



## **Y CABINET**

**DYDD MERCHER, 23 HYDREF 2024**

**MULTI-LOCATION MEETING – COUNCIL CHAMBER PORT TALBOT  
AND MICROSOFT TEAMS**

### **POB FFÔN SYMUDOL I'W NEWID I'N DISTEL TRA HYD Y CYFARFOD**

#### **Webcasting/Hybrid Meetings:**

Gellir ffilmio'r cyfarfod hwn i'w ddarlledu'n fyw neu wedi hynny ar Wefan Rhyngrwyd y Cyngor. Drwy gymryd rhan rydych yn cydsynio i gael eich ffilmio a'r defnydd posibl o'r delweddau a'r recordiadau sain hynny at ddibenion gwe-ddarlledu a/neu hyfforddiant.

#### **Rhan 1**

1. Penodi Cadeirydd
2. Cyhoeddiad y Cadeirydd
3. Datganiadau o fuddiannau
4. Cofnodion y Cyfarfod Blaenorol (*Tudalennau 5 - 18*)
5. Blaenraglen Waith 24/25 (*Tudalennau 19 - 32*)
6. Amser Cwestiynau Cyhoeddus  
Mae'n rhaid cyflwyno cwestiynau'n ysgrifenedig i'r Gwasanaethau Democrataidd, [democratic.services@npt.gov.uk](mailto:democratic.services@npt.gov.uk) heb fod yn

hwyrach na chanol dydd ar y diwrnod gwaith cyn y cyfarfod. Mae'n rhaid i'r cwestiynau ymwneud ag eitemau ar yr agenda. Ymdrinnir â chwestiynau o fewn cyfnod o 10 munud.

### **Adroddiad/au Pennaeth Tai a Chymunedau**

7. Asesiad Dichonoldeb Brysbennu (*Tudalennau 33 - 40*)

### **Adroddiad/au Pennaeth Peirianeg a Thrafnidiaeth**

8. Deddf Teithio Llesol (Cymru) 2013 – Cynllun Cyflawni Teithio Llesol Castell-nedd Port Talbot (2024-2029) (*Tudalennau 41 - 132*)
9. Deddf Teithio Llesol (Cymru) 2013 - Diweddariad ar y cynnydd o ran gweithredu a diwygio 'Map Rhwydwaith Teithio Llesol' (ATNM) y Cyngor (*Tudalennau 133 - 142*)
10. Gorchymyn Traffig - (Cilmaengwyn, Pontardawe) (Gwahardd Aros, Llwytho a Dadlwytho Ar Unrhyw Adeg) 2024 (*Tudalennau 143 - 162*)
11. Gorchymyn Traffig - (B4287 Efail Fach i Bontrhydyfen, Efail Fach) (Dirymu Cyfyngiad Pwysau 7.5 Tunnell) 2024 (*Tudalennau 163 - 176*)

### **Adroddiad y Prif Weithredwr**

12. Adolygiad o ffioedd a thaliadau a dalwyd mewn etholiadau llywodraeth leol (*Tudalennau 177 - 186*)

### **Adroddiad(au) y Cyfarwyddwr Cyllid**

13. Ceisiadau Cronfa Grantiau Amrywiol (*Tudalennau 187 - 192*)

### **Adroddiad/au Pennaeth Eiddo ac Adfywio**

14. Cynllun Plac Glas Coffaol Arfaethedig (*Tudalennau 193 - 232*)

### **Adroddiad/au gan Bennaeth Cynllunio a Diogelu'r Cyhoedd**

15. Gwasanaeth Diogelu Iechyd - Ystyried Cytundeb Lefel Gwasanaeth Bae Abertawe (*Tudalennau 233 - 260*)

## **Adroddiad/au Pennaeth y Blynyddoedd Cynnar, Cynhwysiant a Phartneriaethau**

16. Childcare in Schools/Education Buildings: Adoption of New Rent Arrangements (*Tudalennau 261 - 280*)

## **Adroddiad/au Pennaeth Datblygu Addysg**

17. Tîm Gwella Ysgolion - Cwricwlwm i Gymru (*Tudalennau 281 - 284*)

## **Adroddiad/au Pennaeth Gwasanaethau Cynnal a Thrawsnewid**

18. Rhaglen Strategol Gwella Ysgolion - Cefn Saeson, Canolfan Cymorth Dysgu (*Tudalennau 285 - 318*)
19. Eitemau brys  
Unrhyw eitemau brys (boed yn gyhoeddus neu wedi'u heithrio) yn ôl disgrisiwn y Cadeirydd yn unol â Rheoliad 5(4)(b) Offeryn Statudol 2001 Rhif. 2290 (fel y'i diwygiwyd).
20. Mynediad i Gyfarfodydd - Gwahardd y Cyhoedd (*Tudalennau 319 - 324*)  
Yn unol â Rheoliad 4 (3) a (5) Offeryn Statudol 2001 Rhif 2290, gellir gwahardd y cyhoedd ar gyfer yr eitem fusnes ganlynol a oedd yn debygol o gynnwys datgelu gwybodaeth eithriedig fel a ddiffinnir ym Mharagraff 14 Rhan 4 Atodlen 12A o Ddeddf Llywodraeth Leol 1972.

## **Rhan 2**

### **Adroddiad/au Preifat Cyfarwyddwr y Gwasanaethau Cymdeithasol, Iechyd a Tha**

21. Diweddariad ar Gartrefi Diogel i Blant Hillside (Eithriedig o dan Baragraff 13) (*Tudalennau 325 - 336*)
22. Adroddiad y Rheolwr ar Gartref Plant Diogel Hillside (Eithriedig o dan Baragraff 13) (*Tudalennau 337 - 356*)

### **Preifat Adroddiad/au ar y Cyd y Pennaeth Gofal Strydoedd a'r Pennaeth Peirianeg a Thrafnidiaeth**

23. Adnewyddu Fflyd (Eithriedig o dan Baragraff 14) (*Tudalennau 357*)

- 368)

**Preifat Adroddiad/au ar y Cyd y Cyfarwyddwr Cyllid a Phennaeth y Gwasanaethau Cyfreithiol a Democraidd**

24. Darparu Cymorth i Gyngor Castell-nedd Port Talbot yn ei Rôl o Gorff Atebol ar gyfer Celtic Freeport (Esemptiad o dan Baragraff 14) (*Tudalennau 369 - 376*)

**K.Jones**  
**Chief Executive**

**Civic Centre**  
**Port Talbot**

**Dydd Iau, 17 Hydref 2024**

**Y Cabinet Members:**

Councillors. S.K.Hunt, S.A.Knoyle, N.Jenkins, J.Hurley, S.Harris, J.Hale, A.Llewelyn, W.F.Griffiths, S.Jones a/ac C.Phillips

## EXECUTIVE DECISION RECORD

### CABINET

2 OCTOBER 2024

#### **Cabinet Members:**

Councillors: S.K.Hunt, S.A.Knoyle, N.Jenkins, J.Hurley, S.Harris,  
J.Hale, A.Llewelyn, W.F.Griffiths and C.Phillips

#### **Officers in Attendance:**

K.Jones, N.Pearce, A.Jarrett, N.Daniel, A.Thomas, H.Jones, M.Shaw,  
R.Crowhurst, C.Saunders, C.Howard, H.Lervy, E.O'Brien, R.Davies,  
N.Chapple, R.George, K.Windsor-Brown, Z.Ashton, A.James, L.McAndrew,  
R. Miller, C.John, N.Jones and T.Davies

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#### 1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor S.K.Hunt be appointed as Chairperson for the meeting.

#### 2. **CHAIRPERSONS ANNOUNCEMENT/S**

The Chair welcomed all to the meeting.

#### 3. **DECLARATIONS OF INTEREST**

The following Member and Officer made declarations of interest at the beginning of the meeting:

Councillor N.Jenkins - Minute No. 8 – Community Councils Minor Projects Scheme – Application from Cilybebyll Community Council – as she is a member of Cilybebyll Community Council.

She felt this interest to be pecuniary, so left the meeting for this item.

Nicola Pearce - Minute No. 23 – Celtic Freeport – as she is a company director of the Celtic Freeport Company Ltd. She felt this interest to be prejudicial, so left the meeting for this item.

#### 4. **MINUTES OF PREVIOUS MEETING**

That the minutes of the previous meeting of Cabinet, held on the 11 September 2024, be agreed as an accurate record.

#### 5. **FORWARD WORK PROGRAMME 2024/25**

The Forward Work Programme 2024/25 was noted.

#### 6. **PUBLIC QUESTION TIME**

No public questions were received.

#### 7. **BUDGET REPORT**

##### **Decision:**

That early engagement be undertaken on the c£11.8m of savings and income generation proposals detailed at Appendix 2 to the circulated report.

##### **Reason for Decision:**

To seek feedback on the savings and income generation proposals developed to date.

##### **Implementation of Decision:**

The decision will be implemented after the three day call in period.

8. **COMMUNITY COUNCILS MINOR PROJECTS SCHEME - APPLICATION FROM CILYBEBYLL COMMUNITY COUNCIL**

(At this point in the meeting, Councillor N.Jenkins reaffirmed her interest in this item, and withdrew from the meeting for the discussion and voting thereon.)

**Decision:**

That a grant of 45% of actual costs to be used as match funding towards a secured Section 106 community contribution for 'play, open space, pitch and non- pitch' provision, up to a maximum of £9,000 to Cilybebyll Community Council, be approved.

**Reason for Decision:**

To enable community improvements.

**Implementation of Decision:**

The decision will be implemented after the three day call in period.

9. **NEATH PORT TALBOT WELSH CHURCH ACT TRUST FUND**

(Councillor N.Jenkins returned to the meeting.)

**Decision:**

That £1000 be granted to Taibach Wesley Methodist Chapel, for assistance towards costs of works to ensure water ingress does not continue to adversely impact the historic structure.

**Reason for Decision:**

To decide on the amount of financial support in respect of the grant application received.

**Implementation of Decision:**

The decision will be implemented after the three day call in period.

## 10. **MISCELLANEOUS GRANT FUND APPLICATION**

### **Decision:**

That a grant of £594 per annum (the equivalent of c95% of the new rent) be awarded to the Trustees of South Wales Miners' Museum, towards the cost of rent of £625 pa which is increasing from £550 pa.

### **Reason for Decision:**

To decide on the amount of financial support in respect of the grant application received.

### **Implementation of Decision:**

The decision will be implemented after the three day call in period.

## 11. **DISABLED FACILITIES GRANT OPTIONS APPRAISAL**

### **Decisions:**

1. That Officers undertake further work in respect of reinstating the means test, including undertaking a public consultation, with a final Officer recommendation and proposed policy tools brought back to Cabinet for agreement at a later date.
2. That a discretionary grant of £10,000, for essential works that cost in excess of £36k, be approved.

### **Reason for Decision:**

To help mitigate the impact of increasing demand for DFGs and that the available budget is utilised in a way that ensures those who are most in need are able to access adaptations in a more timely way.

### **Implementation of Decisions:**

The decisions will be implemented after the three day call in period.

### **Consultation:**

The proposal to reinstate the means test will require public consultation.



12. **CONSIDERATION OF THE DRAFT AIR QUALITY ACTION PLAN (2024-2029) AND THE CONSULTATION PROCEDURES TO BE IMPLEMENTED**

**Decisions:**

That having had due regard to the Integrated Impact Assessment:

1. The Draft Air Quality Action Plan (2024-2029), as presented in Appendix 2 to the circulated report, be agreed for the purposes of consultation.
2. The consultation procedures as set out in the report be implemented.

**Reason for Decisions:**

The decisions are needed to ensure compliance with the requirements of Part IV of the Environment Act 1995.

**Implementation of Decisions:**

The decisions will be implemented after the three day call in period.

**Consultation:**

This item will be subject to external consultation.

13. **DIRECT PAYMENTS POLICY**

**Decision:**

That the Direct Payments Policy, as detailed at Appendix 1 and 2 to the circulated report, be approved.

**Reason for Decision:**

To comply with the requirements of the Social Services and Wellbeing (Wales) Act 2014 and Part 4 Code of Practice (Meeting Needs) and Part 4 & 5 Code of Practice (Charging and Financial Assessment), and to improve service sustainability as well as management of Council resources.

**Implementation of Decision:**

The decision will be implemented after the three day call in period.

14. **PUBLIC HEALTH (WALES) ACT 2017 - SPECIAL PROCEDURES LICENSING**

In addition to the request for delegated powers, as contained within the circulated report, Officers requested that the following delegated powers be added to paragraphs 22 and 23 of the circulated report, for consideration by Cabinet:

- Section 65(2) – Power to give notice that an application for a special procedure licence is refused.
- Section 66(3&6) – Power to give notice that an application for a special procedure licence is refused.
- Section 68 – Power to give notice that a special procedure licence is revoked.

**Decision:**

That the proposed fee structure as set out in the table at paragraph 21 of the circulated report, and the scheme of delegated powers set out at paragraphs 22 and 23 of the circulated report (including the three additional delegated powers verbally added at the meeting), be approved.

**Reason for Decision:**

To ensure that the Council's Licensing Authority has an appropriate fee structure in place prior to the commencement of the new legislation, and to enable officers to deal efficiently with applications and enforcement.

**Implementation of Decision:**

The decision will be implemented after the three day call in period.

15. **CONSULTATION ON 2026 REVIEW OF SENEDD CONSTITUENCIES**

**Decision:**

That the response to the Democracy and Boundary Commission Cymru's open consultation on the 2026 Review of Senedd constituencies (initial proposals) as detailed at Appendix 1 to the circulated report, be noted.

**Reason for Decision:**

To note the response to the Democracy and Boundary Commission Cymru's open consultation on the 2026 Review of Senedd constituencies (initial proposals).

**Implementation of Decision:**

The decision is for immediate implementation, following the consent of the Scrutiny Chair. This item is not subject to the 3 day call in process.

16. **WELSH IN EDUCATION STRATEGIC PLAN 2022-2032**

**Decision:**

That the monitoring report be noted.

17. **STRATEGIC SCHOOL IMPROVEMENT PROGRAMME**

**Decision:**

That having had due regard to the integrated impact and risk assessments, in line with Section 48 of the School Standards and Organisation (Wales) Act 2013, consultation on a proposal to close the specialist learning support centre provision for secondary age pupils, with SpLD at Cwmtawe Community School, be approved.

**Reason for Decision:**

To comply with the formal consultation requirements imposed on the Council by the School Organisation Code. Subject to the outcome of consultation, implementation of the proposal will enable the Council to promote high educational standards and the fulfilment of every child's

potential. It will also enable the Council to meet its duty to ensure that resources are utilised effectively in line with the need for specialist places within the County Borough.

**Implementation of Decision:**

The decision will be implemented after the three day call in period.

**Consultation:**

This item will be subject to external consultation.

18. **SCHOOL BASED COUNSELLING SERVICE UPDATE**

**Decision:**

That the report be noted.

19. **FUTURE PROVISION OF INDOOR LEISURE SERVICES**

Cabinet agreed that Appendix B and C to the circulated report were not for publication pursuant to Regulation 5(2) & (5) of Statutory Instrument 2001 No. 2290 and Paragraph 14 of Part 4 of Schedule 12A to the Local Government Act 1972. Pursuant also to Paragraph 21 of the Schedule, and in all the circumstances of the case, the public interest in maintaining the exemption was considered to outweigh the public interest in disclosing the information.

In order to discuss the private Appendices, Members took the decision to go into private session, for the reasons above. Following discussion of these private Appendices, Cabinet resolved to resume in public session. The decisions below were agreed in public session.

**Decisions:**

That having due regard to the integrated impact assessment:

1. Neath Port Talbot County Borough Council resolve to exercise the provisions of the contract between the Neath Port Talbot County Borough Council and Celtic Leisure Limited dated 16th April 2016, to extend the said contract for a period of five calendar years on

the basis of the terms and conditions identified in option 2 of the circulated report.

2. That delegated authority be granted to the Director of Education, Leisure and Lifelong Learning in consultation with the Leader and Cabinet Member for Nature, Tourism and Wellbeing to enter into an extension and variation to contract between the Neath Port Talbot County Borough Council and Celtic Leisure Limited dated 16th April 2016, to extend the said contract for a period of five calendar years on the basis of the terms and conditions identified in option 2 of the circulated report.
3. That delegated authority be granted to the Director of Education, Leisure and Lifelong Learning in consultation with the Leader and Cabinet Member for Nature, Tourism and Wellbeing to enter into any documentation necessary to achieve Decisions 1 and 2 (above).
4. That delegated authority be granted to the Director of Environment and Regeneration in consultation with the Leader and Cabinet Member for Climate Change and Economic Growth to enter into an extension agreement and associated with the recommendation set out in Decision 1 (above).

**Reason for Decisions:**

To ensure the ongoing provision of indoor leisure services, in accordance with the terms of the Contract and ensure value for money to the Council.

**Implementation of Decisions:**

The decisions will be implemented after the three day call in period.

20. **URGENT ITEMS**

There were no urgent items.

21. **ACCESS TO MEETINGS - EXCLUSION OF THE PUBLIC**

**RESOLVED:** That pursuant to Regulation 4 (3) and (5) of Statutory Instrument 2001 No 2290, the public be excluded for the following items of business which involved the likely disclosure of exempt information as defined in Paragraph 14 of Part 4 of Schedule.

22. **CELTIC FREEPORT (EXEMPT UNDER PARAGRAPH 14)**

(At this point in the meeting, Nicola Pearce reaffirmed her interest in this item, and withdrew from the meeting for the discussion and voting thereon.)

**Decisions:**

1. That delegated authority be granted to the Chief Executive (in consultation with the Leader and relevant Cabinet Member) to agree any variations that may be required to the draft Celtic Freeport Full Business Case, as set out at Appendix 2 to the circulated report, and to approve its submission to the UK and Welsh governments.
2. That delegated authority be granted to the Chief Executive (in consultation with the Leader and relevant Cabinet Member) to enter into a Tax Site Delivery Agreement in respect of any land within the boundary of the proposed tax site that falls within the ownership of Neath Port Talbot County Borough Council.
3. That delegated authority be granted to the Chief Executive to enter into a new Memorandum of Understanding to continue with the programme of next steps identified in the circulated report, noting that further reports will be brought back to Members on the points referenced herein.

**Reason for Decisions:**

Freeport status will act as a catalyst for significant economic growth within the locality and the wider region linked to the emerging off-shore wind sector and wider renewables agenda. Celtic Freeport will also support work to decarbonise industry, housing and transport at local regional and national levels helping to meet the net zero carbon targets.

Green economic growth will help to address structural issues of poverty and deprivation in the local and regional economy stimulating the local supply chain and increasing the skills and qualifications of the resident population.

**Implementation of Decisions:**

The decisions are for immediate implementation, following the consent of the Scrutiny Chair. This item is not subject to the 3 day call in process.

23. **INITIAL BUSINESS CASE FOR THE DEVELOPMENT OF A TRIAGE CENTRE (EXEMPT UNDER PARAGRAPH 14)**

(Nicola Pearce rejoined the meeting.)

**Decisions:**

1. That delegated authority be granted to the Head of Housing and Communities to undertake additional work to finalise the proposal, as detailed in the private, circulated report.
2. That delegated authority be granted to the Head of Housing and Communities in consultation with the Head of Property and Regeneration to appoint a provider to develop the architect plans, obtain any necessary pre-planning advice and the provision of a quote for the cost for the refurbishment works to better inform the financial case.
3. Once the above activities have been completed and a more detailed business and financial case has been developed, delegated authority be granted to the Head of Housing and Communities to undertake an engagement exercise, with the local community and other key stakeholders in respect of the proposals.

**Reason for Decisions:**

To provide improved responses to people that require services and to support the financial position of the Council.

**Implementation of Decisions:**

The decisions will be implemented after the three day call in period.

**Consultation:**

This item will be subject to external consultation.

24. **DEBT WRITE OFFS (EXEMPT UNDER PARAGRAPH 14)**

**Decision:**

That the debts included within Appendix 1 of the private, circulated report be written off.

**Reason for Decision:**

The amounts due are irrecoverable.

**Implementation of Decision:**

The decision will be implemented after the three day call in period.

25. **PROPOSED AGREEMENT FOR LEASE, UNIT 4, NEATH (EXEMPT UNDER PARAGRAPH 14)**

**Decision:**

That having had due regard to the first stage Integrated Impact Assessment, the lease and lease to the retailer detailed in the private, circulated report, on the terms set out in the private, circulated report, be agreed.

**Reason for Decision:**

To allow this prominently located vacant premises to be let and operated by an established local company which needs to relocate to expand and grow its business and also provide an annual income for the Council.

**Implementation of Decision:**

The decision will be implemented after the three day call in period.



26. **PROPOSED LEASE, COURTYARD AT MARGAM COUNTRY PARK  
(EXEMPT UNDER PARAGRAPH 14)**

**Decisions:**

That having had due regard to the integrated impact screening assessment:

1. The Head of Leisure Tourism Heritage and Culture and Head of Property and Regeneration be granted delegated authority, to set and agree Heads of Terms as identified in the private, circulated report.
2. The Head of Property and Regeneration be granted delegated authority to enter into a lease and any associated documentation, as detailed in the private, circulated report.

**Reason for Decisions:**

To ensure that the existing relationship with the service provider can be developed and to allow an income to be generated by the Council.

**Implementation of Decisions:**

The decisions will be implemented after the three day call in period.

27. **PROPOSED RENEWAL OF LEASE, RETAIL PREMISES NEATH  
(EXEMPT UNDER PARAGRAPH 14)**

**Decision:**

That having had due regard to the first stage Integrated Impact Assessment, a new lease be granted, as detailed in the private, circulated report.

**Reason for Decision:**

To allow this prominently located premises in Neath Town Centre to continue to be operated by the major national retailer and provide an annual income for the Council.

**Implementation of Decision:**

The decision will be implemented after the three day call in period.

**CHAIRPERSON**

**CABINET Forward Work Programmes 24/25**

Meeting Date	Agenda Item	TYPE	Contact Officer	Purpose of the Report	Called for Scrutiny	Cabinet Portfolio Holder	Relevant Scrutiny Committee
Tudalen19 13 <sup>th</sup> November							
	Assessing Transport Suppliers and Drivers DBS (Home to School and Social Services Transport) Policy	For Decision	Brendan Griffiths/ David Griffiths	This will provide a new Passenger Transport DBS Policy that will guide operators through the application process, sets out the assessment criteria and an appeals process.		Cllr. W.Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services
	Admission to Community Schools	For Decision	Helen Lewis/ Chris Millis	The Council is the admission authority for community schools in its area and is required to determine its admission arrangements.		Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	School Exclusion Update	For Monitoring	John Burge	Making Members aware of the exclusion information for the previous academic year.		Cllr.N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	Complaints and Compliments Annual Report 2023/2024	For Monitoring	Caryn Furlow- Harris	To provide an overview of the number of compliments and complaints received during 2023 – 2024.	YES 17 <sup>th</sup> Oct	Cllr.S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership
	Corporate Plan Annual Report 2023/2024	For Decision	Louise McAndrew/ Caryn Furlow- Harris	The purpose of the report is to approve the content of both the Corporate Plan Annual Report and Self- Assessment 2023 – 2024. Both documents reflect on progress made during 2023 – 2024. In relation to the delivery of the council's well-being objectives and how well we performed as a council.	YES All Scrutiny (Post)	Cllr S.Hunt Portfolio 1	Community, Finance and Strategic Leadership
	Viva Port Talbot Bid Renewal Ballot 2024	For Decision	Andrew Collins	To decide upon the NPT's vote in the ballot.	4 <sup>th</sup> November	Cllr. J.Hurley Portfolio 4	Environment, Regeneration and Streetscene Services
	Transfer Station Energy Contract	For Decision	Mike Roberts	Seek Member approval to enter into a contract for the supply of electricity to the Council's Transfer Station at Crymlyn Burrows		Cllr. S.Jones Portfolio 10	Environment, Regeneration and Streetscene Services
	Report on the 20 mph Speed Limit	For Decision	Joy Smith			Cllr. W.Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services
	Consideration of Ombudsman Annual Report	For Monitoring	Craig Griffiths			Cllr. S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership
	Christmas New Year Opening Times – Libraries, Leisure Centres etc.	For Decision	Chris Saunders	Details of the Christmas and New Year Opening Times for Libraries and Leisure Centres etc.		Cllr.C.Phillips Portfolio 5	Education, Skills and Wellbieng
	Replacement Local Development Strategy 2023 – 2038 For Commending to Council for Approval	For Decision	Ceri Morris/ Lana Beynon			Cllr. W.Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services
	Arboricultural Management Plan includes the tree policy	For Decision	James Davies		Yes 4 <sup>th</sup> Nov	Cllr. S.Jones Portfolio 10	Environment, Regeneration and Streetscene Services

Pilot of Access Approach to Parks and Gardens	For Decision	James Davies		8 <sup>th</sup> Nov	Cllr.S.Jones Portfolio 10	Environment, Regeneration and Streetscene Services
Disposal of Off Street Pay and Display Car Parks (Capacity and Utilization Review)	For Decision	David W Griffiths/ Ian Rees	This report considers surplus car parking capacity in the borough, income and expenditure with a view to reducing operational costs and to release the surplus land/buildings for potential re-development/regeneration or lease/asset transfer.	YES 8 <sup>th</sup> Nov	Cllr. W.Griffiths Portoflo 9	Environment, Regeneration and Streetscene Services
Bus Franchising (Network Design)	For Decision	David Griffiths/ Brendan Griffiths	This report will set out the timeline for Bus Franchising and requires endorsement by Council of the new Bus Network that will operate in the County.		Cllr. W Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services.
Permission to consult on Remodelling of Link	For Decision	Keri Warren Hayley Short		Yes 7 <sup>th</sup> November	Cllr. S. Harris Portfolio 6	Social Services, Housing and Community Safety.
Rheola Estate – Next Steps	For Decision	Andrew Collins	To consider the options available to the Council following a legal request regarding title, from the current owners of the Rheola Estate	4 <sup>th</sup> Nov	Cllr.J.Hurley Portfolio 4	Environment, Regeneration and Streetscene Services
Improving Recycling Performance Report and Budget Delivery	For Decision	Mike Roberts		YES 8 <sup>th</sup> Nov	Cllr. S.Jones Portfolio 10	Environment, Regeneration and Streetscene Services
Permission to Consult on the Remodelling of Park House	For Decision	Keri Warren Hayley Short		Yes 7 <sup>th</sup> November	Cllr. S.Harris Portfolio 6	Social Services, Housing and Community Safety
Attendance in Schools	For Monitoring	John Burge	Overview of Attendance across all Schools		Cllr.N.Jenkins Portfolio 3	Education, Skills and Wellbeing
School Budget Pressures	For Monitoring	Rhiannon Crowhurst		YES (POST) 5 <sup>th</sup> Dec	Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing
Youth Engagement Strategy	For Decision	Rhiannon Crowhurst	Updated Strategy for Approval	YES 24 <sup>th</sup> Oct	Cllr N.Jenkins Portflio 3	Education, Skills and Wellbeing
Leadership Strategy and its Impact on NPT Workforce in Schools	For Monitoring	Mike Daley	Provides an update on the Leadership Strategy and the impact it has had across all schools.		Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing
Teaching and Learning support and Development Programme	For Monitoring	Mike Daley	It will provide an update on the progress to date with the actions within the Teaching and Learning Programme across all clusters.		Cllr.N.Jenkins Portfolio 3	Education, Skills and Wellbeing
Implementation of the Additional Learning Needs and Education Tribunal (Wales) Act 2018 in non-maintained settings, primary and secondary schools and all age schools and into Post 16.	For Monitoring	Zoe Ashton- Thomas/ Sophie Griffiths	Provides an update on the progress to date with the actions that schools and the Local Authority have taken in meeting the statutory duties around ALNET implementation and the support schools have received.	Yes 24 <sup>th</sup> Oct	Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing
Trust Fund Reports x 2	For Decision	Helen Lewis			Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing

	<b>RECURRING ITEMS (IF NEEDED)</b>						
	Various Traffic Orders (Detail not available)	For Decision	David Griffiths	Various Traffic Orders (If Needed)		Cllr W.Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services
	Various Land Disposal Reports (If needed)	For Decision	Simon Brennan	Land Disposal (If Needed)		Cllr J.Hurley Portfolio 4	Environment, Regeneration and Streetscene Services
	Select Lists	For Decision	David Griffiths			Cllr.W.Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services
	Debt Write Offs	For Decision	Huw Jones			Cllr.S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership
	Miscellaneous Grant Applications	For Decision	Huw Jones			Cllr.S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership

Tudalen21



	Permission to extend Contract Arrangements for the Prevention of Wellbeing Service	For Decision	Chele Howard		No	Cllr. J.Hale Portfolio 7	Social Services, Housing and Community Safety.
	Children's Commissioning Placement Strategy NPTC 2024-2027	For Decision	Hayley Short			Cllr. S. Harris Portfolio 6	Social Services, Housing and Community Safety.
	Fire Safety Guidance Impact Report	For Monitoring	Hayley Short			Cllr. S. Harris Portfolio 6	Social Services, Housing and Community Safety.
	Appointment of LA Governors	For Decision	John Burge		No	Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	<b>RECURRING ITEMS (IF NEEDED)</b>						
	Various Traffic Orders (Detail not available)	For Decision	David Griffiths			Cllr W.Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services
	Various Land Disposal Reports (If Needed)	For Decision	Simon Brennan			Cllr J.Hurley Portfolio 4	Environment, Regeneration and Streetscene Services
	Select Lists	For Decision	David Griffiths			Cllr. W.Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services
	Debt Write Offs	For Decision	Huw Jones			Cllr. S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership
	Miscellaneous Grant Applications	For Decision	Huw Jones			Cllr.S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership

Meeting Date	Agenda Item	TYPE	Contact Officer	Purpose of Report	Called for Scrutiny	Cabinet Portfolio Holder	Relevant Scrutiny Committee
Tudalen24  Cabinet 15 <sup>th</sup> January 2025							
	Hillside Managers Report	For Monitoring	Keri Warren	Private Item		Cllr. S.Harris Portfolio 6	Social Services, Housing and Community Safety
	Hillside Responsible Individuals Report	For Monitoring	Keri Warren	Private Item		Cllr.S.Harris Portfolio 6	Social Services, Housing and Community Safety
	Updating the Side Waste Policy	For Decision	Mike Roberts	To seek Member approval for an updated Side Waste Policy (further to Measure 6 of the approved Waste Strategy Action Plan)	Awaiting Confirmation  6 <sup>th</sup> Dec	Cllr.S.Jones Portfolio 10	Environment, Regeneration and Streetscene Services
	Management of Japanese Knotweed	For Decision	James Davies	Update on the treatment policy and operational plan.		Cllr. W. Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services
	Permission to Tender a Carers Service	For Decision	Hayley Short			Cllr. J.Hale Portfolio 7	Social Services, Housing and Community Safety
	Use of Containers on Safari Collections	For Decision	Mike Roberts	To establish policy regarding the use of containers as storage on black bag waste collection rounds.	NO	Cllr.S.Jones Portfolio 10	Environment, Regeneration and Streetscene Services
	Self Assessment 2023/2024	For Decision	Louise McAndrew/ Anita James		YES 28 <sup>th</sup> Nov	Cllr. S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership
	Regeneration Strategy	For Decision	Andrew Collins	Work is being undertaken to produce a strategy which will form a reference and guide for future Regeneration Projects going forward	YES 6 <sup>th</sup> Dec	Cllr.J.Hurley Portfolio 4	Environment, Regeneration and Streetscene Services
	Permission to tender a Housing First Service	For Decision	Chele Howard/ Hayley Short		No	Cllr. A. Llewelyn Portfolio 8	Social Services, Housing and Community Safety
	Report on HWRC Feasibility	For Decision	Mike Roberts	To inform Members on the outcome of feasibility work into suitable sites for a new HRWC in the Afan Valley area, and seek a decision regarding further work or not (further to Measure 17 of the approved Waste Strategy Action Plan)	Awaiting Confirmation  6 <sup>th</sup> Dec	Cllr. S.Jones, Portfolio 10	Environment, Regeneration and Streetscene Services
	Margam Park Business Plan	For Decision	Chris Saunders		YES 5 <sup>th</sup> December	Cllr. C.Phillips Portfolio 5	Education, Skills and Wellbeing
	Impact of the Support by Case Assessment and Progression Team.	For Monitoring	John Burge	It will provide an update on the progress to date with the actions from the Case Assessment Progression Team.		Cllr.N.Jenkins Portfolio 3	Education, Skills and Wellbeing



	Vulnerable Learners Service	For Monitoring	John Burge	Update on the support offered by the Vulnerable Learners Service and the impact it has had on pupils and families in NPT		Cllr.N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	Welsh Public Library Standards	For Monitoring	Chris Saunders	Provides an update in respect of the authorities library service performance against current Welsh Language Standards (WPLS) Framework 6 and note the feedback, comments and recommendations in the Welsh Library Report.		Cllr.C.Phillips Portfolio 5	Education, Skills and Wellbeing
	Various Traffic Orders (Detail not available)	For Decision	David Griffiths			Cllr W.Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services
	Various Land Disposal Reports (If Needed)	For Decision	Simon Brennan			Cllr J.Hurley Portfolio 4	Environment, Regeneration and Streetscene Services.

Meeting Date	Agenda Item	TYPE	Contact Officer	Purpose of Report	Called for Scrutiny	Cabinet Portfolio Holder	Relevant Scrutiny Committee
Cabinet 5 <sup>th</sup> February 2025  Tudalen26	Fleet and Heavy Plant Renewals	For Decision	Kevin Lewis	This report seeks approval to procure new and replacement vehicles and heavy plant in 2025/2026 that has reached the end of their economic life cycle and require replacement in line with the Authority's Fleet Renewals Programme.	YES 6 <sup>th</sup> Dec	Cllr. W.Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services
	Social Services Directors Annual Report	For Decision (Commending to Council)	Andrew Jarrett			Report of the Director of Social Services.	Social Services, Housing and Community Safety
	Strategic Risk Register	For Monitoring	Caryn Furlow-Harris		YES 9 <sup>th</sup> Jan	Cllr.S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership
	Neath Port Talbot Events Strategy	For Decision	Chris Saunders		YES 16 <sup>th</sup> Jan	Cllr.C.Phillips Portfolio 5	Education, Skills and Wellbeing
	Permission to tender Accommodation Models for Young People	For Decision	Keri Warren	Private Item	Yes 23 <sup>rd</sup> Jan	Cllr. S.Harris Portfolio 6	Social Services, Housing and Community Safety
	Library Strategy	For Decision		To approve the Library Strategy		Cllr.C.Phillips Portfolio 5	Education, Skills and Wellbeing
	Education, Leisure and Lifelong Learning Strategic Development Plan.	For Monitoring	Chris Millis	Provides an Update on the Progress to date with the Actions from within the Education, Leisure and Lifelong Learning Strategic Development Plan.	YES 16 <sup>th</sup> Jan	Cllr.N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	Young People Housing Support Grant Funded Services (Permission to Re-tender).	For Decision	Hayley Short/ Chele Howard	Proposal for the recommissioning of Young People Housing Support Grant Funded Services		Cllr. A.Llewelyn Portfolio 8	Social Services, Housing and Community Safety
	Aberavon Seafront Masterplan	For Decision	Chris Saunders	To adopt the Seafront Strategy	Scrutiny 16 <sup>th</sup> Jan	Cllr. Cen Phillips Portfolio 5	Education, Skills and Wellbeing
	Permission to Tender Supported Accommodation	For Decision	Hayley Short	Private Item		Cllr.A.Llewelyn Portfolio 8	Education, Skills and Wellbeing
	Permission to Tender for Emergency Accommodation for Women – Violence Against Women, Domestic Abuse and Sexual Violence.	For Decision	Chele Howard/ Hayley Short	To feedback on the outcome of the consultation for the proposed remodel of emergency accommodation and seek permission to retender VAWDASV Emergency Accommodation on the feedback.	Yes, 23 <sup>rd</sup> Jan	Cllr. A.Llewelyn Portfolio 8	Social Services, Housing and Community Safety
	Direct Payment Whole Service Review this includes the Direct Payments Payroll Service Review	For Decision	Angela Thomas		Yes 12 <sup>th</sup> Dec	Cllr. J.Hale Portfolio 7	Social Services, Housing and Community Safety
	Policies for the use of artificial grass and installation of honeybee hives on NPT Council / managed land.	For Decision	Ceri Morris/ Lana Beynon		TBC	Cllr. S.Jones Portfolio 10	Environment, Regeneration and Streetscene Services

	Various Traffic Orders (Detail not available)	For Decision	David Griffiths			Cllr W.Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services
	Various Land Disposal Reports (If Needed)	For Decision	Simon Brennan			Cllr J.Hurley Portfolio 4	Environment, Regeneration and Streetscene Services

Tudalen27



Meeting Date	Agenda Item	TYPE	Contact Officer	Purpose of Report	Called for Scrutiny	Cabinet Portfolio Holder	Relevant Scrutiny committee
Cabinet 19 <sup>th</sup> March	Period Dignity Report	For Monitoring	John Burge	Report on the spend and implementation of Period Dignity Scheme.		Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	Family Support in the Early Years. An overview of the family support provided by the Early Years and Flying Start Family Support Team.	For Information	Sarah Griffiths/ Lisa Clement-Jones	This report will provide an overview of the collaborative work across the Local Authority and Health in relation to providing equitable early help for children and families in the Early Years.	YES 6 <sup>th</sup> March	Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	Updating the Missed Bin Policy	For Decision	Mike Roberts	To seek Member approval for an updated Missed Bin Policy (further to the implementation of Measure 1 of the approved Waste Strategy Action Plan, once completed)		Cllr.S.Jones Portfolio 10	Environment, Regeneration and Streetscene Services
	Healthy Relationships for Stronger Communities Strategy	For Monitoring	Chele Howard/Elinor Wellington	12 Month Update		Cllr. A.Llewelyn Portfolio 8	Social Services, Housing and Community Safety
	Various Traffic Orders (Detail not available)	For Decision	David Griffiths			Cllr W.Griffiths Portfolio 9	
	Various Land Disposal Reports (If Needed)	For Decision	Simon Brennan			Cllr J.Hurley Portfolio 4	

Tudalen29

Meeting Date	Agenda Item	TYPE	Contact Officer	Purpose of Report	Called for Scrutiny	Cabinet Portfolio Holder	Relevant Scrutiny committee
Cabinet 9 <sup>th</sup> April	Social Services Complaints Annual Report	For Monitoring	Leighton Jones			Cllr.A.Llewellyn Portfolio 8  Cllr S.Harris Portfolio 6  Cllr J Hale Portfolio 7	Social Services, Housing and Community Safety
	Community Safety Strategic Intent Document	For Monitoring	Chele Howard/ Elinor Wellington	12 Month Update		Cllr. A. Llewelyn Portfolio 8	Social Services, Housing and Community Safety
	Permission to Consult and Pilot an Alternative Night Time Support Report	For Decision	Keri Warren/ Hayley Short		Yes, 13 <sup>th</sup> March 2025	Cllr.S.Harris Portfolio 6	Social Services, Housing and Community Safety
	Various Traffic Orders (Detail not available)	For Decision	David Griffiths			Cllr W.Griffiths Portfolio 9	
	Various Land Disposal Reports (If Needed)	For Decision	Simon Brennan			Cllr J.Hurley Portfolio 4	

Tudalen30

Meeting Date	Agenda Item	TYPE	Contact Officer	Purpose of Report	Called for Scrutiny	Cabinet Portfolio Holder	Relevant Scrutiny committee
Cabinet 30 <sup>th</sup> April							
	Hillside Managers Report	For Monitoring	Keri Warren			Cllr.S.Harris Portfolio 6	
	Hillside Responsible Individuals Report	For Monitoring	Keri Warren			Cllr.S.Harris Portfolio 6	
	Early Years and Flying Start Childcare	For Monitoring	Sarah Griffiths/Lisa Clement-Jones	This report will provide information in relation to the Early Years and Flying Start Childcare Sector including the impact of Flying Start Expansion.	YES 10 <sup>th</sup> April	Cllr.N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	Various Traffic Orders (Detail not available)	For Decision	David Griffiths			Cllr W.Griffiths Portfolio 9	
	Various Land Disposal Reports (If Needed)	For Decision	Simon Brennan			Cllr J.Hurley Portfolio 4	

Tudalen31

Meeting Date	Agenda Item	TYPE	Contact Officer	Purpose of Report	Called for Scrutiny	Cabinet Portfolio Holder	Relevant Scrutiny committee
Cabinet 21 <sup>st</sup> May							
	Strategic Schools Improvement Programme Proposal to reorganise ALN provision at Cwmtawe Comprehensive School	For Decision	Rhiannon Crowhurst	Final Determination of the Proposal		Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	Strategic Schools Improvement Programme Proposal to reorganise ALN provision at Cefn Season Comprehensive School	For Decision	Rhiannon Crowhurst	Final Determination of the Proposal		Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing.
	Various Traffic Orders (Detail not available)	For Decision	David Griffiths				Cllr W.Griffiths Portfolio 9
Various Land Disposal Reports (If Needed)	For Decision	Simon Brennan				Cllr J.Hurley Portfolio 4	

Tudalen32





Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### NEATH PORT TALBOT CABINET BOARD

23<sup>rd</sup> October 2024

#### Report of the Head of Housing and Communities – Chelé Zandra Howard

#### **Matter for Decision**

#### **Wards Affected:**

Pontardawe.

#### **Triage Feasibility Assessment**

#### **Purpose of the Report:**

To provide Members with the outcome of a feasibility assessment in respect of the potential to repurpose the Cross Community Centre (“the Centre”) into Triage provision.

#### **Executive Summary:**

This report sets out the conclusion of work undertaken by Officers to understand the feasibility of repurposing the Centre into a Triage service. The conclusion of this assessment is that the building would be unsuitable for the delivery of Triage.

## **Background:**

The development of Triage is key in the council's plan to reduce the number of homeless people placed in B&Bs and to help people in temporary accommodation quickly move into a new home. There is an identified need for two Triage centres in order to replace traditional temporary accommodation for people who are experiencing homelessness. The Plan set out that each Triage centre would need to provide between 15 and 20 bedspaces ("units") in order to meet demand and deliver optimal operational efficiency.

On the 7<sup>th</sup> August 2024, Cabinet resolved to declare the Cross Community Centre surplus to the ongoing strategic and operational requirements of the Education, Leisure and Lifelong Learning Directorate and to transfer ongoing responsibility for the future management of the premises to the Head of Property and Regeneration until such time as a decision is made on the future of the premises.

Given the size and geographical location of the Cross Community Centre, Housing Officers wished to explore the feasibility of repurposing the Centre into Triage. Redeveloping the Centre into Triage would have likely required the Council to financially invest in the capital costs of the development, as there are limited Welsh Government grant schemes for this type of accommodation.

The Head of Housing and Communities presented a report to Cabinet on the 2<sup>nd</sup> October 2024 to request permission for Officers to undertake work so that they could better understand the potential option for the Centre to be repurposed for Triage and once that work was completed, bring back a report for decision.

On the 2<sup>nd</sup> October 2024, Cabinet resolved to:

- Grant delegated authority to the Head of Housing and Communities to undertake additional work to finalise a proposal to repurpose the Cross Community Centre into a Triage Centre.
- If required, grant delegated authority to the Head of Housing and Communities in consultation with the Head of Property and Regeneration to appoint a provider to develop the architect plans, obtain any necessary pre-planning advice and the provision of a quote for the cost for the refurbishment works to better inform the financial case.
- Once the above activities have been completed and a more detailed business and financial case has been developed, grant delegated authority to the Head of Housing and Communities to undertake an engagement exercise with the local community and other key stakeholders in respect of the proposals.

## **Feasibility Assessment**

### *The Building*

Housing Officers have now met with Architects to discuss the potential of redeveloping the Centre in line with the specification for Triage, which would require as a minimum:

- 15 units – self-contained 1 bedded flats with potentially some shared kitchen areas.
- 2 units of emergency out of hours accommodation (optional).
- Ground floor disabled facilities/room.
- Shared facilities: Communal area/ social space/ utility room.
- Designated area for interviews/training/skills development.
- Staff office space/sleep in area/bathroom/car parking.

- CCTV facilities /Wi-Fi/noise reduction.
- Outside smoking area.
- Courtyard/green space/time-out.

Following an assessment of the building plans, Architects indicated that it would not be possible to redevelop the Centre in line with the Triage specification.

Housing Officers worked with Architects to consider the possibilities of adapting the specification in line with the building's limitations. However, it was determined by Housing Officers that the extent of the adaptations to the specification would be prohibitive to operating an optimised service, which could then impact on the delivery of outcomes for those that require Triage.

The main limitations of the building that result in the proposal not being viable for the delivery of Triage are:

- Only space for 8 units (4 on first floor, 4 on second floor).
- Whilst there may be potential for 1 additional unit on the ground floor, the front of the property is in Flood Zone 2, which may mean that ground floor accommodation is not viable.
- The ground floor can only accommodate limited supplementary facilities, which would reduce the ability to undertake intensive support work required within a Triage.
- Over 50% of the basement has limited head room, which alongside the potential flood risks limits its use.

In addition, the building itself would require a range of alterations, including structural improvements, for it to be used as accommodation.

### The Location

Whilst there was an initial high-level assessment of the local area, further work has identified a number of additional considerations,

which indicates that the location of the Centre is unlikely to be suitable for Triage.

### **Financial Impacts:**

An initial estimate of the cost of works required to redevelop the Centre into Triage would be around £2-£2.5 million, however this does not take into account any unforeseen works that may occur.

There is also a need to consider one off costs such as planning, building regulations, architects and structural engineering fees, which would be in the region of £200-£250k.

The financial assessment indicates that there would be no financial benefit in utilising the Centre for Triage.

### **Integrated Impact Assessment:**

There is no requirement for an Integrated Impact Assessment, as the Officer recommendation does not result in any change to the current position.

### **Valleys Communities Impacts:**

No implications.

### **Workforce Impacts:**

No implications.

### **Legal Impacts:**

No implications.

### **Risk Management Impacts:**

### Risks Associated with Repurposing the Centre for Triage

The limitations of the building mean that the Centre would not support the development of the service model required for successful Triage provision, resulting in people not receiving the level of service they require in order to meet their identified outcomes.

Whilst achieving financial efficiencies through the development of different temporary accommodation models is not the main driver, the redevelopment of the Centre would not represent value for money due to the low level of units and high costs of redevelopment.

In addition, Officers have become aware of local area considerations that may result in the development of Triage having a disproportionate impact on parts of the community and those that would receive a Triage service.

As such, the feasibility assessment concludes that the Cross Community Centre would not be an appropriate building or location for the establishment of a Triage Centre

### Risks Associated with Not Repurposing the Centre for Triage

There is still a requirement for Triage within Neath Port Talbot, Officers will continue to work towards identifying a more suitable location and building for the provision of this service and Cabinet will be updated as this work progresses.

#### **Consultation:**

There is no requirement for external consultation on this item.

#### **Recommendations:**

It is recommended that members resolve that the Cross Community Centre is disregarded as a consideration for Triage and/or temporary accommodation.

**Reasons for Proposed Decision:**

The Centre is unsuitable for the provision of a Triage service.

**Implementation of Decision:**

The decision is proposed for implementation after the three day call in period

**Appendices:**

None.

**List of Background Papers:**

None.

**Officer Contact:**

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Mae'r dudalen hon yn fwriadol wag





Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### CABINET

23<sup>rd</sup> October 2024

#### Report of the Head of Engineering & Transport (David W. Griffiths)

#### Matter for Decision

**Wards Affected:** All wards

#### The Active Travel (Wales) Act 2013 – Neath Port Talbot Active Travel Delivery Plan (2024-2029)

#### Purpose of the Report

To seek endorsement for the Active Travel Delivery Plan (2024-2029) for Neath Port Talbot to be adopted by the council and published.

#### Executive Summary

Active Travel is defined as walking and cycling for everyday purposeful short-distance journeys not including journeys purely made for recreation or social reasons.

The Active Travel (Wales) Act 2013 (the Act) places a duty on local authorities to continuously improve active travel provision through securing new and improved active travel routes and related facilities within settlements specified by the Welsh Government. It also requires local authorities to prepare Active Travel Network Maps (ATNMs) showing existing active travel routes, alongside proposed routes.

The current version of the council's ATNM was approved by Ministers on 3rd August 2023 and shows the council's active travel aspirations for the next 15 years. The ATNM for NPT shows over 400 future routes and the Strategic Change Programme for NPT requires the development of an Active Travel

Delivery Plan to further develop these aspirations (including prioritisation) over a shorter time period of five years. In response to this the draft Active Travel Delivery Plan (2024-2029) has been prepared.

The Neath Port Talbot Active Travel Delivery Plan highlights the strategy and proposed actions that are needed to achieve two broad aims for the county borough:

1. To set out the strategic vision for active travel in Neath Port Talbot.
2. Demonstrate how the active travel network will be improved and extended in the next five years.

This report seeks endorsement of the final revised Neath Port Talbot Active Travel Delivery Plan (2024-2029) in order for it to be adopted and published.

## **Background**

In November 2013, the Welsh Government introduced the Active Travel (Wales) Act 2013 (*the Act*) which makes it a legal requirement for the Council to map and plan for suitable routes for active travel, including making year on year improvements within settlements specified by the Welsh Government.

Active Travel is defined as walking and cycling for everyday purposeful short distance journeys, such as journeys to school, work, or for access to shops or services. Active travel does not include journeys purely made for recreation or social reasons.

The Act requires local authorities to prepare, publish and keep under review an Active Travel Network Map (ATNM) which comprises of:

- **Existing routes** – informs the public of the existing routes in the County Borough that the Council considers suitable for active travel meeting Welsh Government standards; and
- **Future routes** – future routes are either routes that do not yet exist, or routes that fall short of the threshold to be classified as an existing route and require improvement. These form the councils proposals for the next 15 years.

The current version of the Council's ATNM was approved by Ministers on 3<sup>rd</sup> August 2022. The approved maps are available to view on the Welsh Government website DataMapWales <https://datamap.gov.wales>

## **Neath Port Talbot Active Travel Delivery Plan**

Neath Port Talbot's ATNM is the first step to planning for active travel improvements in the county borough over the next 15 years. The ATNM has over 400 future routes, and it was considered necessary in NPT to further develop these aspirations. In response to this the NPT's Strategic Change Programme (2023/2024 update) stipulates the following key priority:

- To develop a Neath Port Talbot Active Travel Plan which sets out the strategic vision for active travel in Neath Port Talbot and demonstrates how the active travel network can be improved and extended through the County Borough over the next 5 years. At the same time extending and improving our active travel network whilst also maintaining our public rights of way, both of which contribute towards a reliance on private vehicles and encourage more people to walk and cycle.

As a consequence, the Draft Neath Port Active Travel Delivery Plan (see Appendix 2) has been prepared. The plan highlights the strategy and proposed actions that are needed to achieve two broad aims for the County Borough:

- To set out the strategic vision for active travel in Neath Port Talbot.
- Demonstrate how the active travel network will be improved and extended in the next five years.

The focus of the plan is to enhance the opportunity for active travel in Neath Port Talbot and to encourage the uptake of new modes of transport to assist with modal shift. Increasing levels of physical activity is central to improving the nation's health, in turn, benefitting the overall physical and mental well-being of the population, while also helping the environment, supporting tourism, and encouraging economic growth.

## **Strategic Vision**

The vision in the Active Travel Delivery was developed in collaboration with the Active Travel Stakeholder Group, a group of internal stakeholders who meet monthly to discuss active travel improvements in NPT.

The vision for the future of active travel in Neath Port Talbot for the next 5 years is:

***Making walking, cycling and wheeling the first choice for a cleaner, safer, healthier and more active Neath Port Talbot.***

In order to deliver this vision, the council proposes to:

- Expand the active travel network and improve facilities to enable all to walk, cycle and wheel.
- Encourage behaviour change by promoting active travel in Neath Port Talbot communities.
- Ensure that active travel is prioritised above all other forms of transport in developments where possible.

## Document Structure

The Active Travel Delivery Plan has been divided into ten sections:

1. **Introduction and Background:** explains what active travel is, and the benefits that increased active travel can have to communities in the county borough.
2. **Strategic Fit:** shows how walking and cycling is embedding into national legislation, regional and local policy,
3. **Drivers for Change:** details the overall vision, and a SWOT analysis.
4. **Mapping and Prioritisation:** explains the councils' requirements to map existing and future active travel routes, and how routes have been prioritised for development.
5. **Improving Infrastructure and facilities:** setting council targets for improving active travel infrastructure and facilities in the next five years.
6. **Education Development and Training:** details the training and practical support that is undertaken in the county borough to promote safe walking and cycling.
7. **Promotion of Active Travel:** describes previous work undertaken by the council in relation to promotion.
8. **Consultation:** sets out the two types of consultation required for active travel: specific scheme related and gaining community views during the ATNM revision.
9. **Monitoring:** specifies WG requirements for monitoring walking, cycling and traffic in the county borough.
10. **Action Plan:** brings together the actions set out in the previous sections of the plan, so that they are easily accessible and clear.

## **Financial Impacts**

No direct financial implications with this report. Capital funding can be applied for to undertake design, engagement and implement improvements, once improvements are made the maintenance of routes will need to be undertaken through the Councils existing revenue budget.

The Active Travel Delivery Plan sets out the strategic vision for active travel in Neath Port Talbot and demonstrates how the active travel network can be improved and extended through the County Borough over the next 5 years.

Grant funding to carry out the actions detailed in the NPT Active Travel Delivery Plan including active travel infrastructure improvements, ATNM development and active travel promotion has in the past been provided by the Welsh Government as part of the Active Travel Fund Grant. Applications for grant funding will continue to be made for future mapping, infrastructure improvements and associated works.

Members should also note that once schemes are implemented, the routes will need to be maintained by the Authority and no additional funds are currently available to maintain new routes. The Authority can only bid for capital grants to undertake improvements no grant funding is presently available for ongoing maintenance of these routes. It is therefore important that members lobby Welsh Government and we seek assurances via the Welsh Local Government Association (WLGA) that additional funding be built into the Local Government Settlement as new routes are approved and constructed.

The Councils Highway Asset Management Plan (HAMP) provides an integrated framework for the delivery of highway maintenance services across the Authority's road network and optimises resources for the management of the highway infrastructure.

During the development of the HAMP, the need for other important work has been identified in relation to the inspection and maintenance regime of Active Travel routes. This work still needs to be completed; however, it is proposed the attached document is endorsed whilst this is done. The review will take a significant amount of work to complete, hence it is recommended a further update is brought back when the Regional Transport Plan and cycleway work is complete.

## **Integrated Impact Assessment (IIA)**

A first stage impact assessment has been undertaken to assist the Council in

discharging its legislative duties under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

The first stage assessment, attached at Appendix 1, has indicated that a more in-depth assessment is not required.

### **Valleys Communities Impacts**

There will be incremental positive impacts across the Valley communities as the implementation of the Active Travel Delivery Plan progresses and the network of routes and facilities are improved/extended wherever possible.

### **Workforce Impacts**

It is anticipated that actions contained within the Active Travel Delivery Plan be accommodated mainly by utilising the existing staff structure within the Highways team. This however will need to be kept under review, to ensure delivery is in accordance with the Active Travel Act (Wales) 2013 requirements.

### **Legal Impacts:**

No implications.

### **Consultation**

There is no requirement for external consultation on this item.

### **Internal consultation has been undertaken.**

Consultation took place with internal stakeholders between 20<sup>th</sup> December 2023-5<sup>th</sup> February 2024. Stakeholders included:

- Planning
- Network management
- Highways
- Playteam
- Countryside
- Biodiversity
- Environmental Health (Air Quality)
- Road Safety
- Tourism
- Energy
- Communications section

All comments received during the stakeholder engagement were considered and where appropriate the plan has been amended to reflect the comments.

On the 30<sup>th</sup> of April 2024, a meeting was held between relevant officers and the following councillors to further discuss the Active Travel Delivery Plan.

- Cllr. Wyndham Fryer Griffiths
- Cllr. Sean Pursey
- Cllr. Nathan Goldup-John
- Cllr. Cen Phillips
- Cllr. Nia Jenkins

As a result of the meeting and subsequent comments from Cllr Goldup-John, the report was revised to address the majority of comments. This included providing a proposed list of active travel schemes to be brought forward during the 5-year plan period.

The draft plan was also presented to the Cabinet Scrutiny committee held on the 20<sup>th</sup> of September 2024 and further suggestions by scrutiny board members have been taken on board by officers as set out below.

- Annual monitoring reports on the active travel delivery plan will be presented to cabinet to update on progress.
- Officers to speak to IT to see if there is a system that can be implemented to allow members of the public to identify/pinpoint problems on the published network maps.
- That an all-member active travel seminar – TfW, Sustrans and officers be invited to present and,
- The Active Travel Delivery Report be amended to include:
  - Details of collaboration with other sections regarding the HAMP for maintenance, review of planning applications etc.
  - Information on the Healthy Travel Charter Status recently achieved by NPT – including a note about working with the health board, universities, and local businesses to encourage a behaviour change.

