



## **CABINET**

***IMMEDIATELY FOLLOWING CABINET SCRUTINY COMMITTEE  
THURSDAY, 10 DECEMBER 2020***

***REMOTELY VIA TEAMS***

**ALL MOBILE TELEPHONES TO BE SWITCHED TO SILENT FOR THE  
DURATION OF THE MEETING**

### **Part 1**

1. Appointment of Chairperson
2. Declarations of Interest
3. Strategic Equality Plan 2020-2024 *(Pages 5 - 68)*
4. Comments, Compliments and Complaints Annual Report 2019/2020 *(Pages 69 - 80)*
5. Third Sector Grant Funding Report - Award of Grants for 2021/22 *(To Follow)*
6. Decisions Taken By Urgency Action During The Covid-19 Emergency *(Pages 81 - 94)*
7. Substance Misuse Counselling Service - Western Bay Area Planning Board *(Pages 95 - 134)*
8. Syrian Resettlement Programme Support Service *(Pages 135 - 150)*
9. NPT Air Quality Progress Report 2020 *(Pages 151 - 270)*

10. Planning Policy Wales (Edition 10) – Consideration of the Regional Technical Statement, 2nd Review 2020 (*Pages 271 - 288*)
11. List of Approved Contractors (*Pages 289 - 300*)
12. Traffic Order - Park Drive, Park Crescent, Skewen. Neath (*Pages 301 - 312*)
13. Traffic Order - Lletty Dafydd - Clos Yr Ysgol, Clyne (*Pages 313 - 324*)
14. Traffic Order - Parc Newydd, Cwrt Y Cawr, Briton Ferry (*Pages 325 - 336*)
15. Traffic Order - Seven Sisters (*Pages 337 - 348*)
16. Traffic Order - Bryncoch, Neath (*Pages 349 - 360*)
17. Traffic Order - Cyncoed Road - Bertha Road, Margam (*Pages 361 - 372*)
18. Urgent Items  
Any urgent items (whether public or exempt) at the discretion of the Chairperson pursuant to Section 100b (4)(B) of the Local Government Act 1972
19. Access to Meetings  
To resolve to exclude the public for the following item/s of business pursuant to Regulation 4 (3) and (5) of Statutory Instrument 2001 No.2290 and the undermentioned exempt Paragraphs of Part 4 of Schedule 12A to the Local Government Act 1972.

## **Part 2**

20. Passenger Transport Subsidised Network  
(Exempt under Paragraph 14) (*Pages 373 - 388*)
21. Works at Crown Works, Neath  
(Exempt under Paragraph 14) (*Pages 389 - 400*)
22. Street Lighting Energy Saving Project (Phase 2)  
(Exempt under Paragraph 14) (*Pages 401 - 414*)

**S.Phillips**  
**Chief Executive**

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

**Thursday 3 December 2020**

**Cabinet Members:**

Councillors. R.G.Jones, C.Clement-Williams, D.Jones, E.V.Latham,  
A.R.Lockyer, P.A.Rees, P.D.Richards, A.Wingrave and L.Jones

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## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### Cabinet

10 December 2020

### Report of Assistant Chief Executive and Chief Digital Officer K. Jones

#### Matter for Decision

**Wards Affected:** All Wards

**Report Title:** Strategic Equality Plan 2020-2024: Actions to meet the Equality Objectives

#### Purpose of Report

1. To seek endorsement of the actions developed to meet the equality objectives prior to being considered for adoption by Council.

#### Executive Summary

2. The Council's Strategic Equality Plan, including its equality objectives and actions to meet them, was intended to be published in April 2020 but the coronavirus outbreak delayed this.
3. The Equality and Human Rights Commission suspended statutory requirements to publish Strategic Equality Plans until October 2020 due to the outbreak of the pandemic.
4. The period of the first lockdown and other events that took place during this time provided an opportunity to reconsider our equality objectives and actions taking into account evidence provided to UK and Welsh government committees; research findings on the impact of the coronavirus outbreak and the reported concerns of members of Black, Asian and minority ethnic communities in direct response to that and the consequences of the Black Lives Matter movement.
5. In light of the above, the equality objectives, which had been consulted on earlier in the year, were deemed to be an accurate reflection of those areas that cause concern, distress and anguish for many in our communities. Consequently the

Council's Strategic Equality Plan, including the Equality Objectives, (**Appendix 1**) was adopted by Council on 23 September 2020.

6. However, it was also clear that the actions required further review and following a period of reflection and activity over recent months the actions have been revised and can be found at **Appendix 2**.
7. The actions, and the identified measures, will be reviewed early in the New Year to ensure they fit with and are embedded into a comprehensive approach to recovery. Consequently, timelines for actions, and any new or amended measures, will be added when the detail of the work becomes clearer.

### **Background**

8. Under the Equality Act 2010 the Council is required 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 Public Sector Equality Duty.
9. In Wales, specific duties have been introduced under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 to help public bodies carry out the Public Sector Equality Duty. Under these regulations we along with other public bodies have a duty to develop equality objectives and produce a Strategic Equality Plan containing the equality objectives and other information.
10. Draft equality objectives and proposed actions were developed during 2019-2020 and were subject to period of public consultation between 16 January and 20 February.
11. While it was intended to present the Strategic Equality Plan, including the equality objectives and actions to Cabinet and then to Council for adoption the outbreak of the pandemic prevented that taking place.
12. With the Equality and Human Rights Commission suspending the requirement to publish Strategic Equality Plans until October 2020 there was more opportunity to review the equality objectives and actions in light of unfolding events.
13. Consequently the Strategic Equality Plan, including the equality objectives, was adopted by Council on 23 September with an assurance that actions would follow before the end of the year.

### **The Development of Actions and Recent Events**

14. Since the outbreak of COVID-19 it has become increasingly apparent that while all communities have been affected, Black, Asian and minority communities have

been affected disproportionately in matters of health, as key workers, with the severe effects on employment as well as in relation to accessible education for children and young people.

15. The brutal killing of George Floyd on 25th May 2020, along with other events in our recent history as well as the devastating impact the pandemic has had on Black, Asian and minority ethnic communities has brought into sharp focus the deep seated attitudes and behaviours that remain towards people from these communities.
16. As a consequence it was recognised that the actions originally identified, in existing strategies/plans, to meet the equality objectives would need to be reviewed to ensure we fully address the impact of these events on our local communities.
17. Additional actions have been developed, with the involvement of our workforce and Black, Asian and minority ethnic communities, to sit alongside the original
18. We recognise that this is not the end of our work. Not only do we need to implement and make progress but we are mindful that they, like our ever changing society and circumstances are not set in stone. They will be reviewed on a regular basis to ensure they remain relevant and appropriate to the needs of our communities.
19. However, the actions, and the identified measures, will be reviewed early in the New Year to ensure they fit with and are embedded into a comprehensive approach to recovery. Consequently, timelines for actions, and any new or amended measures, will be added when the detail of the work becomes clearer.

### **Financial Appraisal**

20. The equality objectives as included in the Strategic Equality Plan, will be met by those actions already identified in existing strategies/plans, or those due to be developed, as well as by a small number of new actions newly identified to address the impacts of the coronavirus pandemic, the BLM movement and other instances of identified race inequality.

### **Integrated Impact Assessment**

21. An impact assessment was undertaken in relation to the equality objectives which assisted the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

22. The impact assessment that accompanied the Strategic Equality Plan remains extant and is at **Appendix 3**.

### **Valleys Communities Impact:**

23. The actions will contribute to projects supporting the valley communities.

### **Workforce Impact**

24. Staff have been involved in the development of the newly identified actions, some of which will affect them directly, and it is anticipated that this participation will continue.

### **Legal Impact**

25. The actions have been developed to meet the requirements of the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011.

### **Risk Management**

26. We have a legal duty under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 to develop actions to meet the equality objectives and publish these, alongside other information, in a Strategic Equality Plan. Failure to do so could lead to a compliance notice from the Equality and Human Rights Commission, an independent statutory agency which was established under the Equality Act 2006.

### **Crime and Disorder Impact**

27. The Council has a legal duty under Section 17 of the Crime and Disorder Act 1998 to carry out all its various functions with “due regard to the need to prevent Crime and Disorder in its area”.
28. The actions contain specific proposals to prevent and address hate crime and domestic abuse thereby assisting us in discharging the crime and disorder duty.

### **Violence Against Women, Domestic Abuse and Sexual Violence Impacts**

29. The Council has a legal duty under Section 2(1) of the Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015 when exercising relevant functions to ‘have regard (along with all other relevant matters) to the need to remove or minimise any factors which:



- (a) increase the risk of violence against women and girls, or
- (b) exacerbate the impact of such violence on victims.'

30. The actions contain specific proposals to prevent and address domestic abuse thereby assisting us in discharging this duty.

### **Consultation**

31. This item has not been subject to external consultation, although a period of public consultation was undertaken as part of the development of the Strategic Equality Plan between the 16 January and 20 February 2020. In addition, local equality groups, as represented on the Council's Equality and Community Cohesion Group have been involved in the development of these actions.

### **Recommendations**

32. It is recommended that Cabinet considers the actions and measure as attached at Appendix 2 and, if considered appropriate, that Cabinet commends the document to Council for approval prior to publication as an addendum to the Strategic Equality Plan 2020 published in September 2020.
33. It is recommended that the Cabinet Member for Corporate Services and Equalities be given delegated authority to make such changes as may be needed to the actions prior to publication, provided that such changes do not materially alter the content of the document considered by Council.

### **Reason for Proposed Decision**

34. To meet the statutory requirements set out in the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011.

### **Implementation of Decision**

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

### **Appendices**

- 36. Appendix 1 – Strategic Equality Plan 2020-2024
- 37. Appendix 2 – Actions to meet the Equality Objectives
- 38. Appendix 3 – Integrated Impact Assessment

## List of Background Papers

39. [Equality Act 2010](#)
40. [Equality Act 2010 \(Statutory Duties\) \(Wales\) Regulations 2011](#)
41. Draft Equality Objectives and Actions – Background documents:
  - [Is Wales Fairer?](#) – Equality and Human Rights Commission
  - [Healthy Relationships for Stronger Communities Strategy](#) (currently being revised)
  - [Chwarae Teg Fair Play Employer Scheme - Action Plan](#)
  - Neath Port Talbot Poverty Symposium Report
  - Community Cohesion Survey
  - [Time to Change Wales Campaign Employer Pledge](#)
  - [Smart and Connected - A Revised Digital Strategy](#)
  - Community Profile - NPT BME Community Association
  - [Making Wales the best place in the world to grow older - Older People's Commissioner](#)
  - Council's Website Audit
  - Equality, Local Government and Communities Committee:
    - [16 June 2020](#)
    - [30 June 2020](#)
  - [BAME Covid-19 Advisory Group - Report of the Socioeconomic Subgroup](#)
  - Black Lives Matter Conversation – feedback from event on 21 September 2020

## Officer Contact

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Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

# Neath Port Talbot County Borough Council Strategic Equality Plan 2020-2024

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Mae'r ddogfen hon hefyd ar gael yn Cymra  
This document is also available in Welsh

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

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If you require this information in larger print or in an alternative format, please contact the Corporate Policy Team on 01639 763010 or email: [policy@npt.gov.uk](mailto:policy@npt.gov.uk)

## Introduction

The Strategic Equality Plan, including the equality objectives and associated actions, was to be presented to Cabinet in April 2020.

However, as a result of the outbreak of COVID -19 this was not possible due to executive reporting arrangements being disrupted and many of our workforce having been redeployed to other service areas to support the Council's response.

Furthermore, at the end of March 2020, the Equality and Humans Rights Commission suspended statutory deadlines for publishing Strategic Equality Plans and equality objectives until October 2020.

The response to the outbreak by key workers in all services across the public sector was, and continues to be, phenomenal. However, it became increasingly apparent as weeks went on that while all communities were being affected, Black, Asian and minority communities were being affected disproportionately; in matters of health, as key workers, with the severe effects on employment as well as accessible education for children and young people.

The various reports and meetings over recent months have not only supported original opinion but are exploring in depth the devastating impact the pandemic has had on our Black, Asian and minority communities. At an early stage in the outbreak we recognised that the Strategic Equality Plan and equality objectives would need to be reviewed to address the impact the pandemic was having on our local communities.

The brutal killing of George Floyd on 25th May 2020, followed by the understandable international outcry and condemnation, other events in our recent history as well as the disproportionate effect COVID-19 outbreak experienced by members of the Black, Asian and Minority Ethnic communities brought into sharp focus the deep seated attitudes and behaviours that remain towards people from these communities.

In his address to Council in July 2020, the Leader gave a commitment to initiate a fresh look at how we work with our Black, Asian and minority ethnic communities in Neath Port Talbot to achieve equality, equity and social cohesion and to bring about societal change to demonstrate that Black Lives Matter.

This accentuated the need to further review the equality objectives, and actions. Following consideration of the most recent relevant papers and research available it was considered that while the equality objectives remained relevant further consideration of more relevant actions was required.

In light of this, an involvement programme is being developed to ensure that the experiences and concerns of members of the Black, Asian and Minority Ethnic communities in the Neath Port Talbot are fully taken into account in the revision of actions to meet our equality objectives.

## Who we are

Neath Port Talbot is located on the coast between Swansea to the west and Bridgend to the east. Neath Port Talbot also shares boundaries with Carmarthenshire, Powys, Rhondda Cynon Taf and the Brecon Beacons National Park. Covering an area of over 44,217 hectares, the physical characteristics of the County Borough is broadly divided into the coastal corridor and the Valleys.

According to the Census 2011 Neath Port Talbot has a resident population of 139,800 and has the 11<sup>th</sup> highest population density of the 22 local authorities across Wales. The expected growth in population, an increase of about 5% (7,000) by 2021, appears to be borne out with the 2018 mid-year estimate of 142,906 people living in the county borough. This estimate includes nearly 31,500 people over the age of 65.

The Welsh Index of Multiple Deprivation (WIMD) 2019 identified that 15.4% of local super output areas (areas with a population of 1000) in Neath Port Talbot are in the top 10% of the most deprived areas in Wales. The WIMD is designed to identify those small areas where there are the highest concentrations of several different types of deprivation

According to the 2011 Census, black and minority ethnic groups account for 2.1% of the population compared to 4% in Wales.

Data from schools indicates that the proportion of pupils from ethnic minority backgrounds (non-white British) is 6.16% compared to the all Wales percentage of 11.41%.

At the 2011 Census, of those people indicating a religion, faith or belief, 57.7% described themselves as Christian, 33.8% indicated that they have no religion, 7.3% did not state a religion and those remaining were Buddhist (0.2%), Hindu (0.1%), Jewish (0%), Muslim (0.4%), Sikh (0.1%), other (0.4%).

Neath Port Talbot has the third largest Gypsy and Traveller Community in Wales. There are two authorised gypsy traveller caravan sites in the county borough with an estimated population of 236.

At the time of the Census, 2011, over three quarters (77.7%) of adults living in Neath Port Talbot considered their health was either good or very good, which is very similar to the average across Wales. 10.5% of adults surveyed felt that their health was poor or very poor, which is a little higher than the average across Wales (7.6%).

There are high levels of chronic health conditions such as heart disease, diabetes and respiratory disorders in the county borough with 28% of the population having a limiting long term illness compared to 22.7% across Wales (Census 2011).

The provision of unpaid care in Neath Port Talbot is 14.6% (Census 2011), the largest percentage in Wales.

### Structure of the Council

Within Neath Port Talbot there are 42 electoral divisions returning 64 elected members and we operate a cabinet model of local government with a Leader who is supported by nine cabinet members (the Executive). Decision making is organised among the Cabinet and four Cabinet Boards. Scrutiny Committees monitor the performance and decisions of the Executive and make reports and recommendations which advise the Executive and the Council as a whole on its policies, budget and service delivery.

Each of our eight Cabinet Members have responsibility for a broad range of matters. The cabinet member for corporate services and equalities is our designated Equality Champion while the cabinet member for adult social services and health is our designated Older Persons' Champion. Further cabinet members have portfolios which are associated with the equalities agenda, for example, children, education and community safety.



The importance we give to equalities is reinforced by the fact that policies and plans relating to equalities and the Welsh language are amongst the limited number that require approval by full Council.

A senior management group consisting of the Chief Executive, Assistant Chief Executive and Corporate Directors oversees the strategic management of the Council's business. Heads of Service have individual operational responsibility for services as well as providing strategic support to senior management.

Our corporate Equality and Community Cohesion Group, with a membership consisting of senior officers of the Council, the police and representatives of local equality groups, organisations and communities, aims to:

- address issues and concerns that are identified by the various communities
- promote cohesiveness and provide mutual support for the communities in Neath Port Talbot
- keep under review key external equality-related developments, such as equality standards, codes of practice and legislation
- ensure Council policies are accessed by all
- raise the profile of equalities throughout Neath Port Talbot County Borough
- recommend corporate equality documents for approval
- monitor progress on the implementation of corporate equality policies and action plans within directorates
- share expertise and experience, in order to support other group members in the task of taking a lead in equalities

This group has been instrumental in the development of our equality objectives.

## **The Legislative and Strategic Context**

### **The Equality Act 2010**

The Equality Act 2010, brought together and replaced previous anti-discrimination legislation, simplified and strengthened the law, removed inconsistencies and made it easier to understand for everyone. By implementing the Act our aim is to work towards creating a fairer society, improving public services, addressing entrenched inequalities and ultimately improving people's lives.

The Council, along with other public bodies, is required under the Act 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 (known as the Public Sector Equality Duty).

The protected groups, or characteristics, are:

- age
- gender reassignment
- sex
- race
- disability
- pregnancy and maternity
- sexual orientation
- religion and belief
- marriage and civil partnership (but only in respect of the need to eliminate discrimination)

## **Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011**

In Wales, specific duties have been introduced to help us carry out the public sector duty and these include the production of a Strategic Equality Plan (SEP) and the development and publication of equality objectives.

## **Welsh Language Measure 2011**

The Measure gave the Welsh language official status in Wales, established the role of the Welsh Language Commissioner, created a procedure for introducing duties in the form of language standards and made provision regarding promoting and facilitating the use of the Welsh language amongst other provisions. The Welsh Language Commissioner's role is to promote the Welsh language, and improve the opportunities people have to use it, by emphasising the language's official status in Wales, and by placing standards on organisations.

## **Welsh Language Standards (No1) Regulations 2015**

These Regulations, imposed on county councils and county borough councils, national park authorities and Welsh Ministers, include a range of standards of conduct in respect of the Welsh language. The standards were grouped into the following areas:

- service delivery
- policy making
- operational
- promotion
- record keeping

A [Welsh Language Standards Annual Report for 2019-2020](#) has been produced, in accordance with these Regulations, which details how we have complied with the standards during the year.

## **Well-being of Future Generations (Wales) Act 2015**

This legislation places duties upon the Council to set well-being objectives and to work in a sustainable way to achieve a fairer and more equal Wales. The Council has recently revised its integrated impact assessment tool to assist officers in weaving together all of the duties that arise in relation to equality.

## **Socio Economic Duty**

The Welsh Government's proposed introduction of the socio economic duty will require us, along with other public bodies, to do more formally. We already consider the impact of policy decisions on socio economic grounds to an extent through our existing Integrated Impact Assessment tool. There is no doubt that inequalities are widening so it would make sense in that context for us to be really clear about where the main impacts of decisions we make are falling. Those who are poorest are being disproportionately affected by a number of changes and we are working with the Bevan Foundation and local partners to draw this out a lot more clearly prior to decisions being taken. The Socio Economic Duty will come into effect in Wales on 31 March 2021.

## **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.

## **NPT Armed Forces Covenant**

We are very aware that veterans of the armed forces who, by the very nature of their service involvement, can experience poor mental health and/or physical disabilities. Their experiences not only affect the individual but also impact on family and friends, straining relationships, causing distress, sometimes leading to even more critical situations for all concerned. The strain on family life is not confined to families of veterans but can be experienced by families of those currently serving in the armed forces.

As part of our commitment to this work we have signed the UK Government's Armed Forces Covenant and encourage our strategic partners to do so too. Locally, we have signed an Armed Forces Community Covenant with the armed forces community in the county borough and our local strategic partners. Signatories to the Covenant agree to help support to the local armed forces community and make it easier for service personnel, families and veterans to access the help and support available. In addition, the armed forces community is encouraged to do as much as it can to support its community and promote activity that integrates the service community into civilian life.

### Digital Inclusion

Whilst the Council's Smart and Connected Digital Strategy aspires to exploit the potential of digital technologies for local people and our economy, the strategy explicitly recognises that there are significant number of people who are not on-line. In 2020 the Council was recognised by Digital Communities Wales for the work it is doing as an agency and in partnership to address digital exclusion. Many of those who are digitally excluded share protected characteristics. For example, those who are elderly, in poor health, disabled or on low incomes are more likely to be digitally excluded than others in the general population. We must ensure that as we innovate and harness digital technologies and data sciences to improve the effectiveness of our organisation that we do not leave people behind. Our action plan developed in support of the Digital Inclusion Charter commitments sets out how we will do this.

## Assessment and training

### Integrated impact assessment

We have reviewed and revised our equality impact assessment process to include our new legal duties introduced by the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016 as well as maintaining the focus of equalities and the Welsh language. Our aim was to develop a more integrated approach when assessing the impact of our policies and services not only on people who share protected characteristics but also on the wider community, both now and in the future.

With the introduction of the new Integrated Impact Assessment process we developed a training programme on to ensure our staff fully understand the why as well as the how to undertake assessments, the importance of consultation and involvement as well as recognising the wider sustainable development principle.

The Council's Executive and Non-Executive/Regulatory Report Guidance was also updated to reinforce current and reflect new legislative requirements. This update of the report guidance also provided an opportunity to reinforce the way in which impact assessments are reported to members.

A review of the impact assessment process and the success of its implementation was due to be undertaken in May 2020 but this has been delayed due to the pandemic. The review will be rescheduled as soon as is practicable.

Completed integrated impact assessments form part of decision reports and as such are published on our website as part of the reports pack for Cabinet or the relevant Cabinet Board. The intention of the Integrated Impact assessment is that members have a good understanding of how decisions proposed to be taken impact on people who share protected characteristics or other factors.

## Training

Training is an important element of our work, not only in helping us meet our equality objectives but also as a key feature in the personal development of employees and elected members. As a result, our training programme has focused on areas that are new and those that remain challenging for the Council as a whole.

We continue to work to ensure that all staff and elected members are aware of their roles and responsibilities and are suitably trained when planning and delivering services. Over recent years we have had huge workforce changes as a result of austerity measure, e.g. loss of significant numbers of experienced staff and a moratorium on recruitment. With this and the ever changing dynamics within our communities as a result of inward migration and external forces, e.g. Brexit, we are conscious that gaps remain in our understanding and knowledge and so we continue to seek out appropriate training to address this.

A range of equalities related training has been delivered to our staff and staff from partner organisations. These sessions have included most recently mandatory training on violence against women, domestic abuse and sexual violence, dyslexia awareness, equalities in the workplace, hidden disabilities and making reasonable adjustments, unconscious bias, hate crime, modern slavery and human trafficking, ethical employment and welsh language amongst others. We have also held training for staff who have responsibility for undertaking integrated impact assessments.

Equality matters have also been included in other seemingly unrelated areas such as complaints officer and performance management and performance appraisal for managers training amongst others.

## Our Equality Objectives

- Education** – to ensure children and young people are the best they can be
- Health and Wellbeing** – to promote wellbeing and good mental health and tackle mental health stigma and discrimination
- Employment** – to ensure our workforce is more reflective of our community, our policies are fair and equitable and gender pay gaps are reduced
- Participation** – to ensure services are accessible for all and people and communities are able to better influence decisions that affect them
- Living standards** – to work to reduce poverty and support independent living



## Developing our equality objectives

With continuing austerity, increasing unease as a result of the national political and economic climate, the impact of various national policies combined with rising levels of poverty, hate incidents and the increasing awareness of mental health issues we have been acutely aware of the impact these have on our communities.

However, even against this backdrop we have made a lot of progress in developing our understanding of the issues and there are some good pieces of work being delivered which are having a positive impact for people within our communities:

- We started work on understanding what poverty issues are having the most significant impact on local people and held our first 'Poverty Symposium' event in September 2019. The event helped to identify opportunities for improving the way that services and support are delivered to people on low incomes across Neath Port Talbot.
- Universal Credit - its roll out is having a significant impact on those of our residents who may already be dealing with long term health problems, disability or unemployment and we have been working with our partners to provide help and advice to those adversely affected.
- We have commissioned Policy in Practice, who use household level data to understand and track the impact of the welfare reforms on residents, to help us determine who will be most significantly affected by the cumulative impact. The focus of our work going into 2020-2021 is to use the information to target the roll-out of the Childcare Offer and to direct some of our employability efforts towards specific groups of people.
- National Participation Charter - our Youth Service and The Think Family Partnership were the first in Wales to sign up to the National Participation Charter and have received the coveted National Participation

Kitemark for the way they encourage children and young people to have their say in the design and planning of the services they deliver.

- Youth Mayor – the young people of Neath Port Talbot elected their first ever Youth Mayor and Deputy Youth Mayor, who will be the voice for all children and young people across the county borough and will also shadow the Mayor of Neath Port Talbot at a number of pre-determined Civic duties.
- Safe Leave Policy - in continuing with the implementation of our 'Healthy Relationships for Stronger Communities Strategy' we became the first local authority in Wales to implement a 'Safe Leave' policy for staff who are affected by any form of Domestic Abuse, allowing them the opportunity to access support services, legal advice, alternative housing or medical help in a safe, planned way.

In addition our wellbeing objectives and improvement priorities in the Corporate Plan reflect our commitment to address the issues we face in Neath Port Talbot. Our vision and values set the standard for our work:

- We want our county borough to be a place where everyone has an equal chance to get on in life – a place where people want to live, learn and work and bring up their family
- We will celebrate diversity in all of its forms and work tirelessly for greater equality in all of our communities.

This is further expressed by our commitment in this iteration of our Strategic Equality Plan:

'To reduce inequality and tackle the causes of inequality'

The Equality and Community Cohesion Group, consisting of senior officers of the Council, the police and representatives of local equality groups, organisations and communities has been instrumental in the development of the draft equality objectives and proposed actions.

In developing the equality objectives we considered various national and local research findings; latest data available to the Council and issues raised by local equality groups during meetings of the Equality and Community Cohesion Group.

Local research was carried out with members of the Black and Minority Ethnic (BME) community, people with experiences of low income, disabled people, members of the Gypsy and Traveller community and communities in general. A number of common threads were identified throughout the process, including hate crime/incidents, poverty and barriers when accessing services, which have been incorporated into the equality objectives.

#### Evidence and data

The following are some of the key documents referred to in the development of the equality objectives:

**Is Wales Fairer?** - The Equality and Human Rights Commission's '[Is Wales Fairer?](#)' Report has been a key source of data to inform the development of the draft equality objectives. It is the most comprehensive review of how Wales is performing on equality and human rights. The Report focuses on six themes: Education, Health, Personal Safety, Living Standards, Employment and Participation and these appear to reflect those areas which have been highlighted locally. As a result we have adopted these themes for our draft equality objectives.

**Healthy Relationships for Stronger Communities Strategy** - The revised Healthy Relationships for Stronger Communities strategy outlines the priority areas and strategic direction around healthy relationships and the implementation of the Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015 within Neath Port Talbot. Developed with a wide range of partners and survivors with the aim of tackling all forms of violence in relationships, the achievable actions will help us to achieve our long term vision:

*“To prevent and eradicate gender based violence by promoting: equality; safety; respect; and, independence to enable **everyone** to live free from abuse and the attitudes that perpetuate it.”*

**Chwarae Teg Fair Play Employer Scheme** - We are working with the Chwarae Teg as part of the [Fair Play Employer Scheme](#). The Scheme supports organisations to develop gender equality action plans, using analysis of available workforce data, consideration of employer practices, matched to evidenced best practice recommendations, including actions to reduce gender pay gaps. Chwarae Teg has assessed our gender equality policies and practices, including a survey of staff and awarded us the Silver Award for Gender Diversity. This award recognises that the Council has a clear commitment to making a difference to the recruitment, retention and progression of women in the workplace.

**Neath Port Talbot Poverty Symposium** - A multi-agency Poverty Symposium was held in September 2019 and brought together practitioners from a range of organisations, to identify opportunities for improving the way that services and support are delivered to people on low incomes across Neath Port Talbot. The event explored the causes of poverty, the impact of welfare reform, the day-to-day experiences of poverty in our communities, the increase in poverty in working households and the relationship between income and well-being.

The information from the Poverty Symposium is being used to inform the development of a multi-agency strategy to outline what needs to be done to improve the lives of those living on a low income in Neath Port Talbot.

**Community Cohesion Survey** - This survey, undertaken with residents of Neath Port Talbot during 2019, provided insight into the dynamics within our communities. It highlighted the complexities of people’s feelings and experiences particularly when accessing public sectors services, engaging with people from other backgrounds and as victims of hate incident/crime. It was also apparent that underlying issues of austerity and multiple deprivations contributed to negative views and positions.

**Stickability: Supportive Services for Gypsy and Traveller Communities in Neath and Port Talbot** - This community-based evaluation, conducted in early 2019, to explore the question ‘What could be different in how

Neath Port Talbot (NPT) local area services support local Gypsy and Traveller communities'? Commissioned by the Council and undertaken by Wales School for Social Care Research at Swansea University, the research sits in the context of a commitment to better understand and respond to the disadvantage and exclusion faced by Gypsy and Traveller communities. Interviews with both local community members and service providers have provided invaluable insight which is currently being considered to determine how best to address issues.

**Community Profile** - The aim of the community profile exercise was to understand the makeup of BAME (Black Asian and Minority Ethnic) Communities in Neath Port Talbot and any issues and challenges that they experience. The exercise involved analysing census data and data collected by Neath Port Talbot schools, as well as extensive work engaging with communities across the county borough. Various issues/concerns were raised during the exercise and these are being addressed through the work of the NPT BME (Black and Minority Ethnic) Community Association as well as informing the Strategic Equality Plan.

**Time to Change Wales Campaign Employer Pledge** - Time to Change Wales is a national campaign to end the stigma and discrimination faced by people with mental health problems. By committing to the [Time to Change Wales Campaign's Employer Pledge](#) the Council has publically declared that we as an organisation want to step up to tackle mental health stigma and discrimination. The associated action plan provides a framework for us to support employees with their mental health as well as support for training and access to a range of resources.

**Smart and Connected - A Revised Digital Strategy** - Our [Smart and Connected Strategy](#) focuses on three strategic priorities: transforming the way we deliver our functions/services and increasing use of the Council's on-line functions/services by residents; contributing to the development of favourable conditions for economic growth in the county borough and embracing a "digital first" approach to the way we support our workforce.

A key element of the strategy is to reduce digital exclusion - something that impacts on people who share protected characteristics

**Making Wales the best place in the world to grow older** - This [strategy](#) sets out the Older Person's Commissioner's vision of older people in Wales and her priorities for 2019-2022. The Commissioner's vision of Wales as '...the best place in the world to grow older' is supported by three priorities: taking action to end ageism and age discrimination; stop the abuse of older people and enable everyone to age well.

**Making Money Work** - This research, undertaken by Toynbee Hall and Tai Tarian, provided an insight into people's lived experience of being on low income in Neath Port Talbot. The findings and suggested solutions have played a key role in the work being undertaken as part of the anti-poverty agenda, with participants continuing to be involved.

**Council's Website Audit** - We commissioned a disability audit of the top ten most frequently used web pages to identify how we can improve access to services for those residents who have disabilities. A report on the findings has since been received and work is being undertaken to address the issues identified.

**Community of Practice** - The first Community of Practice (CoP) on Involvement and Engagement event was held in September 2019. The Community of Practice was established not just to consult with but to involve our communities and partner agencies from the outset in the work that we do to help us shape proposals before wider public consultation exercises. The event gathered over 28 key partners with representatives of range of groups including, children and young people, carers, people with disabilities, Welsh speakers and partnerships.

**Equalities in Employment** - Our latest [Annual Equalities in Employment Report](#) provides information collected and published as part of our legal requirements under equality legislation. This annual snapshot, disaggregated by protected characteristics and by specified categories, provides an overview of our workforce.

**Gender Pay Gap** - In our latest [gender pay gap report](#) the difference between the average pay of the men and women who work in the Council was 3.93% as at March 2019. Although reduced from 4.21% (March 2018) we were committed to reducing this further and so joined Chwarae Teg's Fair Play Employer Scheme in February 2019, to support us in delivering gender equality in our workplaces and achieve all the benefits of a truly

balanced workforce. With Chwarae Teg's support we have developed a Gender Equality Action Plan, which includes specific actions to reduce the Council's Gender Pay Gap.

**Welsh Language** - Working to meet the requirements of the Welsh language standards is key to our work and while we do not always get it right we are committed to the principle of the Welsh Language Measure 2011. Providing a Welsh language service with a limited number of Welsh speakers is challenging. However, we are continually looking at ways to overcome this in order to provide a more effective and responsive service. Our [Welsh Language Standard Annual Report 2019-2020](#) provides additional information on how we are meeting the standards while progress for the period October 2018-September 2019 on the Welsh Language Promotion Strategy can be found in the [progress report](#).

**United Nations Convention on the Rights of the Child** - This international agreement sets out the civil, political, economic, social and cultural rights of every child, regardless of their race, religion or abilities. We continue to be mindful of the requirements of the Convention particularly when developing our policies and services. A child's basic right to be protected from violence and abuse, to receive an education that enables them to fulfil their potential and to express their opinions and be listened to have formed the basis of our work.

**NPT Armed Forces Covenant** – As part of our commitment to the [Armed Forces Covenant](#), our Armed Forces Covenant Liaison Officer (who works across Neath Port Talbot, Swansea and Bridgend) has been key to the various initiatives and projects undertaken in the county borough and regionally; these included the Neath Port Talbot Mayor's Armed Forces Festival, armed forces awareness training, armed forces village and flag raising at the Wales Air Show.

As part of our Healthy Relationships for Stronger Communities Strategy, we are working with representatives from local organisations who support victims of domestic violence and our armed forces community to better understand and support victims and perpetrators amongst families of a serving member of the armed forces or a veteran. We have recognised that women from Commonwealth countries who have married service personnel

may experience particular difficulties in their relationship and are working with BAWSO (an organisation that supports women of ethnic backgrounds who experience domestic abuse) to better understand the issues.

Improvements to our understanding of the impact and manifestation of Post Traumatic Stress Disorder has been a feature in our training programme and as a consequence appropriate reasonable adjustments at our reception areas have been identified to improve accessibility.

**Neath Port Talbot Corporate Plan** – our [Corporate Plan](#) sets out our vision and describes the kind of Council we want to become. To achieve our vision, we have set ourselves the following three ambitious well-being objectives:

- To improve the well-being of children and young people: *“All of our children and young people have the best start in life, so they can be the best they can be”*
- To improve the well-being of all adults who live in the county borough: *“Everyone participates fully in community life – socially and economically”*
- To develop the local economy and environment so that the well-being of people can be improved: *“The whole of Neath Port Talbot county borough will be a vibrant, healthy and safe place to live, work and enjoy recreational time”*



## Monitoring and Review

Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 requires the Council to publish an annual report of progress made in meeting its equality objectives. The first annual report on this new Strategic Equality Plan, will be for the period 2020-2021 with an anticipated publication date in Autumn 2021.

As our Corporate Plan contains actions and improvement priorities that complement those identified to meet the equality objectives, we will report on progress against these Plans simultaneously in order to provide a more holistic assessment of progress.

The annual report will be reported to Cabinet Scrutiny Committee and Cabinet and once approved will be published on our website and communicated using a range of different media in line with our Corporate Communications and Community Relations Strategy. The annual report will be made available in alternative formats on request.

The corporate Equality and Community Cohesion Group, consisting of representatives of local equality groups, the police, officers and members of the Council, will be responsible for keeping the equality objectives and actions under review as well as monitoring progress.

We will develop appropriate performance indicators to measure the outcomes for each objective and these will be published along with actions to meet the objectives later in the year. Performance indicators will be kept under review to ensure that they are remain fit for purpose.

