



CABINET

*Immediately Following Scrutiny Committee on
WEDNESDAY, 16 MAY 2018*

COUNCIL CHAMBER - PORT TALBOT CIVIC CENTRE

Part 1

1. Declarations of Interest

To receive the report of the Head of Transformation

2. Members Community Fund (*Pages 3 - 30*)

To receive the report of the Assistant Chief Executive and Chief Digital Officer

3. To receive the Forward Work Programme (*Pages 31 - 32*)

To receive the Joint Report of the Director of Finance and Corporate Services and the Assistant Chief Executive and Chief Digital Officer

4. Third Sector Grants Scheme (*Pages 33 - 64*)

To receive the Joint Report of the Chief Executive and Assistant Chief Executive and Chief Digital Officer

5. Local Government Reorganisation (*Pages 65 - 78*)

**To receive the Report of the Chair of Cabinet Scrutiny
Committee**

6. Welsh Language Promotion Strategy (*Pages 79 - 136*)
7. Any urgent items (whether public or exempt) at the discretion of the Chairman pursuant to Statutory Instrument 2001 No.2290 (as amended)

S.Phillips
Chief Executive

Civic Centre
Port Talbot

Thursday, 10 May 2018

Cabinet Board Members:

Councillors: R.G.Jones, A.J.Taylor, C.Clement-Williams,
D.W.Davies, D.Jones, E.V.Latham, A.R.Lockyer,
P.A.Rees, P.D.Richards and A.Wingrave

Notes:

- (1) If any Cabinet Board Member is unable to attend, any other Cabinet Member may substitute as a voting Member on the Committee. Members are asked to make these arrangements direct and then to advise Democratic Services staff.*
- (2) The views of the earlier Scrutiny Committee are to be taken into account in arriving at decisions (pre decision scrutiny process).*

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Cabinet Board

16th May 2018

Report Mr. Andrew Thomas the Head of Transformation (ELLL)

Matter for Decision

Wards Affected:

All Wards

Members Community Fund

Purpose of the Report

1. To seek approval to implement the Members Community Fund that is to be financed in 2018/19 from Council Reserves. Permissions are sought to set aside £10,000 for each Ward Member to facilitate investment in projects that support the delivery of the Council's policies and priorities.

Executive Summary

2. The Members Community Fund is to be used to address local needs and to fund projects and initiatives that will contribute towards creating vibrant and sustainable communities. Money left unspent in 2018/19 will roll over to 2019/2020. The Fund will close on the 31.03.2020.

The Project Development & Funding Unit (PDFU) within ELLL will be charged with the governance of the Fund and will act as the Grant Management Organisation.

Bids can be received by the PDFU from Councillors at any time. The PDFU will give advice upon sourcing match funding, project management, procurement, site investigation works and whatever is deemed necessary unique to the project proposal under investigation.

Bids can be made for projects that enhance existing Council services, assist voluntary sector provision or form part of a larger initiative that is in need of additional financial support.

Eligible projects will include those that enrich the environment, promote non - statutory education and learning, assist Health & Well Being, and promote culture and / or recreation in all its forms.

Background

3. A working budget of £640,000 has been allocated from Council Reserves to the Members Community Fund. An additional 5% Administration fee will be charged to the Fund by the PDFU.

The Fund is to be invested in priority projects within each of the County Borough Council's 42 Wards.

Ward Councillors are to present workable project proposals to the PDFU within ELLL for consideration. These proposals will be scrutinised to ensure they are credible, practical, feasible, accurately costed and sustainable.

Ward Councillors can bid for between £500 and a maximum of £10,000 for any one or a combination of projects. Submissions that

demonstrate how Council funding will be used to lever in additional resources in support of Council policies and priorities are encouraged.

The governance of the Members Community Fund is underpinned by a raft of supporting 'Guiding Principles', Guidance Notes for Members and an Application Form (see attached Background Papers). These papers contain essential information on eligibilities/ineligibilities, legal requirements and how best to deal with potential conflicts of interest. In light of experience these Principles can change and the Members Community Fund maybe, with Cabinet approval, further refined.

Project submissions will be presented cyclically to Cabinet Board for determination and award. Upon approval by Cabinet Board the PDFU will work with the Councillor(s) concerned to further develop the proposal from inception to practical completion.

Financial Impact

4. The Members Community Fund is resourced from Reserves and there is sufficient budget to sustain activity in 2018/19 and the roll over, if necessary, to 2019/2020.

The Fund has the potential to positively impact on existing Council services. It is intended that the Members Community Fund will endeavour to maximise other funding streams and draw in additional funding which will add value to inward investment within each of the Wards under determination. The PDFU will work with the Ward Councillor(s) to identify sources of external grant aid that can match fund the initial injection of financial support from the Members Fund.

In order to win favour in Cabinet Board all projects must be sustainable and should not ordinarily create ongoing operational/revenue costs for the Council. Projects must have a robust exit strategy that places no additional financial burden on the Council.

Equality Impact Assessment

5. There is no requirement under the Constitution for an Equality Impact Assessment on this item.

Workforce Impacts

6. There are no workforce impacts associated with this report.

Legal Impacts

7. Section 56 of the Local Government (Wales) Measure 2011 provides sanction for Members to carry out both Executive and Non - Executive functions, but only within their own Ward.

The delivery of the Members Community Fund will come within the purview of the Local Government Act 2000 which introduced well-being powers which enable every Local Authority to have capacity to do anything which it considers likely to promote an improvement to economic, social or environmental well-being in the area.

The Council's Constitution should be referred to for explicit guidance on governance.

Risk Management

8. There are no risk management issues associated with this report.

Consultation

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

Recommendations

10. It is recommended that the Members Community Fund is formally adopted to be fully operational in 2018/19.

Reasons for Proposed Decision

11. To ensure that the positive outcomes associated with this investment can be wholly realised in Neath Port Talbot.

Implementation of Decision

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

List of Background Papers

13. Members Community Fund - 'Guiding Principles Paper'
 - 'Guidance Notes for Member Applicants'
 - 'Application Form'

Draft versions of the above three documents have been tabled at Corporate Directors Group on the 27.03.18 and 24.04.18 - Also at Cabinet Members Briefing on the 28.03.18 and 9.05.18.

Officer Contact

14. Paul Hinder, Project Development & Funding Manager, (ELLL),
Tel: 01639 763390, email: p.hinder@npt.gov.uk

MEMBERS COMMUNITY INFRASTRUCTURE FUND

GUIDANCE NOTES FOR MEMBERS

What is the Members Community Fund?

The Fund is financed from the County Borough Council's Reserves and is available in 2018/19 and 2019/2010 only. £10,000 is set aside for each Ward Member. The Fund is administered by the Project Development & Funding Unit (PDFU) within Education, Leisure and Lifelong Learning (ELLL) acting as the Grant Management Organisation (GMO). The Fund is to be governed for the benefit of priority projects within the 42 Wards of Neath Port Talbot.

Members are to identify preferred projects within their own Ward and present these proposals for consideration to the PDFU for the decision of Cabinet.

Project proposals must align strongly to the Council's Corporate Plan and Single Integrated Plan (SIP). These policies and priorities insist upon working towards creating healthier, safer, more resilient and more economically viable communities.

How to apply?

Please read through these Guidance Notes to find out more about the Community Fund and the types of project that can be funded.

It is advisable to initially contact the PDFU and take advice upon the proposal. The Unit can advise upon eligibilities, how best to procure the project, assist in its commissioning, advise upon site investigations, VAT and project management.

The Project Development & Funding Unit is based in Room 307B (2nd Floor) Civic Centre, Port Talbot, SA13 1PJ. Officers can be contacted on Tel: 01639 763390 or 01639 763552. Email – p.hinder@npt.gov.uk or e.stanton@npt.gov.uk

Members making the initial enquiry with the PDFU will be equipped with an Application Form which will capture the essential ingredients of the proposal. The PDFU will, upon receipt of the completed Application Form, check the Form for accuracy and the project for credibility, practicality and sustainability.

- Please ensure that all questions in the Application Form are answered and that all supporting documentation that has been asked for is provided. Submission of an incomplete Application will delay the processing of the bid.
- There will be no cyclical Rounds of funding as the Members Community Fund is an Open Programme receiving proposals and bids at any time. Member Applicants will be notified of the outcome of their bid following a decision made by Cabinet.

About the Grant

The primary intent of the Fund is to support projects that align strongly to the aspirations of the Council's policies and priorities. Projects should:-

- Generate a genuine long term community benefit
- Address an evidenced need
- Be well thought through and have robust financial plans and delivery proposals
- Complement , rather than duplicate existing provision
- Be sustainable

How much can you apply for?

Members can apply for funding between £500 and £10,000 from the Community Fund by using the enclosed Application Form. The funding can be used to support any one or a combination of projects in 2018/19. Money left uncommitted within the Member's allocation in 2018/19 can be rolled over to support projects in 2019/2020.

Where a Member of a Ward feels strongly about investing the whole of their £10,000 to support a single project, this is permissible under the Fund criteria.

Certain Wards may be represented by more than one Ward Member. Where there is general agreement between Ward Members that they wish to pool their individual £10,000 allocation as a means of securing a more ambitious project, this is permissible under the Fund criteria.

Should a Ward Member feel strongly about, and can evidence the need for, financially supporting a venture that is not within their own Electoral Ward, this is permissible under the Fund criteria. The investment outside of the indigenous Ward can be made in any Ward providing that the need can be evidenced.

There will be no retrospective funding.

(Please contact the PDFU for advice upon project costs and the funding arrangements – Tel: 01639 763390/763552).

The Grant Management Organisation (GMO) will refer all bids for funding to Cabinet for decision. The Member Applicant will receive the outcome of the assessment in writing. The Applicant should await the outcome of assessment before any start is made on the project that is to be funded.

Match Funding – Added Value

Applications and proposals that demonstrate how Council funding will be used to lever in additional resources in support of Council policies and priorities are particularly welcomed. It is intended that the Members Community Fund will endeavour to maximise other funding streams and draw in additional funding which will add value and investment to the Ward that is under determination.

The PDFU can assist Members in identifying additional locally sourced external grant aid (i.e. from Section 106 Community Levy infrastructure payments, mineral Deposits, Renewable Energy Community Benefit Funds, etc.)

What can be funded?

Projects that have a positive impact on the community and meet the criteria of the Fund will be considered for funding. The need for the project should be evidenced. The project should not duplicate existing provision but complement what is happening in the Ward.

The Members Community Fund can support both revenue and capital projects. Work that will score well in the assessment of the bid might include new, additional or improved facilities or services. Projects that require funding for repair, replacement or renewal are also eligible.

Members that request financial support from the Fund must prove that their project is sustainable in the long term and that the project will continue beyond the life of the grant. Any project progressed should be sustainable and should not ordinarily create additional ongoing operational/revenue costs.

Examples of projects that could be supported include (these suggestions are indicative not exhaustive):-

- Environment – landscaping, traffic calming, street furnishings, interpretation, community gardens, recycling initiatives.
- Education – Out of school hours clubs, non – statutory support for libraries (via ‘Friends of’ Organisations, etc.), non – statutory youth provision, one off materials, staging an exhibition, biodiversity projects.
- Health – support for Food Co – ops, exercise referrals, well-being events.
- Culture – staged productions, promotional leaflets, gateway projects, working with an artist in residence.
- Recreation – Community facilities, playground refurbishments and renewals, improvement to sports facilities, Open days and Festivals.

Bids that will not be supported in assessment might include those that require funding for:

- Refreshments, food and drink (and fireworks).
- Trips/excursions.
- Projects that impact upon and affect the sustainability of existing provision perhaps elsewhere
- Religion and Faith groups and the advancement of any religion (unless for instance the building that is to be improved by the investment has a community benefit).
- Party political activities
- Funding of recoverable VAT
- Insurances and legal costs
- Purchase of land
- Individual beneficiaries
- Projects that conflict or adversely affect the Council's aims, policies or procedures

Again, this is not an exhaustive list - please contact the Project Development & Funding Unit (PDFU) on Tel: 01639 763390/763552 for advice.

All project submissions will be assessed on merit by Cabinet. The assessment decision is final.

Second and Subsequent Applications to the Fund

Second and subsequent bids made by the same Member will be accepted throughout 2018/19 and 2019/2020 until such time as the individual Member's allocation of £10,000 is fully utilised. The Members Community Infrastructure Fund will close on the 31.03.2020.

All transactions against the Members Community Fund will be recorded against 64 Folio Headings. The Member will be kept updated as to the status of their investment profile. PDFU will advise Members upon complex projects that require a multi-faceted approach to funding and accountancy.

Declaration

The Member, as an authentic Applicant, is to sign that to the best of knowledge the information contained in the Application is correct and that they will take responsibility for the development of the project.

If the information offered in the Application changes the Member will inform the GMO immediately.

If Grant aid is awarded, it is to be used only for the purposes stipulated in the offer letter. The Council reserves the right to recover grant aid that is inappropriately used.

The Member Applicant will be reminded that the GMO reserves the right to monitor a project post Award as a means of satisfying the Council that the outcomes as depicted in the original Application have been achieved as intended.

In the making of the Application the Member must declare any financial or personal interest in the project. Similarly if the Member acts as a Trustee or forms part of a Board or Management Committee of an Organisation which hopes to be a recipient of a grant from the Fund, that Member must declare a direct conflict of interest (conflicts of interests may arise where a Member's personal or family interests and/or loyalties potentially conflict with those of the broader community and create a danger of bias). Members are bound by the Council's Code of Conduct.

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MEMBERS COMMUNITY INFRASTRUCTURE FUND
(2018/2019 and 2019/2020)

APPLICATION FORM (to be read in conjunction with the accompanying Guidance
Notes)

(Applicable to the 42 Wards in Neath Port Talbot)

1.1

Name of Councillor submitting the proposal for funding

1.2

Contact Address:	
Postcode:	
Telephone:	
Mobile:	
Email:	

Your project's need for funding and how this can be addressed using the Fund Criteria

2.1 Please describe the project you wish the Members Community Fund to support.
(This may be revenue or capital investment)

2.2 How have you identified the need for the project?
(Please state how you have arrived at this project proposal and how you know there is a need for the investment).

2.3 What genuine long term community benefits do you anticipate as a result of the investment?

What outcomes do you hope to see?

2.4 Demonstrate how the project will be sustained after the investment?

How will the project be maintained? How will the investment be protected?

Project Costs

3.1 Please provide a breakdown of the total cost of this project excluding VAT (this cost can exceed the £10,000 allotted per member if match funding has been identified as part of the funding package).

Item	£ Amount	Tick if you are applying for this item from the Members Community Fund
Total amount required for the whole project (exclusive of VAT) (A)		
Total VAT for this project (B)		
Total Project Cost (A)+(B)		

3.2 Is the proposed investment intended to (choose one option only):-

1. Enhance Existing Council Services?
2. Assist Voluntary Sector providers?
3. Form part of a more complex project which would require input from the PDFU to facilitate its delivery?

The Project Development & Funding Unit (PDFU) will work with the Member to examine how the total project cost has been arrived at, its validity, whether contingency has been built in and whether the proposal is deliverable under the current proposed funding arrangements.

3.3

How much money are you asking the Members Community Fund for?	£
How much have you raised elsewhere for the project? Please list funders and amounts below.	
	£
	£
	£
Please list other funders you have applied to for this project but have not yet received approval, the respective grant amounts and the date the outcome of the application will be known (if you have failed to attract match funding please list the sources you have explored and exhausted).	
	£
	£
	£

3.4 Other Information – Please outline any other information which you think would help strengthen your bid to the Fund.

Conflict of Interest

In the making of this Application you must declare any conflict of interest which could arise from financial, personal or family involvement within the Organisation which hopes to be a recipient of a grant from the Fund.

Please declare as appropriate (leave blank if there is no perceived Conflict of interest which might otherwise create a danger of bias).

<p>Please state nature of Interest(s) – i.e. as a Trustee, Committee Member, family member, employee, etc.</p>	<p>Signed</p>
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Declaration

- I am authorised to make the Application.
- I certify that to the best of my knowledge the information contained in this Application is correct.
- If the information changes in any way I will inform the Grant Management Organisation (GMO) acting for the Members Community Fund immediately.
- I further confirm that if successful, I agree the following conditions:
 - ✓ Use the grant only for the purpose in the offer letter
 - ✓ The invoices submitted under this Scheme not being used to claim grant aid from other sources for the same expenditure
 - ✓ Agree to monitoring visits, post Award
 - ✓ Not to use the funding for any projects that conflict or adversely affect the aim or policies of the Council.

<p>Name (Block Capitals)</p>		<p>Electoral Ward (Block Capitals)</p>	
<p>Signed</p>		<p>Date</p>	

Checklist

In its appraisal of the proposed project the PDFU must be convinced of the project's worth and its suitability to go forward to Cabinet for assessment. If the project is to 'Enhance Existing Council Services' the PDFU will work with other Council Departments to check that the project is workable in terms of affordability and deliverability. If the benefit of investment is to 'Assist a Voluntary Sector provider' it is important that the Council has confidence in that organisation.

If the latter situation prevails the Member should work with the Organisation and then, as part of the Application made, enclose separately:-

(Tick box to indicate enclosed)

- A signed and dated constitution**
- Audited Accounts** If a new organisation, please provide a copy of current bank statement (showing the account name and details)
- Bank Account details in the name of the Organisation** – Name & address of Bank, Bank Account Number and Sort Code
- Two named Bank signatories and their position in the Organisation**
- A competitive, valid Quote for the services to be provided and/or a competitive, valid quote for the essential items of capital equipment that are to be procured from an Award**
- A current Insurance Policy** (Appropriate to the project, facility or activity to be developed)
- Freehold tenure or Lease Agreement** (where applicable)

IMPORTANT

Please ensure you have answered every question as incomplete Application Forms will take longer to process.

Please return your application marked 'Members Community Fund' to:

The Project Development & Funding Unit (Room 307B)
Education, Leisure & Lifelong Learning
2nd Floor
Civic Centre
Port Talbot
SA13 1PJ

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1. Background

The Members Community Infrastructure Fund is financed from Council Reserves and is operable in 2018/19 and 2019/20 only.

£10,000 is set aside for each Ward Member. The £10,000 is to be invested in projects that support the delivery of the Council's policies and priorities. Money left unallocated by Members in 2018/19 will roll over to 2019/20. The Fund will close on the 31.03.2020

Ward Members are to identify priority projects within their own Ward and present these proposals for consideration of Cabinet.

The Project Development and Funding Unit within ELLL will act as the Grant Management Organisation (GMO) and will have strict control and governance of the Fund.

