Public Document Pack

Cyngor Sir
CEREDIGION
County Council

Neuadd Cyngor Ceredigion, Penmorfa,
Aberaeron, Ceredigion SA46 0PA
www.ceredigion.gov.uk

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20 October 2023

Dear Sir / Madam

I write to inform you that a MEETING of COUNCIL will be held at NEUADD CYNGOR CEREDIGION, PENMORFA, ABERAERON AND REMOTELY VIA VIDEO CONFERENCE <u>on Thursday, 26 October 2023 at 10.00 am</u> for the transaction of the following business:

1.   **Apologies**

2.   **Disclosure of personal / prejudicial interests**

3.   **Personal matters**

4.   **To confirm the Minutes of the Meetings of the Council held on 21 September 2023 (Pages 5 - 12)**

5.   **To receive a presentation by the Mid and West Wales Fire and Rescue Service**

6.   **Declaration of Acceptance of Office and un Undertaking to comply with the Code of Conduct by Councillor Raymond Evans**

7.   **To consider the report of the Corporate Lead Officer: Finance and Procurement upon the 2022-23 Statement of Accounts Update (Pages 13 - 14)**

8.   **To Receive a report from the Corporate Lead Officer: Policy, Performance and Public Protection upon the Draft Performance Management Policy Statement and Performance Management Framework to include feedback from the Overview and Scrutiny Coordinating Committee (Pages 15 - 46)**

9.   To consider a report by the Corporate Lead Officer: Porth Cymorth Cynnar upon the Housing Strategy to include feedback from the Healthier Communities Overview and Scrutiny Committee (Pages 47 - 186)

10.   To receive a report upon the Application to Register Land as a Village Green at Erw Goch field, Waunfawr, Aberystwyth (Pages 187 - 212)

11.   To confirm the nomination of Local Authority Representatives on School Governing Bodies (Pages 213 - 214)

12.   To receive a report from the Corporate Lead Officer: Democratic Services upon the Protocol for Attendance at Local Authority Multi-location Meetings and Electronic Broadcasts of Meetings (Pages 215 - 232)

13.   To receive a report from the Corporate Lead Officer: Democratic Services upon a Pilot for Remote Only Meetings (Pages 233 - 240)

14.   To receive a report from the Corporate Lead Officer: Democratic Services upon a protocol for a Councillor Call for Action (Pages 241 - 248)

15.   To appoint Members to the following roles:

Audit Wales Planning follow up Task and Finish Group
7 Members (politically balanced)
- Councillor Clive Davies
- Councillor Ceris Jones
- Councillor Chris James
- Councillor Gareth Lloyd
- Councillor Ifan Davies
- Councillor Elizabeth Evans
- Councillor Paul Hinge

Joint Committee for the National Adoption Service and Foster Wales
Council/Cabinet representative: Councillor Alun Williams, Cabinet Member for Through Age and Wellbeing

Dinas Llên Steering Board
Cabinet representative: Councillor Catrin M S Davies, Cabinet Member for Culture, Leisure and Customer Services

Corporate Joint Committee: Standards
2 Members of the Committee (one Councillor and one lay Member)
Councillor Gwyn Wigley Evans (Councillor)
Carol Edwards (lay Member)

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: Chairman and Members of Council

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**Minutes of the Meeting of COUNCIL
held at Neuadd Cyngor Ceredigion, Penmorfa, Aberaeron and remotely via
video conference on Thursday, 21st September, 2023**

PRESENT: Councillor Maldwyn Lewis (Chair), Councillors Bryan Davies, Catrin M S Davies, Clive Davies, Gareth Davies, Gethin Davies, Ifan Davies, Marc Davies, Meirion Davies, Amanda Edwards, Endaf Edwards, Elizabeth Evans, Eryl Evans, Gwyn Wigley Evans, Keith Evans, Rhodri Evans, Wyn Evans, Keith Henson, Hugh R M Hughes, Chris James, Gwyn James, Gareth Lloyd, Paul Hinge, John Roberts, Mark Strong, Wyn Thomas, Matthew Vaux, Alun Williams and Carl Worrall

(10.00am - 11.40am)

Procedure
The Chairman of the Council, Councillor Maldwyn Lewis welcomed all to the meeting and confirmed that the meeting was being webcasted.

1   Apologies
Councillors Euros Davies, Rhodri Davies, Elaine Evans, Raymond Evans, Ceris Jones, Sian Maehrlein, Ann Bowen Morgan and Caryl Roberts apologised for their inability to attend the meeting.

2   Disclosure of personal / prejudicial interests
There were no declarations of personal or prejudicial interest.

3   Personal matters
a) Councillor Maldwyn Lewis welcomed Mr Ricky Cooper, Corporate Lead Officer: Porth Cynnal (and Statutory Director of Social Services) to the Council and wished him well in his new role;
b) Councillor Maldwyn Lewis extended his best wishes to pupils, students and teachers on the beginning of their new term;
c) Councillor Maldwyn Lewis congratulated Aberystwyth University on being named Welsh University of the year 2024 by Times and The Sunday Times Good University Guide, and for coming second in the United Kingdom for Student Experience;
d) Councillor Maldwyn Lewis congratulated Rali Ceredigion on its success;
e) Councillor Maldwyn Lewis noted that the Welsh Ploughing Association had recently held national competitions in Llannon;
f) Councillor Maldwyn Lewis congratulated Gareth Thomas on representing Wales in the Rugby World Cup;
g) Councillor Maldwyn Lewis congratulated the local Eisteddfodau on their success;
h) Councillor Maldwyn Lewis thanked all the Members for their support at the recent Civic Service, noting that more than £2,000 had been raised for the Bronglais Chemo Unit;
i) Councillor Maldwyn Lewis congratulated Josh Tarling on winning a Gold Medal at the UEC Road Cycling European Championships. This was reiterated by Councillor Marc Davies, Local Member, Councillor Paul Hinge and Councillor Catrin M S Davies;
j) Councillor Maldwyn Lewis noted that he had attended an event for refugees at the University of Wales Trinity St David, Lampeter campus

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recently and noted that they had expressed their gratitude to the people of Ceredigion for their care and their support;

k) Councillor Paul Hinge thanked everyone for their support during a recent event for the Armed Forces at the Aberystwyth Arts Centre;

l) Councillor Paul Hinge congratulated Stevie Williams on his success in the recent Tour of Britain, and winning the Tour of Norway;

m) Councillor Eryl Evans congratulated Elliw Dafydd on being appointed Deputy Treasurer of Ceredigion Young Farmers;

n) Councillor Marc Davies expressed his best wishes to Mark Edwards on the re-opening of the Llew Coch in Ffosyffin;

o) Councillor Carl Worrall expressed his best wishes to Helen Pearce and Pamela Worrall on being selected to represent Wales in the international shore-angling fishing championships in Sicily next month. Best wishes also to Councillor Carl Worrall, the Team Manager;

p) Councillor Catrin M S Davies congratulated Mia Lloyd on being selected to represent Wales at the Paralympic Games;

q) Councillor Catrin M S Davies congratulated Ruth Jen on being selected to showcase her work at Eisteddfod Llyn ac Eifionydd and on wining the people's choice award for her ceramic artwork;

r) Councillor Gwyn Wigley Evans congratulated Dewi Davies on being elected Vice-Chair of the Wales Young Farmers;

s) Councillor Amanda Edwards congratulated James Williams on winning third position at the recent Rali Ceredigion;

t) Councillor Keith Henson extended his condolences to the family of Meurig James, a former Ceredigion County Councillor, who recently passed away.

4   **Minutes of the Meetings of the Council held on 13 July 2023**
It was **RESOLVED** to confirm as a true record the Minutes of the Council meeting held on 13 July 2023 subject to amendment to item 3 h), Personal Matters to note that Lisa Bullman was selected to represent Wales in the ladies' shooting championship held in England.

Matters arising
Councillor Bryan Davies, Leader of the Council provided an update on item 5: Notice of Motion, noting that a response was received from Building Digital Wales on 4 August. The response stated that Broadway Partners had gone into administration however customers should not see any change of the or broadband connection as part of this. In addition, the company can still be contacted for any technical assistance.
Any site eligible for vouchers that has not yet received a connection, will continue to be eligible for Government funding.

The Government cannot say more about the administrative processes.
In terms of overall involvement in Ceredigion, as part of the Gigabit Project, the Government has initiated a regional Procurement process since the end of July it will cover the greater part of Ceredigion – north of Aberaeron-Tregaron as an alternative method to reach homes and businesses where there is no broadband connection and no market demand. An area south of Aberaeron – Tregaron will be included in a similar process in summer 2024.

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Councillor Bryan Davies also noted that a press-release was sent out last week, urging the community to work together to transform the future of technology in Tregaron. Openreach has identified Tregaron as a strong candidate for a full fibre network. However, a vital element for the success of the project is the communities' ability to demonstrate demand by introducing the UK Government's Gigabit Vouchers, which are free of charge, to the Openreach project to reach the funding threshold required. This project will benefit not only households but local businesses, schools and healthcare services. The development of such a project in Tregaron would pave the way to similar projects across Ceredigion.

5   **Report of the Corporate Lead Officer: Finance and Procurement upon the Medium Term Financial Strategy**
Councillor Gareth Davies, Cabinet Member for Finance and Procurement Services presented the report to Council noting that the strategy should not be seen as a formal detailed budget set in stone but rather as an overarching approach that the Council will need to adopt in order to achieve its priorities taking into account the external legislative, economic environment and indicative projected spending pressures and funding.

He noted that Ceredigion County Council is already experiencing financial challenges during this financial year, prior to the next financial year, and that the strategy, which included an Executive Summary now covers the period 2023/24 to 2026/27. Councillor Gareth Davies thanked the Officers involved in the preparation and presentation of the Medium Term Financial Strategy.

The report was presented to the Corporate Resources Overview and Scrutiny Committee on 19 July 2023 for consideration and to Cabinet on 5 September 2023. The Cabinet's decision was to endorse the updated Medium Term Financial Strategy, and to recommend that Council approve.

Councillor Rhodri Evans, Chair of the Corporate Resources Overview and Scrutiny Committee noted that the report was presented in a manner that was clear and easy to understand, and that the Overview and Scrutiny Committee had had the opportunity to ask a range of questions which were fully responded to.

Councillor Bryan Davies, Leader of the Council re-iterated the appreciation towards officers noting that the Executive Summary made it much easier to understand.

It was **RESOLVED** to approve the Medium Term Financial Strategy

6   **Report of the Corporate Lead Officer: Policy, Performance and Public Protection upon a review of the Public Spaces Protection Orders**
Councillor Matthew Vaux, Cabinet Member for Partnerships, Housing, Legal and Governance and Public Protection presented the report to Council noting that there are currently Public Spaces Protection orders in place in town centres in Aberystwyth, Cardigan and Lampeter, which allow the banning of drinking alcohol in public places. The implementation of an Order makes it an offence should a person fail to comply with a request from a Police Officer or

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an authorised Officer to not consume alcohol, or refuses to surrender alcohol to the officer.

The Orders are due to expire on 19 October 2023, however, Section 60 of the Anti-social Behaviour, Crime and Policing Act 2014, permits a Local Authority to extend a PSPO for a further three years, where it is satisfied on reasonable grounds that doing so is necessary to prevent an occurrence or recurrence of the activities identified in the Order.

The Authority consulted Dyfed-Powys Police, the Dyfed Powys Police and Crime Commissioner and the three Town Councils (Aberystwyth, Lampeter and Cardigan); and it was noted that the responses received indicated that they consider that all of the Orders should remain in place.

Councillor Endaf Edwards noted concerns raised by local residents that the orders were not being enforced. He was advised that members of the public should notify the police of any anti-social behaviour resulting from the consumption of alcohol in order that they can act upon this. Members also asked how legislation relating to anti-social behaviour related to areas other than those covered by the Public Spaces Protection Orders. Officers noted that they would provide information to Members.

Following discussion, it was **RESOLVED** that the Public Spaces Protection Orders (PSPOs) for Alcohol related Anti-Social Behaviour are extended for a further 3 years, effective from 20th October 2023 to 19th October 2026.

7   **Report of the Corporate Lead officer for Policy Performance and Public Protection upon the Public Space Protection Order - Borth Beach**
Councillor Matthew Vaux, Cabinet Member for Partnerships, Housing, Legal and Governance and Public Protection presented the report to Council noting that prior to 2014, a section of Borth beach and promenade, had in place two Dog Control Orders (DCOs) made under the Clean Neighbourhoods and Environment Act 2005 -one excluding dogs from the beach (1st May – 30th September) and one requiring dogs to be on a lead on the promenade. These DCOs covered a section of the beach not covered by a local byelaw and were put in place in 2008.

Implementation of an order makes it an offence when a person in charge of a dog takes a dog onto, or permits the dog to enter or to remain on, any land to which the Order applies (with exceptions), or fails to keep a dog on a lead (with exceptions).

The orders are due to expire on 19 October 2023. Ceredigion County Council carried out a review of the Order, contacting Dyfed Powys Police, Dyfed Powys Police and Crime Commissioner and Borth Community Council to seek their opinion as to whether the order is still effective and if there is a necessity to continue provision. None have objected to the PSPO being renewed for a further three years.

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Members asked whether exemptions applied to guide dogs and hearing dogs, and were advised that Officers were fully aware and understood the needs relating to such circumstances.

Following discussion, it was **RESOLVED** that Council approve an extension to the Public Spaces Protection Order (PSPO) for prohibiting dogs in a designated area of Borth beach and requiring dogs to be kept on a lead in a designated area of Borth promenade for a further 3 years from 19.10.2023 until 19.10.2026 in accordance with the Anti-Social Behaviour, Crime and Policing Act 2014.

8   **Report of the Corporate Lead Officer: Democratic Services upon the Overview and Scrutiny Annual Report 2022/2023**
Councillor Keith Evans, Chairman of the Overview and Scrutiny Coordinating Committee presented the Annual Report to Council outlining the role and importance of Scrutiny, and he thanked Officers for their support throughout the year.

Councillor Bryan Davies, Leader of the Council thanked all Members for their contribution, and for the recommendations presented to Cabinet. He reiterated the appreciation of the Officers involved.

9   **The appointment of Members to the following roles:**
It was **RESOLVED** to appoint the following Members:

Corporate Joint Committee: Strategic Development Sub Committee
• Councillor Clive Davies
• Councillor Ceris Jones
• Councillor Gareth Lloyd

The addition of a Lay Member to the Corporate Joint Committee, Standards Sub Committee
 • Caryl Davies

The addition of a Lay Member to the Corporate Joint Committee, Governance and Audit Sub Committee
• Alan Davies

Development Management Committee Cooling Off Group
• Councillor Raymond Evans

Local Development Working Group
• Councillor Raymond Evans

Council Tax Premium Second Homes and Long Terms Empty Homes Working Group (7 members political balance)
• Councillor Rhodri Davies: Plaid Cymru
• Councillor Amanda Edwards: Plaid Cymru
• Councillor Ann Bowen Morgan: Plaid Cymru
• Councillor Gwyn Wigley Evans: Independent

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- Councillor Keith Evans: Independent
- Councillor Elizabeth Evans: Liberal Democrats
- Councillor Paul Hinge: Liberal Democrats

Member Champion: Menopause
- Councillor Eryl Evans

10   Update to Membership of Committees
It was **RESOLVED** to confirm the Membership of the Council's Committees as presented at the meeting.

11   Report by the Corporate Lead Officer: People and Organisation upon and Exit Payment due to redundancy
The report relating to item 12 on the agenda, is not for publication as it contains exempt information as defined in paragraph 13, 14 and 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 were requested, when dealing with the item, to consider whether to exclude the public and press from the Meeting.

It was **RESOLVED** to exclude the public and press during consideration of item 12 below on the basis that the application contained information which is likely to reveal the identity of an individual; information relating to the financial or business affairs of a particular person and information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the Council or a Minister of the Crown and employees of, or office holders under, the Council; which should not, on balance, be disclosed to the public and press. The Chairman confirmed that the webcasting would be suspended during item 12 below.

12   Appendix A relating to the above report (EXEMPT)
Consideration was given to the contents of the report, in accordance with section 11.1.4 of the Council's Pay Policy, where Council approval is required where the cost of redundancy and the pension strain, which is met by the provision held with the Dyfed Pension Fund exceeds the stipulated amount. Failure to make either of these payments will make the Council liable to a claim being brought through an Employment Tribunal.

Following discussion, it was **RESOLVED** to approve the proposed redundancy.

Confirmed at the Meeting of the Council held on 26 October 2023

CHAIRMAN: _____

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CYNGOR SIR CEREDIGION COUNTY COUNCIL

<u>Report to:</u>	**Council**
<u>Date of meeting:</u>	**26 October 2023**
<u>Title:</u>	**2022-23 Statement of Accounts Update**
<u>Purpose of the report:</u>	**To update Members regarding the 2022-23 Statement of Accounts (including 2022-23 Harbour Accounts)**
<u>For:</u>	**Information**

<u>Cabinet Portfolio and Cabinet Member:</u>
Councillor Gareth Davies, Cabinet Member for Finance and Procurement

<u>Introduction</u>
The 2022-23 Accounts were due to the presented at the Governance and Audit Committee on 30th November 2023 and then onwards to Full Council later that day, in order to comply with the Welsh Government's deadline that audited Accounts for 2022-23 are to be approved by 30th November 2023.

Ceredigion County Council's 2022-23 Accounts were submitted to Audit Wales on Friday18th August 2023 in preparation for completion of the Audit of Accounts by 30th November 2023. However, we were notified by Audit Wales that due to resourcing issues they would be unable to meeting this deadline and that they were going to delay the audit of the 2022-23 Accounts.

We are currently in the process of discussing a revised date for presenting the report by Audit Wales to the Governance and Audit Committee and Council.

<u>Wellbeing of Future Generations:</u>
Has an Integrated Impact Assessment been completed? If, not, please state why.
Not applicable

<u>Recommendation(s):</u>
To note the 2022-23 Statement of Accounts update

<u>Overview and Scrutiny:</u>
Not applicable

<u>Policy Framework:</u>
Approval of Statement of Accounts

<u>Corporate Well-being Objectives:</u>
All

<u>Finance and Procurement implications:</u>
The delay will be challenging for staff in terms of delivering a challenging budget at the same time as the delayed audit process.

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Legal Implications:
Not applicable

Staffing implications:
Not applicable

Property / asset implications:
Not applicable

Risk(s):
There are further delays with the audit

Statutory Powers:
Accounts and Audit (Wales) Regulations 2014

Background Papers:
None

Appendices:
None

Corporate Lead Officer:
Duncan Hall

Reporting Officer:
Duncan Hall

Date:
16:10.2023

CYNGOR SIR CEREDIGION COUNTY COUNCIL

Report to:	Council
Date of meeting:	26 October 2023
Title:	Draft Performance Management Policy Statement and Performance Management Framework
Purpose of the report:	To present the Draft Performance Management Policy Statement and Performance Management Framework
For:	Decision

Cabinet Portfolio and Cabinet Member
Councillor Bryan Davies, Leader of the Council and Cabinet Member for Policy, Performance, Partnerships and Democratic Services

Background
Over the last four years the Council has been strengthening its approach to corporate performance management as part of its ongoing "performance journey". Specifically, it has:

- Introduced a new streamlined business planning process
- Introduced new performance dashboards to monitor progress against level 1 business plans through Performance Board
- Reinvigorated the Teifi Performance System
- Updated the performance management process following COVID-19 to include "reflective practice" as a core element

This is reflected in the positive feedback received from Audit Wales to the Council's approach to performance management.

Recent legislation, in the form of the new Self-Assessment based performance regime has also necessitated a new way of assessing our overall performance. A new Self-Assessment process was successfully introduced in 2022/23 and the Council's first Self-Assessment Report was published in January 2023.

Having introduced these new processes, the Council is now in a position to pull these together into a Draft Performance Management Framework document (Appendix 2).

A Performance Management Framework is considered best practice and explains:

- How the corporate performance management process works
- How the individual processes align to support corporate planning

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- How performance management is used to deliver the Corporate Well-being Objectives and improved outcomes

The aim of the Framework is twofold – 1) to provide the Council with a standardised approach to managing performance and 2) as a key part of the audit trail to demonstrate that the Council has robust performance management arrangements in place.

The Performance Framework is accompanied by a Performance Management Policy Statement (Appendix 1). The Statement sets out the guiding principles of the Council's approach to performance management going forward, and takes account of the new legislation and best practice. In particular, it highlights the fundamental role performance management plays in securing improved outcomes for the people and communities of Ceredigion, in supporting policy setting and in evidence-based decision-making.

Current Position
The Performance Management Framework has been drafted and is attached at Appendix 2. This has been developed based on a combination of best practice, legislative requirements and the Council's own ambitions.

The Council's overall approach is based on the industry standard "Plan-Do-Review" continuous improvement cycle. Although many local authorities have adopted a similar approach, Ceredigion's process includes an additional step in the cycle – "Reflect". This conveys the Council's commitment to using reflective practice to engage in continuous learning. By focusing on *how we do things* and not just *what we do*, we can learn from our experiences and tap into the innovation and creativity that exists in the organisation to improve performance. This is an integral part of the Council's approach.

The remainder of the Framework describes each step in the process, along with the 'golden thread', the new Self-Assessment process and how the framework supports our contribution to the national well-being goals. An Annual Performance Timetable diagram on page 19 provides a useful at-a-glance summary of what happens and when.

The Performance Management Policy Statement accompanies the Framework and sets out the guiding principles of the Council's approach to performance management going forward.

Has an Integrated Impact Assessment been completed? If, not, please state why
No, as the proposal does not introduce a change to a service or policy affecting Ceredigion residents.

Wellbeing of Future Generations:
Long term: N/A
Collaboration: N/A
Involvement: N/A
Prevention: N/A
Integration: N/A

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Recommendations (s):
That Council approves the Performance Management Policy Statement and Performance Management Framework

Reason for decision:
To adopt an updated Performance Management Policy Statement and Performance Management Framework which outlines the guiding principles for performance management in the Council.

Overview and Scrutiny:
Overview and Scrutiny Coordinating Committee 11/9/2023

Policy Framework:
Part 6 of the Local Government and Elections (Wales) Act 2021
Well-being of Future Generations (Wales) Act 2015

Corporate Well-being Objectives:
The Performance Management Framework supports the delivery of all the Council's Corporate Well-being Objectives

Finance and Procurement implications:
None, the Performance Management Framework does not introduce any additional spend, it supports the delivery of Business Plans within existing budgets.

Legal Implications:
None.

Staffing implications:
None, the Framework supports the delivery of Business Plans and Corporate Well-being Objectives within existing structures and budgets.

Property / asset implications:
None, the Framework supports the delivery of Business Plans and Corporate Well-being Objectives within existing structures and budgets.

Risk(s):
The Council does not have an up-to-date Performance Management Framework in place leading to lower performance, less clarity of the process and greater scrutiny from regulators.

Statutory Powers:
N/A

Background Papers:
None

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Appendices:
Appendix 1 - Performance Management Policy Statement
Appendix 2 - Performance Management Framework

Corporate Lead Officer:
Alun Williams (Corporate Lead Officer Policy, Performance and Public Protection)

Reporting Officer:
Alun Williams (Corporate Lead Officer Policy, Performance and Public Protection)

Date:
6 October 2023

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Ceredigion County Council

Performance Management Policy Statement

Ceredigion County Council recognises that robust performance management is integral to achieving its vision of delivering value for money sustainable bilingual public services that support a strong economy and healthy environment while promoting well-being in our people and our communities.

Performance management is about taking action to improve council performance and outcomes for local people and communities. It involves *measuring* the services we provide, assessing the *quality* of those services, and how we *manage our resources* to provide *value for money* for the people of Ceredigion. It tells us how well we are doing, where we are performing well and can learn from, and where we need to improve.

The Council will consolidate an effective Performance Management Framework that will be embedded into the culture of the organisation. The Framework will provide a standardised approach to managing performance so that performance levels are maintained across the Council, and which demonstrates the 'golden thread' so everyone is clear how their role contributes to achieving the Council's vision and Corporate Well-being Objectives.

The key principles of effective performance management in Ceredigion County Council are that:

- Everyone has a role to play in managing performance
- Council, Cabinet and Leadership Group receive timely and high quality performance information to make well-informed decisions
- Self-Assessment and Reflective Practice form an integral part of continuous improvement
- Performance information is responded to promptly
- Managing performance supports good governance and accountability
- Progress is reviewed regularly through the democratic process, Performance Board and Leadership Group.
- Business plans and performance measures reflect the Council's Corporate Well-being Objectives to ensure our objectives are being met and we know we're delivering the right services in the right way
- Individual performance appraisals support staff in being responsible for their own individual performance management and continually seeking to improve.

The Council will manage its corporate and operational performance in order to:

- Ensure that statutory obligations and policy objectives are met, in particular:
  - o Part 6 of the Local Government and Elections (Wales) Act 2021 - the

duty to keep performance under review, consult on performance, report on performance, arrange a Panel Performance Assessment and respond to a Panel Performance Assessment.

- o Part 2 of the Well-being of Future Generations (Wales) Act 2015 – the requirement to set and review progress against our Corporate Well-being Objectives
- Ensure the Council achieves its vision and Corporate Well-being Objectives through improved performance and/or efficiency.
- Ensure the successful delivery of major and innovative projects.
- Support effective partnership working.
- Preserve and promote the reputation of the Council;
- Improve planning, prioritization and evidence-based decision making.
- Capture innovation and creativity in order to identify opportunities to improve performance and/or efficiency.
- Be self-aware and understand whether we are delivering the right outcomes.
- Learn from benchmarking and best practice, either internally or externally.

The Performance Framework will be applied to all of Ceredigion County Council services and functions, and in particular will form part of its approach to:

1. Corporate Strategy development
2. Policy setting
3. Setting and review of Corporate Well-being Objectives
4. Undertaking organisation-wide Self-Assessment and Panel Performance Assessment
5. Meeting statutory duties,
6. Business planning and monitoring
7. Evidence-based decision-making
8. The Risk Management process
9. Corporate project management
10. The monitoring of Council's strategies and plans
11. The monitoring of statutory duties, for example in relation equalities, language, health and safety and the socio-economic duty.
12. Managing and monitoring of compliments, comments and complaints
13. Engagement and consultation to seek resident's and other stakeholder's views on Council performance.

Performance management is an ongoing process through which the Council will continuously challenge itself to improve. The Framework describes this ongoing cycle.

The Leader of the Council is the portfolio holder for performance management and chair of the Performance Board. The Chief Executive has overall responsibility for securing adherence to the Council's policy on Performance Management, along with Corporate Directors and Senior Managers that make up the Council's Leadership Group. The Partnerships, Performance and Public Protection service are responsible for the day-to-day role of managing, monitoring and reviewing performance, while the Performance and Research Team analysis and report on performance.

Access to timely and accurate performance data is essential to support performance management and prepare for regulatory inspections. The Performance Framework supports this by applying a standardised method of measuring and assessing performance through the Teifi electronic performance management system.

The Performance Management Framework will be reviewed periodically to ensure that the processes contained therein remain fit for purpose and continue to support the Council in delivering its vision and Corporate Well-being Objectives. With the introduction of the Local Government and Elections (Wales) Act 2021 this will be particularly important for the process of conducting Self-Assessment which will be reviewed annually at the end of each cycle.

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Cyngor Sir
CEREDIGION
County Council

PERFORMANCE MANAGEMENT FRAMEWORK

July 2023

Mae'r ddogfen hon hefyd ar gael yn Gymraeg

This document is also available in Welsh

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Version: 1.0 / July 2023
Approval: Not yet approved

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INTRODUCTION

From the Leader of Ceredigion County Council & Portfolio Holder for Performance Management

We recognise that good performance management is crucial to securing improvements in service delivery. It's about good management and ensuring that our community, organisation and team goals are achieved. That's why we have updated our performance framework to ensure it is fit for purpose and supports the delivery of our Corporate Well-being Objectives and the new Self-Assessment based performance regime.

As Leader and Portfolio Holder for Performance Management, I support colleagues across the Council by championing the use of performance management to help identify areas for improvement and taking action to drive up performance.

One of the main ways I do this is by chairing the Quarterly Performance Board that monitors and challenges our performance to ensure our objectives are met. This supportive approach is important in an environment where customers' expectations are rising while capacity is limited.

The COVID-19 pandemic created a window of opportunity to learn from, to transform services and to bring about sustainable change and improvements. In essence, it allowed us to reconsider the way we work and reorganize it in a way that benefits the customer, the workforce, and has much less impact on our environment.

For example, the new 'hybrid working' model provides more agile and mobile ways of working for staff and resulted in greater efficiency. At the same time, it has also provided the opportunity for us to develop public Information Communication Technology services in order to improve customer contact and ensure we offer customer-focused, well-managed and joined-up services which are easy to access and simple to use. The Council has a track record of innovation, and performance management will play a key role in realising those benefits.

This document is intended to help ensure a consistent understanding of the principles of performance management, and how they are applied in Ceredigion. In recent years we have strengthened our performance framework and we are looking to further embed a performance culture as our performance journey continues.

The framework has been designed with the help of key Managers and Members, and operates within a continuous improvement cycle. We use it to regularly review progress, check how we are performing and ensure we are delivering the Corporate Wellbeing Objectives and improving outcomes for the people and communities of Ceredigion.

We hope you find this document useful in understanding more about our approach to performance management.

Bryan Davies

Councillor Bryan Davies

Leader of Ceredigion County Council & Portfolio Holder for Performance Management

BACKGROUND

Performance Management

The performance framework operates alongside the overall structure of Corporate Strategy, Medium Term Financial Strategy, Corporate Well-being Objectives, Annual Governance Statement and Programme/Project Management. It is part of the Council's corporate planning process.

The performance framework exists to support the Council to deliver its organisational goals, set the standards that are to be achieved and for ensuring that people work in ways that deliver that standard.

The framework is important, because we run a complex business so we need to focus our resources and abilities toward the provision of an excellent service and the satisfaction of customers in the areas we have identified as most relevant.

Our Vision and Corporate Well-being Objectives

Ceredigion County Council's Corporate Strategy 2022-27 outlines how it intends to deliver its four Corporate Well-being Objectives or Strategic Priorities.

The core purpose of the Corporate Strategy is to illustrate how the authority will support and promote sustainability and the wellbeing of the citizens of Ceredigion, through its long term Vision and its Corporate Well-being Objectives.

The Corporate Well-being Objectives will enable the delivery of services that will enhance the social, economic, environmental and cultural well-being for the citizens and communities of Ceredigion. They have been identified through public engagement, the Ceredigion Assessment of Local Well-being and the ambitions of the new political administration. The Corporate Well-being Objectives are outlined in the diagram opposite.

The Council's vision is:

"Ceredigion County Council delivers value for money, sustainable bilingual public services, that support a strong economy and healthy environment, while promoting well-being in our people and our communities"

To ensure we achieve this, we have a Performance Management Framework in place which allows us to regularly review and track progress, check how we are performing and ensure we are delivering the Corporate Wellbeing Objectives and improving outcomes for the people and communities of Ceredigion.

Our Vision:

Ceredigion County Council delivers value for money sustainable bilingual public services that support a strong economy and healthy environment while promoting well-being in our people and our communities

Ceredigion County Council's Corporate Well-being Objectives

3

DEFINING PERFORMANCE MANAGEMENT

What is Performance Management?

Put simply, performance management is taking action in response to actual performance and predicted performance to make outcomes for the people of Ceredigion better than they would otherwise be.

Why is Performance Management Important to Us?

Performance management is important because it allows us to:

- Ensure our goals are prioritised and that resources are allocated effectively
- Assess short-term needs and long-term sustainability
- Ensure we provide value for money
- Motivate and engage staff and assign accountability
- Provide early warning and rectification of poor performance
- Learn from past performance and improve future performance
- Increase customer satisfaction
- Reflect on current performance and how we do things to identify opportunities for improvement
- Ensure the council and its partners achieve what we have set out to do

- Share good practice across the organisation.
- Improve well-being of local people and maximise our contribution to the seven national well-being goals.

We consider a robust performance management framework to be an integral part of the Council's corporate planning arrangements to govern the Council and ensuring a standardised approach is applied across the organisation. This supports our "One Team" approach, Team Ceredigion, where we work as collectively to raise performance, provide cost efficient services and improve outcomes to the residents of Ceredigion.

Our Performance Journey

Over the last three years, Ceredigion's approach to performance management has been reinvigorated and updated. Since then, good progress has been made in building a strong performance management culture across the organisation and preparing for the new Self-Assessment performance regime introduced by the Local Government and Elections (Wales) Act 2021. This is reflected in the new business planning process, the relaunched Performance Board and the positive feedback on the Council's approach to self-assessment. The new legislation emphasizes the importance of embedding a strong

performance management culture and achieving this is the overriding principle of the Council's ongoing performance journey.

The learning during the COVID-19 pandemic has created the opportunity to bring about sustainable change and improvements through new ways of working and investing in new technologies to deliver high quality services in an efficient and environmentally friendly way.

The Council has a track record of innovation and over the next five years it will continue to develop this innovative approach and move to more agile and smarter ways of working. Performance management will play a key role in this transformation.

Who is Responsible for Performance Management?

Performance management is everyone's responsibility – everyone has a role to play in delivering business plan objectives, tasks and measures which support the delivery of the Council's Corporate Well-being Objectives and its overall vision. Table 1 shows who is responsible for what.

We are One Team: 'Team Ceredigion'

Performance Management supports our One Team approach

It supports collaborative working to help us join-up thinking, learning and intelligence to raise performance and secure efficiencies

The One Team approach is part of the Council's culture and is integral to its new ways of working

RESPONSIBILITIES FOR PERFORMANCE

WHO	RESPONSIBILITY
Cabinet	• Ensure effective governance arrangements to support performance management are in place, robust and effective • Evaluate and challenge Portfolio Holders on performance against agreed priorities and objectives • On exceptions, be satisfied that remedial actions will effectively improve performance in line with outcomes set out in the Corporate Strategy
The Chief Executive	• Lead the Leadership Group on strategic or operational matters of significance and hold Corporate Directors to account • Own the Council vision, providing clear leadership and direction throughout its life and agree a programme to meet the outcomes and set expectations for delivery • Secure the investment required to deliver the Corporate Strategy so that the agreed outcomes are achieved
Performance Board	• Review and challenge current performance levels against the Level 1 Business Plans each quarter • Hold Corporate Lead Officers and Portfolio Holders to account • Identify areas for further scrutiny • Request amendments/suggestions for further monitoring in Level 1 Business Plans
Governance and Audit Committee	• Review and make recommendations on the conclusions drawn in the Council's draft Self-Assessment Report • Receive the final version of the Council's Self-Assessment Report as one of the statutory recipients as set out in the Local Government and Elections (Wales) Act 2021 • Review the Corporate Risk Register quarterly
Leadership Group	• Lead and oversee the delivery of the Council's performance against the council's Corporate Strategy • Evaluate and challenge effectiveness of arrangements to deliver strategic outcomes as directed by Cabinet • On exceptions, prepare remedial actions for Cabinet approval

WHO	RESPONSIBILITY
Corporate Lead Officers	• Lead on and ensure effective delivery of the Council's performance against the Corporate Strategy and Business Plans • Undertake quarterly reviews, collecting data and quality assurance information, challenging the effectiveness of arrangements to deliver strategic outcomes and ensure matters of significance are escalated promptly to the Corporate Directors and/or Portfolio Holder • On exceptions, suggest remedial actions for Leadership Group consideration
Corporate Managers	• Lead on defined service area performance whilst also ensuring staff are aware of the role their contribution makes to performance • Supporting Corporate Lead Officers in delivering the Corporate Strategy • On exceptions, suggest remedial actions for Corporate Lead Officers consideration
All staff	• Be responsible for own individual performance management, continually seeking to improve and taking positive personal action

The Golden Thread

The framework also ensures that everybody is clear about how they are helping to achieve the council's vision. The Council's 'Golden Thread' shows the links between its key strategies and plans. It describes the flow of information from national and regional priorities for improvement contained in the Local Well-being Plan and Corporate Strategy, through to individual services, teams and members of staff in the Council responsible for delivering them.

A strong Golden Thread is important as it shows how each level of planning and action contributes to the next level, and how each role within the Council contributes towards achieving Ceredigion's Corporate Well-being Objectives.

The Corporate Strategy sets the vision and direction for the Council which flows down through our business plans through to individual appraisals and development plans. The steps to deliver the Corporate Well-being Objectives flow up from the individual members of staff and teams that contribute to the Council's Strategy and Vision. ▶
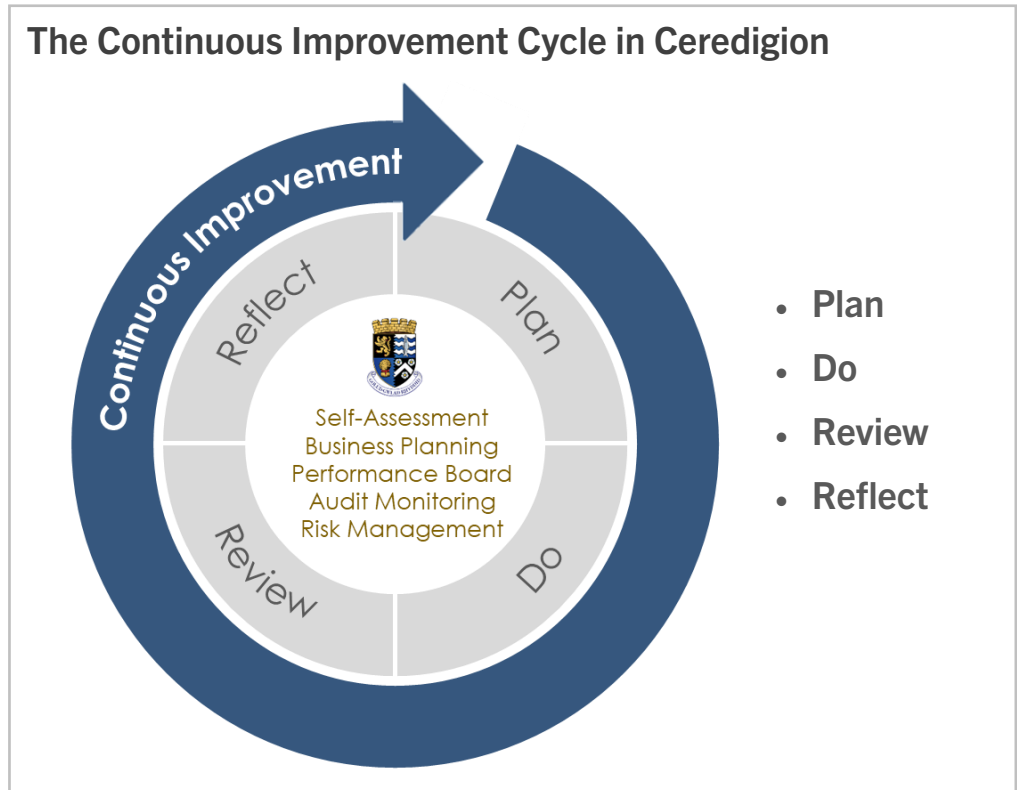
THE GOLDEN THREAD

CONTINUOUS IMPROVEMENT CYCLE

The Golden Thread

National Well-being Goals

Ceredigion Public Services Board Local Well-being Plan

Our Strategy and Corporate Well-being Objectives

Corporate Strategy (Council Vision & Corporate Well-being Objectives)

How will we deliver and measure success

Self-Assessment, Panel Performance Assessment, Performance Framework, Risk Register, Scrutiny & Performance Board

Our Business Plans

Business Plans (for all Council Services)

How will we manage and deliver with our teams and staff

Team Plans, Team Meetings and 1:1 meetings with line managers

Annual Appraisal and Individual Development Plans

The Continuous Improvement Cycle

Our overall approach to performance management is based on a continuous cycle of improvement, following the industry recognised Plan-Do-Review cycle as shown in the diagram below. This cycle is underpinned by the following steps:

- **Plan** our activities to deliver our vision and Corporate Well-being Objectives

- **Do** or deliver the activities

- **Review** our progress regularly to assess whether we are delivering our objectives

- **Reflect** on how we are delivering our activities to identifying opportunities for improvement, efficiencies, or both

Performance Management is a high priority in Ceredigion. The Council is committed to continuous improvement, regularly seeks citizen's views and undertakes self-evaluation to identify opportunities for improvement. Pages 7 to 14 outline each of these steps.

The Continuous Improvement Cycle in Ceredigion

Continuous Improvement

Reflect · Plan · Review · Do

Self-Assessment
Business Planning
Performance Board
Audit Monitoring
Risk Management

- Plan
- Do
- Review
- Reflect

What is the Planning Stage?

Effective planning is crucial to delivering successful outcomes. It informs our decision-making and prioritisation, and is also the prerequisite for the ongoing monitoring of our performance.

The essential foundation of effective performance management is effective planning. The purpose of planning is to translate our high-level objectives into management action and linked performance measures. The planning process is undertaken at all levels in the Council, producing a hierarchy of plans that link together as part of the Golden Thread, aligning the Council and its partners to achieve the agreed overall vision for the County.

The Planning Structure in Ceredigion is outlined in the diagram opposite, aligning the vision of the Council through to employees' individual appraisals and development plans. It also shows the main influences that affect the development of Council's plans, and the key ways in which our performance is monitored.

Vision Statement

Our vision statement sets out our mid and longer-term goals, describing what we want the organisation to be and acting as a goal to strive toward.

Corporate Strategy

Our Corporate Strategy 2022-27 sets out the Council's vision and Corporate Well-being Objectives (corporate priorities) and steps to achieve them. The Chief Executive and the Leadership Group are responsible for developing the Corporate Strategy, taking into account the Sustainable Development Principle under the Well-being of Future Generations (Wales) Act 2015. The Plan is scrutinised by the Overview and Scrutiny Coordinating Committee, endorsed by Cabinet and approved by Council. The Corporate Well-being Objectives are reviewed annually as required by the Act.

Medium-Term Financial Strategy

The Council's Medium Term Financial Strategy (MTFS) provides an integrated planning and financial framework for the next four years, including the detailed budget strategy for the next financial year. The annual revenue budget and forward financial planning together with the capital programme enable the Council to align its financial resources with its Corporate Well-being Objectives.

The Corporate Lead Officer for Finance and Procurement (Section 151 Officer) is responsible for developing the MTFS to ensure the MTFS supports the Council's priorities and secure economy, efficiency and effectiveness in the Council's use of resources. The MTFS is scrutinised by the Overview and Scrutiny Coordinating Committee, endorsed by Cabinet and approved by Council.

