



C O U N C I L S U M M O N S

To all Members of Council

You are hereby summoned to attend a

SPECIAL MEETING OF THE COUNCIL

to be held at 2.30 pm on

WEDNESDAY 28 February 2018

in the

COUNCIL CHAMBER - PORT TALBOT

Prayers will be said by the Mayor's Chaplain prior to the commencement of the meeting.

--- A G E N D A ---

PART A

1. *Mayor's Announcements.*
2. *To receive any declarations of interest from Members.*

PART B

3. *Report of the Head of Participation re the WESP (Pages 3 - 94)*
4. *Report of the Director of Finance and Corporate Services re Council Tax 2018/19 (Pages 95 - 106)*
5. *Report of the Head of Corporate Strategy and Democratic Services re the Communications Strategy (Pages 107 - 134)*

6. *Report of the Head of Human Resources re the Pay Policy (Pages 135 - 198)*

PART D

7. *To receive any questions from Members, with Notice, under Rule 9.2 of the Council's Procedure Rules.*
8. *Any urgent items (whether public or exempt) at the discretion of the Mayor pursuant to Section 100B (4) (b) of the Local Government Act 1972.*

Sam P...

Chief Executive

**Civic Centre
Port Talbot**

Thursday, 22 February 2018

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Council

28th February 2018

Report of the Head of Participation – Chris Millis

Matter for Decision

Wards Affected:

All wards

Welsh in Education Strategic Plan (2017 – 2020)

Purpose of the Report

- The purpose of the report is for members to scrutinise the draft NPT Welsh in Education Strategic Plan (WESP) 2017 – 2020 (see appendix B) following re-consultation and to approve it for re-submission to Welsh Government.

Executive Summary

- The Council is required by legislation to prepare a Welsh in Education Strategic Plan
- The draft WESP 2017 – 2020 sets out the Council's plans for Welsh in education over the next three years.

- Members have previously agreed (see Council minutes 15th March 2017) that the Welsh in Education Strategic Plan (WESP) 2017-2020, following the initial consultation, was submitted to Alun Davies, then Minister for Lifelong Learning and the Welsh Language, for approval. Subsequent to submission of the WESP, Welsh Government announced that former AM for the North Wales region, Aled Roberts, would review all Welsh in Education Strategic Plans.
- On 4th August 2017, the Minister responded to NPT's submission advising the authority that it needed to consider a number of issues, some of which were for clarification (see Appendix C). The authority has addressed these issues and following discussion at the WESP Forum, and approval to consult being granted by the Education, Skills and Culture Committee the revised plan was subject to re-consultation on the amendments to the previous submitted plan (see yellow highlighted text).
- The consultation period lasted from 10th November to 7th December giving consultees four weeks to respond.
- There were eight responses to the amended draft document (see appendix A). Many of the responses did not refer specifically to the highlighted amendments to the previous text. However, they provided useful challenge and advice that have been carefully considered.
- Generally, respondents acknowledged that the revised document is an improvement on the previous draft. However, the following concerns were raised by more than one respondent:
 - That the plan remains insufficiently ambitious in order to contribute to Welsh Government's target of securing a million Welsh speakers by 2050.
 - That the local authority does not make a clear commitment to expand current Welsh-medium primary provision, although it is acknowledged that the authority will consider Welsh-medium provision at Coed Darcy and is committed to assessing the demand within the new urban village development.
 - That there are no plans in place to alleviate the accommodation pressures in the two Welsh medium primary schools, Ysgol Gymraeg Castell-nedd and Ysgol

- Gymraeg Rhosafan, that are currently within 10% of their capacity.
- That one of the identified projects in the authority's Band B submission under the 21st Century Schools Programme, namely the establishment of a 750 pupil English-medium primary provision as a part of a wider 3-16 structure in the Pontardawe area, would have a detrimental impact on Welsh language provision in the Swansea Valley.
 - That the plan lacks specific targets to increase the number of pre-school places available through the medium of Welsh.
 - That there is a need to increase ALN (Additional Learning Needs) provision through the medium of Welsh.
 - That more needs to be done to secure a higher transfer rate between key stages 2 and 3 within the Welsh medium sector, particularly in the Swansea Valley.
- The issues raised above are addressed individually, and in order, as follows:
 - The revised draft plan builds upon the programme of modernisation and development of Welsh-medium learning facilities at Ystalyfera and the 11-16 south campus in the Sandfields secured through an investment of circa £35m. This development is also aimed at stimulating further growth in the sector by making key stage 3 and 4 provision more accessible in the south east of the County Borough. The revised draft plan references the need to develop a longer term Welsh-medium education strategy. This reference has now been strengthened to include a deadline of Autumn 2018 for producing a strategy that will be subject to elected member scrutiny (see blue highlighted text in the revised WESP). The strategy will be informed by parental surveys and similar engagement activities. The revised draft plan articulates a need to develop a long term strategy for teaching Welsh in English-medium schools and secure a coherent one continuum of learning Welsh. The revised draft plan promotes the development of the Welsh Charter, 'Tanio'r Ddraig' and promotes the use of the language outside the curriculum. This links to our

partnership with Academi Hywel Teifi in establishing Tŷ'r Gwrhyd, a Welsh language centre at Pontardawe.

- Current assessment shows that there is sufficient capacity within Welsh-medium primary provision to meet existing demand. The revised draft plan commits to Welsh-medium education demand surveys, both across the local authority and specifically in relation to Coed Darcy. The results of these surveys will inform future development.
- The Education Directorate has submitted an application to Welsh Government to secure capital funding in order to expand provision at both schools. We are currently awaiting a response. However, it should be noted that 28% of pupils on roll at Ysgol Gymraeg Castell-nedd are from outside its catchment area. If these pupils were to attend their designated Welsh-medium schools, accommodation at Ysgol Gymraeg Castell-nedd would not be as restricted and would reduce surplus places in other Welsh-medium schools.
- As with projects in Band A, those cited in Band B will be subjected to the rigours of business case analysis, including a Welsh impact assessment, formal consultation processes, planning permissions and Member approvals. Assessing the impact of this proposal on the Welsh language will be a requirement under the consultation arrangements.
- The plan acknowledges the need to work with Mudiad Ysgolion Meithrin to identify opportunities to expand pre-school provision. This work has begun and expansion has already been secured. An increase target of 100% has been included over the lifetime of the WESP (see blue highlighted text in the revised WESP).
- The revised draft plan commits to undertake engagement sessions with parents to understand and interpret transfer rate patterns from key stage 2 to key stage 3, particularly in the Swansea Valley where rates are variable. However, it should be acknowledged, as one respondent quite accurately does, that promoting increased transfer rates is not the sole responsibility of local authority officers.

- The revised plan was scrutinised by the Education, Skills and Culture Committee on 25th January, and agreed subsequently at Education, Skills and Culture Board to commend the plan to Council for approval, subject to one amendment, prior to submission to the Welsh Government with a formal implementation date of the 1 April 2018.
- The amendment agreed by Board was to refer explicitly that officers should explore the possibility of establishing Welsh starter classes as part of the proposed Welsh Education Strategy.
- It is the opinion of officers that, having considered the comments submitted by consultees (attached to this report with responses) the draft WESP is sufficiently developed for re-submission to the Welsh Ministers.
- Members are asked to agree the revised draft Welsh in Education Strategic Plan 2017 -2020 (WESP) prior to it being submitted to the Welsh Ministers for approval.

Background

- The draft Welsh in Education Strategic Plan (WESP) 2017 – 2020 details how the authority plans to promote and develop Welsh in education across all sectors over the next three years contributing to the Welsh Government's ambition of securing one million Welsh speakers by 2050.
- It forms part of the Council's broad strategy for the Welsh Language and the development of Welsh education in NPT.
- The current WESP (2014-2017) expired on 31st March 2017. The draft 2017-2020 WESP (as revised) describes progress to implement the previous plan and actions for future delivery of Welsh in education.

Consultation

- The WESP is one of the Education, Leisure and Lifelong Learning Directorate's key strategic planning documents. It is the Council's responsibility to approve its submission to Welsh Government for final agreement. Formal consultation on the plan is required in line with Welsh Government guidelines for The Welsh in Education Strategic Plans and Assessing

Demand for Welsh Medium Education (Wales) Regulations 2013, which specifies the procedures to be followed, including the content of the consultation document and those to be consulted.

- Consultation on this revised proposal commenced on November 10th 2017 with comments invited until December 7th 2017, giving consultees four weeks to respond. Written responses to the consultation are available for Members perusal in the Members' rooms at Neath and Port Talbot Civic Centres.
- Members are reminded that comments should be conscientiously considered in an open-minded approach, alongside the case put forward for permission for the WESP to be submitted to the Welsh Ministers for approval. In this respect there is an expectation that Members will have read and given due regard to the WESP as consulted upon and the comments received together with officer comments.
- All responses have been fully considered. The initial draft plan has been further modified, where appropriate, in response to the concerns and issues raised. As such, the proposal is to obtain Council permission for the revised draft NPT Welsh in Education Strategic Plan (WESP) 2017-2020 to be submitted to the Welsh Ministers for approval.
- It is the opinion of officers that the revised draft WESP 2017-2020 is sufficiently developed for re-submission to the Welsh Ministers for approval.

Financial Impact

- The resources required to deliver the Council's obligations under the new Welsh in Education Strategic Plan are included in current revenue budgets.
- The Welsh in Education Grant awarded annually will contribute towards supporting the resources required to deliver the targets and outcomes of the new Welsh in Education Strategic Plan

Equality Impact Assessment

- An Equality Impact Assessment (EIA) has been undertaken to assist the Council in discharging its Public Sector Equality

Duty under the Equality Act 2010. An overview of the EIA has been included in this report in summary form only and it is essential that Members read the Equality Impact Assessment, which is attached to the report at Appendix D, for the purposes of the meeting.

- The Equality Impact Assessment has shown that the proposal will have either have a positive or neutral impact on protected groups.
- In order to mitigate potential impacts the follow actions will be undertaken:
 - consideration to be given to increase the targets for the next three years.
 - following the development of the Welsh-medium secondary education in the south of the County Borough the number of children assessed in Welsh as a first language in Year 6 and then in Year 9 will be monitored to identify any change in the current -20% difference.
 - continue to monitor the assessment of need for pupils with additional learning needs to identify the demand for a specialist provision.

Workforce Impacts

- A suitably qualified workforce is required to deliver the Welsh in Education Strategic Plan. The draft plan identifies training and development opportunities for staff to develop their ability and skills to deliver Welsh medium learning within the County Borough.

Legal Impacts

- Section 84 of the School Standards and Organisation (Wales) Act 2013 (“the 2013 Act”) requires a local authority to prepare a Welsh in education strategic plan (“Plan”).

Risk Management

- The WESP is a statutory document and is required by Welsh Government. The document provides a clear steer on the development of Welsh medium learning in the County Borough

and aligns with a number of national strategies and policies. The consultation process and the draft plan comply with national guidance received from Welsh Government on Welsh in Education Strategic Plans.

Welsh Language Impact

- The School Standards and Organisation Act (Wales) 2013 gave a statutory basis to Welsh in Education Strategic Plans. The requirement to have a WESP in place provides details of how the local authority plans to contribute toward the Welsh Governments aim of achieving one million Welsh speakers by 2050. Neath Port Talbot County Borough Council recognises that it has an important contribution to make to the future of the Welsh language and the vision within the Plan is clear in how it plans to contribute to this by improving its Welsh medium education provision. Neath Port Talbot CBC is now required to contribute towards the well-being aims determined in the Well-being of Future Generations (Wales) Act 2015. One of those is 'A Wales of vibrant culture and thriving language'. The WESP can contribute towards achieving this aim by strengthening its Welsh-medium education provisions and through this create more Welsh speakers. Strengthening the provision of Welsh medium education also contributes to the promotion of Welsh language and the statutory requirements as laid out in the Welsh Language Standards.

Recommendations

- Having given due regard to the responses to the consultation and the impact assessments in relation to equality, risk, Welsh Language, legal and workforce, it is recommended that the Welsh in Education Strategic Plan (2017 – 2020) approved prior to submission to the Welsh Government with a formal implementation date of the 1 April 2018.

Reasons for Proposed Decision

- The decision is necessary to comply with legislation and to facilitate Welsh Ministers' approval of the WESP 2017-2020.

Implementation of Decision

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

Appendices

Consultations responses

Appendix A - List of Respondents to the Consultation Document

Appendix B – Revised Draft NPT Welsh in Education Strategic Plan 2017-2020

Appendix C – Letter from Alun Davies, Minister for Lifelong Learning and the Welsh Language, August 4th 2017

Appendix D - Equality Impact Assessment Report

List of Background Papers

- a) Rewriting the Future - <http://gov.wales/topics/educationandskills/schoolshome/deprivation/rewriting-the-future-schools/?lang=en;>
- b) Successful Futures - <http://gov.wales/topics/educationandskills/schoolshome/curriculum-for-wales-curriculum-for-life/why-we-are-changing/successful-futures/?lang=en;>
- c) Future Generations – <http://gov.wales/topics/people-and-communities/people/future-generations-act/?lang=en;>
- d) School Standards and Organisation (Wales) Act 2013
 - http://www.legislation.gov.uk/wsi/2013/3048/pdfs/wsi_2013_3048_mi.pdf
 - Welsh-medium Education Strategy - <http://gov.wales/docs/dcells/publications/100420welshmediumstrategyen.pdf>
 - Welsh-medium Education Strategy: next steps - <http://gov.wales/docs/dcells/publications/160309-next-steps-en-v2.pdf>

- One Language for All -
<http://gov.wales/docs/dcells/publications/130926-review-of-welsh-second-lan-en.pdf>

Officer Contact

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APPENDIX A:

List of Respondents to the Re-consultation Document

Rhif ymateb/ Response Number	Your position/ Category of Respondent (e.g. parent, governor)
1	Councillor
2	Councillor
3	Pentan (NPT Welsh medium Headteachers' group)
4	Cymdeithas yr Iaith Gymraeg/Welsh Language Society
5	Dyfodol i'r iaith
6	Menter Iaith CNPT/ NPT Welsh Language Association
7	RhAG / Parents for Welsh Medium Education
8	NPTCBC Equalities & Engagement Officer



WESP 2017 - 20

Neath Port Talbot County Borough Council Welsh in Education Strategic Plan 2017-2020

Section 1.

Please state your local authority's vision, goal and objectives for Welsh-medium education over the next three years

Welsh-medium education is an integral and essential part of the learning offer in Neath Port Talbot. We believe that all children should benefit from the opportunity to learn, appreciate and understand their lives through the medium of Welsh. The authority underpins this principle by ensuring universal access to this provision. Neath Port Talbot County Borough Council recognises that language and culture are critical parts of an individual's identity and is committed to promoting and celebrating Welsh language learning across all phases and sectors. Our Welsh in Education Strategic Plan (WESP) 2017-2020 details how we plan to support and further develop Welsh language education in schools and in the wider communities and how we plan for future growth. The WESP details how we will secure further development within the period January 2017 – December 2020 and aligns itself to national policy and guidance in order to contribute to the Welsh Government's aim of achieving a million Welsh speakers by 2050.

Objectives:

- To set out a clear strategy for promoting the use of Welsh language in NPT schools including increasing access to Welsh-medium education. In order to support the WESP it is proposed that a long term strategy is developed by Autumn 2018, subject to elected members' approval, outlining in greater detail how actions included in this plan will be delivered and enhanced. This strategy should include the consideration of establishing starter Welsh classes in English medium schools as a means of promoting greater access to Welsh-medium education.
- To develop the partnership between the local authority and pre-school providers in order to ensure a greater focus on Welsh

language learning, to increase Welsh-medium provision and increase the transfer rates between pre-school and Welsh medium school based provision. In order to progress this key aspect, it is proposed that the local authority develops an action plan by the end of January 2018 in conjunction with providers such as Mudiad Ysgolion Meithrin and schools aimed at increasing current take up of pre-school Welsh medium provision by 100% during the lifetime of the plan.

- To ensure that the NPT WESP contributes to the key Welsh Government priorities in relation to Welsh medium education.
- To ensure a successful continuum from Welsh-medium primary schools to Welsh-medium secondary schools by ensuring a greater rate of transfer from KS2 to KS3.
- To ensure that second language provision across all schools provides pupils with the skills and ability to become confident and sustained speakers of Welsh and that the provision develops a meaningful relationship between the language and the learner.
- Ensure that the post 16 curriculum offered or facilitated through the medium of Welsh is broad and meets the aspirations of all students leading to an increase in the number of students following post-16 courses through the medium of Welsh.
- To maintain appropriate arrangements for the availability of transport in line with the approved council travel policy in order to promote access to Welsh-medium provision.
- To ensure that all schools are supported to teach Welsh effectively and that pupils are provided for in accordance with National Curriculum requirements and that all pupils in English-medium schools are given the opportunity to sit an accredited examination in Welsh at the end of Key Stage 4.
- Ensure that children and young people with ALN receive linguistic equality of opportunity in terms of Welsh-medium education and support.
- Ensure that access, locally or regionally, to professional training to support the development of effective Welsh teaching and learning responds to the identified needs of those working in both the English and Welsh-medium sectors.
- To recognise Welsh as being desirable in person specifications when recruiting staff.
- To ensure that the WESP Forum has clear objectives to enable it to deliver the outcomes effectively.

Statement:

- The NPT WESP Forum meets termly to monitor progress. It comprises Headteacher representatives from Welsh-medium and English-medium primary and secondary schools, officers of the local authority and other stakeholders from our community.
- The WESP forms part of the Challenge Advisers Service Report Card, which in turn contributes to the Education Development Service (EDS) Plan within the Education Directorate. The priorities also contribute to the over-arching Directorate planning document.

Local authorities have a statutory duty under Section 10 of the Learner Travel Measure (Wales) 2008 to promote access to education and training through the medium of Welsh. Please provide a statement regarding the accessibility of Welsh-medium provision in your local authority in relation to home to school transport. Please highlight any challenges and/or areas of good practice through collaboration.

Access to Welsh-medium education is met through existing primary and secondary school provision, mainly within the local authority and in a small number of cases in neighbouring authorities.

We also facilitate access to secondary phase Welsh-medium education for out of county pupils, mainly from Powys, at Ysgol Gymraeg Ystalyfera – Bro Dur. Recognising parental demand for more readily accessible secondary phase Welsh medium education, the local authority is establishing a second 11-16 campus in the south of the County Borough. Transport will be provided in accordance with the authority's Home to School Travel Policy 2017 when this facility opens in September 2018 a policy the supports access to Welsh-medium education.

The Local Authority fully complies with the statutory duties of the Learner Travel Measure (Wales) 2008 and currently the Council's policy is to provide free transport to Welsh medium provision under discretionary powers, subject to specified distance criteria. Where the nearest suitable Welsh-medium school is deemed to be out of authority, transport is provided in accordance with the Council's policy.

There is no requirement to provide school or college transport free of charge to any learner who is above compulsory school age and currently charges are levied for transport to post-16 provision.

In order that a broader curriculum offer is secured at post-16, Ysgol Gymraeg Ystalyfera – Bro Dur co-operates with neighbouring schools to enhance provision.

Outcome 1: More seven-year-old children being taught through the medium of Welsh

Please provide your current position relating to the number of seven year olds taught through the medium of Welsh and your targets for the next three years.

Current Position	2017/2018	2018/2019	2019/2020
18.3% (282 out of 1542)	18.6%	21%	22%

List your four main objectives to achieving this outcome;

- To undertake a parental survey into the demand for WM provision during late Autumn 2017 and early Spring 2018 to provide information on demand in specific areas that will enable evidenced based decisions on new provision. It is anticipated that the outcomes of the survey will be available by late Spring, early Summer 2018.
- Monitor demand and identify trends for Welsh-medium education and use this information to plan for future provision.
- Ensure that proposals for 21st Century Schools include full consideration of Welsh-medium education.
- To increase the capacity of Welsh-medium pre-school provision and to provide information for parents/carers that promotes the benefits of a bilingual education, seeking advice of best practice in other authorities. We will work with Mudiad Meithrin to ensure expansion of pre-school provision and support the sector to recruit suitably skilled Welsh language care workers. Currently only 5 pre-school settings registered

with Mudiad Ysgolion Meithrin deliver Welsh medium provision with 4 other settings delivering bilingual provision. (see appendix 1).

- To improve the support for parents/pupils and schools to move along the linguistic continuum.
- The authority is opening a second WM secondary campus in the south-east in September 2018 with a capacity for 650 11-16 pupils. It is expected, based on parental responses, that this will stimulate interest and growth in WM primary provision in the areas of Port Talbot, Neath, Llandarcy, Briton Ferry and the Afan Valley in subsequent years. It is reasonable, based on known current capacity, to assume a minimum 2% growth in numbers accessing Welsh-medium provision.

Supporting Statement:

To review the demand for provision for Welsh-medium education on an annual basis. To analyse the results of our parental surveys and draft appropriate action plans to address unmet demand by July 2018.

In terms of Welsh language pre-school provision there are 28 registered places and 24 children attending, the providers report they are operating at maximum capacity. There are 97 registered sessional day care places for parents seeking bilingual childcare and 159 children attending.

In Neath Port Talbot there are 10 Welsh-medium schools, 9 out of 55 primary schools and 1 middle school providing for ages 3 -18yrs, the second middle school established in NPT; the other is an English-medium school for ages 3 – 16yrs. There are also 7 English-medium secondary schools and 2 English-medium Special Schools.

Currently only 2 Welsh medium schools, Ysgol Gymraeg Castell-nedd and Ysgol Gymraeg Rhosafan, have surplus capacities less than 10% (see appendix 1a).

Under the capital element of Reducing Infant Class Sizes And Raising Standards - Welsh Government Grant Funding, it is proposed to develop business cases to increase capacity/provision at both Ysgol Gymraeg Castell-nedd and Ysgol Gymraeg Rhosafan.

Band A of the Council's 21st Century Schools Capital Funding Programme comprises 7 schemes, 2 of these relate to improving Welsh-medium education by providing for new build premises on the Ysgol Gymraeg Ystalyfera – Bro Dur north campus site that transform secondary phase education and establish primary phase education in an 'all-through' Welsh-medium provision for pupils aged 3 -18. This scheme secures secondary phase Welsh-medium education in the north of the County Borough, including provision for pupils from a neighbouring authority, Powys. The north campus development is complemented by a further new build that establishes secondary phase education (11-16) in the south of the County Borough. This development addresses significant concerns of parents over long travel times to and from Ystalyfera, concerns that influence parental decisions when considering opting for primary phase Welsh-medium provision.

The establishment of a new Welsh-medium school, Ysgol Gymraeg Ystalyfera – Bro Dur, replacing YG Ystalyfera and YGG Y Wern, will provide Welsh-medium education for pupils aged 3 -18 in the north of the County Borough and will see the establishment of secondary phase (11-16) Welsh-medium education in the south of the County Borough. This has been supported by a 21st Century Schools Capital Funding Programme investment within Band A comprising c.£17.5m at the north campus and c. £17m at the south campus. Further investment is needed at the north campus to build on the progress made during Band A in removing and replacing poor condition buildings with a 21st Century teaching and learning environment. The Council's outline submission for 21st Century Schools Programme Band B capital funding seeks to secure a further £6m investment in replacement accommodation at the north campus to continue the improvement in the quality of accommodation at the site. This further investment submission, building on previous secured investment, is a tangible demonstration of the Council's commitment and support for Welsh-medium education within the authority.

In addition, over the past 4 years there has been significant capital funding for major refurbishment projects in eight existing Welsh-medium schools. The investment, which secures the future of these schools, ranges from boundary wall and toilet/changing facility

refurbishment schemes to a new build kitchen block, boiler replacement and re-roofing.

Section 106 agreements relating to education provision are language category neutral. Identified need for a development with particular linguistic character will determine the nature of the scheme to be supported by section 106 agreement and resultant developer contribution. The Directorate will engage specifically with the residents and developers of Coed Darcy to measure and assess the demand for WM provision within the new urban village and make recommendations accordingly to Council.

The Council has a strategic programme for managing the organisation of its schools; a programme driven by four key principles, namely: educational standards the need for places and the accessibility of schools the quality and suitability of school accommodation effective financial management.

All the Council's schools are regularly reviewed against this criteria, and the need for sufficient places at Welsh-medium schools features in the reviewing process, the outcomes of which have included rationalisation of Welsh-medium schools, where appropriate, to maximise the available accommodation and improve teaching and learning opportunities. Similarly, a new secondary Welsh-medium provision is being developed in the south of the County Borough to meet existing and anticipated demand for places. The need for Welsh-medium schools is addressed by a strategic approach to service planning and delivery.

The most recent completed childcare sufficiency assessment was conducted in 2013/14. The assessment findings and recommendation informed the development and delivery of a three year child care action plan. A revised assessment is currently being undertaken.

A survey of parental demand for Welsh-medium education was carried out 2013. The survey format reflected the information gathering requirements of the Welsh Government.

No significant survey collaboration has been conducted with other LAs.

There are no Welsh-medium federations in Neath Port Talbot at this time.

“Cymraeg for Kids” is a new Welsh Government project. Mudiad Meithrin: the Welsh Early Years Specialists’ manage the project on behalf of the Welsh Government. “Cymraeg for kids” is a key part of Mudiad Meithrin’s core service in providing local Welsh medium education and childcare provision from birth right through to school.

Cymraeg for Kids’ main aim is to increase the number of nursery age children that are able to speak Welsh. This will be achieved through sharing information and giving advice and support to parents on the benefits of Welsh medium education/childcare, the benefits of being bilingual and the importance of introducing Welsh to children as early as possible.

Cymraeg for Kids will therefore contribute towards the Welsh Government’s target of achieving a million Welsh speakers by 2050.

Neath Port Talbot Family Information Service provides information to children, families and professionals who work with families on types of childcare provision and services available. Information regarding Welsh-medium provision, at all stages, is to be included in a bilingual ‘Information to Parents’ booklet/video which will be made available on the Council’s website. Information and promotions encouraging parents to send their children to Welsh-medium schools will be promoted online (Websites, Facebook, Twitter and Youtube).

The Authority recognises the need to work with organisations such as Academi Hywel Teifi to provide learning opportunities for non-Welsh speaking parents / carers and grandparents or those who are hesitant in the language in order to raise their confidence assist with their children's education.

Following consultation with Welsh-medium schools, there is currently no provision within the Authority for children and young people who are latecomers to Welsh-medium education to access a Welsh language immersion centre, learners’ needs are catered for within individual schools. This agreement will be reviewed with WM headteachers and the quality of current provision within individual schools and the demand for latecomer provision assessed.

Outcome 2: More learners continuing to improve their language skills on transfer from primary to secondary school.

Please provide your current position and targets for the next three years relating to the number of year nine learners who are assessed in Welsh (First Language)

Current Position	2017/2018	2018/2019	2019/2020
13% (192 pupils in Ystalyfera out of 1454 in NPT)	11.1%	13.6%	13.8%

- To increase the number of pupils transferring from Welsh-medium primary to Welsh-medium secondary by ensuring that pupils and parents / carers realise the benefits of continuing within the sector; also by seeking advice from best practice across Wales.
- To plan effective bridging and transition programmes to ensure that pupils continue secondary Welsh-medium provision, including cross sector ‘Ystalyfera’n Cyfri’ programme.
- Ensure promotion of the new Ysgol Gymraeg Ystalyfera – Bro Dur south campus.
- Ensure development of the Welsh Charter ‘Tanio’r Ddraig’ targets in the secondary sector.

Supporting Statement:

- There is currently 1 Welsh-medium school in the Authority providing secondary education; Ysgol Gymraeg Ystalyfera – Bro Dur, a middle school for pupils aged 3 – 18yrs and there are 9 Welsh-medium primary schools. There is approximately a -20% difference between the number of children assessed in Welsh as a first language in year 6 and then in year 9. The reason for this is mostly due to parental choice with regard to the geographical proximity of the nearest Welsh-medium secondary school, with a minority of parents choosing to send their child to a nearer English-medium school.

- Firstly the development of the Ysgol Gymraeg Ystalyfera – Bro Dur south campus will go some way to addressing issues of travelling distance in the south of the county. Whilst it is not anticipated that the opening of the second WM secondary campus on the former site of Sandfields Comprehensive school in September 2018 will have an immediate effect on the numbers transferring from primary to secondary provision, it is expected that it will have a positive impact on transfer rates over a 6 year period and beyond.

Secondly Ysgol Gymraeg Ystalyfera – Bro Dur works closely on a range of initiatives with all Welsh-medium primary schools to attract and promote pupils to remain in the Welsh-medium sector. Primary school pupils have recently experienced a wide range of extra-curricular activities at the former Ysgol Gyfun Ystalyfera as part of their transition programme. Having transferred to secondary Welsh-medium education at Ystalyfera nearly all pupils remain until year 11.

- Transfer rates between Welsh medium schools located in the south east of the County Borough to Ysgol Gymraeg-Ystalyfera – Bro Dur are very high. Transfer rates between Welsh medium schools located in the north west of the County Borough, traditionally viewed as the Welsh speaking heartland of the authority to Ysgol Gymraeg-Ystalyfera – Bro Dur are variable and are often low (see Appendix 1c). The Welsh medium sector continue to work as a cluster to promote higher transfer rates and the local authority will commission a report to analyse the lower and inconsistent transfer rates from areas such as Pontardawe, Trebannws and Gwaun Cae Gurwen.

The detail of the cluster's current transition arrangements is included below

School Council work

- Setting annual Targets
- Planning Activities
- Language Charter Validation visits / sharing good practice
- Awarding Silver Award
- Annual conferences

Cluster Rugby Team / Girls Cluster Netball Team

- Training sessions / trials
- Cluster Shirts
- Accommodation / Travel / Hire of buses
- Evaluation and celebration

Radio Workshops

Radio Training Workshops

Program Resources

Ordering resources to share programs / good practice (audacity)

Pupils trained how to produce programs

Primary Secondary Links Program

Annual cross sector teaching provision

KS2 / KS3 teacher CPD

Literacy / Number Skills between Year 6 > Year 7

Question Time

Opportunities for primary pupils to meet and question former school pupils at YG Ystalyfera

How they enjoy the secondary / what is different between secondary and primary / and what advice they would offer them.

Year 4 & 5 3 day skills day

- Year 4 & 5 attend YG Ystalyfera (*now YG Ystalyfera – Bro Dur*) for three days
- Developing skills across the curriculum
- Parents are invited to an awards evening

Year 6 Challenge Days

Every Y6 within cluster invited to YG Ystalyfera

- Entrepreneurship day

Cluster Sports

All Primary schools in cluster invited to a sports day at Ystalyfera YG.

Tanio'r Ddraig Gig

- Marketing Resources
- Collaborate with Parents for Welsh Medium to produce marketing resources
- Cluster Activities

Musicals (e.g. Chicago)

- Invitation to primary pupils to experience former pupils' performances in the shows
- Musicians from every Ystalyfera feeder school rehearsing for a day at YGY
- Proms held in the evening for parents and stakeholders

Cluster Choir

Cluster schools rehearse list of songs.

- Afternoon rehearsals at YG Ystalyfera
- Whole choir travels to the Liberty Stadium to sing in the Cluster Choir during the Ospreys Games.
- Athletics
- Numbers challenges and competitions for all cluster primaries

Pentan Conference

Joint INSET days

- Reinforcing teaching skills across the primary and secondary sectors.

Outcome 3: More learners aged 14-16 studying for qualifications through the medium of Welsh and

Outcome 4: More learners aged 16-19 studying subjects through the medium of Welsh

- Please provide your current position and targets relating to the percentage of learners entered for GCSE Welsh (first language) entered for at least two further Level 1 or Level 2 qualifications through the medium of Welsh.

GCSE Current Position	2017-2018	2018-2019	2019-2020
97%	99%	99%	99%

- Currently in Ysgol Gymraeg Ystalyfera – Bro Dur the Key Stage 3 curriculum is delivered through the medium of Welsh. At Key Stage 4 the main language of teaching and learning in all subjects is Welsh, with the exception of Science. This department caters for separate English/Welsh-medium teaching groups at both Y10 and Y 11. At key Stage 5 the main language of teaching and learning in all subjects is Welsh, with the exception of Science, Psychology and Computing.

The Welsh Government’s target of 84% of learners entered for GCSE Welsh (first language) and entered for at least 2 further Level 2 qualifications through the medium of Welsh by 2015 is already being met. The percentage of learners entered for GCSE Welsh [first language] and also entered for at least five further Level 1/2 qualifications through the medium of Welsh is at least 99% and exceeds the Welsh Government’s targets of 62% by 2015 and 68% by 2020

Outcome 5: More students with advanced skills in Welsh

	Current Position
% of pupils expected level at Foundation Phase in Welsh first language	92%
% of pupils expected level at Key Stage 2 in Welsh first language	93%
% of pupils expected level at Key Stage 2 in Welsh second language	74%
% of pupils expected level at Key Stage 3 in Welsh first language	92%
% of pupils expected level at Key Stage 3 in Welsh second language	77%
% of pupils Achieving A*-C at GCSE in Welsh first language	68%
% of pupils Achieving A*-C at GCSE in Welsh second language	35%
% of pupils Achieving A*-C at AS level in Welsh	60% (3/5)
% of pupils Achieving A*-C at A2 level in Welsh	67% (6/9)

- Increase L2 attainment levels of Welsh First Language at end of KS4 (current 97/142 = 68%).
- Increase L2 attainment levels of Welsh Second Language at end of KS4 (current 409/1479 = 28%). Significantly lower than NPT L2+ threshold performance.
- Analyse percentage of pupils in English-medium schools taking short course rather than full course Welsh. Increase the % of pupils studying full course Welsh Second Language.
- Increase opportunities for learners of all ages to practise their Welsh outside the classroom at both Welsh medium and English medium facilities.
- From September 2017, Year 10 pupils will study the new Welsh Second Language course and there will be one course for all pupils. This should in turn improve take-up of the full course. The local authority will ensure that the ERW school improvement service will support this development and ensure that the regional Welsh in Education Officer provides support according to the need identified.

- Increase AS and A2 attainment levels of Welsh First Language at KS5.

Supporting Statement:

Welsh literacy standards will be improved by employing a part-time Advisory Teacher for Welsh First language to provide support and training for all Welsh-medium primary schools and to develop transition with Ysgol **Gymraeg Ystalyfera – Bro Dur**.

Performance targets will continue to be agreed annually with ERW officers (via the regional Menu of Support) and a structured programme of support for Welsh literacy is agreed with PENTAN – the NPT association of Welsh-medium head teachers.