The Members Community Infrastructure Fund is for the benefit of all of the communities within the 42 Electoral Wards of Neath Port Talbot. The GMO will charge a 5% Administration Fee annually to govern the Fund. (The Fund will be encoded, one Folio Number per Member, and monitored by NPTCBC Technical Accounts).

2. Aim of the Members Community Infrastructure Fund

The money will be used to address local needs and to fund projects and initiatives that will contribute towards creating vibrant and sustainable communities.

Applications and proposals that demonstrate how Council funding will be used to lever in additional resources in support of Council policies and priorities are particularly welcomed. It is intended that the Members Community Fund will endeavour to maximise other funding streams and draw in additional external funding which will add value to inward investment within the Ward under determination.

3. Principles

The following are Guiding Principles used to prioritise and help in the determination of bids made to the Members Community Fund.

Projects will:-

- Directly address identified issues, needs and opportunities in a particular community.
- Demonstrate added value to the local communities through clear outcomes.

- Be well thought out and have robust financial plans and delivery proposals.
- Demonstrate synergy and complementary activities with other projects and initiatives in the area.
- Demonstrate support from the local community and partner organisations.
- Meet the needs of existing and future generations.
- Recognise and respond to the diversity and uniqueness of the community.
- Be sustainable and should not ordinarily create ongoing operational/revenue costs.

4. The Members Community Infrastructure Fund

- Will be made available to Members as the ‘Members Community Fund’, which will be administered by the Project Development & Funding Unit (PDFU) within ELLL.
- The PDFU will act as the Grant Management Organisation (GMO).
- The Fund will be available as a means of directly funding or match funding those project proposals that come before the Grant Management Organisation (GMO).
- Projects that show merit will be reported to Cabinet for consideration and decision.

5. Grant Management and Administration

The Grant Management Organisation (GMO) will be responsible for the standard Award conditions and will promote consistency and fairness. The GMO will:

- Be the first point of contact for all Members wishing to access the Fund.
- Take enquiries about the Fund and advise upon eligibilities and ineligibilities.
- Equip the Members, who are interested in making a bid, with the appropriate Guidance Notes and Application Form.
- Provide advice upon complex bids which might require early and constructive dialogue. Information will be given upon Project Management issues such as the need for statutory undertakings, procurement, H&S, site investigations and best value as befitting the individual project requirements.
- Check bids for completeness, accuracy, deliverability, and sustainability.
- Act as a Clearing House by appraising bids to ensure that proposals are credible, realistic and practical and are ready for determination/assessment.
- Undertake consultations with partner organisations that can add to the understanding of a project submission. Comments will be reported to the decision makers.
- Prepare Reports for Cabinet in a timely fashion so as to facilitate early decision making and rapid response.
- Write to the Members notifying of outcome.

- Process payments, ensuring the money has been allocated appropriately and in accordance with the grant offer letter.
- Record all transactions to allow immediate reconciliation of spend against 64 Headings
- Have transparent, robust, auditable and impartial governance procedures.

6. The Process

- It will be for Members to identify projects to go forward for consideration.
- These projects may enhance existing Council services, support and augment existing voluntary sector provision or protect and refurbish capital assets that are in need of investment.
- Members can invest a minimum of £500 up to the maximum of the £10,000 allocation per Ward Member on any one or a combination of projects in 2018/19 and 2019/20. Bids to the Members Community Fund will be accepted at any time as this will be an Open Programme with no set cyclical Rounds of funding.
- Revenue projects and projects that involve the procurement of essential small items of capital equipment can be considered.
- The Member may wish to use other locally sourced external grant aid (i.e. from Section 106 Agreements, Mineral Deposits, Renewable Energy sources, etc.) to match fund the £10,000 allocation. The PDFU can advise upon this course of action which will add value to local investment.
- Certain Wards may be represented by more than one Ward Member. Where there is general agreement between Ward Members that they wish to pool their individual £10,000 allocation as a means of securing a bigger, more ambitious project, this is permissible under the Fund criteria.
- Should a Ward Member feel strongly about, and can evidence the need for, financially supporting a venture that is not within their own Electoral Ward, this is permissible under the Fund criteria. The investment outside of the indigenous Ward can be made in any Ward providing that a need can be evidenced.
- Members are to complete the Members Community Fund Application Form and then seek a meeting with the PDFU (as the GMO) to go through the submission.
- The PDFU will complete all the relevant checks.
- The Member will personally sign off the bid and declare, to the best of their knowledge, that the information contained within the Application is correct and authentic.
- Further information will be requested if the bid is in anyway incomplete or ambiguous.

- A synopsis of the Project proposals received from Members will be reported to the next available Cabinet meeting for determination/award.
- During execution of this Fund, all parties will abide by all the relevant current legislation and regulations.

7. Examples of eligible Projects (N.B. These suggestions are indicative not exhaustive)

1. **Environment** – e.g. environmental enhancements, traffic calming, street furnishings, community landscaping projects, nature trails, local interpretation, recycling initiatives, community gardens.
2. **Education** – e.g. Out of hours schools clubs, non – statutory support for libraries('Friends of' Organisations, etc.) , non-statutory youth projects, one off materials, staging an exhibition, environmental education projects, community education activities.
3. **Health** – e.g. Food co-ops, exercise referrals, health and well-being events.
4. **Culture** – e.g. cultural events, promotional leaflets, productions, gateway features.
5. **Recreation** – e.g. Community facilities, playground refurbishments and renewals, multi-sport games areas, improvement to sporting facilities, festivals of sport and Taster Days

8. Ineligible Projects

- Statutory Activity
- Any project that has already started cannot be considered, however separate stages of a project can apply for this Fund
- Any project where contracts have been signed or orders placed before approval
- The promotion of religious faith activities (although applications from religious organisations are allowed if the proposed project benefits the wider community)
- Projects that impact upon or adversely affect the sustainability of existing provision perhaps elsewhere in the area of benefit
- Applications from private sector organisations
- Applications on behalf of other organisations or in the name of a professional fundraiser
- Funding core staff
- Feasibility studies
- Trips and visits
- Funding of recoverable VAT costs
- Insurance and/or legal costs
- Projects that conflict or adversely affect the Council's aims, policies or priorities
- Fundraising campaigns

- Party political activity or fundraising
- Purchase of land
- Duplication of other projects being delivered locally
- Individual beneficiaries

9. General Requirements

Member Applications for financial assistance may be categorised into one of three potential bid types:-

1. Enhancement to Council Services – this will require the PDFU to work with Officers in Environment, Social Services, Neighbourhood Services, Leisure, etc. to gain assurances that the proposal is workable, strategically correct, affordable and sustainable going forward. The PDFU must be convinced of the project's worth before presenting it in a Report format to Cabinet.
2. Assistance to Voluntary sector Groups – if the Member's investment is intended to support community activity and the facilitator of that activity is within the voluntary sector (e.g. the Management Committee of a Community Centre); the PDFU will require sight of that Organisation's Constitution, Accounts, Insurances and Bank Account details so as to be convinced that they are a worthy Organisation to invest in. A Quote for the item to be purchased from the Award of grant will also be required in order to verify that the item has been economically sourced. There may be a requirement for additional information, relevant to the project e.g. evidence of ownership for capital projects. This would need to be specified on the Application Form completed by the Member.
3. Complex bids requiring a multi-faceted approach to funding – the PDFU would take a 'hands on' approach by working with the Member(s) to arrive at a total funding package that mirrors the total project cost. The PDFU would stay with such a project from inception to completion and would, according to the nature and complexity of the project, be responsible for topographical works, commissioning, supervision, grant draw down schedules, Practical Completion, post installation inspection, etc.

10. Legal Implications

Section 56 of the Local Government (Wales) Measure 2011 provides sanction for non – executive Members to be given authority to carry out both Executive and Non – Executive functions, but only within their own Ward. There is detailed statutory guidance accompanying the above provision and this must be read in conjunction with other statutory requirements e.g. that Council resources must not be used to publicise political parties. The Cabinet Executive Members will make a decision on the bids that come forward for determination under the auspices of the Members Community Fund. Both Executive and

Non – Executive Members will then deliver the proposed projects that have won through in assessment.

The Local Government Act 2000 introduced well-being powers which enable every Local Authority to have capacity to do anything which it considers is likely to promote an improvement to economic, social or environmental well – being of their area. There are limits on the power to promote well – being in that the power does not enable a Local Authority to do anything which it is unable to do *“by virtue of any prohibition, restriction or limitation on their powers which is contained in any enactment, whenever passed or made”*.

The Members Community Fund Scheme should remain transparent and be consistently applied in order to safeguard public confidence .The Council’s Constitution should be referred to for explicit guidance upon governance.

In keeping with all other extra voluntary contributions, the Members Community Fund will be subject to Internal Audit.

11. Conflict of Interest

Any Cabinet Member who has a financial interest (or if a family member has such an interest) in a project under discussion, should declare the nature of his/her interest and withdraw from the room and the determination of any Award.

Similarly if a Cabinet Member acts as a Trustee or forms part of a Board or Management Committee of an Organisation which hopes to be a recipient of a grant from the Fund, that Member should not be involved in decisions that directly affect the grant .The Cabinet Member should declare an interest and withdraw from the room.

Cabinet Members will declare an interest in projects that originate from their own Electoral Ward and play no further part in the determination of an Award by leaving the room.

Conflicts of interest will be a standing Agenda item and the Members will be bound by the Council’s Code of Conduct.

Non – Executive Members will be responsible for bringing project proposals to the Cabinet for decision. These Members are also bound by the above and must declare on the Members Community Fund Application Form should there be a financial or personal conflict of interest, which would otherwise create a bias or affect broader community interest.

12. Payment of the Award

Following the assessment of bids that are made to the Members Community Infrastructure Fund PDFU, acting as GMO, will notify the Applicant of the Cabinet’s decision to support or to reject the bid.

The Applicant Member will be asked, as part of the Application Form to declare that if successful with an Award the grant will be used solely and specifically for the purposes described or as intended.

Should the bid succeed, the GMO will, according to section 9 'General Requirements' above:-

1. Arrange a Journal Transfer from the relevant Member Folio Code to a Project Code furnished by the Council Dept. charged with carrying out the work e.g. to Highways, Traffic and Transportation if a traffic calming initiative, etc.
2. Pay by electronic BACS proforma the Community Organisation that has been identified in the bid. This will be completed using the Bank Account and Sort Code that was gleaned from the Organisation during the initial appraisal of the proposal when first delivered to PDFU by the Member Applicant.
3. PDFU pay through Exchequer and receipted Invoice for goods and services that have been procured to arrive at some of the more capital intensive, complex projects that have been project managed 'in house'.

Second and subsequent bids made by the same Member will be accepted throughout 2018/19 and 2019/20 until such time as their allocation of £10,000 is fully utilised.

The above transactions are to be recorded against 64 Folio Headings (one for each Elected Member). Trackers and spreadsheets will be kept by Technical Accountancy to log expenditure against a working budget of £640,000, and the 5% of the Fund allocated to the Administration.

The Member Applicant will be reminded that the GMO reserves the right to monitor a project post Award, and proof of outcomes associated with the project could be asked for.

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2018 FORWARD WORK PLAN CABINET

Meeting Date	Agenda Items	Type (Decision/ Monitoring Or Information)	Rotation (Topical, Annual, Bi-Annual, Quarterly, Monthly)	Contact Officer/ Head of Service
23 May 2018	Budget Outturn 17/18	Monitoring	Bi-Annual	Hywel Jenkins
	Waste Report	Decision	Topical	Hywel Jenkins
	Treasury Management	Information	Monthly	Hywel Jenkins
	Margam Crematorium – Minutes 19 January 2018	Information	Topical	-
	WAO Certificate of Compliance for the Audit of NPTCBC 2018- Improvement Plan	Information	Topical	Karen Jones/Caryn Furlow

Cabinet – Forward Work Programme

Meeting Date	Agenda Items	Type (Decision/ Monitoring Or Information)	Rotation (Topical, Annual, Bi-Annual, Quarterly, Monthly)	Contact Officer/ Head of Service
7 June 2018	Treasury Management	Information	Monthly	Dave Rees

Meeting Date	Agenda Items	Type (Decision/ Monitoring Or Information)	Rotation (Topical, Annual, Bi-Annual, Quarterly, Monthly)	Contact Officer/ Head of Service
27 June 2018	Corporate Governance Improvement Action Plan 2017/18 full year progress Report/Corporate Governance Improvement Action Plan	Monitoring	Annual	Karen Jones/Caryn Furlow
	Welsh Language Standards Report 2017/18	Monitoring	Annual	Karen Jones/Caryn Furlow

NEATH Port Talbot COUNTY BOROUGH COUNCIL

Cabinet

16th May 2018

Joint Report of the Director of Finance and Corporate Services and the Assistant Chief Executive and Chief Digital Officer

H Jenkins and K. Jones

Matter for Decision

Wards Affected: All Wards

Third Sector Grants Scheme

Purpose of Report

1. To seek approval from the Cabinet to consult on changes to the criteria set out within the Council's Third Sector Grants Scheme, including the Council's funding arrangements for organisations identified as Strategic Partners.

Executive Summary

2. Following a fundamental review of grant funding to the Third Sector, a new Grants Scheme was co-produced by the Council and Third Sector representatives. The Scheme became operative April 2016.
3. The Scheme was modelled on principles agreed by Welsh Government and the Third Sector but shaped to reflect the priorities of the Council and the general economic conditions.
4. Grants awarded under the Scheme have been for 12 month periods or 3 year periods. Grants provided for 3 years were to partners the Council identified as Strategic Partners – these include important community anchor organisations as well as Shop Mobility, Citizens Advice Bureau and DANSA.

5. As those three year agreements will expire at the end of this financial year (2017/18) it is timely to review the Scheme. This will also provide opportunity to ensure the Scheme continues to be aligned with the Council's priorities as expressed in the Corporate Plan 2018-2022.

6. The Scheme commits the Council to a period of at least 12 weeks consultation on proposed changes.

Proposed Changes

7. The Council's recently updated Corporate Plan 2018-2022 sets three well-being objectives, priorities for improvement and describes the programme of work that will be put in place to deliver on those commitments. The Plan also highlights the continuing significant impact of continued reductions to local government funding. The Council's strategy to bridge the funding gap in front of it includes:
 - a. Significantly extending the **Digital Strategy** and increasing the take up of digital channels and a corresponding reduction of activity in more traditional and expensive face to face, telephone or traditional mail channels;

 - b. Increasing **income** from existing and new sources, especially in respect of services that the Council provides under discretionary powers rather than under statutory duties; and

 - c. Changing the way that the Council works with residents and **communities**, seeking to encourage more people to look after their own well-being for longer and through targeting early intervention and prevention services towards people identified as in need of additional support. A key component of this approach will include building social capital within communities, particularly by encouraging the development of services by the Third Sector.

8. As a result of the change in emphasis within the Council's Corporate Plan, it is important that the criteria for Grant funding is amended.

9. It is proposed that additional criteria are added to Principle 1 in the Scheme as follows:

“Reduce demand on Council Services – this could be done in a variety of ways, including promoting and assisting citizens to use the Council's digital services rather than through more traditional channels (such as face to face or by telephone); promote participation in discretionary services to increase footfall, increase revenues or reduce subsidy (for example the Council's theatres, parks and other charged-for services); or through offering early intervention and prevention activities that maintain or improve people's well-being; **and/or...**”

10. Additionally, consideration needs to be given as to the Council's ongoing relationship with those organisations identified under the current Scheme as Strategic Partners. At present, of the circa £400,000 available each year, £297,000 per annum (adjusted each year in light of Welsh Government revenue settlements) is allocated to these Strategic Partners through a three-year grant agreement. The Strategic Partners include:

- a. Canolfan Maerdy;
- b. Citizens Advice Bureau;
- c. Dansa Transport;
- d. DOVE Workshops;
- e. Glynneath Training Centre;
- f. Neath Port Talbot Council for Voluntary Services;
- g. NPT Shop Mobility; and
- h. Ystalyfera Development Trust.

11. These organisations either act as community hubs within valley communities, and/or provide strategically important services that support the Council's corporate priorities. Both the Ministerial Taskforce for the Valleys and the Council's own task and finish group for the valleys has underlined the importance of community

hubs to valley life, the importance of innovative transport solutions to enable people living within valley communities to access services; education and employment and there are ongoing concerns about the impact of welfare benefit reforms on those with the lowest incomes.

12. It is very likely that these organisations would seek to renew their grant agreements with the Council for a further three year term. Should this be seen as a continuing priority, consideration might be given to whether the right organisations have been identified as strategic partners; the quantum of the Third Sector Grant pot allocated for that purpose (given that grant allocations have largely been cash flat over the last three years); the business plans in place to demonstrate the requirement for Council funding and how financial sustainability will be secured. Consideration might also be given to developing a clearer specification of the benefits the Council might expect for its continuing investment. As well as locally relevant services that reflect the unique needs of the communities/citizens that access the organisations, the Council might also expect organisations to:

- a. Promote the take up of the Council's on-line services through the Switch brand and digital assist support;
- b. Encourage participation in Council and local community-run events to support well-being;
- c. Leverage in additional funding;
- d. Promote the Council's Community Directory (Dewis) so that there is a good understanding of all the services that are available within the local area and how to access them;
- e. Encourage the identification and development of local early intervention and prevention services and facilitate access to those services;
- f. Support, inform and promote the Council's priorities;
- g. Contribute to engagement and communications campaigns to improve understanding within communities of the Council's priorities and services;
- h. Provide a physical space that can facilitate co-location of workers from across the public service to provide more integrated services that respond to the needs of local people and communities.

13. Re-focusing the Grant in this way would complement the proposals that are to be brought forward in support of asset-based community development.

Consultation

14. The Scheme commits the Council to at least 12 weeks consultation on proposed changes to the Scheme. Approval is sought to commence consultation on the basis outlined in this report (and as highlighted in the attached, amended Scheme) at the Voluntary Sector Liaison Committee scheduled for late May 2018.

Financial Appraisal

15. There is no impact on the Council's financial budgets. However, this proposal seeks to ensure that the Third Sector Grants Scheme continues to reflect the priorities set out in the Council's Corporate Plan and offers value for money.

Integrated Impact Assessment

16. An Integrated Impact Assessment has been completed and it is necessary for Members to have regard to the Assessment when considering the recommendations set out in this report.

Workforce Impact

17. These proposals have no direct impact on the Council's workforce.

Legal Powers and Duties

18. The Council has powers to offer grants to the Third Sector by virtue of the Local Government Act 1972. The Third Sector Scheme has already been updated to reflect new duties set out in the Well-being of Future Generations (Wales) Act 2015.