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**Strategic Equality Plan 2020-2024: Actions to meet the Equality Objectives**

**Education** - to ensure children and young people are the best they can be

Priority	The actions we will take to meet the priority
<p><b>1.1</b> All Children and Young People will have improved levels of attainment</p>	<p>We will work with schools to identify those children who require specific support at foundation phase and key stages.</p>
	<p>We will provide targeted support to families in need, including Armed Forces families, to reduce the potential for children to have an adverse childhood experience</p>
	<p>We will continue to work with schools and other relevant settings to support and provide access work experience, training and professional development opportunities for those who are at risk of becoming not in education employment or training (NEETs) post 16</p>
	<p>We will work with schools to ensure all pupils, particularly those from low income families and those where Covid-19 has had particular impact, can access appropriate digital devices</p>
	<p>We will work with schools to identify those children who require enhanced non academic support as a consequence of the impact of COVID-19 to help them to fulfil their potential</p>

Priority	The actions we will take to meet the priority
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Priority	The actions we will take to meet the priority
<p><b>1.2</b> All children of school age will have improved wellbeing and a greater sense of belonging</p>	We will continue to work with pupils, parents/carers and schools to reduce the number of instances of non-attendance and exclusions in all our schools
	We will continue to work with parents/carers of pre-school children to ensure that they are prepared for school
	We will collect data from schools and support schools to address bullying and harassment in all its forms and work with them to address trends/issues
	We will work with schools and other relevant settings to support pupils who are victims of bullying and work with perpetrators of bullying
	We will continue to work with schools and other relevant settings to ensure that their learning environments are safe and nurturing, where there is respect and due regard to equality, diversity and inclusion
	We will work with schools to explore the benefits of employing family liaison officers or similar roles, including a cluster approach, out of delegated budgets in order to support pupils and parents to overcome challenges that impact negatively on learning and wellbeing.
	We will work in partnership with schools and local organisations to ensure our children and young people 'are knowledgeable about their culture, community, society and the world now and in the past and respect the needs and rights of others, as a member of a diverse society'.
	We will work with schools and local organisations to ensure teaching of the new curriculum reflects the multiethnic nature of Wales

**Health and Wellbeing** - to promote wellbeing and good mental health and tackle mental health stigma and discrimination

Priority	The actions we will take to meet the priority
<p><b>2.1</b> Our Staff will be supported and appropriate services promoted</p>	As an employer we will raise awareness of mental health and support services
	As an employer we will update and implement policies to address mental health in the workplace
	We will provide information to employees about mental health and signpost to support services
	We will continue to implement our Time to Change Wales Employer Pledge Action Plan
	We will provide training and resources for staff to help raise awareness of mental health issues and help reduce the stigma associated with mental health
<p><b>2.2</b> Our Children and young people can access appropriate support</p>	We will redesign our systems relating to Emotional, Mental Health Wellbeing support to provide a simpler integrated access to services

Priority	The actions we will take to meet the priority
<p><b>2.3</b> Our Communities that need support will be able to access appropriate services</p>	<p>We will honour our commitment to the Armed Forces Covenant, ensuring that no veteran, or family member of serving personnel or a veteran, is disadvantaged by their service, when accessing health and wellbeing support and services</p>
	<p>We will contribute to the Public Services Board's work to reduce suicide rates in the county borough</p>
	<p>We will provide information to the public about mental health and signpost to support services from our website</p>
	<p>We will work with Public Health Wales and Swansea Bay University Local Health Board to help address the impact of COVID-19 on health and social care staff</p>
	<p>We will work within the regional NHS Test, Trace, Protect (TTP) Service to engage all people, including those with protected characteristics in the health protection programme and we will also ensure that all people who need to access the TTP service can do so, ensuring access caters for all</p>

**Personal Safety** - to ensure people and communities are safe, respected and free from violence and abuse

Priority	The actions we will take to meet the priority
<p><b>3.1</b> People feel safe in their homes</p>	<p>We will increase the reports of Violence Against Women, Domestic Abuse and Sexual Violence in Neath Port Talbot, through awareness raising and challenging attitudes</p>
	<p>We will increase awareness in children and young people of the importance of safe, equal and healthy relationships and that abusive behaviour is always wrong</p>
	<p>Provide all victims with equal access to appropriately resourced, high quality, needs led, strength based, gender responsive services across Neath Port Talbot</p>
<p><b>3.2</b> People feel safe in the community</p>	<p>We will work with members of local equality groups, partners and our communities to encourage the reporting of hate incidents/crime and ensure people get support which is fit for purpose</p>
	<p>We will support the use of the BME Community Association Access Card (to help breakdown language barriers when accessing service)</p>
	<p>We will support the BME Community Association to build on the work already undertaken in the Community Profiling exercise as well as to extend its scope</p>
	<p>We will develop an action plan in response to the feedback from the Community Cohesion Survey</p>
	<p>We will continue to work with the BME Community Association to further understand the lived experiences of members of our BAME communities, particularly in relation of their experiences of hate incidents/crimes</p>



**Employment** - to ensure our workforce is more reflective of our community, our policies are fair and equitable and gender pay gaps are reduced

Priority	The actions we will take to meet the priority
<p><b>4.1</b> Our workforce reflects our diverse communities and is supported by our policies</p>	<p>We will ensure a fair and transparent recruitment and selection process that encourages a wider talent pool and facilitates a more equal gender balance</p>
	<p>We will promote, facilitate, analyse and monitor flexibility in the workplace at all levels, to enable women to progress and to ensure compatibility with a multi-generational workforce</p>
	<p>We will collect and monitor data in more depth related to flexible working</p>
	<p>We will scrutinise the Shared Parental Leave uptake to monitor gender balance and encourage uptake across genders</p>
	<p>We will, in the spirit of the Armed Forces Covenant, include a guaranteed interview scheme for recently discharged members of the Armed Forces.</p>
	<p>We will consider how our policies and practices impact on our staff who are employed on zero hours and part time contracts</p>
	<p>We will develop a BAME Equality and Diversity Action Plan, developing a set of evidenced based actions with the aim of improving equality and diversity amongst the Council's workforce</p>

Priority	The actions we will take to meet the priority
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	We will work to improve our Corporate Culture, to ensure each member of staff is valued and respected
	We will work with staff to determine the appetite to form a BAME Employee Forum to help ensure voices are heard
	We will offer opportunities to young people not in employment, education or training (NEETs) to help them gain experience and skills in order to enter the world of employment
	We will revisit staff training on equalities, particular re-visiting people's understanding of disability, including non-visible disabilities
<b>4.2 Our Gender Pay Gaps are reduced</b>	We will implement the Fair Play Employer Scheme Gender Diversity Action Plan
	We will address the gender pay gap within the Council by implementing the Fair Play Employers Action Plan

**Participation** to ensure services are accessible for all and people and communities are able to better influence decisions that affect them

Priority	The actions we will take to meet the priority
<p><b>5.1</b> Our services, digital and traditional, are accessible to all</p>	We will continuously review and update our website to improve its accessibility
	We will work to address the barriers people and organisations face to participate on-line
	We will work to identify the opportunities across the County Borough for citizens to improve their digital skills and understanding
	We will work through the Community Safety Partnership and the Safeguarding Board to prevent Cybercrime and protect people against exploitation
	We will improve physical access to the committee facilities in both Neath and Port Talbot Civic Centres
	We will ensure that the many services available to the Armed Forces Community are accessible on line, but also by telephone through the Veteran Gateway.
	We will work with local businesses and organisations to explore alternative arrangements in accessing retail services for those experiencing difficulties due to limited digital access etc.

Priority	The actions we will take to meet the priority
	We will continue to support the key principles as contained in the Local Government and Elections (Wales) Bill: including programmes to support disabled candidates standing at elections, and the production of a public participation strategy

Priority	The actions we will take to meet the priority
5.2 Our communities will enjoy increased social and community cohesion	We will support local groups, including the BME Community Association, to develop community activities and events
	We will further develop our links with our faith communities
	We will provide information and a signposting service for those who wish to learn English and/or Welsh
	We will develop/strengthen policies to respond to an aging population and support the formation of a new group to address this
	We will work with members of the Trans community to help raise awareness
	We will develop a rights based approach to our work, with a focus on children's rights working with Youth Mayor, Youth Council amongst others
	We will establish engagement mechanisms, for example a new Citizens' Panel, and use responses to ensure that the Council's policy making and service development is informed by what matters to people

Priority	The actions we will take to meet the priority
	We will work with organisations that support the Armed Forces Community to help reduce isolation and loneliness, which is felt by many when they leave the services or by a member of the family when the serving family member is deployed on active service or training

Priority	The actions we will take to meet the priority
	We will implement the action plan in support of the Digital Charter Award for which we have recently been recognised
	We will work in partnership with relevant groups to address our shared history and explore ways to better express this within our communities
	We will support local small businesses in implementing the ever changing requirements of the Welsh Government's guidelines in response to the COVID-19 outbreak

**Living standards** - to work to reduce poverty and support independent living

Priority	The actions we will take to meet the priority
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<b>6.1</b> People and communities will benefit from interventions to alleviate poverty	We will develop an action plan to address the issues for those with low net disposable income.
	We will embrace the new socio economic duty
	We will ensure those families entitled to free school meals continue to receive support throughout the school holidays in line with Welsh Government guidelines.
	We will work with local organisations and local businesses to explore how to maintain access to appropriate cultural foods during periods of restricted movement/lockdown going forward.
<b>6.2</b> People will benefit from programmes and support to live as independently as possible	We will support the Regional Partnership Board to develop and continue to provide a sustainable range of services that meet demand, enabling individuals to remain at home maintaining their independence for as long as possible receiving appropriate support at times of need
	We will continue to help people to learn and interact with others so they can be part of their communities
	We will help support people to live as independent a life as possible

<b>Priority</b>	<b>The actions we will take to meet the priority</b>
	We will consider the continuation of the Safe and Well scheme to help support vulnerable members of our communities

	We will improve communications with our vulnerable groups through a wide range of formats to better inform and support them to live as full a life as possible during the current coronavirus outbreak
<b>6.3</b> Transport links are maintained or enhanced	We will support community transport initiatives
	We will lead the regional transport work with the Swansea Bay City Deal

**Measures**

The measures will be reassessed as actions are reviewed and further developed and will be amended or replaced as appropriate.

## Education

- Number of school leavers that go into further education, employment, training (disaggregated)
- Key stage attainment (disaggregated)
- Reduction in the number of exclusions/forced home schooled/ transfers to other schools (disaggregated)
- Number of incidents of bullying in schools — primary and secondary (disaggregated)
- Number of schools which regularly involve faith/ethnic/disabled groups in lessons/assemblies
- Number/percentage of children who consider their understanding of different faiths/ethnicity and disability has improved following such involvement

## Health and Well-being

- Number of children and young people are accessing emotional support/counselling services
- Number of children/adults/older people report they are happy
- Number of reports of suicide
- Number of days lost due to stress related sickness
- Number of referrals through the 'front door' of social services

## Personal Safety

- Number of people accessing IDVA/support services
- Increase or decrease in reporting incidents of domestic abuse



- Increase or decrease in the reporting of hate crime
- Number of people who report they feel safe
- **Cyber crime** – appropriate measure to be considered
- **Hate crime and resolution** - appropriate measure to be considered
- People feeling part of their community (national survey for Wales)

### **Employment**

- Equality data – information from the Annual Equality in Employment Report
- Number of people who have taken up opportunities with the Council on employment schemes such as Kickstart
- Gender pay gap - information from the Annual Equality in Employment Report
- Number of staff joining staff fora

### **Participation**

- Number of Council services accessed online
- Number of people accessing Council online services

- Number of people participating in Council customer surveys and questionnaires
- Number of people accessing 'free' services/Community groups; New groups/initiatives created; Local Area Coordinator activity

### **Living Standards**

- Number of people who require residential care
- Number of carers known to Social Services
- Number/percentage of children accessing free school meals
- Number/percentage of Department of Work and Pensions appeals tribunals supported by the Welfare Rights Unit and won
- Number of people supported through the Welfare Rights Unit
- Number of people helped with training and more opportunities for employment
- Child poverty data levels
- Number of people accessing food banks

Extract

Cabinet

17 September 2020

**Report Title:** Strategic Equality Plan 2020-2024

**Integrated Impact Assessment**

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

An overview of the Integrated Impact Assessment has been included below in summary form only and it is essential that Members read the Integrated Impact Assessment, which is attached to the report at Appendix 3, for the purposes of the meeting.

As a result of widespread changes in circumstances since March 2020 due to the global pandemic, the killing of George Floyd and the intensification of the Black Lives Matter movement it has been apparent that a refocus of our work was necessary. This being the case the equality objectives and actions were reviewed taking into account evidence of the impact the pandemic has had/continues to have on Black, Asian and minority ethnic communities and others who share protected characteristics. Although the equality objectives were deemed relevant the proposed actions did not adequately address the current situation.

Consequently the latter stages of the impact assessment has concentrated on the equality objectives including the subsequent conclusion.

The whole ethos of the Strategic Equality Plan and the equality objectives is to eliminate discrimination, harassment and victimisation as well to advance equality of opportunity between different groups. The equality objectives were developed with this in mind and as such will help address inequalities experienced by members of our various communities.

As a result of our continued work on improving the availability and quality of our services through Welsh there is potentially a positive impact in relation to opportunities to use the Welsh language.

There will be no adverse effect on biodiversity or Eco-system resilience

There will be a positive impact in relation to the Wellbeing of Future Generations as the equality objectives have been developed in line with the five ways of working.

## 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	Rhian Headon	Corporate Policy Office - Equality and Welsh Language	17.12.19
Version 2	Rhian Headon	Corporate Policy Office - Equality and Welsh Language	03.03.20
Version 3	Rhian Headon	Corporate Policy Office - Equality and Welsh Language	25.08.20

### 1. Details of the initiative

	<b>Title of the Initiative: Strategic Equality Plan – Equality Objectives</b>
<b>1a</b>	<b>Service Area:</b> Corporate Policy Unit
<b>1b</b>	<b>Directorate:</b> Chief Executive’s Office
<b>1c</b>	<p><b>Summary of the initiative:</b></p> <p>The Strategic Equality Plan contains the Council’s Equality Objectives along with information on how the Council will address equality issues, promote equality amongst staff and the public as well as meeting the legal requirements of the Equality Act 2010 and the Public Sector Duties 2011.</p> <p>The first stage in the production of the Strategic Equality Plan is the development of the objectives along with the identification of associated potential actions. With the implementation of the objectives our aim is to reduce and tackle the causes of inequality.</p>

1d	<p><b>Who will be directly affected by this initiative?</b></p> <p>Those who share protected characteristics of age, race, disability, sex, sexual orientation, gender reassignment and religion/belief.</p> <p>It is likely that carers and possibly women who are pregnant/on maternity may be affected indirectly.</p>
1e	<p><b>When and how were people consulted?</b></p> <p><b>Initial Development</b> – an event was held with the Community of Practice for Engagement and Involvement to obtain an insight into what was important to the groups they regularly engage with. The feedback from this event, along with the themes from the ‘Is Wales Fairer?’ was to be considered by the various groups as part of a pilot with the Community of Practice, however no feedback was received.</p> <p>Based on both quantitative and qualitative evidence draft objectives were developed by the Equality and Community Cohesion Group.</p> <p><b>Public Consultation</b></p> <p>Public consultation on the Council’s draft equality objectives and potential actions was undertaken from 16 January to 20 February 2020.</p> <p>View could be submitted via a self-completion questionnaire published on the Council’s web site and via a consultation packs, including a hard copy of the questionnaire, in libraries and civic centres</p> <ul style="list-style-type: none"> <li>• promotion via a press release</li> <li>• promotion via the Council’s corporate social media accounts messages</li> <li>• promotion and engagement via the Equality and Community Cohesion Group</li> <li>• promotion and engagement via Community of Practice on Innovation and Engagement</li> </ul>
1f	<p><b>What were the outcomes of the consultation?</b></p> <p><b>Initial Development</b> – the pilot engagement work with the Community of Practice unfortunately did not provide feedback to help shape the objectives. However, using evidence already available and pertinent to the local need, including data held but the Council, local and national initiatives, recent local research findings, national research as well as people’s lived experiences, it has been possible to draft equality objectives. However, these will be tested during the public consultation.</p> <p><b>Post Consultation</b></p>

A total of 46 responses were received all via the online survey, with:

- 44 in English and 2 in Welsh
- The majority of responses (where indicated) came from Port Talbot and the surrounding area.
- A high majority of respondents agreed/strongly agreed with each of the equality objectives.

Given the level of support for the equality objectives from respondents it was not considered necessary to make amendments.

Had circumstances remained unchanged some amendments to the proposed actions would have taken place. However, as circumstances have now overtaken the process the proposed actions are no longer considered relevant and will not be included in the Strategic Equality at this time.

#### **25.08.20**

In response to the disproportionate impact of the pandemic on Black, Asian and minority ethnic communities along with the stark realities of injustices brought to the world's attention over recent months a review of the equality objectives and proposed actions have been undertaken.

Taking into account evidence and reports widely reported as well as the views of the local BME Community Association it is considered that the equality objectives remain relevant but actions to meet them in the current circumstances required further development.

## 2. Evidence

### What evidence was used in assessing the initiative?

Data available from the Census 2011 - attached

Various local regional and national research documents; for example Community Profile - NPT BME Community Association; Community Cohesion Survey; Smart and Connected - A Revised Digital Strategy; 'Making Money Work (people's lived experience in Neath Port Talbot)' – research undertaken by Toynbee Hall and Tai Tarian; 'Is Wales Fairer?' – Equality and Human Rights Commission.

## 3. Equalities

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

Protected Characteristic	+	-	+/-	Why will it have this impact?
Age	✓			<p>It is anticipated that the impact will be positive on children and young adults, as well as older people.</p> <p>Children and Young People – working to improve educational attainment, non-attendance and exclusions as well as to address bullying in schools will ensure pupils will achieve their full potential. The challenges faced by many prior to school is a key factor to achievement. By working to meet the objectives we and, where appropriate, our partners will endeavour to reduce obstacles to learning as well as ensuring children and young people and their families are supported throughout their school life to have the best outcomes possible.</p> <p>Older people – our aging population is increasing and our work as an individual organisation and in partnership to support people remain independent for as long as possible is anticipated to have a positive impact. As a result of the implementation of actions under the various objectives positive impacts for older people are likely.</p> <p><b>Post consultation</b></p>



			<p>The positive impacts in relation to children and young people were echoed by respondents; predominantly in relation to education.</p> <p>The matter of age discrimination was identified and although not explained it is assumed this is in relation to employment (as it was linked to equal pay).</p> <p>The aim of the equality objectives is to improve children and young people's opportunities and outcomes. It is anticipated that the employment objective will address real and/or perceived discrimination through adherence to and development of relevant policies and practices.</p>
Disability	✓		<p>Working with partners to tackle hate incidents/crimes will help provide safer and more inclusive communities which will impact positively on those who have been subject to such victimisation due to their disability.</p> <p>By focusing on mental health within the workplace we will provide support for those who experience mental health and help remove the stigma associated with it.</p> <p>Access remains an issue for many but by working with groups to identify where improvements can be made, for example to our website and our committee rooms as well as in the digital arena we will be able to tackle and help reduce inaccessible services and communication.</p> <p><b>Post consultation</b></p> <p>Respondents highlighted positive impacts on their or their families' lives. The objectives would provide opportunities for many. Actions to meet the objectives will be key to ensure that positive impacts are realised.</p>
Gender reassignment	✓		<p>It is anticipated that the objectives will impact positively on the trans community – by helping dispel negative attitudes through awareness raising, opportunities for greater participation and community cohesion.</p> <p><b>Post consultation</b></p> <p>While some respondents identified there being positive impacts for this characteristic no details as to why were provided. The majority of respondents considered there would be no impact for them or their families.</p>
Marriage & civil partnership		✓	<p>Impacts on this group is unknown at this time but will be tested during consultation.</p> <p><b>Post consultation</b></p>

			<p>While some respondents identified there being positive impacts for this characteristic no details as to why were provided. The majority of respondents considered there would be no impact for them or their families.</p>
Pregnancy and maternity		✓	<p>Impact on this group is unknown at this time it but will be tested during consultation. However, it is possible that there will be positive indirect impacts as a result of our work to promote wellbeing and good mental health, to ensure our employment policies are fair and equitable and to reduce poverty.</p> <p><b>Post consultation</b></p> <p>While some respondents identified there being positive impacts for this characteristic no details as to why were provided. The majority of respondents considered there would be no impact for them or their families.</p>
Race		✓	<p>It has been apparent from the various pieces of national and local research that members of the BME Community have encountered negative experiences from being victims of hate crime/incidents, to language barriers when accessing services. By addressing the personal safety and living standards objectives it is likely that the community will be impacted positively.</p> <p>In addition it is likely that the education and health and wellbeing objectives will have positive impacts for children and young people and their families while the employment objective will ensure we have policies and practices in place to encourage a workforce that better reflects our communities.</p> <p><b>Post consultation</b></p> <p>Respondents highlighted positive impacts on their or their families' lives. While objectives would provide opportunities for many actions to meet the objectives will be key to ensure that positive impacts are realised.</p> <p>However, one respondent commented that 'As a non-Welsh person living and working in Wales, I already feel discriminated against by Welsh Government policy and practice'. It will be incumbent on the Strategic Equality Plan and the equality objectives to address such feelings to ensure opportunities are afforded to all regardless of their race or other characteristics and to ensure communities do not become divisive.</p>

Religion or belief	✓		<p>Working more closely with our faith communities we will be in a position to better understand issues faced as a result of their faith which will improve the support, advice and service we are able to provide.</p> <p><b>Post consultation</b></p> <p>While some respondents identified there being positive impacts for this characteristic no details as to why were provided. The majority of respondents considered there would be no impact for them or their families</p>
Sex	✓		<p>The objectives aim to address the inequality experienced by many due to their sex. Our work in relation to gender pay will help alleviate and in time eradicate the imbalance between the genders as well as providing a foundation for future work in relation to unequal pay gaps.</p> <p>Although it is predominantly women who experience domestic abuse in NPT the number of male victims is increasing and it is recognised that there is limited support and advice available to them. This has been identified in the Healthy Relationships for Safer Communities Strategy that is currently being revised.</p> <p>The gap in educational attainment between boys and girls, at its most basic level, is continuing. By working with schools we aim to put in place support and practices to address as well as ensuring families are also supported.</p> <p><b>Post consultation</b></p> <p>Respondents highlighted positive impacts on their or their families' lives; gender pay equality was cited by respondents (where identified) as the reason.</p> <p>While objectives would provide opportunities for many, actions to meet the objectives will be key to ensure that positive impacts are realised.</p> <p>However, the majority of respondents considered there would be no impact for them or their families.</p>
Sexual orientation	✓		<p>Our evidence indicates that the number of reports of hate crime/incidents for this particular group remains high, which appears to be supported by the responses received in the Community Cohesion Survey. It is anticipated that the implementation of the objectives will have a positive impact in helping reduce the numbers of instances.</p> <p><b>Post consultation</b></p>

				While some respondents identified there being positive impacts for this characteristic no details as to why were provided. The majority of respondents considered there would be no impact for them or their families.
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**What action will be taken to improve positive or mitigate negative impacts?**

Consultation is required to identify actual impact, particularly in relation to the protected characteristics of Marriage & Civil Partnership and Pregnancy and Maternity, and to explore potential mitigating actions for consideration

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

<b>Public Sector Equality Duty (PSED)</b>	<b>+</b>	<b>-</b>	<b>+/-</b>	<b>Why will it have this impact?</b>
To eliminate discrimination, harassment and victimisation	✓			The whole ethos of the Strategic Equality Plan is to eliminate discrimination, harassment and victimisation as well to advance equality of opportunity between different groups the implementation of the Plan will certainly progress this. Our commitment to engagement with different groups and communities in the development of the objectives has allowed greater understanding between groups, a shared sense of purpose, and a sense of increasing confidence to reduce inequality and tackle its causes.
To advance equality of opportunity between different groups	✓			
To foster good relations between different groups	✓			

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

Consultation is required to identify any actual impact and to explore potential mitigating actions for consideration

**4. Community Cohesion/Social Exclusion/Poverty**

	+	-	+/-	Why will it have this impact?
Community Cohesion	✓			Working with our various communities we will help provide support and assistance to those who experience isolation and exclusion due to language barriers, encourage community activities and events and help people participate via appropriate forms of engagement to ensure their voices are heard in the development of policies.
Social Exclusion	✓			It would appear from available research, that the many facets of social exclusion are either a direct or indirect consequence of a small number of circumstances, for example access to public transport and digital services etc., low income or debt, isolation or limited opportunities.  The various actions to meet the objectives go some way to help resolve these issues and provide opportunities for members of the various communities in Neath Port Talbot to take an active role (as far they may wish to) for their own benefit as well as for the community in which they live/associate with.
Poverty	✓			Addressing the causes and consequences of poverty will be a key feature of our work over the next few years especially based on the feedback from the Poverty Symposium and the various research projects undertaken locally and nationally. Over recent years we have become increasingly aware of the various aspects of poverty within our area and have identified work streams to address some of these; our work to address adverse childhood experiences is one such work stream.

				<p>The development of an Anti-Poverty Strategy will provide a structured approach for our work and identify areas where greatest impacts can be made for those most in need.</p> <p>The soon to be introduced socio economic duty will provide further impetus for this work and we will ensure we are able to meet its requirements.</p>
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**What action will be taken to improve positive or mitigate negative impacts?**

Consultation is required to identify any actual impact and to explore potential mitigating actions for consideration

**5. Welsh**

	+	-	+/-	Why will it have this effect?
What effect does the initiative have on: – people’s opportunities to use the Welsh language			✓	<p>Opportunities to use Welsh will continue for all ages and linguistic abilities. We will continue to raise awareness of the language along with cultural and historic awareness as an employer as well as to support other organisations/third sector groups to also do so.</p> <p>As a service provider we will continue to and work on improving the availability and quality of our services through Welsh.</p> <p>Opportunities for staff will continue to be promoted so that the Welsh language is treated no less favourably than the English Language.</p>
– treating the Welsh and English languages equally			✓	We will continue to treat Welsh no less favourably than English as required by the Welsh language standards.

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

Consultation is required to identify any actual impact and to explore potential mitigating actions for consideration

**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			✓	It is likely there will be no change as a result of this proposal
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.			✓	It is likely there will be no change as a result of this proposal

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

Consultation is required to identify any actual impact and to explore potential mitigating actions for consideration

## 7. Well-being of Future Generations

How have the five ways of working been applied in the development of the initiative?

Ways of Working	Details
i. <b>Long term</b> – looking at least 10 years (and up to 25 years) ahead	<p><b>Initial Development</b> - Although the timescales for the Equality Objectives are relatively short, 4 years, they have been developed in line with the following long-term Wellbeing Gola goals:</p> <ul style="list-style-type: none"> <li>• A more equal Wales</li> <li>• A Wales of cohesive communities</li> <li>• A Wales of vibrant culture and thriving Welsh language.</li> </ul>
ii. <b>Prevention</b> – preventing problems occurring or getting worse	<p><b>Initial Development</b> - It is anticipated that by working towards these objectives we will reduce and tackle the causes of inequality. The various plans and strategies linked to the objectives will further enhance this work</p>
iii. <b>Collaboration</b> – working with other services internal or external	<p><b>Initial Development</b> - The Equality and Community Cohesion Group, with a membership of council officers and representatives from a range of local equality groups has overseen and been actively involved in the development of the objectives. Various plans and strategies that are being/have been developed to meet both the Council’s individual responsibilities as well as those in partnership with others bodies informed their development.</p>
iv. <b>Involvement</b> – involving people, ensuring they reflect the diversity of the population	<p><b>Initial Development</b> - A range of varied sources have been used to inform the development of the objectives including life experiences of specific communities, the Equality and Community Cohesion Group, with a membership of council officers and representatives from a range of local equality groups. While greater involvement of people who share protected characteristics was planned these opportunities were not taken up in the initial stages. However, involvement/engagement will continue and any feedback will be taken into account prior to the objectives being finalised.</p>
v. <b>Integration</b> – making connections to maximise contribution to:	<p><b>Initial Development</b> - The equality objectives as developed will help meet the Council’s Wellbeing objectives and complement the priorities in the Council’s Corporate Plan</p>
<b>Council’s well-being objectives</b>	<p><b>Initial Development</b>            Well-being Objective 1 - To improve the well-being of children and young people            Well-being Objective 2 - To improve the well-being of all adults who live in the county borough</p>



	Well-being Objective 3 - To develop the local economy and environment so that the well-being of people can be improved
<b>Other public bodies objectives</b>	<p><b>Initial Development</b></p> <p>Objective 1: Support children in their early years, especially children at risk of adverse childhood experiences</p> <p>Objective 2: Create safe, confident and resilient communities, focusing on vulnerable people</p> <p>Objective 3: Put more life into our later years - Ageing Well</p> <p>Objective 4: Promote well-being through work and in the workplace</p> <p>Objective 6: Tackle digital exclusion</p>

## 8. Monitoring Arrangements

Provide information on the monitoring arrangements to:

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

### 25.08.20

The corporate Equality and Community Cohesion Group will be responsible for keeping the equality objectives under review as well as monitoring progress.

In light of changes in circumstances actions and measure will be developed and kept under review to ensure that they are fit for purpose.

As required by legislation progress on the equality objectives will be reported in an annual report.

## 9. Assessment Conclusions

Please provide details of the conclusions reached in relation to each element of the assessment:

	Conclusion
<b>Equalities</b>	There is a positive impact with the equality objectives contributing to our work to address inequality and tackle the causes of inequality experienced by particular groups within our society. Engagement with different groups and communities in the development of the objectives has allowed greater understanding between groups and fostered a shared sense of purpose.
<b>Community Cohesion/ Social Exclusion/Poverty</b>	The equality objectives will have a positive effect on the many facets that contribute to people's experiences of poverty and social exclusion and will potentially result in stronger communities, greater community involvement and participation thereby ensuring their voices are heard.
<b>Welsh</b>	As a result of our continued work on improving the availability and quality of our services through Welsh there is potentially a positive impact in relation to opportunities to use the Welsh language.
<b>Biodiversity</b>	There will be no adverse effect on biodiversity or Eco-system resilience
<b>Well-being of Future Generations</b>	There will be a positive impact as the equality objectives have been developed in line with the five ways of working

### Overall Conclusion

Please indicate the conclusion reached:

- **Continue** - as planned as no problems and all opportunities have been maximised
- **Make adjustments** - as potential problems/missed opportunities/negative impacts have been identified along with mitigating actions
- **Justification** - for continuing with the initiative even though there is a potential for negative impacts or missed opportunities
- **STOP** - redraft the initiative as actual or potential unlawful discrimination has been identified

Please provide details of the overall conclusion reached in relation to the initiative

As a result of widespread changes in circumstances since March 2020 due to the global pandemic, the killing of George Floyd and the intensification of the Black Lives Matter movement it has been apparent that a refocus of our work was necessary. This being the case the equality objectives and actions were reviewed taking into account new evidence of the impact the pandemic has had/continues to have on Black, Asian and minority ethnic communities and others who share protected characteristics. Although the equality objectives were deemed relevant the proposed actions did not adequately address the current situation.

Consequently the latter stages of the impact assessment has concentrated on the equality objectives including the subsequent conclusion.

The whole ethos of the Strategic Equality Plan and the equality objectives is to eliminate discrimination, harassment and victimisation as well to advance equality of opportunity between different groups. The equality objectives were developed with this in mind and as such will help address inequalities experienced by members of our various communities.

As a result of our continued work on improving the availability and quality of our services through Welsh there is potentially a positive impact in relation to opportunities to use the Welsh language.

There will be no adverse effect on biodiversity or Eco-system resilience

There will be a positive impact in relation to the Wellbeing of Future Generations as the equality objectives have been developed in line with the five ways of working.

## 10. 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?
Undertaken a public Consultation exercise to test the impact of the objectives on those who share protected characteristics.	Rhian Headon	February 2020	Feedback received
Consider responses and amend objectives where appropriate	Rhian Headon/Equality and Community Cohesion Group	March 2020	Consultation Report and any proposed amendments reported to and agreed for presenting to Cabinet Scrutiny /Cabinet by the Equality and Community Cohesion Group
Draft Strategic Equality Plan	Rhian Headon	February/March/ April 2020	Draft Plan including any revisions agreed for presenting to Cabinet Scrutiny /Cabinet by the Equality and Community Cohesion Group
Revision of equality objectives and actions in light of the impact of the global pandemic and Black Lives Matter movement	Rhian Headon/Equality and Community Cohesion Group	August 2020	Further revised equality objectives /actions included in the Strategic Equality Plan for presenting to Cabinet Scrutiny /Cabinet by the Equality and Community Cohesion Group.

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## 11. Sign off

	Name	Position	Date
<b>Completed by</b>	Rhian Headon	Corporate Policy Office - Equality and Welsh Language	25.08.20
<b>Signed off by</b>	<b>Karen Jones</b>	<b>Head of Service/Director</b>	<b>25.8.20</b>

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### CABINET

10 December 2020

#### Report of the Assistant Chief Executive and Chief Digital Officer– K. Jones

#### Matter for Monitoring

**Wards Affected: All Wards**

#### Comments, Compliments and Complaints Annual Report 2019/2020

#### Purpose of the Report

1. To provide an overview of the complaints, compliments and comments received during the period 1 April 2019 to 31 March 2020.

#### Executive Summary

2. Neath Port Talbot Council is a large organisation providing a variety of services and whilst every effort is made to carry out responsibilities properly and effectively, complaints can be made for various reasons.
3. Complaints provide valuable information about how we are performing and what our customers think about our services. Most people who complain tell us what we have done wrong and how we can do better. We use this feedback to improve our services, strengthen our relationships with customers and make better use of our resources. Publishing an annual report demonstrates the Council's commitment to transparency and a positive approach to acknowledging, investigating, responding to and learning from complaints.
4. The Council recognises that in order to meet the needs and concerns of the public, the monitoring of customer feedback is a valuable tool. We will continue to review complaints, compliments

and comments feedback and make changes to ensure that our complaints process remains customer focused to help the Council provide the best service possible.

5. The two stage complaints model recommended by Welsh Government operates in Neath Port Talbot Council and is set out in the Council's Corporate, Compliments and Complaints Policy which was approved by the Cabinet on 30<sup>th</sup> September 2020. This approach is practised by all Welsh Authorities.
6. The guiding principle underlying the policy is "investigate once, investigate well" with an emphasis on conducting one investigation to deal thoroughly with the concerns raised, rather than multiple investigations at differing levels of the Council.
7. As well as the two stages in the policy, complainants who are dissatisfied with the Council's response following completion of those stages can refer their complaint to the Public Services Ombudsman for Wales (PSOW) or another appropriate organisation for independent external consideration.
8. Corporate performance measures regarding complaints and compliments are an important part of the Council's Performance Management accountability and scrutiny processes.

### **Summary of performance 2019/2020**

9. **Stage 1 Complaints** - Despite a small increase in the number of recorded Stage 1 complaints from 136 in 2018/19 to 148 in 2019/20 and bearing in mind the extent of whole authority responsibilities, no systemic failings could be attributed to a particular service area from the instances reported and investigated.
10. The overall number of upheld/partially upheld complaints increased by one from 46 to 47. Where the complaint was upheld/partially upheld the lessons learned from the investigation should be applied by the relevant service areas to improve service delivery and customer satisfaction going forward. Considering the breadth of dealings across the council, it should be noted that the number of investigated complaints upheld/partially upheld was

relatively low with the majority being resolved or not upheld. A summary per directorate is provided in Appendix 1.

11. **Stage 2 Complaints** - Overall, the number of stage 2 complaints broadly remained the same as the previous year (reduced by 1 from 26 to 25), however there was an overall increase in the number upheld/partially upheld complaints which increased from 5 in 2018/19 to 11 in 2019/20.
12. Whilst there has been an increase, the numbers are still relatively small and no systemic failings could be attributed to a particular service area from the instances reported. Where the complaint was upheld/partially upheld, lessons learned from the investigation should be applied by the relevant service areas to improve service delivery and customer satisfaction going forward and to reduce recurrence of the same issue. A summary per directorate is provided in Appendix 1.
13. **Compliments** - Overall, the number of compliments has increased compared to the previous financial year from 285 in 2018/19 to 344 in 2019/20. The increase is largely due to 64 compliments being received by the Education, Leisure and Lifelong Learning Directorate's Wellbeing and Cynnydd Team, with Corporate Services seeing a small increase and Social Services Health and Housing and Environment Directorates seeing small reductions. The complaints officers continue to reiterate the need for services to ensure compliments and positive feedback are captured and acknowledged. More detail per directorate is provided in Appendix 1.

## **Background**

### **Two stage policy overview:**

14. **Stage One** - complaints that fall into this category are requests for a service that have not been actioned or properly dealt with. These complaints are handled by the staff and/or manager directly responsible for delivering the service with a response to be provided within 10 working days.

15. **Stage Two** - if a complainant is dissatisfied with the outcome of a stage 1 complaint, the complaint is then formally investigated by the designated complaints officer within the relevant directorate and a response provided within 20 working days. This includes a review of all relevant correspondence and often incorporates discussions with both the complainant and relevant officers from the service department concerned to enable a fuller response to be provided.
16. **Independent external consideration** – at the conclusion of stage 2, the complainant is made aware of the ability to refer their complaint to another organisation for external consideration e.g. the Public Services Ombudsman for Wales (PSOW). Before agreeing to investigate further, the Ombudsman should normally be satisfied that the matter has already been raised with the Council and that the Council has had a reasonable opportunity to investigate and respond in accordance with the two stage policy. Where this has not been done, the Ombudsman will usually refer the complaint back to the Council to provide an opportunity to attempt to resolve the complainant's concerns through the Council's own complaints processes first.

### **Reporting Processes**

17. Designated complaints officers in each service directorate provide advice to their colleagues to ensure appropriate and timely complaint responses for the relevant directorate in which they arise. The designated officers collate and submit quarterly information provided to them from service areas into the corporate performance management system (CPMS).
18. Quarterly compliments and complaints performance reports are produced from CPMS and reported to Cabinet and Cabinet Boards relating to services within their purview. Due to the COVID-19 pandemic quarter 3 - 2019/20 information was not reported to Cabinet, Education, Skills and Culture Cabinet Board and Regeneration & Sustainable Development Cabinet Board and quarter 4 - 2019/20 was not reported to Cabinet and the four Cabinet Boards.



## **Public Services Ombudsman Wales (PSOW)**

19. At Cabinet on 30<sup>th</sup> September 2020, the Head of Legal Services presented information contained in the PSOW Annual Report 2019/2020. For Neath Port Talbot Council, 22 complaints were received in 2019/2020 which was a decrease from 38 in 2018/2019.
20. Since April 2019, the Council's quarterly complaints data has been forwarded to the PSOW to enable an all Wales comparison.