All Welsh-medium schools will continue to attend an annual residential Welsh course at Llangrannog. The Teacher Development Officer will continue to produce an annual report on this activity. Many pupils continue to attend residential courses at Tanybwllch, Margam and the Millenium Centre, Cardiff. In-house opportunities to use Welsh language skills will be provided in all Welsh-medium primary schools by providing a range of clubs. Menter Iaith and Ty'r Gwrhyd will be used as a very effective resource to promote extra-curricular Welsh medium activities. Current good practice initiatives include 'Stafell Stwnsh' based at Ysgol **Gymraeg Ystalyfera – Bro Dur** and the PLC's based on Dyfal Donc' and 'Cynllun Clebran' will be maintained.

Every Welsh-medium primary school is going to follow the silver award targets for the Welsh Charter. 2 English-medium pilot schools are currently engaged in the Welsh Charter scheme at the moment. Athrawon Bro to inform more English Medium schools about the 'Cymraeg Campus' Welsh Charter scheme and encourage more schools/clusters to get involved.

- The local authority will work with schools to secure a language learning continuum between current key stages that will secure better and more ambitious language learning for pupils. It is also proposed to work with curriculum leaders to promote a more meaningful relationship between the learner and the Welsh language that goes beyond the academic focus promoted by Welsh Government.

- We will work with Menter Iaith, yr Urdd and other key agencies to ensure that informal opportunities to use Welsh are facilitated and promoted.

Outcome 6: Welsh-medium provision for learners with additional learning needs (ALN)

- A review of ALN in the WM sector will be undertaken during Autumn 2017 to assess demand for further support and provision for WM pupils' needs.
- Further improve early identification and effective intervention for Welsh medium pupils with ALN to ensure needs are addressed at the earliest opportunity in order to secure best possible outcomes.
- Further develop capacity building with Welsh medium schools to ensure a sustainable model for providing for pupils with ALN
- Develop closer working relationship between teams within the Inclusion Service and the Teacher Development Officer and Teaching Assistant for Welsh first language, in order to develop greater capacity for providing a training programme through the medium of Welsh.
- To introduce an 'ALN Planning Tool', working with Welsh medium head-teachers and ALNCOs to develop a robust planning system across all areas of ALN.

Via its Inclusion Strategy, the authority is committed to securing greater cluster based capacity to address the needs of pupils with ALN. In keeping with this principle, collaborative work between Ysgol **Gymraeg Ystalyfera – Bro Dur** and its partner primary schools on Rocket Phonics and early assessment of pupils has already been completed and embedded. The ALN department has developed the MIST (Middle Infant Screening Test) to provide diagnostic assessments and training in the primary sector through the medium of Welsh. All schools were provided with assessment packs, resources and training. Welsh-medium professional support is provided for staff and all Special Education Needs Coordinators (SENCOs) across all areas of need. Whole school training regarding ALN issues has been provided for all Ysgol **Gymraeg Ystalyfera – Bro Dur** staff. This has resulted in a more informed and confident staff – impacting on retention of current Welsh speaking staff.

Current assessment of need does not lead us to believe that there is sufficient demand for a specialist provision such as a dedicated Learning Support Centre and that pupils' needs can be catered for within mainstream.

Some specialist assessment through the medium of Welsh is available in the Educational Psychologist Service, the Support for Learning Service and from EDS (Education Development Service).

Centrally based Welsh speaking specialist teachers provide assessment and support in the areas of:

- Learning Difficulty (Specific and General)
- Speech and language and communication
- Hearing Impairment
- Vision Impairment
- Autistic Spectrum Disorder (ASD)
- Wellbeing and Behaviour

Outcome 7: Workforce planning and continuing professional development.

Objectives:

- To ensure that schools continue to plan strategically for staff development and produce robust spending plans based on systematic analysis of need.
- To support a systematic take-up of the Welsh Government's Welsh-language Sabbatical Scheme courses (all levels).
- To develop the leadership of middle leaders and aspiring head teachers in Welsh-medium schools.
- Contribute to the regional consortium's wider role in improving educational standards and ensure that regional focus is placed on professional development aimed at improving teachers' abilities to become confident and effective teachers of Welsh.
- To undertake a capacity survey of Welsh language staff needed across all sectors to support the WESP's aspiration.


Supporting Statement:

All schools in Neath Port Talbot have access the regional professional development menu provided by ERW, this ensures that there is wider offer of Welsh medium support and development.

The local authority has also employed a Teacher Development Officer to support Welsh language learning and is continuing to redesign the role of Athrawon Bro to ensure that they focus on the

development of effective and consistent classroom practice in language learning.

- All Governing Bodies have a contact person from the LA who liaises with Human Resources and other relevant personnel re all recruitment and retention of staff matters. A linguistic skills audit of all primary Welsh second language staff is carried out every 2 years. This data gives us a detailed overview of each school's capacity to deliver the statutory requirements of the National Curriculum for Welsh and inform our future CPD programmes. The audit also forms the basis for Welsh 2nd language differentiated support programme for all schools.
- Welsh in Education Grant funds are delegated to all clusters to cover costs of Welsh Second language training and development. Training needs for the Welsh first language sector are identified by PENTAN in tandem with the advisory Teacher for Welsh. Information re all training and development are available across ERW. All training and development is evaluated – with an emphasis on the impact of the training on classroom practice and improved pupil outcomes - in particular, pupils' standards in communication and literacy.
- Teaching assistants' attendance at the authority's Welsh-language courses is voluntary. ERW has produced resources for teaching assistants supporting Welsh Second Language. All teaching Assistants in the Welsh-medium sector (100+) receive 1 day Inset per year.

Signed: 

Date:

(This needs to be signed by the Chief Education Officer within a local authority)

Appendix 1 (Pupils at Plasc with YGG Trebannws LSC pupils excluded)

Year 2 Cohorts		Plasc Actuals					Proj (Jan) - based on Jan 14		
No.	School	2011	2012	2013	2014	2015	2016	2017	2018
2213	YGG Y Wern	19	16	15	11	28	19	23	24
2202	YGG Blaendulais	19	13	11	12	12	14	12	13
2168	YGG Castell-nedd	36	46	34	47	55	49	43	50
2205	YGG Cwm Nedd	24	31	26	38	16	24	23	21
2149	YGG Gwaun Cae Gurwen	9	23	17	15	13	21	18	18
2218	YGG Pontardawe	37	36	47	44	59	41	35	45
2158	YGG Rhosafan	41	46	55	50	41	47	42	45
2231	YGG Tyle'r Ynn	25	29	29	34	25	20	33	27
2125	YGG Cwmgors	8	6	6	5	9	7	6	7
2128	YGG Cwmllynfell	8	18	10	13	14	18	14	16
2198	YGG Rhiwfawr	2							
2208	YGG Trebannws	12	17	16	9	10	16	17	16
2139	YGG Y Glyn	5							
	Total - Welsh Primary	245	281	266	278	282	276	266	282
	Total - Primary	1425	1576	1508	1477	1542	1529	1501	1516
	% - Welsh Primary	17.2%	17.8%	17.6%	18.8%	18.3%	18.1%	17.7%	18.6%

Appendix 1 a WM primary school places with less than 10% capacity

**Neath Port Talbot
PRIMARY SCHOOL PLACES DATA 2017**

School Name	NOR (exc. Nursery)	MCSW Capacity	Surplus capacity	Surplus %	Total number of nursery pupils on roll
YGY Wern Primary	122	262	140	53	26
YGG Blaendulais	80	124	44	35	24
YGG Castell Nedd	331	340	9	3	56
YGG Cwm Nedd	141	185	44	24	15
YGG Gwauncaegurwen	153	178	25	14	36
YGG Pontardawe	302	359	57	16	50
YGG Rhosafan	305	318	13	4	55
YGG Tyle'r Ynn	193	236	43	18	43
YGGD Cwmllynfell	77	92	15	16	9
YGGD Trebannws	83	132	49	37	14

* Schools with less than 10% surplus capacity highlighted in red

Appendix 1 b Transfer rates from WM pre-school settings

		2015-16		
Sir	Enw Cylch	Nifer Trosglwyddodd i Addysg Gymraeg	% Trosglwyddodd i Addysg Gymraeg	Nodiadau
Castell Nedd Port Talbot	BLAENDULAIS	2	100.00%	
Castell Nedd Port Talbot	CYLCH CHWARAE CASTELL NEDD (DECHRAU'N DEG)	10	76.92%	
Castell Nedd Port Talbot	CWMNEDD	10	71.43%	
Castell Nedd Port Talbot	FUNKY FOOTSTEPS			Plant wedi gadael yn ystod 2015-16 wedi gadael i fynychu Meithrinfa Ddydd nid ysgol.
Castell Nedd Port Talbot	PONTARDAWE	9	69.23%	
Castell Nedd Port Talbot	WAUNCEIRCH	4	16.67%	Mae'r ysgol Saesneg gyferbyn y cylch ac mae'r ysgol Gymraeg lleol ychydig o filltiroedd i'r wrdd felly o ganlyniad i gyfleustra mae'r rhieni yn dueddol o ddewis addysg Saesneg i'w plant. Wedi dweud hynny mae cydweithio da gyda'r ysgol Gymraeg ac ar y cyd gyda swyddogion lleol y Mudiad, rydym yn dylanwadu ar ambell i riant i ddewis addysg Gymraeg.

The following providers also transfer children to WM nursery provision, but are not registered with MYM;

- Aberavon ICC
- Tiddlywinks Ystalyfera
- Cylch Y Waun (GCG)
- Lots of Tots Tairgwaith

Appendix 1c

Pupils Transferring from a NPT Y6 Welsh School to YG Ystalyfera (Dates used: May census & 1st Oct each year)												
	2014			2015			2016			2017		
	Y6 Pupils - May 2014	Ystalyfera - Yes on 1/10/14	% Transferring	Y6 Pupils - May 15	Ystalyfera - Yes on 1/10/15	% Transferring	Y6 Pupils - May 16	Ystalyfera - Yes on 1/10/16	% Transferring	Y6 Pupils - May 17	Ystalyfera - Yes on 1/10/17	% Transferring
YGG Blaendulais	12	11	91.7%	20	18	90.0%	13	13	100.0%	10	10	100.0%
YGG Castell-nedd	35	35	100.0%	28	26	92.9%	41	39	95.1%	31	31	100.0%
YGG Cwm Nedd	18	17	94.4%	18	13	72.2%	25	20	80.0%	18	13	72.2%
YGG Cwmgors	9	2	22.2%	4	1	25.0%						
YGG Cwmllynfell	12	4	33.3%	10	6	60.0%	16	13	81.3%	6	5	83.3%
YGG Gwaun Cae Gurwen	15		0.0%	12	4	33.3%	25	9	36.0%	19	2	10.5%
YGG Pontardawe	29	19	65.5%	33	23	69.7%	30	17	56.7%	46	31	67.4%
YGG Rhosafan	26	21	80.8%	32	28	87.5%	39	34	87.2%	49	48	98.0%

YGG Trebannws	17	1	5.9%	8	1	12.5%	23	2	8.7%	17	3	17.6%
YGG Tyle'r Ynn	20	17	85.0%	23	21	91.3%	27	25	92.6%	28	27	96.4%
YGG Y Wern	16	11	68.8%	14	14	100.0%	13	4	30.8%	16	15	93.8%
Grand Total	20 9	138	66.0%	20 2	155	76.7%	25 2	176	69.8%	24 0	185	77.1%

APPENDIX 2

Year 9 Cohorts		Plasc Actuals					Proj (Jan) - based on Jan 14			
No.	School	2011	2012	2013	2014	2015	2015	2016	2017	2018
4064	Cefn Saeson	181	158	137	120	134	135	137	109	136
4065	Cwmtawe	248	275	271	263	214	213	257	248	222
4068	Cwrt Sart	98	112	87	97	86	85	76	75	80
4047	Cymer Afan	69	60	48	50	39	39	49	33	31
4067	Dwr-y-Felin	242	202	245	170	229	222	213	224	215
4059	Dyffryn	153	172	149	151	172	177	134	156	179
4052	Glanafan	92	88	78	72	53	61	60	68	76
4066	Llangatwg	140	148	141	153	153	149	126	121	134
4056	Sandfields	110	139	123	128	109	111	108	105	130
4601	St Joseph's	112	121	91	117	104	94	94	105	84
4060	Ystalyfera	158	176	158	151	175	178	195	166	202
	Total - Welsh Secondary	158	176	158	151	175	178	195	166	202
	Total - Secondary	1603	1651	1528	1472	1468	1464	1449	1410	1489
	% - Welsh Secondary	9.9%	10.7%	10.3%	10.3%	11.9%	12.2%	13.5%	11.8%	13.6%

Appendix 3: Number and percentage of pupils attending funded non-maintained Welsh-medium settings which provide the Foundation Phase and who transfer to Welsh-medium/bilingual schools (please note if information is unobtainable)

County	Name of Cylch	2011-12	2012-13	Number Transferred to Welsh Language Education	% Transferred to Welsh Language Education	Notes
		Number transferred to Welsh Language Education	% Transferred to Welsh Language Education			
NPT	ABERAVON	5	71%			Cylch re-established as a nursery session in a day nursery
NPT	SEVEN SISTERS	18	100%			No information available. This will be available for 2013-14
NPT	NEATH	17	100%	11	92%	
NPT	CWM-NEDD	23	96%	23	100%	
NPT	PONTARDAWE	21	81%	13	100%	
NPT	TIDDLYWINKS	24	73%			No longer operating as a cylch meithrin. Provision has changed to day nursery
NPT	TREBANOS	10	67%			No longer operating as a Cylch Meithrin, Welsh language progression is low
NPT	WAUNCEIRCH	6	75%	22	67%	
NPT	Y WAUN	19	83%	16	94%	

The table above (appendix 3) shows transfer percentages and indicates that the picture for progression is uncertain. There is a clear

need to work in partnership with headteachers, parents, Mudiad Meithrin officers and Cylch Meithrin leaders to promote progression into Welsh medium settings, especially where the progression % falls below 100%. Additionally, the table indicates the need to explore possibilities around re-opening/starting Cylchoedd Meithrin across the LA.

Appendix 4: Number and percentage of pupils in Welsh-medium and bilingual primary schools transferring to Welsh-medium secondary schools

Number of pupils in Welsh-medium and bilingual primary schools	Number of pupils transferring to Welsh-medium/bilingual secondary schools	Percentage of pupils transferring to Welsh-medium or bilingual secondary schools
238 (Year 6 cohort May 8th 2012)	179 (Year 7 cohort Nov 20th 2012)	75.20%
229 (Year 6 cohort May 7th 2013)	180 (Year 7 cohort Oct 14th 2013)	78.6% (168 Ystalyfera, 10 Ysgol Dyffryn Aman, 1 Bryntawe, 1 Maesydderwen)
204 (Year 6 cohort May 13th 2014)	156 (Year 7 cohort Oct 14th 2014)	76.5% (138 Ystalyfera, 15 Ysgol Dyffryn Aman, 3 Bryntawe)
202 (Year 6 cohort May 12th 2015)	163 (Year 7 cohort Nov 2nd 2015)	80.7% (156 Ystalyfera, 5 YG Rhydywaun, 1 Bryntawe, 1 Ysgol Maesydderwen)
253 (Year 6 May 2016 - Yr 6 3-11-15)	Not transferred yet	Target at least 85%
251 (Year 6 May 2017 - Yr 5 3-11-15)	Not transferred yet	Target at least 90%
271 (Year 6 May 2018 - Yr 4 3-11-15)	Not transferred yet	?

Appendix 5: Attainment and performance in Welsh Second Language

(This information should be provided at LA level)

Key Stage 2

	Number of pupils	Percentage of pupils	Percentage achieving Level 4
Teacher assessment in Welsh Second Language at the end of Key Stage 2	1196 (May 2012)	83.4%	71.2%
	1134 (May 2013)	83.2%	75.7%
	1156 (May 2014)	85.0%	73.6%
	1173 (May 2015)	81.9%	74.1%

Key Stage 3

	Number of pupils	Percentage of pupils	Percentage achieving Level 5
Teacher assessment in Welsh Second Language at the end of Key Stage 3	1507 (May 2012)	89.7%	70.6%
	1389 (May 2013)	89.7%	72.6%
	1350 (May 2014)	90.0%	75.5%
	1318 (May 2015)	88.4%	76.7%

Key Stage 3 - Welsh 2nd Lang Level 5+					
	2012	2013	2014	2015	2016
No. L5+	1064	1008	1020	1011	1034
Entries	1507	1389	1350	1318	1308
% Entries L5+	70.6%	72.6%	75.6%	76.7%	79.1%
Wales	64.6%	68.2%	73.3%	77.8%	81.9%
Y9 Cohort	1680	1548	1500	1491	1499
% L5+ Cohort	63.3%	65.1%	68.0%	67.8%	69.0%
Key Stage 4 - Welsh 2nd Lang GCSE A*-C					
	2012	2013	2014	2015	2016
No. A*-C	405	432	478	448	410
Entries	555	525	578	567	591
% Entries A*-C	73.0%	82.3%	82.7%	79.0%	69.4%
Wales	74.0%	76.0%	77.0%	81.0%	80.0%
Y11 Cohort	1705	1619	1667	1542	1508
% A*-C Cohort	23.8%	26.7%	28.7%	29.1%	27.2%
Key Stage 4 - Welsh 2nd Lang GCSE A*-C SC					
	2012	2013	2014	2015	2016
No. A*-C	405	350	307	310	268
Entries	556	620	621	575	529
% Entries A*-C	72.8%	56.5%	49.4%	53.9%	50.7%
Wales			50.5%	50.9%	
Y11 Cohort	1705	1619	1667	1542	1508
% A*-C Cohort	23.8%	21.6%	18.4%	20.1%	17.8%

Appendix 6

School:	Neath Port Talbot
National Test:	Cym RDG

All Pupils	Cohort			>84 (%)			>115 (%)			>84 (Quartile)			>115 (Quartile)		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
School	1674	1733	1799	81%	85%	87%	13%	15%	15%						
NPT	1674	1733	1799	81%	85%	87%	13%	15%	15%						
Wales	50815	51763	53187	84%	84%	85%	18%	17%	17%						

NCY	Cohort			>84 (%)			>115 (%)			>84 (Quartile)			>115 (Quartile)		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
School NCY 2	261	279	285	75%	86%	85%	17%	15%	17%						
School NCY 3	274	257	274	77%	81%	86%	14%	21%	18%						
School NCY 4	220	262	256	78%	81%	86%	14%	13%	14%						
School NCY 5	207	210	250	82%	83%	90%	10%	21%	17%						
School NCY 6	223	204	202	81%	87%	88%	11%	13%	14%						
School NCY 7	178	194	166	90%	90%	89%	15%	12%	13%						
School NCY 8	152	177	193	88%	87%	87%	6%	11%	11%						
School NCY 9	159	150	173	83%	87%	87%	12%	10%	16%						
NPT NCY 2	261	279	285	75%	86%	85%	17%	15%	17%						
NPT NCY 3	274	257	274	77%	81%	86%	14%	21%	18%						
NPT NCY 4	220	262	256	78%	81%	86%	14%	13%	14%						
NPT NCY 5	207	210	250	82%	83%	90%	10%	21%	17%						
NPT NCY 6	223	204	202	81%	87%	88%	11%	13%	14%						
NPT NCY 7	178	194	166	90%	90%	89%	15%	12%	13%						
NPT NCY 8	152	177	193	88%	87%	87%	6%	11%	11%						
NPT NCY 9	159	150	173	83%	87%	87%	12%	10%	16%						
Wales NCY 2	7447	7589	7941	84%	85%	84%	19%	17%	17%						
Wales NCY 3	7073	7312	7486	84%	84%	85%	19%	19%	18%						
Wales NCY 4	6730	6964	7213	84%	83%	85%	17%	16%	17%						
Wales NCY 5	6465	6585	6846	84%	85%	85%	17%	20%	18%						
Wales NCY 6	6148	6394	6526	85%	85%	85%	17%	17%	17%						
Wales NCY 7	5731	5655	5914	84%	84%	84%	17%	17%	16%						
Wales NCY 8	5586	5733	5621	85%	84%	85%	16%	16%	16%						
Wales NCY 9	5635	5531	5640	84%	85%	85%	18%	17%	18%						

Gender	Cohort			>84 (%)			>115 (%)			>84 (Quartile)			>115 (Quartile)		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
School Male	807	857	886	77%	82%	84%	11%	11%	9%						
NPT Male	807	857	886	77%	82%	84%	11%	11%	9%						
Wales Male	25315	25729	26291	80%	81%	81%	14%	14%	13%						
School Female	867	876	913	85%	88%	90%	14%	19%	21%						
NPT Female	867	876	913	85%	88%	90%	14%	19%	21%						
Wales Female	25500	26034	26896	88%	88%	88%	21%	21%	21%						

FSMs	Cohort			>84 (%)			>115 (%)			>84 (Quartile)			>115 (Quartile)		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
School FSM	253	225	224	68%	68%	76%	4%	5%	7%						
NPT FSM	253	225	224	68%	68%	76%	4%	5%	7%						
Wales FSM															
School NFSM	1414	1506	1575	83%	87%	89%	14%	16%	16%						
NPT NFSM	1414	1506	1575	83%	87%	89%	14%	16%	16%						
Wales NFSM															

Cym RDG	2013				2014				2015				2013				2014				2015							
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Yr 2	73%	0%	9%	18%	18%	27%	36%	18%	0%	45%	45%	9%	9%	27%	18%	45%	9%	18%	36%	36%	36%	9%	45%	9%	36%	9%	45%	9%
Yr 3	18%	0%	55%	27%	0%	36%	18%	45%	9%	45%	36%	9%	18%	18%	27%	36%	9%	27%	36%	27%	27%	18%	55%	0%	27%	18%	55%	0%
Yr 4	36%	0%	27%	36%	0%	36%	36%	27%	27%	27%	27%	18%	9%	27%	36%	27%	0%	45%	27%	27%	9%	55%	27%	9%	27%	9%	55%	27%
Yr 5	18%	0%	55%	27%	0%	36%	36%	27%	27%	45%	18%	9%	0%	36%	45%	18%	36%	18%	36%	9%	18%	36%	36%	9%	18%	36%	36%	9%
Yr 6	9%	36%	18%	36%	0%	55%	27%	18%	18%	36%	27%	18%	18%	18%	45%	18%	9%	27%	36%	27%	9%	36%	55%	0%	36%	55%	0%	0%
Yr 7	0%	100%	0%	0%	0%	100%	0%	0%	0%	100%	0%	0%	0%	0%	100%	0%	0%	100%	0%	0%	0%	100%	0%	0%	100%	0%	100%	0%
Yr 8	0%	100%	0%	0%	0%	100%	0%	0%	0%	100%	0%	0%	0%	0%	100%	0%	0%	100%	0%	0%	0%	100%	0%	0%	100%	0%	100%	0%
Yr 9	0%	0%	100%	0%	0%	100%	0%	0%	0%	100%	0%	0%	0%	0%	100%	0%	0%	0%	100%	0%	0%	100%	0%	0%	100%	0%	100%	0%
All	29%	10%	33%	28%	3%	41%	29%	26%	16%	43%	29%	12%	10%	24%	38%	28%	12%	26%	36%	26%	19%	31%	45%	5%	19%	31%	45%	5%

		2013					2014					2015				
% Scoring 85+		Benchmark Quartiles					Benchmark Quartiles					Benchmark Quartiles				
		Literacy - Cymraeg					Literacy - Cymraeg					Literacy - Cymraeg				
No.	School	Y2	Y3	Y4	Y5	Y6	Y2	Y3	Y4	Y5	Y6	Y2	Y3	Y4	Y5	Y6
2125	YGG Cwmgors	1	3	1	3	1	1	4	2	3	2	2	1	2	1	1
2128	YGG Cwmllynfell	4	3	1	4	4	4	4	4	4	3	3	4	3	4	
2149	YGG GCG	1	1	4	3	3	2	3	3	3	3	4	4	1	2	
2158	YGG Rhosafan	3	3	4	3	2	2	2	3	2	2	2	1	1	2	
2168	YGG Castell Nedd	1	4	3	3	2	2	2	4	2	2	2	3	2	2	
2202	YGG Blaendulais	1	4	3	1	4	1	4	3	4	4	2	1	3	4	
2205	YGG Cwmnedd	1	3	4	3	4	3	3	2	2	4	2	2	2	1	
2208	YGG Trebannws	4	3	4	4	4	3	3	2	3	3	3	1	2	3	
2213	YGG Y Wern	1	4	3	4	2	4	4	4	2	3	3	2	4	3	
2218	YGG Pontardawe	1	1	1	3	3	3	4	2	3	3	3	3	2	3	
2231	YGG Tyle'r Ynn	1	3	1	1	2	3	3	2	2	2	2	3	2	2	
No.	School			Y7	Y8	Y9			Y7	Y8	Y9			Y7	Y8	Y9
4060	Ystalyfera			2	2	3			2	2	2			2	2	2

		2013					2014					2015				
% Scoring over 115		Benchmark Quartiles					Benchmark Quartiles					Benchmark Quartiles				
		Literacy - Cymraeg					Literacy - Cymraeg					Literacy - Cymraeg				
No.	School	Y2	Y3	Y4	Y5	Y6	Y2	Y3	Y4	Y5	Y6	Y2	Y3	Y4	Y5	Y6
2125	YGG Cwmgors	3	1	2	2	1	4	4	4	1	2	2	2	2	1	2
2128	YGG Cwmllynfell	4	2	3	3	3	4	4	3	3	3	4	3	3	3	
2149	YGG GCG	4	3	2	3	3	3	3	2	3	3	3	3	2	3	
2158	YGG Rhosafan	2	3	2	2	3	1	1	2	4	3	1	1	1	2	2
2168	YGG Castell Nedd	3	2	3	2	2	2	2	3	2	2	1	1	2	2	2
2202	YGG Blaendulais	1	3	3	4	4	4	2	3	1	4	1	3	2	4	3
2205	YGG Cwmnedd	4	4	4	3	3	3	2	2	3	4	3	3	2	2	2
2208	YGG Trebannws	4	4	4	4	4	4	3	4	1	1	1	3	2	3	1
2213	YGG Y Wern	2	4	4	3	3	2	4	4	1	4	3	3	3	3	3
2218	YGG Pontardawe	2	1	1	2	2	3	3	2	2	3	3	1	3	2	3
2231	YGG Tyle'r Ynn	4	4	3	3	1	3	3	2	3	2	3	2	2	3	3
No.	School			Y7	Y8	Y9			Y7	Y8	Y9			Y7	Y8	Y9
4060	Ystalyfera			3	3	3			3	3	4			3	3	2



CSGA 2017-20

Cyngor Bwrdeistref Sirol Castell-nedd Port Talbot Cynllun Strategol y Gymraeg mewn Addysg 2017-2020

Adran 1.

Mae addysg Gymraeg yn rhan annatod a hanfodol o'r ddarpariaeth addysg yng Nghastell-nedd Port Talbot. Credwn y dylai pob plentyn elwa o'r cyfle i ddysgu, gwerthfawrogi a deall eu bywydau drwy gyfrwng y Gymraeg. Mae'r awdurdod yn ategu'r egwyddor hon drwy sicrhau mynediad cyffredinol i'r ddarpariaeth hon. Mae Cyngor Bwrdeistref Sirol Castell-nedd Port Talbot yn cydnabod bod iaith a diwylliant yn rhannau hollbwysig o hunaniaeth unigolyn ac mae'n ymrwymedig i hyrwyddo a dathlu dysgu'r Gymraeg ym mhob cyfnod a sector. Mae ein Cynllun Strategol y Gymraeg mewn Addysg (CSGA) 2017-2020 yn manylu ar sut rydym yn bwriadu cefnogi a datblygu addysg Gymraeg ymhellach mewn ysgolion a'r gymuned ehangach a sut rydym yn cynllunio ar gyfer twf yn y dyfodol. Mae'r CSGA yn manylu ar sut byddwn yn sicrhau datblygiad pellach yn ystod y cyfnod o fis Ionawr 2017 i fis Rhagfyr 2020, gan llynu wrth bolisi ac arweiniad cenedlaethol er mwyn cyfrannu at nod Llywodraeth Cymru o gyrraedd miliwn o siaradwyr Cymraeg erbyn 2050.

Amcanion:

- Pennu strategaeth glir er mwyn hyrwyddo'r defnydd o'r Gymraeg yn ysgolion CNPT gan gynnwys cynyddu mynediad i addysg Gymraeg. Er mwyn cefnogi'r CSGA bwriedir datblygu strategaeth hir dymor erbyn Hydref 2018, yn amodol i gymeradwyaeth gan aelodau etholedig, a fydd yn amlinellu yn fanylach sut y bydd camau gweithredu a gynhwysir yn y cynllun hwn yn cael eu darparu a gwella. Dylai'r strategaeth gynnwys ystyriaeth i'r posibilrwydd o sefydlu dosbarthiadau cyfrwng Cymraeg dechreuol mewn ysgolion cyfrwng Saesneg fel modd o hyrwyddo mynediad ehangach i addysg Gymraeg.
- Datblygu'r bartneriaeth rhwng yr awdurdod lleol a darparwyr cyn-ysgol er mwyn sicrhau mwy o ffocws ar ddysgu trwy gyfrwng y Gymraeg, cynyddu'r ddarpariaeth Gymraeg, a chynyddu'r cyfraddau trosglwyddo rhwng darpariaeth cyn-ysgol a'r ddarpariaeth mewn ysgolion Cymraeg. Er mwyn datblygu'r agwedd allweddol hon, cynigir bod yr awdurdod lleol yn datblygu cynllun gweithredu erbyn diwedd mis Ionawr 2018 ar y cyd â

darparwyr fel Mudiad Ysgolion Meithrin ac ysgolion gyda'r nod o gynyddu'r defnydd presennol o ddarpariaeth cyfrwng Cymraeg cyn-ysgol gant y cant yn ystod oes y cynllun.

- Sicrhau bod CSGA CNPT yn cyfrannu at flaenoriaethau allweddol Llywodraeth Cymru o ran addysg Gymraeg.
- Sicrhau dilyniant llwyddiannus o ysgolion cynradd Cymraeg i ysgolion uwchradd cyfrwng Cymraeg drwy sicrhau cyfradd drosglwyddo uwch o CA2 i CA3.
- Sicrhau bod darpariaeth Cymraeg Ail iaith yn yr holl ysgolion yn darparu'r sgiliau a'r gallu i ddisgyblion fod yn siaradwyr Cymraeg hyderus a chyson a bod y ddarpariaeth yn datblygu perthynas ystyrlon rhwng yr iaith a'r dysgwyr.
- Sicrhau bod y cwricwlwm ôl-16 a gynigir neu a hwylusir drwy gyfrwng y Gymraeg yn eang ac yn bodloni dyheadau'r holl fyfyrwyr, gan arwain at gynnydd yn nifer y myfyrwyr sy'n dilyn cyrsiau ôl-16 drwy gyfrwng y Gymraeg.
- Cynnal trefniadau priodol ar gyfer argaeledd cludiant yn unol â pholisi cludiant cymeradwy'r cyngor er mwyn hyrwyddo mynediad i ddarpariaeth Gymraeg.
- Sicrhau bod yr holl ysgolion yn derbyn cefnogaeth i addysgu'r Gymraeg yn effeithiol ac yn unol â gofynion y Cwricwlwm Cenedlaethol, a bod yr holl ddisgyblion mewn ysgolion Saesneg yn cael y cyfle i sefyll arholiad achrededig yn y Gymraeg ar ddiwedd Cyfnod Allweddol 4.
- Sicrhau bod cydraddoldeb o ran cyfleoedd ieithyddol i blant a phobl ifanc ag ADY o fewn addysg Gymraeg, a bod y gefnogaeth y mae ei hangen arnynt ar gael.
- Sicrhau bod mynediad i hyfforddiant proffesiynol, yn lleol neu'n rhanbarthol, i gefnogi datblygu dysgu ac addysgu Cymraeg effeithiol sy'n ymateb i anghenion y rheiny sy'n gweithio yn y sectorau Cymraeg a Saesneg.
- Cydnabod bod y Gymraeg yn ddymunol mewn manylebau person wrth recriwtio staff.
- Sicrhau bod gan Fforwm CSGA amcanion clir i'w alluogi i gyflwyno'i ganlyniadau'n effeithlon.

Datganiad:

- Mae CSGA CNPT yn cwrdd yn dymhorol at ddiben monitro cynnydd. Mae'n cynnwys cynrychiolwyr penaethiaid ysgolion cynradd ac uwchradd Cymraeg a Saesneg, swyddogion addysg yr awdurdod lleol a rhanddeiliaid eraill o'r gymuned.