Risk Management

19. Without review, there is a risk that important Third Sector organisations will be unable to demonstrate how they can

contribute to the Council's new priorities with the prospect of losing opportunity to build on the strong partnership that has existed over many years and the benefits those organisations have been delivering for local communities in relation to services; additional funding; employment; access to learning as well as providing a voice for those local communities.

Recommendation

20. The Director of Finance and Corporate Services and the Assistant Chief Executive and Chief Digital Officer are authorised to commence consultation on the proposed revisions to the Scheme, the consultation to run from May 23rd to August 15th 2018.
21. The Director of Finance and Corporate Services and the Assistant Chief Executive and Chief Digital Officer are authorised to explore with strategic partners the merits/otherwise of the current arrangements and to report back to Member accordingly.

Reason for Proposed Decision

22. To ensure the Third Sector Scheme is aligned with the Council's Corporate Plan 2018-2022.

Appendices

23. Appendix 1 – Neath Port Talbot Third Sector Grant Funding Scheme
24. Appendix 2 – Integrated Impact Assessment

Background Papers

- Welsh Government: Our Valleys – Our Future (November 2017)
- Policy and Resources Cabinet Board (23 July 2015) – Policy Review – Third Sector Grants
- Corporate Plan 2018-2022
- Strategic Equality Plan 2015-2019

Officer Reporting:

- Hywel Jenkins – Director of Finance and Corporate Services, Tel: 01639 763521 e-mail: h.jenkins@npt.gov.uk
- Karen Jones, Assistant Chief Executive and Chief Digital Officer, Tel: 01639 763284 e-mail: k.jones3@npt.gov.uk

Neath Port Talbot Third Sector Grant Funding Scheme

Introduction

During 2013, the Council undertook a review of existing grants to third sector and community sector organisations in Neath Port Talbot. As well as making recommendations as to where funding could be reduced in order to achieve Council savings targets, the review identified a number of recommendations to improve the way in which grants are administered. These were approved by the Council's Policy & Resources Scrutiny Committee on 13th December 2014.

In January 2014, the Welsh Government published their revised Third Sector Scheme. The Welsh Government Scheme underpins the relationship between Welsh Government and the Third Sector in Wales and discharges duties under section 74¹ of the Government of Wales Act 2006.

This Neath Port Talbot Scheme has been developed to take forward the recommendations in the 2013 Council review. It has been developed using the principles set out in the Welsh Government's Scheme reflecting Welsh Government's expectation that councils will embrace good practice in their relationships with the Third Sector.

Aims

Neath Port Council has had a long and productive relationship with the Third Sector. The Council has grant funded Third Sector organisations to support our communities in a wide range of ways. The Council recognises and values the contribution of the many volunteers and third sector organisations that play an important role in supporting the wellbeing of local people and communities.

¹ In this Section, Welsh Ministers are required to make or review a voluntary sector scheme which sets out how they propose to promote the interests of relevant voluntary organisations'

This document is also available in Welsh

However, times have and continue to change. The severe and enduring cuts to local authority budgets mean we must target available funds in a manner that supports the Council's priorities. Indications are that austerity measures will continue at least into the medium term. Grant assistance arrangements must reflect this.

This Scheme aims to:

- Make the grant funding process clear, transparent and equitable;
- Ensure the administrative arrangements that support grant funding efficient and effective; and
- Foster genuine partnership working between the Council and the Third Sector to promote the wellbeing of local people and communities.

Scope

This Scheme covers:

- Grant funding provided from the Council's own revenue resources, except for those funds provided from the Member Community Action Fund; and
- Grants of benefits "in kind" e.g. rent-free/discounted rent periods granted to organisations in the Council's property portfolio.

Grants distributed from Welsh Government directly to the third sector by way of specific grant are governed by the Welsh Government Third Sector Scheme, the principles of which are reflected in this Scheme.

This scheme does not cover grants provided to the Council by other parties as the specific conditions of those grants would need to be applied.

Definition of the Third Sector:

The Council has adapted the definition provided in Section 74 of the Government of Wales Act for the purpose of this Scheme:

"...bodies other than local authorities (or other public bodies) whose activities:

- are carried on otherwise than for profit; and
- directly or indirectly benefit the whole area or any part of Neath Port Talbot

The Council acknowledges that this definition covers a very diverse range of organisations that share a set of values and characteristics which include:

- Independent, non-governmental bodies;
- Bodies established voluntarily by people who choose to organise themselves;
- Bodies which are “value driven” and motivated by social, cultural or environmental objectives, rather than simply to make a profit; and
- Bodies committed to reinvesting their surpluses to further their social aims and for the benefit of people and communities.

Third Sector organisations include community associations, self-help groups, voluntary organisations, charities, faith-based organisations, social enterprises, community businesses, housing associations, development trusts, co-operatives and mutual organisations.

Grant Funding – Commissioning Arrangements

The Council wishes to adopt an outcomes-based approach to the way in which it determines its grant funding arrangements. It will be the intended results of activity to be grant funded, not the activity itself that will be the key consideration in determining whether the Council will provide grant assistance, subject to the Council being provided with sufficient assurance on associated governance arrangements.

Grants can provide financial support to third sector organisations to enable them to undertake activities the Council wish to support. They may be aimed at assisting with the core costs of running and developing an organisation or more specifically to help it carry out a particular project or service. Generally, the Council will consider awarding a grant where organisations undertake activities that support the Council’s policies and priorities. Where the Council wishes to obtain goods or services for direct benefit or use then the Council would expect those

arrangements to operate under the Council's procurement policies and procedures.

The Council will set out its priorities on an annual basis as part of its corporate planning cycle. Grant assistance will be administered in accordance with the principles set out in this Scheme. Grants may be awarded for up to three years

Applications for grant assistance will need to be made via a standard form that will be publicly available and published on the Council's website. Any timetable for submitting and agreeing grants will also be set out on the website. The Council will provide the contact details of officers who can offer support and advice to organisations who may be considering making a grant application. Where a funding bid is complex, organisations are encouraged to discuss their proposed bid prior to submitting an application. The Council will formalise grant assistance through a legally binding grant agreement. The agreements will contain standard grant conditions to promote consistency and fairness and to minimise administrative costs for all parties. Where the Council decides not to award grant assistance, the Council will provide written feedback to the applicant, summarising the reasons why the grant application has been refused. There will be no right of appeal against the Council's decisions.

Review and Monitoring

The Deputy Leader of the Council is the portfolio holder for relationships with the Third Sector and ultimately responsible for this Scheme. The Senior Officer responsible for the Scheme is the Director of Finance and Corporate Services. This Scheme will be used by all departments of the Council. Its operation will be monitored by the Voluntary Sector Liaison Committee and reviewed no less frequently than every three years.

Neath Port Talbot Third Sector Grant funding Scheme

Principles

The key principles that will govern our approach to grant funding the Third Sector and what is expected from the Third Sector in return are set out in this section.

Principle 1 – Supporting Council policies and priorities

i) Demonstrate contribution to the delivery of key priorities

Grant applications will need to demonstrate how proposals will support the delivery of the Council's policies and priorities. These are summarised in Council's Corporate Plan, associated well-being objectives and other priorities; **and**

ii) Reduce demand on Council Services – this could be done in a variety of ways, including promoting and assisting citizens to use the Council's digital services rather than through more traditional channels (such as face to face or by telephone); promote participation in discretionary services to increase footfall, increased revenues or reduced subsidy (for example the Council's theatres, parks and other charged-for services); or through offering early intervention and prevention activities that maintain or improve people's well-being; **and/or**

iii) Lever in additional resources (multiplier effect)

Applications that demonstrate how Council funding will be used to lever in additional financial resources in support of Council policies and priorities are particularly welcomed; **and**

iv) Sustainable organisations

Applicants will need to demonstrate financial sustainability. The Council will wish to be satisfied that the applicant is not dependent on continuing Council funding to achieve financial sustainability.

Principle 2 – Respect for the Sector’s independence

The Council recognises Third Sector organisations are value driven, motivated by social, cultural or environmental objectives and committed to reinvesting their surpluses to further their social aims and for the benefit of people and communities. The Council respects the sector’s independence.

The Council acknowledges and encourages the Third Sector’s ability to raise funding through non-statutory routes and deliver services that complement or are additional to those provided by statutory agencies and which, in particular, operate to prevent or reduce demand on public services.

Principle 3 – Early and constructive dialogue

The Council is committed to early discussions with the Third Sector to support a strategic approach to delivering key priorities and to allow for better planning of services. The Council will seek to provide opportunities to discuss applications well in advance of the formal application deadline.

It is expected that in return, the Third Sector will engage constructively in this dialogue and respect the limitations on dialogue imposed by the need to ensure fairness and transparency in respect of grant funding decisions.

Principle 4 – Timely decisions

The Council recognises that early decision making in respect of funding can support better business and workforce planning. The Council’s commitment is the notification of decisions about future funding at least three months prior to the expiry of an existing funding agreement or the start of a new agreement. Where funding has been granted for more than one year, a review will be completed 3 months before the commencement of the second or third year to confirm funding will

continue. If an offer in principle has been made, this must also be confirmed three months prior to the expiry of the current funding.

Principle 5 – Security of funding

In a climate of reducing resources and escalating need, security of funding is an issue felt across all sectors. The Council acknowledges that sometimes short term funding can cost more administratively and will be prepared to consider longer term funding commitments wherever possible to minimise administration costs. The Council will be prepared to provide funding for up to 3 years which will provide Third Sector organisations with the security to apply for funding from other sources and enable a longer term approach to planning and securing sustainability.

Principle 6 – Fair funding levels

It is reasonable to expect that funding pressures placed upon local authorities will be reflected in the level of grant funding available to the Third Sector. Therefore, where the Council has granted funding for more than one year, the amount of grant available in each year of the agreement will vary to reflect the financial settlement the Council receives from the Welsh Government. The Council will generally seek to notify organisations of the uplift or reduction to be applied by 31st December each year. The level of funding agreed will be subject to review at the end of each financial year to reflect the overall level of resources available to the Council for the ensuing period.

Principle 7 – Value for money

Tax payers' money must be used economically, efficiently and effectively. The Council aims to achieve the best possible level of outputs and outcomes of acceptable quality at the lowest cost. Third sector organisations who receive grant assistance are expected to

ensure the economic, efficient and effective use of public money. Applications and associated monitoring arrangements will need to demonstrate:

- i. The need for intervention
- ii. The purpose to which funding will be put
- iii. The outputs and outcomes to be achieved
- iv. Other sources of funding accessed
- v. How activities will be evaluated
- vi. Financial probity and sustainability

Principle 8 – Full Cost Recovery

The Council acknowledges the principle of full cost recovery. The Council recognises that other funders sometimes render certain expenditures ineligible and the award of grant assistance from the Council may be sought to complete a funding package.

Principle 9 – Commissioning Principles

Grant arrangements will be outcomes focused linked to the Council's policies and priorities which will be summarised in the Council's Corporate Plan.

Principle 10 – Payments

The Council will make grant payments in advance (i.e. before the grant recipient has incurred the expenditure) as it recognises that most Third sector organisations do not hold large reserves and do not have the resources available to undertake work and receive payment afterwards. The payment will be made after the commencement of the relevant financial year. The frequency and timing of payments will be set out in the grant agreement. Electronic payment is preferred to minimise

administrative burdens on both the Council and Third sector organisations.

Principle 11 – Fair and Reasonable Treatment

This Scheme commits the Council to consult openly and meaningfully with the Third Sector on changes to this Scheme and associated arrangements. The Council will aim to provide a minimum period of 12 weeks consultation period where changes to the Scheme and its associated arrangements are proposed. Additionally, the Council will aim to provide 12 weeks' notice before changes are made to the Scheme or decisions are made which would lead to a withdrawal or significant reduction of grants.

In return, Third Sector organisations are asked to cooperate fully during this consultation / notice period and use it as an opportunity to positively contribute to the discussion with departments or policy / service areas.

The Council upholds the need for clarity in what is being funded by defining and agreeing outcomes with recipients of funding. These outcomes should be set out transparently in the funding agreement to ensure fair and reasonable treatment of organisations and shared and agreed expectations for service delivery.

Principle 12 – Joint approach to monitoring, evaluation and audit

The processes of monitoring and evaluation must be consistent, proportionate and reasonable. The Council will set out the details for monitoring and evaluation in procedural guidance and in its grant agreements. The Council expects its internal audit service to have access to documents and information (including access to interview senior officers and board members) relating to monies provided by the Council. Recipients of funding agree to give assistance, information and explanation to the internal audit service or such other officers as the Council may so require as a condition of funding.

Principle 13 – Identifying Expertise and Developing Capability to Deliver

The Council is committed to working with the Third Sector to identify areas of expertise and to support organisations and individuals to take the lead in or contribute to the implementation of new policies. The Council welcomes applications for grant funding that build capacity and capability within the Third Sector across Neath Port Talbot to secure the sustainability of services.

Principle 14–Diversity and Equality

The Council recognises the diverse needs of people and communities across Neath Port Talbot and the variety of services required to meet these needs. Diversity in this context is about maintaining a range of accessible services to meet a variety of individual and collective needs; locally based and run services, as well as larger services; and different models of services to meet different needs.

The Council is required under the Equalities Act 2010 to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity and foster good relations amongst and between people of different protected groups.

The Council is also committed to promoting the Welsh Language and culture and to support the Welsh Government's policy objectives of increasing the number of people who speak Welsh on a daily basis.

Third Sector organisations will be expected to demonstrate in their applications how they promote both diversity and equality in the planning and delivery of their services.

Principle 15– Innovation

The Council is committed to working with the Third Sector to identify innovative practices that improve the delivery of public services, including where appropriate, exploring new funding models.

Principle 16– Good Governance and Due Diligence

The Council will apply good governance and due diligence in the way it administers this Scheme and expects Third Sector grant recipients to demonstrate good governance and due diligence both in the application process and through monitoring arrangements. The Council will seek specific assurances about governance arrangements, including the development accessed by trustees or directors during the application process and in any annual review process.

Principle 17– Monitoring the Scheme

The Voluntary Sector Liaison Committee will provide the mechanism for joint monitoring of this Scheme. The Council commits to reviewing this Scheme no less frequently than every 3 years.

Integrated Impact Assessment (IIA)

This Integrated Impact Assessment considers the duties and requirements of the following legislation in order to inform and ensure effective decision making and compliance:

- Equality Act 2010
- Welsh Language Standards (No.1) Regulations 2015
- Well-being of Future Generations (Wales) Act 2015
- Environment (Wales) Act 2016

Version Control

Version	Author	Job title	Date
Version 1	Karen Jones	Asst Chief Executive and Chief	April 28 th 2018

1. Details of the initiative

	Title of the Initiative: Third Sector Grant Funding Scheme - Review
1a	Service Area: Partnerships
1b	Directorate: Chief Executive's Office
1c	Summary of the initiative: This is a review of the Council's Third Sector Grant Funding Scheme to ensure it continues to be aligned with the Council's priorities
1d	Who will be directly affected by this initiative? Third sector organisations who decide to apply for grant from the Council

1e	When and how were people consulted? Representatives of the third sector were involved in developing the current Scheme. The proposal is to consult the third sector, starting with the Voluntary Sector Liaison Committee at the end of May to honour the commitment built into the Scheme that any changes would be subject to a 12 week consultation (minimum)
1f	What were the outcomes of the consultation? To be undertaken between May 23 rd and August 15th 2018

2. Evidence

What evidence was used in assessing the initiative?
<p>The current Scheme was based on research that had been undertaken by Welsh Government as to principles that would be appropriate to apply to grant assistance. Local third sector representatives felt that it was important to embrace the same set of principles at the local level. A literature review was also undertaken of similar schemes across the rest of the United Kingdom.</p> <p>For this review, an assessment of the content of the Council's new Corporate Plan has been undertaken and the priorities of the new Council compared to the existing Scheme criteria. Furthermore, the conclusions reached by both the Ministerial Taskforce for the Valleys and the emerging findings of the local task and finish group suggest that the future relationship with community anchor organisations should be explicitly reconsidered as part of the review.</p>

3. Equalities

a) How does the initiative impact on people who share a protected characteristic?

Protected Characteristic	+	-	+/-	Why will it have this impact?
Age	+			Current grant allocations provide support for people of all ages. The proposed amendments to the Scheme would require applicants to identify how they support the new corporate well-being objectives - two of which specifically relate to age

Disability	+		Current grant allocations provide assistance to people with disabilities – for example the Shopmobility Scheme assists in providing a service to people with mobility impairment; the allocation to the Citizens Advice Bureau enables people with a range of disabilities to receive support to access services and funding to which they are entitled. The Council’s new corporate well-being objectives and the related priorities make clear that Council wishes to continue to meet the needs of disabled people. The proposed revision to the Scheme would provide for this to be taken into account when recommending grant awards to elected Members
Gender reassignment		?	It is unclear whether existing allocations support people with this characteristic. The Scheme does not exclude applications from organisations who would wish to benefit people with this characteristic and makes a clear commitment to promoting and supporting diversity and equality
Marriage & civil partnership		?	It is unclear whether existing allocations specifically benefit people who are married or in civil partnerships. Applications have generally not had a specific focus on this characteristic but the current awards and proposed future Scheme would not exclude these groups from benefiting
Pregnancy and maternity	+		Current grant allocations support organisations who offer a childcare provision. The new corporate well-being objectives underline the importance of supporting children in their early years. Future grant applications will be assessed as to the contribution that will be made to the Corporate Plan and associated priorities if the revisions to the Scheme are approved
Race	+		Current grant allocations have helped to create the BME Community Association. There is a strong commitment within the Scheme to promoting and supporting diversity and equality
Religion or belief	+		Current grant allocations have helped to create the BME Community Association. There is a strong commitment within the Scheme to promoting and supporting diversity and equality. There is a need to consider how the Council works with the wider faith sector
Sex	+		Current grant allocations provide support for people of all genders. The proposed amendments to the Scheme would require applicants to identify how they support the new corporate well-being objectives - there is an emphasis on combating gender-based violence in the Corporate Plan.
Sexual orientation		?	It is unclear whether people with this characteristic benefit from current allocations. There is a clear commitment in the Scheme to supporting and promoting diversity and equality

What action will be taken to improve positive or mitigate negative impacts?

Monitoring information received from providers needs to be amended to capture the wider set of characteristics, however, this needs to be proportionate to the expenditure involved

The way in which this might be done could be subject of consultation with the sector as part of the Scheme review

There is an action in the Strategic Equality Plan to widen relationships with the faith sector so no additional actions are proposed as part of this report.

b) How will the initiative assist or inhibit the ability to meet the Public Sector Equality Duty?