## **Welsh Language Complaints**

21. The Council's Welsh Language Scheme was superseded by the imposition of the Welsh Language Standards in March 2016. The complaint process for Welsh Language matters operates differently to the way other complaints are handled – the legislative provision stemming from the 2011 Welsh Language Measure. This includes the need to keep a record in relation to each financial year of the number of complaints received relating to our compliance with the standards. During 2019/2020 there was an increase in the number of Welsh language complaints received; 8 complaints compared to 5 in 2018/2019. Of the complaints received 7 were via the Welsh Language Commissioner and 1 direct to the Council. Details of these complaints were included in the Welsh Language Standards Annual Report to Cabinet on 30<sup>th</sup> July 2020.

## **Unreasonable/Unacceptable Customer Behaviour**

22. When the actions and behaviour of a few customers are considered unacceptable, these are addressed by the relevant Head of Service. Reviews of unacceptable behaviour result in a contact protocol being implemented in accordance with the Unreasonable/Unacceptable Customer Behaviour Policy approved by Cabinet on 29<sup>th</sup> May 2019. Two protocols were in place during 2019/2020.

## **Financial Impact**

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

### **Integrated Impact Assessment**

24. An equalities monitoring form should be sent to the complainant when the outcome of a complaint is provided. The profile of complainants over the last year did not raise any known equality issues. However, to help provide a better insight in future, the complaints officers will seek additional information from the complainant when acknowledging complaints to help ensure no particular group is affected. The recent review of the Corporate Comments, Compliments and Complaints Policy incorporated the need to include consideration of reasonable adjustments if/when appropriate with the involvement of the Corporate Policy Officer for Equalities and Welsh Language

### **Valleys Communities Impact**

25. No implications.

### **Workforce Impacts**

26. Staff have been subjected to violent, aggressive and unacceptable behaviour on occasion. Line managers undertake risk assessments to help prevent such occurrences and to lower the impact of poor behaviour. Cross departmental information sharing helps to improve communications and preparedness to help frontline staff to anticipate difficult customer queries at the first point of contact.

### **Legal Impacts**

27. This annual report has been produced in line with the Council's two stage policy which is reflected in the body of this report.

### **Risk Management**

28. The profile of complaints made during the year, their resolution and lessons learned is taken into account when the Council's Annual Governance Statement is prepared. No systemic failings were identified by service areas or the designated complaints officers for complaints that were recorded, investigated and concluded in 2019/2020.

### **Consultation**

29. There is no requirement for external consultation on this item.

### **Recommendations**

30. For Members to monitor performance contained within this report.

### **Reason for Proposed decision**

31. Matter for monitoring – no decision required.

### **Implementation of decision**

32. Matter for monitoring – no decision required.

### **List of background papers**

33. None

### **Officer Contact**

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Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## How will we know we are making a difference (01/04/2019 to 31/03/2020)?

PI Title	Actual 17/18	Actual 18/19	Actual 19/20	Target 19/20	Perf. RAG
<b>Organisation</b>					
PI/511 - Council - % of complaints at stage 1 that were upheld/partly upheld	21.05	33.82	31.76	N/a	N/a
<p>47 of 148 for 2019/20 compared to 46 of 136 for 2018/19. There was an extra 12 complaints across the Council during 2019/20, the number upheld/partly upheld increased by 1. A summary breakdown per directorate is provided below:</p> <p>Chief Executive's and Finance and Corporate Services Directorate: Number of complaints upheld/partly upheld remains at 14 (compared to the previous year). There was an increase of 8 stage 1 complaints from 31 in 2018/19 to 39 for 2019/20.</p> <p>Education, Leisure and Lifelong Learning Directorate: The number of complaints for the directorate reduced from 8 in 2018/19 to 3 in 2019/20. None of the complaints were upheld.</p> <p>Social Service Health and Housing Directorate: There was a slight reduction in the number of complaints received by the directorate from 66 in 2018/19 to 62 in 2019/20. The number of complaints upheld/partly upheld also reduced by 2 from 28 in 2018/19 to 26 in 2019/20.</p> <p>Environment Directorate: The number of complaints for the Directorate increased from 31 in 2018/19 to 44 in 2019/20. Upheld/partly upheld complaints increased from 4 in 2018/19 to 7 in 2019/20.</p>					
PI/512 - Council - % of complaints at stage 2 that were upheld/partly upheld	20.00	19.23	44.00	N/a	N/a
<p>11 of 25 for 2019/20 compared to 5 of 26 for 2018/19. There was one fewer stage 2 complaint received across the Council during 2019/20, compared to the previous year, however the number upheld/partly upheld significantly increased from 5 in 2018/19 to 11 in 2019-20. A summary breakdown per directorate is provided below:</p> <p>Chief Executive's and Finance and Corporate Services Directorate: All 4 stage 2 complaints were upheld/partly upheld in 2019/20 compared to 1 of 4 in 2018/19.</p> <p>Education, Leisure and Lifelong Learning Directorate: The number of stage 2 complaints for the directorate increased from 2 in 2018/19 to 3 in 2019/20.</p> <p>Social Service Health and Housing Directorate: 1 of 2 complaints partially upheld at stage 2 during 2019/20 which compares 1 of 4 in 2018/19. The other stage 2 complaint for 2019/20 is within Children and Young People Services, and is still ongoing and yet to be concluded.</p> <p>Environment Directorate: The number of complaints for the directorate remained at 16 compared to the previous year, however there was a slight increase in upheld complaints from 4 in 2018/19 to 6 in 2019/20.</p>					
PI/514 - Council - Number of compliments received from the public	356	285	344	N/a	N/a
<p>There has been an increase in compliments from 285 in 2018/19 to 344 in 2019/20.</p> <p>A summary breakdown per directorate is provided below:</p>					

Chief Executive's and Finance and Corporate Services Directorate: Increase in compliments from 115 in 2018/19 to 125 in 2019/20. The compliments cover a range of different services including Armed Forces Covenant work, Mayoral, Community Safety Team, the Licensing Team and the Contact Centre.

Education, Leisure and Lifelong Learning Directorate: Significant increase from 8 in 2018/19 to 90 in 2019/20. 64 of the compliments related to Wellbeing and Cynnydd team who received thanks from pupils and parents for all the help and advice received. Other services to receive compliments included Margam Park and the Additional Learning Needs support team.

Social Service Health and Housing Directorate: Reduction in compliments from 90 in 2018/19 to 81 in 2019/20. The directorate complaints team continue to raise the profile for the need to record and report compliments.

Environment Directorate: A reduction from 72 in 2018/19 to 48 in 2019/20.

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## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### CABINET

#### Report of the Assistant Chief Executive and Chief Digital Officer - K.Jones

10 December 2020

**Section B:** Matter for Information

**Ward Affected:** All

#### **Decisions Taken By Urgency Action During The Covid-19 Emergency**

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

To report back to Cabinet the decisions taken by Urgency Action provision during the Covid-19 emergency.

##### **Background:**

On the 16<sup>th</sup> March 2020, the Council was required to lockdown services within an exceptionally short period of time by the UK Government due to the Covid-19 pandemic. During the lockdown period it was not possible to hold meetings remotely and make legally binding decisions. The Council was therefore forced to rely on the Urgency Action provisions to take decisions during the emergency response period. To be as transparent and inclusive as possible we mirrored the paper process with scrutiny chairs participating in all decisions and took the decision to publish all decisions via the Modern.gov system.

This report therefore has been prepared to formally report the urgency actions to the Cabinet as required under the Constitution.

Now that we have been able to stand up a number of meetings, the number of decisions taken under the urgency action provisions will reduce.

Members are asked to note that the normal practice of reporting the urgency actions routinely to the next meeting of the Cabinet will now be resumed.

### **Financial Impacts**

There is no financial impact associated with this report

### **Integrated Impact Assessment:**

Not Required.

### **Valleys Communities Impacts**

There are no impacts associated with this report

### **Workforce Impacts**

There are no workforce impacts associated with this report.

### **Legal Impacts**

Ensuring adherence to the Council's constitutional requirements.

### **Risk Management Impacts**

No impact.

### **Consultation:**

There is no requirement for external consultation on this item.

### **Recommendations**

1. That Members note the schedule of Urgency Actions taken during the Covid-19 emergency period (March-November 2020) as attached at Appendix 1.
2. That Members note that the normal practice of reporting Urgency Actions routinely to the next meeting of the Cabinet will now be resumed.

## **Reasons for Proposed Decision:**

To ensure the Council adheres to the rules set out in the Constitution.

## **Implementation of Decision:**

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

## **Appendices**

Appendix 1- Schedule of Urgency Actions

## **Officer Contact**

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Completed Executive Urgency Actions:

- Cabinet Urgency Actions

Title:	UA Number:	Date:
Delegated Powers in Respect of Covid 19 Issues	1TD	17 March 2020
Food Collaboration	1AM	18 March 2020
Members Community Fund – Cwmllynfell Benches and Picnic Tables	2CP	19 March 2020
Members Community Fund – Rhiwfawr	1CD	19 March 2020
Members Community Fund – Cwmavon Library Container	1CP	19 March 2020
Members Community Fund – Cymmer Library	2TD	19 March 2020
Members Community Fund – Bryn Youth Club	3TD	19 March 2020
Members Community Fund – Trebannos Canal Benches	4TD	19 March 2020
Members Community Fund – Glyncorwg RFC Floodlighting	5TD	19 March 2020
Members Community Fund – Llandarcy Trees	9TD	20 March 2020
Members Community Fund – Community Gym at Taibach Community Education Centre	6TD	20 March 2020
Members Community Fund – Taibach Community Education Centre Flooring	7TD	20 March 2020
Members Community Fund – 1 <sup>st</sup> Margam Girl Guides	8TD	20 March 2020
Welsh Government Scheme for NNDR Relief Support for Businesses in the Retail, Leisure and Hospitality Sector 2020/2021	10AM	25 March 2020

Regional School Improvement Consortium (ERW)	12AM	26 March 2020
Leisure Services Contract Procurement	11AM	26 March 2020
Leisure Services Contractual Arrangements (Private)	6NH	27 March 2020
Environmental Health and Trading Standards and Licensing – Changes to Officer Delegation Arrangements	13AM	27 March 2020
To Appoint a Board representative on VIVA Port Talbot (PT Business Improvement District)	14AM	30 March 2020
Enforcement Policy	12TD	1 April 2020
South Wales Local Resilience Forum (SWLRF) Collaboration Arrangement - Private	13TD	6 April 2020
Grant to Support Businesses 2020/21	14TD	7 April 2020
Environmental Health and Trading Standards and Licensing – Changes to Officer Delegation Arrangements	16AM	20 April 2020
Supply of Personal Protective Equipment (PPE) - Private	20TD	21 April 2020
NPT Safe and Well – Humanitarian Assistance Provided by the Council in Response to the Covid 19 Pandemic	18AM	12 May 2020
Truck Cartel – Collective Action for Compensation - Private	19AM	28 May 2020
Reopening of Parks in Neath Port Talbot Ownership	30TD	2 June 2020
Test, Track and Protect Service	31TD	4 June 2020
Supplier Relief - Private	32TD	5 June 2020
Statutory Fees in Respect of Notices of Marriage/Civil Partnerships	35TD	11 June 2020
Raising the Upper Purchase Limit of the Cycle to Work Scheme 2020	36TD	11 June 2020
South West Wales Metro	41TD	22 June 2020
Appointment of Consultant - Private	43TD	23 June 2020
Reopening of Public Footpaths	50TD	9 July 2020

Reopening of Public Toilets in Neath Port Talbot	51TD	10 July 2020
Amendments to Cabinet Delegations	54TD	13 July 2020
Grant Support to Start-up Businesses	55TD	21 July 2020
Extension of Contracts for Insurance Cover	23AM	22 July 2020
Crymlyn Burrows Transfer Station - Private	59TD	30 July 2020
Neath Port Talbot Third Sector Grant Funding Scheme	24AM	6 August 2020
Enforcement Under the Health Protection (Coronavirus Restrictions) (No 2) (Wales) Regulations 2020	25AM	10 August 2020
Enforcement Under the Health Protection (Coronavirus Restrictions) (Functions of Local Authorities) (Wales) Regulations 2020	68TD	15 September 2020
Enforcement Under the Health Protection (Coronavirus Restrictions) (Functions of Local Authorities) (Wales) Regulations 2020	69TD	21 September 2020
Insurance Arrangements from 1 October 2020	73TD	29 September 2020
Safe and Well Community Lead Coordinator	79TD	23 October 2020
Enforcement Under the Health Protection (Coronavirus Restrictions) (No 3) (Wales) Regulations 2020	02JWR	23 October 2020
Covid 19 Lockdown Business Fund Grants	21NH	30 October 2020
Health Protection (Coronavirus Restrictions) (No 4) (Wales) Regulations 2020	81TD	6 November 2020

COVID 19 Self Isolation Support and SSP Enhancement Payments	27NH	19 November 2020
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- Education, Skills and Culture Cabinet Board Urgency Actions

Title:	UA Number:	Date:
Strategic School Improvement Programme Proposal To Establish Specialist Provision For Secondary Age Pupils With Autistic Spectrum Disorder (ASD)	1JWR	19 March 2020
Neath Port Talbot Admission to Community Schools 2021/2022	15AM	6 April 2020
Celtic Leisure – Private	19TD	21 April 2020
Bank Transfer Payments to Eligible Free School Meal Families	23TD	29 April 2020
School Term Dates 2022/2023	24TD	5 May 2020
Removal of Local Authority Governor - Private	27TD	14 May 2020
Appointment and Removal of Local Authority Governor Representatives	12NH	23 September 2020
School Term Dates 2022/2023 (following Consultation)	3JWR	16 October 2020

- Regeneration and Sustainable Development Cabinet Board Urgency Actions

Title:	UA Number:	Date:
The Laurels, Lewis Road, Neath – Private	1NH	20 March 2020
Countryside and Rights of Way (CROW) Act 2020 - Consideration of The Responses to the Comments Received Following Consultation	4AM	20 March 2020
Resolven Canal Car Park – Vale of Neath Visitor Hub Project	4NH	23 March 2020
Councils Housing Stock Transfer	3NH	23 March 2020



Port Talbot Peripheral Distributor Road Phase 2-Coed Extension of statutory period for the claim for compensation from Associated British Ports Holdings Ltd - Private	6AM	23 March 2020
Coed Darcy Southern Access Road and Ffordd Amazon Stage 2- Compulsory Purchase Order 2010 - Extension of statutory period for Outstanding Claims - Private	8AM	23 March 2020
Proposed purchase of the industrial premises known as MPLS Engineering, the former Byass Works, Old Docks Road Port Talbot - Private	7AM	23 March 2020
Swansea Bay City Deal – Homes as Power Stations	9AM	24 March 2020
Port Talbot Peripheral Distributor Road, Phase 2 – Payment of Compensation - Private	5NH	26 March 2020
Temporary Field Hospital at Llandarcy Sports Academy, Skewen, Neath - Private	8NH	9 April 2020
Outdoor and Town Centre Events During the Current Covid 19 Crisis	21AM	2 June 2020
Port Talbot Peripheral Distributor Road, Phase 2 - Private	38TD	17 June 2020
Port Talbot Peripheral Distributor Road, Phase 2 - Private	42TD	23 June 2020
Coed Darcy Southern Access Road - Private	47TD	30 June 2020
Port Talbot Peripheral Distributor Road, Phase 2 - Private	56TD	27 July 2020
Coed Hirwaun Muti Use Games Area (MUGA) - Private	62TD	18 August 2020
Coed Darcy Southern Access Road and Ffordd Amazon Stage 2 - Private	65TD	25 August 2020
Adoption of Brickyard Cottages, Neath - Private	11NH	1 September 2020
Aberavon Aquasplash - Private	66TD	4 September 2020

Port Talbot Peripheral Distributor Road, Phase 2 - Private	67TD	14 September 2020
Resolven Canal Car Park – Proposed Lease and Operating Agreement - Private	13NH	30 September 2020
Port Talbot Peripheral Distributor Road, Phase 2 - Private	74TD	12 October 2020
Decarbonisation Road Map for South Wales - Private	20NH	28 October 2020
Afan Argoed, Port Talbot - Private	80TD	2 November 2020
Port Talbot Peripheral Distributor Road, Phase 2 - Private	NH22	4 November 2020
Private - Port Tennant Company Ltd – v – NPTCBC, Reference to Upper Tribunal	28NH	30 November 2020

- Streetscene and Engineering Cabinet Board Urgency Actions

Title:	UA Number:	Date:
Welsh Government's Circular Economy Capital Grant Fund - Private	5AM	20 March 2020
Combined Highways and Neighbourhood Works Programme 2020/2021	2NH	23 March 2020
Traffic Regulation Orders	10TD	30 March 2020
Capital Works Programme 2020/2021	11TD	30 March 2020
Covid 19 – Support to Bus Industry	15TD	8 April 2020
Emergency Speed Restriction Order – Temporary 30mph Speed Limit on the B4290, Llandarcy	17TD	15 April 2020
Speed Restrictions and Traffic Calming Measures at Afan Valley Road, Cimla	22TD	5 May 2020
Traffic Regulation Orders, Afan Valley Road, Greenwood Drive and Ridgewood Gardens, Cimla	25TD	7 May 2020

Suspension of Car Parking Tariffs and Enforcement	28TD	14 May 2020
(St David's Street, Neath) (Suspension of Limited Waiting) and (No Stopping Except Buses) Temporary Order 2020	20AM	1 June 2020
Blaengwrach River Bridge Replacement	29TD	2 June 2020
Blaengwrach River Bridge - Private	34TD	11 June 2020
Blaengwrach River Bridge, Temporary Pedestrian Diversion	37TD	12 June 2020
Covid 19 On Street Parking Enforcement	22AM	24 June 2020
Resumption of Off Street Pay and Display Car Parking Tariffs and associated Enforcement	52TD	9 July 2020
Replacement Community Services Transport Vehicles - Private	53TD	13 July 2020
Bus Service Support Grant - Private	63TD	18 August 2020
Traffic Regulation Order at Crugwyllt Fawr Access Road, Ten Acre Wood, Margam	76TD	16 October 2020
Traffic Regulation Order at Brombil Access Road, Margam	75TD	16 October 2020
Proposed Prohibition of Motor Vehicles Except for Access Traffic Regulation Order at Afandale, Sandfields, Port Talbot	16NH	19 October 2020
Emergency Traffic Order for Seaway Parade Sandfields	24NH	18 November 2020
Emergency Traffic Order for Tyla Road Briton Ferry	25NH	18 November 2020
Emergency Traffic Order for Bryncoch	26NH	18 November 2020

- Social Care Health and Wellbeing Cabinet Board Urgency Actions

Title:	UA Number:	Date:
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Block Purchasing of Care Home Beds - Private	2CD	19 March 2020
Homelessness Provision - Private	7NH	7 April 2020
West Glamorgan Transformation Project - Governance Arrangements During Covid-19 Pandemic	18TD	17 April 2020
Block Purchasing of Care Home Beds - Private	26TD	12 May 2020
Block Purchasing of Care Home Beds - Private	39TD	17 June 2020
Residential and Non Residential Care Charging Policy	40TD	22 June 2020
Contractual Agreement with Carmarthenshire County Council for the Provision of a Call Monitoring Service - Private	58TD	3 August 2020
Waiver of Disabled Facility Grant Repayment - Private	72TD	29 September 2020
Implementation Of Service Provision Measures In Response To Covid-19	78TD	19 October 2020

- Cabinet (Finance) Sub Committee Urgency Actions

Title:	UA Number:	Date:
Miscellaneous Grants Application	2AM	18 March 2020
Neath Port Talbot Welsh Church Act Trust Fund	3AM	19 March 2020
Neath Port Talbot Welsh Church Act Trust Fund	44TD	26 June 2020
Minor Projects Scheme - Glynneath	49TD	1 July 2020
Minor Projects Scheme - Crynant	48TD	1 July 2020
Miscellaneous Application – Celtic Credit Union	57TD	27 July 2020
Welsh Church Act Trust Fund – St David’s Church, Resolven	26AM	18 August 2020
Sundry Debtor Write Offs - Private	64TD	18 August 2020
Miscellaneous Application – Celtic Credit Union – Christmas Leaflet Campaign	70TD	24 September 2020

Housing Benefit Write Offs - Private	71TD	24 September 2020
Miscellaneous Grant Fund Applications	18NH	21 October 2020

### Completed Regulatory Committee Urgency Actions:

- Personnel Committee Urgency Actions

Title:	UA Number:	Date:
Implementation of National Joint Council for Local Government Services Circulars	16TD	14 April 2020
Paid Time Off to Care for Children/ Dependents	9NH	14 April 2020
Implementation of the Working Time (Coronavirus) (Amendment) Regulations 2020	10NH	14 April 2020
Parental Bereavement Leave Policy	21TD	27 April 2020
Contact Tracing Service Staffing Structure	33TD	5 June 2020
Materials Recovery and Energy Centre, Crymlyn Burrows - Outcome of Management of Change Consultation (Appendices A and B are Exempt under Paragraphs 13, 14 and 15)	46TD	30 June 2020
Christmas and New Year Holiday Arrangements 2020/2021	19NH	28 October 2020

- Planning Committee Urgency Actions

Title:	UA Number:	Date:
Planning Application No P2019/5071 - Ex Gas Works, Land To The West Of Afan Way, Port Talbot	1AM	7 April 2020
Planning Application No P2020/0124 - 48 The Greenway, Llandarcy, Neath	2AM	7 April 2020

Planning Application No P2014/0083 - Land at Chain Road, Glynneath	3AM	7 April 2020
Planning Application No P2020/018 at Land Adjacent to 10 Elias Road, Bryncoch	4AM	28 April 2020

- Registration and Licensing Committee Urgency Actions

Title:	UA Number:	Date:
The Laurels, Lewis Road, Neath - Private	1NH	20 March 2020
Taxi Policy Amendment - Screens in Hackney Carriage and Private Hire Vehicles	45TD	29 June 2020
Hackney Carriage Proprietor License Renewal	61TD	12 August 2020
Renewal of Hackney Carriage Proprietor License	15NH	7 October 2020

- Standards Committee Urgency Actions

Title:	UA Number:	Date:
Grant of dispensation under Section 81(4) of the Local Government Act 2000	77TD	19 October 2020

## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **CABINET**

#### **Report of the Assistant Chief Executive & Chief Digital Officer- Mrs Karen Jones**

10 December 2020

#### **Matter for Decision**

#### **Wards Affected:**

All wards.

#### **Substance Misuse Counselling Service - Western Bay Area Planning Board**

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

1. For information regarding the exclusion from the requirement for competition under the Contract Procedure Rules relating to the invitation of tenders (in accordance with rules 7 of the Contract Procedure Rules) in respect of an extension to the duration of the Substance Misuse Counselling Service at a reduced cost delivered by Plattform for the Western Bay region.
2. To seek authority for the Assistant Chief Executive & Chief Digital Officer to enter into an agreement with Plattform for the continued provision of this Counselling service at a reduced cost.

## **Executive Summary**

Neath Port Talbot County Borough Council ("the Council") acts as the banker for the Western Bay Area Planning Board, in respect of Welsh Government Substance Misuse Action Fund money (SMAF) and partner contributions from Swansea and NPT Councils.

The Area Planning Board was set up in 2010, but is not a legal entity in its own right, so is not able to enter into contractual arrangements with Service Providers. Therefore, when this service was procured, through a competitive tender exercise, in 2015, the Council became the lead for the contract, by default, as it is the banker. Agreeing to extend the duration of the service will enable the contractual arrangements to be regularised under NPTs Contract Procedure Rules. As the extension to the contract will be at a reduced cost, the risk to the Council, as lead, will be reduced. Agreement has been obtained from the Assistant Chief Executive & Chief Digital Officer to proceed on this basis.

The specialist substance misuse Counselling service, funded through SMAF, has been subject to a Strategic Evaluation, carried out in response to a request made by the Area Planning Board, to assess the ongoing appropriateness of the Counselling service, following concerns raised via contract monitoring processes. This evaluation concluded that the service is needed, as it is a valued service that can meet the needs of the people who used it, but that the level of funding awarded was not in proportion to the level of provision delivered in Neath Port Talbot and Swansea. The service has subsequently been re-costed and now represents value for money.

## **Background**

In 2015, Neath Port Talbot County Borough Council ("the Council") carried out a competitive tender exercise, on behalf of the Area Planning Board, for a Counselling service, using ring fenced SMAF. DASH were the only provider to submit a bid. This bid was assessed and met the requirements and DASH were subsequently awarded the tender. Due to a series of mergers, Platform now provide this service.

The specialist substance misuse Counselling service takes a trauma informed approach towards helping people to work through the underlying issues that may have led to their use of substances. This increases the



likelihood that they will maintain abstinence and not need to come back into services.

Initially the contract was awarded for 1 year, but has been rolling over since then. Agreeing to extend the duration of the contract will allow the APB team to regularise the contract, with the Council as lead. This will involve formalising the arrangement through agreeing written contractual terms and conditions to the provider. The level of risk to the Council has been assessed as being manageable as the revised contract is of a lesser value (£23,660 pa) than the original (£34,226 pa). Agreement has been obtained from the Assistant Chief Executive & Chief Digital Officer to proceed on this basis.

At the time when the service was tendered for, the Area Planning Board covered the ABMU HB footprint to include Bridgend. In the original tender, the provision was weighted towards Bridgend. This was because the DASH offices and drop-in service was based in that town. Individuals could therefore access the service directly. In Swansea Bay, Individuals access the service through a referral from other substance misuse services, if they are assessed as needing this service.

In 2019, the Health Board footprint changed to become Swansea Bay University Health Board and Bridgend became part of Cwm Taf Health Board. At this time, the APB carried out a disaggregation of SMAF funds, which was based on a formula 74% for Swansea Bay and 26% for Cwm Taf. The strategic evaluation identified that the funding split did not equate to the proportion of service delivered in each area. Platform has re-costed the service, so that there is a reduced level of funding, but the level of provision remains the same for the Swansea Bay region.

The strategic evaluation concluded that the service was a valued service that could meet the needs of the people that used it and there was no alternative, like for like, provision available in the area. Not extending the duration of the contract would leave a gap in the market for specialist trauma informed Counselling for people with substance misuse issues, which is inconsistent with the aim of reducing drug related deaths. The Area Planning Board therefore agreed to continue to fund this service.

The Area Planning Board is currently embarking on a Transformation Project, which will deliver a new fully integrated public health model for substance misuse services across the region, to include Counselling

provision. The proposal is to extend the contract period up to the end of 2021/22, with the option to extend for an additional 12 months, should the tendering for the new model not be completed by the 31st March 2022.

The Council's constitution provides for the rules relating to procurement, through its Contract Procurement Rules (CPR). Rule 11 of the CPR relates to the invitation of tenders and Rule 5 relates to the exclusion from requirements of competition. This report seeks authority in accordance with Rule 5.2 to suspend Contracts Procedure Rules relating to the invitation of tenders (Rule 11), to extend the duration of Platform's existing contract, with a the level of funding reduced, but level of provision maintained.

During the Strategic Evaluation of this service, a level of market analysis was carried out. There were no other Providers identified during this evaluation, in the Western Bay Region and across to the Cwm Taff region, who could deliver this service. Platform deliver the service through experienced Counsellors, who are trained in specialist trauma based therapy for people with substance misuse and co-occurring mental health issues. Platform are a specialist mental health service provider, who have counselling provision and experience incorporated in their organisation, which operates across Wales.

The Council continues to receive SMAF money on an annual basis, with an element of ring fenced money that has to be spent on Counselling provision, as prescribed by Welsh Government. The funding has remained relatively constant for the past 7 years and, in the main, services are rolled over on an annual basis.

## **Financial Impact**

As the proposal contained in this report includes a reduction in the contract value, this will result in SMAF money being released to be invested in other Area Planning Board priorities. The operational lead for the APB will continue to liaise closely with colleagues in finance to ensure that the contract is affordable within budgetary constraints of the SMAF grant.

## **Integrated Impact Assessment**

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

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

A full impact assessment (second stage) is not required. This is because this initiative will extend the duration of a contract, at a reduced cost, to provide specialists, trauma informed, Counselling service, for people who have substance use issues and need to access counselling to work through the complex emotional issues that can lead to their misuse of substances, which is provided by Platform. Although the level of funding invested in the service will be reduced, there will be no reduction in the level of provision. This initiative will therefore allow the service to continue to operate at its current level, so there will be no impact.

### **Valleys Communities Impacts:**

There are no implications.

### **Workforce Impacts**

The proposals contained in this report have no Council workforce implications.

### **Legal Impacts**

The Council has not historically had a formal written contract with Platform for the delivery of this service, though a contract existed as NPT pay Platform for the delivery of the service, by virtue of it being the banker for the SMAF money on behalf of the Western Bay Area Planning Board. The contractual arrangements between the Council and the provider will be formalised through a written agreement which will set out the terms and conditions in relation to the delivery of the service.

This arrangement is considered to be a direct award of the contract to Platform and therefore has procurement implications. The contract with Platform does not exceed the thresholds under the Public Contract Regulations 2015 for a tender to be advertised via the Official Journal of the European Union. However, even though the requirement to competitively tender the agreement by way of a European based tender is not applicable, the Council is still caught by the general obligations of transparency, equal treatment, non-discrimination and proportionality, that derive from the Treaty on the Functioning of the European Union (TFEU) when an agreement is of 'certain cross border interest'.

What these principles imply, in practice, is that the contract should be transparently awarded in a non-discriminatory way. The simplest way to demonstrate compliance would be by going through a procurement exercise compliant with the principles outlined above.

However, it is considered that the subject matter of this contract is unlikely to have 'cross border interest'.

In addition, the Council must comply with its internal Contract Procurement Rules (CPRs), which provide that the Council must usually put a contract of this value out to open tender.

Rule 11 of the CPR require a competitive tender process for contracts which exceed £25,000 in value. This requirement involves an obligation to advertise the contract.

The total value of the contract is £53,235, therefore it exceeds the threshold set in the CPRs requiring an advertised tender process.

However Rule 7.1.4 provides an exclusion to the requirement for competition where the contract is for the provision of services of a specialised nature which are carried out by only one Contractor. Newlink were the only organisation who submitted a bid to provide this service when it was previously tendered. Since that time, Newlink have merged with Platform, who are a specialist mental health service.

The strategic evaluation of the service that was carried out in July 2020 included an element of market analysis and stakeholder engagement. There were no other Providers identified during this evaluation, in the Western Bay Region and across to the Cwm Taff region, who could

deliver this service. Therefore it appears Platform are the only contractor available who could deliver this particular specialist service.

Rule 7.2 provides that Contracts let under rule 7.1.4 shall be reported to Council for information in accordance with the Report to Council for Information Under Contract Procedure Rule 7.2 promptly or as soon as practicably possible after commitment. The rule 7.2 report is appended for information.

## **Risk Management**

The Council could potentially be exposed to challenge from aggrieved providers who have not had an opportunity to bid for a contract such as this. They may wish to challenge this by Judicial Review of the Council's decision.

Any challenge could involve both the cancellation of current contractual arrangements and/or the threat of a financial penalty determined by the Courts.

It would be contended that the risk of this is considered to be low due to the absence of other possible providers on the market and the intention to carry out a wider tender exercise in the next 2 years. In any case any risk is deemed to be outweighed by the need to continue to provide support to the service users, as they have specific needs that have to be met.

The Council's defence of any such challenge would be strong as the constitution allows for the action proposed.

## **Consultation**

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

## **Recommendations**

1. To note the exclusion of the requirement for competition under the Contract Procurement Rules relating to the invitation of tenders (Rule 11 of the Contract Procedure Rules) in respect of an extension to the provision of specialist, trauma informed, Counselling service, by Platform, to individuals with substance misuse issues.

2. To grant authority to the Assistant Chief Executive & Chief Digital Officer to enter into an agreement with Platform for the continued provision of this Specialist Counselling Service.

### **Reasons for Proposed Decision**

To ensure the necessary arrangements can continue to be put in place for the provision of specialist, trauma informed, Counselling, for Individuals with substance misuse issues, in the Swansea Bay region.

### **Implementation of Decision**

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

### **Appendices**

A - Impact Assessment - First Stage

B - Report to Council to report for information the fact that contracts have been let under rule 7.1.1 – 7.1.23

### **List of Background Papers**

Strategic Evaluation - Specialist Counselling Service

### **Officer Contact**

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Mrs Claire Jones, Strategic Manager Partnerships & Community Cohesion, Tel: 01639 763193, Email: s.c.jones@npt.gov.uk

## Appendix A: Impact Assessment - First Stage

Initiative description and summary:

This Impact Assessment considers the potential impact of extending the duration of a contract, at a reduced cost, to provide specialists, trauma informed, Counselling service, for people who have substance use issues and need to access counselling to work through the complex emotional issues that can lead to their misuse of substances, which is provided by Platform.

Contract Monitoring identified issues with the number of people being supported by this service. Following from this, a more detailed strategic evaluation was carried out, which identified that the level of service provided in Western Bay did not equate to the level of funding being invested in it. This situation had arisen as a result of the transfer, in 2019, of Bridgend County Borough, where the service was based, over to the Cwm Taf region.

In order to address the disproportionate level of provision, the Commissioning Finance and Performance Sub-Group of the Western Bay Area Planning Board agreed to reduce the level of funding invested in the service. A new contract needs to be issued, to allow the service to continue to be delivered, at a reduced cost, but not at a reduced level of provision.

Service Area: Partnerships and Community Cohension (Western Bay Area Planning Board)

Directorate: Chief Executives

Does the initiative affect:

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



Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		X				<p>The initiative will reduce the level of funding invested in the Substance Misuse Counselling service, but it will not affect the number of people that the service can support.</p> <p>This is a generic service that is not targeted at any specific group. The service is equally accessible to everyone who needs to access Counselling to help them work through and overcome complex emotional issues that may have led to their misuse of substances, regardless of whether they have any protected characteristics or not.</p> <p>The evaluation of the service concluded that:</p> <p>The service is able to meet the needs of the people referred to it, i.e. to help them work through the complex emotional issues that lead to their substance misuse, thereby reducing the harm caused by this.</p>

There was no evidence available in relation to the level of demand for the service to support any decision to increase the level of provision.

Disability	X	As above
Gender Reassignment	X	As above
Marriage/Civil Partnership	X	As above
Pregnancy/Maternity	X	As above
Race	X	As above
Religion/Belief	X	As above
Sex	X	As above
Sexual orientation	X	As above

Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		X				This is not a service aimed at promoting the Welsh Language and none of the people who have used, to date, have been Welsh speakers.
Treating the Welsh language no less favourably than English		X				As above

Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		X				This initiative relates to reducing the level of funding, but not the level of provision, of a specialist substance misuse counselling service. This has no impact on biodiversity.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		X				As above.

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

	Yes	No	Details
Long term - how the initiative supports the long term well-being of people	X		Continuing to fund the service at the same level of provision, but with reduced costs, will enable it to continue to provide specialist, trauma informed, counselling, to people who have substance use issues and need to access counselling to work through the complex emotional issues that can lead to their misuse of substances. By overcoming the underlying causes that have led to their misuse of substances, people who receive the service are more likely to be able to remain in control of, or free from, their substance misuse issues.
Integration - how the initiative impacts upon our wellbeing objectives	X		As above.
Involvement - how people have been involved in developing the initiative	X		A strategic evaluation has been carried out, on the request of the Western Bay Area Planning Board, which has included engagement with the service Provider, existing Service Users and partner agencies. Stakeholder feedback, from Service Users and partner agencies) suggested that this is a good quality and valued service.

Collaboration - how we have worked with other services/organisations to find shared sustainable solutions	X	The decision to reduce costs was made by the Commissioning, Finance and Performance Sub-Group of the APB and subsequently endorsed by the APB. Partners on both of these boards include: South Wales Police; Swansea Bay University Health Board, Police and Crim Commissioner, City and County of Swansea and Neath Port Talbot Councils, Mid and West Wales Fire Service, the National Probation Service and Welsh Government.
Prevention - how the initiative will prevent problems occurring or getting worse	X	The service can prevent problems getting worse for people who access it by helping people to work through the complex emotional issues that can lead to their misuse of substances. By overcoming the underlying causes that have led to their misuse of substances, people who receive the service are more likely to be able to remain in control of, or free from, their use of substances.

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

A full impact assessment (second stage) is not required

X

Reasons for this conclusion

This initiative will extend the duration of a contract, at a reduced cost, to provide specialists, trauma informed, Counselling service, for people who have substance use issues and need to access counselling to work through the complex emotional issues that can lead to their misuse of substances, which is provided by Plattform. Although the level of funding invested in the service will be reduced, there will be no reduction in the level of provision. This initiative will therefore allow the service to continue to operate at its current level, so there will be no impact.

A full impact assessment (second stage) is required

Reasons for this conclusion

	Name	Position	Signature	Date
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Completed by Erica Barrett Contract Monitoring Officer

Signed off by Karen Jones Head of Service/Director



## Appendix B: Report to the Council Under CPR 7.2



Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

### Report to Council

In accordance with rule 7.2 of the Contract Procedure Rules (the Rules)

To report for information the fact that contracts have been let under rule 7.1.1 – 7.1.23

Department Chief Executives

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Contractor: Platform

Description of works/service/goods:

Provision of specialist, trauma informed, counselling services, to 13 people at any one time, who need support to work through the underlying complex emotional issues that lead to their misuse of substances. The service is provided across the Western Bay Region and is funded via the Substance Misuse Action Fund provided to the Western Bay Area Planning Board (APB) by Welsh Government.