- Mae'r CSGA yn rhan o Gerdyn Adroddiad Gwasanaeth yr Ymgynghorydd Herio sydd, yn ei dro, yn cyfrannu at Gynllun y Gwasanaeth Datblygu Addysg (GDA) yn y Gyfarwyddiaeth Addysg. Mae'r blaenoriaethau hefyd yn cyfrannu at ddogfen gynllunio drosgynnol y Gyfarwyddiaeth, sef 'Y Cynllun'.
- Mae tîm Rhaglen Strategol Gwella Ysgolion (RhSGY) yr awdurdod a'r ddarpariaeth cyn-ysgol, gan gynnwys 'Dechrau'n Deg', yn cyfrannu at y cynllun a'r fforwm. Mae'r Rheolwr Dechrau'n Deg yn aelod gweithgar o'r grŵp CSGA yn CNPT, ac mae'n cydnabod, er mwyn cyrraedd targed 'Cymraeg 2050' LIC i gyrraedd miliwn o siaradwyr Cymraeg erbyn 2050, mae angen newid ar y lefel cyn-ysgol i greu galw am leoedd gofal plant Cymraeg yn hytrach nag ymateb i geisiadau uniongyrchol amdanynt. Hyd yma, mae'r holl geisiadau am ddarpariaeth gofal plant trwy gyfrwng y Gymraeg mewn ardaloedd Dechrau'n Deg cymwys wedi'u bodloni. Cafodd 43 o blant leoedd wedi'u hariannu mewn lleoliadau Dechrau'n Deg cyfrwng Cymraeg yn ystod 2016/17 yr oedd un ohonynt yn drefniant trawsffiniol i gefnogi'r cais am leoliad cyfrwng Cymraeg
- Mae 46 o leoedd gofal plant cyfrwng Cymraeg wedi'u hariannu ar hyn o bryd (Hydref 2017) gan Ddechrau'n Deg CNPT mewn 5 lleoliad cyfrwng Cymraeg yn CNPT, ynghyd â 28 o leoedd gofal plant ychwanegol mewn dau leoliad dwyieithog.
- Mae holl staff lechyd presennol Dechrau'n Deg, gan gynnwys ymwelwyr iechyd, nyrsys meithrin cymunedol a bydwagedd wedi'u hyfforddi ym muddion dwyieithrwydd i blant (Dewis Da), ac mae hyn yn caniatáu i neges glir gael ei hanfon i deuluoedd sef y dylid ystyried lleoedd cyn-ysgol ac addysg Gymraeg fel opsiwn cadarnhaol i'w plant.
- Mae rheolwr Dechrau'n deg yn gweithio'n agos gyda thîm RhSGY CNPT i nodi cyfleoedd i ddarparu mwy o leoedd gofal plant cyfrwng Cymraeg mewn ysgolion Cymraeg a allai ateb dau ddiben sef darparu lleoedd gofal plant Dechrau'n Deg ynghyd â lleoedd y cynllun gofal plant 30 awr pan gaiff y cynnig ei gyflwyno yn CNPT.
- Yng Nghastell-nedd Port Talbot, rydym yn cydweithio â Llywodraeth Cymru er mwyn sicrhau bod ein blaenoriaethau'n cydfynd â pholisïau allweddol fel y gallwn gyflawni ein nodau a'u gwreiddio ym mhopeth rydym yn ei wneud.
- Er mwyn cyflawni heriau'r adolygiad 'Dyfodol Llwyddiannus' (2015) a Deddf Cenedlaethau'r Dyfodol (2015), mae angen cryfhau presenoldeb y Gymraeg yn y cwricwlwm. Adlewyrchir y pwys a roddir ar y Gymraeg yng nghynigion y polisi y dylai holl blant a phobl ifanc barhau i ddysgu'r Gymraeg hyd at 16 oed.

- Rydym yn cynnig canolbwyntio'n fwy ar allu plant a phobl ifanc i gyfathrebu'n hyderus mewn amgylchiadau bob dydd yn y Gymraeg, gyda phwyslais ar gynyddu ei rôl mewn gweithleoedd.
- Rydym yn cynnig cefnogi'r holl athrawon yn y sector cynradd i fod yn athrawon Cymraeg effeithiol, gan ddibynnu ar gyd-destun ac anghenion eu disgyblion, a chefnogi nifer cynyddol o athrawon yn y sector uwchradd i hyrwyddo amgylchedd iaith Gymraeg. Rydym hefyd yn awyddus i weithio gydag Academi Hywel Teifi, sy'n cyflwyno Cymraeg i Oedolion ledled yr awdurdod, i archwilio'r posibilrwydd o gynnig dysgu Cymraeg yn benodol i staff ysgolion ar sail clwstwr.
- Er mwyn cyflawni'r heriau a amlinellir yn nogfen 'Ailysgrifennu'r Dyfodol' (2015) Llywodraeth Cymru, rydym yn bwriadu lliniaru effaith cefndir difreintiedig yn y blynyddoedd cynnar fel y gall dysgwyr fod yn 'barod ar gyfer yr ysgol' a meddu ar sgiliau iaith cynnar datblygedig. Byddwn yn parhau i alluogi gweithlu ysgolion i ddeall yr heriau sy'n wynebu dysgwyr o gefndiroedd difreintiedig yn well a'u goresgyn. Ar draws yr awdurdod lleol, byddwn yn meithrin dyheadau uchel ymhlith dysgwyr o gefndiroedd difreintiedig ac yn codi disgwyliadau ar gyfer dysgwyr o gefndiroedd difreintiedig a sicrhau eu bod yn bodloni'r disgwyliadau hynny.
- Prif amcanion ein fforwm CSGA yw rhoi cyngor ac arweiniad o ran datblygu CSGA CNPT. Dylanwadu ar weithrediad CSGA a monitro a gwerthuso'r canlyniadau. Yn olaf, derbyn adroddiadau a chyngor yn ôl yr angen, cyn cwrdd â swyddogion Llywodraeth Cymru.

Bodlonir mynediad i addysg Gymraeg drwy ddarpariaeth bresennol ysgolion cynradd ac uwchradd yn yr awdurdod lleol yn bennaf, er mewn nifer bach o achosion defnyddir darpariaeth mewn awdurdodau cyfagos

Rydym hefyd yn hwyluso mynediad i addysg Gymraeg yn y sector uwchradd i ddisgyblion a ddaw o'r tu allan i'r sir, yn bennaf o Bowys, yn Ysgol Gymraeg Ystalyfera – Bro Dur. O ystyried galw rhieni am addysg Gymraeg mwy hygyrch yn y sector uwchradd, mae'r awdurdod lleol yn sefydlu ail gampws 11-16 oed yn ne'r fwrdeistref sirol. Darperir cludiant yn unol â Pholisi Teithio o'r Cartref i'r Ysgol 2017 yr awdurdod pan fydd y cyfleuster hwn yn agor ym mis Medi 2018, polisi sy'n cefnogi mynediad i addysg Gymraeg

Mae'r awdurdod lleol yn cydymffurfio'n llawn â dyletswyddau statudol Mesur Teithio gan Ddysgwyr (Cymru) 2008 ac, ar hyn o bryd,

polisi'r cyngor yw darparu cludiant am ddim ar gyfer darpariaeth Gymraeg dan ei bwerau dewisol, yn amodol ar feini prawf pellter penodol. Lle ystyrir bod yr ysgol Gymraeg fwyaf addas y tu allan i'r awdurdod, darperir cludiant yn unol â pholisi'r cyngor.

Nid oes gofyniad i ddarparu cludiant i'r ysgol neu'r coleg am ddim i unrhyw ddysgwr sy'n hŷn na'r oedran ysgol gorfodol ac, ar hyn o bryd, codir tâl am gludiant ar gyfer darpariaeth ôl-16.

Er mwyn sicrhau cwricwlwm ôl-16 ehangach, mae Ysgol Gymraeg Ystalyfera – Bro Dur yn cydweithio ag ysgolion cyfagos i gyfoethogi'r ddarpariaeth.

Canlyniad 1: Mwy o blant saith oed yn cael eu haddysgu trwy gyfrwng y Gymraeg

Rhowch eich sefyllfa bresennol o ran nifer y plant saith oed sy'n cael eu haddysgu drwy gyfrwng y Gymraeg a'ch amcanion ar gyfer y tair blynedd nesaf:

Y Sefyllfa Bresennol	2017/2018	2018/2019	2019/2020
18.3% (282 o 1542)	18.6%	21%	22%

Rhestrwch eich pedwar prif amcan er mwyn cyflawni'r canlyniad hwn.

- Cynnal arolwg rhieni ar y galw am ddarpariaeth Gymraeg ar ddiwedd hydref 2017 a dechrau'r gwanwyn 2018 i ddarparu gwybodaeth am y galw mewn ardaloedd penodol a fydd yn galluogi penderfyniadau ar ddarpariaeth newydd sy'n seiliedig ar dystiolaeth. Rhagwelir y bydd canlyniadau'r arolwg ar gael erbyn diwedd y gwanwyn, dechrau haf 2018.
- Monitro galw a nodi tueddiadau mewn addysg Gymraeg a defnyddio'r wybodaeth hon i gynllunio darpariaeth y dyfodol.
- Sicrhau bod cynigion ar gyfer Ysgolion yr 21ain Ganrif yn ystyried addysg Gymraeg yn llawn.
- Cynyddu'r lleoedd sydd ar gael mewn darpariaeth cyfrwng Cymraeg cyn-ysgol a rhoi gwybodaeth i rieni a gofalwyr sy'n hyrwyddo manteision addysg ddwyieithog, gan chwilio am gyngor ar arferion da gan awdurdodau eraill. Byddwn yn gweithio gyda Mudiad Meithrin i sicrhau y caiff darpariaeth cyn-ysgol ei ehangu a chefnogi'r sector i recriwtio gweithwyr gofal â'r sgiliau priodol sy'n siarad Cymraeg. Ar hyn o bryd, 5 lleoliad cyn-ysgol yn unig sydd wedi'u cofrestru gyda Mudiad Ysgolion Meithrin i gyflwyno darpariaeth Gymraeg, a 4 lleoliad arall yn cyflwyno darpariaeth ddwyieithog. (gweler Atodiad 1).
- Gwella'r gefnogaeth sydd ar gael i rieni/disgyblion, ac ysgolion er mwyn iddynt symud ar hyd y continwmm ieithyddol.
- Mae'r awdurdod yn agor ail gampws uwchradd Cymraeg yn y de-ddwyrain ym mis Medi 2018, gyda lle i 650 o ddisgyblion rhwng 11 ac 16 oed. Yn seiliedig ar ymatebion rhieni, disgwylir i hyn ysgogi diddordeb a thwf yn y ddarpariaeth gynradd Gymraeg yn ardaloedd Port Talbot, Castell-nedd, Llandarcy, Llansawel a Chwm Afan yn y blynyddoedd i ddod. Mae'n rhesymol, yn seiliedig ar y

lleoedd cyfredol hysbys, i ni dybio isafswm twf o 5% yn y niferoedd sy'n defnyddio darpariaeth Gymraeg.

Datganiad Cefnogol:

Adolygu'r galw am ddarpariaeth addysg Gymraeg yn flynyddol. Dadansoddi canlyniadau ein holiaduron i rieni a llunio cynlluniau gweithredu priodol i fynd i'r afael â galw nad yw'n cael ei fodloni erbyn mis Gorffennaf 2018.

O ran darpariaeth cyn-ysgol Gymraeg, mae 28 o leoedd cofrestredig ar gael ac mae 24 o blant yn eu llenwi, ac mae'r darparwyr yn dweud eu bod yn llawn. Mae 97 o leoedd gofal dydd sesiynol cofrestredig i rieni sydd am gael gofal plant dwyieithog a 159 o blant yn mynychu'r lleoliadau hyn.

Yng Nghastell-nedd Port Talbot, mae 10 ysgol gynradd Gymraeg, y mae 9 o 55 ysgol gynradd ac 1 ysgol ganol yn darparu ar gyfer plant 3 i 16 oed, yr ail ysgol ganol a sefydlwyd yn CNPT. Mae'r llall yn ysgol Saesneg i blant 3 i 18 oed. Mae 7 ysgol uwchradd Saesneg a 2 Ysgol Arbennig Saesneg hefyd.

Ar hyn o bryd, 2 ysgol Gymraeg yn unig sydd â lleoedd dros ben o lai na 10%, sef Ysgol Gymraeg Castell-nedd ac Ysgol Gymraeg Rhosafan, (gweler atodiad 1a).

Dan yr elfen gyfalaf o Leihau Maint Dosbarthiadau Babanod a Chodi Safonau - Arian Grant Llywodraeth Cymru, bwriedir datblygu achos busnes i gynyddu lleoedd/darpariaeth yn Ysgol Gymraeg Castell-nedd ac Ysgol Gymraeg Rhosafan.

Mae Band A Rhaglen Cyllido Cyfalaf Ysgolion yr 21ain Ganrif y cyngor yn cynnwys saith cynllun gyda dau o'r rheiny yn ymwneud â gwella addysg Gymraeg drwy gynnig lleoliadau ar gyfer adeiladau newydd ar safle **campws y gogledd Ysgol Gymraeg Ystalyfera – Bro Dur** a fydd yn trawsnewid addysg uwchradd ac yn sefydlu addysg gynradd mewn darpariaeth Gymraeg 'pob oed' i ddisgyblion 3 i 18 oed. Mae'r cynllun hwn yn sicrhau addysg Gymraeg uwchradd yng ngogledd y fwrdeistref sirol, gan gynnwys darpariaeth i ddisgyblion o awdurdod cyfagos, sef Powys. Ychwanegir at werth datblygiad campws y gogledd gan adeilad newydd ychwanegol sy'n sefydlu addysg uwchradd (11-16) yn ne'r fwrdeistref sirol. Mae'r datblygiad hwn yn mynd i'r afael â

phryderon sylweddol rhieni ynghylch teithiau hir i YG Ystalyfera; pryderon sy'n dylanwadu ar benderfyniadau rhieni wrth iddynt ystyried dewis ysgol gynradd Gymraeg neu beidio.

Bydd sefydlu ysgol Gymraeg newydd, **Ysgol Gymraeg Ystalyfera – Bro Dur**, yn lle YG Ystalyfera ac YGG y Wern, yn darparu addysg Gymraeg i ddisgyblion 3 - 18 oed yng ngogledd y fwrdeistref sirol a bydd yn arwain at sefydlu ysgol uwchradd Gymraeg (11-16 oed) yn ne'r fwrdeistref sirol. Cefnogwyd hyn gan fuddsoddiad gwerth tua £17.5m o fewn Band A i gampws y gogledd a thua £17m i gampws y de drwy'r Rhaglen Cyllido Cyfalaf Ysgolion yr 21ain Ganrif. **Mae angen sicrhau buddsoddiad pellach yng nghampws y gogledd er mwyn adeiladu ar y cynnydd a gyflawnwyd yn ystod cyfnod Band A o ran gwaredu adeiladau mewn cyflwr gwael ac adeiladu rhai newydd yn eu lle gan sefydlu amgylchedd dysgu yn gydnaws â disgwyliadau'r 21g. Mae cyflwyniad amlinellol y Cyngor ar gyfer cyllid cyfalaf Band B o dan y Rhaglen Ysgolion yr 21g yn ceisio sicrhau buddsoddiad pellach o £6m er mwyn adnewyddu'r adeiladau yng nghampws y gogledd a pharhau i wella'u hansawdd. Y mae'r cyflwyniad hwn, yn ychwanegol at fuddsoddiadau blaenorol, yn dangos ymroddiad eglur y Cyngor at gefnogi a hyrwyddo addysg gyfrwng Cymraeg o fewn y awdurdod**

Ar ben hynny, dros y pedair blynedd diweddf bu cyllido cyfalaf sylweddol ar gyfer prosiectau adnewyddu mawr mewn 8 ysgol Gymraeg bresennol. Mae'r buddsoddiad, sy'n sicrhau dyfodol yr ysgolion hyn, yn amrywio o waliau ffin i gynlluniau adnewyddu cyfleusterau toiled/newid, i flociau cegin newydd sbon, ailosod boeleri ac ailosod toeon.

Mae cytundebau Adran 106 sy'n ymwneud â darpariaeth addysg yn rhai niwtral o ran eu categori iaith. Bydd nodi'r angen am ddatblygiad â chymeriad ieithyddol penodol iddo yn pennu natur y cynllun a gefnogir gan gytundeb Adran 106 a chyfraniad gan ddatblygwr o ganlyniad. **Bydd y gyfarwyddiaeth yn cysylltu'n benodol â phreswylwyr a datblygwyr Coed D'Arcy i fesur ac asesu'r galw am ddarpariaeth Gymraeg yn y pentref trefol newydd hwn, ac yn gwneud argymhellion i'r cyngor yn unol â hyn.**

Mae gan y cyngor raglen strategol ar gyfer rheoli trefniadaeth ei ysgolion wedi'i harwain gan bedair egwyddor graidd, sef: safonau

addysgol, y galw am leoedd a hygyrchedd ysgolion, ansawdd ac addasrwydd adeiladau ysgolion, a rheolaeth ariannol effeithiol.

Adolygir pob un o ysgolion y cyngor yn rheolaidd yn erbyn y meini prawf hyn, a nodir y galw am leoedd digonol mewn ysgolion Cymraeg fel rhan o'r broses adolygu. O ganlyniad i hyn, mae ysgolion Cymraeg wedi'u had-drefnu, lle bo'n briodol, er mwyn gwneud y defnydd gorau o'r lle sydd ar gael a gwella cyfleoedd dysgu ac addysgu. Yn yr un modd, mae ysgol uwchradd Gymraeg newydd yn cael ei datblygu yn ne'r fwrdeistref sirol er mwyn bodloni galw presennol a disgwylidig am leoedd. Aethpwyd i'r afael â'r angen am ysgolion Cymraeg drwy ymagwedd strategol at gynllunio gwasanaethau a'u cyflwyno.

Cwblhawyd yr Aseiad diweddaraf o Ddigonolrwydd Gofal Plant yn 2013/14. Llywiodd canlyniadau ac argymhellion yr aseiad ddatblygiad, cyflwyniad a chynllun gweithredu gofal plant tair blynedd. Mae aseiad diwygiedig yn cael ei gwblhau ar hyn o bryd.

Cynhaliwyd arolwg o alw gan rieni am addysg Gymraeg yn 2013. Adlewyrchodd ffurf yr arolwg ofynion casglu gwybodaeth Llywodraeth Cymru.

Nid oes unrhyw gydweithio sylweddol ar arolwg wedi digwydd ar y cyd ag awdurdodau lleol eraill.

Nid oes unrhyw ffederasiynau Cymraeg yng Nghastell-nedd Port Talbot ar yr adeg hon.

Prosiect newydd gan Lywodraeth Cymru yw 'Cymraeg i Blant'. 'Mudiad Meithrin: yr Arbenigwyr Blynyddoedd Cynnar' sy'n rheoli'r prosiect ar ran Llywodraeth Cymru. Mae 'Cymraeg i Blant' yn rhan allweddol o wasanaeth sylfaenol y Mudiad Meithrin i ddarparu addysg Gymraeg a darpariaeth gofal plant o enedigaeth hyd at oedran ysgol.

Prif amcan 'Cymraeg i Blant' yw cynyddu nifer y plant o oed meithrin sy'n gallu siarad Cymraeg. Er mwyn cyflawni hyn, mae angen rhannu gwybodaeth â rhieni a rhoi cyngor a chefnogaeth iddynt ar fanteision addysg/gofal plant cyfrwng Cymraeg, manteision dwyieithrwydd a phwysigrwydd cyflwyno plant i'r Gymraeg mor gynnar â phosib.

O ganlyniad, bydd 'Cymraeg i Blant' yn cyfrannu tuag at darged Llywodraeth Cymru i gael miliwn o siaradwyr Cymraeg erbyn 2050.

Mae Gwasanaeth Gwybodaeth i Deuluoedd Castell-nedd Port Talbot yn darparu gwybodaeth i blant, teuluoedd a gweithwyr proffesiynol sy'n gweithio gyda theuluoedd ar fathau o ddarpariaeth gofal plant a'r gwasanaethau sydd ar gael. Caiff gwybodaeth am ddarpariaeth Gymraeg ym mhob cyfnod ei chynnwys mewn llyfryn/fideo dwyieithog 'Gwybodaeth i Rieni' a fydd ar gael ar wefan y cyngor . Hyrwyddir gwybodaeth ac ymgyrchoedd i annog rhieni i anfon eu plant i ysgolion Cymraeg ar-lein (gweffannau, Facebook, Twitter a Youtube).

Mae'r Awdurdod yn adnabod yr angen i weithio gyda sefydliadau megis Academi Hywel Teifi i ddarparu cyfleoedd dysgu i rieni / gofawyr a thad-cu / mam-gu nad ydynt yn medru'r Gymraeg neu sydd yn ansicr o ran y Gymraeg er mwyn codi'u hyder i gynorthwyo gydag addysg eu plant.

Yn dilyn ymgyngoriad ag ysgolion Cymraeg, nid oes unrhyw ddarpariaeth yn yr awdurdod ar hyn o bryd i blant a phobl ifanc sy'n hwyrddyfodiaid i addysg Gymraeg gael mynediad i ganolfan trochi iaith, yn hytrach fe ddarperir ar gyfer eu hanghenion o fewn ysgolion unigol.

Caiff y cytundeb hwn ei adolygu gyda phenaethiaid ysgolion Cymraeg, ac adolygir ansawdd y ddarpariaeth bresennol mewn ysgolion unigol. Hefyd, asesir y galw am y ddarpariaeth i hwyrddyfodiaid.

Canlyniad 2: Mwy o ddysgwyr yn parhau i wella'u sgiliau iaith wrth drosglwyddo o'r ysgol gynradd i'r ysgol uwchradd

Rhowch eich sefyllfa bresennol a'ch amcanion am y tair blynedd nesaf o ran nifer y dysgwyr ym mlwyddyn 9 sy'n cael eu hasesu yn Gymraeg (fel iaith gyntaf).

Y Sefyllfa Bresennol	2017/2018	2018/2019	2019/2020
<p>13%</p> <p>(192 o ddisgyblion yn Ystalyfera o 1454 yn CNPT)</p>	11.1%	13.6%	13.8%

- Cynyddu nifer y disgyblion sy'n trosglwyddo o ysgol gynradd Gymraeg i ysgol uwchradd Gymraeg drwy sicrhau bod disgyblion a rhieni/gofalwyr yn sylweddoli manteision parhau o fewn y sector ac, yn ogystal, drwy ofyn am gyngor ar arfer gorau ledled Cymru.
- Cynllunio rhaglenni pontio a throsglwyddo effeithiol i sicrhau bod disgyblion yn parhau gyda darpariaeth Gymraeg uwchradd, gan gynnwys rhaglen draws-sector 'Ystalyfera'n Cyfri'.
- Hyrwyddo campws newydd y de **Ysgol Gymraeg Ystalyfera – Bro Dur**.
- Datblygu'r Siarter Gymraeg 'Tanio'r Ddraig' a'i thargedau yn y sector uwchradd.

Datganiad Cefnogol:

- **Ar hyn o bryd mae 1 ysgol Gymraeg yn yr awdurdod yn darparu addysg uwchradd; Ysgol Gymraeg Ystalyfera – Bro Dur, ysgol ganol i ddisgyblion rhwng 3 ac 18 oed. Ac mae 9 ysgol gynradd Gymraeg. Mae oddeutu gwahaniaeth o 20% rhwng nifer y plant sy'n**

cael eu hasesu yn y Gymraeg fel iaith gyntaf ym mlwyddyn 6 ac yna ym mlwyddyn 9. Yn bennaf, penderfyniadau rhieni ynghylch agoswydd daearyddol yr ysgol uwchradd Gymraeg agosaf yw'r rheswm dros hyn, gyda lleiafrif o rieni yn dewis anfon eu plant i ysgol Saesneg sy'n agosach.

Yn gyntaf, bydd datblygu campws y de Ysgol Gymraeg Ystalyfera – Bro Dur yn mynd i'r afael â phroblemau pellterau teithio i raddau yn ne'r sir. Er na ragwelir y bydd agor yr ail gampws uwchradd Cymraeg ar hen safle Ysgol Gyfun Sandfields ym mis Medi 2018 yn cael effaith yn syth ar y niferoedd sy'n trosglwyddo o ddarpariaeth gynradd i uwchradd, disgwylir y bydd yn cael effaith gadarnhaol ar gyfraddau trosglwyddo dros gyfnod 6 blynedd ac wedi hynny.

- Yn ail, mae Ysgol Gymraeg Ystalyfera - Bro Dur yn gweithio'n agos ar amrywiaeth o fentrau gyda phob ysgol gynradd Gymraeg er mwyn denu a hybu disgyblion i aros yn y sector Cymraeg. Mae disgyblion ysgolion cynradd wedi profi amrywiaeth helaeth o weithgareddau allgyrsiol yn ddiweddar yn Ysgol Gyfun Ystalyfera gynt fel rhan o'u rhaglen bontio. Ar ôl trosglwyddo i addysg Gymraeg uwchradd yn Ystalyfera, mae bron pob disgybl yn aros tan flwyddyn 11.

- Mae cyfraddau trosglwyddo rhwng ysgolion Cymraeg yn neddwyrain y fwrdeistref sirol i Ysgol Gymraeg-Ystalyfera – Bro Dur yn uchel. Mae cyfraddau trosglwyddo rhwng ysgolion Cymraeg yng ngogledd-orllewin y fwrdeistref sirol, a ystyrir yn draddodiadol fel cadarnle'r Gymraeg yn yr awdurdod, ag Ysgol Gymraeg-Ystalyfera – Bro Dur yn amrywiol ac yn aml yn isel (gweler Atodiad 1c). Mae'r sector Cymraeg yn parhau i weithio fel clwstwr i hyrwyddo cyfraddau trosglwyddo uwch, a bydd yr awdurdod lleol yn comisiynu adroddiad i ddadansoddi'r cyfraddau trosglwyddo is ac anghyson o ardaloedd fel Pontardawe, Trebannws a Gwauncaegurwen.

- Ceir manylion trefniadau pontio presennol y clwstwr isod.

-

Gwaith y Cynghorau Ysgol

- Pennu targedau blynyddol
- Cynllunio gweithgareddau
- Ymweliadau dilysu'r Siarter Iaith/rhannu arfer da
- Dyfarnu'r Wobr Arian
- Cynadleddau blynyddol

Tîm Rygbi'r Clwstwr/Tîm Pêl-rwyd y Clwstwr

- Sesiynau hyfforddi/treialon
- Crysau clwstwr
- Llety/Teithio/Llogi bysus
- Gwerthuso a dathlu

Gweithdai radio

Gweithdai hyfforddiant radio

Adnoddau rhaglenni

Archebu adnoddau i rannu rhaglenni/arfer da (beiddgarwch)

Disgyblion yn cael eu hyfforddi i lunio rhaglenni

Rhaglen Cysylltiadau Cynradd Uwchradd

- Darpariaeth addysgu traws-sector flynyddol
- DPP athrawon CA2/CA3
- Sgiliau Llythrennedd/Rhifedd rhwng blwyddyn 6 a blwyddyn 7

- Amser Cwestiynau
- Cyfleoedd i ddisgyblion cynradd gwrdd â chyn-ddisgyblion YG Ystalyfera, a'u holi
- Sut maent yn mwynhau'r uwchradd/beth sy'n wahanol rhwng y cynradd a'r uwchradd/a pha gyngor byddent yn ei roi iddynt.

Tri diwrnod sgiliau i Flwyddyn 4 a 5

- Blwyddyn 4 a 5 yn mynd i YG Ystalyfera (*YG Ystalyfera – Bro Dur bellach*) am dri diau
- Datblygu sgiliau ar draws y cwricwlwm
- Gwahoddir rhieni i noson wobrwyo

Diwrnodau Her Blwyddyn 6

Pob Blwyddyn 6 yn y clwstwr yn cael ei wahodd i ddiwrnod Entrepreneuriaeth Ystalyfera

Chwaraeon clwstwr

Pob ysgol gynradd yn y clwstwr yn cael ei gwahodd i ddiwrnod chwaraeon yn YG Ystalyfera

Cyngerdd Tanio'r Ddraig

- Adnoddau marchnata

- Cydweithio â rhieni ysgolion Cymraeg i lunio adnoddau marchnata
- Gweithgareddau clwstwr

Sioeau cerdd (e.e. Chicago)

Gwahoddiad i ddisgyblion cynradd brofi perfformiadau cyn-ddisgyblion yn y sioeau.

Cerddorion o bob ysgol sy'n bwydo YG Ystalyfera yn ymarfer am ddiwrnod yn YG Y

Cynnal Proms gyda'r hwyr i rieni a rhanddeiliaid.

Côr y Clwstwr

Ysgolion clwstwr yn ymarfer rhestr o ganeuon

- Ymarferion prynhawn yn YG Ystalyfera
- Côr cyfan yn teithio i Stadiwm Liberty i ganu yng Nghôr y Clwstwr yn ystod gemau'r Gweilch
- Mathletau
- Heriau rhif a chystadlaethau i holl ysgolion cynradd y clwstwr

Cynhadledd Pentan

Diwrnodau mewn swydd ar y cyd

- Atgyfnerthu sgiliau addysgu ar draws y sectorau cynradd ac uwchradd

Canlyniad 3: Mwy o ddysgwyr 14-16 oed yn astudio am gymwysterau trwy gyfrwng y Gymraeg

a

Chanlyniad 4: Mwy o ddysgwyr 16-19 oed yn astudio pynciau trwy gyfrwng y Gymraeg

Rhowch eich sefyllfa bresennol a'ch amcanion o ran canran y dysgwyr a gofrestrwyd ar gyfer TGAU Cymraeg (iaith gyntaf) ac yna a gofrestrwyd am o leiaf ddau gymhwyster lefel 1 neu lefel 2 drwy gyfrwng y Gymraeg.

Y Sefyllfa Bresennol	2017-2018	2018-2019	2019-2020
97%	99%	99%	99%

Ar hyn o bryd, cyflwynir cwricwlwm CA3 yn **Ysgol Gymraeg Ystalyfera – Bro Dur** drwy gyfrwng y Gymraeg. Yn CA4, prif iaith dysgu ac addysgu ym mhob pwnc yw'r Gymraeg, ac eithrio Gwyddoniaeth. Mae'r adran hon yn darparu i grwpiau addysgu Cymraeg a Saesneg ar wahân. Yn CA5, prif iaith dysgu ac addysgu ym mhob pwnc yw'r Gymraeg, ac eithrio Gwyddoniaeth, Seicoleg a Chyrifiadura. Mae targed Llywodraeth Cymru, sef 84% o ddysgwyr yn cael eu cofrestru ar gyfer TGAU Cymraeg (iaith gyntaf) ac yna ar gyfer o leiaf ddau gymhwyster pellach ar lefel 2 drwy gyfrwng y Gymraeg, eisoes yn cael ei gyflawni. Mae canran y dysgwyr a gofrestrir ar gyfer TGAU Cymraeg (iaith gyntaf) ac yna ar gyfer o leiaf bum cymhwyster pellach ar lefel 1/2 drwy gyfrwng y Gymraeg oddeutu 99% ac yn rhagori ar darged 62% Llywodraeth Cymru erbyn 2015 a 68% erbyn 2020.

Canlyniad 5: Mwy o ddysgwyr gyda sgiliau uwch yn Gymraeg

	Y Sefyllfa Bresennol
% y disgyblion sy'n cyflawni'r lefel ddisgwyliedig yn y Cyfnod Sylfaen Cymraeg Iaith Gyntaf	92%
% y disgyblion sy'n cyflawni'r lefel ddisgwyliedig yn CA2 Cymraeg Iaith Gyntaf	93%
% y disgyblion sy'n cyflawni'r lefel ddisgwyliedig yn CA2 Cymraeg Ail Iaith	74%
% y disgyblion sy'n cyflawni'r lefel ddisgwyliedig yn CA3 Cymraeg Iaith Gyntaf	92%
% y disgyblion sy'n cyflawni'r lefel ddisgwyliedig yn CA3 Cymraeg Ail Iaith	77%
% y disgyblion sy'n cyflawni A*-C yn TGAU mewn Cymraeg Iaith Gyntaf	68%
% y disgyblion sy'n cyflawni A*-C yn TGAU mewn Cymraeg Ail Iaith	35%
% y disgyblion sy'n cyflawni A*-C ar lefel UG mewn Cymraeg	60% (3/5)
% y disgyblion sy'n cyflawni A*-C ar lefel U2 mewn Cymraeg	67% (6/9)

- Cynyddu lefel cyrhaeddiad L2 Cymraeg Iaith Gyntaf ar ddiwedd CA4 (97/142 = 68% ar hyn o bryd).
- Cynyddu lefel cyrhaeddiad L2 Cymraeg Ail Iaith ar ddiwedd CA4 (409/1479 = 28% ar hyn o bryd). Yn sylweddol is na throthwy perfformiad L2+ CNPT
- Dadansoddi canran y disgyblion mewn ysgolion cyfrwng Saesneg sy'n dilyn y cwrs Cymraeg llawn yn hytrach na'r cwrs byr. Cynyddu'r % sy'n astudio'r cwrs llawn o ran Cymraeg Ail Iaith.
- Cynyddu cyfleoedd i ddysgwyr o bob oedran ymarfer y Gymraeg y tu allan i'r ystafell ddosbarth mewn ysgolion Cymraeg a Saesneg.
- O fis Medi 2017, bydd disgyblion Blwyddyn 10 yn astudio'r cwrs Cymraeg Ail Iaith newydd a bydd un cwrs ar gyfer yr holl ddisgyblion. Dylai hyn yn ei dro wella'r nifer sy'n dewis dilyn y cwrs cyfan. Bydd yr awdurdod lleol yn sicrhau y bydd gwasanaeth gwell ysgolion ERW yn cefnogi'r datblygiad hwn ac yn sicrhau bod swyddog rhanbarthol y Gymraeg Mewn Addysg yn darparu cefnogaeth yn unol â'r angen a nodwyd.

- Cynyddu lefelau cyrhaeddiad UG ac U2 Cymraeg Iaith Gyntaf yn CA5.

Datganiad Cefnogol:

Caiff safonau llythrennedd Cymraeg eu gwella drwy gyflogi Athro Ymgynghorol rhan-amser ar gyfer Cymraeg Iaith Gyntaf i ddarparu cefnogaeth a hyfforddiant i holl ysgolion cynradd Cymraeg a datblygu systemau pontio ag **Ysgol Gymraeg Ystalyfera – Bro Dur**.

Cytunir ar dargedau'n flynyddol ar y cyd â swyddogion ERW (drwy'r Ysgol Gefnogaeth ranbarthol) a chytunir ar raglen gefnogaeth strwythuredig ar gyfer llythrennedd Cymraeg â PENTAN – Cymdeithas Penaethiaid Ysgolion Cymraeg CNPT

Bydd yr holl ysgolion Cymraeg yn parhau i fynd ar gwrs preswyl Cymraeg blynyddol yn Llangrannog. Bydd y Swyddog Datblygu Athrawon yn parhau i gyflwyno adroddiad blynyddol ar y gweithgaredd hwn. Mae nifer o ddisgyblion yn parhau i fynd ar gyrsiau preswyl ym Mhlas Tanybwlich, Margam a Chanolfan Mileniwm Cymru yng Nghaerdydd. Darperir cyfleoedd i ddefnyddio sgiliau Cymraeg yn fewnol ym mhob ysgol Gymraeg drwy gynnig amrywiaeth o glybiau. Defnyddir Menter Iaith a Thŷ'r Gwrhyd fel adnoddau effeithiol at ddiben hyrwyddo gweithgareddau cyfrwng Cymraeg allgyrsiol. Cedwir mentrau arfer da presennol, gan gynnwys 'Stafell Stwnsh' yn **Ysgol Gymraeg Ystalyfera –Bro Dur** a 'Dyfal Donc' a 'Chynllun Clebran' y CDP.

Bydd pob ysgol gynradd Gymraeg yn dilyn targedau'r wobr arian yn y Siarter Iaith. Mae dwy ysgol Saesneg beilot yn dilyn cynllun y Siarter Iaith ar hyn o bryd. Bydd Athrawon Bro yn hysbysu'r ysgolion Saesneg am gynllun Cymraeg Campus y Siartr Iaith ac yn annog mwy o ysgolion/clystyrau i gymryd rhan.