Public Sector Equality Duty (PSED)	+	-	+/-	Why will it have this impact?
To eliminate discrimination, harassment and victimisation	+			The Scheme makes a clear commitment to promoting and supporting equality and diversity, not just in terms of characteristics protected in law but on other grounds eg poverty
To advance equality of opportunity between different groups	+			The Scheme makes a clear commitment to promoting and supporting equality and diversity, not just in terms of characteristics protected in law but on other grounds eg poverty
To foster good relations between different groups	+			Approximately half of the current allocations support community anchor organisations who support community cohesion. Other allocations promote the integrations of other groups into community life.

What action will be taken to improve positive or mitigate negative impacts?

It is proposed that there should be an explicit consideration of the relationship between the Council and community anchor organisations as part of the review of the Scheme

4. Community Cohesion/Social Exclusion/Poverty

	+	-	+/-	Why will it have this impact?
Community Cohesion	+			Approximately two thirds of the current allocations support community anchor organisations who are based within communities and who support community cohesion. There is a strong commitment to promoting and supporting diversity and equality within the Scheme
Social Exclusion	+			Most of the grant funding is directed towards people who are disadvantaged in some way. The Scheme underlines the importance of the joint work between the Council and the third sector in meeting the needs of the most vulnerable and disadvantaged
Poverty	+			Income inequality is a factor that is included within the Scheme as the Scheme does not limit work to address inequality and inequity to characteristics protected in law.

What action will be taken to improve positive or mitigate negative impacts?

Grant applications will need to be evidence based. This will enable the Council to assess where the greatest value/impact will be secured from its grant applications.

5. Welsh

	+	-	+/-	Why will it have this effect?
<p>What effect does the initiative have on:</p> <ul style="list-style-type: none"> - people's opportunities to use the Welsh language 			?	It is not known whether current grant funded organisations can provide a service through the medium of Welsh and English. The Scheme has been amended to reflect the Council's commitment to promoting and supporting the Welsh Language
<ul style="list-style-type: none"> - treating the Welsh and English languages equally 			?	It is not known whether current grant funded organisations can provide a service through the medium of Welsh and English. The Scheme has been amended to reflect the Council's commitment to promoting and supporting the Welsh Language.

What action will be taken to improve positive or mitigate negative impacts?

Require organisations to be explicit about Welsh Language provision in grant applications and monitoring reports

6. Biodiversity

How will the initiative assist or inhibit the ability to meet the Biodiversity Duty?

Biodiversity Duty	+	-	+/-	Why will it have this impact?
To maintain and enhance biodiversity			?	This information is not currently requested from grant aided organisations. By requiring bids to address the Council's Corporate Plan, the Scheme does incorporate the provisions of the Well-being of Future Generations (Wales) Act 2015
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.			?	This information is not currently requested from grant aided organisations. By requiring bids to address the Council's Corporate Plan, the Scheme does incorporate the provisions of the Well-being of Future Generations (Wales) Act 2015

What action will be taken to improve positive or mitigate negative impacts?

Consideration will be given during the consultation period to the bio-diversity duty and the extent to which it can be met by the amended Scheme or whether additional specific criteria and information should be included.

7. Wellbeing of Future Generations

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Ways of Working	Has account been taken/ contribution made?		What impact does the initiative have?			Details
	Yes	No	+	-	+/-	
i. Long term – looking at least 10 years (and up to 25 years) ahead	Y		+Y			The Scheme is required to address the Corporate Plan which embraces the new duties introduced by this Act.
ii. Prevention – preventing problems occurring or getting worse	Y		+Y			
iii. Collaboration – working with other services internal or external	Y		+Y			

iv. Involvement – involving people, ensuring they reflect the diversity of the population	Y		+Y			
v. Integration – making connections to maximise contribution to:	Y		+Y			
Council's wellbeing objectives;	Y		+Y			

What actions will be taken to improve positive or mitigate negative effects?

None identified at this stage

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9. Monitoring Arrangements

Provide information on the monitoring arrangements to:

Monitor the impact of the initiative on the Wellbeing Objectives, Equalities, Community Cohesion and Welsh Measure achievements and outcomes of the initiative.

All successful applications for grant under this Scheme require proportionate information to be provided on progress. The Scheme makes provision for early termination of grants where there are concerns which cannot otherwise be remedied

10. Assessment Conclusions

Which of the following applies to the initiative?

Conclusion 1	There are no potential problems and all opportunities to maximise contribution to achieving each of the Council’s wellbeing objectives and the Welsh Government’s well-being goals and promote equality have been taken.	Continue as planned with the initiative	Y <input type="checkbox"/>
Conclusion 2	There are potential problems and/or missed opportunities to maximise contribution to achieving each of the Council’s wellbeing objectives and the Welsh Government’s well-being goals and promote equality. Negative impacts/conflicts in meeting other wellbeing objectives must be identified and mitigated.	Make adjustments to remove barriers or better promote equality and continue with the initiative	<input type="checkbox"/>
Conclusion 3	There is potential for negative impacts or missed opportunities to maximise contribution to achieving each of the Council’s wellbeing objectives and the Welsh Government’s well-being goals and promote equality with regard to some groups.	Justification for continuing with the initiative.	<input type="checkbox"/>
Conclusion 4	There is actual or potential unlawful discrimination. It must be stopped and removed or changed.	STOP and redraft the initiative	<input type="checkbox"/>

Explanation of Conclusion

- The review of the Scheme is being carried out specifically to ensure that it continues to be aligned with the new Corporate Plan and associated well-being objectives and priorities.
- Following a desktop assessment it is considered that there is a need to make some changes to the Scheme to ensure alignment.
- The consultation exercise will seek to confirm if this conclusion is supported.

11. Actions

What actions are required in relation to obtaining further data/information, to reduce or remove negative impacts or improve positive impacts?

Action	Who will be responsible for seeing it is done?	When will it be done by?	How will we know we have achieved our objective?
Monitoring information received from providers needs to be amended to capture the wider set of characteristics, however, this needs to be proportionate to the expenditure involved	Principal Officer – Policy, Performance and Partnerships	August 2018	Data on the service users who have taken up the services will be available, analysed by protected characteristic
It is proposed that there should be an explicit consideration of the relationship between the Council	Assistant Chief Executive and Chief Digital Officer	July 2018	Advice will be provided to Members on what this future relationship could be based on and how this

and community anchor organisations as part of the review of the Scheme			reads across the the grant funding Scheme
Require organisations to be explicit about Welsh Language provision in grant applications and monitoring reports	Principal Officer Policy, Performance and Partnerships	August 2018	Information about Welsh Language provision and activity will be evident in grant applications and monitoring reports
Consideration will be given during the consultation period to the bio-diversity duty and the extent to which it can be met by the amended Scheme or whether additional specific criteria and information should be included	Principal Officer Policy, Performance and Partnerships	July 2018	There will be specific advice in the final proposals as to whether there is a need to modify the Scheme, or not to embrace the biodiversity duty
Undertake consultation with the third sector and other stakeholders. Review proposed changes in light of consultation findings.,	Assistant Chief Executive and Chief Digital Officer	August 2018	The outcome of consultation is documented and final proposals show how consultation responses have shaped the final Scheme

12. Sign off

	Name	Position	Date
Completed by			
Signed off by	Karen Jones	Assistant Chief Executive and Chief Digital Officer	April 28 th 2018

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

CABINET

16 May 2018

Joint Report of the Chief Executive and Assistant Chief Executive

LOCAL GOVERNMENT REORGANISATION

Matter for Decision

Wards Affected: All

Purpose of Report

1. To provide Members with advice on the Welsh Government's Green Paper "*Strengthening Local Government, Delivering for People*" issued on 20 March 2018 (at Appendix 1) and the terms of a suggested response.

Background

2. This is the fifth Green or White Paper since the Williams Commission Report in 2014¹ (excluding others on the subject of electoral reform for example). It is also the third set of proposals for local government reorganisation/reform in as many years.
3. In all probability, it will result in a continuation of the stalemate that has characterised this debate for years i.e. the Welsh Government/ National Assembly will not impose a solution and local government is clearly not going to reorganise itself. This is despite the Green Paper stating that "*the need for radical change is urgent and pressing*"². Thus the discussion has become almost completely circular - and the opprobrium heaped upon the proposals from local government and opposition parties in the Assembly has been entirely predictable.
4. However, the proposals are not completely without merit (see below) and some aspects might usefully be explored further on a basis to be determined by Members.

¹ Officially known as the Commission on Public Service Governance and Delivery.

² At Paragraph 2.15.

Analysis

5. The basic problem is that the Green Paper is too high level in a number of key areas, particularly the financial aspects. Nor does it really develop the arguments which have been articulated several times before in previous White Papers and policy statements or set a vision for the future of local government in a devolved context.
6. The Williams Commission is referenced frequently in the Green Paper as a source of evidence; but Williams stated *that “it is a myth that there is some ideal structure or configuration of the public sector in Wales or anywhere else that will eliminate problems of governance and delivery by design”*³. The Commission also made clear that its recommendations were to be taken as an integrated package and not subject to cherry picking of individual components.
7. For its part, local government/the WLGA continues to champion the voluntary collaboration agenda; but some 12 years on from the publication of the Beecham Report⁴, it represents an agenda that has produced minimal benefits – most certainly as a response to austerity. The Green Paper describes the benefits as “*patchy and inconsistent*”; but we would go further. There have been some modest successes; but the budgetary dividend from collaboration has never featured in successive budget rounds here simply because there hasn’t been one. Moreover, the often quoted collaboration models such as the City Deal and the school improvement consortia – to name but two – do not represent a panacea either. At the time of writing, there is a particular issue with the school improvement consortia where Welsh Government appear to wish to exercise control through funding whilst local authority Members remain accountable through the Joint Committee. That represents sub-optimal governance arrangements in our view.
8. Moreover, in some cases, collaboration has actually increased costs to this authority or failed to deliver significant savings⁵. It also brings with it a significant overhead in terms of demands on Member and officer time and the current arrangements have created an industry of legal agreements and complex structures. They are not well understood by local Elected

³ At Paragraph 1.57

⁴ Delivering Beyond Boundaries: Transforming Public Services in Wales: Sir Jeremy Beecham 2006

⁵ The Auditor General’s report on the National Procurement Service: November 2017

<https://www.wao.gov.uk/publication/national-procurement-service>

Members with a consequential negative impact on accountability and the recommendations presented by Williams to address complexity are not taken on board in the Green Paper even though the Commission was clear that this stifles innovation and creates a risk averse, short term compliance culture.

9. Perhaps the essential point here is that the Green Paper proposes to maintain regional working in its current form and implement structural change. This looks like a fudge (particularly as the geographical boundaries are not always coterminous between the two e.g. the City Deal⁶). To be clear, we are not opposed to the concept of regional working; but as currently configured it does not produce the benefits that have been claimed.
10. The Green Paper poses 15 questions to which responses are requested. This report does not address most of them because they are secondary issues and/or we have already addressed many (directly or indirectly) in responses to previous White Papers. Instead, the report addresses the core issues.

Where does Neath Port Talbot sit in the equation?

11. As things stand today, we do not believe that there is a compelling case for this Council to immediately merge with the City and County of Swansea (or anyone else).
12. Without blowing our own trumpet or underestimating the challenges ahead, our budget is structurally sound - despite cutting some £77m since 2011 - and we continue to receive favourable reports from the Wales Audit Office, more recently Estyn and other regulators on the quality of the services we provide. However, there are no guarantees that this will remain the case as we must find another estimated £58m over the next four years from 1 April 2019. It would therefore be foolish to rule out mergers indefinitely - particularly as there are no credible alternatives on the table - and the imperative to merge may already exist elsewhere. Perhaps it would therefore be more achievable/realistic to instigate a reorganisation of 22 Councils to, say, 15 or 16 rather than down to 10 in one go?

⁶ Ceredigion would be part of the proposed new West Wales Council; but is not part of the Swansea Bay City Deal.

13. The Green Paper's central thesis is that a significant reduction in the number of local authorities would improve financial resilience medium/long term; enhance the quality of services and the new authorities would benefit from more powers (notably a general power of competence which already exists in England and Scotland). That might be the case; but the Green Paper's "*Case for Change*" (Chapter 2) lacks an evidence base as other commentators have pointed out since its publication⁷ - certainly one that is applicable to this authority. The Green Paper is particularly weak in terms of the evidence that larger Councils are necessarily better/stronger. Indeed in Northamptonshire, it has been proposed to split the all but bankrupt local authority into two smaller Councils and the largest Council in the UK, Birmingham, has a history of major problems on service delivery.

The Options for Reorganisation

14. The Green Paper identifies three at Chapter 3 (described below) and paragraph 5.5 states that final proposals would be part of a Bill to be introduced into the National Assembly this autumn.

Voluntary mergers

15. This option would see the Welsh Government enable local authorities to come forward with merger proposals if they were within a specified future footprint (paragraph 3.5).

16. Basically, this won't work in our opinion – and the Green Paper itself (at paragraph 3.7) lists many of the disadvantages. Despite the claim that this wouldn't be a repeat of 2014/15 (where three sets of two Councils had voluntary merger proposals rejected), we suspect that there will few, if any, volunteers this time around. In any event, the chances of all 22 Councils participating in such a process are zero. Thus it inevitably represents a piecemeal approach - to a greater or lesser extent - where, even if two or more Councils had voluntary merger proposals accepted, the potential and unforeseen knock on effects next door (or even across Wales) could cause as many problems as they would solve.

⁷ For example Mike Hedges AM (Swansea East) has contributed a number of thoughtful articles on the subject. His two latest pieces are to be found at these links: <http://www.iwa.wales/click/2018/03/reorganisation-welsh-government-funded-welsh-public-sector/> and <http://www.iwa.wales/click/2018/04/reorganisation-welsh-government-funded-welsh-public-sector-part-2/>

A phased approach with early adopters merging first followed by other authorities

17. As paragraph 3.10 states, this would see the Welsh Government make provision for local authority mergers in 2026, in line with a specified future footprint for local government; but also enable local authorities to move more quickly in time for new authorities to be vested in 2022.
18. This proposal could bring a long period of uncertainty; but it has some merit and should not be entirely discounted for the reasons outlined above. The Green Paper sets out the advantages and disadvantages of this approach (at paragraph 3.11 and 3.12 respectively). The former may outweigh the latter and we can see ways in which the end point of 2026 might be brought forward; **but** the tests outlined at paragraph 19 below would need to be met first.
19. So, as things stand, we would not recommend that this Council aim for a merger by 2022. However, it may be that other, smaller Councils who face proportionally greater financial challenges and diseconomies of scale, would wish to pursue this option. They should not be denied that opportunity if they wish to pursue it.
20. If we were ever to go down this route, officers conclude that a minimum of three tests would need to be met:
 - First, the Welsh Government would need to be far clearer on the key financial issues. There has been a sterile debate on the cost of reorganisation in recent years with the Welsh Government and the WLGA trading and contesting each other's estimates. The Green Paper does not provide an updated Regulatory Impact Assessment (RIA) and paragraphs 3.19 and 6.31 outline a very wide range of potential costs and savings. There is an assumption that capacity would increase and savings would be achieved; but there is no evidence to support this assertion. The more likely reality is that at least for the medium term there would be a reduction in capacity and increased costs and no clarity as to how those additional costs could be funded (see immediately below).

This last point is perhaps equally as important: who is expected to meet the cost? The Green Paper is silent on this. 80/20 Welsh Government/local government? 50/50? 40/60? If there are real concerns about the financial resilience of some local authorities

then there should be a proposed mechanism to address it; but there isn't.

Similarly, on Council Tax harmonisation, the issue is identified; but not addressed in substance. It could result in significant increases in Council Tax for anyone merging with this authority as our relatively high Council base is very largely a legacy of the last local government reorganisation in 1996 and this has produced inequities across Wales in terms of the contribution of residents to funding public services. Chapter 5 suggests that this would be a matter for the Transition Committees and Shadow Authorities

In our view, there is also a strong case for revisiting the local government funding formula which has created imbalances in the funding levels between existing Councils. For example, the rural authorities habitually occupy the bottom end of the funding table year on year and funding floors have had to be deployed to mitigate the worst of these impacts; but if, say, Powys Council is to remain as it is, one might ask whether services there or in other rural authorities are sustainable under the status quo?

The Green Paper acknowledges (at paragraph 4.6) that there are "*many challenges*" to be addressed e.g. staffing issues, pay, ICT, etc. but again only lists them.

- Second, there needs to be greater clarity in terms of prioritising Welsh Government expectations in a number of policy areas. Put another way, is it realistic to expect local authorities and local health boards to be transforming Health and Social Care⁸ at the same time as our local health board is undergoing structural change (with the Bridgend area likely to transfer to Cwm Taff) and reorganise local government simultaneously? The simple answer is "No" in our view. Realistically, there is a limit to the capacity available to this Council, other local authorities and other partners to accomplish complex transformation programmes (and that capacity is reducing); and
- Third, if we were to enter into any preliminary discussions about mergers, it would be reasonable to seek an unequivocal political commitment from the other party (and them from us) that we were

⁸ The Green Paper identifies implementing the Parliamentary Review of Health and Social Care as a priority and we are working with Swansea Council and ABMU to address these issues in response to a recent dialogue with Welsh Ministers.

both fully committed to the process from the outset as was the Welsh Government.

The scope for wasted effort and resource is virtually unlimited otherwise – it has already cost a great deal of time and money - and the Green Paper perhaps betrays a sense that the Welsh Government prefer to take a hands off approach with the stated desire to keep “*to a minimum the period the Welsh Government has to provide support to the process*”⁹.

A single comprehensive merger programme

21. This option would see the Welsh Government make provision for local authority mergers in 2022, in line with a specified future footprint. We don't think this is a practical proposition. It would require a more or less immediate consensus on a way ahead (unless the Welsh Government impose it); but that is very unlikely for the reasons explained above. Moreover, it is possibly too late already in the current Assembly term to start such a process and complete it before the next Elections in 2021.
22. The advantages and disadvantages of this approach are set out in paragraphs 3.14 and 3.15 of the Green Paper respectively.
23. The other practical obstacle is that this process would require the Local Democracy and Boundary Commission for Wales (LDBCW) to completely redraw the ward boundaries across the whole of Wales in little more than two years (paragraph 5.18). Based on previous experience and the convoluted nature of the process, we seriously doubt whether the Commission has the capacity to do the job. Fairly recently, it took eighteen months to determine whether half a street should be in the Taibach or Margam ward.

Other issues

24. We have no particular problem with the remainder of the issues identified in Chapters 6-8. They are largely framed in aspirational language. There are warm words about the role of Elected Members; but no discussion about what “*strengthened*”, “*empowered*” or “*reinvigorated*” actually means in terms of the role and function of

⁹ Paragraph 3.14

local government. Moreover, the Councillor to elector ratio varies enormously for the proposed ten new authorities.