The Corporate Planning Structure in Ceredigion

Influences on Our Plans

- Local Well-being Plan
- Budget
- Legislation and policy
- Improvement priorities
- Partners and stakeholders
- Residents' views and consultation
- Research and intelligence, e.g. Assessment of Local Well-being
- Risk assessments

Vision for Ceredigion

Corporate Strategy and Medium Term Financial Strategy

Service's Business Plans (Level 1)

Team Plans (Level 2 & 3)

Individual Plans (Appraisals)

Monitoring Our Performance

- Regulatory assessments and audits
- Self-Assessment
- Panel Performance Assessment
- Residents and customer feedback
- Scrutiny Committee reviews
- Performance Board monitoring
- Benchmarking

Programme and Project Plans

Effective planning ensures key elements of a programme/project are considered at an early stage. It plays an essential role in helping achieve desired goals, reduce risks, and ultimately deliver the agreed product, service or outcome.

All new projects in Ceredigion are reviewed by the Council's Corporate Project Management Panel (CPMP), which provides an independent review of the proposed project to ensure arrangements are robust and will benefit Ceredigion. The Panel includes expertise in finance, procurement, legal and human resources.

The Corporate Project Management Brief Template records the necessary details of the project, such as objectives, scope, timescales, deliverables and outcomes. This shows a clear roadmap, ensures the resources are available, and holds everyone accountable from the start. It is signed off by the appropriate Senior Responsible Owner (SRO).

Appointed programme/project managers are responsible for creating plans and other required documentation. They are also responsible for seeking the advice of the Corporate Project Management Panel and the approval of Leadership Group to proceed. In some cases, such as large scale projects, separate governance structures will be in place, such as a programme board and individual workstream groups.

To ensure that risk management is handled in the most efficient way within the Council, risk is included as part of Corporate Project Management process and are considered by the Corporate Project Management Panel. This is outlined in the Council's Risk Management Policy, Strategy and Framework.

Level 1 Business Plans

Level 1 business plans are the action plans to deliver the Council's Corporate Strategy. They are the engine for success. Each plan outlines the contribution that the service will make to achieve the Council's priorities and outcomes. It sets out the objectives and tasks to carry out the Council's commitments, and defines performance measures and targets.

Our integrated business planning process provides the opportunity to make rational and coordinated decisions about levels and types of provisions and how and where to use resources: finance, people, skills and assets. It is also a key process for assessing risks to achievement and how to manage those risks.

The business planning process starts in January of each year, with new plans published in April for the start of the new financial year. Monitoring takes place through the Quarterly Performance Board which also feeds the work programme for scrutiny committees. The four steps in the business planning process are outlined in the diagram to the right, starting with an opportunity to review where the service is through a self-assessment, setting objectives, tasks and measures, identifying risks and ongoing monitoring.

Corporate Lead Officers are responsible for developing their level 1 business plans, which are reviewed and signed off by the Corporate Director ad Portfolio Holder.

Level 2 and 3 Business Plans

Level 2 (Corporate Manager) and Level 3 (Team) business plans translate the Level 1 objectives into service targets and operational activity, aligning with the Corporate Well-being Objectives.

Corporate Managers and Team Managers are responsible for producing their Level 2 and 3 plans respectively These are monitored through service / team meetings.

Individual Plans (Staff Appraisals)

Individual plans (staff appraisals) translate service's business plan objectives into practical working measures and targets for all members of staff within the Council. They ensure employees understand their contribution and accountability towards meeting the Council's vision and Corporate Well-being Objectives.

An appraisal for every member of staff is carried out on an annual basis, which includes an opportunity to review progress over the previous year, agree objectives for the forthcoming year and to identify learning and development requirements. It is also an opportunity to reflect on the future demands for the service, and the career aspirations of the employee.

The annual appraisal is essential for all employees and it provides valuable information to the organisation in relation to workforce planning and objective progress.

The Key Steps in the Business Planning Process

1. Self-Assessment
2. Objectives, Tasks & Measures
3. Risks
4. Reporting

What is the Doing Stage?

The 'do' stage of performance management is about carrying out our actions and monitoring performance in delivering our plans. It is also about ensuring that there are proper systems and processes in place to support the achievement of our plans and ensuring that we use these systems and processes effectively.

On-going performance monitoring is vital to achieve our objectives, as it allows for responsive action at all levels of the Council.

Delivering Business Plans and Corporate Well-being Objectives

Business Planning is the mechanism we use to enable service delivery, and includes all of the objectives, tasks and measures that contribute to achieving the Council's Corporate Well-being Objectives. Business Plans are held in the Inphase Performance Management System in the form of a performance dashboard. This enables managers to have a single action plan to monitor and report against, making the process of monitoring more efficient.

In Ceredigion, we use performance dashboards for corporate and service levels of reporting. Level 1 Business Plan dashboards are used to monitor performance at a service level during Performance Board, while the Corporate Strategy Dashboard presents a high level overview of progress against our Corporate Well-being Objectives.

Performance Measures

The Council has adopted a set of performance measures across all business plans that are used to monitor performance on a quarterly basis. The measures align to business plan objectives, which in turn, align with the Corporate Well-being Objectives. The Council views them as a key learning tool and reports them regularly to the Performance Board. Elected members have an important role to play in monitoring performance and how well the Council is achieving its Corporate Well-being Objectives. They challenge officers on service performance to ensure that priorities are delivered and the needs of local communities are being met.

Performance measures are reviewed every year during the business planning process to ensure that they remain relevant and that targets are challenging. There is an ongoing programme of work to support Corporate Lead Officers and their services with the development of their measures, the main focus of which is to ensure the Council's suite of measures are relevant, challenging and outcome focused.

Monitoring

Measures are used to monitor service-delivery in practice and to help focus attention on areas in need of attention. For this to be effective the Council must have a good understanding of how it is performing and have access to good quality data. Performance dashboards and measures provide this data and demonstrate the outputs and outcomes being achieved.
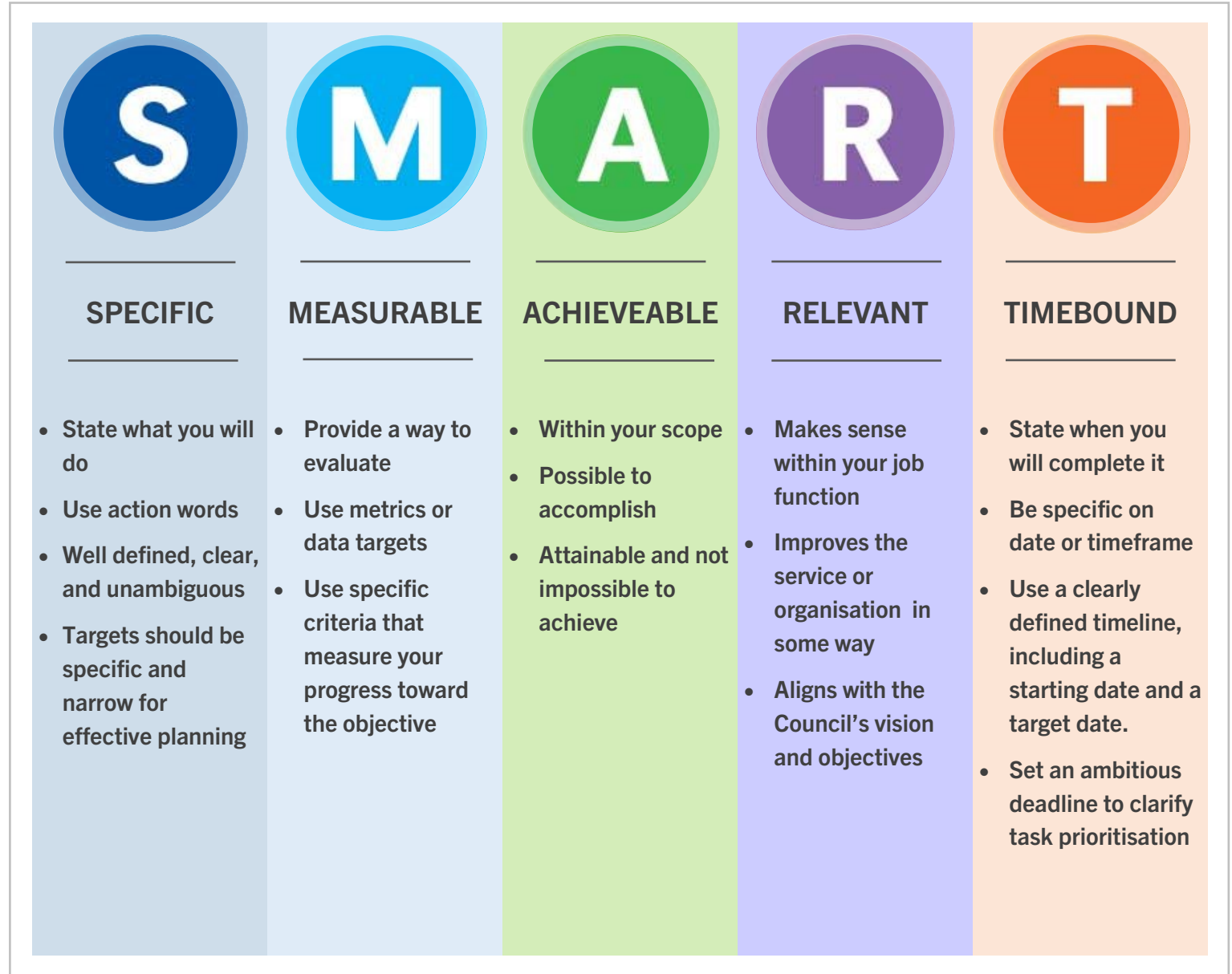
Access to timely performance data can alert Leadership Group and Cabinet to areas of concern and corrective action taken. The dashboard provides current performance levels compared to target, the year to date position and trend analysis to assist in monitoring. Having the right measures in place ensures that we are not only focusing our efforts in the right areas, but also allowing us to more effectively identify areas for attention.

Ensuring targets are SMART

Objectives and targets are part of every organisation and provide a sense of direction, motivation, a clear focus, and clarify importance.

By setting goals, we are providing ourself with a target to aim for. A SMART target is used to help guide goal setting. SMART is an acronym that stands for Specific, Measurable, Achievable, Realistic, and Timely. Therefore, a SMART goal incorporates all of these criteria to help focus our efforts and increase the chances of achieving your goal.

We use SMART targets in the setting of our Objectives, Tasks and Measures to monitor performance. The diagram to the right summarises each of the criteria. ▶

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S	**M**	**A**	**R**	**T**
SPECIFIC	**MEASURABLE**	**ACHIEVEABLE**	**RELEVANT**	**TIMEBOUND**
• State what you will do • Use action words • Well defined, clear, and unambiguous • Targets should be specific and narrow for effective planning	• Provide a way to evaluate • Use metrics or data targets • Use specific criteria that measure your progress toward the objective	• Within your scope • Possible to accomplish • Attainable and not impossible to achieve	• Makes sense within your job function • Improves the service or organisation in some way • Aligns with the Council's vision and objectives	• State when you will complete it • Be specific on date or timeframe • Use a clearly defined timeline, including a starting date and a target date. • Set an ambitious deadline to clarify task prioritisation

STEP 3: REVIEW

What is the Review Stage?

The review stage assesses whether or not we are on course to deliver our objectives and meet targets. It also identifies opportunities for improvement. This stage focuses on *evaluating* performance rather than *monitoring*. There are a number of mechanisms in place to support the review stage as shown in the table right.

The Council has a responsibility to provide the best possible services for local people and to demonstrate how we are performing and providing value for money in a transparent way. This will inform the public of the standard of service they can expect and improve openness and public accountability.

Based on our evaluation of performance, revisions can be made. These may include a redistribution of resources, revised plans and timescales, or even amendments to our Corporate Well-being Objectives and Business Planning objectives in the next round of planning.

Review Mechanisms

Panel Performance Assessment (PPA)

Panel Performance Assessments are conducted once in every election cycle, and provide an independent and external perspective of the extent to which the Council is meeting the performance requirements of the Local Government and Elections (Wales) Act 2021. It involves a wide range of Members, Officers, Partners and Residents. The Review Panel publish a report of their findings and recommendations.

Self-Assessment

The Self-Assessment process provides an ongoing organisation-wide review of the Council's progress, including the delivery of its Corporate Well-being Objectives. This is published annually in the Council's Self-Assessment Report. It is reviewed by Governance and Audit Committee and approved by Council.

Leadership Group Reviews

The Council's Leadership Group review performance on an ongoing basis in order to ensure the delivery of the Corporate Strategy and Corporate Well-being Objectives.

Overview and Scrutiny Committee Reports

The evaluation of the Council's performance is used to help set the agenda for the Council's Scrutiny Committees. They examine the Council's performance on an ongoing basis and call-in areas that require attention. Either the Performance Team or the service is responsible for supplying any requested performance information.

Performance Board / Business Plans

Performance Board is held quarterly and reviews progress against the Level 1 Business Plan objectives, tasks and measures, along with the latest budget monitoring and the delivery of the Corporate Well-being Objectives.

Corporate Risk Register

Risk management is a standing item on Leadership Group agendas. The Corporate Risk Register is updated and reviewed by Leadership Group and Governance and Audit Committee on a quarterly basis.

Programme and Project Review

The Council's programmes and projects are reviewed by the Programme Boards and Project Teams on a regular basis, as determined by the governance arrangements of each board. It is the Programme and Project Manager's responsibility to provide necessary performance information for the review.

Service / Individual Performance Review

Non-structured review is undertaken at the service and team level in the form of service or team meetings. It is the responsibility of the Corporate Managers and their Team Managers for effective review at the service or team level. Managers responsible in ensuring that staff appraisals occur within the require timescales.

Management Response Forms

Management Response Forms (MRFs) record progress on the delivery of audit recommendations, both local and national. These are reviewed as a standing item on Governance and Audit Committee.

Assessing Performance

We assess the performance of our objectives, measures and tasks against their agreed targets and use a standardised Red-Amber-Green ("RAG") traffic light system to categorise them. The definitions and thresholds for the RAG system are explained in the diagram to the right. ▶

Benchmarking

Performance is periodically benchmarked against other local authorities, to help in the evaluation of our performance. It helps us identify opportunities to increase efficiency and quality of services by identifying best practice. There is no 'one-size fits all' with benchmarking - for some comparisons we compare against all Wales, for others we compare against our nearest neighbours.

We also publish benchmarking data annually in the Council's Self-Assessment Report and are working proactively with Data Cymru in the development of their benchmarking data tool which supports all local authorities nationwide through the provision of performance data across a range of services.

Assessing the Performance of Objectives, Tasks and Measures

OBJECTIVES	MEASURES	TASKS
■ **Red** Start date passed but not started or end date passed but not complete	■ **Red** 15% or more off-target	■ **Red** Start date passed but not started or end date passed but not complete
● **Amber** In progress but behind schedule or in progress on schedule but not meeting target	● **Amber** Between 0 and 15% off-target	● **Amber** In progress but behind schedule or in progress on schedule but not meeting target
★ **Green** In progress on schedule and meeting targets	★ **Green** On target	★ **Green** In progress on schedule and meeting targets
✔ **Green with tick** Complete	◢ **Upward trend** Performance improving compared to last quarter	✔ **Green with tick** Complete
% **Progress bar** Shows how far the objective has pro-gressed and how close it is to bein complete	▬ **No change trend** Performance is the same compared to previous quarter	% **Progress bar** Shows how far the objective has pro-gressed and how close it is to bein complete
	◣ **Downward trend** Performance decreasing since last quarter	

Reflective Practice

This stage is about reflecting on current and past performance to identify opportunities for improvement. It is different to the "Review" stage because it is about reflecting on *how we do things*, not just *what we do*. This distinction is crucial, as there is considerable learning to be gained from looking at how services are delivered, the processes in place and reviewing the way things have always been done.

This stage is also about analysing and learning from the information we have gained during the 'Review' stage and from various other sources, including service users' feedback, our own performance results and the findings of external inspections and audits. It allows us to seek options for change through analysing what has and has not worked.

There are three mechanisms for conducting reflective practice in place – the **reflective practice toolkit** which can be applied at any time for any situation, the annual **business planning process** and the organisation-wide **self-assessment** process (see opposite page).

Reflective practice is not new in Ceredigion. We recognise the opportunity for self-reflection and constructive challenge. It is a core element of Ceredigion County Council's overall performance management approach and integral to business planning and the organisation-wide self-assessment. By focusing on evaluating how we do things as well as what we do, we can learn from our experiences and tap into the innovation and creativity that exists to identify opportunities to improve our performance, whether that's through raising performance levels, identifying efficiencies or improving customer satisfaction.

In a fast-paced environment where resources are limited and customer expectations increasing, we recognise the importance of setting time aside to undertake this reflection and actively encourage it. It is part of our positive culture of improvement where we pro-actively look for opportunities to improve.

The reflective practice cycle in Ceredigion is shown in the diagram to the right, along with a brief description of each stage. These stages are applied to each reflective practice exercise undertaken.

The Reflective Practice Cycle

1 Description
Set the scene - describe where are we now, how we currently deliver services and how we are currently performing.

2 Evaluation
Evaluate the situation - what is working well, what are the challenges we face, what are we worried about and what are our ambitions for the Council's performance journey.

3 Analysis
Make sense of where we are - where do we want to be, what do we need to achieve, why are we doing things as at present, what do we need to do differently to improve performance or efficiencies or both.

4 Conclusions
Summarise the conclusions - what have we learnt from reflecting on current performance.

5 Action Plan
Summarise the learning and the actions we will take as a result and build these into Business Plans or the Self-Assessment Action Plan

Supporting the Corporate Well-being Objectives

Reflective practice supports the delivery of the Council's Corporate Well-being Objectives by helping us identify opportunities for improvement to ensure the long-term sustainability of services, to tap into the innovation and creativity that already exists and sharing that learning across the organisation. Specifically, these benefits are:

- Acquisition of new knowledge.
- Refinement of existing knowledge, for example by correcting current misconceptions.
- An improved understanding of the rationale behind our actions, i.e. why we do what we do, and why we do them in a certain way.
- Improvement of our goals and of the rules that you use for decision-making
- A better understanding of the organisation, such as understanding our strengths, challenges and opportunities.
- Increased feelings of autonomy, competence, and control.
- Improved performance, for example due to learning how to take action in a more effective way, or due to having more motivation to take action.
- Supporting a greater level of self-awareness about the nature and impact of our work performance.

REFLECTIVE PRACTICE TOOLKIT

The Reflective Practice Toolkit is a simple set of guidance developed to help services and teams conduct reflective practice at any stage during the year. It is loosely based on the "Signs of Safety" model used in Social Care environments and in essence asks three very direct and pertinent questions of any services or team's performance – what's working well, what are you worried about, and what needs to happen. By answering these questions and mapping the answers it has proved to be an effective tool in conducting an honest and informative evaluation of an event or situation, and identifying if there was a better approach that could be applied in the future.

BUSINESS PLANNING

The Business Planning process takes place between January and March each year to set the Objectives, Tasks, Measures and Risks for each service.

The first stage in setting the business plan is a self-assessment exercise to reflect on past and current performance and what's working well, what concerns exist and what do we need to do in order to improve performance and tackle the challenges we face.

Reflecting in this way provides a strong foundation from which to build the plan and ensure we have considered both the challenges and opportunities that exist.

We all recognise that capacity is at a premium, and as a result effective business planning has never been so important to ensure we are delivering 'the right services in the right way'. Having the opportunity to 'reflect' on past and current performance is crucial to understanding our strengths, weaknesses and opportunities. In this way, reflective practice is critical in helping us determine our actions and priorities for the year ahead.

SELF-ASSESSMENT

Self-Assessment is the new performance regime for principal councils introduced by the Local Government and Elections (Wales) Act 2021.

The Council's self-assessment process has reflective practice at its core. The Key Lines of Enquiry (KLOEs) used to evaluate performance includes a series of reflective questions designed to identify where we are performing well, what are our biggest challenges, where we want to be, what we need to do to get there and what will tell us we have got there. By answering these questions, it provides a comprehensive picture of our current performance, our ambitions, the challenges we face and what we need to do in order to deliver our ambitions.

Self-Assessment is not new to Ceredigion, and the Council has a long history of using it to good effect in identifying innovative ways of delivering services, most recently in the 'Through Age Well-being Programme' being implemented to transform the delivery of social care in the County over the next five years.

SELF-ASSESSMENT & PANEL PERFORMANCE ASSESSMENT

The Local Government and Elections (Wales) Act 2021 introduced a new regime for monitoring the performance of all local authorities, based on self-assessment.

The new performance regime defines principal councils as 'self-improving organisations' through a system based on self-assessment and panel performance assessment. The new approach is intended to build on, and support, a culture in which councils continuously challenge the status quo and ask questions about how they are operating and how they can learn from best practice. A transparent and open self-assessment of a council will form a fundamental part of this approach.

Effective self-assessment provides reliable assurance both internally and externally to regulators and inspectorates and above all helps councils to continually learn and achieve sustainable improvement and better outcomes for citizens, service users and their own workforce.

There are five specific duties introduced by the Act:

1. **Duty to keep performance under review**
   Ceredigion County Council has a duty to keep under review the extent to which it is fulfilling its performance requirements by determining the extent to which it is:
   - Exercising its functions effectively
   - Using its resources economically, efficiently and effectively
   - Ensuring its governance is effective for securing the above

2. **Duty to consult on performance**
   Councils must consult a range of people at least once in every financial year about the extent to which they are meeting their performance requirements. The statutory consultees are:
   - Local people
   - Other persons carrying on a business in the County
   - The staff of the Council
   - Every Trade Union which is recognised by the Council

3. **Duty to report on performance**
   The Council must produce a self-assessment report each financial year. The report must set out its conclusions on the extent to which it met the performance requirements, and any actions it intends to take, or has already taken to further improve.

4. **Duty to arrange a panel performance assessment**
   At least once in each election period, the Council must arrange for an independent panel to undertake an assessment of the extent to which the council is meeting the performance requirements and report its results.

5. **Duty to respond to a panel performance assessment**
   The Council must prepare a response to a Panel Assessment Report setting out
   - The extent to which it accepts the conclusions in the report
   - How it intends to follow any recommendations
   - Any further actions the Council intends to take to improve performance

The purpose of the performance and governance provisions in the Act is to build on and support a developing culture in which councils actively seek and embrace challenge, whether presented from within the council, for example through scrutiny procedures, or externally. The provisions are designed to develop a framework which supports councils, through an ongoing process of review, to think about their performance and effectiveness now and for the future; to encourage more inquisitive organisations willing to challenge themselves to do more; and to be more innovative and more ambitious in what they do.

Integration into the Council's Performance Framework

Self-assessment is not a standalone process, rather it is integrated as part of the Council's on-going performance management arrangements. The diagram below demonstrates how self-assessment fits into our overall performance framework.

It is integral to driving Business Planning and Risk Management, and in turn draws on the outcomes from monitoring business plans and the corporate risk register to evaluate our current performance and complete the self-assessment.

The timing of Self-Assessment is also important. It has been timed to transparently inform and influence the Council's strategic planning, financial management and budget process, risk management reviews, improvement planning and ongoing performance management. For example, the publication of the Self-Assessment Report in January ensures it is prepared in time to drive the annual business planning and target setting process in the final quarter of each year between January and March.

Self-Assessment in the Wider Performance Framework

Self-Assessment

Business Plans | Performance Board | Corporate Risk Register | Audit Monitoring

HOW WE CONDUCT SELF-ASSESSMENT

Our Approach to Self-Assessment

Our approach to Self-Assessment is based on assessing ourselves against a set of Key Lines of Enquiry. "KLOEs" as they are sometimes referred to, are a series of relevant key questions that we ask ourselves as we work through the Self-Assessment.

The Key Lines of Enquiry approach is a tried and tested approach to conducting self-assessments in Local Government and across the wider public sector. It ensures we remain focused on the corporate or 'holistic' view of the Council's performance as required by the Act. It also provides the clarity of self-evaluation needed to help us identify opportunities for improvement, and in doing so, provides a strong audit trail to explain the actions we have undertaken in response.

The findings are recorded in our Self-Assessment Matrix document. The Matrix records the evidence demonstrating how we are currently performing, our ambitions for the future and the actions we need to take in order to achieve those ambitions. This document is used to identify the opportunities that exist for improvement and is used to develop our Self-Assessment Action plan. The Self-Assessment Matrix is available on request.

Continuous Cycle

Self-Assessment is an ongoing process of improvement - throughout the year we conduct consultation in support of self-assessment, we collate evidence to inform our workshops, we deliver the actions in our Self-Assessment action plan and we monitor their progress towards completion. The Self-Assessment Report is the key output from the process but the work on improving outcomes is an ongoing year round activity.

The diagram below summarises the main steps and timescales involved in conducting the Self-Assessment and the production of the Self-Assessment Report.

Evaluation, Reflection and Identifying Opportunities

During April each year we bring together a wide variety of evidence to help us in assessing our current performance. This includes internal performance monitoring such as performance dashboards and complaints reports, regulatory reports from inspections and the results from consultation and engagement activities.

We undertake an exercise of reviewing the evidence to identify key findings - where performance has improved, where there are opportunities for improvement and what the key themes are from our consultation.

The findings from this exercise are presented to Self-Assessment Workshops with the Council's Leadership Group and Overview and Scrutiny Coordinating Committee to help in assessing our performance.

The workshops are where we re-assess ourselves against the Key Lines of Enquiry, updating our evidence for each question and using this to identify actions for improvement. They review the evidence available to them and add their own perspective to provide updated scores for each question.

The findings workshops are collated by the Performance and Research Team. They produce the draft Self-Assessment Report by drawing on the evidence matrix, scores and the improvement actions identified in the workshop, along with other key sources such as key strategies and inspection reports.
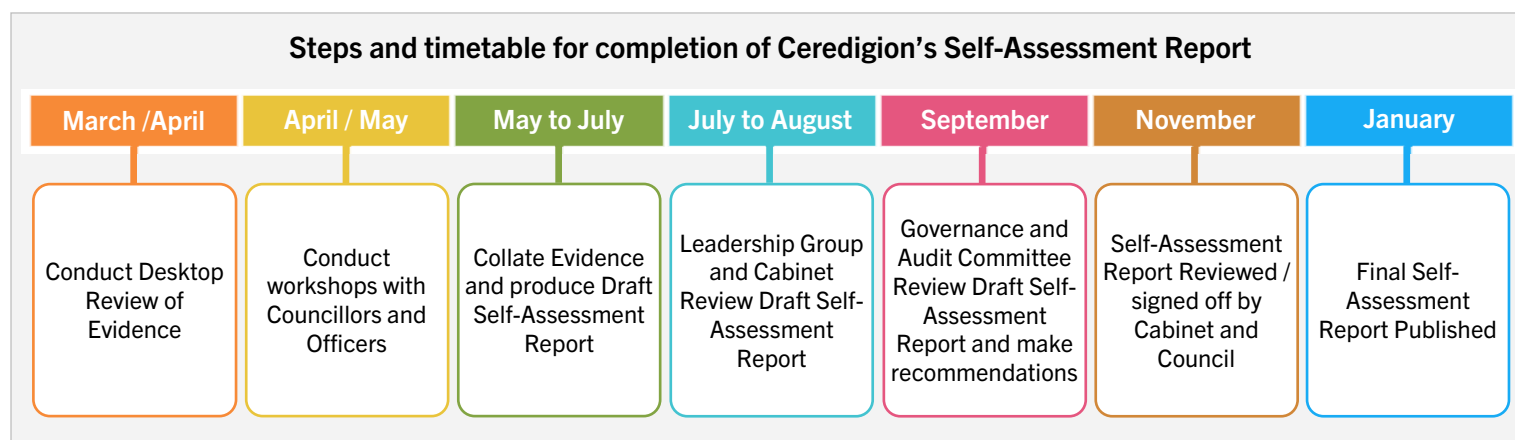
Part of the collation includes cross-checking the scoring with the evidence provided and seeking clarity on our conclusions where necessary. Gaps in evidence and understanding of our performance are also highlighted, all of which is designed to ensure the process is robust.

By focusing on this, we can learn from our experiences and tap into the innovation and creativity that exists in the Council to identify opportunities to improve our performance, whether that's through raising performance levels, identifying efficiencies or improving customer satisfaction.

The Council's Governance and Audit Committee play a key role in the Self-Assessment process. They are responsible for reviewing the draft Self-Assessment Report and making recommendations for changes to the conclusions drawn or the actions the Council intends to take. The draft Report is reviewed by the Governance and Audit Committee in September.

The Self-Assessment Report is updated following the Committee's recommendations and the final report published in January and submitted to the statutory recipients.

Steps and timetable for completion of Ceredigion's Self-Assessment Report

March /April	April / May	May to July	July to August	September	November	January
Conduct Desktop Review of Evidence	Conduct workshops with Councillors and Officers	Collate Evidence and produce Draft Self-Assessment Report	Leadership Group and Cabinet Review Draft Self-Assessment Report	Governance and Audit Committee Review Draft Self-Assessment Report and make recommendations	Self-Assessment Report Reviewed / signed off by Cabinet and Council	Final Self-Assessment Report Published

CONTRIBUTION TO THE NATIONAL WELL-BEING GOALS

The Well-being of Future Generations Act (Wales) 2015 seeks to improve the social, economic, environmental and cultural well-being of Wales by requiring public bodies to work together to create a sustainable Wales. It is intended to help to create a Wales that we all want to live in, now and in the future. There are 7 national well-being goals that set out a shared vision for all public bodies to work towards.

Ceredigion County Council works collaboratively with its local and regional partners to create the Ceredigion that we want. A good example of this is the Ceredigion Public Services Board which brings together the County's public service leadership and decision-makers. The Board's new 5-Year Local Well-being Plan for 2023-28 has recently been published setting out the shared vision for Ceredigion.

Like the Council, its priorities were developed using the evidence and engagement feedback from the Ceredigion Assessment of Local Well-being and a variety of other key sources. It is evidence based and monitored regularly by the Board. This ensures that both Ceredigion County Council and Ceredigion Public Services Board's Well-being Objectives are aligned to focus on the priority needs of the County, and maximise the contribution to the national Well-being Goals.

The Performance Framework provides the mechanism by which we review and assess our progress and identify opportunities for improvement. We apply the same high standards of performance management in order to achieve these shared outcomes. In this way, the framework supports the delivery of all of the national well-being goals summarised in the diagram opposite.

Summary of the Duties on Public Bodies in the Well-being of Future Generations (Wales) Act 2015

The Act gives us the ambition, permission and legal obligation to improve our social, cultural, environmental and economic well-being.

It requires public bodies in Wales to think about the long-term impact of their decisions, to work better with people, communities and each other, and to prevent persistent problems such as poverty, health inequalities and climate change.
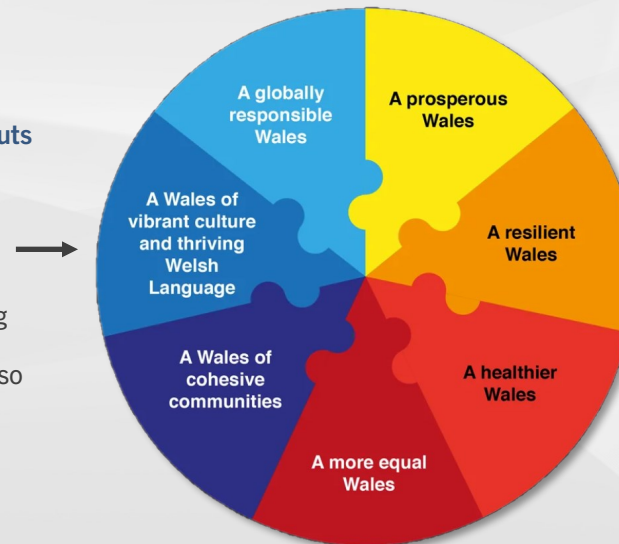
How the Performance Framework helps to maximise the Council's contribution to the National Well-being Goals

National Well-being Goals

The Well-being of Future Generations (Wales) Act 2015 puts in place 7 Well-Being Goals

All public bodies must work to achieve all the goals

The steps we plan to take to achieve our Corporate Well-being Objectives will help us improve outcomes for local people and also maximise our contribution to the national Well-being Goals.

A globally responsible Wales
A prosperous Wales
A Wales of vibrant culture and thriving Welsh Language
A resilient Wales
A Wales of cohesive communities
A healthier Wales
A more equal Wales

The Performance Framework

The Performance Framework provides the mechanism by which we review and assess our progress and identify opportunities for improvement

All objectives, tasks and measures we undertake are linked to one or more of the national well-being goals, allowing us to track their contribution to the appropriate goal.
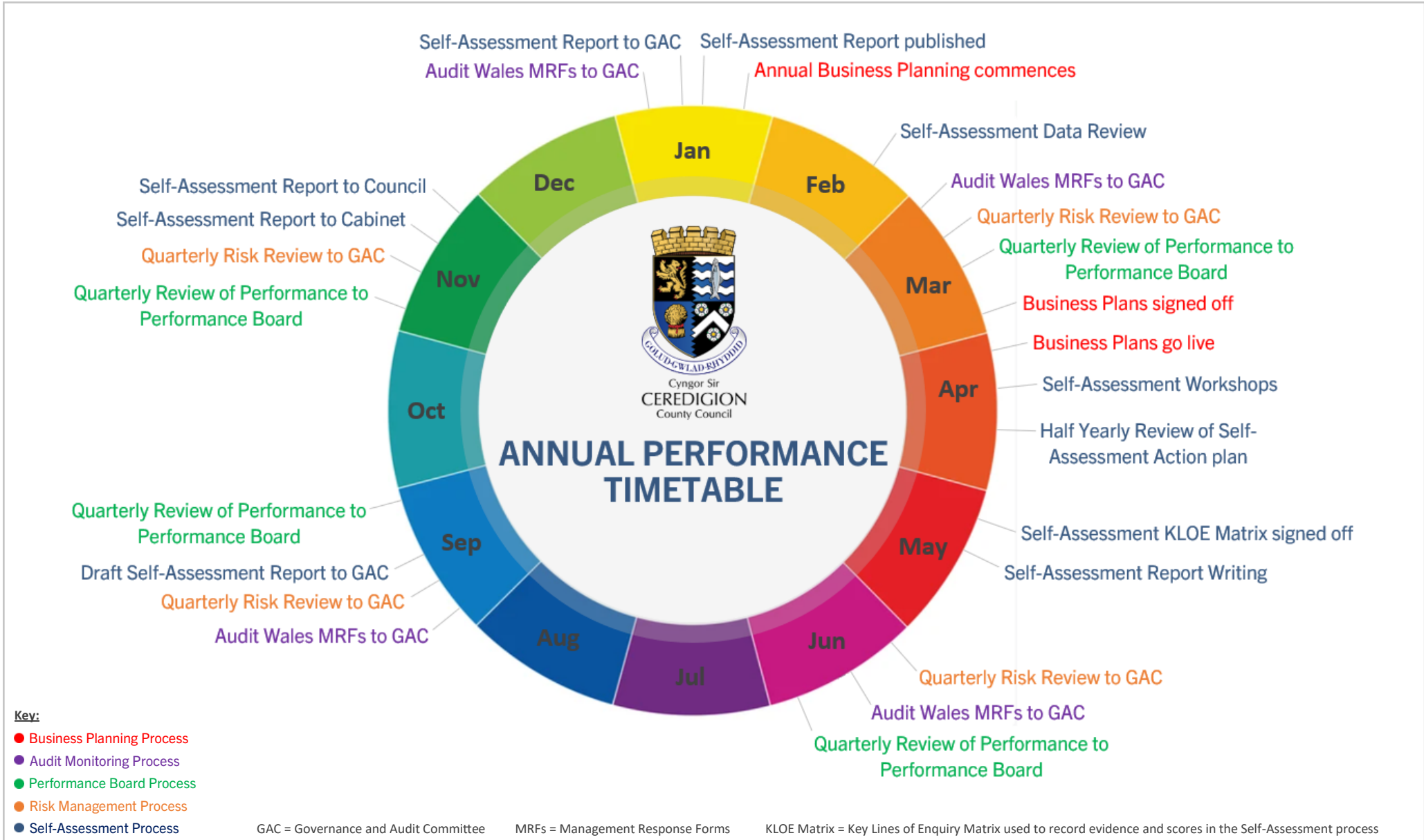
THE SUSTAINABLE DEVELOPMENT PRINCIPLE

The Well-being of Future Generations (Wales) Act 2015 also introduced the Sustainable Development Principle and outlines the 5 Ways of Working that all public bodies must adopt. Sustainable development is the central organising principle that shapes what we do and how we do it.

In essence, it means we must strive to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs. We have embedded the principle across the Council and adopted the principle in the planning and delivery of our Corporate Well-being Objectives and in our approach to performance management.

The principle is fully integrated into the Performance Framework, and some examples of how it applies each of the 5 Ways of Working are highlighted in the table opposite.

Way of Working	How the Performance Management Framework supports the 5 Ways of Working
Long Term	• Performance measures monitor the short and long-term objectives of the Council. • Self-Assessment considers the longer-term opportunities and challenges as part of its role in ensuring high quality sustainable services. • The Council's performance framework monitors progress against the Corporate Well-being Objectives which have been set based on a comprehensive review of evidence including longer-term trends as highlighted in the Ceredigion Assessment of Local Well-being. • The Council's use of reflective practice inherently looks at the longer-term ambitions, opportunities and challenges that exist.
Integrated	• The performance management framework covers all Council services and applies a standardised methodology to ensure we all learn from best practice. • Ideas and suggestions for further development are welcomed from anyone in the Council. • Agreement from all services is required before the performance framework is approved. • The performance management framework is an integral part of the Council's corporate planning arrangements. • Business planning clearly shows the golden thread, i.e. the links between business plans, Corporate Well-being Objectives and Self-Assessment, and individual measures and tasks.
Involvement	• The performance management framework has been designed from the 'ground-up' based on conversations with key officers and members over the last three years, culminating in its final version that reflects the Council's ambitions for its performance journey over the next five years and beyond. A good example of this is the inclusion of reflective practice as one of its core principles and was identified by the Council's leadership as a robust way of identifying and recording learning across the organisation. • The performance management framework has been reviewed and approved by a range of groups across the Council – Leadership Group, Overview and Scrutiny Coordinating Committee, Cabinet and Council. • The stakeholder consultation in support of Self-Assessment asks specific questions on the way in which performance is monitored. • The performance management framework is a published document and anyone is welcome to review and feedback on the document. • The Council regularly updates colleagues in Audit Wales with its performance journey which includes development of it approach to performance management.
Collaborative	• In order to achieve the overall vision for the County we need to collaborate effectively with our partners to create an integrated approach to improving the economic, social, environmental and cultural well-being of the County by strengthening joint working across the County's services. • We apply the same high standards of performance management in order to achieve these shared outcomes. This includes setting appropriate measures to enable partners and the public to assess progress. • The Performance Board includes a range of Members from various Committees of the Council – Cabinet, Overview and Scrutiny Committees and the Governance and Governance and Audit Committee. • The Corporate Well-being Objectives align with the Ceredigion Public Services Board's Well-being Plan.
Prevention	• Drawing on the evidence, our Corporate Well-being Objectives and steps are designed to prevent problems from occurring or getting worse. • The framework supports the delivery of specific programmes based on prevention, such as the Through Age Well-being Programme that is transforming the delivery of social care in the County.

ANNUAL PERFORMANCE TIMETABLE

TEIFI PERFORMANCE, DATA QUALITY AND RELATED DOCUMENTS

Teifi Performance Management System

The Teifi System is the Council's electronic Performance Management System and is the tool we use to track and monitor performance. It operates in real-time and allows us to quickly identify areas of concern and where action needs to be taken.

It automates much of the monitoring and reporting to allow us to focus on the issues that really matter, i.e. understanding the root causes and finding solutions to drive-up performance.

The responsible officer or 'owner' is responsible for updating their objectives, tasks, performance measures and risks with current progress along with any evidence to support the result. This is a key part of the Council's governance arrangements. All users of the system receive training when they join the organisation and refresher training is provided annually.

Corporate Lead Officers review the results and dashboards on the Teifi system and are ultimately responsible for their service's level of performance. The dashboards from the Teifi system are presented to Performance Board quarterly for scrutiny.

Data Quality

Every stage of the performance management process relies on evidence and data to allow the Council to make judgements on what Ceredigion's needs are, what its customers' needs are, what it has achieved, and how it compares. It is therefore vital that all this information is founded on high quality, reliable, and timely data to ensure that the judgements that based upon it are sound.

In general terms, every council officer that records data in a council system needs to be aware that they are responsible for, and have an impact upon, data quality. For performance measures reporting, there is an additional responsibility on those who calculate measures (and their line managers) to ensure that definitions are applied correctly and consistently and that calculations are properly verified.

This is important because Ceredigion strives to be an evidence based and data-driven organisation.

The performance framework supports this by helping to ensure the provision of complete, accurate and timely data used in internal monitoring and published externally to communicate the Council's progress in delivering its vision and Corporate Well-being Objectives to the public and stakeholders.

It is important in supporting not only excellence in customer service but also corporate governance, business planning and increased accountability. This is achieved by using standardised performance reporting processes and data quality checks, including:

- The Teifi Performance System includes validation of quarterly performance results and automatically assigns status based on pre-defined parameters.

- Missing performance data is flagged-up automatically by the Teifi Performance System.

- The Teifi Performance System standardises the quarterly performance updates process.

- Sense checks are performed by the Performance and Research Team before each Performance Board dashboard is published.

- A debrief is conducted after each Performance Board which considers any issues relating to the quality of performance information presented, such as improvements to measures.

- Questions/issues raised at Performance Board or other forums in relation to data are followed up by the Performance and Research Team.

- There is an ongoing programme of work to strengthen the set of performance measures in use, to ensure not only relevance but accuracy.

- The Corporate Performance and Improvement Officer regularly liaises with CLOs/CMs between Performance Boards to keep the dashboards up to date.

Related Documents

This document should be read in conjunction with the following key policies and strategies that form the Council's corporate planning process:

- Corporate Strategy 2022-27
- Medium Term Financial Strategy
- Risk Management Policy, Strategy and Framework
- Annual Governance Statement
- Corporate Project Management Panel Brief Template
- Ceredigion Self-Assessment Report
- Ceredigion Local Well-being Plan

Copies of these documents can be downloaded from the Council's website (www.ceredigion.gov.uk) or are available from the Performance Team.

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A **Plain Text Version** or **Easy Read Version** of this document is available from Ceredigion County Council

www.ceredigion.gov.uk

CYNGOR SIR CEREDIGION COUNTY COUNCIL

Report to: **Council**

Date of meeting: **26 October 2023**

Title: **Recommendation from the Overview and Scrutiny Co-ordinating Committee in relation to the draft Performance Management Policy Statement and Performance Management Framework**

Purpose of the report: **To provide feedback from the Overview and Scrutiny Co-ordinating Committee held on 11 September 2023**

The Overview and Scrutiny Co-ordinating Committee considered the Draft Performance Management Policy Statement and Performance Management Framework, at its meeting on 11th September 2023.