- Bydd yr awdurdod lleol yn gweithio gydag ysgolion i sicrhau continwwm dysgu iaith rhwng cyfnodau allweddol presennol a fydd yn sicrhau dulliau dysgu iaith gwell a mwy uchelgeisiol i ddisgyblion. Bwriedir hefyd weithio gydag arweinwyr y cwricwlwm i hyrwyddo perthynas fwy ystyrlon rhwng y dysgwr a'r Gymraeg sy'n mynd y tu hwnt i'r ffocws academiaidd a hyrwyddir gan Lywodraeth Cymru.

- Byddwn yn gweithio gyda Menter Iaith, yr Urdd ac asiantaethau allweddol eraill i sicrhau bod cyfleoedd i ddefnyddio'r Gymraeg yn cael eu hwyluso a'u hyrwyddo.

Canlyniad 6: Darpariaeth cyfrwng Cymraeg i ddysgwyr ag anghenion dysgu ychwanegol (ADY).

- Cynhelir adolygiad o AAA yn y sector Cymraeg yn ystod hydref 2017 i asesu'r galw am fwy o gefnogaeth a darpariaeth ar gyfer anghenion disgyblion ysgolion Cymraeg.
- Gwella ymhellach brosesau adnabod cynnar ac ymyrryd effeithiol o ran disgyblion ysgolion Cymraeg sydd ag ADY i sicrhau bod staff yn mynd i'r afael â'u hanghenion ar y cyfle cyntaf er mwyn sicrhau'r deilliannau gorau posib.
- Datblygu ymhellach allu ysgolion Cymraeg i ddarparu model cynaliadwy ar gyfer addysgu disgyblion ag ADY.
- Datblygu perthynas weithio agosach rhwng timau yn y Gwasanaeth Cynhwysiad a'r Swyddog Datblygu Athrawon a'r Athro Ymgynghorol mewn Cymraeg Iaith Gyntaf, er mwyn datblygu mwy o allu i ddarparu rhaglen hyfforddiant drwy gyfrwng y Gymraeg.
- Cyflwyno 'Offer Darparu ADY', gan weithio gyda phenaethiaid cyfrwng Cymraeg a chydlynwyr ADY er mwyn datblygu system gynllunio gref ar draws holl feysydd ADY.

Drwy ei Strategaeth Cynhwysiad, mae'r awdurdod yn ymrwymedig i sicrhau gallu mwy mewn clystyrau i ddiwallu anghenion disgyblion ag ADY. Yn unol â'r egwyddor hon, mae gwaith cydweithredol rhwng **Ysgol Gymraeg Ystalyfera – Bro Dur** â'i hysgolion cynradd partner ar *Rocket Phonics* ac asesu disgyblion yn gynnar eisoes wedi'i gwblhau a'i wreiddio. Mae'r Adran ADY wedi datblygu prawf sgrinio MIST (*Prawf Sgrinio Babanod Canol*) i ddarparu asesiadau diagnostig a hyfforddiant yn y sector cynradd drwy gyfrwng y Gymraeg. Derbyniodd yr holl ysgolion becynnau asesu, adnoddau a hyfforddiant. Darperir cefnogaeth broffesiynol cyfrwng Cymraeg i staff a holl gydlynwyr AAA ym mhob maes lle mae ei hangen. Mae hyfforddiant ysgol gyfan ar faterion AAA eisoes wedi'i ddarparu i holl staff **Ysgol Gymraeg Ystalyfera – Bro Dur**. Canlyniad hyn yw staff sy'n fwy gwybodus ac yn fwy hyderus ac mae hyn wedi cael effaith ar gadw'r staff presennol sy'n siarad Cymraeg.

Nid yw'r asesiad presennol o angen yn awgrymu bod galw digonol am ddarpariaeth arbenigol fel Canolfan Cefnogi Dysgu bwrpasol ac mae'n ymddangos y gall anghenion disgyblion gael eu diwallu mewn addysg brif ffrwd.

Mae peth asesiad arbenigol drwy gyfrwng y Gymraeg ar gael drwy Wasanaeth y Seicolegwyr Addysg, y Gwasanaeth Cefnogi Dysgu a'r Gwasanaeth Datblygu Addysg).

Darperir asesiad a chefnogaeth gan athrawon arbenigol canolog sy'n siaradwyr Cymraeg yn y meysydd canlynol:

- Anawsterau Dysgu (Penodol a Chyffredinol)
- Iaith a Lleferydd a Chyfathrebu
- Nam ar y Clyw
- Nam ar y Golwg
- Anhwylder y Sbectrwm Awtistig (ASD)
- Lles ac Ymddygiad

Canlyniad 7: Cynllunio'r gweithlu a datblygiad proffesiynol parhaus

Amcanion:

- Sicrhau bod ysgolion yn parhau i gynllunio'n strategol ar gyfer datblygu staff ac yn llunio cynlluniau gwario cadarn sy'n seiliedig ar ddadansoddi anghenion mewn modd systematig.
- Cefnogi cyfranogaeth systematig ar gyrsiau'r cynllun sabathol Cymraeg Llywodraeth Cymru (pob lefel).
- Datblygu arweinyddiaeth arweinwyr canol a darpar-benaethiaid mewn ysgolion Cymraeg.
- Cyfrannu at rôl ehangach gwella safonau addysgol y consortiwm rhanbarthol a sicrhau bod ffocws rhanbarthol ar ddatblygu proffesiynol â'r nod o gryfhau sgiliau athrawon fel y gallant fod yn athrawon Cymraeg hyderus ac effeithiol.
- Cynnal arolwg o faint o staff Cymraeg eu hiaith sydd eu hangen ar draws yr holl sectorau i gefnogi dyheadau CSGA

Datganiad Cefnogol:

Mae gan holl ysgolion Castell-nedd Port Talbot fynediad i'r rhaglenni rhanbarthol ar gyfer datblygiad proffesiynol a ddarperir gan ERW. Mae hyn yn sicrhau bod yna gyfleoedd ehangach ar gyfer cefnogaeth a datblygiad drwy gyfrwng y Gymraeg.

Mae'r awdurdod lleol hefyd wedi cyflogi Swyddog Datblygu Athrawon sy'n cefnogi dysgu'r Gymraeg ac sy'n parhau i ail-lunio rôl yr Athrawon Bro er mwyn sicrhau eu bod yn canolbwyntio ar ddatblygu arfer dysgu iaith effeithiol a chyson.

- Mae gan holl gyrrff llywodraethu swyddog cyswllt yn yr awdurdod lleol sy'n cysylltu ag Adnoddau Dynol a phersonél perthnasol eraill parthed holl faterion recriwtio a chadw staff. Cynhelir archwiliad o sgiliau ieithyddol holl staff ysgolion cynradd sy'n Gymraeg ail iaith bob dwy flynedd. Mae'r data hwn yn rhoi trosolwg manwl o allu pob ysgol i gyflwyno gofynion statudol y Cwricwlwm Cenedlaethol o ran y Gymraeg ac yn llywio rhaglenni DPP y dyfodol. Mae'r archwiliad hefyd yn sail i'r rhaglen gefnogaeth wahaniaethol Cymraeg ail iaith i holl ysgolion.

- Dirprwyir Grantiau'r Gymraeg mewn Addysg i'r clystyrau i gyd er mwyn talu costau hyfforddiant a datblygiad Cymraeg ail iaith. Nodir anghenion hyfforddiant y sector Cymraeg iaith gyntaf gan PENTAN ar y cyd â'r Athro Ymgynghorol ar gyfer y Gymraeg. Ceir gwybodaeth ynglŷn â'r holl gyfleoedd hyfforddi a datblygu sydd ar gael drwy ERW. Caiff yr holl gyfleoedd hyfforddiant a datblygiad eu hasesu, gyda phwyslais ar effaith yr hyfforddiant ar arfer yn y dosbarth a deilliannau disgyblion gwell, yn enwedig o ran safonau cyfathrebu a llythrennedd disgyblion.
- Mae presenoldeb cynorthwywyr addysgu ar gyrsiau Cymraeg yr awdurdod yn wirfoddol. Mae ERW wedi creu adnoddau i gynorthwywyr addysgu Cymraeg ail iaith. Mae holl gynorthwywyr addysgu yn y sector Cymraeg (100+) yn derbyn un diwrnod HMS y flwyddyn.

Llofnod: 

Dyddiad:

(Rhaid cael llofnod Prif Swyddog Addysg yr awdurdod lleol)

Atodiad 1 (Disgyblion yn Plasc heb gynnwys disgyblion CCD YGG Trebannws)

Atodiad 1a Lleoedd mewn Ysgolion Cymraeg â llai na 10% o leoedd gwag

Neath Port Talbot PRIMARY SCHOOL PLACES DATA 2017					
School Name	NOR (exc. Nursery)	MCSW Capacity	Surplus capacity	Surplus %	Total number of nursery pupils on roll
YGY Wern Primary	122	262	140	53	26
YGG Blaendulais	80	124	44	35	24
YGG Castell Nedd	331	340	9	3	56
YGG Cwm Nedd	141	185	44	24	15
YGG Gwauncaegurwen	153	178	25	14	36
YGG Pontardawe	302	359	57	16	50
YGG Rhosafan	305	318	13	4	55
YGG Tyle'r Ynn	193	236	43	18	43
YGGD Cwmllynfell	77	92	15	16	9
YGGD Trebannws	83	132	49	37	14
* Schools with less than 10% surplus capacity highlighted in red					

Atodiad 1b

Cyfraddau trosglwyddo o leoliadau cyn ysgol cyfrwng Cymraeg

Mae'r darparwyr canlynol hefyd yn trosglwyddo plant i ddarpariaeth feithrin Gymraeg, ond nid ydynt wedi'u cofrestru â MYM:

- CIB Aberafan
- Tiddleywinks Ystalyfera
- Cylch y Waun (Gwauncaegurwen)
- Lots of Tots Tai'rgwaith

Atodiad 1c

Disgyblion sy'n trosglwyddo o Bl 6 ysgol Gymraeg yn CNPT i YG Ystalyfera (Dyddiadau a ddefnyddiwyd: cyfrifiad mis Mai ac 1 Hydref bob blwyddyn)												
	2014			2015			2016			2017		
	Disgyblion B6 - Mai 2014	Ystalyfera - Doar 1/1 0/1 4	% a drosglwyddodd	Disgyblion B6 - Mai 2015	Ystalyfera - Doar 1/1 0/1 5	% a drosglwyddodd	Disgyblion B6 - Mai 2016	Ystalyfera - Doar 1/1 0/1 6	% a drosglwyddodd	Disgyblion B6 - Mai 2017	Ystalyfera - Doar 1/1 0/1 7	% a drosglwyddodd
YGG Blaendulais	12	11	91.7%	20	18	90.0%	13	13	100.0%	10	10	100.0%
YGG Castell-nedd	35	35	100.0%	28	26	92.9%	41	39	95.1%	31	31	100.0%
YGG Cwm Nedd	18	17	94.4%	18	13	72.2%	25	20	80.0%	18	13	72.2%
YGG Cwmgors	9	2	22.2%	4	1	25.0%						
YGG Cwmllynfell	12	4	33.3%	10	6	60.0%	16	13	81.3%	6	5	83.3%
YGG Gwaun-Cae-Gurwen	15		0.0%	12	4	33.3%	25	9	36.0%	19	2	10.5%
YGG Pontardawe	29	19	65.5%	33	23	69.7%	30	17	56.7%	46	31	67.4%
YGG Rhosafan	26	21	80.8%	32	28	87.5%	39	34	87.2%	49	48	98.0%
YGG Trebannws	17	1	5.9%	8	1	12.5%	23	2	8.7%	17	3	17.6%
YGG Tyle'r Ynn	20	17	85.0%	23	21	91.3%	27	25	92.6%	28	27	96.4%
YGG y Wern	16	11	68.8%	14	14	100.0%	13	4	30.8%	16	15	93.8%
Cyfanswm	209	138	66.0%	202	155	76.7%	252	176	69.8%	240	185	77.1%

ATODIAD 2

Year 9 Cohorts		Plasc Actuals					Proj (Jan) - based on Jan 14			
No.	School	2011	2012	2013	2014	2015	2015	2016	2017	2018
4064	Cefn Saeson	181	158	137	120	134	135	137	109	136
4065	Cwmtawe	248	275	271	263	214	213	257	248	222
4068	Cwrt Sart	98	112	87	97	86	85	76	75	80
4047	Cymer Afan	69	60	48	50	39	39	49	33	31
4067	Dwr-y-Felin	242	202	245	170	229	222	213	224	215
4059	Dyffryn	153	172	149	151	172	177	134	156	179
4052	Glanafan	92	88	78	72	53	61	60	68	76
4066	Llangatwg	140	148	141	153	153	149	126	121	134
4056	Sandfields	110	139	123	128	109	111	108	105	130
4601	St Joseph's	112	121	91	117	104	94	94	105	84
4060	Ystalyfera	158	176	158	151	175	178	195	166	202
	Total - Welsh Secondary	158	176	158	151	175	178	195	166	202
	Total - Secondary	1603	1651	1528	1472	1468	1464	1449	1410	1489
	% - Welsh Secondary	9.9%	10.7%	10.3%	10.3%	11.9%	12.2%	13.5%	11.8%	13.6%

Atodiad 3:

Nifer a chanran y disgyblion sy'n mynychu lleoliadau cyfrwng Cymraeg heb eu cynnal sy'n darparu'r Cyfnod Sylfaen ac sy'n trosglwyddo i ysgolion Cymraeg/dwyieithog (*nodwch os nad oes modd cael gafael ar yr wybodaeth.*

Sir	Enw'r Cylch	2011-12	2012-13			Nodiadau
		Nifer a drosglwyddodd i Addysg Gymraeg	Canran a drosglwyddodd i Addysg Gymraeg	Nifer a drosglwyddodd i Addysg Gymraeg	Canran a drosglwyddodd i Addysg Gymraeg	
CNPT	ABERAFAN	5	71%	Cylch wedi'i ailsefydlu fel sesiwn feithrin mewn meithrinfa ddydd		
CNPT	BLAENDULAIS	18	100%	Dim gwybodaeth ar gael. Bydd hyn ar gael ar gyfer 2013-14		
CNPT	CASTELL-NEDD	17	100%	11	92%	
CNPT	CWM-NEDD	23	96%	23	100%	
CNPT	PONTARDAWE	21	81%	13	100%	
CNPT	TIDDLYWINKS	24	73%	Ddim yn gweithredu mwyach fel cylch meithrin. Darpariaeth wedi newid yn feithrinfa ddydd		
CNPT	TREBANNWS	10	67%	Ddim yn gweithredu mwyach fel Cylch Meithrin, dilyniant Cymraeg yn isel		
CNPT	WAUNCEIRCH	6	75%	22	67%	
CNPT	Y WAUN	19	83%	16	94%	

Mae'r tabl uchod (atodiad 3) yn dangos canrannau trosglwyddo ac mae'n dangos bod y darlun ar gyfer dilyniant yn ansicr. Mae angen clir i weithio mewn partneriaeth gyda phenaethiaid, rhieni, swyddogion Mudiad Meithrin ac arweinwyr Cylch Meithrin i hyrwyddo dilyniant i leoliadau cyfrwng Cymraeg, yn enwedig lle mae % y dilyniant yn disgyn o dan 100%. Yn ogystal, mae'r tabl yn dangos yr angen i archwilio posibiladau sy'n ymwneud ag ailagor/dechrau Cylchoedd Meithrin ar draws yr ALI.

Atodiad 4:

Nifer a chanran y disgyblion mewn ysgolion cynradd Cymraeg a dwyieithog sy'n trosglwyddo i ysgolion uwchradd Cymraeg

Number of pupils in Welsh-medium and bilingual primary schools	Number of pupils transferring to Welsh-medium/bilingual secondary schools	Percentage of pupils transferring to Welsh-medium or bilingual secondary schools
238 (Year 6 cohort May 8th 2012)	179 (Year 7 cohort Nov 20th 2012)	75.20%
229 (Year 6 cohort May 7th 2013)	180 (Year 7 cohort Oct 14th 2013)	78.6% (168 Ystalyfera, 10 Ysgol Dyffryn Aman, 1 Bryntawe, 1 Maesydderwen)
204 (Year 6 cohort May 13th 2014)	156 (Year 7 cohort Oct 14th 2014)	76.5% (138 Ystalyfera, 15 Ysgol Dyffryn Aman, 3 Bryntawe)
202 (Year 6 cohort May 12th 2015)	163 (Year 7 cohort Nov 2nd 2015)	80.7% (156 Ystalyfera, 5 YG Rhydywaun, 1 Bryntawe, 1 Ysgol Maesydderwen)
253 (Year 6 May 2016 - Yr 6 3-11-15)	Not transferred yet	Target at least 85%
251 (Year 6 May 2017 - Yr 5 3-11-15)	Not transferred yet	Target at least 90%
271 (Year 6 May 2018 - Yr 4 3-11-15)	Not transferred yet	?

Atodiad 5: Cyrhaeddiad a pherfformiad mewn Cymraeg Ail Iaith (Dylai'r ALI ddarparu'r wybodaeth hon)

Cyfnod Allweddol 2

	Nifer y disgyblion	Canran y disgyblion	Canran sy'n cyflawni Lefel 4
Asesiadau athrawon mewn Cymraeg Ail Iaith ar ddiwedd Cyfnod Allweddol 2	1196 (Mai 2012)	83.4%	71.2%
	1134 (Mai 2013)	83.2%	75.7%
	1156 (Mai 2014)	85.0%	73.6%
	1173 (Mai 2015)	81.9%	74.1%

Cyfnod Allweddol 3

	Nifer y disgyblion	Canran y disgyblion	Canran sy'n cyflawni Lefel 5
Asesiadau athrawon mewn Cymraeg Ail Iaith ar ddiwedd Cyfnod Allweddol 3	1507 (Mai 2012)	89.7%	70.6%
	1389 (Mai 2013)	89.7%	72.6%
	1350 (Mai 2014)	90.0%	75.5%
	1318 (Mai 2015)	88.4%	76.7%

Key Stage 3 - Welsh 2nd Lang Level 5+					
	2012	2013	2014	2015	2016
No. L5+	1064	1008	1020	1011	1034
Entries	1507	1389	1350	1318	1308
% Entries L5+	70.6%	72.6%	75.6%	76.7%	79.1%
Wales	64.6%	68.2%	73.3%	77.8%	81.9%
Y9 Cohort	1680	1548	1500	1491	1499
% L5+ Cohort	63.3%	65.1%	68.0%	67.8%	69.0%
Key Stage 4 - Welsh 2nd Lang GCSE A*-C					
	2012	2013	2014	2015	2016
No. A*-C	405	432	478	448	410
Entries	555	525	578	567	591
% Entries A*-C	73.0%	82.3%	82.7%	79.0%	69.4%
Wales	74.0%	76.0%	77.0%	81.0%	80.0%
Y11 Cohort	1705	1619	1667	1542	1508
% A*-C Cohort	23.8%	26.7%	28.7%	29.1%	27.2%
Key Stage 4 - Welsh 2nd Lang GCSE A*-C SC					
	2012	2013	2014	2015	2016
No. A*-C	405	350	307	310	268
Entries	556	620	621	575	529
% Entries A*-C	72.8%	56.5%	49.4%	53.9%	50.7%
Wales			50.5%	50.9%	
Y11 Cohort	1705	1619	1667	1542	1508
% A*-C Cohort	23.8%	21.6%	18.4%	20.1%	17.8%

Atodiad 6

School:	Neath Port Talbot
National Test:	Cym RDG

All Pupils	Cohort			>84 (%)			>115 (%)			>84 (Quartile)			>115 (Quartile)		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
School	1674	1733	1799	81%	85%	87%	13%	15%	15%						
NPT	1674	1733	1799	81%	85%	87%	13%	15%	15%						
Wales	50815	51763	53187	84%	84%	85%	18%	17%	17%						

NCY	Cohort			>84 (%)			>115 (%)			>84 (Quartile)			>115 (Quartile)		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
School NCY 2	261	279	285	75%	86%	85%	17%	15%	17%						
School NCY 3	274	257	274	77%	81%	86%	14%	21%	18%						
School NCY 4	220	262	256	78%	81%	86%	14%	13%	14%						
School NCY 5	207	210	250	82%	83%	90%	10%	21%	17%						
School NCY 6	223	204	202	81%	87%	88%	11%	13%	14%						
School NCY 7	178	194	166	90%	90%	89%	15%	12%	13%						
School NCY 8	152	177	193	88%	87%	87%	6%	11%	11%						
School NCY 9	159	150	173	83%	87%	87%	12%	10%	16%						
NPT NCY 2	261	279	285	75%	86%	85%	17%	15%	17%						
NPT NCY 3	274	257	274	77%	81%	86%	14%	21%	18%						
NPT NCY 4	220	262	256	78%	81%	86%	14%	13%	14%						
NPT NCY 5	207	210	250	82%	83%	90%	10%	21%	17%						
NPT NCY 6	223	204	202	81%	87%	88%	11%	13%	14%						
NPT NCY 7	178	194	166	90%	90%	89%	15%	12%	13%						
NPT NCY 8	152	177	193	88%	87%	87%	6%	11%	11%						
NPT NCY 9	159	150	173	83%	87%	87%	12%	10%	16%						
Wales NCY 2	7447	7589	7941	84%	85%	84%	19%	17%	17%						
Wales NCY 3	7073	7312	7486	84%	84%	85%	19%	19%	18%						
Wales NCY 4	6730	6964	7213	84%	83%	85%	17%	16%	17%						
Wales NCY 5	6465	6585	6846	84%	85%	85%	17%	20%	18%						
Wales NCY 6	6148	6394	6526	85%	85%	85%	17%	17%	17%						
Wales NCY 7	5731	5655	5914	84%	84%	84%	17%	17%	16%						
Wales NCY 8	5586	5733	5621	85%	84%	85%	16%	16%	16%						
Wales NCY 9	5635	5531	5640	84%	85%	85%	18%	17%	18%						

Gender	Cohort			>84 (%)			>115 (%)			>84 (Quartile)			>115 (Quartile)		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
School Male	807	857	886	77%	82%	84%	11%	11%	9%						
NPT Male	807	857	886	77%	82%	84%	11%	11%	9%						
Wales Male	25315	25729	26291	80%	81%	81%	14%	14%	13%						
School Female	867	876	913	85%	88%	90%	14%	19%	21%						
NPT Female	867	876	913	85%	88%	90%	14%	19%	21%						
Wales Female	25500	26034	26896	88%	88%	88%	21%	21%	21%						

FSMs	Cohort			>84 (%)			>115 (%)			>84 (Quartile)			>115 (Quartile)		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
School FSM	253	225	224	68%	68%	76%	4%	5%	7%						
NPT FSM	253	225	224	68%	68%	76%	4%	5%	7%						
Wales FSM															
School NFSM	1414	1506	1575	83%	87%	89%	14%	16%	16%						
NPT NFSM	1414	1506	1575	83%	87%	89%	14%	16%	16%						
Wales NFSM															

Cym RDG	2013				2014				2015				2013				2014				2015							
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Yr 2	73%	0%	9%	18%	18%	27%	36%	18%	0%	45%	45%	9%	9%	27%	18%	45%	9%	18%	36%	36%	36%	9%	45%	9%	45%	9%	45%	9%
Yr 3	18%	0%	55%	27%	0%	36%	18%	45%	9%	45%	36%	9%	18%	18%	27%	36%	9%	27%	36%	27%	27%	18%	55%	27%	9%	45%	27%	9%
Yr 4	36%	0%	27%	36%	0%	36%	36%	27%	27%	27%	27%	18%	9%	27%	36%	27%	0%	45%	27%	27%	9%	55%	27%	9%	36%	36%	36%	9%
Yr 5	18%	0%	55%	27%	0%	36%	36%	27%	27%	45%	18%	9%	0%	36%	45%	18%	36%	18%	36%	9%	18%	36%	36%	9%	36%	36%	36%	9%
Yr 6	9%	36%	18%	36%	0%	55%	27%	18%	18%	36%	27%	18%	18%	18%	45%	18%	9%	27%	36%	27%	9%	36%	55%	0%	36%	55%	0%	0%
Yr 7	0%	100%	0%	0%	0%	100%	0%	0%	0%	100%	0%	0%	0%	0%	100%	0%	0%	0%	100%	0%	0%	0%	100%	0%	0%	100%	0%	0%
Yr 8	0%	100%	0%	0%	0%	100%	0%	0%	0%	100%	0%	0%	0%	0%	100%	0%	0%	0%	100%	0%	0%	0%	100%	0%	0%	100%	0%	0%
Yr 9	0%	0%	100%	0%	0%	100%	0%	0%	0%	100%	0%	0%	0%	0%	100%	0%	0%	0%	0%	100%	0%	100%	0%	0%	100%	0%	100%	0%
All	29%	10%	33%	28%	3%	41%	29%	26%	16%	43%	29%	12%	10%	24%	38%	28%	12%	26%	36%	26%	19%	31%	45%	5%	45%	5%	5%	5%

		2013					2014					2015				
% Scoring 85+		Benchmark Quartiles					Benchmark Quartiles					Benchmark Quartiles				
		Literacy - Cymraeg					Literacy - Cymraeg					Literacy - Cymraeg				
No.	School	Y2	Y3	Y4	Y5	Y6	Y2	Y3	Y4	Y5	Y6	Y2	Y3	Y4	Y5	Y6
2125	YGG Cwmgors	1	3	1	3	1	1	4	2	3	2	2	1	2	1	1
2128	YGG Cwmllynfell	4	3	1	4	4	4	4	4	4	3	3	4	3	4	4
2149	YGG GCG	1	1	4	3	3	2	3	3	3	3	3	4	4	1	2
2158	YGG Rhosafan	3	3	4	3	2	2	2	2	3	2	2	2	1	1	2
2168	YGG Castell Nedd	1	4	3	3	2	2	2	2	4	2	2	2	3	2	2
2202	YGG Blaendulais	1	4	3	1	4	1	4	3	3	4	2	2	1	3	4
2205	YGG Cwmnedd	1	3	4	3	4	3	2	3	2	2	4	2	2	2	1
2208	YGG Trebannws	4	3	4	4	4	3	3	2	2	3	3	3	1	2	3
2213	YGG Y Wern	1	4	3	4	2	4	4	4	4	2	3	3	2	4	3
2218	YGG Pontardawe	1	1	1	3	3	3	2	4	2	3	3	3	3	2	3
2231	YGG Tyle'r Ynn	1	3	1	1	2	3	4	3	2	2	2	2	3	2	2
No.	School	Y7					Y8					Y9				
4060	Ystalyfera	2					2					2				

% Scoring over 115		Benchmark Quartiles					Benchmark Quartiles					Benchmark Quartiles				
		Literacy - Cymraeg					Literacy - Cymraeg					Literacy - Cymraeg				
No.	School	Y2	Y3	Y4	Y5	Y6	Y2	Y3	Y4	Y5	Y6	Y2	Y3	Y4	Y5	Y6
2125	YGG Cwmgors	3	1	2	2	1	4	4	4	1	2	2	2	2	1	2
2128	YGG Cwmllynfell	4	2	3	3	3	4	4	3	3	3	4	3	4	3	3
2149	YGG GCG	4	3	2	3	3	3	3	2	3	3	3	3	2	1	3
2158	YGG Rhosafan	2	3	2	2	3	1	1	2	4	3	1	1	1	2	2
2168	YGG Castell Nedd	3	2	3	2	2	2	2	3	2	2	1	1	2	2	2
2202	YGG Blaendulais	1	3	3	4	4	4	2	3	1	4	1	3	2	4	3
2205	YGG Cwmnedd	4	4	4	3	3	3	2	2	3	4	3	3	2	2	2
2208	YGG Trebannws	4	4	4	4	4	4	3	4	1	1	1	3	3	3	1
2213	YGG Y Wern	2	4	4	3	3	2	4	4	1	4	3	3	3	3	3
2218	YGG Pontardawe	2	1	1	2	2	3	3	2	2	3	3	1	3	2	3
2231	YGG Tyle'r Ynn	4	4	3	3	1	3	3	2	3	2	3	2	2	3	3
No.	School	Y7					Y8					Y9				
4060	Ystalyfera	3					3					4				

Equality Impact Assessment (EIA) Report Form

This form should be completed for each Equality Impact Assessment on a new or existing function, a reduction or closure of service, any policy, procedure, strategy, plan or project which has been screened and found relevant to Equality and Diversity.

Please refer to the ‘Equality Impact Assessment Guidance’ while completing this form. If you would like further guidance please contact the Corporate Strategy Team or your directorate Heads of Service Equality Champion.

Where do you work?
Service Area: Education
Directorate: Education, Leisure and Lifelong Learning

(a) This EIA is being completed for a...

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

(b) Please name and describe below...

Draft Welsh in Education Strategic Plan 2017-2020 (WESP)

The Welsh in Education Strategic Plan 2012-2016 is already in existence, the Local Authority is required to develop a new plan for 2017-2020. The plan details how the authority plans to further develop Welsh medium education and thereby contribute towards the Welsh Government’s aim of achieving one million Welsh speakers by 2050. It forms part of the Council’s broad strategy for the Welsh Language and contains an action plan for the development of Welsh education in Neath Port Talbot. The potential stakeholders for the plan include children and young people, parents/carers, members of staff, governors, Welsh Government, Welsh Language Commissioner, Children’s Commissioner, Early Years Development and Childcare Partnership, NPT School Councils, WESP Forum, Her Majesty’s Chief Inspector of Education and Training in Wales, and organisations

providing services to children and young people as appropriate.

(c) It was initially screened for relevance to Equality and Diversity on 20th Oct. 2016

(d) It was found to be relevant to...

Age	<input checked="" type="checkbox"/>	Race	<input checked="" type="checkbox"/>
Disability	<input checked="" type="checkbox"/>	Religion or belief.....	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	Sex	<input checked="" type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	Sexual orientation.....	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	Welsh language.....	<input checked="" type="checkbox"/>

(e) Lead Officer

Name: Mike Daley

Job title: Lead Challenge Adviser

Date: 6-2-17

(f) Approved by Head of Service

Name: Chris Millis

Date: 6-2-17

Section 1 – Aims (See guidance):

Briefly describe the aims of the function, service, policy, procedure, strategy, plan, proposal or project

What are the aims? The plan details how we plan to support and further develop Welsh language education in schools and in the wider communities and how we plan for future growth. It forms part of the Council's broad strategy for the Welsh Language and contains an action plan for the development of Welsh education in Neath Port Talbot.

Who has responsibility? Director of Education, Leisure and Lifelong Learning

Who are the stakeholders? Children and young people, parents/carers, members of staff, governors, Welsh Government, Welsh Language Commissioner, the Children's Commissioner, Early Years Development and Childcare Partnership, NPT School Councils, the WESP Forum, Her Majesty's Chief Inspector of Education and Training in Wales, and organisations providing services to children and young people as appropriate

Section 2 - Information

(a) Service Users

Please tick what information you know about your service users and provide details / evidence of how this information is collected.

Age	<input checked="" type="checkbox"/>	Race.....	<input checked="" type="checkbox"/>
Disability	<input checked="" type="checkbox"/>	Religion or belief.....	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	Sex.....	<input checked="" type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	Sexual orientation.....	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	Welsh language.....	<input checked="" type="checkbox"/>

What information do you know about your service users and how is this information collected?

Some data is collected through PLASC (the system schools use to collect and record data about the pupils in the school) and where this data is provided please note the validity of the data is dependent on parents/carers disclosing their child's details. It is also collected annually and so is only a snapshot in time as school populations can change throughout the year.

Age/Gender

Neath Port Talbot County Borough has a total of 71 Compulsory Education establishments with a total of 20751 pupils that are broken down into the following (Welsh Government School Census Results 2016) as of October 20th 2016:

12767 pupils in primary schools (6192 are girls: 6575 are boys)

7759 pupils in secondary schools (3844 are girls:3915 are boys)

225 pupils in Special Maintained Schools (57 are girls: 168 are boys)

Of these the Local Authority's Welsh Medium schools:

2176 pupils in primary schools* (1065 are girls: 1091 are boys)

1046 pupils in secondary school (1614 are girls: 1588 are boys)

*20 pupils in YGG Trebannws are educated in the English medium Learning Support Centre

Disability

Of the 1046 pupils attending Ysgol Gyfun Ystalyfera 84.3% have no identified special education needs. The data (www.mylocalschool.com) in the table below provides the statistics of those learners that have special educational needs:

	YG Ystalyfera	Local Authority	Wales
School Action*	8.3%	18.1%	15.1%
School Action Plus**	6.7%	9.6%	7.7%
Statemented***	0.7%	2.9%	2.4%

School Action relates to pupils that the school has identified as needing additional support within the school

School action Plus relates to pupils who have been identified by the school and also require additional support from agencies outside the school (e.g. hearing impaired support)

Statement relates to pupils who have a Statement of Special Educational Needs which is a legally binding requirement.

Race

The all Wales Schools Census Results July 2016 of the total number of pupils aged 5 or over at primary, middle, secondary and special schools in Wales, 89.4% recorded their ethnic background as White British, with the percentage of pupils whose ethnic background was recorded as minority ethnic origin 10.1% and 0.5% were unknown or not stated.

In comparison of the all schools total of 20751 pupils in Neath Port Talbot 5.99% i.e. 1243 are Non White British 5.7% i.e. 1183 are EAL with 88.31% i.e. 18325 of the population identifying as White (Welsh/British).

Ysgol Gyfun Ystalyfera records that the percentage of pupils in the school that recorded their ethnic background as anything other than White British at 2.2% - lower than both the local authority and all Wales figures.

Welsh Language

378 primary age pupils currently use the Home to School Transport provision which makes up 39.9% of the current users. Out of the 2176 primary age pupils throughout the County Borough that equates to 17.37% of the population of Welsh Medium Primary learners.

843 Secondary age pupils currently use the Home to School Transport provision which makes up 31.65% of the current service users. Out of the 863 (PLASC) secondary age pupils throughout the County Borough that equates to 97.68% of the population of Welsh Medium Secondary learners. Out of the 1046 (Welsh Government School Census results 2016) secondary age pupils throughout the County Borough that equates to 80.59% of the population of Welsh Medium Secondary learners.

Welsh Government Stats Wales website (2012) provides details of those residents of NPTCBC that are able to speak Welsh.