25. The additional powers would be welcome (but paragraph 6.14 suggests that these would only be available to Councils who merge); but conversely the call for service transformation does not really reflect what is already going on by way of change and reform here and elsewhere in local government – e.g. social care, the digital services agenda, income generation and so on – and they do not depend on structural change anyway.
26. Chapter 7 on Community Councils adds nothing to what has gone before. We have already given evidence to the Review Panel; but the future role and functions of Community Councils needs to be an integral part of any process, not some sort of subsequent add-on.

Financial Implications

27. None at this stage (they are impossible to assess on the basis of the information available). However, as noted above, the financial implications of the whole exercise are a key consideration if the proposals are taken forward.

Sustainable Development

28. Not required at this stage; but the Green Paper is silent on how citizens and other stakeholders will be engaged in this process of debate (required under Future Generations Act 2015).

Workforce Implications/Equality Impact Assessment

29. None/not required at this stage; but again, these would be another key factor going forward.

RECOMMENDATIONS

That Members agree:

1. That the Leader of Council write to the Cabinet Secretary for Local Government and Public Services in terms of the draft letter at Appendix 2 conveying the Council's response to the Green Paper. This majors on the points in paragraphs 11-23 above including the "tests" outlined; and

2. That Cabinet refer this report to full Council on 30 May for further discussion prior to the proposed response being sent.

Reasons for proposed decision

To invite Members to endorse the Council's response to the Green Paper. The deadline for responses is 12 June.

Implementation of the decision

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

Appendices

Appendix 1 – Welsh Government Green Paper: “*Strengthening Local Government, Delivering for People*” 20 March 2018 (available via the link below):

<https://beta.gov.wales/sites/default/files/consultations/2018-03/180320-strengthening-local-government-consultation-v1.pdf>

Appendix 2 – Draft reply from the Leader of Council to the Cabinet Secretary for Local Government and Public Services

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DRAFT

Alun Davies AM
Cabinet Secretary for Local Government and Public Services
Welsh Government
5th Floor
Tŷ Hywel
Cardiff Bay
CF99 1NA

Dear Cabinet Secretary,

I write formally on behalf of Neath Port Talbot County Borough Council in response to the Welsh Government's Green Paper on Local Government Reorganisation, published on 20 March 2018. This letter reflects a discussion in both the Council's Cabinet and Full Council during May. What follows also has the support of the two Opposition Groups on the Council – Plaid Cymru and the Independents.

As I have pointed out previously, this Council does not believe that a compelling case has been made for a single comprehensive merger programme (Option 3). Members here were not convinced that the evidence base provided in the Green Paper was sufficiently robust or coherent and, in particular, there remain too many unanswered questions in relation to the financial implications of what is proposed (under any of the options) and other matters. I return to these issues below.

We are particularly unconvinced by the assertion that fewer/larger Councils would necessarily be better/stronger either in terms of financial resilience or the quality of service delivery. It is largely unsupported by the evidence in Wales and elsewhere. In fact the reverse is true in some places – notably Northamptonshire at present.

However, Members here are equally sceptical by the continuing emphasis on regional working – mandatory or otherwise. I shall not rehearse all the arguments here; but suffice to say that twelve years on from the Beecham Report, this agenda has produced very minimal benefits (as the Green Paper itself implies) and has certainly been inadequate as any sort of response to austerity.

Turning to the other options in the Green Paper, we are not convinced by the concept of voluntary mergers either (Option 1). As you know, it has been tried before and simply didn't work. We see every likelihood of a repeat performance or a real shortage of volunteers. However, whilst not in favour of pursuing a merger with the City and County of Swansea at this stage (and by 2022), we see some merit in the proposals contained within Option 2. Our major issue is timing. We are doubtful whether mergers are practicably achievable by 2022. For example, this would require the Local Democracy and Boundary Commission for Wales to completely redraw ward boundaries. On past experience small scale exercises of this nature have taken 18 months to two years to complete and we doubt whether the Commission has the capacity to complete a far more extensive exercise in the timescale required. However, we accept that other authorities may be in a different position and if they wish to pursue merger options, we do not believe that they should not be denied that opportunity.

I should also emphasise that if this Council was ever to pursue a merger we would require far greater clarity on a number of key issues and we believe that a minimum of three tests need to be applied:

- First, far greater clarity on the key financial issues. The Green Paper does not contain an updated Regulatory Impact Assessment and the estimates of the cost and savings involved are very wide indeed and dated. Equally, it is unclear who is to meet these costs? Moreover, there are a range of other issues including Council Tax harmonisation, the local government funding formula and other issues identified in the Green Paper (e.g. staffing, pay, etc.) which are only listed rather than addressed in substance;
- Second, there needs to be greater realism in terms of the capacity of local government and other partners to undertake complex transformation programmes more or less simultaneously. In our case, this could involve a restructuring of a local health board, local government reorganisation and delivery of Health and Social Care integration following the Parliamentary Review, all at the same time or in quick succession. This won't work in our view; and
- Third, we believe that there would need to be an absolutely unequivocal political commitment from all parties to any merger proposals (including the Welsh Government) before such a journey could commence or the scope for wasted effort and resource

would be almost unlimited. Those conditions do not currently exist.

We are more than willing to continue with the dialogue – directly and/or through the WLGA; but after many years of rather circular debate, I think there needs to be a very clear political direction set or the tone of the debate is unlikely to change.

Yours sincerely,

Councillor Rob Jones
Leader of the Council

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Cabinet Scrutiny Committee

16th May 2018

Report of the Chair of Cabinet Scrutiny Committee

Matter for Decision

Wards Affected:

All Wards

To consider the recommendations of the Task and Finish Group to develop a Welsh Language Promotion in Neath Port Talbot.

Purpose of the Report

1. To provide the Cabinet Scrutiny Committee with the findings following a Task and Finish Group to develop a Welsh Language Promotion Strategy.

Executive Summary

2. The report highlights the findings of the Task and Finish Group carried out by a small group of Members of the Policy and Resources Scrutiny Committee to develop a Welsh Language Promotion Strategy.
3. The report includes information received from key stakeholders, and discussion points considered at meetings of the group.

Background

4. Since July 2016, the Policy and Resources Scrutiny Committee have considered reports on the implementation of the Welsh Language Commissioner's Welsh Language Standards.
5. Standard 145 (Promotion) states that every Local Authority must produce and publish on their website a 5 year strategy that sets out how they propose to promote the Welsh Language and to facilitate the use of Welsh Language more widely in their area.
6. The Committee resolved in 2017 to undertake a Task and Finish Group to develop a Welsh Language Promotion Strategy for the County Borough.

Equality Impact Assessment

7. Impact assessment is being developed and will be reported along with the final Welsh Language Promotion Strategy to Cabinet in due course.

Workforce Impacts

8. There are no direct workforce impacts associated with this report however, if the recommendations are agreed and taken forward there potentially could be workforce impacts.

Legal Impacts

9. There are no legal impacts associated with this report however, the Council has a duty to develop and implement a Welsh Language Promotion Strategy.

Risk Management

10. There are no direct risk management impacts associated with the report however, there may be a financial risk to the Council for failure to comply with the Welsh Language Standards.

Consultation

11. The recommendations included in the report are looking for permission to consult on the Draft Version of the Welsh Language Promotion Strategy.

Recommendations

12. That approval be granted for the Welsh Language Promotion Strategy (attached Appendix 1) to go out to Consultation for a 4 week period.
13. That the Consultation responses are considered by the Welsh Language Promotion Strategy Task and Finish Group and the final Welsh Language Promotion Strategy be proposed to Cabinet for approval.

Reasons for Proposed Decision

14. To ensure that Neath Port Talbot complies with the requirements of the Welsh Language Standards Regulations 2015.

Implementation of Decision

15. The decisions are proposed for implementation after the three day call in period.

Appendices

16. Appendix One - Welsh Language Promotion Strategy and Action Plan

Officer Contact

Charlotte Davies, Democratic Services Officer.

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**Report of the:
Policy and Resources Scrutiny
Committee**

**A Task and Finish Group to
Develop a Welsh Language
Promotion Strategy**

May 2018



Neath Port Talbot County Borough Council

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EXECUTIVE SUMMARY

Members of the Policy and Resources Scrutiny Committee undertook a Task and Finish Group, to develop a Welsh Language Promotion Strategy for the County Borough, to enable the Council to comply with the requirements of the Welsh Language Standards (No 1) Regulations and to aim for the Welsh Government's target of achieving 1 million Welsh Speakers by 2050.

The Task and Finish Group commenced on the 29th January 2018 and met regularly to complete this task. The group held discussions and workshops to gather all information required to develop the Welsh Language Promotion Strategy and a summary of the discussions are included within the report.

PURPOSE AND BACKGROUND

Since July 2016, the Policy and Resources Scrutiny Committee have considered reports on the implementation of the Welsh Language Standards as applied to the Council.

In the meeting held on 13th December 2017 the Members supported the establishment of a Task and Finish Group to develop a Welsh Language Promotion Strategy to comply with the requirements of Standard 145 (Promotion).

Standard 145 (Promotion) states that every Local Authority must produce, and publish on their website, a 5-year strategy that sets out how they propose to promote the Welsh language and to facilitate the use of the Welsh language more widely in their area; and the strategy must include (amongst other matters) - (a) a target (in terms of the percentage of speakers in your area) for increasing or maintaining the number of Welsh speakers in your area by the end of the 5 year period concerned, and (b) a statement setting out how you intend to reach that target; and you must review the strategy and publish a revised version on your website within 5 years of publishing a strategy (or of publishing a revised strategy).

TERMS OF REFERENCE

Task and Finish Objective	To Develop a Welsh Language Promotion Strategy
Membership	<p><u>Elected Members</u></p> <p>Cllr A Woolcock Cllr H James Cllr S Paddison Cllr S Penry</p> <p>Cllr Alun Llewellyn Cllr J.D Morgan</p> <p>Cllr S Hunt</p> <p><u>Advisors/Support Officers</u></p> <p>Charlotte Davies Chloe Plowman Caryn Furlow Rhian Headon Owain Glenister</p>
The main aims of the Project	To develop Neath Port Talbot CBC’s Welsh Language Promotion Strategy in accordance with the requirements of the Welsh Language Standards (No1) Regulations.
Scope of the study	To comply with the requirements of Welsh Language Standards 145 and 146, limiting the scope of the Strategy to the Council’s responsibilities.
How it will contribute to achieving Corporate/Community Objectives /	<p>The Strategy will:</p> <ul style="list-style-type: none"> • help the Council comply with the Welsh Language Standards • help meet its Wellbeing Objectives particularly Objectives 1 and 3 and the respective associated

Priorities.	<p>Improvement Priorities 3 and 3 and 6</p> <ul style="list-style-type: none"> • be developed in line with the sustainable development principle • contribute to the public service board Wellbeing Objectives (which was informed by the Wellbeing assessment)
Initial list of key officers, stakeholders, partners or other agencies to involve	<p>Officers – as stated above</p> <p>Further officers, stakeholders, partners or other agencies to be decided.</p>
Key issues to be addressed	<ul style="list-style-type: none"> • What should a Welsh Language Promotion Strategy include? • Realistically, how can the Council influence the increase or maintain the numbers of Welsh speakers? • What actions are required? • What targets are required?
Timescale for completion of the task	<p>Strategy produced by 31 March 2018 (or earlier)</p>
Meeting Dates	<p>29th January 2018 1.00pm. 15th February 2018 10.00am 26th February 2018 2.00pm 8th March 2018 10.00am 22nd March 2018 10.00am 11th April 2018 2.00pm 1st May 2018 2.00pm</p>

RECOMMENDATIONS

1. That approval be granted for the Welsh Language Promotion Strategy (attached Appendix 1) to go out to Consultation for a 4 week period.
2. That the Consultation responses are considered by the Welsh Language Promotion Strategy Task and Finish Group and the final Welsh Language Promotion Strategy be proposed to Cabinet for approval.

SUMMARY OF DISCUSSION

The following Members of the Policy and Resources Scrutiny Committee took part in the Task and Finish Group:

- Cllr A. Woolcock (Chairman)
- Cllr S. K. Hunt
- Cllr H. N. James
- Cllr A. Llewelyn
- Cllr J. D. Morgan
- Cllr S. Paddison
- Cllr S. M. Penry

The Task and Finish Group commenced on the 29th January 2018 and met regularly to progress and develop the creation of a Welsh Language Promotion Strategy in order to comply with the requirements of the Welsh Language Standards.

The Group recognised that the Council is required to produce a 5 year strategy that sets out how Welsh Language will be promoted and how it will be further facilitated throughout the Borough.

The Group received support from O.Glenister, Chief Officer Menter Iaith Castell-nedd Port Talbot, who provided advice, guidance and knowledge as he has previously worked with other neighbouring authorities to help develop their promotion strategies.

Members also invited Cefin Campbell, advisor with Sbrectrwm. He informed members that he had previously worked with five other authorities to help progress their Welsh Language Promotion Strategies. He informed the Members of the group that there are a variety of different models that could be

followed when creating a Strategy, however it is important for Neath Port Talbot to find the model that is most appropriate.

C.Campbell discussed with the group that the Valley communities in the county borough have historically been Welsh speaking and advised that the Council needs to develop a Welsh Language Promotion Strategy that reflects the need to safeguard the Welsh speaking areas as well as to improve the position of those communities that speak little or no Welsh.

The Members of the Group discussed in detail what the Welsh Language Promotion Strategy should include and how the Strategy can look to increase or maintain the number of Welsh speakers in the County Borough.

The Group considered baseline figures, evaluated the local demographic and identified community resources, such as partner organisations and facilities that would assist in delivery of the Action Plan.

Members agreed that the Action Plan would be divided into two sections; the first referring to interventions and actions that would be considered the direct responsibility of the Council and the second referring to the work of partner organisations.

Members wanted the Welsh Language Promotion Strategy to reflect the themes contained within the Corporate Plan 2018-2022.

Therefore the following themes were selected for inclusion:

- Strategic Priority 1. Children and Young People (aligned to NPT Corporate Plan heading 'Children and Young People')
- Strategic Priority 2. Families (aligned to NPT Corporate plan heading 'Adults')
- Strategic Priority 3. Communities (aligned to NPT Corporate plan Heading 'Economy and Environment')

Members also wanted to include aims for the Five year plan and chose the following aims:

- Put steps in place to slow down the percentage decrease in the number of Welsh speakers in the County Borough
- Increase the number of Welsh speakers in the County Borough
- Increase the usage of the Welsh language in all aspects of life

- Raise awareness of the language as a component of Neath Port Talbot's heritage, culture, tourism and business sectors
- To drive and support Welsh medium education and the creation of new Welsh medium schools in particular, primary schools through an effective Welsh Education Strategic Plan (WESP)

Members discussed and agreed that a target of a minimum increase of 1% in the number of Welsh speakers in the county borough would be a realistic target for the Strategy.

As part of their deliberations Members asked for individual Council Directorates to contribute to the Welsh Language Promotion Strategy and the responses that were received were considered.

Members discussed in the group that education is a main priority in aiming to hit the target of a million Welsh speakers. It was acknowledged that language transfer at home was a key issue.

.Members noted that where the parents' first language is English there is some reluctance to continue Welsh medium education at secondary level. This appears to be linked to their concern surrounding their ability to support their children at home with Welsh medium language homework etc.

However after discussions within the group it was noted that parents are now provided with support packages in order for them to help their children with their homework. Members suggested that establishing homework clubs in Welsh medium schools which could provide support to parents who are not familiar with the Welsh language.

Members also wanted the Welsh Education Strategic Plan (WESP) to be referenced within the Welsh Language Promotion Strategy to help drive and support Welsh Medium Education.

Members discussed the need to strengthen links between the Welsh language and the Council's key policies and strategies and to consider developing a Welsh signage policy for all new developments as members felt this would promote the Welsh language.

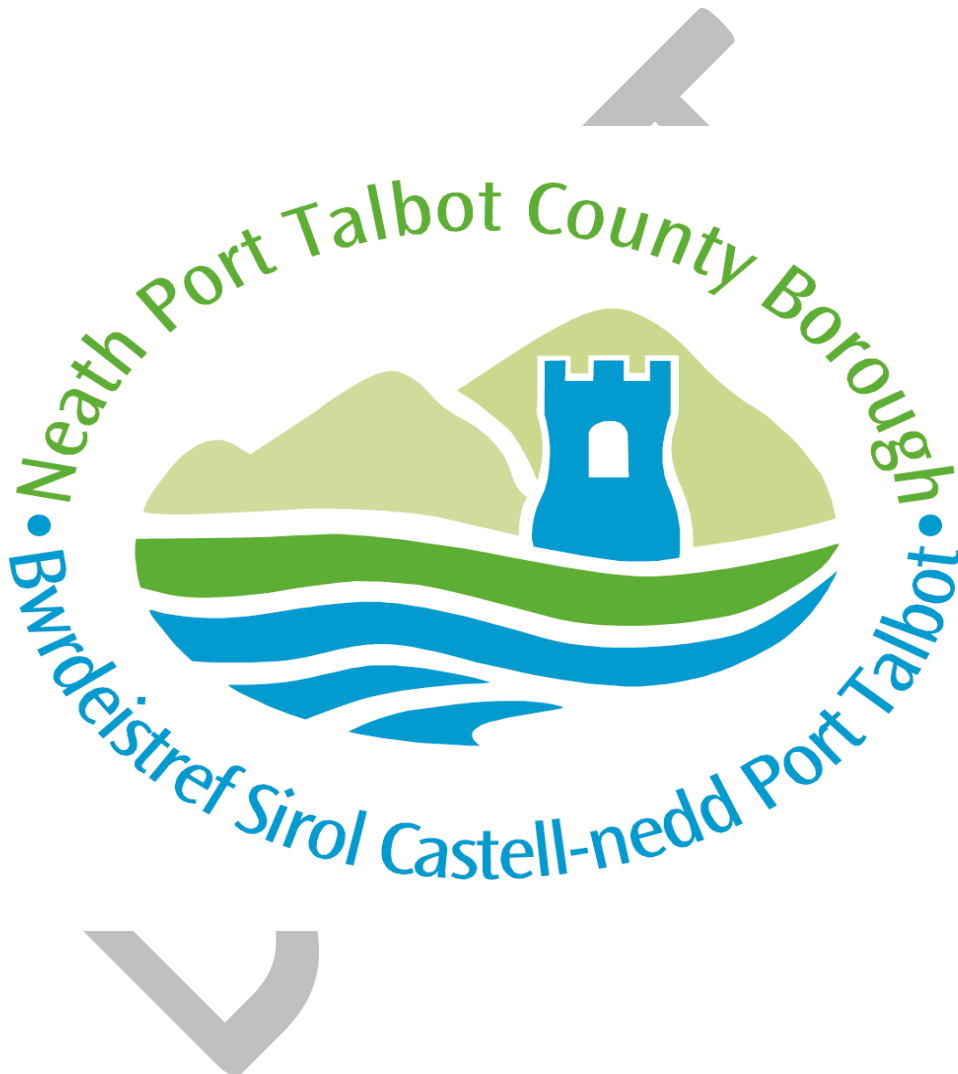
Members also discussed the Welsh Language Promotion Strategy should cross reference the Valleys Action Plan, to help promote the Welsh language in the Valleys.