## **Recommendations**

Having due regard to the integrated impact assessment it is recommended that, Members endorse the Active Travel Delivery Plan (2024-2029) as set out in Appendix 2 of the circulated report.

## **Reasons for Proposed Decision**

To further ensure that the council is complying with the requirements of the Active Travel (Wales) Act 2013.

## **Implementation of Decision**

The decision is proposed for implementation after the three day call in period.

## **Appendices**

Appendix 1: Integrated Impact Assessment (First Stage)

Appendix 2: Active Travel Delivery Plan (2024-2029)

## **List of Background Papers**

The Active Travel (Wales) Act 2013 [Active Travel Act](#)

Active Travel Act Guidance – Welsh Government (July 2021) [ATAG](#)

NPTCBC Active Travel Network Map (ATNM) [datamap.gov.wales](http://datamap.gov.wales)

Highways Asset Management Plan HAMP [HAMP 2023-2026](#)

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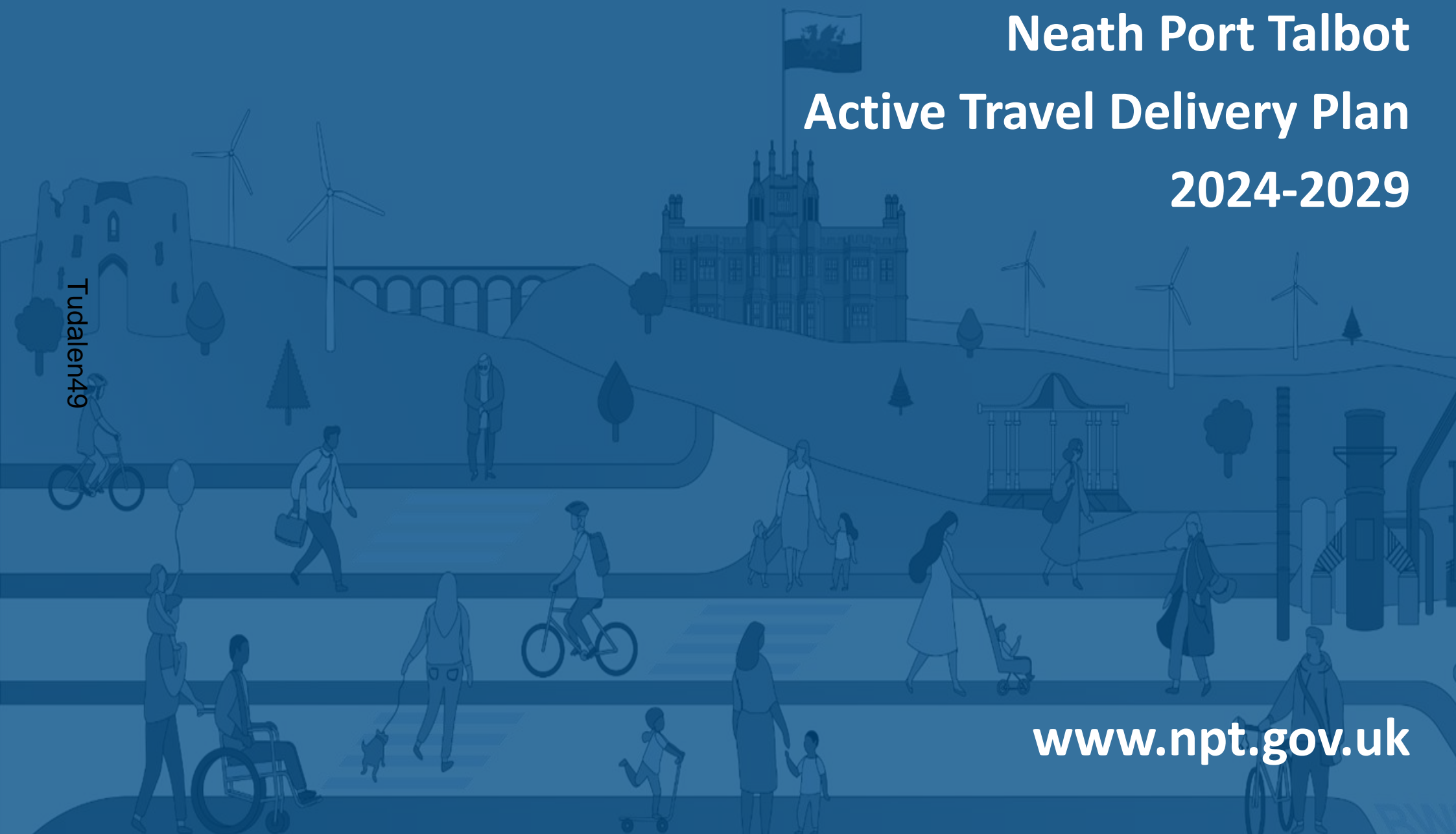




Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

# Neath Port Talbot Active Travel Delivery Plan 2024-2029

Tudalen 49



[www.npt.gov.uk](http://www.npt.gov.uk)

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## ***NPT ACTIVE TRAVEL***

If it's not far, leave the car



# Section 1

## Introduction and background

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**A CLEANER MORE  
PROSPEROUS  
HEALTHIER COUNTY  
BOROUGH**



## SECTION 1 INTRODUCTION AND BACKGROUND

The Neath Port Talbot Active Travel Delivery Plan sets out the blueprint for how we intend to encourage and facilitate a change in travel for local journeys by walking, cycling and wheeling (e.g. wheelchairs, scooters, prams). The Active Travel Delivery Plan recognises the economic and social value of active travel, articulating the role of different stakeholders and identifying priority actions that reflect resources.

This Active Travel Delivery Plan has two broad aims:

- To set out the strategic vision for active travel in Neath Port Talbot.
- Demonstrate how the active travel network will be improved and extended in the next five years.

The focus of the plan is to enhance the opportunity for active travel in Neath Port Talbot and to encourage the uptake of new modes of transport to assist with modal shift. Increasing levels of physical activity is central to improving the nation's health, in turn, benefitting the overall physical and mental well-being of the population, while also supporting tourism and encouraging economic growth.

### What is Active Travel

Active Travel is walking, cycling and wheeling for everyday purposeful short distance journeys, such as journeys to school, work, or for access to shops or services. Active travel does not include journeys purely made for recreation or social reasons.



### Benefits of Active Travel

By supporting more people in Neath Port Talbot to walk, wheel and cycle for everyday journeys, we will help improve the health and wellbeing of our residents, create safer communities, reduce congestion on our roads and reduce environmental impacts.



HEALTH



CONGESTION



ENVIRONMENTAL



SOCIAL



ECONOMIC



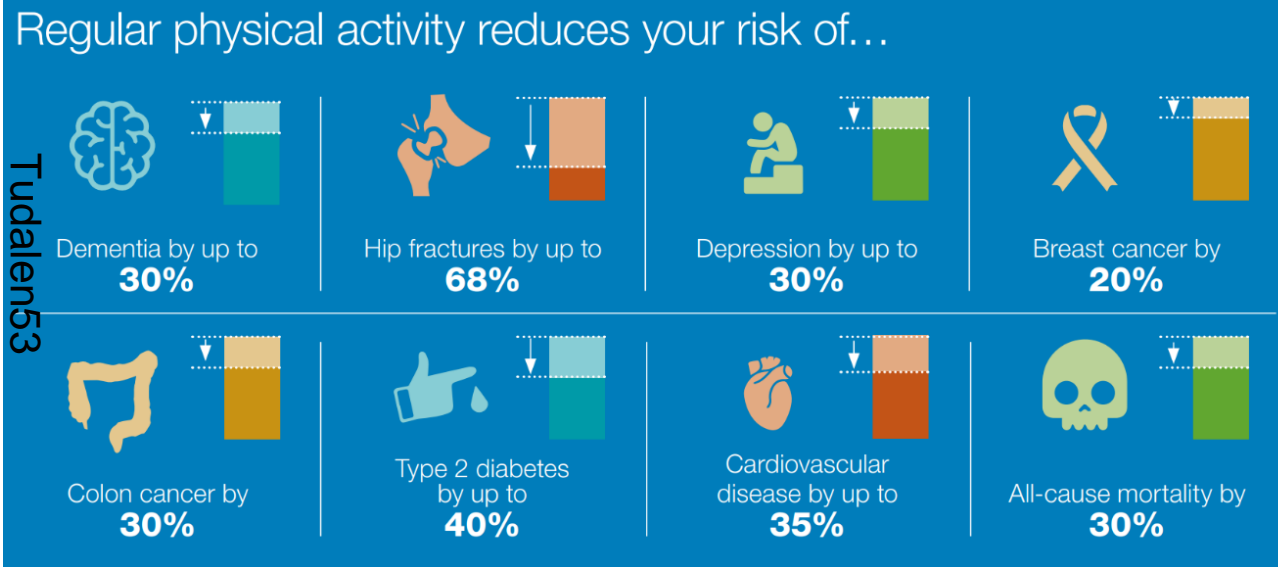
## Health Benefits

The health benefits of walking, cycling and wheeling are vast. Physical activity can help to prevent and manage over 20 chronic conditions and diseases, including some cancers, heart disease, type 2 diabetes, and depression. A 2022 World Health Organisation WHO report found that active commuting is associated with around a 10% decrease in risk for cardiovascular disease and a 30% decrease in type 2 diabetes.



HEALTH

In Wales, approximately 60% of adults are obese or overweight and 25% of children are overweight or obese when they start primary school. It is well known that the way we eat and the amount of physical activity we undertake contribute to our weight. Chief medical officers recommend that over a week, physical activity should total around 2½ hours of moderate intensity activity. This can sound a daunting target to fit into our busy lives, travelling actively is a great way of doing this.



Poor mental health is a significant and often poorly understood issue in the UK, with one in six workers experiencing depression, anxiety or problems relating to stress at any one time. Evidence suggests walking, wheeling and cycling can contribute positively towards mental health both through physical activity (and through other factors) in comparison to commuting by car.

Physical inactivity is responsible for one in six UK deaths (equal to smoking) and is estimated to cost the UK £7.4 billion annually (including £0.9 billion to the NHS alone) (2020.)

Figure 1: What are the health benefits of walking and cycling? Source: Department for Transport 2020.



## Reduction in Highway Congestion

Road congestion is a challenge for towns and cities across the country. Networks planned in the mid-1900s struggle to cope with current volumes of traffic. The number of journeys and the number of vehicles has increased as the population has grown.



CONGESTION

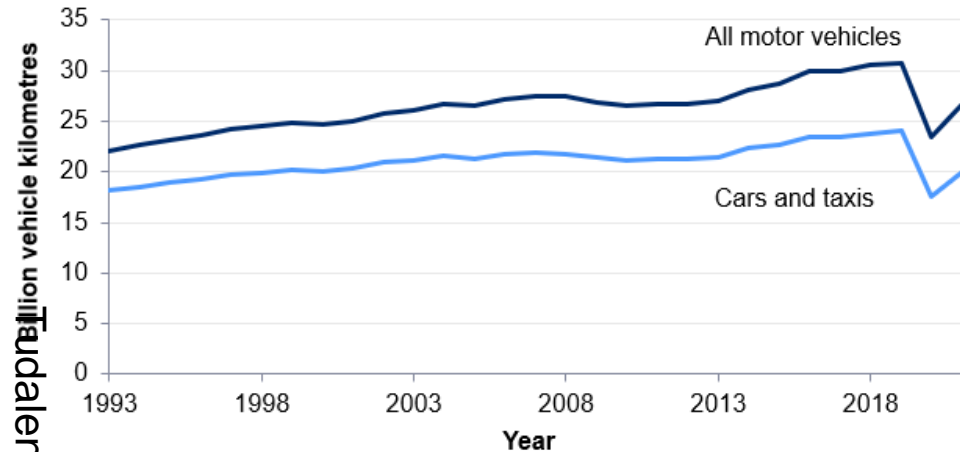


Figure 2: Welsh Governments analysis of annual average daily flows (AADF) data.

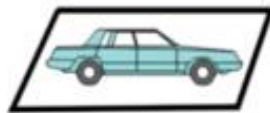
At the end of March 2023, there were over 40.8 million licensed vehicles in the UK, an increase of 1.1% compared to March 2022.

Trends of road traffic in Wales show that between 1993 and 2019 traffic volume increased overall by 39% reaching a peak of 30.7 billion vehicle kilometres in 2019.

Modal shift to active travel and public transport will ultimately result in fewer cars on the road, so less congestion, less pollution and less noise from traffic.



One car takes up the same space as



20 people walking



5 people cycling





Transport is considered a key contributor to carbon emissions, enabling residents to make the shift from travelling by car to walking, wheeling and cycling has the potential to reduce the impact of climate change. Every cyclist that makes 160 4km trips by bike every year saves 112,000 grams of CO<sub>2</sub> that would be generated if travelling by car.

## Emissions in Wales in 2018

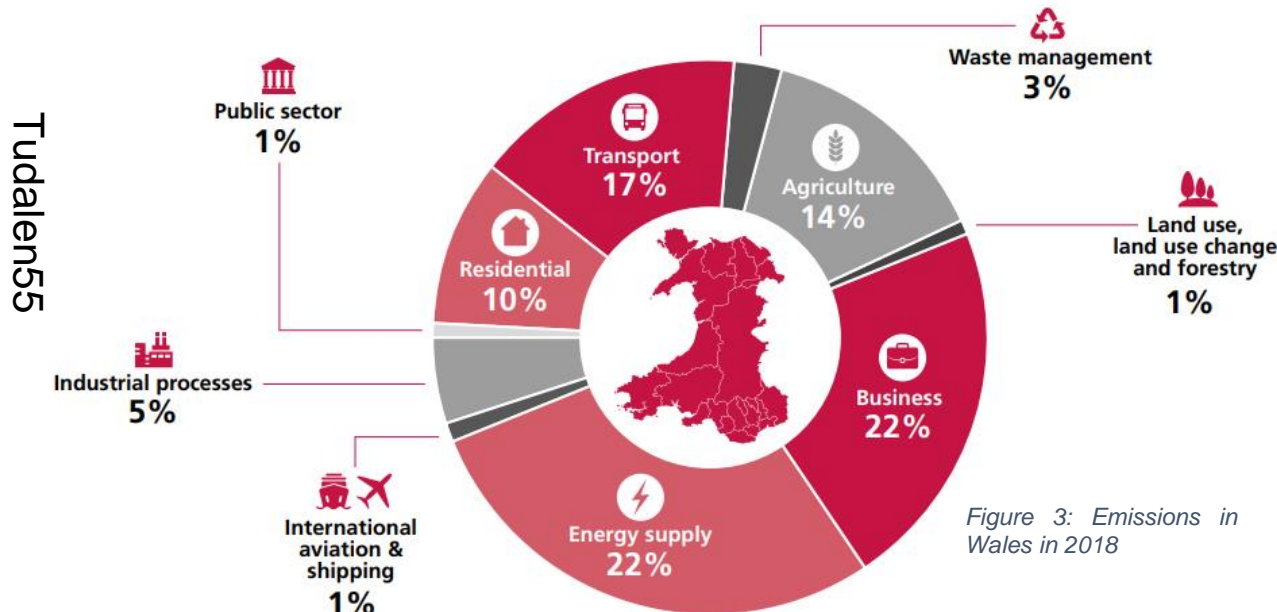


Figure 3: Emissions in Wales in 2018

On 30th April 2019, the Welsh Government declared a Climate emergency. At Neath Port Talbot Council we recognise that tackling climate change is necessary and urgent and the Council declared a climate emergency on 28th September 2022. We are dedicated to enhancing the quality of the local environment by working to improve air quality and thereby safeguarding and enriching the environment. We will continue to improve our active travel network to enable our residents to travel by more sustainable modes. Switching from fossil fuelled vehicles to active travel will cut congestion, carbon dioxide (CO<sub>2</sub>) emissions and other air pollutants that endanger public health.

In Neath Port Talbot we have one declared air quality management area (AQMA). AQMAs are declared when pollution levels exceed health based Air Quality Objectives.



The AQMA is in place in Taibach/Margam because of exceedances of the PM<sub>10</sub> Air Quality Objective<sup>1</sup>. The area is continuously monitored for PM<sub>10</sub> in a number of locations to ensure compliance. Since 2000 there has been a gradual decrease in exceedance days at our AURN Port Talbot Margam fire station site, however, some years we have been close to the target and are noticing impacts at our Prince Street site in 2023 which we are investigating, as such the AQMA will remain until we are confident that breaches of the Air Quality Objective are unlikely.

Neath Port Talbot undertake automatic air quality monitoring. In 2023 monitoring was undertaken at five sites Port Talbot fire station Margam, Dyffryn School Margam, Margam, Little Warren Margam, Prince Street Margam and Victoria Gardens Neath. The monitor at Twll yn y Wal is not currently working and the Council are exploring opportunities to finance reinstating the machine.



Neath Port Talbot monitor for a range of pollutants in addition to PM<sub>10</sub>. Along with PM<sub>10</sub> Neath Port Talbot also monitors for finer particulates smaller than 2.5 micrometres (PM<sub>2.5</sub>) at the sites around the AQMA. Monitoring is undertaken at Port Talbot Margam Fire Station for Sulphur Dioxide, Carbon Monoxide, Ozone, Nitrogen Dioxide, Benzene and Poly Aromatic Hydrocarbons. Diffusion tube monitoring is undertaken throughout the borough for Nitrogen Dioxide (NO<sub>2</sub>) from road traffic emissions and heavy metals are monitored at a number of locations with particular interest in the Pontardawe area. Dust monitoring is carried out in 6 locations targeting industrial processes. Monitoring is reported annually to Welsh Government and the reports are uploaded to Neath Port Talbot's website.

Annual mean NO<sub>2</sub> concentrations at all sites decreased over the last five years, except for a slight increase between 2020 and 2021. It is thought that a greater than expected decrease in concentrations in 2020 is due to the COVID-19 lockdown and restrictions and the subsequent increase in 2021 is due to easing of these restrictions. Concentrations fell by around 5% between 2021 and 2022.

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<sup>1</sup> Particulate matter (PM) is everything in the air that is not a gas and therefore consists of a huge variety of chemical compounds and materials, some of which can be toxic. PM<sub>10</sub> are the fractions of PM where particles are less than 10 micrometres in diameter.





## Biodiversity

In the UK we are facing an ecological emergency. Principally due to habitat loss, habitat fragmentation, climate change and changes to agricultural practices. Since 1970, the UK has seen a decline in 41% of species populations; in Wales, 18% of species are threatened with extinction (State of Nature Wales 2023). Much of these declines in nature are attributable to human activity such as agricultural practices, pollution and urbanisation.

Neath Port Talbot has traditionally been associated with heavy industry and mining communities. However, this does not do justice to the incredible variety and quality of biodiversity that exists here. Our underlying geology, the geography and hydrology of the county allow many important ecosystem services to work and improve our lives. We have a legal duty to maintain and enhance biodiversity, and in so doing, promote the resilience of ecosystems under the Environment (Wales) Act 2016. In response to this, we have been aiming to develop greener, more biodiverse walking and cycling routes. All development will deliver a net benefit for biodiversity and ecosystem resilience from the baseline state. Examples of measures that have been implemented are: changing management to create biodiverse grasslands and replacing any one tree removed as a consequence of the scheme with three trees of similar size and biodiversity value. On all of our schemes, we will enhance biodiversity adjacent to the walkways and cycling routes.



Switching to walking, cycling or wheeling for purposeful journeys can actually help protect biodiversity, for two reasons:

1. **It helps combat climate change:** as the temperature gets warmer and the weather gets more unpredictable, plant and animal species are put under pressure. Walking and cycling creates less noise, less air pollution, and results in fewer emissions that are warming the atmosphere.
2. **Raises awareness of our local biodiversity:** Human beings play an important role in both the destruction and protection of biodiversity. Making it even more important to raise awareness of the value of biodiversity – both for us and for nature. Walking and cycling raises awareness of local biodiversity by encouraging people to get out, and experience some of the diverse nature in Neath Port Talbot.



## Social benefits

The social benefits of travelling actively are widespread.



SOCIAL

- ❖ Quieter, cleaner, safer neighbourhoods – fewer cars on the road would help improve safety for both road users and non-road users alike.
- ❖ Reduced segregation – providing opportunity for everyone, including people with an impairment, to participate in community activities and enjoy the outdoor environment.
- ❖ Enabling access to employment and facilities for people who do not have access to a vehicle helping to address issues of social exclusion caused by lack of public transport options.
- ❖ Reduced transport costs.
- ❖ Increasing the number of people of all ages who are out on the streets, making public spaces seem more welcoming and providing opportunities for social interaction.
- ❖ Enabling increased access to nature by travelling by active modes.



Making it easier to walk and cycle to our towns and villages means that more of our residents can enjoy these opportunities.



## Economic benefits

### Benefit to Our Residents

Walking, cycling and wheeling are far cheaper form of transport than travelling by car or by public transport. Choosing to travel actively can save considerable amounts of money in comparison to those that travel by car – allowing them more disposable income to invest into the local economy. Money helper estimates that the average annual cost of running a car is £3,129 this is in addition to the purchase/lease costs for the vehicle. The cost of running a car is unaffordable for many of our residents, putting them into transport poverty. It is vital that we do more to help our residents on low incomes to walk, wheel or cycle to access the things they need. We also need to help those who own a car to save money by leaving their cars at home and walking, wheeling or cycling more.



ECONOMIC

The 2021 census shows that there are 62,374 households in Neath Port Talbot with 142,289 residents.

117,182 residents over 16 years of age of these 59,187 are in employment, 29,419 retired and 6,317 are students. Of the 59,187 residents that are in employment 12,464 work mainly from home, 40,399 travel by car, 1,965 travel by public transport and 3,842 travel by walking or cycling.

Of the 62,375 households in Neath Port Talbot 13,059 households do not have access to a car or van these residents are reliant on public transport and active travel to access everyday services such as employment, education, retail and medical facilities.

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### Benefit to Local Businesses and Employers

Walking, wheeling and cycling either on their own or as part of a longer journey alongside public transport helps people to access employment and education. Businesses see good walking and cycling links as key to attracting and retaining the staff they need to thrive.

Employers and local businesses benefit by having a healthier workforce. Evidence has shown that there are fewer absenteeism rates amongst staff who participate in higher levels of physical activity.



## Benefit to the Local Economy

Increasing the levels of walking and cycling within the County Borough will undoubtedly generate a range of economic benefits both personally and within the community.

Better environments for walking, wheeling and cycling are shown to encourage people to spend more time in local high streets and town centres working, shopping and socialising.



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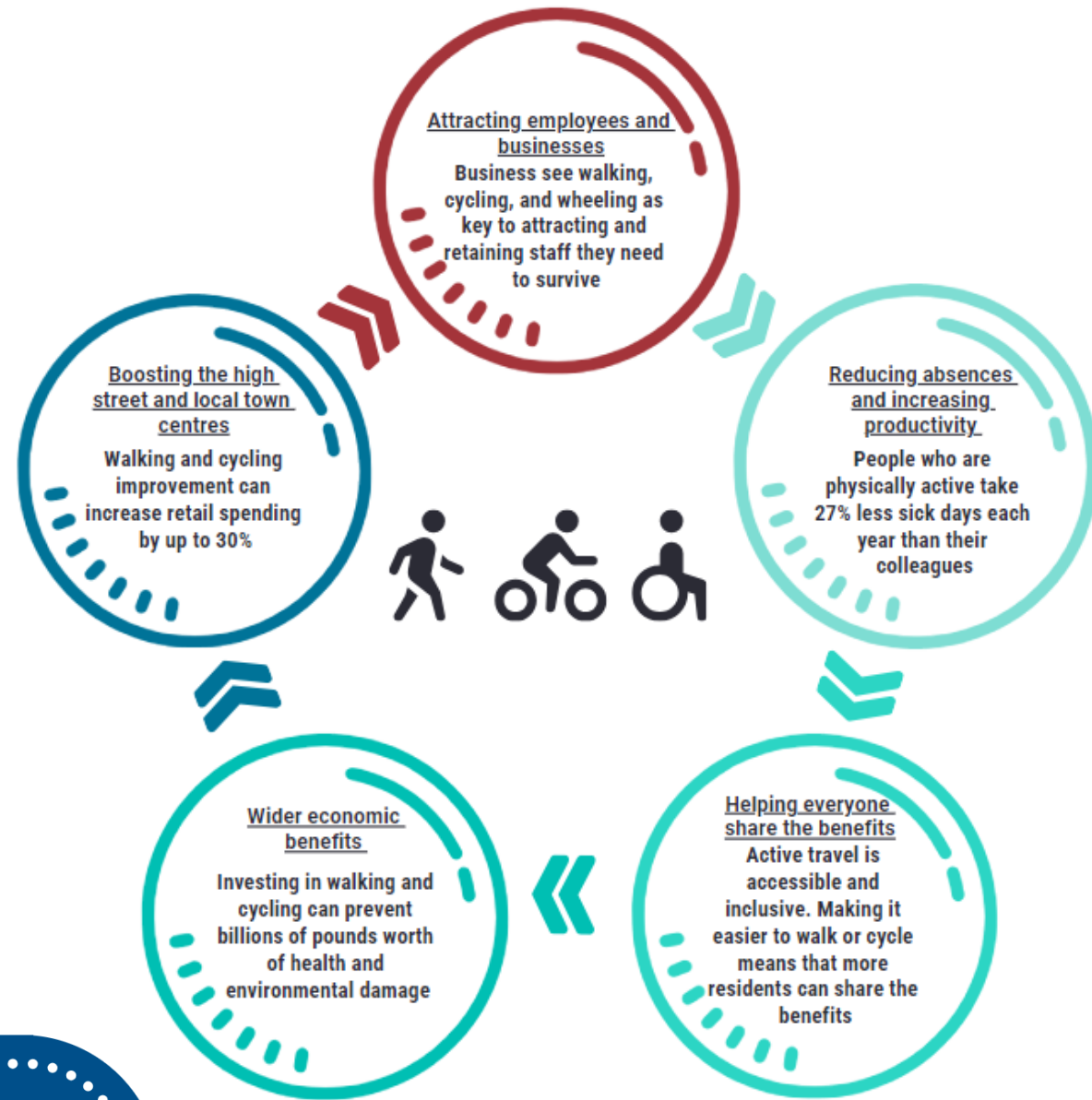


Figure 4: Economic benefits to Active Travel.

## ACTION

We will improve the walking, cycling and wheeling network in Neath Port Talbot to support more of our residents to walk wheel and cycle for everyday journeys, this will help improve the health and wellbeing of our residents, create safer communities, reduce congestion on our roads and reduce environmental impacts.



# Section 2

## Policy Context

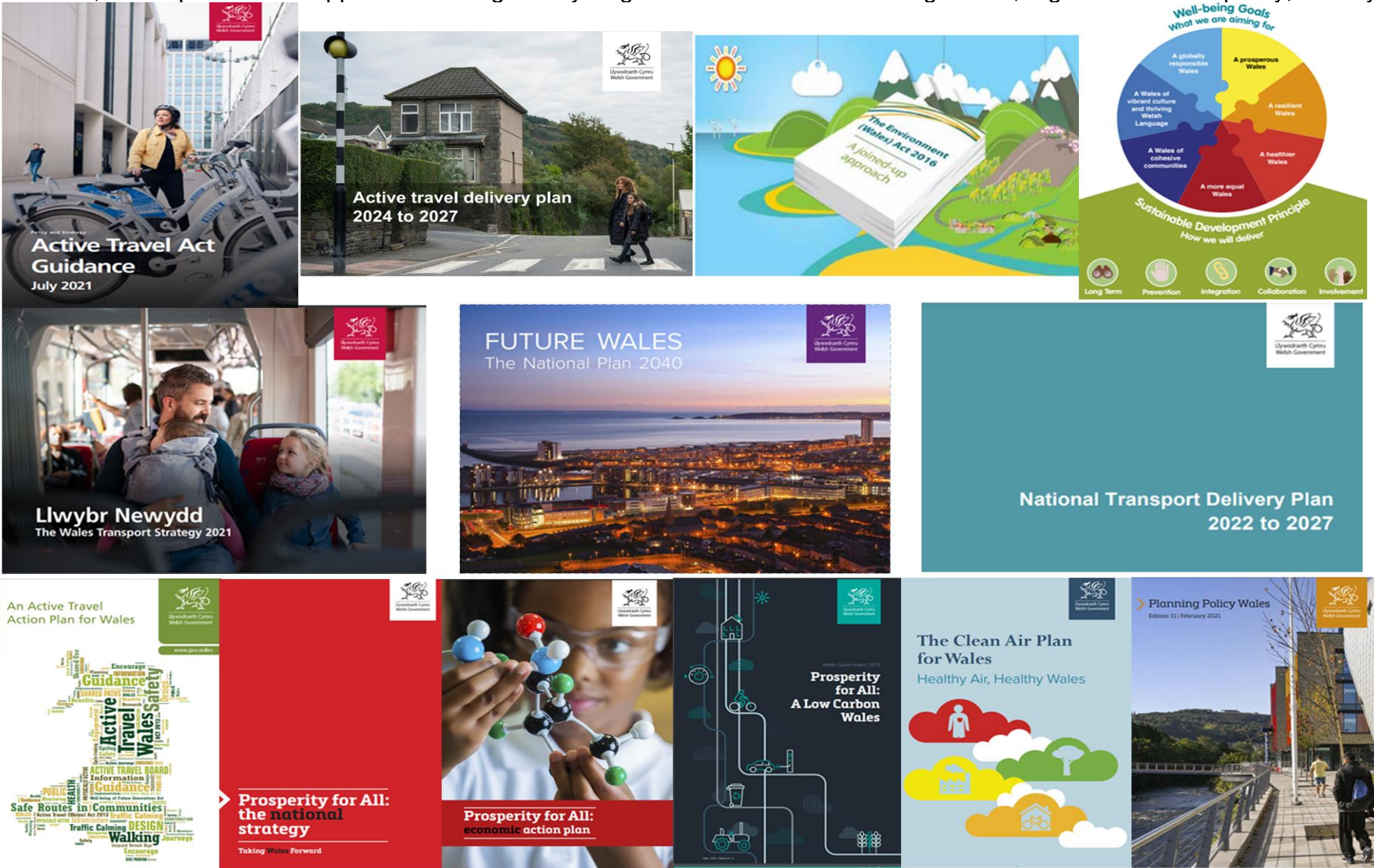
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**SUPPORTING AND  
COMPLYING WITH  
NATIONAL, REGIONAL  
AND LOCAL POLICIES**



## SECTION 2 POLICY CONTEXT

Promotion, development and support for walking and cycling is embedded in national legislation, regional and local policy, namely:



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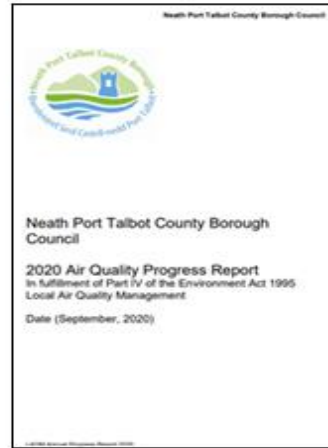
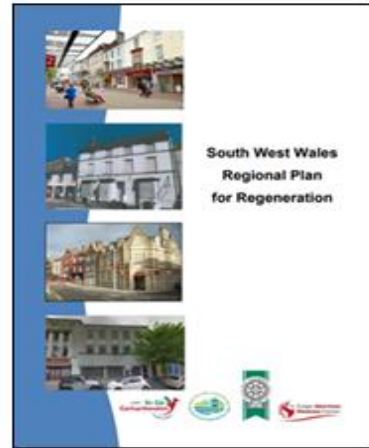
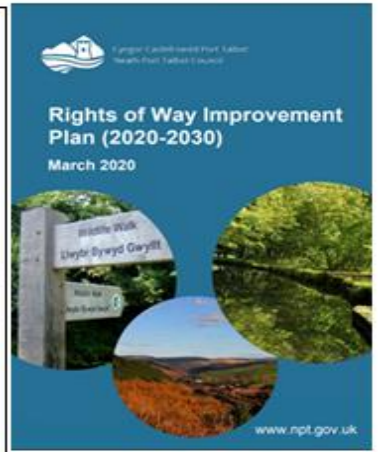
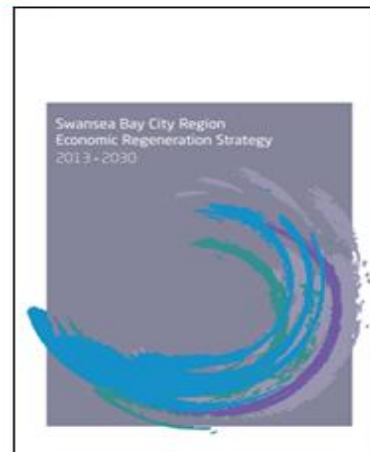
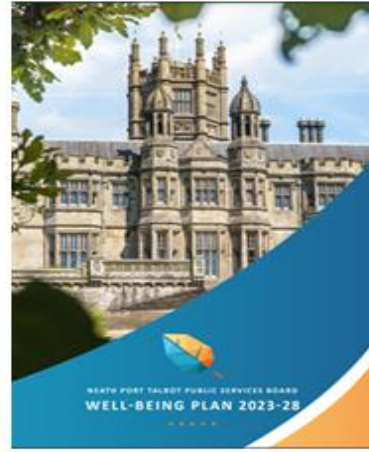
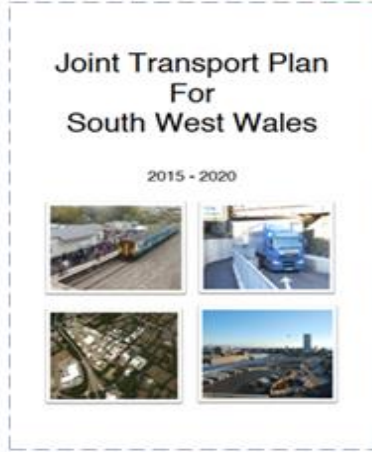
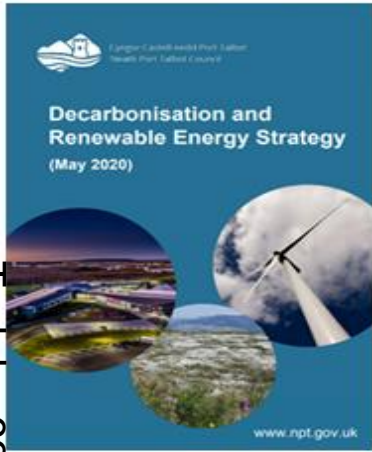


Figure 5: Pictures of relevant legislation, regional and local plans and policies.



## Neath Port Talbot Corporate Plan 2022-2027

Neath Port Talbot Corporate Plan focuses on Recover, Reset, Renew and sets out how the Council will recover from the Covid pandemic and how the Council will work to make Neath Port Talbot a place we are all proud of and a place where everyone can live a good life.

## Neath Port Talbot Strategic Change Programme 2023-2027

The strategic change programme sets out the intended outcomes and key priorities to deliver the Councils well-being objectives.

## Neath Port Talbot Public Service Board Wellbeing Plan 2023-2028

The Neath Port Talbot Well-being Plan sets out the Public Services Board's long-term vision for the area as well as priorities for action over the next 5 years.

All of the plans have a common set of wellbeing objectives:

To ensure all children get the best start in life

To ensure all our communities are thriving and sustainable

To ensure our local environment, culture and heritage can be enjoyed by future generations

To ensure there are more secure, green and well paid jobs and that skills across the area are improved

All of these documents are important for NPT, as they consider what is good; the challenges facing the area now and in the future; and where through working together in a different way, there is opportunity to help improve the well-being of local people.



## ACTION

We will comply with national, regional and local policies ensuring that the transport hierarchy is maintained in all developments by prioritising active travel above all other forms of travel.





## To ensure all children get the best start in life

Physical activity is brilliant for all children. Undertaking daily exercise by walking, cycling or wheeling is both fun and beneficial for the whole family and is an excellent way to stay health, active and happy.

According to campaigners Living Streets, 'A generation ago, 70% of us walked to school – now it's less than half' improving active travel links will enable and encourage more children to travel actively rather than being driven to school.

Physical activity is good for children and society as a whole. The benefits to children are:

- ❖ Health - Regular exercise makes children healthier and reduces risk of obesity.
- ❖ Road Sense - travelling by active travel modes helps children gain an understanding of how to be safe near the highway.
- ❖ Good mental health - research shows that physical activity helps children sleep well and be less stressed which makes them happier.
- ❖ Safety - reducing the number of cars on our roads by enabling active travel makes the roads safer for everyone.
- ❖ Social and Independent - walking, cycling and wheeling is sociable for children and helps them become more independent.
- ❖ Pollution - is reduced if more children walk to school rather than being driven.
- ❖ Start young - regular walking, cycling or wheeling from a young age means children grow up with this good healthy habit for life.

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## To ensure all our communities are thriving and sustainable

In Wales, the ability to live healthy lives is central to overall wellbeing for Welsh people. Enabling active travel to key services will allow people to become more active and healthier and will contribute to creating a safer, confident and resilient community.

Sustainable development can help communities to thrive by meeting today's needs in a way that harmonises economic growth, social inclusion and environmental protection, ensuring that the needs of future generations are not compromised.



## To ensure our local environment, culture and heritage can be enjoyed by future generations

There have been numerous studies that show how both exercise and the natural environment can be conducive to good mental health. Our local environments, in particular our natural environments can have significant effects upon our wellbeing.

Improving active travel infrastructure will enable more people to travel actively whilst enjoying their natural surroundings.

All of our schemes will be designed to ensure that there is an overall benefit to biodiversity.

Encouraging more people to travel sustainably by constructing appropriate active travel routes will help to reduce air pollution.

## To ensure there are more secure, green and well paid jobs and that skills across the area are improved

Improving appropriate connections between where people live, work, learn and enjoy their time is vital to obtaining the decarbonisation agenda.

Improving active travel infrastructure will enabling our residents to travel more actively to access employment instead of relying on private cars.

Physical health is a growing issue worldwide, as increasing numbers of people lead sedentary lifestyles. Employees who walk and cycle to work are healthier, happier and less likely to take sick days.

Swapping driving for walking is a great way to reduce CO2 emissions.

This Active Travel Delivery Plan will contribute to these objectives by enabling and encouraging NPT residents to travel actively. Thereby, reducing cars on the road, improving our local environment, helping to create sustainable communities for all, and giving people without access to cars the ability to travel actively to a place of employment, education and other key facilities.



# Section 3

Drivers for  
change

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**WE WANT  
NEATH PORT  
TALBOT TO BE  
AT THE HEART  
OF POSITIVE  
CHANGE**



## SECTION 3 DRIVERS FOR CHANGE

### Vision

Our vision for the future of Active Travel in Neath Port Talbot for the next 5 years is:

**Making walking, cycling and wheeling the first choice for a cleaner, safer, healthier and more active Neath Port Talbot.**

Tudalen 68

to deliver the vision in Neath Port Talbot we will:

**Expand the active travel network and improve facilities to enable all to walk, cycle and wheel.**

**Encourage behaviour change by promoting active travel in Neath Port Talbot communities.**

**Ensure that active travel is prioritised above all other forms of transport in developments where possible.**

### Meeting the challenge of a shift to Active Travel- SWOT analysis

Below we set out a SWOT analysis that details the key Strengths, Weaknesses, Opportunities and Threats associated with shifting to active travel in Neath Port Talbot.



## STRENGTHS

- Evidence clearly illustrates the benefits of active travel for individuals and communities.
- More active travel will reduce vehicle emissions and help hit net zero targets.
- 105 Km of existing active travel routes in Neath Port Talbot.
- Community support for active travel.
- Wales Transport Hierarchy, prioritising active travel over other modes of travel.
- 20mph speed limits encouraging people to drive slower and making roads safer for on-road cycling.
- Opportunity to apply to Welsh Government (and other external organisations) for funding for infrastructure improvements.
- Large residential areas where the propensity to cycle may be high.
- Biodiversity enhanced on schemes.

## WEAKNESS

- Network is incomplete.
- Population which is one of the unhealthiest in the UK (ranking 328 out of 331 LA's with 1 being the healthiest. Source: census 2021)
- Topography, including traversing over valleys.
- Spread out rural communities making it too far for most people to walk/cycle.
- Existing road infrastructure often makes it difficult to retrofit walking and cycling routes.
- People are not aware of how long journeys will take when walking or cycling.
- Lack of understanding of what Active Travel is and its ambitions.
- Speeding traffic on our highways.
- Funding is allocated annually through a bidding process.

## OPPORTUNITIES

- Supports national, regional and local policy.
- Opportunity to enhance existing facilities.
- Active Travel Network Maps has been approved by Welsh Government.
- Funding has been secured from WG for active travel improvements with potential for further funding available.
- Opportunities to secure S106 monies through developments to improve active travel.
- Support from TFW in scheme design.
- Potential for increase of visitor economy.
- Potential to raise the profile of the area and act as a local authority of best practice
- Opportunity to enhance biodiversity.

## THREATS

- High reliance on private vehicles as a mode of transport, which has become a habit.
- NIMBY's attitude from some when building infrastructure.
- Ensuring that schemes provide a net benefit for biodiversity can be challenging in some location
- Built environment that makes using the car the most convenient option for some.
- Lack of support from the local community for measures required to construct infrastructure such as removal of parking, speed reduction measures etc.
- Perceived safety, convenience, and the ability to carry objects.
- Risk to funding due to the rural nature of some schemes.
- Maintenance – new systematic maintenance approach is required.
- Failure to meaningfully consult/engage leads to a lack of trust

Figure 6: SWOT analysis on shifting to active travel in Neath Port Talbot



# Section 4

## Mapping and Prioritisation

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**PLANNING ROUTES  
THAT BENEFIT THE  
RESIDENTS OF NEATH  
PORT TALBOT**



## SECTION 4 MAPPING AND PRIORITISATION

### Active Travel Act Guidance (ATAG)

The ATAG is published by the Welsh Government for use throughout Wales. The document provides the mandate to act on the imperative to deliver high quality active travel networks and schemes. The ATAG must be considered when planning, designing and maintaining active travel routes and related facilities, or when considering the needs of walkers and cyclists as part of new developments, traffic management and road safety schemes.

The guidance is split into two parts:

- Part 1: details the delivery of active travel in Wales including network mapping, consultation, monitoring, and reporting.
- Part 2: provides detailed technical advice on how infrastructure should be planned and designed.

### Mapping of existing and future routes

The Active Travel (Wales) Act 2013 (the Act) makes it a legal requirement for the Council to map and plan for suitable routes for active travel, including making year on year improvements within settlements specified by the Welsh Government.

The Act defines that local authorities in Wales map and plan for suitable routes within designated localities. These designated localities are specified by Welsh Government and derived from the Office for National Statistics' Built-up Areas.

Settlements within designated localities in Neath Port Talbot include: **Neath (including all or parts of Bryncoch, Coedffranc, Briton Ferry, Tonna, Cimla, Aberdulais, Cadoxton, and Cifrew), Port Talbot (including all or parts of Baglan, Aberavon, Sandfields, Taibach, and Margam), Pontardawe (including all or parts of Trebanos, Alltwen, Godre'r Graig, Ystalyfera, and Rhos), Croeserw, Cymmer, Brynamman, Gwaun-Cae-Gurwen, Blaengwrach, Glynneath, Cwmafan, Seven Sisters, and Resolven.**

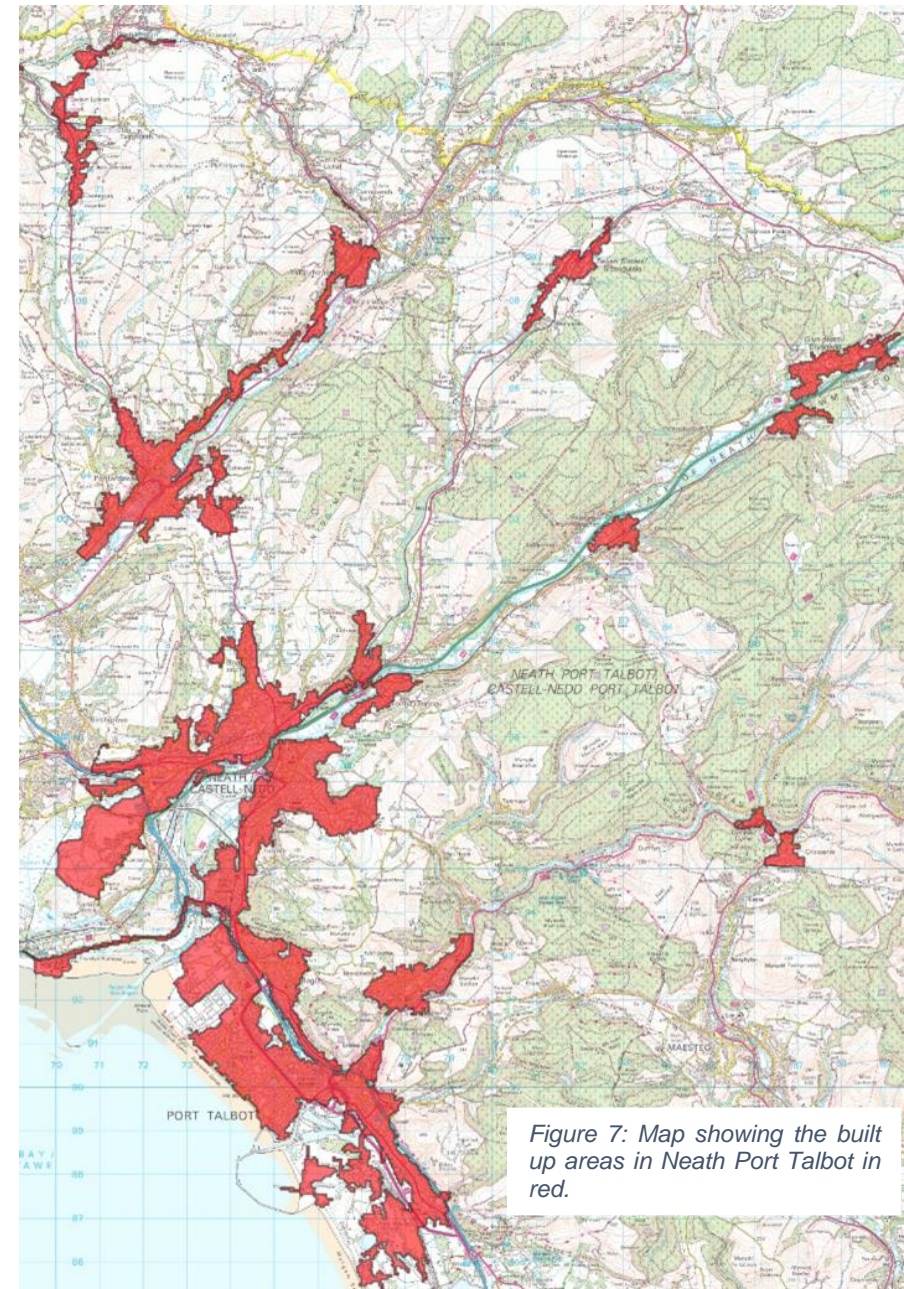


Figure 7: Map showing the built up areas in Neath Port Talbot in red.



The assignment of designated localities, does not limit an authority's ability to develop network maps for other localities, where there is demand for active travel routes and a high potential for their use. Crynant received a large number of consultation responses during the ATNM consultations in 2021, which showed a demand for routes in this locality. As a result, future routes were added in Crynant during the revision of the Councils ATNM in 2021.

The Act requires local authorities to prepare, publish and keep under review an ATNM, which comprises of:

**Existing routes** – informs the public of the existing routes in the County Borough that the Council considers suitable for active travel meeting Welsh Government standards; and

**Future routes** – Future Routes are either routes that do not yet exist, or routes that fall short of the threshold to be classified as an existing route and require improvement.

Neath Port Talbot's Active Travel Network Map (ATNM) was approved by Welsh Ministers on the 3rd August 2022, the Council is in the process of implementing its revised Active Travel Network Map (ATNM), seeking to deliver upon the wider aspirations set out in the ATNM and improve the active travel network wherever possible.

The approved maps are available to view on the Welsh Government website DataMapWales <https://datamap.gov.wales>

The Act requires that the ATNM should be reviewed by Local Authorities every three years, or no later than a date specified by the Welsh Ministers. In November 2023 the Minister and Deputy Minister for Climate Change agreed to extend the next date for all local authorities to submit revised versions of their Active Travel Network Maps (ATNM), to 1 December 2026 (nearer to 5 years).

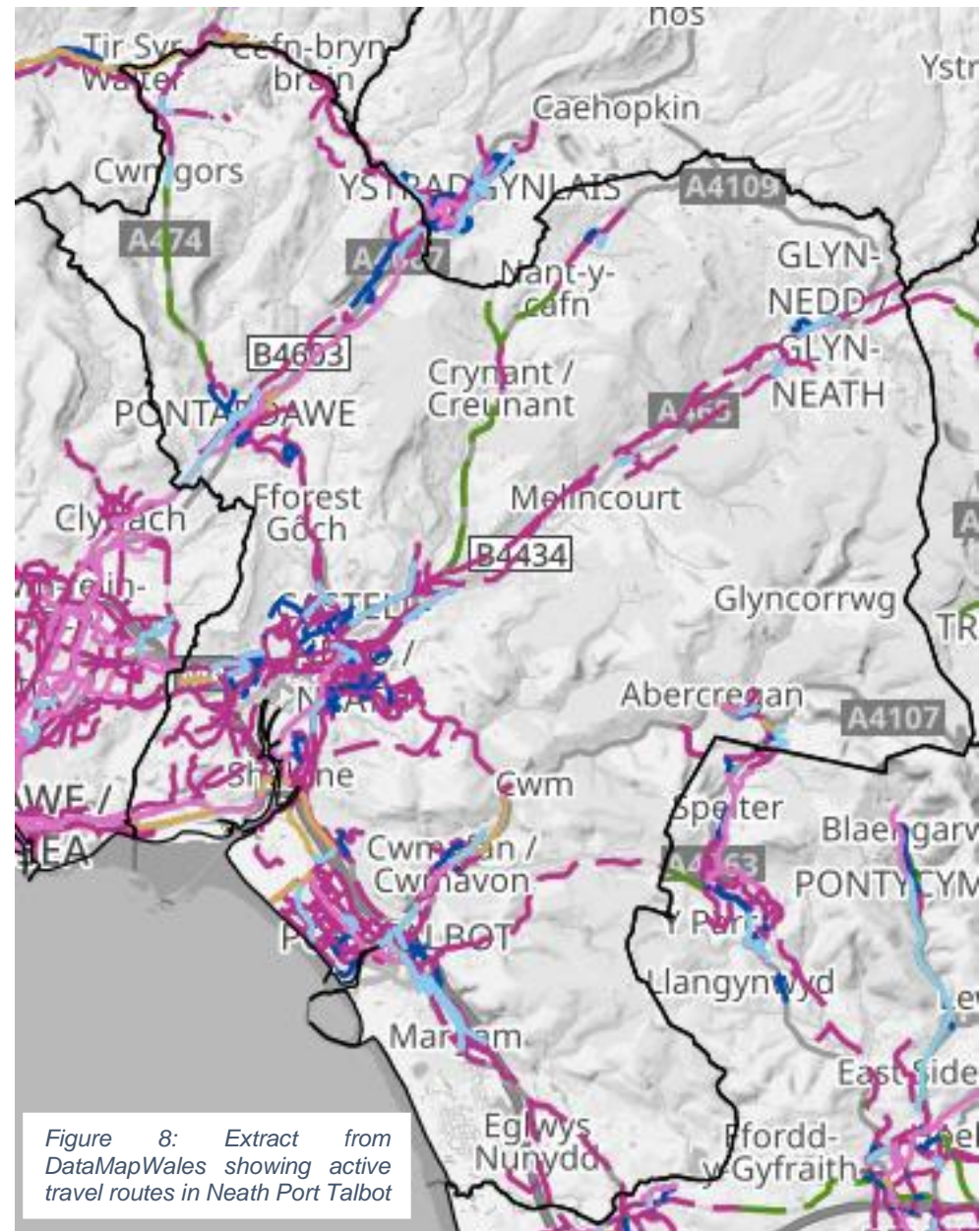


Figure 8: Extract from DataMapWales showing active travel routes in Neath Port Talbot





## ACTION



We will renew our Active Travel Network Map in line with Welsh Government criteria with the next revision currently due to be submitted by 1 December 2026.

### Mesh Density

If a cycle network is viewed as a grid or mesh that is laid across an area, and the existing and future routes are the lines of the mesh, then the density can be measured by the distance (typically direct alignment) between those routes. This distance between routes is referred to as the “mesh width” for the basis of network planning. Networks should ultimately be designed to have a mesh width of around 250m in central areas, with a wider mesh width of 500m in outer suburbs where the density of development is lower. ATAG states that during the next revision of the maps this mesh density requirement should be achieved.

### Related Facilities

Related facilities must also be included on the ATNMs and be added to the maps using DataMapWales. There are a number of existing related facilities on the maps and these should be audited and updated regularly as required so the information is kept up to date.

This may include:

- ❖ cycle parking/storage/maintenance facilities
- ❖ e-cycle or electric mobility aid charging facilities
- ❖ public cycle–hire docking or hire facilities
- ❖ public mobility aid docking or hire facilities (e.g. Shopmobility)
- ❖ public toilets and/or washing facilities

Potential barriers or considerations walkers and cyclists may need to be aware of, should be shown on the ATNM and could include:

- ❖ access barriers which prevent infrastructure being fully accessible (including steps without adjacent ramped provision)
- ❖ level crossings
- ❖ one–way streets
- ❖ places that are not accessible at all times (e.g. gated at night)
- ❖ routes or sections that have no streetlights
- ❖ roads without pavements
- ❖ steps and/or steep gradients (e.g. above 1 in 12)

## ACTION

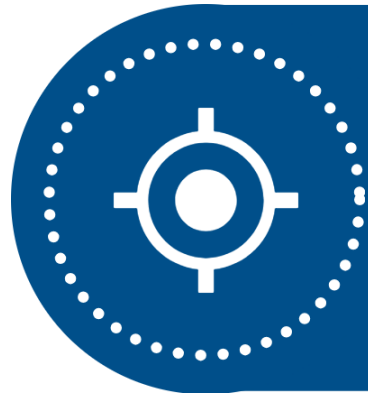


We will update our related facilities (such as toilets, benches, barriers etc.) on DataMapWales.



## Route Audits

Route Audits are a systematic assessment of a walking or cycle route. Audits take into account factors such as the infrastructure type, dimensions, condition, as well as contextual factors. The aim of the walking and cycling audit tools is to ensure a consistent approach to the method for assessing active travel routes across Wales. The ATAG sets out the Welsh Government specified criteria that a route has to meet to be classified as an existing route.



### ACTION

We will audit all of our future routes against the criteria set out in the Active Travel Act Guidance.

We will add all future routes that pass the audits (for walking, cycling or both) to the ATNM as existing routes (on an annual basis).

We will ensure that all of our existing route have be reaudited to reflect the changes in the audit criteria in 2021.

The audit consider indicators that contribute towards achieving the five key principles:



To pass an audit routes must have a score of 70% or more and have no critical fails. Routes that score between 60% and 69% may be eligible to be passed with a statement.

A route can critically fail an audit if certain criteria are not met for example:

- **Walking:** a critical fail would be applied if there were dropped kerbs and tactile paving absent along the route (making the route inaccessible to users with some mobility aids.)
- **Cycling:** if the route is on-highway and vehicle flows (including percentage of HGVs) or speeds are above a certain threshold,
- Or if the **cycling** route is below 25% of the desirable widths for more than 50% of the route length.

Any route that critically fails cannot be classified as an existing route despite the audit score.



## Route Classification

Routes are classified by the importance of the connections they make within the network. They are classified in the following categories.

### Primary Routes:

The key connections between neighbourhoods/residential areas and a town or a city centre; routes between neighbourhoods; links public transport interchanges; other cycle route which are (or have the potential to be) used by many cyclists.

### Secondary Routes:

The links between the primary routes; links to trip attractors such as schools; colleges; employer sites; cycle routes which are an attractor for a more limited range of users; links to local public transport interchanges and stops; other routes which may cater for fewer cycle journeys than the primary routes but are still of strategic importance within the network.

### Local Routes:

All other all-purpose roads, greenways and bridleways that are not necessarily part of the designated route (e.g. many residential streets). The basic network of local routes, although lower in the hierarchy, forms an important part of the cycle network.

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During the revision of NPT's ATNM, the revised classification of routes went to public consultation in December 2021, along with the prioritisation of routes.



## Prioritisation of Routes

The Active Travel Act Guidance states that the parts of the network that potentially offer the greatest impact on increasing rates of active travel should be prioritised, but other local priorities may also be considered such as targeting areas of deprivation or poor public health.