15.3% of the whole population age 3+ 11209 Female; 9489 Male

17.9% of 3-4 yr olds 291 Female; 259 Male

29.7% of 5-9 yr olds 1105 Female; 1067 Male

35.7% of 10-14 yr olds 1504 Female; 1360 Male

24.6% of 15-19 yr olds 1123 Female; 973 Male

All percentages are higher than those of the City and County of Swansea and Bridgend CBC.

Any Actions Required?

Equality monitoring form to be designed and developed to capture equality data to be included in future consultations

(b) General

What information do you know and how is this information collected?

This is not applicable in this instance as information is available on service users, see above.

Section 3 – Impact

(a) Impact on Protected Characteristics

Please consider the possible impact on people with different protected characteristics. This could be based on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

	Positive	Negative	Neutral	Needs further
investigation				
Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh language	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Thinking about your answers above, please explain (in detail) why this is the case.

Include details of any consultation (and/or other information) which has been undertaken to support your view.

The WESP in its aim of supporting and further developing Welsh language education in schools and in the wider communities is intended to have a positive impact and to increase access to Welsh medium Education. More detailed equalities monitoring data is required for some protected characteristics that are currently not collected to inform future impact assessments. Data that is currently collected informs the local authority that stakeholders will potentially be affected with protected characteristics include age, disability, race, sex and Welsh language.

Potential Impact on Age

The Equality Duty includes the protected characteristic of age, which refers to a person having a particular age or being within an age group. This includes all ages, including children and young people. Due to the nature of this Plan it could impact on children and young people attending compulsory education in Neath Port Talbot.

The Plan proposes objectives focussing on specific age groups over the next 3 years 2017-2020:

Seven year old children

Year 9 learners

Learners aged between 14-16

Learners with additional learning needs

The proposed plan could also have an impact on the parents and carers of children and young people affected. Any changes concerning children and young people have the potential to affect the wider family and those with parental responsibility. Under the Equality Act 2010 parents and carers of average age may be affected disproportionately. The plan acknowledges in Outcome 2 that there is approximately a -20% difference between the number of children assessed in Welsh as a first language in Year 6 and then in Year 9. The reason for this is mostly due to parental choice with regard to the geographical proximity of the nearest Welsh-medium secondary school, with a significant number of parents choosing to send their child to a nearer English-medium school. The development of the Ystalyfera south campus will go some way to addressing issues of travelling distance in the south of the county.

Potential Impact on Disability

A child has special educational needs if he or she has a learning difficulty which requires special educational provision to be made for him or her. A learning difficulty means that the child has significantly greater difficulty in learning than most children of the same age or that the child has a disability that needs different educational facilities from those that the school generally provides for children.

Of the 1046 pupils attending Ysgol Gyfun Ystalyfera 84.3% have no identified special education needs. The data (www.mylocalschool.com) in the table below provides the statistics of those learners that have special educational needs:

	YG Ystalyfera	Local Authority	Wales
School Action	8.3%	18.1%	15.1%
School Action Plus	6.7%	9.6%	7.7%
Statemented	0.7%	2.9%	2.4%

Outcome 6 of the WESP sets out four objectives in relation to Welsh-medium provision for learners with additional learning needs this has a potential positive impact on those affected.

Potential Impact on Race

The all Wales Schools Census Results July 2016 of the total number of pupils aged 5 or over at primary, middle, secondary and special schools in Wales, 89.4% were classed as White British, with the percentage of pupils whose ethnic background was classified as minority ethnic origin 10.1% and 0.5% were unknown or not stated.

In comparison of the all schools total of 20751 pupils in Neath Port Talbot 5.99% ie 1243 are Non White British 5.7% ie 1183 are EAL with 88.31% ie 18325 of the population identifying as White (Welsh/British).

Ysgol Gyfun Ystalyfera records that the percentage of pupils in the school that recorded their ethnic background as anything other than White British at 2.2% - lower than both the local authority and all Wales figures. Whilst the figures are lower the impact of the WESP on this group may be identified as HIGH during the Consultation exercise and this will need to be considered to reduce any disproportionate disadvantage.

Under the Equality Act 2010 Race is a protected characteristic and includes colour, nationality, ethnic or national origins. The Equality and Human Rights Commission define it as a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins. In some cases where the Welsh Language of an individual relates to their nationality this could be argued as forming part of their race.

Additional Factors for Consideration

Of the protected characteristics listed in the Equality Act 2010 the initial screening identified a potential Low Impact (*the group is likely to be affected by the initiative in a small way*) in relation to Gender Reassignment, Marriage & Civil Partnership, Pregnancy and Maternity, Religion and Belief, Sex (average figures of 52% female and 48% male learners) and Sexual Orientation. The results of the Consultation exercise will seek to identify if in fact there is an actual impact in relation to all Protected Characteristics and Welsh Language.

(b) Impact on the Welsh Language

What is the likely impact of the policy on:

- **Opportunities for people to use Welsh**
- **The equal treatment of the Welsh and English languages**

Potential Impact on Welsh Language

In relation to accessing Welsh Medium Education there is a potential impact. 378 primary age pupils currently use the Home to School Transport provision which makes up 39.9% of the current users. Out of the 2176 primary age pupils throughout the County Borough that equates to 17.37% of the population of Welsh Medium Primary learners.

843 Secondary age pupils currently use the Home to School Transport provision which makes up 31.65% of the current service users. Out of the 863 (PLASC) secondary age pupils throughout the County Borough that equates to 97.68% of the population of Welsh Medium Secondary learners. Out of the 1046 (Welsh Government School Census results 2016) secondary age pupils throughout the County Borough that equates to 80.59% of the population of Welsh Medium Secondary learners.

Welsh Medium schools are more geographically dispersed and more pupils attending Welsh Medium schools could be affected i.e. pupils are more likely to live further away from a Welsh Medium School, particularly in the case of secondary age pupils. The WESP recognises parental

demand for more readily accessible secondary phase Welsh Medium education and to reduce this impact the local authority is establishing a second 11-16 campus in the south of the County Borough.

Access to Welsh Medium education is met through existing primary and secondary school provision, mainly within the local authority and in a small number of cases in neighbouring authorities. The Local Authority fully complies with the statutory duties of the Learner Travel Measure (Wales) 2008 and currently the Council's policy is to provide free transport to Welsh medium provision under discretionary powers, subject to specified distance criteria. Where the nearest suitable Welsh Medium school is deemed to be out of authority, transport is provided in accordance with the Council's policy. All provision of discretionary transport is currently under review (Dec 2016).

Neath Port Talbot CBC has a duty to 'promote access to education and training through the medium of Welsh' and discharges this duty by treating preference for either language equally. The local authority is currently revising its Home to School Travel Policy and in its revised policy has proposed to continue to provide discretionary transport, so pupils would continue to receive free transport if they live further than the statutory distances of 2 miles (for primary school pupils) and 3 miles (for secondary school pupils) from a Welsh medium school. (January 2017)

The School Standards and Organisation Act (Wales) 2013 gave a statutory basis to Welsh in Education Strategic Plans. The requirement to have a WESP in place provides details of how the local authority plans to contribute toward the Welsh Governments aim of achieving one million Welsh speakers by 2050. Neath Port Talbot County Borough Council recognises that it has an important contribution to make to the future of the Welsh language and the vision within the Plan is clear in how it plans to contribute to this by improving its Welsh medium education provision.

Neath Port Talbot CBC is now required to contribute towards the well-being goals determined in the Well-being of Future Generations (Wales) Act 2015. One of those is 'A Wales of vibrant culture and thriving language'. The WESP can contribute towards achieving this aim by strengthening its Welsh-medium education provisions and through this create more Welsh speakers.

Strengthening the provision of Welsh medium education also contributes to the promotion of Welsh language and the statutory requirements as laid out in the Welsh Language Standards.

Actions (to increase positive/mitigate adverse impact).

Section 4 - Other Impacts:

Please consider how the initiative might address the following issues.

You could base this on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

(a) Equalities

Public Sector Equality Duty (PSED)

- to eliminate discrimination, harassment and victimisation;
- to advance equality of opportunity between different groups; and
- to foster good relations between different groups

Please explain any possible impact on meeting the Public Sector Equality Duty

The revised WESP aims to contribute to all three parts of the Public Sector Equality Duty in ensuring universal access to Welsh medium education to enable all children to benefit from the opportunity to learn, appreciate and understand their lives through the medium of Welsh.

In an effort to contribute to the General Duty the local authority is widening access by establishing a second 11-16 campus in the south of the County Borough ensuring that Welsh medium education is an integral and essential part of the learning offer in Neath Port Talbot.

The Council in its revised Home to School Travel policy proposes to continue to provide free transport to Welsh medium provision under discretionary powers subject to specified distance criteria.

In increasing targets in the WESP the local authority will be advancing opportunities for children and young people attending Welsh medium education and those staff working in the sector.

Actions (to mitigate adverse impact or to address identified gaps in knowledge).

Consider the outcome of the review of the Home to School Transport policy

(b) Reduce Social Exclusion and Poverty

Please explain any possible impact

The Welsh Government School Census Results 2016 provides details that the number of compulsory aged school pupils eligible for free school meals has decreased from 68,388 pupils in January 2015 to 67,040 pupils in January.

The Welsh Government School Census Results 2016 provide local data for Neath Port Talbot where the number of Primary aged pupils eligible for free school meals is 2,198 or 23.8%

The number of Neath Port Talbot Secondary aged pupils known to be eligible for free school meals is 1622 or 22%.

Welsh Government data for the percentage of pupils attending Ysgol Gyfun Ystalyfera known to be eligible for free school meals (2016) is 12% significantly lower than local authority percentages and lower than the national figure of 17.3%.

The local authority is currently revising its Home to School Travel Policy and in its revised policy has proposed to continue to provide discretionary transport, so pupils would continue to receive free transport if they live further than the statutory distances of 2 miles (for primary school pupils) and 3 miles (for secondary school pupils) from a Welsh medium school. This will reduce any possible impact in relation to Service, Income or Participation Poverty.

Actions (to mitigate adverse impact or to address identified gaps in knowledge).

Consider the outcome of the review of the Home to School Transport policy

(c) Community Cohesion

Is the initiative likely to have an impact on Community Cohesion?

Neath Port Talbot County Borough Council aspires to deliver an inclusive education service. The development of the Ystalyfera South Campus is likely to have a positive impact on Community Cohesion as the Welsh speaking communities in the north of the County Borough together will be provided for at the Ystalyfera site whilst the south campus will enable pupils from the south of the County Borough to access more local Welsh-medium education and Welsh language based cultural activities. The south campus will also be well placed to engage the local community in Welsh language events and will support Welsh speaking communities across the County Borough.

Actions (to mitigate adverse impact or to address identified gaps in knowledge).

Section 5 Consultation

What consultation and engagement has been undertaken (e.g. with the public and/or members of protected groups) to support the views in section 3 and 4?

Consultation, according to the Welsh Government guidelines (Welsh Statutory Instruments 2013 No. 3048, has taken place with children and young people, parents/carers, members of staff, governors, Welsh Government, Welsh Language Commissioner, the Children's Commissioner, Early Years Development and Childcare Partnership, NPT School Councils, the WESP Forum, Her Majesty's Chief Inspector of Education and Training in Wales, and organisations providing services to children and young people as appropriate. The methodology used was by way of a questionnaire Appendix G. A total of 11 responses were received via completed questionnaires or email responses. Details of those who responded to the consultation exercise are available on request.

Any actions required (to mitigate adverse impact or to address identified gaps in knowledge)

Equality monitoring form to be designed and developed to capture equality data to be included in future consultations

Section 6 – Post Consultation

What was the outcome of the consultation?

Following Cabinet approval, a public consultation was launched on November the 10th 2016 and closed on 6th January 2017. A separate consultation report on the methodology and outcomes of the consultation has been produced and is attached at Appendix A-C

Responses to the consultation of the WESP have been varied and in parts supportive of the draft Plan where others express some concerns primarily on the grounds of age, disability (both protected characteristics within the

Equality Act 2010) and Welsh language.

Through consultation the issue was raised in relation to the provision of Welsh Medium Primary Education and the need for more places to be made available for younger people and a need to invest in the early years and offer Welsh medium education in areas where there is currently no Welsh-medium primary school. The WESP aims to address this impact in Outcome 1 of the WESP and in its supporting statement considers this need in the establishment of a new Welsh-medium school that will provide Welsh-medium education for pupils aged 3-18 in the north of the County Borough. In addition one of the objectives listed in Outcome 1 is to increase the capacity of Welsh-medium pre-school provision. Respondents felt that the targets proposed in Outcome 1 of the draft WESP should be more ambitious.

Outcome 2 of the draft WESP was also commented on in consultation responses where the plan acknowledges that there is approximately a -20% difference between the number of children assessed in Welsh as a first language in Year 6 and then in Year 9. The plan identifies that the reason for this is mostly due to parental choice with regard to the geographical proximity of the nearest Welsh-medium secondary school, with a minority of parents choosing to send their child to a nearer English-medium school. It is proposed that the development of the Ystalyfera South Campus will go some way to addressing issues of travelling distance in the south of the county. Responses welcomed the investment in a second Secondary School to serve the south of the county acknowledging that it is a notable milestone and demand for Welsh medium education in the south of the county will increase at a quicker pace once the Ystalyfera south campus is opened. This will have a positive impact on increasing access to Welsh Medium secondary education.

Outcome 6 of the Plan outlines its four main objectives for learners with ALN. Consultation responses highlighted the importance to provide for children with additional learning needs through the medium of Welsh and also the gaps in provision for autism and auditory, visual and behavioural problems. The authority is committed to securing greater cluster based capacity to address the needs of pupils with ALN. Current assessment of need suggests that there is not a sufficient demand for a specialist provision such as a dedicated Learning Support Centre and that pupils' needs can be catered for within mainstream. Responses to the consultation identified that there are 18 English Units for ALN across the County and suggested that the impact of the lack of ALN units in Welsh medium education results in English and Welsh languages not being treated equally.

A list of respondents can be seen in Appendix A

Actions:

- Outcome 1 – consideration could be given to increase the targets for the next three years.
- Outcome 2 – following the development of the Ystalyfera South Campus monitor the number of children assessed in Welsh as a first language in Year 6 and then in Year 9 to identify any change in the current -20% difference.
 - Outcome 6 – continue to monitor the assessment of need for pupils with additional learning needs to identify the demand for a specialist provision.

Section 7 - Monitoring arrangements:

Please explain the arrangements in place (or those which will be put in place) to monitor the impact of this function, service, policy, procedure, strategy, plan or project:

Monitoring arrangements:

The WESP forum is due to meet in April 2017 and every term thereafter

The regional WESP group meets every term

Annual progress submission to Welsh Government (This is currently under review)

Actions:

Section 8 – Outcomes:

Having completed sections 1-5, please indicate which of the outcomes listed below applies to your initiative (refer to guidance for further information on this section).

Outcome 1: Continue the initiative...

Outcome 2: Adjust the initiative...

Outcome 3: Justify the initiative...



Outcome 4: Stop and remove the initiative...



Outcome 2

The EIA identifies potential problems or missed opportunities. Adjust the initiative via the action plan to remove barriers or better promote equality.

Section 9 - Publication arrangements:

Information on the publication arrangements for equality impact assessments is available in the guidance notes

Action Plan:

Objective What are we going to do and why?	Who will be responsible for seeing it is done?	When will it be done by?	Outcome - How will we know we have achieved our objective?	Progress
Design and develop an equality monitoring form to include in consultation exercises to capture equality data of respondents to ensure engagement of a diverse range of stakeholders	Mike Daley	September 2017	Data is collected and available in relation to protected characteristics in the Equality Act 2010 and including Welsh Language	
Consider the outcome of the review of the Home to School Transport policy	Chris Millis	February 2017	WESP amended if necessary in light of outcome of review	No amendments required
Consideration could be given to increase the targets for the next	WESP forum	TBC	TBC	

three years.				
Following the development of the Ystalyfera South Campus monitor the number of children assessed in Welsh as a first language in Year 6 and then in Year 9 to identify any change in the current -20% difference	Meirwen Watts	To be determined	The number of children assessed in Year 6 and then in Year 9 will have increased	
Continue to monitor the assessment of need for pupils with additional learning needs to identify the demand for a specialist provision	Mike Daley & Meirwen Watts	Termly WESP forum	Evidence collected will identify any requirement for a specialist provision	

Attend termly Regional WESP meetings	Meirwen Watts	Termly regional meeting	Report from regional meeting will be shared with the WESP forum and inform the operational WESP	
Submit progress report to Welsh Government	Meirwen Watts	TBC	Report from Welsh Government will be shared with the WESP forum and inform the operational WESP	

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

COUNCIL

REPORT OF THE DIRECTOR OF FINANCE & CORPORATE SERVICES

28th February 2018

SECTION A – MATTERS FOR DECISION

WARDS AFFECTED: ALL

COUNCIL TAX 2018/19

1 Purpose of Report

- 1.1 This report sets out the calculations and necessary resolutions to be passed in relation to the budget and the setting of the level of Council Tax for 2018/19 in accordance with the Local Government Finance Act 1992.

2 Issues for Consideration

- 2.1 The responsibilities of the Authority are as follows:
- To carry out certain calculations in respect of its own budget and Council Tax levels (including Community Council precepts)
 - To add the Council Tax levels specified by the Police and Crime Commission for South Wales to the result of the calculation in above.
- 2.2 Consideration must be given as to the expenses incurred by this Authority in performing, in part of the County Borough, functions performed by Community Councils, elsewhere in the County Borough. It is recommended that such expenses be treated as the Authority's general expenses.
- 2.3 It is also necessary to consider the treatment of the levy issued by the Swansea Bay Port Health Authority. It is recommended that it is treated as the Authority's general expenses.

3 Calculation of the Budget Requirement

- 3.1 Section 32 of the Local Government Finance Act 1992 requires that, as part of its budgetary process, an Authority must formally calculate its “budget requirement” as follows:-

<u>Aggregate of items under section 32(2)</u> i.e. expenditure to be charged to a revenue account, including transfers to reserves and Community Council precepts	£426,508,528
Less <u>Aggregate of items under Section 32 (3)</u> i.e. income to be credited to a revenue account, including transfers from reserves, but excluding RSG and NNDR	£141,656,851
Equals <u>Budget Requirement per section 32(4)</u>	£284,851,677

4 Calculation of Basic Amount of Council Tax

- 4.1 The Act require the Authority to make the following calculations:
- 4.2 Basic Amount of Council Tax (**inclusive** of Community Council Precepts)

This is calculated in accordance with Section 33(1) of the Act by the following formula

Budget requirement including the Community Council Precept	£284,851,677
Less:- Total of RSG and NNDR, less discretionary rate relief, in accordance with Section 33(3B) of the Local Government Finance Act 1992	£212,124,377
Divided by Council Tax Base approved at the Cabinet meeting of 22 November 2017	47,257.40
Equals Basic Amount of Council Tax (including Community Council precepts)	£1,538.96

4.3 Basic amount of Council Tax for areas **without** Community Council Precepts.

This is calculated in accordance with Section 34(2) of the act by the following formula

Basic amount of Council Tax identified in 4.2 above	£1,538.96
Less The aggregate of the community Council precepts	£1,996,677
Divided by Council Tax Base approved at the Cabinet meeting of 22 November 2017	47,257.40
Equals Basic Amount of Council Tax for areas without Community Council precepts	£1,496.71

4.4 Amount of Council Tax for each area with a Community Council Precept.

This is calculated in accordance with Section 34(3) of the Act for each relevant area as follows:

Community Council precept
Divided by Relevant Council Tax Base as approved at the Cabinet meeting of 22 November 2017

The calculations for each Community Council are included as Appendix 1. The resulting amounts of basic Council Tax per Band D are as follows:-

Town / Community Council	Band D Amount
Blaengwrach	£98.79
Blaenhonddan	£48.16
Briton Ferry	£80.52
Cilybebyll	£48.54
Clyne and Melincourt	£80.45
Coedffranc	£104.84

Crynant	£68.45
Cwmllynfell	£90.87
Dyffryn Clydach	£42.58
Glynneath	£106.13
Gwaun Cae Gurwen	£61.77
Neath	£51.23
Onllwyn	£60.67
Pelenna	£97.09
Pontardawe	£71.39
Resolven	£69.95
Seven Sisters	£76.51
Tonna	£34.82
Ystalyfera	£40.64

4.5 Calculation of Council Tax for Different Valuation Bands

Authorities are required under Section 36(1) to calculate the level of Council Tax for each valuation band in accordance with the following formula.

Amount calculated under section 33 or 34 as appropriate
Multiplied by The ratio of the band to Band D

The ratios set out in Section 5(1A) of the Act are as follows:-

Band A	6/9
Band B	7/9
Band C	8/9
Band D	9/9
Band E	11/9
Band F	13/9
Band G	15/9
Band H	18/9
Band I	21/9

A table setting out the levels of Council Tax for each Band in each Community is provided in Appendix 2.

5 **Police and Crime Commissioner for South Wales**

- 5.1 The Police and Crime Commissioner for South Wales has issued the following precept:-

Band A	£155.68
Band B	£181.63
Band C	£207.57
Band D	£233.52
Band E	£285.41
Band F	£337.31
Band G	£389.20
Band H	£467.04
Band I	£544.88

The total precept payable is £11,035,609

A table setting out the levels of Council Tax, inclusive of the Police & Crime Commissioner for South Wales precept, for each Band in each community is provided in Appendix 3.

6 **Recommendations**

It is recommended that Council approve the following:

- a) That any expenses incurred by Neath Port Talbot County Borough Council in performing in part of its area, a function performed by a Community Council, elsewhere in its area, are treated as the Authority's general expenses.
- b) That the levy of the Swansea Bay Port Health Authority is treated as a general expense.
- c) The following amounts are calculated in accordance with Sections 32 to 36 of the Local Government Finance Act 1992.

	Amount
Aggregate of the items estimated under Section 32(2) – expenditure	£426,508,528
Aggregate of the items estimated under section 32(3) – income	£141,656,851
Amount calculated in accordance with section 32(4) – budget requirement	£284,851,677
Aggregate payable in respect of redistributed NNDR and RSG, reduced in accordance with Section 33(3B) of the Act	£212,124,377
Basic amount of Council Tax in accordance with Section 33(1) of the Act	£1,538.96
Aggregate of all special items referred to in section 34(1) of the Act.	£1,996,677
Basic Amount of Council Tax for dwellings in those parts of its area to which no special item relates, in accordance with Section 34(2) of the Act	£1496.71
Basic amounts of Council tax for dwellings in those parts of its area to which special items bands relates, calculated in accordance with section 34(3) of the Act	As per Appendix 1
Amounts to be taken into account in respect of categories of dwellings listed in different valuation, calculated in accordance with Section 36(1) of the Act	As per Appendix 2

- d) That the Police and Crime Commissioner for South Wales has stated the following amounts in a precept issued to the Council, in accordance with Section 40 of the Act

Band A	£155.68
Band B	£181.63
Band C	£207.57
Band D	£233.52
Band E	£285.41
Band F	£337.31

Band G	£389.20
Band H	£467.04
Band I	£544.88

The total precept payable is £11,035,609.

- e) That having calculated the aggregate in each case above, the Council, in accordance with section 30(2) of the Act hereby sets the amounts shown in Appendix 3 as the Council Tax for 2018/19 for each of the categories of dwelling shown.

7 Reason for Proposed Decision

To fulfil the statutory requirement to determine the Council Tax for 2018/19.

8 Implementation of Decision

The decision is proposed for implementation after consideration and approval by Council.

9 Appendices

Appendix 1 – Basic Amount of Council Tax

Appendix 2 – Amount of Council Tax for Neath Port Talbot CBC plus Community Councils, by band

Appendix 3 – Amount of Council Tax for Neath Port Talbot CBC, plus Community Councils, plus Police, by band

10. Background Papers

Local Government Revenue Support Grant settlement 2018/19.
Precept Notices for Mid and West Wales Fire Authority, Police and Crime Commissioner for South Wales, individual Town and Community Councils and Other Precepting Bodies.
Neath Port Talbot County Borough Council Budget Report.
Cabinet Report of 22 November 2017 - Calculation of Council Tax Base For 2018/19.

11. Wards Affected

All

12 **Officer Contact**

For further information on this report item, please contact:

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Basic Amount of Council Tax (Band D)

Appendix 1

Community Council Precept	Town or Community Council	Community Council Precept	Council Tax Base (Band D)	Community Council Tax	NPTCBC Council Tax	Total
2017/18		2018/19		2018/19	2018/19	2018/19
£35,535.00	Blaengwrach	£35,535.00	359.72	£98.79	£1,496.71	£1,595.50
£220,143.00	Blaenhonddan	£220,143.00	4,571.15	£48.16	£1,496.71	£1,544.87
£140,360.00	Briton Ferry	£147,800.00	1,835.56	£80.52	£1,496.71	£1,577.23
£90,000.00	Cilybebyll	£91,000.00	1,874.83	£48.54	£1,496.71	£1,545.25
£19,903.83	Clyne and Melincourt	£20,600.46	256.06	£80.45	£1,496.71	£1,577.16
£362,222.00	Coedffranc	£372,202.00	3,550.35	£104.84	£1,496.71	£1,601.55
£44,500.00	Crynant	£45,835.00	669.59	£68.45	£1,496.71	£1,565.16
£34,000.00	Cwmllynfell	£34,000.00	374.15	£90.87	£1,496.71	£1,587.58
£44,354.00	Dyffryn Clydach	£46,584.00	1,093.98	£42.58	£1,496.71	£1,539.29
£134,649.37	Glynneath	£144,748.07	1,363.88	£106.13	£1,496.71	£1,602.84
£72,400.00	Gwauncaegurwen	£81,155.00	1,313.89	£61.77	£1,496.71	£1,558.48
£330,000.00	Neath	£330,000.00	6,442.13	£51.23	£1,496.71	£1,547.94
£21,441.00	Onllwyn	£22,083.00	363.97	£60.67	£1,496.71	£1,557.38
£38,416.00	Pelenna	£38,416.00	395.67	£97.09	£1,496.71	£1,593.80
£167,500.00	Pontardawe	£176,000.00	2,465.45	£71.39	£1,496.71	£1,568.10
£47,561.00	Resolven	£50,375.00	720.11	£69.95	£1,496.71	£1,566.66
£47,450.00	Seven Sisters	£47,450.00	620.15	£76.51	£1,496.71	£1,573.22
£27,000.00	Tonna	£29,000.00	832.78	£34.82	£1,496.71	£1,531.53
£63,750.00	Ystalyfera	£63,750.00	1,568.49	£40.64	£1,496.71	£1,537.35
£1,941,185.20	Total	£1,996,676.53	30,671.91			

Basic amount of Council Tax - NPT plus Community Council 2018/19

Community	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Band I
BLAENGWRACH	£1,063.67	£1,240.95	£1,418.22	£1,595.50	£1,950.05	£2,304.61	£2,659.17	£3,191.00	£3,722.83
BLAENHONDDAN	£1,029.92	£1,201.57	£1,373.22	£1,544.87	£1,888.17	£2,231.47	£2,574.79	£3,089.74	£3,604.69
BRITON FERRY	£1,051.49	£1,226.74	£1,401.98	£1,577.23	£1,927.72	£2,278.22	£2,628.72	£3,154.46	£3,680.20
CILYBEBYLL	£1,030.17	£1,201.86	£1,373.56	£1,545.25	£1,888.64	£2,232.02	£2,575.42	£3,090.50	£3,605.58
CLYNE AND MELINCOURT	£1,051.44	£1,226.68	£1,401.92	£1,577.16	£1,927.64	£2,278.12	£2,628.60	£3,154.32	£3,680.04
COEDFFRANC	£1,067.70	£1,245.65	£1,423.60	£1,601.55	£1,957.45	£2,313.35	£2,669.25	£3,203.10	£3,736.95
CRYNANT	£1,043.44	£1,217.35	£1,391.25	£1,565.16	£1,912.97	£2,260.78	£2,608.60	£3,130.32	£3,652.04
CWMMLLYNFELL	£1,058.39	£1,234.79	£1,411.18	£1,587.58	£1,940.37	£2,293.17	£2,645.97	£3,175.16	£3,704.35
DYFFRYN CLYDACH	£1,026.20	£1,197.23	£1,368.26	£1,539.29	£1,881.35	£2,223.41	£2,565.49	£3,078.58	£3,591.67
GLYNNEATH	£1,068.56	£1,246.66	£1,424.75	£1,602.84	£1,959.02	£2,315.21	£2,671.40	£3,205.68	£3,739.96
GWAUN CAE GURWEN	£1,038.99	£1,212.15	£1,385.32	£1,558.48	£1,904.81	£2,251.13	£2,597.47	£3,116.96	£3,636.45
NEATH	£1,031.96	£1,203.96	£1,375.95	£1,547.94	£1,891.92	£2,235.91	£2,579.90	£3,095.88	£3,611.86
ONLLWYN	£1,038.26	£1,211.30	£1,384.34	£1,557.38	£1,903.46	£2,249.54	£2,595.64	£3,114.76	£3,633.88
PELENNNA	£1,062.54	£1,239.62	£1,416.71	£1,593.80	£1,947.98	£2,302.15	£2,656.34	£3,187.60	£3,718.86
PONTARDAWE	£1,045.40	£1,219.64	£1,393.87	£1,568.10	£1,916.56	£2,265.03	£2,613.50	£3,136.20	£3,658.90
RESOLVEN	£1,044.44	£1,218.52	£1,392.59	£1,566.66	£1,914.80	£2,262.95	£2,611.10	£3,133.32	£3,655.54
SEVEN SISTERS	£1,048.82	£1,223.62	£1,398.42	£1,573.22	£1,922.82	£2,272.42	£2,622.04	£3,146.44	£3,670.84
TONNA	£1,021.02	£1,191.19	£1,361.36	£1,531.53	£1,871.87	£2,212.21	£2,552.55	£3,063.06	£3,573.57
YSTALYFERA	£1,024.90	£1,195.72	£1,366.53	£1,537.35	£1,878.98	£2,220.61	£2,562.25	£3,074.70	£3,587.15
ALL OTHER	£997.81	£1,164.11	£1,330.41	£1,496.71	£1,829.31	£2,161.91	£2,494.52	£2,993.42	£3,492.32

Appendix 3

Basic amount of Council Tax - NPT plus Community Council plus Police 2018/19

Community	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Band I
BLAENGWRACH	£1,219.35	£1,422.58	£1,625.79	£1,829.02	£2,235.46	£2,641.92	£3,048.37	£3,658.04	£4,267.71
BLAENHONDDAN	£1,185.60	£1,383.20	£1,580.79	£1,778.39	£2,173.58	£2,568.78	£2,963.99	£3,556.78	£4,149.57
BRITON FERRY	£1,207.17	£1,408.37	£1,609.55	£1,810.75	£2,213.13	£2,615.53	£3,017.92	£3,621.50	£4,225.08
CILYBEBYLL	£1,185.85	£1,383.49	£1,581.13	£1,778.77	£2,174.05	£2,569.33	£2,964.62	£3,557.54	£4,150.46
CLYNE AND MELINCOURT	£1,207.12	£1,408.31	£1,609.49	£1,810.68	£2,213.05	£2,615.43	£3,017.80	£3,621.36	£4,224.92
COEDFFRANC	£1,223.38	£1,427.28	£1,631.17	£1,835.07	£2,242.86	£2,650.66	£3,058.45	£3,670.14	£4,281.83
CRYNANT	£1,199.12	£1,398.98	£1,598.82	£1,798.68	£2,198.38	£2,598.09	£2,997.80	£3,597.36	£4,196.92
CWMLLYNFELL	£1,214.07	£1,416.42	£1,618.75	£1,821.10	£2,225.78	£2,630.48	£3,035.17	£3,642.20	£4,249.23
DYFFRYN CLYDACH	£1,181.88	£1,378.86	£1,575.83	£1,772.81	£2,166.76	£2,560.72	£2,954.69	£3,545.62	£4,136.55
GLYNNEATH	£1,224.24	£1,428.29	£1,632.32	£1,836.36	£2,244.43	£2,652.52	£3,060.60	£3,672.72	£4,284.84
GWAUN CAE GURWEN	£1,194.67	£1,393.78	£1,592.89	£1,792.00	£2,190.22	£2,588.44	£2,986.67	£3,584.00	£4,181.33
NEATH	£1,187.64	£1,385.59	£1,583.52	£1,781.46	£2,177.33	£2,573.22	£2,969.10	£3,562.92	£4,156.74
ONLLWYN	£1,193.94	£1,392.93	£1,591.91	£1,790.90	£2,188.87	£2,586.85	£2,984.84	£3,581.80	£4,178.76
PELENNNA	£1,218.22	£1,421.25	£1,624.28	£1,827.32	£2,233.39	£2,639.46	£3,045.54	£3,654.64	£4,263.74
PONTARDAWE	£1,201.08	£1,401.27	£1,601.44	£1,801.62	£2,201.97	£2,602.34	£3,002.70	£3,603.24	£4,203.78
RESOLVEN	£1,200.12	£1,400.15	£1,600.16	£1,800.18	£2,200.21	£2,600.26	£3,000.30	£3,600.36	£4,200.42
SEVEN SISTERS	£1,204.50	£1,405.25	£1,605.99	£1,806.74	£2,208.23	£2,609.73	£3,011.24	£3,613.48	£4,215.72
TONNA	£1,176.70	£1,372.82	£1,568.93	£1,765.05	£2,157.28	£2,549.52	£2,941.75	£3,530.10	£4,118.45
YSTALYFERA	£1,180.58	£1,377.35	£1,574.10	£1,770.87	£2,164.39	£2,557.92	£2,951.45	£3,541.74	£4,132.03
All OTHER	£1,153.49	£1,345.74	£1,537.98	£1,730.23	£2,114.72	£2,499.22	£2,883.72	£3,460.46	£4,037.20

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

POLICY AND RESOURCES CABINET BOARD (SPECIAL)

21ST FEBRUARY 2018

**Report of the Head of Corporate Strategy and Democratic Services
– Karen Jones**

Matter for Decision

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL CORPORATE COMMUNICATIONS AND COMMUNITY RELATIONS STRATEGY

Wards Affected: All

Purpose of the Report

To seek approval of the Communications and Community Relations Strategy covering the period March 2018 to March 2020.

Background

The Well-being of Future Generations (Wales) Act 2015 introduced a new duty upon the Council to carry out sustainable development. Within the sustainable development principle there is a requirement to involve people in the work that the Council carries out. This Strategy has been designed to support the Council in responding to this new legislation, but also to make the Council's collective communications and community relations efforts more consistent, effective and relevant. The Strategy has also been designed to support the delivery of the new Corporate Plan approved by Council in September 2017.