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Contract Period: There is currently an informal arrangement in place with Platform for this service. The arrangement has been in place since 2015, the value of the service is £34,226 and is led by NPT CBC as the banker for the funding. The proposal is that a new contract is issued to regularise the existing arrangement. The new contract will commence on

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## Annex 2

1st January 2021 to 31st March 2022 (15 months)  
with option to extend for 12 months

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Total Contract Value:	£23,660 per annum (£29,575 for 15 months / £53,235 for 27 months)
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Details of exception relied upon (relevant rule: 7.1.4: provision of services of a specialist nature which are carried out by only one contractor):

Reasons for relying upon the particular exception:

No other Providers that could deliver this service have been identified

Neath Port Talbot Council went out to Tender for this service, on behalf of the Western Bay Area Planning Board for Substance Misuse Services, in 2015. Newlink were the only organisation who submitted a bid to provide this service. Since that time, Newlink have merged with Platform, who are a specialist mental health service provider and who have advised of their interest in specialising in substance misuse counselling.

The strategic evaluation of the service that was carried out in July 2020 included an element of market analysis and stakeholder engagement. There were no other Providers identified during this evaluation, in the Western Bay Region and across to the Cwm Taff region, who could deliver this service.

A wider market engagement exercise, outside of the Western Bay and Cwm Taff Regions, could be undertaken, though this would be resource intensive. If other Providers were identified from outside the region, we may have difficulties obtaining the necessary quality assurances, as they would be unknown to us.

The value of the contract is below the threshold that requires a competitive process, in accordance with the Council's Corporate Procurement Rules

The Council's Corporate Procurement Rules state that contracts valued at over £75,000 are required to be procured through a competitive tender process. This is also the default position for

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## Annex 2

contracts valued between £25,000 and £75,000. However, in this case, undertaking the tender process on sell2wales would be inappropriate in the interests of efficient management, because of the resources that would be required to carry out a tender. This case may therefore proceed by ensuring that value for money is obtained for the Council.

The value of this contract, should it run for 27 months (which would be the maximum) would be £53,235. It is anticipated, however, that the Western Bay Area Planning Board may be in a position to go out to tender for all of its contracts by the end of 2022. Therefore, a contract for 15 months (remainder of 2020/21 and all of 2021/22) will be entered into, with the option to extend for another year. The value of a 15 months contract is £29,575.

As no other potential Providers were identified, it will be difficult to obtain 3 quotes to compare costs. The process of obtaining 3 quotes may also raise expectations when we have already completed a process that provides us with the assurances that the service we currently commission is a good quality service that presents value for money (this will be further outlined below).

The service will be subject to a wider tender exercise that will be carried out in the coming 2 years.

The Western Bay Area Planning Board, which provides funding for this service to be delivered across Swansea and Neath Port Talbot, is in the process of developing a Commissioning Model, which will be used to go out to tender for all substance misuse services. It is anticipated that this will occur within the next 2 years.

3. This service presents value for money.

Value for money was examined during a strategic evaluation of the service. An issue was identified with cross subsidising a service outside of the Western Bay area. As a result, Platform were invited to submit revised costings for the service. The costs are detailed in the section above. This works out to be around £60 per Counselling session. This proposal will maintain the existing level of provision for a reduced cost.

These sessions will be delivered by Counsellors who are specialist in trauma based therapy for people with substance use issues, which

## Annex 2

requires additional training on top of what a more generic counsellor would receive, training which is extensive and expensive and does not form part of a standard Counsellors training package. Specialist Counsellors can charge upwards of £85 in the private sector for each counselling sessions.

This existing service is a good quality and valued service.

Feedback obtained from service users and stakeholders during the evaluation was very positive about the existing service. Feedback was obtained from those who used the service and those agencies who referred people to and joint worked with this service. 100% of service users surveyed said that the service met or exceeded their expectations.

Maintaining the same provider would ensure continuity of care.

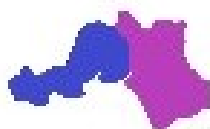
People who use this service may require counselling over a prolonged period of time. Retaining the current Provider would ensure that the people who use it can remain with the same Counsellor. The funding that goes towards this service pays for less than 50% of 2 qualified Counsellors, employed by Platform. It is possible that these Counsellors would not transfer over to any new Provider. TUPE (Transfer of Undertakings (Protection of Employment) negotiations requires that employees must transfer under TUPE if they spend more than 50% of their time on the transferring service.

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Signatory of Authorised Officer: Karen Jones

Designation: Assistant Chief Executive & Chief Digital Officer

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## PLATFORM (FORMERLY NEWLINK) COUNSELLING SERVICE EVALUATION REPORT

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**Prepared by:** Erica Barrett, Contract Monitoring Officer

**Date:** 29th July 2020

**Reporting period:** 1<sup>st</sup> April 2019 to 10<sup>th</sup> July 2020 (65 weeks)

## Executive Summary

The following highlights the areas that were looked at during the evaluation and provides a summary of the findings. This report has been shared with the service manager, who has had the opportunity to comment on any inaccuracies contained within it.

### Meeting APB Priorities:

- Reducing Drug Related Deaths: the service helps the APB achieve this priority by helping people work through the underlying complex emotional issues that lead to their misuse of substances, which can help them be more participant in their treatment and can stop them needing to come back into services.
- Parity of provision:
  - People who have a high level of complex needs and chaotic patterns of substance misuse are not likely to benefit from counselling.
  - The majority of people who have accessed the service in the Western Bay area live in Swansea. There has been very little provision in NPT (4 people in the reporting period).

### Delivery Against Specification:

- The service takes a trauma informed approach, which meets with the national drive towards taking this approach, particularly when dealing with people who have had adverse childhood experiences.
- In the original tender (2015), the provision was weighted towards Bridgend, which was transferred to Cwm Taf end of March 2019.
- The service has not been utilising trainee counsellors in Western Bay, which was part of the original tender and costings.
- The specification states that *'the model should allow clients to be offered a total of up to 6 sessions [...] with the opportunity for review [...] and provision of additional sessions if needed'*. The average number of sessions for open cases is 10, with 6 people having 10 or more sessions, 1 having 18, 1 at 19 and 1 at 24. Of cases closed due to treatment being complete, the average number of session was 8, with 1 at 10 and 1 at 18.

### Meeting Needs/Demands:

- 32 people supported through the reporting period (1st April 2019 to 10th July 2020: 65 weeks). Unable to validate 11 of these cases, as Newlink have not recorded any activity on Paris for those 11. There are no Paris records for 5 of these 11, which indicates that they were not known to any service.
- The HSR Report identified that there is a need for specialist, trauma informed, counselling, but did not include any information on how many people needed to access this type of provision.
- There is no waiting list for the service.
- The only indicator of the level of need for the service is the level of usage.
- The service has not been operating at capacity. It has the potential to work with 16 people with the level of staffing. 13 people are currently being supported.
- Out of 19 closed cases, 6 completed their treatment.
- 4 out of the 13 current service users have been using the service for over 17 months, 2 for over 2 years.

#### Stakeholder Engagement:

- The feedback from people who are currently using the service (4 people), as well as staff from partner agencies who are joint working with existing service users (2 agencies), has been very positive about the service and the impact that this has had on the lives of people who have used it.
- WCADA indicated that they had not utilised the Counselling service following the sudden death of one of the Counsellors as they were not made aware of the alternative arrangements for provision in NPT.
- One of the benefits of the service is that there is no waiting list so people can access it instantly. This benefit would change if demand increased.

#### Value for money:

- An average of 3 hours per week of counselling sessions were booked, 83% of which were attended.
- The service is funding the equivalent of 30 hours per week of Counsellor time, so there is the potential to deliver much more hours of counselling than is being provided.
- 27 people used the service over a 12 month period, which equates to cost per person of £1,267.
- 196 hours of 1-2-1 counselling was provided over a 12 month period, which equate to an hourly cost of £175.
- The funding is split 74: 26 Western Bay: Bridgend. Information received from the Service Provider on the number of people supported in Cwm Taff (which has not been validated) indicates that the level of provision is split 28:72. Western Bay is therefore subsidising the Bridgend provision.
- The service is funded through ring-fenced money. The Welsh Government has confirmed that they are content for us to transfer the ring fenced counselling allocation previously used for Newlink into WCADA for them to use for their counselling.

#### Market analysis:

- There does not appear to be an alternative provision in Swansea. The Service Provider reports that they are specialists in trauma therapy for people with co-occurring mental health and substance use issues. Other counselling services exist, but these are not like-for like and have limitations in terms of waiting lists, number of sessions and lack of specialist substance misuse knowledge.
- This has not been tested in NPT as there is very little usage in that area. It is not possible to definitively say that there is no demand for the service, as the absence of referrals or waiting list may be attributable to factors such as described above i.e. people not knowing what was available.

## Meeting APB Priorities

### Reducing drug related deaths

- The Counselling service helps people to work through the underlying issues that may have led to their use of substances. This increases the likelihood that they will sustain abstinence and not need to come back into services.
- Quotes from Service Manager:
  - *I honestly believe that people are unable to get well until they can cope with emotions, feelings and know how to care for themselves. I think counselling is a good intervention to prevent the revolving door. Working with people to stop second/third generation of substance misuse.*
  - *I believe that those accessing trauma work are less likely to re-enter services when the work is completed. Learning our reasons for our choices, why we try to escape our feelings/thoughts and better coping strategies strengthens recovery.*
  - *I believe that by revisiting the underlying ACE's and trauma work and fully processing this the service users is unlikely to come back into services. If relapse prevention work is carryout correctly this strengthens recovery.*
- The service reports that it provides:
  - Psychoeducation around drug use, tolerance, dependency, mixing substances.
  - Working with the cycle of change and determining where people are in their recovery and tailoring services to meet people where they are.
  - Delivering one to one session that are relevant.
  - Looking at risk and working on coping strategies.
  - Looking at pattern of drug use and how these impacts on chance of overdose.
  - Naloxone (which is recorded on Neo), along with training on how to use this for individuals and their families and friends.
    - **NB:** NEO has been checked to validate this statement. This shows that Newlink have not given out any Naloxone Kits since their Needle Exchange service in Bridgend closed in December last year. It is unlikely that Western Bay residents would travel to Bridgend to obtain Naloxone.
      - The Service Providers response to this is that their Naloxone provision is under review. It is currently on hold due to closure of Needle Exchange December 2019, current office closure due to pandemic and relocating offices.
  - Intelligence on non-fatal and fatal overdoses through reporting on NEO.
  - Attending Harm reduction meetings/drug related death. Feeding into the meetings:
    - **NB:** Attendance records for those meeting show that only one meeting was attended during the reporting period (Feb 2020).
      - Service has not been receiving notifications of overdoses via NEO for Western Bay since boundary change. The service receives notifications for Bridgend. This will naturally affect the ability of the service to feed into these discussions.
      - Work needs to be undertaken in order to ensure that the service can receive alerts about people who have overdosed via NEO



- The service reports that it has robust relationships with external providers and can work collaboratively to provide the full care package and the best service for those with issues around substance misuse and assist the APB to deliver the other services that they fund.

Parity of provision:

- In order to benefit from the service, individuals must be emotionally prepared to cope with addressing their underlying issues. The service can support people who have varying degrees of usage, which is problematic to them, regardless of how much they use. People who have an unstable pattern of chaotic substance misuse, who are the group that are most likely to access statutory substance misuse services, are not likely to benefit. This is evident in the sources of referrals contained in Table 1 below.

The majority of people who accessed this service were from the Swansea area (see Table 2 below). WCADA have the contracts for the delivery of non-statutory substance misuse service in Neath Port Talbot. The service was using WCADAs rooms to deliver the service in NPT, on a reciprocal basis, in exchange for training.

<b>Table 1: Referral Sources</b>	Open (No. / % of total cases)	Closed (No. / % total cases)	Total (No. / %)
PSALT	4 / 13	9 / 28	13 / 41
Self	2 / 6	4 / 13	6 / 29
Barod Choices	7 / 22	0 / 0	7 / 22
Not known	0	6 / 19	6 / 19

**NB:** information taken from Provider reports. As not all data is recorded on Paris, it has not been possible to validate this.

<b>Table 2: Geographical Location</b>	Open	Closed	Total	%
Swansea	12	16	28	88
NPT	1	3	4	12

**NB:** information taken from Provider reports. As not all data is recorded on Paris, it has not been possible to validate this.

## Meeting Requirements of Service Specification

### Key points:

- The service was originally commissioned for temporary period (2015-16) until new regional commissioning arrangements are in place.
- The service was commissioned to work across Bridgend, which was, at the time, part of the Western Bay region. Cwm Taff continue to fund the element of service provision that is delivered in Bridgend, which was set at 25.9%. The Tender document submitted by the Service Providers states that the proposal is that the service will be delivered for 5 days a week from Bridgend and 1 day a week from Swansea and Port Talbot. The Service Manager advised that they spend 1 day a week in the YMCA building in Swansea.
- The service was intended to help people work through complex emotional issues. In their tender submission, the Service Provider states that they would work with people who are experiencing deep rooted problems, such as severe trauma, dual diagnosis and post-traumatic stress. A review of cases, including checks on Paris and the provision of Case Studies by the Service provider, indicates that the service is delivering against this requirement.
- Included in the priority groups to be targeted, in the original specification, was preparation for, as well as follow up support from, Tier 4. The Provider reports that the service does not work with this group, as this work is carried out by other services, but that they could do this if it was requested. They have not had any referrals for people who needed this support.
- Counsellors employed by the service are trained to a high standard and appropriately registered. All Counsellors are trained to a minimum of level 5 and have been trained in trauma therapy. The Service Manager is trained to Post Graduate level in substance misuse and counselling/Psychotherapy level 7. Therapists are registered with the British Association for Counselling and Psychotherapy (BACP). Registration has been checked.
- The specification states that clients are to be offered a total of up to 6 sessions, with the opportunity for review and provision of additional sessions if appropriate. Tables 3 and 4 below show the number of sessions attended. For open cases, the average number of sessions is 10, with 6 people having had over 6 sessions and one having had 24 sessions. For closed cases, the average was 4 sessions, with 2 people having over 6 sessions and 1 person having 18 sessions. The number with more than 6 sessions for closed cases were closed successfully, which would indicate that people may need more than 6 sessions.
- The costings included as part of the tender document submitted by the Service Provider demonstrate that the costs of the face to face, one to one, counselling aspect of the service is based on the provision of 400 counselling hours at a rate of £35 per hour. This would equate to an average of just less than 8 counselling sessions per week. The number of hours of provision, included in table 5 below, averaged at 3 hours per week. This does not include any of the data for the Bridgend part of the service.
- The tender document submitted by the Service Provider makes reference to providing placements for student counsellors. This has not happened in Swansea or NPT. There are currently 3 student Counsellors lined up ready to start in the Swansea area after the 14<sup>th</sup>, pending decision on the service. The service has had more success with this in Bridgend, due to the proximity to the College in Bridgend, where student Counsellors undertake their training. When the service merged with Newlink (from DASH) the process changed for

recruiting trainee Counsellors, which delayed the numbers coming through. Part of the time for the Service Manager would have been allocated to supervision for student counsellors, at a rate of 1.5 hours per month per student, as well as submission of twice yearly progress reports to the University. Costing for the service included in the original Tender are based on 10 student counsellors.

## Meeting Needs

Total number of people service has reported that it supported through reporting period: 32.

11 of these cases do not have any records on Paris to show interventions provided by the Counselling service and therefore cannot be validated. This is made up of 10 closed cases and 1 open case. 5 of these 11, including the 1 open case, do not have any record on Paris, so are not known to any service.

The Provider reported that, due to the nature of the counselling service, some people who are employees of the NHS or Social Care, will not give their permission to be put on Paris. Recording and reporting is a condition of the grant. Service needs to explore how entries can be locked so that no other services can view these, similar to the arrangement with PSALT. TOPs are not really applicable. Consideration will need to be given to whether there can be some arrangement so that this is completed by the Lead Worker, unless the Counselling Service is the only service that works with the individual.

The service reports that it is able to meet the needs of the people who are referred, so there are no unmet needs.

There is no waiting list for the service, though three of the existing Service Users wish to wait until face-to-face counselling can resume before continuing with their therapy.

The HSR Report identified that there is a need for specialist, trauma informed, counselling, but did not include any information on how many people needed to access this type of provision.

The Service Manager has previously reported that a full time Counsellor could work with 20 people. With 0.8% whole time equivalent posts being funded, the service has the capacity to support up to 16 people. The service appears to be operating at below its capacity, with 13 people being supported.

In April of this year (2020), Newlink merged with Platform, which has a dedicated counselling service called Breathe. The Service Manager for what was Newlink's Counselling service has advised that their role will not change in relation to this service as a result of this and that the provision of this service will remain the main part of their role. They also advise that Breathe want to specialise in substance misuse counselling.

Although the Expenditure form states that SMAF funding covers the cost of 2 x 0.405 Counsellors, other Counsellors are also used to deliver counselling to Western Bay residents.

<b>Table 3: Open cases (Total: 13)</b>	
<b>Demographics</b>	
Average Age	28
Youngest	15
Oldest	50
Male	5
Female	8
<b>Length of time in service (weeks)</b>	
Average length of time in service	36
Shortest length of time in service	1
Longest length of time in service	78
Number over 12 months	4
Number 6 – 12 months	2

Number 3-6 months	1
Number less than 3 months	6 (since lockdown)
<b>Sessions attended</b>	
Total number attended	129
Average number of sessions	10
Lowest number of sessions	1 (new Service User)
Highest number of sessions	24
Number of people who have attended over 6 sessions	6

**NB:** information taken from Provider reports. As not all data is recorded on Paris, it has not been possible to validate this.

<b>Table 4: Closed cases (Total: 19)</b>	
Not included in original report from Platform – identified via Paris Data Manager report	2
Not included in original report from Platform as archived due to death of Counsellor	3
Bridgend, so not counted in any of this analysis	1
<b>Demographics</b>	
Average Age	40
Youngest	28
Oldest	69
Male	9
Female	10
<b>Length of time in service (weeks)</b>	
Average length of time in service	12
Shortest length of time in service	0
Longest length of time in service	53
Number over 12 months	1
Number 6 – 12 months	3
Number 3-6 months	2
Number less than 3 months	13
<b>All Closures: number of sessions attended</b>	
Total number of sessions	74
Average number of sessions	4
Lowest number of sessions	0
Highest number of sessions	18
Number of people who have attended over 6 sessions	2
<b>Closed Treatment Complete: number of sessions</b>	
Average number of sessions	8
Lowest number of sessions	3
Highest number of sessions	18
Number of people who have attended over 6 sessions	2
<b>Closure reasons</b>	
Treatment complete	6
Treatment declined	2
No appointments attended	4
No further contact after 1 <sup>st</sup> appointment	1

No further contact after 3 <sup>rd</sup> appointment	2
No further contact after 4 <sup>th</sup> appointment	2
No further contact after 5 <sup>th</sup> appointment	1
No further contact after 6 <sup>th</sup> appointment	1

**NB:** information taken from Provider reports. As not all data is recorded on Paris, it has not been possible to validate this.

## Stakeholder Engagement

The below provides quite detailed information about the feedback given by both Service Users and staff who have referred people into the service, as well as outcomes of discussions with funding bodies. This is followed by a brief summary of the findings of the Stakeholder Engagement.

### Service User Feedback

- Existing Service Users were invited, via the Service Manager, to participate in the Evaluation either through a telephone call or an on-line Survey.
- Questions asked included as Appendix 1 below.
- 4 Service Users responded to the consultation:
  - 2 via telephone calls
  - 1 via the on-line survey
  - 1 via responding to the questions in the word document.
- The feedback given by the person who completed the on-line survey was positive about aspects of the service included in the survey. The responder said that they have been using the service for between 3-6 months and will need to continue to use the service for over 12 months more.
- The 2 Service Users spoken to over the phone were extremely positive about their experience of using this service, which they said was life changing and compared favourably to other services they have tried in the past. Both have been using the service for over 12 months. One said that she only uses the service when she needs to now, but that it is good to know that it is there when she does need it. One said that she is doing much better now than when she started and knows that the next step will be to stop having Counselling, but does not feel quite ready yet.
- The one person who completed the word document was also very positive about the service they had received and compared this favourably to other experiences of counselling that they had in the past. They have been using the service for a couple of months, having telephone counselling once a week for about an hour. They were unsure of how long they would need to continue to receive the service.
- Some feedback, which Service Users had sent via phone messages or Facebook, was also provided by the Service Provider. This feedback is very positive about the service and the impact that this had on their lives.

### Barod Choices

- 7 of the open cases have been referred by the Choices Service.
- 2 staff spoken to.
- 1 member of staff, who has worked with young people for several years, said that:
  - Values Counselling services as they can help people address issues that Key Workers are not qualified to do, such as eating disorders or self-harm/suicide.
  - Experienced barriers accessing mental health services for people who have chaotic substance use issues, though believes this is currently being looked at with a view to addressing.

- They were unaware of the service until February / March this year, until they had a case they were concerned about and on speaking to a colleagues they suggested they try a referral for counselling.
- The reason they use this service is because of how responsive it is, i.e. that it will start working with young people with a day or two of referral.
- One of their cases is of a young lady in University who does not meet the criteria for the Exchange Counselling Service.
- The University offer Counselling, but there is a waiting list for this.
- The Exchange service, commissioned by City and County of Swansea, work with young people up to the age of 18, is time limited to 6 sessions (which can be extended if needed).
- As there is a time limit, the Exchange Service cannot work with young people who have a high level of needs due to the complexity of their issues. These young people have to be referred to CAMHS through their GP or Social Services.
- There is an approximate 2 year waiting list to access counselling services through the GP (for people aged 18 and over).
- Barod have a volunteer working with them who is a qualified Counsellor and provides this service one day a week. There is a waiting list for this service.
- Swansea City Council have recently employed someone as an Emotional Health and Well-Being Worker (for young people?), but they have only just started in post so not sure how this service will work.
- 2 of the people that they have referred would have struggled to access alternative provision to meet their needs.
- 1 of the people they have referred is likely to need to access Counselling over a prolonged period of time. The rest are likely to be short term.
- 1 member of staff, who has worked with young people for 15 years (6 of these with Barod):
  - They have 4 people currently being supported by the service.
    - 1 has been with the service for 7 months
    - 1 for 2 months
    - 2 are very recent
    - They have 1 more in the contemplative stage who they may refer soon.
  - Counselling needs to be weekly, as it can be quite risky to start working with someone through past traumas if they are not seen regularly.
  - Reason use this service:
    - No waiting list:
      - Referrals are responded to within one day.
    - Good understanding of what approach will work best for individual young people and the issues that they have (e.g. past trauma, suicidal thoughts, eating disorders)
    - No restrictions on the number of sessions that the young person can have:
      - It can take time for young people to develop trust and open up about their issues and past traumas.
    - Good communication:
      - Counsellors will discuss cases and the approach that they will use during the referral process, so that the support worker can advise



the young person of this and they can make an informed decision about whether or not this is something that they want to do.

- Advice is be given, at the point of referral, about the potential likelihood that the individual would benefit from counselling.
- Contact is maintained if a young person does not turn up for their appointment.
- Understanding of substance misuse:
  - Some mental health services can be difficult for young people to access if they are misusing substances, but that taking coping mechanism away from someone who has experienced trauma can be dangerous.
  - Young people can feel judged about their substance misuse if they go to other services.

#### City and County of Swansea: Children's Services

- 2 service users are aged 15 years old.
- 1 service Manager responded.
- These young people do not have open cases with Social Services.
- Service Manager reported that they had not heard of this Counselling service,

#### PSALT

- Two members of staff responded to the consultation.
- 1 provided the following feedback:
  - I have got two patients that are currently receiving counselling and the impact on their quality of life has improved tremendously.
  - I have one patient that since working with Claire they have been able to focus on their recovery in treatment, requested reductions in their Buprenorphine and has managed to secure part time work in substance misuse.
  - My other patient had been struggling to get any support from her GP for a number of years, she has suffered a great deal of trauma as both ex partners died as a result of a drug overdose and whilst she has remained stable in treatment and not used drugs over the years she has also developed OCD tendencies and agoraphobia. With my patient continuing to work with Claire their quality of life has improved as a direct result, is looking into go back into college and attending NA groups for additional social support, which would not have been an option before counselling.
  - I do have another patient on my caseload that has had multiple counselling episodes with Claire but has had to stop many times as they have found it difficult to sustain stability in treatment whilst working on PTSD. This patient now feels that they have sustained a long enough period of abstinence and has a strong family support network, so they have requested another referral for counselling as they feel it is paramount in their recovery and be able to give them the confidence to start making progress in treatment with an end goal of living drug free.
- Another provided the following feedback:
  - I can confirm that I have one patient currently attending counselling with Claire @ Newlink. This young man has found this to be this to be an absolute life line in being able to move forward in his life and looks forward to progressing with the support.

- One of my patients following his counselling through Newlink and victim support was able to attend a conference where he was recorded speaking in front of 100 people on his experience of PTSD and encouraging others to come forward and seek help.
- I also have two people who are waiting to be referred but unfortunately on hold at the moment due to Covid 19 restrictions.

#### WCADA

- Employ 3 Counsellors, 2 on their Adult Service and 1 on the Families Service
- The Counselling that they provide is abstinence counselling, so it is not comparable of equitable to the service provided by Platform (nee Newlink). Therefore, comparisons cannot be made.
- One of the Service Managers believed that the reason WCADA in NPT have not referred people into the service provided by Platform (nee Newlink), was because the Counsellor who used to provide the service in NPT sadly passed away suddenly and they were not sure what arrangements were in place to continue the service in that area. If they were aware that the service could continue to work with people in the NPT area, then they believe that they would have been able to refer more people into it.

#### Cwm Taff APB

- Information on number of people being supported by this service has been exchanged.
- Funding split 74 % Western Bay, 26 % Bridgend.
- Information on the number of people being supported in Cwm Taff has been provided by the Service Provider. This has not been validated. This information indicates that the level of provision is split 28% Western Bay (13 open cases), 72 % Bridgend (34 open cases).
- If Cwm Taff pay 26% of funding, then the total costs for the whole service would be £59,553.24.
- If we use the information provided by the Service Provider to calculate the percentage split with regards to the level of provision, and Western Bay were to only pay for the proportion of the service that they receive (28%), then the cost then the cost for this would be £16,674.91, which would be a reduction of £17,551.09. This is a rather crude calculation. More work would need to be done with the Service Provider and Cwm Taff to determine that actual percentage split and the actual costs associated with this.
- Western Bay cannot pay for services delivered in Cwm Taff.
- Cwm Taff have been alerted to the issue of the apparent disproportionate amount of service being provided in Western Bay compared to the percentage split of the funding.

#### Welsh Government

- The Welsh Government expects Area Planning Boards to use their counselling ring fenced allocation in line with the substance misuse treatment framework 'Guidance for Evidence Based Psychosocial Interventions in the Treatment of Substance Misuse'. The framework itself outlines the best available evidence to inform decisions about the effectiveness of psychosocial interventions to improve services and outcomes for individuals who misuse substances. Details are provided on how psychosocial interventions should be implemented. Welsh Government would therefore expect services to be provided within these guidelines according to the needs of services.

- The framework is inclusive of a wide range of psycho-social interventions for APB's to use within services not just or exclusive to 'counselling' as the ring fence terminology suggests.
- The Welsh Government has confirmed that they are content for the ring fenced counselling allocation previously used for Newlink to be transferred into WCADA for them to use for their counselling. This will have to be reflected in the updated expenditure plan when submitted for the next quarter just so we can identify where the ring fenced spend is being allocated and spent.
  - **NB:** separate contract monitoring arrangements be developed for WCADA's Counselling service, to ascertain the extent to which it is able to meet the gap that will be left if funding is withdrawn from Platform.

Summary:

- The feedback that has been provided by both people who are currently using the service, as well as staff from partner agencies who are joint working with existing service users, has been very positive about the service and the impact that this has had on the lives of people who have used it.
- A useful suggestion from one of the agencies was that the service develop an information leaflet that lets people know what they can expect from the service and what the expectations will be on them in return, which could include a checklist that can be used to consider whether counselling is the right service for perspective Service Users.
- One of the benefits of the service is that there is no waiting list so people can access it instantly. This benefit would change if demand increased.

<b>Table 5</b>			
<b>Value for Money</b>			
Total Annual Cost		£34,226	
<b>Staffing</b>			
Head of Clinical Services	0.405 fte / 15 hours per week	Annual cost: £14,256.76	FTE salary: £35,167
Counsellor	0.405 fte / 15 hours per week	Annual cost: £8,144.08	FTE salary: £20,089
Benchmarking: salaries for Counselling roles in other local services are in the region of £24,000.			
<b>Average Hourly Rate</b>			
Total number of appointments booked for reporting period		229	
Number of appointments in 12 month period (01/04/19-30/03/20)		196	
Average number of appointments booked, per week, over reporting period (229/65)		3	
Percentage of appointments attended NB: Appointment not attended or cancelled within 24 hours would still be paid for, which is in accordance with the Service Specification.		83%	
<p>NB: Some appointments reported by the Service Provider could have occurred before the reporting period. To counter for this, some appointments have been discounted from the data provided by Platform, as follows:</p> <ul style="list-style-type: none"> <li>• 2 closed cases: <ul style="list-style-type: none"> <li>○ 1<sup>st</sup> case: appointments not on Paris, but based on assumption that these are held on average weekly, 4 appointments discounted.</li> <li>○ 2<sup>nd</sup> case: Paris records on that 4 appointments were outside of the reporting period.</li> </ul> </li> <li>• 4 open Cases: <ul style="list-style-type: none"> <li>○ 1<sup>st</sup> case: Paris records who that 6 appointment were outside of the reporting period.</li> <li>○ 3 other cases do not have detail of all appointments, with those appointments on the system within the reporting period, so no appointments discounted.</li> </ul> </li> <li>• Total number of discounted appointments: 14</li> </ul>			
Hourly rate (based on 12 month period: £34,226 / 196)		£175	
<b>Average Cost Per Person</b>			
Number of people supported in a 12 month period		27	
Average cost per person (based on 12 month period: £34,226/27)		£1,267	

**NB:** information taken from Provider reports. As not all data is recorded on Paris, it has not been possible to validate this.

Additional hours for supervision: supervision is an essential element of Counselling, but, if this was a private based service, the costs for this would be incorporated into the hourly rate for Service Users, which is why this formula has been used to calculate hourly rate for this service.

## Market Analysis

The Service Provider reports that:

- They are not aware of any other service who are able to offer long term work to individuals with substance misuse issue to process deep underlying trauma.
- WCADA and Barod employ counsellors, but that due to the fact they refer into this service, it is likely that they are unable to provide this type of therapy.
- Trauma therapy is a very specialised area that requires additional training. This is expensive and time consuming. Training can take up to seven years from initial training with considerable cost to the person training. Very few counsellors are trained in dual diagnosis and will often refuse to work with this client group.
- Private counsellors trained to work in this area will charge £85 and up for a one-hour session. This is impossible for our clients to afford.
- Counselling/Psychotherapy is usually the completion stage of the journey where people are healed and don't usually require follow on services. Those who access and are not known to services will be asked if they would like referral to other agencies. Sometimes carers support, SMART recovery or community-based volunteering programmes are the next stage for those who have accessed services. We have seen some gain employment.

Stakeholders have provided the following information about other Counselling Services:

- The University offer counselling to University students, but there is a waiting list for this.
- The Exchange service, commissioned by City and County of Swansea, work with young people up to the age of 16/18 (?), who are in school. It is time limited to 6 sessions (which can be extended on exception).
- As there is a time limit, the Exchange Service cannot work with young people who have a high level of needs due to the complexity of their issues. These young people have to be referred to CAMHS through their GP or Social Services.
- Reports that there is an approximate 2 year waiting list to access counselling services through the GP.
- Barod have a volunteer working with them who is a qualified Counsellor and provides counselling equivalent to approximately one day a week. There is a waiting list for this service.
- Swansea City Council have recently employed someone as an Emotional Health and Well-Being Worker (for young people?), but they have only just started in post, so not sure how this service will work.
- WCADA employ abstinence counsellors, so the service that they offer is not equitable to the service offered by Platform (need Newlink).
- Existing counselling is mainly focussed on addressing mental health needs, with less understanding (and tolerance) of the needs of people who have substance use issues than a substance misuse specific service has.
- Swansea MIND have recently set up a new service for people aged over 18, which is a 6 week self-help programme, with weekly sessions to work through work books. This could be a good pre-cursor to prepare for counselling.

## **EVALUATION OF COUNSELLING SERVICE: SERVICE USER SURVEY**

### **Introduction**

The Western Bay Area Planning Board are carrying out an evaluation of the Platform (formerly Newlink) Counselling Service.

It is important that we include the views of people who use the service as part of this evaluation.

Thank you for taking the time to complete this survey.

### **Questions**

1. What were your expectations before accessing this service? What did you think it would be like?
2. How well did the service meet your expectations? Was it better or worse than you thought it would be?
3. How often do you have appointments?
4. Are you happy with how often this is?
5. How long do your appointments usually last?
6. Are you happy with how long they last?
7. How convenient are your appointment times and days?
8. Where do you go for your appointments?
9. Are you happy with where you have these?
10. Did the service correctly identify the areas that you needed support with (your goals)?
11. Has the service been able to help you work towards achieving your goals?
12. How long have you been using the service for?
13. How long do you think you will need to continue to use the service?
14. Is there anything else that you think could be done differently to make the service better?

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### CABINET

#### **Report of the Assistant Chief Executive & Chief Digital Officer- Mrs Karen Jones**

10 December 2020

#### **Matter for Decision**

#### **Wards Affected:**

All wards.

### **Syrian Resettlement Programme: Support service**

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

1. To obtain approval to suspend the Contracts Procedure Rules relating to the invitation of tenders (Rule 11 of the Contract Procedure Rules) in respect of a further extension to the provision of support by the British Red Cross to families settled in NPT under the Syrian Resettlement Programme; and
2. To seek authority for the Assistant Chief Executive & Chief Digital Officer to enter into an agreement with BRC for the continued provision of this continued casework support service.

#### **Executive Summary**

Neath Port Talbot County Borough Council ("the Council") has participated in the Syrian Resettlement Programme and has Settled 10 families in the area, with the first four families arriving in December 2015.

At the time the Council contracted with the British Red Cross for the provision of a case worker support service to facilitate the integration of refugees from Syria into the community of NPTCBC. This contract has already been extended previously. The Home office envisaged that this support would only be necessary for the first year, however, it is evident that ongoing support is still required. Therefore this report seeks authority to extend the contract until the end of the programme, subject to a review in July 2021.

## **Background**

Neath Port Talbot County Borough Council ("the Council") has participated in the Syrian Resettlement Programme and has Settled 10 families in the area, with the first four families arriving in December 2015.

In agreeing to participate in the Syrian Vulnerable Families relocation scheme, the Council was obliged to achieve key deliverables, including case worker support which was mandatory for the first year of settlement.

In December 2015, the Local Authority suspended contract procurement rules and contracted with British Red Cross, as it was imperative that a case work/support provider was in place for the then imminent arrival of the families. Given the very short timescales the Council was unable to undertake a tender exercise, and it was felt that BRC had expertise in this resettlement work, additionally, the Council has an existing relationship with them.

The Council has further extended this contract to enable BRC to continue to facilitate the integration of refugees from Syria into the community of NPTCBC.

This contract has been further extended. The experience from across Wales and evidence locally, is that ongoing support is still required, and is increasingly relevant as we plan to exit families from the support programme.

Therefore this report seeks authority to extend the contract until the expiry of the programme which is the fifth anniversary of the date the 10th family were settled in NPT under this programme, i.e. November 2021, but with a review in July 2021 to take effect in September to reflect the reducing number of families supported.



To explain further, the arrival of the families was staggered from December 2015 to November 2021 as shown below:-

	Arrival date	Date Support ends
Family 1	09 December 2015	09 December 2020
Family 2	09 December 2015	09 December 2020
Family 3	09 December 2015	09 December 2020
Family 4	24 February 2016	24 February 2021
Family 5	29 September 2016	29 September 2021
Family 6	19 October 2016	19 October 2021
Family 7	01 November 2016	01 November 2021
Family 8	01 November 2016	01 November 2021
<p>N.B. 1 family above has declined support. 2 families have left the programme</p>		

Therefore as the number of families reduces so will the support provided. As such the contract sum will be reviewed in July, albeit there is a de minimus level at which the contract is viable. The contract sum from October 2020 to September 2021 is £45, 063.70

The Council's constitution provides for the rules relating to procurement, through its Contract Procurement Rules (CPR). Rule 11 of the CPR relates to the invitation of tenders and Rule 5 relates to the exclusion from requirements of competition. This report seeks authority in accordance with Rule 5.2 to suspend Contracts Procedure Rules relating to the invitation of tenders (Rule 11) to extend BRC's existing contract and

maintain the provision of ongoing support to the Syrian families settled in this area under the Syrian Resettlement Programme.

BRC have an established expertise in this respect, and have knowledge of the issues, concerns and challenges that the families continue to face, and have begun working with the families as they prepare to live independent lives without the safety net of this support service. Additionally, with the exception of one family, BRC have a close working relationship with the families and they have developed important and trusting relationships. It would be difficult for a new provider to establish this rapport and mutual trust at this late stage in the programme; and in the interest of their welfare and wellbeing, the recommendation is that the Council continue to commission BRC to maintain support to the families settled under the programme, until the scheme ends in November 2021.

The Council continues to receive a Home Office grant, on a per capita basis. However the grant reduces significantly over the five years of the programme.

