A	04-Feb-16	30-Sep-45	2.760%	2,148,820
506318	M	06-Sep-17	01-Sep-28	1.970%	2,000,000
506319	M	06-Sep-17	01-Sep-46	2.560%	6,000,000
507963	M	30-Oct-18	31-Mar-34	2.500%	2,000,000
507964	M	30-Oct-18	30-Sep-48	2.460%	1,800,000
508214	M	13-Dec-18	30-Sep-39	2.520%	2,000,000
509622	M	08-Aug-19	30-Sep-58	1.970%	2,000,000
509623	M	08-Aug-19	30-Sep-34	1.730%	1,800,000
					101,175,905
<u>Market Loan</u>					
BBFRML	M	20-Jun-16	13-Sep-66	3.660%	5,750,000

WG Repayable Loan funding

HIELPL1	M	06-Mar-15	31-Mar-30	0.000%	556,075
HIELPL2	M	27-Mar-20	31-Mar-35	0.000%	250,000
PRS	M	26-Oct-20	30-Jun-27	0.000%	<u>80,000</u>
					886,075

TOTAL **107,811,980**

Key

A – Annuity

M - Maturity

CEREDIGION COUNTY COUNCIL

Report to: Cabinet

Date of meeting: 4th July 2023

Title: Grants Awarded under the Ceredigion Community Grants Scheme / Welsh Church Fund

Purpose of the report: Update on current grants awarded from the Welsh Church Fund

For: Information

Cabinet Portfolio and Cabinet Member: Councillor Gareth Davies – Finance and Procurement Services and Councillor Clive Davies - Economy and Regeneration

Welsh Church Fund 2022/2023

1. Background - Ceredigion Community Grants Scheme

The purpose of the Ceredigion Community Grant scheme is to increase the range of facilities, activities and opportunities within Ceredigion. Grants are available to Community Groups, Community Councils or bonafide Voluntary Sports and Play Associations. Further information is available on the Council’s website including the Scheme’s Guidance Notes and Application Forms.

The scheme is run and supported by the Finance & Procurement service and applications are considered by the Corporate Lead Officer - Finance and Procurement in consultation with either the Cabinet Member with responsibility for Finance and Procurement Services or Cabinet Member for Economy and Regeneration.

This report provides Members with information on the grants that have been awarded and paid during 2022/23 in relation to the Ceredigion Community Grant scheme.

COVID19 has had an effect on the grants awarded and paid during 2022/23. Some capital schemes were delayed – this is reflected in the information provided below.

2. Capital Budget - Council Funded Capital Grants

	<u>No of grants</u>	<u>£</u>
Revised Budget		200,000
Capital Grant Payments	15	(90,701)
Underspend		109,299

Appendix 1 details the Capital grants that were approved and paid during the year.

3. Revenue Budget - Welsh Church Fund

The Ceredigion Community Grant budget includes the Council's share of the investment income from the Welsh Church Fund. This report shows the grants that have been allocated during 2022/2023.

a) Grants approved within the year

	<u>No of grants</u>	<u>£</u>
Original Allocation (Notional)		30,000
Welsh Church Fund Revenue Grant Payments	5	(3,450)
Underspend		26,550

The following grants have been paid and financed from the Welsh Church Fund element of the Ceredigion Community Grant Scheme.

	£
Cardigan Brioude Twinning Committee	1,750.00
Lampeter Music Club	500.00
St Michaels Church	500.00
Beyond The Border Storytelling Festival	500.00
Gwyl Dewi Llanbedr Pont Steffan	200.00
	3,450.00

b) Summary

The position on the Council's Welsh Church Fund investment income balance is as follows:

	£'000
Opening Balance as at 01/04/2022	144
Income received from Carmarthenshire CC	23
Interest received on balance held	2
	169
Less	
Grants approved in 2022/2023	3
Support Service costs to be charged	2
	5
Estimated Balance at 31/03/2023	164

4. Revenue Budget - Council Funded Policy Grants

	<u>No of grants</u>	<u>£</u>
Original Budget		25,100
<u>Revenue Grant Payments</u>		
Papurau Bro	5	(2,500)
Eisteddfodau	8	(7,200)

Shows	5	(1,000)
Food Festivals	2	(1,000)
Individuals	6	(1,200)
Underspend		<u>12,200</u>

Appendix 2 details the Revenue Policy grants that were approved and paid during the year.

Integrated Impact Assessment:	Has an Integrated Impact Assessment been completed? If, not, please state why
	No: - as this report does not refer to a policy or service change.
Recommendation(s):	To note the grants approved from the Welsh Church Fund.
Reasons for decision:	Not Required
Overview and Scrutiny:	Council approved Grant Aid Scheme
Policy Framework:	Council approved Grant Aid Scheme
Corporate Priorities:	Promoting Environmental and Community Resilience
Financial implications:	Within Existing Budget
Statutory Powers:	Local Government Act 1999
Background Papers:	N/A
Appendices:	Appendix 1- Capital Grants considered / approved in 2022/23 Appendix 2 - Revenue Grants considered / approved in 2022/23
Corporate Lead Officer:	Duncan Hall (Finance & Procurement)
Reporting Officer:	Fflur Lawlor (Community Grant & Insurance Assistant)
Date:	05/06/2023

CYNLLUN GRANTIAU CYMUNEDOL CEREDIGION COMMUNITY GRANT

Grantiau Cyfalaf ystyriwyd / cymeradwywyd gan Swyddog Arweiniol Corfforaethol: Cyllid a Chaffael gan ymgynghori â'r Aelod Cabinet dros Wasanaethau Cyllid a Chaffael a Gwasanaethau Diogelu'r Cyhoedd neu Aelod Cabinet dros Wasanaethau Yr Economi ac Adfywio yn 2022/2023

Capital Grants considered / approved by Corporate Lead Officer - Finance and Procurement in Consultation with the Cabinet Member with responsibility for Finance and Procurement Services and Public Protection or Cabinet Member for Economy and Regeneration in 2022/2023.

Ymgeisydd / Applicant	Dyddiad Cymeradwywyd / Date Approved	Grant Cymeradw ywyd / Grant Approved £	Grant hawliwyd / Grant claimed £
-----------------------	--	---	--

Trosglwyddwyd o / Transfer from 2021/22

Cardigan Squash Club	16/03/2022	6,378	2,860
St. Tydfil Church, Llechryd	16/03/2022	1,945	1,495
St. John the Baptist's Church	16/03/2022	3,617	3,617
Eglwys Llanfihangel y Creuddyn	16/03/2022	3,690	2,969
Capel Bethlehem Dihewyd	16/03/2022	1,950	1,950
Ysgoldy Goch	16/03/2022	25,000	25,000
Llanddewi Brefi Village Hall & Recreation Ground	16/03/2022	2,550	2,550
Aberporth Community Hall	16/03/2022	25,000	7,975
Eglwys Llanarth	16/03/2022	4,475	4,475
		74,605	52,891

Ceisiadau Newydd / New Applications

Clwb Bowlio Aberystwyth	16/03/2022	2,096	0
Llangrannog Welfare Committee	16/03/2022	21,130	21,130
Queens Road Bowling Club	14/07/2022	4,293	3,128
Borth Sports & Playing Field Association	14/07/2022	8,023	8,023
Sioe Llangeitho	14/07/2022	3,354	3,354
Eglwys Annibynnol Nanternis	05/10/2022	1,474	1,474
Aberystwyth and District Hospice at Home Volunteers (HAHAV)	05/10/2022	25,000	0
Capel Bethania, Aberteifi	05/10/2022	9,420	0
Eglwys Mydroilyn	08/12/2022	4,794	701
Cyngor Cymuned Llansantffraed	08/12/2022	7,356	0
Neuadd Goffa Talybont	08/12/2022	4,200	0
Capel Pantycrugiau, Plwmp	08/12/2022	11,371	0
		102,511	37,810

Grantiau trosglwyddwyd I / Grants transferred to 2023/2024

Eglwys Llanfihangel y Creuddyn	22/03/2022	721	
Aberporth Community Hall	22/03/2022	17,025	
Clwb Bowlio Aberystwyth	22/03/2022	2,096	
Aberystwyth and District Hospice at Home Volunteers (HAHAV)	22/03/2022	25,000	
Capel Bethania, Aberteifi (in principle)	22/03/2022	9,420	
Eglwys Mydroilyn	22/03/2022	4,093	
Cyngor Cymuned Llansantffraed	22/03/2022	7,356	
Neuadd Goffa Talybont	22/03/2022	4,200	
Capel Pantycrugiau, Plwmp	22/03/2022	11,371	
St. Tydfil Church, Llechryd	14/06/2023	450	
		81,732	

Cynllun Grantiau Cymunedol Ceredigion Community Grant Scheme

Grantiau Refeniw ystyriwyd / cymeradwywyd gan Swyddog Arweiniol Corfforaethol: Cyllid a Chaffael gan ymgynghori â'r Aelod Cabinet dros Wasanaethau Cyllid a Chaffael a Gwasanaethau Diogelu'r Cyhoedd neu Aelod Cabinet dros Wasanaethau Yr Economi ac Adfywio yn 2022/2023

Revenue Grants considered / approved by Corporate Lead Officer - Finance and Procurement in Consultation with the Cabinet Member with responsibility for Finance and Procurement Services and Public Protection or Cabinet Member for Economy and Regeneration in 2022/2023

Ymgeisydd / Applicant	Dyddiad Cymeradwywyd / Date Approved	Grant £
Papurau Bro		
Papur Bro Y Tincer	06/06/2022	500
Papur Bro Y Barcud	27/07/2022	500
Papur Bro Clonc	27/07/2022	500
Papur Bro Y Garthen	22/02/2023	500
Papur Bro Y Ddolen	15/08/2022	500
Eisteddfodau		
Eisteddfod Dihewyd	19/05/2022	200
Eisteddfod Pantyfedwen	27/04/2022	3,000
Eisteddfod Gwyl y Banc RTJ Llambod	27/07/2022	3,000
Eisteddfod Felinfach	27/07/2022	200
Eisteddfod Llanarth	19/10/2022	200
Eisteddfod Cwmystwyth	23/09/2022	200
Cymdeithas Ceredigion	20/02/2023	200
Eisteddfod Rhydlewis	06/03/2023	200
Sioeau / Shows		
Sioe Talybont	27/06/2022	200
Sioe Amaethyddol Llangeitho	23/09/2022	200
Sioe Cwmsychpant	23/09/2022	200
Sioe Llanddewi Brefi	04/10/2022	200
Sioe Llanfair Clydogau	23/09/2022	200
Gwyl Fwyd / Food Festivals		
Gwyl Fwyd Llambod	27/06/2022	500
Cardigan River and Food Festival	27/07/2022	500
Unigolion / Individuals		
Alex Hammel - Selected to represent Wales Under 15 Basketball in Dundee, Scotland 26-19 May 2022 / Dewiswyd i gynrychioli Pêl-fasged Dan 15 Cymru yn Dundee, Yr Alban 26-19 Mai 2022	21/04/2022	200
Ceri Jones - Selected to represent Wales in Fly Fishing / Dewis i gynrychioli Cymru mewn pysgota plu - 29/09/2022	29/06/2022	200
Alaw Jones - Selected to represent YFC Wales on trip abroad to South Africa - 19/08/22 - 31/08/22 / Dewis i gynrychioli CFFl Cymru ar daith dramor i Dde Affrica - 19/08/22 - 31/08/22	27/07/2022	200
Mared Jones - Selected to represent YFC Wales on trip abroad to South Africa - 19/08/22 - 31/08/22 / Dewis i gynrychioli CFFl Cymru ar daith dramor i Dde Affrica - 19/08/22 - 31/08/22	15/08/2022	200
Elliw Dafydd - Selected to represent YFC Wales/NFYFC on trip abroad to Peru - 09/08/22 - 24/08/22 / Dewis i gynrychioli CFFl Cymru/NFYFC ar daith dramor i Peru - 09/08/22 - 24/08/22	27/07/2022	200
Iwan Jones-Evans - Dewis i gynrychioli Cymru yn Twrnamaint Rhyngwladol Cymru yn y Gwledydd Cartref mewn Saethu Targedau Clai - 10/09/22 / Selected to represent Wales at Home Countries International Tournament in Clay Target Shooting - 10/09/22	04/10/2022	200
		12,900

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CEREDIGION COUNTY COUNCIL

Report to:	Cabinet
Date of meeting:	4 th July 2023
Title:	Ceredigion Youth Council Meeting Minutes (17.03.23)
Purpose of the report:	To present the minutes from the last Ceredigion Youth Council meeting
For:	Information
Cabinet Portfolio and Cabinet Member:	Councillor Wyn Thomas, Cabinet Member for Schools, Lifelong Learning and Skills

BACKGROUND:

One of the duties bestowed on Local Authorities within the Welsh Government - Shared Purpose: Shared Future: Statutory Guidance to the Well-being of Future Generations (Wales) Act 2015 – is Annex B – the **Statutory Guidance on Children and Young People's Participation**.

In order to meet one of the requirements of the legislation, Local Authorities are expected to work with relevant partners to:

- *Support a County Youth Forum/Council as a representative body of young people to act as a channel for young people's views across their local authority and represent those views to local and national decision-making bodies.*
- *They should aim to be as inclusive as possible in terms of geographical spread, age, gender and to represent specialist needs and more marginalised young people.*
- *For County Youth Forums/Councils to operate effectively, they will need to be adequately supported by Local Authorities who should consider what support is required to do this.*
- *They should be informed and linked to their local democratic structures.*
- *They will also need to be effectively linked into national participation structures such as Young Wales, the Children's Commissioner for Wales and the National Assembly for Wales.*

Children and young people have the human right to have opinions and for these opinions to matter. It says that the opinions of children and young people should be considered when people make decisions about things that involve them, and they shouldn't be dismissed out of hand on the grounds of age. It also says children and young people should be given the information they need to make good decisions.
Article 12 (Respect for the view of the child - United Nations Convention on the Rights of the Child (UNCRC))

CURRENT SITUATION:

Ceredigion Youth Work and Engagement Team is responsible for coordinating and managing the Ceredigion Youth Council since it was first established in Autumn 2015. They meet four times a year (once each term) and host an event at the end of their year 'in office'. Youth Council meetings now take place once again in the Chamber in Penmorfa.

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

Wellbeing of Future Generations:	<p>Summary:</p> <p>Long term: Balancing short-term need with long-term planning for the future</p> <p>Integration: Considering how young people's well-being may impact upon each of the well-being goals</p> <p>Collaboration: Working with others to create opportunities for young people</p> <p>Involvement: Involving young people and seeking their views</p> <p>Prevention: Providing early intervention to reduce problems from developing</p>
Recommendation(s):	For Elected Members to view the minutes from the last Ceredigion Youth Council meeting at Learning Communities Overview and Scrutiny Committee and Cabinet, for information.
Reasons for decision:	To meet the requirements of the legislation as set out in Annex B of Welsh Government - Shared Purpose: Shared Future: Statutory Guidance to the Well-being of Future Generations (Wales) Act 2015 - Statutory Guidance on Children And Young People's Participation
Overview and Scrutiny:	Learning Communities Overview and Scrutiny Committee
Policy Framework:	
Corporate Priorities:	Corporate Strategy 2022-2027 Investing in People's Futures
Finance and Procurement implications:	None
Legal Implications:	None

Staffing implications: None

Property / asset implications: None

Risk(s): None

Statutory Powers: Statutory Guidance on Children and Young People's Participation.
United Nations Convention on the Rights of the Child

Background Papers: None

Appendices: Appendix 1: Appendix B- the Statutory Guidance on Children and Young People's Participation
Appendix 2: Ceredigion Youth Council Meeting Minutes 17.03.23

Corporate Lead Officer: Elen James, Corporate Lead Officer: Porth Cymorth Cynnar

Reporting Officer: Lowri Evans / Gwion Bowen

Date: 10th May 2023

Shared Purpose: Shared Future 3 - Collective role (public services boards)

**SPSF 3 - ANNEX B
STATUTORY GUIDANCE ON CHILDREN AND YOUNG PEOPLE'S
PARTICIPATION**

This statutory guidance is issued in accordance with [Section 17\(3\) of the Children and Families \(Wales\) Measure 2010](#) and applies to local authorities both in respect of local well-being plans, and whenever they take decisions which might affect children and young people.

Local Authorities have a duty to promote and facilitate participation by children and young people in decisions which might affect them. The legal basis for this duty is Section 12 of the Children and Families (Wales) Measure 2010. It requires Local Authorities to *make such arrangements as they consider suitable to promote and facilitate participation by children in decisions of the authority which might affect them, and to publish and keep up to date information about its arrangements*. These duties can be discharged via the local well-being plan.

The [United Nations Convention on the Rights of the Child \(UNCRC\)](#)) is an international convention which sets out the civil, political, economic, social and cultural rights of children up to the age of 18. It recognises not only their basic human rights but gives them additional rights to protect them from harm as one of the most vulnerable groups in society. The UNCRC has 54 articles. Articles 1-41 set out how children and young people should be treated. The other 13 articles set out how governments and adults should work together to make sure children and young people can access their rights.

In Wales, the commitment to the UNCRC is enshrined in legislation with [the Rights of Children and Young Persons \(Wales\) Measure 2011](#) . Section 1 of the Measure places a duty on the Welsh Ministers to have due regard to the UNCRC when exercising their functions. This means the Welsh Ministers must consider how what they are doing relates to the rights and obligations in the UNCRC and every opportunity has been taken to identify ways of realising the relevant rights before making decisions. Consequently, this filters down to the local level through legislation, regulation and statutory guidance.

Shared Purpose: Shared Future 3 - Collective role (public services boards)

This guidance relates to children and young people's right to participate which is a fundamental and enabling right as set out in Article 12 of the UNCRC:

Children have the right to say what they think should happen, when adults are making decisions that affect them, and to have their opinions taken into account.

Article 12 (Respect for the view of the child)

The articles of the UNCRC have been summarised into [Seven Core Aims](#) which should underpin the working practice of any service provision working with children and young people nationally and locally. Core Aim 5 in particular relates to children and young people's participation with the aim that:

All children and young people are listened to, treated with respect, and have their race and cultural identity recognised.

Core Aim 5

Requirements

In order to meet the requirements the legislation, Local Authorities are expected to work with relevant partners to:

- promote and facilitate children and young people's participation within the broad context of the UNCRC, as part of their policies, services and wider citizen engagement. Local Authorities are expected to make sure as many children and young people as possible are aware of their rights as set out in the UNCRC, including their right to participate and for their opinion to be heard, and to be involved in decision-making about policies and services which affect their lives.
- embed children and young people's participation into all aspects of planning, delivering and reviewing services. This should include the assessment of local well-being, the local well-being plan and relevant sub plans;

Shared Purpose: Shared Future 3 - Collective role (public services boards)

- adopt the [National Participation Standards](#). Support for the National Participation Standards reinforces the commitment to children's rights in Wales and there are many examples of good practice of organisations which have adopted the standards as a means of ensuring participation happens meaningfully and effectively. The expectation is all Local Authorities adopt the Standards when meeting their statutory duty regarding participation of children and young people.
- publish information about the benefits of and arrangements for promoting and facilitating participation in the authority, and disseminating examples of good practice, for instance through websites and newsletters as well as social media and linking in/working with '[Young Wales](#)'. Children and young people themselves can be actively involved in raising awareness of the importance of participation. The Welsh Government has many resources which could support this and could be adapted to suit local needs. As well as using resources and media which is accessible to children and young people information can be included in the public services board's annual progress report;
- ensure information and materials aimed at children and young people are clear and easy to understand, answer their questions and identified needs as well as being accurate, up-to-date, relevant and accessible in terms of language and format;
- ensure a range of opportunities and the appropriate required support are provided for effective participation. The opportunities for children and young people as individuals to participate should be integrated into day to day services as well as specific participation structures such as forums for children, forums for young people, or groups/forums which represent children and young people who are marginalised, vulnerable or have a special interest in a particular issue. These forums and groups have a key role to play in supporting children

and young people to have a voice and to access their rights as set out in the UNCRC;

- support a County Youth Forum/Council as a representative body of young people to act as a channel for young people's views across their local authority and represent those views to local and national decision-making bodies. They should aim to be as inclusive as possible in terms of geographical spread, age, gender and to represent specialist needs and more marginalised young people. For County Youth Forums/Councils to operate effectively, they will need to be adequately supported by Local Authorities who should consider what support is required to do this. They should be informed and linked to their local democratic structures. They will also need to be effectively linked into national participation structures such as Young Wales, the Children's Commissioner for Wales and the National Assembly for Wales.
- give due consideration to the Welsh language in the promotion and facilitation of participation and as part of preparing the local wellbeing plan, reflecting its official status in Wales and the national well-being goal of 'a thriving Welsh language'.

Working with partners

Whilst this statutory guidance, issued under the [Children and Families \(Wales\) Measure 2010](#) relates only to Local Authorities, we would encourage them to work closely with each of their relevant partners. Working in a multi-agency way is good practice and Section 25 of the [Children Act 2004](#) places a legal duty on local authorities to promote cooperation with a view to improving the wellbeing of children in the area. Furthermore, [Section 38 of the Wellbeing of Future Generations \(Wales\) Act 2015](#) also places a requirement for public services boards to consult in assessing the state of economic, social, environmental and cultural well-being in its area.

Shared Purpose: Shared Future 3 - Collective role (public services boards)

There are many examples of partners contributing to children and young people's participation and mainstreaming it into their areas of work and their arrangements for citizen engagement. Some of these can be found on www.youngwales.wales and www.pupilvoicewales.org.uk.

What happens now?

The scope of the duty to promote and facilitate children and young people's participation is wider than involvement in the local well-being plan. It is important participation becomes part of policy and practice of all local partners. Local Authorities should work with local partners, including children and young people, to ensure participation is promoted and facilitated.