Over the last four years the Council has been strengthening its approach to corporate performance management as part of its ongoing "performance journey". It has:
- Introduced a new streamlined business planning process,
- Introduced new performance dashboards to monitor progress against level 1 business plans through Performance Board,
- Reinvigorated the Teifi Performance System,
- Updated the performance management process following COVID-19 to include "reflective practice" as a core element.

This is reflected in the positive feedback received from Audit Wales to the Council's approach to performance management.

Recent legislation, in the form of the new Self-Assessment based performance regime has also necessitated a new way of assessing our overall performance. A new Self-Assessment process was successfully introduced in 2022/23 and the Council's first Self-Assessment Report was published in January 2023.

Having introduced these new processes, the Council is now able to pull these together into a Draft Performance Management Framework document. A Performance Management Framework is considered best practice and explains:
- How the corporate performance management process works,
- How the individual processes align to support corporate planning,
- How performance management is used to deliver the Corporate Well-being Objectives and improved outcomes.

The aim of the Framework is twofold.
1) to provide the Council with a standardised approach to managing performance, and,
2) as a key part of the audit trail to demonstrate that the Council has robust performance management arrangements in place.

The Performance Framework is accompanied by a Performance Management Policy Statement. The Statement sets out the guiding principles of the Council's approach to

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performance management going forward and takes account of the new legislation and best practice. It highlights the fundamental role performance management plays in securing improved outcomes for the people and communities of Ceredigion, in supporting policy setting and in evidence-based decision-making.

Following discussion, the following was noted:
- In response to a question, it was confirmed that the Performance Board quarterly meetings are continuing,
- In response to a question, it was confirmed that there are and continue to be limited monitoring performance measures in place with comparisons from neighbouring and similar size Local Authorities,
- Following a question, it was confirmed that the previous national Performance Accountability Measures (PAMs) are now obsolete following the introduction of the Local Government and Elections (Wales) Act 2021. However, Data Cymru are leading a project to replace the measures with a new Self-Assessment Data Tool which will provide national benchmarking data. Further work will continue to develop the tool over the next couple of years and Ceredigion is being proactive in supporting the project.

Recommendation
The Committee agreed to recommend that Council:

Receive and endorse the Draft Performance Management Policy Statement and Performance Management Framework.

Reason for the decision
In order to adopt an updated Performance Management Policy Statement and Performance Management Framework which outlines the guiding principles for performance management in the Council.

Councillor Keith Evans
Chairman of the Overview and Scrutiny Co-ordinating Committee

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CEREDIGION COUNTY COUNCIL

<u>Report to:</u>	**Council**
<u>Date of meeting:</u>	**26th October 2023**
<u>Title:</u>	**Housing Strategy, setting out Ceredigion's vision and plans for housing in the county for the next 5 years.**
<u>Purpose of the report:</u>	**For Council to consider the draft housing strategy following consultation.**
<u>For:</u>	**Decision**

<u>**Cabinet Portfolio and Cabinet Member:**</u>
Councillor Matthew Vaux, Cabinet Member for Partnerships, Housing, Legal and Governance and Public Protection

BACKGROUND: Under the Housing (Wales) Act 2014, local authorities have a strategic role to play in the way the local housing market functions. One of the key ways for this to be delivered is through a Local Housing Strategy. The intention is for the local authority to play a lead role in developing an approach to housing across all tenure and ensure the delivery of appropriate housing and related services in order to meet local need.

The current Local Housing Strategy has been in place since 2018 and was a 5-year plan. As a result, the Housing Strategy has been reviewed and updated. The review has involved Senior Officers of the Housing Service, key Partners, and Corporate Managers from across the Pyrth's together with data collection and analysis.

The updated Housing Strategy sets out the vision for a further 5 years:

"There will be sufficient, suitable and sustainable accommodation to meet residents' needs now and in the future."

The purpose of the Local Housing Strategy is to set out a clear vision for housing within the County, along with the key priorities which identify and respond to the challenges ahead for the 5 years, 2023 – 2028.

The Strategy recognises the important role that Housing plays together with the influence it has on the health and wellbeing of individuals, families, and the wider community and remains considerate to the Welsh language and culture. It is important that we understand and consider the demands of future generations, their needs, and preferences and how they can be catered for. We need houses that can be adapted, and which can sustain people at different stages of their lifetime. This will go a long way to ensure a healthier population, alongside better use of existing housing stock, and improved standards and living conditions.

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We need to provide quality housing which is suitably located which will enable people to live at home for longer; this has the potential to create more resilient and connected communities and should be seen as a key component in delivering the vision set out in the Well-being of Future Generations (Wales) Act 2015. In addition, the Strategy remains considerate of local Strategies, in particular the Ceredigion Corporate Strategy and the Through Age Wellbeing Strategy.

Key challenges have been identified within the Housing Strategy. The national picture of the economic recession, legislative changes and the Pandemic recovery will all play their part in impacting the local issues affecting Ceredigion, identified as follows:

- High housing costs
- Ageing population
- Homelessness
- Rurality
- Poor transport availability
- Skills and labour shortage in the Construction industry

In addition, the impact of the Phosphates issue in the County means we will need to think differently about how we increase the housing stock, whilst continuing to improve living conditions and supporting our residents. Therefore, using all the evidence collated, we have developed 2 main priorities, with 2 objectives each:

- Increasing supply and improving housing conditions
  - Provide housing that meets our communities' needs.
  - Ensure residents are living in good quality, suitable and sustainable accommodation.
- Supporting residents in their own homes and communities
  - Ensure homelessness is rare, brief, and unrepeated.
  - Provide timely and appropriate support to maintain independent living.

The Strategy will be delivered in partnership with key stakeholders, who play a crucial part in the realisation of the Strategy. To monitor our progress and success, an Action Plan will be developed and shared on a regular basis through our Strategic Housing Partnership and as and when appropriate, share with Leadership Group and Scrutiny.

CONSULTATION:
Following agreement from Scrutiny and Cabinet, public consultation on the Draft Housing Strategy began on 5th May and ran until 30th June 2023. The Consultation Survey asked a total of 10 questions, which can be seen in the attached document. The Consultation returned a total of 40 responses, 34 within the Survey and 6 by email. However, the questions within the Survey were not mandatory, hence not all totals equal the number of respondents. The responses to which have been shared with a corresponding Housing Team response. Typing and grammar errors within the public responses have been amended for reader ease, however, the content and context remain as they were submitted.

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CONSULTATION FINDINGS:
The Consultation asked whether the respondent agreed or disagreed with the Vision, Priorities, Objectives and Actions proposed within the Strategy. For each area the majority of responses were positive and in agreement, which can be seen in the attached response form. Therefore, the Housing Service remain confident that these directions are fit for purpose and do not require changing.

A key theme to be identified from the consultation responses was empty properties. This area has been recognised by the Housing Service and given due consideration and priority within the Housing Strategy and therefore, it is positive to see agreement on this area of work within the responses received.

Several responses received within the consultation are not within the remit of the Housing Service or the consultation and therefore, the relating service has been contacted for awareness and response, where appropriate.

As part of the consultation survey, respondents were also asked to consider the impact of the Housing Strategy on the Welsh language. Whilst it is recognised that some responses are directed towards priority for the Welsh language, we are confident that the Strategy will not have a negative impact on the language and therefore have not made any chances to this aspect of the Housing Strategy.

HOUSING STRATEGY ADDITIONS:
As a result of the consultation, and internal reviewing, the following additions have been made to the Housing Strategy:

- Page 8 – Total Social Housing Grant spent added.
- Page 13 – Actions updated to include and recognise benefits of working with communities.
- Page 37 – Physical Adaptation Grant information added.

With these additions strengthening the Strategy it is viewed that, with agreement, this will be the final document adopted and published.

Wellbeing of Future Generations:
Has an Integrated Impact Assessment been completed? If not, please state why.
Yes

Summary of Integrated Impact Assessment
Long Term: The term for the Strategy is 5 years. After which it will be reviewed to ensure it is still meeting residents needs and amended accordingly. The development of housing addresses longer term issues.

Short term needs are addressed through immediate response and support provision.

Collaboration: The Strategy has been developed in conjunction with Partners and will continue to need their support in order to fully maximise the potential of

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the Strategy and its delivery. The Strategy can only be realised through the partnership working in both Public and Third Sector.

Involvement: We have sought involvement through a workshop held regarding the Strategy, in which stakeholders were invited and encouraged to contribute to the development of the Strategy. Updates on the progression of the strategy will be provided regularly and considered at the Strategic Housing Partnership. Formal Consultation has been undertaken and responses considered.

Prevention: The Strategy embodies the aim of prevention in order to maintain independence and sustainable communities. Housing Support services will play a big role in prevention and escalation.

Improving and adapting peoples home conditions will promote independence and sustainability.   The Strategy will have a positive impact, improving the quality of housing which is suitably located which can enable people to live at home for longer; it has the potential to create more resilient and connected communities and improve people's health and wellbeing. With a high density of Welsh speakers within the County, there is a need to ensure, as far as possible, that housing needs fosters and strengthens the language.

Integration: The Housing Service is fully embedded in the Through Age Wellbeing model, holistically working with other services for a person focussed outcome. The Strategy encourages collaboration and partnership working to ensure delivery of its key priorities.

The Strategy has been developed with Partners and will continue to be monitored through the Strategic Housing Partnership meeting to ensure delivery of key outcomes

Recommendation(s):
To recommend to Council to approve the Housing Strategy for adoption.

Reasons for decision:
To enable the Council to fulfil the requirements in relation to the strategic housing function.

Overview and Scrutiny:
The Strategy was presented to Overview and Scrutiny on the 18th September and unanimously voted in favour of recommending to Cabinet and Full Council for adoption.

Policy Framework: N/A

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

Finance and Procurement implications: N/A

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Legal Implications: N/A

Staffing implications: N/A

Property / asset implications: N/A

Risk(s): N/A

Statutory Powers:
Housing (Wales) Act 2014

Background Papers: N/A

Appendices:
Appendix A- Draft Housing Strategy
Appendix B- Integrated Impact Assessment

Corporate Lead Officer: Greg Jones, Corporate Lead Officer: Porth Cymorth Cynnar

Reporting Officer: Llŷr Hughes – Corporate Manager – Housing Services & Cerys Purches-Phillips – Senior Housing Officer – Strategy & Monitoring

Date: 03/10/2023

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HOUSING FOR ALL

PARTNERS

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Lampeter
SA48 7HH

Telephone: 0345 606 7654
web: www.barcud.cymru

Caredig Ltd
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Ceredigion County Council
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Aberaeron
SA43 0PA

Telephone: 01545 570881
web: www.ceredigion.gov.uk
www.ceredigionhousingoptions.cymru

Wales & West Housing
Cwrt y Llan
Newcastle Emlyn
SA38 9AB

Telephone: 01239 712000
web: www.wwha.co.uk

This document is available in Welsh or English. If you require this document in Welsh or an alternative format, such as large print or a coloured background, please contact cerys.purches-phillips@ceredigion.gov.uk

CONTENTS

INTRODUCTION

Welcome to our new Housing Strategy, setting out Ceredigion's vision and plans for Housing in the County for the next 5 years, 2023-2028. Housing for All, provides a firm foundation for addressing the priorities facing housing and housing related services in Ceredigion.

The Strategy aims to address the needs and priorities facing the County for the years 2023-2028 which also includes the impact upon the Welsh language and culture, that we recognise can be supported through appropriate housing development. Housing plays a critical role in influencing the health and well-being of the residents of Ceredigion. It is important that we consider the demands of future generations, their needs and preferences and how we can ensure they are catered for when developing this Strategy.

With high house prices and low incomes, Ceredigion is unaffordable to many, making it harder for first time buyers and local people to remain in their communities. In addition, much of the housing stock has low energy efficiency ratings and when factoring in low incomes, there are a significant number of households facing fuel poverty.

With an ageing population, we need houses that can be adapted, which can sustain people at different stages of their lifetime. This will go a long way to ensure a healthier population, alongside better use of existing housing stock, improved standards and living conditions, and supporting people in their own homes, all of which are a priority.

Improving the quality of housing which is suitably located can make it possible for people to live at home for longer; it has the potential to create more resilient and connected communities.

The Housing Strategy links with other strategies and policies, including both Ceredigion County Council Corporate Strategy 2022-2027, and the Through Age Wellbeing Strategy 2021 – 2027.

Ceredigion's Corporate Strategy contains four Wellbeing Objectives:
- 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

The Through Age Wellbeing Strategy aims to ensure:
- Citizens of all ages will have an improved quality of life
- Improved support networks for families and those in need across the County
- Improved wellbeing and health by adopting effective interventions
- Supporting well established networks of community and voluntary groups providing preventative support
- Improved choice and quality of local housing

The Housing Strategy feeds directly into the objectives contained in the strategies, ensuring synergies in approach and direction.

The Covid-19 Pandemic has forced change and challenges on an unprecedented scale, with significant issues being brought to the fore. Challenges faced include economic recession, tackling the national housing crisis and responding to homelessness, whilst continuing to meet the changing needs of Ceredigion. Housing plays a key role in ensuring that our residents and communities are given opportunities to succeed in the challenges ahead.

This Strategy continues to be the focal point for all housing partners and related services to identify, plan and accomplish improved service delivery and enhance the lives of the residents of Ceredigion.

Councillor Matthew Vaux - Partnerships, Housing, Legal and Governance and Public Protection

KEY FACTS

33,557

Total dwellings, including caravans and mobile homes

1715

Dwellings are second homes

3400

Units of Social and Affordable housing for rent

80

Units of temporary accommodation

1750

Households registered on the Common Housing Register (January 2023)

120

Applications to the Common Housing Register each month, on average

280

Social Housing lettings each year, on average

322

Additional Affordable homes, since 2018

74%

Owner Occupied properties, the highest tenure type in the County

9.4%

Social rented accommodation in Ceredigion (16% Wales average)

17%

In private rented accommodation in Ceredigion (14% Wales average)

833

Empty properties

KEY FACTS

690

Licensable Houses in Multiple Occupation

47

Supported living placements

404

Sheltered Scheme accommodation units in Ceredigion

104

Extra Care Scheme units

£31,162

Ceredigion median household income (CACI Paycheck 2021)

£262,535

Average property price in Ceredigion (September 2022)

82.4%

Of properties off mains gas

24.9%

Homes in fuel poverty

11,407

Properties on oil

KEY ACHIEVEMENTS

HOUSING FOR ALL 2018—2023

£540,000 — Spent on 10 Houses into Homes loans

£510,853 — Spent on 35 Home Improvement loans

£3.5m — Warm Homes Fund, for heating and insulations/ upgrades

£511,982 — Gained through Citizen's Advice Bureau Income Maximisation Scheme

£5.3m — Grants spend for adaptations (CCC)

£495,813 — Grants spend for adaptations (RSL)

3500 — Declarations issued for ECO LA Flex Scheme

£2.5m — Of revenue funding secured through the Community Renewal Fund for 2022/23

9 — Awards received for Energy Efficiency Projects

25 — Empty properties brought back in to use

210 — Units of Social Housing developed

£21.3m — Social Housing Grant spent

56 — Units of Extra Care accommodation at the new site, Maes y Mor

Numbers of Affordable housing delivery are increasing annually, and it is anticipated that the significant increases in funding will enable this trend to accelerate.

	2017	2018	2019	2020	2021	2022
Net additional General Market Homes Permitted	1927	2080	2198	2112	2333	2413
Net additional Affordable Homes Permitted	800 – 42%	838 – 40%	875 – 40%	829 – 39%	860 – 37%	901 - 37%
Net additional General Market Homes Completed	1020	1104	1201	1753	1901	2048
Net additional Affordable Homes Completed	432 – 42%	450 – 41%	494 – 41%	521 – 30%	640 – 34%	657 - 32%

The table above shows the Affordable Housing Monitoring Data

As a Local Authority, we have worked closely with developers and landlords to provide a range of Affordable housing within the County.

The Local Authority has utilised the Social Housing Grant and the Intermediate Care Fund, to acquire accommodation within the County to develop specialist premises, working with local partners and across the Through Age Wellbeing model.

Through the use of the Common Allocations Policy and supporting Local Lettings Policies, all allocations through the Housing Register have ensured the right property has been allocated to the right family, maximising downsizing opportunities and enabling people to maintain their independence.

Allocations of Social Housing

2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
262	314	267	278	338

Since 2018, approximately 2,500 people have received support through Housing Support Grant, per year.

The Local Authority has supported 61 Refugee households, over the last 5 years.

Disabled Facility Grants Issued

Year	Disabled Facility Grants (DFG)	Minor adaptations (SWS and C&R)	Total	Total spend
2017 - 18	120	125	245	
2018 - 19	143	149	292	
2019 - 20	136	135	271	
2020 - 21	67 (Covid)	61	128	
2021 - 22	127	128	255	
Total	**593**	**598**	**1191**	**£5,309,031.98**

WHERE WE WANT TO BE

OUR CHALLENGE

> **"There will be sufficient, suitable and sustainable accommodation to meet residents' needs now and in the future"**

The challenges faced by the Housing Service remain similar to that of the previous Strategy but compounded by the economic recession, legislative changes and Covid-19 Pandemic recovery.

As a result, despite previous successes, there continues to be a lack of suitable and affordable housing of good quality. This, coupled with the need to tackle homelessness, and support the most vulnerable in our society, means that significant investment and work is required to address this situation.

Ceredigion County Council will work to ensure that local people and Welsh speakers are supported to continue to afford to live in their communities, contributing to the vitality of the Welsh culture and language.

The National Picture	Mixed with local issues	Creates some specific challenges for Ceredigion	So we will...
Economic Recession: Budget cuts, reduced funding opportunities, higher unemployment, and lower wages	High housing costs and low wages	Supply and Demand	Increase the availability of
	Ageing population	Finance and Affordability	affordable and
Legislative change: New legal powers and duties	Homelessness		
	Rurality	Quality	safe homes which
Pandemic Recovery: Cost of materials, skills and labour shortage and impact of housing affordability	Poor transport availability	Type and Suitability	enable residents to access the right
	Skills and labour shortage (Construction)	Support	support to maintain independence.

1. INCREASING SUPPLY AND IMPROVING HOUSING CONDITIONS

1.1 Provide housing that meets our communities' needs

Ceredigion does not have a sufficiently wide range of housing stock to meet the changing needs of it's residents. The social housing sector is relatively small and does not meet the identified need for one bedroom properties. Past changes in benefit legislation resulted in an identified need for affordable one bedroom and shared accommodation for the under 35's. This is especially true of residents in Temporary Accommodation, highlighting the significant need of smaller properties and further actions that need to be taken in respect of a Rapid Rehousing Transition Plan.

The Local Housing Market Assessment further predicts that the average household size continues to decrease. Although the total population in Ceredigion is expected to continue a decreasing trend, the reduction in size of household means that we expect to see an increased number of households which need accommodating.

Needs are influenced by:

- High housing costs in the County—the average property price has increased by 42% since January 2020
- Lack of availability of suitable affordable housing options, placing increased demand on Temporary Accommodation
- Small social housing sector
- A lack of the right type of properties
- Rural nature of the County and poor transport links
- High proportion of second homes
- Fuel poverty

The Authority is currently reviewing it's Gypsy Traveller provision in line with Government guidance and is required to agree the Gypsy Traveller Assessment with Welsh Government.

Due, in part, to the Covid-19 Pandemic; high demand and restricted supply has seen an increasing pressure on housing in the County, causing land and house prices to soar. This was as a direct result of the increased demand and, in part, to increased opportunity to work remotely.

The number of people working in construction in the County has decreased over the last ten years from 2,761 (8.6% of workforce) in 2011 to 2,582 (8.5% of workforce) in 2021. Enterprises are generally small or micro-sized, meaning its more difficult to compete for contracts, particularly larger contracts. With restrictions on development due to phosphate issues and fluctuating costs of materials, the construction and development sector is currently poorly positioned to deliver additional homes within the County. The high build costs will make some housing schemes unviable, therefore, alternative methods of construction may need to be considered.

Outcomes: How we will know we are there

People are provided with housing appropriate to their needs

Sufficient affordable housing to meet needs

To get there we will:

Work with partners to develop accommodation to address needs and emerging trends

Identify and enable the delivery of new sites to include Affordable housing

Maximise the funding streams available to build Affordable housing

Increase the range of Affordable housing option tenures, including Low Cost Home Ownership, to enable people to remain in the County

Work with partners and community groups to deliver Affordable housing through the use of publicly owned assets

Support the Rural Housing Enabler and community groups to address the shortage of Affordable homes in rural communities

Consider the evidenced influence of second homes in the County and take measures, where appropriate

Consider Commuted Sums and Council Tax Premiums in order to facilitate future development and community schemes

Consider reviewing the level of Council Tax premium on both long term empty properties and second homes to assist the objective of bringing long-term empty homes back into use and to increase the supply of affordable housing and enhancing the sustainability of local communities

Support the local economy and local contractors through the Council's Procurement Policy

This will be measured by:

Evidence of housing need

Number of clients from specific groups rehoused in suitable accommodation

Variety of properties developed on new sites

Number of Affordable housing units built

Range of Affordable housing option tenures available in the County

Number of new sites delivered

Number of Affordable housing units supported through Council incentives

1.2 Ensure residents are living in good quality, suitable and sustainable accommodation

A high proportion of the housing stock in Ceredigion is old, difficult to heat and expensive to improve to current safety and energy efficiency standards.

- A high proportion of pre-1919 homes with poor energy efficiency
- Increasing financial pressures due to energy/heat inefficient housing stock in all tenures leading to a growing affordability issue coupled with rising energy prices
- High number of empty properties in the County
- Growing pressure on housing related support and social care provision, as a result of changing needs linked to the ageing population
- High number of Houses in Multiple Occupation

Together with the cost-of-living crisis and below average earnings, Ceredigion is a prohibitively expensive place to live for many.

Outcomes: How we will know we are there
People live in good quality housing
People live in energy efficient and affordable homes
People live in homes suitable for their needs

To get there we will:

Engage with partners to raise standards through identification of poor housing standards

Work with Landlords and Homeowners to identify and remove high risk hazards (Category 1 HHSRS) to improve housing standards

Support communities to secure funding and guidance to improve the energy efficiency and fuel economy of their homes

Work with Partners to improve thermal efficiency in the housing stock and reduce fuel poverty

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

Work with Registered Social Landlords and other partners to utilise empty dwelling stock through purchase or leasing arrangements

Ensure Landlords meet legislative requirements through robust enforcement

Ensure all qualifying Houses in Multiple Occupation in the County are licensed

Maintain appropriate Additional Licensing schemes for smaller Houses in Multiple Occupation and residential caravan sites

Expand Leasing Scheme Wales to improve provision of affordable rented accommodation

Work with Partners to deliver a range of adaptations to support independent living and hospital discharge

This will be measured by:

Number of referrals received from the Health and Wellbeing Sector

Number of Category 1 hazards which have been eliminated

Number of properties in receipt of thermal efficiency measures

Number of households receiving income maximisation and energy efficiency advice

Number of empty properties brought back into use

Number of enforcement interventions undertaken

Percentage of Houses in Multiple Occupation licences issues without conditions

Number of unlicenced Houses in Multiple Occupation investigated

Number of licences issued

Number of properties signed up to the Leasing Scheme Wales

Number of allocations made from the Older Persons' Register

Number of allocations made from the Accessible Housing Register

Number of accessible properties delivered through Welsh Government funding streams

Number of adaptations completed

2. SUPPORTING RESIDENTS IN THEIR OWN HOMES AND COMMUNITIES

2.1 Ensure homelessness is rare, brief and unrepeated

In 2019 the Welsh Government published a Strategy setting out the vision of "A Wales where everyone has a safe home that meets their needs and supports a healthy, successful and prosperous life. A Wales where we work together to prevent homelessness and, where it cannot be prevented, ensure it is rare, brief and unrepeated." Each Local Authority is required to develop a Rapid Rehousing Transition Plan to meet this vision. The Plan sits under the Housing Strategy and is the focus for minimising temporary housing.

The Rapid Rehousing Transition Plan will focus on:
• Prevention of homelessness
• Avoid repeat presentations to homelessness
• Improving relationships with Private Rented Sector
• Growing Leasing Scheme Wales

The call on homelessness services has increased in recent years and is set to grow further. The Pandemic has enabled the Local Authority to gain a greater insight into the scale of homelessness, together with unmet support needs. The direction of Welsh Government is to minimise homelessness and changes in legislation are being developed to support the aims.

As mentioned previously, with lower-than-average earnings, Ceredigion residents also face higher-than-average house prices and rents. The Covid-19 Pandemic had a major impact on the housing market and housing affordability locally. The increase in demand combined with the limited stock has caused a mini housing 'boom' in the County, leading to an increase in rents. Local Housing Allowance rates are insufficient to meet the market rents in Ceredigion. The Homelessness service has also seen an increase in evictions through Notices served. It is suggested that this can be, in part, attributed to the introduction of the Renting Homes Wales Act 2016.

Demand for Discretionary Housing Payments has increased recently. It remains to be seen how the economic recession will impact on the Homelessness service.

Outcomes: How we will know we are there

Homelessness is prevented, where possible

People are in temporary accommodation solutions for as short a time as possible

People are supported to move to suitable and secure accommodation

To get there we will:

Work to prevent homelessness through a range of interventions

Ensure Temporary Accommodation is suitable

Develop services to manage the rapid transition to tenancies

Review the Common Allocations Policy in light of changing demands and legislation

This will be measured by:

Number of households where homelessness is prevented

Number of households moving in to suitable accommodation

Number of reviews of suitability of Temporary Accommodation

Progression into the Rapid Rehousing model

Number of days spent in Temporary Accommodation

Develop Time Critical Intervention / Housing First support services to manage the rapid transition to tenancies for complex clients

2.2 Provide timely and appropriate support to maintain independent living

Providing support for all ages is a significant challenge. A change in demographics, an ageing population and longer life expectancy, together with the impact of substance abuse, poor mental health and domestic abuse has led to an increasing need for housing support to vulnerable clients to prevent housing crisis.

In addition to the above, accommodation needs are changing as a result of the following:

- The likelihood of obtaining social housing, with a considerably lower proportion of social housing stock
- Increase in household running costs
- Greater desire for independence in later life

The Housing Support Grant forms a key element to meeting the above objective. Early intervention can prevent people from becoming homeless, stabilise their housing situation or help potentially homeless people to find accommodation. Ensuring that, overall, people are supported into the right homes, with the right support to succeed in living independently, meeting a key aim of the Through Age Wellbeing Strategy.

Again, as the cost-of-living crisis unfolds, the impact is likely to be felt in this area.

Outcomes: How we will know we are there

People can access the right support to live independently in their own communities

To get there we will:

Promote all funding options that are available for Landlords, Tenants and Owner Occupiers to improve their homes

Provide support, advice and assistance to Tenants, Landlords and Owner Occupiers to raise standards across all tenures

Develop and promote support solutions for tenants enabling access to early support to sustain tenancies

Enable people to move to alternative accommodation when appropriate and feasible to do so

Seek to support schemes which enable continued independent living in peoples' own homes and communities

Promote access to support services through the internal Housing Support Gateway

This will be measured by:

Number of grants and loans issued

Number of people assisted to raise housing standards within their homes

Number of tenants supported to remain in their homes and sustain tenancies

Number of people rehoused through the Common Housing Register

Number of people supported to identify alternative accommodation

Number of people provided with grants to remain in their own homes and communities

Number of people supported through Housing Support Grant

Number of referrals received from a variety of services

THE BIGGER PICTURE

The right houses in the right place will enable people to maintain their independence and remain in their communities for longer, supporting the Welsh language and culture. The Housing Strategy 2023—2028 will aim to realise this by considering the bigger picture, and how working with other services impacts on housing both locally and nationally.

The Corporate Strategy 2022-2027 has been developed through engagement with residents and analysis of evidence. The robust engagement, together with the Local Wellbeing Plan, highlighted that Affordable Housing is a clear concern and priority to the public. The Corporate Wellbeing vision and objectives are shown below:

Ceredigion County Council delivers value for money, sustainable bilingual public services, that support a strong economy and healthy environment, while promoting well-being in our people and our communities

Corporate Well-being Objectives:

BOOSTING THE ECONOMY, SUPPORTING BUSINESSES AND ENABLING EMPLOYMENT

CREATING CARING AND HEALTHY COMMUNITIES

CORPORATE WELL-BEING OBJECTIVES

2022-23

CREATING SUSTINABLE, GREEN AND WELL-CONNECTED COMMUNITIES

PROVIDING THE BEST START IN LIFE AND ENABLING LEARNING AT ALL AGES

Like the Housing Strategy, the Ceredigion Corporate Strategy 2022-2027 acknowledges that housing affordability has been, and continues to be, a major challenge for Ceredigion.

There has been a significant increase in demand for housing in the County, causing property prices to increase by record levels. During the Pandemic, Ceredigion saw a significant growth in property prices as demand outstripped supply. Prices began to increase as soon as the Pandemic reached Wales in March 2020 and grew significantly throughout 2021.

The average property price in Ceredigion in September 2022 was £262,535.

As a result, nationally, Ceredigion has the 4th highest Housing Affordability Ratio behind Monmouthshire, Vale of Glamorgan and Cardiff. This makes it harder for local people and first time buyers to purchase in their chosen communities, especially when considering earnings in Ceredigion are below average. The median annual earnings, by place of residence, was £23,576 in 2021 in Ceredigion.

Further, a study by the Bevan Foundation highlighted that there were no properties advertised in August 2022 at or below Local Housing Allowance (LHA) rates in Ceredigion, of any size. Remarkably, across Wales there were only approximately 6% of properties available at LHA rate, with regional variations. LHA is supposed to cover 30% of properties within an area. With the rates of LHA staying at the 2020 rate for 2023/2024, affordability of private rentals continues to be an issue.

The Through Age Wellbeing Strategy plays a key part in Ceredigion County Council's Corporate Strategy. The Through Age Wellbeing Strategy aims to:

"Enable the delivery of services that will enhance the social, economic, environmental and cultural wellbeing for the people of Ceredigion"

Within the Strategy there are a number of key points with direct links to the Housing Service:

- Increased demand on services, reducing supply (high life expectancy)
- Lowest average earnings
- High levels of alcohol consumption
- Increase in drug and alcohol misuse in communities
- Rising cost of accommodation
- Poor standard of housing conditions
- Many people receive care and support from families

The Covid-19 Pandemic has caused demand on services to increase significantly, not least impacted by a change in homelessness approach. The beginning of the Pandemic, in March 2020, ensured that a homeless response was put in place in recognition of the potential impact that Covid-19 could have on homeless people and especially rough sleepers. The "no-one left out" approach resulted in a significant number of people being brought in to emergency accommodation, showing a clearer picture of the scale of homelessness, together with previously unmet support needs. The Welsh Government and Ceredigion County Council are committed to continuing with this approach.

Many areas of work during the Covid-19 Pandemic were put on hold because face to face visits were suspended. Work is continuing to address the backlog in these areas and the impact is still being felt. Homelessness prevention continued throughout, largely delivered remotely however, changes highlighted above mean Emergency Accommodation remains oversubscribed and move on options are limited.

In addition to the Covid-19 Pandemic impact and recovery, the Housing service has also worked closely with other departments and Partners to support the Home Office Resettlement Scheme in light of the Ukraine War.

The Equality Act 2010 places a duty on Local Authorities to eliminate unlawful discrimination, advance equality of opportunity and to foster good relations between people who share protected characteristics of: disability, age, gender reassignment, sex, race, pregnancy and maternity, sexual orientation, religion or belief or lack of belief. The requirements of Welsh speakers are also protected.

Welsh Language and Culture
Ceredigion continues to be one of the strongholds of the Welsh language within Wales where the language is an integral part of Ceredigion's society. Welsh and bilingual communities are the foundation of its culture and everyday life. However, communities are changing and this is having an impact on Welsh language and culture; especially as young people, who benefited from Welsh language education within the County, move away. The Welsh Language Communities Housing Plan aims to tackle the challenges facing Welsh speaking communities with a high concentration of second homes and, as a result, the Housing Strategy will continue to be conscious of this Plan and also support the Ceredigion Language Strategy 2023—2028.

In the 2021 Census it was reported that 31,678 (45.3%) of the residents of Ceredigion who are over 3 years old are able to speak Welsh. This was less than the number and percentage reported in the 2011 Census, a decline of 3,286 persons and 2 percentage points. However, Ceredigion remained the Local Authority with the third largest proportion of Welsh speakers, aged 3 and over nationally.

Underpinning the 'Housing For All" Strategy therefore, is the basic principle that the best means of maintaining the vitality of the Welsh language is by sustaining communities. With such a large proportion of the existing population living in rural settlements a strategy that supports rural, as well as urban, communities is vital for the health of the language.

To sustain the culture and enhance the use of the Welsh language in all aspects of everyday life in the County, one of the principle aims of the Strategy is to address affordable housing for local people. The Strategy aims to ensure sufficient opportunities for local people to access affordable or social housing through having a local connection.

Number and percentage of Welsh speakers in Ceredigion by age group 2011 and 2021, according to Census reports:

	3 – 15 years	16-64 years	65+ years	Everyone over 3 years
2011	78.4% (7,175)	41.9% (20,503)	46.4% (7,286)	47.3% (34,964)
2021	71.8% (6,123)	42.4% (18,219)	39.9% (7,347)	45.3% (31,678)

The Social Services and Wellbeing (Wales) Act 2014 requires the Local Authority to develop a range of early intervention and prevention strategies that include collaborative arrangements with communities and the voluntary sector to support independent living. 'Housing for All' aims to meet this requirement through early help and support delivered via our Housing Support Programme which aims to stabilise and sustain housing for people.

Unemployment levels, coupled with low-income levels, has placed increased difficulties on the ability of people to access safe and affordable housing. Poor quality and inaccessible housing are often the cause of falls and trips in the home; it can contribute towards feelings of loneliness and isolation and can cause delayed transfers of care. All these come at an enormous cost to the NHS, Social Services and other public services. Therefore, getting housing right makes financial sense.

The Welsh Government's program "**The Programme for Government – 2021-2026**" sets out how the Government will deliver on 10 wellbeing objectives, designed to reflect priorities for protecting and developing the economy, society, environment and culture. This includes developing services for vulnerable people, a focus on decarbonisation and reforming housing law.

The Renting Homes (Wales) Act 2016 is the biggest change to housing law in Wales for decades. It changed the way all landlords in Wales rent their properties, improving how people rent, manage, and live in rented homes in Wales. The Act makes renting easier and provides greater security for both Tenants and Landlords.

However, this hasn't come without challenges, as landlords perceiving the additional responsibilities weigh up the benefits of continuing in the sector.

The Housing (Wales) Act 2014 aims to improve the supply, quality and standards of housing in Wales. The key elements of the Act are:

- Introduction of a compulsory registration and licensing scheme for private rented sector Landlords and Letting and Management Agents
- Reform of homelessness legislation, which places a stronger statutory duty on Local Authorities to prevent homelessness through advice and assistance, allowing them to use suitable accommodation in the private sector
- Placing a duty on Local Authorities to provide sites for Gypsies and Travellers, where a need has been identified
- Introduction of standards for Local Authorities on rents, service charges and quality of accommodation
- Reform of the Housing Revenue Account Subsidy system
- Giving Local Authorities the power to charge more than the standard rate of Council Tax on long term empty properties and certain types of second homes
- Assisting the provision of housing by Co-operative Housing Associations
- Amendment of the Leasehold Reform, Housing and Urban Development Act 1993

Phosphate Levels
Following new evidence from the Joint Nature Conservation Committee about the damaging effects of phosphates to water ecosystems and species, National Resources Wales (NRW) conducted an assessment of the nine relevant areas in Wales, including the River Teifi in Ceredigion, and in January 2021, published the results. Over 60% of the waterbodies in Wales failed the targets, including the River Teifi. NRW produced an interim planning position statement advising that any proposals for developments within Special Areas of Conservation river catchments, in particular those that will generate increased volume or concentration of wastewater, must now prove that the design will not contribute to increased phosphate levels. As a result, housing in some areas has stopped, which will inevitably impact on the delivery of Affordable homes. The Council are working with all relevant partners to find short and long term solutions to the issue to allow development to proceed and to restore the health of the rivers.

The Local Housing Market Assessment, published in October 2020, considers the whole of the housing market and the differing needs of communities, including older people, students and people with disabilities. In addition, the West Wales Care Partnership has also identified key areas for focus in their Housing and Accommodation Needs Assessment for people with Learning Disabilities and people with Mental Health needs in West Wales, published in February 2022. Also in development is a Regional Strategy for Housing and Care which will provide direction in relation to specialist housing schemes.

These sources of evidence are also used in the development of our Housing Prospectus, which provides direction for our Social Housing Delivery Programme, and in development of new schemes, for specific need.

DELIVERING OUR STRATEGY

Partnership Arrangements

To achieve our housing priorities Ceredigion County Council will need to work closely with others, developing ideas, enabling opportunities and delivering projects. Our key partners in realising the strategy include:

- Resident Social Landlords
- Local developers and construction industry
- Private Landlords
- Third Sector Organisations
- Hywel Dda Health Board

We are all working to achieve the same goals and recognise that it is in everyone's interests for Ceredigion to have homes where people can thrive. We also understand that each of our partners will have their own considerations and that we may not all take the same route to achieve our goal. Given the scale of the challenges we are facing, it is more important than ever to have solid, effective, partnerships built on a foundation of trust and mutual respect.

From the Council's Through Age Wellbeing Strategy we know that "Providing support for all ages and needs is a significant challenge for the Council, with limited resources. The profile of society and demographics have changed considerably over the last decade with a significant increase in the prevalence and impact of substance abuse, poor mental health, domestic abuse and older age groups living in Ceredigion.   As a consequence, demand for certain services has increased placing a greater financial pressure on those service areas. In addition, the unemployment levels, coupled with the low income levels has placed increased difficulties on the ability of people to access safe, affordable housing" Therefore, we will continue to work across Council services and support wherever possible to meet identified housing needs and ensure priorities are inclusive, co-produced and client focussed.

We understand that some people living in Ceredigion may have unique needs. We will work in partnership with all of these groups and aim to meet their specific needs on a case by case basis.

Performance and Governance

We will monitor the actions and measures set out within the Strategy on a quarterly and annual basis through the Strategic Housing Partnership, which contains representatives from our key partners. In addition, at appropriate intervals, an update on the progress of the Strategy will be provided to Overview & Scrutiny Committee.

Action Plan

We will prepare an Action Plan setting out our targets, key projects and activities and how we will measure our progress. Delivery against the Plan will be reported to Members and Partners through the Strategic Housing Partnership.

EVIDENCE PAPERS

The wider evidence is presented below. The local and national context, together with the evidence base shown on the following pages have led us to establish our main priorities and objectives for this Strategy.

Demographics

The latest Census results from 2021 show that the population of Ceredigion is 71,500, some 4,492 lower than the population in 2011. Between mid-year 2011 and 2021 the population rose from 75,400 to a peak of 75,800 in 2004, and then reached a new peak of 76,000 in 2012 which has been followed by a slow decline. It is suggested that by 2031 numbers will continue to decrease to 70,445.

71,500
Population, Census 2021

26%
of Ceredigion's population is aged 65 or over
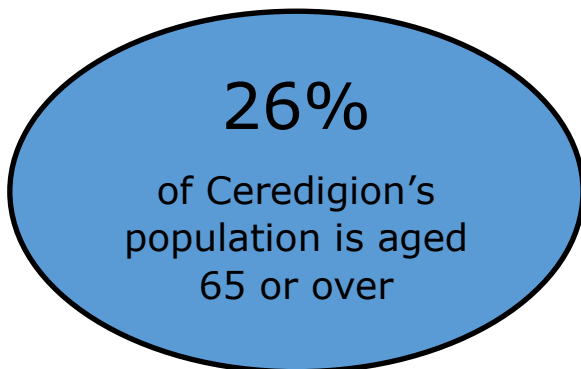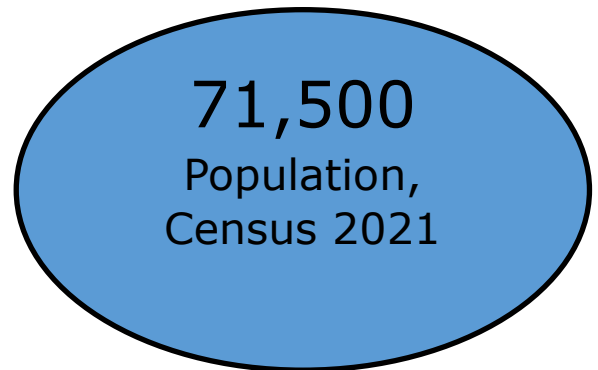
According to the latest (2018-based) population projections, this will rise to 30% of the population (21,000 people) by 2030; while the number of people aged 85+ will increase from 2,400 to 3,200.

Data from 2021 Census for Ceredigion

Age Group	Population	%
0-18	12,572	18
18-50	26,168	37
50+	32,728	46
Total	71,468	100*

Figures do not sum to exactly 100% due to computer roundings

A higher share of the population in Ceredigion (26%) is of retirement age than in Wales in general (21%)

Social Housing

9.4%
Social Housing stock, in Ceredigion
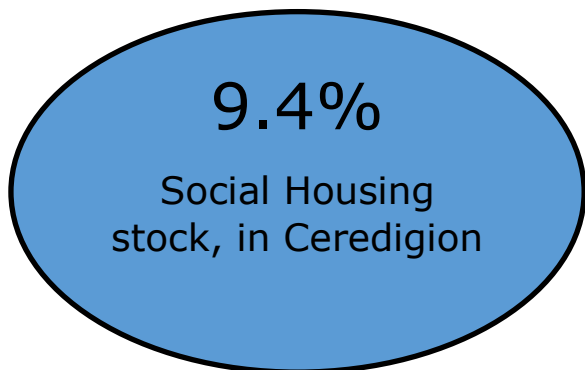
At the end of January 2023, there were 1750 Housing Register Applications seeking Social Housing in Ceredigion. An increase from 1400 in 2018. On average there are 280 allocations made per year, leading to a large discrepancy between demand and supply.

Social Housing stock accounts for 9.4% of housing in Ceredigion, compared to 16% Wales average (2020 Dwelling Stock Estimates, Welsh Government) The availability of Social Housing is a barrier to securing affordable housing in the County.