### **Financial Impact**

No implications. The proposals contained in this report are cost neutral, in that they will be covered by the Home Office Grant. The operational lead for the SRP will liaise closely with colleagues in finance to ensure that the contract is affordable within budgetary constraints of the Home Office Grant

### **Integrated Impact Assessment**

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

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

The proposals contained in this report will have a positive impact on all those who are eligible for assistance irrespective of their protected characteristics therefore the screening assessment undertaken identified no need for a full equality impact assessment to be carried out.

## **Workforce Impacts**

The proposals contained in this report have no Council workforce implications.

## **Legal Impacts**

The contract with the Red Cross does not exceed the thresholds under the Public Contract Regulations 2015 for a tender to be advertised via the Official Journal of the European Union. However, even though the requirement to competitively tender the agreement by way of a European based tender is not applicable, the Council is still caught by the general obligations of transparency, equal treatment, non-discrimination and proportionality that derive from the Treaty on the Functioning of the European Union (TFEU) when an agreement is of 'certain cross border interest'.

What these principles imply in practice is that the contract should be transparently awarded in a non-discriminatory way. The simplest way to demonstrate compliance would be by going through a procurement exercise compliant with the principles outlined above.

However, it is considered that the subject matter of this contract is unlikely to have "cross border interest".

In addition, the Council must comply with its internal Contract Procurement Rules (CPRs) which provides that the Council must usually put a contract of this value out to open tender.

Rule 11 of the CPR require a competitive tender process for contracts which exceed £25,000 in value. This requirement involves an obligation to advertise the contract.

Rule 5.2 states that authority must be obtained from Cabinet to exclude the requirements of the CPRs.

Due to reasons identified above, the Council would contend that the British Red Cross is best placed to continue to deliver the contract with the Council for the Syrian Resettlement programme and that therefore the requirement for competition under the CPRs should be excluded in the circumstances.

## **Risk Management**

The Council could potentially be exposed to challenge from aggrieved providers who have not had an opportunity to bid for a contract such as this. They may wish to challenge this by Judicial Review of the Council's decision.

Any challenge could involve both the cancellation of current contractual arrangements and/or the threat of a financial penalty determined by the Courts.

It would be contended that the risk of this is considered to be low and in any case deemed to be outweighed by the need to continue to provide support to the families as they integrate into our communities.

The Council's defence of any such challenge would be strong as the constitution allows for the action proposed.

## **Consultation**

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

## **Recommendations**

1. To obtain approval to suspend the Contracts Procedure Rules relating to the invitation of tenders (Rule 11 of the Contract Procedure Rules) in respect of a further extension to the provision of support by the British Red Cross to families settled in NPT under the Syrian Resettlement Programme; and
2. To seek authority for the Assistant Chief Executive & Chief Digital Officer to enter into an agreement with BRC for the continued provision of this casework support service.

## **Reasons for Proposed Decision**

To ensure the necessary arrangements can continue to be put in place for households relocated to the Neath Port Talbot area under the SRP.

## **Implementation of Decision**

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

## **Appendices**

None

## **List of Background Papers**

None

## **Officer Contact**

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## Impact Assessment - First Stage

### 1. Details of the initiative

#### **Initiative description and summary:** ‘

Authority is being sought for the approval to suspend Corporate Contract Procurement Rules (CPR) and continue to contract with British Red Cross (BRC) to continue to provide generic and orientation support to families settled under the Syrian Resettlement Programme (SRP) (formally Syrian Vulnerable Persons resettlement programme (SVPR)).

10 families arrived over 2015 and 2016, and the SRP mandated that support be provided for the first year. Experience in Neath Port Talbot and elsewhere is that ongoing support is necessary depending on the needs of the families, but particularly as we plan for them to exit the programme and seek indefinite leave to remain.

The support provided to the families by BRC ends on the fifth anniversary of the family arrival in the UK, for example the support provided by BRC will cease this month for three families who arrived in December 2015

This report seeks to enable BRC to continue to provide support as (with the exception of one family) they have an excellent rapport and trusting relationship with the families, and it would be difficult for a new provider to develop that relationship with the relatively short time left remaining on the programme.

It is important to note that this support service relates only to the families accepted in the area under the SRP (formally SVPR scheme).

BRC have an established expertise in this respect, and have knowledge of the issues, concerns and challenges that the families continue to face, and have begun working with the families as they prepare to live independent lives without the safety net of this support service. The BRC have a close working relationship with the families and they have developed important and trusting relationships. It would be difficult for a new provider to establish this rapport and mutual trust at this late stage in the programme; and in the interest of their welfare and wellbeing, the recommendation is that the Council continue to commission BRC to maintain support to the families settled under the programme, until the scheme ends in November 2021.

**Service Area:** Partnerships & Community Cohesion

**Directorate:** Assistant Chief Executive and Chief Digital Officer

2. Does the initiative affect:

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

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

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age	✓					<p>Although to the support offered is by virtue of having been settled as part of the Home Office's SRP scheme this assessment considers the impact of the report on the group of people settled.</p> <p>The ages of the group are known</p> <p>Since the families arrived in Wales they have received support from BRC to enable them to settle and live in this country and be part of our communities.</p> <p>This support has been age relevant and the continuation by BRC of that support for the remaining life of the project, has a positive impact in respect of the protected characteristic of age</p> <p>The support offered to-date is age relevant and moving forward (if the recommendation is accepted), the impact is positive, for example helping people of working age seek employment, or helping the parent(s) claim</p>



					<p>appropriate benefits which means that the adults are positively impacted but also the children of the family, by ensuring they have an income. Further example is that the families are being supported (not legally) to progress their indefinite leave to remain applications which will give the adults and children settled status in UK, which is positive.</p> <p>If the recommendation is not approved the impact on the families in respect of age is likely to be negative as for example a support provider would not be in place in a timely manner to help them prepare for leaving the programme (at the end of five years), or if appointed in a timely manner the new Provider would not have time to build the trusting relationship necessary to provide support or their confidence to discuss issues relating to age for example health or income benefits</p>
Disability	✓				<p>Although the support offered is by virtue of having been settled as part of the Home Office's SRP scheme this assessment considers the impact of the report on the group of people settled.</p> <p>Any specific disabilities if declared will be known to the support worker who will provide support within the purview of the scheme, for example help with making disability related benefit claims, or help making hospital appointments or seeking help with adaptations. Therefore as with age, the recommendation if accepted will have a positive impact on the families who have disabilities.</p>

						As with age the impact would be negative if the recommendation were not accepted, as a new provider would not have the rapport and dialogue (even if appointed quickly) to help deal with these issues.
Gender Reassignment		✓				At this time it is considered there would be no impact on in relation to this characteristic.
Marriage/Civil Partnership	✓					The martial status is known and the orientation has been sensitive to this protected characteristic. The impact is therefore positive if the recommendation is approved, but likely to be negative if not, for the same reasons as set out above, hinging on the time left on the programme and the rapport and trust that exists
Pregnancy/Maternity	✓					The pregnancy /maternity status was known on arrival and through the working relationship with BRC is still known. The support offered has been sensitive to this issue for example support with making necessary appointments, and reassurance. Any change to the current situation is likely that the impact on families will be negative for the reasons set out above
Race	✓					The support offered is by virtue of having been settled as part of the Home Office's SRP scheme. The continuation of the support provider would have positive impacts with well trusted relationships continuing over a critical period for the families.
Religion/Belief			✓			The religion/beliefs are known in a general sense and for example support has been offered when the families arrived e.g. location of Mosques, and where Halal food, could be purchased. Families are well settled in this regard. Positive impacts have been realised with the support provided during the programme and although a wider

						support network is available in relation to religion/belief the longstanding trusted relationships with BRC remain. It is considered that any changes to the provider could have a negative impact for the reasons already stated.
Sex	✓					Support given by BRC has been sensitive to the individuals and has been underpinned by the trusting relationships built up during the programme.  Should there be a change to the provider the impact on the families is likely to be negative as for example a support provider would not be in place in a timely manner to help them prepare for leaving the programme (at the end of five years), or if appointed in a timely manner the new provider would not have time to build the trusting relationship necessary to provide support or discuss confidential issues.
Sexual orientation		✓				At this time it is considered there would be no impact in relation to this characteristic.

**Does the initiative impact on:**

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language			✓		L	Opportunities to learn and use the Welsh language are available to all. Children attend local schools where Welsh is taught.
Treating the Welsh language no less favourably than English			✓		L	As above

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

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity			✓			This report refers to the provision of orientation into life in the UK, and an introduction to our common flora and fauna. But other than that this service would have no impact in this respect  It is likely there will be no change as a result of this proposal
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.			✓			It is likely there will be no change as a result of this proposal

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

	Yes	No	Details
<b>Long term</b> - how the initiative supports the long term well-being of people	✓		The SRP is a time-limited programme, but not withstanding that the support is designed to ensure that families can settle in the UK long term and apply if desired for indefinite leave to remain. Therefore this support provides the strong foundations for the future life and life opportunities in the UK of these families, including secure housing, opportunities to learn, education, health care, seek employment, and getting to know and be part of our communities.

<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	✓		<p>The support provided under the SRP is intended to provide the strong foundations for the future life and life opportunities in the UK of these families. While long term settlement in Neath Port Talbot is not guaranteed the support provided does help meet the Council's wellbeing objectives in relation to children and adults as well as the Public Services Board's objectives, in particular, but not exclusively:</p> <p>Support children in their early years, especially children at risk of adverse childhood experiences.</p> <p>Create safe, confident and resilient communities, focussing on vulnerable people</p>
<b>Involvement</b> - how people have been involved in developing the initiative	✓		<p>Prior to the arrival of the families and during the early stages of the programme (in particular) there was a multi-agency, cross sectoral working group, with all partners working together to prepare for the arrival of the families and provide the support they needed. Where issues have arisen we have taken a partnership approach to resolving.</p>
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions	✓		<p>The delivery of the SRP programme has required a multi- agency approach, including colleagues from health, housing, education, South Wales Police, Department of Works and Pensions and many more partners. The outcomes of the programme are therefore consistent with the wellbeing objectives</p>
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse	✓		<p>As highlighted above this support is the strong foundation for the future life and life chances of those settled in the UK under the programme, focussing on ensuring people had secure affordable housing, access to health care, opportunities for learning, access to benefits/employment.</p>

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

A full impact assessment (second stage) <b>is not</b> required	
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Reasons for this conclusion

The proposals contained in the report will have a positive impact on all those who are eligible for assistance irrespective of their protected characteristics.

A full impact assessment (second stage) **is** required

Reasons for this conclusion

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	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
Completed by	<b>Claire Jones</b>	<b>Strategic Manager Partnerships &amp; Community Cohesion</b>	<b>SCJones</b>	<b>26<sup>th</sup> November 2020</b>
Signed off by	Karen Jones	Chief Executive		



Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## **NEATH PORT TALBOT COUNCIL**

### **CABINET**

9<sup>th</sup> December 2020

**Director of Environment and Regeneration**

Nicola Pearce

### **Matter for Monitoring**

**Wards Affected:** All

### **2020 Air Quality Progress Report**

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

To inform members of the results of pollution monitoring carried out during the calendar year of 2019, and obtain approval to place a copy of the report on the Council's website and send copies to the Welsh Government.

#### **Executive Summary**

The 2020 Air Quality Progress Report for Neath Port Talbot Council fulfils the requirements of the Local Air Quality Management (LAQM) process as set out in Part IV of the Environment Act (1995), the Air Quality Strategy for England, Scotland, Wales and Northern Ireland 2007 and relevant Policy and Technical Guidance documents.

The LAQM process places an obligation on all local authorities to regularly review and assess air quality in their areas and to determine whether or not the air quality objectives are likely to be achieved.

This report presents the results of pollution monitoring carried out during the 2019 calendar year and seeks approval to send a copy of the report to Welsh Government.

#### **Background**

Progress Reports are produced by the Council annually and cover new monitoring data; new local developments; the local air quality strategy; new planning applications; planning policies; local transport plans and policies; implementation of LAQM action plans; and any other changes that might affect air quality.

The Council opts to include information on non-LAQM pollutants in addition to the more narrow LAQM range of pollutants required for inclusion in LAQM reports. LAQM Progress reports are required to be provided to WG as the devolved administration has responsibility for compliance with national air quality objectives.

The report present the results of pollution monitoring data collected during the calendar year 2019. The data includes results from continuous and non-continuous equipment, some of which is supplied to national pollution monitoring networks. Conclusions are drawn about air quality based upon this information.

The Progress Report follows the format suggested by Welsh Government. Following consideration by Members, the report will be available on the Council's website alongside all previous air quality management reports.

## **2020 Air Quality Progress Report**

A summary of the main findings from the 2020 report is provided below:

- Neither the long-term nor the short-term Air Quality Objectives for PM<sub>10</sub> were breached in Port Talbot. The Taibach/Margam Air Quality Management Area (AQMA) will continue to remain in force.
- There were no exceedances of Air Quality Objectives for sulphur dioxide (SO<sub>2</sub>), lead (Pb) or carbon monoxide (CO).
- Fine particulates of less than 2.5 microns in size (PM<sub>2.5</sub>) easily complied with the EU Target which is to be complied with by 2015.
- The long-term Air Quality Objectives for nitrogen dioxide were not breached at any locations in Neath Port Talbot.
- Continuous measurements of NO<sub>2</sub> at Victoria Gardens have continued the trend toward decreasing concentrations. Measurements at Port Talbot Fire station also decreased and continue to easily comply with air quality objectives.



- Ozone is not covered by Local Air Quality Management because trans-boundary pollution can have a significant effect upon local results. Ozone exceedances in 2019 were significantly down on the previous year and the long-term trend is downwards.
- The concentration of polyaromatic hydrocarbons at Port Talbot whilst exceeding the Air Quality Objective of 0.25 ng/m<sup>3</sup>, has never exceeded the EU target value of 1 ng/m<sup>3</sup>. The 2019 annual average concentration of 0.32 ng/m<sup>3</sup> was less than half that recorded in the previous year. This was presumably due to improvements at the steel works.
- Arsenic and cadmium easily comply with the EU Target, both in Port Talbot and Pontardawe.
- Nickel concentrations exceeded the EU Target of 20 ng/m<sup>3</sup> at Tawe Terrace only. Although the annual average nickel concentration is significantly improved upon the previous year, it is not compliant as was the case in 2017. These non-compliances are linked to the Wall Colmonoy Plant and consequently, enhanced regulation will continue to be implemented with an emphasis on maintenance procedures.
- Nuisance dust related to activities at Tata Steel Works, continues to be an issue in Port Talbot, although it does not have an impact upon health in the same way as other pollutants. Whilst the Port Talbot sites at the Fire Station and Prince Street remain the top ranked in the County Borough, the average fallout rate has decreased by 4% and 37% respectively compared to the previous year.

### **Financial Impacts**

No implications.

### **Integrated Impact Assessment**

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

### **Valleys Communities Impacts**

No implications.

### **Workforce Impacts**

No implications.

### **Legal Impacts**

No implications.

### **Risk Management Impacts**

There are no implications for risk management on this item.

### **Consultation**

There is no requirement for external consultation on this item.

### **Recommendations**

That having considered the report, it is resolved to make the following recommendations:

1. The findings of the 2020 Air Quality Progress Report as presented in Appendix 1 be noted.
2. Approval is given to publish the report on the Council website and to send a copy to Welsh Government for information.

### **Reasons for Proposed Decisions**

To fulfil the requirements of the Local Air Quality Management (LAQM) process as set out in Part IV of the Environment Act (1995), the Air Quality Strategy for England, Scotland, Wales and Northern Ireland 2007 and relevant Policy and Technical Guidance documents.

### **Implementation of Decision**

Not applicable.

### **Appendices**

Appendix 1 – 2020 Air Quality Progress Report

### **List of Legislation and Guidance Documents**

None.

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**APPENDIX 1**

2020 Air Quality Progress Report



## Neath Port Talbot Council

### 2020 Air Quality Progress Report

In fulfillment of Part IV of the Environment Act 1995  
Local Air Quality Management

Date (November, 2020)

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<b>Report Reference number</b>	E2/16/9/2020 PR
<b>Date</b>	November 2020

## Executive Summary: Air Quality in Our Area

### Air Quality in Neath Port Talbot

The main air quality issues in Neath Port Talbot are:

- Fine particulates (PM<sub>10</sub>) in Port Talbot.

This mainly relates to emissions from the steel works, which is regulated by Natural Resources Wales (NRW). The trend since declaration of the [Taibach Margam AQMA](#) in 2000 is towards lower pollution levels, but it is not yet considered to be safe to revoke the air quality management area (AQMA). The Council works with Welsh Government, Tata and Natural Resources Wales (the regulator) in order to manage air quality.

- Large particulates (nuisance dust) fallout in Port Talbot

Nuisance dust is also mainly an issue in Port Talbot which is related to activities at the steel works.

- Polyaromatic hydrocarbons (PAH) in Port Talbot

This is also an issue which is related to activities at the Port Talbot steel works e.g. coke ovens. The regulator is working with Tata in order to address this issue. The long-term trend is increasing.

- Nickel in Pontardawe.

The main source of raised nickel levels in Pontardawe is the Wall Colmonoy works, which is regulated by the Council. 2019 was not compliant, but an improvement on 2018.

### Actions to Improve Air Quality

The principal actions in the Taibach Margam AQMA air quality action plan are described in the NRW dust action plan. These are specific actions agreed between the regulator and Tata to reduce pollution from the steelworks.

In addition to working with Tata and NRW, Neath Port Talbot Council also works with Welsh Government and other organisations to better understand and combat pollution from the works.

The Council is regulator of the business in Pontardawe which is the principal contributor to nickel levels in the area. The Council works with the operator to ensure that the business is operated using Best Available Techniques (BAT). The aim is to minimise emissions. The Council also works with Welsh Government and other process operators in the region with this aim in mind.

### **Local Priorities and Challenges**

The Council will continue to work with NRW, Tata and Welsh Government to understand and minimise particulate emissions from the steelworks.

The Council will continue to focus on regulation of Wall Colmonoy in Pontardawe in order to attempt to drive nickel levels below the EU Target as was the case in 2017.

In both of the above cases the main challenge is to understand the precise sources of emissions of which there are potentially several at each location.

### **How to Get Involved**

The data from continuous pollution analysers operated by the Council can be found on the Welsh Air Quality website:

<https://airquality.gov.wales/>

Other information can be found in Local Air Quality Management documents such as this one, which are available on the Council website.

<https://www.npt.gov.uk/>



## Summary – air quality measurements

The long-term Air Quality Objectives for nitrogen dioxide were not breached at any locations in Neath Port Talbot.

Continuous measurements of NO<sub>2</sub> at Victoria Gardens have continued the trend toward decreasing concentrations. Measurements at Port Talbot Fire station also decreased and continue to easily comply with air quality objectives.

Neither the long-term nor the short-term Air Quality Objectives for PM<sub>10</sub> were breached in Port Talbot. However, the Taibach/Margam AQMA will continue to remain in force.

There were no exceedances of Air Quality Objectives for sulphur dioxide (SO<sub>2</sub>), lead (Pb) or carbon monoxide (CO).

Fine particulates of less than 2.5 microns in size (PM<sub>2.5</sub>) easily complied with the EU Target which is to be complied with by 2015.

Ozone is not covered by Local Air Quality Management because trans-boundary pollution can have a significant effect upon local results. Ozone exceedances in 2019 were significantly down on the previous year and the long-term trend is downwards.

Whilst the concentration of polyaromatic hydrocarbons at Port Talbot exceeds the Air Quality Objective of 0.25 ng/m<sup>3</sup>, it has never exceeded the EU target value of 1 ng/m<sup>3</sup>. The 2019 annual average concentration of 0.32 ng/m<sup>3</sup> was less than half that recorded in the previous year. This was presumably due to improvements at the steel works.

Arsenic and cadmium easily comply with the EU Target, both in Port Talbot and Pontardawe.

Nickel concentrations exceeded the EU Target of 20 ng/m<sup>3</sup> at Tawe Terrace only. Although the annual average nickel concentration is significantly improved upon the previous year, it is not compliant as was the case in 2017. Consequently, enhanced regulation will continue to be implemented with an emphasis on maintenance procedures.

None of the 24 planning applications considered on grounds of air quality were considered to pose a risk to compliance with air quality objectives.

There are no plans to revoke or modify the Taibach/Margam AQMA, although the short and long-term air quality objectives have not been breached.

The next actions to be taken will be to submit a LAQM Progress report for the calendar year of 2020.

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## 1. Actions to Improve Air Quality

### 1.1 Previous Work in Relation to Air Quality

The 2000 review and assessment of air quality concluded that it would be necessary to declare an Air Quality Management Area for PM<sub>10</sub> in Port Talbot. This was due the predicted failure to achieve the Government's Air Quality Objective for PM<sub>10</sub> by the deadline of 31<sup>st</sup> December 2004 without intervention.

As a consequence the Taibach Margam AQMA was declared by the Council on 11<sup>th</sup> May 2000 and was in force effective from 1<sup>st</sup> July 2000.

The 2003 Updating and Screening Assessment (USA) showed that there was no need to proceed to a detailed assessment in respect of all but two pollutants, nitrogen dioxide and PM<sub>10</sub>. Nitrogen dioxide measurements at Victoria Gardens, Neath had shown some increases that merited further investigation. PM<sub>10</sub> measurements at Port Talbot had continued to require further measurement, especially as improvements to a blast furnace might have been expected to abate emissions somewhat.

The subsequent 2004 Detailed Assessment of nitrogen dioxide and PM<sub>10</sub> showed that it would not be necessary to declare an AQMA in the vicinity of Victoria Gardens. PM<sub>10</sub> concentrations were found to increase following re-commissioning of blast furnace number 5 at the steelworks. However, the numbers of exceedances were not as numerous as those recorded prior to the re-build of the furnace and the incorporation of cast house fume arrestment.

The 2006 USA showed that it would be necessary to proceed to a Detailed Assessment in respect of nitrogen dioxide. Several busy roads were identified for which accurate speed information was not available. Therefore it would be necessary to deploy diffusion tubes in order to assess nitrogen dioxide levels at these locations. Measurements of PM<sub>10</sub> would continue as before.

In 2007 the Detailed Assessment of nitrogen dioxide showed that none of the 19 roadside sites identified in the 2006 USA breached the annual average Air Quality Objective. However, two sites were close to the Objective and one site, Water Street, Port Talbot was at risk of exceeding. Diffusion tube monitoring continued at these locations.

The 2008 air quality report revealed compliance with PM<sub>10</sub> Air Quality Objectives, both at Port Talbot Fire Station and the new site at Dyffryn School, Port Talbot. There were no breaches of Air Quality Objectives for the other LAQM pollutants, although one site at Victoria Gardens, Neath came close to doing so.

An Updating and Screening Assessment was reported in May 2009, which identified the need to proceed to a Detailed Assessment of nitrogen dioxide in respect of Water Street, Port Talbot. Further sites were also identified for deployment of nitrogen dioxide diffusion tubes. The daily averaged Air Quality Objective for PM<sub>10</sub> was not exceeded in Port Talbot.

A Detailed Assessment of nitrogen dioxide was reported in 2010. This showed that Air Quality Objectives were not breached at Water Street, but recommended that a further Detailed Assessment should be conducted at this location.

An Air Quality Progress Report was produced in 2010, which identified the need to proceed to a Detailed Assessment of nitrogen dioxide in respect of sites at: Swansea Road, Pontardawe; Victoria Gardens, Neath and Water Street, Port Talbot.

A Detailed Assessment of nitrogen dioxide was reported in 2011. This showed that following improved traffic management and reducing volumes of traffic meant that there were no further problems at Water Street, but confirmed raised levels at Swansea Road, Pontardawe and Victoria Gardens, Neath. The Council committed to deploy continuous NO<sub>2</sub> analysers at these locations.

An Updating and Screening Assessment was reported in August 2012. This identified the need to proceed to a Detailed Assessment of nitrogen dioxide at Swansea Road, Pontardawe and Victoria Gardens, Neath. The report also identified the need to proceed to a Detailed Assessment for PM<sub>10</sub> at respect of Prince Street, Margam.

An Air Quality Progress Report was produced in 2013, which identified a breach of the short term air quality objective for PM<sub>10</sub> at Prince Street in Port Talbot using equipment owned by Natural Resources Wales (NRW). A new monitor was to be installed in 2014 to replace the NRW device, which was relocated. Consequently, the report identified the need to proceed to a Detailed Assessment for PM<sub>10</sub> at respect of Prince Street, Margam.

A Detailed Assessment of nitrogen dioxide was reported in 2013. This showed that neither air quality objective were breached at Victoria Gardens in Neath. However, a property at 1 Victoria Gardens (39.8 µg/m<sup>3</sup>) was close to exceeding the short term Air Quality Objective (AQO).

An Updating and Screening Assessment was reported in 2015. This identified the need to proceed to a Detailed Assessment of nitrogen dioxide at Swansea Road, Pontardawe and Victoria Gardens, Neath.

A Detailed Assessment of PM<sub>10</sub> was reported in 2015. This examined data from 8 sites in Port Talbot, but none were found to breach air quality objectives. Results at Prince Street were more in line with those at Port Talbot Fire Station.

An Updating and Screening Assessment was reported in 2016. This identified the need to proceed to a Detailed Assessment of nitrogen dioxide at Victoria Gardens, Neath.

A Detailed Assessment of NO<sub>2</sub> was reported in 2016. This recommended the deployment of diffusion tubes in triplicate at 1, Victoria Gardens.

A Progress Report was submitted in 2017, which reported the closure of the continuous NO<sub>2</sub> analyser at Pontardawe, on account of the reduction in pollution levels at the Fire Station site. The NO<sub>2</sub> air quality objective was not exceeded at any location.

A Progress Report was submitted in 2018, which once again showed a decreasing trend for NO<sub>2</sub> levels at Victoria Gardens and no exceedances of the air quality objectives at any location.

**Table 1.1 Summary of previous air quality reports**

<b>Report</b>	<b>Date produced</b>	<b>Outcomes</b>
Annual air quality report	1998	Summary of routine measurements.
Annual air quality report	1999	Summary of routine measurements.
Annual air quality report	2000	Summary of routine measurements.
2000 Review and assessment of air quality	February 2000	AQMA for PM <sub>10</sub> required for Port Talbot.
Annual air quality report	2001	Summary of routine measurements.
Annual air quality report	2002	Summary of routine measurements.
Updating and Screening Assessment of Air Quality	July 2003	Detailed assessment required for NO <sub>2</sub> and PM <sub>10</sub> .
Annual air quality report	2003	Summary of routine measurements.
Annual air quality report	2004	Summary of routine measurements.
Detailed Assessment of air quality	November 2004	No AQMA required in respect of NO <sub>2</sub> at Victoria Gardens. PM <sub>10</sub> problems at Port Talbot improved, but not enough to warrant revocation of AQMA.
Annual air quality report	2005	Summary of routine measurements.
Updating and Screening Assessment	April 2006	Detailed Assessment required in respect of NO <sub>2</sub> at several busy roads.
Annual air quality report	2006	Summary of routine measurements.
Detailed Assessment	April 2007	No AQMAs required for NO <sub>2</sub> , but monitoring to continue at sites "at risk" of exceedance.
Annual air quality report	2007	Summary of routine measurements.
Annual air quality report	2008	Summary of routine measurements.
Updating and Screening Assessment	May 2009	Detailed Assessment required in respect of NO <sub>2</sub> at Water



## Neath Port Talbot Council

		Street, Port Talbot.
Detailed Assessment of air quality	2010	No AQMA required but another Detailed Assessment recommended for Water Street.
Progress report	2010	Detailed Assessment recommended for 2 sites in Pontardawe and Neath.
Detailed Assessment of air quality	2011	Water Street issue now resolved, but continuous analysers to be deployed at 2 sites in Pontardawe and Neath.
Updating and screening assessment	2012	Detailed Assessment for NO <sub>2</sub> recommended for 2 sites in Pontardawe & Neath. Detailed Assessment for PM <sub>10</sub> recommended for Prince Street in Port Talbot.
Progress report	Aug 2014	Detailed Assessment of PM <sub>10</sub> at Prince Street in Port Talbot is recommended. New PM <sub>10</sub> monitor required at this site.
Detailed Assessment of air quality	Aug 2014	No breach of short term AQO for NO <sub>2</sub> at Victoria Gardens, but one property is very close to exceeding.
Updating and Screening Assessment	Nov 2015	Detailed assessment recommended for Victoria Gardens site in Neath.
Detailed Assessment of air quality	Nov 2015	Detailed Assessment of PM <sub>10</sub> at 8 sites in Port Talbot. No breaches of air quality objectives.
Updating and Screening Assessment	July 2016	Detailed assessment recommended for Victoria Gardens site in Neath.
Detailed Assessment of air quality	July 2016	Deploy NO <sub>2</sub> diffusion tubes at 1 Victoria Gardens, Neath.
Progress report	July 2017	Nox analyser at Pontardawe Post Office site removed in July 2016 due to reduced NO <sub>2</sub> concentrations.
Progress report	July 2018	No breaches of air quality objectives.
Progress report	September 2019	No breaches of air quality objectives.

## 1.2 Air Quality Management Areas

Air Quality Management Areas (AQMAs) are declared when air quality is close to or above an acceptable level of pollution (known as the air quality objective (see Appendix B)). After declaring an AQMA the authority must prepare an Air Quality Action Plan (AQAP) within 18 months setting out measures it intends to put in place to improve air quality to at least the air quality objectives, if not even better. AQMA(s) are seen by local authorities as the focal points to channel resources into the most pressing areas of pollution as a priority.

Details of the AQMA declared by Neath Port Talbot County Borough Council can be found in Table 1.2. Further information is available online at [https://uk-air.defra.gov.uk/aqma/details?aqma\\_ref=76](https://uk-air.defra.gov.uk/aqma/details?aqma_ref=76)

The AQMA is shown shaded in Figure 1.1 below.

**Figure 1.1 Taibach Margam AQMA**



Table 1.2 – Declared Air Quality Management Areas

AQMA	Relevant Air Quality Objective(s)	Comments on Air Quality Trend	City / Town<Delete column if not relevant>	Description	Action Plan
AQMA Taibach Margam	PM <sub>10</sub> 24-hour mean	There has been a gradual decrease in PM <sub>10</sub> exceedance days since declaration of the AQMA	Port Talbot	A residential area between the steel works and M4.	<a href="https://www.npt.gov.uk/media/4171/aqap2012.pdf">https://www.npt.gov.uk/media/4171/aqap2012.pdf</a>

### 1.3 Implementation of Action Plans

Neath Port Talbot County Borough Council has taken forward a number of measures during 2019 in pursuit of improving local air quality. Details of all measures completed, in progress or planned are set out in Tables 1.3 and 1.4. More detail on these measures can be found in the Air Quality Action Plan.

Air Quality Action Plans are continuously reviewed and updated whenever deemed necessary, but no less frequently than once every five years. Such updates are completed in close consultation with local communities.

Key completed measures completed in 2019 are:

Table 1.3 - Action Plan Items and Progress

No.	Measure	Progress in Last 12 Months
A1	Multi agency interaction	<p>All pollution and weather measurements continue and information is shared with partners on request. Our industrial alerts system is used by operators on the steelworks site to try to prevent exceedance days from happening.</p> <p>3 X Tata Joint Consultative Committee meetings.</p>
A2	Dust reduction programme at Tata site	<p><b>General</b></p> <ul style="list-style-type: none"> <li>□. Revised site Air Quality Management Plan (AQMP) incorporating new dust forecasting procedures, risk assessment matrices and communication protocols for Tata personnel.</li> <li>□. Development of a dedicated Dry Weather Action Plan which links to the overarching site AQMP.</li> <li>□. Harmonising environmental incident reporting across the steelworks, promoting wider understanding of activities and/or incidents which could generate dust.</li> <li>□. Completed review/rationalisation of Tata’s on-site ambient monitoring network, including trial and deployment of new <i>AQ Mesh</i> gaseous and particulate monitoring instruments.</li> <li>□. Additional dust deposition monitors deployed off-site to allow analysis by Tata using X-Ray Diffraction (XRD) techniques.</li> <li>□. Site-wide speed limit reduced to 20mph to reduce fugitive dust from vehicle movements.</li> <li>□. Review/rationalisation of water spraying/bowsering and road sweeping routes across the steelworks.</li> </ul> <p><b>Coke ovens</b></p> <ul style="list-style-type: none"> <li>□. Major ongoing works to refurbish and renew coke oven doors and coke oven tops (comprising charge holes, ascension pipes, spigots and caps).</li> </ul>

No.	Measure	Progress in Last 12 Months
		<p>Rate of renewal has been limited by difficult working environment (live coke ovens) and need to maintain thermal balance and integrity of batteries.</p> <ul style="list-style-type: none"> <li>❑ Statutory Notice issued July 2018 in response to persistent non-compliant emissions from the coke ovens. Tata Steel responded to NRW's notice in August 2018 and has subsequently delivered against the agreed coke ovens compliance plan.</li> <li>❑ Steady, incremental improvement noticed in coke oven door emissions performance during 2018. Progress more difficult (but not impossible) to achieve for tops and charging emissions.</li> <li>❑ Ongoing oven end flue repair programme to improve coal carbonisation rates within individual ovens and reduce the incidence of 'black pushes'.</li> <li>❑ Coke pushing: a replacement 'Ministerstein' mobile fume extraction hood is planned for 2019 (at significant cost). This new system should offer greater fume capture capability and reliability.</li> </ul> <p><b>Raw materials</b></p> <ul style="list-style-type: none"> <li>❑ Trials of coloured fugitive dust suppressants which can be applied to stockpiled raw materials and re-applied as the colour fades (indicating that further application is needed)</li> <li>❑ Improved wheel wash capability within stockyards</li> <li>❑ Repairs to various stockyard and site haul roads, reducing fugitive dust formation and lift-off</li> <li>❑ Barrier/bund extension project at north-west corner of stockyards. This is a passive screening measure to reduce windblown dust lift-off – ongoing.</li> </ul> <p><b>Sinter Plant</b></p> <ul style="list-style-type: none"> <li>❑ Statutory Notice issued July 2018 in response to persistent non-compliant emissions from the sinter plant main stack. Tata Steel responded in August 2018 and has subsequently delivered against the agreed sinter plant compliance plan.</li> </ul>

No.	Measure	Progress in Last 12 Months
		<ul style="list-style-type: none"> <li>□. Major repair and refurbishment of the sinter plant Electrostatic Precipitators (ESPs) – complete. Maintenance patterns have been reviewed following completion.</li> <li>□. Ongoing periodic repair/refurbishment of the sinter plant wind mains and ducting.</li> <li>□. Extra sensors fitted to detect air ingress into ESP system and identify leaks more easily.</li> <li>□. Improved valves between ESPs and dust conveyors, along with revised maintenance regime.</li> <li>□. ESP data analysis to assess effectiveness of individual power fields and investigate dust emission ‘spikes’ – ongoing.</li> <li>□. Critical review of operation of mechanical dust ‘rappers’ which dislodge captured dust within the ESPs – ongoing.</li> <li>□. Optimisation of ESP electrical fields to improve dust capture performance – ongoing.</li> <li>□. Replacement of dust suppression foam system metal pipework with plastic components to reduce biological fouling – complete.</li> <li>□. Adjustment of raw material blends to improve sinter strength and process stability, reducing overall emissions.</li> <li>□. Commitment by Tata Steel to fit a bag filter to the sinter de-dust system, replacing the existing ESP and offering better environmental performance over a longer period. Planning permission obtained December 2018.</li> </ul> <p><b>Ironmaking</b></p> <ul style="list-style-type: none"> <li>□. Scrutiny and review of blast furnace bleeder valve releases in 2018.</li> <li>□. No.5 Blast Furnace: Major repair and campaign life extension (Sep 2018 – Jan 2019).</li> <li>□. No.5 Blast Furnace: Cast house fume extraction system enhancements.</li> <li>□. No.5 Blast Furnace: Gas cleaning plant improvements.</li> <li>□. Additional coke screening to improve homogeneity, furnace performance</li> </ul>

No.	Measure	Progress in Last 12 Months
		<p>and process stability.</p> <p><b>Steel &amp; Slab</b></p> <ul style="list-style-type: none"> <li>□. BOS Plant Fume Extraction Plant (FEP) Project Phase 1 – complete.</li> <li>□. BOS Plant converter vessel replacement project – ongoing.</li> <li>□. BOS Plant Fume Extraction Plant (FEP) Project Phase 2 – ongoing.</li> <li>□. CCTV camera system fitted providing BOS Control with external views of fugitive emissions.</li> <li>□. Review of scrap metal mix to minimise instability triggered by certain scrap types – ongoing.</li> <li>□. Increased automation of oxygen lance systems to minimise process instability – ongoing.</li> <li>□. Regular review of slop events to better understand conditions leading up to slop.</li> </ul> <p><b>Energy</b></p> <ul style="list-style-type: none"> <li>• Commencement of groundworks for Tata’s power plant enhancement project, which will replace some older plant with more modern, efficient equipment offering better environmental performance.</li> </ul>
A3	Planning Policies	LDP issued.