However, the well-being plan could set out how children and young people's participation and engagement is embedded into all aspects of planning, delivering and reviewing services and their "arrangements for promoting and facilitating participation". The public services board's annual progress report could include a summary as to how these statutory duties have been met, and how they can be improved upon. The public services boards annual progress report could consider the protected characteristics in particular with reference to age, specifically reporting on outcomes for children and young people.

The Welsh Government will monitor local arrangements for children and young people's participation. In addition well-being plans provide evidence to Inspectorates and the Welsh Audit Office (WAO) when undertaking reviews of efficiency and effectiveness of local services. Inspectorates and the WAO may also review the outcomes achieved and procedures involved to demonstrate how effectively children and young people are being listened to, involved and engaged. Children and young people have a right to be listened to, have a voice and be able to access opportunities to play an active role in decision making wherever they are – in school, out and about in the community or as users of services.

Our ambition is for every child and young person in Wales to realise their rights as set out in the UNCRC. There may sometimes be barriers to

Shared Purpose: Shared Future 3 - Collective role (public services boards)

achieving this, however, working in a collaborative way, we all have a responsibility and a role in considering ways in which these barriers can be removed or overcome. Wales has been leading the way in children and young people's participation and momentum must be maintained.

Further information on good practice in relation to children and young people's participation can be found on www.childrensrights.wales or http://www.childrensrights.wales/images/PDF/Participation_En2.pdf

Information, resources, materials and good practice which support participation in Wales are also available at www.youngwales.wales

**Meeting Minutes
Ceredigion Youth Council
Council Chamber, Penmorfa
Friday 17 March 2023**

(10:00 – 13.45)

Present:

Ysgol Gyfun Aberaeron
Ysgol Gyfun Aberaeron & UKYP MYP
Ysgol Bro Pedr
Ysgol Bro Pedr
Ysgol Bro Pedr & Youth Council Chairperson
Ysgol Gyfun Penweddig
Ysgol Gyfun Penweddig
Ysgol Gyfun Penweddig
Ysgol Penglais
Ysgol Penglais
Ysgol Henry Richard
Ysgol Henry Richard
Coleg Ceredigion & Aberystwyth Community Ambassadors
Coleg Ceredigion & Aberystwyth Community Ambassadors

Also Present: Gwion Bowen (Children and Young People’s Participation Officer, Youth Work and Engagement Service), Lowri Evans (Team Manager, Youth Work and Engagement Service – Ceredigion County Council), Councillor Wyn Thomas (Cabinet Member for Schools, Lifelong Learning and Skills) and Councillor Alun Williams (Deputy Council Leader and Cabinet Member for Through-age and Wellbeing Services)

Speakers: Timothy Bray (Civil Contingencies and Community Safety Partnership Officer – Ceredigion County Council) and Richard Timms (WELV Consulting Ltd.)

Apologies: Lloyd Warburton (MYP - Senedd Cymru), Elen James (Corporate Lead Officer, Porth Cymorth Cynnar – Ceredigion County Council), Gethin Jones (Corporate Manager, Support and Prevention Service – Ceredigion County Council), (Ysgol Uwchradd Aberteifi), (Ysgol Uwchradd Aberteifi), (Ysgol Penglais), (Ysgol Gyfun Aberaeron), (Ysgol Bro Pedr), (Ysgol Gyfun Penweddig), (Ysgol Bro Teifi), (Ysgol Bro Teifi), (Ysgol Bro Teifi) and (Ysgol Bro Teifi)

Meeting Agenda:



Agenda Cyngor
leuenctid 17.03.23.doc

MINUTES

1 Welcome, Apologies and Introductions

Ifan Meredith opened the meeting by welcoming the Youth Council to the Chamber.

Apologies noted.

IM informed the Youth Council of 'housekeeping' arrangements.

- Speakers
- Translation devices
- Fire Exits
- Toilet facilities
- Lunch and refreshments

IM explained that a register will be going around during the meeting for members to complete.

2 Ceredigion Crime and Disorder Strategic Assessment Consultation and Questionnaire

The Chair welcomed Timothy Bray, Ceredigion County Council Civil Contingencies and Community Safety Partnership Officer to the meeting.

Timothy introduced his role and career background, and shared information around the work of the Community Safety Partnership, which sits in Ceredigion's Public Service Board.

Timothy and his team are currently facilitating the 'Crime and Disorder Strategic Assessment' which includes a public questionnaire that has been live for almost 3 weeks. A young person version of the questionnaire is available, and they are eager to gather the views of young people in Ceredigion to form part of the survey response.

Timothy shared a presentation on screen and provided members with paper copies of the questionnaire to complete.



YP Crime and
Disorder Questionnaire



Youth Council SA
Presentation.pptx

3 Young People and Mental Health: Group Discussion

The Chair welcomed Councillor Wyn Thomas, Cabinet Member for Schools, Lifelong Learning and Skills. Councillor Thomas facilitated a discussion around Mental Health and Wellbeing and young people shared their thoughts on current support and gaps in provision. It was noted by young people, that there is a waiting list to within the Schools Counselling Service to be seen.

4 Support & Prevention Rural Community Engagement Review Project Feedback on Key Findings

The Chair welcomed Richard Timms, Consultant at WELV Consulting to the meeting, who first attended the Youth Council virtually on 21/10/22 to undertake an engagement session with young people into their rural community engagement review.

Richard has returned to provide an update and share feedback on key findings of the report.



Richard talked through the findings and provided a high-level overview to the key findings.

Richard asked whether the report (once signed off) can be shared with Youth Council members. LE and GB agreed that it will be shared on the Youth Council MS Teams Channel, and via the minutes.



5 Environment and Period Dignity Sub-Groups Feedback

LE and GB provided an update to all member son behalf of both sub-groups.

Environment Sub-Group

GB presented to all Youth Council members a draft terms of reference for the environment sub-group that members had influenced and help design in previous sub-group meetings. As a newly established group, members ensured that the purpose and structure of the environment sub-group was clearly highlighted, and a number of priorities were identified to ensure that the sub-group is able to take small steps towards its main aim during its first year of running.

“Ceredigion Youth Council Environment Sub-Group Aim:

In accordance with Article 12 of the United Nations Convention on the Rights of the Child (UNCRC), the Ceredigion Youth Council Environment sub-group will have a focus on environmental and climate change matters that affect Young People living within the County of Ceredigion and further afield.”

The terms of reference also included a proposed sub-group programme for 2023.

The Environment Sub-group terms of reference was agreed and adopted by the whole Youth Council during the meeting.



Period Dignity Sub-Group

LE acknowledged that several members of the Youth Council who have formed the Period Dignity Sub-Group, and that they have been instrumental in shaping the work of the group and expressed gratitude to those members for sharing their thoughts, ideas, and experiences regarding Period Dignity. This has been extremely helpful in ensuring that the Period Dignity campaign considers and implements the voice of young people. The Sub-Group have informed much of how the Local Authority's Period Dignity Grant (received from Welsh Government) is spend, to ensure it meets the needs of young people and communities.

As a result of sub-group's work, this has enabled us to review elements of our approach towards Period Dignity and Period Poverty in Ceredigion, and what the Youth Council and its sub-group can influence in schools and communities, especially for young people. A work plan was created last year, and JD and AL presented to the Head Teachers forum. Whilst not everything within the work plan has been within reach this year, the information within it and shared by sub-group members has enabled us to understand what is important to young people when it comes to Period Dignity.

An update of what has been achieved / what is in progress as a result of the Youth Council's Period Dignity Sub-Group:

- **Staff Training:** is something that the group discussed and felt would support pupils in Primary, Secondary and FE Education. Therefore, staff training on puberty and period dignity has been organised for April 2023 and will be delivered by SRE charity, Brook. The aim of the training is to develop understanding and increase awareness, knowledge and confidence amongst professionals so that they can support pupils when it comes to periods, so that pupils can be educated on period dignity, and so that they feel they can have open conversations with professionals in various settings. The training is offered to all primary, secondary and FE settings, as well as to other agencies working with young people, such as Youth Workers and School Nurses. An invite will also be extended to Sub-Group members who may wish to sit in on the staff training, to learn about what the training offers.

Action: LE to ascertain whether any Sub-Group members wish to attend the training, and organise permission from their respective schools, and transport if required.



- Parent / Carer Training: 2 x webinars have been organised, again with Brook. These are for Parents and Carers of children and young people in Ceredigion, to develop understanding, awareness, and ways of supporting children and young people in terms of periods.



Period Dignity
Webinar Parents~Car

- Products: The Sub-Group discussed the range and variety of products available to young people, and the need to have a choice of plastic-free, reusable, or eco-friendly products as well as the 'standard' options. These products can often be very expensive, so it's unlikely that young people can afford to buy different items to try which ones suit them best, because of their price tag. Therefore, a large supply of a variety of products has been purchased, and once delivered will be distributed to Secondary Schools and Colleges and will also be available to Primary Schools. Products will continue to be distributed to community groups and organisations too.
- Access to products in schools: Sub-Group members discussed and acknowledged that this varies from school to school, and that there is scope to build on the good work already achieved across the County's Secondary Schools. Some schools have products available in the reception area or hafan, whilst others have products located in bathrooms or changing rooms. A method of having products available to pupils, without having to ask, in a central space that reduced the stigma of needing products, is important. In response to this, leaflets and posters have been created for schools, as well as 'stands' that will be offered to each secondary school, to located in a space where they feel is suitable, so that young people can collect a variety of products whenever they need to.



2. Pick and Mix
Leaflets ENG.pdf

- Access to products in communities: Community groups and organisations, such as libraries, food banks, leisure centres, family centres etc. all receive regular stock of period products to distribute to people in their communities, free of charge. The sub-group felt it would be useful for people to have a list of these places, so they know where they can collect products. As a result, a directory of stockists has been created and is available on the Ceredigion County Council website: [Period Dignity in Ceredigion - Ceredigion County Council](#)



1. Community
Leaflets ENG.pdf

	<ul style="list-style-type: none"> • Spare clothes in schools: The sub-group talked about having spare clothes (trousers, tights, and underwear) available in secondary schools for the purpose of period dignity. They felt that this could reduce the stigma attached to period. Therefore, as a result a stock of tights, trousers, and underwear in a variety of sizes has been purchased for each secondary school, so they are readily available if needed by pupils. • Education for pupils: It is felt that providing consistent messages and education around periods across all Ceredigion schools, both primary and secondary will tackle some of the stigma surrounding period and provide children and young people with education for life. The sub-group talked about some of the challenges associated with puberty education in primary schools, and how at times, or previously, has been split by gender, which doesn't then provide the education for all. As a result, the Period Dignity Grant in 2023-24 will fund a series of sessions delivered by specialist organisation, Brook, and will be offered to all schools for year 7, 8 and 9 pupils (in secondary) and all year 5 and 6 pupils (in primary). These sessions will be rolled and referred to as an 'information roadshow' between September 2023 and January 2024. Information will be shared with schools about the offer in due course. <p>Once again, LE thanked the group for their input during the year, and it is hoped that they themselves will see the impact of their work before they finish Year 13. As their term in office comes to an end, LE stated that if members wished to continue as part of the sub-group in September, they would be welcome to do so.</p>
6	United Kingdom Youth Parliament (UKYP) Ceredigion UKYP Member Update
	<p>GB provided a short update regarding a recent UK Parliament announcement, confirming that the British Youth Council will continue to lead on the UKYP Programme for 2023 – 2025.</p> <p>During the forthcoming term, the UKYP will focus on the cost of living crisis and in particular, 'Universal' free school meals for <u>all</u> school pupils. The UKYP will be launching a 'food for learning campaign' that will look to gain local MP support for Universal free school meals for all school pupils throughout the UK.</p> <p>As part of the UKYP programme, AL confirmed that he is looking forward to meeting other Welsh MYP's during monthly meetings (hosted by Children in Wales) and working towards the UKYP end of term event 'the big debate', scheduled to be held in the Houses of Commons, London in November 2023.</p>
7	Youth Council 'Rhoi dy Farn 2023' Local Campaign results
	<p>GB presented the 'Rhoi dy Farn 2023' campaign results. GB stated that a total of 2184 young people voted in the ballot this year, which is around 37% of the population, in comparison to last year, where 2160 young people voted in the British Youth Council's Make your Mark ballot.</p>



Canlyniadau Rhoi Dy
Farn.pptx

GB explained that all 7 secondary schools participated as well as Coleg Ceredigion (Aberystwyth and Cardigan), Hyfforddiant Ceredigion Training (HCT), Aberystwyth Ambassadors and Post-16 Inspire Group.



Canlyniadau Rhoi Dy
Farn Results 2023.pdf

Members spend some time digesting and analysing the results. Members recognised the results as being representative of the main issues facing young people at the moment.

IM commented that the number of votes for promoting the Welsh language can also be viewed as a positive, in that, does it reflect the work that is being done by Welsh Government and others to reach the target of 1 million Welsh speakers by 2025?

AL suggested that it is difficult to chose one topic, as they are all important. MB suggested that the results demonstrate how these matters are affecting everyone, and that many of the subjects all stem from the cost of living, and essentially poverty associated worries. For example, the debates around second homes and transport, all relate to affordability and that it is reasonable to suggest that the 'cost of living crisis' which is the most voted for topic, is the most pressing issue for everyone right now.

GB explained that members now have the choice of which topics they want to present to the Pawb a'i Farn panellists in July 2023. Do they want to reflect the ballot results completely, or do they also want to consider any other topics which haven't scored so high in the results?

The general consensus amongst members was that they would like to focus on the 4 topics most voted for by young people which are:

- 1.) **Cost of Living Crisis** - more support with costs of transport, school meals and energy
- 2.) **Careers** - A greater choice of better paid apprenticeships and access to a range of work experience opportunities
- 3.) **Education** - business and entrepreneurship skills should be taught in schools
- 4.) **Transport** - buses need to run later and be more affordable, better train links and improved bike routes

GB explained that after lunch, members will be split into groups to focus on devising questions in response to these 4 hot topics, that will be presented to a panel of public figures at Pawb a'i Farn 2023. Members will also need to decide who they would like to invite to join the Pawb a'i Farn 2023 panel.

8 'Pawb A'i Farn Ceredigion 2023' Event: Event Topics, Questions and Panel

During this session, the Youth Council split into groups to begin to look at drafting questions under each hot topic. Each group prepared a question to present to the panel and these will then be refined and shared with panel members before the Pawb a'i Farn event in July 2023.

Cost of Living	Careers	Education	Transport
Members: MJ, CJ, SB & EM	Members: AL, JD & IE	Members: MHe & MHo	Members: XSB, MB, LJ, MB & IM

Youth Council members then shared ideas and decided on the panel members that they would like to invite.

GB stated that Ben Lake MP is a panel member each year and has confirmed his attendance for 2023. GB also mentioned that the Children’s Commissioner for Wales has attended previously, but unfortunately they are unavailable on this date, but their office has proposed that Sara Jarmin, Head of Communications and Performance at the Children’s Commissioner for Wales Office is available in Roccio Cifuentes’ absence. Members confirmed that they wish to extend an invite to Sara Jarmin from the Children’s Commissioner for Wales’ Office to attend.

In terms of matters associated with Careers and Education, the Youth Council wished to extend an invite to representatives from the Local Authority, and decided to invite Councillor Bryan Davies, Lead of the Council and Mr Barry Rees, Corporate Director of Ceredigion County Council.

Furthermore, the Youth Council wished to extend an invite to a Welsh Government Minister and after looking at each Minister’s portfolio areas, felt that Vaughan Gething MS, Minister for Economy would be most suitable to respond to this year’s hot topics.

It was recognised that it may not be possible to expect each proposed panel member to attend, due to their busy diaries but GB and LE will prepare invites shortly after the meeting and confirm attendance with the Youth Council as soon as possible. It was acknowledged that in the absence of some proposed panel members, other colleagues will need to be considered.

Proposed Panel Members to invite to Pawb a'i Farn 2023
1.) Mr Ben Lake MP 2.) Ms Sara Jarmin, Head of Communications and Performance at the Children’s Commissioner for Wales Office 3.) Mr Bryan Davies, Councillor and Leader of Ceredigion County Council 4.) Mr Barry Rees, Corporate director at Ceredigion County Council 5.) Mr Vaughan Gething MS, Minister for Economy

GB provided further information and background to previous Pawb a'i Farn events and explained that an ‘audience’ will be invited to join from each Secondary School, College

	and representative organisations, and they will also have the opportunity to respond, ask questions or provide feedback as part of the debate.
9	Information Sharing and Date of Next Meeting
	<p>The Chair called for any other business from members. None reported.</p> <p>GB stated that the next time the Youth Council will be in the Chamber, will be for the end of office Pawb a'i Farn Event on 14/07/23. GB explained that information will be shared with Youth Council members and Schools / Organisations in due course, around the arrangements for the event, and that GB may be in touch prior to the event to confirm some logistics, details around questions etc.</p> <p>Dates of meetings:</p> <p>Meeting 1; 21/10/22 Meeting 2; 03/02/23 Meeting 3; 17/03/23 End of office, Pawb a'i Farn Event; 14/07/23</p> <p>The Chair asked all members to sign out on their way out of Penmorfa and wait for their transport in the reception area.</p> <p>The Chair and GB thanked the group for a productive and positive meeting of the Youth Council 2022-23.</p> <p><i>Youth Council meeting minutes are presented to both the Learning Communities Overview and Scrutiny Committee and Full Cabinet, to ensure that the views of young people are fed into the democratic process in Ceredigion.</i></p>

Ceredigion Community Safety Partnership



Crime and Disorder Strategic Assessment 2023 Young Person Version

The Ceredigion Community Safety Partnership **want to hear your thoughts on crime and disorder** across the county through this survey.

You can learn more about the work of the Community Safety Partnership (CSP) on the next page.

You will need to respond to this survey by **midday on 28 March 2023**.

You can send it back to the address at the end of the form, by returning it to your local Library or by sending it to

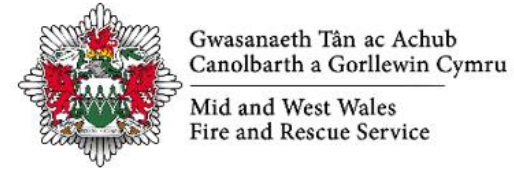
partnerships@ceredigion.gov.uk

You can also reply online by clicking [here](#).



Who is part of the Ceredigion Community Safety Partnership (CSP)?

Members of the Partnership are senior people who work in:



The CSP work together to protect local communities from crime and to help people feel safer. An important part of this work is to identify current issues and potential future threats that may affect Ceredigion. The answers given in response to this survey will tell us what worries people the most in terms of crime in Ceredigion. This will help us to plan and decide which activities should be prioritised.

Crime and Disorder Survey

Question 1: Tell us about your connection to Ceredigion.

- I live here.
- I work here.
- I live here and I work here.
- I am a student.
- I represent a Town or Community Council.



Question 2: Which of these areas do you identify with the most?

- Aberystwyth
- Tregaron
- Aberaeron
- Lampeter
- Cardigan
- Llandysul



Question 3: We want to know which of these issues are most important to you.



Very important A bit important Not important

Anti-social behaviour:

A person acts in a way which upsets someone who does not live with them.

Visible Police Presence (Town and Rural):

Seeing police officers in your area.

Substance Misuse (Drugs):

Using illegal drugs or medicine in a way that they are not meant to be used.

Illegal Supply of Drugs:

Giving or offering to give someone illegal drugs.

Substance Misuse (Alcohol):

Drinking alcohol in a way that is harmful.

Road Safety & Reducing Road Traffic Fatalities:

Teaching people how to behave safely when driving on or crossing the road.

Youth Offending – Protecting Young People:

Work with young people that get into trouble with the law and help them stay away from crime.

Vandalism, Criminal Damage and Graffiti:

When a person causes damage to something on purpose without permission.

Question 3: We want to know which of these issues are most important to you.

(Continued...)



Very important A bit important Not important

Violent Crime:

When a person uses violence or threatens to hurt someone in order to commit a crime.

Street Lighting:

Having lights by the side of the road or path when it's dark.

Vehicle Crime:

Stealing a vehicle, stealing something from a vehicle or causing damage to a vehicle.

Burglary:

Going into a building without permission to steal something.

Public Engagement and Media Influence:

Involving the public and sharing information to reduce crime.

Fear of Terrorism:

Violence or threats carried out by a person or group with a strong political opinion.

Public Order:

Making sure people behave properly in public.

Question 3: We want to know which of these issues are most important to you.

(Continued...)



Very important A bit important Not important

Arson and Deliberate Fires:

Starting a fire on purpose to damage something.

Reducing Business Crime:

When a business or person as part of their work is a victim of crime.

Rural Crime:

Crime and anti-social behaviour which happens in rural areas.

Violence Against Women and Girls:

Violence against females including physical, sexual or mental harm.

Domestic Abuse (including Stalking and Harassment):

Where a person controls, threatens or is violent to someone who lives with them.

Sexual Offences:

A sexual act directed at someone without the other person agreeing to it.

Hate Crime:

Crimes targeted at a person because of their race, religion, disability, sexuality or gender identity.

Question 3: We want to know which of these issues are most important to you.

(Continued...)



Very important A bit important Not important

Community Cohesion and Engagement, Reducing the Fear of Crime:

Different groups in the community coming together.

Reducing Reoffending:

Work with people who are in prison to help them stay away from crime when they come out.

Cyber & Online Crime:

Using a computer to carry out criminal activity.

Question 4: Tick the issues you think that have improved over the past 12 months.

- Anti-social behaviour
- Visible Police Presence (Town and Rural)
- Substance Misuse (Drugs)
- Targeting the Illegal Supply of Drugs
- Substance Misuse (Alcohol)



Question 4: Tick the issues you think that have improved over the past 12 months.
(Continued)

- Road Safety & Reducing Road Traffic Fatalities
- Youth Offending – Protecting Young People
- Vandalism, Criminal Damage and Graffiti
- Violent Crime
- Street Lighting
- Vehicle Crime
- Burglary
- Public Engagement and Media Influence
- Fear of Terrorism
- Public Order
- Arson and Deliberate Fires
- Reducing Business Crime
- Rural Crime
- Violence Against Women and Girls
- Domestic Abuse (inc. Stalking and Harassment)
- Sexual Offences



Question 4: Tick the issues you think that have improved over the past 12 months.