### Active Travel Network Map Prioritisation

During the production of the Councils ATNM in 2021, routes on the proposed Active Travel network were prioritised according to their proximity to key destination points using the following criteria:

- ❖ Distance to education settings;
- ❖ Distance to employment sites;
- ❖ Distance to leisure facilities;
- ❖ Distance to health facility;
- ❖ Distant to transport interchange; and
- ❖ Population density.

The scoring system was automated via a Geographical Information System (GIS); the resulting score determined whether a route was long, medium or short priority. The prioritisation and classification of NPT's ATNM was consulted on with members of the public in December 2021.

The GIS scoring system resulted in 130 short-term routes, 253 medium term routes and 44 long-term routes. The prioritisation undertaken during the development of the maps does not include all the factors set out in the ATAG, therefore, it is necessary to further develop this prioritisation and to provide a shorter list of short-term priorities.



Other factors that the ATAG recommends are assessed as part of the prioritisation process are:

- ❖ Accident data
- ❖ Speed data
- ❖ Access to facilities
- ❖ Benefit to pedestrians (walking audit only)
- ❖ Benefit to cyclists (cycling audit only)
- ❖ Wider benefits – impact on other road users, impact on health, potential for modal shift
- ❖ Risk to delivery – environmental, land, planning consent, consultation
- ❖ Delivery

It is recognised that prioritising routes simply by access to facilities is only part of the process that needs to be completed. However, to assess all of these factors for the 427 routes in Neath Port Talbot would take a considerable amount of time and money.

### Transport for Wales Prioritisation Tool

In October 2023, a Prioritisation Tool has been developed by Transport for Wales (TfW). This tool was developed to provide a consistent method of prioritising routes across Wales, identifying routes that could have the highest potential to impact on modal shift in line with ATAG. The tool uses nationally available datasets in order to meet the five high-level objectives, as summarised below.

High Level Objective	Criteria	Individual Metric	Weighting
Potential for modal shift	M1	Potential to induce modal shift (Propensity to Cycle Tool)	12
	M2	Access to transport interchange	12
	M3	Population catchment – residential	12
Access to Services	M4	Access to education	8
	M5	Access to retail	8
	M6	Access to leisure / tourist attraction	8
	M7	Access to health	8
	M8	Access to community centre, places of worship	8
Deprivation	M9	Impact on deprivation - Welsh Index of Multiple Deprivation	8
Health	M10	Impact on health - Welsh Index of Multiple Deprivation	8
Safety	M11	Safety / collision data	8

Every route on the approved ATNM has been assessed against the 11 criteria in the table and a weighting applied to each score, when totalled these provided a weighted score for each future ATNM route. The weighted scores have been ranked and separated into five equal categories showing the potential impact the route may have on modal shift.

Table 1: Transport for Wales (TFW) prioritisation tool criteria.



## Active Travel Network Map Route Impact

### Local Authority - Neath Port Talbot

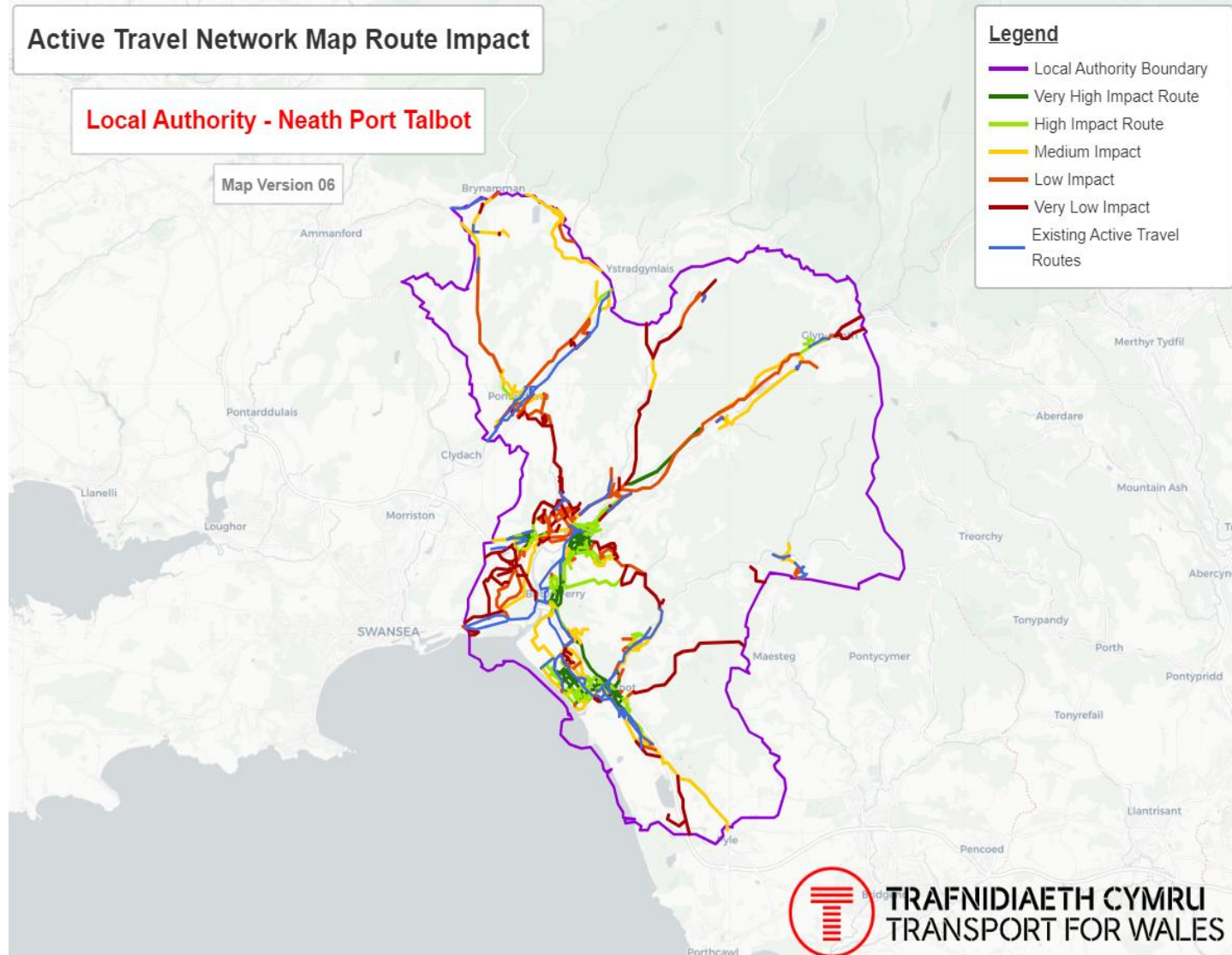


Figure 9: Map displaying how the active travel routes in NPT are prioritised.

The prioritisation tool is a GIS based assessment and while it includes more information than the initial assessment for the ATNM, the assessment does not encompass all of the factors included for prioritisation in the ATAG.

The prioritisation undertaken by TfW provides a good initial assessment there is potential for refinement, including:

- ❖ LA cross-boundary routes
- ❖ Including major employment sites in the access to services assessment.
- ❖ Land ownership, biodiversity and local delivery factors

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The length of a route. Longer routes are likely to pass more of the key properties considered in the matrix and thereby attract a higher score than shorter routes that may only pass one and attract a lower score.

Future Active Travel funding applications will require evidence to show how routes and schemes have been prioritised across the LA's wider ATNM.

There will be an expectation that schemes likely to have a high or very high impact in terms of modal shift should be prioritised for development. Justification will be required to receive funding for lower priority schemes.



# Section 5

Improving  
infrastructure  
and facilities.

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**SUPPORTING  
REGENERATION AND  
DEVELOPMENT IN OUR  
TOWNS AND  
COMMUNITIES**



## SECTION 5 IMPROVING INFRASTRUCTURE AND FACILITIES

### Meeting the challenge to shift to active travel

It is our goal to enable our residents to travel by more sustainable modes of travel, making active travel the first choice for many more people.

It is recognised that in order to increase the levels of active travel we need to provide a network of infrastructure that is coherent, direct, safe, attractive, comfortable and suitable for the needs of our communities. To achieve the change required, we will be central in delivering the interventions that serve everyday journeys.

The Active Travel Network map shows that Neath Port Talbot has:

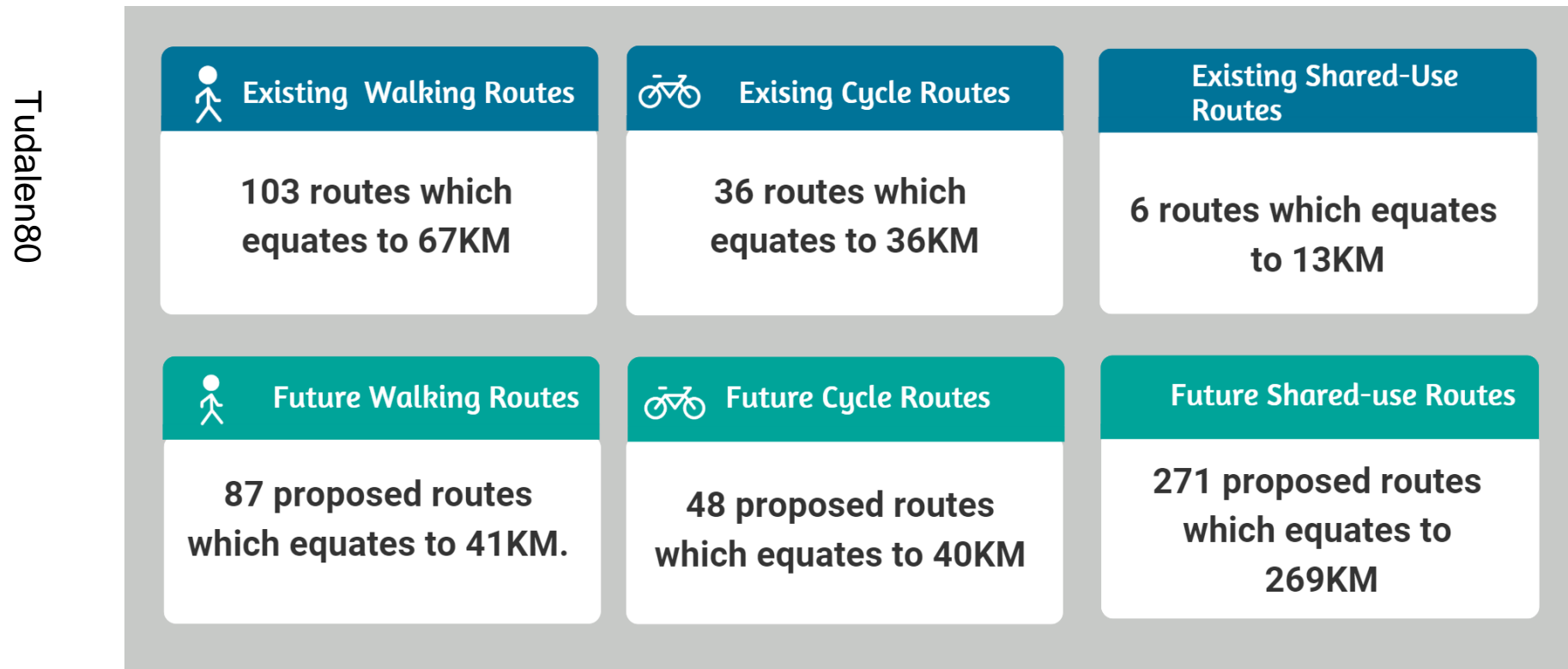


Figure 10: Statistics for NPT's ATNM as of August 2024.





Focus for delivery.

To deliver an active travel network that is suitable and accessible we will work towards creating the following:



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## Connectivity Corridors

## Walking and wheeling network

## Active travel neighbourhoods

### CONNECTING OUR BUILT-UP AREAS

### CONNECTING TO OUR TOWNS

### CONNECTING TO OUR LOCAL FACILITIES

Connectivity corridors provide connections between our built-up areas allowing longer distance commuting.

Walking and wheeling networks provide connections between our residential areas to our towns. Enabling people to travel sustainably to access employment and retail.

Active Travel Neighbourhoods provide connections between where we live and our local facilities such as schools and the local shops.

When undertaking improvements we will aim to exceed minimum requirements set out in the Active travel Act Guidance.



# Connectivity Corridors



## CONNECTING OUR BUILT-UP AREAS

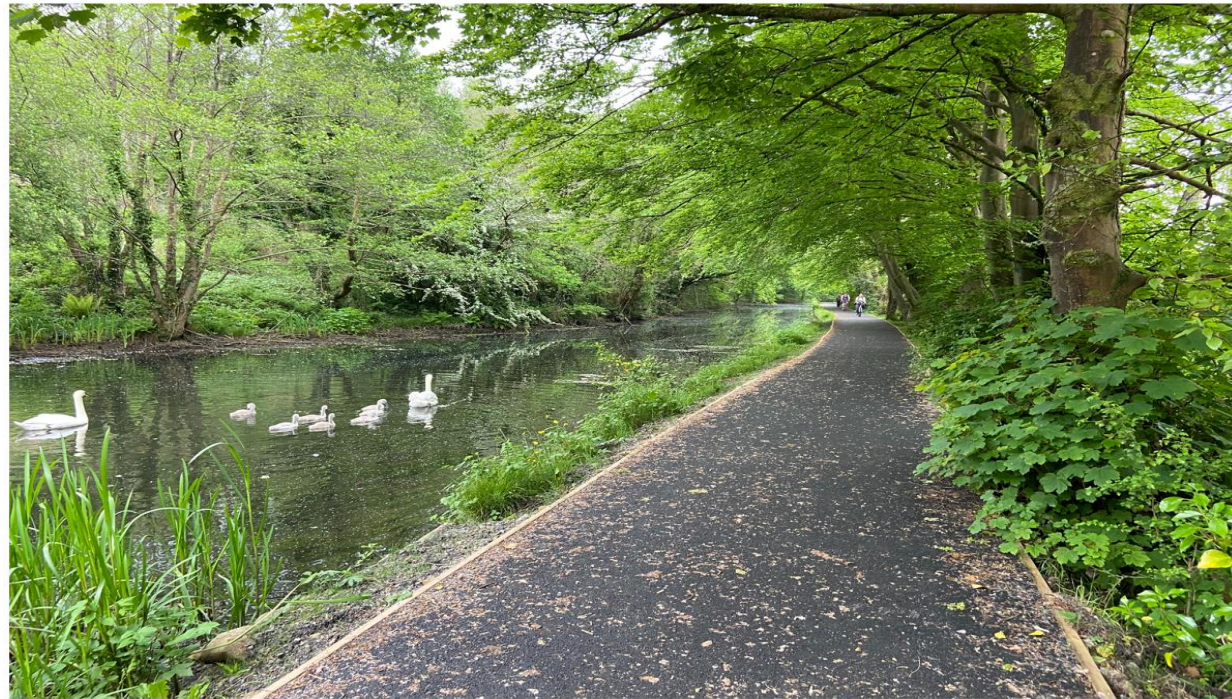
Safe, segregated, on-road and off-road cycling infrastructure that connects places people want to go. Connectivity corridors will be identified where possible along main routes to ensure safe, direct infrastructure. These corridors would complete gaps in the network between active travel neighbourhoods and the everyday places where people want to go.

A high quality accessible network will include features such as:

- ❖ Safe routes that connect our built-up areas with good quality surfaces
- ❖ To be suitable for all users.

Actions to deliver:

- ❖ Good quality surfaces
- ❖ Widths in accordance with the ATAG
- ❖ Removal of barriers that affect access for all users
- ❖ Safe accessible crossings with appropriate visibility



*NCN 47 between Briton Ferry Neath and Tonna*



# Walking and wheeling network



## CONNECTING TO OUR TOWNS

Using roadside footways/shared space, cycle lanes, on road cycling and off road active travel paths, an accessible network for walking and wheeling has been mapped and has been shown on our Active Travel Network Map as existing routes.

Where there are gaps in the network or the network does not meet the standards set out in the ATAG routes have been shown as aspirational future routes, these would need to be reviewed and upgraded to meet the required standards.

A high quality accessible network will include features such as:

- Good quality surfaces with widths in accordance with the ATAG
- Safe accessible crossings with appropriate visibility

Actions to deliver:

- ❖ We will complete audits of all our future routes to determine if they meet the requirements of the ATAG. Where routes meet the standards, they will be added to the existing route network.
- ❖ We will review routes that have audit scores above the minimum requirement but have critically failed to determine what measures are necessary to bring them up to the required standard.
- ❖ We will continue the programme to remove historic non-compliant barriers on the routes that prevent access for some users.
- ❖ We will undertake feasibility studies on the highest priority routes to determine what measures are required to ensure that they meet the ATAG standards.
- ❖ We aim to increase our existing route 'mesh density'<sup>2</sup> year on year.



<sup>2</sup> Mesh density can be used to analyse the coverage of existing (and future) cycle routes in order to help identify where there are gaps. It is a simple analysis of the length of cycle route within each kilometre square.



# Active travel neighbourhoods



## CONNECTING TO OUR LOCAL FACILITIES

To encourage modal shift to active travel, local streets need to be safer and more pleasant for active travel. Infrastructure that helps this may include:

- ❖ Traffic calming to reduce the speed of vehicles (speed humps, plateaus, priority filters etc.)
- ❖ Modal filters (bollards, barriers etc.)
- ❖ Green active travel infrastructure (raingardens, trees)
- ❖ One way streets
- ❖ Cycle lanes
- ❖ Parking restrictions
- ❖ Controlled and uncontrolled road crossings
- ❖ School streets – where traffic around schools is restricted at certain times of the day.
- ❖ Cycle storage facilities
- ❖ Good quality surfaces
- ❖ Widths in accordance with the ATAG
- ❖ Safe accessible crossings with appropriate visibility

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## Route Development – Looking Back

Over the last 5 years we have improved:

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CONNECTIVITY CORRIDOR



### FABIAN WAY AND Ffordd Amazon (NCN4)

The walking and cycling route alongside Fabian Way and Ffordd Amazon is a key route for people commuting to Swansea from Neath Port Talbot and vice versa. Minor improvements (for example, improving drainage, cycle signage and road markings) were undertaken on this active travel route to make it easier for users to navigate and to bring it up to Active Travel Act standards.



WALKING & WHEELING NETWORK



### ANGEL STREET TO DWR Y FELIN COMPREHENSIVE SCHOOL

Improvements were made to this popular link between Dwr Y Felin Comprehensive and Neath Town Centre to improve the footway between the existing footbridge and the town. Works included construction of a new section of footway, resurfacing and the installation of dropped crossings/tactile paving to allow better access for all types of users.





CONNECTIVITY CORRIDOR

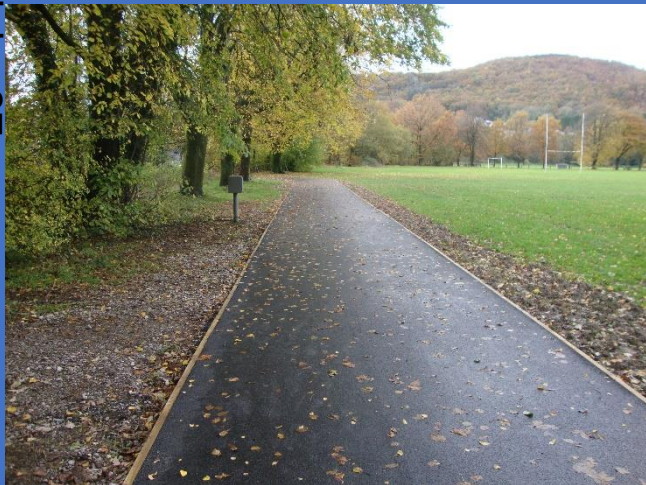


### NEATH TO TONNA CYCLE ROUTE (NCN47 & NCN46)

Largely along the Neath Canal, this picturesque route has been improved in three phases. This phase extended improvements previously made between Neath and Briton Ferry.

Improvements undertaken in this phase include resurfacing, barrier removal, improving signage and installation of a speed reduction crossing on the B4434 on between Neath and Tonna.

These upgrades have enabled members of the community such as those with prams, wheelchairs or mobility scooters to travel between the residential areas of Briton Ferry and Tonna to the shops in Neath easier and with less restrictions. It has also encouraged more people to use the route.



CONNECTIVITY CORRIDOR



### PONTARDAWE CYCLE ROUTE (NCN43)

Following a mixture of riverside paths, new purpose build sections and old railway lines, national cycle route 43 provides an important walking and cycling link from Pontardawe to Swansea and Ystalyfera on almost entirely traffic free paths.

Improvements to this route were largely from Pontardawe town centre to the Swansea boundary, it involved upgrades to surfacing, (including providing a tarmac path around the edge of Pontardawe Recreation Ground) and removal of cycle barriers. This has provided better access for all users including disabled people.





WALKING &amp; WHEELING NETWORK



### GODRER GRAIG ACTIVE TRAVEL ROUTE

This scheme involved construction of a small section of route between the National Cycle Network and Godre'r Graig. Works included obtaining landowner permission to undertake the works, resurfacing the route, raising the parapets on the footbridge, barrier removal and drainage improvements. This has provided a safe walking route linking Godre'r Graig to the rest of National Cycle Route 43 and beyond.



WALKING &amp; WHEELING NETWORK



### BLAENGWRACH TO GLYNNEATH IMPROVEMENT BETWEEN THE HEALTH CENTRE AND NEW FOOTBRIDGE

The villages of Blaengwrach and Cwmgwrach are separated from Glynneath by the A465. The only safe pedestrian route providing a link from these communities to Glynneath is through an underpass under the A465 and across a footbridge over the river Neath. The footbridge over the river Neath was replaced by Neath Port Talbot council, following irreparable damage to the previous bridge during storm Dennis. The new footbridge was constructed with greater width to allow the construction of a shared use path.

Active Travel funding was used to widen the existing footways between the recently constructed health centre to the new footbridge. This improved accessibility for all including wheelchair users and cyclists.







ACTIVE TRAVEL NEIGHBORHOODS

### SOUTHDOWN ROAD SANDFIELDS

Improvements have been made to active travel routes: FR-PT-SU065 and FR-PT-SU064 on Southdown Road and Southdown Court to improve walking and cycling links between Baglan Bay Retail Park and Sandfields housing estate. Works included:



- widening and resurfacing of path
- improvements to junctions including adding tactile crossing points throughout
- improvements to lighting near the bridge access

### TONNA HOSPITAL LINK

Improvements have been made to the linkages between the hospital and local community with the shop and public transport facilities in Tonna. Works included:



- widening the existing footway
- improvements of the crossing facilities at junctions
- reduction in speed along the route from 30mph to 20mph and the introduction of a transition zone between the 20mph section and 60mph section
- relocation of the bus stop to allow the improvement of the side road junction
- installation of seating on the route
- installation of a green wall to enhance biodiversity and the local environment
- **As part of the scheme dropped kerbs were installed in various locations around Tonna. This created a total of 3.1km of walking routes which now meet active travel standards and have been added to the active travel existing route map.**

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ACTIVE TRAVEL NEIGHBORHOODS





ACTIVE TRAVEL NEIGHBORHOODS

### VILLAGE ROAD PORT TALBOT

Due to the volume and speed of traffic on Village road members of the local community were experiencing difficulty in crossing between the residential area west of Village road to Ysgol Bae Baglan and Ysgol Gymraeg Bro Dur.



The scheme delivered a toucan crossing point, speed reduction and parking restrictions on Village Road to allow all users to safely cross the road. Dropped kerbs and tactile paving was installed on adjoining roads to improve crossing facilities at junctions.

Linking the local residential area with local destinations such as Ysgol Bae Baglan, Ysgol Gymraeg Bro Dur and National Cycle Route 4.



ACTIVE TRAVEL NEIGHBORHOODS

### BARRIERS

An access barrier is anything that restricts or prevents any users from accessing or travelling along walking and cycling paths.



Access barriers have historically been installed to stop motorbikes and mopeds from using paths illegally; however, they also prevent legitimate users (such as those with mobility aids or non-standard cycles) from walking, wheeling or cycling along the network. Barriers also affect people who are not able to get off their cycle to manoeuvre through or around them.

Since 2019 we have removed/replaced a total of 56 access barriers in the county borough, making routes more accessible for everyone choosing to walk, wheel or cycle along them.



ACTIVE TRAVEL NEIGHBORHOODS



## CYCLE STORAGE

A bike can be costly and leaving it unattended makes it prone to theft or vandalism. Bike racks can help to provide a secure place for cycles while the rider is at their workplace, the shops or school. Installing cycle shelters and hoops could also encourage people to use bicycles as a means of transport. We have installed cycle shelters in:

- Aberavon Shopping Centre
- Aberavon Beach
- Port Talbot Train Station.
- Vale of Neath Leisure Centre
- Cycle hoops have been installed in:
- Cymmer near to the Refreshment Rooms
- Cwrt Herbert Sports Centre
- Aberavon Leisure Centre
- Pontardawe Leisure Centre



ACTIVE TRAVEL NEIGHBORHOODS



## SEATING

Seating along walking and cycling routes can provide a much-needed place to rest. Outside of town centres there are generally fewer places to sit and have a break for those travelling between their homes and key destinations. We have installed new seating at 11 locations alongside cycle routes in the county borough.



## Route Development – looking forward

Over the next 5 years we will continue to create high quality networks within Neath Port Talbot. We will provide greater opportunities for people to walk, wheel and cycle by improving our infrastructure.

Through improving our infrastructure, we will provide greater opportunities for people to walk, wheel and cycle not only within settlements, but also through **connectivity corridors** connecting local centres to built up areas, with **walking and wheeling network** connecting to our towns and within **active travel neighbourhoods** connecting to our local facilities.



We will create an effective delivery environment that prioritises active travel and delivers a high-quality network. In developing new infrastructure, we will consider local needs, as well as the requirements of the Active Travel Act Guidance. The guidance generally sets minimum acceptable standards we will consider the purpose and environment when considering how to apply the guidance, seeking to exceed minimum standards.

The proposals detailed below are a combination of construction of new routes, improvements to existing infrastructure and minor improvements. Once complete routes will be audited against Welsh Government Criteria and added to the Active Travel Network Map as existing routes.

## FUNDING

Infrastructure improvements are subject to the Council receiving grant funding from WG/TfW and other external funding organisations.

Welsh Government have established the Active Travel Fund as the first dedicated active travel investment programme for Wales. TfW manages the Active Travel Fund on behalf of Welsh Government to ensure that the grant programme aligns with WG priorities and assesses the compliance of schemes delivered.



## SANDFIELDS MASTERPLAN



The Sandfields area comprises two electoral wards – Sandfields West and Sandfields East. Large areas of these two wards are ranked amongst the 10-20% most deprived in Wales (WIMD 2019) and around 35% of households do not have access to a car or van. Census 2011 data also indicates that a high proportion of residents have a commute less than 5km (47%) and 67% less than 10km, such distances illustrate potential users for whom modal shift to bicycle and on foot would be feasible.

TfW prioritisation tool shows most of the routes in the study area to have high or very high impact in terms of modal shift.

where we would like to be at the end of the plan period.

Subject to grant funding we will deliver a network of active travel routes within the Sandfields area, that satisfy the design principles set out in the Welsh Governments Active Travel Act Guidance (2021).

Focusing on the implementation of continuous, coherent, safe and attractive routes.

- ❖ Ensure integration with existing active travel routes, particularly the routes along Afan Way (NCN Route 4) and Promenade.
- ❖ Improve access to schools, neighbourhood shops, employments areas and leisure facilities along Aberavon Seafont.

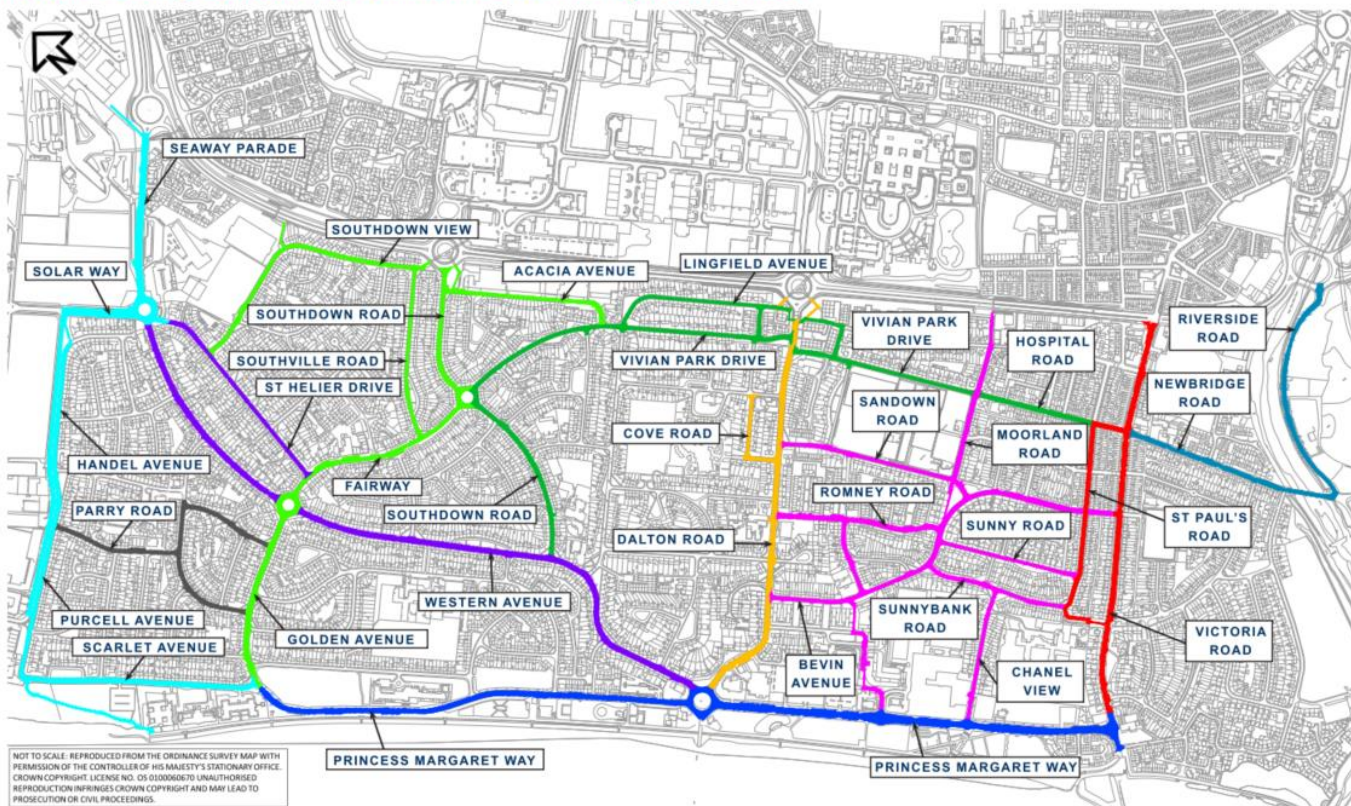


Figure 11: ATNM routes in the Sandfields area.



## NEATH MASTERPLAN



Neath is an historic market town with a variety of employment, retail, education, health and leisure facilities. The town centre attracts residents from within the study area as well as from surrounding villages and communities such as Skewen, Briton Ferry, Tonna, Cimla, Bryncoch and Cadoxton. The main retail area of the town centre has restricted access for vehicles between the hours of 5pm and 10.30am.

The Neath Town Centre area comprised the electoral wards of Bryncoch South, Neath North, Neath South and Neath East. In 2021 census data shows that the population in each of these wards was Bryncoch South 5407, Neath North 3801, Neath South 4805 and Neath East 6120. Census data also shows that within the Neath Town area 2.2% of households had no access to a car or van and that 62.4% travel to work by car, 10.8% on foot and 0.8% by bike. Large areas of the study area are among the 10% most deprived in Wales (WIMD2019). TfW prioritisation tool shows most of the routes in the study area to have very high impact in terms of modal shift.

To encourage active travel we need to develop a network of routes, linking key destinations so that pedestrians and cyclists can travel seamlessly on good quality infrastructure.

[Where we would like to be at the end of the plan period.](#)

Subject to grant funding we will deliver a network of active travel routes within the Neath Town Centre area, that satisfy the design principles set out in the Welsh Governments Active Travel Act Guidance (2021).

Focusing on the implementation of continuous, coherent, safe and attractive routes.

- ❖ Ensure integration with existing active travel routes, particularly the routes along the Neath Canal towpath (NCN46/47).
- ❖ Improve access to education, public transport, retail, employments areas and leisure facilities.

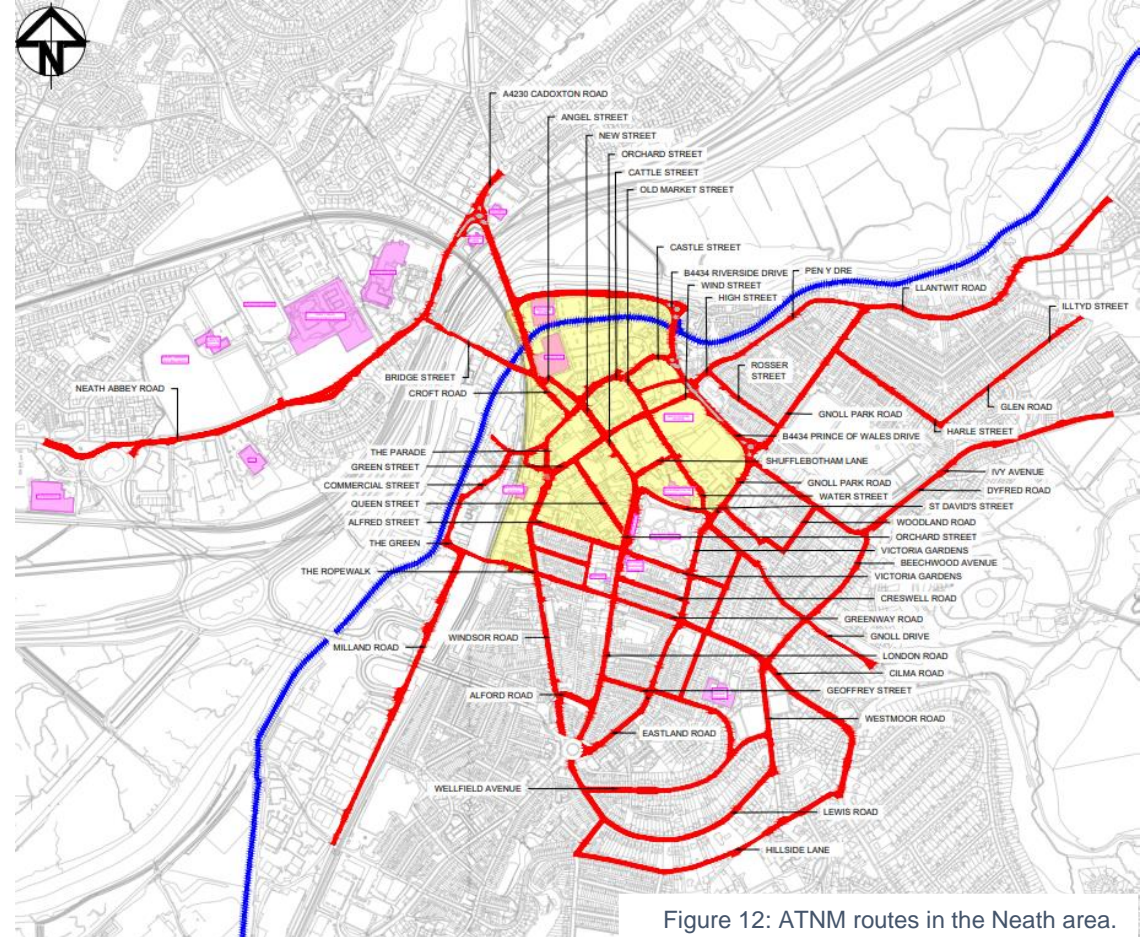


Figure 12: ATNM routes in the Neath area.





## BRYN TO GOYTRE AND PORT TALBOT



Bryn is a village and community located between Cwmafan in the Afan Valley and Maesteg in the Llynfi Valley. Goytre is a village near Taibach on the outskirts of Port Talbot Town. The area comes under three wards Bryn & Cwmavon and Margam & Taibach and Port Talbot.

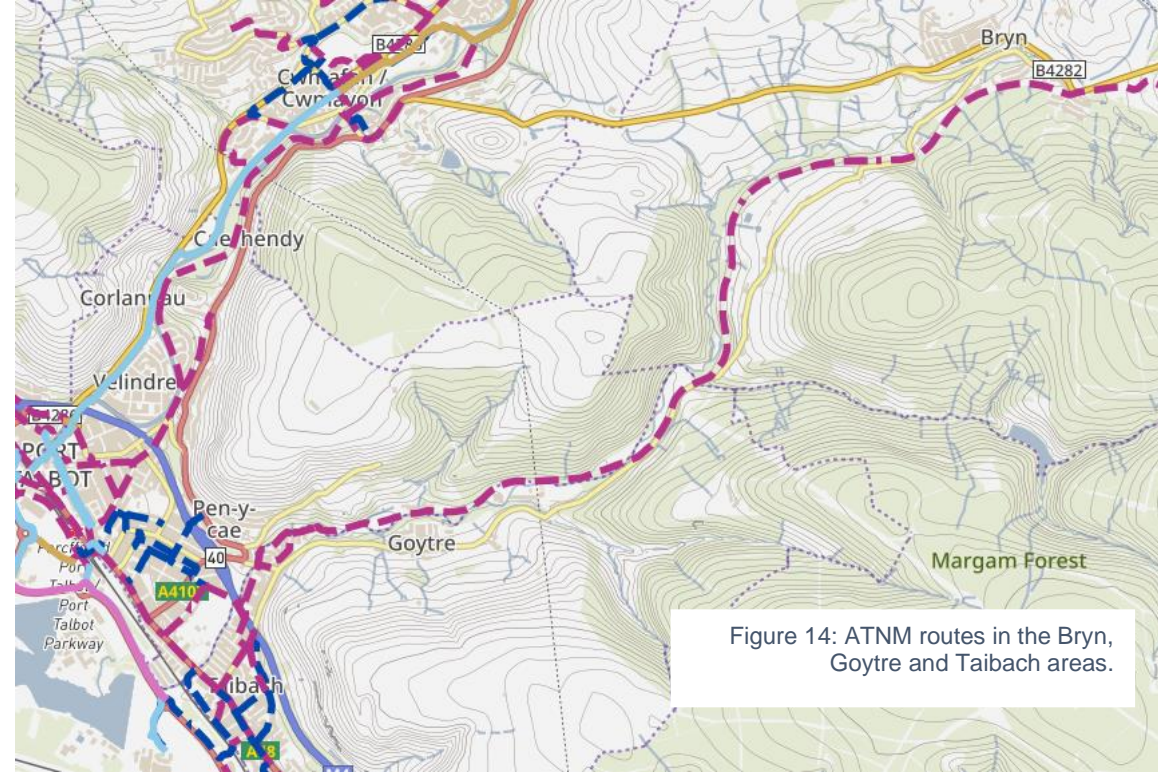
The 2021 Census showed that in the three wards there were 20,171 residents in 8954 households of these households approx. 80% have at least one car or van with approx. 66.6% commuting by car, 1.2% by bike and 5.5% by foot.

There is an existing local route that links the two communities known as the Bryn Goytre Cycleway, the 2.5km route follows the disused railway track. Presently the Bryn Goytre Cycleway does not meet the standards set out in the Active Travel Act Guidance and needs to be improved. Connections between the Goytre end of the route and the town of Port Talbot are also poor with route audits showing that many of these routes critically fail due to missing dropped kerbs and tactile paving.

The TfW prioritisation tool shows that the routes in the Taibach and Goytre area have high or very high impact in terms of modal shift with the route between Bryn and Goytre being shown as low.

[Where we would like to be at the end of the plan period.](#)

Subject to grant funding we will deliver improvements to the off road active travel route linking the communities of Goytre and Bryn along with improvements to routes linking Goytre and Taibach to Port Talbot Town.



Strategic  
Plan





## NEATH CANAL NCN47 TO A48 BRITON FERRY BRIDGE



The National Cycle Network route NCN47 provides an excellent off-road route linking Tonna to Neath and Briton Ferry. Currently there is a missing link between the shared use path on the northern side Briton Ferry bridge and NCN47 on the Neath Canal.

Data captured shows that there were 98 pedestrians and 28 cyclists using this route in 24 hours (in May 2024).

The TfW prioritisation tool shows that routes in the area have high or very high impact in terms of modal shift.

Where we would like to be at the end of the plan period.

Subject to grant funding we will deliver improvements to the connection between NCN47 and A48 Briton Ferry bridge.

That improvements will satisfy the design principles set out in the Welsh Governments Active Travel Act Guidance (2021).

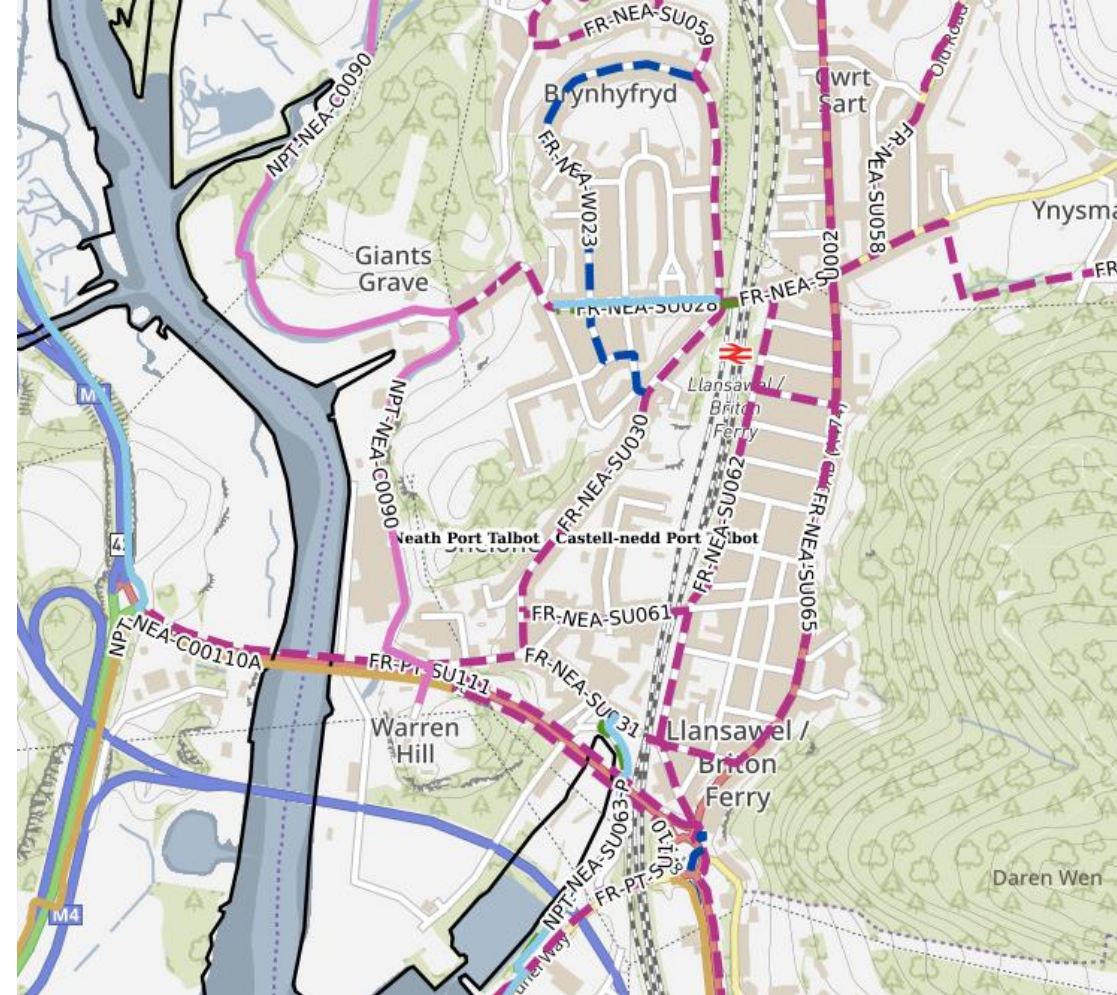


Figure 15: ATNM routes between the NCN47 and A48.



## NEWBRIDGE ROAD BRIDGE



Subject to funding we will replace the existing Newbridge road bridge and improve active travel connections either side of the bridge.

Newbridge Bridge (Circa. 85m): Newbridge Bridge is a Grade II listed structure that was constructed in 1903 and originally provided a vehicular crossing over the river Afan. The bridge is owned by Neath Port Talbot County Borough Council. The bridge was closed to road traffic in 1972 and following structural deterioration, it was closed to all users in 2016. A structural assessment has found that the primary and secondary elements of the steel structure have corroded and are in extremely poor condition. The proposal will allow the bridge to be refurbished and reopened to pedestrians and cyclists.

Newbridge Road (Circa. 375m): We will improve the active travel facilities along Newbridge road and provide seating as part of the scheme.

Riverside Road (Circa. 516m): Upgrading Riverside Road to adoptable standards, including the provision of a shared pedestrian and cycle track alongside the western side of the carriageway between Associated British Ports (ABP) access and the A4241 Afan Way Roundabout where it would connect to the existing active travel network / NCN Route 4.

In summary the scheme will:

- ❖ Improve east-west connectivity and reduce severance crossing the River Afan, between the communities of Aberavon / Sandfields and key destinations including the Docks, Tata Steelworks, Harbourside Business Park, Port Talbot Town Centre and Rail Station / Interchange Hub.
- ❖ Provide a more attractive, safe, and continuous traffic-free active travel route, avoiding the heavily trafficked Victoria Road and Afan Way.
- ❖ Increase the coherence and density of the local active travel network and improve linkages to existing routes and NCN Route 4.
- ❖ Encourage modal shift to active travel modes.
- ❖ Preserve and reopen the deteriorated Grade II listed bridge structure.



Figure 16: Location of Newbridge Road Bridge



## PORT TALBOT & ABERAVON MASTERPLAN



Port Talbot and Aberavon have long been the centre of industry, culture and entertainment with a variety of employment, retail, health and leisure facilities. The town centre attracts residents from within the study area as well as from surrounding villages and communities such as Sandfields, Taibach, Margam, Goytre and Bryn. The main retail area of the town centre has restricted access for vehicles between the hours of 5pm and 10.30am Monday to Saturday. Neath Port Talbot Hospital sits within the study area the hospital provides a range of inpatient and outpatient day services and has a minor emergency injury unit.

The Masterplan area comprised the electoral wards of Aberavon and Port Talbot.

In 2021 census data shows that the population in Aberavon was 5,673 and Port Talbot was 5756. Census data also shows that within the Study area approx. 26% of households had no access to a car or van and that 62% travel to work by car, 9% on foot and 2.2% by bike. Large areas of the study area are among the 10% most deprived in Wales (WIMD2019). The TfW prioritisation tool shows that the majority of routes within the Port Talbot town area have high or very high impact in terms of modal shift.

To encourage active travel we need to develop a network of routes, linking key destinations within the locality as a complete journey so that pedestrians and cyclists can travel seamlessly on good quality infrastructure.

**Where we would like to be at the end of the plan period.**

Subject to grant funding we will deliver a network of active travel routes within the Neath Town Centre area, that satisfy the design principles set out in the Welsh Governments Active Travel Act Guidance (2021).

Focusing on the implementation of continuous, coherent, safe and attractive routes.

- ❖ Ensure integration with existing active travel routes, particularly the National Cycle Network (NCN4).
- ❖ Improve access to education, health, public transport, retail, employments areas and leisure facilities.

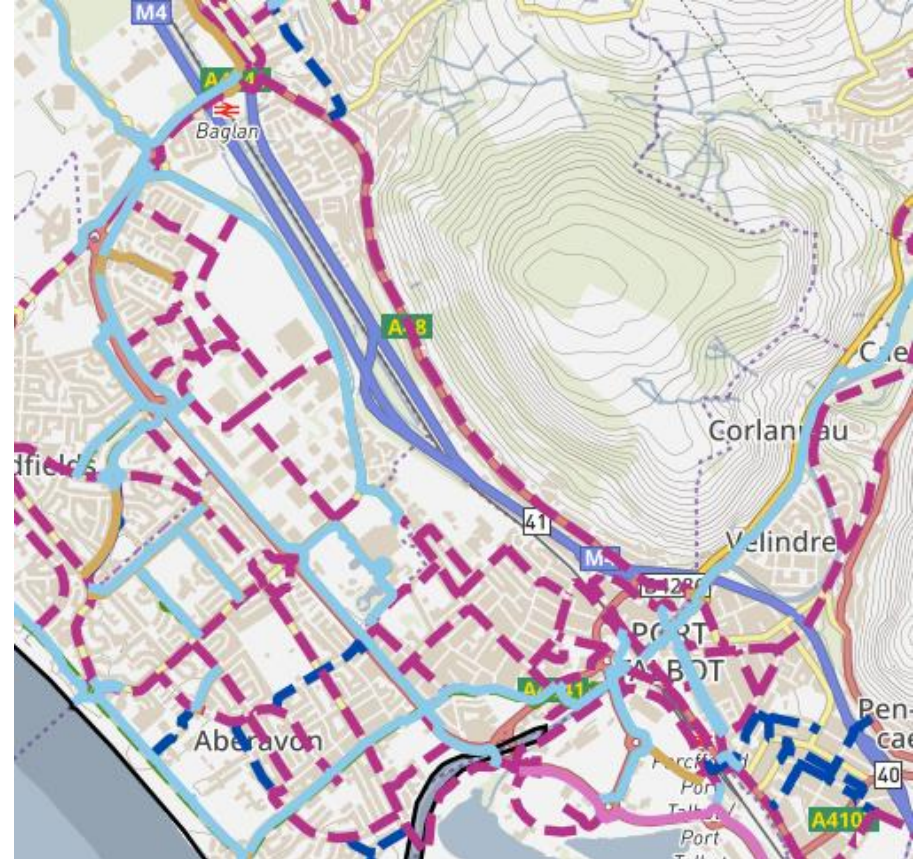


Figure 17: ATNM routes in the Port Talbot and Aberavon area (Also showing the Sandfields and Taibach areas).





## IMPROVING ACCESSIBILITY AND FACILITIES

### DROPPED KERBS AND TACTILE PAVING

Future routes identified on NPT's Active Travel Network Map have been audited against a set of Welsh Government specified criteria detailed in the Active Travel Act Guidance to determine if they are suitable for walking, cycling or both. Over 100 future walking routes have passed the audit with a score above 70%, but have critically failed due to missing dropped kerbs and tactiles. To improve access for residents with reduced mobility, and/or visually impairment it is essential that dropped kerbs and tactile paving is installed on these routes. Once complete routes will be added to the ATNM as existing routes.

Due to the high number of routes requiring dropped kerbs and tactile paving the improvements will subject to grant funding run over several years. Routes will be prioritised based on the following criteria:

- ❖ Route classification based on NPT's ATNM classification, with routes classified as 'short term' being considered first.
- ❖ Ordering these short terms routes according to their audit score, starting with the highest audit score and working down.

### BARRIERS

Since 2019 we have removed or replaced 56 non-compliant barriers, opening up access to our network of routes for all users. Subject to funding we will continue to replace non-compliant barriers to ensure that our network is accessible to all users.

### CYCLE STORAGE

We will continue to review suitable locations for the installation of cycle storage and will subject to grant funding install cycle storage at appropriate locations.



# ACTION



Subject to grant funding the following schemes will be improved during the plan period:

 <b>SANDFIELDS MASTERPLAN</b> Tudalen 101 	 <b>NEATH MASTERPLAN</b> 	 <b>NEATH TO CIMLA</b> 	 <b>BRYN TO GOYTRE AND PORT TALBOT</b> 	 <b>NEATH CANAL NCN47 TO A48 BRITON FERRY BRIDGE</b> 	 <b>NEWBRIDGE ROAD BRIDGE</b> 	 <b>PORT TALBOT &amp; ABERAVON MASTERPLAN</b> 	 <b>IMPROVING ACCESSIBILITY AND FACILITIES</b> 
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The schemes will be reviewed to determine if they can be improved to comply with the Active Travel Act Guidance. Should any of the above prove not to be feasible alternative schemes will be considered.

The above list is not exhaustive we will also continue to respond to queries from members of the public, local members and stakeholders and will as appropriate add items to the list above.



# Section 6

Education  
development  
and training

Tudalen 102

**INFLUENCING  
BEHAVIOUR CHANGE**



## SECTION 6 EDUCATION DEVELOPMENT AND TRAINING

The Council works with Primary and Secondary schools in the Borough to provide training and practical support to promote safe walking and cycling. We run a comprehensive programme of both practical and classroom based training, with a view to encourage more active journeys. Through our schools, the team delivers Child Pedestrian Training, Kerbcraft for 5-7 year old pupils, Scooter Training, Balance

Bike Training, introduction to cycling programme and National Standards Level One and Two for the 10 -11 year olds. This training forms a sound basis to encourage pupils and parents to select more active modes of transport, which is also supported by our active travel events such as Walking Buses, Scoot to School events and our partnership work with Sustrans with promotion of the Big Pedal initiative. Secondary School children receive training on how to route plan. This training is aimed at tackling attitude and behaviour change as young road users. We also undertake cycle training for adults of all abilities to support those looking to gain confidence in cycling for recreational or to commute to work.

More recently, we have been working in conjunction with Living Streets to promote the WG funded WOW initiative aimed at capturing daily travel journeys of pupils within 8 Primary and 2 Secondary schools, over a 2 year period. Our Learner Travel Officer has also engaged with 20 of our Primary schools to convert their current School Travel Plans into Active Travel Plans; further implementing the Sustrans travel planning ethos

for all school pupils. We also work with the NHS by encouraging all NPT schools to complete the Hands up survey to capture the number of children that travel actively to schools.

It is essential that in addition to providing training and travel plans that good accessible infrastructure is provided, this will allow the skills and good habits learnt to be put into practice for everyday journeys.

### ACTION

We will continue to work in our primary and secondary schools throughout the borough to provide training and practical support to promote safe walking and cycling.

### ACTION

We will work with colleagues in road safety to consider the feasibility of a trial to implement school streets. School Streets are areas around School entrances that are closed to vehicles during peak drop-off and pick-up times. This is to help children access the school safely, promote active travel and reduce air pollution. Only vehicles with valid School Street permits are permitted to enter School Streets during restricted times.



# Section 7

## Promotion of Active Travel

Tudalen 104

**PROMOTING  
BEHAVIOUR CHANGE  
FOR A HEALTHIER  
NEATH PORT TALBOT**





## SECTION 7 PROMOTION OF ACTIVE TRAVEL

Promotion of active travel is vital to ensuring use of new infrastructure and encouraging modal shift.

Promotion that has been undertaken in NPT includes:

### Neath Port Talbot Active Travel Website

Neath Port Talbot's website ([www.npt.gov.uk](http://www.npt.gov.uk)) is a primary source of information for both residents and visitors. It provides a wide range of information on all services and facilities that are supported by the Local Authority.

In 2023, the active travel website in Neath Port Talbot was rebranded, to make it more user friendly and appealing, this included adding information on all the routes that have been improved.

Teddalen105

### ACTION

We will continue to promote active travel on the Council's website and by other promotional means.



Figure 18: Screenshot from [www.npt.gov.uk/activetravel](http://www.npt.gov.uk/activetravel)



## Branding

During 2022/2023 a branding exercise was undertaken, the aim was to give future NPT active travel communication consistency and to ensure that information is presented in an understandable format, without too much technical jargon. The branding uses the council's colour pallet as a basis. The following are examples of material that was created as part of the active travel branding exercise:



Figure 19: example of NPT Active Travel



## Promotion

### Radio campaign - School competition

In 2022, we ran a radio campaign where schools in Neath Port Talbot were able to design a poster to raise awareness of active travel. The competition was open to both primary and secondary schools. We received 46 entries from primary school pupils and 20 entries from secondary school pupils.



Figure 20: Radio Campaign schools Active Travel Poster design competition.



## Radio campaign - Free cycle stands

In 2022 we launched our scheme to enable local businesses to have free cycle stands to install on their own land. To launch the campaign we ran a radio campaign to raise awareness in the public domain of the scheme.

Adverts featured on the Wave and Greatest Hits radio South Wales – post campaign analysis shows that the advert impacted 1,071,209 listeners. The campaign was also launched on the Wave social media account reaching 20,492 viewers and received 475 clicks on the ad for the proposal. The radio website linked to the proposal also received 622 views.

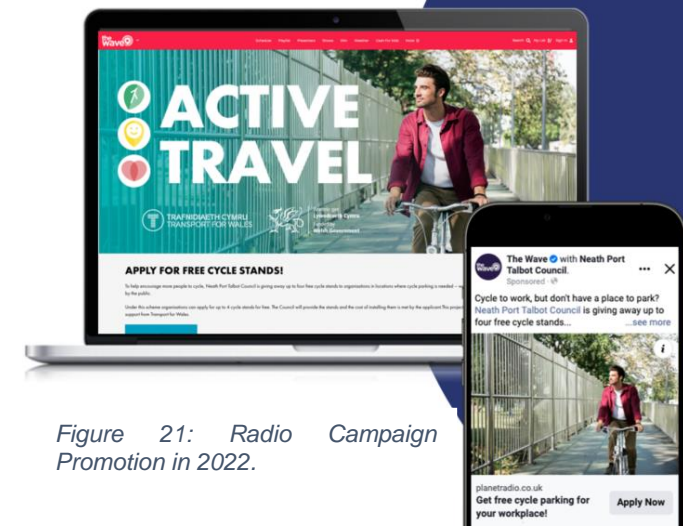


Figure 21: Radio Campaign Promotion in 2022.