No.	Measure	Progress in Last 12 Months
A4	Tree Planting	<p>The Council is taking a more strategic approach to the management, enhancement and creation of Green Infrastructure, for the benefit of people and wildlife. Funding was secured from WG from the GI Capital Fund in 2018 to develop GI opportunity and demand maps, and deliver a demonstration project, whilst funding for further implementation was secured as part of the ENRaW (Enabling Natural Resources and Well-being) WG fund for 2019/20. As part of this grant, over 6000 saplings were planted and 160 large standards were planted throughout the county borough, in schools and urban locations, including the Port Talbot area.</p> <p>Further funding is being sought from a second ENRaW application, for the period from April 2020, until March, 2023. An outcome is awaited from WG, and if successful, would provide the opportunity to further deliver GI intervention in Neath Port Talbot.</p>
A5	Transport infrastructure (PDR)	Project now complete.
A6	Train haulage emissions	There were no complaints about dusty trains in Port Talbot during 2018.
A7	NPT permitting in vicinity of steel works	NPT continues to regulate Civil & Marine Slag Cement in accordance with the permit and BAT.
A8	Travel Plans	There have been no changes to travel plans in 2018.
A9	School Travel Plans	A total of 61 school travel plans are in place in the County Borough.
A10	Domestic Bonfires	Engagement with the public on air quality issues continues.
A11	Industrial Fires	Natural Resources Wales keeps a list of permitted sites with combustible wastes, which are risk categorised. NRW also investigates illegal sites. NPTCBC has taken proactive measures together with other agencies to prevent tyre fires.
A12	Hill Fires	A fire safety education program is in place with a named officer for the Neath Port Talbot area of Mid and West Wales Fire Service.
A13	Increased street sweeping	The service is still available and is typically employed in accordance with a request from Tata.

No.	Measure	Progress in Last 12 Months
A14	Public and industrial air alerts	The industrial air alerts system is used by 151 subscribers. The trial of the public system is complete and there are currently no plans to continue with the public facing system.

Neath Port Talbot County Borough Council expects the following measures to be completed over the course of the next reporting year:

A report from the University of the West of England (UWE) is expected to be finalised, which will critically assess the measures taken to date in order to investigate and understand the sources of PM<sub>10</sub> in Port Talbot. This report might also contain recommendations for further studies.

Further improvements to the dust reduction programme and arrangements for dealing with complaints have been agreed between Tata and NRW. These arrangements are detailed and have been described in a letter from Martin Brunnock (Hub Director Strip Products UK) to Paul Gibson of NRW.

Table 1.4 – Progress on Measures to Improve Air Quality

No.	Measure	Focus	Lead Authority	Planning Phase	Implementation Phase	Indicator	Target Annual Emission Reduction in the AQMA	Progress to Date	Progress in Last 12 Months	Estimated Completion Date	Comments Relating to Emission Reductions
A2	Dust reduction programme at Tata site	Reduce particulate emissions via NRW regulation	NRW	2000	2001-present	Implementation of various improvement schemes	Impossible to quantify	Various improvements. See previous Progress reports.	See table 1.2 above	None. The dust reduction programme will continue for the foreseeable future	Impossible to quantify
A1	Multi-agency interaction	Cooperation between various organisations to investigate PM <sub>10</sub> exceedances	Welsh Government	2000	2001-present	See previous Progress reports	Impossible to quantify	Various investigations, most recently the King's College monitoring report.	UWE report in preparation for 2019.	Not known	Impossible to quantify
A3	Planning policies	Resist developments on air quality grounds where appropriate	NPT	2000	2001-present	None	Impossible to quantify	UDP now in force	UDP continued	UDP complete	Impossible to quantify
A5	Transport infrastructure (PDR)	Provide alternative route for traffic and slightly reduce pollution	NPT	2010	Completed 2013	None	Impossible to quantify	PDR complete	PDR complete	PDR complete	Impossible to quantify

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No.	Measure	Focus	Lead Authority	Planning Phase	Implementation Phase	Indicator	Target Annual Emission Reduction in the AQMA	Progress to Date	Progress in Last 12 Months	Estimated Completion Date	Comments Relating to Emission Reductions
A7	NPT regulated activities	Regulate Civil & Marine slag cement to minimise PM <sub>10</sub> emissions	NPT	n/a	Ongoing	Compliance with permit	Impossible to quantify	Emissions comply with permit	Emissions comply with permit	Ongoing	Impossible to quantify
A6	Train haulage emissions	Investigate cases of visible mineral emissions from trains	NPT	n/a	Ongoing	Avoidance of visible emissions	Impossible to quantify	No problems in recent years	No problems reported	Ongoing	Impossible to quantify
A11	Industrial fires	Minimise large industrial fires by identifying risky sites and taking remedial action	NPT, NRW	n/a	Ongoing	Avoidance of industrial fires in Port Talbot	Impossible to quantify	No problems in recent years	No problems reported	Ongoing	Impossible to quantify
A12	Hill fires	Prevent hill fires in vicinity of Port Talbot	MAWWFIRE	n/a	Ongoing	Minimise hill fires through education	Impossible to quantify	Community Fire Safety Team targets schools and farmers	No problems reported	Ongoing	Impossible to quantify
A14	Air Alerts	Provide email alert system notifying NRW, WG, Tata etc. to intervene where pollution levels are raised	NPT	n/a	Ongoing	System operates as expected	Impossible to quantify	System has been operational for some years	151 users currently subscribed	Ongoing	Impossible to quantify
A8	Travel plans	Minimise traffic and emissions by use of public transport etc.	NPT	n/a	Ongoing	Travel plan implemented	Impossible to quantify	Part implemented but not complete.	None	Not known	Impossible to quantify

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No.	Measure	Focus	Lead Authority	Planning Phase	Implementation Phase	Indicator	Target Annual Emission Reduction in the AQMA	Progress to Date	Progress in Last 12 Months	Estimated Completion Date	Comments Relating to Emission Reductions
A9	School travel plans	Reduce the impact of the school journey in the AQMA	NPT	n/a	Ongoing	Number of plans in place	Impossible to quantify	61 plans in place	4 new plans	Ongoing	Impossible to quantify
A4	Tree planting	Trees may help to reduce airborne particulates	Tata, NRW, NPT	n/a	Ongoing	Number of trees and shrubs planted	Impossible to quantify	Tree planting in Port Talbot.	Pilot project completed	Not known	Impossible to quantify
A10	Domestic bonfires	Minimise through education and recycling	NPT	n/a	Ongoing	Provision of green waste recycling	Impossible to quantify	Quantities vary from year to year depending on weather etc.	Approx 3500 tonnes at kerbside and 2300 tonnes at recycling centres.	Ongoing	Impossible to quantify
A13	Street sweeping	Can be carried out as required to remove particulates from the highway	NPT	n/a	Ongoing as required	The cleanliness of the street scene	Impossible to quantify	Sweeping has been carried out at Tata's request on several occasions	Sweeping carried out on PDR at Tata's request	Ongoing	Impossible to quantify

## 2. Air Quality Monitoring Data and Comparison with Air Quality Objectives

### 2.1 Summary of Monitoring Undertaken in 2019

#### 2.1.1 Automatic Monitoring Sites

This section sets out what monitoring has taken place and how results compare with the objectives.

Neath Port Talbot County Borough Council undertook automatic (continuous) monitoring at 6 sites during 2019. Table presents the details of these sites. Monitoring data are available at <http://www.welshairquality.co.uk/>.

Maps showing the location of the remaining monitoring sites are provided in Figures 2.1 and 2.2.

Further details on how the monitors are calibrated and how the data has been adjusted are included in Appendix C.

#### 2.1.2 Non-Automatic Monitoring Sites

Neath Port Talbot County Borough Council undertook non-automatic (passive) monitoring of NO<sub>2</sub> at 27 sites during 2019. Table 2.2 presents the details of the sites.

Further details on Quality Assurance/Quality Control (QA/QC) and bias adjustment for the diffusion tubes are included in Appendix C.

Table 2.1 – Details of Automatic Monitoring Sites

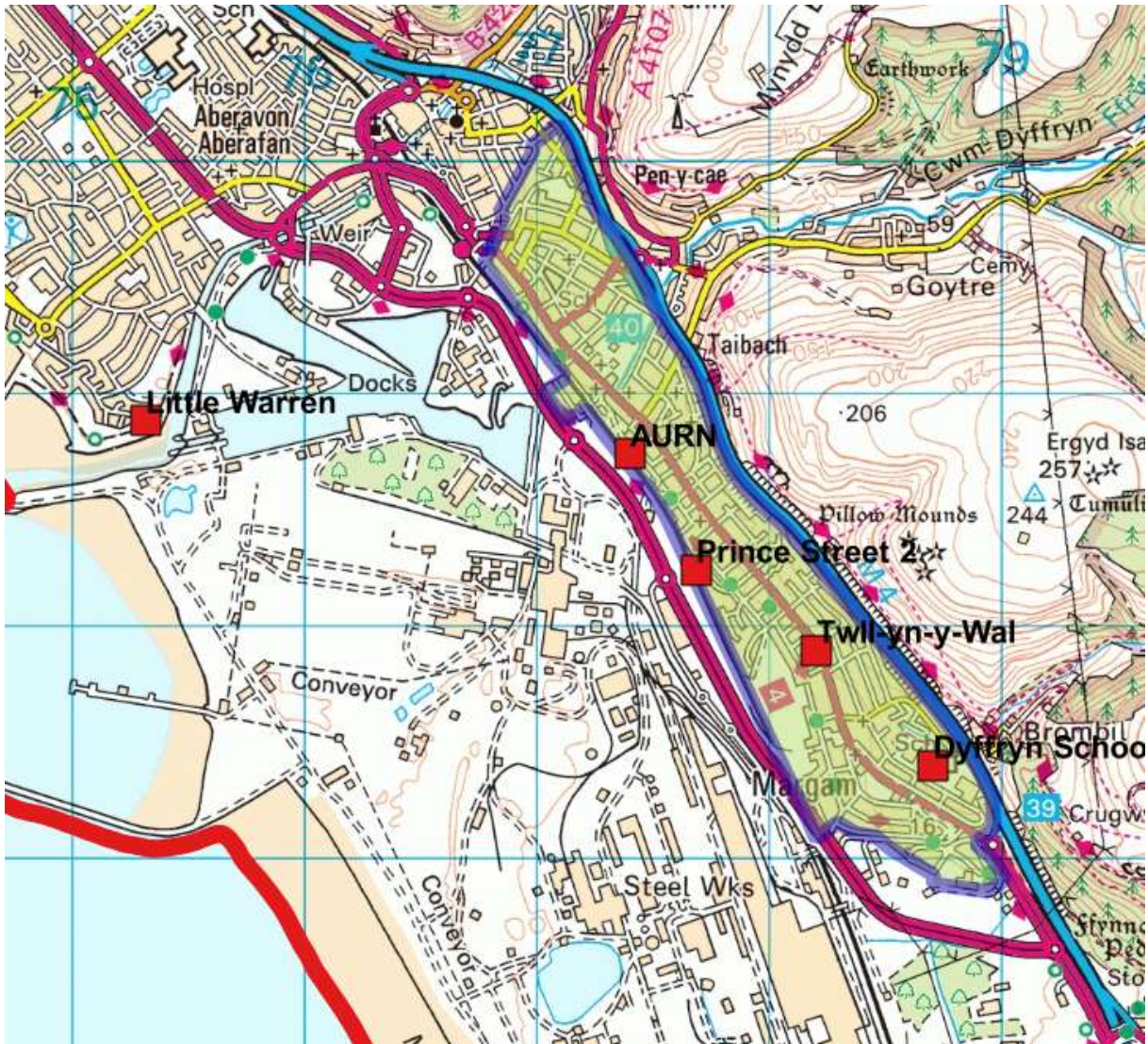
Site ID	Site Name	Site Type	Associated with (Named) AQMA?	OS Grid Reference		Pollutants Monitored	Monitoring Technique	Inlet Height (m)	Distance from monitor to nearest relevant exposure (m) <sup>(1)</sup>	Distance from Kerb to Nearest Relevant Exposure (m)	Distance from Kerb to Monitor (m)
				X	Y						
PT2	Port Talbot Fire Station	Industrial	Y	277388	188733	PM <sub>10</sub> , PM <sub>2.5</sub> , SO <sub>2</sub> , CO, O <sub>3</sub> , NO <sub>2</sub>	FDMS, UV fluorescence, IR absorption, UV absorption, chemiluminescence	2.5	16	8	4
DS1	Dyffryn School	Industrial	Y	278700	187387	PM <sub>10</sub>	FDMS	1.8	45	4	45
TW1	Twll-yn-y Wal Park	Industrial	Y	278196	187891	PM <sub>10</sub>	FDMS	1.8	14	2	4
LW1	Port Talbot Little Warren	Industrial	N	275313	188879	PM <sub>10</sub>	FDMS	2.5	35	7	53
PS2	Prince St.	Industrial	Y	277689	188235	PM <sub>10</sub> , PM <sub>2.5</sub>	FDMS	1.8	45	6	57
VG2	Victoria Gardens	Roadside	N	275471	197183	NO <sub>2</sub>	Chemiluminescence	1.2	18	19	2

**Notes:**

(1) 0m indicates that the sited monitor represents exposure and as such **no distance calculation is required**



Figure 2.1 Map of Automatic PM<sub>10</sub> Monitoring Sites



Note: the blue line denotes the border of the AQMA.



Figure 2.2 Map of Automatic NO<sub>2</sub> Monitoring Sites

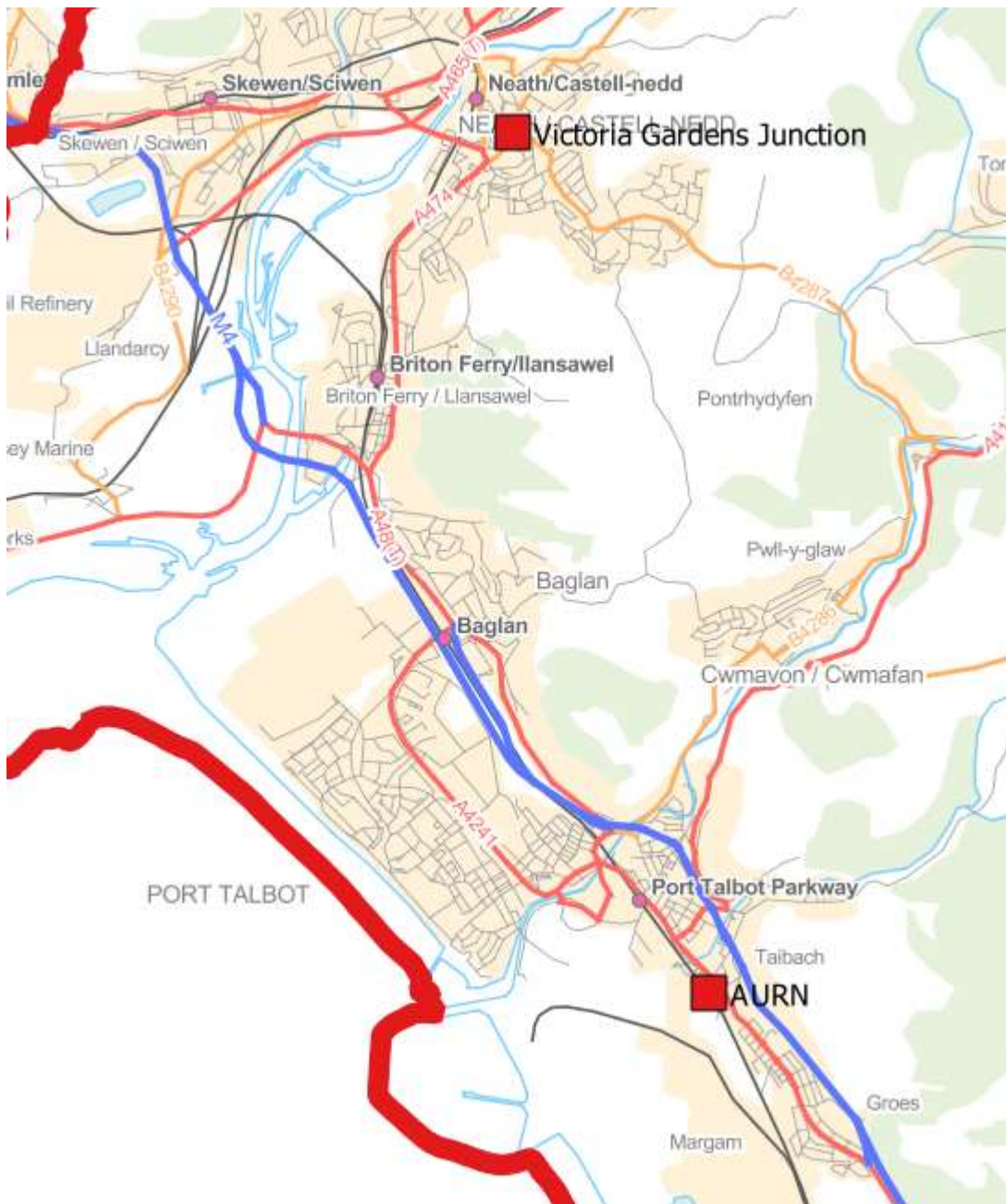


Figure 2.3 NO<sub>2</sub> analyser at Cimla Road/Victoria Gardens in Neath



Table 2.2 – Details of Non-Automatic Monitoring Sites

Site ID	Site Name	Site Type	Associated with Named AMQA?	OS Grid Reference		Site Height (m)	Collocated with a Continuous Analyser?	Distance from monitor to nearest relevant exposure (m) <sup>(1)</sup>	Distance from Kerb to Nearest Relevant Exposure (m)	Distance from Kerb to Monitor (m)
				X	Y					
1	1 Victoria Gardens, Neath	Roadside	N	275463	197217	2.0	N	0	1	1
3	11 College Green, Margam, Port Talbot	Urban background	Y	278794	187237	1.5	N	2	4	4
4	8 Victoria Gardens, Neath	Roadside	N	275494	197272	1.5	N	2	4	4
5	28 Eastland Road, Neath	Roadside	N	275420	197161	1.5	N	0	4	4

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Site ID	Site Name	Site Type	Associated with Named AMQA?	OS Grid Reference		Site Height (m)	Collocated with a Continuous Analyser?	Distance from monitor to nearest relevant exposure (m) <sup>(1)</sup>	Distance from Kerb to Nearest Relevant Exposure (m)	Distance from Kerb to Monitor (m)
				X	Y					
7	Moby's, Neath Road, Briton Ferry	Roadside	N	274312	194601	2.0	N	2	2	2
8	185 Neath Road, Briton Ferry	Roadside	N	274307	194580	2.0	N	0	2	2
9	179 Neath Road, Briton Ferry	Roadside	N	274305	194563	2.0	N	0	2	2
10	187 Neath Road, Briton Ferry	Roadside	N	274308	194584	2.0	N	0	2	2

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Site ID	Site Name	Site Type	Associated with Named AMQA?	OS Grid Reference		Site Height (m)	Collocated with a Continuous Analyser?	Distance from monitor to nearest relevant exposure (m) <sup>(1)</sup>	Distance from Kerb to Nearest Relevant Exposure (m)	Distance from Kerb to Monitor (m)
				X	Y					
11	189 Neath Road, Briton Ferry	Roadside	N	274310	194589	2.0	N	0	2	2
12	34 Eastland Road, Neath	Roadside	N	275427	197139	1.5	N	0	4	4
13	40 Eastland Road, Neath	Roadside	N	275415	197110	1.5	N	0	4	4
14	32 Eastland Road, Neath	Roadside	N	275431	197149	1.5	N	0	4	4

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Site ID	Site Name	Site Type	Associated with Named AMQA?	OS Grid Reference		Site Height (m)	Collocated with a Continuous Analyser?	Distance from monitor to nearest relevant exposure (m) <sup>(1)</sup>	Distance from Kerb to Nearest Relevant Exposure (m)	Distance from Kerb to Monitor (m)
				X	Y					
15	30 Eastland Road, Neath	Roadside	N	275434	197157	1.5	N	0	4	4
16	5 Victoria Gardens, Neath	Roadside	N	275464	197230	1.5	N	0	3	3
17	1 Greenway Road, Neath	Roadside	N	275455	197211	2.0	N	0	2	2
18	Pontardawe Post Office	Roadside	N	272034	203954	2.0	N	0	2	2
19	Port Talbot Fire Station	Industrial	Y	277399	188734	2.5	Y	16	8	4

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Site ID	Site Name	Site Type	Associated with Named AMQA?	OS Grid Reference		Site Height (m)	Collocated with a Continuous Analyser?	Distance from monitor to nearest relevant exposure (m) <sup>(1)</sup>	Distance from Kerb to Nearest Relevant Exposure (m)	Distance from Kerb to Monitor (m)
				X	Y					
20	3 Victoria Gardens, Neath	Roadside	N	275463	197223	1.5	N	0	3	3
21	50 Greenway Road, Neath	Roadside	N	275452	197195	2.0	N	0	2	2
22	54 Windsor Road, Neath	Roadside	N	275146	197248	2.0	N	0	2	2
23	4 Victoria Gardens, Neath	Roadside	N	275482	197227	1.5	N	0	3	3

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Site ID	Site Name	Site Type	Associated with Named AMQA?	OS Grid Reference		Site Height (m)	Collocated with a Continuous Analyser?	Distance from monitor to nearest relevant exposure (m) <sup>(1)</sup>	Distance from Kerb to Nearest Relevant Exposure (m)	Distance from Kerb to Monitor (m)
				X	Y					
24	Stockham's Corner Flats	Roadside	N	275200	196905	2.0	N	0	3	3
25	Old Fire Station, Water Street, Port Talbot	Roadside	N	276131	189926	2.0	N	0	2	2
26	10 Swansea Road, Pontardawe	Roadside	N	272019	203924	2.0	N	0	2	2

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Site ID	Site Name	Site Type	Associated with Named AMQA?	OS Grid Reference		Site Height (m)	Collocated with a Continuous Analyser?	Distance from monitor to nearest relevant exposure (m) <sup>(1)</sup>	Distance from Kerb to Nearest Relevant Exposure (m)	Distance from Kerb to Monitor (m)
				X	Y					
27	11a Swansea Road, Pontardawe	Roadside	N	272016	203941	2.0	N	0	2	2
28	8 Swansea Road, Pontardawe	Roadside	N	272026	203961	2.0	N	0	2	2
34	Lights at Cimla Junction	Roadside	N	275472	197185	1.4	Y	20	2	2

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**Notes:**

(1) 0m indicates that the sited monitor represents exposure and as such **no distance calculation is required**.

Maps showing the location of the monitoring sites are provided in figures 2.4 to 2.8 below

Figure 2.4 Location of NO<sub>2</sub> diffusion tube sites

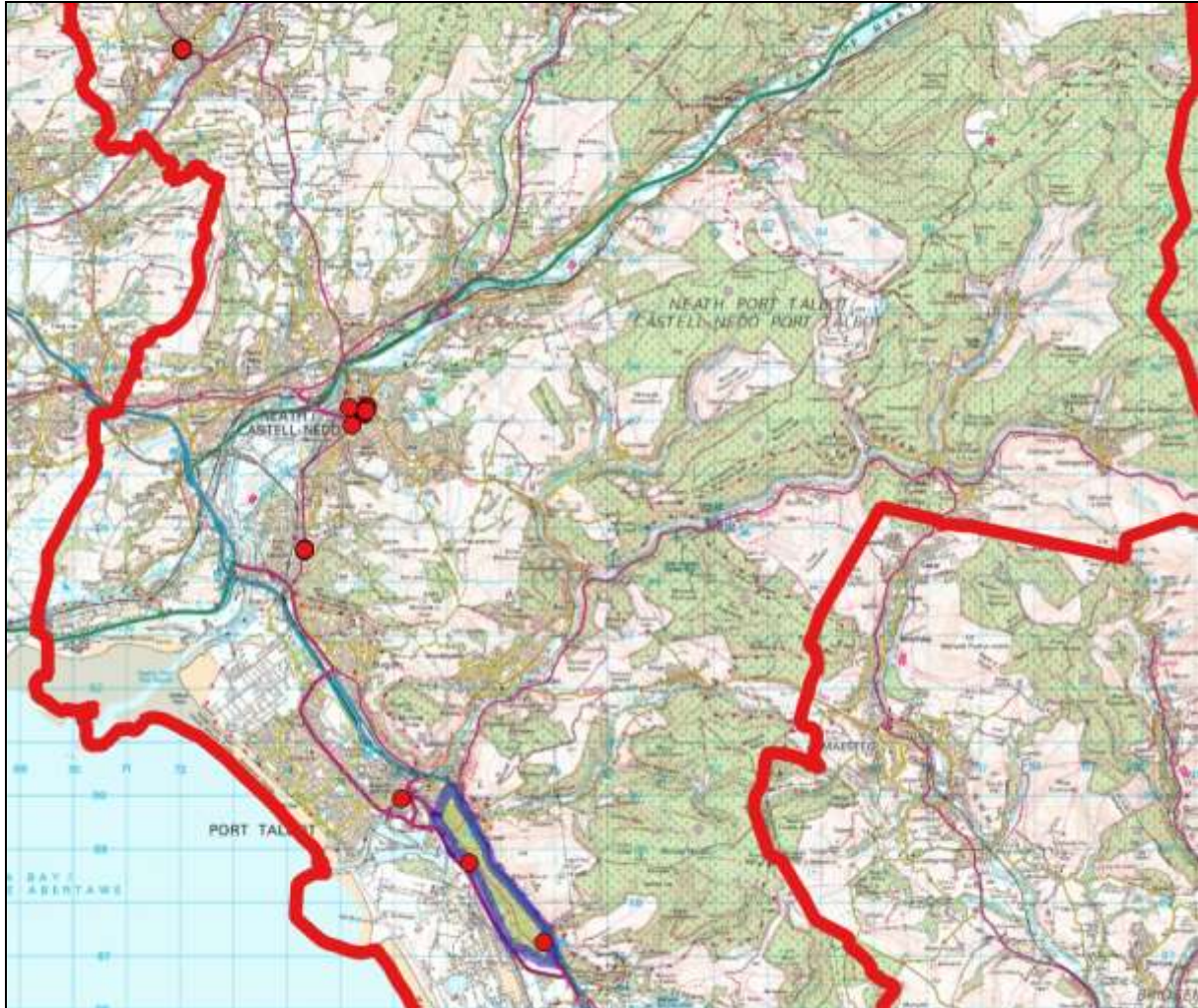
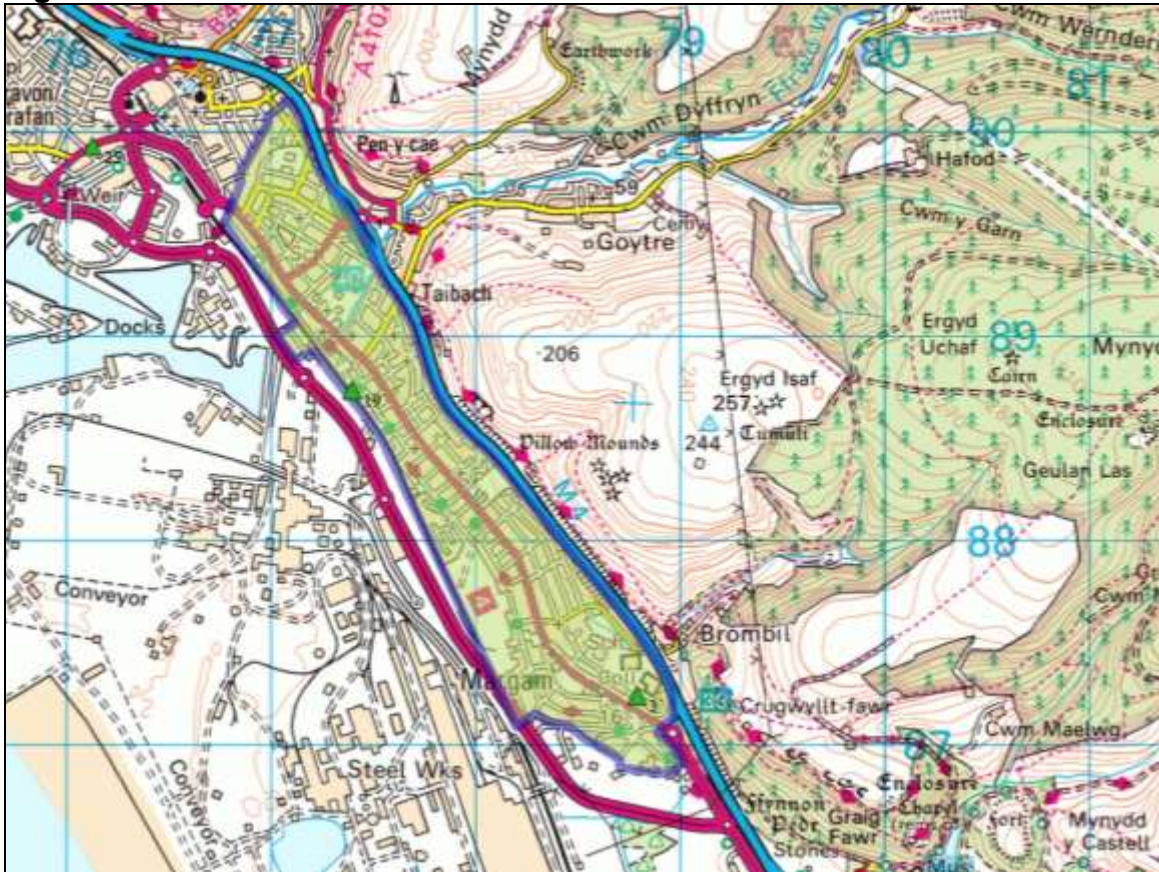


Figure 2.5 - Location of NO<sub>2</sub> diffusion tubes near Port Talbot



The Port Talbot AQMA is shaded green.



Figure 2.6 Location of NO<sub>2</sub> diffusion tubes in Briton Ferry

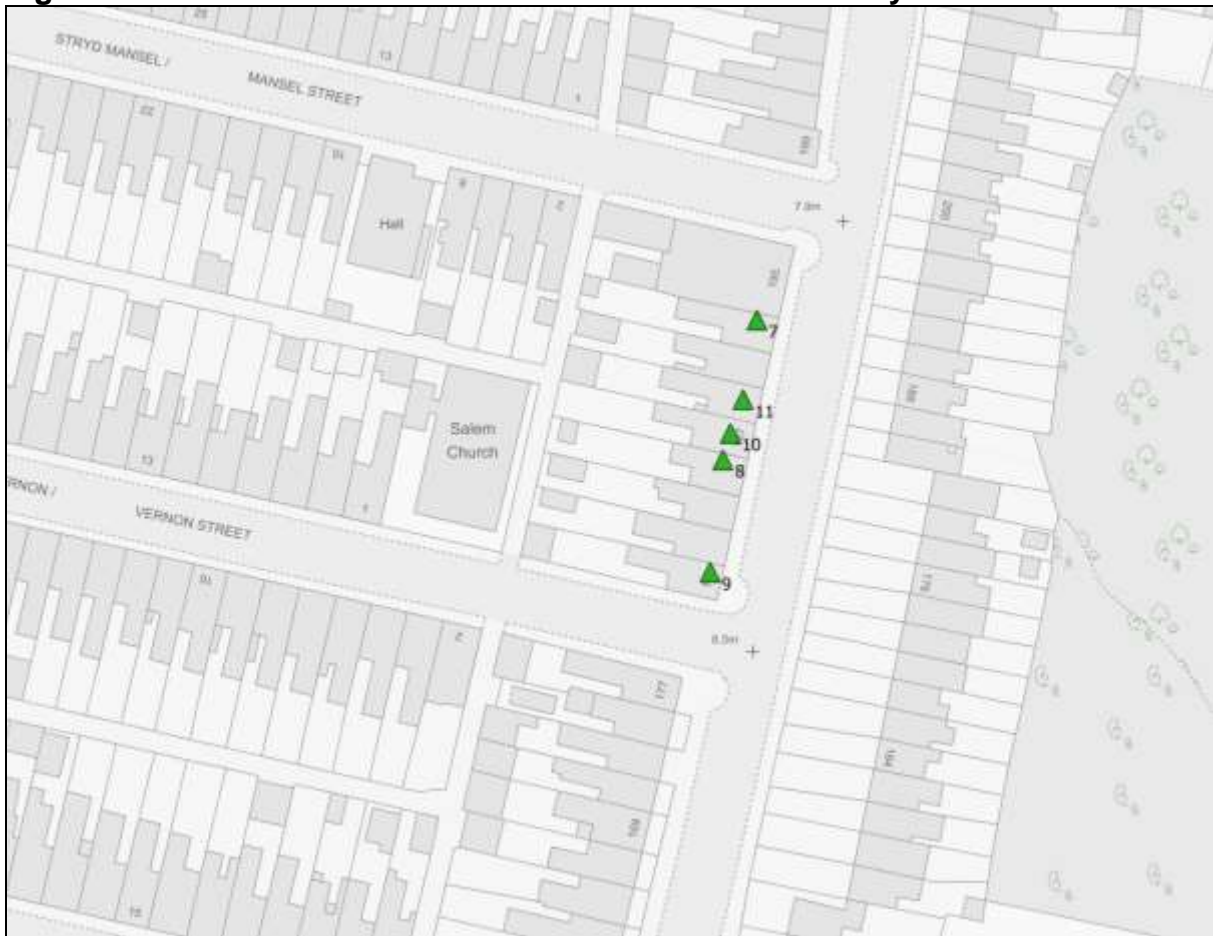
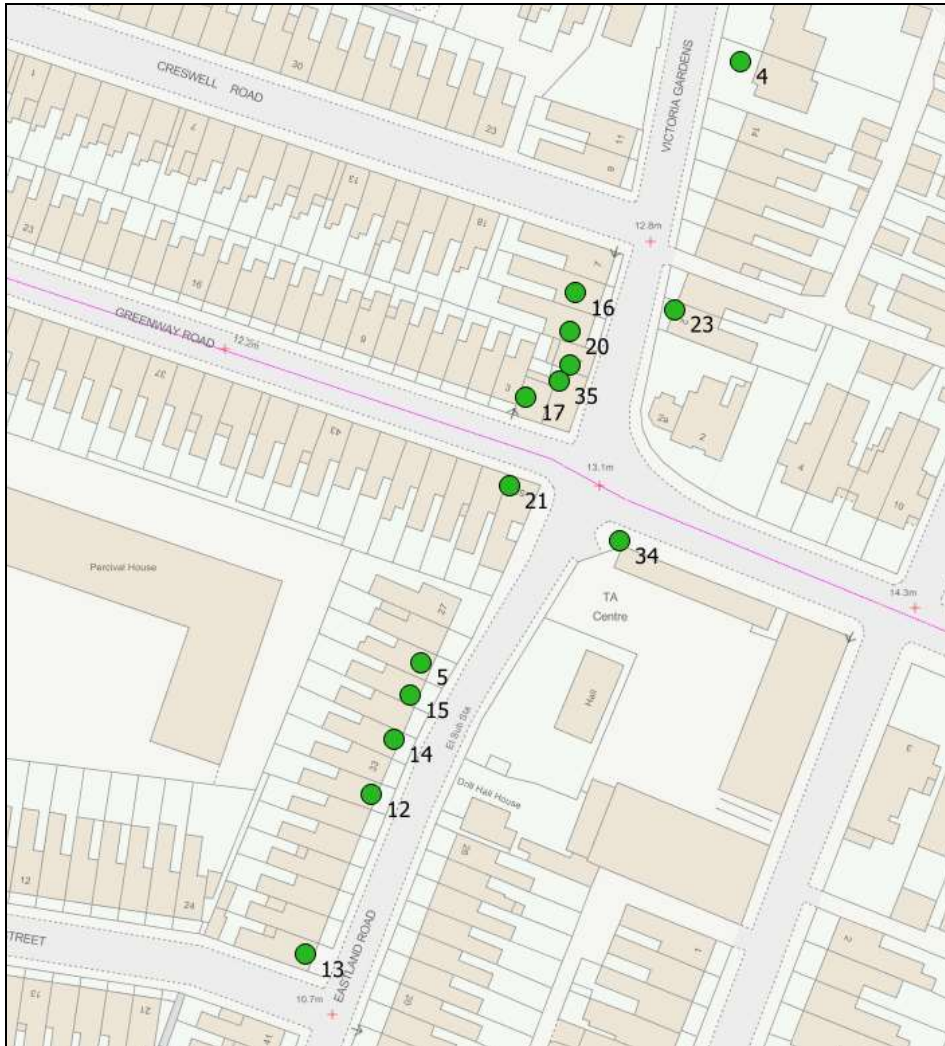
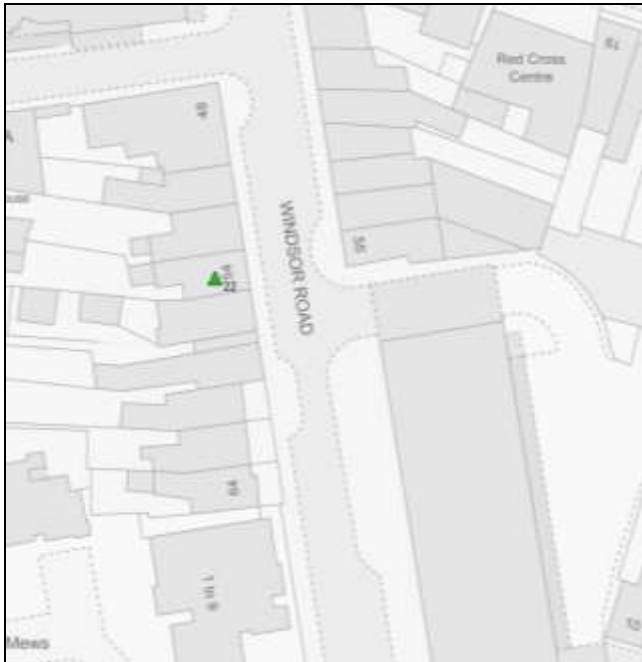