Members discussed that leisure centres should proactively promote the use of Welsh, both in terms of provision and making it visible by encouraging a language champion in every leisure centre with responsibility for actively promoting Welsh both visually and in its leisure provision.

The group discussed and agreed that the relevant Scrutiny Committee review the Welsh Language Promotion Strategy annually and the actions be revised where considered appropriate, subject to approval by Cabinet.

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Strategaeth Hybu'r Gymraeg Castell-nedd Port Talbot
Neath Port Talbot Welsh Language Promotional Strategy



This document is also available in Welsh

Introduction

The Welsh Language (Wales) Measure 2011, passed by the National Assembly for Wales, modernised the existing legal framework regarding the use of the Welsh language in the delivery of public services.

The 2011 Measure also included:

- giving the Welsh Language official status in Wales meaning that Welsh should be treated no less favourably than the English language;
- establishing the role of the Welsh Language Commissioner who has responsibility for promoting the Welsh language and improving the opportunities people have to use it;
- creating a procedure for introducing duties in the form of language standards that explain how organizations are expected to use the Welsh language and create rights for Welsh speakers;
- making provision regarding promoting and facilitating the use of the Welsh language and increasing its use in everyday life;
- making provision regarding investigating an interference with the freedom to use the Welsh language.

The Measure gives the Welsh Language Commissioner authority to impose duties on a wide range of organisations to provide services in Welsh, to mainstream the language into policy development, and to develop strategies with regard to increasing the use of Welsh at work.

The Welsh Language Commissioner issued Neath Port Talbot County Borough Council, along with all other local authorities in Wales, with a Compliance Notice under Section 44 of the Welsh Language (Wales) Measure 2011. The Compliance Notice contained 171 Welsh Language Standards the Council had to comply with in respect of the delivery of Welsh language services.

A range of standards relating to service delivery, policy making, operational, promotion and record keeping, were applied to the Council. Under the promotion standard 145 the Council is required to develop a Welsh language Promotion Strategy to help promote the Welsh language with the aim of increasing the number of Welsh speakers in the county borough.

While it is not in the Council's gift alone to increase the numbers of Welsh speakers it can utilise its responsibilities to help influence this, both directly and indirectly, the across the county borough.

The Strategy has been developed taking into account the Council's own areas of responsibility, its limited resources, the support and activities of the Strategic Language Forum and other partners. The Strategy aims to be as ambitious as possible given the Council's' limitations in influence, resources and the linguistic profile of the county borough.

Strategic Context

Welsh Language Measure 2011

The Measure:

- gave the Welsh Language official status in Wales meaning that Welsh should be treated no less favourably than the English language;
- established the role of the Welsh Language Commissioner who has responsibility for promoting the Welsh language and improving the opportunities people have to use it;
- created a procedure for introducing duties in the form of language standards that explain how organizations are expected to use the Welsh language and create rights for Welsh speakers;
- made provision regarding promoting and facilitating the use of the Welsh language and increasing its use in everyday life;
- made provision regarding investigating an interference with the freedom to use the Welsh language.

Welsh Language Standards (No1) Regulations 2015

The Welsh Language (Wales) Measure 2011 made provision for the specification of standards of conduct in relation to the Welsh language.

The Regulations specified Welsh language standards in relation to Welsh Ministers, county and county borough councils and National Park authorities and authorised the Welsh Language Commissioner to issue a compliance notice to these bodies.

The compliance notice as applied to the Council includes service delivery, policy making, operational, promotion and record keeping standards. As a result of the requirements of the promotion standards the Council has developed its Welsh Language Promotion Strategy.

The Welsh language promotion standards impose duties on local authorities across Wales to promote the use of Welsh more widely and to support and encourage its use within the communities they serve

Standard 145 (Promotion) states that every local authority must produce, and publish on their website, a 5-year strategy that sets out how they propose to promote the Welsh language and to facilitate the use of the Welsh language more widely in their area; and the strategy must include (amongst other matters):

- a target (in terms of the percentage of speakers in the area) for increasing or maintaining the number of Welsh speakers in the area by the end of the 5 year period concerned;
- a statement setting out how they intend to reach that target; and conduct a review of the strategy and publish a revised version on their website within 5 years of publishing a strategy (or of publishing a revised strategy).

Cymraeg 2050 Strategy

This is the Welsh Ministers' strategy for the promotion and facilitation of the use of the Welsh language. The strategy supersedes A living language: a language for living – Welsh Language Strategy 2012-17, and its associated policy statement, A living language: a language for living – Moving forward. The Cymraeg 2050 Strategy sets out the Welsh Government's long-term approach to achieving the target of a million Welsh speakers by 2050

Education is central to the Welsh Government's vision with young people coming out of the education system ready and proud to use the language in all contexts. The aim of the Strategy is to reach a position where the Welsh language is an integral element of all aspects of everyday life.

Even though this is a five-year plan it should set the foundation for a long-term language strategy which will contribute to the aim of creating a million Welsh speakers by 2050.

More than just Words

The 'More than just Words' Strategic Framework was drawn up in 2012 with the aim of strengthening Welsh language services in health, social services and social care. Central to the strategy is the challenge of developing the 'Active Offer', namely that staff members will offer Welsh language services to patients, rather than waiting for patients to request them.

The strategy was updated in 2016 with 'More than just words.... follow-on strategic framework for Welsh Language Services in Health, Social Services and Social Care 2016-2019', and resources were provided to enable staff to implement it.

Well-being of Future Generations (Wales) Act 2015

This Act is a means of helping the public bodies that are listed in the Act to think in the long term, work better with people and communities and each other, to try to prevent problems and follow a consistent approach in order to improve the well-being of social, economic, environmental and cultural well-being of Wales.

One of the seven Wellbeing goals contained in the Act is a 'Wales of vibrant culture and thriving Welsh language - a society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.'

Local Context

Work we have already done

Although the Welsh Language Promotion Standards are a new regulatory element work has been conducted within the county borough for some time. The Council has supported and promoted the Welsh language through the commitments made in its Welsh Language Schemes since 1996; welcoming correspondence in Welsh, providing bilingual documentation and publications, designating posts, ensuring the website is bilingual, incorporating language requirements in the third sector grant application process ,

provided language and cultural awareness training for staff and social work degree students; ensured simultaneous translation facilities have been available at scheduled Council meetings since June 2013 and supported and delivered various Welsh language/cultural events and activities through the Youth Service and partners organisations

The Council, the local language initiative Menter Iaith Castell-nedd Port Talbot, Cymraeg Byd Busnes, Cymraeg i Blant, Mudiad Meithrin, the Urdd (Welsh language youth movement) and schools all providing services and working together to promote the language in the county borough. As a result Menter Iaith Castell-nedd Port Talbot along with Menter Abertawe have created a joint Strategic Language Forum, made up of organisations who are responsible for language planning within Neath Port Talbot and Swansea, and which will serve as a mechanism to develop elements of the strategy.

Welsh language profile

Council

Over recent years the financial constraints faced by the Council has resulted in a large number of staff leaving the Council through the voluntary redundancy/early retirement processes and a recruitment moratorium. As a result staff numbers have been reduced and consequently this has affected the numbers of Welsh speakers

Directorate and Division	Total employees	Total speak Welsh	%
Chief Executive (Senior Management Team)	6	2	33.33
Chief Executive's Office			
Corporate Strategy and Democratic Services	84	10	11.90
Human Resources	82	12	14.63
Education Leisure and Lifelong Learning			
Participation	388	35	9.02
Transformation	360	48	13.33
Environment			
Engineering and Transport	147	14	9.52
Planning & Public Protection	102	13	12.75
Property and Regeneration	185	20	10.81
South Wales Trunk Road Agency	168	12	7.14

Directorate and Division	Total employees	Total speak Welsh	%
Streetcare Services	521	47	9.02
Finance and Corporate Services			
Financial Services	172	7	4.07
ICT	95	4	4.21
Legal Services	94	10	10.64
Social Services Health and Housing Directorate			
Commissioning, Support & Direct Services	562	62	11.03
Social Work Services	631	65	10.30
Western Bay	29	2	6.90
Total	3626	363	10.01

Neath Port Talbot

It is important to understand the current demographic as interventions will be different depending on the linguistic make up of each area. A look at the 2011 census will allow us to understand where we sit with the language before looking at interventions.

According to the 2011 Census, around 15.3% of the county borough's population could speak Welsh, which equates to 20,698 individuals. The vast majority of these speakers lived in the top of the Swansea and Amman Valleys with some communities such as Gwaun Cae Gurwen, Cwmllynfell and Lower Brynamman amongst the highest percentage of Welsh speaking areas in Wales. However, these are the areas that saw the greatest decline in terms of percentage and numbers of Welsh speakers between 2001 and 2011.

As noted in the tables below, some communities such as Godre'r Graig and Ystalyfera had seen a decline of over 10% within a decade. It could be argued that the area that stretches from Trebanos to Cwmllynfell and Rhos to Gwaun Cae Gurwen is the most important in the county borough in terms of its linguistic significance as it contains the highest numbers and percentages of Welsh speakers. This area is the county borough's linguistic axis and Menter Iaith's 'Partneriaith Aman Tawe' project does pay specific attention to this area, in terms of creating interventions to slow down the decline in numbers and percentages of Welsh speakers. Losing this endowment of natural 'Welshness' would have a huge psychological impact on the rest of the county borough and any significant growth in the number of children attending the Welsh-medium schools of that area and those adults who are learning the language voluntarily.

This is one of the reasons why the Welsh Language Board decided to establish a specific language promotion scheme in 2011 for the Aman Tawe area and appoint full time officers to promote the Welsh language in these significant areas. The table below shows the percentage change in terms of Welsh speakers in these communities between 2001 and 2011: -

Community	% of Welsh speakers (2001)	% of Welsh speakers (2011)	Change
Cwmllynfell	68.2	58.2	-9.4
Lower Brynamman	68.1	60.8	-7.3
Gwaun Cae Gurwen	67.9	55.8	-12.1
Ystalyfera	54.6	46	-8.6
Trebanos	43.4	33.6	-8.8
Godre'r Graig	41.5	30.1	-11.4
Pontardawe	37.4	31	-6.4
Alltwen	35.9	29.5	-6.4
Rhos	28.6	24.7	-3.9
Crynant	46.53	25.1	-21.43

Source: 2001 and 2011 Census

Although percentages are a good reflection of the density of Welsh speakers, they can largely be misleading as a measure of language viability. Numbers on the other hand give a more detailed picture of demographic changes, and with Welsh Government's aim it seems that the shift will be towards creating greater numbers rather than increasing percentages.

The table below shows a significant drop in the number of speakers of the language over a decade within traditional Welsh communities such as Cwmllynfell, Lower Brynamman, Gwaun Cae Gurwen and Ystalyfera. Crynant would also be considered an area of significant decline and any future developments should take into account areas such as Crynant.

Community	Number of Welsh speakers (2001)	Number of Welsh speakers (2011)	Change	% Comparable change
Cwmllynfell	741	669	-72	-9.72
Lower Brynamman	861	776	-85	-9.87
Gwaun Cae Gurwen	1,860	1,5726	-288	-15.48
Ystalyfera	1,614	1,339	-275	-17.04
Trebanos	580	459	-121	-20.86
Godre'r Graig	580	473	-107	-18.45
Pontardawe	1,826	1,624	-202	-11.06
Alltwen	800	664	-136	-17.0
Rhos	692	588	-104	-15.03
Crynant	699	465	-234	-33.47

Source: 2001 and 2011 Census

Losing so many speakers in a relatively short period of time weakens the linguistic foundation of those areas and accelerates the decline in the language as the language shift undermines the confidence and willingness to use Welsh socially, as well as being a contributing factor in fewer opportunities to practice or use the language.

There are a number of reasons why linguistic erosion occurs in areas with high percentages and relatively high numbers of Welsh speakers - a feature that is common place among similar communities within the Amman and Swansea Valleys. Among the main factors that contribute to a decline in language is: -

- Lack of language transmission at home – currently identified as the key
- Out-migration / Immigration
- Negative perception of the inherent value of the language
- Lack of awareness of the advantages of bilingualism
- Lack of confidence in Welsh speakers
- The spread of English into traditional Welsh languages
- Mixed language marriages
- The power of Anglo-American influence on the interests of children and young people
- More deaths than births among Welsh-speaking families

There was a marked decline in the percentage of speakers of the language in the traditional Welsh communities as well as at county borough level. However, as it is a social and cultural medium its strength should be measured by usage, status and its visibility locally. In those areas where the intensity of Welsh speakers remains strong, Welsh holds

its own relatively successfully as a daily language for the community, although powerful factors contribute to its fate.

Less than 10% of people spoke Welsh in communities such as Glyncoed, Aberavon, Taibach, Baglan, Briton Ferry, Cimla, Cymmer and Neath. These are amongst the lowest percentages of Welsh speakers in the county borough. The remaining wards in Neath Port Talbot show percentages of between 10% and 17%.

On a more hopeful note, the number of children who speak Welsh at home or who are fluent but do not speak Welsh in the household has risen over recent years, as identified by Primary School Headteachers. According to the latest figures from the Welsh Government there are around 1,600 (7.7%) primary school children in the county borough who speak Welsh at home but 15.2% of all children are considered fluent in Welsh. These figures certainly reflect the commendable efforts made by the Welsh medium schools. However, it is apparent that only a low number of children from Welsh medium primary schools such as Cwmllynfell, Trebanos and Gwaun Cae Gurwen move on to Ysgol Gymraeg Ystalyfera for their secondary education.

Many Welsh-speaking children from these primary schools go to Cwmtawe Comprehensive School to receive their education through the English language. The lack of continuity in terms of Welsh-medium education from the primary to secondary school is certainly a matter of concern regarding the future of the language and the confidence that comes from its use in different networks and areas of discussion.

Despite these trends, it is fair to note, however, that the pupil numbers at Ysgol Gymraeg Ystalyfera has increased over the past few years, and that over 1,150 are now fully educated through the medium of Welsh in the school. It is also important to note that with the south campus (Ysgol Bro Dur) there is evidence to suggest that there will be a greater uptake in Welsh medium education during the next five years as the campus will appeal to those wanting their children to access Welsh medium secondary education but put off due to having to travel.

Ward	Number of people over 3 years of age	Number of people aged 3+ that can speak Welsh	% of people aged 3+ that can speak Welsh
Neath Port Talbot CBC	135,281	20,698	15.3
Aberavon	5,232	411	7.9
Aberdulais	2,305	311	13.5
Alltwen	2,251	664	29.5
Baglan	6,627	557	8.4
Blaengwrach	1,935	287	14.8
Briton Ferry (East)	2,827	242	8.6
Briton Ferry (West)	2,896	275	9.5
Bryn and Cwmavon	6,330	1,024	16.2
Bryncoch (North)	2,139	297	13.9
Bryncoch (South)	5,706	699	12.3
Cadoxton	1,647	211	12.8
Cimla	3,835	350	9.1
Coedffranc (Central)	3,870	425	11
Coedffranc (North)	2,322	265	11.4
Coedffranc (West)	2,563	316	12.3
Crynant	1,851	465	25.1
Cwmllynfell	1,137	669	58.8
Cymmer	2,714	186	6.9
Dyffryn	3,078	350	11.4
Glyncorrwg	1,054	65	6.2
Glynneath	3,320	689	20.8
Godre'r Graig	1,571	473	30.1
Gwaun-cae-gurwen	2,823	1,576	55.8
Gwynfi	1,314	92	7
Lower Brynamman	1,277	776	60.8
Margam	2,908	295	10.1
Neath (East)	6,137	497	8.1
Neath (North)	3,838	379	9.9
Neath (South)	4,789	440	9.2
Onllwyn	1,161	222	19.1
Pelenna	1,113	178	16
Pontardawe	5,232	1,624	31
Port Talbot	5,457	518	9.5
Resolven	3,044	341	11.2
Rhos	2,382	588	24.7
Sandfields (East)	6,692	504	7.5
Sandfields (West)	6,495	524	8.1
Seven Sisters	2,049	469	22.9
Taibach	4,634	354	7.6
Tonna	2,445	292	11.9
Trebanos	1,367	459	33.6
Ystalyfera	2,911	1,339	46

Source: 2011 Census

Welsh in Education Strategic Plan

The aim of the Welsh in Education Strategic Plan (WESP) is to outline the Council's plans for Welsh medium education in the county borough, moving primary and secondary schools along the linguistic continuum to provide a measured and considerable increase in the level of Welsh medium education.

It is considered essential that the WESP and the promotion strategy are ambitious enough to help deliver the aim of the Cymraeg 2050 Strategy.

Welsh-medium Education in Neath Port Talbot

Early Years Provision

Mudiad Meithrin is the main provider of Welsh-medium early years education in Neath Port Talbot with:

- Cylchoedd Ti a Fi (parent and toddler groups) - Skewen, Port Talbot, Afan Valley, Glyn Neath and Seven Sisters
- Cylchoedd Meithrin (nursery groups) - Neath (in conjunction with Flying Start) and Trebanos Briton Ferry (flying start) soon to be established
- Cylch Chwarae (play group) - Pontardawe

In addition Tiddlywinks Child Care Centre in Ystalyfera has a positive impact on the Welsh language locally. Its fully bilingual activities and events reflect the character of the locality and provide a strong base for Mudiad Meithrin.

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.

Primary Provision

In Neath Port Talbot there are currently 10 Welsh-medium schools, 9 Welsh medium schools out of 55 primary schools and one Welsh medium middle school, Ysgol Gymraeg Ystalyfera, providing education for ages 3-18 years.

Currently two Welsh medium schools, Ysgol Gymraeg Castell-nedd and Ysgol Gymraeg Rhosafan, have surplus capacities less than 10%, however with an effective and ambitious Welsh in Education Strategic Plan (WESP) and marketing strategy more schools should reach capacity. It is essential that plans are undertaken to ensure that Welsh medium education is promoted and that additional interest in Welsh medium education is met with the resources that allow anyone wishing to access Welsh medium education the ability to do so, without the inconvenience of added travel.