## Newspaper Advertising

In order to help reach the digitally excluded we ran a campaign with the evening post to raise awareness of the publication of our ATNM. Additionally the new ATNM was advertised on the evening post website 'in your area' with the advert receiving 1,957 viewings during the campaign.

## Roundabout Sponsorship

During 2023/2024 we sponsored two roundabouts, one in Neath and one in Port Talbot. The aim of this promotion was to encourage people using cars to walk or cycle to work, school or the shops and/or to encourage traffic to our website.

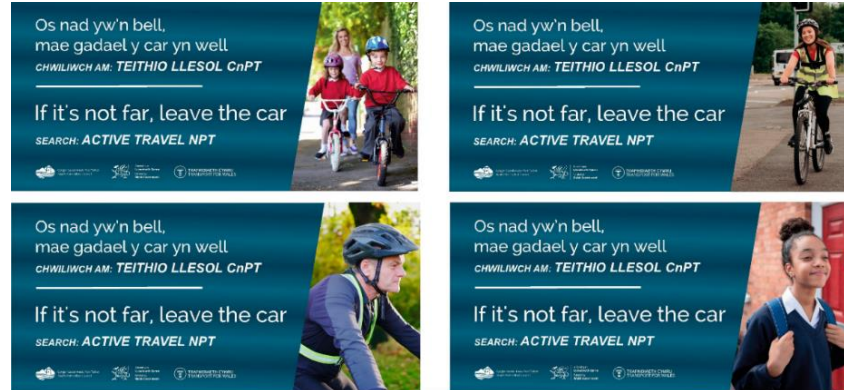


Figure 23: Roundabout Sponsorship designs in NPT



Figure 22: Advertisement in the evening post 23 & 28th March 2023

## ACTION

We will work regionally to develop a proposal to promote behaviour change.



# Section 8

## Engagement & Consultation

Tudalen109

**ENGAGING AND  
COMMUNICATING WITH  
OUR COMMUNITIES**



## SECTION 8 CONSULTATION

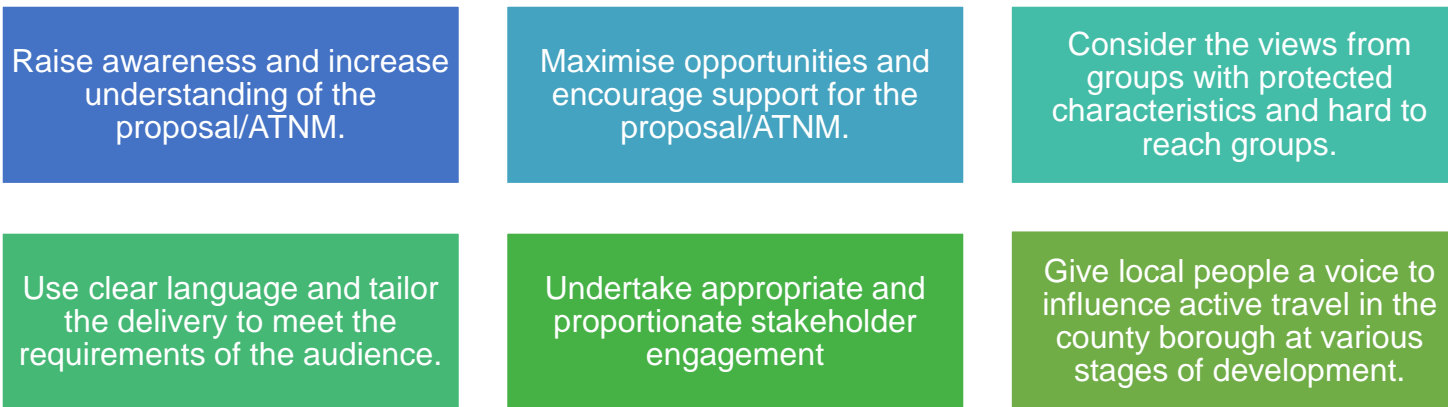
The Council want to provide an accessible and open way to enable stakeholders and members of the public to participate in the consultation process and become part of the development of the proposal.

There are two areas which require active travel consultation, which are:

1. Revision of the Active Travel Network Maps
2. Individual scheme consultations.

Our active travel priorities for consultation are shown below and are designed to ensure that appropriate engagement is undertaken and that the views of all people are considered in a proportionate manner.

Studalen 110



Consultation is undertaken in different ways depending on the matter being consulted on and the audience. All consultation documents are available in Welsh and English.

A list of stakeholders has been developed and includes groups of people with protected characteristics. The list is not exhaustive and should anyone wish to be added to the list they are able to email [greener@npt.gov.uk](mailto:greener@npt.gov.uk).



## Active Travel Network Map (ATNM) Consultation

The preparation of the ATNM represents a significant opportunity for stakeholders to influence how active travel networks, routes and facilities will be developed over the long-term. As such, it is vital that sufficient opportunities are made available to gather the views of those wishing to participate.

There are two formal opportunities for engagement during the development of the ATNM.

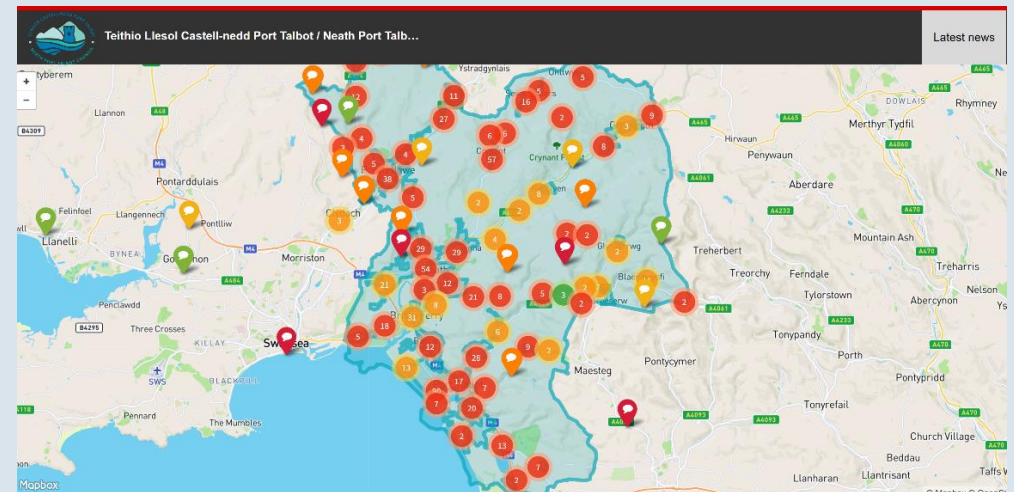
The first opportunity for engagement is at the route identification stage. This will ensure the views of the public and stakeholders are considered at an early stage in the development of the ATNM.

The second opportunity for engagement is at the validation stage, where stakeholders will have the chance to view the proposed networks in their entirety and be able to make additional comments or suggestions to enhance or challenge the routes and networks identified.

## Case Study

During the validation stage of updating our ATNM's in 2021, we used the digital engagement platform Commonplace. The online platform asked members of the public to drop a pin and answer a series of questions relating to where in their local area they thought improvements to walking or cycling infrastructure were needed. Other people were able to agree, resulting in a "heat map" showing areas of highest demand.

The heat map consultations were able to reach high numbers of people and because demographic information was collected, we were then able to target areas where lower participation was noticed.



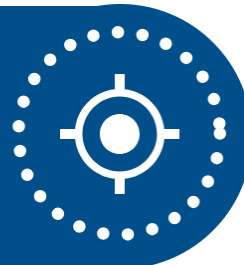
During the revision of the ATNM, substantial consultation activities were undertaken, including:

- ❖ Press releases
- ❖ Social media campaign including a number of YouTube videos being produced promoting the consultation including competitions and prizes in order to encourage engagement
- ❖ Social media advertising campaigns were then undertaken on the corporate Facebook and Instagram accounts with a total reach of 291,625 people across all the campaigns
- ❖ Letter drops and posters distributed to all relevant organisations
- ❖ Radio and Evening Post campaigns
- ❖ Over 40 organisations were sent easy read questionnaires for distribution
- ❖ Meeting with visually impaired people to give them an opportunity to give their feedback
- ❖ Active travel lessons in schools
- ❖ Digital posters were placed on the screens in bus stations in Neath, Port Talbot



## ACTION

We will engage and consult members of the public during the revision of the Active Travel Network Maps and during scheme development.



An example of some of the consultation activities can be seen below:







1,229

People responded to the Active Travel Network Map Consultations during 20/21.



2000

Leaflets distributed in areas with low engagement.



291

Stakeholders were informed of all ATNM consultations.



15

Remote active travel schools lessons undertaken.

**NPT ACTIVE TRAVEL**  
Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

Have your say on

### Walking and Cycling in Your Community

Help us to improve cycling and walking routes in your neighbourhood and to shape the future Active Travel network by sharing your views in the Council's Active Travel consultation.



We are reviewing the existing Active Travel network in Neath Port Talbot to identify new routes and existing routes that need improvement. Your feedback and ideas will help to create new network maps for the future Active Travel network for Neath Port Talbot, which will be submitted to Welsh Government in December/2021.

Get involved and share your views with us on our consultation page:

<https://neathporttalbot.commonplace.is>



For more information:

- [01639] 686845 or
- greener@npt.gov.uk
- www.npt.gov.uk/activetravel



\*Printed copies of the maps in English or Welsh are available on request.

Would you like to win a £100 voucher from a bike shop? Fill in the survey for a chance to win!

**NPT ACTIVE TRAVEL**

# HAVE YOUR SAY

FOR A CHANCE TO WIN £100  
IN BIKE SHOP VOUCHERS!

Neath Port Talbot Council  
Published by Rhian Johns · 27 November at 17:00 ·

People living in Neath Port Talbot are being asked for their advice on plans to improve cycling and walking (Active Travel) routes in towns and villages throughout the county borough.

[https://www.npt.gov.uk/14107pr\\_id=6665](https://www.npt.gov.uk/14107pr_id=6665)



20,883 People reached    3,491 Engagements    Boost post

56    87 comments    88 shares

NEATH PORT TALBOT COUNCIL  
**Walking and Cycling (Active Travel) Survey**  
A snapshot of results as of 07/01/2021

**735** people commented  
**1322** people agreed with comments  
**807** people responded

**56%** of responders were **male**  
**44%** of responders were **female**  
Only **6%** were aged **29** and under

**POSITIVE** COMMENTS INCLUDED:  
"A cycle route from GCG connecting Ammanford to Pontardawe would be a great opportunity to use the old railway line, similar to the Ammanford to Brynamman project (linking Cwmgors, Pontardawe & Gwaun Cae Gurwen)"

**NEGATIVE** COMMENTS INCLUDED:  
Newbridge Road Bridge, Port Talbot  
"The bridge that crossed the Afan was a vital part of the cycle route, it avoided the heavy traffic through that part of the estate. This needs to be reinstated!"

**HOW COULD ROUTES BE MADE BETTER?**  
168 people commented: **More cycle lanes**  
137 people commented: **Improve surfaces**  
127 people commented: **Widen footpaths & pavements**  
80 people commented: **Remove barriers**

**What POSITIVE changes have there been in your local area?**  
"Resurfacing of the Neath Canal between Briton Ferry and Neath, and improvements to the promenade on Aberavon Beach"

**REPLIES CAME FROM THESE AREAS:**  
190 People living in **Port Talbot**  
187 People living in **Neath**  
41 People living in **Pontardawe**  
37 People living in **Gwaun Cae Gurwen**  
12 People living in **Cwmafan**  
11 People living in **Seven Sisters**  
9 People living in **Cymer**  
7 People living in **Glynneath**  
7 People living in **Resolven**  
2 People living in **Brynamman**  
0 Replies from **Croeserw**  
0 Replies from **Blaengwrach**

**125** replies were from people living in other areas of the county borough

**Deadline for comments**  
Search 'Active Travel NPT' to have your say on improving walking and cycling routes in Neath Port Talbot by 15/01/2021.  
[neathporttalbot.commonplace.is](https://neathporttalbot.commonplace.is)

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## Scheme Consultation

During the development of a scheme, it is important to engage with stakeholders and the public to determine how the scheme will impact the people who will use it.

Engagement on scheme proposals takes place in a variety of ways such as:

- ❖ Letter drops – to residents
- ❖ Public engagement events
- ❖ Emails
- ❖ Meetings – online and face to face

Details of scheme proposals are made available on NPT's website along with a questionnaire on the proposals. Awareness of scheme engagement is promoted through social media (Facebook, X.com previously twitter etc.) as well as press releases, emails and letters.

Records are kept of engagements with a summary report being prepared and placed on NPT's website. The report provides responses to all comments raised.

All responses are treated as anonymous to comply with GDPR requirements.

Stakeholders include representatives from groups with protected characteristics, businesses, schools etc



## Active Travel Route FR-TON-SU001 Tonna Hospital Link Roundabout and Heol Caredig

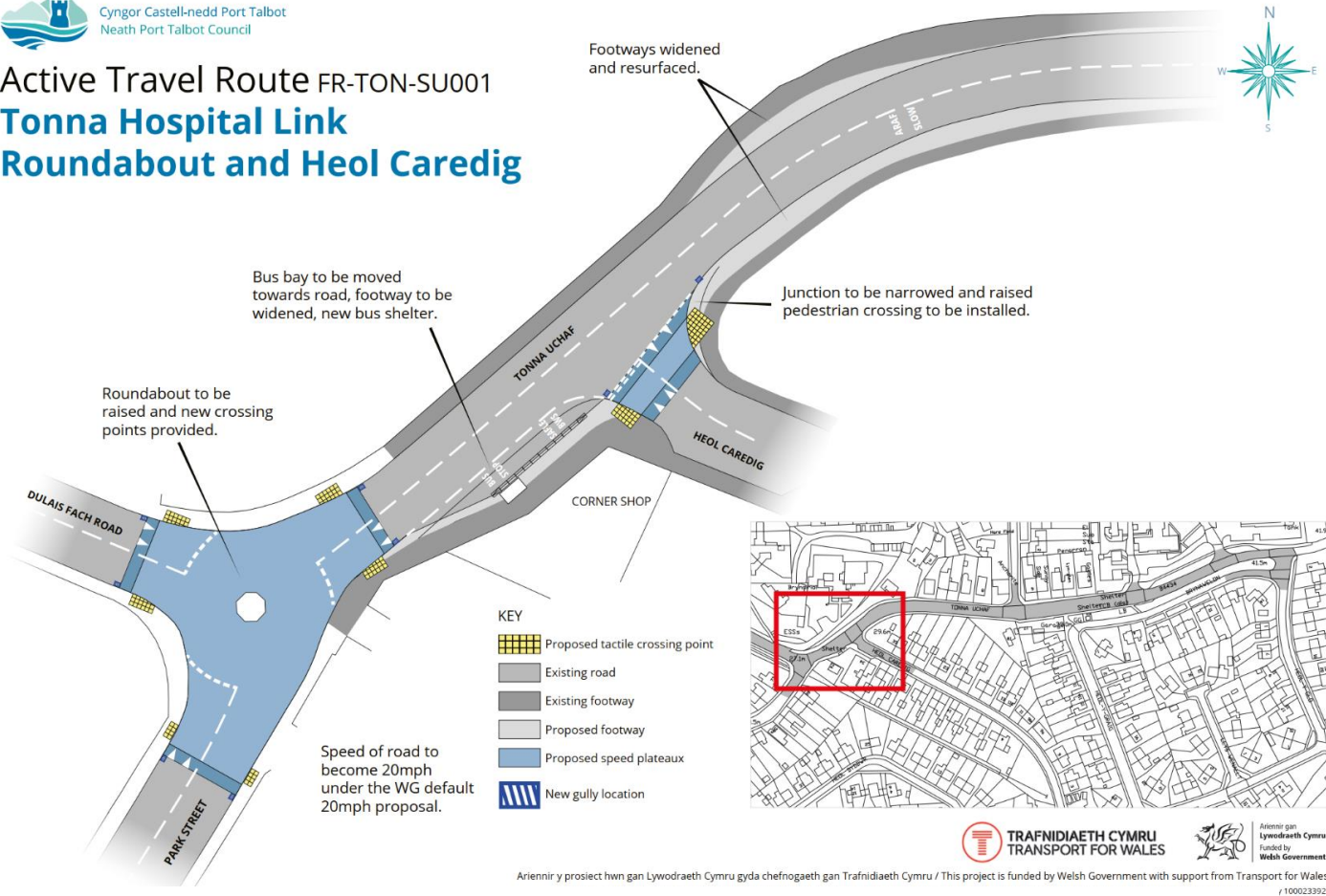


Figure 24: Diagram of active travel route FR-TON-SU001



## Healthy Travel Charter

The Swansea Bay Healthy Travel Charter was launched in May 2022.



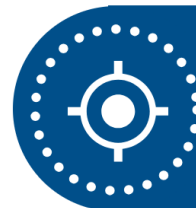
Healthy Travel Charter  
Swansea Bay

Neath Port Talbot Council became a signatory of The Swansea Bay Healthy Travel Charter in February 2023. Charter signatories are committed to 17 actions to be completed over 2 years. The actions include establishing a network of sustainable travel champions within each organisation, developing targeted communications campaigns for staff, offering, and promoting the cycle to work scheme, EV car adoption and promoting public transport discounts. The Council collaborates with representatives from education, health, emergency services, statutory bodies, housing associations and businesses to encourage a change in travel behaviour. By working together, the signatories aim to increase the proportion of journeys made to and from workplaces which are sustainable.

Neath Port Talbot Council (as an employer) have been successful in achieving Health Travel Charter status.

## Planning Applications

In order to ensure that new developments meet the requirement of the Active Travel Act, we will review large scale and relevant planning applications to ensure that the proposals comply with the Active Travel Act Guidance.

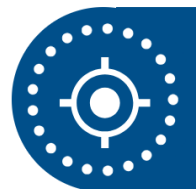


### ACTION

We will review large scale and relevant planning applications to ensure that developments meet the requirements of the Active Travel Act.

## Highways Asset Management Plan HAMP

The HAMP adopted by the Council in 2023 identified the need for more clarity in relation to the ongoing maintenance and management of active travel routes, public rights of way, adopted footways and unadopted footways. Neighbourhood colleagues in collaboration with the Active travel team and PROW team will be undertaking a review in line with the emerging Regional Transport Plan.



### ACTION

We will work with our maintenance section to review the maintenance regime of active travel routes.



# Section 9

## Monitoring

Tudalen 116

**MEASURING THE  
IMPACT OF  
IMPROVEMENTS**



## SECTION 9 MONITORING

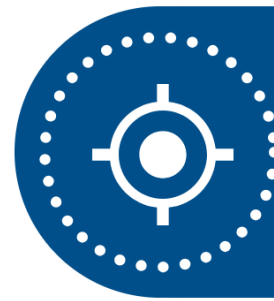
Monitoring and reporting is key in evaluating the impact of improvements, justifying future improvements and providing evidence to support continuous development of good practice. The Active Travel Act places specific duties on local authorities and Welsh Government for annual and triennial reporting. To comply with this duty Neath Port Talbot undertakes detailed monitoring of individual active travel schemes and of existing and future routes as required. Copies of the annual reports can be seen on NPT's Website.

Neath Port Talbot's Corporate plan requires that we report annually on:

Number of accessible Active Travel routes increased (by kilometre) in accordance with the Active Travel Act Network Map for walking and cycling.

Number of pedestrians and cyclist utilising improved Active Travel routes (for 3 years post construction).

Data to record the speed and volume of traffic, along with cycle and pedestrian counts, are undertaken on routes to record base data along with capturing data to demonstrate benefits of improving active travel routes. We presently use mobile radar boxes to capture data and will continue to capture this way. Future versions of the Active Travel Delivery plan will also be able to monitor against the ambitions set in this report.



## ACTION

To improve the visibility of Active Travel, we will subject to grant funding install an automatic cycle counter totem where residents can see the number of pedestrians and cyclists using a route. This will be done initially as a pilot to ascertain the success of the project.

## ACTION

We will continue to comply with the requirements of the Active Travel Act for annual and triennial reporting by undertaking detailed monitoring of individual active travel schemes and of existing and future routes as required.



Over the last few years we have reported on improvements that we have made including:

Tudalen118

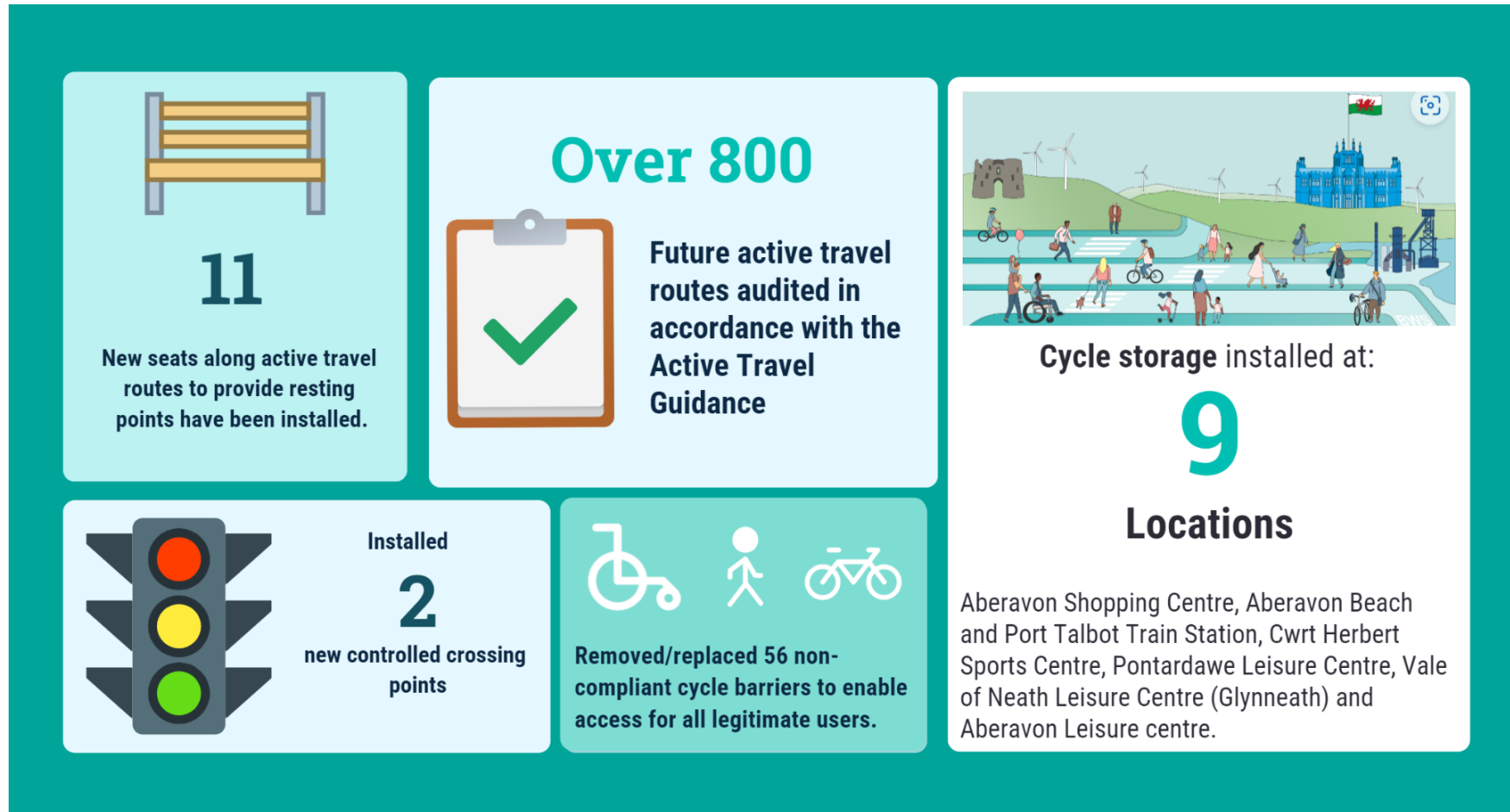
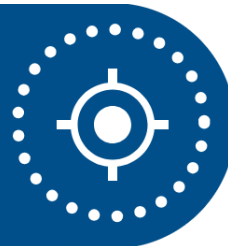


Figure 25: Improvements to Active Travel Routes

Further information can be seen at <https://www.npt.gov.uk/32497#routedevelopmentimprovingactivetravelinneathporttalbot>

## ACTION

We will present an annual monitoring report to cabinet detailing progress made in completing the actions set out in this Active Travel Delivery Report.



# Section 10

## Action Plan

Tudalen 119

**ACTIONS FOR  
CHANGE**



## SECTION 10 ACTION PLAN

### SECTION 1 INTRODUCTION AND BACKGROUND

- ❖ We will improve the walking, cycling and wheeling network in Neath Port Talbot to support more of our residents to walk wheel and cycle for everyday journeys, this will help improve the health and wellbeing of our residents, create safer communities, reduce congestion on our roads and reduce environmental impacts.

### SECTION 2 POLICY CONTEXT

- ❖ We will comply with national, regional and local policies ensuring that the transport hierarchy is maintained in all developments by prioritising active travel above all other forms of travel.

### SECTION 3 DRIVERS FOR CHANGE

- ❖ We will work towards expanding the active travel network and improving facilities to enable everyone to walk, cycle and wheel.
- ❖ We will work to encourage behaviour change by promoting active travel in Neath Port Talbot communities.
- ❖ Ensure that active travel is prioritised above all other forms of transport in developments where possible.

### SECTION 4 MAPPING AND PRIORITISATION

- ❖ We will audit all of our future routes against the criteria set out in the Active Travel Act Guidance.
- ❖ We will add all future routes that pass the audits (for walking, cycling or both) to the ATNM as existing routes (on an annual basis).
- ❖ We will update our related facilities (such as toilets, benches, barriers etc.) on DataMapWales.
- ❖ We will ensure that all of our existing route have be reaudited to reflect the changes in the audit criteria in 2021.
- ❖ We will renew our Active Travel Network Map in line with Welsh Government criteria with the next revision currently due to be submitted by 1 December 2026.





## SECTION 5 IMPROVING INFRASTRUCTURE AND FACILITIES

- ❖ We will work towards providing greater opportunities for people to walk, wheel and cycle not only within settlements, but also through **connectivity corridors** connecting local centres to built up areas, with **walking and wheeling networks** connecting to our towns and within **active travel neighbourhoods** connecting to our local facilities.
- ❖ We will work towards creating new and improving our existing **connectivity corridors** to build on the works that have been completed on NCN47 between Briton Ferry, Neath & Tonna and NCN43 between Trebanos, Pontardawe and Ystalyfera.
- ❖ We will work towards creating and improving our **walking and wheeling networks**, connecting our residential areas with the retail, employment and educational facilities.
- ❖ We will work towards creating **active travel neighborhoods** by improving our local streets to enable active travel and encourage placemaking. 'Placemaking' means setting out from the beginning the aim of creating sustainable and attractive places for living, working and spending leisure time. It aims to move on from standard housing estates with minimal facilities, dependent on the private car, to more complete and inclusive communities.

We will work with colleagues in the Countryside and Wildlife Team to ensure that we protect and enhance biodiversity during all construction project

We will continue to apply to TfW/WG for grant funding to improve out active travel network.
- ❖ We will continue to seek alternative sources of funding to improve active travel infrastructure e.g. LUF, S106 etc
- ❖ We will work with planning colleagues to maximise developer contributions to active travel.
- ❖ We will work with our maintenance section to review the maintenance regime of active travel routes.
- ❖ During the plan period the schemes listed at the end of SECTION 5 IMPROVING INFRASTRUCTURE AND FACILITIES will be improved subject to funding.
- ❖ We will review our walking routes that pass the audit but critically fail because of inappropriate crossing facilities and add these routes to the programme for improved crossings.

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## SECTION 6 EDUCATION DEVELOPMENT AND TRAINING

- ❖ We will continue to work in our primary and secondary schools throughout the borough to provide training and practical support to promote safe walking and cycling.
- ❖ We will work with colleagues in road safety to consider the feasibility of a trial to implement school streets. School Streets are areas around School entrances that are closed to vehicles during peak drop-off and pick-up times. This is to help children access the school safely, promote active travel and reduce air pollution. Only vehicles with valid School Street permits are permitted to enter School Streets during restricted times.

## SECTION 7 PROMOTION OF ACTIVE TRAVEL

We will continue to promote active travel on the Councils Website and by other promotional means.

We will work regionally to develop a proposal to promote behaviour change.

## SECTION 8 ENGAGEMENT AND CONSULTATION

- ❖ We will engage with and consult Stakeholders and members of the public during the revision of the Active Travel Network Maps and during scheme development.
- ❖ We will review large scale and relevant planning applications to ensure that developments meet the requirement of the Active Travel Act.

## SECTION 9 MONITORING

- ❖ We will continue to comply with the requirements of the Active Travel Act for annual and triennial reporting by undertaking detailed monitoring of individual active travel schemes and of existing and future routes as required.
- ❖ To improve the visibility of Active Travel, we will subject to grant funding install an automatic cycle counter totem where residents can see the number of pedestrians and cyclists using a route. This will be done initially as a pilot to ascertain the success of the project.



## REFERENCES

FACT AND FIGURES	SOURCE
Physical activity can help to prevent and manage over 20 chronic conditions and diseases, including some cancers, heart disease, type 2 diabetes and depression.	<a href="https://www.gov.uk/government/publications/physical-activity-applying-all-our-health/physical-activity-applying-all-our-health#:~:text=Many%20people%20don't%20realise,type%202%20diabetes%20and%20depression">https://www.gov.uk/government/publications/physical-activity-applying-all-our-health/physical-activity-applying-all-our-health#:~:text=Many%20people%20don't%20realise,type%202%20diabetes%20and%20depression</a>
A 2022 World Health Organisation WHO report found that active commuting is associated with around a 10% decrease in risk for cardiovascular disease and a 30% decrease in type 2 diabetes.	<a href="https://research.senedd.wales/research-articles/the-active-travel-act-10-years-on/#:~:text=A%202022%20World%20Health%20Organisation,in%20type%202%20diabetes%20risk">https://research.senedd.wales/research-articles/the-active-travel-act-10-years-on/#:~:text=A%202022%20World%20Health%20Organisation,in%20type%202%20diabetes%20risk</a>
In Wales, approximately 60% of adults are obese or overweight and 25% of children are overweight or obese when they start primary school. It is well known that the way we eat and the amount of physical activity we undertake contribute to our weight. Chief medical officers recommend that over a week, physical activity should total around 2½ hours of moderate intensity activity.	<a href="https://phw.nhs.wales/topics/overweight-and-obesity/">https://phw.nhs.wales/topics/overweight-and-obesity/</a>
Poor mental health is a significant and often poorly understood issue in the UK, with one in six workers experiencing depression, anxiety or problems relating to stress at any one time.	<a href="https://www.mentalhealth.org.uk/explore-mental-health/statistics/mental-health-work-statistics">https://www.mentalhealth.org.uk/explore-mental-health/statistics/mental-health-work-statistics</a>
Physical inactivity is responsible for one in six UK deaths (equal to smoking) and is estimated to cost the UK £7.4 billion annually (including £0.9 billion to the NHS alone).	<a href="https://www.gov.uk/government/publications/physical-activity-applying-all-our-health/physical-activity-applying-all-our-">https://www.gov.uk/government/publications/physical-activity-applying-all-our-health/physical-activity-applying-all-our-</a>



	<a href="#">health#:~:text=Physical%20inactivity%20is%20associated%20with,35%25%20less%20active%20by%202030</a>
At the end of March 2023, there were over 40.8 million licensed vehicles in the UK, an increase of 1.1% compared to March 2022.	<a href="https://www.gov.uk/government/statistics/vehicle-licensing-statistics-january-to-march-2023/vehicle-licensing-statistics-january-to-march-2023">https://www.gov.uk/government/statistics/vehicle-licensing-statistics-january-to-march-2023/vehicle-licensing-statistics-january-to-march-2023</a>
Trends of road traffic in Wales show that between 1993 and 2019 traffic volume increased overall by 39% reaching a peak of 30.7 billion vehicle kilometres in 2019.	<a href="https://www.gov.wales/road-traffic-2022-html#:~:text=Trends%20in%20road%20traffic%20in%20Wales,-Figure%201%20shows&amp;text=Between%201993%20and%202019%2C%20total,the%202008%2D09%20economic%20downturn">https://www.gov.wales/road-traffic-2022-html#:~:text=Trends%20in%20road%20traffic%20in%20Wales,-Figure%201%20shows&amp;text=Between%201993%20and%202019%2C%20total,the%202008%2D09%20economic%20downturn</a>
Every cyclist that makes 160 4km trips by bike every year saves 112,000 grams of CO2 that would be generated if travelling by car.	<a href="https://www.cyclescheme.co.uk/health-calculator">https://www.cyclescheme.co.uk/health-calculator</a>
Since 1970, the UK has seen a decline in 41% of species populations; in Wales, 18% of species are threatened with extinction (State of Nature Wales 2023).	<a href="https://stateofnature.org.uk/countries/wales/">https://stateofnature.org.uk/countries/wales/</a>
Money helper estimates that the average annual cost of running a car is £3,129 this is in addition to the purchase/lease costs for the vehicle	<a href="https://www.moneyhelper.org.uk/en/everyday-money/buying-and-running-a-car/how-to-find-the-right-car-for-your-budget">https://www.moneyhelper.org.uk/en/everyday-money/buying-and-running-a-car/how-to-find-the-right-car-for-your-budget</a>
The 2021 census shows that there are 62,374 households in Neath Port Talbot with 142,289 residents.	<a href="https://www.ons.gov.uk/census">https://www.ons.gov.uk/census</a>

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117,182 residents over 16 years of age of these 59,187 are in employment, 29,419 retired and 6,317 are students. Of the 59,187 residents that are in employment 12,464 work mainly from home, 40,399 travel by car, 1,965 travel by public transport and 3,842 travel by walking or cycling.

Of the 62,375 households in Neath Port Talbot 13,059 households do not have access to a car or van these residents are reliant on public transport and active travel to access everyday services such as employment, education, retail and medical facilities.

#### REDUCING ABSENCES AND INCREASING PRODUCTIVITY.

People who are physically active take 27% fewer sick days each year than their colleagues.

<https://www.bhf.org.uk/information-support/publications/health-at-work/health-at-work---economic-evidence-report>

#### BOOSTING THE HIGH STREET AND LOCAL TOWN CENTRES.

Walking and cycling improvements can increase retail spend by up to 30%

<https://brc.org.uk/news/associate-insight/active-travel-putting-the-pedal-power-back-into-retail/#:~:text=Walking%20and%20cycling%20improvements%20can,footfall%20by%20up%20to%2040%25>

<https://content.tfl.gov.uk/walking-cycling-economic-benefits-summary-pack.pdf>

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[www.npt.gov.uk](http://www.npt.gov.uk)

## Impact Assessment - First Stage

### 1. Details of the initiative

<b>Initiative description and summary:</b> Neath Port Talbot County Borough Council – Active Travel Delivery Plan
<b>Service Area:</b> Engineering and Transport
<b>Directorate:</b> Environment and Regeneration

### 2. Does the initiative affect:

	Yes	No
Service users	✓	
Staff	✓	
Wider community	✓	
Internal administrative process only		✓

### 3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		✓				The Active Travel Delivery Plan will have no impact on anyone with protected characteristics.  Under the Equality Act (2010), public sector authorities have a duty to make reasonable adjustments to the built environment to ensure the design of new infrastructure is accessible to all. The Active Travel Guidance provides the framework/guidelines of how the Authority carries out these duties under the equalities act, including inclusive design for walking and cycling routes and ensuring that people with protected characteristics are properly consulted.
Disability		✓				
Gender Reassignment		✓				
Marriage/Civil Partnership		✓				
Pregnancy/Maternity		✓				
Race		✓				
Religion/Belief		✓				
Sex		✓				
Sexual orientation		✓				

						<p>Engagement with stakeholders and the public will be undertaken during the renewal of the ATNM and during the development of individual routes.</p> <p>All existing and future routes on the ATNM have been audited to check if they meet the requirements set by WG including impacts on people who share protected characteristics.</p>
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**4. Does the initiative impact on:**

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	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		✓				<p>The Active Travel Delivery Plan will not in itself have a significant impact on people's opportunities to use the Welsh Language.</p> <p>Any active travel related engagement and consultations will be published and undertaken in Welsh as well as English and will be undertaken in accordance with the Welsh Language Standards (No. 1) Regulations 2015.</p>
Treating the Welsh language no less favourably than English		✓				<p>As above. This is embodied in the legislation and guidance controlling any consultation procedures.</p>



**5. Does the initiative impact on biodiversity:**

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity	✓				M	The Active Travel Delivery Plan sets out the strategic vision for active travel in Neath Port Talbot and demonstrates how the active travel network will be improved and extended in the next five years. The implementation of active travel improvements can impact on biodiversity and ecosystems in a number of ways. The Engineering and Transport team will work with colleagues in the Countryside and Wildlife Team to ensure that we protect and enhance biodiversity during all Active Travel construction projects.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.	✓				M	

**6. Does the initiative embrace the sustainable development principle (5 ways of working):**

	Yes	No	Details
<b>Long term</b> - how the initiative supports the long term well-being of people	✓		The Active Travel Delivery Plan sets out the strategic vision for active travel in Neath Port Talbot and demonstrates how the active travel network will be improved and extended in the next five years.  Making improvements to infrastructure to enable our residents to walk and cycle is an important positive factor in improving people's well-being in the long term through helping to reduce vehicular traffic on the roads and promoting outdoor exercise.
<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	✓		The Active Travel Delivery Plan has been prepared in the context of existing plans and proposals ensuring that it will be fully integrated with all other relevant plans, initiatives and strategies, working towards the same well-being objectives, including the Well-being of Future Generations (Wales) Act 2015.

<p><b>Involvement</b> - how people have been involved in developing the initiative</p>	✓		<p>The Active Travel Delivery Plan has been developed in consultation with officers across the Council.</p> <p>Stakeholder and public engagement will be undertaken on individual scheme proposals during the design development. Future Active Travel Network Map revisions will undergo a full public engagement and consultation prior to being reviewed. Allowing full involvement of the general public, other bodies and organisations and stakeholders.</p> <p>On the 30th of April 2024, a meeting was held between relevant officers and councillors to further discuss the Active Travel Delivery Plan. As a result of the meeting and subsequent comments, the report was revised to address the majority of comments. This included providing a proposed list of active travel schemes to be brought forward during the 5-year plan period.</p> <p>These procedures give a wide-ranging opportunity for involvement across the county borough and beyond.</p>
<p><b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions</p>	✓		<p>The Active Travel Delivery Plan is the result of collaboration between internal sections of the Council, this includes: Planning, Network management, Highways, Playteam, Countryside, Biodiversity, Environmental Health (Air Quality), Road Safety, Tourism, Energy and communications.</p>
<p><b>Prevention</b> - how the initiative will prevent problems occurring or getting worse</p>	✓		<p>The Active Travel Delivery Plan is concerned with ensuring that the active travel network in NPT remains useable, and accessible to all and is developed in the future to meet changing needs and aspirations.</p> <p>The consultation processes outlined above will help to ensure that this continues to be addressed and that problems are identified and can be dealt with where possible and relevant, helping to prevent problems from arising or increasing in the future.</p>

**7. Declaration - based on above assessment (tick as appropriate):**

A full impact assessment (second stage) <b>is not</b> required	✓
Reasons for this conclusion	
<p><b>Equalities</b> – The Active Travel Delivery Plan fully considers the Equality Act (2010) and will have no impact on people with protected characteristics.</p> <p><b>Welsh Language</b> – The Active Travel Delivery Plan has been prepared in accordance with the Welsh Language Standards (No. 1)) Regulations 2015 and its content all embody the principles of the regulations.</p> <p><b>Biodiversity</b> – The Active Travel Delivery Plan recognises and incorporates the Section 6 duty of the Environment (Wales) Act 2016, acknowledging that all decision making within the framework of the Active Travel Delivery Plan will comply with the S6 duty to maintain and enhance biodiversity.</p> <p><b>Well-being of Future Generation (5 ways of Working)</b> – the Draft Active Travel Plan embraces all five ways of working. The document positively integrates with the Council’s well-being objectives; involves people and has embodied collaboration with stakeholders in its development; and ultimately will help to address issues or problems in respect of the AT network.</p>	

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	Name	Position	Signature	Date
Completed by	Amanda Phillips	Programme and Commissioning Manager	A Phillips	20/9/2024
Signed off by	David Griffiths	Head of Engineering and Transportation	D W Griffiths	20/9/2024

Mae'r dudalen hon yn fwiadol wag



Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### CABINET

23<sup>rd</sup> October 2024

### Report of the Head of Engineering & Transport (David W. Griffiths)

#### Matter for Monitoring

**Wards Affected:** All wards

#### **Active Travel (Wales) Act 2013 – Update on progress implementing and revising the Council’s ‘Active Travel Network Map’ (ATNM)**

#### **Purpose of the Report**

To provide an update on the progress being made implementing and revising the Council’s ‘Active Travel Network Map’.

#### **Executive Summary**

The Active Travel (Wales) Act 2013 (*the Act*) makes it a legal requirement for the Council to map and plan for suitable routes for active travel, including making year on year improvements within settlements specified by the Welsh Government.

Following approval by Welsh Ministers on the 3<sup>rd</sup> August 2022, the Council is in the process of implementing its revised Active Travel Network Map (ATNM), seeking to deliver upon the wider aspirations set out in the ATNM and improve the active travel network wherever possible.

The Act requires that the ATNM should be reviewed by Local Authorities every three years, or no later than a date specified by the Welsh Ministers. In November 2023 the Minister and Deputy Minister for Climate Change agreed to extend the next date for all local authorities to submit revised versions of their Active Travel Network Maps (ATNM), to 1 December 2026 (nearer to 5 years).

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This report also provides an update on the Active Travel funding received, feasibility, engagement activities, and improvement works undertaken during the previous financial year, as well as a summary of the schemes and activities that are planned for the current financial year.

## Background

In November 2013, the Welsh Government introduced the Active Travel (Wales) Act 2013 (*the Act*) which makes it a legal requirement for local authorities in Wales to map and plan for suitable routes for active travel within designated localities. These designated localities are specified by Welsh Government and derived from the Office for National Statistics' Built Up Areas.

Settlements within designated localities in Neath Port Talbot include: **Neath, Port Talbot, Pontardawe, Croeserw, Cymmer, Brynamman, Gwaun Cae Gurwen, Blaengwrach, Glynneath, Cwmafan, Seven Sisters** and **Resolven**.

The assignment of designated localities, does not limit an authority's ability to develop network maps for other localities, **where there is demand for active travel routes and a high potential for their use**. Crynant received a large number of consultation responses during the ATNM consultations in 2021, which showed a demand for routes in this locality. As a result, future routes were added in Crynant during the revision of the Councils ATNM in 2021.

Active Travel is defined as walking and cycling for everyday purposeful short distance journeys, such as journeys to school, work, or for access to shops or services. Active travel does not include journeys purely made for recreation or social reasons.

The Act requires local authorities to prepare, publish and keep under review an ATNM which comprises of:

- **Existing routes** – informs the public of the existing routes in the County Borough that the Council considers suitable for active travel meeting Welsh Government standards; and
- **Future routes** – Future Routes are either routes that do not yet exist, or routes that fall short of the threshold to be classified as an existing route and require improvement.

The current version of the Council's ATNM was approved by Ministers on 3<sup>rd</sup> August 2022. The approved maps are available to view on the Welsh Government website DataMapWales <https://datamap.gov.wales>

## Implementation of the Active Travel Network Map

The following work has been completed in 2023/2024:

### **Main Schemes Tonna hospital link**

The scheme delivered improvements to the pedestrian route between Tonna hospital and Tonna. Connecting the village with the hospital while also linking a residential area to the local shops.

NPT's approved ATNM shows two routes in the vicinity of the hospital: existing route ref NPT-TON-P003 and future route FR-TON-SU001.

NPT-TON-P003 is shown as an existing pedestrian route; however, the route had failed the audit with an audit score of 64. The route is an important pedestrian route as it links to a residential area, Tonna hospital and the centre of Tonna, as a result the route had passed with statement. The audit showed that the route had critically failed due to the lack of suitable crossing points for pedestrians. The scheme addressed these issues while also bringing the route up to the standards in the ATAG.

The proposed route FR-TON-SU001, is classified as a shared use primary route. While the footway provision for pedestrians was improved by reallocating road space, there was insufficient available space to construct cycle lanes or a shared use path. The volume of traffic in this area is relatively low and the speed limit on the road was reduced from 30mph to 20mph, with a transition being introduced to ensure that vehicles reduce their speed when exiting the 60mph zone (to the east) before entering the 20mph zone. This will make it safer for both pedestrians and on-road cycling.

Works included:

- Widening the existing footway to meet the standards set out in the ATAG.
- Improving the crossing facilities junctions to give priority to pedestrians, by the installation of raised crossings (except at the entrance to the hospital where there are dropped crossings with tactiles).
- Enhancement to the crossing at the roundabout by the installation of a raised roundabout.
- Reduction in speed along the route from 30mph to 20mph and the introduction of a transition zone between the 20mph section and 60mph section.
- Installation of an uncontrolled crossing point to link the residential area and the hospital.

- Relocation of the bus stop to allow the improvement of the side road junction and bring the crossing point to the desire line.
- Installation of seating on the route.
- Installation of a green wall to enhance biodiversity and the local environment.
- Installation of improved crossing facilities on side roads, to improve access to residential areas.

### **Bryn to Goytre Active Travel Route (and links to Port Talbot)**

The scheme, when complete, will see the creation of a suitable off-road active travel route suitable for cyclists and pedestrians linking the communities of Goytre and Bryn. The route will enable the residents of Bryn to commute to Goytre and Port Talbot to access the everyday facilities they rely on.

Funding was allocated to undertake a feasibility study on providing suitable active travel links between Port Talbot and Goytre. Several routes that could be improved for walking and cycling were identified.

### **Core allocation**

In **2023/24** Neath Port Talbot was awarded £716K core funding for further design work, minor improvement works, land negotiations and promotion of schemes.

The following core allocation work has been approved by WG and TfW:

**Neath to Cimla** - Funding was awarded to progress the detailed design, undertake negotiations with CADW in relation to the listed structures affected by the scheme and commence the legal process to revoke the prohibition of cycling order.

**Dwr-y-Felin** – Funding was awarded to further develop the design to improving the walking route to a shared use facility.

**Newbridge Road Link** – Funding was awarded to further progress the design of the scheme. Ground investigation was undertaken on Docks road along with testing of the bridge to determine if it can be repaired or if sections would need to be replaced.

**Sandfields Master Plan** – Building on the feasibility work that has been undertaken in 2022/23 the outline design of the highest prioritised routes was taken forward. The routes when complete will see a link from Bae Baglan School along Princess Margaret Way and onto Victoria road linking the seafront to the National Cycle Network while providing access to key destinations.

**Village road crossing** – The scheme delivered a new toucan crossing point on Village Road to allow residents of the Village Gardens estate to safely cross the carriageway. In addition to the formal crossing point, raised plateaus were installed on Village Road to slow the speeding traffic, traffic orders have been implemented to remove indiscriminate parking making it safer for users to cross and dropped kerbs and tactile paving was installed on adjoining streets to enable



access for all users. The crossing point links the estate with the National Cycle Network 4 and the existing footbridge, which crosses the A4241 Afan Way. The works improved the designated safe route for pupils of Ysgol Bae Baglan and Bro Dur.

**Monitoring** – Traffic data to record the speed and volume of traffic, along with cycle and pedestrian counts, was captured on routes. Data is captured to record baseline data and capture evidence to demonstrate the benefits that improving active travel routes creates. This will allow NPT to discharge out duties under the Active Travel Act.

**Promotion** – NPT's website has been updated provide information on routes that have been created in recent years. This promotes the good work that has been undertaken to enhance the network to both raise awareness and give users the confidence to utilise the routes for commuting.

**ATNM Development** – Routes identified on NPT's ATNM were audited against a set of Welsh Government- specified criteria to determine if they are suitable for walking, cycling or both. An exercise has been undertaken to update the data held on DataMapWales to reflect the scores of the routes that have been audited in 2021-23.

The council also commenced an exercise to audit and map our important publicly accessible related facilities. Related facilities are important as they support and enable active travel, related facilities include seating, cycle storage, toilets etc. This will enable the data held on DataMapWales to be updated.

**Related Facilities** – The funding was used for the removal/replacement of access control measures at 4 locations to ensure that barriers comply with the Active Travel Act Guidance. This will build on works undertaken in previous years to replace non-compliant barriers and make NPT's routes more accessible. During 2022/23 a map was produced to show where cycle storage is available within NPT. Gaps have been identified at many of the County Borough's key destinations points. Funding was used to install cycle storage at 4 key leisure trip attractors namely Cwrt Herbert sports centre, Aberavon leisure centre, Pontardawe leisure centre and Vale of Neath leisure centre.

In response to complaints about insufficient signage for navigation between NCN 887 and NCN 4, a review was conducted to improve wayfinding. As a result, missing signs have now been installed.

In **2024/25** Neath Port Talbot was awarded £716K core funding for further design work, minor improvement works, land negotiations and promotion of schemes.

The following core allocation work has been approved by WG and TfW:

**Sandfields Masterplan** – Building on the outline designs completed for the three highest priority routes during 2023/24 funding has been received to take forward the detailed design of these routes.

**Neath to Cimla** – Funding was awarded to complete the detailed design, secure listed building consent for opening the gates on the gatehouse and memorial

gates, complete the legal process to revoke the prohibition of cycling order (including formal consultation), undertake public and statutory consultation on the proposals.

**Neath Masterplan** – The proposal will take forward the 3 highest priority routes to develop outline designs, building on the work undertaken in 2023/24.

**Taibach to Goytre links** – following the feasibility works that were completed in 2023/24 the outline design of the route to link Taibach to Goytre to the cycle network and the town centre will be taken forward. In addition, a feasibility study will be developed to further improve links to residential areas in Taibach.

**A48 link to NCN47 on Canal** – A feasibility study will be conducted to explore the possibility of providing a link from the A48 to NCN47 along the Neath Canal. The existing future route (FR-NEA-SU031) has been audited and failed for both walking and cycling, due to poor surfacing, limited signage and gradients. It is therefore proposed to look at potential improvements to provide better connectivity between the network (along FR-NEA-SU031 and any alternative routes).

**Dropped Crossings** – All future routes on NPT's ATNM have been audited in accordance with WG criteria. Over 100 future walking routes scored enough to be classified as existing routes but have critically failed due to missing dropped kerbs and tactiles. To improve access for residents with reduced mobility, and/or visually impairment, it is proposed that we install dropped kerbs/tactile paving on these routes. This work will take several years to complete.

Funding allocated in 2024/25 will be used for the installation of dropped kerbs and tactiles on six active travel routes at various locations throughout the county borough and will ensure that routes comply with the Active Travel Act Guidance. Once complete routes will be added to the ATNM as existing routes.

**Improvements to NCN4 in Taibach** – Funding will see improvements to two sections of the NCN4 in Taibach:

1.) Lighting will be installed on the back lane adjacent to Groeswen playing fields.

2.) At Margam Education Centre, the route will be segregated from traffic through the education centre car park, and minor improvements will be made to the route.

**Facilities** – During 2023/24 complaints have been received in relation to the large road sign on the approach to Briton Ferry roundabout. One of the posts for the sign has been placed in the middle of the path leaving users with adapted bikes little option but to pass it on carriageway. Funding will be used to relocate the sign to the rear of the path leaving the path clear for users.

Since 2019 we have removed or replaced 56 non-compliant barriers, opening up access to our network of routes for all users. Funding will be used to build

on works undertaken in previous years to replace non-compliant barriers and make our routes more accessible.

**ATNM Development** – An exercise will be undertaken to audit all of the existing routes shown on our ATNM to ensure that they comply with the latest Active Travel Act requirements.

The annual update of the ATNM on DataMapWales will be completed to show future routes that have been improved and can be classified as existing routes. Additionally existing routes that have been reassessed and fail the revised audit criteria resulting in them being downgraded to future routes.

The council will continue with an exercise to audit and map our important publicly accessible related facilities. Related facilities are important as they support and enable active travel, related facilities include seating, cycle storage, toilets etc. This will enable the data held on DataMapWales to be updated.

**Monitoring** – In order to discharge our duties under the Active Travel Act and to influence design data will be captured to record baseline data and capture evidence to demonstrate the benefits that improving active travel routes creates. This will involve capturing traffic data to record the speed and volume of traffic, along with cycle and pedestrian counts.

**Active Travel Delivery Plan 2024-2029** – Outside the grant funding the council has developed an Active Travel Delivery Plan which sets out the blueprint for how we intend to encourage and facilitate a change in travel for local journeys by walking, cycling and wheeling (e.g. wheelchairs, scooters, prams). The Active Travel Delivery Plan is being presented to cabinet for endorsement alongside this annual update.

### **Future Plans and Proposals**

In addition to the above, the Council will continue to work with neighbouring authorities, partner organisations and developers in order to deliver upon the wider aspirations set out in the ATNM and improve/extend the active travel network wherever possible.

### **Financial Impacts**

Funding to carry out the pre-work feasibility activities and active travel route improvement works has been provided by the Welsh Government as part of the Active Travel Fund Grant. Costs have therefore been accommodated within existing budgets.

### **Integrated Impact Assessment**

There is no requirement to undertake an Integrated Impact Assessment as this report is for monitoring purposes.

### **Valleys Communities Impacts**

There will be incremental positive impacts across the Valley communities as the implementation of the ATNM progresses and the network of routes are improved/extended wherever possible.

### **Workforce Impacts**

There are no implications as a result of this monitoring report.

### **Legal Impacts**

There are no implications as a result of this monitoring report.

### **Risk Management Impacts**

Not applicable, this report is for monitoring purposes so therefore there are no recommendations.

### **Consultation**

There is no requirement for external consultation on this item.

### **Recommendations**

Not applicable, this report is for monitoring purposes only.

### **Reason for Proposed Decision**

Not applicable, this report is for monitoring purposes only.

### **Implementation of Decision**

Not applicable, this report is for monitoring purposes only.

### **Appendices**

None

## List of Background Papers

The Active Travel (Wales) Act 2013 [Active Travel Act](#)

Active Travel Act Guidance – Welsh Government (July 2021) [ATAG](#)

NPTCBC Active Travel Network Map (ATNM) [datamap.gov.wales](http://datamap.gov.wales)

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Mae'r dudalen hon yn fwriadol wag



Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### CABINET

23<sup>rd</sup> October 2024

Report of the Head of Engineering & Transport – D.W.Griffiths

**Matter for Decision**

**Wards Affected: Godre'r Graig**

**(Cilmaengwyn, Pontardawe) (Prohibition of Waiting, Loading and Unloading At Any Time) Order 2024**

**Purpose of the Report:**

To consider the correspondence received following the advertisement of the (Cilmaengwyn, Pontardawe) (Prohibition of Waiting, Loading and Unloading At Any Time) Order 2024, as indicated in Appendix A and Appendix B.

**Executive Summary:**

The report outlines the traffic regulation orders which were formally advertised resulting in objections being received.

**Background:**

The scheme was prioritised by the local member following representations from residents that the local bus service is unable to drop off and pick up passengers at two of the designated 'Bus Stops' on Cilmaengwyn due to indiscriminate parking practices.

The traffic regulation orders are required to address the indiscriminate parking practices in the interest of road safety.

The proposed scheme is indicated in Appendix A and Appendix B.

### **Financial Impacts:**

The scheme is to be funded by the Council's Capital Works Programme.

### **Integrated Impact Assessment:**

A first stage impact assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

The first stage assessment, attached at Appendix E, has indicated that a more in-depth assessment is not required. A summary is included below: -

A full impact assessment is not required as the traffic regulation orders will provide a safe environment for all highway users.

### **Valleys Communities Impacts:**

There are 'No Implications' associated with this report.

### **Workforce Impacts:**

There are 'No Implications' associated with this report.

### **Legal Impacts:**

The proposal was advertised for a 21-day period between 7<sup>th</sup> June 2024 and 28<sup>th</sup> June 2024.

### **Risk Management Impacts:**



There are no risk management impacts associated with this report.

### **Consultation:**

This item has been subject to external consultation.

A consultation exercise was undertaken between 7<sup>th</sup> June 2024 and 28<sup>th</sup> June 2024.

There were 23 letters and plans delivered to the properties on Cilmaengwyn detailing the proposals.