Figure 2.7 Location of NO<sub>2</sub> diffusion tubes in Neath

Victoria Gardens Junction



Windsor Road



Stockham's Corner

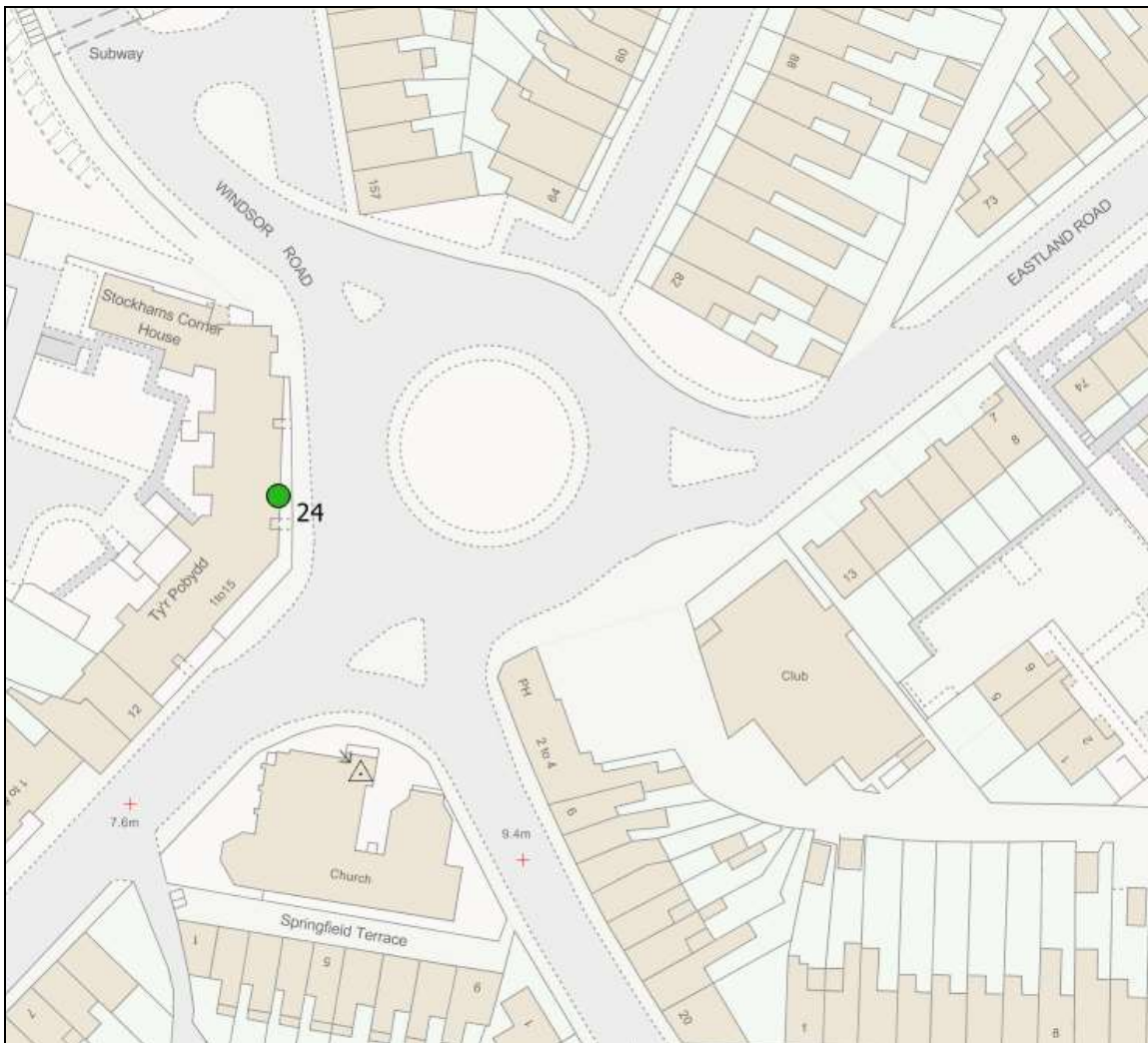
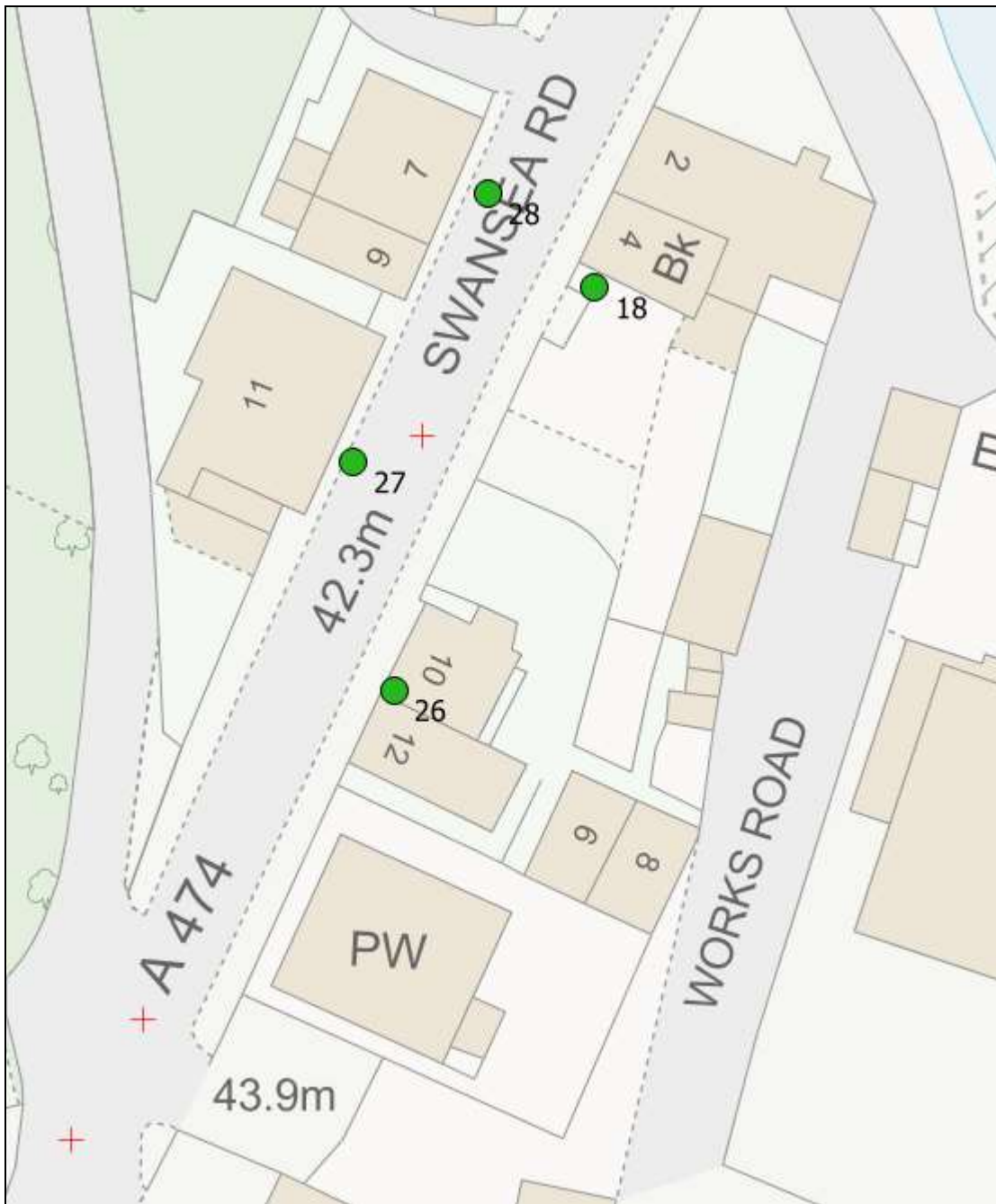


Figure 2.8 - Location of NO<sub>2</sub> diffusion tubes in Pontardawe





## 2019 Air Quality Monitoring Results

Table 2.3 – Annual Mean NO<sub>2</sub> Monitoring Results

Site ID	Site Type	Monitoring Type	Valid Data Capture for Monitoring Period (%) <sup>(1)</sup>	Valid Data Capture 2019 (%) <sup>(2)</sup>	NO <sub>2</sub> Annual Mean Concentration (µg/m <sup>3</sup> ) <sup>(3)</sup>				
					2015	2016	2017	2018	2019
PT2	Industrial	Automatic	95	95	17	21	16	15	15
VG2	Roadside	Automatic	58	58	40	37	39	34	32
1	Roadside	Diffusion Tube (triplicate)	100	100	-	35.5	38.8	32.5	34.0
3	Urban background	Diffusion Tube	100	100	14.5	14.0	13.2	12.1	12.9
4	Roadside	Diffusion Tube	100	100	25.7	26.9	27.1	22.7	23.5
5	Roadside	Diffusion Tube	100	100	29.6	28.3	31	25.7	27.2
7	Roadside	Diffusion Tube (triplicate)	100	100	27.9	27.6	30.2	24.5	26.3
8	Roadside	Diffusion Tube	50	50	28.1	27.5	29.0	24.9	23.9
9	Roadside	Diffusion Tube	100	100	28.6	26.3	28.3	23.5	25.1
10	Roadside	Diffusion Tube	58	58	28.0	26.1	28.9	24.6	26.1

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Site ID	Site Type	Monitoring Type	Valid Data Capture for Monitoring Period (%) <sup>(1)</sup>	Valid Data Capture 2019 (%) <sup>(2)</sup>	NO <sub>2</sub> Annual Mean Concentration (µg/m <sup>3</sup> ) <sup>(3)</sup>				
					2015	2016	2017	2018	2019
11	Roadside	Diffusion Tube	100	100	28.1	27.3	29.2	23.8	26.1
12	Roadside	Diffusion Tube	100	100	28.9	26.1	29.4	24.9	26.7
13	Roadside	Diffusion Tube	100	100	26.2	27.9	24.7	22.2	23.6
14	Roadside	Diffusion Tube	100	100	30.1	29.6	30.1	25.9	26.6
15	Roadside	Diffusion Tube	100	100	29.8	29.4	30.8	25.9	27.1
16	Roadside	Diffusion Tube	100	100	32.8	28.2	24.2	29.2	30.2
17	Roadside	Diffusion Tube	100	100	33.9	36.8	38.2	29.3	31.3
18	Roadside	Diffusion Tube (triplicate)	100	100	36.8	33.9	37.1	32.6	36.8
19	Industrial	Diffusion Tube (triplicate)	100	100	16.6	16.8	15.6	13.7	15.7
20	Roadside	Diffusion Tube (triplicate)	100	100	34.1	31.8	33.6	28.6	29.8
21	Roadside	Diffusion Tube	100	100	39.5	33	35.8	32.8	33.7

Site ID	Site Type	Monitoring Type	Valid Data Capture for Monitoring Period (%) <sup>(1)</sup>	Valid Data Capture 2019 (%) <sup>(2)</sup>	NO <sub>2</sub> Annual Mean Concentration (µg/m <sup>3</sup> ) <sup>(3)</sup>				
					2015	2016	2017	2018	2019
22	Roadside	Diffusion Tube	83	83	25.1	22.6	25.7	21.1	21.3
23	Roadside	Diffusion Tube	100	100	27.4	29.6	34.4	26.1	26.2
24	Roadside	Diffusion Tube (triplicate)	100	100	29.2	27.9	29.9	25.4	28.0
25	Roadside	Diffusion Tube	92	92	24.2	26.8	26.4	24.1	27.7
26	Roadside	Diffusion Tube	100	100	32.7	30.9	34.7	29.9	33.0
27	Roadside	Diffusion Tube	100	100	39.1	36.6	38.3	34.4	37.0
28	Roadside	Diffusion Tube	100	100	27.6	26.1	27.5	24.2	24.4
34	Roadside	Diffusion Tube (triplicate)	100	100	<b>46.6</b>	<b>40.3</b>	39.0	36.7	36.6

**Notes:**

Exceedances of the NO<sub>2</sub> annual mean objective of 40µg/m<sup>3</sup> are shown in **bold**.

NO<sub>2</sub> annual means exceeding 60µg/m<sup>3</sup>, indicating a potential exceedance of the NO<sub>2</sub> 1-hour mean objective are shown in **bold and underlined**.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

(3) Means for diffusion tubes have been corrected for bias. All means have been “annualised” as per Boxes 7.9 and 7.10 in LAQM.TG16 if valid data capture for the full calendar year is less than 75%. See Appendix C for details.

(4) A nationally derived bias adjustment factor of 0.75 was used as shown in Appendix C.

Figure 2.9 – Trends in Annual Mean NO<sub>2</sub> Concentrations – continuous monitoring

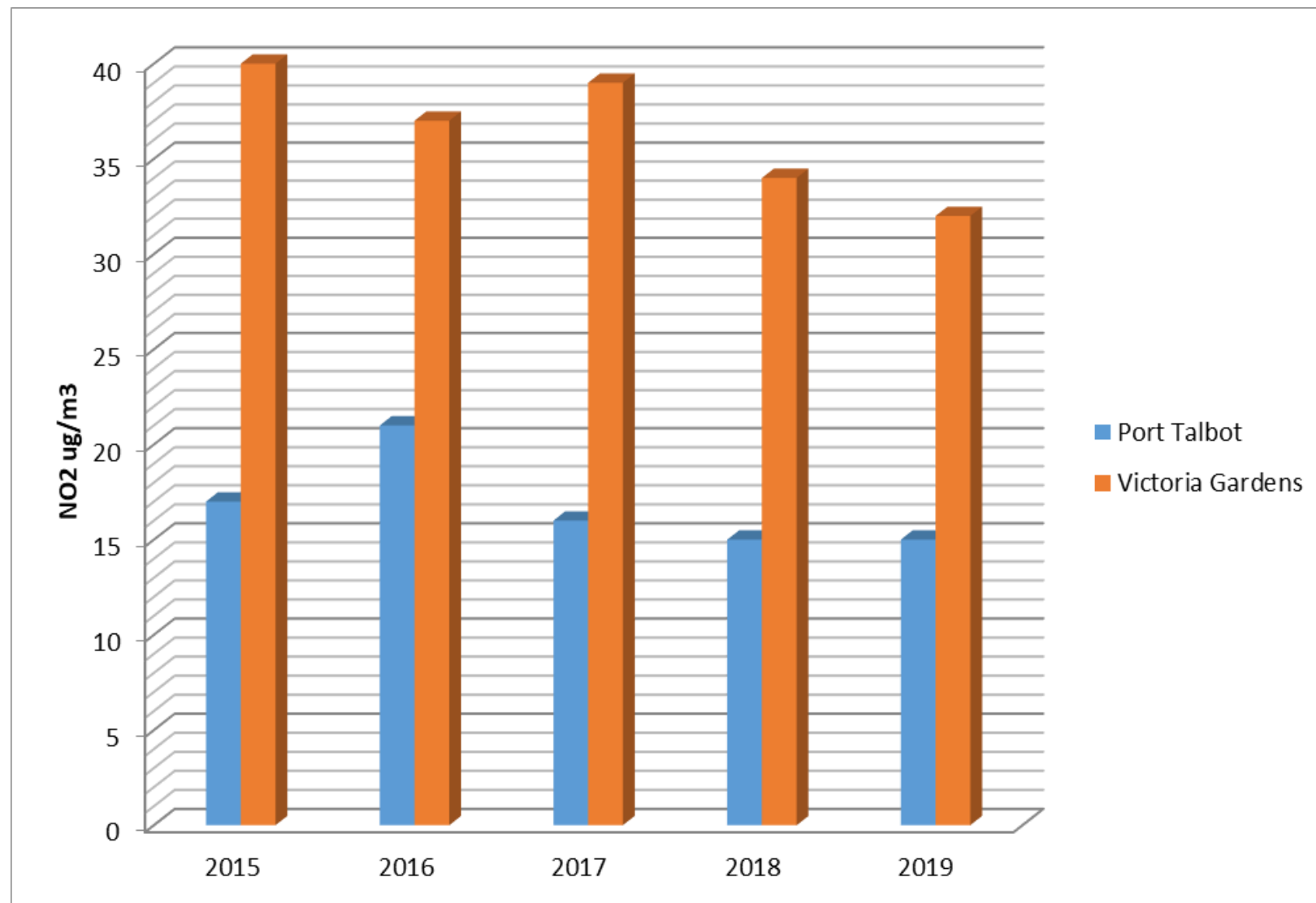
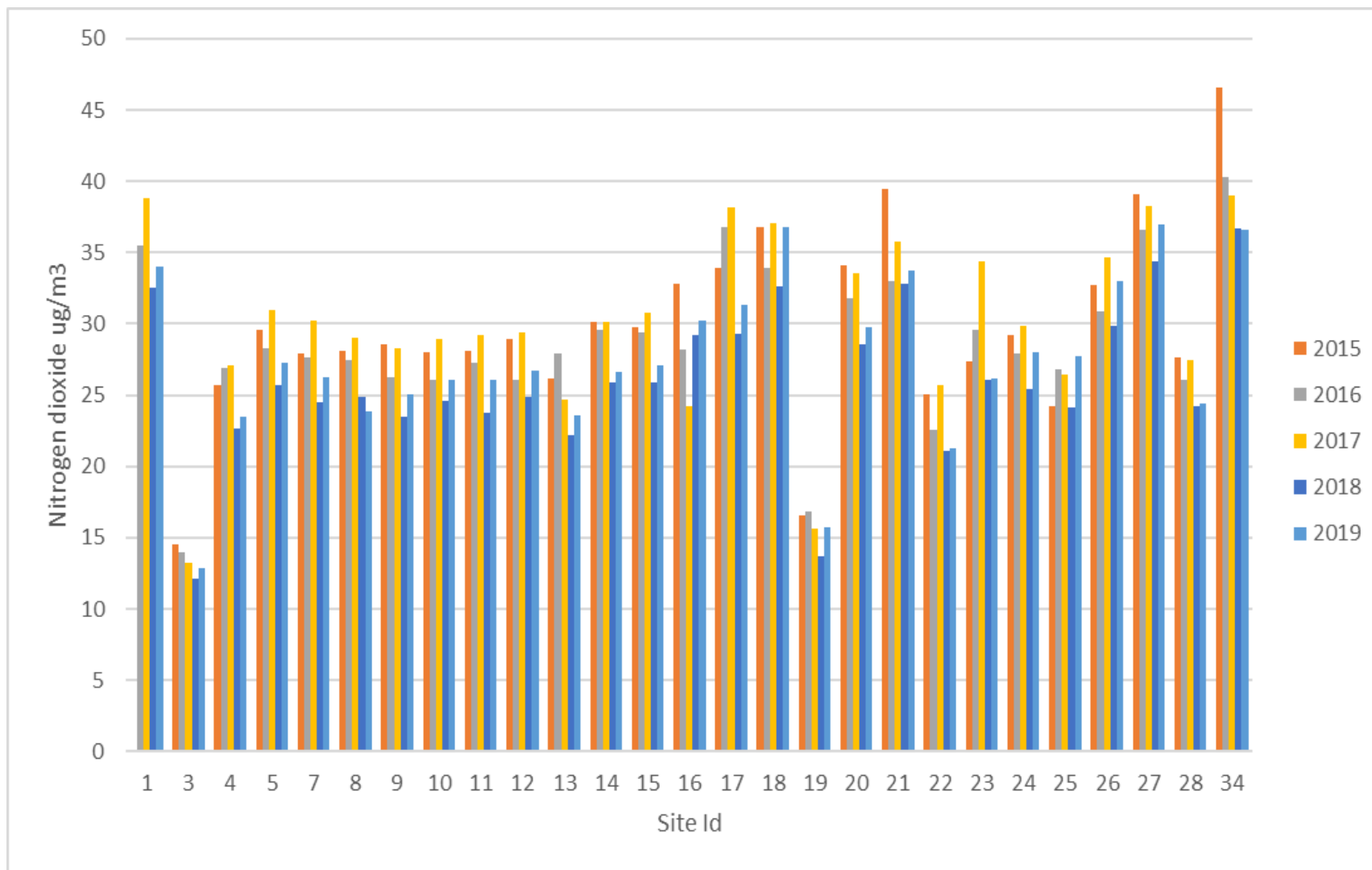


Figure 2.10 – Trends in Annual Mean NO<sub>2</sub> Concentrations – diffusion tubes



**Table 2.4 – 1-Hour Mean NO<sub>2</sub> Monitoring Results**

Site ID	Site Type	Monitoring Type	Valid Data Capture for Monitoring Period (%) <sup>(1)</sup>	Valid Data Capture 2019 (%) <sup>(2)</sup>	NO <sub>2</sub> 1-Hour Means > 200µg/m <sup>3</sup> <sup>(3)</sup>				
					2015	2016	2017	2018	2019
PT2	Industrial	Automatic	95	95	0	0	0	0	0
VG2	Roadside	Automatic	58	58	0	0	0	0	0 (92)

**Notes:**

Exceedances of the NO<sub>2</sub> 1-hour mean objective (200µg/m<sup>3</sup> not to be exceeded more than 18 times/year) are shown in **bold**.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

(3) If the period of valid data is less than 85%, the 99.8<sup>th</sup> percentile of 1-hour means is provided in brackets.

**Table 2.5 – Annual Mean PM<sub>10</sub> Monitoring Results**

Site ID	Site Type	Valid Data Capture for Monitoring Period (%) <sup>(1)</sup>	Valid Data Capture 2019 (%) <sup>(2)</sup>	PM <sub>10</sub> Annual Mean Concentration (µg/m <sup>3</sup> ) <sup>(3)</sup>				
				2015	2016	2017	2018	2019
PT2	Industrial	95.0	95.0	27	22	23	23	21
LW1	Industrial	88.6	88.6	24	21	21	21	20
PS2	Industrial	89.1	89.1	n/a	23	25	23	20
TW1	Industrial	96.2	96.2	26	24	21	21	21
DS1	Industrial	73.7	73.7	20	18	21	-	22

**Notes:**

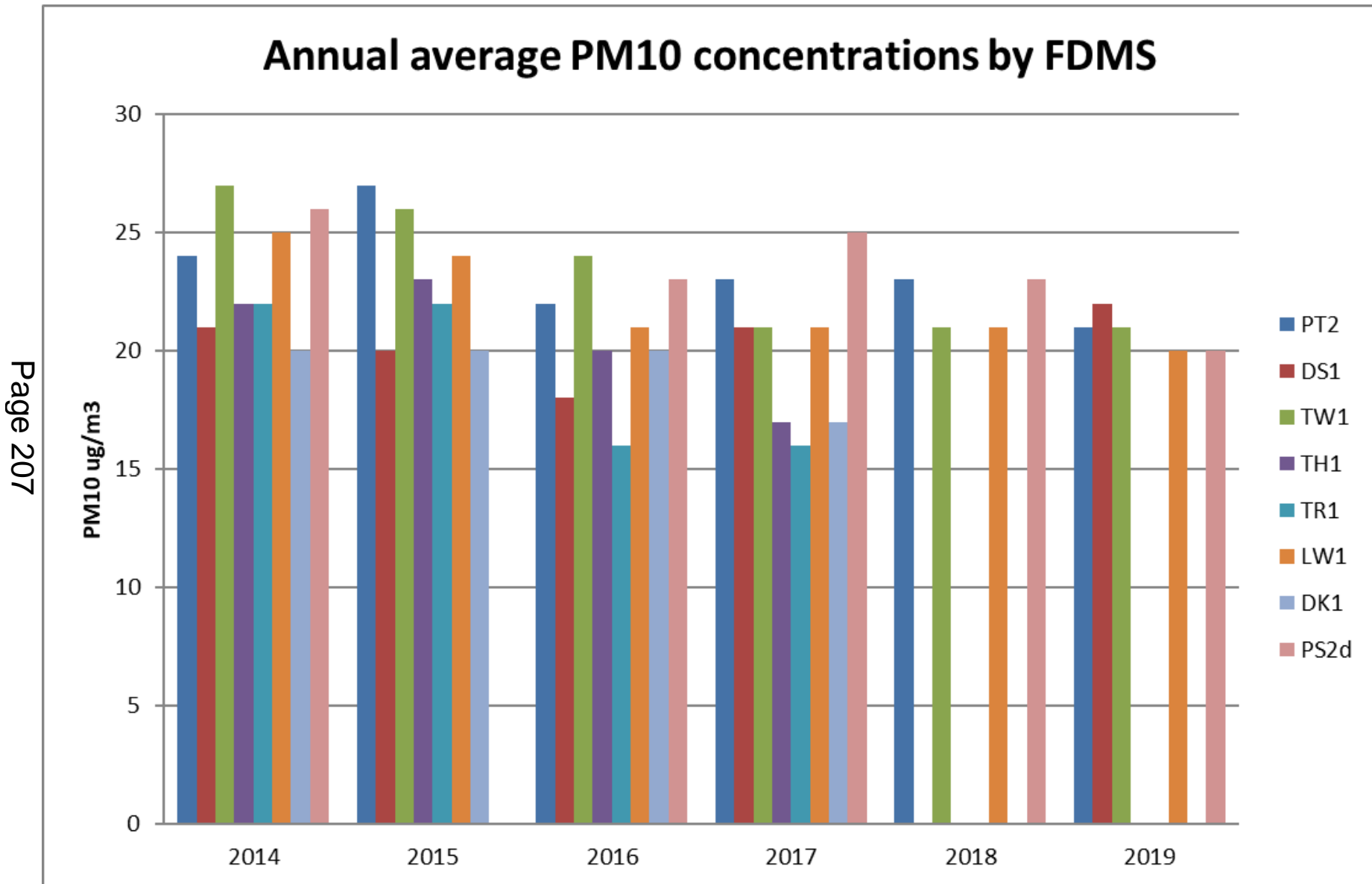
Exceedances of the PM<sub>10</sub> annual mean objective of 40µg/m<sup>3</sup> are shown in **bold**.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

(3) All means have been “annualised” as per Boxes 7.9 and 7.10 in LAQM.TG16, valid data capture for the full calendar year is less than 75%. See Appendix C for details.

Figure 2.11 – Trends in Annual Mean PM<sub>10</sub> Concentrations



**Table 2.6 – 24-Hour Mean PM<sub>10</sub> Monitoring Results**

Site ID	Site Type	Valid Data Capture for Monitoring Period (%) <sup>(1)</sup>	Valid Data Capture 2019 (%) <sup>(2)</sup>	PM <sub>10</sub> 24-Hour Means > 50µg/m <sup>3</sup> <sup>(3)</sup>				
				2015	2016	2017	2018	2019
PT2	Industrial	95	95	28	8	17	11	12
LW1	Industrial	89	89	15	9	16	9	9
PS2	Industrial	89	89	n/a	9	18	12	8
TW1	Industrial	96	96	10	4	3	9	10
DS1	Industrial	74	74	5	0	2	n/a	2 (31)

**Notes:**

Exceedances of the PM<sub>10</sub> 24-hour mean objective (50µg/m<sup>3</sup> not to be exceeded more than 35 times/year) are shown in **bold**.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

(3) If the period of valid data is less than 85%, the 90.4<sup>th</sup> percentile of 24-hour means is provided in brackets.

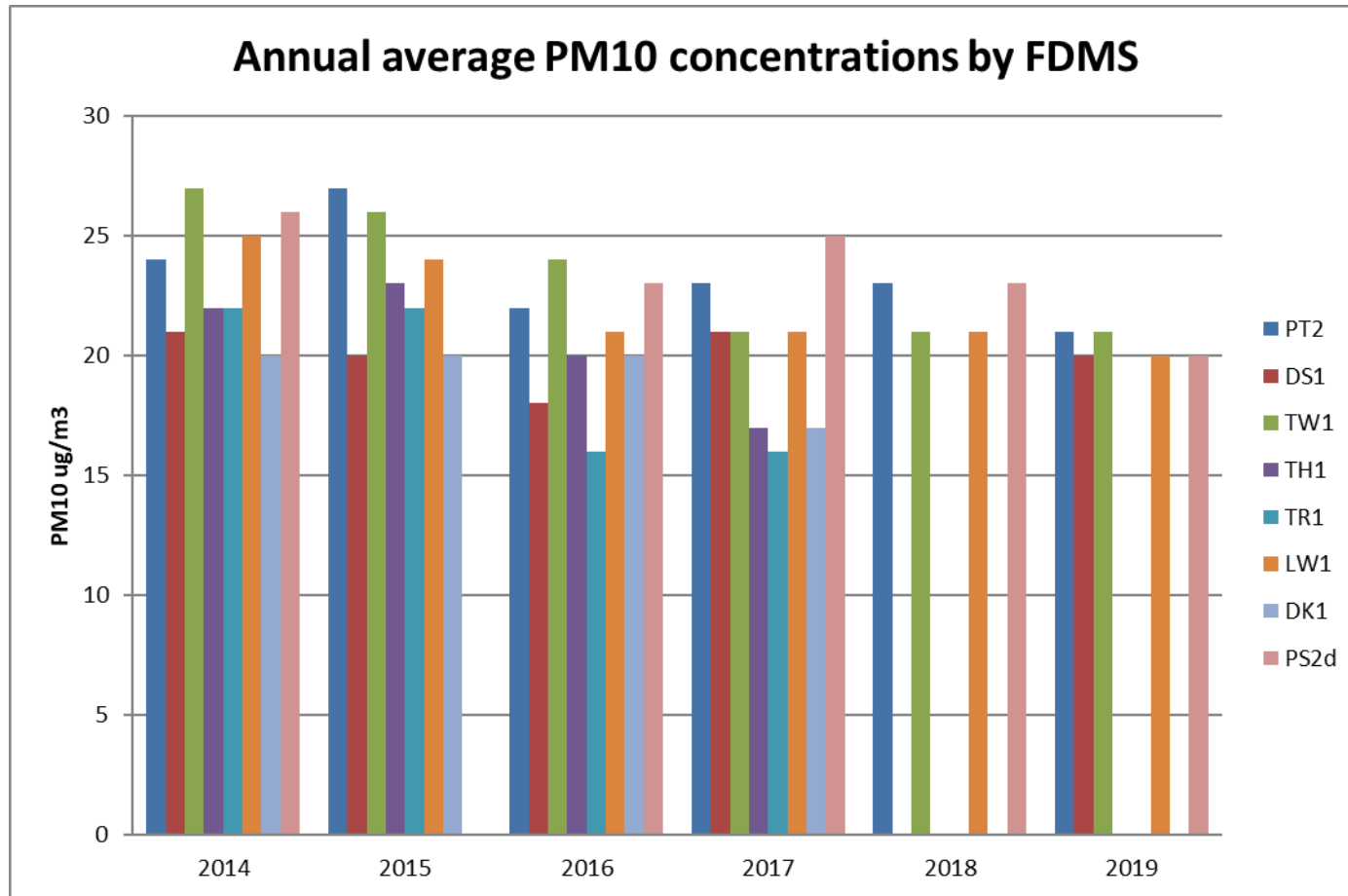
(4) Measurements were carried out using TEOM-FDMS instruments.

**Table 2.7 – 24-Hour Mean Non-Automatic PM<sub>10</sub> Monitoring Results**

Site ID	Site Type	Valid Data Capture for Monitoring Period (%) <sup>(1)</sup>	Valid Data Capture 2019 (%) <sup>(2)</sup>	PM <sub>10</sub> 24-Hour Means > 50µg/m <sup>3</sup> <sup>(3)</sup>
				2018
PT2Pd	Industrial	90	90	26



Figure 2.12 – Trends in Number of 24-Hour Mean PM<sub>10</sub> Results > 50µg/m<sup>3</sup>



**Table 2.8 – PM<sub>2.5</sub> Monitoring Results**

Site ID	Site Type	Valid Data Capture for Monitoring Period (%) <sup>(1)</sup>	Valid Data Capture 2019 (%) <sup>(2)</sup>	PM <sub>2.5</sub> Annual Mean Concentration (µg/m <sup>3</sup> ) <sup>(3)</sup>				
				2015	2016	2017	2018	2019
PT2	Industrial	90	90	10	9	10	11	11
PS2	Industrial	93	93	10	10	10	9	9

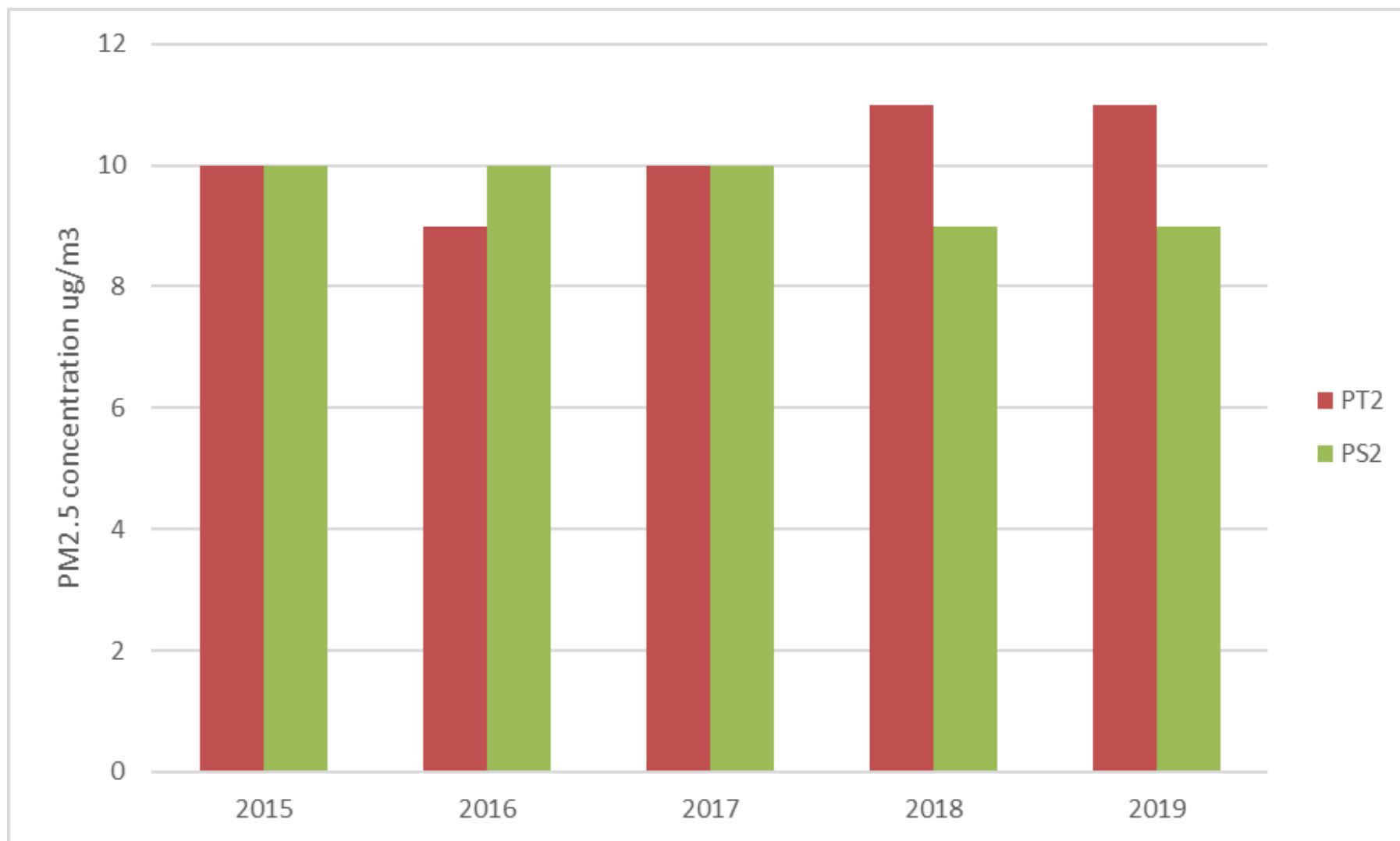
**Notes:**

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

(3) All means have been “annualised” as per Boxes 7.9 and 7.10 in LAQM.TG16, valid data capture for the full calendar year is less than 75%. See Appendix C for details.

Figure 2.13 – Trends in Annual Mean PM<sub>2.5</sub> Concentrations



## 2.2 Comparison of 2019 Monitoring Results with Previous Years and the Air Quality Objectives

### 2.2.1 Nitrogen Dioxide (NO<sub>2</sub>)

The annual mean objective for NO<sub>2</sub> was not exceeded at any site, whether measurements were conducted using diffusion tubes or continuous analysers.

There were no continuous measurement sites where the hourly average concentration exceeded 200 µg/m<sup>3</sup>. Data capture was 95% at Fire Station and 58% at Victoria Gardens. Therefore the 99.8 percentile has not been included for the Fire Station but has been for Victoria Gardens. The 99.8 percentile was 92 in this instance, showing that short term air quality objective was not likely to have been exceeded at this site either.

Diffusion tube data has been subject to bias adjustment and the calculation methodology is included in Appendix C. A local bias adjustment of 0.75 was used.

The full dataset is included as Appendix A. Annualisation was necessary in two instances.