The following table shows the Social Rented property breakdown by bedroom numbers in Ceredigion (RSL Stock data). (Ceredigion 2021)

	No	%
1 Bed Flats / Apartments	469	16
2 Bedrooms	1348	46
3 Bedrooms	1029	35
4 Bedrooms	64	2
5 Bedrooms	6	0.5
6 Bedrooms	3	0.5
Sub total:	2919	
Sheltered Accommodation	404	
Extra Care	104	
Total units:	3427	

Bedroom Size Required
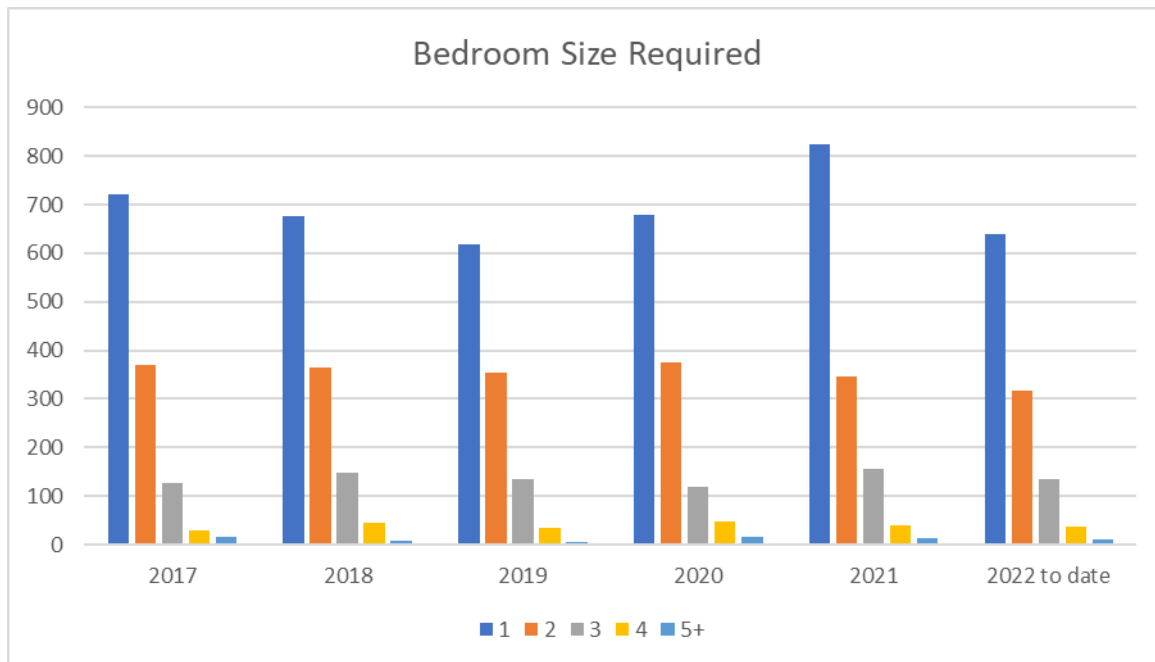
The table above shows the demand for bedroom sizes, according to the Common Housing Register

The table above shows a significant demand for 1 bed properties in the County, which has remained through the life of the previous Strategy. There is also an increase in demand for 2 and 4 bed properties. We can see from the table below that the current stock does not match our demand.

Demand for social housing by bedroom size is identified in the table below. There is a mismatch between demand for smaller units and the availability of smaller units within the social housing stock.

Bed size	Current stock	Demand
1 bed	16%	60%
2 bed	46%	24%
3 bed	35%	11%
4 bed	2%	4%
5+ bed	1%	1%

Bedroom size demand compared to current Social Housing Stock

Affordable Housing

The Local Authority Prospectus highlights the need to review the range of Affordable Housing options available and investigate opportunities to create affordable pathways to home ownership. To include:

- Shared Ownership
- Shared Equity
- Rent to Own
- Homebuy Scheme

- RSL Shared Equity Scheme
- Help to Buy Wales
- Extra Care

Affordable Housing Options demand, as identified on the Common Housing Register

Affordable Housing Options
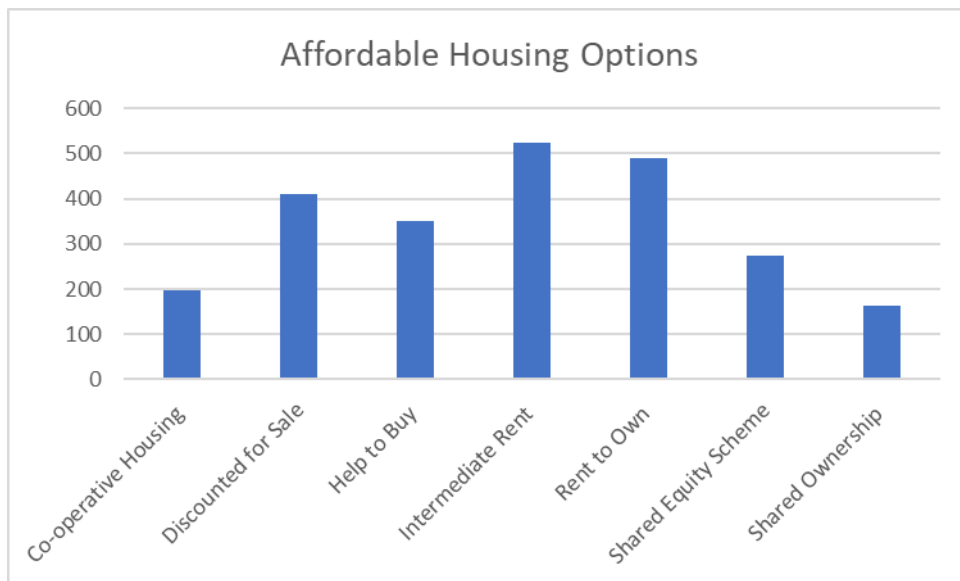
The Local Wellbeing Assessment was carried out in 2022 and identified that the residents of Ceredigion were concerned about affordable housing opportunities.

Looking ahead, what concerns you the most about prosperity in the county?
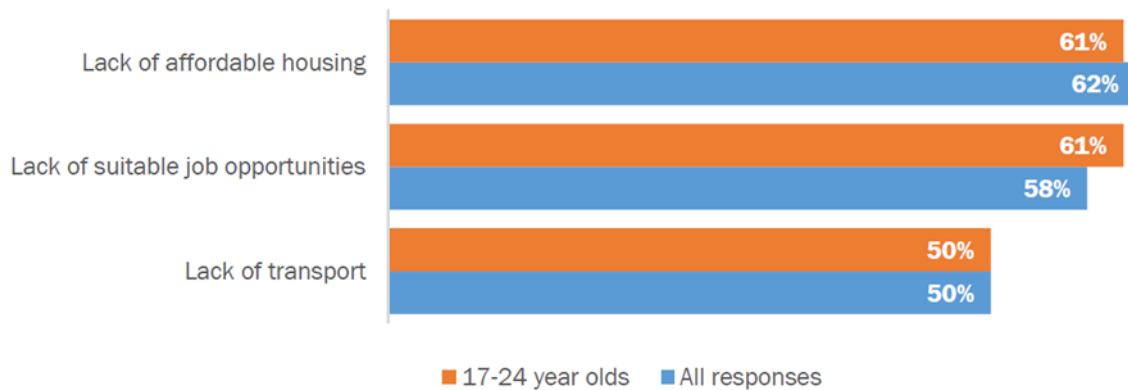
Source: Ceredigion PSB Well-being Survey

Which three things do you value most in a prosperous community?
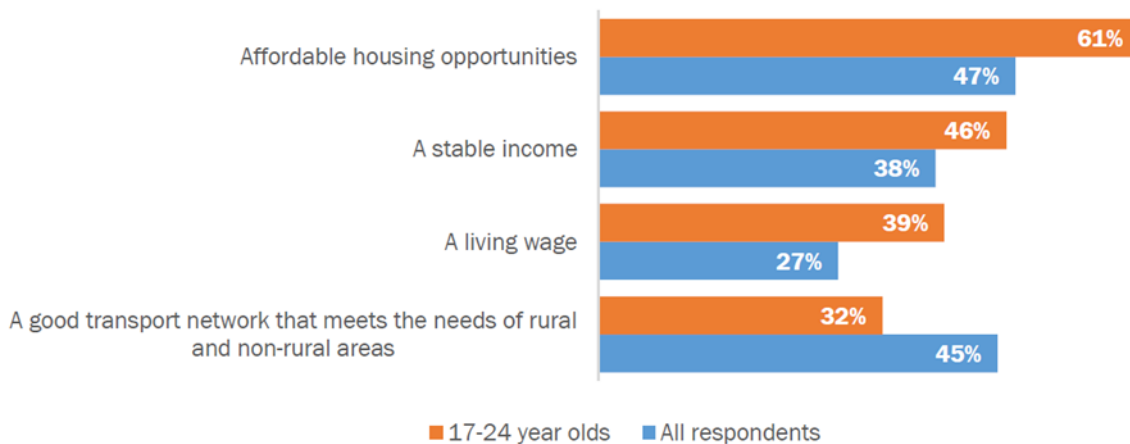
Source: Ceredigion PSB Well-being Survey

Thinking about the future, lack of affordable housing was the area of greatest concern for residents. With rising house prices and the increased cost of living providing affordable housing opportunities is still a large focus.

Housing Standards

16.6%

Private rented properties, in Ceredigion

Private rented homes are generally considered to be in worse conditions than other tenures. Ceredigion has a high proportion of privately rented properties, 16.6% compared to a Wales average of 14.2%

The Local Authority recorded 1383 housing related Service Requests between 2017 and 2022. 178 Category 1 Hazards identified under the Housing Health and Safety Rating System (HHSRS) and 62 Enforcement Interventions were required.

1383

Housing related Service Requests

The table below shows the type of Service Requests received by the Housing Service

Service requests

Type of Service Request	Number of Service Requests
Hhsrs - Single Dwelling	
Licensing - Hmos	
Management Regs - Hmos	
Eviction Harassment	
Housing Other	
Immigration Inspection	

0 100 200 300 400 500 600 700
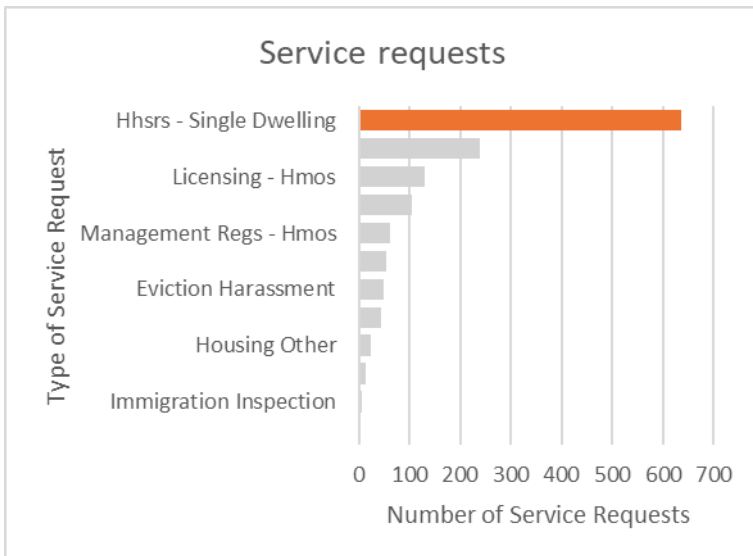
The top four Hazards identified during HHSRS Assessments are as follows:

- Damp and Mould
- Excess Cold
- Fire
- Electrical Hazards

Much of the housing stock in Ceredigion, especially in rural areas, is hard to heat because of its age, construction, and lack of mains gas supply. Home adaptations may provide a lifeline in less suitable properties but cannot solve all of the issues. Good quality housing has a strong effect on health for all ages. It is estimated that poor quality housing costs the NHS in Wales >£95m per year (Nicol and Garrett, 2019), being a factor behind issues such as falls and accidents in the home, and health issues caused or worsened by cold and damp living conditions.

The current means of assessing 'bad housing' is the Housing Health and Safety Rating System (HHSRS), which classifies defects in dwellings by assessing their potential effect on the health and safety of occupants and visitors. The system allows the seriousness of any hazard to be rated, differentiating between minor hazards and those where there is an immediate threat of major harm. Where a hazard scores 1,000 or more on the HHSRS it is deemed to be a Category 1 hazard and any dwelling with such a hazard is considered to be below the minimum acceptable standard for housing and thus classified as 'poor' or 'bad' housing.

Category 1 Hazards

Year	Total No HHSRS Assessments	Total No Category 1 Hazards identified	Improvement Notices Served
2017/18	253	37	2
2018/19	100	52	4
2019/20	223	23	2
2020/21	30	17	0
2021/22	66	22	0

Demand continues for Home Improvement Loans. The Local Authority gives priority to Homeowners and Landlords offering the property to let at affordable/ intermediate rent levels, or who offer the housing for social housing or nomination rights.

Fuel Poverty

45%

Households in fuel poverty
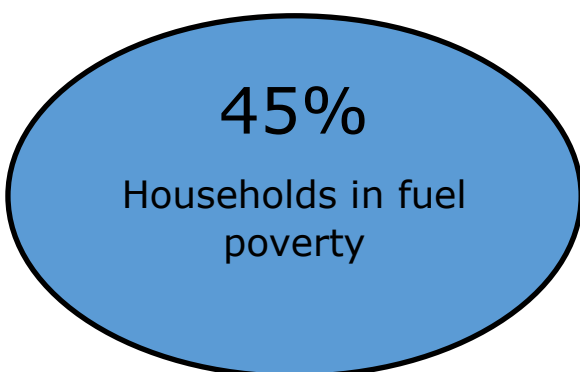
New official Welsh Government fuel poverty estimates say up to 45% of Households in Wales are likely to be struggling to keep warm and safe at home, trapped in fuel poverty.

Energy Efficiency

Several factors affect the energy efficiency of housing, including property type, tenure and when it was constructed. Much of the housing stock in Ceredigion, especially in rural areas is hard to heat because of it's age, construction and lack of mains gas supply.
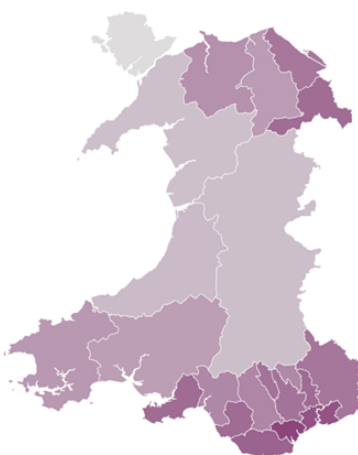
- 82.4% of properties not on mains gas (29,693 properties)
- 6926 properties with an EPC rating of F or G
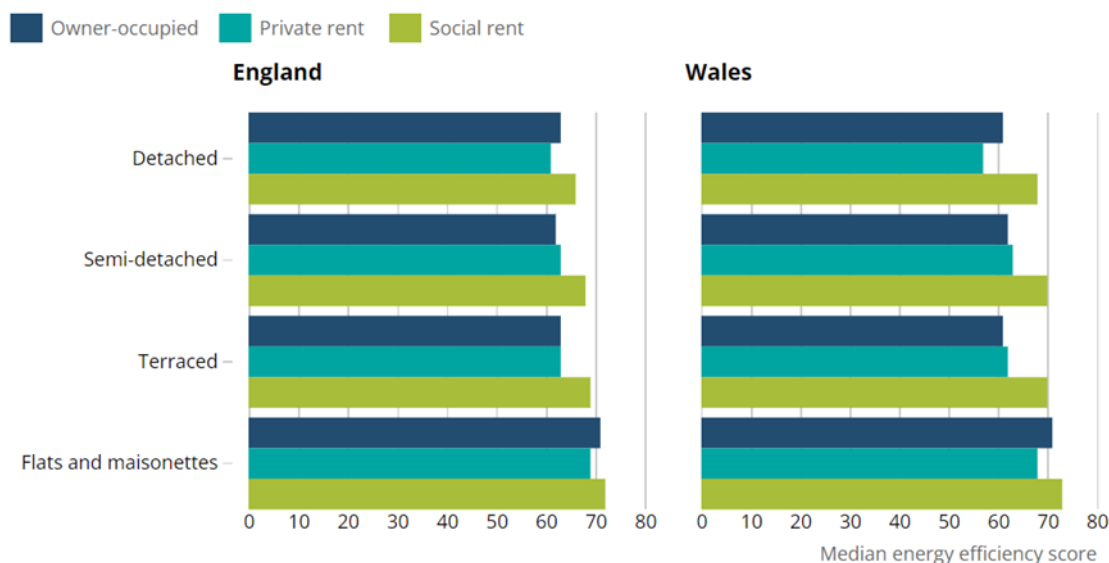
The table above shows median energy efficiency score by tenure and property type, England and Wales, up to March 2022 (Source: Department of Levelling Up)

Rent Smart Wales Data indicates that the average EPC Rating in the RSW registered Private Rented Sector properties in Ceredigion is 58, 4th lowest in Wales.

EPC Rating	Properties	%
A (92+)	84	0.0%
B (81-91)	8262	4.7%
C (69-80)	51797	29.6%
D (55-68)	78801	45.1%
E (39-54)	31700	18.1%
F (21-38)	3029	1.7%
G (1-20)	1245	0.7%
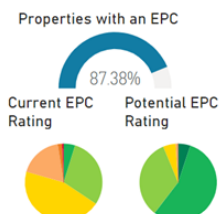
Domestic Private Rented Property in Wales are regulated by the Minimum Energy Efficiency Standards. An EPC rating of E or above is required on these properties in order to comply with the law. Energy efficiency schemes assist both home owners, and those in the private rented sector, to improve the energy efficiency of their properties through installation of a variety of energy efficiency measures.

Empty Properties and Second Homes

	2017-18	*2018-19*	*2019-20*	*2020-21*	*2021-22*	*2022/23 as at 06.01.2023*
Long Term Empty Properties	226	260	255	189	154	210
Long Term Empty Premiums	736	665	684	720	680	646
Second Homes	90	85	91	82	72	87
Second Homes Premium	1622	1621	1637	1609	1727	1793

The figures above, identified through Council Tax records, show the number of empty properties in Ceredigion.

Empty properties and Second homes are subject to a 25% Council Tax Premium.

There are some fluctuations between empty properties, second homes and commercially let holiday homes subject to business rates.

In January 2023, the following was apparent of Empty Properties within Ceredigion:

Number of empty properties in Ceredigion: 833 (210 Long Term Empties and 646 Long Term Empty Premium)

> Aberystwyth – 119 (27 long term, 92 premiums)
> Cardigan – 48 (21 long term, 27 premiums)
> Lampeter – 29 (8 long term, 21 premiums)

Whilst the numbers of empty properties has reduced over recent years, implementation of the Empty Property Action Plan will allow targeted action to bring empty properties back into use, enhancing the number of affordable homes available within the County.

Houses in Multiple Occupation

Dwellings which contain more than one household are known as Houses in Multiple Occupation (HMOs) and cover a wide range of housing types mainly in the private rented sector. They are often occupied by younger people and can include some vulnerable and disadvantaged groups.

There are two university towns in Ceredigion. As a result, the County has a higher than average number of HMOs in Wales for its population size. As of December 2022 there were 558 licensed HMOs in the County. The Housing Act 2004 requires mandatory licensing of certain types of HMO. Mandatory licensing is required where the HMO is occupied by five or more persons living in two or more separate households. The Housing Act 2004 also provides for licensing to be extended by a local authority to include HMOs not covered by mandatory licensing. An Additional Licensing Scheme was declared in April 2019 in Ceredigion. The use of Additional Licensing has to be consistent with the Local Authority's Housing Strategy and should be co-ordinated with the authority's approach on homelessness, empty properties and antisocial behaviour. The Scheme lasts for a period of 5 years and is due for review before April 2024.

The Additional Licensing Scheme applies in respect of HMOs occupied by three or more persons, forming three or more separate households, regardless of the number of storeys, in the following wards of the County:

- Aberystwyth—North
- Aberystwyth—Central
- Aberystwyth—Penparcau
- Aberystwyth—Rheidol
- Aberystwyth—Bronglais
- Llanbadarn Fawr—Padarn
- Llanbadarn Fawr—Sulien
- Faenor

Leasing Scheme Wales

As a result of the "no one left out" approach there has been an increase in investment from Welsh Government in funding areas, together with the launch of the Private Rented Sector Leasing Scheme Wales. Ceredigion County Council have signed up to the Welsh Government's Leasing Scheme Wales initiative to improve access to properties at an affordable rent.
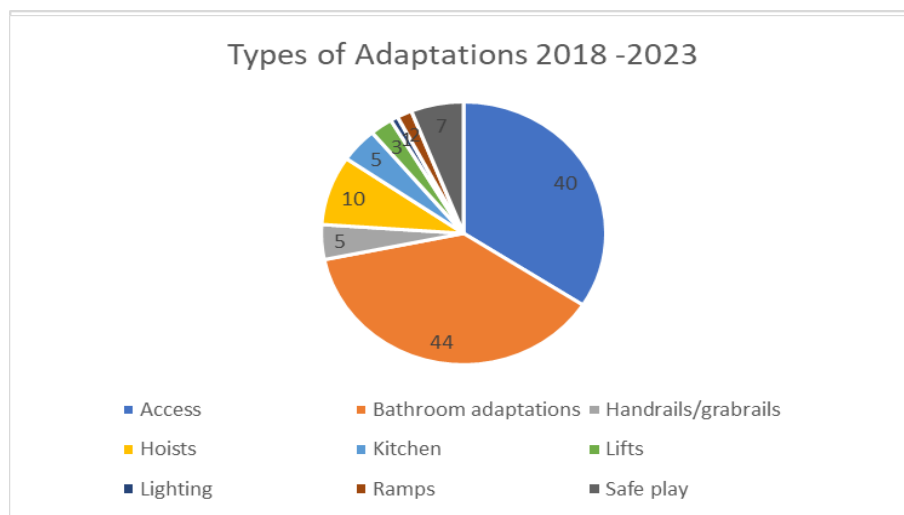
Adaptations

On average 265 large, medium and small adaptions are delivered annually to assist residents to maintain independence in their own homes and facilitate hospital discharge. A range of adaptations are undertaken including extensions, through floor lifts, stairlifts, level access showering facilities, hoists, grab rails, ramps and access to outside space. Adaptations are delivered according to the needs of the client, as recommended by the Occupational Therapist.

- 19% (increased from 17%) of households on the Ceredigion Common Housing Register have requested an adapted property (self reporting across all levels)

- 21% (increased from 14%) of households on the Ceredigion Common Housing Register have requested Older Persons' Accommodation
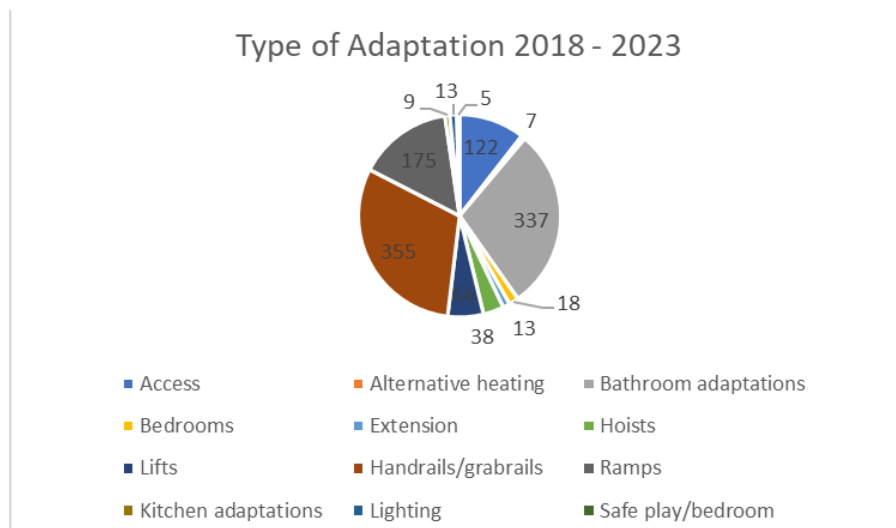
The table above shows the type of Adaptations installed between 2018 and 2023 through Disabled Facility Grant funding

The table above shows the type of Adaptations installed by Ceredigion Registered Social Landlords between 2018 and 2023

Homelessness

Over the last few years, and during the pandemic, the number of presentations to the homelessness service have remained broadly consistent. However during the pandemic an 'Everyone In' approach followed by changes in legislation by Welsh Government means that the case numbers at full homelessness duty (s75) have increased. The Housing Options team are less able to close cases at an earlier stage, due to lack of suitable housing options for people to move into. In addition the changes in legislation mean that people who were not eligible for support or accommodation at this stage due to not being in priority need are now eligible. This means that we support people for a longer period.

This can be represented by looking at the active case numbers over the last five years. The number of cases at all homelessness duty stages are trending upwards, and, in particular, the s75 cases have markedly increased.

Further information in this area can be found in the Rapid Rehousing Transition Plan.
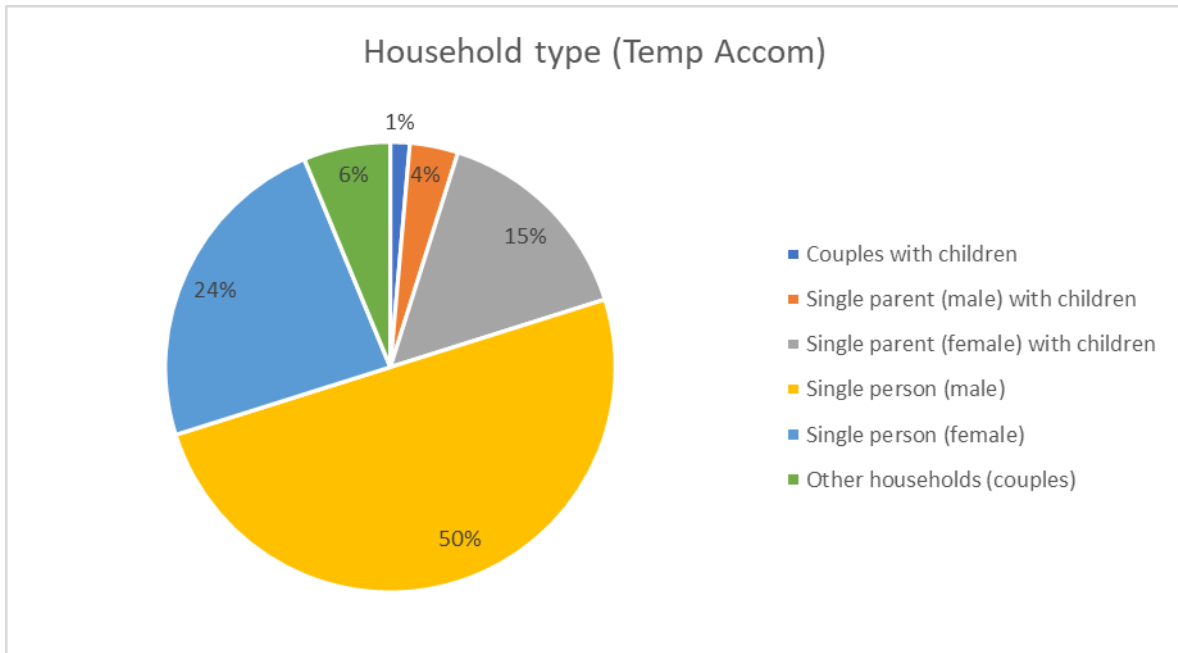
The table below shows active case numbers 2018—2022
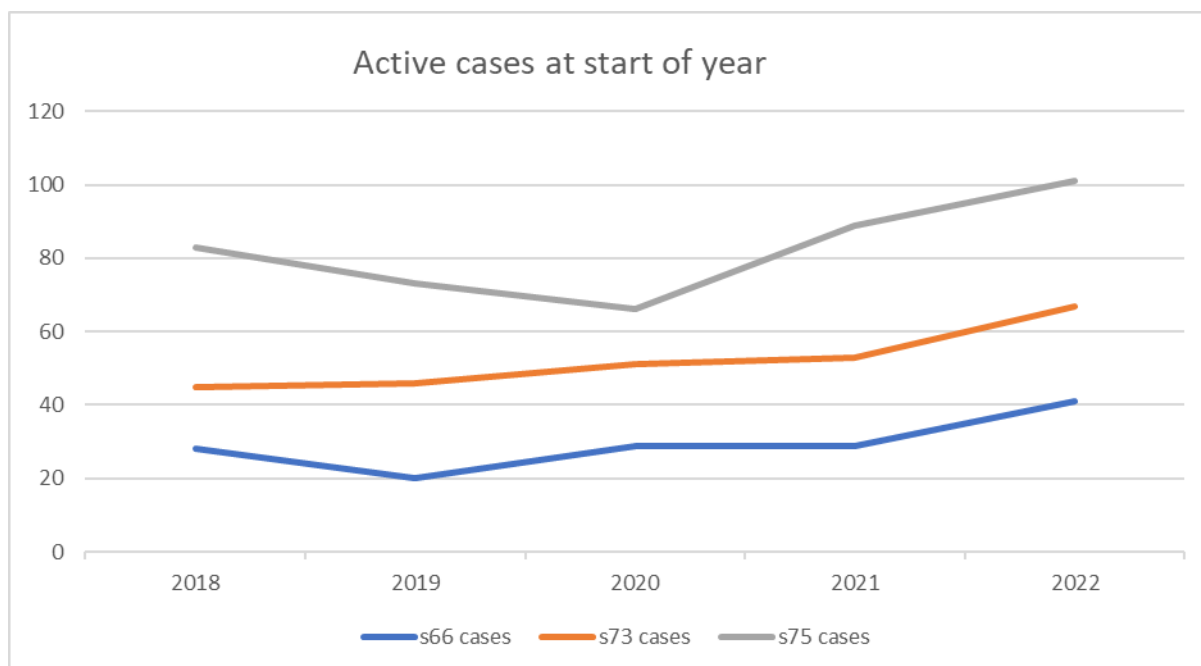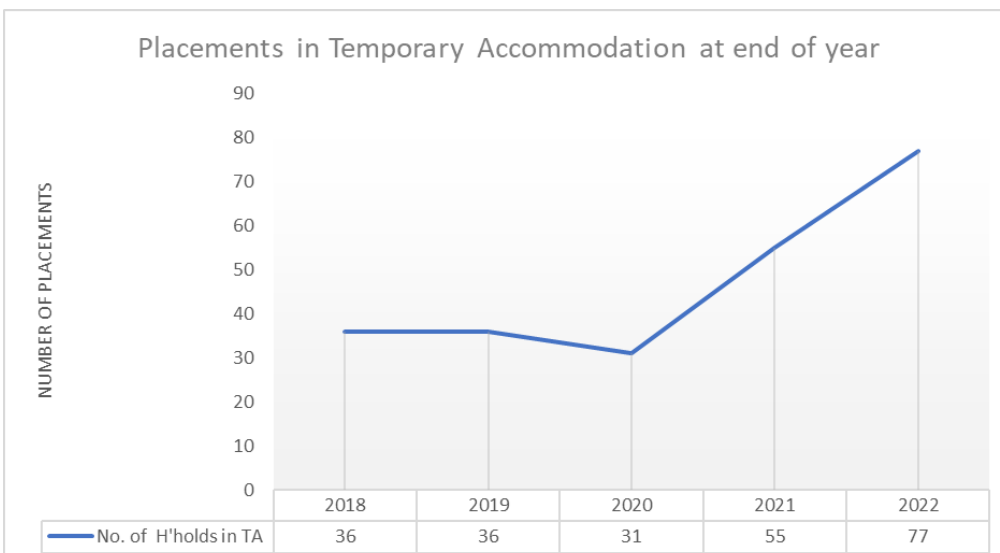
Temporary Accommodation

The data below looks at the makeup of households accommodated in temporary accommodation over 2021/2022. During this time 189 placements were made, accommodating 144 households.

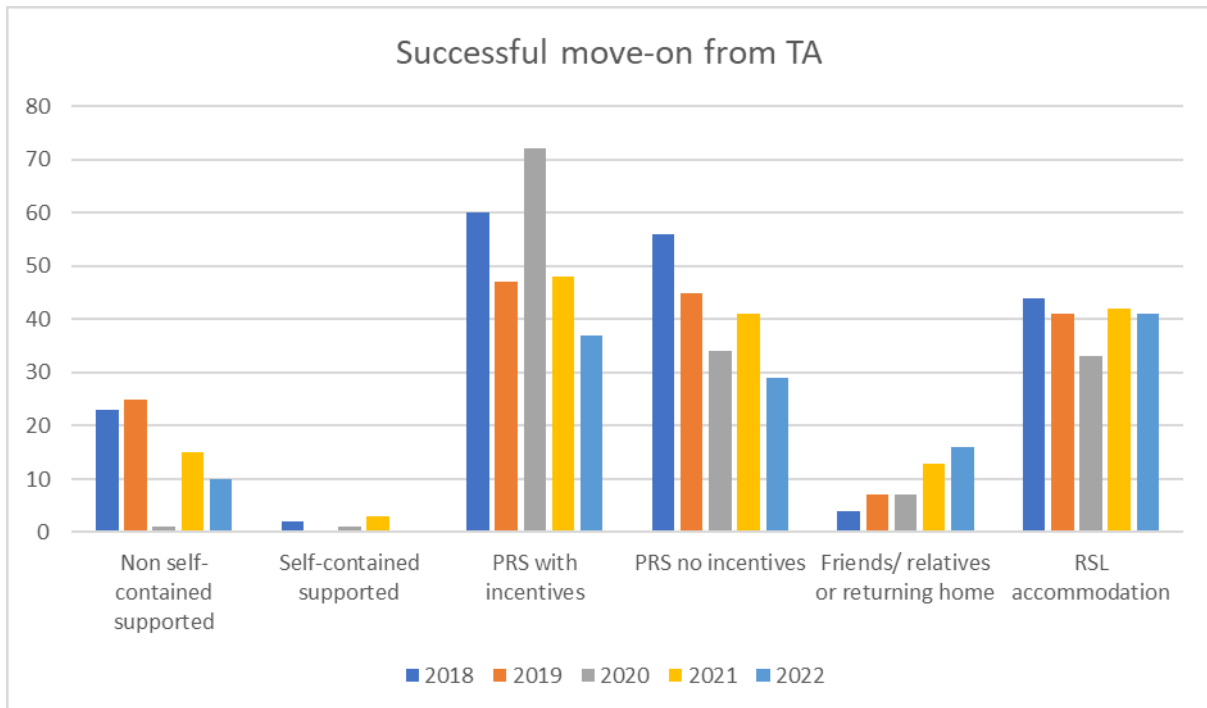## Household type placed in temporary accommodation

74% of all homeless placements are for single persons. This is in comparison to the Census 2011 data which indicates just 33.1% of the total population of Ceredigion is in a single person household.

Households placed in temporary accommodation

There is an increasing demand on temporary accommodation due to insufficient housing options for people.

Successful move-on from TA

The chart above shows the successful result of move on from temporary accommodation for the period 2018–2022. It is becoming increasingly more difficult to move-on homeless households from temporary accommodation to the private rented sector. The drop in numbers in 2020 was impacted by moving home being prevented for the large part due to the Pandemic. This had a knock on effect on the ability to move persons into particularly Registered Social Landlord properties and supported placements.

As a result of the Covid Pandemic, the Council worked hard to accommodate all those at risk, under an 'Everybody In' umbrella. This is shown in the increased number of Households accommodated in temporary accommodation. This has corresponded with a decrease in successfully discharging into the private rented sector. This has led to increased pressures on the Housing Options and Support team, highlighting the need to reconsider the move-on options available, including a review of the Common Allocation Policy.

Housing Support

Number of Service users by Client Support Category
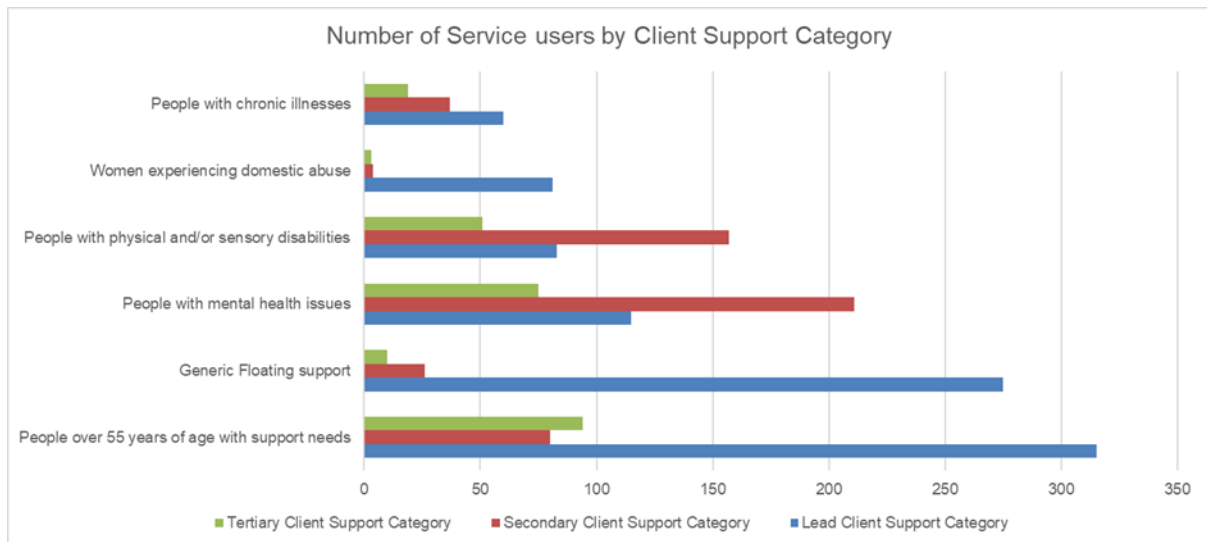
The table above shows the needs of Service Users (Housing Support Needs Assessment)

Evidenced in the Housing Support Programme Needs Assessment and identified as priorities within the Housing Support Programme Plan, our focus will be to;

- Maintain current provision and enhance the range of specialist accommodation available
- Provide specialist accommodation to house individuals who are unwilling or unable to manage even the most basic accommodation
- Address lack of provision of supported accommodation for clients with complex needs and chaotic lifestyles

GLOSSARY OF TERMS

Accessible Housing Register	A register for applicants who are either mobility impaired or disabled and in need of suitably adapted properties. The Register is managed by the Local Authority on behalf of it's partner Registered Social Landlords in Ceredigion.
Affordable Housing	Affordable housing can be generally referred to as "Low Cost Home Ownership". It can also include Discounted for Sale or Shared Ownership/Equity or Intermediate/affordable rented housing.
Affordable Housing Register	A register for applicants who are unable to access open market housing which is suitable for their needs. Applicants may be able to afford Intermediate Rent or Affordable Rent or alternatively qualify to buy one of the Low Cost Home Ownership options. The register is held by the Local Authority and is also available to Registered Social Landlords in Ceredigion.
Common Housing Register	The Housing Register is managed by Ceredigion County Council on behalf of its Registered Social Landlord Partners in order to match suitable applicants to social housing properties.
Community	The 'community' can be defined in a number of ways. It can be used to define a group of residents in a precise location. It can also be used to refer to a group of individuals who share a particular interest or viewpoint. Community is not simply about facilities but also about social networks, in terms of meeting and greeting. The importance that the Welsh language plays in this is significant in order to sustain the vitality of Welsh culture and language in Ceredigion. Evidence suggests that a high density of speakers is necessary for the Welsh language to be used as a normal vibrant community language. (National Welsh Language Survey 2013-15)
Commuted Sums	A Commuted Sum, in the context of the Ceredigion Local Development Plan, is the payment of a capital sum by a developer, to the Local Authority in lieu of on-site provision of affordable housing (where the local planning authority agree this is not possible) or where the construction of whole affordable housing units on site does not meet the developer's full obligation under the affordable housing policy. The payment is a contribution to a fund administered by the authority and used to supplement the development of affordable housing elsewhere in Ceredigion.

Disabled Facilities Grants (DFG)	The Disabled Facilities Grant can be used for adaptations and equipment required to enable a person to maintain independence in their home.
Energy Performance Certificate (EPC)	An Energy Performance Certificate (EPC) is a report that assesses the energy efficiency of a property and recommends specific ways in which the efficiency of your property could be improved.
Empty Property Action Plan	This Plan will help bring empty properties back into use and improve the physical condition of the existing environment, targeting those properties having a detrimental effect.
Fuel Poverty	A fuel poor household is defined as one which needs to spend more than 10% of its income on fuel to maintain a satisfactory heating regime (usually 21 degrees for the main living area, and 18 degrees for other occupied rooms)
Housing Support Grant	The purpose of the Housing Support Grant (HSG), funded by Welsh Government, is to prevent homelessness and support people to have the capability, independence, skills and confidence to access and/or maintain a stable and suitable home.
Housing Health and Safety Rating System (HHSRS)	The Housing Health and Safety Rating System (HHSRS) assesses 29 housing hazards and the effect that each may have on the health and safety of current or future occupants of the property. If a hazard is a serious and immediate risk to a persons' health and safety, this is known as a Category 1 hazard.
Houses in Multiple Occupation (HMO)	A house in multiple occupation is a property rented out by at least three people, who are not from the same household, but share facilities like the bathroom and kitchen.
Local Housing Allowance Rates (LHA)	The Valuation Office Agency Rent Officers determines Local Housing Allowance (LHA) rates used to calculate housing benefit for tenants renting from private landlords. LHA rates are based on private market rents being paid by tenants in the broad rental market area (BRMA). This is the area within which a person might reasonably be expected to live.

Local Housing Market Assessment	The Local Housing Market Assessment provides assistance in determining the level of housing demand in Ceredigion.
Older Person's Register	An Older Person's Register is a register for housing specifically suitable for person's over 55 years of age.
Rent Smart Wales	Rent Smart Wales process landlord registrations and grant licences to landlords and agents who need to comply with the Housing (Wales) Act 2014.
Rapid Rehousing Transition Plan	A Rapid Rehousing Transition Plan is a planning document intended to support local authorities make the transition to a Rapid Rehousing model of homelessness services.
Registered Social Landlords (RSLs)	Registered Social Landlords are private non-profit making organisations also called Housing Associations that provide low cost social housing.
Social Housing	Social Housing is housing that is let at low rents and on a secure basis to people in housing need. It is generally provided by Local Authorities and Housing Associations.
Social Housing Grant	Social Housing Grant is a grant given to Registered Social Landlords by Welsh Government and managed by the Local Authority. The grant aims to provide new affordable housing for rent and low cost home ownership.
Social Housing Prospectus	Local authorities are required to identify their strategic priorities for utilising Social Housing Grant and the Prospectus provides a summary of Ceredigion's housing priorities.