Following a three-week consultation exercise, 1 statement of support, 1 general comment and 4 statements of objection were received on the proposals.

A summary of the objections received are given below: -

Objections: - *Any officer observations / comments are illustrated in italics in response to the points raised.*

- a) A business along Cilmaegwyn claims that the double yellow lines will encroach on the entrance and exits of their business.
- b) One resident is objecting to the double yellow lines north east of the bus cage as they feel it is unnecessary to have double yellow lines both sides of the bus cage and reducing the already limited parking.
- c) A resident states that the majority of double yellow lines are across the frontage of their land which is used as off road car-parking for residents.
- d) Another resident has proposed that the current format of double yellow lines both sides of the bus cage would

encourage indiscriminate parking on the western side of the road left without yellow lines.

Support:- - *Any officer observations / comments are illustrated in italics in response to the points raised.*

- a) One resident supports the proposals, however believes that the extent of the proposal will cause further parking issues in the future.

*The objections have been considered and the local member agrees that the traffic regulation orders should not be implemented as advertised.*

*A revised scheme will consist of a 'Bus' cage and 'h' bar road markings as detailed in Appendix C and D.*

The Local Member has been consulted on the feedback received and supports that the objections are upheld in full and that a revised scheme is implemented.

### **Recommendations:**

Having had due regard to the integrated impact assessment it is recommended that the objections are upheld in full to the (Cilmaengwyn, Pontardawe) (Prohibition of Waiting, Loading and Unloading At Any Time) Order 2024 (as detailed in Appendix A and Appendix B to the circulated report) and that a revised scheme (as detailed in Appendix C and Appendix D to the circulated report) is implemented.

The objectors will be notified of the decision of the board accordingly.

### **Reasons for Proposed Decision:**

The scheme is necessary to prevent indiscriminate parking practices in the interest of road safety.

**Implementation of Decision:**

The decision is proposed for implementation after the three-day call-in period.

**Appendices:**

Appendix A – Plan – Cilmaengwyn Road, Cilmaengwyn – Proposed Traffic Regulation Orders – Bus Shelter Outside Carter’s MOT & Auto Repair Centre

Appendix B – Plan – Cilmaengwyn Road, Cilmaengwyn – Proposed Traffic Regulation Orders – Bus Shelter Opposite 87 Cilmaengwyn

Appendix C – Plan – Cilmaengwyn Road, Cilmaengwyn – Proposed ‘Bus Stop’ cage and ‘H bar’ road markings – Bus Shelter Outside Carter’s MOT & Auto Repair Centre

Appendix D – Plan - Cilmaengwyn Road, Cilmaengwyn – Proposed ‘Bus Stop’ cage and ‘H bar’ road markings – Bus Shelter Opposite 87 Cilmaengwyn

Appendix E – Integrated Impact Assessment.

**List of Background Papers:**

None

**Officer Contact:**

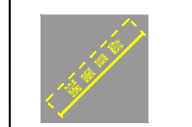


Mr Hasan Hasan  
Engineering & Transport  
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Email [h.hasan@npt.gov.uk](mailto:h.hasan@npt.gov.uk)

Mr Martin Brumby,  
Engineering & Transport  
Tel. No. 01639 686013  
Email [m.brumby@npt.gov.uk](mailto:m.brumby@npt.gov.uk)

Mr Ryan L. Jones  
Engineering & Transport  
Tel. No. 01639 686771  
Email [r.jones15@npt.gov.uk](mailto:r.jones15@npt.gov.uk)

1. All dimensions are in millimetres unless otherwise stated.

KEY:-

-  PROPOSED BUS STOP ROAD MARKINGS IN YELLOW THERMOPLASTIC SCREED
-  PROPOSED DOUBLE YELLOW LINES AND KERB CLIPS 100mm THICK IN YELLOW THERMOPLASTIC SCREED. (TSR&GD DIAGRAM NUMBERS 1018.1 AND 1020.1)
-  EXISTING BUS SHELTER

PROPOSED 15M DOUBLE YELLOW LINES AND KERB CLIPS IN YELLOW THERMOPLASTIC SCREED TO TSR&GD 2016 DIAGRAM NUMBERS 1018.1 AND 1020.1 (KERB CLIPS TO BE PLACED AT 3m INTERVALS)

PROPOSED BUS STOP ROAD MARKINGS IN YELLOW THERMOPLASTIC SCREED TO TSR&GD 2016 DIAGRAM NUMBER 1025.1

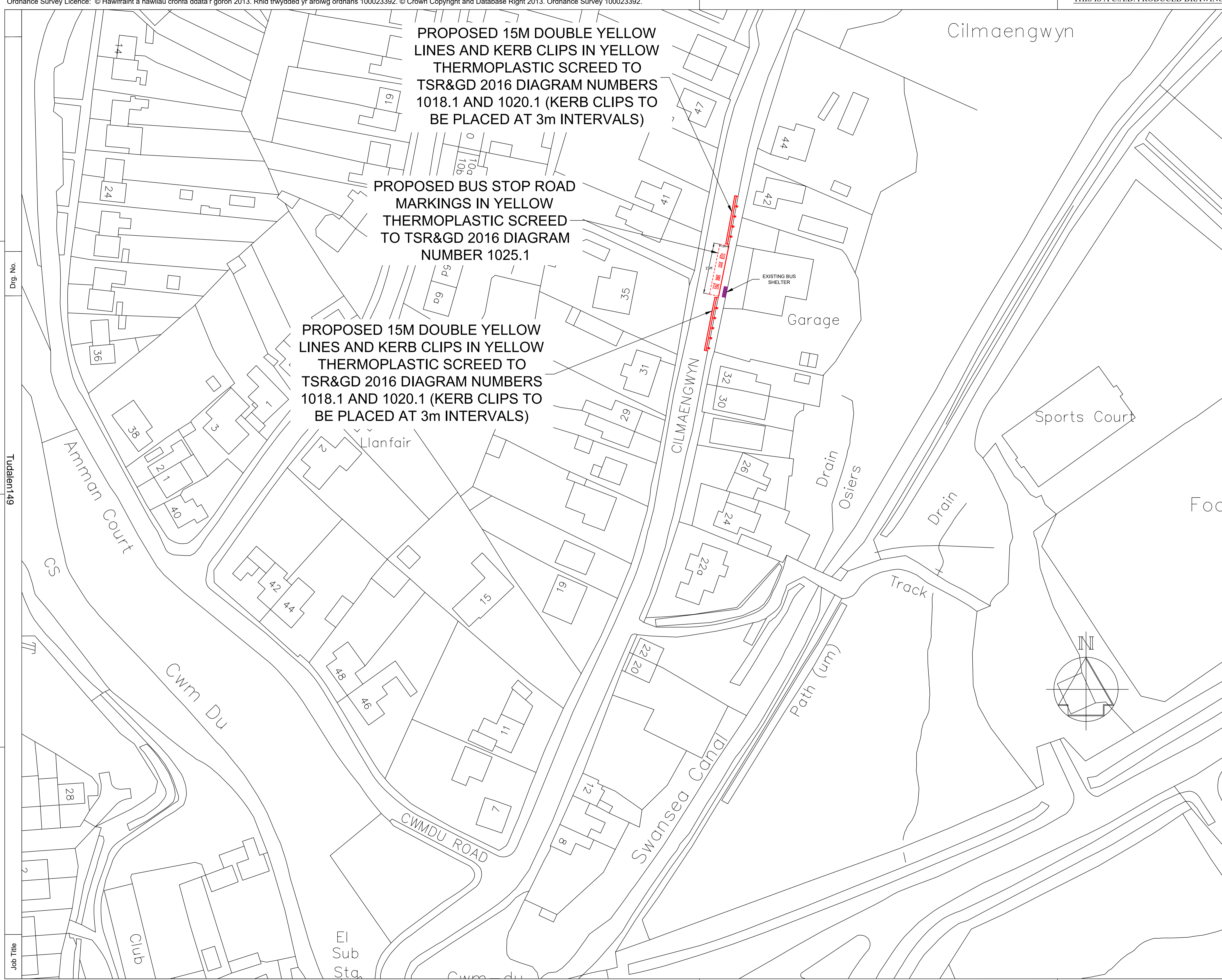
PROPOSED 15M DOUBLE YELLOW LINES AND KERB CLIPS IN YELLOW THERMOPLASTIC SCREED TO TSR&GD 2016 DIAGRAM NUMBERS 1018.1 AND 1020.1 (KERB CLIPS TO BE PLACED AT 3m INTERVALS)

Drwg. No.

Tudalen 149

Job Title

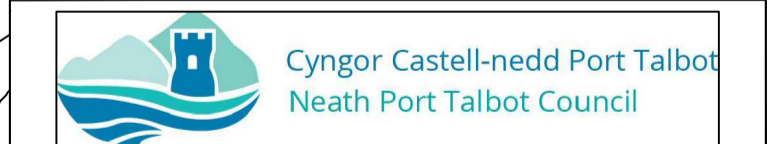
Cilmaengwyn



APPENDIX A

Rev	Details	Dr	Ch	Ap	Date

Client



ENGINEERING AND TRANSPORT  
 NICOLA PEARCE BSC (Hons), Dip TP, MRTPI  
 DIRECTOR OF ENVIRONMENT AND REGENERATION  
 THE QUAYS, BRUNEL WAY  
 BAGLAN ENERGY PARK  
 NEATH SA11 2GG

Job Title

CILMAENGWYN ROAD, CILMAENGWYN,

PROPOSED TRAFFIC REGULATION ORDERS

BUS SHELTER OUTSIDE CARTER'S MOT & AUTO REPAIR CENTRE

File No. WLTRD-001 Financial Code No.

Drawn ODK Checked MCB Approved HHH

Date MAY 24 Date MAY 24 Date MAY 24

Scales 1:500 Status PRELIM

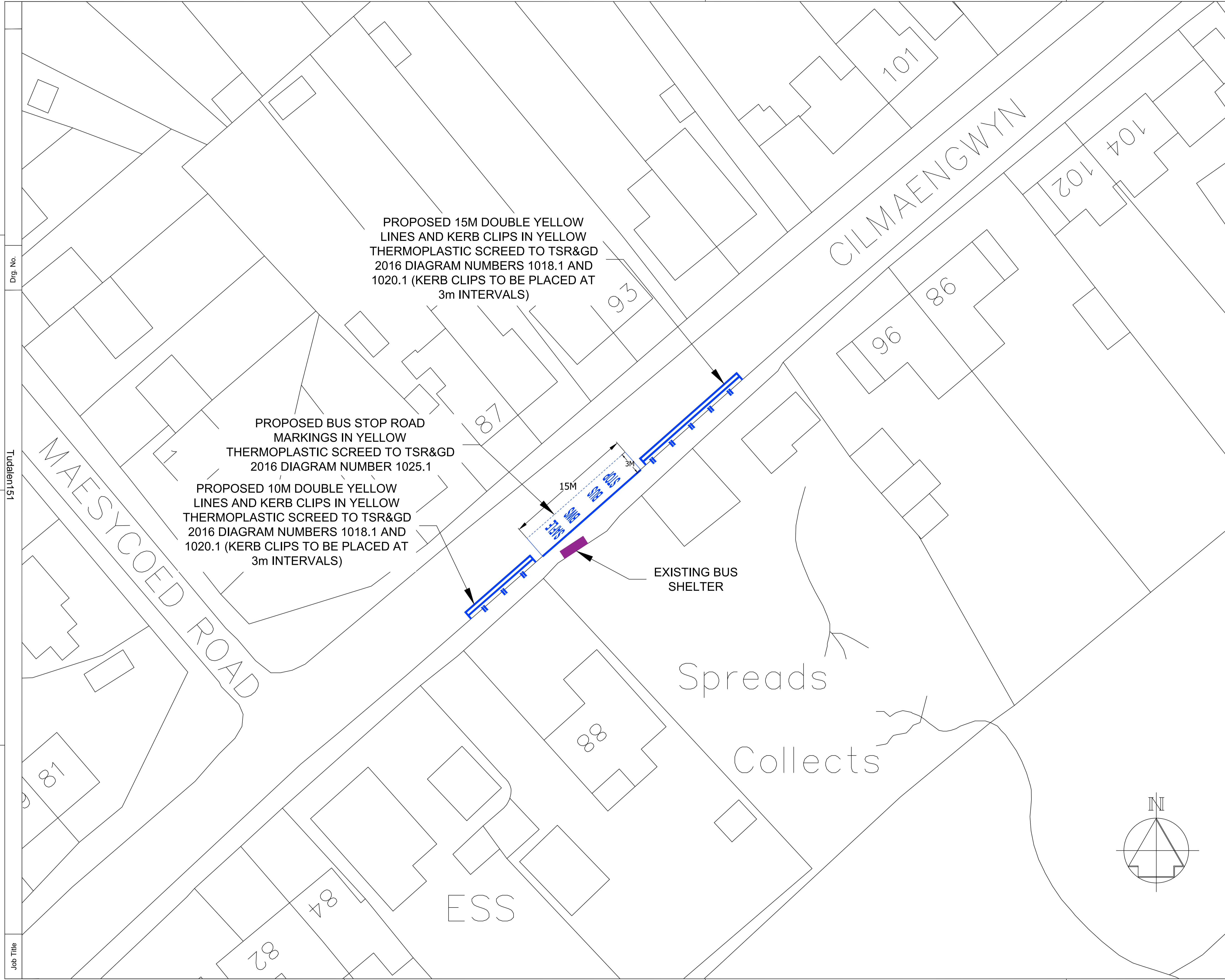
Drawing No. CMGW-001

Mae'r dudalen hon yn fwrddol wag

Drwg. No.

Tudalen 151

Job Title



PROPOSED 15M DOUBLE YELLOW LINES AND KERB CLIPS IN YELLOW THERMOPLASTIC SCREED TO TSR&GD 2016 DIAGRAM NUMBERS 1018.1 AND 1020.1 (KERB CLIPS TO BE PLACED AT 3m INTERVALS)

PROPOSED BUS STOP ROAD MARKINGS IN YELLOW THERMOPLASTIC SCREED TO TSR&GD 2016 DIAGRAM NUMBER 1025.1

PROPOSED 10M DOUBLE YELLOW LINES AND KERB CLIPS IN YELLOW THERMOPLASTIC SCREED TO TSR&GD 2016 DIAGRAM NUMBERS 1018.1 AND 1020.1 (KERB CLIPS TO BE PLACED AT 3m INTERVALS)

EXISTING BUS SHELTER

Spreads  
Collects

ESS

**NOTES** (A1)

1. All dimensions are in millimetres unless otherwise stated.

**KEY:-**

- PROPOSED BUS STOP ROAD MARKINGS IN YELLOW THERMOPLASTIC SCREED
- PROPOSED DOUBLE YELLOW LINES AND KERB CLIPS 100mm THICK IN YELLOW THERMOPLASTIC SCREED. (TSR&GD DIAGRAM NUMBERS 1018.1 AND 1020.1)
- EXISTING BUS SHELTER

**APPENDIX B**

Rev	Details	Dr	Ch	Ap	Date

Client

**Cyngor Castell-nedd Port Talbot**  
Neath Port Talbot Council

ENGINEERING AND TRANSPORT

NICOLA PEARCE BSC (Hons), Dip TP, MRTPI  
DIRECTOR OF ENVIRONMENT AND REGENERATION  
THE QUAYS, BRUNEL WAY  
BAGLAN ENERGY PARK  
NEATH SA11 2GG

Job Title

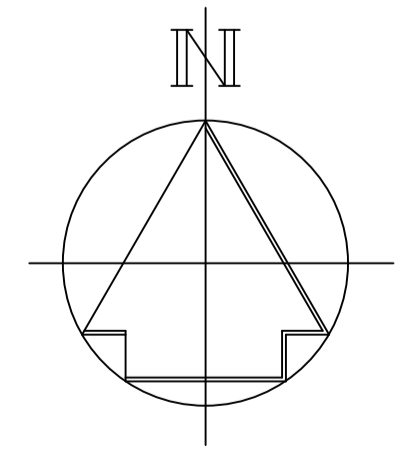
**CILMAENGWYN ROAD, CILMAENGWYN,**

**PROPOSED TRAFFIC**

**REGULATION ORDERS**

**BUS SHELTER OPPOSITE 87 CILMAENGWYN**

File No.	WLTRD-001	Financial Code No.	
Drawn	ODK	Checked	MCB
Date	MAY 24	Date	MAY 24
Scales	1:200	Status	PRELIM
Drawing No.	CMGW-002		



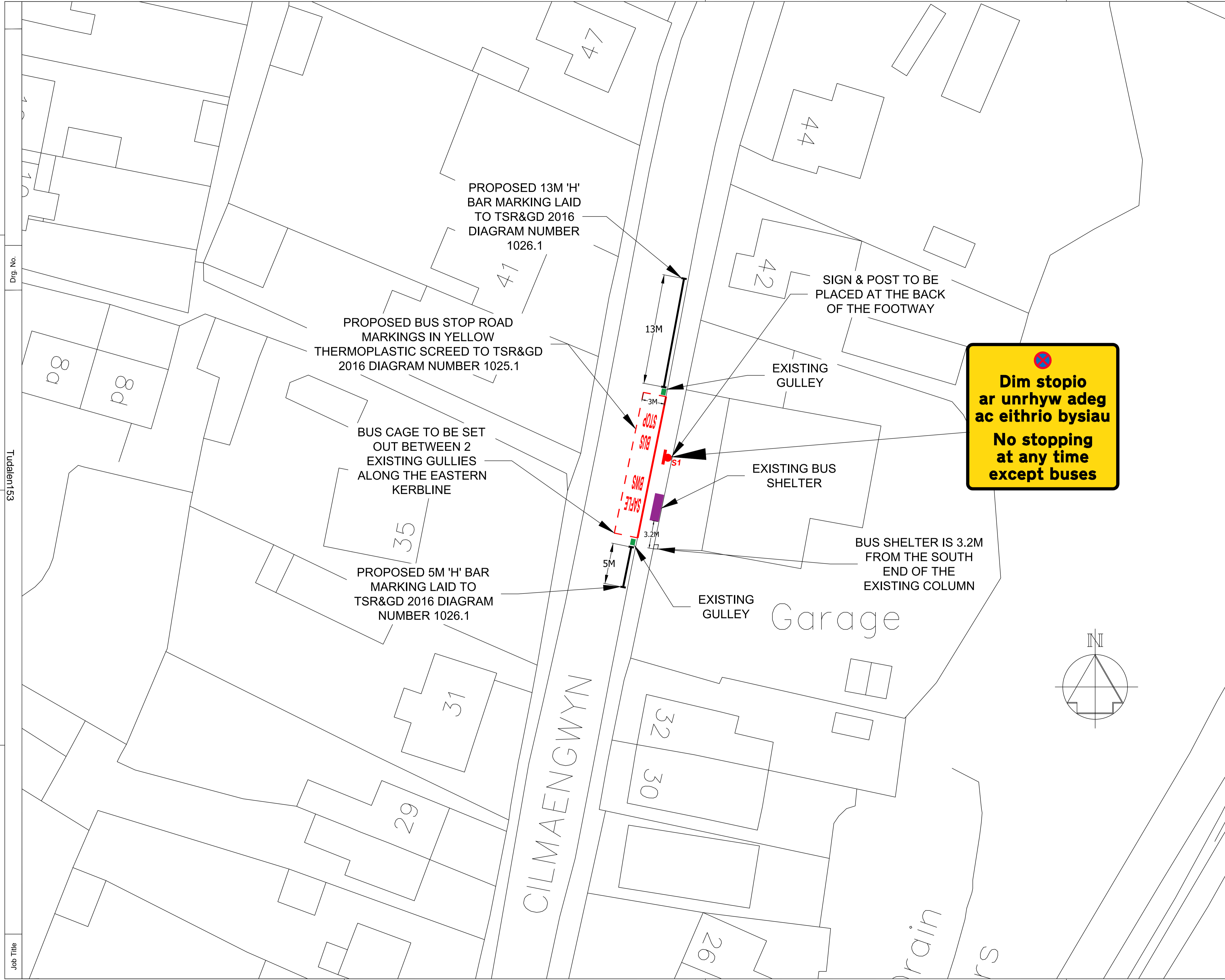
Mae'r dudalen hon yn fwrddol wag



Dwg. No.

Tudalen 153

Job Title



PROPOSED 13M 'H' BAR MARKING LAID TO TSR&GD 2016 DIAGRAM NUMBER 1026.1

PROPOSED BUS STOP ROAD MARKINGS IN YELLOW THERMOPLASTIC SCREED TO TSR&GD 2016 DIAGRAM NUMBER 1025.1

BUS CAGE TO BE SET OUT BETWEEN 2 EXISTING GULLIES ALONG THE EASTERN KERBLINE

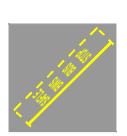



PROPOSED 5M 'H' BAR MARKING LAID TO TSR&GD 2016 DIAGRAM NUMBER 1026.1

SIGN & POST TO BE PLACED AT THE BACK OF THE FOOTWAY



NOTES (A1)

1. All dimensions are in millimetres unless otherwise stated.

- KEY:-**
-  PROPOSED BUS STOP ROAD MARKINGS IN YELLOW THERMOPLASTIC SCREED
  -  PROPOSED 'H' BAR MARKINGS LAID TO TSR&GD 2016 DIAGRAM NUMBER 1026.1
  -  EXISTING BUS SHELTER
  -  EXISTING GULLY

PROPOSED SIGN S1 TO BE ERECTED ON NEW POST



Scheme Ref.	Tyn Y Twr / Bwlch Road, Baglan	x-height	20.0
Sign Ref.	S1	SIGN FACE	
Letter colour	BLACK	Width	355mm
Background	YELLOW	Height	345mm
Border	BLACK	Area	0.12m²
Material	Class RAZ (12899-1:2007)		

**APPENDIX C**

Rev	Details	Dr	Ch	Ap	Date

Client



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 DIRECTOR OF ENVIRONMENT AND REGENERATION  
 THE QUAYS, BRUNEL WAY  
 BAGLAN ENERGY PARK  
 NEATH SA11 2GG

Job Title  
**CILMAENGWYN ROAD, CILMAENGWYN**  
 PROPOSED 'BUS STOP' CAGE AND 'H' BAR ROAD MARKINGS  
 BUS SHELTER OUTSIDE CARTER'S MOT & AUTO REPAIR CENTRE

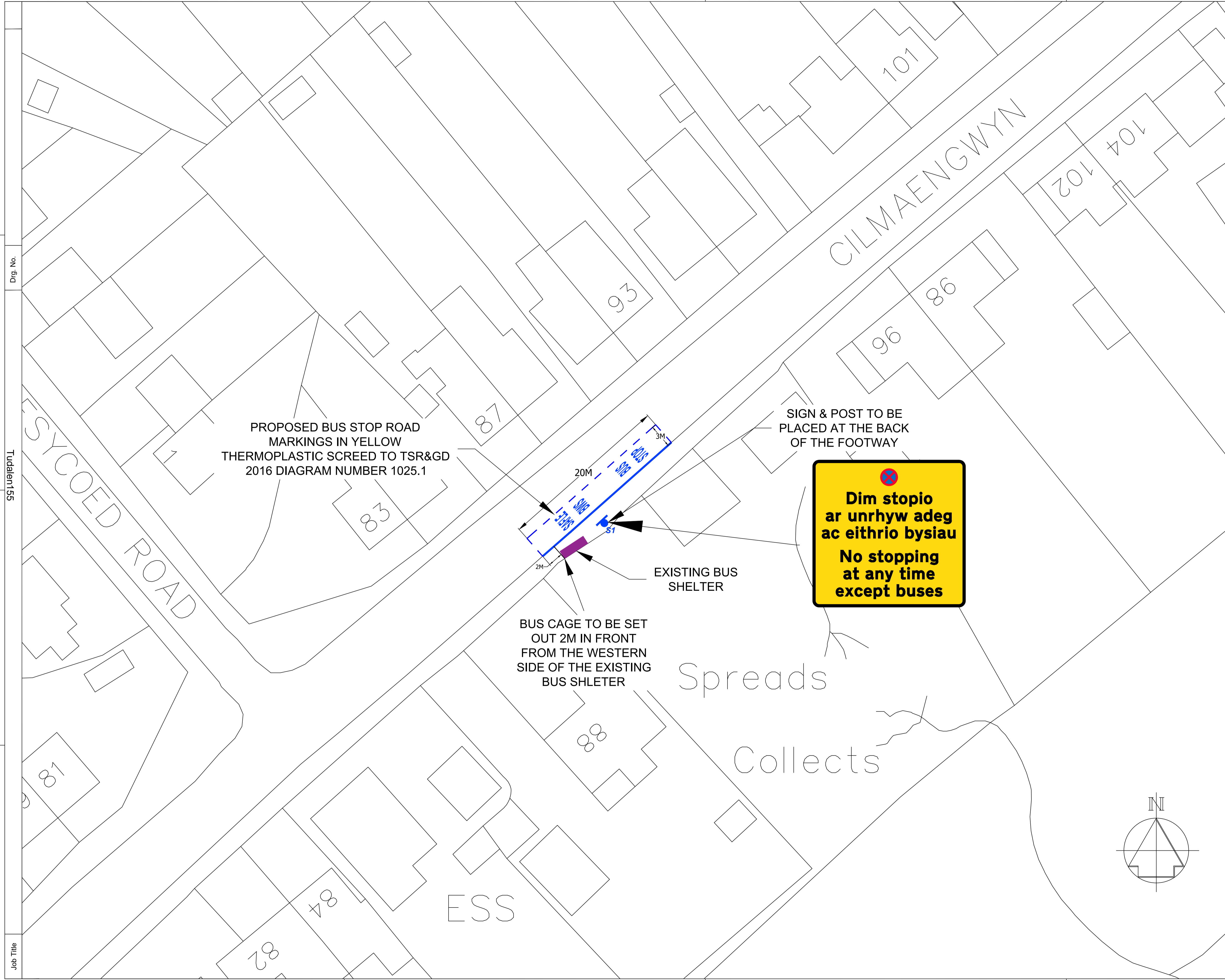
File No.	WLTRD-001	Financial Code No.	
Drawn	ODK	Checked	MCB
Date	JUL 24	Date	JUL 24
Scales	1:200	Status	PRELIM
Approved	HIH	Date	JUL 24
Drawing No.		<b>CMGW-001</b>	

Mae'r dudalen hon yn fwrddol wag

Drig. No.

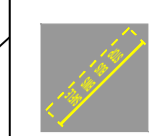



Tudalen 155

Job Title



NOTES (A1)

1. All dimensions are in millimetres unless otherwise stated.

- KEY:-**
-  PROPOSED BUS STOP ROAD MARKINGS IN YELLOW THERMOPLASTIC SCREED
  -  PROPOSED 'H' BAR MARKINGS LAID TO TSR&GD 2016 DIAGRAM NUMBER 1026.1
  -  EXISTING BUS SHELTER
  -  EXISTING GULLEY

PROPOSED SIGN S1 TO BE ERECTED ON NEW POST




Scheme Ref.	Tyn Y Twr / Bwlch Road, Baglan	x-height	20.0
Sign Ref.	S1	SIGN FACE	
Letter colour	BLACK	Width	355mm
Background	YELLOW	Height	345mm
Border	BLACK	Area	0.12m²
Material	Class RA2 (12899-1:2007)		

**APPENDIX D**

Rev	Details	Dr	Ch	Ap	Date

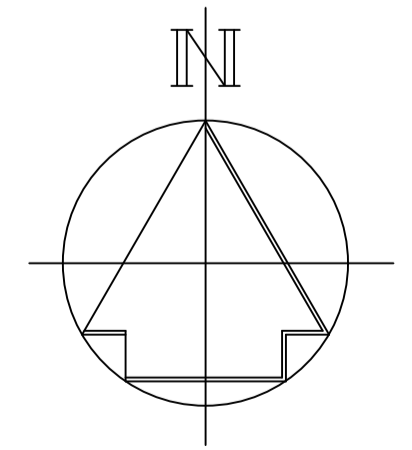
Client



ENGINEERING AND TRANSPORT  
 NICOLA PEARCE BSC (Hons), Dip TP, MRTPI  
 DIRECTOR OF ENVIRONMENT AND REGENERATION  
 THE QUAYS, BRUNEL WAY  
 BAGLAN ENERGY PARK  
 NEATH SA11 2GG

Job Title  
 CILMAENGWYN ROAD, CILMAENGWYN  
 PROPOSED 'BUS STOP' CAGE AND 'H' BAR ROAD MARKINGS  
 BUS SHELTER OPPOSITE 87 CILMAENGWYN

File No.	WLTRD-001	Financial Code No.	
Drawn	ODK	Checked	MCB
Date	JUL 24	Date	JUL 24
Scales	1:200	Status	PRELIM
Approved	HIH	Date	JUL 24
Drawing No.		CMGW-002	



Mae'r dudalen hon yn fwrriadol wag

**1. Details of the initiative**

<b>Initiative description and summary: (Cilmaengwyn, Pontardawe) (Prohibition of Waiting, Loading and Unloading At Any Time) Order 2024</b>
<b>Service Area:</b> Engineering and Transport
<b>Directorate:</b> Environment and Regeneration

**2. Does the initiative affect:**

	Yes	No
Service users	Y	
Staff	Y	
Wider community	Y	
Internal administrative process only	Y	

**3. Does the initiative impact on people because of their:**

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		N			L	There is no negative impact as the revised scheme will still address the indiscriminate parking practices, thereby benefiting all highway users.
Disability		N			L	
Gender Reassignment		N			L	
Marriage/Civil Partnership		N			L	
Pregnancy/Maternity		N			L	
Race		N			L	
Religion/Belief		N			L	
Sex		N			L	
Sexual orientation		N			L	

#### 4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language	Y				L	There will be a positive impact as we welcome all correspondence in Welsh and English when dealing with the wider community.
Treating the Welsh language no less favourably than English	Y				L	There will be a positive impact because all permanent highway approved signage and road markings used in the traffic regulation orders are Bilingual ( Welsh / English ) with Welsh placed above English.

#### 5. Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		N			L	There is no negative impact as the road markings are located on the carriageway, therefore the scheme does not impact the existing Flora, Fauna or Biodiversity.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		N			L	There is no negative impact as the road markings are located away from the kerb allowing the carriageway and footway drainage to function as at present. The scheme is located within the existing road surface and as such there is no opportunity to provide additional drainage systems such as swales, soakaways etc.

6. Does the initiative embrace the sustainable development principle (5 ways of working):

	Yes	No	Details
<p><b>Long term</b> - how the initiative supports the long term well-being of people</p>	Y		<p>Within the Neath Port Talbot presently 59.6% of adults are obese or overweight (with 23.6% being obese) it is predicted that by 2025 the number will have risen to 66.5%. A quarter of children in Wales are overweight or obese (including 12.4% that are obese) Wales has a higher percentage of adolescents self-reporting to be overweight or obese compared to England, Scotland and Republic of Ireland, with rates being generally higher in boys than girls.</p> <p>Only 48.4% of adults in Neath Port Talbot are meeting the physical activity guidelines compared to 53.1% in Wales. For most people, the easiest form of physical activity are those that can be built into everyday life such as walking and commuting by active travel. By enabling active travel, the proposal will contribute to improved health benefits for users whilst reducing carbon emissions from vehicles.</p> <p>The Welsh Governments Llwybr Nweydd Wales transport strategy sets out the 20 year ambition and focuses on delivering an accessible, sustainable transport system that is good for people, communities, the environment the economy and Welsh language and culture.</p> <p>The 5 year priorities call for a transport system and infrastructure that plays its part in reducing greenhouse gas emissions whilst increasing active travel and public transport use by providing safe, accessible, sustainable transport systems that people will want to use.</p> <p>The sustainable transport hierarchy places active travel at the forefront of transport and sets out how the strategy will encourage people to change their travel behaviour to use low-carbon sustainable transport, cycling and walking as the preferred transport modes.</p> <p>The scheme will help to encourage and maintain Active Travel through maintaining the existing street scene environment, thereby benefiting the community. Furthermore, in September 2023 the Welsh Government</p>

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			National 20 mph speed limit default strategy was implemented lowering the speed limit over a greater urban area of secondary estate roads within the locality reducing overall emissions and the promotion of Active Travel, walking and cycling.
<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	Y		The revised scheme through the implementation of a bus cage road marking will maintain the existing street scene improving the community health through reduced air pollution and people walking to the local facilities, thereby contributing to other organisations goals on improving health for the population of Wales.
<b>Involvement</b> - how people have been involved in developing the initiative	Y		A statutory consultation exercise for the traffic regulation order was undertaken with 23 letters and plans hand delivered to the adjacent properties detailing the proposals. The traffic regulation order was advertised in the South Wales Evening Post, on the Council's web site and Notices posted on site.  Four objections were received to the scheme, it is recommended that the objections are upheld in full and a revised scheme is implemented.
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions	Y		The various sections within the Council such as Highway Engineering and the Legal section have worked together on this initiative.
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse	Y		In NPT 25.5% of homes do not have access to a car. Where car ownership levels are low, residents are more likely to be reliant on public transport and active travel for their day to day needs and to access key services and employment. Poor facilities can lead to difficulty in using active travel which can cause to social exclusion and isolation, which subsequently can lead to a range of health and social problems.  Facilitating more journeys by Active Travel will reduce our consumption of natural resources and act to tackle the causes and consequences of congestion, climate change, traffic pollution and noise.  Encouraging people to be more active by providing Active Travel routes will help people to be healthy, to achieve their potential.



**7. Declaration - based on above assessment (tick as appropriate):**

A full impact assessment (second stage) <b>is not</b> required	✓
Reasons for this conclusion	
<p>After completing the assessment, it has been determined that this proposal does not require a full Impact Assessment (second stage). The revocation of the traffic regulation order will have a positive impact on service users, have no adverse impact on people who share protected characteristics or on people’s ability to use the Welsh language.</p> <p>The revised scheme which includes bus cage road markings and ‘h’ bar road markings will contribute to delivering the Council’s Corporate Improvement Plan by improving the wellbeing of people within the community by providing safe passage for all highway users.</p>	

A full impact assessment (second stage) <b>is</b> required	
Reasons for this conclusion	

Tudalen 161

	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
Completed by	Hasan I. Hasan	Engineering Manager	HIH	19/09/2024
Signed off by	D.W.Griffiths	Head of Service/Director	DWG	19/09/2024

Mae'r dudalen hon yn fwiadol wag



Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### CABINET

23<sup>rd</sup> October 2024

Report of the Head of Engineering & Transport – D.W.Griffiths

#### Matter for Decision

**Wards Affected: Cimla and Pelenna**

**(B4287 Efail Fach to Pontrhydyfen, Efail Fach) (Revocation of 7.5 Tonne Weight Restriction) Order 2024**

#### Purpose of the Report:

To consider the correspondence received following the advertisement of the (B4287 Efail Fach to Pontrhydyfen, Efail Fach) (Revocation of 7.5 tonne weight restriction) Order 2024, as indicated in Appendix A.

#### Executive Summary:

The report outlines the revocation of a traffic regulation order which was formally advertised resulting in objections being received.

#### Background:

The scheme was prioritised following representations concerning the existing diversionary route for freight transport. It was reported that the diversionary route for heavy goods vehicles is excessive due to the 7.5 tonne weight restriction being in place along the B4287 Efail Fach to Pontrhydyfen, Efail Fach.

The proposal is to revoke the existing 7.5 tonne weight restriction to allow vehicles greater than 7.5 tonne to traverse the aforementioned route and minimise the diversion.

The proposed scheme is indicated in Appendix A.

### **Financial Impacts:**

The scheme is to be funded by the Council's Capital Works Programme.

### **Integrated Impact Assessment:**

A first stage impact assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

The first stage assessment, attached at Appendix B, has indicated that a more in-depth assessment is not required. A summary is included below: -

A full impact assessment is not required as the revocation of the traffic regulation order will provide a safe environment for all highway users.

### **Valleys Communities Impacts:**

There are 'No Implications' associated with this report.

### **Workforce Impacts:**

There are 'No Implications' associated with this report.

### **Legal Impacts:**

The proposal was advertised for a 21-day period from 5<sup>th</sup> August 2024 and 26<sup>th</sup> August 2024.

## **Risk Management Impacts:**

There are no risk management impacts associated with this report.

## **Consultation:**

This item has been subject to external consultation.

A consultation exercise was undertaken between 5th August 2024 and 26th August 2024.

There were 25 letters and plans delivered to the properties on B4287 Efail Fach to Pontrhydyfen, Efail Fach.

Following a three-week consultation exercise, 5 statements of objection were received on the proposals.

A summary of the objections received are given below: -

Objections: - *Any officer observations / comments are illustrated in italics in response to the points raised.*

- a) A resident is objecting to the proposal and suggests it is crazy, they see on a regular basis how extremely busy and grid locked that road can be. The small village roads are clearly not substantial for huge vehicles.
- b) A resident is objecting to the proposal and thinks that the weight limit should be extended from the top of Cimla right through Efail Fach and Pontrhydyfen. The road is already falling away and any extra weight load will speed this up tenfold.
- c) A member of the public has been verbally informed that the weight restriction was imposed because heavy traffic was causing structural damage to domestic property nearby.

d.) Residents are concerned that traffic in the village is already a nightmare. The sheer volume of traffic passing through is intense. Imagine the chaos with regular heavy loads passing through the village. Please do not allow more traffic to come through an already extremely busy village.

*The Council will continue to monitor the situation going forward.*

e.) A resident has stated that the village is at bursting point with traffic at present. Refuse vehicles and school buses going through the village adds on 45 minutes to daily commutes. A resident was told that the roads and bridges could not hold this weight so suddenly how is it possible?

*The Council will continue to monitor the situation going forward.*

The Local Members have been consulted on the feedback received and support that the objections are upheld in full.

### **Recommendations:**

Having had due regard to the integrated impact assessment it is recommended that the objections are upheld in full to the (B4287 Efail Fach to Ponrhydyfen, Efail Fach) (Revocation of 7.5 tonne weight restriction) Order 2024 (as detailed in Appendix A to the circulated report).

The objectors will be notified of the decision of the board accordingly.

### **Reasons for Proposed Decision:**

The restriction shall remain in place; however, the Council will continue to monitor the situation going forward.

### **Implementation of Decision:**

The decision is proposed for implementation after the three-day call-in period.

**Appendices:**

Appendix A – Plan – B4287 Efail Fach to Pontrhydyfen – Revocation of Existing 7.5 tonne weight restriction – Traffic Regulation Order – Efail Fach

Appendix B – Integrated Impact Assessment.

**List of Background Papers:**

None

**Officer Contact:**

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Engineering & Transport  
Tel. No. 01639 686463  
Email [h.hasan@npt.gov.uk](mailto:h.hasan@npt.gov.uk)

Mr Martin Brumby,  
Engineering & Transport  
Tel. No. 01639 686013  
Email [m.brumby@npt.gov.uk](mailto:m.brumby@npt.gov.uk)

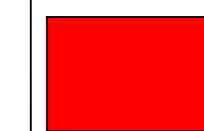
Mr Ryan L. Jones  
Engineering & Transport  
Tel. No. 01639 686771  
Email [r.jones15@npt.gov.uk](mailto:r.jones15@npt.gov.uk)

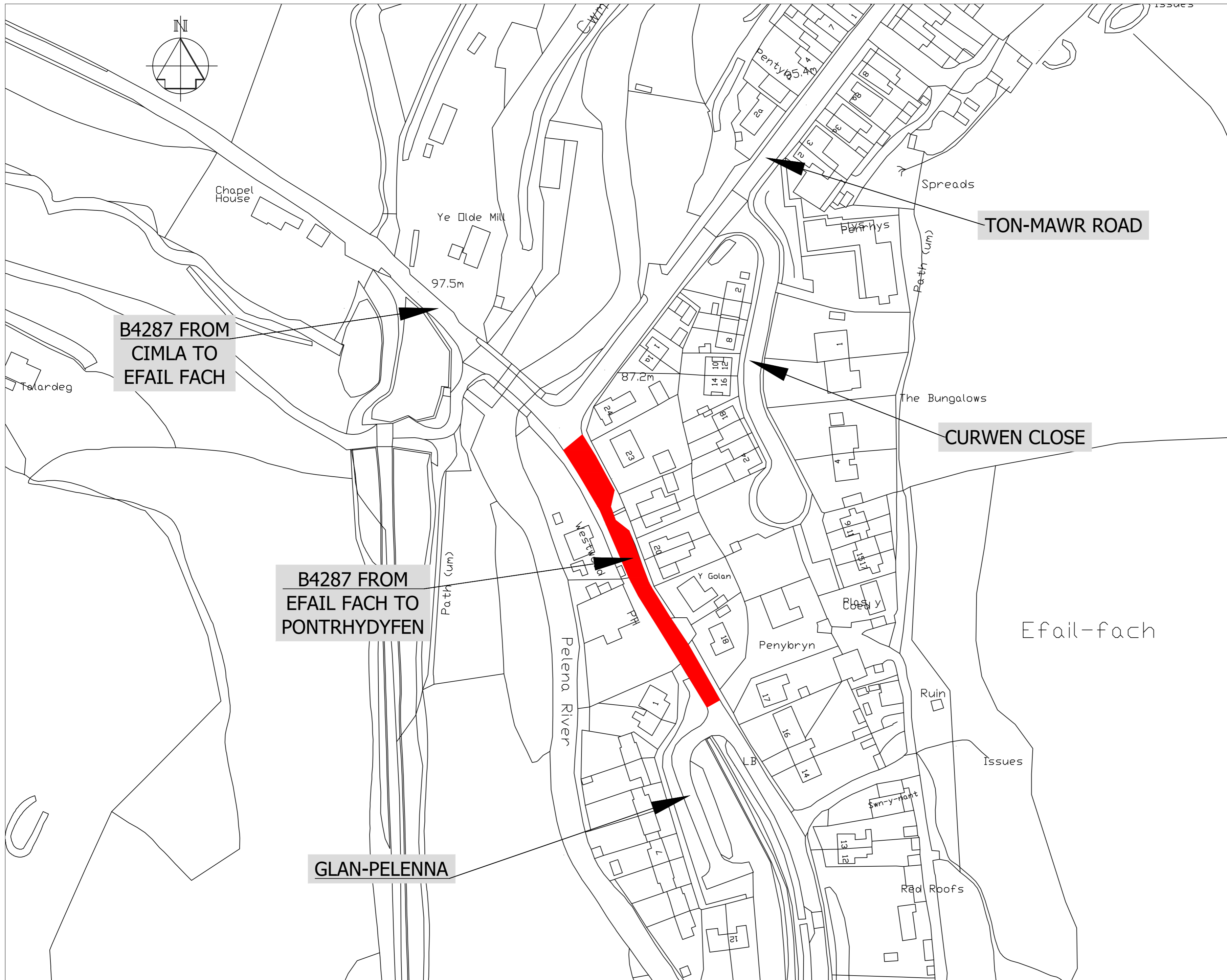
Mae'r dudalen hon yn fwriadol wag



1. All dimensions are in millimetres unless otherwise stated.

KEY:-

 REVOCATION OF EXISTING 7.5 TONNE WEIGHT RESTRICTION



Dwg. No. Tudalen 169

Job Title

**B4287 FROM  
EFAIL FACH TO  
PONTRHYDYFEN**

**B4287 FROM  
CIMLA TO  
EFAIL FACH**

**TON-MAWR ROAD**

**CURWEN CLOSE**

**GLAN-PELENNNA**

**APPENDIX 'A'**

Rev	Details	Dr	Ch	Ap	Date

Client



**Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council**  
ENGINEERING AND TRANSPORT  
NICOLA PEARCE BSC (Hons), Dip TP, MRTPI  
DIRECTOR OF ENVIRONMENT AND REGENERATION  
THE QUAYS, BRUNEL WAY  
BAGLAN ENERGY PARK  
NEATH SA11 2GG

Job Title  
**B4287 EFAIL FACH TO PONTRHYDYFEN  
REVOCATION OF EXISTING  
7.5 TONNE WEIGHT RESTRICTION  
TRAFFIC REGULATION ORDER  
EFAIL FACH**

File No.	Financial Code No.		
Drawn <b>RLJ</b>	Checked <b>MCB</b>	Approved <b>HHH</b>	
Date <b>MAR '24</b>	Date <b>MAR '24</b>	Date <b>MAR '24</b>	
Scales <b>As Detailed</b>	Status <b>PRELIM</b>		

Drawing No. **C67000-B4287-EFPR-TRO\_1**

REVOCATION OF TRAFFIC REGULATION ORDER - LAYOUT - SCALE 1:1000 @A2

Mae'r dudalen hon yn fwrriadol wag

**1. Details of the initiative**

<b>Initiative description and summary: (B4287 Efail Fach to Pontrhydyfen, Efail Fach) (Revocation of 7.5 Tonne Weight Restriction) Order 2024</b>
<b>Service Area:</b> Engineering and Transport
<b>Directorate:</b> Environment and Regeneration

**2. Does the initiative affect:**

	Yes	No
Service users	Y	
Staff	Y	
Wider community	Y	
Internal administrative process only	Y	

**3. Does the initiative impact on people because of their:**

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		N			L	There is no negative as the existing 7.5 tonne weight restriction will remain in place, thereby benefiting the local community.
Disability		N			L	
Gender Reassignment		N			L	
Marriage/Civil Partnership		N			L	
Pregnancy/Maternity		N			L	
Race		N			L	
Religion/Belief		N			L	
Sex		N			L	
Sexual orientation		N			L	

#### 4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language	Y				L	There will be a positive impact as we welcome all correspondence in Welsh and English when dealing with the wider community.
Treating the Welsh language no less favourably than English	Y				L	There will be a positive impact because all permanent highway approved signage and road markings used in the traffic regulation orders are Bilingual ( Welsh / English ) with Welsh placed above English.

#### 5. Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		N			L	There is no negative impact as the road markings are located on the carriageway, therefore the scheme does not impact the existing Flora, Fauna or Biodiversity.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		N			L	There is no negative impact as the road markings are located away from the kerb allowing the carriageway and footway drainage to function as at present. The scheme is located within the existing road surface and as such there is no opportunity to provide additional drainage systems such as swales, soakaways etc.

6. Does the initiative embrace the sustainable development principle (5 ways of working):

	Yes	No	Details
<p><b>Long term</b> - how the initiative supports the long term well-being of people</p>	Y		<p>Within the Neath Port Talbot presently 59.6% of adults are obese or overweight (with 23.6% being obese) it is predicted that by 2025 the number will have risen to 66.5%. A quarter of children in Wales are overweight or obese (including 12.4% that are obese) Wales has a higher percentage of adolescents self-reporting to be overweight or obese compared to England, Scotland and Republic of Ireland, with rates being generally higher in boys than girls.</p> <p>Only 48.4% of adults in Neath Port Talbot are meeting the physical activity guidelines compared to 53.1% in Wales. For most people, the easiest form of physical activity are those that can be built into everyday life such as walking and commuting by active travel. By enabling active travel, the proposal will contribute to improved health benefits for users whilst reducing carbon emissions from vehicles.</p> <p>The Welsh Governments Llwybr Nweydd Wales transport strategy sets out the 20 year ambition and focuses on delivering an accessible, sustainable transport system that is good for people, communities, the environment the economy and Welsh language and culture.</p> <p>The 5 year priorities call for a transport system and infrastructure that plays its part in reducing greenhouse gas emissions whilst increasing active travel and public transport use by providing safe, accessible, sustainable transport systems that people will want to use.</p> <p>The sustainable transport hierarchy places active travel at the forefront of transport and sets out how the strategy will encourage people to change their travel behaviour to use low-carbon sustainable transport, cycling and walking as the preferred transport modes.</p> <p>There is no negative as the existing 7.5 tonne weight restriction will remain in place, thereby benefiting the local community.</p>

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<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	Y		The scheme will remain unchanged thereby maintaining the existing street scene improving the community health through reduced air pollution and people walking to the local facilities, thereby contributing to other organisations goals on improving health for the population of Wales.
<b>Involvement</b> - how people have been involved in developing the initiative	Y		A statutory consultation exercise for the revocation of the traffic regulation order was undertaken with 25 letters and plans hand delivered to the adjacent properties detailing the proposals. The revocation of traffic regulation order was advertised in the South Wales Evening Post, on the Council's web site and Notices posted on site.  Five objections were received to the scheme, it is recommended that the objections are upheld in full and that the Council will continue to monitor the situation going forward.
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions	Y		The various sections within the Council such as Highway Engineering and the Legal section have worked together on this initiative.
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse	Y		In NPT 25.5% of homes do not have access to a car. Where car ownership levels are low, residents are more likely to be reliant on public transport and active travel for their day to day needs and to access key services and employment. Poor facilities can lead to difficulty in using active travel which can cause to social exclusion and isolation, which subsequently can lead to a range of health and social problems.  Facilitating more journeys by Active Travel will reduce our consumption of natural resources and act to tackle the causes and consequences of congestion, climate change, traffic pollution and noise.  Encouraging people to be more active by providing Active Travel routes will help people to be healthy, to achieve their potential.

**7. Declaration - based on above assessment (tick as appropriate):**

A full impact assessment (second stage) <b>is not</b> required	✓
Reasons for this conclusion	
<p>After completing the assessment, it has been determined that this proposal does not require a full Impact Assessment (second stage). The scheme by remaining in place will have a positive impact on service users, have no adverse impact on people who share protected characteristics or on people's ability to use the Welsh language.</p> <p>The scheme by remaining in place will contribute to delivering the Council's Corporate Improvement Plan by improving the wellbeing of people within the community by providing safe passage for all highway users. The Council will continue to monitor the situation going forward.</p>	

A full impact assessment (second stage) <b>is</b> required	
Reasons for this conclusion	

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	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
Completed by	Hasan I. Hasan	Engineering Manager	HIH	26/09/2024
Signed off by	D.W.Griffiths	Head of Engineering & Transport	DWG	26/09/2024

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## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### Cabinet

23 October 2024

### Report of the Chief Executive – Karen Jones

#### Matter for Decision

#### Wards Affected:

All Wards

### Review of fees and charges paid at local government elections

#### Purpose of the Report

1. This report sets out for decision proposals relating to the review of fees and charges paid to staff appointed by the Returning Officer for Local Government elections.

#### Background

2. The current structure and scale of fees paid at local elections are originally based on those previously set by the former Neath, Lliw Valley and Port Talbot authorities. This Council adopted those scale of fees in 1996.
3. The fees were previously last fully reviewed prior to the 2017 local government elections and now need to be revisited once again to ensure they continue to reflect the fees paid at other election types.

4. The most recent national electoral events were the Police and Crime Commissioner Elections which took place on 2 May 2024, and the 'snap' UK Parliamentary General Election on 4 July 2024. It is proposed that the fees paid for these elections are used as a general benchmark for specific local election fees.
5. The updated fees and charges schedule will ensure that an accurate up to date structure is in place prior to the commencement of the election timetable and the appointment of appropriate staff for the Local Government Elections scheduled for 6 May, 2027.
6. In setting the fees and charges utilised by the Returning Officer for local government elections, a standing point of reference is now offered by the UK Government's Elections Claims Unit (ECU) in the form of set pay bands for national elections.
7. To develop the pay bands the ECU, located within the Ministry of Housing, Communities and Local Government, has worked closely with the Society of Local Authority Chief Executives (SOLACE), the Association of Electoral Administrators (AEA) and the Elections Funding Working Group (EFWG) to develop a structure that can apply to all national polls across Great Britain.
8. Going forward these national pay bands will be regularly revised and offer the most appropriate modelling to assist with the setting of local pay rates to ensure a consistent, fair and progressive approach to the payment of staff working at elections.

### **Financial Impact**

9. The cost of the ordinary local elections is met from the Elections Equalisation Reserve Fund, to which annual contributions are made from the Electoral Services Office budget to support the Returning Officer in undertaking their independent statutory duties.
10. The cost of administering the 2027 elections for the County Borough Council is currently estimated at £310,000.

11. Where elections to the County Borough Council and community councils are combined, the costs of the elections, including fees paid, are shared equally (except those costs attributable to a particular election only) between the Council and the relevant community council. Community councils will be recharged for their share of the operational costs following the conclusion of the relevant elections.

### **Equality Impact Assessment**

12. A screening assessment has been undertaken to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010, after completing the Screening Assessment it has been determined that this Policy does not require a Full Equality Impact Assessment.

### **Workforce Impacts**

13. In relation to the recruitment of staff working at specific election events it is important to point out that these appointments are made directly by the formally appointed Returning Officer and election staff are not employed by Neath Port Talbot Council.
14. The introduction of the UK Government's various electoral reforms via the Elections Act 2022 and the significant changes to UK Parliamentary constituency boundaries have made the recruitment and retention of staff willing to undertake election duties more challenging at national elections.
15. Similar staff recruitment issues have also now started to impact on the ability to recruit and retain staff willing to undertake election duties at local elections, which is proving more difficult year on year.
16. By basing the attached revised schedule of fees and charges for local government elections on modelled pay bands for national elections we will ensure that a consistent, fair and progressive approach to staff fees can be adopted for all election types going forward.
17. In addition, this will also aid in offering the supplementary benefit of helping to stabilise the recruitment and retention of staff willing to work at future local government electoral event within Neath Port Talbot.

## **Legal Powers**

18. To support the discharge of the duty placed on the Returning Officer, as contained with the Local Government Act 1972 (as amended) to make arrangement to adequately administer the Local Government Elections scheduled be held on 6 May, 2027.

## **Risk Management**

19. Should the Council not maintain its fees at appropriate levels, there is a risk that the Returning Officer will be unable to recruit a sufficient workforce to safely administer electoral events.

## **Consultation**

20. There is no requirement under the Constitution for external consultation on this item.

## **Recommendation**

21. That the amended fee structure, as contained in Appendix 1 attached hereto, for Local Government elections be approved.

## **Implementation of Decision**

22. The decision is for immediate implementation.

## **Reason for Proposed Decision**

23. To agree the amended fee structure prior to the appointment of appropriate staff.

## **Appendices**

24. Appendix 1 - Local Government Elections 2027 proposed fees and charges structure.

## **List of Background Papers**

25. None.

## **Officer Contacts**

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## Appendix 1

<b>Local Government elections proposed fees and charges structure</b>	<b>Current £</b>	<b>Proposed £</b>
Returning Officer: Fee per contested Electoral Ward or Community/Community Ward	165.00	190.00
Fee per uncontested Electoral Ward or Community/Community Ward	25.00	25.00
Deputy Returning Officers: Fee for conducting a count and declaring the result per contested Electoral Ward or Community/ Community Ward. (Subject to the Returning Officer's fee being reduced by 50%)	70.00	95.00
Receiving and validating of nomination papers. and liaising with candidates/parties on behalf of the Returning Officer: Fee per Electoral Ward or Community/ Community Ward	40.00	45.00
Polling Station Inspector (One per 6+ Polling Stations): Single election (County Borough or Community) Combined election (County Borough & Community)	230.00 250.00	275.00 295.00
Presiding Officer (One per Polling Station): Single election (County Borough or Community) Combined election (County Borough & Community)	215.00 230.00	275.00 295.00
Poll Clerk (One per 850 electors): Single election (County Borough or Community) Combined election (County Borough & Community)	135.00 155.00	185.00 205.00
Training: – Deputy Returning Officers, Polling Station Inspectors, Presiding Officers	30.00	35.00
Training: – Poll Clerks	30.00	30.00

<b>Local Government elections proposed fees and charges structure</b>	<b>Current £</b>	<b>Proposed £</b>
Issue of Postal Votes:		
Payable to assistants per session (office hours)	20.00	30.00
Payable for supervision per session (office hours)	40.00	40.00
Payable to assistants per session (weekend)	35.00	35.00
Payable for supervision per session (weekend)	55.00	55.00
Opening of Postal Votes:		
Payable to assistants per session (office hours)	25.00	30.00
Payable for supervision per session (office hours)	40.00	40.00
Payable to assistants per session (weekend)	35.00	35.00
Payable for supervision per session (weekend)	55.00	55.00
Verification and Count:		
Count Assistant (Thursday Night)	100.00	130.50
Chief Counter (Thursday Night)	150.00	196.50
Count Control Assistant (Thursday Night)	150.00	196.50
Count Assistant (Friday Day)	60.00	87.00
Chief Counter (Friday Day)	100.00	131.50
Count Control Assistant (Friday Day)	100.00	131.50
General Clerical and other assistance:		
Per contested Electoral Ward or Community/Community Ward	40.00	40.00
Per uncontested Electoral Ward or Community/Community Ward	30.00	30.00

### **Travelling expenses**

It is also proposed that the payment of travelling expenses for election staff be reviewed.

At national elections 'fixed' travelling allowances are paid to staff who use their own transport. This arrangement reduces the administration of very large numbers of claims for travelling in connection with the election, and speeds up the process for paying staff.



Based on the fixed travelling allowance paid at the 2022 local elections it is proposed that the allowances set out in the following table are used for the 2027 elections based on guidance for national elections provided by the UK Government’s Elections Claims Unit.