Financial Impact

The Strategy has been designed to operate within the existing budget cash limits, but it also seeks to reduce unnecessary expenditure on communications and community relations activity (the refreshment of the corporate identity is an example where there will be several thousands of pounds of cost savings that will accrue over time) whilst also contributing to the need to generate new income streams. The

development of a strategic approach to advertising and sponsorship is a key feature within the proposed approach.

Equality Impact Assessment

This Strategy specifically aims to ensure that all sections of the community are able to access Council communications and that all sections of the community, including people who share protected characteristics are able to engage with the Council and have their voices heard.

Workforce Impacts

The Strategy acknowledges that training and development will need to be arranged for elected members and certain staff groups if the aim and objectives of the Strategy are to be realised. The cost of meeting these training and development needs can be accommodated within the existing budget cash limits.

Legal Powers

The Council has a duty to secure the economic, social, environmental and cultural well-being of its residents and must embrace the sustainable development principle in everything that it does. This Strategy will help the Council to meet these new duties.

Risk Management

There are a number of risks to highlight:

- Risk that without a consistent and effective approach to communications and community relations the Council's reputation and its standing with local residents will deteriorate;
- Risk that without a shared understanding by elected Members and staff of the Council's priorities and programmes that those priorities and programmes will not be delivered/not be delivered to the required standard or in the desired timescale;
- Risk that without a clear direction the corporate communications and marketing team will not be value for money; and

- Risk that without effective engagement approaches, opportunities to receive and test proposals with the community will not be available leading to a lack of community support or the loss of opportunity to enhance proposals for change.

Consultation

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

Recommendation

That the Cabinet Board approves the Strategy as set out in Appendix 1 and commends the Strategy to Council for adoption.

Officer Reporting:

Mrs K Jones, Head of Corporate Strategy and Democratic Services, tel: 01639 763284 or e-mail: k.jones3@npt.gov.uk

Appendix 1

Corporate Communication and Community Relations Strategy 2018-2020

List of Background Papers

Please see footnotes in the Strategy document.

Neath Port Talbot County Borough Council

Communications and Community Relations Strategy 2018-2020

Introduction

This Strategy is designed to set out how the Council's Communications and Community Relations functions will be transformed to support the delivery of the Council's priorities, whilst responding to significant changes in the communications and marketing industry and wider social and technological change.

The Strategy supports the delivery of the Corporate Plan. It will be regularly reviewed and its aim and objectives will be implemented through annual action plans.

This Strategy sets a framework and gives direction to all media, on-line, marketing, publications, public relations, community relations and communications activity delivered by or on behalf of the Council - both internal and external, not just by the Corporate Communications Team.

It is set against a back drop of reducing resources and increasing expectations.

Context

In this challenging and changing environment of local government it is more important than ever that regular, reliable and accurate information about the Council and its work is provided to our workforce, residents of the county borough, council tax payers, users of our services and our wider partners.

We know that effective communications and engagement with residents is a key driver to improving trust and confidence in councils. ¹It is also at the heart of good customer service with effective, meaningful public involvement, engagement and consultation central to the Council's community leadership role.

It is also crucial to ensuring that the Council's overarching purpose and strategy - including our challenges and ambitions, priorities, principles and values - as

¹ (Ipsos Social Research Institute and Ipsos Mori 2008)
(<https://www.ipsos.com/sites/default/files/publication/1970-01/sri-one-world-many-places-june-2010.pdf>)

articulated in our Corporate Plan – is better understood by everyone and at the heart of everything we say and do.

In designing our Communications and Community Relations function, we need to be informed by the way the wider industry has been and continues to be transformed by changing media consumption habits, linked to the growth in digital technology. In ²Wales, take-up of fixed broadband has increased from 63% in 2012 to 78% in 2017. At least 74% of people now use a smart phone - up from 38% in 2012.

Digital methods of communication:

- are instant;
- can deliver content to specific audiences so that messages can now be much more targeted; and
- have greatly increased the potential reach of campaigns.

Digital technology has also changed the way in which people make decisions and form opinions – people are now increasingly influenced by their peers via social media, forums, comparison websites etc.

All of this has contributed to a sharp decline in circulation figures and titles for traditional print media. At a local level, the ³Audit Bureau of Circulations Ltd. (ABC) figures showed that:

- the circulation for the South Wales Evening Post had dropped from an average of 30,582 in 2013 to an average of 21,031 copies in 2016; and
- the circulation for the Western Mail had dropped from an average of 22,854 in 2013 to an average of 15,697 copies in 2016.

Conversely, we are also aware that for some people in our community, digital channels are not the right channels for them, or simply not their preference. Therefore, whilst we will be prioritising an extension of our digital presence, we will also need to ensure that our stakeholders can continue to have a choice of ways in which they interact with us.

The Council's Communications and Community Relations function must respond to the changes in our environment. The function needs to combine creativity with technology – using imaginative narratives and visuals to attract and hold attention; and adopt software, data and analytics to create and share content and evaluate its effectiveness. It must also recognise and respond to those people who can only access communications and engagement through

³ (Ofcom Communications Market Report Wales 2017)
<https://www.ofcom.org.uk/research-and-data/multi-sector-research/cmr/cmr-2017/wales>
(From <http://www.bbc.co.uk/news/uk-wales-39065024>)

more traditional routes. As in the Digital by Choice Strategy, whilst the Council aims to design digital channels that are so easy and appealing to use that people will naturally choose these channels as their preference, we will also need to make available other channels where people – for a variety of important reasons – will still need to access services face to face, by letter or by telephone or other means.

Aims and Objectives

Aim: To build trust and confidence in the Council through effective two-way communications and engagement with our residents, workforce, customers, partners and other stakeholders.

Objectives:

1. To ensure the residents of the county borough, partners and wider stakeholders are supportive of and have a consistent understanding of the Council's vision and priorities as set out in the Corporate Plan 2017-2022;
2. To ensure the Council's workforce are supportive of and have a consistent understanding of the Council's vision and priorities;
3. To deliver a corporate Communications and Community Relations service which is value for money;
4. To increase the income generated through sponsorship and advertising; and
5. To strengthen the Council's approach to consultation and engagement so that people can express their views and opinions about the Council's work and feel that their voices are listened to.

Principles

Our communications activities will be:

- Lawful;
- Cost-effective;
- Objective;
- Even-handed;
- Appropriate to the audience/issue;
- Have regard to equality, diversity and the status of the Welsh language in Wales;

- Be issued with care during periods of heightened sensitivity;
- Be two-way;
- Be based on insight and evidence wherever possible; and
- Be in line with agreed corporate branding and guidelines.

Audiences

Our main audiences are:

- Residents and customers;
- Businesses and investors;
- The community and voluntary sector;
- Media – local, regional, national and trade as well as on-line;
- Visitors;
- Special Interest Groups;
- Workforce and their representatives;
- Elected Members;
- Suppliers;
- MPs and AMs;
- Welsh Government and UK Government; and
- Government agencies.

Key Corporate Messages

The tone and sentiment of our new Corporate Plan has changed. There is more emphasis on building on our strengths and everything we have to be proud of in our county borough, rather than focusing on deficits and things that are not so good.

Our vision for the county borough is spelt out in the Corporate Plan:

- ❖ *“We want our county borough to be a place where everyone has an equal chance to get on in life – a place where people want to live, learn and work and bring up their family.*
- ❖ *We want our beautiful natural environment, and our rich cultural and industrial heritage to be appreciated and protected for many future generations to enjoy.*
- ❖ *We also want to pursue new and existing opportunities for economic growth so we can sustain our diverse communities for many years to come.”*

Moving forward, our core narrative will be about a diverse county borough with its share of challenges to address, but also rich in opportunity.

Our Strategy

We will embrace a different operating model which will see the communications and community relations function of the Council moving from a largely reactive function to one which is proactive (Supports objective 1)

- a) We will upskill our communications and community relations workforce so that our activities are informed by insight, data and evidence of what works;
- b) We will establish a campaign-based approach to the delivery of the Council’s priority programmes and ensure there are stronger links between the communications and community relations function and the Forward Work Programmes of the various committees of the Council;
- c) We will extend and promote the use of digital channels, embrace a multi-media approach to the way we work and introduce an on-line news-desk which brings together in one place all of the key content we have issued, whilst still catering for those who depend on other channels of communication; and
- d) We will monitor coverage of the Council’s activities by others and issue rebuttals and offer comments where this is considered necessary.

We will increase the reach of our communications (Supports objective 1)

- a) We will ensure we have a detailed understanding of the audience reached by our “owned” media channels (those arrangements which we can ourselves design and deliver e.g. our website, social media accounts) and ensure that communications are appropriately tailored for those different audiences; and
- b) We will work with our workforce, elected members and partner agencies to identify other opportunities to amplify our communications through their channels of communications and where appropriate we will offer reciprocal arrangements.

We will make it easier for our residents, partners and wider stakeholders to give us feedback on our work and to contribute to policy and service change (Supports objective 5)

- a) We will embrace a rights-based approach to our communications and community relations work;
- b) We will create a coherent corporate framework to govern consultation, engagement, participation and involvement activities across the Council; and
- c) We will provide training and development opportunities for staff to ensure there is a consistent implementation of the framework.

We will strengthen the Council’s brand identity (supports objectives 1 and 2)

- a) We will provide guidance for the workforce so that the Council’s identity is consistently portrayed in all communications activities;
- b) We will ensure there are up to date and relevant protocols in place to support people identified as Council spokespersons;
- c) We will ensure there are clear policies in place for our workforce to guide them in their communications practice – eg social media policies; accessible information guidelines; Welsh Language guidelines etc; and
- d) We will refresh the corporate identity guidelines to ensure this is fit for a digital age and that we reduce cost wherever possible.

We will strengthen employee communications (Supports objective 2)

- a) We will develop the Chief Executive’s staff briefing sessions;
- b) Develop the monthly employee newsletter (In the Loop);
- c) Develop the Employee News content on the intranet;
- d) Develop the Q and A service on the intranet into a staff ideas portal;

- e) Provide services that enable employee voices to be captured – including employee surveys, staff panels and other related activities;
- f) Support the NPT Staff Health and Well-being Group through the delivery of a Service Level Agreement;
- g) Identify other innovations in employee communications to further enhance our approach

We will refocus our communications and community relations corporate service to ensure it effectively supports the delivery of this Strategy (Supports objective 3)

- a) We will focus the team’s efforts on promoting and developing the Council’s corporate narrative and in delivering corporate and priority service campaigns, the detail of which will be agreed with the Head of Corporate Strategy and Democratic Services on an annual basis;
- b) Set the strategic framework for delivering the community relations and communications functions across the Council;
- c) Provide the core corporate narrative to ensure that our ambitions as articulated in our Corporate Plan are better understood by everyone and at the heart of everything we say and do;
- d) Deliver specialist communications and community relations support for the agreed set of corporate activities and campaigns;
- e) We will introduce a business partnering approach, ensuring we have a clear understanding of what is emerging from service operations and the communications activities needed to support those;
- f) Manage requests for interview and provide briefing and support to those people who are asked to be Council spokespersons;
- g) Provide an emergency and crisis management media and communications response capability, working alongside other agencies to ensure the right information is provided in a timely manner and that the Council’s reputation is protected;
- h) Provide advice to elected Members and officers on the codes of practice that apply to local government communications activities
- i) Provide advice to elected Members and officers on the duties contained within various pieces of legislation and codes of practice that apply to consultation, engagement and equalities activities;
- j) Fulfil an enabling role, providing the necessary tools, policies, guidance and training for officers to carry out their own service communications;

- k) Work with our procurement team to ensure there are appropriate commissioning arrangements in place to support communications and consultation activities;
- l) Continuously review and research emerging industry best practice and identify how the Council might take full benefits from adopting and adapting new approaches; and

**We will increase income generated through advertising and sponsorship
(Supports objective 4)**

- a) We will establish a policy that creates a framework for all sponsorship and advertising activity across the Council;
- b) We will establish a policy that creates a framework for all corporate publications across the Council; and
- c) We will develop advertising and sponsorship opportunities across the functions, facilities and assets that are managed by the corporate communications team, starting with website, social media and other “owned” channels of communication and engagement.

Measuring Impact

Evaluation allows us to assess our performance in delivering on our objectives and helps us improve going forward. The measurement and evaluation of our communications and marketing activity needs to be outcome focused, robust and consistent. We will seek to improve evaluation capability and standards in line with industry best practice.

There is little benchmarking information available at the time of preparing this Strategy. Therefore, a priority action over the remainder of 2017/18 will be to agree a set of performance metrics and then, in 2018/19 put in place the means to report on them.

COMMUNICATIONS AND COMMUNITY RELATIONS STRATEGY ACTION PLAN – 2018-2020

Aim: To build trust and confidence in the Council through effective two-way communications and engagement with our residents, workforce, customers, partners and other stakeholders

Objective	Action	Tasks	Lead Officer	17/18	18/19	19/20
				Year actions to commence		
To ensure the residents of the county borough, partners and wider stakeholders are supportive of and have a consistent understanding of the Council's vision and priorities as set out in the Corporate Plan 2017-2022;	We will embrace a different operating model which will see the communications function of the Council moving from a largely reactive function to one which is proactive	a) We will upskill our communications workforce so that our activities are informed by insight, data and evidence of what works;	Strategic Marketing Advisor			
		b) We will establish a campaign-based approach to the delivery of the Council's priority programmes and	Strategic Marketing Advisor			

		ensure there are stronger links between the communications function and the Forward Work Programmes of the various committees of the Council;				
		c) We will extend and prioritise the use of digital channels, embrace a multi-media approach to the way we work and introduce an on-line newsdesk which brings together in one place all of the key content we have issued, whilst still catering for those who depend on other channels of communication;	Press and Public Relations Officer			
		e) We will monitor coverage of the Council’s activities by others and issue rebuttals and offer comments where this is considered necessary;	Press and Public Relations Officer			
	We will increase the reach of our communications	a) We will ensure we have a detailed understanding of the audience reached by our “owned” media channels (those	Digital Team Leader			

		arrangements which we can ourselves design and deliver (e.g. our website, social media accounts) and ensure that communications are appropriately tailored for those different audiences;				
		b) We will work with our workforce, elected members and partner agencies to identify other opportunities to amplify our communications through their channels of communications and where appropriate we will offer reciprocal arrangements.	Strategic Communications Officer			
	We will strengthen the Council's brand identity	a) We will provide guidance for the workforce so that the Council's identity is consistently portrayed in all communications activities;	Strategic Marketing Advisor			
		b) We will ensure there are up to date and relevant protocols in place to support people identified as Council spokespersons	Strategic Communications Officer			

		c) We will ensure there are clear policies in place for our workforce to guide them in their communications practice – eg social media policies; accessible information guidelines; Welsh Language guidelines etc; and	Strategic Communications Advisor		
		d) We will refresh the corporate identity guidelines to ensure this is fit for a digital age and that we reduce cost wherever possible.	Strategic Marketing Advisor		
Page 12	To ensure the Council's workforce are supportive of and have a consistent understanding of the Council's vision and priorities;	We will strengthen employee communications	a) We will develop the Chief Executive's staff briefing sessions	Strategic Communications Officer	
			b) Develop the monthly employee newsletter (In the Loop);	Corporate Engagement and Employee Communications Officer	

		c) Develop the Employee News content on the intranet;	Corporate Engagement and Employee Communications Officer			
		d) Develop the Q and A service on the intranet into a staff ideas portal;	Corporate Engagement and Employee Communications Officer			
		e) Provide services that enable employee voices to be captured – including employee surveys, staff panels and other related activities;	Corporate Engagement and Employee Communications Officer			
		f) Support the NPT Staff Health and Well-being Group through the delivery of a Service Level Agreement;	Corporate Engagement and Employee Communications Officer			
		g) Identify other innovations in employee communications that further develop our approach	Corporate Engagement and Employee Communications Officer			

<p>To deliver a corporate communications and community relations service which is value for money</p>	<p>We will refocus our communications and marketing corporate service to ensure it effectively supports the delivery of this Strategy</p>	<p>a) We will focus the team’s efforts on promoting and developing the Council’s corporate narrative and in delivering corporate and priority service campaigns, the detail of which will be agreed with the Head of Corporate Strategy and Democratic Services on an annual basis</p>	<p>Strategic Marketing Advisor</p>			
		<p>b) Set the strategic framework for delivering the marketing and communications functions across the Council;</p>	<p>Strategic Marketing Advisor and Strategic Communications Officer</p>			
		<p>c) Provide the core corporate narrative to ensure that our ambitions as articulated in our Corporate Plan are better understood by everyone and at the heart of everything we say and do</p>	<p>Strategic Marketing Advisor and Strategic Communications Officer</p>			

		d) Deliver specialist communications and marketing support for the agreed set of corporate activities and campaigns	Strategic Marketing Advisor and Strategic Communications Officer			
		e) We will introduce a business partnering approach, ensuring we have a clear understanding of what is emerging from service operations and the communications activities needed to support those;	Business partners			
		f) Manage requests for interview and provide briefing and support to those people who are asked to be Council spokespersons	Press and Public Relations Officer			
		g) Provide an emergency and crisis management media and communications response capability, working alongside other agencies to ensure the	Strategic Communications Officer			

		right information is provided in a timely manner and that the Council's reputation is protected;				
		h) Provide advice to elected Members and officers on the codes of practice that apply to local government communications activities	Strategic Communications Officer			
Page 126		i) Provide advice to elected Members and officers on the duties contained within various pieces of legislation and codes of practice that apply to consultation, engagement and equalities activities;	Strategic Communications Officer and Equalities Officer			
		j) Fulfil an enabling role, providing the necessary tools, policies, guidance and training for officers to carry out their own service communications	Strategic Marketing Advisor and Strategic Communications Officer			
		k) Work with our procurement team to ensure there are appropriate commissioning arrangements in	Strategic Marketing Officer			

		place to support communications and consultation activities;				
		l) Continuously review and research emerging industry best practice and identify how the Council might take full benefits from adopting and adapting new approaches; and	Strategic Communications Officer and Strategic Marketing Advisor			
		m) Provide necessary training for staff and elected members to fulfil their communications roles	Strategic Communications Officer			
Page 2 To increase the income generated through sponsorship and advertising; and	4. To increase the income generated through sponsorship and advertising; and	a) We will establish a policy that creates a framework for all sponsorship and advertising activity across the Council;	Strategic Marketing Advisor			
		b) We will establish a policy that creates a framework for all corporate publications across the Council; and	Strategic Marketing Advisor			
		c) We will develop advertising and sponsorship opportunities across the functions, facilities and assets	Strategic Marketing Advisor			

		that are managed by the corporate communications team, starting with website, social media and other “owned” channels of communication and engagement				
To strengthen the Council’s approach to consultation and engagement so that people can express their views and opinions about the Council’s work and feel that their voices are listened to.	We will make it easier for our residents, partners and wider stakeholders to give us feedback on our work and to contribute to policy and service change	a) We will embrace a rights-based approach to our communications work;	Corporate Engagement and Employee Communications Officer			
		b) We will create a coherent corporate framework to govern consultation, engagement participation and involvement activities across the Council; and	Corporate Engagement and Employee Communications Officer			
		c) We will provide training and development opportunities for staff to ensure there is a	Corporate Engagement and Employee			

		consistent implementation of the framework	Communications Officer			
Strategy Implementation	We will ensure there is robust management of the Strategy	We will establish a coherent set of performance metrics and reporting framework	Strategic Communications Officer			
		We will carry out a full review of this strategy to identify scope for further improvement	Strategic Communications officer and Corporate Marketing Advisor			

Neath Port Talbot media landscape

Following the purchase in October 2015 of newspaper group Local World, the two main target print titles for the Council - The South Wales Evening Post (SWEP) and The Western Mail - are now both under the ownership of Trinity Mirror. A number of redundancies at the Western Mail included several journalists with which the Council's Communications Team were in regular contact both on a proactive and reactive basis. This has meant that the Council now has a smaller number of print journalists to target with proactive news content and also that there is an increased likelihood of news stories both positive and negative, being shared between the two titles.

In addition, the merger in March 2017 of the SWEP website with Wales Online has meant that there is no longer an established dedicated news website for the NPT/Swansea/Llanelli area. Stories appearing in either newspaper are now, if indeed chosen to feature online, part of a website focussed on news from across Wales. Wales Online has recently launched social media channels branded as 'Neath Port Talbot Online' which are dedicated to their coverage of stories in the county borough.

The Ammanford-based South Wales Guardian, whilst focussed on Carmarthenshire news, does provide some opportunity for print and web coverage of stories relevant to the Swansea and Amman Valleys.

Bay TV Swansea is a Swansea-based television station which was launched in July 2016 and is available via Freeview and Virgin. Its output includes daily local news bulletins which provide an opportunity to showcase good news stories. Whilst some areas of the county borough are unable to receive the channel, their content is also streamed and shared via Facebook and YouTube.

Local radio stations providing local news coverage include The Wave, Swansea Sound and Swansea Bay Radio, with national stations Heart Wales and Nation Radio covering larger all-Wales stories.

BBC Wales provides TV, radio and online local news coverage via their patch reporters covering the NPT and Swansea area.

ITV Wales provides TV and online coverage via their patch reporter covering the NPT and Swansea area.

Swansea Bay Business Life, Business News Wales, and Wales Business Insider regularly feature business-related stories issued by the communications team.

Golwg 360 is a Welsh-language news website

FYI Neath is a 'hyperlocal' website for Neath which enables written content and images to be uploaded directly.

West Wales Chronicle is a regional news website.

NPTCBC – owned channels

- Press releases
- Internal poster distribution to civic buildings, Celtic Leisure venues, community centres, libraries
- TV information screens civic buildings
- Web
- Intranet
- Staff portal
- Twitter (what about schools etc.)
- Facebook
- LinkedIn
- YouTube
- Notice boards
- Payslip messages
- Council tax leaflet
- E-bulletins
- Corporate Staff newsletter
- Bus station screens

Partner/other organisation networks we can tap into:

ABMU

- TV information screens
- Twitter - @ABMhealth
- Facebook - ABM University Health Board
- YouTube

NPTCVS

- Web
- Voluntary Voice newsletter
- Membership Mail out (x 500)
- Twitter - @NPTCVS
- Facebook - NPTCVS

Trade Unions

- Newsletter
- Web
- Twitter Unison - @UNISONNPT

- Twitter GMB - @GMBNPTCBC
- Facebook Unison - NPT Unison
- Facebook GMB - GMB_nptcbc

Tai Tarian (9500 tenants)

- Quarterly Tenant Newsletter – The Grapevine
- Website
- Trailer Community Events
- Notice boards in Sheltered Housing for the over 55s (18 occupied schemes).
- Staff Intranet
- Fortnightly Staff E bulletin
- Quarterly Staff Newsletter – The Insider (400 staff)
- Staff notice boards
- Twitter - @TaiTarian
- Facebook - Tai Tarian

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

COUNCIL

28 FEBRUARY 2018

Report of the Head of Human Resources – Sheenagh Rees

SECTION A – MATTER FOR DECISION

WARDS AFFECTED – ALL

PAY POLICY STATEMENT 2017 / 2018

Purpose of the Report

1. To seek Council approval of the Neath Port Talbot County Borough Council Pay Policy Statement for 2018 / 2019, attached as Appendix 1.

Executive Summary

2. It is a requirement of the Localism Act 2011 that the Council produces a Pay Policy Statement for each financial year, setting out specific information in relation to the pay of the Council's workforce. The Statement that has been prepared for 2018 / 2019, and attached at Appendix 1, has been developed in line with guidance produced by the Public Services Staff Commission "Transparency of Senior Pay in the Devolved Welsh Public Sector" and to reflect national and local developments in pay.

Background

3. The Localism Act 2011 requires local authorities to produce a Pay Policy Statement for each financial year articulating its policy towards a range of issues relating to the pay of its workforce, particularly in relation to senior staff and the lowest paid within the workforce. This is with the aim of increasing accountability, transparency and fairness in the setting of local pay.
4. The statement must be prepared annually, considered and approved by full Council and published on the Council's website.
5. An initial Pay Policy statement was developed and approved by this Council in March 2012. As required by legislation, the Pay Policy Statement must be reviewed at least annually, and then approved and published by 31st March each subsequent year.
6. The Pay Policy Statement for 2018 / 2019 is attached at Appendix 1. The format of the document has been developed with reference to the Public Sector Staff Commission's guidance "Transparency of Senior Pay in the Devolved Welsh Public Sector" and the content has been updated to take account of national and local pay related developments, outlined in paragraphs 7 and 8 of this report.

Pay related developments

7. The time limited pay provisions set out in the Workforce Strategy Collective Agreement 2013 come to an end on 31st March 2018. Accordingly, the pay scale for Local Government Services employees is restored with effect from 1st April 2018 and pay contributions cease on 31st March 2018. The Pay Policy Statement for 2018 / 2019 reflects this position.
8. It is the Council's policy that any nationally agreed pay awards, negotiated at a national level by the local government employers in conjunction with the recognised Trade Unions will be applied, including Chief Officers and the Chief Executive. At the time of producing this Pay Policy Statement, the outcome of discussions

at a national level between employers and trade unions to seek to agree pay increases effective from 1st April 2018 are not yet known. The Council will apply any pay award as and when determined by national negotiations unless full Council determines otherwise.

Pay Multiples

9. Whilst the Localism Act excludes schools from the scope of local authority Pay Policy Statements, the Pay Policy Statement for this Council sets out details of pay multiples both including and excluding employees who are appointed and managed by schools:

Basis	Pay Multiple
Lowest paid employee earnings: Chief Executive's earnings	1 : 9.12
Median employee FTE* earnings: Chief Executive	1 : 6.24
Lowest paid employee earnings: average Chief Officer earnings	1 : 5.76
Median employee FTE* earnings: average Chief Officer earnings	1 : 3.94

* FTE= Full Time Equivalent

10. The pay multiples are identical in both scenarios, i.e. including and excluding support staff and teachers who are appointed and managed by schools.

Financial impact

11. There are no financial impacts associated with this report.

Equality impact assessment

12. In determining pay and remuneration, the Council complies with relevant employment legislation, including the Equality Act 2010, the Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000, Fixed Term Employees (Prevention of Less Favourable Treatment) Regulations 2002, Agency Workers Regulations 2010 and where relevant, the Transfer of Undertakings (Protection of Earnings) Regulations. The Council has sought to ensure that there is no pay discrimination within its

pay structures and that pay differentials can be objectively justified primarily through the use of an equality proofed job evaluation mechanism which directly relates basic pay to the requirements, demands and responsibilities of each job role.

Workforce impacts

13. The Pay Policy Statement sets out the impact of the Council's pay strategy on pay relativities within the workforce, and particularly the relationship between the highest and the lowest paid within the organisation.

Legal impacts

14. It is a requirement under the Localism Act 2011 that the Council produces a Pay Policy Statement for the financial year 2018 / 2019 and that it is considered and approved by full Council, and subsequently published on the Council's website.

Risk Management

15. Failure to consider and approve a Pay Policy Statement for the financial year 2018 / 2019 will place the Council in breach of the Localism Act 2011.

Consultation

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

Recommendation

17. It is recommended that Members consider and approve the Pay Policy Statement for 2018 / 2019 for publication on the Council's website.

FOR DECISION

Reason for proposed decision

18. To ensure that the Council complies with the requirements of the Localism Act 2011.

Implementation of Decision

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

Appendices

20. Appendix 1 – Pay Policy Statement 2018 / 2019

List of Background Papers

Localism Act 2011

Officer contact

21. Sheenagh Rees, Head of Human Resources, telephone number: 01639 763315, email: s.rees5@npt.gov.uk

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Pay Policy Statement 2018/2019



Neath Port Talbot
Castell-nedd Port Talbot
County Borough Council Cyngor Bwrdeistref Sirol

Human Resources

TO BE APPROVED BY Council

DATE 21st February
2018

EDITION/VERSION 7th edition

REVIEW DATE March 2019

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This is Neath Port Talbot County Borough Council's (NPT) seventh annual Pay Policy Statement. This Statement covers the period 1st April 2018 to 31st March 2019.

This Pay Policy Statement provides the framework for decision making on pay and in particular decision making on senior pay. Preparing and publishing this statement is a requirement under the Localism Act 2011. The provisions in the Act do not apply to the staff of local authority schools and therefore teaching staff are not included in the scope of this document.

This Pay Policy Statement has been reviewed by the Council's Personnel Committee on 19th February 2018 and approved by Council on 21st February 2018.

1. INTRODUCTION FROM THE LEADER



This Council is committed to being open and transparent and as Leader I want to ensure that the Council tax payers of Neath Port Talbot County Borough Council have access to information about how we pay people.

Council services are delivered by people, and most of the people we employ live and work in this County Borough. I want to ensure that Council services are the best they can be, so our pay policy seeks to ensure we can attract, retain and motivate the best employees with the right skills to deliver our services.

This, of course, has to be balanced against the need to ensure value for money for the local Council taxpayer.

The Council is one of the main employers in this area and it is important that the Council can offer good quality employment on reasonable terms and conditions and fair rates of pay. This will have a beneficial impact on the quality of life within the community as well as on the local economy.

Cllr R G Jones
Leader of Council

2. LEGISLATIVE FRAMEWORK

The Council has the power to appoint staff under Section 112 of the Local Government Act 1972 and complies with all relevant employment legislation in determining the pay and remuneration of its staff.

3. TERMS AND CONDITIONS OF EMPLOYMENT

The Council employs approximately 5,700 employees. The posts they are employed within are covered by a range of terms and conditions drawn from either:

- National Joint Council for Local Government Services
- Joint National Council for Chief Executives
- Joint National Council for Chief Officers
- Soulbury Committee
- The Joint National Council for Youth and Community Workers
- Teachers

The following payscales are provided as Appendices to this policy:

- **Appendix A** Local Government Services Employees NPT Pay Grades
- **Appendix B** JNC Chief Executive and Chief Officer NPT Pay Grades
- **Appendix C** Soulbury National Pay Grades
- **Appendix D** JNC Youth & Community Worker National Pay Grades

We publish a breakdown of staff numbers by pay band and gender in the **Annual Equalities in Employment Report**, published separately.

National Pay Awards

For all employee groups, any nationally agreed pay awards, negotiated at a national level by the local government employers in conjunction with the recognised Trade Unions will be applied, including Chief Officers and the Chief Executive. The Council will pay these nationally agreed pay awards as and when determined unless full Council decides otherwise.

Job Evaluation

In 2008 the Council completed a Job Evaluation exercise in relation to jobs which are governed by the NJC for LGS' terms and conditions of employment. A new pay and grading structure, based on the outcome of the Job Evaluation exercise, was developed in partnership with, and agreed with, our trade unions via a Collective Agreement and introduced in 2008. The pay and grading structure is based on the NJC for LGS' nationally negotiated pay spine as the basis for its

pay and grading structure.

The Council seeks to maintain the equality proofed pay and grading structure by subjecting any newly established job or jobs which have significantly changed to a job evaluation assessment. A Joint Job Evaluation Panel, comprising of trained management and trade union representatives continues to meet on a regular basis to consider and determine Grading Appeals.

Starting salaries

It is the Council's policy that all appointments to jobs with the Council are made at the minimum of the relevant pay grade, although this can be varied where necessary, e.g. to secure the services of the best available candidate/s.

Heads of Service can authorise a variation of starting salary for all jobs other than those employed on Chief Officer terms and conditions. The Special Appointments Committee, a committee with delegated authority from Personnel Committee, will determine the starting salary of Heads of Service and full Council will determine the starting salary of Corporate Directors and Chief Executive.

Other pay-related allowances

All other pay-related allowances, e.g. overtime payments, are the subject of national and/or locally negotiated arrangements and subject to Member approval at Personnel Committee or full Council, as appropriate (refer to Decision Making for more information).

The terms and conditions of employment relating to annual leave, hours of work, overtime payment, weekend working arrangements and sick pay for all employee groups (with the exception of teaching staff) are set out in **Appendix E**.

Acting Up and Honoraria Payments

There may be occasions when an employee is asked to carry out duties which are additional to those of their substantive post, for a period of time, or to 'act up' into a more senior job within the Council, covering the full range of duties of the higher job. In such circumstances an additional payment may be made in line with the Council's policy on payment of acting up or honoraria. The schemes can be found at **Appendix F** and apply to LGS employees only.

Personnel Committee must approve any acting up or honoraria payments proposed for officers who are not within the scope of the scheme, or where the acting up or honoraria payment would result in the total pay package exceeding £100,000 approval must be sought from full Council.

Market Pay Scheme

Job evaluation has enabled the Council to set appropriate pay levels based on internal job size relativities within the Council. However, in exceptional circumstances, it may be necessary to take account of the external pay market in order to attract and retain employees with the necessary specific knowledge, skills and experience.

The Council has a Market Pay Scheme to ensure that the requirement for any market pay supplements is objectively justified by reference to clear and transparent evidence of relevant market comparators, using appropriate data sources. The Market Pay Scheme can be found at **Appendix G**. It is the Council's policy that any such additional payments are kept to a minimum and reviewed on a regular basis so that they can be withdrawn where no longer considered necessary.

The principles underpinning this Market Pay Scheme are applied to all employee groups within the Council. Heads of Service can authorise market pay supplements following a recommendation from the Head of Human Resources. Where it is proposed to apply a market supplement to a Chief Officer post within the Council, approval is sought from the Council's Personnel Committee. Should the market supplement result in the total pay package exceeding £100,000 approval must be sought from full Council.

In accordance with this arrangement, a market pay supplement of £14,000 is currently applicable to the post of Head of Social Work Services, in recognition of the very significant recruitment difficulties associated with this post, and approved by the Council's Personnel Committee.

Local Government Pension Scheme (LGPS)

To help people save more for their retirement, the government now requires employers to automatically enrol their workers into a workplace pension scheme. Neath Port Talbot Council participates in the Local Government Pension Scheme. If an employee has a contract of employment for at least 3 months (and is under 75 years of age), they will be automatically enrolled into the LGPS, from the date employment commenced. Opt out provisions apply.

The employee contribution rates, which are defined by statute, currently range between 5.5 per cent and 12.5 per cent of pensionable pay depending on full time equivalent salary levels. The Employer contribution rate is set by Actuaries advising the City and County of Swansea LGPS Pension fund and reviewed on a triennial basis in order to ensure the scheme is appropriately funded. Following the triennial valuation the employer contribution rate effective from 1st April 2018 is 26.3%.