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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	Housing Strategy, setting out Ceredigion's visions and plans for housing in the county for the next 5 years

Service Area	Housing	Corporate Lead Officer	Greg Jones	Strategic Director	James Starbuck

Name of Officer completing the IIA	Cerys Purches-Phillips	E-mail	Cerys.purches-phillips@ceredigion.gov.uk	Phone no	Skype

Please give a brief description of the purpose of the proposal
The Local Authority plays a lead role in developing an approach to housing across all tenures in the County. The purpose of the Strategy is to ensure the delivery of more integrated housing and related services in order to meet local need, whilst also safeguarding the heritage and culture of the County. Sustaining existing communities is key to this strategy, and vital for the health of the Welsh language in Ceredigion.
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).
Residents of the County, across all tenures could be impacted by the strategy.

VERSION CONTROL: The IIA should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development, Welsh language and equality considerations wherever possible.				
Author	Decision making stage	Version number	Date considered	Brief description of any amendments made following consideration
Cerys Purches-Phillips	Scrutiny	1	13/04/2023	No changes, progress to Cabinet.
Cerys Purches-Phillips	Cabinet	1	02/05/2023	No changes, approval for public consultation.
Cerys Purches-Phillips	Scrutiny	2	18/09/2023	

COUNCIL STRATEGIC OBJECTIVES: Which of the Council's Strategic Objectives does the proposal address and how?	
Boosting the Economy, supporting Business and enabling employment.	The Strategy will have a positive impact on the local construction industry providing job opportunities in the development of new homes and adaption and improvement to existing homes. It will also provide the opportunity for residents to maintain a sustainable home as a basis to find secure employment.
Creating caring and healthy communities	The Strategy will provide opportunities to enable local people to remain in their communities, safeguarding cultural heritage and language, especially in areas of high proportion of Welsh speakers. The Strategy will aim to provide early assistance and support for peoples' housing needs, sustaining their accommodation or enabling them to move on where appropriate. The right level and type of support will be provided at the right time, to prevent escalation. Wherever possible, through a variety of options, we will maximise people's independence enabling them to remain in their own homes and communities.
Providing the best start in life and enabling Learning at all ages	The Strategy will provide the opportunity for residents to maintain a sustainable home as a basis to find education / secure employment.
Creatin sustainble, greener and well-connected communities	Providing quality housing, suitably located will enable people to stay in their own homes for longer, promoting community resilience. Improvements to existing homes can enhance an area giving a sense of community pride. The Strategy will support schemes to improve energy efficiency.

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.	• The term for the Strategy is 5 years. After which it will be reviewed to ensure it is still meeting residents needs and amended accordingly. • Short term needs are addressed through immediate response and support provision.	The development of housing addresses longer term issues.	N/A
Collaboration Working together with other partners to deliver.	• The Strategy has been developed in conjunction with Partners and will continue to need their support in order to fully maximise the potential of the strategy and its' delivery. • The Strategy can only be realised through partnership working in both Public and Third Sector.	Regular attendance at the Strategic Housing Partnership together with workshops held 9th January 2023 and 12th January 2023 to develop the Strategy. Partners include: Wales & West Housing, Ceredig, Barcud, HDUHB, together with Corporate Managers from other Council service areas.	N/A
Involvement Involving those with an interest and seeking their views.	• We have sought involvement through a workshop held regarding the strategy to which stakeholders were invited and encouraged to contribute to the development of the strategy. Updates on the progression of the strategy are given regularly and considered at the Strategic Housing Partnership. There will be a formal consultation process before adoption.	Regular attendance at the Strategic Housing Partnership together with workshops held 9th January 2023 and 12th January 2023 to develop. the Strategy. Partners include: Wales & West Housing, Ceredig, Barcud, HDUHB,	N/A

		together with Corporate Managers from other Council service areas.	
Prevention Putting resources into preventing problems occurring or getting worse.	• The Strategy embodies the aim of prevention in order to maintain independence and sustainable communities.	Housing Support services will play a big role in prevention and escalation. Improving and adapting peoples home conditions will promote independence and sustainability.	The strategy will have a positive impact - improving the quality of housing which is suitably located, which can enable people to live at home for longer. It has the potential to create more resilient and connected communities and improve people's health and wellbeing. With a high density of Welsh speakers within the County, there is a need to ensure, as far as possible, that housing needs fosters and strengthen the language.
Integration Positively impacting on people, economy, environment and culture and trying to benefit all three.	The Housing Service is fully embedded in the Through Age Wellbeing model, holistically working with other Services for a person focussed outcome. The Stategy encourages collaboration and partnership working to ensure delivery of its' key priorites.	The Strategy has been developed with partners and will continue to be monitored through the Strategic Housing Partnership Meeting to ensure delivery of key outcomes.	Consider specific national strategies developed for protected groups, e.g. Armed Forces, Anti-Racism, Gypsy and Traveller.

An integrated tool to inform effective decision making

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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.	The strategy positively contributes to a prosperous Wales, through opportunities for local procurement, community involvement through local development and energy efficiency schemes.	Opportunities for local procurement are pursued through adaptations, development and energy efficiency. £4million is invested into the County through the Housing Support Programme.	Community benefits can be realised through procurement avenues.
3.2. A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change).	The Strategy encourages opportunities for a resilient Wales to improve energy efficiency within peoples homes and build community resilience through the provision of sustainable cost effective homes.	Examples of funding bids for warmer homes together with other new development schemes. Evidence Papers contained in the Strategy support this view.	Requirements relating to environmental considerations will be addressed through Planning.
3.3. A healthier Wales People's physical and mental wellbeing is maximised and health impacts are understood.	The Strategy aims to improve the living environment which will have a positive impact on a persons physical and mental wellbeing. The Housing Support Programme, which supports the Housing Strategy, will address peoples physical and mental wellbeing, in the context of their housing need.	Housing Needs Assessment. Evidence Papers contained in the strategy outline the contributing factors and key statistics are shown as examples of improved living standards.	Close working with other Pyrths through the Through Age Wellbeing model.

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

An integrated tool to inform effective decision making

		adaptations and affordable housing.	
3.4. A Wales of cohesive communities Communities are attractive, viable, safe and well connected.	The Strategy will have a positive impact in creating attractive, viable, safe and well connected communities.	Evidence indicates that socio-economic status and deprivation, access to services and facilities, and crime, have the greatest impact on community cohesion and resilience. Provision of quality, affordable housing in the right location that meets residents needs will have a positive impact on both socio-economic status and deprivation. Enabling local people to remain in their communities will contribute towards sustaining cultural heritage and language.	The Housing Strategy has been strengthened to include working with communities and future housing needs. Requirements relating to community considerations will be addressed through Planning.
3.5. A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental well-being.	There is a positive impact for a globally responsible Wales through encouraging and supporting energy efficiency schemes in both new build and existing properties whilst reducing peoples' carbon footprint. The Housing Service actively supports Refugee Resettlement within the County.	Evidence of carbon reduction before and after schemes are implemented.	

6

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

An integrated tool to inform effective decision making

3.6. A more equal Wales People can fulfil their potential no matter what their background or circumstances. *In this section you need to consider the impact on equality groups, the evidence and any action you are taking for improvement.* *You need to consider how might the proposal impact on equality protected groups in accordance with the Equality Act 2010?* *These include the protected characteristics of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or beliefs, gender, sexual orientation.* **Please also consider the following guide::** Equality Human Rights - Assessing Impact & Equality Duty	Describe why it will have a positive/negative or negligible impact. *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.*	What evidence do you have to support this view? *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 data or engage 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.*	What action (s) can you take to mitigate any negative impacts or better contribute to positive impacts? *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.*
Age Do you think this proposal will have a positive or a negative impact on people because of their age? (Please tick ✓)	There is a positive impact for all age groups as we are creating homes which are suitable for each stage of life from safe, warm homes for children, families and through to adapted and independent homes for the elderly. Within the Housing Strategy there is a recognised need for smaller housing suitable for younger people wishing to establish themselves in the area.	21% of households on the Ceredigion Housing Register have requested Older Persons' Accommodation. Evidence papers and key statistics contained in the Strategy support this view. Ceredigion's population is expected to age over the coming years, with significant increases in the numbers of people aged 65 and over, and more particularly in the 85+ age group. As life expectancy increases, the	Actions have already been taken to better contribute to positive impacts for young people and older people. There are specific Housing Support commissioned services to address the needs of younger and older age groups.

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
	✓		

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There is an equal desire and need for Older Persons' accommodation and as such, developments are in the pipeline for appropriate schemes.

demand for housing which is suited to the needs of the elderly is likely to increase further.

Data from 2021 Census for Ceredigion:

Age Group	Population	%
0-18	12,572	18
18-50	26,168	37
50+	32,728	46
Total	71,468	100*

Figures do not sum to exactly 100% due to computer roundings

A higher share of the population in Ceredigion (26%) is of retirement age than in Wales in general (21%).

Disability
Do you think this proposal will have a positive or a negative impact on people because of their disability? (Please tick ✓)

Hearing Impartment	Positive	Negative	None/ Negligible
	✓		
Physical Impairment	Positive	Negative	None/ Negligible

19% of households on the Ceredigion Housing Register have requested an adapted property, thus creating the Accessible Housing Register. The Accessible Housing Register needs are considered when planning social housing developments.

Evidence papers and key statistics contained in the Strategy support this view.

The 2021 Census identifies 22% of the poplation as having a long term health problem or disability which

There are specific Housing Support commissioned services to address the needs of disabled people.

	✓			Adaptations can be realised through the Disabled Facilities Grants process, where small and medium grants are no longer means tested. It is important to provide a range of housing services that enable people to maintain their independence and wellbeing through each stage of life. There is a positive impact for the full range of disabilities as future housing should address individuals needs as and when they occur.	limits their day to day activities.
Visual Impairment	Positive	Negative	None/ Negligible		
	✓				
Learning Disability	Positive	Negative	None/ Negligible		
	✓				
Long Standing Illness	Positive	Negative	None/ Negligible		
	✓				
Mental Health	Positive	Negative	None/ Negligible		
	✓				
Other	Positive	Negative	None/ Negligible		
	✓				

Transgender Do you think this proposal will have a positive or a negative impact on transgender people? (Please tick ✓)				There will be no differential impact on transgender persons. Individual needs are identified through application and addressed accordingly.	Figures on gender reassignment are difficult to establish since most people experiencing gender dysmorphia are likely to wish to remain undetected. One in eight people in Ceredigion aged under 35 years old identify with an LGBTQA+ sexual orientation, new census figures show.	Individual needs are identified and a person centered approach taken to support.
Transgender	Positive	Negative	None/ Negligible		
			✓		

| | | | | The Census data shows 1,660 people aged between 16 and 24 years old in Ceredigion said they identified with a sexuality other than heterosexual when the Census took place in March 2021, alongside 500 aged 25 to 34.

In addition, the latest Census figures show that 1 in 8 people in Ceredigion, aged under 35 years old identify with an LGBTQA+ orientation. | |

Marriage or Civil Partnership
Do you think this proposal will have a positive or a negative impact on marriage or Civil partnership? (Please tick ✓)

Marriage	Positive	Negative	None/ Negligible
			✓
Civil partnership	Positive	Negative	None/ Negligible
			✓

The Strategy aims to provide housing to suit the individuals need irrespective of marital status.

According to 2021 Census Reports, the proportion of married people is at 43.1%, which is slightly less than 43.8% across Wales as a whole. The proportion of a same-sex civil partnership is at 0.2%, which is higher than the 0.1% across both Wales and England.

Individual needs are identified and a person centered approach taken to support.

Pregnancy or Maternity
Do you think this proposal will have a positive or a negative impact on pregnancy or maternity? (Please tick ✓)

Pregnancy	Positive	Negative	None/ Negligible

The Strategy aims to provide housing to suit the individuals need. Pregnant women and women with dependant children are considered as

Legislative requirement.

Individual needs are identified and a person centered approach taken to support.

			✓	priority need for homelessness.		
Maternity	Positive	Negative	None/ Negligible			
			✓			

| **Race** Do you think this proposal will have a positive or a negative impact on race? (Please tick ✓) | | | | Customs, beliefs and traditions within diverse communities will be respected.

Development of affordable housing sites contain a mix of housing types to meet diverse needs and culturally appropriate accommodation.

Gypsy & Traveller needs are catered for through a regular Accommodation Assessment.

The Council participates in National Refugee Resettlement schemes. | The majority of Ceredigion's residents (96.2%) are white, with the majority of those being White Welsh, Scottish, Northern Irish, English, or British. The next largest ethnic group in Ceredigion is Asian, Asian British or Asian Welsh with 1,096 people or 1.5% of the County's population. A further 867 or 1.2% of the population are from Mixed or Multiple ethnic groups, and 366 or 0.5% are Black, Black British, Black Welsh, Caribbean or African. | The use of interpretation services might be required for service users who are migrants and have limited or no Welsh/English language skills.

Consider Anti-Racist Wales Action Plan. |
|---|---|---|---|---|---|---|
| White | Positive | Negative | None/ Negligible | | | |
| | ✓ | | | | | |
| Mixed/Multiple Ethnic Groups | Positive | Negative | None/ Negligible | | | |
| | ✓ | | | | | |
| Asian / Asian British | Positive | Negative | None/ Negligible | | | |
| | ✓ | | | | | |
| Black / African / Caribbean / Black British | Positive | Negative | None/ Negligible | | | |
| | ✓ | | | | | |
| Other Ethnic Groups | Positive | Negative | None/ Negligible | | | |
| | ✓ | | | | | |

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 ✓)				Customs, beliefs and traditions within diverse communities will be respected.	The largest proportion of the population in Wales describe themselves in the 2021 Census as having no religion (47%), followed by Christian (44%). Muslim is the next largest group in Wales with 66,947 members representing 2.2% of the population. In	N/A
Christian	Positive	Negative	None/ Negligible			
	✓					
Buddhist	Positive	Negative	None/ Negligible			

					Ceredigion, the largest proportion of the population state their religion as Christian (47%), followed by no religion (43%). Other religions, which includes Pagan, Spiritualism and Spiritualist are the next largest group at 0.9% of the population.	
	✓					
Hindu	Positive	Negative	None/ Negligible			
	✓					
Humanist	Positive	Negative	None/ Negligible			
		✓				
Jewish	Positive	Negative	None/ Negligible			
		✓				
Muslim	Positive	Negative	None/ Negligible			
		✓				
Sikh	Positive	Negative	None/ Negligible			
		✓				
Non-belief	Positive	Negative	None/ Negligible			
		✓				
Other	Positive	Negative	None/ Negligible			
		✓				

				The Strategy aims to provide housing to suit the individuals need.	According to the 2021 Census, females (51%) account for slightly more of the population in Ceredigion than males (49%).	N/A
Sex Do you think this proposal will have a positive or a negative impact on men and/or women? (Please tick ✓)						
Men	Positive	Negative	None/ Negligible			
	✓					
Women	Positive	Negative	None/ Negligible			
	✓					

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Sexual Orientation Do you think this proposal will have a positive or a negative impact on people with different sexual orientation? (Please tick ✓)				The Strategy strives to provide suitable accommodation for all specified groups. There will be no differential impact. Individual needs are identified through application and addressed accordingly.	For the first time in 2021, information on sexual orientation was recorded in a Census. In Ceredigion, 85% identified as Straight or Heterosexual, with 10% choosing not to answer this question. A further 3% or 1,617 are bisexual, and 2% or 941 are gay or lesbian. Prior to the Census in 2021, it had been estimated that 5-7% of the population were lesbian, gay or bisexual.	N/A
Bisexual	Positive	Negative	None/ Negligible			
	✓					
Gay Men	Positive	Negative	None/ Negligible			
	✓					
Gay Women / Lesbian	Positive	Negative	None/ Negligible			
	✓					
Heterosexual / Straight	Positive	Negative	None/ Negligible			
	✓					

In further regard of a more equal Wales, we have considered also the following specific groups.

Armed Forces Personnel Do you think this proposal will have a positive or a negative impact on Armed Forces Personnel? (Please tick ✓)				The Common Housing Register gives additional consideration to this Group. Information on this is collated and monitored.	The Census 2021 tell us that 2525 people in Ceredigion (4.1%) have previously served in the Armed Forces, compared with 4.5% across Wales.	N/A
AF Personnel	Positive	Negative	None/ Negligible			
	✓					

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Carers Do you think this proposal will have a positive or a negative impact on Armed Forces Personnel? (Please tick ✓)				There is a positive impact for the full range of disabilities and their Carers, future housing should address individuals needs as and when they occur.	According the Census 2021, there are 7,421 unpaid carers in Ceredigion. There are 2,338 providing 50 hours per week or more which is slightly higher than the 2,225 in 2011.	N/A
Carers	Positive	Negative	None/ Negligible			
	✓					

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 Strategy will help promote equality of opportunity for all residents to be provided with safe, quality, affordable living accommodation suitable to their individual needs.

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 imped you in making reasonable adjustments*

The Strategy helps to eliminate discrimination by being accessible to all groups, and by making reasonable adjustments, whenever required.

3.6.4. How could/does the proposal impact on advancing/promoting good relations and wider community cohesion?
You should consider whether the proposal with help you to: ● *Tackle prejudice* ● *Promote understanding*

No group is shown favour and the strategy encourages inclusivity. We aim to provide inclusive housing to all those in need and to encourage and support community cohesion within diverse communities. Peer support within communities is encouraged through the Housing Support Programme.

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.

Evidence points to those with low incomes having restricted housing choices which can impact their opportunities within their local community, for support, employment and education.

What evidence do you have to support this view?

LHMA, Census Data, Wellbeing Plan, Demographics.

What action(s) can you take to mitigate any negative impacts or better contribute to positive impacts?

Housing Support Programme provides assistance and advice around money management, income maximisation, budgetting, healthy lifestyles and managing accommodation. The Housing Strategy also aims to maximise delivery of affordable housing and affordable housing options.

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3.7. A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh Language are promoted and protected. *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.*				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 Strategy will be available in both Welsh and English.	Bilingual copies of the final Strategy will be available on the corporate website in accordance with full compliance with the Council Welsh Language Standards.	N/A
	✓					
Will the proposal have an effect on opportunities for persons to use the Welsh language?	Positive	Negative	None/ Negligible	Impact is positive in this case. Communities are changing in Ceredigion, and this is having an effect on language use. Within the Strategy we aim to (i) Ensure that there are affordable homes for local people so that they can remain in their communities and	Ceredigion Welsh Language Profile: 45.3% (31,678) of the population over 3 years old are welsh speakers according to Census 2021 returns. We record applicants language of choice on application.	N/A
	✓					

				sustain the vitality of the language. (ii) Ensure that there are sufficient homes available for young people, should they wish to establish themselves in the County.		
Will the proposal increase or reduce the opportunity for persons to access services through the medium of Welsh?	Positive ✓	Negative	None/ Negligible	Impact is positive. Service users may access their housing service in Welsh or English in accordance with the Council's language policy.	Applicants can apply in either Welsh or English and receive a full service.	N/A
How will the proposal treat the Welsh language no less favourably than the English language?	Positive ✓	Negative	None/ Negligible	The Strategy and relevant documents will be available in both languages. We are always mindful of language and culture and seek to provide homes for local people to remain in their communities in order for the language to thrive.	One of the principle aims of the 'Housing for All' Strategy is to address affordable housing for local people. The Strategy aims to ensure sufficient opportunities for local people to access affordable or social housing through having a local connection. Feedback received through the Consultation	N/A

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					phase has confirmed this. Where a number of respondents stated that the Strategy would not have a negative impact on the Welsh language.	
Will it preserve promote and enhance local culture and heritage?	Positive ✓	Negative	None/ Negligible	The Strategy will aim to have a positive effect on local culture and heritage as it aims to increase affordable homes for local people.	Actions will address the needs of local residents which includes language needs, and protecting cultural heritage of the county.	N/A

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).

No negative impacts identified.

4.3. Monitoring, evaluating and reviewing.
How will you monitor the impact and effectiveness of the proposal?

The impact and the effectiveness of the Strategy will be monitored through Strategic Housing Partnership and continuous conversations with Partners.

5. RISK: What is the risk associated with this proposal?
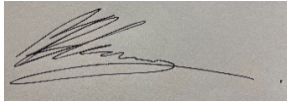
Impact Criteria	1 - Very low	2 - Low	3 - Medium	4 - High	5 - Very High
Likelihood Criteria	1 - Unlikely to occur	2 - Lower than average chance of occurrence	3 - Even chance of occurrence	4 - Higher than average chance of occurrence	5 - Expected to occur

Risk Description	Impact (severity)	Probability (deliverability)	Risk Score
No risks identified			*Probability x Impact e.g. 3 x 5 = 15*

Does your proposal have a potential impact on another Service area?			
Yes, partnership working with Through Age Wellbeing model and Economy and Regeneration will ensure maximum positive impact throughout the County.			

6. SIGN OFF			
Position	**Name**	**Signature**	**Date**
Service Manager	Llŷr Hughes		14/03/2023
Corporate Lead Officer	Greg Jones		15/08/2023
Corporate Director	James Starbuck		15/03/2023
Portfolio Holder	Cllr Matthew Vaux		15/03/2023

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To what extent do you agree or disagree with the Housing Strategy's overall vision? **"There will be sufficient and sustainable accommodation to meet residents' needs now and in the future"**

Strongly Agree — 12
Agree — 7
Neutral — 7
Disagree — 4
Strongly Disagree — 4

Please tell us why:	Housing Team Response
Living in appropriate and sustainable accommodation is a basic right for all that live in the county.	Agreed.
It is a good vision but having read the document I'm not clear on the specifics of how this will be achieved.	Objectives and priorities are highlighted within the Strategy. An Action Plan will be developed in due course.
Sounds good - but also sea level rise - need communities out of eventual reach -allow if increase of communities uphill, inland will also be more resilient.	Subject to flood consequence assessment under planning policy.

It's all very well making these bold statements, but they need to be supported by evidence and proof that this will be the case.	Evidence will be provided periodically through the monitoring of the Strategy and achievements. Unable to provide evidence in advance that this will happen, only commitment and willingness to undertake the actions.
There is a significant lack of suitable and sustainable accommodation in Ceredigion now. Rents have jumped, house prices have sky rocketed. Choice is extremely limited.	Agreed.
Planning is expensive and not appropriate.	National Government set Planning charges.
Too many empty buildings, have been empty for years	The Empty Property Action Plan and measures are underway and highlighted within the strategy.
As long as the emphasis is on the residents of the county and not people from away.	The Housing Strategy is a Strategy for the housing needs of the County.
Shortage of accommodation	Agreed and highlighted within the Strategy.
Without viewing against a map of nvz's and sea level rise predictions not possible to comment	Noted.
Keep people in the area to carry out local services.	The Strategy aims to address local need.
There is not currently enough housing, and the standards are low	The intention is to tackle this through the Strategy.

The aim is honourable – but need to ensure that they are for LOCAL residents and also that they are the RIGHT TYPE of homes in the correct locations	Local residents are given assurances through local policy. The right types of homes in the correct locations are driven by demand and need captured and evidenced.
The current strategy has failed because the policy to build most of the new houses in the towns and larger villages has failed. There is a demand for new housing in the smaller villages e.g., Ffosyffin, a village within walking distance of the town of Aberaeron.	Planning Policy is set by National Government.
You don't build appropriate houses in appropriate places that are sustainable.	Properties are built in accordance with the Local Development Plan, following national guidance. Housing is designed to be sustainable and long term.
Because people need places to live. There needs to be far more affordable housing	Agreed.
It is important that homes are available for local people within their communities	Agreed.
There are already empty houses in my area that require restoration or are unsold. Also, recently housing association properties have attracted remnants from outside the area bringing with them 'problems'. Nobody local even applied for these vacant houses yet Ceredigion insist there's a shortage of local housing?????	The Empty Property Action Plan is in place to help to tackle empty properties. Housing Association properties are allocated in accordance with the Common Allocation Policy. Unclear if this is referring to private or social housing.

I feel that the strategy needs to further align with the needs of younger people, and in particular look at the planning application process. There is very little rented accommodation. In addition, there is not enough detail with regards to the student population.	Noted. The Strategy aims to increase supply of sufficient housing for all. Student accommodation and population is not within the remit of the Housing Strategy but is considered in the Local Development Plan.
As I have disabled sons living independently who need their homes adapting so they can carry on living independently their homes also need bringing up to standard repairs need doing have been reported numerous phone calls made but no repairs done their housing association is ■■■■■	This appears to be a tenancy issue and does not form part of the Housing Strategy.
It looks at a number of different avenues to provision.	Agreed.
Need to make sure all housing commitments are met.	Agreed – monitoring commitments will be undertaken.
There isn't a lot of suitable accommodation in Ceredigion	The intention is to tackle this through the Strategy.
That's the plan from what I read	Agreed.
Because the focus is on house buyers. Social housing depletion is the single most damning aspect of decades of social collapse. Wales often leads the way and Ceredigion should take the helm on this crucial matter	Disagree, the focus is for a variety of housing solutions. Ceredigion works in Partnership to deliver much needed social housing and maximise funding available.
Building costs, planning rules, Rent Smart Wales' attitude towards home owners.	Noted.

Suitable - the emphasis should be on the needs of local people. Sustainable - to reach carbon zero	The Housing Strategy aims to address this through encouragement of future development and Carbon zero fitment.
Housing need exceeds supply. General economic pressure will contribute towards the homelessness problem and could impede housing delivery along with the issue of phosphates.	The Housing Strategy aims to address these problems.
Supportive of the Council's intention to work with partners to deliver affordable housing through the use of publicly owned assets – but not necessarily at market value.	Close liaison will continue with the Estates Team.
Welcome the information on social housing demand defined by number of bedrooms and significant need for 1 bed units.	Noted.
Welcome the information on the increased need on the Common Housing Register for Older Persons' Accommodation – particularly given Barcud's sheltered housing stock.	Noted.
Supportive of the Council's desire to work with partners to deliver a range of adaptations to support independent living and hospital discharge – as Tai Ceredigion did through the provision of 2 adapted bungalows at Bro Teifi, Cardigan under the Integrated Care Fund.	Noted.
Suitable housing is a minimum expectation for family and individual life. Sustainable housing is an immediate and increasing priority in the wider environmental context. Measurability of Outcomes need to be included as they are vague and imprecise currently.	The Strategy aims to address these issues. Measures are included within the document.

To what extent do you agree or disagree with this priority?
"Increasing supply and improving housing conditions"

● Strongly Agree	12
● Agree	7
● Neutral	10
● Disagree	3
● Strongly disagree	2

Please tell us why:	Housing Team Response:
Agree with the intention of ensuring an appropriate supply amount of housing however the biggest problem is ensuring affordable homes to residents.	Agreed.
A leading question - obviously I'm going to agree.	
Agree - but older housing stock should be protected and looked after - guidance for older housing stock should be available if needed - i.e., on the need for breathability.	Agree that existing stock is important. Specialist advice is not available from the Housing Team.
Private rental properties are financially out of the reach of the average family. Rents have increased significantly. There needs to be affordable housing for all, but particularly for young people and families from Ceredigion to stop them moving away from the area.	Delivery of new schemes and affordable options aims to tackle this.

I currently rent but would like to buy. After an internal collapse at my previously rented accommodation in 2021, I was seriously anxious that it would happen again, so I wanted to move, it took me 7 months to find anywhere else suitable to rent in the local area. Stop making us live in places where we feel unsafe. There was also a serious rodent problem (in my kitchen cupboards) that it took months for the landlord to sort out.	Rented properties must reach minimum standard which can be enforced by the Housing Standards Team.
Again, planning is the main obstacle for the individual.	Planning Policy is set by National Government.
Taking away green space to build houses without using empty buildings first.	The Empty Property Action Plan and Housing Strategy both aim to tackle empty buildings.
Is this the Council's role? Without viewing against a map of nvz's and sea level rise predictions not possible to comment.	Noted.
Give youngster's a chance to live in the area.	Housing Strategy aims to give choice to the people of Ceredigion.
There is not currently enough housing, and the standards are low.	The Housing Strategy aims to address these problems.
There is a need to increase the supply … but how? There is a need to decrease the number of second homes, of holiday homes, and empty homes. Building new houses is not the answer - this only serves the open market and the influx of people.	Noted. Planning Policy are considering options around the issues of second homes.

Empty properties are targeted through the Empty Property Action Plan.

Building of new social housing does not create influx of people and is policy led. |

To meet the needs of modern society.	Noted.
Again, they must be sustainable meeting the highest environmental standards, built in appropriate locations with appropriate facilities.	Houses are built to Building Control standards, which include Energy Efficiency measures.
Slap them up the quality will suffer. Loads of problems in a new estate near to me.	New build houses must meet building regulations.
There is not sufficient choice of houses of a high standard for families and those that need housing.	The Housing Strategy aims to address these problems.
Building extra housing for who? There is no infrastructure to cope - room in schools, doctors' surgery, transport, local amenities (which Ceredigion have already closed). Day centre amenities for the elderly / vulnerable etc etc.	Infrastructure is considered as part of the Planning Application. The Housing Team are led by demand and need.
Lack of supply at the moment.	The Housing Strategy aims to address this problem.
My sons live on ▮▮▮▮▮▮▮ in New Quay the properties need up dating, roofs, gutters, exterior walls, nothing been done in years.	This is a tenancy issue and does not form part of the Housing Strategy Consultation.
Good conditions are imperative.	Agreed.
There is a lot of bad housing. Managed by housing associations.	This is a tenancy issue and does not form part of the Housing Strategy Consultation.
That's the plan from what I read.	Agreed.

Because the availability and standard of housing is the fulcrum for a successful society.	Agreed.
There must be standards, but without forgetting the costs of the work.	Agreed.
Housing which is affordable to buy and to rent is needed for local people – and young people and young families in particular.	Agreed - The Housing Strategy aims to address these problems.
These should always be clear ambitions.	Agreed.
Note the need for greater numbers of construction workers.	Noted and agreed.
Welcome the need to look at alternative methods of construction in order to make schemes viable. Barcud has recently completed a modular development of one bed flats in Penparcau, Aberystwyth.	Noted and agreed.
Suitable housing is a minimum expectation for family and individual life. Sustainable housing is an immediate and increasing priority in the wider environmental context. Measurability of Outcomes need to be included as they are vague and imprecise currently.	The Strategy aims to address these issues and measures are included within the document.

Do you agree or disagree with the proposed objectives and actions in the strategy for the **Increasing supply and improving housing conditions** priority?	

Strongly Agree	12
Agree	7
Neutral	10
Disagree	3
Strongly disagree	2

Please tell us why:	Housing Team Response:
Again, I'm not clear on the specifics as to how this will be achieved.	Priorities, actions and objectives are highlighted within the Strategy, specifics will be in the Action Plan.
Sounds good but there should also be support for residents to self-build eco homes.	The type and construction of a property is governed by Planning Policy and regulations.

There are no concrete plans. I don't think this plan it's going to do a thing. Where is the commitment to relaxing planning restrictions? Why is Ceredigion not taking part in Self Build Wales? Where is the commitment to fast-track the massively delayed Local Development Plan to show where recategorization of farming land to housing will be permitted? This document is a load of waffle with no real plan of action.	The Strategy is high level and plans will develop as the Strategy evolves. Planning Policy is led by national guidance. The current Local Development Plan is on pause, options for the replacement Local Development Plan will be developed and such issues will be considered.
It won't be done; Ceredigion puts too many obstacles in the way.	National legislation and locally adopted policy must be adhered to. The Strategy needs to work within imposed constraints.
Provided it doesn't affect the standard of living in the houses that exist already.	Noted, this is not the intention of the Housing Strategy.
Without viewing against a map of nvz's and sea level rise predictions not possible to comment.	Noted.
This needs to be done and is long overdue.	Noted.
There is a need to increase the supply … but how? There is a need to decrease the number of second homes, of holiday homes and empty homes. Building new houses is not the answer - this only serves the open market and the influx of people.	Increasing supply is tackled as an objective, including delivery of new builds and bringing empty properties back into use.
Had to be appropriate.	Noted.

There is a shortage of energy efficient houses across the County and there should be grants available to ensure that all owners and private landlords have the opportunity to improve the energy efficiency of the housing stock.	Energy Efficiency Grants are available through Ceredigion County Council.
No need as current situation proves there's a glut.	Disagree, housing statistics show a demand for housing in Ceredigion.
Needs to align with planning and address WG Rent Act which is driving private tenants away.	Noted.
There is a lot of bad housing, affecting peoples' lives.	The Housing Strategy aims to address this problem.
Because you've not told me what the proposed actions are.	Actions are highlighted within the Strategy and further detail will develop in the Action Plan.
The emphasis needs to be maintained on ensuring suitable and affordable homes for young local families to maintain the social, economic, linguistic, and cultural viability of the county.	Agreed.
These are important ambitions for any LHS.	Agreed.
This could be improved as there seems to be a reliance on working with existing partners only. An explicit commitment to supporting the establishment of, and working with, new, community-led partners such as Community Land Trusts would both open up potential new Housing options as well as help meet the wider Corporate Strategy objective of 'Creating Caring and Healthy Communities. This explicit commitment would also lessen a possible 'paternalistic' thread running through the strategy. It would be good to see an objective around a commitment to 'community engagement, partnership and development' of housing options. This would ideally have to include the specific acknowledgment of the possibility of asset transfer from the local authority to community groups.	Noted. Expanded the "Increasing supply and improving housing conditions" priority to include community groups.

To what extent do you agree or disagree with this priority? **"Supporting people in their own homes and communities"**

Strongly Agree	16
Agree	11
Neutral	3
Disagree	3
Strongly disagree	0

Please tell us why:	Housing Team Response
It is more effective financially and important for the mental health of the individual to be part of the community.	Agreed.
Another leading question.	
Agree.	Noted.
People who may require extensive care should have the option of having residential care in the local area. There needs to be greater provision and reinstatement of the residential beds that have been lost from the county. Care at home is suitable and preferable for some but not for everyone.	Residential Care is not within the remit of the Housing Team or Housing Strategy.
You fail to listen to the people and will do as you think fit.	Public engagement has been undertaken to achieve this.

Stop taking away green spaces in communities e.g., Waunfawr field Aberystwyth.	The Housing Strategy aims to improve existing property and bring residential empty properties back into use which will improve opportunity to meet demand.
Very important to keep people in their communities.	Agreed.
People will have to leave if this is not done.	It is the intention of the Housing Strategy to increase options for residents.
Need to ensure that these are LOCAL people. You need to clearly define 'local' and this needs to be strictly adhered to. An application from someone local wanting to build a house within their community should not be refused if the development is not within the development 'lines' which have been provided by the Welsh Government in Cardiff.	Local connection and priority are addressed within the Common Allocation Policy. The Housing Strategy is Housing for the County needs. Affordable Housing in Ceredigion has 'local' criteria attached to it for which there is an application process requiring substantial evidence. The Local Authority are bound to national planning legislation and guidance and all development needs to comply.
People want to live in their own communities rather than being forced to live in the towns and larger villages.	Agreed, the Housing Strategy aims to provide this option.
You don't.	The Housing Strategy aims to tackle this need and option.

They will need to be supported in older age as no homes or social care because you keep shutting them.	Housing Strategy aims to provide suitable options for the long term, including promoting independence. Residential Care is not within the remit of the Housing Team or Housing Strategy.
Also, there should be more promotion of the Care and Repair service.	The Housing Team work in partnership with many services.
Local people require local support, but this support service has already been withdrawn by Ceredigion and will not be reintroduced!!!	Unclear which service area this is referring to. However, Housing Support is available.
Severe lack of care homes in Ceredigion. Some people are unable to live in their own homes and at the moment are being forced outside of Ceredigion. This is expensive and very distressing for families.	Care homes are not within the remit of the Housing Team or Housing Strategy.
As I have already said my sons need their homes made more liveable and adaptions where needed.	This is a tenancy issue. However, Disabled Facilities Grant and Physical Adaptation Grants are available.
Policies led by the care in the community ethos have been responsible for a great deal of damage to communities, have led to the absence of care, to crime, and even to deaths and murders.	We are unaware of the evidence to support this statement.
Priority for young people brought up in the area.	Noted.
Ensuring suitable accommodation for all is a basic human right. Meeting people's welfare needs is a fundamental duty.	Agreed.
This is integral to a successful LHS.	Agreed.

This is a potentially the subject matter of a PhD thesis as the reasons are so many and varied. The Strategy outlines these sufficiently well	Noted.

Do you agree or disagree with the proposed objectives and actions in the strategy for the **Supporting people in their own homes and communities'** priority?	

Strongly Agree	13
Agree	7
Neutral	9
Disagree	1
Strongly disagree	2

Please tell us why:	Housing Team Response:
I'm left wondering what more can CCC do to achieve this?	Noted.
Define own community - mine and my families is Ceredigion and as I get older, I want to be separate and away from people. The villages have become too populated .... with no gains	"Community" is a definition in personal terms.
But it won't happen I have been waiting since 2012 but nothing.	Unclear what this refers to.
There are too many old people in Ceredigion, we need to encourage young people to stay by providing affordable homes which suit their needs.	The Strategy aims to provide housing options for all.
Need to ensure that these are LOCAL people. You need to clearly define 'local' and this needs to be strictly adhered to.	The Strategy is an overarching document for Housing in the County. Local people are one element of this.
It is important to support people to stay in their own homes	Agreed.

Everyone want to live in their home and where possible everyone should have all the necessary support to be able to live at home.	Agreed, the Strategy aims to tackle this.
Up service as Ceredigion has NO money or intention to fund such projects it would have already done so.	Unclear what this refers to. However, Housing support is available in the local area.
Needs investment in local authority run care homes such as Bodlondeb.	Care homes are not within the remit of the Housing Team or Housing Strategy.
My sons' disability is ▓▓▓▓▓▓▓▓ if their homes were adapted for their condition, they would be able to live more comfortable in their homes.	Disabled Facilities Grant and Physical Adaptation Grants are available.
With an older population it is essential to keep people at home if possible.	Agreed.
Policies led by the care in the community ethos have been responsible for a great deal of damage to communities, have led to the absence of care, to crime, and even to deaths and murders.	We are unaware of the evidence to support this statement.
Good clear objectives.	Noted.
There is a need to map out supported housing needs for the future and also any preventative work such as the work that care and repair agencies can do to that end.	Supported housing needs will be led by Council services and Housing will respond accordingly. Working in partnership with these services is highlighted within the Strategy.
CCC to lobby WG for increased Housing Support Grant.	We are in regular discussion with Welsh Government on Housing Support Grant funding and continue to pursue increases in line with inflation and population changes.

Actions such as "Work to prevent homelessness through a range of interventions" need more specific detail.	Detail is held within other corporate plans.

Can you suggest any gaps or improvements?	Housing Team Response
Increase the second home tax and give more assistance to local people to own their home.	Planning Policy are considering this option. Schemes to assist people to buy their own homes is a consideration in the Strategy.
On empty properties, some of which are uninhabitable, what support is in place to improve them and make them habitable?	Grants and loans are available through the Council.
New legislation on private renting has made it more difficult/impossible to rent in some cases. While I agree with the legislation, I can see that it might price some landlords out of the market due to costs of bringing their property up to standard.	Legislation is not within the Housing Team remit.
On p.31, there seems to be something missing - sentence is cut off at bottom of the page.	Pg 31. Noted and amended.
Guidance for building techniques for older housing, support for self-build on eco grounds for those who want to be self-sustainable, support more building uphill and inland even if outside of existing settlement boundaries.	Planning Policy has to align with national guidance.
List the number of houses which have been recategorized as business premises over the past 10 years (and hence pay business rates instead of council tax). And how many of those actually pay nothing?	This is not within the remit of the Housing Team or Housing Strategy.
Listen to folk, make sure most if not all of Ceredigion gets a say.	Public engagement has been undertaken to achieve this.
Old schools that are no longer used could be repurposed	The Council's Estates Team consider all options prior to disposal of assets.

Stop ███████ putting non disabled in disability adapted property	This is addressed through the Common Allocation Policy and monitoring.
Make images of nvz's and sea level rise predictions along with the strategy so that it is possible to comment.	Noted.
Serious work needs to be done to improve properties EPC.	Grants and loans available through Ceredigion County Council. The Housing Strategy aims to tackle this.
As noted, you need to change 'people' to 'local people' throughout the Strategy. You need to define 'local'. Also schemes and strategies are required in order to have less summer houses, less holiday homes and less empty houses. Building more houses would encourage the free market in in-migration.	The Housing Strategy is to address housing needs. Local connection is considered as and when appropriate. Planning Policy are considering the issue of holiday lets. Empty properties are addressed within Strategy. Building more houses is one requirement to address local housing need.
In this area Aberaeron is the nearest town, a town which has very little land available for development. In the current development plan Ceredigion decided to allow more development in the village of Llwyncelyn so as to help the area of Aberaeron meet the housing needs of the area even though there was no demand for many houses there, which has resulted in the housing needs of the area not being met. We must make sure that in the future there are no errors such as this all over Ceredigion.	The replacement Local Development Plan is on pause and this issue will be considered when work restarts.
Adult disabilities support (there is none)	Housing Support Grant provides support to promote independent living.

Stop swamping the coastal areas with new builds, build inland for a change.	Properties are built in accordance with the Local Development Plan, following national guidance.
Need to highlight which agencies are active throughout the county, and what services they provide – possibly hold raising awareness sessions in the County in the Autumn.	Agreed, and this suggestion is taken on board. Information is available through the Dewis and Ceredigion County Council websites.
Reintroduce the facilities you've already withdrawn!!!!!	Unclear what this refers to.
Student Growth Care Homes Social Housing	Student growth is not within the remit of the Housing Strategy. Care homes are not within the remit of the Housing Strategy. Social Housing is an area which the Housing Strategy highlights.
Better communication with residents who are vulnerable and disabled and listen to their needs.	Noted.
Control of private landlords providing poor properties.	This is managed through Housing Standards, Rent Smart Wales and Licensing.

The Council should seek to take its old housing stock back from Barcud housing. The council should build on land that they own. The Council should promote HVO heating fuel	Stock transfer was a majority vote. The Housing Team works closely with our Estates Team to consider viable options. HVO Heating would be treated as personal choice.
There are gaps in ALL aspects, though I suspect the root of them all lies in economics and central government funding chaos.	Noted.
More attention needs to be paid to how to include the voice of communities and local people in the strategy. Also, more guidance on alternative methods that communities can develop themselves to offer solutions to local challenges. The strategy can be more innovative and proactive in terms of collaborating with communities and empowering and equipping communities to facilitate solutions that suit local needs.	Noted. Expanded the "Increasing supply and improving housing conditions" priority to include community groups.
Note a lack of reference to Care and Repair within Ceredigion	No specific reference made to any Provider or service.
Cannot see a reference to community Led Housing (CLH)-please find attached Swansea City Council policy that relates both to CLH and cooperative schemes and their commitment to supporting such developments within the area. Can CLH be deemed to be a priority as one vehicle for the commitment to the delivery of affordable housing and be linked to an asset disposal policy? (See below). There are similar examples for Bristol and Stroud. Essentially empowering communities so they become self-sufficient, resilient and sustainable.	Noted. We have expanded the "Increasing supply and improving housing conditions" priority to include community groups.