<b>Local Government elections proposed fees &amp; charges structure</b>	<b>Current £</b>	<b>Proposed £</b>
Presiding Officers – for travelling to training, collection of ballot boxes, travel to and from the Polling Station, delivery of ballot box to the count	15.00	20.00
Poll Clerks – for travelling to training, travel to and from the Polling Station	10.00	£4.50 travel up to 10 miles  £9 travel between 10-20 miles  £20 travel more than 20 miles
Polling Station Inspectors – for all travelling on Polling Day	15.00	Based on actual mileage of 0.45 a mile
Verification/Count Assistants – for travelling to and from the verification/count (unless already paid the Presiding Officer travelling allowance above)	5.00	5.00

### **Expenses at actual costs**

In addition to the above charges, the following expenses are met at actual cost:-

- (a) Hire and fitting up of polling stations and Verification/Count Centres, including the provision of heating, lighting and cleaning
- (b) Stationery and postages
- (c) Polling screens, ballot boxes, etc. required to be purchased, hired, altered or repaired
- (d) Printing of Poll Cards, Ballot Papers and Postal Voting stationery (Quotations sought by the Returning Officer).
- (e) Conveyance of ballot boxes and polling screens.



Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **CABINET**

**23 OCTOBER 2024**

### **REPORT OF THE DIRECTOR OF FINANCE – HUW JONES**

#### **Matter for Decision**

**Wards Affected – Briton Ferry West, Aberavon**

**Report Title – Miscellaneous Grant Fund Applications**

#### **Purpose of the Report:**

1. To seek Member approval in relation to grant applications received at Appendix 1 attached.

#### **Background and Financial Impacts**

2. The Council has a Miscellaneous Grants Scheme to support individual applications for grants in line with the criteria set out below:-

#### **Existing Policy Statement**

- a) Each application will be considered on its merits.
- b) The Committee will only approve applications for financial assistance from voluntary or charitable organisations which are manifestly committed to voluntary endeavours of a local nature. This will not preclude the consideration of

applications where the disposal of funds is outside the area but still provides significant benefits for the people from the Neath Port Talbot area.

- c) No applications will be considered from religious bodies except relating to church halls and other premises where there is significant community use of the property for non-religious activities.
- d) No applications will be considered from other public funded bodies such as community councils, hospital trusts, etc. or where the benefit may be in lieu of their contributions such as appeals for hospital equipment.
- e) Applications from individuals may be considered where both the person and the community derive a benefit.
- f) No grants will be made to any individual or organisation whose prime purpose is to distribute their funds to other charitable bodies.

### **Integrated Impact Assessment**

- 3. There are no impacts in respect of the obligations to the Council under the Equality Act 2010, the Welsh Language Standards (No 1) Regulations 2015, the Environment (Wales) Act 2016 and support via this grant provides generally a positive impact in respect of the Wellbeing and Future Generations (Wales) Act 2015.

### **Valleys Communities Impacts**

- 4. Applications for grant are available to voluntary and charitable organisations across the county borough.

### **Workforce Impacts**

- 5. There are no workforce impacts.

## **Legal Impacts**

6. Grants are provided in line with the approved scheme criteria.

## **Risk Management Impacts**

7. All grant applications are considered on their own merit and in line with the approved scheme criteria.

## **Consultation**

8. There is no requirement for external consultation on this item.

## **Recommendation**

9. It is recommended that Members approve the applications set out in Appendix 1 to this report.

## **Reason for Proposed Decision**

10. To decide on the amount of financial support in respect of the grant applications received.

## **Implementation of Decision**

11. The decision is proposed for implementation after the three day call in period

## **Appendices**

12. Appendix 1 – Schedule of grant applications

## **List of Background Papers**

### 13. Grant Applications

#### **Officer Contact**

Mr. Huw Jones – Director of Finance

Email: [h.jones@npt.gov.uk](mailto:h.jones@npt.gov.uk)

## SCHEDULE OF GRANT APPLICATIONS

Applicant	Purpose	Amount Request/Cost of "Project"	Previous Support	Comments
Me, Myself & I and MMI Trading with Care	The Trustees of Me, Myself & I and MMI Trading with Care have applied for grant assistance in relation to the lease of Brynhyfryd School	Grant towards the cost of rent of £11,660 pa which is increasing from £10,600 pa	Cabinet (Policy and Resources) Sub Committee 4 <sup>th</sup> October 2022 approved a grant of £10,000 p.a	Proposed that a grant of £11,077 per annum be offered which is the equivalent of c95% of the new rent.
NSA Afan	The Trustees of NSA Afan have applied for grant assistance in relation to the lease Lease of Aberavon Community Centre, Michna Street, Aberavon, Port Talbot	Grant towards the cost of rent of £6,950 pa which is increasing from £6,325 pa	Cabinet (Policy and Resources) Sub Committee 9 February 2022 approved a grant in the following terms:- <i>That the increase in rent of the lease of Michna Street Community Centre be delayed until 1 May 2022, and the existing grant of £4600 pa continue to be provided to The Trustees of NSA Afan until 30 April 2022. Thereafter a grant of £4600 pa will be provided until the next rent review</i>	Proposed that a grant of £6,603 per annum be offered which is the equivalent of c95% of the new rent.

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Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Cabinet**

**23<sup>rd</sup> October 2024**

### **Report of the Head of Property and Regeneration Simon Brennan**

#### **Matter for Decision**

**Wards Affected: All wards in Neath Port Talbot**

#### **Proposed Commemorative Blue Plaque Scheme**

#### **Purpose of the Report:**

1. To seek Member approval for the launch of a Commemorative Blue Plaque Scheme in accordance with the financial impacts outlined in this report.
2. To seek Member approval for the decision-making process outlined in the NPTC Blue Plaques Policy document and the NPTC Blue Plaques Guidelines document.

## **Executive Summary:**

Approval is sought to support the commencement and funding of a Commemorative Blue Plaque Scheme that will celebrate notable people, places and events within the county borough. Blue Plaques connect the past and present, they can increase the sense of pride among local communities and can educate everyone about our shared history and heritage, enabling this to be accessible for all.

A financial commitment from the Regeneration team's Capital Programme has been secured to support the cost of two Blue Plaques per year for 10 years.

There will be opportunity for applicants to apply for additional self-funded Blue Plaques and they will be subject to the same application and decision making process as detailed in the Appendices attached.

Applicants are required to provide all the research documentation for the person, place or event, along with any relevant consents required.

Applications will be short-listed and the preferred submissions will be reported to Cabinet for decision.

A manufacturer for the Blue Plaques has been procured which will ensure a uniform design for all Blue Plaques installed in NPT County Borough.

A complementary Green Plaque Scheme for the County Borough is in development which will identify locations and species of local, regional and national importance.

A Green Plaque Scheme will highlight and celebrate the important species within Neath Port Talbot, raising awareness of our biodiverse borough and engaging with our communities about the importance of conserving and improving our wildlife for future generations in the light of Climate Change and Nature Emergency.

Papers outlining the Green Plaque scheme will be prepared in conjunction with our Countryside and Wildlife Team and will be shared with members in due course.

### **Background:**

Identified as an integral part of the adopted Heritage Strategy's Action Plan, the Blue Plaque Scheme is a key measure that will recognise, celebrate and commemorate important figures, cultural traditions and heritage assets in NPT. It can inspire our future generations to play a continuing part in the protection and promotion of our culture, heritage and history.

The Blue Plaque Scheme is part of the Council's commitment and vision to ensure that 'Our local environment, culture and heritage can be enjoyed by future generations,' and helps to fulfil its purpose, namely *'To help Neath Port Talbot residents to live good lives.'*

The Blue Plaque scheme will play a valuable role in promoting conservation, by highlighting people and buildings with historic associations in our communities.

The scheme will positively support important cross- departmental work taking place to promote our Cultural heritage and tourist destinations.

Blue Plaques will be installed on buildings owned and occupied by others and the guidance dictates that all parties must be in agreement with the installation of the plaque and evidence of the agreement will be submitted in writing with the application form.

Individuals and groups have already made tentative enquiries for applications and some have shown an interest in self-funding some plaques and made enquiries about possible nominations.

## **The Project**

Blue Plaques are a source of information, education and celebration. They will create opportunities for future activities such as Blue Plaque Trails and QR code links to website stories of People, Places and Events. They have the capacity to promote the Heritage of each community.

The Blue Plaques will become the ownership of the Local Authority, regardless of the funder. This is to ensure that if a building was demolished or a property owner no longer wanted a blue plaque on their property, then the LA would store the plaque until an alternative setting is found.

This is a relatively low cost project which will have a positive impact on many of our local communities.

Applications will be shortlisted by the Heritage Team, HeritageNPT Steering Group and Heritage Partnership, with input from the Cabinet Member for Nature, Tourism and Wellbeing and Cabinet Member for Climate Change and Economic Growth. The application process is described in the Policy document attached (Appendix 1).

We will work collaboratively with Cadw to execute its planning and legislative duties to ensure that plaques are sensitively located on our designated heritage assets and sites.

### **Financial Impacts:**

The Blue Plaques will be funded from the Regeneration team's Capital Programme and will be reviewed annually. £2,000 per annum has been secured for 10 years which will fund 2 Blue Plaques.

A business, group or individual can also apply to self-fund a Blue Plaque in addition to the 2 funded from the capital programme.

Self-funding applicants will have to fund the manufacture and installation costs in advance of any orders placed with the manufacturer to mitigate any financial burden on Council budgets.

Three Quotes were received from manufacturers of Blue Plaques, which included, metal and ceramic plaques.

The HeritageNPT team considered the options and prices and concluded that ceramic plaques offered best value and quality. Metal plaques are at risk of theft and were not of equal quality to the designs of the ceramic plaques. An example of how the ceramic plaque will look is attached in Appendix 4.

### **Integrated Impact Assessment:**

An overview of the Integrated Impact Assessment has been included below in summary form only. A full Integrated Impact Assessment is attached to the report at Appendix 3.

A full IIA has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

### **Valleys Communities Impacts:**

The Blue Plaque Scheme offers representation for renowned people, places and events in and from our communities and is a way of raising awareness of the significant impact made on these communities.

### **Workforce Impacts:**

There are no workforce implications in relation to the Authority.

### **Legal Impacts:**

Any procurement activities will be conducted in accordance with the requirements of the Public Contract Regulations 2015.

The Council and applicants will execute their planning and legislative duties to enable the installation of Blue Plaques on designated sites and structures.

### **Risk Management Impacts:**

All research documents on people, places and events will be submitted with the application and scrutinised during the decision making process.

All statutory consents will be required prior to a decision on applications where plaques are to be fixed to a Listed Building and Scheduled Monument.

The Council will arrange the manufacture and installation of the Blue Plaque and recover these costs from self-funding applicants.

### **Consultation:**

During the Heritage Strategy consultation, the Blue Plaque Scheme was one of the priority actions identified for inclusion in the Action Plan.

### **Recommendations:**

Having had due regard to the full Integrated Impact Assessment, it is recommended that:

- Members agree the recommendation to proceed with the Commemorative Blue Plaque Scheme and commit finances to this initiative.
- Members agree to the decision making process as specified in the Policy and Guidance documents.

### **Reasons for Proposed Decision:**

To enable Neath Port Talbot Council to proceed with the launch of a Commemorative Blue Plaque Scheme to inform and to celebrate notable people, places and events in our local history and to commit funding to deliver the project.

### **Implementation of Decision:**

The decision will be implemented after the three-day call-in period.

### **Appendices:**

Appendix 1 – Commemorative Blue Plaque Policy  
Appendix 2 – Commemorative Blue Plaque Guidelines  
Appendix 3 – Full Integrated Impact Assessment  
Appendix 4 – Example of a Commemorative Blue Plaque

### **List of Background Papers:**

3 Quotes from Manufacturers:  
Ned Heywood Heritage Ceramics - preferred  
Valley Group Signage  
All London Signs

**Officer Contact:**

Andrew Collins

Regeneration and Economic Development and Manager

[a.collins@npt.gov.uk](mailto:a.collins@npt.gov.uk)



*This form is also available in Welsh*



# **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

## **Commemorative Blue Plaque Scheme**

### **POLICY**

Heritage NPT Team

Property & Regeneration

The Quays

Brunel Way

Baglan Energy Park

Neath

SA11 2GG

[regeneration@npt.gov.uk](mailto:regeneration@npt.gov.uk)

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## **1. Introduction**

Neath Port Talbot County Borough Council's (the 'Council') Commemorative Blue Plaque Scheme is intended to celebrate notable people, places and events within the county borough. Blue Plaques are one of the most effective and visible means of celebrating our history and the historic environment. Plaques connect the past and present, they can increase a sense of pride among local communities and can educate about history and heritage, making both more accessible to people of all ages and backgrounds. They can also play an important conservation role, helping to highlight buildings with historic associations and to preserve them for the future.

The Blue Plaques Scheme is part of the Council's commitment and vision to ensure that 'Our local environment, culture and heritage can be enjoyed by future generations', and helps to fulfil its purpose, namely '*To help Neath Port Talbot residents to live good lives*'. The Council aims to create a Neath Port Talbot where everyone has an equal chance to participate in the rich culture of the borough, be healthier, happier, safer and prosperous with a sense of belonging, citizenship and place. All this is reflected in the Well-being of Future Generations Action 2015, in which a '*vibrant culture*' is one of the seven national goals.

## **2. Costs and Funding**

The Blue Plaque Scheme is coordinated and facilitated by the HeritageNPT Team, part of the Property & Regeneration Team.

The budget for the provision of new plaques will be covered by the Council and will be confirmed on an annual basis in anticipation of the following financial year.

At the time of writing, the Council can cover the cost of two new Blue Plaques a year, across the County Borough. If a business, group or individual can self-fund a Blue Plaque, they will still need to submit their nomination via the online application process. The Council will arrange the manufacture and installation of the Blue Plaque and recover these costs from self-funding applicants. Self-funding applicants will have to cover manufacture and installation costs upfront.

There must be a suitable building or structure on which the plaque can be placed, where it is safe, visible and accessible to the public.

## **3. Criteria**

The below criteria will be utilised by the Council to determine applications and are set out to ensure fair and consistent consideration is given to each application. The decision of the Council as to whether to grant a Blue Plaque is at the sole discretion of the Council and there shall be no avenues of appeal against any decision taken.

The Council also reserves the right to refuse to consider an application at its own discretion and there shall be no avenues of appeal against any decision taken. For example, if the Council feels that it would be inappropriate to authorise a Blue Plaque.

The Council will generally not support the nomination of a person convicted of a criminal offence unless there are extenuating circumstances to justify support or of a person who does not reflect our communal values listed below in section 3.4.

### *3.1. People*

It must be demonstrably eminent that the person has been in a public sphere, and or completed work worthy of lasting recognition.

Any plaque placed for a person should have a strong connection with the building and/or structure it is placed upon even if that building has undergone a change of use.

Without exception, proposals for the commemoration of people shall not be considered until they have been deceased for twenty years.

### *3.2. Places, Locations & Buildings*

Must be locally or nationally known, of having special significance and worthy of lasting recognition. A building marked by a plaque must be clearly visible from the public highway or must be accessible to the public.

### *3.3. Events*

At least twenty years must have elapsed before an event can be recognized by a plaque.

### *3.4. Understanding & Raising Awareness*

Nominations must outline how the proposed blue plaque will increase understanding, raise awareness of the history and significance of the proposed person/building/location/event.

### *3.5. Values*

Nominations must consider and reflect the values of Neath Port Talbot Council listed below and detailed in our Corporate Plan 2022-2027 [Recover, Reset, Renew](#).

By doing so, enables everyone to be included and play their part in the celebration and promotion of our diverse cultural heritage in Neath Port Talbot.

**Connected-** Access and inclusion for everyone to opportunities, services and sites.

**Caring-** Equality, fairness and respectfulness of everyone's uniqueness.

**Collaborative** – Working in partnership with one another and other stakeholders we can achieve more for everyone and our communities.

**Confident-** Self – assurance that everyone feels valued and supported to engage and participate in daily life and available opportunities.

### *3.6. Welsh Language*

The Welsh language contributes to our culture including poetry, music, literature and our sense of identity, community and way of life.

The Blue Plaque Scheme celebrates and supports the people, places and events at the heart of our history and historic environment that celebrates and promotes our treasured language heritage.

The Welsh Language Standards (No.1) Regulations 2015 place a statutory requirement on the Council to ensure all projects and schemes coordinated and facilitated by them must include ways that there are more positive impacts for the Welsh language. These positive impacts include promotion of the Welsh language and opportunities to use the language on a daily basis for everyone. Whilst we have a legal duty to comply with the Welsh Language Standards, the Council has a pride in our beautiful language and is committed to encouraging and facilitating the use of Welsh as part of our everyday lives.

Nominations must state how planned actions will have a positive impact on opportunities to use Welsh and ensure that the Welsh language is treated no less favourably than the English language.

Examples:

- Access to bilingual heritage information such as contained on the Blue Plaque will increase vocabulary and provide opportunities for discussion in Welsh.
- Language learners can make valuable group visits to Blue Plaque sites and listen to speakers in Welsh talk about the site.

## 4. Procedure

### 4.1. Application

Application forms and guidance notes are available upon request from the HeritageNPT Team. All applications must be submitted to the HeritageNPT Team who as the selection panel check and vet all applications and make recommendations on applications to the Council's Cabinet Members. The Council's Cabinet Members decide whether applications are approved or not.

\*Online application [\(insert link\)](#).

Any member of the public including businesses, community groups, individuals or organisations (the nominating party) can make applications for a Blue Plaque.

Applications may be submitted in Welsh and any application submitted in Welsh will be treated no less favourably than an application submitted in English.

### 4.2. Historical Evidence

As part of the application, the nominating party needs to provide evidence that the application, be it for a person, place or event satisfies the criteria for the Blue Plaque and is worthy of lasting recognition.

This information is vetted and checked for factual accuracy by the panel as part of the selection process.

### 4.3. Consent

Consent should be sought from the property owner (and where relevant) the local planning authority at this stage to avoid any unnecessary delays or, in extreme cases a complete failure, in successful applications. The nominating party needs to provide the contact details of the owner of the property or location where the plaque is proposed to be installed. A contact email address or number of the owner needs to be included in the application. This enables the HeritageNPT Team to confirm that consent has been granted by the owner.

Some buildings or sites are Listed Buildings or Scheduled Monuments and we can assist you to secure Listed Building Consent (LBC) or Scheduled Monument Consent (SMC). Please contact the HeritageNPT Team for further assistance and guidance.

There is no fee for LBC or SMC and the HeritageNPT Team will work with the nominating party and Cadw to obtain this consent if required.

#### *4.4. Selection & Approval Process*

The submission window for applications will be open from 1<sup>st</sup> April 2025 to 30<sup>th</sup> September 2025, subsequently the application window will be live for the same six-month period April to September in following years.

The selection panel will proactively work with nominators to ensure that successful applications are varied and are representative of our communities.

The assessment and approval process could take up to 3 months. Self-funded applications can apply on an ad hoc basis but still need to be approved by the Council's Cabinet Members.

Each application is considered on its own merit as evidenced by any and all supporting information provided with it, including assessing the suitability of the proposed building or structure for installation. The selection panel may undertake its own research to substantiate applications.

In cases where a Blue Plaque plays an integral part in significant up and coming commemorative celebrations taking place within the county, then applications can be fast tracked for selection and approval. The selection panel will assess each application on a case-by-case basis, report their recommendations to the Council's Cabinet Members for their final decisions on whether applications are supported or not.

The selection panel is made up of the current members of the HeritageNPT Team within Neath Port Talbot Council:

- Environmental Design & Heritage Officer
- Heritage Strategy Officer
- Community Heritage Officer

The selection panel will check and vet all applications to ensure that all criteria has been met, and that the application is appropriate. The selection panel will report their recommendations on applications to the Council's Cabinet Members. The Council's Cabinet Members can either approve/reject applications or to be provided with a list of applications that they can choose from and select ones for approval.

The HeritageNPT Team will inform the applicant of the outcome of their application. The decision of the Council's Cabinet Members is final and there are no grounds of appeal.

#### *4.5. Design, Material and Manufacture*

For consistency of design and standardisation of the plaque, the Council will liaise with the manufacturer of the Blue Plaque. The Council will arrange the manufacture and installation of the Blue Plaque and recover these costs from self-funding applicants. Self-funding applicants will have to cover manufacture and installation costs upfront.

A standard Ceramic plaque is 450mm (18 inches) in diameter and 20mm (2cm or 0.8 inches) wide.

The plaques are attached by 2 concealed keyholes cut in the back of the plaque. For design and installation queries check with the HeritageNPT Team.

Working together with the nominating party, the HeritageNPT Team will propose the artworks and wording for the Blue Plaque to the nominee. The HeritageNPT Team will then arrange translation and submit to the manufacturer to draw up the first draft of the artwork for the plaque that will collectively be agreed upon.

The artwork for the plaque will be sent to the manufacturer by the HeritageNPT Team to proceed with the manufacture of the plaque.

This process should take no longer than 4 months from the date of confirmation of a successful application. It will take 6 weeks from signing off the design and delivery of the plaque, if all the necessary consents are in place.

All plaques will be bilingual with the Welsh text positioned to be read first. The plaque will identify and acknowledge the importance of Our Place, namely **Neath Port Talbot County Borough** a significant cultural and historical place in Wales. All plaques will display bilingually this place name.

#### *4.6. Installation and Unveiling*

It is the responsibility of the nominating party to organise the unveiling of the plaque and any celebrations surrounding this.

This includes coordinating events with the relevant historic society, property owners and any family members or persons of interest to the plaque.



The HeritageNPT Team will arrange for the installation of the plaque on the nominating party's behalf.

Dependent on location, it is recommended to undertake unveilings at the actual building or structure on which the plaque is to be affixed as this gives a sense of place.

Neither the Council nor the HeritageNPT Team is able to contribute towards the cost of any events/unveiling ceremonies.

#### *4.7. Promotion and Outreach*

Twice a year, the Council's Communications and Marketing team, by request from the HeritageNPT Team, will issue a press release with details of the successful applications and blue plaques to be awarded.

Promotion surrounding plaque unveilings will be the responsibility of the nominating party, who must ensure that the HeritageNPT Team and the Communications and Marketing team is informed of any unveiling event.

#### *4.8. Maintenance*

All blue plaques remain the property of the Council regardless of whomever owns the building or structure to which it is attached and regardless of whomever pays for its manufacture and installation.

The HeritageNPT Team relies on the community to report any loss or damage to blue plaques to the Council. This is to protect the Blue Plaque due to any change in circumstances.

If, for any reason a property owner requests that a blue plaque be removed from a building or structure, the HeritageNPT Team will, as far as is practically possible work with the original nominating party to identify a suitable alternative.

If, for any reason the HeritageNPT Team receives a request from a member of the public to remove or take down a blue plaque this request will be dealt with on a case-by-case basis, working with the relevant historical society, the member of the public, and the original nominating party.

Mae'r dudalen hon yn fwriadol wag

**This form is available in Welsh**

**Neath Port Talbot County Borough Council  
Commemorative Blue Plaque Scheme**

**Guidelines for Applicants**

The Blue Plaque Scheme is intended to celebrate notable people, places and events within the Neath Port Talbot. Below you'll find some useful information to help your application.

The Blue Plaques Scheme is part of the Council's commitment and vision to ensure that 'Our local environment, culture and heritage can be enjoyed by future generations', and helps to fulfil its purpose, namely '*To help Neath Port Talbot residents to live good lives*'. The Council aims to create a Neath Port Talbot where everyone has an equal chance to participate in the rich culture of the borough, be healthier, happier, safer and prosperous with sense of belonging, citizenship and place. All this is reflected in the Well-being of Future Generations Action 2015, in which a '*vibrant culture*' is one of the seven national goals.

**How many Blue Plaques will have their costs covered each year by the Council?**

Two each year but applicants can self-fund a Blue Plaque providing they can cover all costs (the manufacture and installation of the plaque). The Council will arrange the manufacture and installation of the Blue Plaque and recover these costs from self-funding applicants. Self-funding applicants will have to cover manufacture and installation costs upfront.

**Who decides on the recipients of Blue Plaques?**

The Blue Plaque Scheme is coordinated and facilitated by the HeritageNPT Team, part of the Property & Regeneration Team. The selection panel is made up of the current members of the HeritageNPT Team within Neath Port Talbot Council:

- Environmental Design & Heritage Officer
- Heritage Strategy Officer
- Community Heritage Officer

The selection panel will check and vet all applications to ensure that all criteria has been met and that the application is appropriate, the panel's recommendations are reported to the Council's Cabinet Members for them to decide what applications are awarded approval or not.

All applications need to be made directly to the HeritageNPT Team for consideration. The submission window for applications will be open from 1<sup>st</sup> April 2025 to 30<sup>th</sup> September 2025, subsequently the application window will be live for the same six-month period April to September in following years.

Applicants will need to submit their application via the Online application process [\(insert website link\)](#).

In cases where a Blue Plaque plays an integral part in significant up and coming commemorative celebrations taking place within the county, then applications can be fast tracked for selection and approval. The selection panel will assess each application on a case-by-case basis, report their recommendations to the Council's Cabinet Members for their final decisions on whether applications are supported or not.

Each application is considered on its own merit as evidenced by any and all information that you provide.

Applications may be submitted in Welsh and any application submitted in Welsh and any application submitted in Welsh will be treated no less favourably than an application submitted in English.

The assessment and approval process will take up to 3 months. Self-funded applications can apply on an ad hoc basis but still need to be approved by the Council's Cabinet Members.

The decision of the Council as to whether to grant a Blue Plaque is at the sole discretion of the Council and there shall be no avenues of appeal against any decision taken.

The Council also reserves the right to refuse to consider an application at its own discretion and there shall be no avenues of appeal against any decision taken. For example, if the Council feels that it would be inappropriate to authorise a Blue Plaque.

### **Who or what can Plaques commemorate?**

Following best practice adopted throughout Wales we have certain criteria in selecting nominations for Blue Plaques, being:

#### *People*

It is anticipated that the person would have been deceased for at least twenty years and it must be demonstrably eminent that the person has been in a public sphere, and or completed work worthy of lasting recognition.

Any plaque placed for a person should have a strong connection with the building and/or structure it is placed upon even if that building has undergone a change of use.

### *Places, Locations & Buildings*

Must be locally or nationally recognised as having special significance and worthy of lasting recognition.

### *Events*

At least twenty years must have elapsed before an event can be recognised by a plaque.

### *Understanding & Raising Awareness*

Nominations must outline how the proposed blue plaque will increase understanding, raise awareness of the history and significance of the proposed person/building/location/event.

### *Values*

Nominations must consider and reflect the values of Neath Port Talbot Council listed below and detailed in in our Corporate Strategy. By doing so, enables everyone to be included and play their part in the celebration and promotion of our diverse cultural heritage in Neath Port Talbot.

**Connected-** Access and inclusion for everyone to opportunities, services and sites.

**Caring-** Equality, fairness and respectfulness of everyone's uniqueness.

**Collaborative** – Working in partnership with one another and other stakeholders we can achieve more for everyone and our communities.

**Confident-** Self – assurance that everyone feels supported to engage and participate in daily life and available opportunities.

### *Welsh Language*

The Welsh language contributes to our culture including poetry, music, literature and our sense of identity, community and way of life. The Blue Plaque Scheme celebrates and supports the people, places and events at the heart of our history and historic environment that celebrates and promotes our treasured language heritage.

The Welsh Language Standards (No.1) Regulations 2015 place a statutory requirement on the Council to ensure all projects and schemes coordinated and facilitated by them must include ways that there are more positive impacts for the Welsh language. These positive impacts include promotion of the Welsh language and opportunities to use the language on a daily basis for everyone. Whilst we have a legal duty to comply with the Welsh Language Standards, the Council has a pride in our beautiful language and is committed to encouraging and facilitating the use of Welsh as part of our everyday lives.

Nominations must state how planned actions will have a positive impact on opportunities to use Welsh and ensure that the Welsh language is treated no less favourably than the English language.

Examples:

- Access to bilingual heritage information such as contained on the Blue Plaque will increase vocabulary and provide opportunities for discussion in Welsh.
- Language learners can make valuable group visits to Blue Plaque sites and listen to speakers in Welsh talk about the site.

### **Researching your candidate (Person, Place, Location, Building and Event):**

When nominating, please supply as much information as possible to support the authenticity of the People, Places, Locations & Buildings and Events you are nominating. By 'authentic' we mean that it has either to have been inhabited by the person or that the person had a strong association with the place through their life, profession or vocation/work or is a place, location, building or event of significance.

Address information can initially be found in accounts of the person's life. Further detail can be found from sources such as electoral register and census returns. Many of these are available on genealogy sites which in Wales can be accessed free of charge in [libraries](#) and [local archives](#).

### **If there is already a plaque to someone elsewhere in the Country, can they still be nominated?**

Provided there is a clear connection to the Borough then yes.

### **What wording should go on the plaque?**

A plaques wording sets out its reason for being and why it has been affixed to a particular building; for instance, which may have been where a notable person was born or where a significant event took place. There are some basic elements that are included on the plaque these are:

1. Name of Person, Place or Event.
2. Notable date(s)
3. The inscription, this tells you a little more about the importance and history of that site and why it is worthy of recognition and should be no more than approximately 10-15 words for each language.

RAY MILLAND

1907-1986

Actor and Director born here.

CASTLE HOTEL

12<sup>TH</sup> March 1881

Welsh Rugby Union founded here.

ALFRED RUSSEL WALLACE

1823-1913

Anthropologist and Biologist lived here.

All of our blue plaques are bilingual with the Welsh text positioned to be read first, if your application is successful, the translation will be done for you.

### **Where does the plaque go?**

A plaque is placed on a suitable building or structure to recognise the place where a person was born or lived for some time, a building or note or where an event took place.

There must be a suitable building or structure on which the plaque can be placed, where it is safe, visible and accessible to the public.

### **Why do I need to secure permission for the plaque before making the application?**

Often obtaining permission to erect a plaque on a building is the longest and most difficult part of the application process. To speed this up and so we can be more confident in your application; we ask that you secure any and all necessary permissions to include in your application.

The HeritageNPT Team can assist you in this process, so email them.

Some buildings or sites are Listed Buildings or Scheduled Monuments we can assist you to secure Listed Building Consent (LBC) or Scheduled Monument Consent (SMC). Please email the HeritageNPT Team for guidance.

If you are having trouble contacting a property owner or securing permission, please contact your local history society before submitting your application as they may be able to help. Details for your local history society are readily available online.

If, for any reason a property owner requests that a Blue Plaque be removed from a building or structure, the Property & Regeneration Team will, as far as is practically possible work with the original nominating party to identify a suitable alternative.

The HeritageNPT Team will arrange for the installation of the plaque on the nominating party's behalf.

All Blue Plaques remain the property of the Council regardless of whomever owns the building or structure to which it is attached and regardless of whomever pays for its manufacture and installation.

### **If my application is successful, what next?**

Once a decision has been reached you will receive a letter to say whether your application has been successful or not. We hope to have your plaque erected and on display within 4 months of confirmation of a successful application.

Plaques can take anywhere up to 6 weeks for manufacture (from signing off the design to delivery of the plaque).

During this time, we will work with you to confirm the artwork, design and wording for the plaque and give you enough time to organise any unveiling ceremony.

### **What happens if my application is unsuccessful? Can I or my organisation put a plaque up?**

Neither the Council nor any other body has a monopoly on plaques and unfortunately, we can only fund a limited number a year.

When we are unable to fund the plaque, we encourage and welcome nominators to please consider other sources of funding to self-fund their own plaque working with the HeritageNPT Team.

We encourage local organisations to recognise people, places or events through the installation of a Blue Plaque, ensuring that this is with the permission of the property owner and does not transgress any planning or other regulation. Advice on plaques can be sought by contacting NPTCBC's HeritageNPT Team at [regeneration@npt.gov.uk](mailto:regeneration@npt.gov.uk)

The decision of the Council as to whether to grant a Blue Plaque is at the sole discretion of the Council and there shall be no avenues of appeal against any decision taken.

The Council also reserves the right to refuse to consider an application at its own discretion and there shall be no avenues of appeal against any decision taken. For example, if the Council feels that it would be inappropriate to authorise a Blue Plaque.



## Integrated Impact Assessment (IIA)

This Integrated Impact Assessment considers the duties and requirements of the following legislation in order to inform and ensure effective decision making and compliance:

- Equality Act 2010
- Welsh Language Standards (No.1) Regulations 2015
- Well-being of Future Generations (Wales) Act 2015
- Environment (Wales) Act 2016

### Version Control

Version	Author	Job title	Date
e.g. Version 1	Bethan Blackmore	Heritage Strategy Officer	07.08.2024

### 1. Details of the initiative

	<b>Title of the Initiative:</b> Commemorative Blue Plaque Scheme
<b>1a</b>	<b>Service Area:</b> Regeneration and Economic Development
<b>1b</b>	<b>Directorate:</b> Environment
<b>1c</b>	<p><b>Summary of the initiative:</b> A Commemorative Blue Plaque Scheme in Neath Port Talbot is a key priority in the Action Plan of the recently adopted Heritage Strategy 2024- 2039 (<i>Restore, Regenerate, Repurpose</i>).</p> <p>The launch of a scheme is intended to celebrate notable people, places and events within the county borough. Blue plaques are one of the most effective and visible means of celebrating our history and the historic environment. Plaques connect the past and present, they can increase a sense of pride among local communities and can educate about history and heritage, making both more accessible to people of all ages and backgrounds. They can also play an important conservation role, helping to highlight buildings with cultural and historic associations and to preserve them for the future.</p> <p>The blue plaque scheme is part of the Council’s commitment and vision to ensure that ‘Our local environment, culture and heritage can be enjoyed by future generations’, and helps to fulfil its purpose, namely ‘<i>To help Neath Port Talbot residents</i></p>

	<p><i>to live good lives.</i>’ The Council aims to create a Neath Port Talbot where everyone has an equal chance to participate in the rich culture of the borough, be healthier, happier, safer and prosperous with a sense of belonging, citizenship and place.</p> <p>The scheme has been developed with the wider policy context in view, particularly the Wellbeing of Future Generations (Wales) Act 2015 and is designed to ensure that both the seven goals and five ways of working of the act are embedded throughout the actions of both the Council, partners and other stakeholders in facilitating and delivering the scheme.</p> <p>Raising awareness of the county’s exceptional culture, heritage, language and historic environment, whilst celebrating and promoting it through a blue plaque scheme is central to the success delivery of the strategy.</p> <p>The budget for the provision of new plaques will be covered by the Council and will be confirmed on an annual basis in anticipation of the following financial year. The Council can cover the cost of two new blue plaques a year, across the County Borough. If a business, group or individual can self-fund a blue plaque, they will still need to submit their nomination via the online application process. The Council will arrange the manufacture and installation of the blue Plaque and self-funding applicants will have to cover manufacture and installation costs upfront.</p>
<b>1d</b>	<b>Is this a ‘strategic decision’?</b> No
<b>1e</b>	<b>Who will be directly affected by this initiative?</b> The Council, key stakeholders, partners and everyone who lives, works and/or visits Neath Port Talbot
<b>1f</b>	<p><b>When and how were people consulted?</b></p> <p>People were consulted with through the following engagement activities:</p> <ul style="list-style-type: none"> <li>• February – March 2023 where Counterculture undertook the consultation for the Culture Strategy, which has also been used to guide the Heritage Strategy.</li> <li>• October to November 2023 an extensive consultation exercise for the Heritage Strategy <i>‘Restore, Regenerate, Repurpose’</i>.</li> </ul> <p>Information from the Let’s Talk (2021) and Let’s Keep Talking (2023) engagement exercises was also considered and this highlighted that Cultural Heritage was important to people.</p>

**1g What were the outcomes of the consultation?****Culture Strategy consultation:**

**Outcome:** Identified the importance of Parks & Open Spaces and Heritage & Historic Environment to the people of Neath Port Talbot. This vision is enshrined in the Culture Strategy, which will celebrate and promote our heritage and ensure our culture and the Welsh language will thrive. Feedback recognised the value a scheme could bring to the borough in the context of the wider South Wales's cultural offer for residents and visitors, *"Why haven't we got a blue plaque scheme to commemorate significant individuals on a par with those in surrounding places like Swansea, Bridgend and Carmarthen."*

**Heritage Strategy consultation:**

**Outcome:** Identified the importance of Celebrating and Promoting our Heritage, namely, to identify, celebrate and commemorate the figures, culture and heritage assets of our shared history including the setting up of a Blue Plaque Scheme for Neath Port Talbot. Consultation workshops with stakeholders and community heritage groups highlighted the need to *'Ensure Welsh language usage is accessible in heritage activity, interpretation and project delivery.'*

**Other consultation outcomes:**

- **Continue to provide opportunities for people of all ages to engage in community activities/volunteering.** One respondent stating, *"I think this could be positive for people my age who want more involvement in the community"*. Another respondent stating, *"The strong appreciation our culture and heritage needs to be more widely shared. Particular effort should be made with children, young people and those who have recently joined our communities"*.
- **Support the positive impacts on wellbeing for volunteers,** with one respondent stating, *"I am involved in the cause of heritage in the area, despite my age of 74, and I would be please if this could continue"*.
- **Promotion of the Welsh language and opportunities to use the language daily.** One respondent stating, *"Access to heritage sites and bilingual information will increase vocabulary and opportunities/topics for discussion in Welsh. Language learners can make valuable group visits to heritage sites or listen to speakers in Welsh."* These actions will have a positive impact on opportunities to use Welsh, ensuring that the Welsh language is on a par with English.

**Let's Talk 2021 campaign:**

**Outcome:** Findings feed into the 2022 Corporate Plan's wellbeing objectives that focused on what mattered across local communities, namely the priority Wellbeing Objective 3 for 'Our local environment, culture and heritage can be enjoyed by future generations'.

**2. Evidence**

**What evidence was used in assessing the initiative?**

Additionally, feedback from the Culture Strategy consultation in March 2023 identified the top the top two cultural priorities for the 288 respondents as Parks & Open Spaces and Heritage & Historic Environment. These two priorities including activities that celebrate and promote our heritage through improved bilingual interpretation and signage, such as the Commemorative Blue Plaque Scheme actioned in the Heritage Strategy.

Evidence from the Heritage Strategy consultation in November 2023 indicated that the majority of respondents strongly supported the strategy's 'Theme: Celebrating and Promoting our Heritage'. 52% of respondents ranked the need to identify, celebrate and commemorate the figures, culture and heritage assets of our shared history. This approach is important to community cohesiveness, by understanding the individual stories of why people came to Neath Port Talbot, achieved successes and contributed to not only the richness of Wales but also on the world stage.

A consultation workshop with community heritage groups identified the following actions needed to be delivered to support the Celebration and Promotion of Our Heritage:

1. Commence a Blue Plaque Scheme to raise awareness of, celebrate and promote notable events, individuals and places in our shared cultural heritage (linkage to Heritage Trails for residents and visitors).
2. Build networks & interpretation including bilingual signage so groups can work collaboratively to play their part in telling 'Our Story' to residents and visitors.

Through our Let's Talk engagement activity during Summer of 2021 Heritage and a strong sense of place ranked important to people in the area. Evidence from the Let's Talk feedback: 'What matters?' resounding supported the Heritage Strategy's vision of ensuring the conservation, protection and sustainability of Neath Port Talbot's heritage. A respondent endorsed this feedback, "Heritage and its preservation now matter to me. The past must be cared for."

### 3. Equalities

a) How does the initiative impact on people who share a **protected characteristic**?

Protected Characteristic	+	-	+/-	Why will it have this impact?
Age	+			The scheme has the potential for a positive impact on these protected characteristics because historic people, places and events will reflect and promote the diversity of the area.
Disability	+			
Gender reassignment	+			
Marriage & civil partnership			+/-	Not foreseen for the scheme to have impact but will review going forward.
Pregnancy and maternity			+/-	Not foreseen for the scheme to have impact but will review going forward.
Race	+			The scheme has the potential for a positive impact on these protected characteristics because historic people, places and events will reflect and promote the diversity of the area.
Religion or belief	+			
Sex	+			
Sexual orientation	+			

#### What action will be taken to improve positive or mitigate negative impacts?

The scheme will be promoted to the all the diverse groups within the County Borough enabling applications to be submitted that are inclusive and representative for everyone.

b) How will the initiative assist or inhibit the ability to meet the **Public Sector Equality Duty**?

<b>Public Sector Equality Duty (PSED)</b>	<b>+</b>	<b>-</b>	<b>+/-</b>	<b>Why will it have this impact?</b>
To eliminate discrimination, harassment and victimisation			+/-	The scheme will be open to everyone within the area and anyone applying will be treated fairly to ensure the scheme reflects the rich diversity of our communities, and the role these communities have played in the development of the County Borough.
To advance equality of opportunity between different groups	+			The initiative will advance equality of opportunity between diverse groups ensuring that anyone can apply and subsequently their application is fairly treated and on an equal basis.
To foster good relations between different groups	+			The promotion and publicity of scheme will generate enthusiasm amongst people to celebrate and learn more about the rich heritage and history of the area, thereby fostering good relations between diverse groups within our communities.

#### **What action will be taken to improve positive or mitigate negative impacts?**

The scheme has the potential for a positive impact on the PSED by being open to everyone, each application will be assessed to ensure that it is inclusive, fair and representative of our diverse communities.

#### **4. Socio Economic Duty**

<b>Impact</b>	<b>Details of the impact/advantage/disadvantage</b>
Positive/Advantage	The scheme will have a positive effect on the achievement of our Wellbeing objectives helping build confidence and pride both in individuals and communities as well as opportunities to engage and participate in cultural heritage activities to improve wellbeing and health, it is

	envisaged there will be greater access to heritage sites, learning and wellbeing activities at little or no cost. Additional visitors attracted by the scheme will increase the spend within the County Borough.
Negative/Disadvantage	
Neutral	

### What action will be taken to reduce inequality of outcome

Focusing on Place, the scheme will support heritage led regeneration opportunities to support investment prospects across the valleys, coastal and rural areas of the county where there is greatest need of investment to support diversification of the local economy. Working closely with the Council's Regeneration, Business and Visitor Economy teams to support small businesses and investors, identifying and working to design projects that align to the ethos of the blue plaque scheme and potential heritage trails, which will bring socio- economic and wellbeing benefits to communities across the County Borough.

Monitoring of the scheme will consider intersectionality and evaluate how measures such as offering free training opportunities, enhancing volunteering openings, running free activities in local communities will go some way in reducing inequality of outcome for those living in less favourable social and economic circumstances within our communities.

### 5. Community Cohesion/Social Exclusion/Poverty

	+	-	+/-	Why will it have this impact?
Community Cohesion	+			The initiative will facilitate greater cohesion by enabling communities and groups to work with the Council, stakeholders and one another to develop community capacity, resilience and work on the siting of plaques in localities that benefits and unities communities. Promoting and celebrating diversity in our communities.

Social Exclusion	+			Opportunities to increase social and cultural interaction will be created by the scheme, where accompanying inclusive celebratory and well-being activities will have a positive impact for individuals and communities.
Poverty	+			It is anticipated that the scheme will have a positive impact on the poverty of opportunity as everyone will be able to access and learn about the blue plaques regardless of their financial status. Plaques will be sited in communities as opposed to be centrally located in our town centres, enabling people to visit sites for free or at little cost.

**What action will be taken to improve positive or mitigate negative impacts?**

The initiative will support Community Cohesion, Social Exclusion and Poverty alleviation, by enabling communities, individuals and groups to collectively come together and voluntarily work on the siting of blue plaques and/or the creation of heritage trails that benefit and unite communities and has a positive impact for everyone.

**6. Welsh**

	+	-	+/-	Why will it have this effect?
What effect does the initiative have on: - people's opportunities to use the Welsh language	+			The initiative with its bilingual plaques, interpretation and signage will widen people's opportunities to use the Welsh language. It is envisaged that a borough wide blue plaque heritage trail will be created, where working collaboratively with partners such as Menter Iaith and Ty Gwyrhyd more opportunities will be developed for both learners and speakers to use Welsh at activities connected to the people and places of the blue plaques within the borough.



- treating the Welsh and English languages equally	+			All plaques and supporting interpretation and signage at designated sites will be bilingual, ensuring that the Welsh language is treated equally as the English language.
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**What action will be taken to improve positive or mitigate negative impacts?**

Promotion information about the plaques and subsequent heritage trails bilingually via social media platforms.  
 Work with partners to provide activities and opportunities connected to the people and places commemorated by the blue plaques, for example a Welsh language learner walks, having a Welsh speaker talking about the history of the blue plaque nomination (person or place).

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**7. Biodiversity**

How will the initiative assist or inhibit the ability to meet the **Biodiversity Duty**?

<b>Biodiversity Duty</b>	<b>+</b>	<b>-</b>	<b>+/-</b>	<b>Why will it have this impact?</b>
To maintain and enhance biodiversity	+			The Blue Plaque scheme will not have a negative impact on maintaining and enhancing biodiversity as specific locations of blue plaques will be checked with the Countryside and Wildlife Team to ensure that there are no biodiversity implications e.g. bat roost entrances. Additionally, alongside the Blue Plaque scheme, the intention is to apply for funding to run a concurrent Green Plaque scheme to highlight notable nature in NPT. This would achieve an enhancement under the Biodiversity Duty by raising awareness of nature in NPT.
To promote the resilience of ecosystems, i.e. supporting protection of the wider			+/-	The Blue Plaque scheme will not affect the resilience of ecosystems.

environment, such as air quality, flood alleviation, etc.				
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**What action will be taken to improve positive or mitigate negative impacts?**

Funding will be pursued for habitat management and species recording alongside the Green Plaque scheme.

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**8. Well-being of Future Generations**

How have the five ways of working been applied in the development of the initiative?

Ways of Working	Details
i. <b>Long term</b> – looking at least 10 years (and up to 25 years) ahead	The scheme is the Council’s long-term commitment to sustaining our heritage for future generations. The initiative has been developed to engage all our diverse communities and groups within Neath Port Talbot encouraging individuals of all ages to come together to celebrate, promote and commemorate a person or place that has significant importance to them and the borough. By engendering this sense of ‘Belonging’ and ‘Identity’ our communities can collectively plan future celebrations that remember aspirational local people and places. Long term the scheme will support the preservation of heritage for our future generations.

ii. <b>Prevention</b> – preventing problems occurring or getting worse	The initiative will raise awareness of the unique cultural heritage of Neath Port Talbot. The Blue Plaque Scheme will raise awareness and educate our communities and groups about the inspirational people and places that are located within the borough and connect us. The scheme will enable like-minded individuals and groups to join to protect our historic assets, landscapes and ensure that the people and places who have played a significant role in the development of cultural heritage and life of Neath Port Talbot are not forgotten.
iii. <b>Collaboration</b> – working with other services internal or external	The scheme involves working collaboratively both internally cross-departmentally and with external partners especially those from the voluntary sector to ensure that notable people and places are recognised, celebrated and promoted for the wellbeing of everyone. Through heritage-led regeneration, the significant people and places in our shared story can ensure that economic, social and wellbeing benefits and objectives are maximised for everyone.
iv. <b>Involvement</b> – involving people, ensuring they reflect the diversity of the population	The initiative has been developed to enable individuals and groups from our varied communities to become involved and participate in the celebration and promotion of our cultural heritage in the area. Everyone has an equal chance to take part in the scheme and our varied groups will be supported to tell the story of the people and places that are significant to their community. This approach will ensure that the installation of blue plaques values everybody's differences and reflects the diversity of the population of Neath Port Talbot.
v. <b>Integration</b> – making connections to maximise contribution to:	The scheme adopts an integrated approach to making connections to maximise its contribution to well-being goals and other public bodies' objectives.
<b>Council's well-being objectives</b>	<b>Well-being Objective 3:</b> Our local environment, culture and heritage can be enjoyed by future generations. People actively conserve, improve and enjoy our stunning natural environment, treasure the Welsh language and are actively engaged with the rich sporting, cultural and industrial heritage of the area.
<b>Other public bodies objectives</b>	<b>Public Service Board priorities</b> Well-being Objective 3: Our local environment, culture and heritage can be enjoyed by future generations. Encourage engagement and participation in cultural activities and the celebration and preservation of our cultural assets.

## 9. Monitoring Arrangements

Provide information on the monitoring arrangements to:

Monitor the impact of the initiative on Equalities, Community Cohesion, the Welsh Measure, Biodiversity Duty and the Wellbeing Objectives.

The Scheme will be evaluated and monitored as part of the HeritageNPT Project Phase 2 which focuses on the delivery of the Action Plan, and feeds into the Corporate Plan's Wellbeing Objective 3 and other Strategic Objectives.

## 10. Assessment Conclusions

Please provide details of the conclusions reached in relation to each element of the assessment:

	<b>Conclusion</b>
<b>Equalities</b>	The Commemorative Blue Plaque Scheme has the potential to have a positive impact on each of the elements of the assessment.
<b>Socio Economic Disadvantage</b>	
<b>Community Cohesion/ Social Exclusion/Poverty</b>	
<b>Welsh</b>	
<b>Biodiversity</b>	
<b>Well-being of Future Generations</b>	

## Overall Conclusion

Please indicate the conclusion reached:

- **Continue** - as planned as no problems and all opportunities have been maximised X
- **Make adjustments** - as potential problems/missed opportunities/negative impacts have been identified along with mitigating actions
- **Justification** - for continuing with the initiative even though there is a potential for negative impacts or missed opportunities
- **STOP** - redraft the initiative as actual or potential unlawful discrimination has been identified

Please provide details of the overall conclusion reached in relation to the initiative.

Continue as planned as no problems and all opportunities have been maximised.

- The Blue Plaque Scheme seeks to promote and celebrate Neath Port Talbot’s rich and divers cultural heritage.
- Preserving our heritage for our future generations to learn about the development and the story of the area.
- Inclusive for everyone.
- Ensures that Welsh is treated no less favourably than English.

## 11. Actions

What actions are required in relation to obtaining further data/information, to reduce or remove negative impacts or improve positive impacts?

Action	Who will be responsible for seeing it is done?	When will it be done by?	How will we know we have achieved our objective?
Review and evaluate the scheme (Annually)	Bethan Blackmore	At the end of the first year of the scheme.	We will monitor the number of applications received, the numbers and diversity of groups applying.

## 12. Sign off

	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
<b>Completed by</b>	Bethan Blackmore	Heritage Strategy Officer	B. Blackmore	19.08.2024
<b>Signed off by</b>	Simon Brennan	Head of Service/Director	S. Brennan	27.09.2024

*Bwrdeistref Sirol Castell-nedd Port Talbot*

**Eisteddfod**

**Genedlaethol Cymru**  
Cynhaliwyd yn  
Nghastell-nedd

**1918**

**National**

**Eisteddfod of Wales**  
First held in Neath

*Neath Port Talbot County Borough*

Mae'r dudalen hon yn fwriadol wag





Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## NEATH PORT TALBOT COUNCIL

### CABINET

23<sup>rd</sup> October 2024

### Report of the Head of Planning and Public Protection

Ceri Morris

#### Matter for Decision

**Wards Affected: All Wards**

#### **Health Protection Service – Consideration of the Swansea Bay Service Level Agreement.**

#### **Purpose of the Report**

To consider the Draft 'Swansea Bay Service Level Agreement' and to seek authorisation to enter into the agreement to deliver a partnership approach to health protection work.

#### **Executive Summary**

This report seeks authority to enter into a 'Service Level Agreement' with the Swansea Bay University Health Board to facilitate a partnership approach to the delivery of health protection related work across the regional footprint.

The overall aim of the service will be to deliver a strong, sustainable health protection response for our local population via an integrated, partnership-based approach. The Service Level Agreement seeks to provide clarity around the roles and responsibilities of the Health Board and Local Authorities respectively; outlines key service deliverables (linked to the Welsh Government core principles); and establishes reporting requirements linked to key performance indicators.

#### **Background**

In June 2020, Swansea Bay University Health Board, Neath Port Talbot Council and the City & County of Swansea set up the Test, Trace and Protect (TTP) Service on a regional footprint to respond to the Covid-19

pandemic – the approach was funded by Welsh Government. The TTP Service over time saw many changes, adaptations and fluctuations to its workforce structure and delivery purpose since it was originally established.

The publication of the Welsh Government's 'Together for a Safer Future: Wales long-term Covid-19 Transition from Pandemic to Endemic' in March 2022, recognised the need to move beyond the emergency phase, to one where we live with Covid-19 like many other infectious diseases.

Subsequently in October 2022, the Welsh Government commissioned an independent review of the health protection system in Wales. The report was supplemented with an Implementation Plan that identifies the actions and initiatives that will help to deliver the overarching recommendations set out in the report. It includes the need to maintain core public health capacity in order to enable national and local preparedness to manage future threats and risks, especially in the immediate phase of an emergency. It also recommended that local Public Health and Public Protection teams continue to be strengthened with clear description of their core roles and responsibilities.

Welsh Government has therefore continued to provide funding to Health Boards across Wales to support the Public Health response (including Covid-19) and to develop capacity and capability to respond at a regional level. In February 2023 Welsh Government developed a number of core principles for health protection that outlined the expectations for integrated health protection teams to deliver. Subsequently, in January 2024 the Welsh Government confirmed a recurrent discretionary funding allocation for each Health Board in Wales, to continue to support the delivery of these core principles – these core principles will underpin the Health Protection Framework that Welsh Government are currently developing (for partner agencies and Health Boards).

### **Swansea Bay Service Level Agreement**

In this context, Neath Port Talbot Council and the City & County of Swansea have had lengthy discussions with Swansea Bay University Health Board regarding the establishment of a Service Level Agreement (SLA) which seeks to secure formal working arrangements for the delivery of the Welsh Government core principles for health protection – critically, this includes establishing a sustainable workforce that is resilient and has the ability to prepare and respond to health protection matters across the regional footprint of Swansea Bay.

The overall aim of the service will be to deliver a strong, sustainable health protection response for our local population via an integrated, partnership-based approach. The following objectives of the service are highlighted:

- To contribute to the delivery of the Welsh Government Health Protection Core Principles consistently across the Swansea Bay region, meeting relevant requirements of the National Health Protection Framework (when published);
- To enable a resilient response to regional health protection priorities;
- To provide a regional (Swansea Bay) out-of-hours service for Local Authority health protection regulatory responsibilities (under the provisions of the Control of Disease Act 1984 and associated Regulations) in line with the Communicable Disease Outbreak Control Plan for Wales;
- To contribute to an integrated, multi-agency health protection partnership that informs the development and review of the regional priorities and workplans which is influenced by the local, regional, and national intelligence that meets the health and wellbeing needs of our local communities; and
- To provide a more resilient health protection Local Authority service across Swansea Bay by sharing the Local Authority resource across the Health Board footprint. This process will require appropriate authorisation across both Neath Port Talbot and City & County of Swansea.

The draft 'Swansea Bay Service Level Agreement' is presented in full in Appendix 2. Members will note that it seeks to provide clarity around the roles and responsibilities of the Health Board and Local Authorities respectively; stipulates the need for an identified lead officer role within each local authority; outlines key service deliverables (linked to the Welsh Government core principles); and establishes reporting requirements linked to key performance indicators.

### **Financial Impacts**

As referenced above, the Welsh Government has confirmed a recurrent discretionary funding allocation for each Health Board in Wales, to continue to support the delivery of the health protection core principles. As part of the development of the Service Level Agreement, the Swansea Bay University Health Board has committed to an agreed recurrent level of funding for both local authorities.

Members should note that the figure for Neath Port Talbot currently stipulated in the agreement (i.e. £95,325) covers the remainder of the current financial year (i.e. 1<sup>st</sup> October 2024 to 31<sup>st</sup> March 2025). The agreement will initially be reviewed in March 2025 and annually thereafter.

### **Integrated Impact Assessment**

A first stage impact assessment has been undertaken to assist the Council in discharging its legislative duties under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

The first stage assessment, presented in Appendix 1, has indicated that a more in-depth assessment is not required.

### **Valleys Communities Impacts**

No implications.

### **Workforce Impacts**

The recurrent funding embedded in the Service Level Agreement will enable the Authority to create a small number of new permanent posts – these posts will be established on the Trading Standards, Food & Health Protection team structure.

Notably, the Agreement stipulates that the Local Authority must provide a Lead Officer in accordance with ‘The Communicable Disease Outbreak Control Plan for Wales’ and such an officer to participate and complete the Wales Lead Officer training programme. This Lead Officer is also to provide expert advice, training, and development to local authority officers on health protection matters, and also to build and develop effective stakeholder relationships internally within the Local Authority and with external partners, ensuring an all-hazards approach to health protection is delivered.

### **Legal Impacts**

No implications. The Service Level Agreement enclosed at Appendix 2 will set out the mechanisms by which the service will operate and the legal requirements included therein.

### **Risk Management Impacts**

Entering into this agreement will ensure delivery against the Welsh Government core principles for health protection, and to establish a

sustainable and resilient workforce that has the ability to prepare and respond to health protection matters across the regional footprint of Swansea Bay.

## **Consultation**

There is no requirement for external consultation on this item.