(Continued)

- Hate Crime
- Community Cohesion and Engagement, Reducing the Fear of Crime
- Reducing Reoffending
- Cyber & Online Crime



Question 5: Tick the issues you think that have got worse over the past 12 months.

- Anti-social behaviour
- Visible Police Presence (Town and Rural)
- Substance Misuse (Drugs)
- Illegal Supply of Drugs
- Substance Misuse (Alcohol)
- Road Safety & Reducing Road Traffic Fatalities
- Youth Offending – Protecting Young People
- Vandalism, Criminal Damage and Graffiti



Question 5: Tick the issues you think that have got worse over the past 12 months.
(Continued)

- Violent Crime
- Street Lighting
- Vehicle Crime
- Burglary
- Public Engagement and Media Influence
- Fear of Terrorism
- Public Order
- Arson and Deliberate Fires
- Reducing Business Crime
- Rural Crime
- Violence Against Women and Girls
- Domestic Abuse (inc. Stalking and Harassment)
- Sexual Offences
- Hate Crime



Question 5: Tick the issues you think that have got worse over the past 12 months.
(Continued)

- Community Cohesion and Engagement, Reducing the Fear of Crime
- Reducing Reoffending
- Cyber & Online Crime



Question 6: Has the amount of crime in your area changed over the last 12 months?

- A lot more crime
- A little more crime
- About the same amount of crime
- A little less crime
- A lot less crime



Question 7: Tell us about any new issues that we should be aware of.

Question 8: Do you think that alcohol abuse is a big problem in relation to crime in Ceredigion?

- Yes
 No



Question 9: Do you think that drug abuse is a big problem in relation to crime in Ceredigion?

- Yes
 No



Question 10: Do you know how to report Anti-social behaviour, and the ways it can be dealt with?

- Yes
 No



Question 11: Have you been a victim of cyber or online crime?



- Yes
- No

Question 12: What do you think might make you feel unsafe in your home?

[such as online crime, burglary, criminal damage]

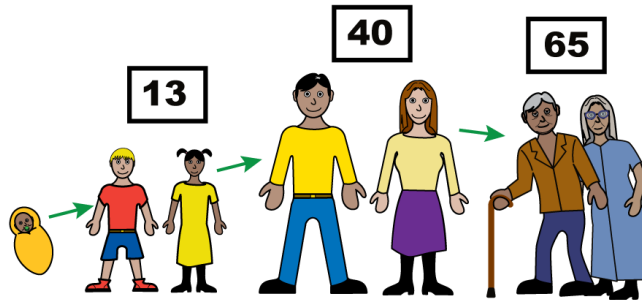
Question 13: Have you heard about the work of the Ceredigion Community Safety Partnership?



- Yes
- No

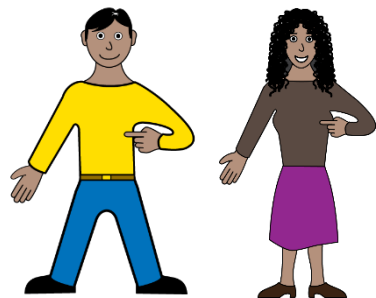
Question 14: Are there any other concerns that you would like to raise?

The next questions are about you. You don't have to answer them. They help us to understand if our survey has reached the right people.



Please write your age here:

Leave blank if you prefer not to say.



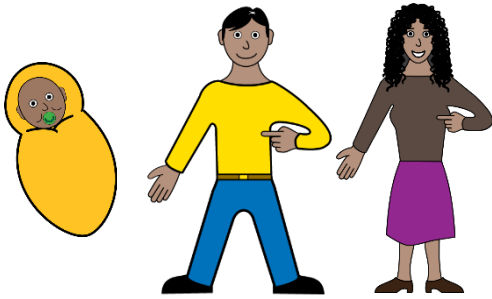
I am...

Male

Female

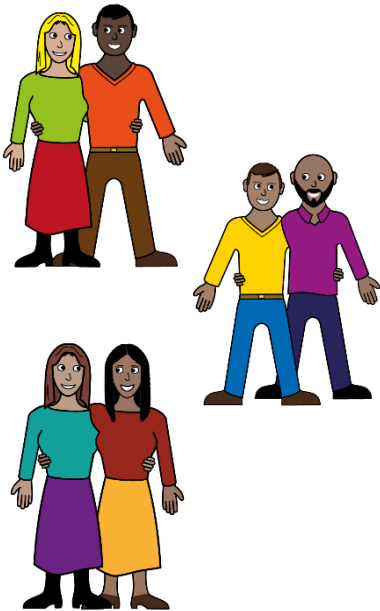
If you use a different word to describe yourself, please say what this is. _____

Leave blank if you prefer not to say.



Is your gender now the same as it was when you were born?

Leave blank if you prefer not to say.



I am...

Heterosexual / Straight

Gay

Bisexual

If you use a different word to describe yourself, please say what this is.

Leave blank if you prefer not to say.



National Identity: Are you...?

Welsh	<input type="checkbox"/>	English	<input type="checkbox"/>
Scottish	<input type="checkbox"/>	Northern Irish	<input type="checkbox"/>
Irish	<input type="checkbox"/>	British	<input type="checkbox"/>
Prefer not to say	<input type="checkbox"/>		

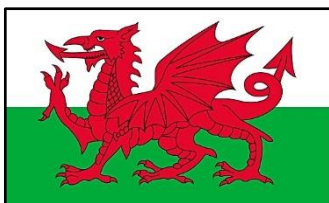
If you use a different word to describe yourself, please say what this is.



Race: Are you?

Asian	<input type="checkbox"/>
Black / African / Caribbean	<input type="checkbox"/>
Gypsy Traveller	<input type="checkbox"/>
Mixed	<input type="checkbox"/>
White	<input type="checkbox"/>

If you use a different word to describe yourself, please say what this is. _____



Language: What is your preferred language?

Welsh

English

Other

Prefer not to say

If you prefer to use a different language, please say what this is.

Language: Can you understand, speak, read or write Welsh?

Understand spoken Welsh

Speak Welsh

Read Welsh

Write Welsh

None of the above

Prefer not to say



Are you a disabled person? If yes, tick any of the boxes that says more about you.

Hearing difficulties

Sight difficulties

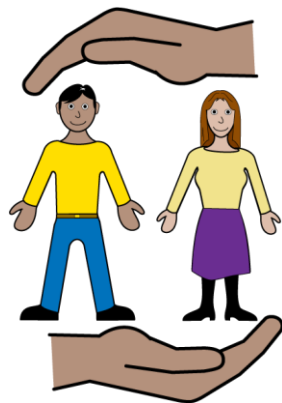
Speaking difficulties

Learning difficulties

Mental health condition

Physical disability

Please tell us here if you prefer to use your own words.

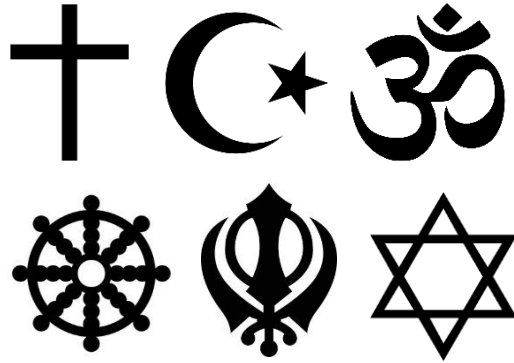


Are you a Young Carer?

Yes

No

A Young Carer looks after a friend or someone in their family. This may be because they are disabled or have a long illness or have problems because of their age.



What is your religion?

Please say if you do not have a religion.



We will only use your information for this survey. We will not share it without your permission.

We follow a law called the General Data Protection Regulation (GDPR) to keep your information safe.

We will keep your personal information for 1 year.

For more information about how we keep your information please read privacy policy here:

www.ceredigion.gov.uk/your-council/strategies-plans-policies/data-protection-and-gdpr-policy/

Thank you.

Your answers will help the Community Safety Partnership to keep Ceredigion safe.



Contact us:

Post:

Ceredigion Community Safety
Partnership
Canolfan Rheidol
Rhodfa Padarn
Llanbadarn Fawr
Aberystwyth
Ceredigion
SY23 3UE

Phone:

01545 570881

Email:

partnerships@ceredigion.gov.uk

Further Information:

<http://www.ceredigion.gov.uk/your-council/consultations/crime-and-disorder-strategic-assessment-questionnaire/>

Acknowledgements:

Pictures by Freepik.com
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York Partnership NHS Foundation Trust.

Ceredigion Community Safety Partnership



Partneriaeth Diogelwch Cymunedol Ceredigion

Background and Membership

- The Ceredigion Community Safety Partnership was established in 1999 and is one of 20 Community Safety Partnerships in Wales.
- Community Safety Partnerships (CSP) were formed following the **Crime and Disorder Act 1998**, which made it a statutory duty for each Local Authority area to have a CSP.
- CSPs are made up of representatives from the **Police, Local Authorities, Fire and Rescue Authorities, Health and Probation services**, as well as other invited organisations.

Cefndir ac Aelodaeth

- Sefydlwyd Partneriaeth Diogelwch Cymunedol Ceredigion yn 1999 fel un o blith 20 o Bartneriaethau Diogelwch Cymunedol yng Nghymru.
- Ffurfiwyd Partneriaethau Diogelwch Cymunedol (PDC) yn dilyn **Deddf Trosedd ac Anhwylder 1998**, a oedd yn ei gwneud yn ddyletswydd statudol i bob ardal Awdurdod Lleol gael Partneriaeth Diogelwch Cymunedol.
- Mae'r Bartneriaeth yn cynnwys cynrychiolwyr o'r **Heddlu, yr Awdurdod Lleol, yr Awdurdod Tân ac Achub, y gwasanaeth lechyd, y gwasanaeth Prawf**, yn ogystal â sefydliadau eraill sy'n cael eu gwahodd.



Heddlu Police
**DYFED
POWYS**



Cyngor Sir
CEREDIGION
County Council



Gwasanaeth Tân ac Achub
Canolbarth a Gorllewin Cymru
Mid and West Wales
Fire and Rescue Service

Prawf Cymru
Wales Probation



GIG
CYMRU
NHS
WALES
Bwrdd Iechyd Prifysgol
Hywel Dda
University Health Board



Home Office



Tai
Wales & West
Housing



barcud



Comisiynydd Heddlu a Throsedd
Dyfed-Powys
Police and Crime Commissioner



Cyngor Sir Gâr
Carmarthenshire
County Council



Maritime &
Coastguard
Agency



1872 PRIFYSGOL
ABERYSTWYTH
UNIVERSITY



Prifysgol Cymru
Y Drindod Dewi Sant
University of Wales
Trinity Saint David



Cymdeithas Mudiadau
Gwirfoddol Ceredigion
Ceredigion Association
of Voluntary Organisations

Role and Governance

- The CSP meet a minimum of 3 times a year – **This is usually 4 times, and on a quarterly basis.**
- The Ceredigion CSP is a sub-group of the **Ceredigion Public Services Board (PSB)**. You may recall that the Youth Council recently took part in an engagement activity, whereby you were asked to share your thoughts on the PSB's draft **Local Well-being Plan for 2023-28**.
- The CSP ensures contribution to community safety elements contained within the Local Well-being Plan.
- The current **Chair of the CSP is Barry Rees** (Corporate Director, Ceredigion County Council).

Rôl a Llywodraethu

- Mae'r BDC yn cwrdd o leiaf 3 gwaith y flwyddyn – **Mae hyn fel arfer yn 4 gwaith, ac yn chwarterol.**
- Mae'r BDC yn is-grŵp o **Fwrdd Gwasanaethau Cyhoeddus Ceredigion (BGC)**. Efallai eich bod yn cofio bod y Cyngor leuenctid wedi cymryd rhan mewn gweithgaredd ymgysylltu yn ddiweddar, lle gofynnwyd i chi rannu eich syniadau ar **Gynllun Llesiant Lleol drafft y BGC ar gyfer 2023-28**.
- Mae'r BDC yn sicrhau cyfraniad at elfennau diogelwch cymunedol sydd yn y Cynllun Llesiant Lleol.
- **Cadeirydd presennol y BDC yw Barry Rees** (Cyfarwyddwr Corfforaethol, Cyngor Sir Ceredigion).

Aims

- The CSP aim to **work together to reduce crime and disorder** across the county in order to protect local communities and help people feel safer.
- This is done in a number of ways – For example, sharing information, making sure resources are used to greatest effect, and working collaboratively to deliver on projects more effectively.
- A crucial area of the CSP's work is to **identify and examine current issues and potential future threats that may affect Ceredigion**.

Amcanion

- Nod y BDC yw **cydweithio i leihau troseddau ac anhrefn** ar draws y sir er mwyn diogelu cymunedau lleol a helpu pobl i deimlo'n fwy diogel.
- Mae hyn yn cael ei wneud mewn nifer o ffyrdd – Er enghraifft, rhannu gwybodaeth, sicrhau bod adnoddau'n cael eu defnyddio i'r effaith fwyaf, a chydweithio i gyflawni prosiectau yn fwy effeithiol.
- Rhan bwysig o waith y BDC yw **nodi ac archwilio'r materion cyfoes a bygythiadau posib a allai gael effaith ar Geredigion yn y dyfodol**.

Crime and Disorder Strategic Assessment

- To help with this, the CSP are currently carrying out a **Crime and Disorder Strategic Assessment**.
- As part of this Assessment, the CSP are gathering the views of Ceredigion's residents on crime and disorder in the county through a questionnaire.
- The CSP will also collect data from organisations in order to build a full picture of crime and disorder.

Aseiad Strategol Trosedd ac Anrhefn

- I helpu gyda hyn, mae'r BDC ar hyn o bryd yn cynnal **Aseiad Strategol Trosedd ac Anrhefn**.
- Fel rhan o'r Aseiad, mae'r BDC yn casglu barn trigolion Ceredigion ar droseddu ac anhrefn yn y sir drwy holiadur.
- Bydd y BDC hefyd yn casglu data gan sefydliadau er mwyn cael darlun llawn o droseddu ac anhrefn.

Crime and Disorder Strategic Assessment

- The answers given to the questionnaire will help the CSP:
- **Identify the main issues affecting the local area.**
- **Gain perspective on important issues like fear of crime, anti-social behaviour and drug or alcohol misuse.**
- **Help to prioritise activities and manage resources.**

Aseiad Strategol Trosedd ac Anrhefn

- Bydd yr atebion a roddir i'r holiadur yn helpu'r BDC:
- **Nodi'r prif faterion sy'n effeithio ar yr ardal leol.**
- **Cael cipolwg ar faterion pwysig megis ofn troseddau, ymddygiad gwrthgymdeithasol a chamddefnydd cyffuriau ac alcohol.**
- **Cynorthwyo i ddyrannu adnoddau yn effeithiol a blaenoriaethu gweithgarwch.**

What happens next?

- The feedback from the questionnaire and data collected will tell the CSP what issues it needs to focus on for the coming year.
- The analysis from the questionnaire and data from organisations will be published in a report on the CSP webpage in June.
- **Your opinion is important. We need your help to make sure that we focus on the right priorities in 2023-2024.**

Beth sy'n digwydd nesaf?

- Bydd yr adborth o'r holiadur a'r data a gesglir yn dweud wrth y BDC pa faterion sydd angen canolbwyntio arnynt ar gyfer y flwyddyn i ddod.
- Bydd y dadansoddiad o'r ymatebion a'r data gan sefydliadau yn cael ei gyhoeddi mewn adroddiad ar wefan y BDC ym mis Mehefin.
- **Mae eich barn chi'n bwysig. Mae angen eich help arnom i sicrhau ein bod yn canolbwyntio ar y blaenoriaethau cywir yn 2023-2024.**

The questionnaire

- The questionnaire should take around **10 to 15 minutes** to complete.
- The first 14 questions allows you to share **how you feel about crime and disorder** in your local area, and any issues you are concerned about not covered by the questionnaire.
- The second part of the questionnaire relates to **information about you**. You do not have to answer these questions, but it helps make sure that we have reached a range of audiences and are hearing everyone's voice.

Yr Holiadur

- Dylai'r holiadur gymryd tua **10 i 15 munud** i'w gwblhau.
- Mae'r 14 cwestiwn cyntaf yn caniatáu ichi rannu **sut rydych chi'n teimlo am droseddu ac anrhefn** yn eich ardal leol, ac unrhyw faterion rydych chi'n pryderu amdant sydd ddim yn rhan o'r holiadur.
- Mae ail ran yr holiadur yn ymwneud â **gwybodaeth amdanoch chi**. Nid oes rhaid i chi ateb y cwestiynau hyn, ond mae'n helpu i sicrhau ein bod wedi cyrraedd amrywiaeth o gynulleidfaoedd ac yn clywed llais pawb.

The questionnaire

- Question 3, 4 and 5 relates to specific types of issues. The first time these issues are introduced (Q3), an explanation has been given under each heading to provide you with extra information.
- For example...

Question 3: We want to know which of these issues are most important to you.

Very important A bit important Not important

Anti-social behaviour:

A person acts in a way which upsets someone who does not live with them.

Visible Police Presence (Town and Rural):

Seeing police officers in your area.

Substance Misuse (Drugs):

Using illegal drugs or medicine in a way that they are not meant to be used.

Yr Holiadur

- Mae cwestiwn 3, 4 a 5 yn ymwneud â mathau penodol o faterion. Y tro cyntaf i'r materion hyn gael eu cyflwyno (C3), rhoddwyd esboniad o dan bob pennawd i roi gwybodaeth ychwanegol i chi.
- Er enghraifft...

Cwestiwn 3: Rydym am wybod pa rai o'r materion hyn sydd bwysicaf i chi.

Pwysig iawn Eithaf pwysig Ddim yn bwysig

Ymddygiad Gwrthgymdeithasol:

Pan mae person yn ymddwyn mewn ffordd sy'n achosi gofid i rywun sydd ddim yn byw gyda nhw.

Presenoldeb gweladwy gan yr Heddlu (yn y trefi ac yng nghefn gwlad):

Gweld heddwision yn eich ardal chi.

Camdefnyddio Sylweddau (Cyffuriau):

Defnyddio cyffuriau anghyfreithlon neu feddyginiaeth mewn ffordd nad ydynt i fod i gael eu defnyddio.

The questionnaire

- We will only use your information for this survey. We will not share it without your permission.
- We follow a law called the General Data Protection Regulation (GDPR) to keep your information safe.
- You **don't** need to include your name or identifiable information (such as your school) to your response sheet.
- **Please let us know if you have any questions, and thank you for your help in keeping Ceredigion safe.**

Yr Holiadur

- Byddwn yn defnyddio eich gwybodaeth ar gyfer yr arolwg hwn yn unig.
- Rydyn ni'n dilyn deddf o'r enw'r Rheoliad Cyffredinol ar Ddiogelu Data (GDPR) i gadw'ch gwybodaeth yn ddiogel.
- Does **dim angen** i chi gynnwys eich enw na gwybodaeth adnabyddus (fel eich ysgol) ar eich taflen ymateb.
- **Rhowch wybod os oes gennych unrhyw gwestiynau, a diolch am eich cymorth i gadw Ceredigion yn ddiogel.**

Support / Cymorth

Below are some **support charities and reporting avenues** should you require them.

Isod mae **rhai elusennau cymorth a llwybrau adrodd** pe bai chi eu hangen.



**Gwasanaethau Dioddefwyr
a Thystion / Victim and
Witness Service**

☎ 0300 1232996

childline

ONLINE, ON THE PHONE, ANYTIME

Childline

Gwybodaeth a chyngor /
Information and advice

☎ 0800 1111

CrimeStoppers.
Speak up. Stay safe.

Crimestoppers & Fearless

Rhoi gwybodaeth yn
ddienw / Give information
anonymously

☎ 0800 555 111

Live Fear Free Helpline
0808 80 10 800

**Byw Heb Ofn / Life Fear
Free**

Cymorth ar drais yn erbyn
menywod, cam-drin
domestig a thrais rhywiol /
Help about violence
against women, domestic
abuse and sexual violence

☎ 0808 801 0800



ACT

**ACTION
COUNTERS
TERRORISM**

ACT

Rhoi gwybod am ymddygiad
amheus / Give information
about suspicious behaviour

☎ 0800 555 111



**Mewn argyfwng, ffoniwch 999.
In an emergency, phone 999.**



Cyngor Sir
CEREDIGION
County Council



Support & Prevention Rural Community Engagement Review
Feedback to the Youth Council March 2023



Purpose of the Review

Purpose



- Review the impact and sufficiency of the 'Rural Engagement and Outreach Provision' delivered by Support and Prevention teams in relation to six key questions

Overview of the project: Aims and Objectives

Where are we strongest?

Where are we weakest

What needs to change

How can we improve?

What is the best approach

How can we bolster partnerships and accessibility to specialist services



Outcome

- Clear overview of the Impact and sufficiency of support and prevention services, young people and communities.
- Support the Local Authority in developing stronger, more efficient and integrated approaches of delivery and management for the benefit of young people.

The background features a collage of various colored sticky notes and papers in shades of pink, orange, yellow, purple, teal, light blue, and green, arranged in a dynamic, overlapping pattern. The notes are in different shapes, including rectangular and speech bubble-like forms, and are scattered across the left and center of the page.

Feedback from Youth Council and Young People

Feedback from Youth Council and Young People

Page 451

(age 16-18yrs old)
Life can be boring for us.
There is little in the way of sport and leisure facilities in the rural areas and buses cost too much to travel to larger towns.