Can the LHS provide a framework for part of the procurement policies that champion CLH and the opportunity to develop publicly owned assets? Recognising Local Government Act 1972 and their requirement for 'best consideration', can the LHS work in conjunction with other corporate policies to dispose at below market to support Community Led and other affordable housing where there will be a promotion or improvement of the economic social and wellbeing of its residents (Local Government Act 2000)-consideration of social value. Examples of other Authorities doing this inc Bristol/Oxford to name just two.	The Housing Team works closely with our Estates Team to consider viable options.
Note ref to "maximising funding schemes available to build affordable housing"-can this include use of 2nd homes tax monies as per the Pembs model and land release to communities? Is there an opportunity consider models adopted by other LA's to inc revenue funding for example – start up grants to CLT's of up to £5k and a £40,000 revolving loan to help with pre development costs. Loans through the scheme are repayable on successful completion of a scheme but written off if unsuccessful.	By leaving priorities and objectives broad many options can be explored, this allows for future development and funding streams and opportunities.
Ref "desire to "work with partners to deliver affordable housing through the use of publicly owned assets" Can you please consider offering Council owned assets in the first instance to community interest groups/RSL's for the purposes of achieving balanced and sustainable communities?	The Housing Team works closely with our Estates Team to consider viable options.
Can the LHS identify sites for community/other affordable housing development. CLH can often overcome the barriers presented by small, often complex brownfield sites that may be of little interest to mainstream developers, meeting a local need that otherwise would not be met.	This is not within the remit of the Housing Strategy. The Local Development Plan supports brownfield development whether through Community Led Housing or other development.

Can the LHS link in with Forward planning to harmonise policy and provide SPG on affordable housing and community led housing?	The Housing Team and Planning Team work collaboratively on a number of research projects and will do so in the replacement Local Development Plan.
Is there ref to a supportive policy environment that works across departments to support the delivery of affordable housing-planning, housing, property etc?	The Housing Team work closely with the Estates Team and Planning Team.
Can the LHS support WG aspirations for self-build and describe an infrastructure to support? Consideration also to self-finish homes. Consideration of single plot and single site exceptions policy.	Planning Policy must be in accordance with national guidance. Opportunities such as Low-Cost Home Ownership are considered within the Housing Strategy.
Can the LHS be a platform to scope studies for a variety of affordable housing schemes	Noted, it is the intention of the Housing Strategy to consider a variety of options.
Can the LHS adopt a place plan approach-helping them shape future provisions for their communities with greater input along the way. How can the work of community's help inform Ceredigion CC about housing need?	The Planning Policy Team are working on Place Plans and Place Making Plans on the six towns in Ceredigion.
Can the LHS please reference sustainable housing and require stakeholders to commit to play our part to meet WG ambitions with zero carbon programme?	The Housing Strategy recognises the need for sustainable housing and works to relevant legislation and regulation.
Reference to West Wales Care and Repair agency as a partner organisation.	No specific reference made to any Provider or Service.
There is a need to map out supported housing needs for the future and also any preventative work such as the work that care and repair agencies can do to that end.	Supported Housing needs will be led by other Council services

Absence of any mention of supporting community-led initiatives is a significant omission. Developments through bodies such as CLTs can hit many if not all of the Strategy objectives as well as bringing in the wider advantages of community engagement and action which contribute to the wider corporate objectives.	Noted. Expanded "Increasing supply and improving housing conditions" priority to include community groups.
Building affordable housing is an important principle to maintain. However, there is not enough variation in the size of these houses that are built. Many people buy an affordable home but fail to move on and climb the housing ladder because there is too much disparity between the value of the two properties. Among the affordable homes that are built, a proportion of them need to be built slightly larger to make them adequate family housing to sustain families in the long term.	Noted. Affordable Housing is a consideration within the Strategy.

Do you have any other comments about the Draft Housing Strategy?	Housing Team Response
Quite short on detail.	The Strategy is concise by design. Detail will emerge as Plans progress and monitoring is undertaken.
Put sea-level rise eventual extents centre stage and place infrastructure etc uphill and inland.	Noted.
Community councils + the council are disproportionately represented by those who own property in the local area. Start mandating better representation of the renting population who never get the chance to set down roots and become councillors. Alter the local planning rules to make it harder for NIMBYism to influence decisions, e.g. the field at Waun Fawr.	Noted.
I would like to look at its basics.	Unclear.
Without viewing against a map of nvz's and sea level rise predictions not possible to comment	Noted.
You cannot split the Housing Strategy from the economy – it looks as if the Ceredigion economy is contracting therefore who will the houses be for? On the other hand, if the economy of Ceredigion is going to grow (?!) this will obviously have an effect on the strategy. The Strategy therefore needs to be expanded to include the economy.	Agreed. The economy is a recognised challenge within the Housing Strategy.
In this area Aberaeron is the nearest town, a town which has very little land available for development. In the current development plan Ceredigion decided to allow more development in the village of Llwyncelyn so as to help the area of Aberaeron meet the housing needs of the area even though there was no demand for many houses there, which has resulted in the housing needs of the area not being met. We must make sure that in the future there are no errors such as this all over Ceredigion.	The replacement Local Development Plan is on pause and this issue will be considered when work restarts.

It's a can of worms. Someone will be profiting from it but unfortunately not the local inhabitants. By attracting outsiders, the Welsh Language will suffer.	This is not the intention of the Housing Strategy.
Needs much more emphasis on growth in student numbers and lack of private accommodation which could stilt investment in Aberystwyth.	The Housing Strategy considers the opportunity to increase properties in the private sector. The Housing Team continue to liaise with the Universities in the County.
I think the housing strategy is a good thing and very much needed in a lot of areas.	Noted.
It is written very effectively, with the basic information in it being an asset. Congratulations to the author(s). It is brief and to the point, but it is just the tip of the iceberg. It can offer more progressive and radical solutions together with local communities.	Noted.
It is well written and clear.	Noted.
CCC to lobby Welsh Government to re-introduce Rent to Own – particularly for rural areas.	Affordable housing options and schemes will be considered as part of the Housing Strategy.
CCC to lobby WG for increased Housing Support Grant.	We are in regular discussion with Welsh Government on Housing Support Grant funding and continue to pursue increases in line with inflation and population changes.

The way in which the Strategy has been presented is refreshingly engaging and easy to read. If the Strategy is amended to include reference to Community Land Trusts, then links to the many successful examples should be included in the document.	Noted. We have expanded the "Increasing supply and improving housing conditions" priority to include community groups. Examples are excluded from the Housing Strategy.

Additional responses outside of survey Response 1:	Housing Team Response
We feel that it gives an excellent overview of the current situation, and the challenges faced in the area, currently and in the future. It is clear in the view that affordability, supply and demand, and quality of housing stock, particularly in terms of energy efficiency and fuel poverty are a significant challenge to people seeking to remain in their communities.	Noted.
The Strategy references links to Ceredigion Strategies and Policies, however it does appear to reference the Local Development Plan. We feel that it may be helpful to include reference to the Local Development Plan and how the housing requirements across the different settlement areas connect to the Housing Strategy.	Noted.
Section 1.1 (Provide housing that meets our community's needs) is a very helpful and provides an overview of the identified needs across the area. It may be beneficial to include how the Housing Prospectus will be used to identify strategic priorities, housing need and demand across Ceredigion. The data included throughout the Strategy is very helpful and informative.	Noted. The Prospectus is referenced within the Housing Strategy.
The 'Social Housing' section is very helpful, we would suggest that to give a wider overall picture, it may be useful to include data on 'time on the waiting list', an average and a range.	To provide a "time on the waiting list" average would be complex due to locations, property types, bed sizes and banding. Complex to produce unless each in isolation, with little or no benefit to the Strategy.
The section 'Adaptations' is also very interesting and demonstrates the work undertaken to assist people in their homes. We feel that it may be useful to potentially include adaptation / PAG work and investment undertaken by other social landlords in Ceredigion to give a full picture of investment in making homes suitable.	Agreed, Physical Adaptation Grant information added.

Additional responses outside of survey Response 2:	Housing Team Response
We welcome the need for such a Strategy, but we also note that this is a Statutory strategy, as we understand it.	Noted.
We note, apart from the title, that there is little use of the word 'local' in the document – we ask for more use of it to make it clear whether we are talking about housing for local people or not.	The Strategy produced is an overarching Housing Strategy produced for the County, this does not discuss local people in isolation deliberately as the intention is to address housing needs and challenges. Needs for local people will be address within service policies, determined by the area of work.
We also note that no definition of 'local' is made; this would be useful. It needs to be explicit who, in reality, are the 'local' people. It is not clear in the document whom the aims and strategies are aimed at.	The Housing Strategy is a Strategy for the housing needs of the County.
We note that there is room for this strategy to be far more inventive and ambitious.	The Housing Strategy needs to remain realistic and achievable. Ambitions will inevitably develop as the Strategy progresses.
There is no reference to the real need to be able to manage the free housing market. Even though, to our knowledge, the Local Authority does not have the capacity to do this, the need to keep that conversation on the agenda with the Welsh Government can be identified in a strategy, if that is what the Council sees as the answer.	The Council engages with Welsh Government on a regular basis on a wide range of housing areas, contributing to Welsh Government policy and direction.
There's no definite mention here about the strategy of raising taxes for second homes – how much or what is done with the money.	Planning Policy are considering options around this issue.

No strategic decision is set out here with regard to the Council's ability to enforce a planning permission process on a property where there will be a change of use from a home into a second home/holiday let – even though this right has been granted and that it could make a real difference to the housing stock available to local people.	Planning Policy are considering this option.
There are no ambitious plans here for the planning permission process and devolving in terms of getting community input – either within the current community council system or around the discussion that has been had about a 'people's assembly', for example. Other schemes that could be referred to in the strategy are alternative ways of using land, such as a 'Community Land Trust' to support the development of the right type of housing, in the places it is needed and also for community development.	The Planning service follow National Guidance in relation to consultation, concerns are noted.
In the meantime, the Council needs to argue for greater faith in the county's decisions, particularly in small/individual applications. A number of planning permissions granted recently for affordable housing to respond to local individuals' need to live and stay locally have been 'called in' and rejected by the Senedd. These are certainly not applications 'of National significance' which is the aim of the right to call in applications. These must be highlighted and questioned further.	Noted.
Tied to housing is the issue of work – the economy and employment should be prominent in this strategy, along with the need for a vibrant social life in our communities. This kind of strategy has to be evidence-based, and these things are evidence of a need (or not) for housing.	Economy and employment are recognised within the Strategy and other corporate documents.
The term 'affordable housing' is problematic as it strongly implies that the other houses should be unaffordable. We think the Council should guard against using that term; what is needed is housing according to local need.	The Housing Strategy aims to support a range of accommodation options which meet varying need and circumstances.

While there is mention in the document of some schemes that could be exciting, for example 'Shared Ownership' and 'Rent to Own' (one reference each) there is no further mention of them in this strategy. These are examples of schemes where people who are not homeowners can be assisted to get on the ladder, rather than, for example, paying other people's mortgages in private rent.	Specific schemes are not discussed within the Strategy and are better placed within the Action Plan, with promotional material as and when appropriate. These schemes are subject to change during the life of the Strategy.
We question the need to fund landlords and putting scarce money into the hands of people with means. We note that we need to be mindful of this and how it affects the bigger picture.	Loans offered to Landlords are repayable. In turn, improving standards and increasing supply.
We believe that the strategy should ensure that new housing is suitable for future generations by regulating tightly their use of energy and developing the use of renewable energy. The strategy could be more ambitious where renewables are concerned, developing further plans around this to ensure 'energy security' for the future. Although Wales produces more energy than it uses, we are not the ones who are entitled to it. Any plans to this end should ensure communities' ownership over the energy produced, and this should be reflected in the energy prices in those communities.	The Housing Strategy supports improving condition of existing housing stock through incentives and enforcement. New builds are subject to legal standards imposed by National bodies. Energy generation schemes fall outside the remit of the Housing Strategy.
Further research into the Council's ability to impose a moratorium on incomers should be part of the strategy – whether it is possible at the moment or not.	The Strategy is an overarching document for the County, this does not discuss local people in isolation deliberately as the intention is to address housing needs and challenges. Needs for local people will be addressed within service policies. The Housing Strategy and Team do not have any control over the movement of people within the private sector.

Building new ('affordable') homes only enables our existing stock to get into the hands of people who wish to use them as second homes or as holiday lets. We need to be cautious when considering building houses when there is no legislation to regulate the open market.	Planning Policy are considering this issue.
There's no mention in the strategy of rent regulation, but alongside that kind of regulation the strategy first needs to consider the need for planning permission to change the use of a property, in case regulating private rent drives owners to convert housing into holiday lets. The Council now has powers on this, but we note that there is no mention in this consultation of the intention to use those powers. We believe it should go further and backdate the need for this planning permission to the pre-pandemic period during which so many homes were turned into holiday lets and second homes, thereby significantly reducing the housing stock available to local people. Indeed, this in itself would address many of the problems and be of great help in controlling house prices on the open market in the county – making all houses 'affordable'.	Planning Policy are considering this issue.
In addition to the point above, building more houses to enable second homes and holiday lets means less land to produce food and also less land for absorbing water, which we know leads to flooding.	Planning Policy must be in accordance with national guidance.
We believe that TAN20 research should be mandatory, occurring automatically in the case of every development as a natural part of the planning permission process. Also, that the study is carried out under the guidance of the Council and that these reports are scrutinised, and that they carry real value in the Council's final response to developments.	Planning Policy must be in accordance with national guidance.

If the county is serious about wanting to cater for local people, it must be prepared to be flexible in terms of planning policy and be prepared to have a greater distinction between urban and rural policies. If there is justification for a rural dwelling, with a local restriction on it, they must be more inclined to support it. Changes coming from the Senedd include adding a line that affordable housing must be within or adjacent to 'settlements'. The implication of this is that a large part of Ceredigion will not be able to have new affordable homes, in the places that need them. No consultation, discussion or justification was given by the Senedd about this addition. It is important that the Council challenges this, and possibly works with other rural counties to do so.	This issue will be considered in the replacement Local Development Plan.
Flexibility is needed in the size of what is currently known as 'affordable housing'. There is currently a size limitation, a concept that has no logic. This can be understood to an extent, for a percentage of houses, as it is necessary to make smaller houses available to individuals, couples or first-time buyers. Since wages do not follow inflation, when/if the homeowners' situation changes (raising a family/caring for relatives etc), if all 'affordable homes' are the same size there is no stock available for them to move into, and the 'unaffordable' houses will be out of their reach financially. The answer each time is for them to consider building an extension. This can be fine sometimes but not possible/practical often. We therefore need a stock of 1, 2, 3 and 4-bedroom 'affordable homes' for our local people. But as previously stated, there should be interventions, such as the need to get a planning permission in place before changing the use of a house, to ensure that all housing in Ceredigion is affordable for our local people. Imposing restrictions in this way goes against the basic principle of building houses according to need.	This issue will be considered in the replacement Local Development Plan.
With the phosphates issue, it is important that this kind of strategy recognises how much tourism and the holiday let industry contributes to this problem while some local people have been unable to build homes to live in because tourists use our 'services' (sewerage systems and therefore rivers).	Nutrient Management Board will consider this issue.

It is vital that information, rules etc are in place before new rules are brought in e.g., the phosphates problem in the past has meant that planning permission cannot be given in over half the county, but the Council has had to wait for information/ rules etc (and is still waiting for some responses as we understand it).	Noted.
We believe that the strategy could have considered ways of addressing the phosphates problem and the possibilities for dealing with waste locally.	Nutrient Management Board will consider this issue.
Even though this document is 43 pages in length, we note that it's slim in reality with only 9 pages devoted to 'strategy', just over a page to the strategy points, and most of these pages are not new ideas, being statutory in any case.	Strategy is concise by design. The Strategy opens with a Strategic Vision. The document advises that an Action Plan will be developed following adoption.
We note that many of the points are ambiguous and lack meat, and do not offer new ideas with too many words such as 'work with', 'support', 'consider'. Words that suggest a lack of leadership and vision.	The Strategy opens with a Strategic Vision. The document advises that an Action Plan will be developed following adoption.

Additional responses outside of survey Response 3:	Housing Team Response
The Strategy lacks a clear vision or action plan.	The Strategy opens with a Strategic vision. The document advises that an Action Plan will be developed following adoption.
Problems are identified but the solutions are not.	Solutions are highlighted under the actions of "to get there we will" and elaborated within the Action Plan.
There are no measurable targets.	Disagree, Measurable targets have been set within the priorities of the Strategy.
Although the importance of public transport is referred to in the housing context there is no commitment to take action.	This is not within the remit of Housing.
The police are referenced as a potential partner, but involvement should be as a last resort.	Agreed.
There is no reference to Section 106 funding.	Please see page 13.
There is no mention of limits on HMO numbers.	The Local Development Plan has a policy on Houses in Multiple Occupation numbers.
There is no reference to first time and last time buyers and how the housing needs of these two large groups will be met.	Affordable housing is open to those who qualify, and housing is available to all.

There is no reference to Help to Buy schemes.	Help to Buy scheme is managed by Welsh Government, no specific schemes are discussed within the Strategy. Specific schemes have not been highlighted within the Strategy and will be for the Action Plan as changes occur.
There is no explanation given as to how the Council will address issues through affordable housing, in addition to housing association social housing.	Disagree, affordable housing options are discussed within the Housing Strategy and will be elaborated in the Action Plan.
There is a lack of engagement with tenants.	Ceredigion County Council do not have tenants. If reference is to the Strategy engagement, public engagement has been undertaken.
There is an over reliance on the private rental sector which is often badly managed and causing problems in Aberystwyth in terms of anti-social behaviour.	The Strategy covers all areas of housing and therefore the Private Rented Sector plays a significant part in this. Management of this is covered by Rent Smart Wales and our Private Rented Sector Team as and when appropriate. Anti-Social Behaviour is monitored through Public Protection Team and the Police.
There is a serious lack of enforcement to support the licencing system which has a negative impact on tourism in Aberystwyth from unsightly front gardens (bin stores etc), badly maintained housing.	Housing work with colleagues in Highways and Public Protection to address these concerns, when specific issues are identified.

There are no specific targets for the provision of council Housing.	Ceredigion County Council do not have housing and therefore no targets set. If reference is to social housing, funding is provided by Welsh Government, and national targets set. Target is set within Local Development Plan for Affordable Homes.
Welsh language: the strategy doesn't say how it will address the decline in the percentage of Welsh speakers through affordable housing.	Local policies are in place to ensure the Welsh language is protected within the County. The Housing Strategy aims to ensure that there are affordable homes for local people so that they can remain in their communities and sustain the vitality of the language.
There needs to be a 'housing first' approach.	Specific schemes are not discussed within the Strategy and are better placed within the Action Plan and promotional material as and when appropriate. These schemes are subject to change during the life of the Strategy.

Additional responses outside of survey Response 4:	Housing Team Response
One thing that still annoys me is the failure to distinguish between affordable homes and Affordable homes.	Noted, consideration is given to the sentences.
Over the past couple of decades our company has built well over two hundred homes. Almost all of the homes we have built have been sold to locals with most buyers moving less than ten miles. The very fact that we have sold them means that they must have been, by definition, affordable for local buyers even though only about 20% to 30% have been Affordable.	Noted.
I am aware that everybody else on the Strategic Housing Committee is employed to provide Affordable (not affordable) housing. I am also aware that the target for Affordable homes set by the LDP has been exceeded, whereas the target for open market homes has not been met. Whilst I never had any faith in the LHNA, the fact remains that Ceredigion based its targets on the LHNA and still does.	Noted.
It would seem from your proposals "To Get There" on page 13 that you are only interested in schemes that provide "Affordable" housing. You still ignore the fact that that the study, commissioned by Ceredigion CC, carried out by Ian Carruthers, showed that it was not economically viable for most sites to provide Affordable housing. Ceredigion's obsession with providing Affordable houses means that many small builders cannot contribute to the supply of houses.	Noted.

Finally, I would remind you that the LHNA, produced for the LDP, predicted that Ceredigion's population would grow. In the event it has shrunk. You now seem to be content that it will continue to shrink.	When the last Local Housing Market Assessment was produced in 2019, we were using the 2014-based Welsh Government population projections. At that point the population was increasing according to these and other population data sources.
	At 2014/15 this was partly driven by the increase in student numbers up to 2014/15.
	However, in recent years, the latest 2018-based Welsh Government population projections show a decrease in the County's population over the next 25 years.
	The Census figures also reflect this.
	The Council and its partners in the Public Services Board are aware of these trends and there are actions being undertaken to try and reverse this trend.
	For example, through the 15-year Economic Strategy to create better and higher paid job opportunities for local people and younger people to remain in their local area, and the community housing scheme being developed through the council to provide affordable housing opportunities for local people and younger people, again for the same reasons.

This is defeatist but unless a more business friendly approach is adopted by the Senedd and Ceredigion CC, it is likely that the decline will continue. I look forward to seeing the details of the procurement policy. This will require an element of nurturing of local businesses.	The Procurement Policy can be sourced on Ceredigion County Council website.

Additional responses outside of survey Response 5:	Housing Team Response
The council recognises and supports the Ceredigion's Local Housing Strategy.	Noted.
The council agrees in full that homes should be built in areas with good public transport connections and in Beulah they support the BwcABus and Community Buses. We ask that local bus routes/connections are re-developed back to Beulah.	Noted. Transport is not within the remit of Housing.
The council support local housing being developed but ask that these homes be developed in all 6 of the towns and villages in the Beulah ward to help keep local people keep their connections.	Noted.
As a council we ask that in future we developed bungalows and flats adapted for older people in order for them to be able to remain in the community which they have their connections in.	Noted.
Ask that flats for younger people, people suffering with mental health issues, and people leaving care to be developed in order to support the people we often forget about. There are people working in the community who are living with their family and parents.	Noted.

Additional responses outside of survey Response 6:	Housing Team Response
With regard to ensuring the needs and demand of future generations are catered for, identifying housing development areas will assist the Childcare sector to supply or increase services when sufficient notice is received.	Noted.
Sufficient Childcare provision will ensure that parents are able to work and increase their household income and support the local economy.	Noted.
The Housing strategy refers to the Corporate Strategy and wellbeing objectives and Through Age Wellbeing Strategy, within which childcare sufficiency is highlighted, but a reference towards the links with the Childcare Sufficiency Assessment may also be helpful in the housing strategy. This will ensure continued dialogue with the housing development and planning for childcare spaces and provision to support families and children.	Noted. Whilst the overarching Strategies are highlighted within the Strategy, the decision has been made to restrict the level of detail included. Agreed, continued dialogue is critical.
Page 11 – could Reduced Childcare Spaces be added to the 'local issues' column? The sector is facing a recruitment shortage of qualified Welsh speaking staff and therefore unable to fulfil the adult to child ratios as required by Care Inspectorate Wales	The local issues column is noted as a non-exhaustive list. Therefore, do not believe that adding this is required.
Most childcare provision in Ceredigion introduce the Welsh language to the children from a very young age (0-4 years old) and are instrumental in introducing the language to all children.	Noted.
In the 'So we will' column you indicate that 'we will…. Increase the availability of affordable and safe homes which enable residents to access the right support to maintain independence. Can you add – and ensure that we include local services e.g., childcare and schools within our plans'?	This is a Planning decision and applications are considered on a case-by-case basis.

Page 21 – add bullet point: Childcare by registered providers or childcare provided by families due to insufficient spaces/affordability.	The bullet points are directly taken from the Through Age Wellbeing Strategy, as things that relate to housing.
Page 23 onwards somewhere - Refer to the Childcare Sufficiency Assessment / Childcare Act 2006 "The Local Housing Market Assessment, published in October 2020, considers the whole of the housing market and the differing needs of communities, including older people, students and people with disabilities." – Does the Local Housing Market assessment include needs of young families requiring childcare? E.g., large housing development in Llanon, but no childcare provision available – was this considered? There is a very short window where childcare is required for 0–4-year-olds. Prior knowledge of housing developments would help identify and prepare the sector to open a childcare business – with a minimum 1-year period needed to become a childminder or to open a Cylch Meithrin.	The Planning service are considering ways to better consult all parties. The Local Housing Market Assessment is currently under review.
you refer to the Through Age Wellbeing Strategy. Add separate paragraph referring to Childcare Sufficiency as it fits in here when discussing Partnership Arrangements and the needs of the population – where you state "*Therefore, we will continue to work across Council services and support wherever possible to meet identified housing needs and ensure priorities are inclusive, co-produced and client focussed.* " e.g. The Childcare Sufficiency Assessment highlighted Housing as one of its 7 themes, and the use of housing development data has been used as part of data analysis for Welsh Government's Flying Start Expansion proposals. Housing development data is also used to investigate correlations between birth rates, in-migration of young families and increased demand for health visiting services and childcare spaces in specific areas.	Noted. Believe the sentence is sufficient and appropriate to capture services within the Through Age Wellbeing model.

Page 26 Action Plan – incorporate actions from the CSA?	Noted. The Action Plan has not yet been developed.
Birth rates have seen a slight increase in last two years (HDdUHB figures). Coupled with the introduction of the roll out of funded childcare for all 2-year-olds, this will place a demand on current childcare provision which is not sufficient for current needs of parents who are working or training.	Noted.
Include stats on Projected Residential Units per LSOA? (As used in CSA?)	Disagree, evidence papers cover housing related area.
Page 31 - Local Wellbeing Assessment – Key Regional well-being themes include Affordable & Accessible Childcare (page 17) as well as Affordable Housing.	Noted.
Page 25 – CSA data used in the production of the Well-being assessment.	Noted.
Childcare Sufficiency – page 74.	Noted.
Page 177: Poverty remains one of the biggest challenges for the County. Low earnings and incomes, affordable childcare, Universal Credit reduction and high housing costs/ housing affordability are the drivers of poverty in Ceredigion.	Noted.
Birth Data Recent births data received shows how the recent housing development in Llansantffraed 2 has attracted in migration of young families – with number of children born in 2020 having increased from 7 actual births in the postcode to 20 children now living within that postcode – with no childcare provision being available to them.	Noted.

We would like to know your views on the effects that this proposal would have on the Welsh language, specifically on:

- opportunities for people to use the Welsh language
- on treating the Welsh language no less favourably than the English language

What effects do you think there would be? How could positive effects be increased, or negative effects be mitigated?

The Welsh language should be placed at the top of the county's priorities when considering any local housing strategy. Many of our communities have already been ruined over time by second homes and empty houses.	The Welsh language is given due consideration throughout the Housing Strategy. The Housing Strategy aims to ensure that there is sufficient choice in housing for people to live in the community they choose. The impact of second homes is being considered by Planning Policy.
Improve use of Welsh language if needs of existing local residents are prioritised.	The Housing Strategy is to address housing needs of Ceredigion residents. Local connection is considered as and when appropriate.

This is a tick box question, it is meaningless. Welsh and English have equal status in Wales. Bilingualism should be the norm.	There is legislation in place to protect the Welsh language, and to ensure that it thrives for future generations in Wales. The Welsh Language (Wales) Measure 2011. This Measure also placed a duty on all local authorities in Wales, to comply with Welsh Language Standards Regulations: these Standards set out how local authorities should deliver their services in Welsh. As part of these Standards, the Council is required to assess the impact of its policies and decisions: • on opportunities for persons to use the Welsh language, and • on treating the Welsh language no less favourably than the English language. The Council must therefore consider the Welsh language when developing policies and strategies or when considering new ways of providing services and is required to address any adverse effects on the opportunities to use the Welsh language.
Stop relying on S106 to enforce affordable accommodation. Fix the supply of housing instead of using sticking plasters. How can Welsh speakers return to the area if they can't afford a suitable house on the open market, but don't qualify for an S106 affordable house?	The Housing Strategy aims to ensure that there is sufficient choice in housing for people to live in the community they choose.

I am receiving leaflets in Welsh only why? I don't think this is appropriate. We all speak English how much does the Welsh language cost us? I have no problem with Welsh speakers, I was unable to learn it and I would object strongly to being forced to.	There is legislation in place to protect the Welsh language, and to ensure that it thrives for future generations in Wales. The Welsh Language (Wales) Measure 2011. This Measure also placed a duty on all local authorities in Wales, to comply with Welsh Language Standards Regulations: these Standards set out how local authorities should deliver their services in Welsh. The Welsh Language Standards requires the Authority to publish documents for public use in a bilingual format.
No difference at all.	Noted.

This is not a primary concern of mine a dying language shouldn't be of concern.	There is legislation in place to protect the Welsh language, and to ensure that it thrives for future generations in Wales. The Welsh Language (Wales) Measure 2011, which gave the Welsh language official status in Wales. This Measure also placed a duty on all local authorities in Wales, to comply with Welsh Language Standards Regulations: these Standards set out how local authorities should deliver their services in Welsh. As part of these Standards, the Council is required to assess the impact of its policies and decisions: • on opportunities for persons to use the Welsh language, and • on treating the Welsh language no less favourably than the English language The Council must therefore consider the Welsh language when we are developing policies and strategies or when considering new ways of providing services and is required to address any adverse effects on the opportunities to use the Welsh language.

Ensure that homes for local people is always the priority; not to encourage people from far away to settle here.	The Housing Strategy is to address housing needs. Local connection is considered as and when appropriate.
Use English.	There is legislation in place to protect the Welsh language, and to ensure that it thrives for future generations in Wales. The Welsh Language (Wales) Measure 2011. This Measure gave the Welsh language official status in Wales but also established two important legal principles relating to the Welsh language, which establish rights for Welsh speakers, as follows: • Welsh should not be treated less favourably than English in Wales • People in Wales should be able to live their lives through the medium of Welsh if they wish to do so. In accordance with the Welsh Language Standards Regulations, Ceredigion County Council's policy is to issue communication in the preferred language, as recorded.
None	Noted.
If you improve housing options, standards, and affordability - young Welsh people may be able to stay within their local community which would improve the user of their native tongue.	Agreed. The Housing Strategy aims to address the housing needs of the County.

The Strategy could have a positive effect on the Welsh language – as long as we get the definition of 'local' right and include it throughout. It could have a positive effect on the Welsh language – as long as we favour Welsh speakers (for example, in developments in our communities, no matter how rural they are). It could have a positive effect on the Welsh language – if we develop the native economy as well (not tourism). It could have a positive effect on the Welsh language if we were to deal with second homes, holiday homes and empty houses, and if we were to regulate based on the number of years someone has lived in Wales/Ceredigion during their lives before they can buy a house in Ceredigion.	The Housing Strategy is to address housing needs. Local connection is considered as and when appropriate.

The Housing Strategy aims to ensure that there is sufficient choice in housing for people to live in the community they choose.

The impact of second homes is being considered by Planning Policy. |
| Local people should be given priority for new housing. | The Housing Strategy aims to address housing needs. Local connection is considered as and when appropriate.

Policy is developed to identify and address priorities for social housing. |

All humans should be treated equally. We should be careful of creating discrimination by over supporting one group aggressively.	There is legislation in place to protect the Welsh language, and to ensure that it thrives for future generations in Wales. The Welsh Language (Wales) Measure 2011, which gave the Welsh language official status in Wales. This Measure also placed a duty on all local authorities in Wales, to comply with Welsh Language Standards Regulations: these Standards set out how local authorities should deliver their services in Welsh. As part of these Standards, the Council is required to assess the impact of its policies and decisions. • on opportunities for persons to use the Welsh language, and • on treating the Welsh language no less favourably than the English language The Council must therefore consider the Welsh language when developing policies and strategies or when considering new ways of providing services and is required to address any adverse effects on the opportunities to use the Welsh language.

I say live and let live. Stop pushing any language.	There is legislation in place to protect the Welsh language, and to ensure that it thrives for future generations in Wales. The Welsh Language (Wales) Measure 2011, which gave the Welsh language official status in Wales. This Measure also placed a duty on all local authorities in Wales, to comply with Welsh Language Standards Regulations: these Standards set out how local authorities should deliver their services in Welsh. As part of these Standards, the Council is required to assess the impact of its policies and decisions: • on opportunities for persons to use the Welsh language, and • on treating the Welsh language no less favourably than the English language The Council must therefore consider the Welsh language when developing policies and strategies or when considering new ways of providing services and is required to address any adverse effects on the opportunities to use the Welsh language.

A training centre needs to be set up in the centre of the county which would provide opportunities for young people and those unable to work because of child supervision responsibilities, to gain caring skills. Courses should be offered in both languages, and a higher pay point given to those who can provide a care service for older people through the medium of Welsh.	This is not within the remit of the Housing Strategy.
New houses will completely destroy the Welsh language. It cannot already cope with the influx of newcomers, and I have already been told by an officer from a housing association they will ensure that all new properties will be occupied - even if that means putting single young people in hosing designated for the elderly!!!	Local policies are in place to ensure the Welsh language is protected within the County, including the development of new houses. The Housing Team work closely with our Registered Social Landlord partners to ensure that properties are occupied fully, suitably, and appropriately in line with local policy.
I agree that local people need to be given priority with regards to housing, however non-Welsh speakers will soon be unable to get any job, so they are forced out of Wales anyway.	The Housing Strategy aims to address housing needs. Local connection is considered as and when appropriate. The Ceredigion Economy Strategy 2020-25, aims to set out how the Council will work together towards achieving strong, sustainable and more resilient economic growth for Ceredigion, created and shared by all.

I don't think the Welsh language would be used any less.	There is legislation in place to protect the Welsh language, and to ensure that it thrives for future generations in Wales. The Welsh Language (Wales) Measure 2011, which gave the Welsh language official status in Wales. This Measure also placed a duty on all local authorities in Wales, to comply with Welsh Language Standards Regulations: these Standards set out how local authorities should deliver their services in Welsh. As part of these Standards, the Council is required to assess the impact of its policies and decisions. • on opportunities for persons to use the Welsh language, and • on treating the Welsh language no less favourably than the English language The Council must therefore consider the Welsh language when developing policies and strategies or when considering new ways of providing services and is required to address any adverse effects on the opportunities to use the Welsh language.

People need to speak in their preferred language.	Agreed. In accordance with the Welsh Language Standards Regulations, the Council when delivering services to individuals, will ask their language preference.
Why should there be any effect on language.	There is legislation in place to protect the Welsh language, and to ensure that it thrives for future generations in Wales. The Welsh Language (Wales) Measure 2011, which gave the Welsh language official status in Wales. This Measure also placed a duty on all local authorities in Wales, to comply with Welsh Language Standards Regulations: these Standards set out how local authorities should deliver their services in Welsh. As part of these Standards, the Council is required to assess the impact of its policies and decisions: • on opportunities for persons to use the Welsh language, and • on treating the Welsh language no less favourably than the English language. The Council must therefore consider the Welsh language when developing policies and strategies or when considering new ways of providing services and is required to address any adverse effects on the opportunities to use the Welsh language.

I am an English speaker; therefore, my response is likely considered prejudiced. However, over the last 30 years I have seen the language issue cause more harm, more waste, and more division than it does good or unites people.	There is legislation in place to protect the Welsh language, and to ensure that it thrives for future generations in Wales. The Welsh Language (Wales) Measure 2011, which gave the Welsh language official status in Wales. This Measure also placed a duty on all local authorities in Wales, to comply with Welsh Language Standards Regulations: these Standards set out how local authorities should deliver their services in Welsh. As part of these Standards, the Council is required to assess the impact of its policies and decisions: • on opportunities for persons to use the Welsh language, and • on treating the Welsh language no less favourably than the English language The Council must therefore consider the Welsh language when developing policies and strategies or when considering new ways of providing services and is required to address any adverse effects on the opportunities to use the Welsh language.
Priority for the Welsh language	The Housing Strategy is to address housing needs. Local connection is considered as and when appropriate.

Having a strategy that maintains and develops the viability of our Welsh communities is key. The ability of Welsh speakers to maintain viable communities is increasingly undermined by the free housing market and the economic inequality local people face due immigrants. Whilst recognising that the Council cannot influence that market directly, the strategy needs to seriously address that challenge and couple the strategy with policies to manage second homes, holiday homes and Airbnbs.	The council are currently considering the options open to them in relation to second homes and AirBnB in relation to both planning legislation and taxation reform.
Consider local lettings policies that supportive Welsh speakers.	The Strategy aims to address housing needs. Local Lettings Policies are considered as and when appropriate.
Welcome the recognition of the importance of the Welsh language and culture within the strategy in terms of its contribution to communities. Barcud will continue to apply local lettings policies in support of this on new developments – as we did at Machynlleth.	Noted. The Strategy aims to address housing needs. Local Lettings Policies are considered as and when appropriate.
As you will have realised from my submission, I am a great supporter of communities becoming part of the solution to identified problems. Bodies such as CLTs and other local action groups can garner support from individuals and groups not usually prone to engagement in local politics. A local Housing Survey undertaken by Community Councils in the Llanarth / Caerwedros / Llangrannog / Cross Inn areas recently received a much higher than usual level of engagement and response from the local Welsh speaking community. Local developments where the community can influence lettings policy can play a role in maintaining people in their chosen home community.	Noted.
Any housing strategy is a key tool for language planning in our communities. The right houses in the right numbers in the right places is vital to reinforce the bonds of a society in which the use of Welsh can thrive.	Noted. The Strategy aims to address housing needs.

Please also explain how you believe this proposed proposal could be formulated so as to have: • positive effects or increased positive effects on opportunities for people to use the Welsh language and not to treat Welsh language less favourably than English language • so that there are no adverse effects on opportunities for people to use the Welsh language and not to treat Welsh language less favourably than English language	
The county's strategy gives priority and status to the Welsh language and this must be adhered to in all fields. Provide more support to learn and promote the Welsh language.	Noted. Support to learn the language is not within the remit of the Housing Strategy. The Council's Welsh Language Strategy will aim to address how the Council will support and promote the Welsh language in a wider context.
Support local residents' choice on where they want to live.	The Strategy aims to address housing needs.

I am receiving leaflets in Welsh only why? I don't think this is appropriate. We all speak English how much does the Welsh language cost us? I have no problem with Welsh speakers, I was unable to learn it and I would object strongly to being forced to.	There is legislation in place to protect the Welsh language, and to ensure that it thrives for future generations in Wales. The Welsh Language (Wales) Measure 2011. This Measure also placed a duty on all local authorities in Wales, to comply with Welsh Language Standards Regulations: these Standards set out how local authorities should deliver their services in Welsh. The Welsh Language Standards requires the Authority to publish documents for public use in a bilingual format.
Ignore the Welsh language effect on housing and just put roofs over people's heads.	The priority of the Housing Strategy is to address the County's housing needs. The Policy Making Standards relate to assessing the impact of policies and decisions on opportunities for persons to use the Welsh language, and on treating the Welsh language no less favourably than the English language. The Council must therefore consider the Welsh language when we are developing policies and strategies or when considering new ways of providing services.

Create a Welsh village – be innovative and break new ground. Designate whole housing estates/villages for people who want to speak Welsh.	There is legislation in place to protect the Welsh Language, and to ensure that it thrives for future generations in Wales. The Welsh Language (Wales) Measure 2011. This Measure also placed a duty on all local authorities in Wales, to comply with Welsh Language Standards Regulations: these Standards set out how local authorities should deliver their services in Welsh. As part of these Standards, the Council is required to assess the impact of its policies and decisions: • on opportunities for persons to use the Welsh language, and • on treating the Welsh language no less favourably than the English language The Council must therefore consider the Welsh language when developing policies and strategies or when considering new ways of providing services and is required to address any adverse effects on the opportunities to use the Welsh language.

Use English.	There is legislation in place to protect the Welsh language, and to ensure that it thrives for future generations in Wales. The Welsh Language (Wales) Measure 2011. This Measure also placed a duty on all local authorities in Wales, to comply with Welsh Language Standards Regulations: these Standards set out how local authorities should deliver their services in Welsh. As part of these Standards, the Council is required to assess the impact of its policies and decisions: • on opportunities for persons to use the Welsh language, and • on treating the Welsh language no less favourably than the English language The Council must therefore consider the Welsh language when developing policies and strategies or when considering new ways of providing services and is required to address any adverse effects on the opportunities to use the Welsh language.

Ensure Welsh speakers are given priority rather than relocating English people into the area.	The Housing Strategy aims to address the housing needs of the County. The Housing Strategy and Team do not have any control over the movement of people within the private sector.
The Strategy could have a positive effect on the Welsh language – as long as we get the definition of 'local' right and include it throughout. It could have a positive effect on the Welsh language – as long as we favour Welsh speakers (for example, in developments in our communities, no matter how rural they are). It could have a positive effect on the Welsh language – if we develop the native economy as well (not tourism). It could have a positive effect on the Welsh language if we were to deal with second homes, holiday homes and empty houses, and if we were to regulate based on the number of years someone has lived in Wales/Ceredigion during their lives before they can buy a house in Ceredigion.	The Housing Strategy is to address housing needs. Local connection is considered as and when appropriate. The Housing Strategy aims to ensure that there is sufficient choice in housing for people to live in the community they choose. The impact of second homes is being considered by Planning Policy.
Local people should be given priority for new housing.	The Housing Strategy aims to address housing needs. Local connection is considered as and when appropriate. Policy is developed to identify and address priorities for social housing.
As far as opportunity	Unclear.
In rural communities it will completely destroy the fragility of the Welsh language despite your 'best efforts' and you already know that!!!!	The Housing Strategy aims to address housing needs. Local connection is considered as and when appropriate.

I don't believe the Welsh language is treated less favourably already.	The ambition of Welsh Government in its strategy Cymraeg 2050, is to see the number of people able to enjoy speaking and using Welsh reach a million by 2050. In relation to this vision all local authorities have a role to play in the delivery of their Local Welsh Language Strategies, in order to see the language thrive and protect the Welsh language for future generations. In relation to this vision and the requirement of the Welsh Language Regulation, actions must be taken to ensure: • Welsh should not be treated less favourably than English in Wales • People in Wales should be able to live their lives through the medium of Welsh if they wish to do so.

I think there should be opportunities in all villages for people that don't speak Welsh to be able to learn Welsh if they want to perhaps it would encourage people to speak it more.	The Welsh Language Strategy addresses education. The Welsh Language in Education Strategic Plan will aim to ensure more children acquire Welsh Language Skills via the education system. The Ceredigion Welsh Language Strategy will seek to encourage more opportunities for people to learn Welsh in communities across the County, this by working with the Centre for Learning Welsh at Aberystwyth University.
Opportunities should be available to people whatever their language,	Agreed. The Housing Strategy does not exclude on the basis of language.
Insufficient space for an adequate response.	The text boxes available allowed space for comprehensive responses, as seen in alternative and previous comments.
Ensure that Council staff develop their language skills and confidence in Welsh and increase their use of Welsh in the workplace, adopting Welsh as the default language of work.	Noted. The Council has a duty to comply with the Welsh Language Standards, which places a duty on the Authority to support its staff to acquire and develop Welsh language skills.

| To ensure balanced and sustainable communities that preserve the Welsh language. | The Housing Strategy aims to address the housing needs of the County.