## **Recommendations**

That having considered the report and having due regard to the Integrated Impact Assessment, it is recommended that:

1. Members note the content of the 'Swansea Bay Service Level Agreement' as presented in Appendix 2 and that delegated authority be granted to the Head of Planning and Public Protection to enter into the agreement with the Swansea Bay University Health Board.

## **Reasons for Proposed Decision**

The decision is needed to establish formal working arrangements to deliver against the Welsh Government core principles for health protection, and to establish a sustainable and resilient workforce that has the ability to prepare and respond to health protection matters across the regional footprint of Swansea Bay.

## **Implementation of Decision**

The decision is proposed for implementation after the three day call in period.

## **Appendices**

Appendix 1 – First Stage Integrated Impact Assessment.  
Appendix 2 – Draft Swansea Bay Service Level Agreement.

## **List of Background Papers**

None.

## **Officer Contact**

Mark Thomas – Trading Standards, Food and Health Protection Manager  
Email [m.thomas2@npt.gov.uk](mailto:m.thomas2@npt.gov.uk)

## Appendix 1: First Stage Integrated Impact Assessment

### 1. Details of the initiative

<b>Initiative Description and Summary: Swansea Bay Service Level Agreement – Health Protection</b>
<b>Service Area: Planning &amp; Public Protection</b>
<b>Directorate: Environment &amp; Regeneration</b>

### 2. Does the initiative affect:

	Yes	No
Service users	x	
Staff	x	
Wider community	x	
Internal administrative process only		x

### 3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		x				It will have no direct impact on protected characteristics.
Disability		x				It will have no direct impact on protected characteristics.
Gender Reassignment		x				It will have no direct impact on protected characteristics.
Marriage/Civil Partnership		x				It will have no direct impact on protected characteristics.
Pregnancy/Maternity		x				It will have no direct impact on protected characteristics.
Race		x				It will have no direct impact on protected characteristics.
Religion/Belief		x				It will have no direct impact on protected characteristics.
Sex		x				It will have no direct impact on protected characteristics.
Sexual orientation		x				It will have no direct impact on protected characteristics.

#### 4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		x				It will have no impact on Welsh language related matters.
Treating the Welsh language no less favourably than English		x				It will have no impact on Welsh language related matters.

#### 5. Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		x				It will have no impact on biodiversity related matters.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		x				It will have no impact on biodiversity related matters.

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#### 6. Does the initiative embrace the sustainable development principle (5 ways of working):

	Yes	No	Details
<b>Long term</b> - how the initiative supports the long-term well-being of people	x		The initiative aims to be part of a system to deliver the core principles will underpin the Health Protection Framework that Welsh Government are currently developing (for partner agencies and Health Boards) and include:

			<ul style="list-style-type: none"> <li>• Working with local government partners to sustain agile, integrated teams who work on a health board footprint using an ‘all-hazards’ approach to support health protection measures and respond to future threats.</li> <li>• Respond to outbreaks and wider threats using the agreed process outlined in the Communicable Disease Outbreak Control Plan for Wales, recognising that there will be peaks of activity through the year according to national and regional demand.</li> <li>• Respond and deliver on our national approach for respiratory viruses for winter and increases in COVID-19 cases throughout the year.</li> <li>• Have preparedness plans in place to scale up in the event of a threat and future pandemic scenario, within the context of a national framework.</li> <li>• Deliver on the National Immunisation Framework for Wales and ensure a high take up of vaccination across our programmes, including by ensuring equitable access to and opportunity for vaccination.</li> <li>• Deliver a sustained increase in the provision of prevention, testing and treatment to meet the World Health Organisation’s 2030 global disease elimination targets which include TB, Hepatitis B and C (by progressing actions identified in WHC/2003/001 and Joint Recovery Plans developed in 2023) and HIV (by progressing actions in the HIV Action Plan).</li> <li>• Undertake wider health protection work delivering a local approach under national frameworks and guidance. For example, to support those seeking refuge in Wales, support messaging in schools, provide support to care homes etc.</li> <li>• Work together locally and nationally to support and deliver work to address equity of access and opportunity.</li> </ul>
<b>Integration - how</b> the initiative impacts upon our wellbeing objectives	x		Well-being Objective 2 – all communities are thriving and sustainable focusses on people living healthy, long and good lives in sustainable communities. The Health Protection framework and priorities (above) are central to achieving this objective.
<b>Involvement - how</b> people have been involved in developing the initiative	x		National framework agreement with representatives from Health Board, Public Health Wales and Local Authorities, set out priorities with Welsh Government. Senior Management from Swansea Bay University Health Board, NPTCBC and Swansea Council discussed and put forward agreement within budget allocated to area.
<b>Collaboration - how</b> we have worked with other services/organisations to find shared sustainable solutions	x		National framework agreement with representatives from Health Board, Public Health Wales and Local Authorities, set out priorities with Welsh Government. Senior Management from Swansea Bay University Health Board, NPTCBC and Swansea Council discussed and put forward agreement within budget allocated to area.



Prevention - how the initiative will prevent problems occurring or getting worse	x		The delivery of the workplan is outside of the statutory functions of the Authority and aim to proactively improve health protection through more enhanced investigations and project work which will be developed in a collaborative forum with partners
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**7. Declaration - based on above assessment (tick as appropriate):**

A full impact assessment (second stage) <b>is not</b> required	x
Reasons for this conclusion: Service level agreement to enhance health protection in regional area with funding agreement	
A full impact assessment (second stage) <b>is</b> required	
Reasons for this conclusion	

	Name	Position	Date
Completed by	Mark Thomas	Trading Standards, Food & Health Protection Manager	12/9/2024
Signed off by	Ceri Morris	Head of Planning & Public Protection	16 <sup>th</sup> September 2024

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Mae'r dudalen hon yn fwiadol wag



**GIG**  
CYMRU  
**NHS**  
WALES

Bwrdd Iechyd Prifysgol  
Bae Abertawe  
Swansea Bay University  
Health Board

## **SERVICE LEVEL AGREEMENT**

**Date of Agreement:**

**1 October 2024**

**(1) Swansea Bay University Health Board (SBUHB)**

**(2) Neath Port Talbot Council (NPTC)**


## Version Control

Version	Date of variation	Variation	Approved by	Date Approved

## Local Authority Signature

<b>Council:</b>	<b>Neath Port Talbot Council</b>
<b>Name of Authorised Signatory:</b>	
<b>Job Title:</b>	
<b>Signature:</b>	
<b>Date of Signature:</b>	

## Commissioner Signature

<b>Health Board:</b>	<b>Swansea Bay University Health Board</b>
<b>Name of Authorised Signatory:</b>	<b>Jennifer Davies</b>
<b>Job Title:</b>	<b>Interim Executive Director of Public Health</b>
<b>Signature:</b>	
<b>Date of Signature:</b>	<b>03.10.2024</b>

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Appendix 1 Template Information Sharing Protocol

**THIS AGREEMENT** is made between:

- (1) **Swansea Bay University Health Board** (“SBUHB/The Commissioner”) of Headquarters, 1 Talbot Gateway, Baglan Energy Park, Baglan, Port Talbot, SA12 7BR
- (2) **Neath Port Talbot Council** (“NPTC/the Local Authority”) of (address)

Also referred to in the singular as a “Party” and in the plural referred to as “the Parties”.

## 1. Interpretation

- (a) Unless expressly provided otherwise in this Agreement, a reference to legislation or a legislative provision:
  - (i) is a reference to it as amended, extended or re-enacted from time to time; and
  - (ii) shall include all subordinate legislation made from time to time under that legislation or legislative provision.
- (b) Any words following the terms **including, include, in particular, for example** or any similar expression shall be construed as illustrative and shall not limit the sense of the words, description, definition, phrase or term preceding those terms.
- (c) A reference to **writing** or **written** includes email.

## 2. Overview of Services

### 2.1 Purpose

The purpose of this Service Level Agreement (SLA) is to outline the arrangements in place for Swansea Bay University Health Board (SBUHB) to commission the Local Authority Neath Port Talbot Council (NPTC) to contribute to the delivery of Welsh Government health protection core principles in the geographical region covered by Swansea Bay University Health Board.

### 2.2 Commissioning Context

2.2.1. In June 2020, Swansea Council, Neath Port Talbot Council and Swansea Bay University Health Board set up the Test, Trace and Protect (TTP) Service on a regional approach to respond to the COVID-19 virus, funded by Welsh Government (WG). The TTP Service has seen many changes, adaptations and fluctuations to its workforce structure and delivery purpose since it was established and continued to evolve as it responded to the pandemic.

The publication of the Welsh Government, “Together for a safer future: Wales long-term COVID-19 transitions from pandemic to endemic” in March 2022, recognised the need to move beyond the emergency phase that we had been operating in, to one where we live with coronavirus just like many other infectious diseases.

2.2.2. Welsh Government commissioned an independent review of the health protection system in Wales in October 2022. The report was supplemented with an Implementation Plan that identifies the actions and initiatives that will help to deliver the overarching recommendations set out in the report. It includes the need to maintain core public health capacity in order to enable national and local preparedness to manage future threats and risks, especially in the immediate phase of an emergency. It also recommended that local Public Health and Public Protection teams continue to be strengthened with a clear description of their core roles and responsibilities.

2.2.3. Welsh Government has continued to provide funding to Health Boards in Wales to support the Public Health response including COVID-19 to develop capacity and capability to respond at a regional level. In February 2023 Welsh Government developed health protection core principles that outlined the expectations for integrated health protection teams to deliver. In January 2024, Welsh Government confirmed a recurrent discretionary funding allocation for each Health Board in Wales, to continue to support the delivery of these core principles. These core principles will underpin the Health Protection Framework that Welsh Government are currently developing and include:

- Working with local government partners to sustain agile, integrated teams who work on a health board footprint using an 'all-hazards' approach to support health protection measures and respond to future threats.
- Respond to outbreaks and wider threats using the agreed process outlined in the Communicable Disease Outbreak Control Plan for Wales, recognising that there will be peaks of activity through the year according to national and regional demand.
- Respond and deliver on our national approach for respiratory viruses for winter and increases in COVID-19 cases throughout the year.
- Have preparedness plans in place to scale up in the event of a threat and future pandemic scenario, within the context of a national framework.
- Deliver on the National Immunisation Framework for Wales and ensure a high take up of vaccination across our programmes, including by ensuring equitable access to and opportunity for vaccination.
- Deliver a sustained increase in the provision of prevention, testing and treatment to meet the World Health Organisation's 2030 global disease elimination targets which include TB, Hepatitis B and C (by progressing actions identified in WHC/2003/001 and your Joint Recovery Plans developed in 2023) and HIV (by progressing actions in the HIV Action Plan).
- Undertake wider health protection work delivering a local approach under national frameworks and guidance. For example, to support those seeking refuge in Wales, support messaging in schools, provide support to care homes etc.
- Work together locally and nationally to support and deliver work to address equity of access and opportunity.

2.2.4. The purpose of this SLA is to secure formal arrangements for the delivery of the Welsh Government core principles for health protection including out-of-hours provision to ensure a sustainable workforce that is resilient to prepare and respond to health protection matters across the geographical region covered by Swansea Bay University Health Board.

### **3. Service Aims and Objectives**

3.1 The aim of the Service is to:

*Deliver an effective, integrated, sustainable health protection partnership for our local population, which adds value, that is able to prevent, treat, and mitigate risk associated with an all-hazards approach.*

### **3.2 Objectives of the Service:**

3.2.1 To contribute to the delivery of the Welsh Government Health Protection Core Principles consistently across the Swansea Bay region, meeting relevant requirements of the National Health Protection Framework (when published).

3.2.2 To enable a resilient response to regional health protection priorities.

3.2.3 To provide a regional (Swansea Bay) out-of-hours telephone response Service where the application of Local Authority health protection regulatory responsibilities (under the provisions of the Control of Disease Act 1984 and associated Regulations) is required out of office hours. In addition, but outside the scope of this SLA, the LA must manage their wider responsibilities in line with the Communicable Disease Outbreak Control Plan for Wales.

3.2.4 To contribute to an integrated, multi-agency health protection partnership that informs the development and review of the regional priorities and workplans which is influenced by the local, regional, and national intelligence that meets the health and wellbeing needs of our local communities.

3.2.5 To provide a more resilient health protection Local Authority Service across Swansea Bay by sharing the Local Authority resource across the Health Board footprint. This process will require appropriate authorisation across both NPTC and SC.

### **3.3 Out of scope**

This Agreement does not provide for:

3.3.1 the funding of a stand-alone team to deliver the core health protection Local Authority functions.

3.3.2 the delivery of Local Authority core functions such as inspections and audits in line with Food Standards Agency Framework Agreement and similar inspection programmes within the function of Public Protection.

3.3.3 the delivery of Public Health Wales core functions. The roles and responsibilities of the health protection partners are currently under review as part of Welsh Government development of a National Health Protection Framework.

Nothing in this Agreement will interfere with the Local Authority's legal duties and responsibilities to respond and support outbreak control measures as required of them by legislation and the Communicable Disease Outbreak Control Plan for Wales.

## **4. Service Description**

### **Roles and responsibilities**

#### **4.1 Commissioner (SBUHB, Public Health)**

As outlined in the Communicable Disease Outbreak Control Plan for Wales, SBUHB is responsible for the health of the population in its area and for commissioning and providing health services in its geographical area. The functions of local health boards in Wales are outlined in the Schedule to the Local Health Boards (Directed Functions) (Wales) Regulations 2009. This includes planning, providing services or facilities for the improvement of population health and health care and the prevention of illness, the care of persons suffering from illness and the aftercare of persons who have suffered from illness, providing other services or facilities required for the diagnosis and treatment of illness and, also relevant for the purposes of health protection.



- Ensure there are robust plans in place and work with stakeholders to monitor and evaluate Service delivery.
- Co-ordinate, prepare and submit any monitoring reports (including financial) to Welsh Government on behalf of the integrated HP Partnership in Swansea Bay.
- Evaluate and monitor finance and performance, to reflect service delivery and ensure the population of Swansea Bay are treated fairly and equitably in terms of effort, activity and resources.
- Provide support to projects in maintaining their delivery requirements.
- Lead monthly meetings with the Lead Officers of NPT & Swansea Councils to agree workplans, review progress, identify risks and challenges in operational service delivery and direct cross authority workforce cover.
- Facilitate communication between the Local Authorities, Welsh Government and other partners as required.

#### **4.2 Local Authority (Neath Port Talbot Council)**

- Ensure any workforce funded as part of this Agreement is capable of delivering health protection priorities in accordance with job description/person specification.
  - Deliver a consistent approach across the SBUHB region in collaboration with each other.
- (a) Service times:  
Monday – Thursday 9am-5pm  
Friday – 9am – 4.30pm
- (b) Out of Hours Emergency Health Protection Service: (in line with 3. Service Aims and Objective (iii)  
Monday – Thursday 5pm – 9pm  
Friday - 4.30pm - 9pm  
Weekend & Bank Holidays 9am - 9pm
- Provide **additional** health protection capacity and resilience within the public protection function to respond to outbreaks and wider threats across Swansea Bay (including Neath Port Talbot and Swansea Council areas). This Agreement does not provide for the core delivery of the health protection duties and responsibilities of the Local Authority.
  - Manage all operational aspects of the Service including employees. Should an employee provide support to another LA / organisation, the employee will still follow the policies of their employer organisation.
  - Align the Service delivery to the vision of the SBUHB health protection priorities as agreed by the appropriate multi-agency strategic oversight group (currently referred to as the Swansea Bay Health Protection Forum). Pre-requisites of our health protection partnership will be detailed in the Swansea Bay Health Protection Annual Plan. (TBC)
  - Ensure any employee contracts funded as part of this Agreement are in line with the Council's HR policies and standard workforce contracts.

- The Local Authority must have a clear governance structure that ensures that anyone engaged in the delivery of the Service is always adequately supervised and able to adequately perform their duties in accordance with this Agreement.
- Ensure staff employed are medically fit, are competent and able to carry out their specific responsibilities and duties, have the appropriate skills, experience and are trained in their profession and vocation, or in the case of trainees are properly supervised.
- Ensure workforce competencies and skills are maintained and developed in health protection and other relevant functions including continuous professional development requirements and opportunities; mandatory and statutory training.
  - Have management information systems in place to
  - Record delivery and performance
  - Produce data for use in local and national reporting
- Provide data, workforce structures and monitoring information as requested by Welsh Government. Any additional data, workforce, and monitoring information required is to be agreed by the Swansea Bay Health Protection Forum.

#### **4.3 Local Authority - Lead Officer role**

Provide a Lead Officer in accordance with The Communicable Disease Outbreak Control Plan for Wales and all such persons to participate in and complete the Wales Lead Officer training programme.

Provide expert advice, training and development to Local Authority colleagues on health protection matters including the use of health protection databases such as Tarian.

Build and develop effective stakeholder relationships internally within the Local Authority and with external partners including the SBUHB Public Health team, ensuring an all-hazards approach is provided.

This SLA, provides for the funding of the Lead Officer for Communicable Disease function to allow greater capacity in the core Local Authority workforce to deliver health protection functions. Additional funding for this role will develop resilience and maintain health protection competencies in the wider core Local Authority workforce.

Lead Officer to maintain competency in food hygiene inspections in accordance with the Food Standards Agency Code of Practice.

#### **4.4 Local Authority - Other Health Protection roles**

NPT Council to develop suitable roles to support the delivery of this Agreement.

#### **4.5 Applicable National & Regional Service Standards**

- Welsh Government policies, frameworks, strategies and guidance
- Communicable Disease Expert Panel Competency framework for Officers carrying out Infectious Disease Investigations
- Swansea Bay specific operational plans
- Swansea Bay Health Protection Annual Plan

#### **4.6 Service Key Deliverables**

If not clearly stated here, all key deliverables will be agreed at either:

- a. The appropriate multi-agency strategic oversight group (currently referred to as the Swansea Bay Health Protection Forum), which the LA will be a member of; or,

- b. An Outbreak Control Team / Incident Management Team convened under the auspices of The Communicable Disease Outbreak Plan for Wales.
- c. The SLA annual review between the Commissioner and the Local Authority.

Following the appropriate review, should any key deliverables change, (e.g. as a result of a change in Welsh Government policy or guidance), the relevant KPI's in Section 5 will be amended, by mutual agreement, to reflect the change in the Service deliverables.

No.	Key deliverable	WG Core principle
1	Provide a 7-day Swansea Bay regional OOH response to ensure appropriate health protection legislative powers (in line with 3. Service Aims and Objective (iii), can be used where required, taking an all-hazards approach.	Respond to outbreaks and wider threats using the agreed process outlined in the Communicable Disease Outbreak Control Plan for Wales.
2	Attendance and participation in Outbreak Control Team and Incident Management Team (where invited) by Local Authority Core members (Lead Officer & DPP) or nominated deputies unless agreed by the OCT/IMT chair.	Respond to outbreaks and wider threats using the agreed process outlined in the Communicable Disease Outbreak Control Plan for Wales.
3	Investigate and manage cases and outbreaks of COVID-19 in vulnerable community settings. Work with the Health Board and Public Health Wales to provide IP&C support to closed settings e.g. care homes in accordance with priorities agreed between SBUHB and the Local Authority at the Swansea Bay Health Protection Forum.	Respond and deliver on our national approach for respiratory viruses.
4	Assist partners to support testing, sampling, or screening including transport of clinical / environmental samples across the Swansea Bay region as agreed by the Swansea Bay Health Protection Forum.	Integrated teams working on a health board footprint using an 'all-hazards' approach to support health protection measures and respond to future threats.
5	Collaborative working with other Local Authority services who support at risk/vulnerable populations e.g. Homelessness, housing, education and refugee co-ordinators. Signpost Health Protection messaging for BBV & TB e.g. access to test and treat. Support case investigations based on Officer competence, work prioritisation and resource capacity.	BBV & TB Elimination.
6	Contribute to the Immunisation agenda in the region, attending meetings when required.	National Immunisation Framework. Address equity of access and opportunity.
7	Lead, organise and participate in events to engage and promote health protection messages and develop networks.	Wider health protection work.
8	Develop and/or contribute to workplans and project scopes in conjunction with SBUHB.	Wider health protection work. Address equity of access and opportunity.
9	Provide a flexible workforce to support Health Protection functions across the region, to deliver the key health protection priorities and project work agreed jointly between SBUHB and the Local Authority.	Wider health protection work.

## 5. Outcomes and Key Performance Indicators (KPI's)

Outcome measures and Key Performance Indicators will be included in any review outlined in section 6. This will be to ensure they remain relevant to the priorities in Swansea Bay as agreed by the Health Protection Forum.

### Reporting Requirements

KPI Ref.	Key Performance Indicators	Method of Measurement	Target	Frequency of Reporting
LAS1	When requested by SBUHB or Public Health Wales - between 9am and 9pm, seven days a week: provide advice, implement, and deliver on health protection related legal aspects within the Swansea Bay UHB area. As explained in 3.3.3.	Annual test of response out of hours if not activated by a real-life situation.	Respond within 4 hours of call being made to Local Authority contact point.	Annually
LAS2	Percentage of IMT/OCT attended (by invitation) by Local Authority Core members as required by the Communicable Disease Outbreak Plan for Wales.	Minutes of OCT/IMT meetings.	100%.	Annually
LAS3	Demand – No. of COVID outbreaks supported.	Tarian.	Respond to Outbreaks of COVID in line with National guidance.	Monthly
LAS4	Number of COVID enquiries received and responded to.	Tarian or other Local Authority information management system.  Reviewed at Monthly SBUHB and Lead Officer meetings.	90% of all COVID enquiries received by Local Authority responded to within 1 working day.	Monthly
LAS5	Undertake sampling / testing / screening as agreed by the Swansea Bay Health Protection Forum or an Outbreak Control Team / Incident Management Team that the Local Authority is a member of.	Monitoring of quarterly returns to Welsh Government.	Not specified.	Quarterly
LAS6	Contribute to the development of workplans to deliver WG/Regional HP priorities.	Attendance and contribution at SBHPF by Local Authority Public Protection representative.  Attendance and contribution at other meetings as appropriate.  Contribution and completion of workplans.	90%	At least quarterly

KPI Ref.	Key Performance Indicators	Method of Measurement	Target	Frequency of Reporting
LAS7	Devise or contribute and deliver a minimum of 3 health protection projects per year focused on protecting the most vulnerable, in collaboration with SBUHB.	Write 3 project plans agreed by the Health Protection Forum. Progress monitored at monthly meetings.	3 health protection project plans written and delivered.	Annually
LAS8	Provide information to the Commissioner to report performance activity and outputs, workforce structures to inform SBU Management; quarterly returns to Welsh Government, and any other request be agreed by the Swansea Bay Health Protection Forum within the scope of this Agreement.	Receipt by SBUHB of the required written data and information by: 31 July (for quarter 1 activity); 31 October (for quarter 2 activity); 31 January (for quarter 3 activity); and 30 April (for quarter 4 activity) or alternative date if requested by SBUHB or Welsh Government.	Returns received by relevant date.	Quarterly
LAS9	Submission of a monthly invoice not exceeding a cumulative maximum annual value of the Agreement during the financial year.	Submit invoice monthly to SBUHB Finance department.	Invoice received by end of each financial month end.	Monthly
LA10 Tudalen253	Ensure appropriate schemes of delegation and job descriptions are in place to meet local authority obligations relating to the Communicable Disease Outbreak Plan for Wales and health protection related legislation. This will include: Director of Public Protection, Lead Officer for Communicable Diseases, Proper Officers and Port Medical / Port Health Officers.	Confirm arrangements are in place during annual planning and priority setting.	Standard Operating Procedure or other method in place to clearly set out primary and delegated responsibilities of clearly identified individuals / post.	Annually

## **6. Duration of Agreement**

- 6.1 This Agreement will commence on 1<sup>st</sup> October 2024 and shall continue indefinitely unless terminated in accordance with this Agreement.
- 6.2 This Agreement will be reviewed in March 2025 between all Parties and revised to reflect ongoing contractual need by the Authorised Signatories or delegated Officer. Any reviews thereafter will be annually or a frequency agreed by both Parties.
- 6.3 Version control of this Agreement will be updated following any review period indicating any alterations made for ease of audit. Additional supporting information will be included as annexes where required.

## **7. Monitoring and Governance**

- 7.1 The day-to-day operation of this Agreement shall be dealt with on behalf of each party by the following officers and/or their nominated representatives: -
- Swansea Bay University Health Board: Jennifer Davies – Interim Executive Director of Public Health
- Neath Port Talbot Council: Ceri Morris - Head of Planning and Public Protection
- 7.2 The Commissioner and Local Authority will provide data and monitoring information as requested by Welsh Government. Any additional data and monitoring information required to be agreed by the Swansea Bay Health Protection Forum.
- 7.3 The Local Authority and the Commissioner will agree a joint reporting and performance management framework and a process that captures progress and learning; helps to highlight challenges and future key deliverables; and meets the health protection core principles as agreed through the Swansea Bay Health Protection Forum. The accountability, reporting and performance management arrangements, including KPI's, will be compliant with each organisation's governance provision.
- 7.4 The arrangements will initially be reviewed in March 2025 as part of the Annual SLA review. At that time, the timings of ongoing reviews will be agreed between both the Commissioner and the Local Authority.
- 7.5 The Local Authority to submit a monthly financial invoice to SBUHB by the end of each month for the monthly proportion of the agreed annual budget allocation. Future arrangements to be reviewed in March 2025.
- 7.6 Actual expenditure records must be kept by the Local Authority in line with the Council's own financial guidelines and for audit purposes, to evidence effective financial management of the delivery of the aims and objectives in line with the key Service deliverables.

## **8. Data Protection**

All Parties must ensure they comply with the requirements of the Data Protection Legislation and the Parties will have appropriate technical and organisational measures in place to prevent unauthorised or unlawful processing of personal information and to prevent accidental loss, destruction, or damage to any personal information they hold or process. This applies to both manual and computerised records and includes having robust back-up arrangements for data and secure storage for records.

## **9. Information Sharing**

- 9.1 In the event it is necessary for SBUHB to share Personal Data relating to its patients/staff with the Local Authority, the Local Authority will process this information for their own purposes and make independent decisions on why and how the information is processed.
- 9.2 Where it is necessary for Personal Data to be shared from SBUHB to the Local Authority, any sharing must be done via Cyber Security and Information Governance approved mechanisms. Each organisation would then be acting as an independent Data Controller. In instances where regular ongoing sharing occurs, then an Information Sharing Protocol will be implemented. This is annexed at appendix 1.
- 9.3 By agreeing this SLA (Service Level Agreement) it assures SBUHB that NPTC are committed to remain compliant with the terms outlined within any Information Sharing Protocol's (annexed at Appendix 1) developed.

## **10. Subcontracting Arrangements**

- 10.1 The Local Authority must comply with The Public Contracts Regulations 2015 (as may be amended) if they engage contractors outside of the Local Authority.
- 10.2 All sub-contractors must comply with the above requirements. It is the Local Authority's responsibility to ensure that all sub-contractors have in place appropriate policies or follow those of the Local Authority for the duration of their work on this Agreement.

## **11. Freedom of information**

- 11.1 Each party is a public body and acknowledges that each party is subject to the requirements of the FOIA and the EIRs. Each party shall:
- 11.2 provide all necessary assistance and cooperation as reasonably requested by the other party to enable it to comply with its obligations under the FOIA and EIRs;
- 11.3 transfer to the other party all Requests for Information relating to this Agreement that it receives as soon as practicable and in any event within 2 Working Days of receipt;
- 11.4 provide the other party with a copy of all Information belonging to the other party requested in the Request for Information which is in its possession or control in the form that the other party requires within 5 Working Days (or such other period as the other party may reasonably specify) of other party's request for such Information; and not respond directly to a Request for Information unless authorised in writing to do so by the other party.
- 11.5 Each party acknowledges that the other party may be required under the FOIA and EIRs to disclose Information (including commercially sensitive information) without consulting or obtaining consent from the other party. Each party shall take reasonable steps to notify the other party of a Request for Information (in accordance with the Cabinet Office's Freedom of Information Code of Practice issued under section 45 of the FOIA) to the extent that it is permissible and reasonably practical for it to do so but (notwithstanding any other provision in this agreement) each party shall be responsible for determining in its absolute discretion whether any Commercially Sensitive Information or any other information is exempt from disclosure in accordance with the FOIA or the EIRs.

## **12. Financial Value of Arrangement**

- 12.1 The total value of the Agreement for the period 1 October 2024 to 31 March 2025 is:  
£95,325 – NPT Council
- 12.2 Payment will be made monthly (equal portions) following submission by the Local Authority of a monthly financial invoice to SBUHB at each month end.
- 12.3 Confirmation of the maximum annual budget will be made annually via letter from the Commissioner to the Local Authority.
- 12.4 The allocation includes an element of funding to cover on costs and support for mileage/transport costs, training, senior management support, digital support for the delivery of this Agreement.
- 12.5 The Commissioner will pass on the NHS national inflation uplift to the total financial value of the annual Agreement from 2025/26 onwards. (For illustrative purposes the NHS national inflation uplift for 2024/25 is 3.67%)
- 12.6 Local Authority Salary inflation rates will not be applied to the value of this Agreement.
- 12.7 No funding can be carried forward to the following financial year.
- 12.8 The approved budget is the maximum allocation. It will be the responsibility of the Local Authority to fund any unauthorised overspend and/or expenditure on ineligible/non-approved items.

## **13. Escalation**

### **Dispute resolution**

- 13.1 If the Commissioner or Local Authority has any issues, concerns or complaints about the Agreement, or any matter in this Agreement, that Party shall notify the other Party to which the issue, concern, complaint or matter has been directed. Both Parties shall attempt in good faith to resolve any such issue, concern, complaint or matter. Where possible dispute resolution shall be managed by the Executive Director of Public Health and the Director of Public Protection for the Local Authority.
- 13.2 If the Parties are for any reason unable to resolve the Dispute within 30 days of it being referred to them, the Parties will attempt to settle it by mediation in accordance with the Centre for Effective Dispute Resolution (CEDR) Model Mediation Procedure. Unless otherwise agreed between the Parties, the mediator shall be nominated by CEDR. To initiate the mediation, a Party must serve notice in writing (ADR notice) to the other Party to the Dispute, requesting a mediation. A copy of the ADR notice should be sent to CEDR. The mediation will start not later than 28 days after the date of the ADR notice.

## **14. Notifiable events**

- 14.1 All parties will need to ensure that any notifiable events (“Notification Event”) are reported in writing to the other relevant party in a timely manner, i.e. within 2 weeks of the event occurrence. This includes, but is not exclusive to the following:
- There is any change, whether permanent or temporary in the workforce which may affect the Local Authority’s ability to deliver this Agreement.
  - The funding, in full or in part, is not being used for the agreed purpose in line with the key deliverables.



- Where one or more KPI's show a significant decline or non-compliance.
- There is limited progress towards completing the key deliverables, including meeting the targets.
- Any issues that may affect the delivery of this Agreement.

14.2 The Commissioner will:

- Support the Local Authority in finding resolutions in relation to the Notification Event.
- Expect all parties to support each other to find a resolution to a Notification Event.
- Reserve the right to notify the Local Authority where it believes a Notification Event has occurred or is likely to occur.
- Review the notification event and work with the Local Authority to consider and agree the best course of action.
- May require the Local Authority to draw up an Improvement Plan in consultation with the Commissioner. This will include remedial actions, together with agreed targets and timescales. The agreed timescale for the operation of the Improvement Plan shall be no longer than 6 months.

## 15. Termination of Agreement

15.1 Either Party may give 12 months' notice in writing to terminate this Agreement where the other Party is failing to carry out its obligations under this Agreement.

15.2 The Parties may at any time terminate this Agreement by mutual consent by one Party giving the other Party not less than 12 months' written notice.

15.3 If the performance of the Local Authority does not meet the targets in the Improvement Plan within the agreed timescale, or the Notification Event is significant and outside the scope of an Improvement Plan, the Commissioner reserves the right to:

- withdraw the award of funding; and/or
- Suspend or cease all further payment of funding; and/or
- Make all further payments of funding subject to such conditions as it may specify.

## 16. Force majeure

Neither Party shall be in breach of the Agreement nor liable for delay in performing, or failure to perform, any of its obligations under the Agreement if such delay or failure result from events, circumstances or causes beyond its reasonable control.

## 17. Assignment and other dealings

Neither Party shall assign, transfer, mortgage, charge, subcontract, delegate, declare a trust over or deal in any other manner with any of its rights and obligations under this Agreement without the prior written consent of the other Party.

## 18. Confidentiality

18.1 Each Party undertakes that it shall not at any time during the Agreement, and for a period of one year after termination or expiry of the Agreement, disclose to any person any confidential information concerning the business, affairs, customers, clients or suppliers of the other party or of any member of the group to which the other party belongs, except as permitted by clause 18. For the purposes of this clause 18, **group** means, in relation to a party, that party, any subsidiary or holding company from time to time of that party, and any subsidiary from time to time of a holding company of that party.

18.2 Each Party may disclose the other party's confidential information:

18.2.1 to its employees, officers, representatives, contractors, subcontractors or advisers who need to know such information for the purposes of carrying out the party's obligations under the Agreement. Each Party shall ensure that its employees, officers, representatives, contractors, subcontractors or advisers to whom it discloses the other party's confidential information comply with this clause 18.2; and

18.2.2 as may be required by law, a court of competent jurisdiction or any governmental or regulatory authority.

18.3 Neither Party shall use any other Party's confidential information for any purpose other than to perform its obligations under the Agreement.

## **19. Entire agreement**

19.1 The Agreement constitutes the entire agreement between the Parties and supersedes and extinguishes all previous agreements, promises, assurances, warranties, representations and understandings between them, whether written or oral, relating to its subject matter.

19.2 Each Party acknowledges that in entering into the Agreement it does not rely on and shall have no remedies in respect of any statement, representation, assurance or warranty (whether made innocently or negligently) that is not set out in the Agreement. Each Party agrees that it shall have no claim for innocent or negligent misrepresentation based on any statement in the Agreement.

## **20. Variation**

No variation of the Agreement shall be effective unless it is in writing and signed by the Parties (or their authorised representatives).

## **21. Waiver**

21.1 A waiver of any right or remedy under the Agreement or by law is only effective if given in writing and shall not be deemed a waiver of any subsequent right or remedy.

21.2 A failure or delay by a Party to exercise any right or remedy provided under the Agreement or by law shall not constitute a waiver of that or any other right or remedy, nor shall it prevent or restrict any further exercise of that or any other right or remedy. No single or partial exercise of any right or remedy provided under the Agreement or by law shall prevent or restrict the further exercise of that or any other right or remedy.

## **22. Severance**

If any provision or part-provision of the Agreement is or becomes invalid, illegal or unenforceable, it shall be deemed modified to the minimum extent necessary to make it valid, legal and enforceable. If such modification is not possible, the relevant provision or part-provision shall be deemed deleted. Any modification to or deletion of a provision or part-provision under this clause 22 shall not affect the validity and enforceability of the rest of the Agreement.

## **23. Notices**

23.1 Any notice or other communication given to a Party under or in connection with the Agreement shall be in writing and shall be delivered by hand or by pre-paid first-class post or other next working day delivery service at its registered office (if a company) or its principal place of business (in any other case).

23.2 Any notice or communication shall be deemed to have been received:

- 23.2.1 if delivered by hand, at the time the notice is left at the proper address;
- 23.2.2 if sent by pre-paid first-class post or other next working day delivery service, at 9.00 am on the second Business Day after posting; or
- 23.2.3 if sent by email, at the time of transmission, or, if this time falls outside business hours in the place of receipt, when business hours resume. In this clause 23.2.3, business hours means 9.00am to 5.00pm Monday to Friday on a day that is not a public holiday in the place of receipt.

23.3 This clause 23 does not apply to the service of any proceedings or other documents in any legal action or, where applicable, any arbitration or other method of dispute resolution.

## **24. Third party rights**

24.1 The Agreement does not give rise to any rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of the Agreement.

24.2 The rights of the Parties to rescind or vary the Agreement are not subject to the consent of any other person.

## **25. No partnership or agency**

Nothing in this Agreement is intended to, or shall be deemed to, establish any partnership or joint venture between any of the Parties, constitute any Party the agent of another Party, or authorise any Party to make or enter into any commitments for or on behalf of any other Party.

## **26. Counterparts**

This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall constitute an original of this Agreement but all the counterparts shall together constitute the same Agreement. No Agreement shall be effective until each Party has executed at least one counterpart.

## **27. Rights and remedies**

The rights and remedies provided under this Agreement are in addition to, and not exclusive of, any rights or remedies provided by law.

## **28. Governing law**

The Agreement, and any dispute or claim (including non-contractual disputes or claims) arising out of or in connection with it or its subject matter or formation, shall be governed by, and construed in accordance with the law of England and Wales.

## **29. Jurisdiction**

Each Party irrevocably agrees that the courts of England and Wales shall have exclusive jurisdiction to settle any dispute or claim (including non-contractual disputes or claims) arising out of or in connection with the Agreement or its subject matter or formation.

### 30. Service Key Contacts

#### Swansea Bay University Health Board

Name	Title	Tel. No.	E-mail
Jennifer Davies	Interim Executive Director of Public Health		<a href="mailto:Jennifer.Davies10@wales.nhs.uk">Jennifer.Davies10@wales.nhs.uk</a>
Sion Lingard	Consultant in Health Protection		<a href="mailto:Sion.Lingard2@wales.nhs.uk">Sion.Lingard2@wales.nhs.uk</a>
Rebecca Davies	Regional Health Protection Manager	N/A	<a href="mailto:Rebecca.Davies42@wales.nhs.uk">Rebecca.Davies42@wales.nhs.uk</a>

#### Neath Port Talbot

Name	Title	Tel. No.	E-mail
Ceri Morris	Head of Planning and Public Protection		<a href="mailto:c.morris1@npt.gov.uk">c.morris1@npt.gov.uk</a>
Mark Thomas	Trading Standards, Food and Health Protection Manager		<a href="mailto:m.thomas2@npt.gov.uk">m.thomas2@npt.gov.uk</a>
Huw Jones	Food and Health Protection Team Leader		<a href="mailto:h.jones1@npt.gov.uk">h.jones1@npt.gov.uk</a>

#### Appendix 1 – Template Information Sharing Protocol



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Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL / CYNGOR BWRDEISTREF SIROL CASTELL-NEDD PORT TALBOT

### Cabinet

23<sup>rd</sup> October 2024

**Report of the Head of Early Years, Inclusion and Partnerships  
/Pennaeth Blynyddoedd Cynnar, Cynhwysiant a Phartneriaethau**

**Hayley Lervy**

**Matter:** for Decision

**Wards Affected:** All Wards

**Report Title:** Childcare in Schools/Education Buildings:  
Adoption of new rent arrangements, following pilot of changes

**Purpose of the Report:**

Following a successful pilot of new rent arrangements for childcare in school/education buildings, coinciding with significant development within the Neath Port Talbot childcare sector as a result of Flying Start funded childcare expansion roll out, agreement is sought to adopt a change in the way rent levels are charged for childcare within school and education buildings.

The initial pilot, that continued longer than planned due to the significant and ongoing changes within the childcare sector as a direct result of Flying Start funded childcare expansion, sought to pilot a change in the set rent charges for childcare within our schools and education buildings. Any new childcare rent agreements, including leases and heads of terms were to operate under the pilot conditions while being tested for viability and suitability. The aim to make childcare space opportunities in schools and education buildings more accessible and affordable to new external private childcare providers and work towards addressing lack of childcare sufficiency was realised.

The proposed rent payment structure aims to support NPTCBC aspirations and community need, by supporting the sustainability and growth of bilingual and Welsh childcare provision in line with our Welsh Government targets and aspirations. Our Welsh Education Strategic Plan (WESP), Flying Start Childcare expansion plans and Childcare Sufficiency Assessment (CSA) identify a need to increase the availability of Welsh and bilingual onsite after school club and wrap around childcare provision.

The impact of the changes will:

- Provide a fair rent rate that reflects what we need to promote and develop as a local authority in line with Welsh Government policy and reflect the community needs.
- Sustain and grow Welsh language childcare provision within schools, increasing the number of children transitioning into Welsh medium education.
- Make afterschool clubs more sustainable in schools, where schools are unable to provide the service themselves.
- Attract more interest in running bilingual and Welsh childcare provision within school and education buildings.

## Childcare Setting Categories in Neath Port Talbot:

**Legacy Flying Start Setting:** Occupation initially established to enable sufficient Flying Start funded childcare places, at the start of the Flying Start programme. This enabled families within eligible Flying Start areas, to access childcare withing “pram-pushing” distance of their homes, in line with Welsh Government policy.

**Majority Flying Start Setting:** – more than 50% of childcare places available are Flying Start funded. Provider will have a service level agreement with Early Years and Flying Team, that is monitored for compliance and quality regularly via visits and quality assurance measures.

**Welsh/Bilingual** - the setting is registered and categorised as bilingual or Welsh with Care Inspectorate Wales (CIW), childcare places are available for Flying Start funded children. Provider will have a service level agreement with Early Years and Flying Team, that is monitored for compliance and quality regularly via visits and quality assurance measures.

**Private/Voluntary Childcare with No Flying Start:** the setting is registered with Care Inspectorate Wales (CIW), childcare places are not currently available for Flying Start funded children, with the majority of children accessing private full day care that may include Childcare Offer Funded spaces. Provider will have a service level agreement with Early Years and Flying Start Team, that is monitored for compliance and quality regularly via visits and quality assurance measures.

**Afterschool Club** the setting is registered with Care Inspectorate Wales (CIW), childcare places are usually available to the children from within the school, with the majority of children accessing other funded or privately funded childcare.

The below charging framework is proposed:

<b>Childcare Provision Type</b>	<b>Service Charges<sup>1</sup></b>	<b>Base Rent</b>	<b>Additional Rent</b>	<b>Agreement Term</b>
Legacy Flying Start setting	100%*	N/A	N/A	5 years

<sup>1</sup> Service charge costs are set by Estates as per a set formula, taking into account the percentage floor space occupied, the daily/weekly/yearly operational hours and services used.

Majority Flying Start setting	100%	N/A	N/A	5 years
Welsh/Bilingual setting	100%	N/A	N/A	5 years
Full Daycare	100%	£25/wk	£1/reg child/wk	5 years
Afterschool Club	100%	£1/wk	£1/reg child/wk	5 years

*\*Service charges for most Legacy settings are covered by Flying Start Programme budget.*

*NB: Faith schools will have separate rent agreements organised by their diocese. Early Years & Flying Start Childcare Team will support the school and governors with the safe recruitment and ongoing monitoring of any childcare within NPT.*

*NB: Childcare spaces that reside within education buildings that are part of a complex or development may be subject to additional pre-contract charges such as service charges, and/or maintenance costs that have been pre-arranged by Estates. These costs will be made clear in any tendering or expression of interest adverts and processes and detailed in any rent agreement paperwork issued.*

### **Executive Summary:**

After a successful pilot of rent changes to charges between 2022 and 2024, Members are asked to approve a new fair and clear rent charge framework for childcare in schools that supports the ongoing and continuing development of childcare facilities on school sites. Any new agreements will be subject to these changes. Any updates will be reported to Members on an annual basis.

### **Background:**

Delegated powers around childcare in schools falls under the responsibility of the Head of Early Years, Inclusion and Partnerships, Hayley Lervy.

The Local Authority has a statutory duty to provide sufficient childcare places for parents and carers that need it. This duty came into effect in April 2008 and forms part of the statutory duties imposed on all local authorities set out by the Childcare Act 2006. In line with the duty, the Early Years and Flying Start and Childcare Team have updated their Childcare Sufficiency Assessment in 2023. The



assessment identifies any areas of unmet demand for childcare and allows for the planning and preparation in line with Welsh Government.

Childcare is an integral part of our community within Neath Port Talbot, enabling children to thrive and develop to their full potential, supporting good transition to learning and enabling parents to access work, education and training. Through Welsh Government funded programmes, such as Flying Start, Childcare Offer for Wales, and Childcare and Play, the Early Years and Flying Start Childcare Team endeavour to continue to draw down much needed capital and revenue funding from Welsh Government to create sustainable learning communities for children right from the start, by providing as much childcare on school and education sites as possible. This not only enables a smooth transition for children into education from pre-school, but builds on the trusted school reputation with parents, develops early connections and partnerships between schools and families, and brings capital investment to our education estate. Working in tandem with our WESP targets, we strive to increase the number of children accessing Welsh education by placing much needed pre-school childcare within our Welsh schools as possible. Encouraging childcare providers to explore providing bilingual provision within our English Medium primary schools by offering a reduced rent cost, supports the drive for more exposure to the Welsh Language within our communities, and supports the development of the language at the heart of all schools.

During the 2022-2024 pilot, the below childcare was successfully developed within school sites:

Service Name	Service Type	Service Sub Type	Maximum Capacity	Date Of Registration
Cylch Meithrin Cwmllynfell	Childrens Day Care	Full Day Care	19	08/09/2022
Cylch Meithrin Teulu'r Tyle (Tyle'r Ynn)	Childrens Day Care	Full Day Care	19	11/11/2022
Gofal Plant Tregesles	Childrens Day Care	Full Day Care	18	24/05/2023

Cylch Trebannws	Childrens Day Care	Sessional care	16	04/09/2024
			<b>Total new places</b>	
			<b>72</b>	

### **Continuity of Service**

To ensure continuity of the development of childcare within Neath Port Talbot, it is recommended that Members approve the above proposed rent framework of cost charged to childcare providers within schools and education buildings, to make it appealing for childcare to be school-based and bilingual or Welsh where possible.

### **Financial Impacts:**

Financial impacts are minimal, as the pilot charging framework has been in place with no issues during the pilot period, 2022 – 2024. It is proposed that the charges for existing leases will remain the same until such time that they are renewed due to a new provider, or if the service being provided changes.

As new provisions open the proposed charging framework will be implemented which will generate minimum rental income (Approx £1,000 base rent per annum for most Private/Voluntary Childcare and £39 per year for afterschool clubs).

As new provision timescales and capacities are not yet confirmed, a financial figure cannot be estimated at this time, but this income will be **additional** to existing income budgets.

Childcare settings within schools, along with the wider childcare sector have access to revenue and grant funding via the Early Years and Flying Start Childcare team. A grant panel process will ensure that fair allocations of grants are awarded with applications screened for any contributions, support, contributions or reductions to rent.

### **Integrated Impact Assessment:**

A first stage impact assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the

Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

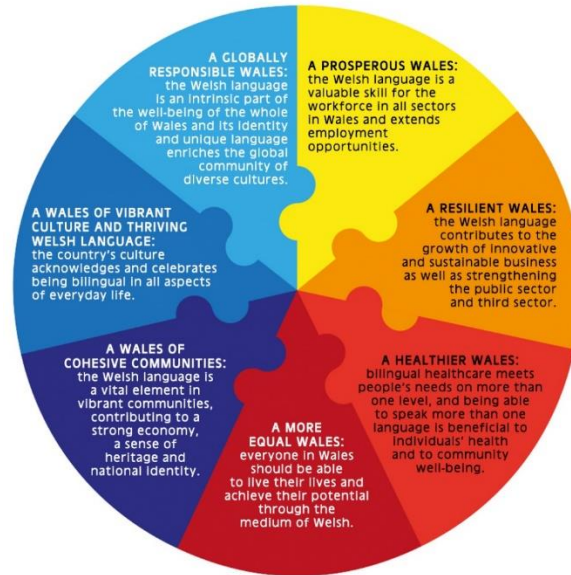
The first stage assessment has indicated that a more in-depth assessment is not required.

**Welsh Language Impacts:**

Positive impacts are anticipated with opportunities to use and promote the Welsh language with additional Welsh language or bilingual childcare being made available.

In order to achieve the desired growth in terms of the numbers of Welsh language speakers contained within Welsh Government's Cymraeg 2050 Welsh Language Strategy and Neath Port Talbot's own Welsh in Education Strategic Plan (WESP), looking at each of the 7 aims of the Well-being "wheel" from a Welsh language perspective provides a useful perspective of how the language is an intrinsic part of each aim, and therefore all aspects of the Council's work, not simply part of the aim in which the Welsh language is explicitly referenced.

The adapted wheel below shows how the Welsh language forms a part of, and plays a part in all aspects of education, health and social care, community cohesion, the economy and so much more.



The WESP overarching ten year target in Neath Port Talbot is to increase the number of Year 1 children taught through the medium of Welsh from 16.8% (252 pupils) in 2020/21 (PLASC 2021) to 31% (460 pupils) by 2032.

Promoting and increasing the amount of bilingual and Welsh Language childcare within education and childcare buildings should provide greater choice for families in the area and support the increase in the number of pupils being educated through the medium of Welsh, as well as having a positive impact on families and the local community through providing opportunities to improve and increase the use of the Welsh language in daily life.

Therefore, the proposal should impact positively on people's opportunities to use the Welsh language and in treating the Welsh language no less favourably than English, by expanding the Welsh-medium childcare and education provision in Neath Port Talbot.

### **Valleys Communities Impacts:**

This local authority wide approach may include childcare opportunities in the valleys communities.

**Workforce Impacts:**

There are no workforce impacts or implications for the Council in relation to this report.

**Legal Impacts:**

There are no legal impacts or implications for the Council in relation to this report

**Risk Management Impacts:**

The proposed rent arrangements have been piloted and show minimal risk.

The risk of not adopting the proposed arrangements may reduce the attraction of developing new bilingual or Welsh childcare in NPTCBC buildings, impacting on our targets to increase access to the Welsh Language in childcare and schools.

This Report seeks to minimise the risk to the Council by continuing to support Governing Bodies of schools and the Local Authority in meeting the statutory duties placed on it in the Childcare Act 2006. The reduction of rent within the proposal supports the sustainability of childcare within school and education buildings and will reduce the need for such childcare to seek grant funding support from Early Years Sustainability funding to support rent payments. The plans make opportunities for childcare within school and education buildings more financially accessible to the childcare sector and supports Neath Port Talbot's vision of strong transition processes for children from pre-school childcare into foundation learning. Furthermore, the co-location of services for children and young people supports ease of access to support services for families, should they require them.

**Crime and Disorder Impacts:**

No impact

**Counter Terrorism Impacts:**

No impact

## **Violence Against Women, Domestic Abuse and Sexual Violence Impacts:**

No Impact

## **Consultation:**

There is no requirement for external consultation on this item.

## **Scrutiny Observations:**

The item was considered at the Education, Skills and Wellbeing Scrutiny Committee on the 12<sup>th</sup> September 2024. Members were complimentary regarding the work being undertaken by the service to support the childcare sector in Neath Port Talbot. Members supported the report recommendations.

## **Recommendations:**

It is recommended that Members agree in principle to the changes to rent charges for childcare providers in schools and education buildings, as set out in detail above.

A report on childcare developments on school/education sites will continue to be reported to Members on an annual basis.

## **Reasons for Proposed Decision:**

To ensure the continuity of the development of childcare in Neath Port Talbot, in line with Welsh Government policies and plans. Allowing officers to strive to close the childcare sufficiency gaps identified by our Childcare Sufficiency Assessment.

To support the Governing Bodies of schools in supporting the request for childcare facilities to be developed on school sites. Thus, also supporting the Local Authority in meeting the statutory duties placed on it in the Childcare Act 2006. This will in turn support the Child Poverty agenda in enabling parents the time to enter training or employment opportunities, or to access employment or training within the childcare sector.

**Implementation of Decision:**

The decision will be implemented after the 3 day call in period.

**Appendices**

**Appendix A:** First Stage Screening IIA – Childcare in Schools:  
Change in Rent Arrangements

**List of Background Papers:**

- Neath Port Talbot Childcare Sufficiency Assessment 2022
- Childcare in Schools/Education Buildings: Temporary changes to current rent arrangements, 28<sup>th</sup> July 2022
- Flying Start Phase One Expansion Plan, 28<sup>th</sup> July 2022
- Flying Start Phase Two Expansion Plan, 25<sup>th</sup> January 2023
- Cymraeg 2050 Welsh Language Strategy (Welsh Government)
- Neath Port Talbot Welsh in Education Strategic Plan 2022 – 2032
- Neath Port Talbot Welsh in Education Strategic Plan Annual Review Report 2023/24
- Self Assessment of Service Statement (SASS) (Care Inspectorate Wales)
- Child Poverty Strategy for Wales 2024 (Welsh Government)

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Email: [l.clement-jones@npt.gov.uk](mailto:l.clement-jones@npt.gov.uk)



## Impact Assessment - First Stage

### 1. Details of the initiative

#### **Initiative description and summary:** Childcare in Schools: Change in Rent Arrangements

Following a successful pilot of new rent arrangements for childcare in school/education buildings, coinciding with significant development within the Neath Port Talbot childcare sector as a result of Flying Start funded childcare expansion roll out, agreement is sought to adopt a change in the way rent levels are charged for childcare within school and education buildings.

The proposed rent payment structure aims to support NPTCBC aspirations and community need, by supporting the sustainability and growth of bilingual and Welsh childcare provision in line with our Welsh Government targets and aspirations. Our Welsh Education Strategic Plan (WESP), Flying Start Childcare expansion plans and Childcare Sufficiency Assessment (CSA) identify a need to increase availability of Welsh and Bilingual onsite after school club and wrap around childcare provision.

The impact of the changes will:

- Provide a fair rent rate that reflects what we need to promote and develop as a local authority in line with Welsh Government policy and reflect the community needs.
- Sustain and grow Welsh language childcare provision within schools, increasing the number of children transitioning into Welsh medium education.
- Make afterschool clubs more sustainable in schools, where schools are unable to provide the service themselves.
- Attract more interest in running bilingual and Welsh childcare provision within school and education buildings.

Members are asked to approve a new fair and clear rent charge framework for childcare in schools that supports the ongoing and continuing development of childcare facilities on school sites. Any new agreements will be subject to these changes.

<b>Service Area:</b> Early Years and Flying Start
<b>Directorate:</b> ELLL

**2. Does the initiative affect:**

	Yes	No
Service users		X
Staff		X
Wider community		X
Internal administrative process only	x	

**3. Does the initiative impact on people because of their:**

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age	x				M	The childcare within our school and education buildings is aimed at children aged 2-11 years. Parents and carers range in age, as do the childcare professionals that work within our sector. The proposed change will facilitate increased opportunities for children and families to access bilingual and Welsh childcare.
Disability		x			L	This is not a criterion that will be directly impacted upon by this proposal.
Gender Reassignment		x			L	This is not a criterion that will be directly impacted upon by this proposal.
Marriage/Civil Partnership		x			L	This is not a criterion that will be directly impacted upon by this proposal.

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Pregnancy/Maternity		x			L	This is not a criterion that will be directly impacted upon by this proposal.
Race		x			L	This is not a criterion that will be directly impacted upon by this proposal.
Religion/Belief		x			L	This is not a criterion that will be directly impacted upon by this proposal.
Sex		x			L	This is not a criterion that will be directly impacted upon by this proposal.
Sexual orientation		x			L	This is not a criterion that will be directly impacted upon by this proposal.

**4. Does the initiative impact on:**

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	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language	x				M	Additional Welsh Language or bilingual childcare will be encouraged within education and school buildings, with a reduction of rent as part of these proposals. A positive impact of an increase of exposure to the Welsh Language that schools are already tasked to work towards.
Treating the Welsh language no less favourably than English	X				M	Additional Welsh Language or bilingual childcare will be encouraged within education and school buildings, with a reduction of rent as part of these proposals to incentivise the use of and exposure to the Welsh Language

**5. Does the initiative impact on biodiversity:**

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
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To maintain and enhance biodiversity		X			L	Promoting childcare on school sites, offers the opportunity for collaboration with schools regarding maintaining and enhancing local biodiversity
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		X			L	Promoting childcare on school sites, offers the opportunity for collaboration with schools regarding the promotion of resilient ecosystems, such as supporting protection of the wider environment, air quality and flood alleviation

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**6. Does the initiative embrace the sustainable development principle (5 ways of working):**

	Yes	No	Details
<b>Long term</b> - how the initiative supports the long term well-being of people	X		Childcare supports the well-being and holistic development of children and young people. It is vital that we develop and support our local NPT childcare sector. Childcare supports families by providing developmental opportunities for children, whilst offering opportunities for work, training and respite for parents.  Through supporting the sustainable development of childcare as a support service, we address issues that may otherwise negatively impact on the well-being of children and their families.
<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	X		The programme contributes to Wellbeing Objective 1 – Best Start in Life.