We want more support into employment opportunities not just education.

Public transport is poor, slow and expensive.

Our schools focus too heavily on academic abilities rather than on practical things like apprenticeships.

We would like to see more food bank support for people and families who are financially struggling. Life is getting harder, and a lot of my friends are worried about the future and what opportunities we will have in our towns for work and leisure.

We need and want more youth clubs, more often, and for later in the evening.

Can we have access to good career advisors in our schools? Our experiences of this service to date is poor.

Can we ask for more support in investing and looking after our public paths and bridle ways. These are at the heart of keeping our communities moving and also act as a good stress reliever, but some are in poor condition. Could we develop a local enterprise to bring them back to life?

Feedback from Youth Council and Young People

Can we develop more access to help for those of us who are not the best academically but have a lot to offer our communities? Most support at our schools feels like it goes to those who achieve the required grades.

Working out in the gym is really helping me with my mental health and gives me an opportunity to talk to my youth worker who I trust.

Can we have more sports activities and clubs please? We love boxing and basketball but there aren't many clubs here.

Young people leave to find work and study. There's a very clear route for people to leave to go for education, to go for work, but not a very clear route to come back to Ceredigion. We need improved transport and business grants, certainly for people moving back early in their career.

Improvements in the ability to buy houses. It's almost impossible to rent houses in West Wales.

Can we improve the quality and access to skills training that young people need in order to be able to go into a range of industries in Ceredigion?

Could more local businesses be encouraged to offer bursaries for young people for training or equipment required our chosen vocation.

Most of my friends have moved away due to better job prospects or to study in universities in Cardiff or Swansea. They think life in Ceredigion is hard due to the lack of good public transport and limited leisure facilities. We need more investment in these areas so more of us want to live and work in Ceredigion.

Welsh Government Youth Work Strategy for Wales





Feedback on strengths

Inclusive and accommodating

lead by example and no one is turned away. We are trusted by young people.

Advocacy: we listen and respond, giving young people tools to communicate with their families and teachers.

Youth worker presence in schools: we value having the capacity to ensure that every secondary school has a youth worker onsite 4 days per week

Feedback on strengths

Engagement: Opportunities for young people to have a voice and to be actively involved in advising the council of their opinions about its decisions.

'Gold standard' of working together

Increased our mobile outreach work into communities

Personalised 1:1 work to boost the confidence and self-belief of young people.



Feedback on challenges and areas to improve

Expand opening hours and access to youth clubs

We need to provide more 'youth space' within a range of settings across the county

Continue to evolve and grow our range/offer of 'vocational based interventions', that focus on the needs and wishes of the young person, from work experience placements to work taster sessions



Feedback on challenges and areas to improve

We have seen a big increase in supporting mental health needs post Covid-19

More investment in the offer of mobile outreach youth work

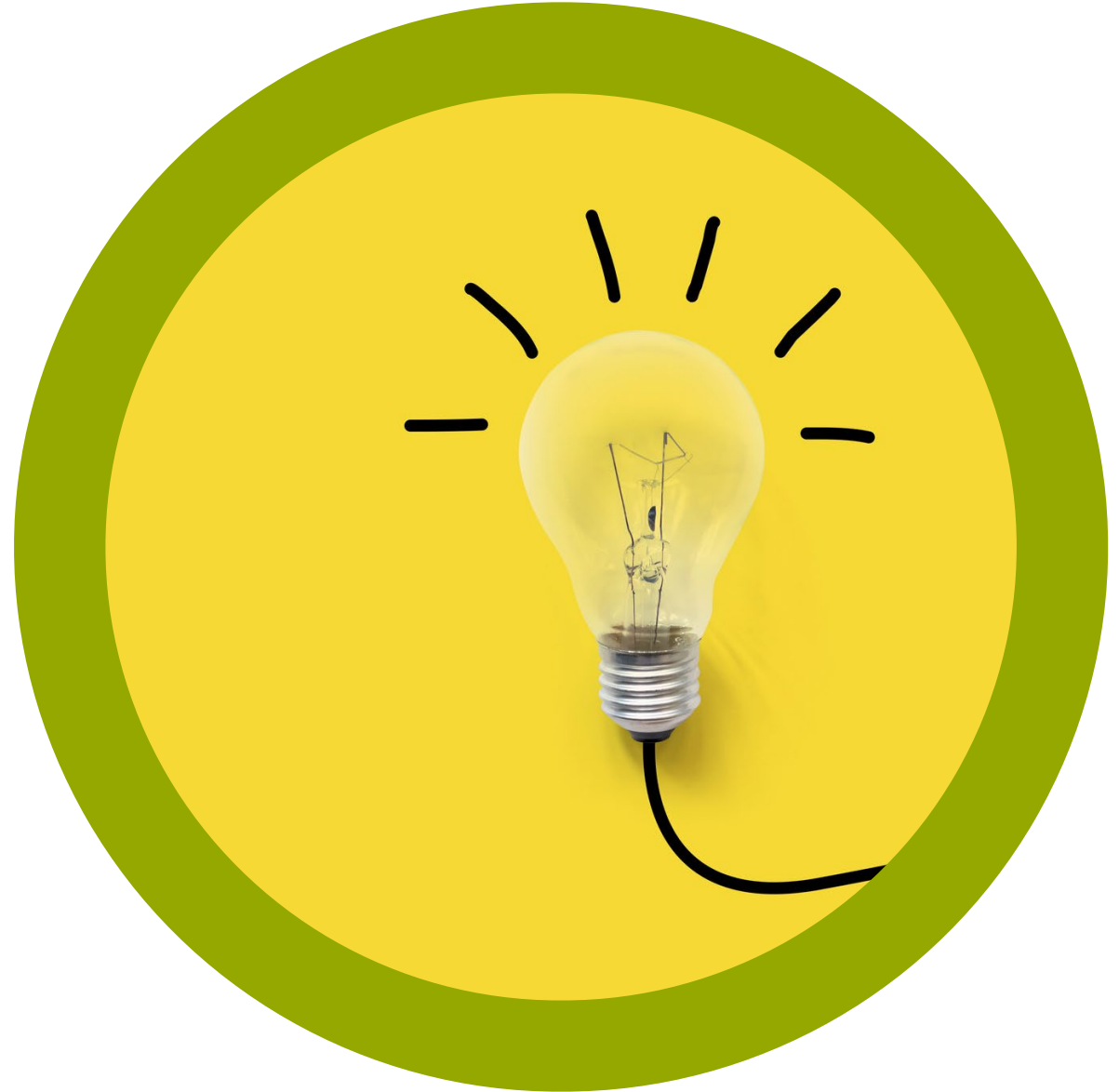
The lack of space for private meetings

Social Media presence, use of information technology is limited and could be more prolific and innovative.

Improvements to working in partnership with some schools



Recommendations



Recommendations

- Boost the application and use of social media
- Design and host a web portal of wellbeing resources and support for young people
- Consider the potential return on investment in developing a 'safe space' drop-in centre in Ceredigion for young people to receive support for an urgent mental health or emotional wellbeing need
- Strengthen the partnerships with local schools to further embed a supportive environment where young people are encouraged to fulfil their personal and academic potential, where they thrive, learn and develop emotionally and are supported to consider their career options in the world of business

Recommendations

- Design a toolkit that supports local people and voluntary groups in how to set up a youth club
- Enhance the offer of the 4 statutory youth clubs allowing for staffing and the associated costs in providing an extension to the opening hours of all 4 youth clubs including weekend provision.
- In partnership with the Dyfed-Powys Police Youth Ambassadors, help shape and respond to a range of priorities that were identified in the youth survey over the summer/autumn of 2022.
- Youth Outreach/Mobile provision – Review impact and expansion opportunities

Thank you for your time today

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Cyngor Sir
CEREDIGION
County Council

An independent review of Support and Prevention Services, Rural Community Engagement, Mobile and Outreach Project. Report

MARCH 2023



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Executive summary

Between the ages of 11 and 25 young people undergo significant change and development as they transition between childhood, adolescence and young adulthood. During this period, the support from people who are involved in youth work is crucial in helping to enable and guide young people, giving them the opportunities and experiences in which they can develop personally, socially and academically.

The aim of youth work is to enable young people to develop holistically, working with them to facilitate their personal, social and educational development, to enable them to develop their voice, influence and place in society and to reach their full potential.

In September 2022 Ceredigion County commissioned WELV Consulting Ltd (WELV) to lead on an independent review of the Community Engagement and Outreach provision with an aim to support the Local Authority in developing stronger, more efficient and integrated approaches of delivery and management for the benefit of young people.

A key aspect of the project was to capture a wide range of views, from children and young people who are residents of Ceredigion, and also from internal staff and other community partners and stakeholders, along with relevant committees and boards, who will benefit or be impacted on through the decisions made based on the recommendations within this report.

To help shape the focus of the review, six questions were used that formed the basis of both the aims for the project and the structure of all engagement activity.

The questions were to identify:

- **Where are we strongest?** What areas are working well? What do staff and stakeholders value the most? Where can we model good practice?
- **Where are we weakest?** What is most detrimental to service efficiency and delivery? What services and provisions require long term investment?
- **What needs to change?** What barriers are currently preventing progress and results
- **Where are we innovative and how can we best empower staff and stakeholders?**
- **How can we improve?** How can services develop, evolve and move forward?
- **Why is this best approach?** What research/evidence is available to promote change
- **How can statutory functions and roles best be delivered to improve early intervention and prevention pathways?** How can we bolster partnerships and accessibility to specialist services?

This report outlines the responses to these six questions from all the stakeholders who WELV met with between the months of October 2022 and February 2023.

Based on the results of these discussions a range of recommendations are included to support the council and it's partners to apply the learning from this project and move forward in delivering its aims and objectives for young people across Ceredigion.

The recommendations have been directly informed by the voices of young people in Ceredigion, they are outlined on pages 44-47 of the report, in summary they are:

Executive summary

- To undertake a mapping and case tracking exercise to analyse the pathways, routes and timings of referrals into Support and Prevention, in order to agree upon clear transfer arrangements that ensure young people receive the help they require in terms of their care and support needs; both non-eligible wellbeing and prevention needs and eligible social care needs and outcomes.
- Boost the application and use of equipment and information technology, including the range of methods of communication when engaging with young people.
- Consider developing a web-portal (or an application such as Padlet) that seeks to support young people, wider youth support service professionals, as well as parents, with an overview of the Support and Prevention Service.
- Consider the potential return on investment in developing a 'safe space' drop-in centre in Ceredigion for young people to receive support for an urgent mental health or emotional wellbeing need.
- Design and publish a toolkit that supports local people and voluntary groups in how to set up a youth club which could further expand the offer of youth clubs within the rural communities of Ceredigion and operate as social enterprises.
- Source potential income/budget revenue(s) to further enhance the offer of the 4 statutory youth clubs, allowing for staffing and the associated costs in providing an extension to the opening hours of all 4 youth clubs; including weekend provision.
- Consider the potential learning opportunities of the Pembrokeshire YISP (Youth Inclusion Support Project) model that could further strengthen Ceredigion's reputation as a 'gold star' partnership arrangement (by Dyfed-Powys Police). Working with young people who are considered to be at risk of offending or anti-social behaviour, or where there are concerns about their emotional or mental health.
- To further extend and broaden the offer of support via 'mobile youth provision', which has significant value in rural Ceredigion.
- Improve how Support and Prevention mutually work in partnership together with schools to role model the core values of the Welsh Governments 'Framework on embedding a whole school approach to emotional and mental well-being' e.g. belonging, efficacy and having your voice heard.
- Undertake a review of the Child and Adolescent Mental Health Services (CAMHS) in Tier's 1 and 2 at the earliest possible opportunity during 2023, involving Porth Cymorth Cynnar, Porth Cynnal and the Regional Partnership Board.

We recognise resources are tight and difficult decisions have had to be made. However, effective outreach youth work is reliant on meaningful investment, engagement with young people and trusted partnership working across the sector. Furthermore, young peoples outreach work remains a robust approach for empowering young people to use their voice, be heard and play an active role in designing, delivering and holding accountable the services that they access.

The development of this report is the culmination of an approach engaging with young people, staff and volunteers and we are very grateful to everyone for their contributions.

Overview of Ceredigion County Council Support and Prevention Service



Overview of Ceredigion County Council Support and Prevention service

The Support and Prevention service is made up of multi-disciplined teams, with an overall aim of providing child and youth-led approaches to enable children and young people to be empowered, to achieve, to develop personally, emotionally, socially and be the best that they can be. The United Nations Convention on the Rights of the Child (UNCRC) underpins everything that the teams do via the provision of universal and focused support for children and young people which includes:

- **Youth Work and Engagement** (youth work in schools, education progression, accredited learning and participation)
- **Support and Attainment** (primary/ secondary mentoring, transition, emotional wellbeing, nurturing and outreach)
- **Community Youth Work and Prevention** (16-24 support, community outreach, youth centres, focussed and universal provisions)

The Support and Prevention service has a clear focus on early intervention and targeted support; tailoring services/provision to meet the needs of young people in Ceredigion.

To achieve this, the service forms part of Ceredigion's 'Through Age and Wellbeing' integrated service delivery model (TAWM), that is designed to ensure young people get the right level and type of support, at the right time and should reduce the chances of the person developing established patterns of antisocial and harmful behaviour leading to involvement with statutory and specialist services.

Youth work and youth support services need to be seen as 'part of the team' and the Support and Prevention service work closely with a range of valued partners including:

- Education establishments e.g, primary and secondary schools
- Young people forums
- Further education providers
- Third and voluntary sector
- Dyfed-Powys Police Force (and other public sector organisations)

The Support and Prevention team and its partners, work together to reduce the duplication of services and increase the diversity of support on offer to young people within many aspects of support for a young person. This includes, but is not limited to; personal, social, educational, physical, mental and emotional wellbeing by promoting individual and family resilience, empowerment and independence.



Overview of the Support and Prevention service

Youth Work and Engagement

The aim of youth work and engagement is to enable young people to develop holistically, working with them to facilitate their personal, social and educational development, to enable them to develop their voice, influence and place in society and to reach their full potential.

School based Youth Workers engage with young people aged 11 – 18 both in universal and focussed contexts. Youth Workers strive to build and maintain meaningful relationships with all school pupils; that includes referred pupils whom are deemed at risk of disengagement from mainstream education due to one or a host of reasons. These reasons may include the inability to cope with conformity, breakdown within the home, family bereavement, abuse or exploitation.

Support and Attainment

The Children and Young People's Skills (CYP) Mentors support children and young people who may show behaviours that challenge as a result of their social and emotional experiences. The mentors provide support for children and young people in Primary Schools, Secondary Schools and other education settings across Ceredigion i.e. Alternative Curriculum and PRU. They engage with children and young people in both focussed one-to-one and small group based settings. The aim is to support children and young people to manage their emotions, channelling their energy positively, by focussing on attainment, both educationally and personally and providing restorative approaches to de-escalate behaviours that are not conducive to education and community settings.

Rather than focus on the child or young person being the 'issue', mentors promote an holistic and strengths-based approach to better understand the deeper reasons as to why they may be finding their current environment challenging and/or displaying negative behaviours.

Community Youth Work and Prevention

Youth work is a distinct profession with its own qualifications framework and National Occupational Standards (NOS). Youth Support Services are a suite of services that are given statutory basis in the 'The Learning & Skills Act' (2000) Section 123, which states; services which in the opinion of the National Assembly will encourage, enable or assist young persons (directly or indirectly): (a) to participate effectively in education or training, (b) to take advantage of opportunities for employment, or (c) to participate effectively and responsibly in the life of their communities. [programmes instead of officers.](#)

The council's Community Youth Work and Prevention team consists of youth workers, prevention and diversionary **officers** and support staff, all of whom provide targeted and universal interventions in line with the National Occupational Standards, 'Youth Work in Wales: Principles and Purposes' and the introduction of the Youth Justice Blueprint such as:

- Structured activity programmes
- Post-16 support i.e. engaging with those that are/at risk of becoming Not in Education, Employment or Training (NEET)
- Centre-based support i.e. Youth Club/Youth Centre and drop in provisions
- Detached/mobile outreach and pop up youth work
- Supporting youth justice preventions delivery, including Out Of Court Disposals and Diversion
- Promoting voluntary youth sector partnerships including managing Service Level Agreements

Aims of the project and the views of the Youth Council and young people in Ceredigion



Value

A key aspect of this project is to capture a wide range of views from children and young people who live in Ceredigion and also views of internal staff and other community partners, stakeholders and relevant committees and boards, who will benefit or be impacted upon through the decisions made based on the recommendations within the review.

The focus for the evaluation and review of the services and feasibility study is based on six questions which also form the basis of the aims for the project, these are to identify:

Project aims:

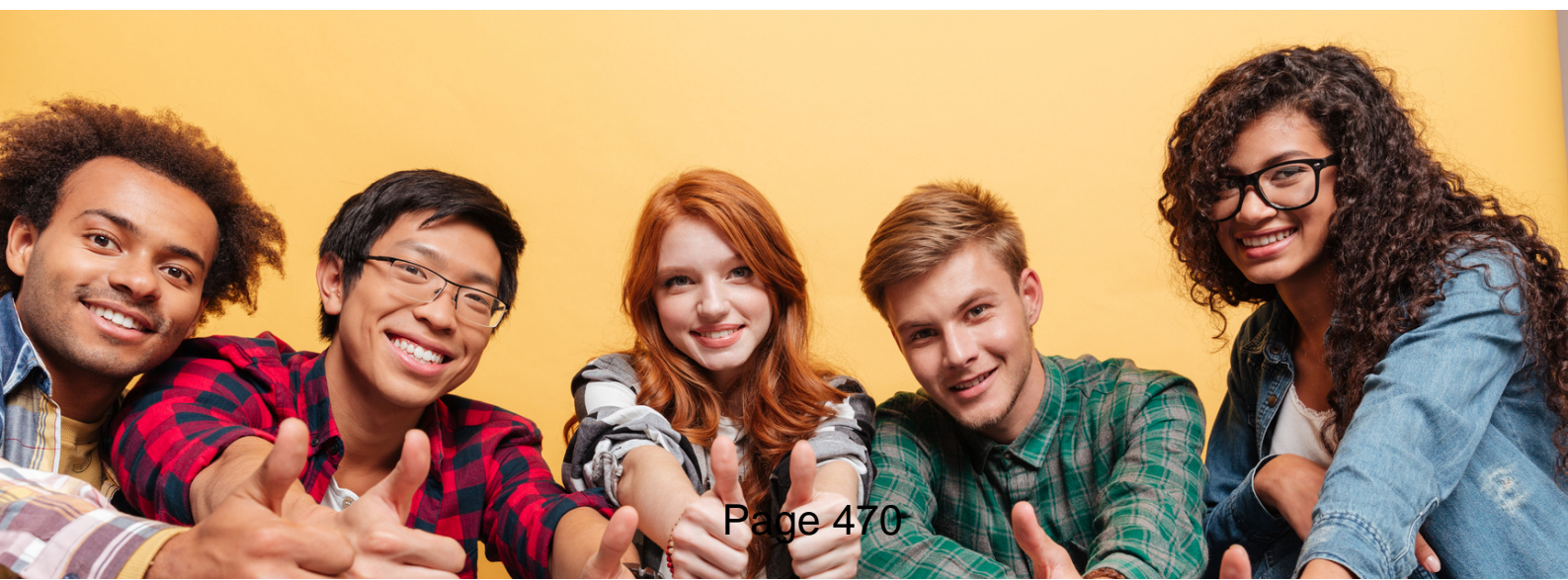
- **Where are we strongest?** What areas are working well? What do staff and stakeholders value the most? Where can we model good practice?
- **Where are we weakest?** What is most detrimental to service efficiency and delivery? What services and provisions require long term investment?
- **What needs to change?** What barriers are currently preventing progress and results
- **Where are we innovative and how can we best empower staff and stakeholders?**
- **How can we improve?** How can services develop, evolve and move forward?
- **Why is this best approach?** What research/evidence is available to promote change
- **How can statutory functions and roles best be delivered to improve early intervention and prevention pathways?** How can we bolster partnerships and accessibility to specialist services?

To address the aims we used a mixed method approach to maximise engagement from all relevant stakeholders, that sought to gain an understanding of the qualitative impact of the services currently provided and what models of delivery are required for the future.

Pages 10 – 36 below provide a summative review on the responses, views and opinions of all the stakeholders to the six questions, which have been grouped into 'themes' based on the 5 aims of the Welsh Governments 'Youth Work Strategy for Wales' 2019:

- Young people are thriving
- Youth work is accessible and inclusive
- Voluntary and paid professional youth work staff are supported throughout their careers
- Youth work is valued and understood
- A sustainable model for youth work delivery

The responses to each question also include the views of young people in Ceredigion about what life is like living in Ceredigion and what they would like to see change.



Proposal and Methodology

To complete the project a number of stages were required as described in the table below:

<p>01. DESK TOP REVIEW</p> <p>Critically review the impact and sufficiency of the 'Rural Engagement and Outreach Provision' delivered by Support and Prevention in relation to the six key questions outlined in the Rationale – via mixed-method approaches, including desk and field (blended) research</p>	<p>1.1 Desk top research based on key legislation and stakeholder feedback (see 02. below).</p> <p>1.2 Taking into account the views of people who support young people who will benefit or be impacted on through the decisions made based on the recommendations within the review.</p>
<p>02. CONSULTATION AND ENGAGEMENT</p> <p>A mixed method approach was adopted to maximise engagement from all relevant stakeholders that sought to gain an understanding of the qualitative impact of the services currently provided and what models of delivery are required for the future. The specific activities included:</p>	<p>2.1 One to one interviews with key stakeholders, partners and young people.</p> <p>2.2 Focus groups and face to face visits to youth clubs in Ceredigion.</p> <p>2.3 Virtual and face to face attendance at team meetings.</p>
<p>03. ANALYSIS AND RECOMMENDATIONS</p> <p>Upon the conclusion of stages 1 and 2 all the information gathered was collated and analysed to inform the development of the report.</p>	<p>3.1 Information in stage 1 and 2 used to help identify and support the Local Authority in developing stronger, more efficient and integrated approaches of delivery and management for the benefit of its residents.</p> <p>3.2 Development of a report to address all the points referred to in section 1 and 2 (above) with findings and references to any other reports or background information.</p>

Views of the Youth Council and young people about what life is like living in Ceredigion and what they would like to see change.