<u>Welsh medium primary school</u>	<u>Number of pupils (2017)</u>
YGG Blaendulais	104
YGG Pontardawe	352
YGG Castell-nedd	387
Ysgol Gymraeg Ystalyfera (primary) – Previously YGG Y Wern	148
YGG Cwm Nedd	156
YGG Gwaun Cae Gurwen	189
YGG Rhosafan	360
YGG Tyle'r Ynn	236
YGG Cwmllynfell	86
YGG Trebanws	104

Secondary Provision

Neath Port Talbot has one Welsh-medium comprehensive school which is split between Ysgol Gymraeg Ystalyfera (north campus) and a new south campus at Ysgol Bro Dur.

In 2017, 1099 pupils received secondary education through the medium of Welsh at Ysgol Gymraeg Ystalyfera with statistics showing that the intake has been fairly consistent over the last five years. With the new campus at Ysgol Bro Dur it is estimated that more children will continue with their education through the medium of Welsh, which in turn should stimulate interest in primary education.

Developing the Strategy

In January 2018 a cross party Task and Finish Group was established in order to develop the Welsh Language Promotion Strategy. As well as looking at national and local strategies, the Group carefully considered why a strategy was needed, and concluded:

- Because it's right to have one....
- Because we want to....
- To support Welsh Government strategy
- Encourage Welsh culture
- To comply with Welsh Government legislation
- To play a part in achieving the Welsh Government's target of 1 million Welsh speakers by 2050

It was agreed by the cross-party Task and Finish group that these should be the drivers which dictate the Council's approach to achieving short term progress in line with the Welsh Government's ambitious long-term target of creating a million Welsh speakers by 2050.

Consequently the Strategy aims to:

- Put steps in place to slow down the percentage decrease in the number of Welsh speakers in the County Borough
- Increase the number of Welsh speakers in the County Borough
- Increase the usage of the Welsh language in all aspects of life
- Raise awareness of the language as a component of Neath Port Talbot's heritage, culture, tourism and business sectors
- To drive and support Welsh medium education and the creation of new Welsh medium schools in particular, primary schools through an effective Welsh Education Strategic Plan (WESP)

In order to maintain and increase the number of Welsh speakers over the next five years it was acknowledged that the Council and its partners need to prioritise some key policy areas for action, which include:

- Expanding Welsh-medium education from pre-school to post-16
- Improve language transmission in the home
- Increase the number of adults learning Welsh
- Extend opportunities for children, young people and families to use Welsh in the community and in leisure activities
- Expand the use of Welsh in the workplace

Strategic Priorities

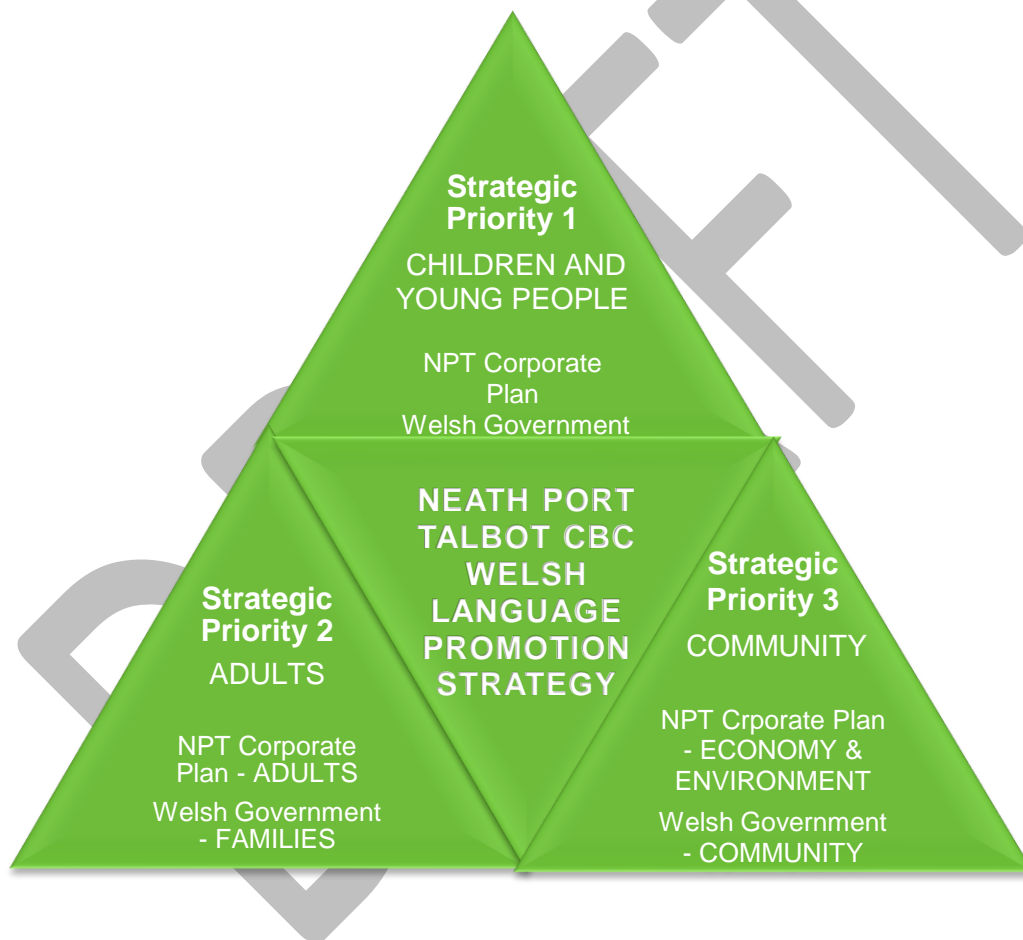
The Council has been careful to ensure that the Strategy has taken into account the work that has already been undertaken within the county borough, actions already planned (and in some cases already being delivered) and the current and ongoing financial position alongside more aspirational aims and actions, partnership working, support and guidance from partners including Menter Iaith Castell-nedd Port Talbot and members of the Language Forum.

As a result the Strategy focuses on three Strategic Priorities:

- Children and Young People
- Adults
- The Community

Through these Strategic Priorities the Strategy has been aligned to the Council's Wellbeing Objectives (as contained in the Corporate Plan 2018-2022) as well as reflecting the aims of the Welsh Government's Language Strategy: Cymraeg 2050 as demonstrated below:

Draft Welsh Language Promotion Strategy 2018-2023	Corporate Plan 2018- 2022	Welsh Government Strategy: Cymraeg 2050
Children and Young People	Children and Young People	Children and Young People
Adults	Adults	Families
The Community	Economy and Environment	The Community



Strategic Priority 1 - Influences:

- **Direct** - policy changes to children and young people's services including education and core out of school services
- **Indirect** - using contracted third parties to deliver services on behalf of local authority as part of a Service Level Agreement
- **Partnership** - co-working with language partners to promote work and feed into joint strategy

Strategic Priority 2 – Influences:

- **Direct** - internal council led schemes for staff, service users and general public
- **Indirect** - using contracted third parties to deliver services on behalf of local authority as part of a Service Level Agreement
- **Partnership** - co-working with language partners to promote work and feed into joint strategy

Strategic Priority 3 – Influences:

- **Direct** - internal council led schemes and services for staff, service users and general public as well as policy changes that include rights for members of the community.
- **Indirect** - using contracted third parties to deliver services on behalf of local authority as part of a Service Level Agreement
- **Partnership** - co-working with language partners to promote community events and feed into joint strategy

The Council has been conscious of its limitations in influencing the maintenance or increase in the number of Welsh language speakers in the area. As a consequence, the Strategy identifies actions under three specific areas of responsibility:

Council: plans, strategies and internal processes over which the Council has sole control.

Third Party: third party processes that the Council can affect with interventions but does not have outright control.

Partnerships: working in partnership with external organisations to develop a sense of place and a positive attitude towards the Welsh language and co working.

Actions identified where the Council has sole or limited responsibility, under bullet point 1 and 2 above, have been grouped together in the following action plan while actions of partner organisations and those with a remit for Welsh language support and provision outside of the responsibility of the Council have been included in a separate table.

As a result of implementing the actions to meet the aims of the Strategy it is anticipated that by 2023 the Council will have contributed to a minimum increase of 1% in the number of Welsh speakers in the county borough within the current financial plan, and current levels of funding and resources.

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Action Plan to Promote the Welsh Language in Neath Port Talbot

The following 5-year Action Plan aims to directly address and impact on the Welsh language in Neath Port Talbot between 2018-2023. It will lay the foundations for developing Neath Port Talbot as a bilingual county borough, where the language is considered an important and relevant factor to the day to day operation of the Council as well as the lives of those living within the county borough.

The action plan has been drawn up by a cross party task and finish group with the assistance of Neath Port Talbot County Borough Council staff and a representative of Menter Iaith Castell-nedd Port Talbot (Menter IaithCNPT) (Neath Port Talbot Language Initiative)

The primary focus of the action plan is to contribute positively towards Welsh Government's Strategy of creating a million Welsh speakers by 2050 and meeting the requirements of the Welsh Language Standards.

Therefore the Strategy aims to:

- Put steps in place to slow down the percentage decrease in the number of Welsh speakers in the county borough
- Increase the number of Welsh speakers in the county borough
- Increase the usage of the Welsh language in all aspects of life
- Raise awareness of the language as a component of Neath Port Talbot's heritage, culture, tourism and business sectors
- Drive and support Welsh medium education and the creation of new Welsh medium schools in particular, primary schools through an effective Welsh Education Strategic Plan (WESP)

The Action Plan is divided into two sections.

Section 1 refers to interventions and actions that would be considered the direct responsibility of the Council under the Welsh Language Standards. Sub contracted work or third parties are also under Section 1. Even though there are references to partner organisations, these actions would be considered the primary responsibility of the Council.

Section 2 refers to the work of partner organisations who are also looking to contribute towards Welsh Government's aim of creating a million Welsh speakers by 2050. This section takes into account the work of some of the members of the Welsh

Language Strategic Forum which is jointly chaired by members of Menter Iaith Castell-nedd Port Talbot and Menter Iaith Abertawe (Neath Port Talbot and Swansea Language Initiatives respectively).

In implementing the Strategy, the Council, Strategic Forum and individual partners will work together to meet its aims, implement change and work towards the common goal.

While it is recognised that the Council has no control over the activities and the achievement of targets of the partners identified in Section 2, the Council may be in a position to work collaboratively and commission Language Forum members to deliver additional activities in order to meet the Strategy's aims as identified in Section 1 of the Action Plan.

Although overall responsibility for the Welsh Language Promotion Strategy lies with the Council, in accordance with Standard 145 of the Welsh Language Standards (No1) Regulations 2015, each partner organisation shares responsibility by virtue of the commitments made in the action plan.

It is anticipated that by 2023 that the Council will have contributed to a minimum increase of 1% in the number of Welsh speakers in the county borough within the current financial plan, and current levels of funding and resources.

SECTION 1 – Internal interventions and 3rd party interventions under control of Neath Port Talbot CBC

Strategic Priority 1. Children and Young people					
Intervention	Aims	Proposed Activity	Target by 2023	Council Section	Partner
1.1 Have a positive impact on Early Years provision	Provide appropriate Welsh language and childcare training for early years' practitioners in order to increase Welsh-medium provision.	Work with the 'Cam wrth Gam' project which delivers a Level 3 Diploma in Children's Care, Learning and Development	Ensure that an appropriate number of childcare workers from NPT and the surrounding area are trained annually and gain relevant qualifications.	Flying Start	'Cam wrth Gam' Mudiad Meithrin Early Years providers Cymraeg Byd Busnes
	Increase the number of children attending Welsh- medium early years provision.	Work with Mudiad Meithrin, Flying Start and Menter Iaith CNPT to promote the advantages of Welsh-medium and pre-school education.	Increase numbers of children attending Welsh-medium early years provision in line with advice given from the Flying Start Manager	Flying Start	'Cam wrth Gam' Mudiad Meithrin Menter Iaith CNPT Family Information Services
	Increase the use of Welsh in playgroups and day nurseries that are primarily English medium.	Include the Welsh language in play activities to establish basic numeracy and literacy patterns in Welsh.	Identify at least one playgroup/day nursery per year that are able to introduce basic words, sentence patterns and songs in Welsh, and develop a reward scheme with the providers.	Flying Start	'Cam wrth Gam' Mudiad Meithrin Early Years providers Cymraeg Byd Busnes

Strategic Priority 1. Children and Young people					
Intervention	Aims	Proposed Activity	Target by 2023	Council Section	Partner
1.2 Education – primary sector	Launch a County wide marketing campaign to promote the advantages of Welsh-medium education and the benefits of bilingualism	Distribute the ‘Being Bilingual’ booklet and develop marketing materials and tools with the aim of increasing numbers in Welsh-medium primary schools in partnership with ERW and Menter Iaith CNPTCNPT.	Launch marketing campaign in early 2019 and plan a series of on-going publicity events and activities year on year	Corporate Strategy Education	Menter Iaith CNPT RhAG Strategic Forum ERW School Governors
	Increase the capacity of Welsh-medium primary schools in key locations and actively consider the opening of new Welsh medium primary schools in the not too distant future	Continue discussion with regard to developments at Ysgol Gymraeg Castell-nedd and look to increase intake at Ysgol Gynradd Gymraeg Tyle’r Ynn, Rhosafan and Ysgol Gynradd Gymraeg Pontardawe in order to ensure that places are full before developing strategies for developing or opening new schools.	Aim to ensure that all Welsh medium schools are full to capacity by 2023 with plans in place to develop / build new provision based on evidence of need. Plan now for greater intake and prioritize Welsh medium education as a means to contributing towards one million Welsh speakers by 2050	Education	School Governors ERW Menter Iaith CNPT

Strategic Priority 1. Children and Young people					
Intervention	Aims	Proposed Activity	Target by 2023	Council Section	Partner
	Consider the effects of new housing developments on the growth of Welsh-medium education or the impact on Welsh speaking communities.	Plan for the likely increase in demand for Welsh-medium education in development, particularly in areas such as Llandarcy and Skewen where case studies show that there is a need for Welsh medium education. Consider also schools that would be full if actively marketed.	Draw up contingency plans in targeted areas for likely development based on active promotion and decrease in available places. Use section 106 monies from LDP to counter act against any developments which would have a negative impact on Welsh speaking communities.	Education	Regeneration & Planning Menter Iaith CNPT
	Respond to Welsh Government's drive to create a million Welsh speakers by 2050 by targeting the key sector of Welsh medium education	Consider the review, undertaken by ERW, of a pilot to introduce Welsh as the main teaching medium in the Foundation Phase.	Explore the possibilities of piloting a similar scheme in Neath Port Talbot.	Education	Interested schools Menter Iaith CNPT

Strategic Priority 1. Children and Young people					
Intervention	Aims	Proposed Activity	Target by 2023	Council Section	Partner
	Support the development and growth of the Language Charter which encourages the proactive use of Welsh in schools and in the community. Support the Second Language Charter for English medium schools.	Adapt the successful Language Charter principles of Gwynedd in implementing NPT's Language Charter	Support the already developed Language Charter for pupils studying Welsh as a first or second language	Education	
	Ensure that parents are informed and are supported should they wish to continue their child's Welsh medium education	Develop homework clubs in partnership with external partners to assist parents with any additional homework or where the school provides the service to plug gaps in provision	Ensure that at least one homework club or support service is developed during 2018	Education Schools	ERW Menter Iaith CNPT Urdd Strategic Forum
1.3 Education – secondary sector	Increase number of learners in Welsh-medium secondary schools	Draw up plans to increase Welsh medium provision as a result of projected growth in the primary sector and a marketing campaign to promote the continuum.	Ensure increased numbers in all Welsh medium secondary schools by 2023	Education	Menter Iaith CNPT

Strategic Priority 1. Children and Young people					
Intervention	Aims	Proposed Activity	Target by 2023	Council Section	Partner
	Increase opportunities in English Medium schools to use Welsh as a medium of instruction	Provide support for English- medium secondary schools to develop along the language continuum	Identify a few English Medium secondary schools that are willing and able to increase Welsh medium provision in a range of scenarios.	Education	Schools and Governors ERW Menter Iaith CNPT Urdd Strategic Forum
	Enable learners to switch from English medium to Welsh medium education at the end of Key Stage 2	Explore an Immersion Scheme at Ystalyfera or Bro Dur.	Establish interest in the scheme from the Head Teacher at Ysgol Gyfun Ystalyfera and then market its availability across neighbouring authorities.	Education	Schools and Governors ERW Menter Iaith CNPT Urdd Strategic Forum
	Ensure that Welsh Language Awareness programs are included in PSE curriculum in secondary schools to include traditional music, culture, and history/heritage	Develop a Welsh Language Awareness work program and introduce into the curriculum of all secondary schools	All learners to have information related to the historic, cultural and social importance of the Welsh language.	Education	Schools and Governors ERW

Strategic Priority 1. Children and Young people					
Intervention	Aims	Proposed Activity	Target by 2023	Council Section	Partner
	Work with key partners to create opportunities for children and young people to use Welsh outside of school times to strengthen the link between the language of education and the community	Develop a strategy that enables Welsh to become the language of social and leisure activities in Neath Port Talbot.	Publish a strategy with key partner organisations by April 2019	Youth Service Families First Celtic Leisure Social Services	Schools and Governors ERW Menter Iaith CNPT Urdd Strategic Forum NPTCVS
	Increase the number of social activities through the medium of Welsh or including Welsh culture and heritage for primary age children	Arrange a series of workshops to cater for a variety of different interests, e.g. sport, drama, dance, arts and crafts, computer games	Program to be agreed April 2019 and to include adding Welsh language awareness sessions to the School Holiday Enrichment Program	Youth services Families First	Menter Iaith CNPT Urdd
	Increase the number of social activities through the medium of Welsh or including Welsh culture and heritage for secondary age children	Establish a network of 'adrannau cymunedol' to provide sports and leisure activities	Ensure that each youth club setting delivers 4 sessions of language / cultural awareness training sessions per year linked to significant dates such as St David's Day, Welsh Language Music Day, Diwrnod Shwmae Sumae and St Dwynwen's Day	Leisure services Youth services	Menter Iaith CNPT Urdd

Strategic Priority 1. Children and Young people

Intervention	Aims	Proposed Activity	Target by 2023	Council Section	Partner
	Encourage greater social use of Welsh by pupils attending Ysgol Gymraeg Ystalyfera Bro Dur..	Every school to agree a Mission Statement and code of conduct as well as staff responsibility for social use of Welsh.	Schools to employ a member of staff with responsibility for increasing the use of social Welsh	ERW Youth Service	Menter Iaith CNPT Urdd
	Provide opportunities for young people in Ystalyfera and Bro Dur to use Welsh in the community	Support the creation of clusters within the school to arrange a series of social activities, in partnership with the Language Charter and partners.	Arrange at least 3 significant Welsh language activities during each school year and ensure that a Welsh Language representative sits on the youth council forum	Education Youth Service	Schools and Governors ERW Menter Iaith CNPT Urdd Strategic Forum