<p><b>Involvement</b> - how people have been involved in developing the initiative</p>	X		<p>The Neath Port Talbot Childcare Sufficiency Assessment (CS) 2022 and the CSA Review 2023 data is used and reflected on to inform our targets and aspirations. Stakeholders, children, young people and parents were consulted, regarding childcare within Neath Port Talbot, with school based childcare appearing to be a preference, and gaps identified for Welsh Language and bilingual childcare reducing parental choice.</p>
<p><b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions</p>	X		<p>The Early Years and Flying Start Childcare Team work closely with our schools, Estates department and partner organisations such as key third sector umbrella bodies Mudiad Meithrin and Clybiau to ensure that we strive to keep the childcare sector growing and succeeding. Keeping childcare sustainable is a priority, coupled with growing a demand for Welsh language to work towards our local Welsh Language targets.</p> <p>Continuing to support childcare development within our school sites encourages strong transition from childcare to school with a plethora of benefits to the children, their families and the education providers.</p>
<p><b>Prevention</b> - how the initiative will prevent problems occurring or getting worse</p>	X		<p>The consistency brought with continuing the changes in charges will prevent any confusion with charges for childcare in schools.</p> <p>Encouraging Welsh and bilingual childcare to be developed, by offering a reduced the rate for this type of childcare will increase the chances of NPTCBC meeting their Welsh Government targets around the Cymraeg 2050 Welsh Language Strategy, Childcare Sufficiency Assessment and the Neath Port Talbot Welsh in Education Strategic Plan. In addition, more broadly the initiative will increase the exposure to the Welsh Language in NPTCBC.</p> <p>Increasing the amount of Welsh and bilingual childcare supports NPTCBC to meet the gaps in childcare identified within the Childcare Sufficiency Assessment 2022, thus reducing the chance of parental and public complaints regarding lack of suitable provision for Welsh and Bilingual childcare</p>



			<p>Flying Start is the Welsh Government's targeted Early Years programme for families with children under 4 years of age who live in some of the most disadvantaged areas of Wales. Flying Start aims to make a decisive difference to the life chances of children by mitigating the impact of poverty, which is linked to poor life outcomes in early childhood, including health outcomes.</p>
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**7. Declaration - based on above assessment (tick as appropriate):**

A full impact assessment (second stage) <b>is not</b> required	X
Reasons for this conclusion	
<p>The initial IIA for the piloting of the change in charges in 2022 did not require a full impact assessment, as this change was intended to bring consistency and structure to charges for childcare settings within schools and education buildings.</p> <p>Based on the above assessment, a full impact assessment is not required as the implementation of the piloted charges has low or no impact on most factors. Any impact that has been identified is positive, providing the potential for future developments within the school based childcare sector, and additionality of access to childcare services in the Welsh Language.</p>	

A full impact assessment (second stage) <b>is</b> required	
Reasons for this conclusion	

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	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
Completed by	Lisa Clement-Jones	Early Years and Flying Start Manager		03.09.2024
Signed off by	Hayley Lervy	Head of Service/Director		04.09.2024

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Mae'r dudalen hon yn fwiadol wag





Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

23<sup>rd</sup> October 2024

### Report of the Head of Education Development – Christopher Millis

#### Matter for Monitoring

#### Wards Affected:

All Wards

**Report Title.** School Improvement Team – Curriculum for Wales

#### Purpose of the Report:

To monitor on the progress of the Curriculum for Wales

#### Executive Summary:

Curriculum for Wales requires significant long term cultural change in Welsh schools. This requires schools to consider not just what they teach but how they teach and crucially why they teach it. Schools in Neath Port Talbot are making steady progress. Teaching in many of our schools is evolving to support learners to realise the four purposes. However, this is proving more challenging as the curriculum is rolled out in our secondary schools. This is because the pressures of qualifications at 16 continue to drive behaviours. However, the very recently published 14-16 guidance clearly articulates the need for all learners to have a broad and balanced education and as teaching for pupils aged 11-14 evolves, teachers will begin to grasp the challenge of the high demands and expectations in the Curriculum for Wales.

#### Background:

Timeline for Curriculum for Wales

Successful futures report published 2015

Draft guidance published January 2020

For primary schools, the Curriculum for Wales was introduced in September 2022. Secondary schools that chose to introduce the curriculum to Year 7 early also started in September 2022 (on secondary school in NPT); with the curriculum being mandatory for Years 7, 8 and 9 from September 2024.

As the Curriculum for Wales is extended year by year until 2026, secondary schools should work very closely with their cluster primary schools to understand their experiences, including understanding their experience of learners' progression, to inform planning for transition. All schools are expected to engage with work within and across their clusters and networks, including through the National Network.

Curriculum for Wales is a significant part of the transformation of education in Wales. The definition of curriculum states: 'A school's curriculum is everything a learner experiences in pursuit of the four purposes. It is not simply what we teach, but how we teach and crucially, why we teach it.'

Developing schools' and NPT officers' ability to articulate what is different about Curriculum for Wales is a key priority. Without this understanding there is the potential that nothing changes.

This includes:

- Understanding that Curriculum for Wales is purpose led. Focusing on what pupils should learn and why.
- Knowing that the four purposes articulate the pupil development and pupil potential we seek to develop. Recognising that the four purposes are made up of: knowledge and understanding, cross-curricular skills, skills integral to the four purposes and values and attitudes is crucial.
- Understanding Curriculum for Wales is a process orientation curriculum. Developing a curriculum that focuses on the process of learning and development. Seeing a learners' time in school as a continuous journey that supports them to become an autonomous learner.
- Developing a shared understanding of progression within the school, with their cluster of schools and engage with Networks, for example National Network conversations. Section 2.2 of the progression code states:

Progression in learning is a process of developing and improving in skills and knowledge over time. This focuses on understanding what it means to make progress in a given area or discipline and how learners should deepen and broaden their knowledge and understanding, skills and capacities, and attributes and dispositions. This is key to them embodying the four purposes and to progressing into different pathways beyond school.

In NPT there is a range of bespoke support available to all schools:

- Whole school INSET/ADDs
- School cluster INSET/ADDs
- Support for individual/groups teachers
- Support for monitoring – Are pupils making progress?

In addition to this there is professional learning offer for all schools:

Cluster workshops (listed in academic years)

- 2021-2022 – Understanding Curriculum for Wales
- 2022-2023 – Camau workshops – Progression and assessment
- 2023-2024 – AoLE workshops Expressive Arts, Humanities, Health and Well-being and Science and Technology
- Secondary subject network groups (each one meets once a term)
- Governor training

National Professional learning:

- Camau I'r diddorol – NPT school improvement officer and schools (through application)
- National Network meetings.

Mike Daley the Lead Education Support Officer from Neath Port Talbot is now working for two days a week as a professional adviser to Welsh government. He is advising at the curriculum and assessment division as they produce a national support programme for curriculum design. This work began in September 2024 and is a ministerial priority.

## **Strengths**

School improvement officers have developed a vision for curriculum in NPT that is communicated widely and regularly with schools and stakeholders.

We continue to support schools to develop their curriculum in line with the local and Local Authority's vision and interpretation of the principles of the Curriculum for Wales.

School improvement officers have a deep understanding of the Curriculum for Wales that informs the strategy that supports schools to develop a curriculum design process.

Overtime the sophistication and complexity of dialogue with schools has deepened. We have a relentless focus on the need to develop a challenging purpose led curriculum that supports all learners in NPT schools to realise the four purposes.

Nearly all schools support the aspirations of the Curriculum for Wales. There are high levels of engagement in nearly all primary schools.

This deeper understanding is impacting on the quality of teaching in many schools. Expectations of what pupils can achieve is higher as teachers plan more explicitly for pupils knowledge, understanding, cross-curricular skills metacognition, values and attitudes.

Improvements in middle leaders' ability to evaluate learning between ages 11-14 should support teachers to consider the need to evolve their teaching within the Curriculum for Wales. Benefit of our team working closely with WG officers, often used to lead discussions. Two members of the school improvement team are currently working for the Welsh Government, on a part-time basis.

## **Areas for development**

Ensuring that all schools Systematic and progressive development of skills in particularly in writing and numeracy across the curriculum are high priorities for many NPT schools.

A minority of school leaders cannot yet articulate what is different about the Curriculum for Wales. As a result of this those schools will receive support aimed at tackling this issue, particularly around deepening their understanding of purpose and progress.

In a very few schools the pace of development of the Curriculum for Wales is too slow. This is often due to leadership issues and the school not embracing or understanding the principles of the Curriculum for Wales. As a result, we will continue to support those schools in deepening their understanding of the process of curriculum design based on the principles of the Curriculum for Wales.

## **Financial Impacts:**

All NPT schools receive funding for Curriculum development and professional learning. The Education Support Officers work with schools and report to Welsh government to ensure good value for money.

## **Integrated Impact Assessment:**

There is no requirement to undertake an Integrated Impact Assessment as this report is for monitoring purposes.

## **Valleys Communities Impacts:**

No implications as this includes all schools

**Workforce Impacts:**

No implications

**Legal Impacts:**

There are no legal impacts as this report is for monitoring purposes.

**Consultation:**

There is no requirement for external consultation on this item as this report is for monitoring purposes.

**Recommendations:**

No recommendations as this is a report for monitoring purposes only.

**Reason for Proposed Decision:**

No decision required

**Implementation of Decision:**

N/A

**Appendices:**

None

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**NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

**Cabinet**

**23<sup>rd</sup> October 2024**

**REPORT OF HEAD OF SUPPORT SERVICES AND  
TRANSFORMATION  
RHIANNON CROWHURST**

**MATTER FOR DECISION**

**WARDS AFFECTED: All**

**STRATEGIC SCHOOL IMPROVEMENT PROGRAMME-  
PROPOSAL TO CLOSE THE LEARNING SUPPORT  
CENTRE FOR PUPILS WITH VISUAL IMPAIRMENT AT  
CEFN SAESON COMPREHENSIVE SCHOOL**

**Purpose of report**

1. To obtain approval to consult on the proposed closure of the specialist learning support centre (LSC) provision for secondary age pupils with visual impairment (VI) at Cefn Saeson Comprehensive School, with effect from 1<sup>st</sup> September 2025.

**Executive summary**

2. The Council is responsible for ensuring suitable provision is made for pupils with Additional Learning Needs (ALN). Achieving this will involve reviewing the number and type of schools the Council has in its area and assessing whether or not best use is being made of resources and facilities.

3. Recent work on reviewing the number and type of planned places and assessment provision across Neath Port Talbot has indicated that at primary level, the greatest area of need and therefore demand on specialist provision for the next 3 years remains in relation to Autism Spectrum Disorder (ASD), in addition to Severe and Profound Multiple Learning Difficulties (SLD/ PMLD). At secondary level, the greatest area of need and therefore demand on specialist provision for the next 3 years is also in relation to Autism Spectrum Disorder (ASD), Moderate Learning Difficulties (MLD) and Social Emotional and Behavioural Difficulties (SEBD).
4. This proposal seeks to ensure that resources are utilised effectively in line with the demand for specialist provision within the County Borough. Therefore approval is sought to consult on a proposal to close the specialist LSC provision for secondary age pupils with VI at Cefn Saeson Comprehensive School and instead provide education for pupils with visual impairment within inclusive learning environments in mainstream school settings. Mainstream school staff are trained and supported by Specialist VI Staff. This has enabled the integration of these learners and has resulted in no current demand for placements at the LSC for pupils with VI.
5. Neath Port Talbot currently do not have any specialist LSCs for pupils with VI at primary level and instead learners who experience VI are well supported through good high quality learning, differentiation and where appropriate, Additional Learning Provision (ALP) delivered through Individual Development Plans (IDPs). The proposal therefore seeks to replicate this model at secondary level.

## **Background**

6. The Council is responsible for promoting high educational standards and for delivering efficient primary and secondary education. Having the right schools in the right place and ensuring that they are fit for the 21<sup>st</sup> century learner is the challenge facing the Council. Achieving this will involve reviewing the number and type of schools the Council has in its area and assessing whether or not best use is being made of resources and facilities. This will include ensuring

suitable provision for those pupils with special educational needs/additional learning needs.

7. Implementing the Strategic School Improvement Programme (SSIP) involves reviewing existing provision and determining the number and type of schools needed to deliver education effectively and efficiently across the County Borough. It will most likely lead to substantial change involving opening new schools, closing existing schools, merging or amalgamating schools, federating schools and promoting new initiatives that support collaborative working between schools. It will also involve re-organising education provision to ensure pupils gain access to and benefit from the specialist support, skills and expertise available within the County Borough.
8. The Council has decided to review its provision on the basis of:
  - the need for places and the accessibility of schools
  - educational standards
  - the quality and suitability of school accommodation
  - effective financial management
9. The Council provides for the pupils of Neath Port Talbot who require specialist support for their educational needs at two community special schools and at learning support/ inclusion centres attached to community primary/secondary schools.
10. Within Neath Port Talbot, there are currently 761 planned places across LSCs and Special Schools. This includes: 19 LSCs which offer 281 planned places for primary aged pupils with a range of ALN and 8 LSCs at secondary level, which offer 163 funded planned places for children and young people. These Learning Support Centres offer specialist placements for children and young people with needs including Autism Spectrum Disorder; Social, Emotional and Behavioural Difficulties; Speech, Language and Communication; Hearing Impairment and Moderate / Severe / Profound Learning Difficulties. Neath Port Talbot also provides education for pupils in 2 special schools (Ysgol Maes y Coed and

Ysgol Hendrefelin), catering for the needs of children and young people with the most complex ALN.

11. Through a robust tracking and monitoring system, Local Authority data indicates that at primary level, the greatest area of need and therefore demand on specialist provision for the next 3 years remains in relation to Autism Spectrum Disorder (ASD), in addition to Severe and Profound Multiple Learning Difficulties (SLD/ PMLD). At secondary level, the greatest area of need and therefore demand on specialist provision for the next 3 years remains is also in relation to Autism Spectrum Disorder (ASD), Moderate Learning Difficulties (MLD) and Social Emotional and Behavioural Difficulties (SEBD).
12. In response to ASD need, additional pupil places have been provided within the last 5 years at primary age in Waunceirch Primary School and Blaenhonddan Primary School, and at secondary age in Dŵr y Felin Comprehensive. 12 additional planned places for pupils with SLD / MLD have also been created within Ysgol Hendrefelin Special School and The Strategic Outline Case (SOC) in respect of the Ysgol Maes y Coed Special School Project has been approved by the Cabinet Secretary for Education and can now progress to the Outline Business Case (OBC) stage to create additional capacity at Ysgol Maes Y Coed for pupils with PMLD.
13. The proposal therefore seeks to ensure that the needs of learners with visual impairment are met within their local mainstream school, in addition to ensuring that resources are utilised effectively in line with the need for specialist places within the County Borough. Current demand is not in relation to pupils with visual impairment.

## **The Proposal**

14. It is proposed to close the LSC for pupils with VI at Cefn Saeson Comprehensive School with effect from 1<sup>st</sup> September 2025.



15. Neath Port Talbot Council are committed to promoting high standards of learning for all children and young people. All learners should have access to high-quality, well-differentiated 'quality first' teaching across the curriculum within mainstream schools and settings, as informed by current research and national guidance. All mainstream schools and settings are provided with advice for Inclusive Learning Provision (ILP) and ALP, which further details how to include pupils with a visual impairment.
16. Through the successful implementation of IDPs, schools are increasingly supporting young people with a range of additional specific learning needs including VI. There are currently 11 secondary age pupils in receipt of a Local Authority Maintained IDP in Neath Port Talbot, none of whom attend the VI LSC at Cefn Saeson Comprehensive School (PLASC 2024).
17. The Learning Needs Code for Wales states:  
*"The Welsh Government considers that an inclusive education, where all pupils access common opportunities in ways relevant to their needs, and which ensures that they fully belong to the school community, is of benefit to all... The ALN system relies on the knowledge and experience of teaching staff to identify ways of providing appropriate access to the curriculum for every child and young person. Meeting the needs of learners with ALN ought to be part of a whole school or institution approach to school or institution improvement. The key to this lies in the teaching staff's knowledge of each child and young person's skills and abilities. Consequently, improvements in the teaching and learning of children and young people with ALN cannot be isolated from improvements in the teaching and learning for children and young people across a school or FEI as a whole."*
18. There are currently 2 planned places for the VI LSC but 0 pupils are attending. Additionally, no teachers or support staff are currently employed within the VI LSC.

19. There is no primary LSC for VI. On transition to secondary provision, parents have opted for local mainstream secondary provision instead of the Cefn Saeson LSC, which has enabled continued access to peer friendships and greater ease of access to extra-curricular activities and community events.
20. Many visual impairments present in teenage years, when pupils have made firm relationships within their catchment secondary school. No pupils have opted to move to the LSC in Cefn Saeson Comprehensive School.

### **Cefn Saeson Comprehensive School**

21. Cefn Saeson Comprehensive School is an 11-16 Secondary School for boys and girls, situated in Cimla, Neath.
22. Currently, the school has the capacity to accommodate 900 full-time pupils. As of PLASC 2024, there are 845 full time pupils at the school. The school also hosts a specialist Secondary Education Nurture Centre (SENC) provision for up to 16 pupils.
23. Closing the Cefn Saeson Comprehensive School LSC for pupils with VI will have no detrimental effect on the schools full time pupil capacity.
24. The school was last inspected by Estyn in 2023 and current performance was judged to be in need of significant improvement. It is reported that 'Cefn Saeson Comprehensive School is a caring school where staff know pupils well and make them feel valued and safe. Pupils are welcoming and friendly, and many behave well. They benefit from the wide range of extra-curricular opportunities on offer and the pupils involved in the various Senedd groups value the opportunities they have to contribute to the life of the school.'  
(Estyn 2023)
25. In relation to wellbeing and attitudes towards learning, Estyn report that, 'Relationships between pupils and staff are a strong feature of the school, and pupils value the kind and caring approach taken by

the staff. Many feel respected and well supported. They feel safe in school and know who to go to for support. Most pupils say that they are not affected by bullying and are confident that any pastoral issues are followed up effectively’.

26. Estyn also report that: ‘Cefn Saeson Comprehensive School provides an inclusive learning environment that supports pupils’ emotional, health and social needs well... Leaders have a sound overview of the provision for pupils with additional learning needs (ALN). They are well prepared for ALN reform and are responding positively to changes in practice, such as the use of one-page profiles and individual development plans (IDP). The school has a range of suitable provision to meet the specific needs of pupils with ALN and enable them to develop their social skills. Teaching assistants support ALN pupils effectively within mainstream lessons and in intervention sessions’.
27. The Estyn report also notes that, ‘The headteacher provides passionate leadership and is supported fully by his senior team. Together, they have communicated suitably their vision of aiming ‘to ensure all make meaningful progress in learning, to thrive and flourish’.

### **Quality of school building and accommodation**

28. The new build Cefn Saeson Comprehensive School was completed in July 2022. According to the condition audit carried out in 2023, overall the school is graded category A for condition. There is no backlog maintenance for this site.
29. There are no capital works planned as a result of this proposal-

### **Consultation**

30. This school organisation proposal is being brought forward under the Council’s Strategic School Improvement Programme. Formal consultation is required in line with the Welsh Government’s School Organisation Code, November 2018, which specifies the

procedures to be followed, including the content of the consultation document and those to be consulted.

31. Subject to approval, it is intended to consult on this proposal between 5<sup>th</sup> November and 16<sup>th</sup> December 2024. Responses to the consultation will be reported to Cabinet for consideration by Members.

### **Impact on pupils**

32. It is anticipated that the proposed changes will have no adverse impact on pupils. The last 5 years has seen a decline in the number of pupils attending Cefn Saeson Comprehensive School LSC for pupils with VI. Since 2022, no pupils have attended the centre. Therefore, the proposal to close the centre will not have a detrimental impact on the pupils currently attending Cefn Saeson Comprehensive School.
33. For pupils within the Local Authority in receipt of an IDP for VI, support is provided in mainstream, special school and LSCs (for other areas of need such as ASD) in line with individual pupil IDPs, and forms part of a continuum of support in accordance with the Additional Learning Needs and Education (Wales) Tribunal Act. The Act specifies that mainstream schools have a duty to deliver additional learning provisions (ALP) to support learners with ALN as set out in their IDP.
34. Children and young people with VI receive support from specialist staff at different levels, including; consultation for individual learners, individual casework and systemic work such as delivering high quality training to staff and 1:1 direct teaching as required. Furthermore, Neath Port Talbot Inclusion Service have a referral system where a pupil who is noted as being visually impaired by Heath professionals or is displaying concerning visual behaviours can be referred to the Visual Impairment Team for advice and input if deemed necessary following assessments. The Inclusion Service will also continue to build the knowledge and capacity of schools and Early Year settings to identify needs at an early stage and

deliver appropriate support through the delivery of professional training.

35. This proposal also ensures that pupils with VI have the opportunity to be taught within their catchment schools alongside their peers, thus reducing the need for additional travel to a Learning Support Centre. The emotional well-being of children and young people experiencing VI is a priority when promoting more positive outcomes for this group. Within Neath Port Talbot, we are committed to promoting the rights of children and young people. With reference to Article 31 of the United Nations Convention on Rights of a Child (UNRC), it is also very important to ensure a balanced approach in which the child or young person has planned opportunities to relax, play and develop a range of other skills to support their emotional well-being. Provision to support the confidence and emotional well-being of learners with visual impairment is key and mainstream settings can develop this by ensuring that the children and young people feel part of a learning community which recognises and responds to their needs. Learners should have a strong sense of belonging in their local mainstream school, in which a sense of belonging is a core element of embedding a whole school approach to emotional and mental well-being.

### **Impact on travel arrangements**

36. There will be no negative impact on pupils attending Cefn Saeson Comprehensive School as a result of this proposal. Additionally providing targeted support in line with individual pupil IDPs within all mainstream secondary schools in the Local Authority ensures that pupils with VI have the opportunity to be taught within their catchment schools, thus reducing the need for additional travel to a LSC and increasing the potential to use well-established walking and cycling routes to school for some pupils.
37. Under the School Travel Plan requirements, all schools, together with the Council's Road Safety Team, are committed to:
- improving road safety within the local community

- raising awareness about travel issues
- encouraging walking, cycling and public transport for the school journey where applicable
- encouraging independent travel where applicable

### **Impact on Additional Learning Needs provision**

38. Specialist support for pupils with VI will be provided in all mainstream establishments including Welsh-medium schools in line with individual pupil IDPs and will form part of a continuum of support in line with ALN Reform. The language medium of Additional Learning Needs (ALN) provision is integral to the effectiveness and quality of the provision itself. Passing the Additional Learning Needs and Education Tribunal (Wales) Act 2018 (the Act) was a turning point in this context and established the principle that the ALN system in Wales needs to be bilingual, and therefore Welsh-medium provision is equitable to the English-medium provision. In line with the Additional Learning Needs Code for Wales, mainstream schools have a duty to deliver additional learning provisions (ALPs) to support learners with ALN as set out in their IDP. This will ensure that pupils with VI are fully integrated and will have equal access to all aspects of mainstream activities and opportunities in the language of their choice.

### **Financial Impacts**

39. Cefn Saeson Comprehensive School LSC is funded from the delegated schools budget and the school receives funding for additional places. In 2023-2024, the school received an additional £33,928.
40. The proposal seeks to close the LSC and therefore the school budget would be adjusted accordingly.
41. Should the proposal be approved, the funding will be repurposed to provide additional provision in areas where we have identified the greatest need.

42. There are no capital receipts directly related to this proposal.

### **Integrated Impact Assessment**

43. An Integrated Impact Assessment has been undertaken to assist the Council in discharging its legislative duties under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.
44. The assessment has indicated that should the proposal proceed it is likely to have a positive impact on age, disability and sex, and neutral on race, religion or belief and sexual orientation, gender reassignment, marriage and civil partnership and pregnancy and maternity. The proposal may also impact positively on opportunities to use the Welsh language. The proposal will have both neutral and positive impacts on socio economic disadvantage. It is unlikely that the proposal would impact on biodiversity.
45. Following full consultation where views of all stakeholders will be gathered, greater information will be available which will further help to inform the assessment.

### **Valleys Communities Impacts**

46. The impact on Neath Port Talbot's valley communities will be the same as all other areas of the County Borough as the provision admits pupils from across the whole of the county borough. Currently, there are no pupils attending the centre at Cefn Saeson Comprehensive School. Provision for pupils with VI will continue to be provided in all mainstream secondary schools throughout the Local Authority.

### **Workforce impacts**

47. Currently there are no staff employed at Cefn Saeson Comprehensive School LSC for pupils with VI. As a result, staff will not be adversely affected by this proposal.

## **Legal impacts**

48. The proposal will close an ALN provision in a mainstream school (Cefn Saeson Comprehensive School) where the pupils admitted are in addition to the admission number for the school and where the provision is recognised by the Council as reserved for pupils with ALN. As such, this constitutes a regulated alteration requiring the statutory publication of the proposal. The School Standards & Organisation (Wales) Act 2013 (the Act) provides the legislative framework by which the Council may implement a proposal. The Welsh Government's School Organisation Code, November 2018, made under Sections 38 and 39 of the Act, imposes on the Council requirements and guidelines on matters relating to school organisation. The Council's procedures are in line with legislative requirements.

## **Risk management**

49. A risk assessment has been carried out under the Council's Risk Management Policy 2015.

50. Potential risk areas in implementing the proposal include:

- educational outcomes for pupils are not improved
- discrimination against protected characteristics resulting in a negative impact on one or more protected groups
- negative response from parents
- staff with appropriate skills and expertise not available in all schools

51. Failing to implement the proposal will result in a range of teaching/learning and financial benefits not being fully realised, particularly in relation to:

- pupils with VI are not fully integrated into mainstream schools and will not have equal access to all aspects of mainstream activities and opportunities within their catchment school



- Increased financial pressure through funding planned places which are no longer required
52. Given that there are no pupils currently attending the LSC and that the needs of pupils with Local Authority IDPs for VI are currently met at mainstream schools within Neath Port Talbot, and that high quality support is available from specialist local authority staff to ensure VI pupils are able to fully access mainstream education, the potential effects of identified risks will be mitigated by implementation of the proposal.

### **Impact on community usage**

53. The proposal should have no adverse impact on the communities at Cefn Saeson Comprehensive School, or at mainstream schools where VI pupils are attending as the proposal does not affect any aspect of community usage.

### **Scrutiny Observations**

54. The item was considered at the Education, Skills and Wellbeing Scrutiny Committee on the 12th September. Members noted that should the proposal be progressed then opportunities would be available to develop provision for ALN where the greatest need has been identified. The report was noted.

### **Recommendation**

55. Having given due regard to the integrated impact and risk assessments, it is recommended that, in line with Section 48 of the School Standards and Organisation (Wales) Act 2013, Members approve consultation on a proposal to close the specialist learning support centre provision for secondary age pupils with visual impairment at Cefn Saeson Comprehensive School.

## **Reasons for proposed decision**

56. This decision is necessary to comply with the formal consultation requirements imposed on the Council by the School Organisation Code. Subject to the outcome of consultation, implementation of the proposal will enable the Council to promote high educational standards and the fulfilment of every child's potential. It will also enable the Council to meet its duty to ensure that resources are utilised effectively in line with the need for specialist places within the County Borough.

## **Implementation of the decision**

57. The decision is proposed for implementation after the three day call in period.

## **Appendices**

Appendix A: Integrated Impact Assessment

## **List of background papers**

a) Strategic School Improvement Programme Principles Paper:  
September 2008

[https://democracy.npt.gov.uk/Data/Cabinet/20080924/Agenda/\\$CAB-240908-REP-EL-KN.doc.pdf](https://democracy.npt.gov.uk/Data/Cabinet/20080924/Agenda/$CAB-240908-REP-EL-KN.doc.pdf)

b) Welsh Government - School Organisation Code: November 2018

<https://gov.wales/sites/default/files/publications/2018-10/school-organisation-code-second-edition.pdf>

c) School Standards & Organisation (Wales) Act 2013

[http://www.legislation.gov.uk/anaw/2013/1/pdfs/anaw\\_20130001\\_en.pdf](http://www.legislation.gov.uk/anaw/2013/1/pdfs/anaw_20130001_en.pdf)

d) Additional Learning Needs and Education (Wales) Tribunal Act

[Additional Learning Needs and Education Tribunal \(Wales\) Act 2018 \(legislation.gov.uk\)](#)

- e) Learner Travel (Wales) Measure: 2008 & the Learner Travel Statutory Provision and Operational Guidance: 2014.

[http://www.legislation.gov.uk/mwa/2008/2/pdfs/mwa\\_20080002\\_en.pdf](http://www.legislation.gov.uk/mwa/2008/2/pdfs/mwa_20080002_en.pdf)  
[Microsoft Word - Contents page - Learner Travel Statutory Provision and Operational Guidance.docx \(gov.wales\)](#)

- f) Home to School Travel Policy  
[npt\\_home\\_to\\_school\\_travel\\_policy\\_2017.pdf](#)

- g) ALN Code of Practice 2021  
[The Additional Learning Needs Code for Wales 2021 \(gov.wales\)](#)

## Appendix A: Integrated Impact Assessment

### Integrated Impact Assessment (IIA)

This Integrated Impact Assessment considers the duties and requirements of the following legislation in order to inform and ensure effective decision making and compliance:

- Equality Act 2010
- Welsh Language Standards (No.1) Regulations 2015
- Well-being of Future Generations (Wales) Act 2015
- Environment (Wales) Act 2016

#### Version Control

Version	Author	Job title	Date
e.g. Version 1	Kate Windsor-Brown	Transformation Coordinator	28/08/24

#### 1. Details of the initiative

	<b>Title of the Initiative:</b> PROPOSAL TO CLOSE THE LEARNING SUPPORT CENTRE FOR PUPILS WITH VISUAL IMPAIRMENT AT CEFN SAESON COMPREHENSIVE SCHOOL.
<b>1a</b>	<b>Service Area:</b> Strategic School Improvement Programme
<b>1</b>	<b>Directorate:</b> ELLL
<b>1</b>	<b>Summary of the initiative:</b> Closure of specialist provision for pupils with Visual Impairment (VI) at Cefn Saeson Comprehensive School
<b>1</b>	<b>Is this a 'strategic decision'?</b>

	Yes- forming part of the Council's SSIP plan to ensure that resources are utilised effectively in line with the need for specialist places within the County Borough
<b>1</b>	<b>Who will be directly affected by this initiative?</b> Service Users, staff and members of the community.
<b>1</b>	<b>When and how were people consulted?</b> Informal consultation has taken place with colleagues across the education directorate and involved schools. Formal consultation will take place in Autumn 2024 Consultation will be undertaken at a formative stage and will allow for intelligent consideration and response. The consultation period will be 6 weeks to allow consultees time to consider the proposal and submit comments. A consultation document will be published on Neath Port Talbot Council website, and sent directly to relevant consultees. Hard copies will be available on request. The consultation document will invite views and opinions to be submitted in respect of the proposal. The Welsh Government's School Organisation Code requires the Council to consult on its proposal and to publish a consultation report summarising any issues raised by consultees, the Council's response to those issues and Estyn's view of the overall merit of the proposal.
<b>1</b>	<b>What were the outcomes of the consultation?</b> Information to be provided following consultation period and IIA to be updated at this stage

## 2. Evidence

<b>What evidence was used in assessing the initiative?</b>
<p>A great deal of information is available with relation to the population within Neath Port Talbot. This can be accessed from the following sources.</p> <ul style="list-style-type: none"> <li>• Equality Act 2010</li> <li>• Welsh Language Standards (No.1) Regulations 2015</li> <li>• Well-being of Future Generations (Wales) Act 2015</li> <li>• Environment (Wales) Act 2016</li> </ul>

- NPT WESP 2022-2032
- Consultation Report
- Welsh Index of Multiple Deprivation (WIMD)
- School Organisation Code, 2018
- Pupil Level Annual School Census (PLASC) data has also been used along with the Local Authority data relating to school staff

Recent work on reviewing the number and type of planned places and assessment provision across Neath Port Talbot has indicated that there is a need for extra places in the areas of Autistic Spectrum Disorder (ASD), Speech and Language Difficulties (SLD), Social, Emotional and Behavioural Difficulties (SEBD) and Profound and Multiple Learning Difficulties (PMLD). This work has also been used to assess the impact of the proposal.

Following formal consultation a Consultation Report will be prepared summarising the comments received and officer responses. Comments received will be considered and where appropriate will form part of the ongoing impact assessment. The report should be read alongside this impact assessment.

Respondents to the consultation will also be asked to complete an Equalities Monitoring form included in the consultation document and any highlighted impacts will also be carefully considered.

### 3. Equalities

a) How does the initiative impact on people who share a **protected characteristic**?

Protected Characteristic	+	-	+	Why will it have this impact?
Age	x			The Equality Duty covers the protected characteristic of age, which refers to a person having a particular age or being within an age group.

			<p>This proposal seeks to close a specialist learning support centre for secondary aged children with VI. Current data indicates that there are currently 0 pupils attending the 2 place LSC in Cefn Saeson Comprehensive School (PLASC 2023). Therefore closure of the LSC will have no direct negative impact on any pupils or staff at the school.</p> <p>Pupils with VI will benefit from attending their catchment secondary school with their peers from their primary years and will also benefit from the opportunity to experience a full mainstream curriculum.</p> <p>Neath Port Talbot Council are committed to promoting high standards of learning for all children and young people. All learners should have access to high-quality, well-differentiated 'quality first' teaching across the curriculum within mainstream schools and settings, as informed by current research and national guidance. All mainstream schools and settings are provided with advice for Inclusive Learning Provision which further details how to include pupils with a visual impairment.</p> <p>It is therefore expected that this proposal will have an overall positive impact on this aspect.</p>
Disability	x		<p>The Council's arrangements for education across the county borough include those children and young people with a disability.</p> <p>This proposal seeks to close a specialist learning support centre for secondary aged children with VI. Data indicates There are currently 38 pupils in receipt of a Local Authority Maintained IDP in Neath Port Talbot, none of whom attend the VI LSC at Cefn Saeson Comprehensive School.</p> <p>Within Neath Port Talbot, there are currently 761 planned places across Learning Support Centres and Special Schools. This includes: 19 LSCs which offer 281 planned places for primary aged pupils with a range of Additional Learning Needs.</p>

			<p>8 LSCs at secondary level, which offer 163 funded planned places. These Learning Support Centres offer specialist placements for children and young people with needs including Autism Spectrum Disorder; Social, Emotional and Behavioural Difficulties; Speech, Language and Communication; Hearing Impairment and Moderate / Severe / Profound Learning Difficulties. Education is also provided for pupils in 2 special schools (Ysgol Maes y Coed and Ysgol Hendrefelin), catering for the needs of children and young people with the most complex ALN.</p> <p>Through a robust tracking and monitoring system, Local Authority data indicates that at primary level, the greatest area of need and therefore demand on specialist provision for the next 3 years remains in relation to Autism Spectrum Disorder (ASD), in addition to Severe and Profound Multiple Learning Difficulties (SLD/ PMLD). At secondary level, the greatest area of need and therefore demand on specialist provision for the next 3 years remains is also in relation to Autism Spectrum Disorder (ASD), Moderate Learning Difficulties (MLD) and Social Emotional and Behavioural Difficulties (SEBD). This proposal seeks to ensure that resources are utilised effectively in line with the need for specialist places within the County Borough as any savings made from the closure of the LSC will be used to address pressures in high need ALN areas.</p> <p>The Council is required to have regard for the needs of disabled learners and learners with learning difficulties when assessing transport needs.</p> <p>Transport decisions made on Additional Learning Needs (ALN) grounds form part of the Children and Young People service's arrangements for children with additional learning needs. The Council will make suitable arrangements for learners with special needs to attend school including arrangements, as necessary, for home to school travel. An assessment of a learner's level of travel need will inform the type/level of transport that may need to be provided. The entitlement will be reviewed on an annual basis. (Home to School Travel Policy Neath Port Talbot</p>
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			<p>Council). There is no negative impact on pupils with VI and transport needs as a result of this proposal.</p> <p>It is therefore expected that this proposal will have an overall positive impact on this aspect.</p>
Gender reassignment		x	<p>It is expected that all NPT schools meet the needs of pupils and staff who are transgender.</p> <p>Local Authority and school policies are in place in all mainstream schools in terms of gender reassignment. Employees and pupils within the schools are protected by the policies adopted by the Governing Body.</p> <p>The proposal will have a neutral impact on this aspect.</p>
Marriage & civil partnership		x	<p>Pupils at most of the mainstream schools are below the legal marriage age. Staff at all mainstream schools receive protection under the Equalities Act 2010 which would be referred to by the Governing Body and Council in order to support the staff at the school.</p> <p>Employees within all schools will be protected by the policies adopted by the Governing Body and will have access to suitable HR advice.</p> <p>The proposal will have a neutral impact on this aspect.</p>
Pregnancy and maternity		x	<p>The provision of education for any pupil identified as being within this protected group would remain unaltered by the proposal.</p> <p>Employees within all schools will be protected by the policies adopted by the Governing Body and will have access to suitable HR advice.</p> <p>The proposal therefore is likely to have a neutral impact on this aspect.</p>

Race			<p>x</p> <p>All Neath Port Talbot schools are inclusive for pupils of all ethnic groups and ethnicity is not a criterion under the Council's Admissions Policy. In addition, the Council is an inclusive employer.</p> <p>Employees of schools within the Local Authority will be entitled to receive protection under the relevant employment and equalities law and policies which will be adopted by the Governing Body.</p> <p>The proposal therefore is likely to have a neutral impact on this aspect.</p>
Religion or belief			<p>x</p> <p>It is expected that the Council's educational arrangements will meet the needs of pupils or staff members of different religions or with different beliefs within all schools.</p> <p>Religion or belief is not a criterion under the Council's Admissions Policy. Staff would continue to receive protection under the Equalities Act 2010 which would be referred to by the Governing Body and Council in order to support the staff at all schools.</p> <p>Respect for all religious and non-religious beliefs would not change as a result of implementing this proposal. Similarly, the aspect of the curriculum relating to religion and belief would not change because of this proposal. The proposal does not seek to reduce the number of faith school places and increase the number of community (not-faith based) school places.</p> <p>The Estyn School Inspection Handbook also details how inspection would evaluate how well individual pupils benefit from the school. Under spiritual, moral, social and cultural development Estyn would look for evidence where pupils develop awareness and respect for diversity in relation to, for example gender, race, religion and belief, sexual orientation and disability.</p> <p>The proposal therefore is likely to have a neutral impact on this aspect.</p>

Sex	x		<p>The Council is an inclusive employer. Across the Local Authority both male and female staff are employed within secondary education settings.</p> <p>Children of both sexes are treated and taught equally at all school within the Local Authority. There are no different methods of teaching or curricula based on sex. All schools aim to reduce, as far as possible, segregating pupils and students by gender.</p> <p>There is no data to suggest either sex are more likely to experience VI, and in NPT currently there are an equal number of boys and girls with VI.</p> <p>The benefits of support being provided in all mainstream schools, is likely to benefit both male and female pupils, ensuring that their peer groups are also extended beyond those pupils attending a provision and widening their curriculum opportunities.</p> <p>The proposal therefore is likely to have a positive impact on this aspect.</p>
Sexual orientation		x	<p>Inclusivity and respect of others is an intrinsic element of the National Curriculum, and all schools within the Local Authority seek to provide an inclusive environment which meets the needs of all pupils irrespective of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation.</p> <p>The proposal therefore is likely to have a neutral impact on this aspect.</p>

**What action will be taken to improve positive or mitigate negative impacts?**

This proposal, if implemented would be closely monitored with information gathered regarding characteristics and circumstances of the individuals involved. From the evidence currently available the proposal should have mainly positive or neutral impacts on the protected characteristics due to the following actions-

- All current pupils with VI are supported within mainstream schools in line with individual development plans and the 2 planned places in the LSC remain unfilled; additionally there are no staff employed for the LSC - therefore there is no direct negative impact on either pupils or staff
- Providing VI pupils with support in their catchment school alongside pupils from their primary phase education is considered to be beneficial for pupil wellbeing and sense of belonging
- Policies and procedures are in place in all schools to support with inclusive practice; local authority policies are also adopted and adhered to

b) How will the initiative assist or inhibit the ability to meet the **Public Sector Equality Duty**?

Public Sector Equality Duty (PSED)	+	-	+/-	Why will it have this impact?
To eliminate discrimination, harassment and victimisation	x			<p>Policies adopted by the Governing Body of all schools and teaching and learning will aim to eliminate discrimination, harassment and victimisation. Employees within all schools school are protected by Local Authority policies and policies adopted by the Governing Body and have access to suitable HR advice.</p> <p>Pupils are protected by Local Authority policies and policies adopted by the Governing Body.</p> <p>Pupils with an additional learning need could be at risk of discrimination, harassment and victimisation by others. Inclusion of pupils with VI within mainstream classes does not only support VI pupils but will also aim to raise awareness with other mainstream pupils and staff about VI, promoting greater acceptance and understanding and eliminating discrimination, harassment and victimisation. Pupils with VI moving into their catchment secondary school will</p>

			<p>have the opportunity to maintain and develop friendships forged in primary school years which can help with self-confidence and resilience.</p> <p>The National Curriculum also promotes inclusivity and acceptance through teaching and learning within the school.</p> <p>The Learning Needs Code for Wales also states:</p> <p><i>“The Welsh Government considers that an inclusive education, where all pupils access common opportunities in ways relevant to their needs, and which ensures that they fully belong to the school community, is of benefit to all... The ALN system relies on the knowledge and experience of teaching staff to identify ways of providing appropriate access to the curriculum for every child and young person. Meeting the needs of learners with ALN ought to be part of a whole school or institution approach to school or institution improvement”.</i></p>
To advance equality of opportunity between different groups	x		<p>As noted above, there are no pupils or staff to assess within the LSC for pupils with VI within Cefn Saeson Comprehensive School. Support for pupils with VI within mainstream classes ensures that all pupils have equal access to opportunities in ways relevant to their needs and ensures that they fully belong to the school community, thus providing greater equality of opportunity.</p>
To foster good relations between different groups	x		<p>The emotional well-being of children and young people experiencing VI is a priority when promoting more positive outcomes for this group. Provision to support the confidence and emotional well-being of learners with VI is key and mainstream settings can develop this by ensuring that the children and young people feel part of a learning community which recognises and responds to their needs. Learners should have a strong sense of belonging in their local mainstream school, in which a sense of belonging is a core element of embedding a whole school approach to emotional and mental well-being.</p>

### What action will be taken to improve positive or mitigate negative impacts?

This proposal, if implemented would be closely monitored in regards to the Public Sector Equality Duty (PSED). From the evidence currently available the proposal should have mainly positive impacts on PSED due to the following actions-

- Inclusion of pupils with VI within mainstream classes does not only support VI pupils but will also aim to raise awareness with other mainstream pupils and staff about VI, promoting greater acceptance and understanding and eliminating discrimination, harassment and victimisation.
- Raising awareness and promoting greater understanding of VI in mainstream classes helps to foster good relationships between all pupils.
- Staff at all mainstream schools will continue to raise awareness of inclusivity and will ensure that all pupils have equal access to opportunities in ways relevant to their needs and ensures that they fully belong to the school community, thus providing greater equality of opportunity.

#### 4. Socio Economic Duty

Impact	Details of the impact/advantage/disadvantage
Positive/Advantage	<p>The proposal, if implemented, should have a positive impact on groups who experience socio economic disadvantage.</p> <p>The proposal aims to provide local, accessible, sustainable, community-focused provision for pupils with VI within their catchment school within the Local Authority.</p> <p>For some pupils, distance to their catchment mainstream school would be closer than to a provision, this could result in the ability to work/cycle to school potentially leading to reduced travel costs for parents</p> <p>The proposal would therefore have a positive impact in this regard.</p>
Negative/Disadvantage	<p>As there are currently no pupils or staff at the LSC for VI at Cefn Saeson Comprehensive school there should be no direct negative impact at the current time as a result of this proposal.</p>

Neutral	<p>Currently, specialist support for pupils with VI is provided in all mainstream establishments in line with individual pupil IDPs and forms part of a continuum of support in line with the ALN Reform Act. The implementation of this proposal will not affect the current provision for pupils with VI within all mainstream schools. Support will be provided regardless of any specific socio-economic disadvantage.</p> <p>There are no staff members employed within the LSC for pupils with VI in Cefn Saeson Comprehensive School, therefore no staff members will be affected by the closure of the provision.</p>
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### What action will be taken to reduce inequality of outcome

- Progress of pupils across NPT with an IDP identifying their need as VI will be monitored by the local authority to ensure that there are no negative impacts as a result of the implementation of this proposal.
- Monitoring of the support available and of the improved awareness of VI in all mainstreams secondary schools will take place annually

### 5. Community Cohesion/Social Exclusion/Poverty

	+	-	+	Why will it have this impact?
Community Cohesion			x	It is not expected that the closure of a provision with no pupils or staff will impact on community cohesion
Social Exclusion	x			Continuing to support pupils with VI within mainstream classes ensures that all pupils have equal access to opportunities in ways relevant to their needs and ensures that they fully belong to the school community, thus providing greater social inclusion.

Poverty	x			Continuing to support pupils with VI within mainstream classes ensures that pupils are not at risk of participation poverty by providing opportunities for them to be included in activities experienced by their peers in their catchment school.
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### What action will be taken to improve positive or mitigate negative impacts?

This proposal, if implemented would be closely monitored in regards to Community Cohesion/Social Exclusion/Poverty. From the evidence currently available the proposal should have mainly positive and neutral impacts on Community Cohesion/Social Exclusion/Poverty due to the following actions-

- There are no pupils or staff at the learning support centre for pupils with VI at Cefn Saeson Comprehensive School so there is no direct impact
- Implementing the proposal will ensure that the positive impacts identified are realised
- Secondary school staff will continue to raise awareness of inclusivity and promote inclusion further throughout the schools

## 6. Welsh

	+	-	+/-	Why will it have this effect?
What effect does the initiative have on: - people's opportunities to use the Welsh language				Cefn Saeson Comprehensive School Learning Support Centre for pupils with VI is an English-medium provision. Following the proposed implementation of this proposal, specialist support for pupils with VI will continue to be provided in all mainstream establishments including Welsh-medium schools in line with individual pupil IDPs and will form part of a continuum of support in line ALN Reform. The



<p>- treating the Welsh and English languages equally</p>				<p>language medium of Additional Learning Needs (ALN) provision is integral to the effectiveness and quality of the provision itself. Passing the Additional Learning Needs and Education Tribunal (Wales) Act 2018 (the Act) was a turning point in this context and established the principle that the ALN system in Wales needs to be bilingual, and therefore Welsh-medium provision is equitable to the English-medium provision. In line with the Additional Learning Needs Code for Wales, mainstream schools have a duty to deliver additional learning provisions (ALPs) to support learners with ALN as set out in their IDP. This will ensure that pupils with VI are fully integrated and will have equal access to all aspects of mainstream activities and opportunities in the language of their choice.</p>
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<p><b>What action will be taken to improve positive or mitigate negative impacts?</b></p>
<p>This proposal, if implemented would be closely monitored in regards to Welsh. From the evidence currently available the proposal should have mainly positive and neutral impacts on the Welsh language. Actions to improve positive impacts will include:</p> <ul style="list-style-type: none"> <li>• Ensure that specialist Welsh language VI resources are available for all pupils (DACC (Datblygu Addysg Cynhwysfawr Cymraeg) Welsh-medium ALNCo group to monitor this)</li> <li>• Ensure appropriate language support for secondary schools wishing to move along the language continuum i.e. teachers increasing the use of Welsh within lessons.</li> </ul>

**7. Biodiversity**

How will the initiative assist or inhibit the ability to meet the **Biodiversity Duty**?

<p><b>Biodiversity Duty</b></p>	<p><b>+</b></p>	<p><b>-</b></p>	<p><b>+/-</b></p>	<p><b>Why will it have this impact?</b></p>
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To maintain and enhance biodiversity			x	Neath Port Talbot County Borough Council (NPTCBC) has a legal duty to maintain and enhance biodiversity, and in so doing, promote the resilience of ecosystems under the Environment (Wales) Act 2016. The Council's Biodiversity Duty Plan demonstrates how we will fulfil that duty and will act as a driver for conservation activities throughout Neath Port Talbot (NPT).
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.			x	The Biodiversity Duty Plan not only delivers our statutory duties with regards to biodiversity but also explains how, through meeting the Biodiversity Duty, we are delivering well-being objectives and the ways of working under the Well-being of Future Generations (Wales) Act 2015.  This is not a criterion that will be impacted upon by this proposal

<b>What action will be taken to improve positive or mitigate negative impacts?</b>
<ul style="list-style-type: none"> <li>Any future impacts will be monitored closely following the proposed closure of the LSC</li> </ul>

### 8. Well-being of Future Generations

How have the five ways of working been applied in the development of the initiative?

<b>Ways of Working</b>	<b>Details</b>
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<p>i. <b>Long term</b> – looking at least 10 years (and up to 25 years) ahead</p>	<p>This proposal will support the Councils wellbeing objective 1 – ‘all children get the best start in life’ by ensuring that resources are utilised effectively in line with need.</p> <p>Cefn Saeson Comprehensive School is currently receiving additional funding to manage the 2 planned places within the LSC for pupils with visual impairment with 0 pupils attending. The provision is funded from the delegated schools budget and the school receives funding for which equates to approximately £33,928 per annum.</p> <p>Should the proposal be approved, the funding will be repurposed to provide additional provision in areas where we have identified the greatest need.</p>
<p>ii. <b>Prevention</b> – preventing problems occurring or getting worse</p>	<p>Closing the specialist provision and continuing to support pupils with VI within the Local Authority’s mainstream schools in line with individual pupil IDPs forms part of a continuum of support in line with the ALN Reform Act. In line with the Additional Learning Needs Code for Wales, mainstream schools have a duty to deliver additional learning provisions (ALPs) to support learners with ALN as set out in their IDP. This will ensure that pupils with VI are fully integrated and will have equal access to all aspects of mainstream activities and opportunities.</p>
<p>iii. <b>Collaboration</b> – working with other services internal or external</p>	<p>A range of Council services are involved in ensuring that appropriate support is provided to pupils with IDPs and this forms part of a continuum of support in line with the ALN Reform Act.</p>
<p>iv. <b>Involvement</b> – involving people, ensuring they reflect the diversity of the population</p>	<p>Informal consultation has taken place with a range of stakeholders to help shape the proposal. Additionally the proposal will be subject to a comprehensive consultation with a wide range of stakeholders for a six week period.</p>
<p>v. <b>Integration</b> – making connections to maximise contribution to:</p>	<p>This proposal has a positive contribution to the Council’s well-being objectives as it aims to ensure that pupils with VI are supported and are able to make progress within mainstream classes and settings.</p>
<p><b>Council’s well-being objectives</b></p>	<p>The Council’s well-being objectives and the supporting improvement priorities are set out in the Council’s Corporate Plan. This proposal directly supports wellbeing objective – ‘to ensure all children get the best start in life’ by ensuring that resources are utilised effectively in line with need.</p>

<b>public bodies objectives</b>	This proposal indirectly supports the Public Services Board priority to promote well-being through and in the workplace
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### 9. Monitoring Arrangements

Provide information on the monitoring arrangements to:

Monitor the impact of the initiative on Equalities, Community Cohesion, the Welsh Measure, Biodiversity Duty and the Wellbeing Objectives.

If the proposal is implemented then school staff within mainstream settings will monitor the progress and wellbeing of pupils with VI to ensure that identified positive impacts are being implemented. Monitoring will take place on a regular basis by Support for Learning and Inclusion officers, ESO officers and outside bodies including Estyn.

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### 10. Assessment Conclusions

Please provide details of the conclusions reached in relation to each element of the assessment:

	<b>Conclusion</b>
<b>Equalities</b>	The proposal will have a positive impact on age, disability and sex, and neutral on race, religion or belief and sexual orientation, gender reassignment, marriage and civil partnership and pregnancy and maternity.
<b>Socio Economic Disadvantage</b>	The proposal will have both neutral and positive impacts on socio economic disadvantage.

<b>Community Cohesion/ Social Exclusion/Poverty</b>	The proposal will have a neutral impact on community cohesion but should have a positive impact on social exclusion and poverty
<b>Welsh</b>	The proposal will have a positive impact on the Welsh language
<b>Biodiversity</b>	The establishment of the provision has no impact on biodiversity
<b>Well-being of Future Generations</b>	This proposal directly contributes to the Council's wellbeing objective 'to ensure all children get the best start in life'.

### Overall Conclusion

Please indicate the conclusion reached:

- **Continue** - as planned as no problems and all opportunities have been maximised X
- **Make adjustments** - as potential problems/missed opportunities/negative impacts have been identified along with mitigating actions
- **Justification** - for continuing with the initiative even though there is a potential for negative impacts or missed opportunities
- **STOP** - redraft the initiative as actual or potential unlawful discrimination has been identified

Please provide details of the overall conclusion reached in relation to the initiative

In conclusion the proposal would have a mainly positive or neutral impact in all areas, and directly contributes to ensuring that pupils are given the best start in life. It will ensure that pupils with VI are given the opportunity to access high-quality, well-differentiated 'quality first' teaching across the curriculum within our mainstream schools and settings, as informed by current research and national guidance. It provides the opportunity to redistribute resources to better meet the needs of ALN pupils across NPT.

### 11. Actions

What actions are required in relation to obtaining further data/information, to reduce or remove negative impacts or improve positive impacts?

Action	Who will be responsible for seeing it is done?	When will it be done by?	How will we know we have achieved our objective?
Ensure all schools have the appropriate policies in place and are aware of how to support pupils with VI in mainstream settings	Inclusion Team	Ongoing	Monitoring indicates good progress is made

## 12. Sign off

	Name	Position	Signature	Date
<b>Completed by</b>	<b>Kate Windsor-Brown</b>	<b>Transformation Coordinator</b>		<b>04.09.24</b>
<b>Signed off by</b>	<b>Rhiannon Crowhurst</b>	<b>Head of Service/Director</b>		<b>04.09.24</b>

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Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## **Report of the Head of Legal and Democratic Services**

### **Name and date of Meeting**

### **ACCESS TO MEETINGS/EXCLUSION OF THE PUBLIC**

<b>Purpose:</b>	To consider whether the Public should be excluded from the following items of business.
<b>Item (s):</b>	Item 21 -Hillside Secure Childrens Home Update Item 22 – Managers Report on Hillside Secure Children’s Home Item 23 – Fleet Renewal Item 24 - Provision of support to Neath Port Talbot Council in its role of Accountable Body for Celtic Freeport
<b>Recommendation(s):</b>	That the public be excluded from the meeting during consideration of the following item(s) of business on the grounds that it/they involve(s) the likely disclosure of exempt information as set out in the Paragraphs listed below of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 subject to the Public Interest Test (where appropriate) being applied.
<b>Relevant Paragraph(s):</b>	13 and 14

#### **1. Purpose of Report**

To enable Members to consider whether the public should be excluded from the meeting in relation to the item(s) listed above.

Section 100A (4) of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007, allows a Principal Council to pass a resolution excluding the public from a meeting during an item of business.

Such a resolution is dependant on whether it is likely, in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public were present during that item there would be disclosure to them of exempt information, as defined in section 100I of the Local Government Act 1972.

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

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

Information which falls within paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended is exempt information if and so long as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The specific Exclusion Paragraphs and the Public Interest Tests to be applied are listed in Appendix A.

Where paragraph 16 of the Schedule 12A applies there is no public interest test. Members are able to consider whether they wish to



waive their legal privilege in the information, however, given that this may place the Council in a position of risk, it is not something that should be done as a matter of routine.

**3. Financial Implications**

Not applicable

**4. Integrated Impact Assessment**

Not applicable

**5. Valleys Communities Impact**

Not applicable

**6. Workforce Impact**

Not applicable.

**7. Legal Implications**

The legislative provisions are set out in the report.

Members must consider with regard to each item of business the following matters.

- (a) Whether in relation to that item of business the information is capable of being exempt information, because it falls into one of the paragraphs set out in Schedule 12A of the Local Government Act 1972 as amended and reproduced in Appendix A to this report.

and either

- (b) If the information does fall within one or more of paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended, the public interest test in maintaining the exemption outweighs the public interest in disclosing the information; or
- (c) if the information falls within the paragraph 16 of Schedule 12A of the Local Government Act 1972 in considering whether to exclude the public members are not required to apply the public interest test by must consider whether they wish to waive their privilege in relation to that item for any reason.

**8. Risk Management**

To allow Members to consider risk associated with exempt information.

**9. Recommendation(s)**

As detailed at the start of the report.

**10. Reason for Proposed Decision(s):**

To ensure that all items are considered in the appropriate manner.

**11. Implementation of Decision(s):**

The decision(s) will be implemented immediately.

**12. List of Background Papers:**

Schedule 12A of the Local Government Act 1972

**13. Appendices:**

Appendix A – List of Exemptions

## Appendix A

<b>NO</b>	<b>Relevant Paragraphs in Schedule 12A</b>
<b>12</b>	Information relating to a particular individual
<b>13</b>	Information which is likely to reveal the identity of an individual
<b>14</b>	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
<b>15</b>	Information relating to any consultations or negotiations, or contemplated consultations or negotiations in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority
<b>16</b>	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
<b>17</b>	Information which reveals that the authority proposes: <ul style="list-style-type: none"><li>• To give under any enactment a notice under or by virtue of which requirements are imposed on a person, or</li><li>• To make an order or direction under any enactment.</li></ul>
<b>18</b>	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

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