As part of the engagement activities we met with both the Ceredigion Youth Council (which consists of young people from every secondary school in the county) and representatives from young people's forums including Ceredigion Youth Service, Coleg Ceredigion and Ceredigion Actif, as well as young people who attend the Aberystwyth and Aberaeron youth clubs.

We asked them to tell us what is important to them about living in Ceredigion and what they wanted to see change. The feedback is shown in the graphics over the next two pages.

(age 16-18yrs old)

Life can be boring for us.

There is little in the way of sport and leisure facilities in the rural areas and buses cost too much to travel to larger towns.

We want more support into employment opportunities not just education.

Public transport is poor, slow and expensive.

Our schools focus too heavily on academic abilities rather than on practical things like apprenticeships.

We would like to see more food bank support for people and families who are financially struggling. Life is getting harder and a lot of my friends are worried about the future and what opportunities we will have in our towns for work and leisure.

We need and want more youth clubs, more often, and for later in the evening.

Can we have access to good career advisors in our schools? Our experiences of this service to date is poor.

Can we ask for more support in investing and looking after our public paths and bridal ways. These are at the heart of keeping our communities moving and also act as a good stress reliever, but some are in poor condition. Could we develop a local enterprise to bring them back to life?

Views of the Youth Council and young people in Ceredigion about what life is like living in Ceredigion and what they would like to see change.

Can we develop more access to help for those of us who are not the best academically but have a lot to offer our communities? Most support at our schools feels like it goes to those who achieve the required grades.

Working out in the gym is really helping me with my mental health and gives me an opportunity to talk to my youth worker who I trust.

Can we have more sports activities and clubs please? We love boxing and basketball but there aren't many clubs here.

Young people leave to find work and study. There's a very clear route for people to leave to go for education, to go for work, but not a very clear route to come back to Ceredigion. We need improved transport and business grants, certainly for people moving back early in their career.

Improvements in the ability to buy houses. It's almost impossible to rent houses in West Wales.

Can we improve the quality and access to skills training that young people need in order to be able to go into a range of industries in Ceredigion?

Could more local businesses be encouraged to offer bursaries for young people for training or equipment required our chosen vocation.

Most of my friends have moved away due to better job prospects or to study in universities in Cardiff or Swansea. They think life in Ceredigion is hard due to the lack of good public transport and limited leisure facilities. We need more investment in these areas so more of us want to live and work in Ceredigion.

WHERE ARE WE STRONGEST?



Where are we strongest?

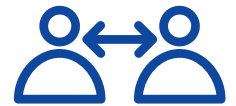
Building Relationships

It is through youth work – the establishment of trusted relationships with adults, healthy relationships with peers and safe spaces in which to develop – that young people can be supported to build resilience and better understand how to make effective choices.

I would like help from someone who understands me, so I am able to grow so I can be the best I can be.

I want to get the best help possible from someone I trust.

- **Consistency** for young people, we have a well established team who are trusted by young people and our partners.
- **Trusted relationship:** the high levels of trust that exists across the teams really helps in generating co-operation and meaningful relationships between young people and their youth workers. Our knowledge and expertise helps us make an important contribution to achieving results as we anticipate and respond quickly to problems.
- **Advocacy:** we are the safe person/guardian, we listen and respond, giving young people tools to communicate with their families and teachers.
- **Young peoples voices are always heard first:** we listen and the views of young people are at the centre of our team.
- **Nurturing:** we go back to basics with young people and help them learn the skills they need.
- **Personalised** 1:1 work to boost the confidence and self-belief of young people.



Where are we strongest?

Youth work is accessible and inclusive

Youth work is accessible and inclusive to young people right across the country. While we must give important consideration to issues such as rurality and location of services, youth work must also be accessible and inclusive in a wider sense to all young people. It should reflect the range of diverse backgrounds, identities, experiences, and needs of young people in Wales.

We need and want more youth clubs, more often, and open later into the evenings please.

Can we have more access to help for those of us who are not the best academically but have a lot to offer our communities, most support at our schools feels like it goes to those who achieve the required grades.

- **Inclusive and accommodating:** we lead by example and no one is turned away. We are trusted by young people.
- **Build understanding:** we take an holistic approach to the life of young people (vs an education only focused approach).
- **Create safe spaces:** that all young people can voluntarily choose to access – these safe spaces may be physical (in a club or centre, on the street, at leisure facilities, as part of outreach), virtual (over the phone, digital) or emotional (by establishing welcoming, understanding, young person-informed cultures).
- **Flexible:** all of our teams are creative, innovative and responsive to changing circumstances. We are accessible to all young people.
- **Engagement:** a strength is our level of engagement and opportunities for young people to have a voice and to be actively involved in advising the council of their opinions about its decisions. This works well, for example; we have a really effective and active Youth Council which has been established since 2015 and a range of youth forums and consultation workshops which we know young people value and helps them to build their self-esteem, confidence, and a sense of collective influence.



Where are we strongest?

Paid and voluntary professional youth work staff are supported and valued throughout their careers

Our greatest resource is the youth workforce – both voluntary and paid professional staff – that provide opportunities and experiences for young people across the county. These opportunities and experiences are often varied and diverse, but serve primarily as the means for furthering a young person's social, emotional and personal development. We value their effort and want to reward it with an offer of learning and support and by securing the recognition their profession deserves.

Working out in the gym is really helping me with my mental health and gives me an opportunity to talk to my youth worker who I trust.

Without the help and support of my mentor there's no way I would have the confidence to go to a job interview, they have really helped me turn my life around for the better.

- **We are valued:** we feel valued by managers who are very approachable and solution focused, this helps us achieve better outcomes for young people.
- **Communication** skills across the team; we communicate really well together and we do not shy away from asking for advice and guidance from one another and from our managers which helps to ensure our creditability in developing meaningful relationships with young people to help and empower them.
- **Team work:** we are proud of our team work ethic, for example; in helping to set up and support the Youth Council to meet together 3/4 times a year. We work well together and we value each others contributions and this is backed up in the amount of development and learning we can access.



A sustainable partnership model for youth work

The systems and structures for the planning and delivery of youth work operate consistently to a shared set of standards and a robust understanding of the nature of youth work in Wales, including how it is equitably funded, planned, delivered and held accountable.

I need to know you are going to be there. Youth work needs to be something that lasts.

Can we have more sports activities and clubs please? We love boxing and basketball but there aren't many clubs here.

Where are we strongest?

- **Prevention work:** the earlier the better and we build on our trusted relationships. Early intervention via our nurturing programme helps us to catch issues before they escalate.
- **Youth worker presence in schools:** we value having the capacity to ensure that every secondary school has a youth worker onsite 4 days per week. This is particularly meaningful in rural areas where access to public transport for young people to travel to meet with us can be difficult. It works well as we are not expected to cover other schools, so we are able to build up a rapport with young people (and the teachers) and develop trusted relationships, including offering advice and support about the transition to life post education.
- **'Gold standard' of working together:** partnership working between Intact Team officers and Youth Services is 'gold standard' in Ceredigion. Partnership working and the sharing of relevant information is very cohesive, including project pathways and project safe programmes.
- **Effective outreach:** outreach works really well and Ceredigion Council leads on much of this work. We have a sustainable partnership that helps us protect and promote a young person's rights. The cohesive and efficient way we receive information strengthens how we respond to children and young people living in the area.
- **Community Safety Partnership meetings:** highly valued by the police as they enable them to become aware of the nature of crime and disorder, anti-social behaviour, and the misuse of drugs within the county. This was felt to be a really effective partnership which identifies methods of developing and implementing actions to reduce these problems and delivering direct resources to address them, with a strong 'evidence based', intelligence led foundation. The councils staff who work with young people are great at engaging with the police and comments included 'no one could achieve outcomes without each other, we trust and value their contribution'.
- **Work hard to sustain mutually beneficial relationships:** based on a clear understanding of the value of youth work in Ceredigion and a shared purpose to deliver enriching opportunities and experiences for our young people no matter their background or where they live.



Measuring the impact of support and prevention



Value

Where are we strongest? Measuring the impact

Measuring the impact of the strengths of Support and Prevention services

As part of the research in evaluating how the work of the Rural Engagement and Outreach Provision (provided by the Support and Prevention services) is having a positive impact on the Local Authority's vision of developing through-age services for young people, we undertook a range of desk top research using internal data supplied to us by the Support and Prevention service.

..through utilising additional funding via the UK Government Community Renewal Fund.

The tables below provide information on the number of young people who have been supported by the Support and Prevention teams from November 2021 to December 2022.

In total 308 young people received support in areas such as gaining a qualification and engaging in job searching to support with life skills.

In 2022 a total of 181 young people aged 16-25 engaged with post 16 support with projects such as Inspire, pop up events, structured activity programmes, one-to-one and small group outreach . A total of 89 workshops have been delivered and 66 young people have successfully been supported in entering education, employment and training.

Indicator	Target	Achieved Nov 21- Feb 2022	Achieved Mar 22 - Jun 22	Achieved Jul 22 - Sept 22	Achieved Oct 22 - Dec 22	Total Achieved	Difference
# of people supported to participate in education	0	0	46	20	46	112	-112
# of people supported to gain a qualification	0	0	5	4	5	14	-14
# of people supported to engage in job-searching	0	0	89	52	65	206	-206
# of people supported to gain employment	0	0	11	7	11	29	-29
# of people supported to engage in life skills	0	0	46	28	31	105	-105
Total Outputs	0	0	197	111		308	-308

Indicator	Target	Achieved Nov 21 - Feb 22	Achieved Mar 22 - Jun 22	Achieved Jul 22 - Sept 22	Achieved Oct 22 - Dec 22	Total Achieved	Difference
People engaged in job searching following support	25	27	32	20	16	95	-70
People in employment, including self-employment, following support	15	13	15	27	8	63	-48
People engaged in life skills support following interventions	50	27	46	28	31	132	-82
Total Outputs	90	67	93	75		235	-145



Where are we strongest?

Measuring the impact

The infographic below provides a summary of the impact of Rural Engagement and Outreach Provision provided by the Support and Prevention services.



95 young people engaged in job searching following support. This total exceeded the annual target by **70**



63 young people in employment, including self-employment following support. This total exceeded the annual target by **48**



132 young people engaged in life skills support following interventions. This total exceeded the annual target by **82**



112 young people participated in education following interventions who were risk of absconding or struggling with completing the curriculum

Where are we strongest?

Measuring the impact



The information below provides further evidence on the positive impact of meeting the wellbeing outcomes of young people following targeted support from the Support and Prevention teams



Project Pathway (ages 11-16): working with education providers and schools to improve their engagement with hard-to-reach young people which has led to reductions in offending and limiting the risk of exploitation in communities in partnership with multi-agencies including Dyfed-Powys Police, Team Around the Family and Choices.

01



Project Inspire (ages 17-25): engaging with people that are/at risk of becoming NEET and who are likely to commit criminal offences. Utilising centres to offer drop in provisions alongside workshops and activities to meet young peoples personal and social development. The activities and workshops that are offered to young people include personal and social development, money management; focusing on resilience, confidence and wellbeing.

02



Staff Project Evaluation Gym Sessions: 4 -week targeted Gym Programme aimed at working with 6 young people aged between 16-25 to develop their self-confidence, gain focus and reduce their anxiety. Targeted at people who have been excluded from school over the school year of 2021- 2022 and were at risk of becoming NEET. Impact has been significant improvement in their self-confidence, self-esteem, social skills and engaging better at school.

03



Emotional and Mental Wellbeing: a number of young people have been supported to apply for and obtain apprenticeships in sectors such as nursing, IT and sports science. The impact for these young people has been extensive, with improvements in self-confidence, personal resilience, self-awareness and self-esteem whilst also providing financial income generation for themselves, families and the local community.

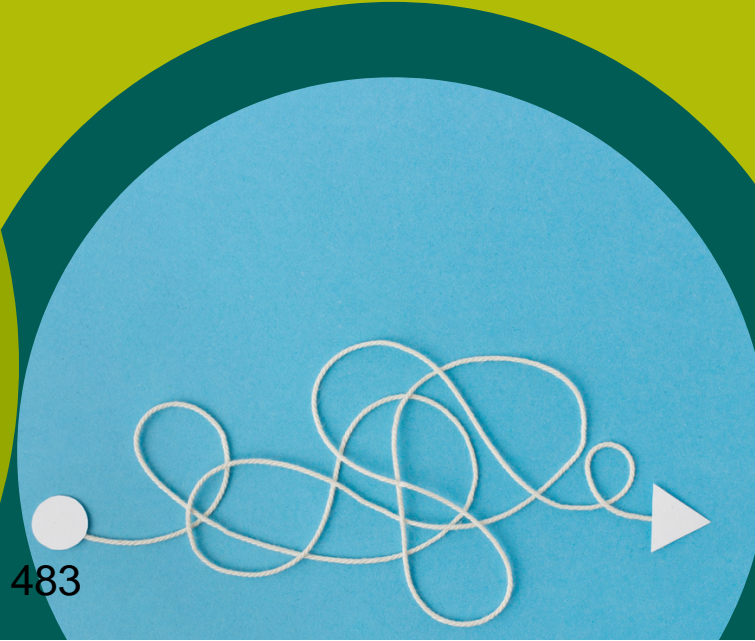
04



'Y FAN': a collaborative and youth-led project funded by the National Lottery Fund; providing a mobile provision to rurally isolated areas, villages, and towns in Ceredigion. The aim is to provide bespoke youth club programmes and activities to engage with young people, particularly those who are disadvantaged, vulnerable and require support. Demand has been very high bringing new initiatives to communities to help individuals connect with each other. It is pivotal in providing a through-age approach to building community resilience and wellbeing for young people.

05

WHERE ARE WE WEAKEST?



Where are we weakest?

Due to the impact of Covid-19, in 2021 and early 2022 the Support and Prevention service mainly delivered targeted and focused provision within education settings and those categorised as essential community visits i.e., wellbeing walks, home visits and outreach for those young people identified as vulnerable.

There are currently **530** individual cases recorded on 'Child-view' (the service management information system) – which includes primary, secondary and post 16 young people already open to support. According to the Porth Cynnal service strategy proposal for levels of need, the thresholds for the referrals received can be categorised as:

- 10% Acute
 - 6% Complex
 - 84% Vulnerable, and
 - 0% universal
- change to:
20% complex
70% Vulnerable
10% Universal

Since September 2022, **212** new referrals have been made from schools across Ceredigion.

The service would typically have a reach of up to **5,000** children and young people annually via both targeted and universal provision i.e. youth clubs, holiday provision, after-school clubs etc. and through utilising Service Level Agreements and collaborative work with the third sector, that accounts for up to **51% of the youth population (16–18)** in Ceredigion.

As the Support and Prevention service continues to recover from Covid-19, universal provision restarted in January 2022 as well as the re-start of community-based provisions such as youth clubs and engagement, recreational and social projects for children, young people and families living in rural areas. [350 young people accessed weekly youth club provision and holiday activities between January 2022 - September 2022.](#)

As part of our engagement activity we met with a range of stakeholders and asked them to share with us:

'Where are we weakest?': this question included opinions on what aspects of the service model were most detrimental to efficiency and delivery and what services and provisions require long term investment?

The information on pages 23 to 25 provide a summary of the responses to this question.



Where are we weakest?

Youth work is valued and understood

Youth work has a vital role to play in partnership with formal education to help realise the four purposes of Curriculum for Wales 2022. Furthermore, youth work services are important to the delivery of the Youth Engagement and Progression Framework (2017), supporting young people to remain engaged in their education, employment and training or re-engage where appropriate. To maximise the contribution of youth work to these areas, it needs to be valued and understood at all levels in the system so it is at the forefront of decision-makers minds when commissioning or considering the impact of provision.

Youth work should be important to everyone!

Our schools focus too heavily on academic abilities rather than more focus on practical things like apprenticeships.

- **Fractionalised relationship** with the education system and schools, struggling to obtain 'buy in', which can create conflict and a lack of joined up working.
- **Managing expectations:** communication within schools is another challenge. What schools 'expect' and what the team's roles actually are sometimes leads us into counter-productive relationships and risk increasing tension in the partnership.
- **Managing relationships:** a large focus of our work is within schools and that relationship can be difficult to manage both in terms of an understanding of our role and in managing the expectations placed on us.
- **Lack of clarity of roles and responsibilities** across all teams within the TAWM model, which causes confusion and delays to the provision of targeted support for young people. There is little clarity on priorities in terms of where the gaps are and who will address them.



A sustainable partnership model of youth work

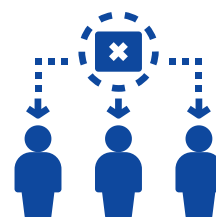
The systems and structures for the planning and delivery of youth work operate consistently to a shared set of standards and a robust understanding of the nature of youth work in Wales, including how it is equitably funded, planned, delivered and held accountable.

We need and want more youth clubs, more often, and for later in the evening.

I trust you but I'm worried and concerned about what will happen if you cannot support me later this year.

Where are we weakest?

- **We can often be seen as the '4th emergency service'** and sometimes only get to see a young person for 1 hr per week. Schools often 'refer' into us at crisis point and the age of referrals are getting younger due to the impact of the Covid-19 pandemic. Referrals do differ from school to school (town vs country) as the capacity within them is very different.
- **We have seen a big increase in supporting mental health needs post Covid-19:** our team do not have the sufficient capacity, the required range of specialist skills and knowledge sets, nor the resources and tools to manage the demand in a way that is person centred.
- **Sustainability of grant funds:** we do access grant provisions dependant on what is on the horizon at the time but we have some concerns over sustainability. The alternative curriculum is EU funded, which is a worry for us.
- **Increases in bespoke packages of care:** by providing personalised 1:1 we can sometimes get caught up in setting up bespoke packages for young people.
- **Staff capacity:** we cover such a vast area, including evening and weekend work, that it is hard to provide support and engage with young people consistently and we need to get the van out more. The 'van' (Y Fan) is a logistical challenge to manage and we need 2 vans and 2 dedicated staff per van as the demand for access to it is very high.
- **We don't say 'NO' enough:** we are seeing a significant increase in referrals that are not right for our intended purpose as a service and there is no exit strategy/transition plan in place for young people post 16yrs of age.
- **Increase in complex needs:** there has been a significant increase in the demands on our service to support young people with complex mental health needs e.g. self harming, anxiety, social and emotional developmental learning challenges. This impacts both on young peoples' confidence and self esteem and our capacity to provide the required levels of support. We also struggle to support young people in accessing CAMHS support. We feel very thinly spread but motivation and morale are still very good.



Where are we weakest?

Youth work is accessible and inclusive

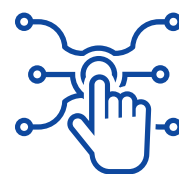
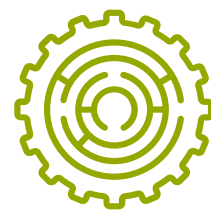
Youth work is accessible and inclusive to young people right across the country. While we must give important consideration to issues such as rurality and location of services, youth work must also be accessible and inclusive in a wider sense to all young people. It should reflect the range of diverse backgrounds, identities, experiences, and needs of young people in Wales.

Youth work must be accessible, including through outreach, in collaboration with schools and a range of partners, and digitally.

Everyone should be able to take part in the Gym activities but not many women seem to be signing up?

Can we develop more access to help for those of us who are not the best academically but have a lot to offer our communities, most support at our schools feels like it goes to those who achieve the required grades.

- **Resources and forms:** we still use paper forms (e.g. memberships and relevant information). We need e-forms accessible via tablets and smart phones so we are more efficient in our time and more carbon neutral.
- **Varied ICT systems:** the distribution and dissemination of relevant information in schools can sometimes be challenging. This is generally as a consequence of the various ICT systems that are used, which across the county, are not always interlinked and can cause confusion.
- **The lack of space for private meetings** in some of the schools makes it hard for us to find a suitable designated location for intervention work. Whilst this may sound basic, it is a growing area of weakness for both ourselves and the schools, that challenges our ability to hold trusted and confidential discussions.
- **Social Media presence:** use of information technology access is limited and could be more prolific and innovative.



WHAT NEEDS TO CHANGE?



What needs to change?

As part of our engagement activity we met with a range of stakeholders and asked them to share with us '**What needs to change?**'. This question included opinions on what barriers are currently preventing progress and results and how can we best empower staff and stakeholders to be innovative?

The information below provides a summary of the responses to this question.

A sustainable partnership model of youth work

The systems and structures for the planning and delivery of youth work operate consistently to a shared set of standards and a robust understanding of the nature of youth work in Wales, including how it is equitably funded, planned, delivered and held accountable.

Could more local businesses be encouraged to offer bursaries for young people for training or equipment required our chosen vocation?

Most of my friends have moved away due to better job prospects or to study in universities. They think life in Ceredigion is hard due to the lack of good public transport and limited leisure facilities.



Youth Work isn't just 9-5pm. We need to change/review staff structures, hours, contracts so we can provide a service that is both flexible and better enables young people to access the support required



Ideally we would want to expand and increase our nurturing provision for those young people who are not in a place ready to learn. The need for this intervention is increasing and is a core part of early prevention

What needs to change?