Strategic Priority 2. Families					
Intervention	Aims	Proposed Activity	Target by 2023	Council Section	Partner
2.1 Language Transmission in the Home	Raise awareness of the importance of language transmission amongst young Welsh speaking adults	Include general language awareness programs in PSE courses at schools	All schools to arrange awareness courses by March 2019	Education	Schools and Governors ERW Menter Iaith CNPT Urdd Strategic Forum
	Raise awareness of the importance of language transmission amongst families	Arrange language awareness courses and family activities which target parents and children	Language awareness courses and activities to be established in 6 Centre's around the county	Flying Start	Cymraeg i Blant Mudiad Meithrin Menter Iaith CNPT
	Organize a marketing campaign targeting young Welsh speaking adults	Create a social media campaign including video and leaflet and use social media to encourage parents to use Welsh with their children	Seek funding to produce a video and information leaflet and plan marketing campaign by September 2019	Education	Schools and Governors ERW Menter Iaith CNPT Urdd Strategic Forum
	Provide support for parents with children in Welsh medium schools to alleviate concerns about helping with homework	Establish homework clubs in Welsh medium schools to support parents who are non- Welsh speaking should there be no existing provision.	Discussions to happen during current academic year with a view of establishing Homework Clubs by January 2019	Education	Schools and Governors ERW Menter Iaith CNPT Urdd Strategic Forum Welsh for Adults Centre

Strategic Priority 2. Families					
Intervention	Aims	Proposed Activity	Target by 2023	Council Section	Partner
	Provide childcare through the medium of Welsh	Carry out a review of the childcare needs of parents with children in Welsh medium education	Provide after-school or wrap-around childcare for every school that has expressed an interest	Early Years' Service Education Flying Start	Kids Clubs Wales ERW Menter Iaith CNPT Urdd Strategic Forum Welsh for Adults Centre
	Provide Welsh medium childcare opportunities during school holidays	Carry out a review of childcare needs during school holidays	Carry out a review of childcare needs during school holidays	Early Years Services Education Flying Start	Kids Clubs Wales ERW Menter Iaith CNPTCNPT Urdd Strategic Forum Welsh for Adults centre
	Increase number of Welsh language activities that cater for the interest of families	Arrange family focussed events to coincide with Christmas, Santes Dwynwen and St David's Day celebrations	Arrange 2 family fun days during the year in different parts of the county borough	Marketing & Events Celtic Leisure	Schools and Governors Kids Clubs Wales ERW Menter Iaith CNPT Urdd Strategic Forum Welsh for Adults Centre

Strategic Priority 2. Families

Intervention	Aims	Proposed Activity	Target by 2023	Council Section	Partner
	Increase family focussed activities through the medium of Welsh	Ensure that fitness clubs including yoga, spinning and keep-fit are available through the medium of Welsh and that Welsh language swimming lessons can be accessed.	Explore the potential of establishing at least 1 Welsh medium fitness clubs by September 2019 and increase number over the next five. Ensure that all county paid providers (3rd party) have a plan to cater for Welsh users.	Leisure Services Celtic Leisure	Schools and Governors Kids Clubs Wales ERW Menter Iaith CNPT Urdd Strategic Forum Welsh for Adults Centre

Strategic Priority 3. Communities					
Intervention	Aims	Proposed Activity	Target by 2023	Council Section	Partner
3.1 Welsh in the Community	Use communication technology to advertise employment opportunities requiring bilingual skills	Develop a designated page on internal communications to advertise jobs and apprenticeships that require Welsh language skills	Set up an information sharing external page which can be used to recruit bilingual staff and apprentices	Business Services	IT Menter Iaith CNPT Businesses Cymraeg Byd Busnes
	Ensure that Leisure Centres proactively promote the use of Welsh, both in terms of provision and making it visible.	Encourage a language champion in every leisure centre with responsibility for actively promoting Welsh both visually and in its leisure provision	Training for language champions to be completed by April 2019 with monitoring processes established to evaluate progress on language use	Leisure Services Celtic Leisure	Urdd Menter Iaith CNPT
	Ensure access for adults to Welsh medium learning opportunities	Work with partners to develop a programme of adult learning courses for Welsh speakers and learners across the county borough	Increase provision by 5% annually	Adult Education Service	Academic Hywel Teifi Welsh for Adults Centre Learning Partnership Menter Iaith CNPT

Strategic Priority 3. Communities					
Intervention	Aims	Proposed Activity	Target by 2023	Council Section	Partner
	Consider the possibility of establishing a Welsh language Culture and Tourism clusters for promoting music in the Afan Valley and Ystalyfera. Ensure that the clusters are aligned to the Valleys Action Plan	Identify individuals and businesses that would be interested in creating the group and establishing an action plan to promote cultural tourism in these areas as pilot projects.	To hold three regular annual events in each area that promote the distinct dialect of the areas as well as know national traditions and promote these to non-Welsh speaking audiences	Regeneration	Menter Iaith CNPT Volunteers
3.2 Welsh in the Workplace	The Council to comply fully with the Welsh Language Standards	Continue with the work of the Welsh Language Officer Group	Equality and Community Cohesion Group to receive regular reports from the Welsh Language Officer Group on compliance issues	All Directorates	Menter Iaith CNPT Strategic Forum
	Ensure that numbers of staff are adequate for the level of Welsh being requested in order to comply with the Welsh Language Standards.	Develop a Language Skills Strategy with the aim to increase the number of bilingual staff in order to provide services in accordance with requirements of the Welsh Language Standards.	A Language Skills Strategy to be produced by September 2019 with the aim of ensuring by 2023 that the proportion of bilingual staff reflects that of the County Borough	Corporate Strategy Human Resources Training	Human Resources

Strategic Priority 3. Communities					
Intervention	Aims	Proposed Activity	Target by 2023	Council Section	Partner
	Map current levels of Welsh language skills	Undertake a language skills audit of staff and Elected Members	Complete language skills audit by March 2019	Human Resources	All services
	Provide opportunities for staff to improve their language skills	Provide opportunities for staff to improve their language skills	Review ongoing training programme in line with a Language Skills Strategy by September 2019	Human Resources/ Training	All services
	Enable staff and Elected Members to be aware of history and culture of Welsh language including compliance with Welsh language legislation	Develop a programme of Welsh language awareness and compliance training and include in induction for new staff	Develop a training programme by September 2019	Human Resources/ Training	All services
	Create an environment that encourages greater use of Welsh	Produce resources, promotional material and visual impacts that promote language use and fosters respect for bilingualism	On-going	All services	

Strategic Priority 3. Communities					
Intervention	Aims	Proposed Activity	Target by 2023	Council Section	Partner
	Provide intranet support for Welsh speakers and learners	Use intranet to sign-post staff to useful language resources e.g. e-learning, on-line grammar and spell checkers, on-line dictionaries and translation tools	Develop and have infrastructure in place and operational by August 2018	Corporate Strategy	IT
	Provide intranet support for Welsh speakers and learners	Develop intranet to sign-post staff to Welsh language courses and activities in the community	Complete by September 2018 and continuously update	Corporate Strategy HR Training	Menter Iaith CNPT Strategic Forum Welsh for Adults Centre
	Normalise the use of Welsh in the workplace	Determine language preferences of staff in relation to internal operations: correspondence; forms; complaints; performance reviews; training needs; staff policies, internal meetings etc	To be completed by March 2019 And ongoing	Human Resources	Menter Iaith CNPT

Strategic Priority 3. Communities					
Intervention	Aims	Proposed Activity	Target by 2023	Council Section	Partner
	Promote schemes that visually illustrate that Welsh is welcomed in the workplace	Continue to develop initiatives that create an environment which fosters the use of Welsh by staff, e.g. badges, posters, lanyards, use of Cymraeg logo on e-mail and intranet, e-mail signatures and out-of-office messages	On-going	Corporate Strategy IT	All services
	Distribute Welsh language promotional material to staff	Ensure staff receive promotional material including: staff guidelines; badges; lanyards; posters; language training information; 'Being Bilingual' booklet, etc	All staff receive/ have access to promotional material	Corporate Strategy	
	Develop confidence in the use of written Welsh	Install Cysill and Cysgair (Welsh language grammar and spell checkers) on all staff and elected members' computers and iPads	All computer packages installed and operational by March 2019	IT	All services

Strategic Priority 3. Communities					
Intervention	Aims	Proposed Activity	Target by 2023	Council Section	Partner
	Develop bilingual intranet interface and menus and bilingual interface for web applications	Liaise with other local authorities to investigate joint investment in developing bilingual interfaces	Install bilingual interfaces by September 2020	IT	Customer Care
	Encourage staff and Elected Members to use Welsh in internal and external meetings and in presentations	Provide training on presentational skills in Welsh and explore the practicalities of providing translation facilities at internal meetings	Develop a training programme by March 2019	Corporate Strategy Members' Services	Welsh for Adults Centre
3.3 Third party organisations associated with NPT CBC	Ensure that all groups or organisations receiving third party funding from the Council meet the Welsh language criteria of the grant	Ensure that all groups deliver on the Welsh language element of the third sector funding and information is shared with the Welsh Language group	All to organisations have action plans/ processes in place by December 2018. Council monitoring processes to be in place by September 2018	Corporate Strategy	Welsh for Adults Centre

Strategic Priority 3. Communities					
Intervention	Aims	Proposed Activity	Target by 2023	Council Section	Partner
3.4 Linking Economic Development with language	Ensure that all front line Economic Development staff provides appropriate information with regard to Welsh Language promotion and how it can improve business as a unique selling point.	Ensure that Economic Development staff provides appropriate information to encourage businesses to use Welsh.	Arrange staff training with the Cymraeg Byd Busnes staff by April 2019 with a process for recording any advice given to be included.	Corporate Strategy	Cymraeg Byd Busnes
	Encourage third party community organisations that that have taken on assets from the council to adopt Welsh language policies in line with NPTCBC.	Encourage groups taking on assets from the Council to adopt Welsh language action plans as part of a condition of the leasehold.	Assist with signage and visual Welsh and building language promotion into any Service Level Agreement or long term lease	NPTCBC Partner organisations	Menter Iaith CNPT
3.5 Strengthening links with the Council's key policies and strategies	Review the Local Development Plan to strengthen the Welsh language element in relation to all areas of the county borough, not only areas of linguistic sensitivity.	Liaise with planning officers to ensure that any recommendations to strengthen policy are achievable and include officers input	Consider developing Welsh only signage policy for all new developments.	Planning	Menter Iaith CNPT

Strategic Priority 3. Communities					
Intervention	Aims	Proposed Activity	Target by 2023	Council Section	Partner
	Ensure that the Welsh Language Promotion Strategy is integrated into the Valleys Action Plan developed by the task and Finish Group	Liaise with relevant sections to ensure aims of the Welsh Language Promotion Strategy are considered	TBC	Environment	
	Encourage third party community organisations that that have taken on assets from the council to adopt Welsh language policies in line with NPTCBC.	Encourage groups taking on assets from the Council to adopt Welsh language action plans as part of a condition of the leasehold.	Assist with signage and visual Welsh and building language promotion into any Service Level Agreement or long term lease	NPTCBC Partner organisations	Menter Iaith CNPT

SECTION 2 – Interventions by partner organizations (not under control of Neath Port Talbot CBC)

Strategic Priority 1. Children and Young people					
Intervention	Aims	Proposed Activity	Target by 2023	Lead Partner	Partner
1.1 Education - Early Years provision	Increase number of Cylchoedd Ti a Fi and Cylchoedd Meithrin	Work with Mudiad Meithrin and Flying Start to ensure that provision is available within easy reach of all the main population centres	Create one new Cylch Ti a Fi and Cylch Meithrin annually	Mudiad Meithrin	Flying Start; Family Information Service
	Increase the number of parents who send their children to Welsh medium education	Increase the number of Parenting/Family Sessions run by the 'Cymraeg i Blant' scheme	Increase the number of parenting/family sessions by 5% annually	Cymraeg i Blant	Mudiad Meithrin
	Provide basic language training for workers in mainly English medium settings	Organise language sessions that are appropriate for early years provision	Every playgroup and day care nursery to be provided with opportunities to attend language training	Welsh for Adults Centre	Flying Start
	Improve language progression from Cylchoedd Meithrin to Welsh medium education	Provide information to parents about the benefits of Welsh medium education and awareness training for Meithrin staff	Increase language progression from Cylchoedd Meithrin to Welsh medium schools	Mudiad Meithrin	Flying Start Menter Iaith CNPT

Strategic Priority 1. Children and Young people

Intervention	Aims	Proposed Activity	Target by 2023	Lead Partner	Partner
1.2 Further education sector	Increase Welsh medium provision in Neath Port Talbot College	Develop bilingual provision across mainstream courses	Ensure that Welsh medium units are available in all relevant subject areas by 2023	NPTC Group	Strategic Forum
	Provide social opportunities for college learners to meet and use the Welsh language	Organise an annual programme of events which is popular and wide-reaching in its appeal	Publish programme of events at the beginning of each term and distribute through social media and internet	NPTC Group	Strategic Forum

Strategic Priority 2. Families					
Intervention	Aims	Proposed Activity	Target by 2023	Lead Partner	Partner
2.1 Language Transfer in the Home	Ensure that more parents use Welsh as the language of the home	Increase the number of activities organised by the 'Cymraeg i Blant' scheme which encourages parents to speak Welsh to their children	Increase the number of activities to raise awareness of language transmission in the home	Cymraeg i Blant scheme Menter Iaith CNPT	Strategic Forum
	Raise awareness of the importance of language transmission amongst young Welsh speaking adults	Include general language awareness programmes in Personal and Social Education courses in college	Arrange language awareness courses by March 2019	NPTC Group	Menter Iaith CNPT Education & Lifelong Learning
2.2 Welsh for Adults	Increase the number of adults learning Welsh	Increase marketing activity and extend number of courses available at all levels	Increase number of enrolments in line with recommendations made by Welsh for Adults Centre	Welsh for Adults Centre	
	Increase the number of learners progressing from Entry and Foundation levels to Higher level courses	Provide targeted support and guidance to encourage learners to progress to higher levels of fluency	Increase progression rates to higher levels in line with recommendations made by Welsh for Adults Centre	Welsh for Adults Centre	

Strategic Priority 2. Families					
Intervention	Aims	Proposed Activity	Target by 2023	Lead Partner	Partner
	Provide more language courses in the workplace at various levels of proficiency to enable more employees to work bilingually	Increase workplace provision in the public and voluntary sectors for beginners and tentative Welsh speakers	Increase workplace provision by a percentage to be agreed with Welsh for Adults	Welsh for Adults Centre	
	Provide informal opportunities for Welsh learners to meet and practice their language skills	Organise weekly social activities and 'sesiynau sgwrs' to increase confidence and fluency levels	Establish 5 weekly sessions to enable staff and members of the public to practice Welsh in a friendly environment	Welsh for Adults Centre	Menter Iaith CNPT
	Provide opportunities for Welsh learners to integrate into Welsh speaking networks and organisations	Plan a varied programme of social activities to bring Welsh speakers and learners together	Draw up an annual calendar of events and provide marketing support	Welsh for Adults Centre	Menter Iaith CNPT
	Provide on-line opportunities for Welsh learners to practice their Welsh	Set up a designated on-line chat room/forum for Welsh learners in the area	To be established by September 2019	Menter Iaith CNPT	Welsh for Adults Centre

Strategic Priority 3. Communities

Intervention	Aims	Proposed Activity	Target by 2023	Lead Partner	Partner
	Ensure that the fall in the percentage of Welsh speakers in the Swansea Valley is limited, with an action plan specifically designed for the area and working alongside Ty'r Gwrhyd to strategically impact on the area	Develop Ty'r Gwrhyd Pontardawe as a thriving Welsh Language Centre for a range of partners to meet the needs of the higher percentage speakers of the Swansea Valley.	Collect contact details on an annual basis	Menter Iaith CNPT	Youth Engagement & Participation Service Welsh-medium schools
	Ensure that the populated areas of Neath and Port Talbot are targeted as areas of potential growth and develop action plans for each town and its people.	Develop clusters around Neath and Port Talbot to stimulate interest in the language.	Develop an action plan in partnership with Swansea University to develop a range of services for local people	Welsh for Adults Centre Menter Iaith CNPT NPTCBC Welsh Government	

Strategic Priority 3. Communities					
Intervention	Aims	Proposed Activity	Target by 2023	Lead Partner	Partner
	Encourage the use of Welsh in Community and Town council meetings, as well as NPTCVS, Chamber of Trade and voluntary sector meetings and forums	Ensure that there are enough translations sets available for community groups and develop a training programme for Welsh language translators	Develop an action plan in partnership with Swansea University to develop a range of services for local people	Welsh for Adults Centre Menter Iaith CNPT NPTCBC Welsh Government	
	Ensure that sports clubs are supported to use Welsh as a natural language and encourage the use of Welsh in informal and formal club settings	Ensure that posters are translated and that Welsh speakers are trained in order to facilitate Welsh medium training sessions as and when needed	Seek funding for additional community translation programme to enable Welsh to be spoken free of charge.	Menter Iaith CNPT Welsh for Adults Centre	
	Ensure that sports clubs are supported to use Welsh as a natural language and encourage the use of Welsh in informal and formal club settings	Ensure that resources are shared with the clubs and clubs are supported to develop Welsh language services	Seek funding for football and rugby clubs to train up Welsh speaking coaches	Menter Iaith CNPT	Urdd

Strategic Priority 3. Communities					
Intervention	Aims	Proposed Activity	Target by 2023	Lead Partner	Partner
	Ensure community and volunteer involvement in planning and organising Welsh language activities	Assist with the setting up and maintaining community groups to promote social activities in Welsh	Establish 2-3 community clusters and support them to arrange an annual programme of popular activities/events	Menter Iaith CNPT	

Monitoring

The action plan will be reviewed annually and actions revised where considered appropriate.

Section 1 - progress will be monitored and scrutinised by Cabinet and the relevant scrutiny committee.

Section 2 - progress will be provided by Strategic Forum members at Strategic Forum meetings and the Chair of Strategic Forum will provide feedback to the Council.

It is hoped that in this way the Council and Strategic Forum members will be able to work collaboratively to meet the objective of increasing the number of Welsh speakers in the county borough by 2023 and address any difficulties at the earliest opportunity.

Progress against all actions will be reported annually to Cabinet Scrutiny Committee.

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