Other employee benefits

The Council believes that it has a responsibility to help support the health, wellbeing and welfare of its employees in order to ensure that they are able to perform at their best. As part of this approach and in common with other large employers the Council provides a small number of non-pay benefits such as eye test vouchers for users of display screen equipment at work, childcare vouchers via a salary sacrifice scheme and participation in the Cycle to Work scheme.

4. DECISION MAKING

In accordance with the Constitution of the Council, the Council's Personnel Committee has delegated authority for decision-making in relation to staff pensions, staff terms and conditions, i.e. related matters such as job evaluation strategies, national / local pay negotiations, operational conditions of service policies e.g. sickness, Directorate structural / staffing changes, including ER/VR policies, and industrial disputes.

Under the Local Authorities (Standing Order) (Wales) (Amendment) Regulations 2014 any decision to determine or vary the remuneration of chief officers, or those to be appointed as chief officers, must be made by full Council.

5. COLLECTIVE BARGAINING ARRANGEMENTS WITH TRADE UNIONS

The Council recognises the following trade unions:

NJC for Local Government Services

UNISON
GMB
UNITE

JNC for Chief Officers

UNISON
GMB

Soulbury Committee

Association of Educational Psychologists AEP
PROSPECT

JNC for Youth & Community Workers

UNISON
GMB

Teachers

NAHT
NASUWT
NEU
UCAC
ASCL

Recognition is for the purposes of consultation and negotiation on a collective basis in relation to relevant matters, which are not determined by National Negotiating bodies, which both parties agree are appropriate / beneficial to be determined by agreement. Negotiations are conducted with the aim of reaching agreement and avoiding disputes. Recognition also relates to representation on an individual trade union member basis.

6. SENIOR PAY

The Chief Executive

The Chief Executive is the senior officer who leads and takes responsibility of the Council. The Council is a large and complex organisation with a multi-million pound budget. It has a very wide range of functions and has responsibility for the provision of a wide range of essential services, employing some 5,700 staff.

The role of Chief Executive is a full time and permanent position. The post holder is selected on merit, against objective criteria, following public advertisement. The Chief Executive is appointed by full Council.

As Head of Paid Service, the Chief Executive works closely with Elected Members to deliver the strategic aims of the Council, including the following priorities:

- To improve the well-being of children and young people.
- To improve the well-being of all adults who live in the county borough.
- To develop the local economy and environment so that the well-being of people can be improved.

The Chief Executive routinely works in the evenings and on weekends as well as the standard Monday to Friday business week. The Chief Executive also heads the 'on call' arrangements particularly to cover emergency planning arrangements.

The current Chief Executive, Mr Steven Phillips, has been in post since October 2009. Prior to joining Neath Port Talbot County Borough Council, Mr Phillips was a Corporate Director with Cardiff County Council and has over 30 years of experience working within a range of national (Wales and UK) and international organisations, including the Department of Trade and Industry in London, the UK Mission to the United Nations at Geneva and Welsh Government.

With effect from 1st April 2017, the Chief Executive's salary falls within the pay band £124,502 to £136,952 per annum (please see **Appendix B** for more details).

The Council has a statutory duty to appoint a Returning Officer for specified Elections and Referenda and has appointed the Council's Chief Executive to this role. The Returning Officer is personally responsible for a wide range of functions in relation to the conduct of Elections and Referenda and is paid for discharging these functions in accordance with prescribed fees.

Details of the Chief Executive's pay, including any additional payments are published in the Statement of Accounts. This document is published separately.

Expenses such as for train, car mileage, overnight accommodation and parking are claimed back

in accordance with the Council's Travel and Subsistence Payments Policy.

The Chief Executive is a member of the Local Government Pension Scheme and details are disclosed in the Statement of Accounts. There have been no increases or enhancements to the pension outside of standard arrangements.

The notice period for the role is 6 months.

Senior Staff

The current definition for senior posts is classed as:

- Statutory Chief Officers. In NPT these are:
 - the Director of Education, Leisure and Lifelong Learning;
 - the Director of Social Services, Health and Housing; and
 - the Director of Finance and Corporate Services who undertakes the role of Section 151 Officer.
- The Monitoring Officer. In NPT this is the Head of Legal Services.
- Non-statutory Chief Officers, that is non-statutory posts that report directly to the Head of Paid Service. In NPT this is the Director of Environment.
- Deputy Chief Officers, that is officers that report directly to statutory or non-statutory Chief Officers. In NPT these are:
 - the Head of Human Resources;
 - the Head of Corporate Strategy and Democratic Services;
 - the Head of ICT;
 - the Head of Finance;
 - the Head of Participation;
 - the Head of Transformation;
 - the Head of Social Work Services;
 - the Head of Commissioning, Support and Direct Services;
 - the Head of Engineering and Transport;
 - the Head of Property and Regeneration;
 - the Head of Planning and Public Protection;
 - the Head of Streetcare;
 - the Head of South Wales Trunk Road Agency.

Pay

From 1st April 2017, Corporate Director posts attract a salary within the pay band £102,746 to £110,801 per annum (please see **Appendix B** for more details).

From 1st April 2017, Heads of Service posts attract a salary within the pay band of £71,213 to £78,329 per annum (please see **Appendix B** for more details).

Details of senior staff pay are published in the Statement of Accounts.

Recruitment of Senior Officers

The Council's Policy and Procedures with regard to the recruitment of Chief Officers is contained within the Officer Employment Procedure Rules as set out in the Council's Constitution. Please refer to **Appendix H**.

The determination of the remuneration to be offered to any newly appointed Chief Officer will be in accordance with the pay structure and relevant Council policies in place at the time of recruitment. Any salary package that exceeds the threshold of £100,000 must be approved beforehand by full Council.

Additions to Chief Officers' Pay

The Council pays a standard mileage rate of 45 pence per mile to Chief Officers (and all other employees) where the Chief Officer uses his or her private vehicle on Council business. The Council also reimburses any other reasonable expenses, incurred by the Chief Officer on behalf of the Council whilst on Council business, on production of receipts and in accordance with JNC conditions and other local conditions.

The cost of membership by the Chief Executive and Corporate Directors of one professional body is met by the Council.

Independent Remuneration Panel

Section 143A of the Local Government (Wales) Measure 2011 refers to the Independent Remuneration Panel in Wales ("the IRP") and sets out their functions in relation to salaries of heads of paid service. The IRP may make recommendations about any policy in this Pay Policy Statement which relates to the salary of the Council's head of paid service and any proposed change to the salary of the Council's head of paid service. In this Council, the head of paid service is the Chief Executive. The Council, will, as required, consult the IRP in relation to any change to the salary of the Chief Executive which is not commensurate with a change of the salaries of the Council's other staff, and will have regard to any recommendation received from the IRP when deciding whether or not to proceed with making the change.

The Council is required to identify in this pay policy statement whether any such referral has been made to the IRP, and if so, the nature of the referral, the IRP's decision and the Council's response.

An authority which chooses not to follow the advice of the Panel may become subject to a Ministerial direction to reconsider their position. The Act also provides that authorities will be able to reduce (but not increase) the salary payable to their head of paid service in advance of a recommendation from the IRP, so long as the contract under which the salary is payable does not prevent the authority from changing the salary after receiving a recommendation.

The Local Government (Wales) Act 2015 temporarily extends the power of the IRP, under section 143A of the Local Government (Wales) Measure 2011 to cover salaries payable to chief officers (using the Localism Act definition) as well as the head of paid service.

The Council has made two referrals to the IRP. The first was made in November 2016 in relation to the Head of Adult Services, with a proposal to apply a Market Pay Supplement of £10,000 to this post. The IRP approved the proposal. The post has now been deleted from the Council's established structure.

A second referral was made in February 2017 in relation to an honorarium payment paid to the Head of Social Work Services in respect of covering additional duties. Again, the IRP approved the proposal. This post is now vacant and it is not the intention of the Council to continue with an honorarium payment upon appointment to this post.

7. TALENT MANAGEMENT

The Council's key tool for talent management and succession planning is through the Performance Appraisal process which as well as placing an emphasis on performance, seeks to put in place individual learning plans, developing the skills necessary not only for current roles, but with a future focus to support career development and succession planning.

8. PERFORMANCE RELATED PAY

The Council expects high levels of performance from all employees and has implemented a Performance Appraisal Scheme to monitor, evaluate and manage employee performance on an ongoing basis.

No bonus or performance-related pay mechanism applies, although the maximum incremental pay point of the pay grades for the Chief Executive and Corporate Directors are only payable if there is a satisfactory outcome to their respective annual performance appraisal.

9. SUPPORT FOR LOWER PAID STAFF

With effect from 1st April 2014, SCP 7 was deleted from pay grade 2, and a revised pay grade (scp 8 – 11) introduced. This has become a permanent feature of the new pay and grading structure.

The Council has committed to continuing discussions with Trade Unions with the objective of introducing the Living Wage on an affordable and sustainable basis when circumstances allow.

10. EXIT POLICY

Early Retirement, Voluntary Redundancy and Compulsory Redundancy

The Council's Exit Policy for employees prior to reaching normal retirement age, is set out

within its Early Retirement, Voluntary Redundancy and Compulsory Redundancy (ER / VR / CR) Scheme, in accordance with Regulations 5 and 6 of the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006. Please refer to **Appendix I**. Please note that a separate scheme operates for those employed on Teacher terms and conditions of employment.

Under the Scheme, all Early Retirement and Voluntary Redundancy expressions of interest are subject to a robust business case, seeking to limit discretionary compensation to an affordable limit, as well as considering the costs of any consequential organisational / pay grade changes.

Any severance package in respect of early termination of employment that exceeds a threshold of £100,000 must be approved beforehand by full Council. When calculating the value of a severance package, the following payments should be included:

- salary paid in lieu of notice
- lump sum redundancy / severance payment
- cost to the Council of the strain on the pension fund arising from providing early access to an unreduced pension.

The Council has operated a Voluntary Redundancy Scheme during the financial year 2017 / 2018 and details of all employees who exited the Council's employment under this Scheme, as well as the small number of employees who exited under Compulsory Redundancy, can be found in the annual Statement of Accounts.

Exit Cap and Recovery Provisions

In 2018, the UK Government intends to introduce Regulations that will impose a cap of £95,000 on exit payments for public sector workers. It also intends to develop regulations to enable the recovery of exit payments made to employees who leave the public sector and return within 12 months, although the timetable for these regulations is not as clear. The minimum salary to which the recovery provisions will apply is £80,000 per annum. If and when the UK Government introduces these Regulations, Council policies will be updated as appropriate to take this into account.

Re-employment

It is Council policy no employee, who leaves the employment of the Council on the grounds of early retirement or voluntary redundancy in accordance with the Council's Early Retirement / Voluntary Redundancy Scheme will be later re-employed as an employee of the Council. In exceptional circumstances, re-employment may be permitted if the "employing" Head of Service is able to provide a robust business case for doing so which is acceptable to the Director of Finance & Corporate Services and Head of Human Resources, in consultation with the relevant trade union(s).

Flexible retirement

Employees are permitted to take flexible retirement in accordance with the provisions of the Local Government Pension Scheme and the Council's Flexible Retirement Scheme.

11. OFF PAYROLL ARRANGEMENTS

Where the Council is unable to recruit to a job under a contract of service, or where there is a need for specialist support for a specific project, the Council will, where necessary, consider engaging individuals under a contract for service. These will be sourced through the relevant procurement process under the Council's Contract Procedure Rules, ensuring the Council is able to demonstrate value for money from competition in securing the relevant service.

Where the contract for service is to provide cover for a vacant post, in addition to ensuring adherence to Contract Procedure Rules, decision making in relation to the appointment will be in line with the Council's rules in relation to appointments i.e. Council will determine appointments at Director level, Special Appointments Committee will determine appointments at Head of Service level, and Heads of Service or those acting under their authority will determine appointments at Accountable Manager level and below.

With effect from April 2017, the UK Government introduced "Intermediaries Legislation", known as IR35, reforming tax rules for off-payroll working in the public sector and the Council has implemented the new rules in line with the legislation.

12. PAY RELATIVITIES WITHIN THE COUNCIL

The lowest paid employee is on £15,014 per annum, in accordance with the minimum spinal column point (SCP 6) of the NJC pay spine for Local Government Services employees. This excludes apprentices who are engaged on different arrangements with training being the main feature of the arrangement and it also excludes agency staff.

The highest paid employee is the Chief Executive and the pay band minimum is £124,502 rising to the pay band maximum of £136,952. The current post holder earns £136,952.

The median salary in the Council is £21,962.

The pay multiple between the lowest paid (full time equivalent) employee and the Chief Executive is a ratio of 1:9.12 and the pay multiple between the lowest paid employee and average Chief Officer is a ratio of 1:5.76.

The pay multiple between the median full time equivalent earnings and the Council's Chief Executive is a ratio of 1:6.24 where all Council employees are taken into account and the same where employees appointed and managed by head teachers/Governing Bodies are excluded from the calculation, as required by the provisions of the Localism Act 2011.

The multiple between the median full time equivalent earnings and the average Council Chief Officer is 1:3.94 where all Council employees are taken into account and the same where employees appointed and managed by head teachers/Governing Bodies are excluded from the calculation, as required by the provisions of the Localism Act 2011.

Local Government Services Employees Pay Grades Effective 1st April 2017

GRADE	POINT	ANNUAL £
GRADE 1	6	15,014
	6 Abated*	14,985
	7	15,115
	8	15,246
GRADE 2	8	15,246
	9	15,375
	10	15,613
	11	15,807
GRADE 3	11	15,807
	12	16,123
	13	16,491
	14	16,781
	15	17,072
GRADE 4	15	17,072
	16	17,419
	17	17,772
	18	18,070
	19	18,746
	20	19,430
GRADE 5	20	19,430
	21	20,138
	22	20,661
	23	21,268
	24	21,962
	25	22,658
GRADE 6	24	21,962
	25	22,658
	26	23,398
	27	24,174
	28	24,964

GRADE	POINT	ANNUAL £
GRADE 7	27	24,174
	28	24,964
	29	25,951
	30	26,822
	31	27,668
	32	28,485
GRADE 8	31	27,668
	32	28,485
	33	29,323
	34	30,153
	35	30,785
	36	31,601
GRADE 9	35	30,785
	36	31,601
	37	32,486
	38	33,437
	39	34,538
	40	35,444
GRADE 10	39	34,538
	40	35,444
	41	36,379
	42	37,306
	43	38,237
	44	37,177
GRADE 11	43	38,237
	44	37,177
	45	40,057
	46	41,025
	47	41,967
GRADE 12	46	41,025
	47	41,967
	48	42,899
	49	43,821
GRADE 13	49	43,821
	50	44,799
	51	45,813
	52	46,846

Note:

At a national level negotiations are taking place to determine a pay award to apply from 1st April 2018 and the Council will apply the pay award as and when determined unless full Council decides otherwise. A review of the national pay spine is also underway, to apply from 1st April 2019.

JNC Chief Executive and Chief Officers Pay Grades effective 1st April 2017

CHIEF EXECUTIVE				
Point 1	Point 2	Point 3	Point 4	Point 5
£124,502	£127,615	£130,727	£133,839	£136,952
CORPORATE DIRECTORS				
Point 1	Point 2	Point 3	Point 4	Point 5
£102,746	£103,248	£105,764	£108,282	£110,801
HEADS OF SERVICE				
Point 1	Point 2	Point 3	Point 4	Point 5
£71,213	£72,992	£74,769	£76,550	£78,329

**NEATH PORT TALBOT COUNTY BOROUGH COUNCIL
NATIONAL PAY GRADES – SOULBURY**

EDUCATIONAL PSYCHOLOGISTS - SCALE A		
SPINE POINT	Pay – with effect from 01.09.16	Pay – with effect from 01.09.17
1.	£35,377	£35,731
2.	£37,173	£37,545
3.	£38,969	£39,359
4.	£40,764	£41,171
5.	£42,558	£42,984
6.	£44,353	£44,797
7.	£46,044	£46,504
8.	£47,734	£48,211
9.	£49,317*	£49,810*
10.	£50,902*	£51,411*
11.	£52,380*	£52,903*

Notes:

1. Pay scales to consist of 6 consecutive points, based on the duties and responsibilities attaching to posts and the need to recruit, retain and motivate staff.
2. *Extension to scale to accommodate structured professional assessment points.

SENIOR & PRINCIPAL EDUCATIONAL PSYCHOLOGISTS – SCALE B		
SPINE POINT	Pay – with effect from 01.09.16	Pay – with effect from 01.09.17
1.	£44,353	£44,797
2.	£46,044	£46,504
3.	£47,734	£48,211
4.	£49,317	£49,810
5.	£50,902	£51,411
6.	£52,380	£52,903
7.	£52,987	£53,516
8.	£54,120	£54,661
9.	£55,243	£55,795
10.	£56,386	£56,950
11.	£57,506	£58,081
12.	£58,649	£59,235
13.	£59,811	£60,409
14.	£60,933 **	£61,543**
15.	£62,110 **	£62,731**
16.	£63,275 **	£63,908**
17.	£64,448 **	£65,093**
18.	£65,620 **	£66,276**

Notes:

1. Pay scales to consist of not more than four consecutive points, based on the duties and responsibilities attaching to posts and the need to recruit, retain and motivate staff.
2. * Normal minimum point for the Principal Educational Psychologist undertaking the full range of duties at this level.
3. ** Extension to range to accommodate discretionary scale points and structured professional assessments
4. Principals are paid on a 4 point scale 8 - 14 (this includes 3 spa points)

TRAINEE EDUCATIONAL PSYCHOLOGISTS		
SPINE POINT	Pay – with effect from 01.09.16	Pay – with effect from 01.09.17
1	£22,503	
2	£24,151	
3	£25,796	
4	£27,444	
5	£29,090	
6	£30,737	

ASSISTANT EDUCATIONAL PSYCHOLOGISTS		
SPINE POINT	Pay – with effect from 01.09.16	Pay – with effect from 01.09.17
1	£27,939	£28,218
2	£29,080	£29,371
3	£30,221	£30,523
4	£31,355	£31,669

YOUNG PEOPLE'S / COMMUNITY SERVICE MANAGERS		
SPINE POINT	Pay – with effect from 01.09.16	Pay – with effect from 01.09.17
1	£34,983	£35,333
2	£36,128	£36,489
3	£37,272	£37,645
4	£38,440*	£38,824*
5	£39,626	£40,023
6	£40,784	£41,192
7	£41,969**	£42,388**
8	£43,314	£43,747
9	£44,056	£44,497
10	£45,202	£45,654
11	£46,342	£46,805
12	£47,483	£47,958
13	£48,616	£49,103
14	£49,762	£50,259

15	£50,908	£51,417
16	£52,057	£52,578
17	£53,213	£53,745
18	£54,360	£54,904
19	£55,502	£56,057
20	£56,668 ***	£57,235***
21	£57,857***	£58,435***
22	£59,072***	£59,663***
23	£60,312***	£60,915***
24	£61,579***	£62,194***

Notes:

The minimum Youth and Community Service Officers' scale is 4 points. Other salary scales to consist of not more than four consecutive points based on duties and responsibilities attaching to posts and the need to recruit retain and motivate staff.

* normal minimum point for senior youth and community officers undertaking the full range of duties at this level

** normal minimum point for principal youth and community service officer undertaking the full range of duties at this level

*** extension to range to accommodate discretionary scale points and structured professional assessments.

EDUCATIONAL PROFESSIONALS (EIPs)		IMPROVEMENT
SPINE POINT	Pay – with effect from 01.09.16	Pay – with effect from 01.09.17
1	£33,730	£34,067
2	£34,938	£35,287
3	£36,078	£36,439
4	£37,234	£37,606
5	£38,383	£38,767
6	£39,533	£39,928
7	£40,741	£41,148
8	£41,902*	£42,321*
9	£43,256	£43,689
10	£44,463	£44,908
11	£45,655	£46,112
12	£46,809	£47,277
13	£48,116**	£48,597**
14	£49,280	£49,773
15	£50,567	£51,073
16	£51,731	£52,248
17	£52,897	£53,426
18	£54,042	£54,582
19	£55,223	£55,775
20	£55,833***	£56,391***
21	£57,005	£57,575
22	£58,027	£58,607
23	£59,152	£59,744

24	£60,160	£60,762
25	£61,239	£61,851
26	£62,291	£62,914
27	£63,367	£64,001
28	£64,457	£65,102
29	£65,551	£66,207
30	£66,643	£67,309
31	£67,725	£68,402
32	£68,824	£69,512
33	£69,924	£70,623
34	£71,050	£71,761
35	£72,173	£72,895
36	£73,329	£74,062
37	£74,465	£75,210
38	£75,615	£76,371
39	£76,748	£77,515
40	£77,880	£78,659
41	£79,019	£79,809
42	£80,156	£80,958
43	£81,293	£82,106
44	£82,435	£83,259
45	£83,574	£84,410
46	£84,715	£85,562
47	£85,860	£86,719
48	£86,995****	£87,865****
49	£88,135****	£89,016****
50	£89,275****	£90,168****

Notes: Salary scales to consist of not more than four consecutive points, based on the duties and responsibilities attaching to posts and the need to recruit and motivate staff.

- * normal minimum point for EIP undertaking the full range of duties at this level
- ** normal minimum point for senior EIP undertaking the full range of duties at this level
- *** normal minimum point for leading EIP undertaking the full range of duties at this level
- **** extension to range to accommodate structured professional assessments.

NATIONAL PAY GRADES – JNC YOUTH AND COMMUNITY WORKERS

YOUTH AND COMMUNITY SUPPORT WORKER RANGE		
SPINE POINT	Pay – with effect from 01.09.16	Pay – with effect from 01.09.17
2	£15,507	£15,807
3	£16,117	£16,417
4	£16,681	£16,931
5	£17,241	£17,491
6	£17,828	£18,006
7	£18,450	£18,636
8	£19,069	£19,260
9	£19,856	£20,055
10	£20,472	£20,677
11	£21,467	£21,682
12	£22,441	£22,665
13	£23,445	£23,679
14	£24,485	£24,730
15	£24,194	£25,446
16	£25,935	£26,194
17	£26,662	£26,929
PROFESSIONAL RANGE		
SPINE POINT	Pay – with effect from 01.09.16	Pay – with effect from 01.09.17
13	£23,445	£23,679
14	£24,485	£24,730
15	£24,194	£25,446
16	£25,935	£26,194
17	£26,662	£26,929
18	£27,396	£27,670
19	£28,123	£28,404
20	£28,852	£29,141
21	£29,672	£29,969
22	£30,601	£30,907
23	£31,505	£31,820
24	£32,413	£32,737
25	£33,329	£33,662
26	£34,243	£34,585
27	£35,159	£35,511
28	£36,085	£36,446
29	£37,005	£37,375
30	£37,924	£38,304

All Employee Groups - Main Conditions of Service

ANNUAL LEAVE (pro rata for part time employees)	
<ul style="list-style-type: none"> ❖ Chief Executive ❖ Chief Officers 	34 days pa (includes one day allocated at Christmas)
<ul style="list-style-type: none"> ❖ Local Government Services 	32 days after 5 years service; 25 days pa initially (includes one day allocated at Christmas)
<ul style="list-style-type: none"> ❖ Soulbury 	32 days after 5 years service; 25 days pa initially (includes one day allocated at Christmas)
<ul style="list-style-type: none"> ❖ Youth & Community Workers 	35 days after 5 years service; 30 days pa initially (includes one day allocated at Christmas)
HOURS OF WORK	
<ul style="list-style-type: none"> ❖ Chief Executive ❖ Chief Officers 	Minimum of 37 hours per week, together with additional evening, weekend and bank holiday working as required
<ul style="list-style-type: none"> ❖ Local Government Services ❖ Soulbury ❖ Youth & Community Workers 	Standard working week is 37 hours
OVERTIME PAYMENTS	
<ul style="list-style-type: none"> ❖ Chief Executive ❖ Chief Officers ❖ Soulbury 	None payable
<ul style="list-style-type: none"> ❖ Local Government Services 	Time plus 30% for weekdays and weekends; double time on Bank Holidays, except Christmas Day which is triple time

❖ Youth and Community Workers	Time plus 30% for weekdays and weekends; double time on Bank Holidays
WEEKEND WORKING PAYMENTS	
<ul style="list-style-type: none"> ❖ Chief Executive ❖ Chief Officers ❖ Soulbury ❖ Youth & Community Workers 	None payable
❖ Local Government Services	Time plus 30%
SICK PAY SCHEME	
<ul style="list-style-type: none"> ❖ Chief Executive ❖ Chief Officers ❖ Local Government Services ❖ Soulbury ❖ Youth & Community Workers 	1 month's full pay at commencement of employment, increasing year on year, after 5 years service, to up to 6 months at full pay, followed by up to 6 months at half pay

Acting Up Scheme



Neath Port Talbot
Castell-nedd Port Talbot
County Borough Council Cyngor Bwrdeistref Sirol

Human Resources

APPROVED BY

Personnel
Committee

DATE

1st April 2009

EDITION/VERSION

Version 1

REVIEW DATE

1st April 2018

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1. PURPOSE

- 1.1** To outline a revised scheme for Acting Up payments for Neath Port Talbot County Borough Council employees (with the exception of those employed under Teaching, Soulbury, Youth & Community Workers and JNC Chief Officer's terms and conditions of employment) from 1st April 2008.
- 1.2** The revised Scheme harmonises the differing former Manual and APT&C Acting-up provisions under a single set of rules.

2. PRINCIPLES

This scheme should adhere to the principles of the Equality of Opportunity in Employment Policy.

3. DEFINITION OF ACTING UP

- 3.1** Acting up **applies** where an employee is formally requested to undertake the **full** duties and responsibilities of a higher graded post for a period of at least one day/shift.
- 3.2** Acting up **does not apply** where:-
- (a) An employee or employees undertake(s) only partial duties and responsibilities of a higher graded post
 - (b) The duties and responsibilities are shared between more than one employee. The Honorarium Scheme provisions may cover these circumstances.
 - (c) There is a permanent change to the normal duties of a job. This may warrant a new or re-evaluation of the post.
 - (d) The post being covered is at the same pay grade. (*this may have an impact on current working practices as employees move from a pay point to pay grade*)
 - (e) There are formal deputising responsibilities, written into the job description, which have been taken into consideration when evaluating the post.

4. PERIOD OF ACTING UP

- 4.1** Under this new Scheme all employees are eligible for an Acting-up payment if they are requested to carry out the full duties and responsibilities of the higher graded post from the first day/shift.
- 4.2** Where the employee is requested to act-up into a distinct and different post on day one e.g. Refuse Loader to Refuse Driver or Care Assistant to Care Officer, it is quite clear this situation comes within the definition of acting-up and the employee is entitled to the appropriate acting-up payment, perhaps for just one day or the hours of the shift.
- 4.3** In the office environment, in circumstances where an employee is absent for whatever reason and there may be a need for another employee to act-up into that role, to come within the scope of this Scheme, the employee must be formally requested to act-up and must take on the full duties/responsibilities of the higher graded post. In practical terms this may well not occur from day one in the office environment

5. PAYMENT

- 5.1** The sum to be paid is the minimum rate of pay that would apply were the employee promoted to the higher graded post. It must be at least one increment higher. The payment will be effective from the first day on which the employee was required to undertake the duties and responsibilities of the higher graded post. The payment will be pro-rata for part-time employees based on the standard 37 hour week.
- 5.2** Where practical, the agreed Acting up arrangements and payment should be set out in writing to the employee, using the form attached (Payment Authorisation Form), stating the remuneration to be received and the anticipated length of the acting up period. If this period [by reference to date/s or circumstances] is subsequently extended, this should be confirmed in writing. Where this is not practical, because urgent arrangements need to be put into place to meet service delivery needs, Acting up arrangements can be confirmed by the line manager / supervisor verbally, authorised and certified for payment on the time-sheet and then followed up subsequently in writing, at a later date.

6. PROVISIONS TO COVER THE PERIOD 1ST APRIL 2008 TO THE DATE THE NEW SCHEME IS AGREED AND INTRODUCED

- 6.1** If the grade of the post the employee is acting-up into is **higher** than the grade the employee was paid under the “old” pay structure, the employee will receive the higher salary from the 1st April 2008.
- 6.2** If the grade of the post the employee is acting-up into is **lower** than the grade the employee was paid under the “old” pay structure, no action will be taken to recovery any “overpayment”. However, a joint review of the acting-up arrangements will be undertaken by the line manager and employee as soon as practicable after the collective agreement is signed in order to decide whether to continue with the arrangements under the new Scheme provisions.
- 6.3** Similarly if more than one employee is receiving an Acting-up payment when this Scheme is introduced, which will not qualify under the provisions of the new Scheme, a joint review will be undertaken to determine whether the provisions of the new Honorarium Scheme, should supersede the Acting-up arrangements.

7. MONITORING AND REVIEW

The Acting-up arrangements and payments will be monitored by the Head of Human Resources from an equality, diversity and cost effective perspective on an annual basis, to ensure that the Scheme is implemented in a non-discriminatory manner in accordance with the provisions of the Scheme. The trade unions will be consulted on the outcome of the annual monitoring/review exercise.

8. GRIEVANCES

An employee can raise a grievance in connection with the application of this scheme via the Authority’s Grievance Policy and Procedure.

Honoraria Payments Scheme



Neath Port Talbot
Castell-nedd Port Talbot
County Borough Council Cyngor Bwrdeistref Sirol

Human Resources

APPROVED BY

Personnel
Committee

DATE

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Version 1

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1. PURPOSE

To outline a revised scheme for the payment of honoraria to Neath Port Talbot County Borough Council employees (with the exception of those employed under Teaching, Soulbury, Youth & Community Workers and Chief Officer's terms and conditions of employment) from the date the collective agreement is signed.

2. EQUALITY PRINCIPLE

This scheme should adhere to the principles of the Equality of Opportunity in Employment Policy

3. DEFINITION

3.1 An honoraria is a payment for:

- duties outside the scope of an employee's normal role over an extended period, but not more than 12 months
- duties or responsibilities which are within the scope of an employee's normal role but are temporarily exceptionally onerous

3.2 In both of the above circumstances, honorarium payments are to be initiated by the line manager and agreed in writing using the form attached (Payment Authorisation Form), in advance of these duties or responsibilities being undertaken.

3.3 Honoraria should not be used where there is a permanent change to the normal duties of a job or where an employee is requested to 'Act up' to cover a higher-graded post. In these circumstances the post should be assessed under the Council's Job Evaluation Scheme by being included within the Job Evaluation Questionnaire or an Acting Up payment should be set up.

3.4 Accelerated increments within an employee's pay scale should not be used instead of an honoraria payment. Increments can only be awarded in accordance with the criteria agreed under the NPT Pay and Grading Agreement. Individual managers do not have discretion to authorise increments and they will not be actioned for payment by the payroll section.

4. PRINCIPLES OF APPLICATION

- 4.1.1 Honoraria should be treated as a one-off recognition or reward relating to a particular piece of work or circumstances as described in Section 3, [and should be paid as soon as possible after the completion of that task] **or** staged/regular payments where appropriate.
- 4.2 To ensure consistency across the Council the application and payment of honoraria must be in accordance with this Scheme.
- 4.3 The payment of honoraria should be exceptional rather than the expected norm.

5. PAYMENT LEVELS

- 5.1 In deciding the level of payment to be made, the following should be taken into consideration:
- The nature, scope and level of difficulty of the additional duties/responsibilities
 - The length of time involved
 - The impact on the employee's normal role
 - The level of 'new' learning for the employee
 - Current level of pay
 - The level of pay of a "comparator" post, where appropriate
- 5.2 As honoraria are meant to provide some flexibility for managers to recognise specific tasks, it is expected that payment will be made as soon as possible after successful completion of the task.
- 5.3 Where an employee is receiving regular honoraria payments linked to an additional or exceptionally onerous responsibility, this should be reviewed by the line manager on a regular basis and reference made to section 2 of this scheme.

6. PROVISIONS TO COVER THE PERIOD 1ST APRIL 2008 TO THE DATE THE NEW SCHEME IS AGREED AND INTRODUCED

- 6.1** The new provisions should apply as soon as practicable after the collective agreement has been signed.
- 6.2** The new provisions will not be reviewed retrospectively to see whether there is a retrospective entitlement, unless there are exceptional reasons for carrying out the review.
- 6.3** The position of those employees in receipt of an honorarium payment post April 2008, will be reviewed to determine whether the employee(s) are still eligible under the new provisions of the Scheme to determine whether the payment needs to be adjusted, again there will be no recovery of any "overpayment"

7. MONITORING AND REVIEW

The Honoraria arrangements and payments will be monitored by the Head of Human Resources from an equality, diversity and cost effective perspective on an annual basis, to ensure that the Scheme is implemented in a non-discriminatory manner in accordance with the provisions of the Scheme. The trade unions will be consulted on the outcome of the annual monitoring/review exercise.

8. GRIEVANCES

An employee can raise a grievance in connection with the application of this scheme via the Authority's Grievance Policy and Procedure.

Market Pay Scheme



Neath Port Talbot
Castell-nedd Port Talbot
County Borough Council Cyngor Bwrdeistref Sirol

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1. CONTEXT AND PURPOSE OF NPT MARKET PAY SCHEME

The use of a job evaluation system to create an equality-proofed pay and grading structure ensures that basic rates of pay are based on robust “internal pay relativities”. This process may not always result in the consequential basic rates of pay reflecting the value of similar jobs in the wider labour market.

This Market Pay Scheme for Neath Port Talbot Council has been developed in the recognition that the Authority’s services are delivered by employees who possess skills and experience which may sometimes be in short supply and, therefore, the use of market pay supplements is one measure which is available to safeguard the provision of such services.

The purpose of this Market Pay Scheme is to enable the Council to establish competitive rates of pay for specific posts which, do not attract a basic rate of pay which is sufficient to recruit and/or retain the number and quality of postholders required.

A key aim of this Scheme is to ensure that all market pay supplements are initially introduced, and subsequently operated, in a fair and consistent manner which avoids potential non-compliance with equal pay legislation.

In particular, there must be clear evidence that the basic rate of pay for a specific post determined by the Council’s pay and grading structure is significantly less than the relevant market rate of pay for a similar post **and** also that there are recruitment and/or retention problems.

2. NPT MARKET PAY SCHEME IMPLEMENTATION

This Scheme has been implemented alongside the existing NPT pay and grading structure and replaces all former arrangements for market pay supplements and recruitment/retention payments.