A sustainable partnership model of youth work



Can we improve collaboration in local communities to set up and manage more Youth Clubs, work closely with Area 43. We should not expect the council to always have to finance and manage them



Can we consider more investment in acquiring a second van (Y Fan) service model. Demand is so high and we need to continue to change and be innovative in how we provide young people with access to a youth club model given the rurality of the county



Each youth worker carries a high case load supporting young people with increasingly complex needs. Our ability to provide early intervention and prevention work is harder. As we recover from Covid-19 we need to re-introduce targeted prevention work wherever possible



All of the TAWM teams are holding onto an allocated caseload for longer to try and avoid escalation into specialist support as more young people are being referred to us in crisis. There is a risk of addressing the symptoms of the crisis and not the cause

What needs to change?

A sustainable partnership model of youth work



We need to provide youth worker capacity to the 'pupil referral unit'. This could be addressed via a grant application as part of the new shared prosperity fund



We need to provide more youth space within a range of settings across the county, i.e the wellbeing centre in Lampeter and widen our mobile outreach as access to any form of public transport in some towns and villages is minimal at best

Youth work is valued and understood

Youth work has a vital role to play in partnership with formal education to help realise the four purposes of Curriculum for Wales 2022 . Furthermore, youth work services are important to the delivery of the Youth Engagement and Progression Framework (2017) , supporting young people to remain engaged in their education, employment and training or re-engage where appropriate. To maximise the contribution of youth work to these areas, it needs to be valued and understood at all levels in the system, so it is at the forefront of decision-makers minds when commissioning or considering the impact of provision.

Youth work should be important to everyone!

Our schools focus too heavily on academic abilities rather than more focus on practical things like apprenticeships.

What needs to change?

Youth work is valued and understood



Can we change the tools and ICT support in how we 'capture and measure' some of our work (impact) as it is important to allow young people to simply 'offload' and that is very difficult to measure but is so important in terms of their wellbeing



We need an action plan for improving co-operation between schools and youth work. This plan of action must bring school and youth services closer together to foster a sense of community, enable participation and facilitate early interventions for both parties



Clarity about priorities relating to our service provision e.g. are we meant to be in schools and/or communities and what constitutes an appropriate referral within our remit and function



Can we do more around developing a marketing plan that improves understanding of the positive power and impact of youth work in Ceredigion



HOW CAN WE IMPROVE?



How can we improve?

As part of our engagement activity we met with a range of stakeholders and asked them to share with us 'How can we improve?'. This question included sharing views and reflections on how can services develop, evolve and move forward?

The information below provides a summary of the responses to this question.

Young people are thriving

To help ensure young people are able to thrive, we need to ensure we are creating safe spaces and youth work cultures that are caring, inclusive and understanding and which build trust and a sense of belonging. This is not just about providing these experiences, but ensuring that young people play an important role in the decisions that affect them now and in the future.

I want safe places to hang out, make friends, and try new things.

Our schools focus too heavily on academic abilities rather than more focus on practical things like apprenticeships.



Young people with higher needs are taking up a lot of resources and moving the team away from 'prevention' work towards 'targeted' support. We can improve by offering more mentors which would help in the short term but it isn't a longer-term solution



Can we consider evolving and growing our range/offer of 'vocational based interventions', that focus on the needs and wishes of the young person, from work experience placements to work taster sessions

How can we improve?

Youth work is accessible and inclusive



Can we improve our offer of centre-based support i.e. Youth Club/ Youth Centre and drop in provisions by extending our opening hours to evenings and weekends (youth clubs operate on after school hours)



Widen our group of younger people who complete an induction to our gym sessions and broaden the offer of health and sports recreational interventions. Encourage more females to take part and be there for them with a plan B if things might not work out



We need to improve on our model for detached/mobile, outreach and pop up youth work.

Could we also consider improving our detached youth work in parks, cafés, shopping centres and other spaces that young people have chosen to be



Our team could support local community groups to assist them in how to set up a youth club e.g. governance, registration, insurance, training and a framework for support

How can we improve?

A sustainable partnership model of youth work

The systems and structures for the planning and delivery of youth work operate consistently to a shared set of standards and a robust understanding of the nature of youth work in Wales, including how it is equitably funded, planned, delivered and held accountable.

We need and want more youth clubs, more often, and for later in the evening.

(age 16–18yrs old)

Life can be boring for us. There is little in the way of sport and leisure facilities in the rural areas and buses cost too much to travel to larger towns.



More work is required to support parents who are in severe distress and as a consequence of which, impacts on the health and wellbeing of their children. Perhaps widening our multi-agency and multi-disciplinary approach aimed at intervening early with families where behavioural difficulties are emerging so we can bridge the gap where universal interventions have been unsuccessful and where families do not meet the criteria for other services such as specialist CAMHS



Can we improve the support from CAMHS who themselves are overstretched. CAMHS undertake work based on strict commissioning and assessment criteria and many young people with complex conditions who are at risk of developing long-term mental health problems are falling through the net. This is because their mental health conditions/problems do not meet current threshold criteria for specialist mental health services. It comes at the expense of early intervention to support young people before their mental health problems become entrenched and severe thus requiring admission to inpatient services

How can we improve?

A sustainable partnership model of youth work



Look at Pembrokeshire model (YISP: Youth Inclusion Support Project) around referral partnerships meetings every 2 weeks to decide who is the best service to support young people. Issues are dealt with quicker via early intervention



Make further improvements to referral processes, the earlier the better, as escalated behaviours are naturally more expensive to manage



We need to further empower communities to take ownership and become intergenerational – active citizens focused on:

- Mental health support for young victims
 - Substance mis-use prevention activities for young people
 - Support for young adults who are committing low level offences, to build their confidence and access training and employment
-



Work with the Dyfed-Powys Police Youth Ambassadors through the Support and Prevention team to help shape and respond to a range of priorities that were identified in the youth survey over the summer and autumn of 2022

Why is this best approach?



Why is this best approach?

What research evidence is available to promote change?

This section describes a range of research evidence and/or best practice examples that align to how Ceredigion County Council can further improve and develop stronger, more efficient and integrated approaches of delivery and management of support and prevention services for its residents.

An area of concern for all the teams in Support and Prevention was the significant increase in mental health needs of young people (and the increase in children under the age of 11 yrs post the Covid-19 pandemic), with schools often 'referring into' the teams at crisis point and waiting lists for mental health assessments and support are getting longer.

Outlined below are best practice examples of how Regional Partnership Boards are responding to this challenge, in implementing a 'no wrong door' approach to mental health and well-being.

No Wrong Door follow up report 2022

The Children's Commissioner for Wales report 'Making Wales a No Wrong Door Nation - how are we doing?' 2022', makes a call for every region to adopt a 'No Wrong Door' commitment so that children, young people and their families do not get bounced between services.

No Wrong Door touches on many children's human rights under the United Nations Convention on the Rights of the Child (UNCRC), including article 24 – the right to the best possible standard of healthcare; article 20 – the right to special help if a child does not live with their family and article 23 – the right to special care if a child has a disability or mental health need. The report includes best practice examples and measurable outcomes relating to early help and prevention as to what a 'No Wrong Door' model should 'look and feel' like for children and young people.

Planning and implementing a No Wrong Door approach

- Cardiff & Vale Council have embedded mental health practitioners across schools, youth services and early help teams in the region to improve their support offer. Cardiff social services is piloting a new CAMHS social worker post, with the role designed to build bridges between health and social care. There are also 'Thinking Together' conversations taking place as casework supervision, using a Signs of Safety and Team around the Worker approach and following an agreed framework document.



Why is this best approach?

What research evidence is available to promote change?

No Wrong Door Follow Up report 2022 (Contd.)

Planning and implementing a No Wrong Door approach

- Cwm Taf Morgannwg have appointed a new 'Whole School Approach Coordinator' employed by the Health Board, who is currently developing a self-assessment tool to assess schools' abilities to meet the emotional wellbeing needs of children and young people. The new In-Reach (CAMHS) service is also recruiting 13+ mental health nurses & practitioners to work with schools across the region to develop a new service. This work is being taken forward using the NEST framework as a planning tool to guide the direction of operational service development.
- In North Wales there are also plans for a new 'safe space' drop-in centre in Wrexham for children aged 13-18 to receive support for an urgent mental health or emotional wellbeing need. The centre will be led by CAMHS regional clinical lead, coordinated by health colleagues and the Local Authority. The project hopes to expand further to include third sector organisations. It will be open in the evenings, nights and weekends. The project aims to prevent or reduce deterioration in a young person's emotional, behavioural or wellbeing state which may otherwise result in an application of section 136 of the Mental Health Act.
- Powys RPB have established a 'Junior Start Well Board', made up of young people aged 11-25, which has now met several times. The Board has its own terms of reference and nominated their own chair. The Chairs of the Start Well Board (adult sub-group of the main Board) attend every meeting, and there is a standing item on the Start Well Board agenda to update all RPB Board members about access to support for their emotional wellbeing across the county.
- In West Glamorgan the health board have recently launched a website offering advice and support for children and young people based on good mental health and wellbeing called Tidy Minds. It provides advice and signposting for children and young people, as well as support for parents and carers. This website was co-produced with children and young people.
<https://tidyminds.org.uk>



Why is this best approach?

What research evidence is available to promote change?

One Voice Wales Community Engagement Best Practice Guide

Another common theme that stakeholders frequently mentioned as a challenge or barrier to working with young people was the lack of 'suitable' private spaces to have discussions with young people. The One Voice Wales Community Engagement Best Practice Guide's focus is on sharing the learning and experiences of other Councils to build an opportunity to plan how local communities can be engaged in local projects and decision making.

As an example of best practice, the guide describes how Wrexham County Borough Council and Brymbo Community Council support young people to regularly meet and socialise in a private space. The approach could be adopted by the Support and Prevention service.



Brymbo Detached Youth Work project incorporating Dickie's Bench

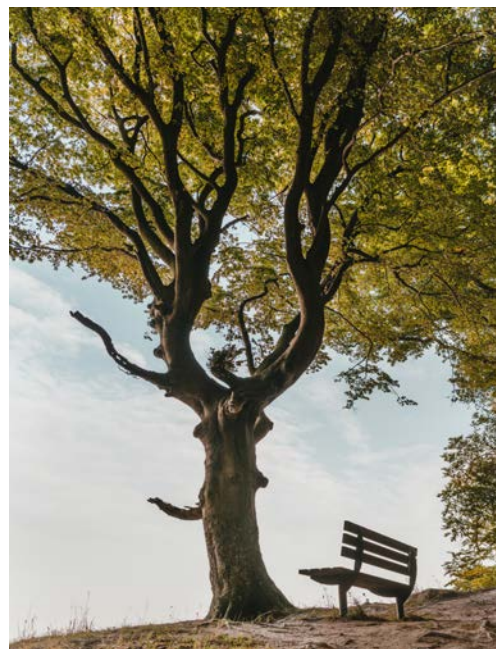
Brymbo detached team operates under a Service Level Agreement between Wrexham County Borough Council and Brymbo Community Council. The aim of the project is to support young people through youth work intervention, developing services where young people regularly meet and socialise.

"Dickies Bench" developed because young people asked for a space to talk confidentially with staff across health and social care. Dickies Bench developed naturally – it is a park bench that has been "adopted" by the young people near the MUGA area in the community. If young people need support or a confidential chat, they sit on the bench and the workers know they are needed.

Dickies Bench is close enough to the MUGA area for staff not to become isolated, but far enough away to facilitate confidential conversations.

Dickies Bench is an integral part of the youth service delivery in Brymbo and is a focal point of provision in the area. It provides enough privacy for confidential conversations as well as maintaining the concept of still being in a bigger group. The model has provided the opportunity for young people to access support on a number of issues, some of which include:

- Sexual health and advise
- Information on drug/substance misuse
- Loneliness and isolation, including bereavement.
- Sometimes leaflets have been left on Dickies Bench as young people have asked for information that they want to read on their own



Why is this best approach?

What research evidence is available to promote change?

Youth work in Wales: principles and purposes

With empowerment making up one of the key pillars prescribed in 'Youth Work in Wales 3 Principles and Purposes', a further challenge identified by stakeholders related to having efficient and easy access to a range of tools and resources to deliver effective youth work to a broader range of young people in Ceredigion.

In 2021 Estyn published a research report on how Cardiff Council is transforming its open access youth work in communities, street-based youth work, youth mentoring support aligned to schools, as well as a post-16 offer, to support the Youth Engagement and Progression Framework and the approach may be of value to the Support and Prevention service.

Estyn: Transforming youth work provision: young person led digital innovation

Youth work was a focus for Estyn during Cardiff Council's inspection in 2021. The council's youth service worked in partnership with local young people to develop an innovative digital youth work offer in creating a bespoke, young person friendly website for the youth service teams.

The online offer from Cardiff Youth Service in 2021 was extremely limited, consisting of a few staff members using social media infrequently. This caused concern, considering young peoples use of social media and digital technology in their everyday lives.

They researched the evidence base and best practice examples for digital youth work with much of this coming from countries in Europe. They used the philosophy of Digital EU which describes digital youth work as 'proactively using or addressing digital media and technology in youth work'. Digital youth work is not a youth work method – digital youth work can be included in any youth work setting (open youth work, youth information and counselling, youth clubs, detached youth work).

From the engagement work between youth workers and young people they identified a need for information about the services that Cardiff Youth Service offered, as well as information on wider youth support services, to be easily accessible to all in a single online site. Young people told youth workers that they wanted opportunities to develop digital skills including filming, photography and editing and to communicate with youth workers through access to social media and safe digital spaces.

A website development group was set up and group members met weekly online to explore other websites and generate ideas about important features and site design. The group met with the web developer to outline their views, opinions and vision for the site. The site was improved and now contains useful information about Cardiff Youth Service, including a meet the team section, resources, membership forms, information about wider youth support services and a blog feature. The site can be accessed here: <https://www.cardiffyouthservices.wales/index.php/en/>

To ensure that young people can access the site, the street-based team explored how this can be done through QR codes. This system has been adopted throughout the service with the codes on posters and business cards.



How can statutory functions and roles best be delivered to improve early intervention and prevention pathways?



Improving early intervention and prevention pathways?

This section describes a range of observations from the engagement feedback from stakeholders that align to how Ceredigion County Council can further improve and develop statutory functions, the roles in the Support and Prevention service and bolster partnerships to improve early intervention and prevention pathway for its residents.

We have captured these views as outputs for suggested improvements which are listed below.



Consider developing a Support and Prevention 'Young People's Emotional Wellbeing' toolkit* for schools and colleges that provides staff with a comprehensive suite of resource tools and outlines the support available across Ceredigion, outlining any threshold referral criteria



Develop an integrated, innovative mental health youth hub, provided by a consortium led by the council, a voluntary sector organisation and CAMHS workers, based on a needs-led model with no pre-determined intervention. The workers have the flexibility to be creative in terms of how they support young people



Undertake a review of the Child and Adolescent Mental Health Services (CAMHS) in Tier's 1 and 2 at the earliest possible opportunity during 2023, involving Porth Cymorth Cynnar, Porth Cynnal and the Regional Partnership Board



Cross-service referral model and pathways to be re-defined including key referral criteria and points of access based on level of need, age range and input for any specific provision that may be more resource intensive




Recommendations



Recommendations

The recommendations below have been proposed based on the engagement activity undertaken to capture a wide range of views and opinions across a number of stakeholders, including feedback from children and young people, internal staff, managers and community partners.

The recommendations below are not listed in an order of priority, what needs to be done first, second and so forth but they are intended to be reviewed by Ceredigion Council to support the Local Authority in developing stronger, more efficient and integrated approaches of delivery and management and for consideration as to what would be most helpful to align with the Through Age Wellbeing Model and Action Plan 2021-2027.

-  Referral pathways and criteria: to review the referral process into and move on out of the Support and Prevention services. To undertake a mapping and case tracking exercise to analyse the pathways, routes and timings of referrals into Support and Prevention in order to agree upon clear transfer arrangements that ensure young people receive the help they need in terms of their care and support needs, both non-eligible wellbeing and prevention needs and eligible social care needs and outcomes. It also means teams are able to take on a case in the knowledge that this has been done safely and all the relevant information has been passed onto them.
-  Establish a sustainable and fit for future purpose referral pathway based on the outcomes of the review (as outlined above) and ensure that roles and responsibilities of the wider partners are captured within it. To potentially include MDT/bubble/partnership meetings on a regular basis where all partner agencies working around a young person regularly come together to information share via a formalised process.
-  Social Media/Information Technology: boost the application and use of equipment and information technology, including the range of methods of communication when engaging with young people across Ceredigion. Expand the application and use of social media, sharing of information via WhatsApp groups etc.

Consider developing a web-portal (or an application such as Padlet) that seeks to support young people, youth workers, wider youth support service professionals, as well as parents and wider community members with an overview of the Support and Prevention Service. Co-producing content with young people and partners that seeks to inform, support and educate young people in issues that affect their lives and linked to the expansion of social media



Recommendations

- ✔ Consider the potential learning opportunities of the Pembrokeshire YISP (Youth Inclusion Support Project) model that could further strengthen Ceredigion's reputation as a 'gold star' partnership arrangement (by Dyfed-Powys Police). Working with young people who are considered to be at risk of offending or anti-social behaviour, or where there are concerns about their emotional or mental health.
- ✔ It is recognised that the concept of a 'mobile youth provision' has significant value in rural Ceredigion but further consideration needs to be given to how best to ensure it has the most effective impact for the community. The current van is proving difficult to manage logistically due to the demand for access across the rurality of the county and we would suggest some thought be given to staffing the van with a 'permanent' role and 'activity plan' in order to establish the impact and outputs before potentially considering expansion of the offer of an additional vehicle/van.
- ✔ Develop a Support and Prevention 'Young People's Emotional Wellbeing' toolkit* for schools and colleges that provides staff with a comprehensive suite of resource tools and the support available across Ceredigion outlining any threshold referral criteria. The toolkit could be developed as a bespoke project or as part of a suite of resources for the youth service portal recommendation (outlined on the previous page).
- ✔ Consider the potential return on investment in developing a 'safe space' drop-in centre in Ceredigion for young people to receive support for an urgent mental health or emotional wellbeing need. The centre could be led by a CAMHS regional clinical lead, co-ordinated by health colleagues and the Local Authority, with an aim to prevent or reduce deterioration in a young person's emotional, behavioural or wellbeing and without the required support increases and risks of the need for specialist support.
- ✔ Collaborate with schools to improve how Support and Prevention work in partnership with schools to role model the core values of the Welsh Government's 'Framework on embedding a whole-school approach to emotional and mental well-being' e.g. belonging, efficacy and having your voice heard.



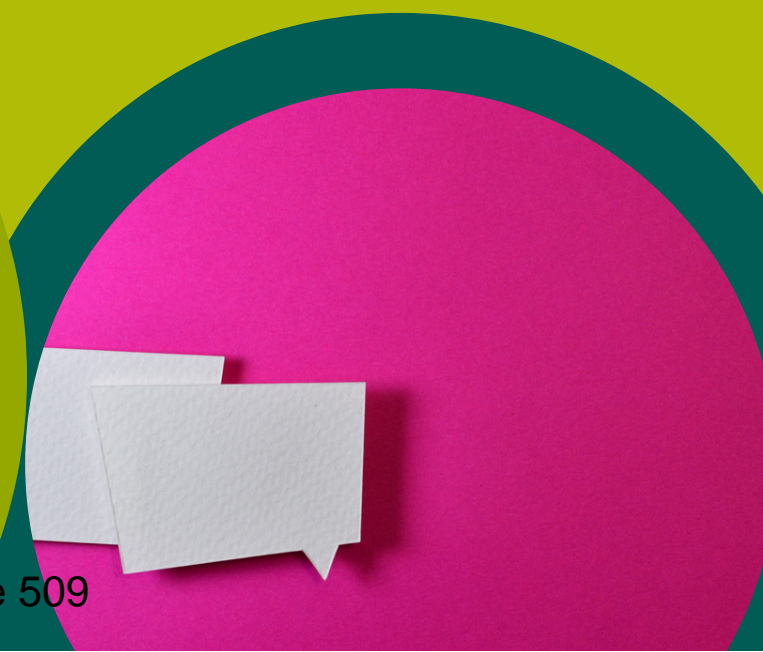
Recommendations

- ✔ Design and publish a toolkit that supports local people and voluntary groups in how to set up a youth club e.g., governance, registration, insurance, training and a framework for support which could further expand the offer of youth clubs within the rural communities of Ceredigion and operate as social enterprises.
- ✔ Source potential income/budget revenue(s) to further enhance the offer of the 4 statutory youth clubs allowing for staffing and the associated costs in providing an extension to the opening hours of all 4 youth clubs including weekend provision.
- ✔ Seek improvements in the availability of internal resources/tools for staff to be able to access in an efficient and timely manner when working with young people.
- ✔ In partnership with the Dyfed-Powys Police Youth Ambassadors help shape and respond to a range of priorities that were identified in the youth survey over the summer/autumn of 2022.