The Policy Making Standards relate to assessing the impact of policies and decisions on opportunities for persons to use the Welsh language, and on treating the Welsh language no less favourably than the English language. The Council must therefore consider the Welsh language when we are developing policies and strategies or when considering new ways of providing services. |
|---|---|
| Local lettings policies that have an emphasis on Welsh language ability or those actively learning. | Local Lettings Policies are considered as and when appropriate. |

I am no expert of language strategies am unsure whether the County has an Employment Strategy. However, is such a Strategy exists, then linking it to elements of the Housing Strategy would be advantageous in trying to retain young people in the County.	Noted. Other strategies are in existence in Ceredigion: The Ceredigion Welsh Language Strategy aims to ensure that bilingualism is promoted completely naturally, and that the Welsh language is protected for future generations to use and enjoy. The Ceredigion Economy Strategy 2020-25, aims to set out how the Council will work together towards achieving strong, sustainable and more resilient economic growth for Ceredigion, created and shared by all.

CYNGOR SIR CEREDIGION COUNTY COUNCIL

Report to: Council

Date of meeting: **26 October 2023**

Title: **Housing Strategy, setting out Ceredigion's vision and plans for housing in the county for the next 5 years.**

Purpose of the report: **To provide feedback from the Healthier Communities Overview and Scrutiny Committee meeting held on 18th September 2023**

Background:
Members of the Healthier Communities Overview and Scrutiny Committee considered the draft Local Housing Strategy 2023-2028 in May 2023.

Following agreement from Scrutiny and Cabinet, public consultation on the Draft Housing Strategy began on 5th May and ran until 30th June 2023. The Consultation Survey asked a total of 10 questions. The Consultation returned a total of 40 responses, 34 within the Survey and 6 by email. The questions within the Survey were not mandatory, hence not all totals equal the number of respondents.

Following discussion, Members considered the following recommendation:
1. To approve the Housing Strategy and accept the recommendations following the end of the consultation period and approve for full adoption.

Recommendation(s):
Committee Members agreed to recommend that Cabinet:
1. approve the Housing Strategy and accept the recommendations following the end of the consultation period and approve for full adoption.

Reasons for decision:
To enable the Council to fulfil the requirements in relation to the strategic housing function.

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

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CYNGOR SIR CEREDIGION COUNTY COUNCIL

Report to: Council

Date of meeting: 26 October 2023

Title: Application to Register Land as a Village Green at Erw Goch field adjoining Hafan y Waun, Waunfawr, Aberystwyth (Section 15, Commons Act 2006)

Purpose of the report: To allow Members to consider the report of the independent assessor and determine the application for registration of land as a Village Green at Erw Goch field adjoining Hafan y Waun, Waunfawr, Aberystwyth

For: Decision

Cabinet Portfolio and Cabinet Member:
Councillor Clive Davies, Cabinet Member for Economy and Regeneration

1. Background

Application
On the 24th February 2021 an application ("the Application") was submitted to the County Council as Registration Authority by Ms Sian Richards, 3 Cefn Esgair, Llanbadarn Fawr, Aberystwyth to register land at Erw Goch Field, adjoining Hafan y Waun, Waunfawr, Aberystwyth, Ceredigion, SY23 3AY ("the Land") on the Register of Town or Village Greens ("TVG") (under Section 15 of the Commons Act 2006).

The Application along with all the supporting evidence submitted to the Council as Registration Authority is available to view on the Council's website. The following link takes you to the Common Land and Village Green webpage; *scroll to the bottom of the page and click on "Town or Village Greens", scroll down further to "Erw Goch field", where there is a zip file containing all relevant documentation.* Please note that the documents received as part of the Application and consultations are numerous and may take a few minutes to download.
Link: http://www.ceredigion.gov.uk/resident/coast-countryside/common-land-and-town-village-greens/

Council as Landowner
One of the Council's objections to the Application acting in its capacity as landowner is that the land is not capable of meeting the tests in section 15(2) of the Commons Act 2006 because it was acquired and held by the local authority for education purposes which is incompatible with registration as town or village green.

A copy of the objection on behalf of Ceredigion County Council as landowner made to the Council as Registration Authority during the consultation period is located on the Council's website at (please see directions under "Application" above for accessing the documents):

Council Meeting 8th July 2022

A report was presented to Council at its meeting on 8th July 2022, the details of which can be viewed via the links beneath:

https://council.ceredigion.gov.uk/ieListDocuments.aspx?CId=149&MId=274&Ver=4&LLL=0

https://council.ceredigion.gov.uk/documents/g274/Printed%20minutes%2008th-Jul-2022%2010.30%20Council.pdf?T=1&LLL=0

Item 8. Report on the Application to Register Land as a Village Green at Erw Goch field adjoining Hafan y Waun, Waunfawr, Aberystwyth

Council **RESOLVED** to:
a) authorise the appointment of a Barrister to act as an independent assessor.
b) that the Barrister advises on the merits of the application for registration of the Land as Town or Village Green;
c) subject to the advice provided in (b), that the Barrister hold a Public Inquiry or such other hearing as advised by the Barrister, the findings of which and recommendation will be reported back to the Council for decision on the application to register the Town or Village Green."

Council Meeting 20th October 2022

Following initial feedback from the independent assessor (Barrister) a further report was presented to Council at its meeting on 20th October 2022 the details of which can be viewed via the links beneath:

Ceredigion County Council Agenda for Council on Thursday, 20th October, 2022, 10.30 am

Minutes Template (ceredigion.gov.uk)

Item 9. Report on authorising a procedure for determining an application to register land as a Village Green

Council **RESOLVED** to:
a) To authorise the independent assessor (Barrister) to consider as a preliminary issue, and by way of written representations (unless the Barrister subsequently considers that a hearing or inquiry would be more appropriate), whether the doctrine of statutory incompatibility prevents registration of the Land as a Town or Village Green;
b) To authorise the independent assessor (Barrister) to write a report setting out her recommendation as to whether the Landowner's statutory incompatibility defence succeeds. The report is to be shared with the parties, and made publicly available;
c) That if the independent assessor's (Barrister) report referred to at (b) advises that the statutory incompatibility defence succeeds, such that recommendation made to the Registration Authority is that it should not register the Land as a Town or Village Green, that the Application shall at that stage be considered by the Registration Authority for decision;

<center>2</center>

d) That if the independent assessor's (Barrister) report referred to at (b) advises that the statutory incompatibility defence fails, she shall go on to hold a public inquiry to examine the remaining issues.
e) That following the public inquiry, the independent assessor (Barrister) shall provide the Registration Authority with a report which sets out her analysis of the evidence and recommendation as to whether the Land should be registered as a Town or Village Green. The Application shall then be considered by the Registration Authority for decision.

2. **Independent Assessor's Report**

This report is prepared and presented to the Council by the Council's Registration Authority, acting pursuant to the Commons Registration Act 1965 and Commons Act 2006.

Acting in accordance with resolution (a) (Council meeting 20th October 2022) the Registration Authority instructed Katherine Barnes, Barrister, of 39 Essex Chambers as the independent assessor to consider whether the doctrine of statutory incompatibility prevents registration of the Land as a Town or Village Green.

Further to that, the independent assessor provided a note regarding the procedure for consideration of the Application dated 13 December 2022, attached as **Appendix 1**.
The note on the procedure stated: -

Paragraph 3: "*Accordingly, the first stage of the process is for me run a written representations procedure to enable me to make an informed recommendation to the Registration Authority as to whether the doctrine of statutory incompatibility prevents registration of the Land as a Town or Village Green. To facilitate this, I have set out below a timetable for the submission of representations.*"
Paragraph 7: "*In accordance with the Resolution* [made on 20 October 2022]*, if my view, having considered the written representations received, is that the statutory incompatibility defence should succeed, then I will provide a report that sets out my reasoning in that regard and which recommends to the Registration Authority that it refuses the application. The matter would then return to the Registration Authority for decision. In contrast, if I consider that the statutory incompatibility defence should fail, then I will set out my reasoning in a report before going on to hold a public inquiry (in all likelihood preceded by a case management conference) to examine the remaining issues. Following the public inquiry, I will provide a report to the Registration Authority with my findings on all the relevant issues and my recommendation as to whether the Application should be granted. It would then be for the Registration Authority to determine the Application.*"

The independent assessor for the Council as Registration Authority has provided a report dated 8 June 2023 which is attached as **Appendix 2**. This is in compliance with Resolution (b) (Council meeting 20th October 2022).

The independent assessor's report states:
Paragraph 20: <u>*"I therefore conclude that*</u>….*on the balance of probabilities the Application Land was acquired for educational purposes".*

Paragraph 24 – "*Having considered the evidence, I therefore conclude on the balance of probabilities that, having been acquired for educational purposes in 1965, the Application Land has then continued to be held for educational purposes*".

Paragraph 25 "*Having concluded that the Application Land was acquired for and continues to be held for educational purposes, the next question is whether these educational purposes are incompatible with TVG use*".

Paragraph 26 – "*It seems to me that the Supreme Court's decision in R (Lancashire County Council) v Secretary of State for the Environment, Food and Rural Affairs [2019] UKSC 58 ("Lancashire"), provides the answer to this. That is because the Supreme Court found that educational purposes (including for example the construction of new school buildings or the provision of playing fields) are inherently incompatible with TVG use (Lancashire at [65]). That conclusion is equally applicable here*".

Paragraph 27 – "*For the reasons given above, I conclude that the statutory incompatibility defence is made out. My recommendation to the Registration Authority is therefore that it must refuse the Application*".

3. Decision Making

The role of the Barrister acting for the Registration Authority is that of an independent assessor and it is an advisory role rather than that of a decision-maker.
The independent assessor's role is to:
- consider the application and the evidence for and against it
- and make a recommendation to the Registration Authority as to how it should determine the application.

Determination of an application for registration as a Town or Village Green under section 15 of the Commons Act 2006 has not been delegated pursuant to Ceredigion County Council's Constitution.
Accordingly, the Council acting as a whole, is the decision-making body for the Council on behalf of the Registration Authority.
It is for the Council in its capacity as Registration Authority to determine the application, having taken into account:
- the recommendation of the independent assessor acting for the Registration Authority and
- the reasons for it.

4. Current Position

Resolution (c) (Council meeting 20th October 2022) states:

c)That if the independent assessor's (Barrister) report referred to at (b) advises that the statutory incompatibility defence succeeds, such that recommendation made to the Registration Authority is that it should not register the Land as a Town or Village

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Green, that the Application shall at that stage be considered by the Registration Authority for decision.

The independent assessor recommends:

- that the statutory incompatibility defence is made out/succeeds, and
- has recommended to the Registration Authority that it must refuse the Application to register the Land as a Town or Village Green i.e. that it should not register the Land as a Town or Village Green as the doctrine of statutory incompatibility is made out such that it prevents the registration of the Land as a Town or Village Green.

Accordingly, the Registration Authority submits this report with a recommendation that the Registration Authority **refuse the Application** to register the Land as a Village Green due to the independent assessor concluding that the statutory incompatibility defence is made out.

The Application must now be considered by the Council (acting as the Registration Authority) for decision.

Recommendation

That Council (acting as the Registration Authority) finds that the doctrine of statutory incompatibility prevents the registration of the Land as a Village Green and accordingly Council refuses the Application to register the Land as a Village Green.

If Council approves this recommendation, this will bring the Application process to an end, in accordance with resolution c) (Council 20/10/22).

Wellbeing of Future Generations:
Has an Integrated Impact Assessment been completed? If, not, please state why.
N/A – this is not a policy or service change

Recommendation(s):
That Council (acting as the Registration Authority) finds that the doctrine of statutory incompatibility prevents the registration of the Land as a Village Green and accordingly Council refuses the Application to register the Land as a Village Green.

Reasons for decision:
- To determine the Village Green Application, based on the independent assessor's advice (Appendix 2):
  that the statutory incompatibility defence is made out, and the recommendation to the Registration Authority is therefore that it must refuse the Application (to register the Land as a Town or Village Green).

Overview and Scrutiny: N/A

Policy Framework:
Ceredigion Rights of Way Improvement Plan (2019-2029)

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Corporate Well-being Objectives:
Boosting the Economy
Promoting Environmental and Community Resilience

Finance and Procurement implications:
Potential saving of public funds if Public Inquiry not required

Legal Implications:
Failure to comply with the Commons Act 2006
The Countryside Access (Local Access Forums) (Wales) Regulations 2001
Potential for judicial review

Staffing implications: N/A

Property / asset implications: N/A

Risk(s):
Failure to ensure that the Application is determined in accordance with legal advice and appropriate processes

Statutory Powers:
Commons Act 2006

Background Papers:
Inspectors Report on Preliminary Issue: Statutory Incompatibility

Appendices:
Appendix 1:
Inspector's Note regarding the procedure for consideration of the Application 13/12/22
Appendix 2: Independent Assessor's report 8/6/23

Corporate Lead Officer:
CLO Highways & Environmental Services on behalf of Economy & Regeneration Service

Reporting Officer:
Eifion Jones

Date:
28/10/2023

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IN THE MATTER OF AN APPLICATION TO REGISTER LAND KNOWN AS ERW GOCH FIELD ADJOINING HAFAN Y WAUN, WAUNFAWR, ABERYSTWYTH SY23 3AY AS A TOWN OR VILLAGE GREEN UNDER SECTION 15(2) COMMONS ACT 2006

INSPECTOR'S NOTE REGARDING THE PROCEDURE

FOR CONSIDERATION OF THE ABOVE APPLICATION

INTRODUCTION

1. I have been appointed by Ceredigion County Council, in its capacity as commons registration authority under the Commons Registration Act 1965 and the Commons Act 2006 ("the Registration Authority"), to act as an independent assessor ("the Inspector") in respect of an application ("the Application") to register land known as Erw Goch Field adjoining Hafan Y Waun, Waunfawr, Aberystwyth SY23 3AY ("the Land") as a Town or Village Green ("TVG") under section 15(2) of the Commons Act 2006. The Registration Authority remains the decision-maker, and my role is to consider the detail of the Application and provide a recommendation to the Registration Authority to assist with its determination of the Application in due course.

2. On 20 October 2022 the Registration Authority (via Full Council) made a resolution ("the Resolution") as follows:

   "(a) To authorise the independent barrister assessor to consider as a preliminary issue, and by way of written representations (unless the barrister subsequently considers that a hearing or inquiry would be more appropriate), whether the doctrine of statutory incompatibility prevents registration of the Land as a Town or Village Green;
   (b) To authorise the independent barrister assessor to write a report setting out her recommendation as to whether the Landowner's statutory incompatibility defence succeeds. The report is to be shared with the parties, and made publicly available;
   (c) That if the independent barrister assessor's report referred to at (b) advises that the statutory incompatibility defence succeeds, such that recommendation made to the Registration Authority is that it should not register the Land as a Town or Village

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Green, that the Application shall at that stage be considered by the Registration Authority for decision;

(d) That if the independent barrister assessor's report referred to at (b) advises that the statutory incompatibility defence fails, she shall go on to hold a public inquiry to examine the remaining issues.

(e) That following the public inquiry, the independent barrister assessor shall provide the Registration Authority with a report which sets out her analysis of the evidence and recommendation as to whether the Land should be registered as a Town or Village Green. The Application shall then be considered by the Registration Authority for decision."

3. Accordingly, the first stage of the process is for me run a written representations procedure to enable me to make an informed recommendation to the Registration Authority as to whether the doctrine of statutory incompatibility prevents registration of the Land as a Town or Village Green. To facilitate this, I have set out below a timetable for the submission of representations.

4. While I will read all representations submitted in advance of the relevant deadlines (as per Appendix 1), I will not take account of any representations at this stage which relate to matters other than the issue of statutory incompatibility. I will consider any late representations at my discretion. All representations and communications to me as the Inspector should be clearly marked "TVG Erw Goch Field Inquiry" (or similar) and be sent by email to clic@ceredigion.gov.uk or by post to Canolfan Rheidol, Rhodfa Padarn, Llanbadarn Fawr, Aberystwyth, SY23 3UE.

5. For the avoidance of doubt, I have been provided by the Registration Authority with copies of all the representations it has received to date in relation to the Application. I will take these into account as part of this first stage of the process in so far as they relate to the question of statutory incompatibility.

6. The doctrine of statutory incompatibility (see *R (Lancashire County Council) v Secretary of State for the Environment, Food and Rural Affairs* [2021] AC 194) relates to a highly technical and specialist area of law. Therefore, while I do not want to delay unduly the determination by the Registration Authority of the Application, I have

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deliberately given relatively long periods for the submission of representations so as to allow those with an interest in the Application to take professional legal advice should they wish.

7. In accordance with the Resolution, if my view, having considered the written representations received, is that the statutory incompatibility defence should succeed, then I will provide a report that sets out my reasoning in that regard and which recommends to the Registration Authority that it refuses the application. The matter would then return to the Registration Authority for decision. In contrast, if I consider that the statutory incompatibility defence should fail, then I will set out my reasoning in a report before going on to hold a public inquiry (in all likelihood preceded by a case management conference) to examine the remaining issues. Following the public inquiry, I will provide a report to the Registration Authority with my findings on all the relevant issues and my recommendation as to whether the Application should be granted. It would then be for the Registration Authority to determine the Application.

8. All documentation relating to the Application and my consideration of it, including any future written representations, will be made available to the public on the following website: http://www.ceredigion.gov.uk/resident/coast-countryside/common-land-and-town-village-greens/. If anyone would like to view the documentation, but does not have access to a computer, they are invited to attend one of libraries run by Ceredigion County Council where computer and internet access is free of charge. Any other difficulties viewing the documentation should be referred by email to clic@ceredigion.gov.uk, by telephone (01545 570 881) or by post to Canolfan Rheidol, Rhodfa Padarn, Llanbadarn Fawr, Aberystwyth, SY23 3UE.

KATHERINE BARNES
13 December 2022
39 Essex Chambers

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APPENDIX 1:

Timetable for written representations on the issue of whether the doctrine of statutory incompatibility prevents the registration of the Land as a Town or Village Green ("the Statutory Incompatibility Issue")

1. By 4pm on Friday 24 February 2023, the applicant, the objecting landowner and any third parties shall file any additional written representations and/or supporting evidence on the Statutory Incompatibility Issue.

2. By 4pm on Friday 10 March 2023, any written representations and/or supporting evidence received under paragraph 1 above will be uploaded by the Registration Authority to the relevant page of its website (http://www.ceredigion.gov.uk/resident/coast-countryside/common-land-and-town-village-greens/).

3. By 4pm on Friday 31 March 2023, the applicant, the objecting landowner and any third parties shall file any comments on the written representations of other parties should they wish to do so. Where possible, these comments should not exceed 300 words (and 1000 words in the case of the applicant and the landowner).

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IN THE MATTER OF AN APPLICATION TO REGISTER LAND KNOWN AS ERW GOCH FIELD ADJOINING HAFAN Y WAUN, WAUNFAWR, ABERYSTWYTH SY23 3AY AS A TOWN OR VILLAGE GREEN UNDER SECTION 15(2) COMMONS ACT 2006

INSPECTOR'S REPORT ON PRELIMINARY ISSUE:

STATUTORY INCOMPATIBILITY

INTRODUCTION

1. I have been appointed by Ceredigion County Council, in its capacity as commons registration authority under the Commons Registration Act 1965 and the Commons Act 2006 ("the Registration Authority"), to act as an independent assessor ("the Inspector") in respect of an application ("the Application") dated 24 February 2021 by Ms Sian Elin Richards ("the Applicant") to register land known as Erw Goch Field adjoining Hafan Y Waun, Waunfawr, Aberystwyth SY23 3AY ("the Application Land") as a Town or Village Green ("TVG") under section 15(2) of the Commons Act 2006.

2. On 20 October 2022 the Registration Authority (via Full Council) made a resolution ("the Resolution") as follows:

"(a) To authorise the independent barrister assessor to consider as a preliminary issue, and by way of written representations (unless the barrister subsequently considers that a hearing or inquiry would be more appropriate), whether the doctrine of statutory incompatibility prevents registration of the Land as a Town or Village Green;
(b) To authorise the independent barrister assessor to write a report setting out her recommendation as to whether the Landowner's statutory incompatibility defence succeeds. The report is to be shared with the parties, and made publicly available;
(c) That if the independent barrister assessor's report referred to at (b) advises that the statutory incompatibility defence succeeds, such that recommendation made to the Registration Authority is that it should not register the Land as a Town or Village Green, that the Application shall at that stage be considered by the Registration Authority for decision;
(d) That if the independent barrister assessor's report referred to at (b) advises that the statutory incompatibility defence fails, she shall go on to hold a public inquiry to examine the remaining issues.
(e) That following the public inquiry, the independent barrister assessor shall provide the Registration Authority with a report which sets out her analysis of the evidence and recommendation as to whether the Land should be registered as a Town or Village Green. The Application shall then be considered by the Registration Authority for decision."

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3. On 13 December 2022 I issued a procedural note in which I set out that, in accordance with the Resolution, I have decided to deal with the question of statutory incompatibility (i.e. whether TVG use is incompatible with the statutory purposes for which the Application Land was acquired and held) as a preliminary issue to be dealt with by way of written representations. Accordingly, on 13 December 2022 I invited further written representations on this subject.

4. I have now considered all the representations and supporting evidence relevant to statutory incompatibility and this document comprises my findings and recommendation in respect of this issue.

5. In reaching my conclusions, I have had regard to the following representations (and the supporting evidence to which they refer):

   (a) Original objection from Ceredigion County Council in its capacity as landowner of the Application Land ("the Landowner") dated 28 September 2021;
   (b) Response from the Applicant dated 16 February 2022;
   (c) Further representations from the Applicant (undated);
   (d) Further representations from the Landowner dated 20 February 2023;
   (e) Comments from the Landowner dated 24 March 2023 on the representations of the Applicant (item (c) above).[1]

STATUTORY INCOMPATIBILITY

Legal principles

6. As per the Supreme Court decisions of R (Newhaven Port and Properties Ltd) v East Sussex County Council [2015] UKSC 7 ("Newhaven") and R (Lancashire County Council) v Secretary of State for the Environment, Food and Rural Affairs [2019] UKSC 58 ("Lancashire"), the statutory incompatibility doctrine prevents the registration of land as a TVG in certain circumstances. In other words, if statutory incompatibility is made out, it is a complete defence to a TVG application.

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[1] In addition, I read the representations of Mr Ken Milve submitted on 17 December 2022. However, since these do not relate to the question of statutory incompatibility I have not taken them into account at this stage.

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7. As for the relevant test, statutory incompatibility will arise where there is an incompatibility between the statutory purposes for which the relevant land is held and the use of that land as a TVG (Lancashire at [50] and [55]). More specifically, the test *"is not whether the land has been allocated by statute itself for particular statutory purposes, but whether it has been acquired for such purposes (compulsorily or by agreement) and is for the time-being so held"* (Lancashire at [56]).

8. Importantly, it does not matter whether the relevant land is actually being used for the statutory purposes relied on – statutory incompatibility will be made out where a landowner shows that the land is being held for the relevant purposes (Newhaven at [96] and Lancashire at [65] and [68]).

9. Given the parallels between the facts of this case and Lancashire, it is helpful to consider the Supreme Court's approach in Lancashire in further detail.

10. First, the Lancashire judgment is instructive in that the Supreme Court considered how the Inspector and the lower courts in that case approached the question of whether the Lancashire land was held for educational purposes and the evidential basis for this (at [22]-[35]).

11. The primary evidence before the Inspector in this regard was various conveyancing documents. These did not record the purpose for which the land was acquired but included endorsements (e.g. "Recorded in the books of the Ministry of Education under section 87(3) of the Education Act 1944" in respect of one conveyance and "Education Lancaster Graves County Secondary School" in respect of another). However, the Inspector declined to find that the Lancashire land was acquired and held for educational purposes in circumstances where there was no council resolution authorising the purchase of the land for education purposes or for the appropriation of the land to educational purposes. The Supreme Court found that this was an error, and that in the absence of evidence to the contrary (the standard of proof being the balance of probabilities), it should have been inferred that the land was acquired for educational purposes. In this regard, the Supreme Court endorsed the observations of Ouseley J in the High Court that the presumption of regularity meant it could be inferred that resolutions had been made to authorise the acquisitions but that these could no longer

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be found due to the passing of time. As such, it was more likely than not that the Lancashire land had been acquired for educational purposes.

12. Secondly, the Supreme Court's reasoning for finding an incompatibility between educational purposes and TVG use is also instructive. In essence, they found the two uses to be inherently incompatible. This was explained as follows:

"First, so far as concerns the use of Area B as a school playing field, that use engages the statutory duties of LCC in relation to safeguarding children on land used for education purposes. LCC has to ensure that children can play safely, protected from strangers and from risks to health from dog mess. The rights claimed pursuant to the registration of the land as a town or village green are incompatible with the statutory regime under which such use of Area B takes place. Secondly, however, and more generally, such rights are incompatible with the use of any of Areas A, B, C or D for education purposes, including for example construction of new school buildings or playing fields. It is not necessary for LCC to show that they are currently being used for such purposes, only that they are held for such statutory purposes" (at [65]) (emphasis added).

13. Drawing on the principles above, it seems to me that there are essentially three questions that I need to consider in this case:

    (i)   For what, if any, statutory purpose(s) was the Application Land acquired?
    (ii)   For what, if any, statutory purpose(s) has the Application Land been held for since it was acquired?
    (iii)   If the Application Land was acquired and continues to be held for statutory purposes, are those purposes inconsistent with TVG use?

14. At this juncture I also address the point that in her representations the Applicant questions aspects of the Supreme Court's decision in Lancashire based on the dissenting judgments of Lord Wilson and the partly dissenting judgment of Lady Arden, as well as the Court of Appeal's decision in that case. However, these alternative analyses are not an accurate statement of the law – it is the *ratio* of the Supreme Court's decision in Lancashire (i.e. the majority judgment) that I am to apply.

The evidence

15. The Landowner has searched its archives and provided a pack of evidence, summarised in a chronology, relating to the purposes for which the Application Land was acquired

and held. I have appended the chronology to this report but I summarise the key aspects of this evidence below.[2]

(a) On 17 March 1965, there was discussion by the Joint Buildings Committee of the Ceredigion County Council's predecessor authority, Cardiganshire County Council, of the acquisition of Erw Goch Land as the site for a new Secondary School – Ardwyn Grammar School – and it was resolved that the matter be referred to the Education Committee for a decision (Tab 1). Also on 17 March 1965, the Education Committee resolved "to authorise the Clerk of the County Council to ask the District Valuer to negotiate for the purchase of the site" (Tab 2). The Joint Buildings Committee minutes of 8 April 1965 record "The Deputy Clerk reported that the Education Committee had agreed to purchase approximately sixteen acres of land at Erwgoch, Waun Fawr, and contracts had been exchanged" (Tab 4).

(b) A conveyance (Tab A) dated 29 June 1965 provides for the transfer of "16.250 acres of land or thereabouts being parts of the farm and lands of Erwgoch Waunfawr Aberystwyth" to Cardiganshire County Council. The back page of the conveyance states "New Site for Ardwyn Grammar School" and the plan records "proposed site for new Ardwyn Grammar School at Erw-Goch".

(c) The minutes of the Joint Buildings Committee of 31 January 1966 (Tab 6) report on a letter from the department of Education and Science referring to a loan from the Welsh Office to Cardiganshire County Council in relation to Erw Goch.

(d) The minutes of the Joint Building Committee of 21 April 1966 (Tab 7) record that a sale of a strip of land connecting the Dinas and Erw Goch sites had been agreed, and the relevant conveyance is dated 31 May 1968 (Tab B). This strip of land does not overlap with the Application Land.

(e) In the late 1960s minutes from the Higher Education Committee and Education Joint Building Committee record discussions about the possibility of using Erw Goch as a playing field for both Ardwyn and Dinas schools.

(f) In 1969 the Education Joint Building Committee resolved to re-let part of Erw Goch for grazing (Tab 14 and 17) and to authorise children to use part of Erw Goch for recreation (Tab 17) and local residents to use part of it as a football field (Tab 18).

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[2] The tab references correspond to the tabs accompanying the Council's objection of 28 September 2021.

(g) In 1971 the Education Estates Committee resolved to approve "the letting of Erw Goch land to the Welsh Agricultural College on a temporary basis until such time as it was required for other educational purposes" (Tab 25).

(h) Later in 1971 consideration was given to implementing an interim scheme of two tier reorganisation with the ultimate aim of providing a campus comprising a unitary comprehensive school and a bilingual secondary school sharing certain facilities at Erw Goch (Tab 26, Tab 27). Consideration of facilities at Erw Goch to support a new comprehensive school continued in the early 1970s (Tab 28, Tab 29, Tab 30, Tab 31).

(i) On 12 June 1985 the (now named) Dyfed County Council resolved to lease Erw Goch to Ceredigion District Council for community playing fields. This was on the basis that: "it was not envisaged that this land would be developed as a replacement school for Penweddig for at least seven years" (Tab 34). The lease in question is dated 29 September 1987 and contains an express covenant on the part of the District Council: "To use the premises for the purpose of the community area for the local community with such sporting and other events as may be required, sporting events to be held as and when ground conditions permit and for no other purpose whatsoever".

(j) On 8 February 2005 the Cabinet of the (now named) Ceredigion County Council resolved to grant a 99 year lease of the eastern portion of Erw Goch fields ("the Care Home Land") to MHA Care for the provision of a care home for people with dementia. Based on the current maps that have been submitted of the Application Land and its immediate area, it seems this care home was subsequently provided. There is no evidence of any formal appropriation of this eastern portion (despite the apparent change in use taking place relatively recently). However and in any event, it is clear from the Application map and the plan appended to the Landowner's objection of 28 September 2021 that the Care Home Land does not overlap with the Application Land.

(k) On 23 October 2012 Ceredigion County Council's Cabinet declined a request from Erw Goch farmhouse to purchase part of Erw Goch as extension to the farmhouse's garden (Tab 41) and on 1 April 2014 the Cabinet declined a request from the Waunfawr Community Garden and Allotment Association to lease the entire site and instead offered a lease of a smaller area of Erw Goch (Tab 43) "[t]o safeguard the risk of losing the development potential" of the wider land (which had been

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allocated for development – residential development and open spaces via site H303 – in the recently adopted Local Development Plan). The Landowner's representations of 20 February 2023 explain that the allotment scheme did not in fact end up progressing.

Inspector's analysis

Issue (i:) For what, if any, statutory purpose(s) was the Application Land acquired?

16. In my view the evidence points clearly to the Application Land having been acquired for educational purposes. This conclusion is based in particular on the conveyance from 29 June 1965 which records expressly that the land being transferred to Cardigan County Council (which includes all of the Application Land) is the "New Site for Ardwyn Grammar School", and which the conveyance plan further records is the "proposed site for new Ardwyn Grammar School at Erw-Goch".

17. My conclusion is also supported by the wider context. This includes, in particular, that the contemporaneous Cardigan County Council records show that it was the decision of the Education Committee to purchase the land that is the subject of the 1965 conveyance, and this decision was made in the context of discussions about the land being required for a new secondary school.

18. As such, even though there are no formal decision of Cardigan County Council that the land that is the subject of the 1965 conveyance was acquired or appropriated for educational purposes, the acquisition of this land for educational purposes is the obvious inference from the available evidence (especially in circumstances where there is no evidence before me that indicates otherwise).

19. I also observe that there is no dispute between the parties that the Application Land was acquired for educational purposes. Specifically, the Applicant and the Landowner agree that the Application Land was acquired for educational purposes – the dispute is whether the Application Land continued to be held for educational purposes (I consider this below).[3]

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[3] See para 2.2 of the Applicant's second set of representations (undated) on statutory incompatibility.

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20. I therefore conclude that on the balance of probabilities the Application Land was acquired for educational purposes.

Issue (ii): For what, if any, statutory purpose(s) has the Application Land been held for since it was acquired?

21. As per Lancashire, it does not matter whether the Application Land was actually used for educational purposes. Rather, what matters is whether it continued to be held for educational purposes (having been acquired for educational purposes in 1965).

22. It seems to me that starting point is that there is no evidence of any formal reappropriation to another purpose of any of the Application Land. Nonetheless, I have considered points in the history of the Application Land where it could potentially be said that re-appropriation should somehow be inferred. These include the following:

(a) In relation to the lease of Erw Goch fields to Ceredigion District Council for community playing fields in 1985, this was on the express basis that use as playing fields only (controlled by a covenant in the lease) was acceptable given "it was not envisaged that this land would be developed as a replacement school for Penweddig for at least seven years". In those circumstances it is not surprising that there was no formal reappropriation. That is because Dyfed County Council at that stage still envisaged the possibility of using the land for a school in future (just not in the next seven years).

(b) As for the grant of a lease of the Care Home Land in 2005, in this regard there would seem to be an obvious change in the purpose for which the Care Home Land was held, and one would therefore expect to see a corresponding reappropriation decision. However, the absence of such a decision (and the implications for statutory incompatibility) is irrelevant given that the Care Home Land does not overlap with the Application Land. In other words, even if it could be said that the *Care Home Land* ceased to be held for educational purposes at some point in the mid 2000s, this does not indicate in any way that the *Application Land* ceased to be held for educational purposes.

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(c) As for the offer of a lease in 2012 of part of the Application Land to the Waun Fawr Community Garden and Allotment Association, even if it could be said that change to allotment use somehow implied a change in the purpose for which that parcel of the Application Land was held, the Landowner's representation of 20 February 2023 explains: "The allotment scheme did not progress and there was therefore no need for any appropriation". In circumstances where the allotment scheme was not taken forward, it is indeed unsurprising that there was no reappropriation decision (such a decision not being necessary).

(d) In her representations[4] the Applicant places considerable weight on: (i): the Council's decision: (i) to allocate part of the Application Land for development in the Local Development Plan (adopted in 2013); (ii) the recommendation of an officer of Ceredigion County Council to Planning Committee members on 28 July 2021 to grant planning permission (application A201067) for development[5] on part of the Application Land. Essentially, the Applicant's argument seems to be that one or both of these decisions/actions changed the purpose for which the Application Land is held (presumably from educational purposes to planning and/or housing purposes). However, there are specific statutory arrangements that govern the reappropriation of land held by local authorities, and there is no evidence that these were followed here; the allocation of land for residential development in a development plan and/or the grant of planning permission (not that permission was in any event granted in this instance[6]) do not in themselves mean that reappropriation has taken place. Indeed, it is not surprising that no formal reappropriation seems to have occurred at this stage given there is no requirement (and notably the Applicant does not identify any specific legal requirement in this regard) for local authority owned land to be appropriated to planning/housing purposes before it may lawfully be allocated in a development plan for residential

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[4] The Applicant's second set of representations on statutory incompatibility (undated).
[5] "Hybrid planning application comprising: A) Outline planning application with all matters reserved (except those included in full application below) for residential development to be developed in phases and associated works; B) Full application for residential development and associated works including public open space/play provision, a new spine road from Cefnesgair to Waunfawr Road, engineering and drainage arrangements, ecological mitigation, landscaping and associated works".
[6] According to the relevant page of Ceredigion County Council's website, the minutes from the Planning Committee's meeting of 28 July 2021 provide that the decision was (in so far as relevant): "To DEFER determination of the application in order to receive the resolution of the Village Green application prior to considering this planning application".

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development or have planning permission granted for residential development. Rather, as set out in para 2.7 of the Landowner's representation of 24 March 2023: "If planning permission were granted for an incompatible purpose (e.g. residential), then the land would need to be appropriated to that purpose for the scheme to be delivered."

23. More generally, the Applicant also argues that the Application Land is no longer required for educational purposes (given there is no longer any intention to deliver a school at that location). While that seems to be the case, it does not mean that the purpose for which the Application Land is held as a matter of law has changed (the relevant statutory process for reappropriation would need to be followed). Rather, that the Application Land is no longer required for educational purposes simply explains why the option of reappropriation from education to another purpose is available.

24. Having considered the evidence, I therefore conclude on the balance of probabilities that, having been acquired for educational purposes in 1965, the Application Land has then continued to be held for educational purposes.

Issue (iii): If the Land was acquired and continues to be held for statutory purposes, are those purposes inconsistent with TVG use?

25. Having concluded that the Application Land was acquired for and continues to be held for educational purposes, the next question is whether these educational purposes are incompatible with TVG use.

26. It seems to me that the Supreme Court's decision in Lancashire provides the answer to this. That is because the Supreme Court found that educational purposes (including for example the construction of new school buildings or the provision of playing fields) are inherently incompatible with TVG use (Lancashire at [65]). That conclusion is equally applicable here.

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OVERALL CONCLUSION

27. For the reasons given above, I conclude that the statutory incompatibility defence is made out. My recommendation to the Registration Authority is therefore that it must refuse the Application.

<div align="right">

KATHERINE BARNES

8 June 2023

39 Essex Chambers

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Appendix 1

Land at Erw Goch Fields, Waunfawr, Aberystwyth

TVG Application Ref: LA 1651/LEH

Chronology of Council Minutes

BUNDLE TAB	DATE	COMMITTEE	SUMMARY
1	17/03/1965	Joint Buildings	Discussion of acquisition of Erw Goch site for new Ardwyn school. Referred to Education Committee for decision.
2	17/03/1965	Education	Resolution to authorise negotiation for the purchase of the Erw Goch land.
3	31/03/1965	Special Education	Discussion over part of the site not being available for sale but other land offered in substitution. A sub-committee is to be convened on site.
4	08/04/1965	Joint Buildings	Reported that Education Committee had agreed to buy Erw Goch and contracts exchanged. Owner requests to graze land until end Sept 1965.
5	27/05/1965	Education Joint Buildings	Discussion over prior to preparing sketch plans for the new Arwdyn school, consideration should be given to the circular from the Department of Education and Science on plans for Secondary Education.
A	Conveyance dated 29 June 1965 between (1) Hugh Hughes Davies and (2) Richard Stanley Davies and William Trevor Davies to (3) Cardiganshire County Council		
6	13/01/1966	Education Joint Buildings	Reporting on the loan from the Welsh Office in respect of the Erw Goch land.
7	21/04/1966	Education Joint Buildings	Approving the purchase amount for a piece of land connecting Dinas and Erw Goch.
8	29/09/1966	Education Joint Buildings	Request from Mr Howells who rents the Erw Goch site for a guarantee on an extension to the term. No guarantee given but will consider a re-letting at the end of the term.
B	Conveyance dated 31 May 1968 between (1) Brickworth Developments Limited to (2) Cardiganshire County Council		
9	03/07/1968	Higher Education	Resolution that the possibility of preparing the Erw Goch fields for use by both Ardwyn and Dinas schools be investigated.

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10	11/07/1968	Education Joint Buildings	Deferral of decision on re-letting the fields pending report on the Higher Education Committee resolution on 03/07/1968.
11	21/10/1968	Education Joint Buildings	Received report on the issue of a notice to the Electricity Board to remove pylons at Erw Goch following the request from Ardwyn Governors.
12	04/12/1968	Education Joint Buildings	Report on gas mains and electricity cables at the site.
13	29/01/1969	Education Joint Buildings	Report on easement to the Gas Board.
14	20/03/1969	Education Joint Buildings	Report on deferring a decision on re-letting as the Committee has approved use of the fields by Dinas and Ardwyn. Also report on electricity lines at site.
15	26/06/1969	Education Joint Buildings	Report on use of part of site by Dinas and Ardwyn and to re-let the remainder.
16	27/08/1969	Education Joint Buildings	Resolution not to extend the term of the grazing letting and to defer a decision on advertising the land for grazing at present. Sub-committee will meet shortly regarding future use of site.
17	25/09/1969	Education Joint Buildings	Report authorising the use of part of the field by the children of Waunfawr and also for the remainder of the field to be let out for grazing.
18	29/08/1969	Education Joint Buildings – Meetings of Sub-committees	Resolution to grant use of part of the Erw Goch fields to Waunfawr residents as a football field.
19	16/10/1969	Education Joint Buildings	Resolution of tidying of hedge and also letting out of part of Erw Goch for grazing.
20	12/11/1969	Education Joint Buildings	Expediting hedge works and also that the Committee will inform Highways that it will allow some land for highways widening purposes.
21	16/01/1970	Education Joint Buildings	Resolved to allow the football team use of alternative part of Erw Goch due to field being water-logged.
22	26/03/1970	Education Joint Buildings	Resolution in principle to allow football team to erect portable hut subject to comments of the tenant.

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23	27/05/1970	Education Estates Committee	Resolution to grant erection of hut as tenant has no objection.
24	14/10/1970	Education Estates	Resolution approving size of hut erected.
25	14/04/1971	Education Estates	Resolution approving letting of Erw Goch fields to Welsh Agricultural College on temporary basis.
26	29/04/1971	Development Committee	Resolution to recommend Education Committee to take steps to implement interim scheme of two tier reorganisation side by side with establishing a bilingual secondary school, and that the ultimate aim should be a campus comprising a unitary comprehensive school and a bilingual secondary school sharing certain facilities on the Erw Goch site. Further resolved that details be investigated and a further meeting held.
27	21/09/1971	Development Committee	Resolution to receive report of Deputy Director on steps taken to implement interim scheme of two tier reorganisation and a bilingual school within the campus of the Erw Goch site. And to authorise officers to issue Section 13 Notices.
28	14/06/1972	Estates Committee	Resolution that the Director of Education should take up the matter of building a Youth Wing adjacent to the comprehensive school on the Erw Goch/Dinas Site with the Department of Education and Science.
29	12/07/1972	Estates Committee	Resolved to recommend the project to build a Youth Wing adjacent to the school on the Erw Goch/Dinas site be given priority in the 1973/4 Locally Determined Pool Allocation.
30	07/02/1973	Special Education	Resolution to refer to Estates Committee request to transfer land from Erw Goch to new comprehensive school.
31	14/02/1973	Education Estates	Resolution for a sub-committee to meet Aberystwyth Rural District Council to discuss use of the Erw Goch fields for recreational purposes. Also separate minute resolving to transfer land at Erw Goch to new Comprehensive School.
32	14/03/1973	Estates Committee	Resolved that request for the erection of a sectional timber building at Waunfawr to be

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			considered in conjunction with the request made by the Rural District Council for recreational facilities on the Erw Goch land.
33	14/11/1973	Estates Committee	Resolution in relation to development of Erw Goch Playing Fields – resolved to await a detailed report on costs, finance the Sports Hall from the Locally Determined Pool, thank Aberystwyth R.D.C for their offer of financial contribution and to confirm County Architect's action in arranging removal of all hedges.
34	12/06/1985	Education Committee - Development and Finance Sub-Committee	Resolution to lease Erw Goch fields to Ceredigion District Council for use as community playing fields. Confirmed that the land would not be redeveloped as a replacement school for Penweddig for at least 7 years.
35	01/04/1987	Education Committee - Development and Finance Sub-Committee	Report showing the lease to Ceredigion District Council in progress.
36	18/09/1986	Policy & Resources Committee – Estates Sub-Committee	(Minute 3.5) Approval of terms to lease Erw Goch fields to Ceredigion District Council for use as an amenity area for the local community.
C		**Lease dated 29 September 1987 between (1) Dyfed County Council and (2) Ceredigion District Council**	
37	01/04/1992	Policy & Resources Committee – Finance & Property Sub-Committee	Resolution to approve rent review terms of lease to Ceredigion District Council.
38	08/02/2005	Report to Cabinet	Cabinet Report regarding the proposed dementia care facility on part of Erw Goch fields.
39	08/02/2005	Cabinet	(Minute C326) Resolution to grant lease of part of Erw Goch to a care home provider with a further report to be brought back regarding rental amount.
40	05/07/2005	Cabinet	(Minute C78) Resolution to waive rental component of Hafan Y Waun care home lease and that the service provider submits infrastructure costs to the Council.