Market pay supplements will be applicable to specific post/s and are not intended to reflect the contribution or performance of individual postholders.

3. SCOPE OF MARKET PAY SCHEME

Each post falling within the scope of the NJC for Local Government Services (“Green Book”) will be eligible to attract a market pay supplement, but always subject to a satisfactory recruitment and/or retention business case being developed and approved.

4. PREPARATION OF A MARKET PAY SUPPLEMENT BUSINESS CASE

Prior to a business case being developed in relation to a proposed market pay supplement, the “employing” Head of Service must satisfy him/herself that all other reasonable options have been considered, including a review of the skills, qualifications and experience needed for the post/s in question.

The Head of Human Resources will be responsible for researching the business case for the payment of a market pay supplement and will formally make a recommendation in response to the Head of Service who proposes any such payment in relation to a specific post.

The following criteria will be taken into account when considering if a business case exists for a market pay supplement to be payable:

- availability of relevant NPT workforce data/evidence to demonstrate the nature and extent of the recruitment and/or retention difficulties being experienced, or anticipated, at NPT
- the extent to which there may be an adverse effect on service delivery at NPT if a recruitment and/or retention difficulty is not addressed
- an assessment of the likely duration of the recruitment/retention difficulties being experienced – short term or longer
- the availability of up to date and accurate market pay data from relevant

comparator organisations relating to the NPT post/s which are subject to recruitment and/or retention difficulties. Such data may be collected on a local, travel to work/regional or national basis, dependent upon the post/s involved.

- an equality impact assessment must be completed as part of the business case.

Wherever possible, the market pay data from other organisations will comprise not only the basic rate of pay, but also other pay and non-pay benefits, including pension provisions.

Attached is the template business case that must be completed prior to any supplement being implemented.

5. FUNDING

Market supplements will be funded by the “employing” Head of Service.

6. PAYMENT ARRANGEMENTS FOR MARKET PAY SUPPLEMENTS

Each approved market pay supplement will be a calculated static sum, which will not increase as a result of any national pay award or incremental progression.

Whilst the market pay supplement will not be included in “basic pay” and will not be taken into account in relation to the calculation of overtime hours worked or other pay allowances, it will be permissible for the market pay supplement to include an appropriate compensatory adjustment for premium rates of pay for contractual overtime and/or contractual unsocial hours working.

Market pay supplements will be shown separately on employees’ payslips and will be subject to tax, NI and pension contributions in the normal way.

Market pay supplements will be paid in accordance with the employee’s usual pay frequency.

If a postholder in receipt of a market pay supplement moves to an alternative post within the Council which does not attract a market pay supplement, the payment shall cease from the date on which the postholder leaves the post which attracts the pay supplement.

The supplement should ensure that the overall remuneration for the post(s) is sufficient to enable the recruitment and retention of staff and no higher.

7. DURATION AND REVIEW OF INDIVIDUAL MARKET PAY SUPPLEMENTS

The duration of market pay supplements will be determined at the outset and should be set at the optimum level to recruit or retain staff, without committing to unnecessary long-term costs that cannot be justified financially or from an equal pay perspective. A market pay supplement will normally be for two years, unless there is a strong business case to justify a longer period. The details will be conveyed to the postholder/s concerned in writing.

The market pay supplement payable for each post will be reviewed at least a year prior to the end date of the supplement, by the employing Head of Service.

Where, at the time of the review, the business case to support the continued payment of a market pay supplement is no longer sustainable, the supplement shall be withdrawn and 12 months' notice of this given in writing.

Where a decision is made to withdraw the pay supplement from a specific category of post, this shall apply to all similar posts and their consequential postholders simultaneously.

When the payment has been approved, all employees receiving the supplement will be notified in writing of its approval and the conditions attached to its payment.

When advertising and recruiting to any post(s) for which a market supplement is paid, the supplement should be identified as a separate amount which is time-limited and subject to review.

Market supplements will not be subject to pay protection.

8. AUTHORISATION PROCESS

Market pay supplements will be considered, and authorised where appropriate, by the “employing” Head of Service following receipt of supporting information and a formal recommendation from the Head of Human Resources.

Designated NPT trade union representatives will be consulted regarding all proposed changes to market pay supplements.

9. ORGANISATIONAL REVIEW OF MARKET PAY SUPPLEMENTS

An annual review will be undertaken of all market pay supplements being paid, in consultation with the trade unions, and the outcome reported to the Corporate Director Group and others, as appropriate.

10. INTERPRETATION

Any matters of interpretation arising from this Scheme will be determined by the Head of Human Resources, in consultation with designated trade union representatives.

Any employee who is aggrieved with the application of this Scheme is entitled to pursue his/her grievance in accordance with agreed procedures.

11. TEMPLATE BUSINESS CASE

MARKET PAY SUPPLEMENT

POST TITLE

1. Introduction

The purpose of the Council’s Market Pay Scheme is to enable the Council to establish competitive rates of pay for specific posts which do not attract a basic rate of pay which is sufficient to recruit and / or retain the quality of postholder required.

The purpose of this paper is to **create/review** (delete as applicable) the market pay supplement applicable to the post of **POST TITLE**.

2. Background

PLEASE PROVIDE A BRIEF SUMMARY. THE SPECIFIC RATIONALE BEHIND THE PAYMENT SHOULD BE PROVIDED IN SECTION 5.

3. Current basic remuneration package

The post has been evaluated under the Council’s Job Evaluation Scheme and awarded Grade **, SCP ** – **, £ - £ per annum.

The allowances received per annum are variable, however at present are:

- Sleeping in allowance = £
- Weekend enhancement = £
- Standby = £

Total = £ per annum

Total remuneration package = £ - £ per annum

4. Market Pay

Background to Market Pay Scheme

A market supplement is paid as an allowance and, in line with the Market Pay Scheme, is not taken into account in relation to the calculation of overtime hours worked or other pay allowances. It is however permissible for the market pay supplement to include an appropriate compensatory adjustment for premium rates of pay for contractual overtime and / or contractual unsocial hours working.

Market payments will be shown separately on employees' payslips and will be subject to tax, NI and pension contributions in the normal way.

Where, at the time of the review, the business case to support the continued payment of a market pay supplement is no longer sustainable, the supplement shall be withdrawn and 12 months' notice of this given in writing.

OUTLINE DETAILS OF CURRENT SUPPLEMENT IF APPLICABLE.

5. Business case for Market Supplement

OUTLINE ANY RECRUITMENT DIFFICULTIES, SERVICE PERFORMANCE ISSUES, DETAILS OF CONSULTATIONS WITH PROFESSIONAL BODIES ETC. AN EQUALITY IMPACT ASSESSMENT MUST FORM PART OF THE BUSINESS CASE.

6. Market Intelligence

Comparable market intelligence has been obtained:-

- o The POST OF is paid £ - £.
- o The POST OF is paid £ plus an of ** = £
- o **IF APPLICABLE** - Neither provision is in London (no London Weighting.)

7. Feedback from Potential Candidates (**IF RELEVANT**)

Feedback from potentially qualified and suitable candidates, informally approached to determine whether or not they would be interested in applying for the **POST**, has determined that the remuneration package currently offered is not sufficient to attract a field of qualified, high calibre

of applicants.

8. Conclusion

Consideration has been given to the following:

- Difficulties attracting suitably qualified candidates to apply for the position evidenced through the failed recruitment campaign in **DATE**;
- The adverse effect on the service delivery and improvements if the recruitment difficulty is not addressed;
- The market pay intelligence that demonstrates that in comparable centres elsewhere in the UK, pay rates are considerably higher.

It is proposed, therefore, to offer/increase the Market Pay Supplement applicable to this post, and to bring the pay package into line with the job market. It is proposed to pay a supplement of £ per annum. This will provide a starting salary of £ per annum.

Terms

The market pay supplement will be paid as an allowance and will be shown separately on payslips. It will not be taken into account in relation to the calculation of overtime hours worked or other pay allowances. It will be subject to tax, NI and pension contributions in the normal way. The pay supplement will apply for a period of xxx years, and subject to review at the end of this period. Should the pay supplement be withdrawn at the time of review, 12 months' notice of this will be given in writing.

Head of Service	
Printed name:	Date:
Signature:	
Head of HR	
Printed name:	Date:
Signature:	

Recruitment of Chief Executive and Chief Officers Officer Employment Procedure Rules

Human Resources



Neath Port Talbot
Castell-nedd Port Talbot
County Borough Council Cyngor Bwrdeistref Sirol

APPROVED BY

Council

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1. OFFICER EMPLOYMENT PROCEDURE RULES

These Rules are designed to conform with the requirements of the Local Authorities (Standing Orders) (Wales) Regulations 2006 (“the Regulations”) as amended by the Local Authorities (Standing Orders) (Wales) (Amendment) Regulations 2014 (“the Amending Regulations”). Some of the Rules are also locally determined but in the event of any conflict with the Regulations, the latter shall prevail. The Rules covered by the Regulations cannot be amended other than by legislation. These Rules need to be read in conjunction with the full Regulations and Amending Regulations, copies of which are available from Legal Services.

In these Rules, the following terms have the meaning prescribed by the Regulations:

(a) “Chief Officer” means the Head of its Paid Service ; a statutory Chief Officer in paragraph (a), (c) or (d) of Section 2(6) of the Local Government and Housing Act 1989 (“the 1989 Act”); a non-statutory Chief Officer within the meaning of Section 2(7) of the 1989 Act above; the Monitoring Officer and Head of Democratic Services; and any reference to an appointment or purported appointment of a Chief Officer includes a reference to the engagement or purported engagement of such an Officer under a contract of employment.

(b) “Head of Paid Service” means the officer designated under Section 4(1) of the 1989 Act.

(c) “Chief Finance Officer” means the officer having responsibility for the purposes of Section 151 of the Local Government Act 1972.

(d) “Monitoring Officer” means the officer designated under Section 5(1) of the 1989 Act.

(e) “Head of Democratic Service” means the officer designated under Section 8 of the Local Government (Wales) Measure 2011.

(f) “Deputy Chief Officer” means a person within the meaning of Section 2(8) of the 1989 Act.

(g) “disciplinary action” in relation to a member of staff of the Council means any action occasioned by alleged misconduct which, if proved, would, according to the usual practice of the Council, be recorded on the member of staff’s personal file, and includes any proposal for dismissal of a member of staff for any reason other than redundancy, permanent ill-health or infirmity of mind or body, but does not include failure to renew a contract of employment for a fixed term.¹

(h) “member of staff “ means a person appointed to or holding a paid office or employment, under the Council.

(i) “remuneration” has the same meaning as in Section 43(43) of the Localism Act 2011

2. RECRUITMENT AND APPOINTMENT

2.1 Declarations

The Council will require any candidate for appointment to state in writing whether they are the parent, grandparent, partner, child, stepchild, adopted child, grandchild, brother, sister, uncle, aunt, nephew or niece of an existing councillor or senior officer of the Council at Head of Service level or above; or of the partner of such persons.

2.2 Seeking support for appointment.

2.2.1. The Council will disqualify any applicant who directly or indirectly seeks the support of any officer involved in the appointments process (other than as referee) or councillor, for any appointment with the Council. The content of this paragraph will be included in any recruitment information.

2.2.2. No councillor will seek support for any person for any appointment with the Council.

2.2.3. No councillor shall give a written or oral testimonial of the candidate’s ability, experience or character for submission to the Council with an application for an appointment.

¹ This definition derives from Regulation 2 of the Regulations

3. RECRUITMENT OF CHIEF OFFICERS

- 3.1. Where the Council propose to appoint a Chief Officer within the terms of the Regulations and the remuneration which it proposes to pay to the Chief Officer is £100,000 or more per annum it shall take the steps set out in paragraph 3.2.3.
- 3.2. Where the Council proposes to appoint a Chief Officer and where it is not proposed to pay to the Chief Officer the remuneration mentioned in paragraph 3.1. and it is not proposed that the appointment be made exclusively from among its existing officers it shall take the steps set out in paragraph 3.2.3.
- 3.2.3. The Council shall:-
- (a) draw up a statement specifying —
 - (i) the duties of the officer concerned, and
 - (ii) any qualifications or qualities to be sought in the person to be appointed
 - (b) make arrangements for the post to be advertised in such a way as is likely to bring it to the attention of persons who are qualified to apply for it and
 - (c) make arrangements for a copy of the statement mentioned in paragraph (a) to be sent to any person on request.
- 3.2.4. The requirement to advertise contained in paragraph 3.2.3. (b) does not apply where the proposed appointment under paragraph 3.1. is for a period of no longer than twelve months.
- 3.3.1. Where the Chief Executive (acting on the advice of the Head of Human Resources) considers that the number of qualified applicants for a vacancy make it difficult for the Special Appointments Committee to prepare a final shortlist for consideration by Council then the Chief Executive may compile and submit an initial list of qualified applicants for consideration by the Special Appointments Committee.
- 3.3.2. In exercising the delegation set out in rule 3.3.1. the Chief Executive shall consider the views of the Head of Human Resources, the Leader of Council and the Leader of the largest non-executive political group.
- 3.3.3. In cases other than as set out in Rule 3.3.1. the Chief Executive shall refer all qualified applicants to the Special Appointments Committee.

3.3.4. The Special Appointments Committee shall either:-

- (a) Refer all qualified applicants submitted to it by the Chief Executive to full Council for selection, or
- (b) Compile a shortlist of qualified applicants from the qualified applicants submitted to it by the Chief Executive and refer that shortlist to full Council for selection.

3.4. The Special Appointments Committee shall be constituted in accordance with the provisions of Paragraph 4 (2) of Part 2 of Schedule 3 of the Regulations – which means that at least one member of the executive must be a member of that Committee, but not more than half of the members of the Committee are to be members of the executive.

3.5. The Council shall interview all applicants referred to it for interview by the Special Appointments Committee in accordance with Paragraph 3.3.4.

3.6. Where no qualified person has applied, or if the Council decides to re-advertise the appointment, the Council may make further arrangements for advertisement in accordance with procedure rule 2.2(b).

3.7. Where the duties of a chief officer include the discharge of functions of two or more relevant authorities in pursuance of section 101(5) of the Local Government Act 1972 or section 20 Local Government Act 2000 and the authorities have agreed that it will be a joint appointment -

3.7.1 the steps taken under paragraph 3.2.3., 3.3.4., 3.5. and 3.6. above may be taken by a joint committee of those relevant authorities, a subcommittee of that committee or a chief officer of any of the relevant authorities concerned.

3.7.2 Any chief officer may be appointed by such a joint committee, a subcommittee of that committee or a committee or sub-committee of any of those relevant authorities.

3.8 The Council shall determine the level, and any change in the level, of remuneration to be paid to a Chief Officer

3.9. The full Council shall make all decisions relating to the appointment of the Head of Paid Service.

4. APPOINTMENT OF MONITORING OFFICER AND DEPUTY CHIEF OFFICERS

- 4.1 The Special Appointments Committee will shortlist applicants and appoint the Monitoring Officer and Deputy Chief Officers (i.e. in Neath Port Talbot the Heads of Service). The relevant Regulatory Committee Chair may also attend the Committee in an advisory capacity.
- 4.2 The Special Appointments Committee shall be constituted in accordance with the provisions of Paragraph 4 (2) of Part 2 of Schedule 3 of the Regulations – which means that at least one member of the executive must be a member of that Committee, but not more than half of the members of the Committee are to be members of the executive.

5. OTHER APPOINTMENTS

- 5.1 The function of appointment of a member of staff of the Council (other than Chief Officers, Deputy Chief Officers, and persons to whom regulations made under Section 35(4) and (5) of the Education Act 2002 apply – teachers and other staff of schools) must be discharged, on behalf of the Council, by the Head of Paid Service or by an officer nominated by the Head of Paid Service. Accordingly, the following shortlisting and appointment arrangements shall apply in respect of all appointments below Deputy Chief Officer level:

<u>Posts</u>	<u>Method</u>
With pay scale commencing at scp 39 and above, or equivalent.	Chief Officer or Deputy Chief Officer
With pay scale commencing at scp 38 and below, or equivalent	Chief Officer or Deputy Chief Officer or Accountable Manager or Line Manager

Other appointment provisions

- 5.2 The starting salary for all posts, other than those graded in accordance with salary scale 1, will normally be at the minimum point of the scale, but the starting point may be other than the minimum at the discretion of the authorised Officer making the appointment.

5.3 For appointments of:-

5.3.1. Officers and Assistant Officers in Charge of Residential children's establishments and

5.3.2. basic grade social workers working with children,

these appointments are to be carried out by a Panel of three Officers in accordance with the recommendations as set out in the Adrienne Jones and Warner Reports.

5.4 For joint appointments with schools, representative Headteachers will be involved in the appointment at shortlisting and interview stages.

5.5 The Director of Education, Leisure and Lifelong Learning is also required to give statutory advice to School Governing Bodies on the appointment and dismissal of persons to whom regulations made under section 35(4) and (5) of the Education Act 2002 apply.

ER/VR/CR Scheme



Human Resources

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1. SCOPE

This Scheme is applicable to all NPT Council employees, including those appointed and managed by School Governing Bodies, with the exception of those employed under teaching terms and conditions for whom a separate scheme operates.

2. VOLUNTARY REDUNDANCY (VR)

The Council may, from time to time, in accordance with the needs of the service and within a specified period, invite expressions of interest in voluntary redundancy (VR) as part of its Workforce Strategy to reduce employee costs. It is unlikely that all volunteers will be allowed to leave the Council's employment under this Scheme as the Council will have an ongoing need to retain employees with the necessary skills and competencies to both deliver and transform a range of services.

The Council will consider "bumped" redundancies, where appropriate. In these circumstances, employees may apply for voluntary redundancy, thereby making available their post for employees with transferable skills whose job has or will become redundant and who do not wish to leave the employment of the Council. Such "bumping" of a redundancy will be considered across service areas, with appropriate funding arrangements being agreed by the Heads of Service or Head teachers involved.

All VR expressions of interest will be considered at management's sole discretion, based on a robust business case (including the cost of any consequential organisational/pay grade changes). All VR expressions of interest will need to be authorised by the relevant Head of Service and Directorate Management Team.

The Council's grievance procedure will not apply in the case of VR, but the Head of Human Resources has an advisory and monitoring role in this respect.

3. EARLY RETIREMENT (ER)

Applications for Early Retirement (ER), where a job loss does not take place, will be granted in exceptional circumstances only, and on the basis of "in the interests of efficiency of the service" (due to the range of alternative, and usually more cost-effective, measures available to manage capability issues). All such ER decisions will be subject to a robust business case (including the cost of any consequential organisational/pay grade changes) being approved by the relevant Head of Service and Directorate Management Team, or Head teacher and School Governing Body, as appropriate.

The Council's grievance procedure will not apply in the case of ER, but the Head of Human Resources has an advisory and monitoring role in this respect.

4. FLEXIBLE RETIREMENT

The Council's Flexible Retirement Policy will remain available to eligible employees alongside this ER/VR/CR Scheme, as will Teachers Pension Scheme (TPS) phased retirement provisions.

5. COMPULSORY REDUNDANCY (CR)

It is the Council's policy to prevent compulsory redundancies from arising to the greatest extent possible. However, where unavoidable, selection for compulsory redundancy (CR) will take place in accordance with relevant management of change and associated employment policies.

6. SCHEME PAYMENTS, COSTS AND FUNDING (ER/VR/CR)

VR and CR Payments

Subject to **the total cost to the Council of early release of pension and/or severance payment being limited to the equivalent of 52 weeks' pay** for the employee concerned (see Note 1), the following provisions will apply in cases of Voluntary Redundancy (VR) and Compulsory Redundancy (CR):

early release of pension for "qualifying" employees (see Note 2);

lump sum **statutory redundancy payment** (see Note 3), using the 30 week Statutory Redundancy table (Appendix A);

Lump sum **discretionary compensation payment**, using the Council's 50 week table (Appendix B), (reduced by the statutory redundancy payment referred to above).

Where the total cost of early access to pension and the cost of statutory redundancy payments equates to more than 52 weeks' pay, the payback period may be extended "up to 104 weeks", **but subject to only early access to pension plus statutory redundancy pay being applicable (i.e. no discretionary severance payment)**

ER Payments

Subject to **the total cost to the Council of early release of pension being limited to the equivalent of 52 weeks' pay** (see Note 1), the following will apply in cases of Early Retirement (ER): Early release of pension for "qualifying" employees (see Note 2).

ER, VR and CR Funding

Early retirement, statutory redundancy and discretionary compensation payment costs will all be met by the employing Directorate, with the exception of school Governing Bodies where the costs will be met from a separately identified element of schools' delegated budgets.

Any severance package in respect of early termination of employment that exceeds a threshold of £100,000 must be approved beforehand by Full Council.

7. OTHER ER/VR/CR PROVISIONS

In cases of **compulsory redundancy (CR)**, there will be a presumption that employees will continue to be employed during the statutory notice period, particularly as this will maximise the prospects of potential redeployment. Employees in this situation must arrange to take any outstanding annual leave during the notice period but, if not practicable and certified accordingly by the relevant Head of Service, an employee will be paid for any untaken annual leave which remains outstanding on expiry of the notice period. Any annual leave entitlement exceeded will be recovered from pay. Exceptionally, pay in lieu of notice, which is subject to tax and National Insurance, may be granted.

Employees leaving the Council's employment on the grounds of **ER or VR** will do so on the basis of a **mutually agreed termination date, with no notice period being applicable on either side** and with **no extra payment being made** for any outstanding holidays, time off in lieu or flexi leave.

Statutory notice provisions in relation to teachers will apply, as appropriate.

Employees who leave the Council's employment on the grounds of early retirement (ER) or voluntary redundancy (VR) will be "retirees" and will, therefore, normally be precluded from returning to any paid temporary or permanent NPT Council employment (which includes schools). However, in exceptional circumstances, re-employment may be permitted if the "employing" Head of Service is able to provide a robust business case for doing so which is acceptable to the Director of Finance & Corporate Services and Head of Human Resources, in consultation with the relevant trade union/s.

8. NOTES

Note 1: All employees who are made redundant are entitled to a statutory redundancy payment (see Note 3 below).

"Qualifying" employees are also entitled to early release of pension if their employment is terminated on the grounds of redundancy (or in the interest of efficiency of the service). Statutory redundancy payments may be enhanced through the payment of discretionary compensation payments and will be calculated having regard to the total cost of:

- (a) early release of pension,
- (b) statutory redundancy payments and
- (c) discretionary compensation payments not exceeding - in total – the equivalent of 52 weeks' pay for the employee concerned.

For example, where an employee's entitlement under the 50 week table takes the total cost above the value of his/her annual pay, the number of weeks of redundancy and/or discretionary compensation payments and/or the weekly pay calculator rate will be adjusted downwards as necessary.

The definition of a "week's pay" will be in accordance with statutory provisions for redundancy pay calculation purposes.

In summary, this will be the gross amount payable for a week's work in accordance with the employee's contract of employment as applicable on the "calculation date", which will be the pay period immediately preceding the first day of his/her notice period. If an employee's remuneration is variable, a 12 weekly average will be calculated. Sections 220 to 229 and Section 234 of ERA 1996 further define the calculation of a "week's pay".

Note 2: "Qualifying" generally means aged 55 years, or over, with 3 months' membership of the Local Government Pension Scheme (LGPS). The definition of "qualifying" is covered by LGPS Regulations and may change as a result of future legislative changes. Employees in the Teachers' Pensions Scheme (TPS) have a different qualifying period (usually 2 years). The TPS is a statutory scheme and may also change as a result of future legislative changes. Access to pension for teachers before age 60, without actuarial reduction, is at the discretion of Neath Port Talbot Council.

Note 3: To use the statutory redundancy table in Appendix A, firstly look up the employee's age and number of years' continuous service with the Council (& its predecessor authorities). Where the two intersect on the table, this is the number of weeks' pay which becomes payable. The "week's pay" to be used to calculate the lump sum statutory redundancy payment will be in accordance with statutory provisions (maximum of £489 per week with effect from 6th April 2017).

STATUTORY REDUNDANCY TABLE

Age	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
17	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
18	1	1½	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
19	1	1½	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
20	1	1½	2	2½	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
21	1	1½	2	2½	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-
22	1	1½	2	2½	3	3½	-	-	-	-	-	-	-	-	-	-	-	-	-
23	1½	2	2½	3	3½	4	4½	-	-	-	-	-	-	-	-	-	-	-	-
24	2	2½	3	3½	4	4½	5	5½	-	-	-	-	-	-	-	-	-	-	-
25	2	3	3½	4	4½	5	5½	6	6½	-	-	-	-	-	-	-	-	-	-
26	2	3	4	4½	5	5½	6	6½	7	7½	-	-	-	-	-	-	-	-	-
27	2	3	4	5	5½	6	6½	7	7½	8	8½	-	-	-	-	-	-	-	-
28	2	3	4	5	6	6½	7	7½	8	8½	9	9½	-	-	-	-	-	-	-
29	2	3	4	5	6	7	7½	8	8½	9	9½	10	10½	-	-	-	-	-	-
30	2	3	4	5	6	7	8	8½	9	9½	10	10½	11	11½	-	-	-	-	-
31	2	3	4	5	6	7	8	9	9½	10	10½	11	11½	12	12½	-	-	-	-
32	2	3	4	5	6	7	8	9	10	10½	11	11½	12	12½	13	13½	-	-	-
33	2	3	4	5	6	7	8	9	10	11	11½	12	12½	13	13½	14	14½	-	-
34	2	3	4	5	6	7	8	9	10	11	12	12½	13	13½	14	14½	15	15½	-
35	2	3	4	5	6	7	8	9	10	11	12	13	13½	14	14½	15	15½	16	16½
36	2	3	4	5	6	7	8	9	10	11	12	13	14	14½	15	15½	16	16½	17
37	2	3	4	5	6	7	8	9	10	11	12	13	14	15	15½	16	16½	17	17½
38	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	16½	17	17½	18
39	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	17½	18	18½
40	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	18½	19
41	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	19½
42	2½	3½	4½	5½	6½	7½	8½	9½	10½	11½	12½	13½	14½	15½	16½	17½	18½	19½	20½
43	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
44	3	4½	5½	6½	7½	8½	9½	10½	11½	12½	13½	14½	15½	16½	17½	18½	19½	20½	21½
45	3	4½	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
46	3	4½	6	7½	8½	9½	10½	11½	12½	13½	14½	15½	16½	17½	18½	19½	20½	21½	22½
47	3	4½	6	7½	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
48	3	4½	6	7½	9	10½	11½	12½	13½	14½	15½	16½	17½	18½	19½	20½	21½	22½	23½
49	3	4½	6	7½	9	10½	12	13	14	15	16	17	18	19	20	21	22	23	24
50	3	4½	6	7½	9	10½	12	13½	14½	15½	16½	17½	18½	19½	20½	21½	22½	23½	24½
51	3	4½	6	7½	9	10½	12	13½	15	16	17	18	19	20	21	22	23	24	25
52	3	4½	6	7½	9	10½	12	13½	15	16½	17½	18½	19½	20½	21½	22½	23½	24½	25½
53	3	4½	6	7½	9	10½	12	13½	15	16½	18	19	20	21	22	23	24	25	26
54	3	4½	6	7½	9	10½	12	13½	15	16½	18	19½	20½	21½	22½	23½	24½	25½	26½
55	3	4½	6	7½	9	10½	12	13½	15	16½	18	19½	21	22	23	24	25	26	27
56	3	4½	6	7½	9	10½	12	13½	15	16½	18	19½	21	22½	23½	24½	25½	26½	27½
57	3	4½	6	7½	9	10½	12	13½	15	16½	18	19½	21	22½	24	25	26	27	28
58	3	4½	6	7½	9	10½	12	13½	15	16½	18	19½	21	22½	24	25½	26½	27½	28½
59	3	4½	6	7½	9	10½	12	13½	15	16½	18	19½	21	22½	24	25½	27	28	29
60	3	4½	6	7½	9	10½	12	13½	15	16½	18	19½	21	22½	24	25½	27	28½	29½
61+	3	4½	6	7½	9	10½	12	13½	15	16½	18	19½	21	22½	24	25½	27	28½	30

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50 WEEK DISCRETIONARY COMPENSATION PAYMENTS TABLE

Age	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
17	1.67	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
18	1.67	2.5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
19	1.67	2.5	3.33	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
20	1.67	2.5	3.33	4.17	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
21	1.67	2.5	3.33	4.17	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-
22	1.67	2.5	3.33	4.17	5	5.83	-	-	-	-	-	-	-	-	-	-	-	-	-
23	2.5	3.33	4.17	5	5.83	6.67	7.5	-	-	-	-	-	-	-	-	-	-	-	-
24	3.33	4.17	5	5.83	6.67	7.5	8.33	9.17	-	-	-	-	-	-	-	-	-	-	-
25	3.33	5	5.83	6.67	7.5	8.33	9.17	10	10.83	-	-	-	-	-	-	-	-	-	-
26	3.33	5	6.67	7.5	8.33	9.17	10	10.83	11.67	12.5	-	-	-	-	-	-	-	-	-
27	3.33	5	6.67	8.33	9.17	10	10.83	11.67	12.5	13.33	14.17	-	-	-	-	-	-	-	-
28	3.33	5	6.67	8.33	10	10.83	11.67	12.5	13.33	14.17	15	15.83	-	-	-	-	-	-	-
29	3.33	5	6.67	8.33	10	11.67	12.5	13.33	14.17	15	15.83	16.7	17.5	-	-	-	-	-	-
30	3.33	5	6.67	8.33	10	11.67	13.33	14.17	15	15.83	16.7	17.5	18.33	19.17	-	-	-	-	-
31	3.33	5	6.67	8.33	10	11.67	13.33	15	15.83	16.7	17.5	18.33	19.17	20	20.83	-	-	-	-
32	3.33	5	6.67	8.33	10	11.67	13.33	15	16.7	17.5	18.33	19.17	20	20.83	21.67	22.5	-	-	-
33	3.33	5	6.67	8.33	10	11.67	13.33	15	16.7	18.33	19.17	20	20.83	21.67	22.5	23.33	24.17	-	-
34	3.33	5	6.67	8.33	10	11.67	13.33	15	16.7	18.33	20	20.83	21.67	22.5	23.33	24.17	25	25.83	-
35	3.33	5	6.67	8.33	10	11.67	13.33	15	16.7	18.33	20	21.67	22.5	23.33	24.17	25	25.83	26.67	27.5
36	3.33	5	6.67	8.33	10	11.67	13.33	15	16.7	18.33	20	21.67	23.33	24.17	25	25.83	26.67	27.5	28.33
37	3.33	5	6.67	8.33	10	11.67	13.33	15	16.7	18.33	20	21.67	23.33	25	25.83	26.67	27.5	28.33	29.17
38	3.33	5	6.67	8.33	10	11.67	13.33	15	16.7	18.33	20	21.67	23.33	25	26.67	27.5	28.33	29.17	30
39	3.33	5	6.67	8.33	10	11.67	13.33	15	16.7	18.33	20	21.67	23.33	25	26.67	28.33	29.17	30	30.83
40	3.33	5	6.67	8.33	10	11.67	13.33	15	16.7	18.33	20	21.67	23.33	25	26.67	28.33	30	30.83	31.67
41	3.33	5	6.67	8.33	10	11.67	13.33	15	16.7	18.33	20	21.67	23.33	25	26.67	28.33	30	31.67	32.5
42	4.17	5.83	7.5	9.17	10.83	12.5	14.17	15.83	17.5	19.17	20.83	22.5	24.17	25.83	27.5	29.17	30.83	32.5	34.17
43	5	6.67	8.33	10	11.67	13.33	15	16.7	18.33	20	21.67	23.33	25	26.67	28.33	30	31.67	33.33	35
44	5	7.5	9.17	10.83	12.5	14.17	15.83	17.5	19.17	20.83	22.5	24.17	25.83	27.5	29.17	30.83	32.5	34.17	35.83
45	5	7.5	10	11.67	13.33	15	16.7	18.33	20	21.67	23.33	25	26.67	28.33	30	31.67	33.33	35	36.67
46	5	7.5	10	12.5	14.17	15.83	17.5	19.17	20.83	22.5	24.17	25.83	27.5	29.17	30.83	32.5	34.17	35.83	37.5
47	5	7.5	10	12.5	15	16.7	18.33	20	21.67	23.33	25	26.67	28.33	30	31.67	33.33	35	36.67	38.33
48	5	7.5	10	12.5	15	17.5	19.17	20.83	22.5	24.17	25.83	27.5	29.17	30.83	32.5	34.17	35.83	37.5	39.17
49	5	7.5	10	12.5	15	17.5	20	21.67	23.33	25	26.67	28.33	30	31.67	33.33	35	36.67	38.33	40
50	5	7.5	10	12.5	15	17.5	20	22.5	24.17	25.83	27.5	29.17	30.83	32.5	34.17	35.83	37.5	39.17	40.83
51	5	7.5	10	12.5	15	17.5	20	22.5	25	26.67	28.33	30	31.67	33.33	35	36.67	38.33	40	41.67
52	5	7.5	10	12.5	15	17.5	20	22.5	25	27.5	29.17	30.83	32.5	34.17	35.83	37.5	39.17	40.83	42.5
53	5	7.5	10	12.5	15	17.5	20	22.5	25	27.5	30	31.67	33.33	35	36.67	38.33	40	41.67	43.33
54	5	7.5	10	12.5	15	17.5	20	22.5	25	27.5	30	32.5	34.17	35.83	37.5	39.17	40.83	42.5	44.17
55	5	7.5	10	12.5	15	17.5	20	22.5	25	27.5	30	32.5	35	36.67	38.33	40	41.67	43.33	45
56	5	7.5	10	12.5	15	17.5	20	22.5	25	27.5	30	32.5	35	37.5	39.17	40.83	42.5	44.17	45.83
57	5	7.5	10	12.5	15	17.5	20	22.5	25	27.5	30	32.5	35	37.5	40	41.67	43.33	45	46.67
58	5	7.5	10	12.5	15	17.5	20	22.5	25	27.5	30	32.5	35	37.5	40	42.5	44.17	45.83	47.5
59	5	7.5	10	12.5	15	17.5	20	22.5	25	27.5	30	32.5	35	37.5	40	42.5	45	46.67	48.33
60	5	7.5	10	12.5	15	17.5	20	22.5	25	27.5	30	32.5	35	37.5	40	42.5	45	47.5	49.17
61+	5	7.5	10	12.5	15	17.5	20	22.5	25	27.5	30	32.5	35	37.5	40	42.5	45	47.5	50