Appendix

List of stakeholders



Stakeholders engaged with and contacted

- Aberaeron Youth Club
- Aberystwyth Youth Club
- Area 43 – Cardigan Youth Charity
- CAVO – Ceredigion Association of Voluntary Organisations
- Ceredigion Youth Council
- CWVYS – Council for Wales of Voluntary Youth Services
- Aberystwyth Community Ambassadors
- Children and Young People Provider Forum
- Community Youth Work and Prevention Team
- Heddlu Dyfed–Powys Police Force
- Support and Attainment Team
- Tir Dewi (Farm Support)
- Young Farmers Club
- Ysgol Bro Pedr
- Ysgol Bro Teifi
- Ysgol Henry Richard



e – hello@welv.co.uk
t – 01745 3463068
w – www.welv.co.uk

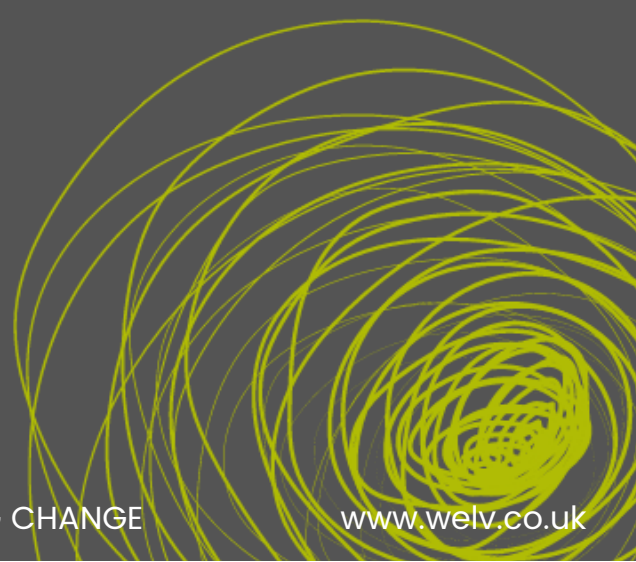
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Ceredigion Youth Council Environment Sub-Group TERMS OF REFERENCE March 2023

Ceredigion Youth Council Environment Sub-Group Aim:

In accordance with Article 12 of the United Nations Convention on the Rights of the Child (UNCRC), the Ceredigion Youth Council Environment sub-group will have a focus on environmental and climate change matters that affect Young People living within the County of Ceredigion and further afield.

In Context of UNCRC

The commitment to support children and young people to have their voices heard and influence decision-making has enjoyed a long historical standing in Wales. One that is supported by the Ceredigion County Youth Council.

United Nations Convention on the Rights of the Child - The United Nations Convention on the Rights of the Child (UNCRC) outlines the minimum requirements of protection, provision and participation that all children and young people should expect to receive in order to lead safe, happy and fulfilled lives. Article 12 of the UNCRC guarantees to children the right to be heard in all decision-making processes that might affect them:

“ 1.) States Parties shall assure to the child who is capable of forming his or her own views the right to express those views freely in all matters affecting the child, the views of the child being given due weight in accordance with the age and maturity of the child.”

Purpose of the Environment Sub-group

The purpose of the Environment Sub-group is to ensure a platform for young people to raise awareness, educate, advocate and campaign on behalf of other young people with regards to a positive sustainable approach to improving their local environment and climate in Ceredigion (and from time to time further afield).

Key Sub-Group priorities 2022/23

Ceredigion Youth Council will support an Environment Sub-group that will:

- 1) Establish a new Environment Sub-group for the Ceredigion Youth Council
- 2) Decide a name for the Environment sub-group that is appropriate to its purpose
- 3) Agree an annual programme that will include both virtual and in-person meetings
- 4) Prioritise one area of work that will highlight a positive impact for change on the environment and climate in Ceredigion
- 5) Welcome guest speakers and attend a venue/event/activity that will enhance knowledge of a subject matter

Membership of the Environment Sub-group:

Membership of the forum will be open to any Ceredigion Youth Council member and any young person(s) living in Ceredigion on a universal basis. There will be no upper limit to the number of members and the Sub-group will look to develop close links with individual Eco School Councils/Groups as it develops.

Meetings and Program

The Ceredigion Youth Council Environment Sub-group will meet both virtually and in-person. Meetings will be scheduled as agreed in the program of activities. Initial virtual meetings will take place on a Monday between 1pm – 1.30pm, whilst in-person activities will be agreed whilst meeting virtually.

Rhaglen Ddrafft Is-Grwp Amgylchedd Cyngor Ieuentid Ceredigion Ceredigion Youth Council: Tymor 2022/23 Ceredigion Youth Council Environment Subgroup Draft Program: Term 2022/23	
Gweithgaredd / Activity	Amserlen / Timetable
Cyfarfod Cychwynnol rhithiol Is-grwp Amgylchedd Environment Sub-group Initial virtual meeting	Rhagfyr 2022 December 2022 7/12/22 a/and 15/12/22
Paratoi Cylch Gorchwyl ddrafft gydag aelodau'r Is-grŵp amgylchedd bydd yn cynnwys rhaglen a chyfeiriad i Flaenoriaeth 1 Prepare draft Terms of Reference with Environment Sub-group members that will include proposed program and reference to Priority 1	Ionawr 2023 January 2023
Cyfarfod Cyngor Ieuentid Ceredigion: Eitem Agenda Ceredigion Youth Council Meeting: Agenda Item	3ydd Chwefror 2023 3 rd February 2023
Cyfarfod rhithiol Is-Grwp Amgylchedd: Blaenoriaeth 1 Environment Sub-Group virtual meeting: Priority 1	Mawrth 2023 March 2023
Cyfarfod Cyngor Ieuentid Ceredigion: Eitem Agenda Ceredigion Youth Council Meeting: Agenda Item	17eg Mawrth 2023 17 th March 2023
Cyfarfod rhithiol/yn bersonol Is-Grwp Amgylchedd: Blaenoriaeth 1 Environment Sub-Group virtual/in person meeting: Priority 1	Ebrill/Mai 2023 April/May 2023
Arholiadau Exams	Mai – Mehefin 2023 May – June 2023
Digwyddiad Cyngor Ieuentid: Pawb A'i Farn Ceredigion 2023 Youth Council Event: Pawb A'i Farn Ceredigion 2023	14eg Gorffennaf 2023 14 th July 2023
Cyfarfod rhithiol/yn bersonol Is-Grwp Amgylchedd: Blaenoriaeth 1 Environment Sub-Group virtual/in person meeting: Priority 1	Gorffennaf 2023
Taith/Ymweliad Gwyliau Haf Summer Holidays Trip/Visit	Awst 2023 August 2023
Cyfarfod rhithiol Is-Grwp Amgylchedd: Adolygu Blaenoriaeth 1 Environment Sub-Group virtual meeting: Review of Priority 1	Hydref 2023 October 2023
Cyfarfod rhithiol Is-Grwp Amgylchedd: Grwp newydd Environment Sub-Group virtual meeting: New group	Rhagfyr 2023 December 2023

SECRETARIAT

The Secretariat function of the meeting will be carried out by Ceredigion Youth Service who will propose an annual programme that will include arranging the venue for in person meetings. Ceredigion Youth Service will support creating agenda for the meetings, issue papers and take notes during the meetings.

Chairperson

Environment Sub-group meetings will be chaired on rotation by youth council members in attendance at the meetings.

Environment Sub-group Terms of Reference Annual Review

An annual review of the terms of reference will enable the environment sub-group to propose new annual priorities and a programme of events to be agreed for each year. The next review date is proposed for the Sub-group meeting scheduled for December 2023.

Terms of Reference agreed by Ceredigion Youth Council during their third 2022/23 full Youth Council meeting held at the Council Chamber, Penmorfa, Aberaeron.

Date: 17th March 2023

Puberty & Period Dignity Training

WITH
BROOK

For teachers, support staff and agencies
working with children and young people in
Ceredigion.

Choose from one of the following sessions:

25/04/23, 9.30am - 12.30pm
@ Ystafell Ystwyth, Penmorfa, Aberaeron

26/04/23, 9.30am - 12.30pm
@ Cardigan Leisure Centre, Cardigan

27/04/23, 9.30am - 12.30pm
@ Ystafell Medrus 3, Penbryn,
Penglais Campus, Aberystwyth University

End
Period
Poverty

To book your space or for more information, please
contact lowri.evans@ceredigion.gov.uk /
07966249004

In life, there are plenty of things to worry about,
periods shouldn't be one of them.

Training Aim:

To equip professionals with the knowledge and understanding on the process of menstruation, provide an understanding of what period dignity means, and provide professionals with practical skills to teach their pupils about periods.

Learning Outcomes:

- Recognise the statutory requirements for RSE and period education.
- Understand Welsh Government's 'Period Dignity Strategic Action Plan'.
- Understand the process of menstruation.
- Tackle myths and taboos concerning periods.
- Understand what products are available to people who menstruate, including reusable products.
- Understand what barriers could be experienced by those who menstruate and how to address these.
- Identify practical changes to ensure schools and other education settings are encouraging a culture of period dignity for pupils.

Funded by Welsh Government's Period Dignity Grant, this training is free to attend. Limited spaces available*

Period Dignity Webinar for Parents and Carers

WITH
BROOK

For parents and carers of children and
young people in Ceredigion.

Choose from one of
the following sessions:

25/04/23, 6.30pm - 7.30pm
~ via Zoom

26/04/23, 5.30pm - 6.30pm
~ via Zoom

End
Period
Poverty

To register or for more information,
please contact lowri.evans@ceredigion.gov.uk

In life, there are plenty of things to worry about,
periods shouldn't be one of them.

Training Aim:

To provide parents and carers with an understanding of menstruation and period products, and explore how they can support their child/young person when it comes to periods.

Learning Outcomes:

- Understand the process of menstruation.
- Understand myths and taboos concerning periods, and what barriers could be experienced by those who experience them.
- Understand what reusable products are, and what period products are available.
- Understand how to support those who menstruate.

Funded by Welsh Government's Period Dignity Grant, these webinars are free to attend. Zoom link will be shared with attendees. Limited spaces available*

PERIOD PRODUCT PICK & MIX!

 Take what you need,
whenever you need it.

**Ceredigion Youth Council
are working to combat
period poverty by ensuring
that every young person in
Ceredigion has access to
period products, free of
charge, whenever
they need them!**





Ceredigion Youth Council think it's important that young people can make informed choices about what best suit their bodies when it comes to periods.

Period Product Pick & Mix offers the opportunity to try a variety of sanitary products for **free**, allowing you to choose the products that work best for you.

This scheme is designed to promote period dignity and tackle period poverty.

Many of the options are eco-friendly, plastic free or reusable.

Take what you need, whenever you need it.

In life there are plenty of things to worry about, periods shouldn't be one of them.



End
Period
Poverty

A large red teardrop shape containing the text 'End Period Poverty' in white, bold, sans-serif font.

COMMUNITY PERIOD PRODUCTS



Take what you need,
whenever you need it.

Ceredigion Youth Council
are working to combat
period poverty by ensuring
that every person in
Ceredigion has access to
period products, free of
charge, whenever
they need them!





Ceredigion Youth Council think it's important that people can make informed choices about what best suits their bodies when it comes to periods.

The community period products scheme offers the opportunity to try a variety of sanitary products for **free**, allowing you to choose the products that work best for you.

This scheme is designed to promote period dignity and tackle period poverty.

Many of the options are eco-friendly, plastic free or reusable.

Take what you need, whenever you need it.

In life there are plenty of things to worry about, periods shouldn't be one of them.



End
Period
Poverty

A large red teardrop shape containing the text 'End Period Poverty' in white, bold, sans-serif font.

Ymgyrch 'Rhoi Dy Farn 2023' Campaign

Canlyniadau / Results



Pwnc Llosg / Hot Topic	Cyfanswm / Total	Safle/Ranking
Addysg - gwella mynediad i gyfleoedd galwedigaethol a mwy o ddewis, gan gynnwys sgiliau bywyd / Education - improve access to vocational opportunities and greater choice that should include life skills	234	6 th
Addysg - dylid addysgu sgiliau busnes ac entrepreneuriaeth mewn ysgolion / Education - business and entrepreneurship skills should be taught in schools	267	3 rd
Ail Gartrefi - Tai fforddiadwy a mynediad i bobl ifanc lleol / Second Homes - Affordable housing and access for local young people	244	5 th
Argyfwng costau byw - mwy o gefnogaeth gyda chostau cludiant, cinio ysgol ac ynni / Cost of living Crisis - more support with costs of transport, school meals and energy	515	1 st
Cydraddoldeb - mwy o gyfleoedd chwaraeon i ferched mewn ysgolion ac yn y gymuned / Equality - more sports opportunities for girls in schools and in the community	201	7 th
Gyrfaoedd - Mwy o ddewis o brentisiaethau sy'n talu'n well a mynediad at amrywiaeth o gyfleoedd profiad gwaith / Careers - A greater choice of better paid apprenticeships and access to a range of work experience opportunities	372	2 nd
Hybu'r Gymraeg - mae angen gwneud mwy i hybu'r iaith / Promoting the Welsh language - more needs to be done to promote the language	95	8 th
Trafnidiaeth - mae angen i fysiau redeg yn hwyrach a bod yn fwy fforddiadwy, gwell cysylltiadau trên a gwell llwybrau beicio /Transport - buses need to run later and be more affordable, better train links and improved bike routes	256	4 th
Cyfanswm Pleidleisiau / Total Votes	2184	



Pwnc Llosg / Hot Topic	Cyfanswm / Total	Safle/Ranking
Argyfwng costau byw - mwy o gefnogaeth gyda chostau cludiant, cinio ysgol ac ynni / Cost of living Crisis - more support with costs of transport, school meals and energy	515	1af / 1st
Gyrfaoedd - Mwy o ddewis o brentisiaethau sy'n talu'n well a mynediad at amrywiaeth o gyfleoedd profiad gwaith / Careers - A greater choice of better paid apprenticeships and access to a range of work experience opportunities	372	2ail / 2nd
Addysg - dylid addysgu sgiliau busnes ac entrepreneuriaeth mewn ysgolion / Education - business and entrepreneurship skills should be taught in schools	267	3ydd / 3rd
Trafnidiaeth - mae angen i fysiau redeg yn hwyrach a bod yn fwy fforddiadwy, gwell cysylltiadau trên a gwell llwybrau beicio / Transport - buses need to run later and be more affordable, better train links and improved bike routes	256	4ydd / 4th
Ail Gartrefi - Tai fforddiadwy a mynediad i bobl ifanc lleol / Second Homes - Affordable housing and access for local young people	244	5ed / 5th
Addysg - gwella mynediad i gyfleoedd galwedigaethol a mwy o ddewis, gan gynnwys sgiliau bywyd / Education - improve access to vocational opportunities and greater choice that should include life skills	234	6ed / 6th
Cydraddoldeb - mwy o gyfleoedd chwaraeon i ferched mewn ysgolion ac yn y gymuned / Equality - more sports opportunities for girls in schools and in the community	201	7fed / 7th
Hybu'r Gymraeg - mae angen gwneud mwy i hybu'r iaith / Promoting the Welsh language - more needs to be done to promote the language	95	8fed / 8th
Cyfanswm Pleidleisiau / Total Votes	2184	

Mae canlyniadau'r bleidlais flynyddol yn nodi'r blaenoriaethau a fydd yn rhoi ffocws i ddigwyddiad blynyddol 'pawb a'i farn' y Cyngor Ieuenctid adeg tymor yr haf. / The results of the annual ballot sets out the priorities that will provide focus for the Youth Council's annual 'pawb a'i farn' event in the summer.

CEREDIGION COUNTY COUNCIL

Report to: Cabinet

Date of meeting: 04/07/2023

Title: Engagement and Participation Policy Annual Report 2022-2023

Purpose of the report: To provide an opportunity for Cabinet to consider the progress made in delivering the Council's Engagement and Participation Policy during 2022-23

For: Information

Cabinet Portfolio and Cabinet Member: Cllr Matthew Vaux, Cabinet Member for Partnerships, Housing, Legal and Governance and Public Protection

The Ceredigion Engagement and Participation Policy 'Talking, Listening and Working Together' was approved by Cabinet on 04/10/2022 and published on 18/10/2022.

[engagement and participation policy ceredigion county council.pdf](#)

This is the first Annual Report that outlines our progress in delivering the Policy.

The Annual Report is presented as Appendix 1. The report provides an update on the progress of the Action Plan contained within the Policy, along with the Engagement Methods utilised by the Council, some examples of Continuous Engagement and a summary of the Engagement, Consultation and 'Inform' exercises undertaken during 2022-23.

At the end of the report a conclusion section has been included to assess the improvements made over the past year and to identify where further progress is required in moving forward.

	Has an Integrated Impact Assessment been completed? If, not, please state why	No, does not present a change in policy or service.
Wellbeing of Future Generations:	Summary: Long term: Collaboration: Involvement: Prevention: Integration:	
Recommendation(s):	To note the contents of the report and the level of engagement activity undertaken by the Local Authority.	

Reasons for decision:	So that engagement activity undertaken by the Local Authority is appropriately monitored.
Overview and Scrutiny:	The annual report was presented to Corporate Resources Overview and Scrutiny Committee on 12/06/2023
Policy Framework:	Corporate Strategy 2022-27
Corporate Well-being Objectives:	<ul style="list-style-type: none"> • Boosting the Economy, Supporting Businesses and Enabling Employment • Creating Caring and Healthy Communities • Providing the Best Start in Life and Enabling Learning at All Ages • Creating Sustainable, Green and Well-connected Communities
Finance and Procurement implications:	None
Legal Implications:	Legal challenge if Ceredigion County Council does not carry our fair engagement and consultation.
Staffing implications:	None
Property / asset implications:	None
Risk(s):	Legal challenge and risk to reputation if Ceredigion County Council does not carry our fair engagement and consultation.
Statutory Powers:	Equality Act 2010 Well-being of Future Generations (Wales) Act 2015 Local Government and Elections (Wales) Act 2021 Welsh Language Measure 2011
Background Papers:	None
Appendices:	Appendix 1- Engagement and Participation Policy Annual Report 2022-2023
Corporate Lead Officer:	Alun Williams, Corporate Lead Officer: Policy, Performance and Public Protection
Reporting Officer:	Cathryn Morgan
Date:	14/06/2023

Ceredigion Engagement and Participation Policy ‘Talking, Listening and Working Together’ Annual Report 2022-2023



Mae'r ddogfen hon hefyd ar gael yn Gymraeg



Cyngor Sir
CEREDIGION
County Council

Author: Cathryn Morgan, Equalities and Inclusion

Portfolio Holder: Cllr Matthew Vaux

Approved by Cabinet: xx/xx/xxxx

Publication date: xx/xx/xxxx

Ceredigion Engagement and Participation Annual Report 2022-2023

This report outlines the work undertaken by the Council during 2022-23 to deliver our Engagement and Participation Policy with the overall aim of improving the way that we engage and consult with the public and other stakeholders.

Why Engage?

Our Engagement and Participation Policy, that was approved in October 2022, sets out how we will talk and listen with all of those who live, work or study in Ceredigion, including people whose voices are seldom heard.

It's important that we give residents and stakeholders the opportunity to tell the Council about their own vision for their communities and about what they want in terms of service provision.

Our legal duty to consult is set out in various pieces of legislation, including:

- **The Well-being of Future Generations (Wales) Act 2015** – the Council must involve people with an interest in achieving the National Well-being goals.
- **The Local Government and Elections (Wales) Act 2021** – the Council must encourage public participation in our decision making.
- **The Welsh Language Measure 2011** – the Council must ask the public for their views on the impact that our decisions will have on the Welsh Language.
- **The Equality Act 2010** – the Council must involve and engage with people who share Protected Characteristics.
- **The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996** – the Council must consult with organisations specified in the Regulations and must inform people that are likely to be affected by a traffic order.
- **School Standards and Organisation (Wales) Act 2013** – the Council must comply with the [School Organisation Code](#) which outlines the principles that should be taken into account when proposing to make changes to school provision.

It's not just about our legal duty, however. Engaging and consulting with the public gives us better information to help our decision making. This can lead to better outcomes for our residents.

SECTION 1

Action plan: Progress 2022-23

Aim 1: To mainstream effective engagement and participation across Ceredigion County Council

Action	Progress	Responsibility	RAG status
To develop an Engagement toolkit and deliver training on its use to all Corporate Managers.	<p>The toolkit has been developed and the content is being tested on current engagement exercises. The content is listed below:</p> <ul style="list-style-type: none"> • Consultation decision making tool • Engagement/Consultation plan template • Engagement and Consultation checklist • Accessible formats guidance • Equality monitoring template • Stakeholder group contact details <p>Advice has been offered on a one-to-one basis during 2022-23. Group sessions on its use will be rolled out during 2023-24.</p>	Equalities and Inclusion officers	Amber some progress made
To maintain a timetable of consultation and engagement exercises carried out by all Council Services.	<p>Complete – the timetable is held by the Equalities and Inclusion team and will be updated on an ongoing basis.</p> <p>5 x Consultation exercises, 7 x Engagement exercises and 4 x Inform exercises were undertaken during 2022-23. There is more detail in Section 2 below.</p>	Equalities and Inclusion officers	Green action is on track
To publish an Engagement Annual Report to monitor the developments as we change how we engage with the public.	This report fulfils the requirement for 2022-23.	Equalities and Inclusion officers	Green action is on track

Aim 2: To ensure that we engage with the people of Ceredigion in the best way

Action	Progress	Responsibility	RAG status
To revise and update our list of Stakeholder groups.	The list has been revised and updated. Once verified, it will be added to the Engagement toolkit and available to all Council staff.	Equalities and Inclusion officers	Green action is on track
To develop the use of online engagement platforms and maintain the use of non-digital engagement methods.	<p>The corporate Engagement and Consultations webpage is under review and will be updated during 2023-24. An online platform – ‘Have your Say Ceredigion’ – is being tested but is not yet in constant use.</p> <p>Non-digital methods of engagement are being utilised but not consistently across all Council services.</p>	All Corporate Managers	Amber some progress made
To improve the way that we feedback to those who have participated in our engagement exercises.	A consistent method is currently being developed and will be rolled out across all Council services during 2023-2024.	All Corporate Managers	Red no progress made

Aim 3: To meet our statutory duties and responsibilities under legislation

Action	Progress	Responsibility	RAG status
To ensure a mechanism is in place so that the public can attend Council meetings in person or remotely via a hybrid meeting system.	<p>The mechanism is in place.</p> <p>In accordance with the Local Government and Elections (Wales) Act 2021 members of the public are able to attend hybrid meetings in person or remotely.</p>	Democratic Services	Green complete
To revise and update our Integrated Impact Assessment (IIA) tool	<p>The revised Integrated Impact Assessment tool is at 'draft' stage. It contains up to date information about Ceredigion population (<i>Census 2021</i>) and requires officers to consider stakeholder engagement as part of the assessment.</p> <p>The draft tool will be presented to Cabinet for approval during 2023-2024.</p>	Equalities and Inclusion officers	Amber some progress made
To establish an e-petition system and publish a protocol that sets out how the Council intends to handle and respond to petitions.	<p>The Petitions Protocol is listed under Part 5 (Codes and Protocols) of Ceredigion County Council constitution. The constitution is publicly available on the Council's website - The Council's Constitution - Ceredigion County Council.</p> <p>An e-petition system is currently being developed and will be presented to the relevant Committees shortly.</p>	Democratic Services	Amber some progress made

Aim 4: To keep up to date with the latest innovations and best practice in the field of engagement

Action	Progress	Responsibility	RAG status
To review and revise Ceredigion County Council's Engagement and Participation Policy	The current Engagement and Participation Policy was published in October 2022. It will be reviewed in 2025, or before this if required.	Equalities and Inclusion officers	Green action is on track
To keep an engagement toolkit up to date for all staff to use.	The engagement toolkit is being developed. It will be kept up to date and be available to all staff after it has been approved and published on the internal staff website.	Equalities and Inclusion officers	Amber some progress made
To liaise with Engagement and Equalities colleagues across Wales.	<p>The Equalities and Inclusion manager is a member of the Wales Tackling Poverty & Inequality Network and Councils Engagement Leads Network, both run by WLGA.</p> <p>The Equalities and Inclusion team contributes to regional engagement and equality meetings and is currently working with Mid and West Wales Equality, Diversity, and Inclusion managers on a regional consultation exercise to prepare for the revision of our Strategic Equality Plan.</p>	Equalities and Inclusion officers	Green action is on track

SECTION 2

Engagement methods

There is no ‘one size fits all’ solution to engagement. We aim to use the best type of engagement for the right situation.