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See Tab 42	23/10/2012	Cabinet	Report regarding the request by Waunfawr Community Garden and Allotment Association to lease Erw Goch and also a request from the owner of Erw Goch Farmhouse to acquire the same land.
41	23/10/2012	Cabinet	(Minute C186) Resolved to defer consideration of a request by Waunfawr Community Garden and Allotment Association pending further investigation and also to decline the request from Erw Goch farmhouse.
42	01/04/2014	Cabinet	A further report on the request by Waunfawr Community Garden and Allotment Association to lease Erw Goch (also containing initial Report to Cabinet dated 23rd October 2012).
43	01/04/2014	Cabinet	(Minute C350) Resolved to decline request from Waunfawr Community Garden and Allotment Association to lease the entire site and to offer a lease of a smaller area of Erw Goch.

CYNGOR SIR CEREDIGION COUNTY COUNCIL

<u>Report to:</u>   **Council**

<u>Date of meeting:</u>   26 October 2023

<u>Title:</u>   LA Representative on Governing Bodies

<u>Purpose of the report:</u>   To confirm the nomination of LA Representative on Governing Bodies

<u>For:</u>   Decision

<u>Cabinet Portfolio and Cabinet Member:</u>
Cllr Wyn Thomas, Cabinet Member Schools, Lifelong Learning & Skills

<u>Introduction</u>

Llanfarian Community Primary School: Nominate Councillor Raymond Evans as LA Governor at the request of the Governing Body of Llanfarian primary School.

<u>Wellbeing of Future Generations:</u>
Has an Integrated Impact Assessment been completed? If, not, please state why.
No, the report does not refer to a Policy or Service change

Summary of Integrated Impact Assessment:
Long term:
Collaboration:
Involvement:
Prevention:
Integration:

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

<u>Reasons for decision:</u>
To nominate representatives of the LA on Governing Bodies

<u>Overview and Scrutiny:</u>
N/A

<u>Policy Framework:</u>
N/A

<u>Corporate Well-being Objectives:</u>
N/A

<u>Finance and Procurement implications:</u>

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None

Legal Implications:
None

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, Corporate Lead Officer, Schools Service

Reporting Officer:
Nia James, Corporate Manager, Learning Resources, Schools Service

Date:
11 October 2023.

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CYNGOR SIR CEREDIGION COUNTY COUNCIL

Report to: **Council**

Date of meeting: **26 October 2023**

Title: **Protocol for Attendance at Local Authority Multi-location Meetings and Electronic Broadcasts of Meetings**

Purpose of the report: **For Council to consider and approve the protocol**

For: **Decision**

Cabinet Portfolio and Cabinet Member:
Councillor Bryan Davies, Leader of the Council and Cabinet Member for Democratic Services, Policy, Performance and People and Organisation

Introduction

This draft protocol has been created, in line with the Local Government & Elections (Wales) 2021 Act and Welsh Government's the Draft Statutory and Non Statutory Guidance for Principal Councils in Wales and is a reflection of the practice currently carried out by Ceredigion County Council. This is outlined in paragraphs 15.48 to 15.51 of the guidance:

15.48   *The 2021 Act requires that "arrangements" be made by principal councils for both the broadcasting of meetings, and the convening of meetings involving participants in multiple locations. These "meeting arrangements" will need to be written in such a way that integrates a relevant authority's approach to multi-location arrangements to its wider compliance with the legislative framework for formal meetings, including the new requirements for the audio and (in certain circumstances) video broadcasting of such meetings.*

15.49   *Although, there is a requirement for principal councils to broadcast certain meetings which was commenced in May 2022, many principal councils were already broadcasting a number of their meetings, we therefore suggest these arrangements form an integrated part of an authority's Constitution. For principal councils such arrangements might be subject to oversight from the Democratic Services Committee.*

15.50   *The reason for integrating these arrangements into a constitutional document is that they set out how the authority is run, and will need to be integrated in some form into the rules of procedure of committees and other formal bodies.*

15.51   *Relevant authorities will need to develop these arrangements for themselves – there is no single set of rules setting out what arrangements should look like in detail. This guidance sets out a framework within which*

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relevant authorities can explore their options and decide what is right for them and the communities they serve.

This protocol supersedes the prior protocol for remote attendance at meetings, which was developed in response to the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020.

Underpinning this Protocol are the fundamental principles that conduct shall be compliant with the Code of Conduct for Members and that the integrity and security of any confidential information is maintained.

Development of the draft protocol
This protocol has been developed with the support of, and input by the Democratic Services Committee. During its meeting dated 9 June 2023, the Democratic Services Committee recommended that Council approve the Draft Protocol for Attendance at Local Authority Multi-locations meetings and Electronic Broadcasts of Meetings. The Committee also recommended that training is provided to all Members in relation to the protocol.

The draft protocol was shared with Members of the Constitution Working Group during its meeting dated 26 September 2023. The Constitution Working Group recommended the removal of the requirement to notify Democratic Services 2 weeks in advance of overseas travel as they felt that 2 weeks was too long, and that they may need to travel at short notice. The reference to 2 weeks has now been removed from the draft protocol.

Amendments to the prior protocol
In addition to amendments referencing the revised legislation and Welsh Government Statutory and non-statutory guidance the main amendments compared to the previous protocol include:

a) Addition of section 1: **Deciding which meetings will have physical provision made for them and which will be conducted wholly through remote means**;
b) Addition of section 2: **Meeting Platform**
c) Section 6: **Invitation to join the meeting remotely** – clarification of procedure for Councillors / Members of the public
d) Addition of Section 9: **Electronic broadcasts of meetings**
e) Addition of section 13: **Attendance at Meetings whilst out of Country**
f) Section 14: **Chairing of Meetings** - amended replacing current table
g) Section 15: **Voting** – clarification in final paragraph of procedure where a Member is unable to provide a vote on the initial attempt
h) Section 16: **Using the chat function in the software system** – separate heading included for clarity
i) Addition of Section 17: **Record of Attendance**
j) Amendment to Section 18: **Declaration of interest** – to clarify the need to stipulate whether the declaration is 'personal' or 'personal and prejudicial' to remove reference to 'chat' function, and to clarify procedure for late notification of interest
k) Addition of Section 22: **Etiquette at Remote / Hybrid Meetings**
l) Addition of Section 23: **Revising or replacing arrangements in relation to Attendance and Electronic Broadcasting of meetings**

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m) Addition of Section 24: **Arrangements relating to Joint Committees**

n) Removal of section 1.4: **Joining by telephone**

Next Steps

Subject to the approval of the draft protocol by Council, the protocol will be included in the Council's Constitution, replacing the prior protocol.

Wellbeing of Future Generations:

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

No, this is not a policy, or strategy change. The purpose of this document is to set out the current practice in relation to attendance and broadcasting of meetings, as required by the Local Government and Elections (Wales) Act 2021.

Summary of Integrated Impact Assessment:

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

Recommendation(s):

For Council to:

a) **approve the Protocol for Attendance at Local Authority Multi-location Meetings and Electronic Broadcasts of Meetings**

b) **note that this protocol supersedes the previous protocol.**

Reasons for decision:

To ensure compliance with relevant legislation.

Overview and Scrutiny: N/A

Policy Framework: N/A

Corporate Well-being Objectives: N/A

Finance and Procurement implications: N/A

Legal Implications:

Failure to comply with requirements of the Local Government and Elections (Wales) Act 2021.

Staffing implications: N/A

Property / asset implications: N/A

Risk(s): N/A

Statutory Powers:

Welsh Government Statutory and Non Statutory Guidance for Principal Councils in Wales;

The Local Government Act 2000;

3

The Local Government (Wales) Measure 2011;
The Local Government and Elections (Wales) Act 2021.

Background Papers: N/A

Appendices:
Appendix A: Protocols for Attendance at Local authority Multi-location Meetings and Electronic Broadcasts of Meetings

Corporate Lead Officer:
Lowri Edwards, Corporate Lead Officer, Democratic Services

Reporting Officer:
Nia Jones, Corporate Manager, Democratic Services

Date:
01/10/2023

4

Protocols for Attendance at Local Authority Multi-location Meetings and Electronic Broadcasts of Meetings

October 2023

Fersiwn: Version	Dyddiad: Date	Natur y diweddariad: Nature of update:
V2	05/05/2022	This protocol supersedes the previous protocol relating to the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020

Content

Section	Information
	Introduction – purpose of the document
1	Deciding which meetings will have physical provision made for them and which will be conducted wholly through remote means
2	Meeting Platform
3	Notice of Meetings
4	Paper Copies
5	Attending Multi-location Meetings
6	Invitation to join the meeting remotely
7	Accessing the meeting remotely
8	Preparations in advance of the meeting
9	Electronic Broadcasting of meetings
10	Filming the meeting
11	Quorum
12	Member participation
13	Attendance at Meeting whilst out of Country
14	Chairing Meetings
15	Voting
16	Using the chat function in the software system
17	Record of Attendance
18	Declarations of interest
19	Translation
20	Exclusion of Public and Press
21	Terminating the meeting
22	Etiquette at Remote / Hybrid Meetings
23	Revising or replacing arrangements in relation to Attendance and Electronic Broadcasting of meetings
24	Arrangements relating to Joint Committees

Introduction - Purpose of document

The Local Government and Elections (Wales) Act 2021 (LG&EW2021), Section 47 requires principal councils to make and publish arrangements for the purpose of ensuring that from 5 May 2022, that local authority meetings are able to be held by means of any equipment or other facility which enables persons who are not in the same place to attend the meetings, to speak to and be heard by each other, and in the case of meetings to be broadcast (under Section 46 of the regulations), to speak and be heard by each other and to see and be seen by each other.

In addition, the LG&EW2021, Section 46 requires principal councils to make and publish arrangements for the purpose of ensuring that from 5 May 2022-

(a) a broadcast of proceedings at a meeting to which subsection (2) applies is available electronically so that members of the public not in attendance at the meeting can see and hear the proceedings;

(b) the proceedings are broadcast as they take place, subject to any specified exceptions;

(c) the broadcast is available electronically for a specified period after the meeting.

This subsection applies to proceedings at a meeting, or any part of a meeting, which is open to the public of—

(a) a principal council;

(b) any of the following specified bodies—

   (i)   the executive of a principal council;

   (ii)   a committee or sub-committee of an executive of a principal council;

   (iii)   a committee or sub-committee of a principal council;

   (iv)   a joint committee, or a sub-committee of a joint committee, of two or more principal councils.

The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020 which came into force on 22 April 2020 made provision in relation to local authority meetings, as a result of the covid-19 outbreak. The regulations related to participation at meetings held between 22 April 2020 and 1 May 2021. As a result of these regulations, all Ceredigion County Council meetings open to the public were held remotely, and the Council and Cabinet meetings were broadcasted as they took place and made

available electronically for a specified period after the meeting. These arrangements continued to form the basis for the arrangements post 5 May 2022.

In addition to the current arrangements, Ceredigion County Council implemented hybrid style meetings from 5 May 2022, whereby Members, Officers and the public are able to attend meetings remotely or in person.

This protocol has been created, in line with the LG&EW2021 Act and Welsh Government's the Draft Statutory and Non Statutory Guidance for Principal Council in Wales to provide a guide as to the implementation of the Regulations and to outline the process to apply to the public meetings of Ceredigion County Council, and sets out the practical issues that will need to be addressed in relation to protocols for hybrid meetings. It is based on the principle of full or partial remote attendance so long as persons who are not in the same place are able to speak to, and be heard by, other participants, and in the case of meetings that are broadcasted to also see and be seen by each other.

Underpinning this Protocol are the fundamental principles that conduct shall be compliant with the Code of Conduct for Members and that the integrity and security of any confidential information is maintained.

1. **Deciding which meetings will have physical provision made for them and which will be conducted wholly through remote means**
    A discussion paper for consideration by the Democratic Services Committee will form the basis of a separate policy for determining which meetings will have physical provision made for them (hybrid meetings) and which will be conducted wholly through remote means (remote meetings). This may be reviewed from time to time in consultation with Members of the Democratic Services Committee.

2. **Meeting platform**
    Currently the meeting platform used by Ceredigion County Council for holding remote and hybrid meetings is zoom, however this may be reviewed in line with emerging technologies and revised as appropriate.

3. Notice of Meetings

Public notice of the time of the meeting will be given by publication on the Council's website at least three clear days before the meeting or, if the meeting is convened at shorter notice, then as soon as reasonably practicable, and must remain available in an electronic format and be available for a minimum of six years following the date of the meeting. A monthly schedule of meetings is also published on the Council's Facebook page.

4. Paper Copies

In accordance with the legislation a small number of hard copies will be available to members of the public physically attending a hybrid meeting.

5. Attending multi-location meetings

Members, Officers and members of the public will be able to attend hybrid meetings of the Council that are open to the public in person at the Council's Penmorfa Offices, Aberaeron or remotely (wherever possible), with the exception of exempt matters.

Please note that attendance in person may be subject to limitations on numbers due to space

Priority will be given to Committee Members, Officers presenting or advising on reports, facilitating officers, translators and members of the public addressing the committee.

6. Invitation to join the meeting remotely

Councillors

Committee Members, and other Councillors presenting to the Committee (e.g. Chair of Scrutiny presenting report to Cabinet) will be sent an electronic link for each individual meeting. This link must not be shared with any other person. Councillors that are not Members of the Committee, who wish to join the meeting will be able to register as an 'Attendee'. If an Attendee wishes to speak at the meeting, they should notify the Chairman by raising an 'electronic hand'. If the Chairman invites a non-

Member to speak, the non-Member will be temporarily transferred to 'Panellist' status for the duration of the agenda item.

Members of the public

Members of the public who wish to attend a meeting remotely, should contact Democratic Services at least 1 hour prior to the commencement of the meeting to request a link to the meeting. We cannot guarantee that later requests will be processed, as Officers will be involved in setting up the meetings, or minute taking once the meeting has commenced. Please e-mail your request to: democracy@ceredigion.gov.uk or telephone CLIC on 01545 570881.

7. Accessing the meeting remotely

The electronic meeting will be open to Members and those that will be addressing the meeting 30 minutes before the start of the meeting. Members are requested to join the meeting at least 15 minutes prior to the time of commencement in order to check that everyone is able to participate. Access to simultaneous translation will be checked prior to the commencement of the meeting.

8. Preparations in advance of the meeting

Committee Members are asked to confirm the following information with the Meeting Facilitator prior to the date of the meeting:

- Attendance / apologies
- Declarations of interest
- Any personal matters that they wish to submit
- Non-Committee Members must notify the Chair and facilitator in advance if they are aware in advance that they wish to speak on a specific agenda item, in particular those attending remotely.

Councillors are encouraged to bring their Council devices to physical meetings so that they can view the agenda papers online.

Members of the public addressing the following committees, (subject to the terms of reference for addressing said committee as published in the Council's Constitution):

a) Overview and Scrutiny Committees

b) The Development Management Committee

must contact Democratic Services by mid-day, two days prior to the meeting, confirming the following:

a) the committee that they will be addressing, and the agenda item

b) whether they wish to attend in person or remotely

    (i)   if attending remotely, an e-mail address in order for the link to be sent.

9. Electronic broadcasts of meetings

Meetings of the full Council and Cabinet will be broadcasted as they take place in order that members of the public not in attendance in person or remotely can see and hear the proceedings, subject to the following exceptions:

- consideration of exempt / confidential information (para 20)
- the discretion of the Chair to terminate the meeting (para 21)

The broadcasting will be available electronically for a period of up to 6 years following the meeting.

10. Filming the Meeting

The Chair will remind everyone at the commencement that the proceedings of the meeting that the Council and Cabinet meetings will be filmed for live or subsequent broadcast via the Council's Facebook site or alternative site and in the archive record of the meeting. The images and sound recording may also be used for training purposes within the Council.

Members of the public addressing an Overview and Scrutiny Committee, or Development Management Committee will be visible and audible to all those attending the meeting during their presentation only, whether in person or remotely, however as these meetings are not broadcast this will not be available to the general public in the broader sense as per the Council and Cabinet meetings.

11. Quorum

The normal quorum requirements for meetings as set out in the Authority's Constitution will also apply to a hybrid meeting.

In the event of any apparent failure of a Member's video, or conferencing connection, the Chair should immediately determine if the meeting is still quorate:

- if it is, then the business of the meeting will continue; or

- if the meeting is not quorate, then the meeting shall adjourn for a period specified by the Chair, expected to be no more than ten or fifteen minutes, to allow the connection to be re-established.

- In the event of connection failure, the remote Member(s) will be deemed to have left the meeting at the point of failure and if the connection cannot be re-established to those Member(s) before the end of the meeting, then the presumption will be that the meeting should continue to deal with the item/s.

- If the connection is successfully re-established, then the remote Member(s) will be deemed to have returned at the point of re-establishment.

If the connection cannot be restored within a reasonable time, the meeting will proceed, but the Member who was disconnected will not be able to vote on the matter under discussion as they would not have heard all the facts.

12. Member participation

The legislation stipulates: '*that local authority meetings are able to be held by means of any equipment or other facility which enables persons who are not in the same place to attend the meetings, to speak to and be heard by each other, and in the case of meetings to be broadcast (under Section 46 of the regulations), to speak and be heard by each other and to see and be seen by each other.*'

All Members participating in the Council and Cabinet meetings must ensure that their cameras are on, when attending remotely. For all other meetings that are open to the public, the legislation requires that Members are able to speak to and be heard by

each other. It is however recommended that Committee Members attending remotely keep their cameras on, in order that members of the public attending the meeting are able to see all the Members in attendance.

13. Attendance at Meetings whilst out of the Country

Members wishing to attend meetings whilst out of the Country and using their own personal or Ceredigion County Council devices will be able to do so by accessing free Wifi facilities. The Council will not be able to reimburse costs. However, to enable access to meetings on Ceredigion laptops abroad, Members will be required to notify Democratic Services prior to departure.

Should Members wish to access meetings using their mobile phones, due to costs of international calls the Council would not be able to reimburse call costs.

Technical support on Council devices whilst abroad will not be provided by the Council's ICT or Democratic Services Officers.

14. Chairing of Meetings

Chairing a multi-location meeting is very different to chairing a face-to-face meeting, and Chairs will need to be supported to carry out their role in specific ways.

Where the Chair is attending in person a Democratic Services Officer should also attempt to be present in person to provide support with the agenda and reports, and to draw their attention to Members who have raised their hand or wish to speak.

Before the start of each meeting, the Chair should ensure that the translation facility is working, and that those attendees who wish to utilise the translation function know how to do so.

At the beginning of the meeting, the Chair should introduce the Committee and provide a reminder of meeting arrangements and policies.

The relevant Democratic Services Officer will have provided the Chair in advance with details of all apologies, declarations of personal interest and personal matters.

The Chair should call upon each Member individually in the sequence that they were received for their contribution to an item.

The balance between individuals attending in-person and those joining by remote means will have a significant effect on how business will be transacted. However, the Chair should not prioritise Members in accordance with their mode of attendance and should invite members to make their contributions to discussion in the order that they have notified the Chair of their wish to speak, either in advance of the meeting, or by raising their hands. The Chairman however does have discretion to amend as necessary.

15. Voting

Unless a ballot is required or recorded or a recorded vote is requested, the Chairperson will take the vote by show of hands, or if there is no dissent, by the affirmation of the meeting.

Members need to ensure that they are able to remain on-line, with the camera switched on, or in the room if attending in person, throughout debates and during voting in order to maintain the integrity of the decision-making process and to reduce the opportunity for legal challenge of any decision.

Details of how Members voted will not be kept or minuted unless a Recorded Vote is called. Where a Recorded Vote is requested, the Chair will call the names of all Committee Members present, alphabetically, and Members will be required to confirm verbally their vote. In addition to this, for the purpose of the Development Management Committee, the Chair will call the names of all Committee Members present, and details of how each member has voted will be minuted when voting on a proposal which is contrary to the recommendation of Officers.

Where recorded votes apply and a Member is unable to provide a vote on the initial attempt, the Chairman will return to the Member at the end of the roll-call. If no response is received and the meeting remains quorate, the Member will be considered not present for that part of the meeting.

16. **Using the chat function in the software system**

The chat function should only be used by Members to:

- Alert the Chair they wish to speak and are unable to access the option to raise their hand;
- Alert the Chair if they are leaving the meeting; or to
- Alert the Chair if they are having technical problems which prevent them from taking part in the voting.

The chat function is not to be used for discussion, as all discussions must be made verbally in the meeting for the benefit of individuals observing the meeting, attending in person or observing the meeting where it is live-streamed or recorded.

17. **Record of attendance**

The record of attendance for each Committee member will be recorded by the Democratic Services Officer supporting the Committee. Those attending in person will be required to sign the Register of Attendance, and a record of all members attending remotely will be kept by the relevant Democratic Services Officer. These records will be combined and added to the minutes of the meeting and the record of attendance recorded on the Council's website.

18. **Declaration of interest**

Wherever possible, declarations in any item of business must be made in advance of the meeting, and in any case under the "Personal and/or prejudicial Interests" agenda item. Members <u>must</u> declare their interest verbally during the meeting. Members must state the agenda item which their declaration relates to, and stipulate whether their declaration is 'personal' or 'personal and prejudicial'. Members who declare a 'personal and prejudicial' interest will leave the Council Chamber (if attending in person) or leave the meeting if attending remotely for the duration of the discussion on said agenda item. Members should also confirm if they have been given dispensation to speak or to speak and vote, as this would allow Members to remain in the meeting.

Where it becomes apparent during the meeting that a Member will need to declare a disclosable interest after the Personal and /or Prejudicial Interest agenda item has passed, he/she must immediately notify the Chair by raising their hands if attending in-person or equivalent if attending remotely; and when invited to speak, to verbally declare as above.

19. Translation

A translation facility will be provided which can be accessed by selecting the appropriate language via the 'Interpretation' button on the screen, or by using the headphones provided if attending in person. The simultaneous translator will turn the translation option on and off as required during the meeting as the committee changes from speaking Welsh to English, therefore individuals attending in person or remotely will not need to change the choice of language once set prior to the commencement of the meeting.

It is recommended that Members using the translation facility allow plenty of time to ensure that they the correct settings prior to the commencement of the meeting.

20. Exclusion of Public and Press

There are times when council meetings are not open to the public, when confidential, or "exempt" issues (as defined in Schedule 12A of the Local Government Act 1972) are under consideration. Members will be reminded that the item is an exempt report and if they wish to discuss the content of the exempt report, members of the public and press will be asked to leave the Council Chamber if attending in person, or to leave the meeting if attending remotely.

The meeting Facilitator will ensure that there are no members of the public in remote attendance or in person that are able to hear or see the proceedings once the exclusion has been agreed by the meeting. Live streaming and recordings of the meeting will be suspended temporarily.

Each Member in remote attendance must ensure that there are no other persons present with them who are not entitled to be present (either hearing or seeing), or to have access to such exempt items, and/or recording of the proceedings. Any Member in remote attendance who failed to disclose that there were in fact persons present who were not so entitled would, in our view be deemed to be in breach of the Members' Code of Conduct.

21. Terminating filming of the Meeting

The Chair has the discretion to terminate or suspend filming, if, in his/her opinion continuing to do so would prejudice the proceedings or that continued filming might infringe the rights of any individual.

22. Etiquette at Remote / Hybrid Meetings

Members should:

- Dress appropriately for the meeting
- Be mindful of body language
- Not display advertising logos or product placement
- Ensure that the Council device provided has been set up in such a way that they look professional and are fully visible during the meeting
- Ensure that their microphone is muted if not speaking
- Ensure that their camera is switched on at all times during Council and Cabinet meetings. It is also recommended that Members of other Committees keep their cameras on, in order that members of the public are able to see that they are in attendance.
- Stay in the room and be seated. If the member has to leave to meeting for any reason (e.g. to accept a telephone call, or to leave the room), it is presumed that they are no longer taking part in the discussion, and will not vote on said item. The camera should be switched off at such times
- Respect the Chair and others present
- Do not interrupt
- Do not use inappropriate language
- Behave professionally

- Do not invite unnecessary guests

- Be mindful of disclosing sensitive information

- Behave appropriately and be mindful of the Members' Code of Conduct

- Use the chat function appropriately (as noted in item 16 above)

- Keep their background professional (Corporate backgrounds are available for Members' use)

- Do not eat on camera, whilst attending remotely or in person

- Act as you would in person

- Do not drive whilst attending a meeting

- Avoid distractions

- Be mindful of the public perception at all times, for example, Members should not give the impression that they are not focussed or otherwise distracted

23. Revising or replacing arrangements in relation to Attendance and Electronic Broadcasting of meetings

Any revisions or replacement to the arrangements in relation to Attendance and Electronic Broadcasting of meetings will be published on the Council's website.

All Councillors, Officers, participants and the public will be informed of any changes.

24. Arrangements relating to Joint Committees

Protocols relating to the arrangements for Attendance and Electronic Broadcasting of Joint Committees will be published separately.

CYNGOR SIR CEREDIGION COUNTY COUNCIL

Report to: **Council**

Date of meeting: **26 October 2023**

Title: **Pilot for remote only meetings**

Purpose of the report: **For Council to consider approving a pilot for remote only meetings.**

For: **Decision**

Cabinet Portfolio and Cabinet Member:
Councillor Bryan Davies, Leader of the Council and Cabinet Member for Democratic Services, Policy, Performance and People and Organisation

Introduction
The Welsh Government's Statutory and Non Statutory Guidance for Principal Council in Wales stipulates that each Local Authority must set out a policy, which stipulates which meetings will have physical provision made for them, and which will be conducted wholly through remote means:

15.54 *Sitting alongside the core requirements of the "meeting arrangements" – the legally mandated arrangements that relevant authorities must make for multi-location meetings – can be a wider multi-location meetings policy, which will also reflect the general principles set out from paragraph 15.32 while setting out more detailed procedures to ensure that multi-location meetings work efficiently, effectively and accountably…*

15.58 *The exact contents of a policy will be agreed at local level. The experience of relevant authorities in the past however suggests that it should include:*
   • *How to decide which meetings will have physical provision made for them, and which will be conducted wholly through remote means (from paragraph 15.60)*

15.60 ***Some relevant authorities may decide that all meetings will be conducted through remote means by default. Relevant authorities may wish to adopt different approaches for different bodies, and for different circumstances.***

Development of the draft protocol
A discussion paper was considered by Members of the Democratic Services Committee at its meeting dated 9 June 2023 which formed the basis of the recommendations outline in the attached protocol. This was further scrutinised by Member of the Constitution Working Group during its meeting dated 26 September 2023.

The Democratic Services Committee considered the benefits of conducting multi-locations meetings, and considerations as to deciding which committees are best met via a hybrid style, and which are best met via a remote only style. In doing so, the Committee considered the following factors

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- The Wellbeing of Future Generations (Wales) Act 2015 which requires relevant authorities to think about, and act on, long term needs in the way that policy is developed and made
- The reduced carbon footprint
- Reducing the risk of future unexpected events, such as extreme weather, or equipment failure
- Making the use of the Welsh language much easier
- Reducing the need for travel and associated costs and time pressures, especially where relevant authorities cover large geographical areas
- Making it easier for participants to take part if they have professional and caring responsibilities, potentially removing some barriers to standing for office
- Better support for members from diverse backgrounds, including support that recognises the social model of disability. Just as barriers are being removed to public participation, multi-location meetings have made it easier for care providers, or disabled people, or people with other protected characteristics, to engage on an equal footing. In some cases, participants have found the formality of physical meetings to be off putting, and multi-location meetings have removed this factor
- Better behaviour, making it easier for the Chair to understand who wants to make a contribution, although it is harder to read body language.

In addition to this, supporting hybrid meetings is very resource intensive, requiring 2 Officers from Democratic Services to attend each meeting.

The Committee also took into consideration data relating to prior attendance at all meetings; ensuring a hybrid option for committees where members of the public are able to participate; and actions to be taken to reduce risk in circumstances such as extreme weather.

The Democratic Services Committee resolved to recommend to Council that the Democratic Service Committee and the Governance and Audit Committee and held on a remote only basis for an 18 month pilot period for the following reasons:

Democratic Services Committee
- This would provide this committee with a direct insight into the pilot exercise;
- The number of members attending in person compared to remotely is circa 50:50;
- Members of the public cannot contribute to this committee;

Governance and Audit Committee
- The majority of Members currently attend remotely (almost three-quarters);
- Members of the public cannot contribute to this committee;

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- Membership of the Committee includes Lay Members and there is no requirement for Lay Members to live within reasonable travelling distance of the Council Chamber;
- The Chair of the Committee is a Lay Member, and all Committees held between May 2021 and March 2022 were Chaired remotely;
- Meetings are attended remotely by Audit Wales.

Next Steps

Subject to approval by Council, the Chair of each Committee will be notified of the decision, and following the pilot period, a report will be presented to the Democratic Services Committee to include feedback from both Committees to consider whether it wishes to extend the provision of remote meetings to other committees, or to revert to supporting all Committees in a hybrid manner.

The Protocol for Attendance at Local Authority Multi-location Meetings and Electronic Broadcasts of Meetings, as published in the Council's Constitution will be amended to reflect the decision of the Council, and reviewed in 18 months' time.

Wellbeing of Future Generations:
Has an Integrated Impact Assessment been completed? If, not, please state why.
No, this is to reflect the requirements of the Local Government and Elections (Wales) Act 2021.

Summary of Integrated Impact Assessment:
Long term: N/A
Collaboration: N/A
Involvement: N/A
Prevention: N/A
Integration: N/A

Recommendation(s):
For Council to approve the pilot to conduct the Democratic Services Committee and the Governance and Audit Committee by remote means only for a period of 18 months.

Reasons for decision:
To inform the ongoing development and review of a Multi-Locations Meetings Policy.

Overview and Scrutiny: N/A

Policy Framework: N/A

Corporate Well-being Objectives: N/A

Finance and Procurement implications: Small savings to be made from having remote only meetings.

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Legal Implications: Failure to comply with requirements of the Local Government and Elections (Wales) Act 2021.

Staffing implications: N/A

Property / asset implications: N/A

Risk(s): N/A

Statutory Powers:
Welsh Government Statutory and Non Statutory Guidance for Principal Councils in Wales;
The Local Government Act 2000;
The Local Government (Wales) Measure 2011;
The Local Government and Elections (Wales) Act 2021.

Background Papers:
Discussion Paper presented at the Democratic Services Committee, 9th June 2023

Appendices: N/A

Corporate Lead Officer:
Lowri Edwards, Corporate Lead Officer, Democratic Services

Reporting Officer:
Nia Jones, Corporate Manager, Democratic Services

Date:
01/10/2023

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Pilot for Remote Only Meetings Policy

October 2023

Introduction

The Welsh Government Statutory and Non-Statutory Guidance for Principal Councils in Wales states that a policy on multi-location meetings which is distinct and sitting alongside the mandated arrangement of the legal "meeting arrangements", will make it clear to those involved where processes are put in place because of legal requirements, and where local decisions have been made about the operation of multi-location meetings.

The policy should set out more detailed procedures to ensure that multi-location meetings work effectively and reflecting the consideration of local circumstances in deciding what approaches are ultimately adopted. The process should be led by those involved in participating in meetings and supporting those meetings' operations – always informed by the needs and expectations of the public. The guidance states: *'For local authorities The Democratic Services Committee is expected to lead this process.'*

How to decide which meetings will have physical provision made for them and which will be conducted wholly through remote means

The Democratic Services Committee will lead on the process and seek approval by Council prior to implementation. Pilot exercises may be carried out to provide the committee with first hand experience of the effectiveness of different styles and methods.

In deciding which meetings are best met via a hybrid style, and which are best met via a remote style, the following considerations should be taken into account:

- Enhancing and supporting local democracy, reducing barriers that might previously have been in place
- Working more productively. When participants come together by remote means, they have often been able to get more done.
- Making it easier for the public to attend meetings, with public attendance via multi-location meetings reportedly higher than previous via in person meetings, and examples where the public have found multi-locations meetings to be less intimidating, and having the potential to encourage more people to stand for public office.
- The Wellbeing of Future Generations (Wales) Act 2015 which requires relevant authorities to think about, and act on, long term needs in the way that policy is developed and made
- The reduced carbon footprint
- Reducing the risk of future unexpected events, such as extreme weather, or equipment failure
- Making the use of the Welsh language much easier
- Reducing the need for travel and associated costs and time pressures, especially where relevant authorities cover large geographical areas

- Making it easier for participants to take part if they have professional and caring responsibilities, potentially removing some barriers to standing for office
- Better support for members from diverse backgrounds, including support that recognises the social model of disability. Just as barriers are being removed to public participation, multi-location meetings have made it easier for care providers, or disabled people, or people with other protected characteristics, to engage on an equal footing. In some cases, participants have found the formality of physical meetings to be off putting, and multi-location meetings have removed this factor
- Better behaviour, making it easier for the Chair to understand who wants to make a contribution, although it is harder to read body language
- The capacity by Democratic Services Officer to support hybrid meetings which is far more resource intensive, requiring 2 Officer to attend each meeting
- Data relating to previous modes of attendance by Members
- That meetings where members of the public are able to participate are delivered by hybrid means in order to provide them with greater options

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CYNGOR SIR CEREDIGION COUNTY COUNCIL

<u>Report to:</u>   **Council**

<u>Date of meeting:</u>   **26 October 2023**

<u>Title:</u>   **Call for Action**

<u>Purpose of the report:</u>   **For Council to consider including reference to Councillor Call for Action within the Council's Constitution**

<u>For:</u>   **Decision**

<u>Cabinet Portfolio and Cabinet Member:</u>
Councillor Bryan Davies, Leader of the Council and Cabinet Member for Democratic Services, Policy, Performance and People and Organisation

<u>Introduction</u>
The Welsh Government Statutory and Non Statutory Guidance for Principal Councils in Wales, stipulate that this guidance replaces previous guidance issued in 2012 in relation to a Councillor Call for Action.

The attached protocol has been developed to reflect the recommendations of the guidance, together with a referral template to assist Members with the process when considering matters for referral.

The document has been considered by the Democratic Services Committee at its meeting dated 09/06/2023 and recommended for inclusion within the Constitution.

It was also considered by the Constitution Working Group during its meeting dated 26/09/2023, and recommended that a reference to the 'Call for Action' is included in Article 6 – Overview and Scrutiny Committees as item 6.3.2.7.7 and to include a reduced version of the Protocol as Document T.

<u>Wellbeing of Future Generations:</u>
Has an Integrated Impact Assessment been completed? If, not, please state why.
No, this is not a policy or strategy change.

Summary of Integrated Impact Assessment:
Long term: N/A
Collaboration: N/A
Involvement: N/A
Prevention: N/A
Integration: N/A

<u>Recommendation(s):</u>
For Council to approve the Protocol for Councillor Call for Action

Reasons for decision:
To ensure compliance with legislation

Overview and Scrutiny: N/A

Policy Framework:
Ceredigion County Council's Constitution

Corporate Well-being Objectives: N/A

Finance and Procurement implications: N/A

Legal Implications: N/A

Staffing implications: N/A

Property / asset implications: N/A

Risk(s): N/A

Statutory Powers:
Welsh Government Statutory and Non Statutory Guidance for Principal Councils in Wales;
The Local Government Act 2000;
The Local Government (Wales) Measure 2011;
The Local Government and Elections (Wales) Act 2021.

Background Papers: N/A

Appendices:
Appendix A – Call by Councillor for Action

Corporate Lead Officer:
Lowri Edwards, Corporate Lead Officer, Democratic Services

Reporting Officer:
Nia Jones, Corporate Manager, Democratic Services

Date:
01/10/2023

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Protocol for Councillor Call for Action

June 2023

Introduction

The Local Government Act 2000, as amended by The Local Government (Wales) Measure 2011

Councillor Call for Action (CCfA) is statutory guidance issued under section 21A(3) of the Local Government Act 2000, as amended by Section 63 of the Local Government (Wales) Measure. This measure, known as the CCfA, enables any councillor of a principal council in Wales to refer a matter to an overview and scrutiny committee which relates to the discharge of any of the functions of the council or which affects all or part of the electoral area which the councillor represents. This also supports the aspirations of Ceredigion County Council's corporate strategy and the main principles of the Wellbeing and Future Generations Act including integration, collaboration and involvement.

The Welsh Government Statutory and Non-Statutory Guidance for Principal Councils in Wales states that the CCfA should be understood as a means of "last resort" in a broad sense, with issues being raised at an overview and scrutiny committee after other avenues have been explored. As such, the process should make it easier for issues that would benefit from scrutiny consideration to be identified, and for those issues which are best dealt with through other means to be signposted accordingly.

The guidance also states that CCfA should not be regarded solely as a 'scrutiny' process. Instead, Councils should consider it within the context of making improvements more generally to a wider range of council functions aimed at supporting participatory democratic activity. This includes support for members in their constituency roles as well as activities such as complaints, and consultation processes that capture public experience and opinion.

Consideration of alternative resolution approaches

As it is recommended that CCfA should be used as a last resort, councillors should consider whether the matter may be resolved informally in the first instance. This could include:

- Informal discussions with officers or other councillors;
- Informal discussions with partner representatives;
- Referral of matters to other 'scrutiny bodies';
- Formal discussions with officers and councillors;
- Formal letters to Cabinet Members;
- Submitting a motion to Full Council;
- Organising public meetings;
- Use of petitions;
- Making a complaint;
- Freedom of Information requests to other bodies;
- Communication with local MSs or MPs.

This is not an exhaustive list and councillors may choose different routes for specific issues.

Items that are excluded from referral as a CCCfA

The following matters are excluded from referral:

- Planning and licensing decisions
- Any matter where the individual has a right of review or appeal (not including the right to complain to the Ombudsman) e.g. a matter relating to a Council Tax appeal
- Any matter that is vexatious, discriminatory or potentially unlawful.

Submitting a CCfA

If the issue has not been resolved after exhausting all possible alternative routes, the local councillors can refer it to the relevant Overview and Scrutiny Committee by completing the form in Appendix A, and submitting it to the Proper Officer, namely the Corporate Lead Officer, Democratic Services who will log each request to track its progress and forward a copy to the relevant scrutiny officer.

The Proper Officer will confirm whether or not the referral satisfied the requirements outlined above, to enable it to be placed on the agenda for discussion at a meeting of the Committee.

Consideration by the Overview and Scrutiny Committee

If the Overview and Scrutiny Committee receives a referral from a member who is not on the committee, it can choose to do any of the things that it might normally do with a new item. These include reviewing and scrutinising decisions and actions, and making reports and recommendations.

In deciding whether to do any of these things, the committee may "have regard to" two particular points:

(i) anything that the member may have already done in relation to the matter, particularly if they have been empowered to do so by the council under section 56 of the 2011 Measure,

And;

(ii) representations made by the elected member as to why the committee should take the matter up. If the committee decides not to take the matter up, it must explain the reasons why to the member. However, if the committee chooses to conduct some work on the issue, it must make sure that the elected member has a copy of any reports or recommendations that it makes in relation to it.

COUNCILLOR CALL FOR ACTION REFERRAL
This form should be used by any county councillor who would like a scrutiny committee to consider a Call for Action in their electoral ward area.

For the attention of the Corporate Lead Officer: Democratic Services
From: Councillor _____
Ward: _____

SUBJECT	
Details: Please explain what the issue is and how it affects your ward	
Action taken to date: Please explain what steps have been taken, with whom, to try to resolve the issue	
Timescales: Are there any deadlines associated with the issue which the overview and scrutiny committee needs to be aware of?	
Corporate Strategy: Please note how this links to the Council's Corporate Strategy	
Expected Outcome: Please describe the outcome you hope to gain via this referral	
Papers attached: Please list documents attached which should evidence the impact of the issue, the steps taken and any responses received	
This section to be completed by the Corporate Lead Officer: Democratic Services Date received: Does the referral meet the necessary requirements: Yes / No If 'no' please note the reasons below. Correspondence sent to application on date:	

The following criteria will be taken into consideration when the Committee decide whether to progress with your CCfA

- Links to the Corporate Strategy

- Have all reasonable attempts have been made to resolve the issue? Do the responses received by you demonstrate that the matter is not being progressed?

- Has the committee considered a similar issue recently – if yes had the circumstances or evidence changed?

- Is there a similar or related issue which is the subject of a review on the current work programme? It may be more appropriate to link the new issue to an existing review, rather than hold a separate CCfA. Relevant time pressures on resolving the CCfA should be taken into account.

- Have all relevant service areas or partner organisations been informed and been given enough time to resolve the issue? What response have you received?

- Is this a case that is being or should be pursued via the Council's corporate complaints procedure?

- Is it relating to a "quasi-judicial" matter or decision such as planning or licensing?

- Is the issue part of a personal agenda (an issue of genuine local concern should have an impact on the local community)?

- Is this an issue currently being looked at by another form of local scrutiny?

- And, as with all scrutiny, does the matter referred have the potential for scrutiny to produce recommendations which could realistically be implemented and lead to improvements for anyone living or working in your ward?

Please consider whether you referral might be considered premature by the Committee. Consider whether other potential remedies have been exhausted, before a referral is made. Members should be aware that if a premature referral is made, the Committee is likely to refuse to deal with the issue, based on the criteria outlined above. If the Proper Officer believes that the referral is premature, he/she will advise you accordingly.

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