Continuous engagement is achieved through an ongoing conversation between the Council and our local communities. Sometimes a targeted engagement or consultation exercise is the best method. In other instances, the Council has a legal duty to follow a specific process to inform the public and provide opportunity for feedback.

It is becoming increasingly difficult to gain the public views on the wide range of services and strategies that the Council provides. A variety of methods are used to promote our engagement and consultation exercises including social media, press releases, posters, and targeted emails to stakeholders.

Paper copies of information and surveys are often produced. These are generally available to download from our website or by request. They are also circulated via email and placed in our Libraries and Leisure Centres. All services are encouraged to provide alternative versions, e.g. Easy Read, Large Print and Young Person summaries. Easy Read training was undertaken by 15 staff in January/February 2023 and 8 Council Services now have access to an extensive symbols library to enable more Easy Read documents to be produced and make it easier for people with learning difficulties to engage with us.

Discussion sessions, thematic workshops, meetings with key stakeholders and face to face drops ins are also offered, particularly where feedback is sought from a specific cohort, for example the Youth Council, or in a specific place, for example flooding in Llanybydder, Llandysul/Pont-Tyweli.

An Engagement toolkit is being developed and this will enable a more consistent approach to the way that the Council engages with the public.

‘Have your Say Ceredigion’ – is being tested but is not yet in constant use. The aim is to develop this online platform so that people can sign up to have their say on specific areas of interest to them using a range of tools, for example ideas boards, stories, polls and surveys.

Some Examples of Continuous Engagement

Clic – Customer Service Contact Centre took 130,908 phone calls during 2022-23 with average waiting times across all lines being 2 mins 40 seconds. The Contact Centre handled 35,852 emails in the same period. Contacts vary from simple requests for information, to complex referrals and intricate enquiries. Enquiries and contact with the public provide valuable feedback to the Council about the services that we provide and are part of our ongoing conversations with people who live, work and study in Ceredigion.

Citizen portal - My Account enables Ceredigion residents to set up their own account to view online details about their Council Tax, Housing Benefit and Business Rates. Additional functionality is being built into the portal so that citizens will be able to keep up to date on Council related matters that are of interest to them.

Council meetings are open to the public, all minutes are published on the Council website along with a calendar of upcoming meetings. This enables interested members of the public to understand how the Council is run and to know what decisions are being taken at any given time.

Ceredigion Youth Council meets with Senior Managers and Elected Members four times per year. Minutes of their meetings are presented to both the Learning Communities Overview and Scrutiny Committee and Cabinet, to ensure that the views of young people are fed into the democratic process.

The Children and Young People Service Provider Forum enables workers from the public sector, third sector and further education sector to share information. Members of the Forum raise challenges faced by the children, young people and families that we support and work together to find solutions that will help.

Ceredigion Local Access Forum represents land managers and owners, users of land and those with other interests. The forum advises the Council and other bodies on access and recreation issues.

Ceredigion Disability Forum enables people with a disability to meet with Council officers to discuss issues that are important to the disabled community and the Council.

Ceredigion Armed Forces Community Forum is a forum for members of the Armed Forces and workers from the public sector and third sector to share information and challenges and work together to find solutions that will help.

Ceredigion Local Action Group - Cynnal y Cardi is made up of organisations representing the private, community and public sector to ensure a well-balanced representation of interests. Members work together to support rural regeneration activity across Ceredigion.

Ceredigion Carers Forum is coordinated by the Carers and Community support team and enables unpaid Carers to talk about the issues that are important to them. The **Carers Alliance** is a separate group made up of professionals from all sectors who support unpaid Carers. Both the Forum and the Alliance provide valuable feedback to the Council to help improve the support services that we provide.

Community Connectors run regular drop-in sessions throughout Ceredigion, which are open to everyone. They support the communities that they work in and work with people to develop a range of networks, activities and events. These activities enable them to identify unmet need and feedback to relevant services.

Ceredigion Ageing Well Officer has been gathering feedback from older people on various aspects of life as we get older in Ceredigion. This is an ongoing process and will feed into an Age Friendly self-assessment which will contribute to an Age Friendly action plan. This will enable the Council to become a member of the Age Friendly Communities Network in Wales.

Pathfinder meetings bring partners together in specific geographical areas to discuss issues faced by children and families in their communities. Health board, public sector and community sector representatives work together to plan future parenting and family support provision that is based on feedback from the families with whom they work every day.

Town and Community Councils are closest to the public as regards meeting local needs. Elected Members sit on their local Town or Community Council, which gives the County Council a direct line of contact to the issues and challenges faced by our local communities.

Engagement exercises undertaken in 2022-23

Seven targeted engagement exercises were undertaken during 2022-23. Some were run by the Council alone and some were run in partnership with others as we try and reduce 'consultation fatigue'. Feedback from these exercises will contribute to the development of future plans and strategies.

1. Development of Regional Investment Plan to deliver UK Shared Prosperity fund (May/June 2022)

Growing Mid Wales (Ceredigion County Council and Powys County Council) ran an internal and external engagement exercise to invite views on how the UK Shared Prosperity Fund should be used over the next 3 years.

Number of responses: 176 responses to an online survey plus over 150 stakeholders who attended a webinar and 20 member organisations of the Growing Mid Wales Partnership.

What next: Responses were used to help shape the high-level priorities of the Mid Wales Regional Investment Plan 2022-25. The Plan provides guidance to local businesses and organisations who wish to apply for funding from the UK Shared Prosperity Fund.

2. Flooding at Llanybydder, Llandysul and Pont-Tyweli (June - August 2022)

Highways and Environmental Services ran a 12-week engagement run in partnership with National Resources Wales and Carmarthenshire County Council to seek views of the public to get a better understanding of the impact that flooding has on the communities.

Number of responses: 124 (58: Llanybydder and 66: Llandysul/Pont-Tyweli).

What next: Responses will feed into the next stage of the work and form part of decision making that Natural Resources Wales and Welsh Government will undertake to design and implement any flood risk reduction scheme.

3. Mid Wales Employment and Skills survey (July - September 2022)

A 7-week engagement run by the Mid Wales Regional Skills Partnership (Ceredigion County Council and Powys County Council) to inform the Mid Wales Employment and Skills Plan 2022-25.

Number of responses: 69 (73% from Powys / 27% from Ceredigion)

What next: The Mid Wales Employment and Skills Plan 2022-25 was launched in March 2023. The Plan identifies key sectors and skills and priorities for regional investment to support jobs and growth in the Mid Wales region.

4. Post-16 education (October 2022)

Schools and Culture ran a 4-week engagement with businesses, parents, primary and secondary school pupils and university students. Respondents were asked for their views about the range of courses and type of provision needed for post-16 learners.

Number of responses: 1,307 to the online survey.

What next: Responses will feed into the review of post-16 provision in Ceredigion.

5. Future uses in Council Buildings (December 2022/January 2023)

Economy and Regeneration ran an 8-week engagement with the public to ask for their views on how best to use the main Council offices in the future.

Number of responses: 533 (508 to the online survey and 25 to a paper version). Additional responses also received via Clic.

What next: Feedback will be considered, alongside feedback from Council staff and data on the use of desks and meeting rooms in pilot hybrid office areas.

6. Crime and Disorder Strategic Assessment (January – March 2023)

Ceredigion Community Safety Partnership ran an 8-week engagement to gather views about crime and disorder in the county.

Number of responses: 89 responses to the online survey, 3 responses on a paper survey and 9 responses from a Ceredigion Youth Council event.

What next: Responses will inform the Ceredigion Community Safety Delivery Plan which aims to protect local communities from crime and to help people feel safer.

7. Ceredigion Dementia Action Plan (Feb/March 2023)

Our Through Age Well-being programme ran a 6-week engagement with the public, with particular emphasis on older people, to establish how we are doing and what we can do to improve the lives of people living with dementia and those who care for them.

Number of responses: 35 from the online survey plus 10 from drop-in sessions at 6 locations across the county. Additional responses were collected from face-to-face visits to 5 groups/care homes, focus sessions with service providers and 55 x one to one video calls.

What next: Responses will feed into the development of a Ceredigion Dementia Action Plan.

Consultation exercises undertaken in 2022-23

Five consultation exercises were undertaken to obtain public feedback on specific plans or proposals. Results of the consultation exercises were presented to Cabinet alongside the final plan or policy. All approved plans and policies are now published on the Council website (apart from the Maternity and Early Years Strategy for Mid Wales which will be presented to Cabinet on 06/06/23).

1. Childcare Sufficiency Assessment report (May/June 2022)

Schools and Culture ran a 4-week consultation to seek the views of interested parties on the draft Childcare Sufficiency Assessment report. The draft document was based on the results of an extensive assessment of the availability of childcare in Ceredigion.

Number of responses: 17

Impact of the Consultation: People generally agreed with the content of the Childcare Sufficiency Assessment. This is probably due to the extensive consultation undertaken in 2021-22 to inform the assessment report. The action plan was developed in line with the original document.

2. Engagement and Participation policy (July-Sept 2022)

Policy, Performance and Public Protection ran an 8-week consultation to seek the views of interested parties on how the council should engage with the public and to ask for feedback on the draft Engagement and Participation policy.

Number of responses: 112

Impact of the Consultation: The final policy was amended in response to the feedback received.

3. Maternity and Early Years Strategy for Mid Wales (July/August 2022)

A 13-week regional consultation was run by Carmarthenshire, Ceredigion and Pembrokeshire Local Authorities and Hywel Dda University Health Board to seek the views of interested parties on this strategy which focusses on integrated support in the first 7 years of a child's life.

Number of responses: 137

Impact of the Consultation: Amendments were made to the strategy based on feedback received.

4. Ceredigion Corporate Strategy 2022-27 (August/September 2022)

Policy, Performance and Public Protection ran a 5-week consultation to seek the views of Ceredigion residents on Ceredigion Council's draft Corporate Strategy and steps we'll take to achieve our proposed Corporate Well-being Objectives over the next 5 years.

Number of responses: 51

Impact of the Consultation: Amendments made as a result of the consultation were incorporated into the final document.

5. Ceredigion Public Services Board Local Well-being Plan 2023-28 (October 2022-January 2023)

Ceredigion Public Services Board ran a 14-week consultation to seek feedback from the public on the content of the draft Local Well-being Plan for Ceredigion. The draft Plan was based on the results of an extensive assessment, including consultation, carried out in 2021-22 on the state of well-being in Ceredigion.

Number of responses: 34 completed surveys, plus feedback from focus sessions with 16 schools and Ceredigion Youth Council. 7 detailed responses from local and national organisations and 15 responses on the ideas wall on 'Have your Say'.

Impact of the Consultation: Comments and feedback were incorporated into the final document and will also enhance the development of the detailed delivery plan.

'Inform' exercises undertaken in 2022-2023

In some instances, the Council has a duty to inform the public about a proposal and provide a way for interested parties to respond. Four 'inform' exercises took place during the period.

1. Application for the Registration of Erw Goch Field

All correspondence, including minutes of Cabinet meetings relating to this matter, are listed on the Council website

Number of responses: 2

2. Experimental Traffic Regulation Orders (ETRO)

Two ETRO's were made to retain and amend a number of traffic management measures that were previously introduced during the Covid-19 pandemic in Aberaeron, Aberystwyth, Cardigan & New Quay via Temporary Traffic Regulation Orders.

Number of responses: 34, plus discussions with the Disability Forum

3. Architect Plans for Aeron Valley Community Area School

An open evening was held at Theatr Felinfach campus for people to view the architect plans which were also available on the Council website.

Number of responses: 48

4. Aberaeron Secondary School Footpath closure

A copy of the Traffic Regulation Order, responses, and comments on responses from the Council are listed on the Council website. All respondents also receive a written response from the Council.

Number of responses: 8

Conclusion

This is the first Annual Report on the delivery of the Council's new Engagement and Participation Policy 'Talking, Listening and Working Together'.

A lot is being done to engage with residents and stakeholders, but the corporate approach is inconsistent. Feedback on our engagement and consultation campaigns is usually presented to Cabinet meetings and more needs to be done to ensure that we develop a mechanism to consistently report back to those who have shared their views.

The number of responses to targeted campaigns is generally low. The Council was criticised for lack of engagement activities during the Covid-19 pandemic, but post-Covid there are concerns that the increased level of consultation is already leading to consultation fatigue and overload.

The average response rate for UK public consultations stands at 0.7% and some of our engagement and consultation campaigns did achieve this, for example our 'Future uses in Council Buildings' (0.75%). We do not rely on survey responses alone however and we cannot base our success rate merely on the number of responses to surveys. Some campaigns are targeted at specific areas, for example 'Flooding at Llanybydder, Llandysul and Pont-Tyweli', this would reduce the number of anticipated responses. Further analysis of the level, type and source of responses would be helpful, but this is difficult with finite resources.

There are good examples of continuous engagement listed on pages 7 and 8 and we need to do more with the valuable feedback from these stakeholder groups so that their views contribute to a broader context across all Council services.

We work with many strategic partners, and this gives us good opportunity to share resources and reduce consultation fatigue. Working with others may lead to some inconsistencies, however a solid corporate engagement toolkit will help to address this.

A range of methods are used to engage with our communities in Ceredigion and it is important that we continue to develop innovative methods of engagement whilst recognising that the resource for this work is finite.

Despite these challenges, we have a clear duty to engage and consult with our stakeholders and need to maintain a balance between online methods, paper copies and face to face opportunities so that residents and stakeholders can participate effectively in the Council's decision making.

Cyngor Sir CEREDIGION County Council

REPORT TO: Cabinet

DATE: 4 July 2023

LOCATION: Hybrid/Council Chamber

TITLE: Feedback from the Corporate Resources Overview and Scrutiny Committee on the Engagement and Participation Policy Annual Report 2022-2023

PURPOSE OF REPORT: To provide feedback from the Corporate Resources Overview and Scrutiny Committee held on 12 June 2023

BACKGROUND:

The Ceredigion Engagement and Participation Policy 'Talking, Listening and Working Together' was approved by Cabinet on 04/10/2022 and published on 18/10/2022. Officers confirmed this is the first Annual Report that outlines progress in delivering the Policy.

Following discussion and consideration of the Annual Report, Members agreed the following and recommend that Cabinet:

- agree the content of the Engagement and Participation Policy Annual Report 2022-2023

Subject to consideration of the following:

1. In relation to Aim 2: *To ensure that we engage with the people of Ceredigion in the best way*, Action: To improve the way that we feedback to those who have participated in our engagement exercises, Progress: A consistent method is currently being developed and will be rolled out across all Council services during 2023-2024, Responsibility: All Corporate Managers - RAG status is Red no progress made,
 - Members agreed that all engagement exercises participants should receive the outcome results,
 - That a 6-month monitoring update report is presented to the Corporate Resources Overview and Scrutiny Committee at its December meeting.

Councillor Rhodri Evans
Chairman of the Corporate Resources Overview and Scrutiny Committee

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CEREDIGION COUNTY COUNCIL

Report to: Cabinet

Date of meeting: 04/07/23

Title: Consideration of a medium-term approach to commissioning a Managed Team service for the Planned Care Team, Porth Cynnal to ensure there is sufficient capacity to deliver a safe and viable service in line with the Council's statutory safeguarding duties.

Purpose of the report: To update Members on the existing external Managed Team service which started with Ceredigion in September 2022 and to outline a proposal to procure a new longer term contract, whilst there is still an ongoing recruitment crisis that exists in Social care across the United Kingdom.

For: For Decision

Cabinet Portfolio and Cabinet Member: Cllr Alun Williams, Cabinet Member for Through Age and Wellbeing

1. BACKGROUND

During the Summer of 2022 it was evident that there was a significant recruitment crisis in respect of qualified social worker roles placing pressure on the capability of Porth Cynnal to deliver statutory safeguarding duties to children. The vacancies are and continue to be most severe in the Planned Care Children's Team.

There is a regulatory requirement for child protection and safeguarding duties be undertaken by qualified social workers registered with Social Care Wales.

There is an ongoing recruitment campaign locally, nationally and internationally to ensure that permanent qualified social workers are recruited to the service.

The short term impact of the vacancies was addressed proactively though the commissioning of a Managed Team service through an external company. The service provided includes a team comprising a Team Manager and 7 social workers. They are all experienced in short term interventions to support social work services. The Managed Team has been deployed as a fully functioning team undertaking all aspects of safeguarding, child protection and family court activity.

This action was necessary to keep children safe and reassure the workforce, Elected Members, regulators and partners that robust decisions were being made to maintain a compliant and efficiently functioning service to discharge our duties. Members were briefed on the action being taken and a Managed Team service was procured within an acceptable timeframe to have confidence in the effectiveness of the service.

The contract was initially agreed on 20 September 2022 for 6 months, with facility to extend to 3 months with a further 3 month option. Both these extensions have now been exercised taking the existing Managed Team contract through to 20 September 2023.

During this time Care Inspectorate Wales have undertaken a Performance Evaluation Inspection across the entire Through Age Wellbeing service. CIW have confirmed our compliance with and adherence to all legislation, policies, and procedures. This could not have been achieved without the assistance and astute deployment of the Managed Team to frontline services.

2. Proposed Next Steps

It is evident that the Social Care recruitment crisis is ongoing and deeply entrenched across all local authorities in Wales. The solutions and strategies deployed to alleviate the acute need for permanent social workers in Ceredigion will take time to develop and embed into practice. It is clear that this will not happen in the space of a few months and it is prudent that medium term considerations are made to allow sufficient ongoing stability and for statutory duties to be maintained.

In order to strike the right balance between stability of service provision and value for money, a longer term contract period would give also greater stability for an external provider and would therefore mean the associated pricing would come down. It's currently envisaged that there could be in the region of a 50% saving by going for a multi year contract rather than another short 6 month contract. A flexible contract would still be required both in terms of optional extensions, but also the ability to reduce the Managed Team down in carefully managed steps - as and when positive recruitment outcomes come to fruition.

The specific procurement options available are currently under consideration as there are potentially Frameworks that would provide a route to market. **It is proposed that an initial contract period would be for 3 years with a possible optional extension(s) beyond that.** It is also intended that there is a step down clause within the first 3 year period to allow for the Managed Service to be reduced as permanent Social Workers are recruited.

3. Financial Considerations

It is envisaged that the net cost of this arrangement would be up to c£300kpa, after allowing for the current level of vacant posts that the existing Managed Team contract is covering. Options for a 1 year or 2 year contract would still deliver a cheaper cost than the current contract, but a 3 year contract would provide greater certainty and the lowest annual cost.

For 2023/24 the financial impact would be funded from earmarked reserves to avoid placing undue pressure on Porth Cynnal or other Services. By entering into a multi-year contract it would create a financial commitment extending into future financial years, therefore beyond the current financial year there would be a committed base budget pressure of c£300k to be financed as part of the 24/25 Budget process. Note - all figures are subject to the outcome of the actual procurement process.

4. Conclusion

In order to provide ongoing and medium-term stability for the service and at an acceptable level of cost, the actions are proposed by the Corporate Lead Officer – Porth Cynnal (Statutory Director for Social Services) and supported by the Corporate Lead Officer – Finance & Procurement (Section 151 officer).

Has an Integrated Impact Assessment been completed? No

If, not, please state why

Wellbeing of Future Generations:

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

Recommendations(s):

1. To note the advice of the Corporate Lead Officer - Porth Cynnal, which is that the time has come to decide to continue to deliver a safe service to children and their families through the deployment of a Managed Team over a longer of period of time.
2. To authorise Officers to proceed to commission, via an appropriate procurement process, a suitable qualified Managed Team service to undertake child protection duties, as outlined in the report.

Overview and Scrutiny: Healthier Communities – 03/07/23

Corporate Priorities: Creating Caring and Healthy Communities

Financial & Procurement implications: As outlined in the report

Statutory Powers: Social Services and Wellbeing (Wales) Act 2014
Regulation & Inspection of Social Care (Wales) Act 2016

Appendices: None

Corporate Lead Officer(s): Audrey Somerton-Edwards, Interim Corporate Lead Officer - Porth Cynnal
Duncan Hall, Corporate Lead Officer - Finance and Procurement

Reporting Officers: Audrey Somerton-Edwards
Duncan Hall

Date: 29/06/23

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