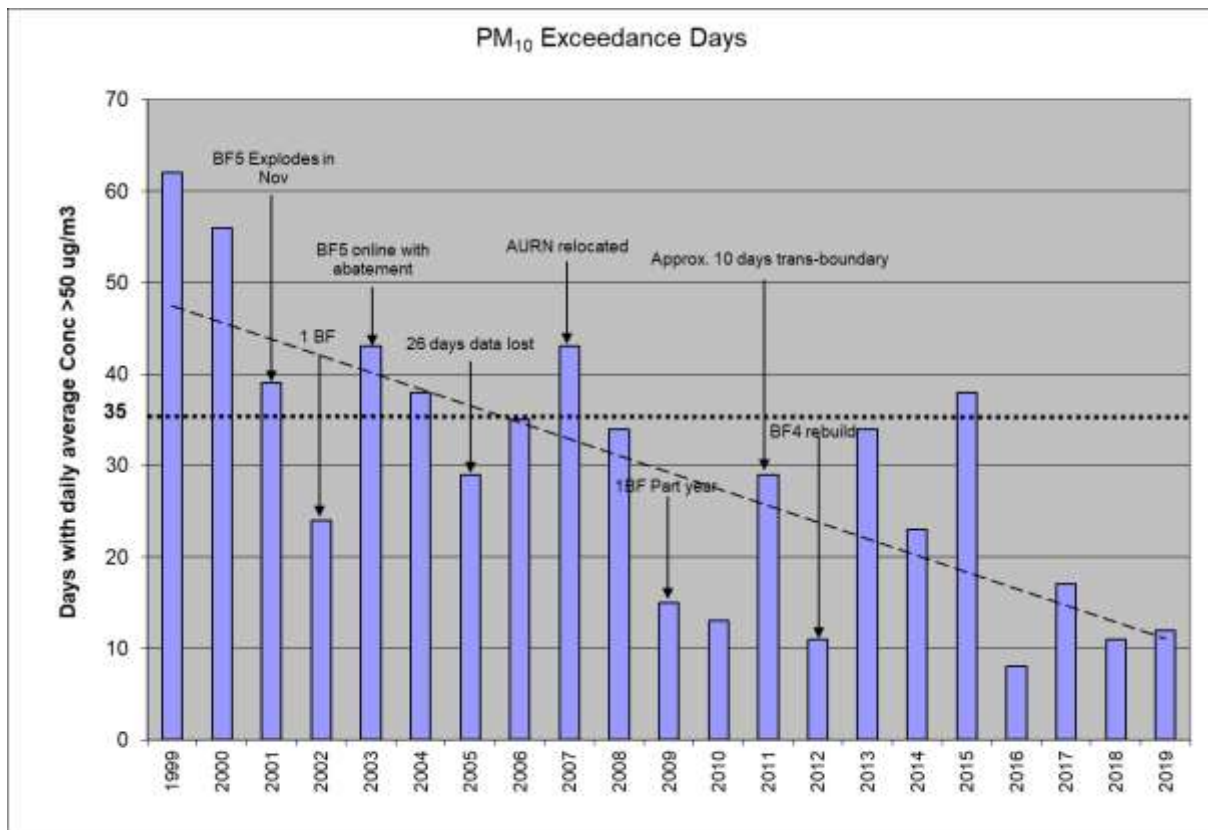
There were no exceedances of air quality objectives for NO<sub>2</sub>.

The traffic-dominated continuous monitoring site at Victoria Gardens continues to show a trend towards decreasing concentrations (Figure 2.9).

### 2.2.2 Particulate Matter (PM<sub>10</sub>)

There were no exceedances of the short or long term averaged air quality objectives. Data capture rates for PM<sub>10</sub> monitors were above the 90% target for Little Warren (89%), Prince Street (89%) and Dyffryn School (74%). In the latter case the low data capture rate was due to long-standing instrument problems which have now been resolved. All sites are representative of public exposure.

Figure 2.14 – PM<sub>10</sub> exceedance days with background information



There has been a trend towards decreasing numbers of PM<sub>10</sub> exceedances since 1999. Blast furnace No. 5 exploded in November 2001, so there were two months during that year when only one blast furnace was operating. One blast furnace was operational during the whole of 2002. There was an increase in exceedances during 2003 with the re-commencement of two blast furnace operation.

In 2006 26 days of data were lost due to faulty monitoring equipment. The AURN monitoring station was relocated from Groeswen Hospital to Port Talbot Fire Station in 2007, which was also the last year in which the Air Quality Objective was exceeded at an AURN site. There was 1 blast furnace operation for part of the year during 2009.

2010 was a very good year for PM<sub>10</sub> compliance and it was also a year in which there was only one trans-boundary PM<sub>10</sub> exceedance. By contrast, there were approximately 10 trans-boundary PM<sub>10</sub> exceedance days during 2011.

Another good year in 2012 was followed by a relatively poor one in 2013. Whilst the FDMS at the Fire Station recorded only 17 PM<sub>10</sub> exceedance days, the co-located Partisol recorded some 34 over the same period. Both data sets were considered to be correct so the higher of the two was utilised as the official figure.

The situation was much improved in 2014 where there were 16 exceedance days at the Fire Station using the FDMS equipment. But, the PM<sub>10</sub> Partisol at Port Talbot Fire Station recorded 23 exceedances during the same period. As the data from both pieces of equipment are considered to be valid, the Council has chosen to accept the higher of the two results.

2015 was a poor year for PM<sub>10</sub> with 28 exceedance days at the Fire Station with the FDMS equipment. Although the data capture was 92%, several additional exceedance days are likely to have arisen on days when the equipment was not functioning correctly. This is evidenced by the results from the co-located PM<sub>10</sub> Partisol, which recorded a total of 38 exceedance days during that year. Consequently this figure was adopted as the official figure for exceedances for 2015. However, the government should also take into account the effect of natural sources or particulates e.g. sea salt. Consequently, it is possible that the short-term air quality objective for particulates may be achieved once this is taken into account.

2016 was one of the best years ever with only 8 exceedance days at Port Talbot Fire Station. This good result is tempered by the data capture rate, which was 2% below the target for the AURN (90%). The PM<sub>10</sub> Partisol co-located at Port Talbot Fire Station had an acceptable data capture rate (97%) and recorded 11 exceedance days.

There were approximately double the number of exceedances in 2017 (17) compared to the previous year. This result was neither especially good nor particularly bad. The data capture rate at 90% was an improvement upon the previous year and exceeded the target of 90%.

The number of exceedances decreased in 2018 (11) according to the FDMS measurements, but the Partisol recorded 21 exceedance days for the same period. In neither case was the short-term air quality objective breached.

There were 12 PM<sub>10</sub> exceedances in 2019 according to the FDMS measurements, but the Partisol recorded 26 exceedance days for the same period. In neither case was the short-term air quality objective breached.

### **2.2.3 Sulphur Dioxide (SO<sub>2</sub>)**

There were no exceedances of the 15 minute average of 266 µg/m<sup>3</sup> (up to 35 are allowed annually) during 2019 as measured at Port Talbot Fire Station, where the annual data capture rate was 99%. Neither were there any exceedances of the 350 µg/m<sup>3</sup> (maximum 111 µg/m<sup>3</sup>) 1-hour mean or the 125 µg/m<sup>3</sup> daily mean (maximum 24 µg/m<sup>3</sup>). The monitoring station site is representative of relevant public exposure as previously described.

Measurements are carried out using a Thermo 43i UV Fluorescent analyser under the QA/QC arrangements of the AURN.

**Table 2.9 – Results of Automatic Monitoring for SO<sub>2</sub>: Comparison with Objectives**

Site ID	Site Type	Within AQMA?	Valid Data Capture for Monitoring Period % <sup>a</sup>	Valid Data Capture 2019 % <sup>b</sup>	Number of: <sup>c</sup>		
					15-minute Means > 266µg/m <sup>3</sup>	1-hour Means > 350µg/m <sup>3</sup>	24-hour Means > 125µg/m <sup>3</sup>
PT2	Urban industrial	Y	99	99	0	0	0

**In bold**, exceedance of the relevant AQS objective (15-min mean = 35 allowed/year; 1-hour mean = 24 allowed/year; 24-hour mean = 3 allowed/year)

<sup>a</sup> i.e. data capture for the monitoring period, in cases where monitoring was only carried out for part of the year

<sup>b</sup> i.e. data capture for the full calendar year (e.g. if monitoring was carried out for six months the maximum data capture for the full calendar year would be 50%)

<sup>c</sup> if data capture for full calendar year is less than 90%, include the relevant percentile in bracket (in µg/m<sup>3</sup>): 15-min mean = 99.9<sup>th</sup> ; 1-hour mean = 99.7<sup>th</sup> ; 24-hour mean = 99.2<sup>th</sup> percentile

### 2.2.4 Carbon monoxide

There were no exceedances of the 8-hour average of 10 mg/m<sup>3</sup> (maximum 3.6 mg/m<sup>3</sup>) during 2019. The monitoring station site is representative of relevant public exposure as previously described.

Measurements are carried out using a Thermo 48i analyser under the QA/QC arrangements of the Automatic Urban and Rural Network (AURN).

**Table 2.10 - Results of Automatic Monitoring of carbon monoxide**

Site ID	Site Type	Within AQMA?	Valid Data Capture for monitoring Period % <sup>a</sup>	Valid Data Capture 2019 % <sup>b</sup>	Number of Exceedances (percentile in bracket µg/m <sup>3</sup> ) <sup>c</sup>
					8 hour running mean > 10 mg/m <sup>3</sup>
PT2	Urban industrial	Y	99	99	0

<sup>a</sup> i.e. data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

<sup>b</sup> i.e. data capture for the full calendar year (e.g. if monitoring was carried out for six months the maximum data capture for the full calendar year would be 50%.)

<sup>c</sup> if data capture is less than 90%, include the relevant percentile in brackets

### 2.2.5 Benzene

Benzene is no longer monitored. It was previously continuously monitored at Baglan Primary School, using a Perkin Elmer Ozone Precursor system. Monitoring was discontinued in December 2005 as the concentration of pollutants of concern had reduced to background levels. The same applies in respect of 1,3-butadiene, which was monitored using the same equipment. There are no new significant local sources of these pollutants which merit more measurements.

### 2.2.6 Lead

Lead is monitored at Pontardawe Leisure Centre as part of a study of 13 metals that has continued since 1972. A Thermo Partisol<sup>®</sup> 2025 gravimetric sampling system is used to collect daily samples using Pall Gelman GN4-Metricel filters. These are exposed on a weekly basis and subsequently analysed using inductively coupled mass spectrometry (ICP-MS). The results for 2019 show that the annual average concentration of lead was 6.7 ng/m<sup>3</sup>. This is well within the Air Quality Objective of 0.25 µg/m<sup>3</sup> (250 ng/m<sup>3</sup>) to be achieved by 31<sup>st</sup> December 2008. The analysis and reporting is currently contracted the National Physical Laboratory.

Lead is also measured at Milland Road in Neath. The sampler failed on 18<sup>th</sup> September 2019 and could not be replaced until the new year. The last valid sample was on 21<sup>st</sup> August. The annual average concentration for 2019 cannot be quoted due to the low data capture rate.

There are a further three metals national network monitoring stations at Port Talbot Fire Station, Brecon Road and Tawe Terrace in Pontardawe. The concentrations of lead at these sites were 7.7, 6.2 and 6.6 ng/m<sup>3</sup> respectively, all of which easily comply with the Air Quality Objective.



## 2.3 Other Pollutants Monitored

### 2.3.1 Particulate Matter (PM<sub>2.5</sub>)

The EU Target value (25 µg/m<sup>3</sup>) was not exceeded at either the Prince Street (9 mg/m<sup>3</sup>) or Port Talbot Fire Station (11 mg/m<sup>3</sup>) sites. The WHO Guideline of 10 µg/m<sup>3</sup> was exceeded at Port Talbot Fire Station. Both sites are representative of public exposure.

### 2.3.2 Ozone

Ozone is a highly reactive chemical which, when present in the lower atmosphere at high concentrations, can irritate the eyes and air passages, causing breathing difficulties. Ozone is a so-called secondary pollutant since it is produced indirectly by the reaction between hydrocarbons, NO<sub>2</sub> and sunlight. Ozone tends to be lower in urban areas because high levels of NO<sub>2</sub> are produced by vehicles and this helps to break down ozone to oxygen and NO<sub>2</sub>. The highest ozone therefore tends to occur in rural areas and during the summer months when the sun shines the longest. The ozone forming reactions are complex and have a time lag associated with them which can mean that ozone levels are greatest downwind of the location where the pollution is produced. It is recognised that low level ozone formation is an international problem and that exceedances of the National Air Quality Standard would still occur, even if all sources of hydrocarbons were eliminated in this country.

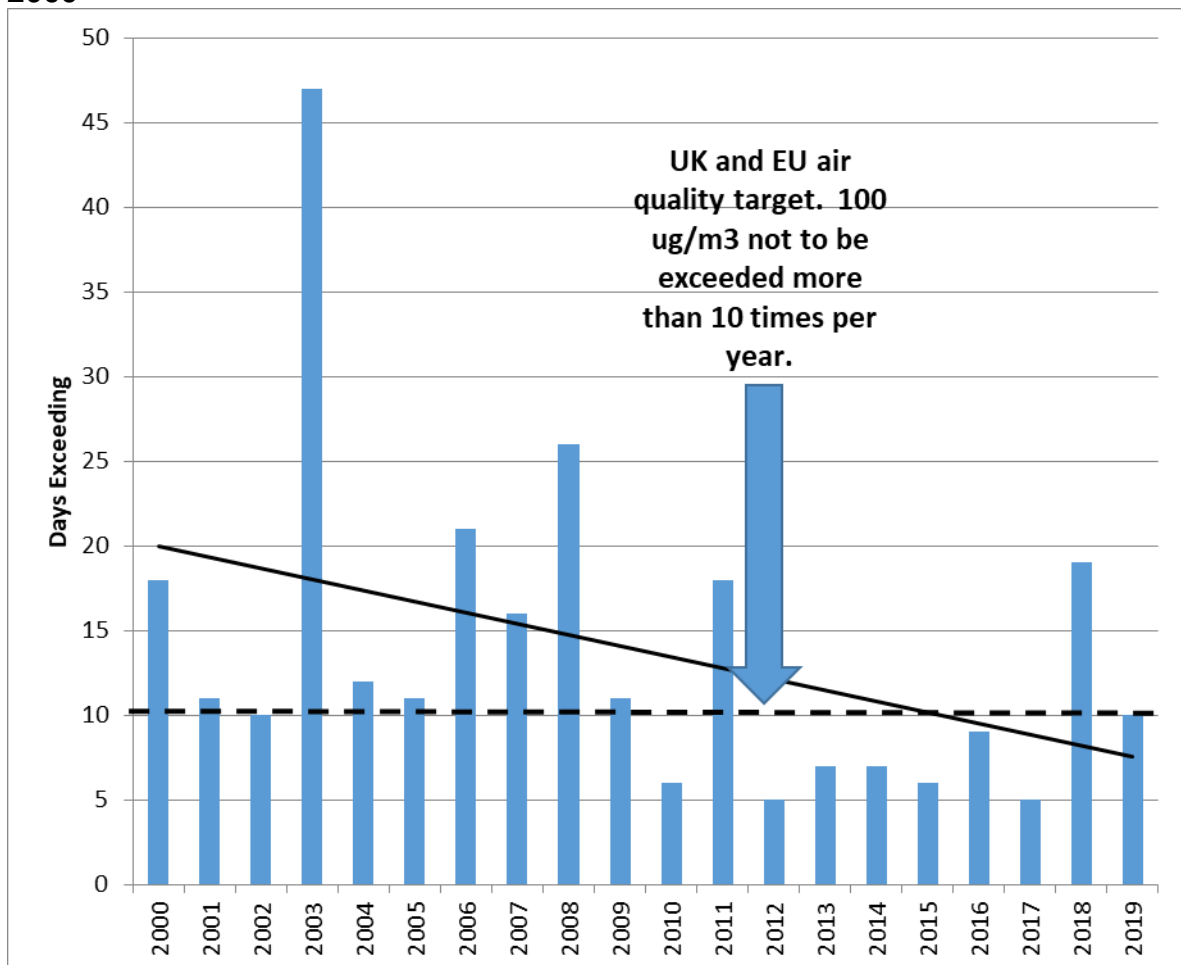
No statutory Air Quality Objective level for Ozone has been set, owing to the potential for trans-boundary sources. However, there is a recommended Air Quality objective for ozone of 100 µg/m<sup>3</sup>, measured as a rolling 8 hour average. This was breached on 74 occasions on a total of 10 days at the Fire Station. This is a significant improvement on the previous year.

However, the long term trend for ozone exceedances shows a slight improvement over time as shown in Table 2.13 and Figure 2.16 below.

Table 2.11 – Annual ozone exceedances 2000 – 2019

Year	Exceedances of Air Quality Standard 8hr running mean > 100 µg/m <sup>3</sup>	No. of Days of Exceedance
2000	133	18
2001	81	11
2002	66	10
2003	403	47
2004	83	12
2005	56	11
2006	189	21
2007	108	16
2008	257	26
2009	71	11
2010	30	6
2011	147	18
2012	57	5
2013	45	7
2014	40	7
2015	40	6
2016	81	9
2017	34	5
2018	101	19
2019	74	10

Figure 2.15 - Days of ozone exceedances of the UK recommended AQO since 2000



### 2.3.3 Polyaromatic hydrocarbons (PAH)

Polycyclic aromatic hydrocarbons (PAHs) are a group of persistent organic compounds, some of which are toxic and/or possible or proven human carcinogens; they are produced through industrial and incomplete combustion of carbon containing fuels.

Air quality standards have been set by UK and EU and are based upon measurements of benzo[a]pyrene which is also known as B[a]P.

The UK Air Quality Objective for PAHs is based on the recommendations of the Expert Panel on Air Quality Standards (EPAQS). It specifies an annual air quality standard of 0.25 ng/m<sup>3</sup> benzo[a]pyrene to be achieved by 2010.

The EU Air Quality Daughter Directive (2005/107/EC) specifies a target value of 1 ng/m<sup>3</sup> for the annual mean concentration of benzo[a]pyrene to be achieved by 2012.

Monitoring of benzo[a]pyrene first commenced at Groeswen Hospital in 1999 using an Anderson sampler. This equipment was replaced by a Digitel sampler in the last quarter of 2007. Monitoring now takes place at Port Talbot Fire Station following the redevelopment of Groeswen Hospital site.

Data is published on the UK-Air website and the latest data available is for the year of 2015.

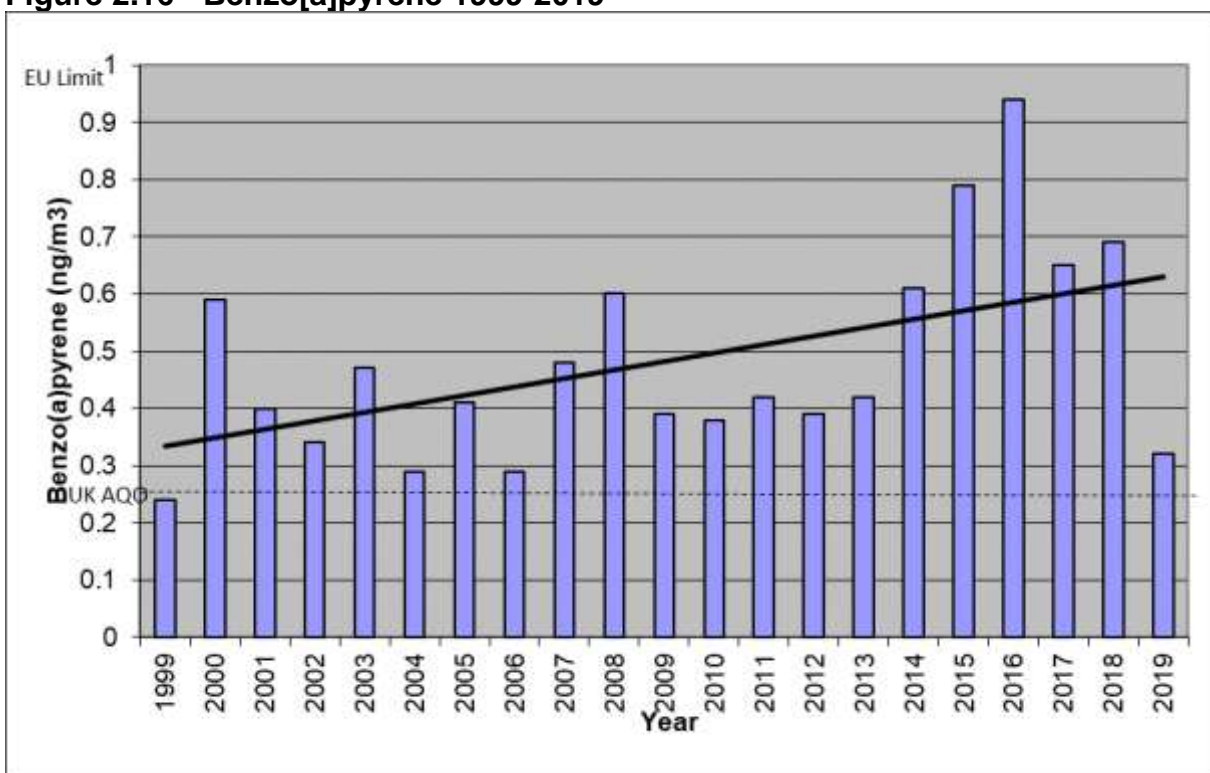
**Table 2.12 – Benzo[a]pyrene annual averages 1999-2019**

B[a]P ng/m <sup>3</sup>	Year
0.24	1999
0.59	2000
0.40	2001
0.34	2002
0.47	2003
0.29	2004
0.41	2005
0.29	2006
0.48	2007
0.60	2008
0.39	2009
0.37	2010
0.42	2011
0.39	2012
0.42	2013
0.61	2014
0.80	2015
0.94	2016
0.65	2017
0.69	2018
0.32	2019

The results are shown graphically in figure 2.16 below. The B[a]P concentration at Port Talbot frequently exceeds the Air Quality Objective of 0.25 ng/m<sup>3</sup>, but has never exceeded the EU target value of 1 ng/m<sup>3</sup> thus far. The 2019 result is less than half that measured in the previous year. This represents a significant improvement on recent years and is the best result since 2006. The long term trend is still currently upwards.

A report by Ricardo in 2004 identified four sites on the network where there were compliance problems with the UK Air Quality Objective. Sites in Northern Ireland and Scotland were probably related to use of solid fuel in domestic heating. Whereas Scunthorpe and Port Talbot were due to the steel works (probably coke production).

**Figure 2.16 - Benzo[a]pyrene 1999-2019**



### 2.3.4 Metals Monitoring

Monitoring of the concentrations of 13 airborne metals has been carried out continuously in the Pontardawe area since 1972. Pumps continuously sample ambient air and particles are collected on filters that are analysed by Ricardo-AEA. Until 1997, this work was carried out at Trebanos Sewage Works. Following a programme of construction at the site, monitoring was re-located to Pontardawe Leisure Centre. The objectives are to establish whether local industry has any significant impact upon airborne metal concentrations in the area. The Pontardawe site is approximately 4km downwind of the Nickel works at Clydach, as compared to the Trebanos site, which was about 2km from the works. The Pontardawe site is also approximately 1km upwind of Wall Colmonoy, a manufacturer of metal alloys

which is subject to an Environmental Permit issued by this Authority. Measurements are also made in Neath near to another manufacturer of metal alloys, Sandvik Osprey.

Monitoring was carried out in respect of the following metals:

- Lead (Pb)
- Nickel (Ni)
- Zinc (Zn)
- Arsenic (As)
- Cadmium (Cd)
- Chromium (Cr)
- Copper (Cu)
- Iron (Fe)
- Cobalt (Co)
- Selenium (Se)
- Antimony (Sb)
- Cerium (Ce)
- Scandium (Sc)
- Manganese (Mn)
- Vanadium (V)

In December 2004 the European Union published a Directive relating to arsenic, cadmium, mercury, nickel and PAH, (2004/107/EC). This “4<sup>th</sup> Daughter Directive” set target values for arsenic, cadmium, nickel and benzo[a]pyrene (a PAH) for the total content in the PM<sub>10</sub> fraction averaged over a calendar year. No limits or targets were set for mercury. The Directive target values for metals are shown below and were to be achieved by 31<sup>st</sup> December 2012:

**Nickel**     **20 ng/m<sup>3</sup>**  
**Arsenic**    **6 ng/m<sup>3</sup>**  
**Cadmium**    **5 ng/m<sup>3</sup>**

The Directive requires measurement of air concentrations to be made using valid PM<sub>10</sub> monitoring methods. The polypropylene ducts previously used to hold the filters did not conform exactly to a PM<sub>10</sub> inlet specification and monitoring using a compliant method commenced during 2006. This necessitated the purchase of a Partisol 2025 sampler manufactured by Rupprecht & Patashnick Inc. The new and existing samplers were run concurrently for a period in order to assess the comparability of the results. The existing sampler was discontinued at the end of 2006 following completion of the comparability test.

## **Results**

### **2.3.4.1 Pontardawe Leisure Centre**

The annual mean nickel concentration found in 2019 was 15.7 ng/m<sup>3</sup>, which complies the Target Value to be met by the end of 2012.

The annual mean concentrations of arsenic and cadmium have been found to be 0.66 ng/m<sup>3</sup> and 0.34 ng/m<sup>3</sup> respectively. These concentrations represent

approximately 11% and 6.8% of their proposed EU target values of 6 and 5 ng/m<sup>3</sup> respectively.

Lead results have been discussed in section 2.2.5.1 above.

Data capture was 97.9% for the year.

#### **2.3.4.2 Port Talbot**

Metals have also been measured as part of the UK Metals Network at Port Talbot Fire Station since February 2008. Some of the metals monitored in the network are different to those measured at Pontardawe Leisure Centre e.g. platinum (Pt), vanadium (V) and mercury (Hg). The annual average of monthly results are shown in Table 2.15, where they are also compared to the corresponding figures for Pontardawe.

The nickel concentration at Port Talbot in 2019 (1.1 ng/m<sup>3</sup>) was 5.5% the EU Target of 20 ng/m<sup>3</sup>.

The annual mean concentrations of arsenic and cadmium have been found to be 0.72 ng/m<sup>3</sup> and 0.89 ng/m<sup>3</sup> respectively. These concentrations represent approximately 12.0% and 17.8% of their EU target values of 6 and 5 ng/m<sup>3</sup> respectively.

Lead results have been discussed in section 2.2.5.1 above.

The level of iron in the atmosphere at Port Talbot was 2662 ng/m<sup>3</sup>. Whilst iron does not represent a risk in respect of toxicity, this concentration comprises approximately 10% of the PM<sub>10</sub> measured in Port Talbot and highlights the influence of the Port Talbot steelworks. The corresponding figure for 2018 was 12% iron.

#### **2.3.4.3 Pontardawe Tawe Terrace**

This monitoring station was set up in September 2009, which is approximately 270 metres from Wall Colmonoy's Part B permitted site in Pontardawe. This monitoring station was set up in order to further investigate the potential for nickel emissions from this site, which uses approximately 500 tonnes of the metal each year to manufacture a variety of hard-wearing products. The monitoring station uses a Partisol 2000 sampler with filters provided and analysed by the National Physical Laboratory (NPL) in accordance with BS EN 14902.

The average concentration of nickel in 2019 was 34.8 ng/m<sup>3</sup> which is 174% of the Target value. This is an improvement on the figure recorded in 2018 (56.7 ng/m<sup>3</sup>).

The Council as regulator of Wall Colmonoy, continues to place the emphasis on maintenance checks in order to bring ambient nickel levels in compliance with the Target.

The annual mean concentrations of arsenic and cadmium have been found to be 0.71 ng/m<sup>3</sup> and 0.49 ng/m<sup>3</sup> respectively. These concentrations represent approximately 11.8% and 9.8% of their EU target values of 6 and 5 ng/m<sup>3</sup> respectively.

#### **2.3.4.4 Brecon Road, Pontardawe**

The monitoring station was set up in August 2011 and is approximately 500m north east of the Wall Colmonoy site. The monitoring station was set up to be as close as possible to the area predicted to have the highest modelled nickel downwind concentrations in a residential location. The monitoring station uses a Partisol 2000 sampler with filters provided and analysed by the National Physical Laboratory (NPL) in accordance with BS EN 14902.

The average concentration of nickel in 2019 was 5.5 ng/m<sup>3</sup> which is 27.5% of the Air Quality Objective.

The annual mean concentrations of arsenic and cadmium have been found to be 0.82 ng/m<sup>3</sup> and 0.28 ng/m<sup>3</sup> respectively. These concentrations represent approximately 13.7% and 5.6% of their EU target values of 6 and 5 ng/m<sup>3</sup> respectively.

#### **2.3.4.5 Milland Road, Neath**

The monitoring station was set up in Milland Road car park in December 2014. It lies between the Sandvik Osprey plant and the nearest receptors in King Street.

The monitoring station uses a Partisol 2000 sampler with filters provided and analysed by the National Physical Laboratory (NPL) in accordance with BS EN 14902.

The sampler failed on 18<sup>th</sup> September 2019 and could not be replaced until the new year. The last valid sample was on 21<sup>st</sup> August. Annual average concentrations cannot be quoted for this site as the data capture rate is too low.

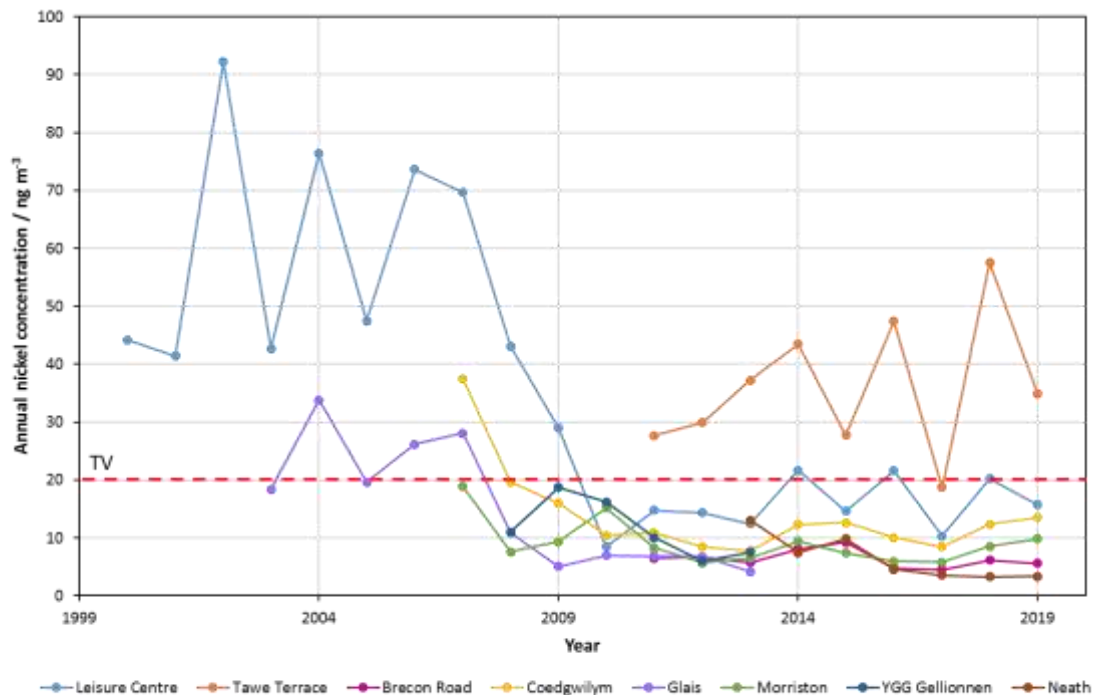
The metals results for 2019 are summarised in Table 2.13 below.

**Table 2.13 - Annual average metal concentrations during 2019**

Element	2019 annual mean concentration (ng/m <sup>3</sup> )				
	Port Talbot Fire Station	Pontardawe Brecon Road	Pontardawe Leisure Centre	Pontardawe Tawe Terrace	Neath Milland Road
As	0.72	0.82	0.66	0.72	N/A
Cd	0.89	0.28	0.34	0.49	N/A
Ce	-	-	0.13	-	-
Co	0.19	0.45	1.30	3.38	N/A
Cr	4.79	2.01	3.76	8.16	N/A
Cu	18.2	4.40	3.84	5.98	N/A
Fe	2662	199	189	225	N/A
Hg*	-	-	-	-	-
Mn		3.61	5.04	6.32	N/A
Ni	1.1	5.5	15.7	34.3	N/A
Pb	7.68	6.17	6.70	6.64	N/A
Sb	-	-	1.15	-	-
Sc	-	-	0.06	-	-
Se	0.72	0.47	0.52	0.56	N/A
Zn	43.9	12.7	0.79	14.5	N/A
V	3.45	0.70	12.3	0.77	N/A

The following chart shows the nickel results from all sites in the Swansea Valley since 2000. Some data is from monitoring sites operated by Swansea City Council.

**Figure 2.17 - Nickel trends 2000 – 2019**

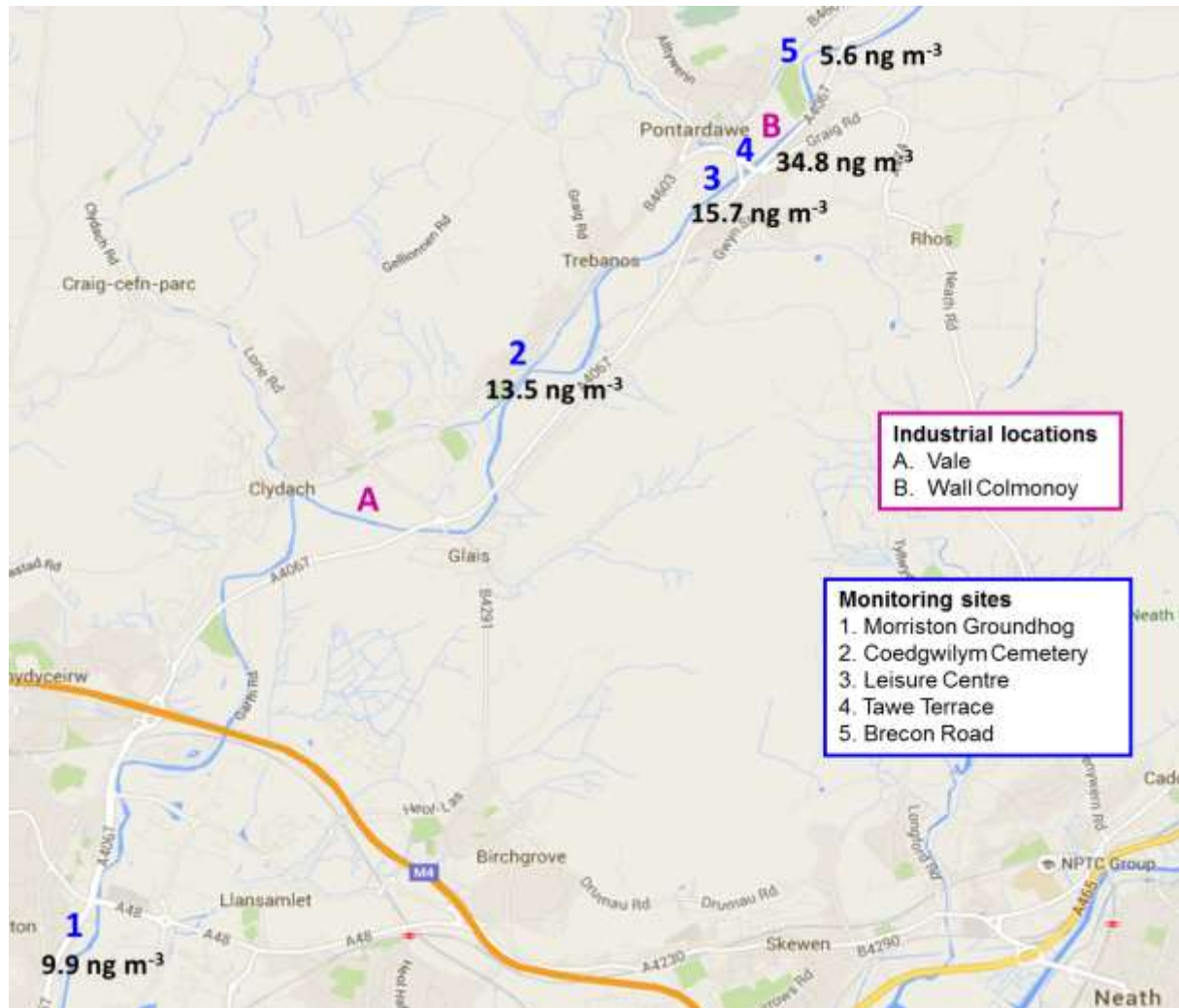


Note: Graph produced by Richard Brown of NPL.



Figure 2.18 shows the location of all of these monitoring sites and the annual average concentrations.

**Figure 2.18 Location of nickel monitoring stations in the Swansea Valley**



Note: Graph produced by Richard Brown of NPL.

### 2.3.5 Grit and dust monitoring

Previous reports have described how deposit gauges have been used to collect atmospheric fallout from a number of locations. The analysis of the collected grit and dust also includes a sophisticated characterisation of the deposit, using Scanning Electron Microscopy (SEM) and Energy Dispersive X-ray Analysis (EDXA). During 2019, sampling of this kind took place at 7 sites in the County Borough.

The report includes results from the following locations:

- Prince Street, Margam, Port Talbot
- Port Talbot Fire Station
- Wembley Avenue, Onllwyn
- Little Warren, Port Talbot.
- Tairgwaith, Amman Valley
- Dyffryn School, Bertha Road, Port Talbot.

The site at Ochr y Waun, Cwmllynfell was discontinued in 2019 due to repeated vandalism of the monitor, which made it impossible to continue. An alternative location was considered but found to be unsatisfactory.

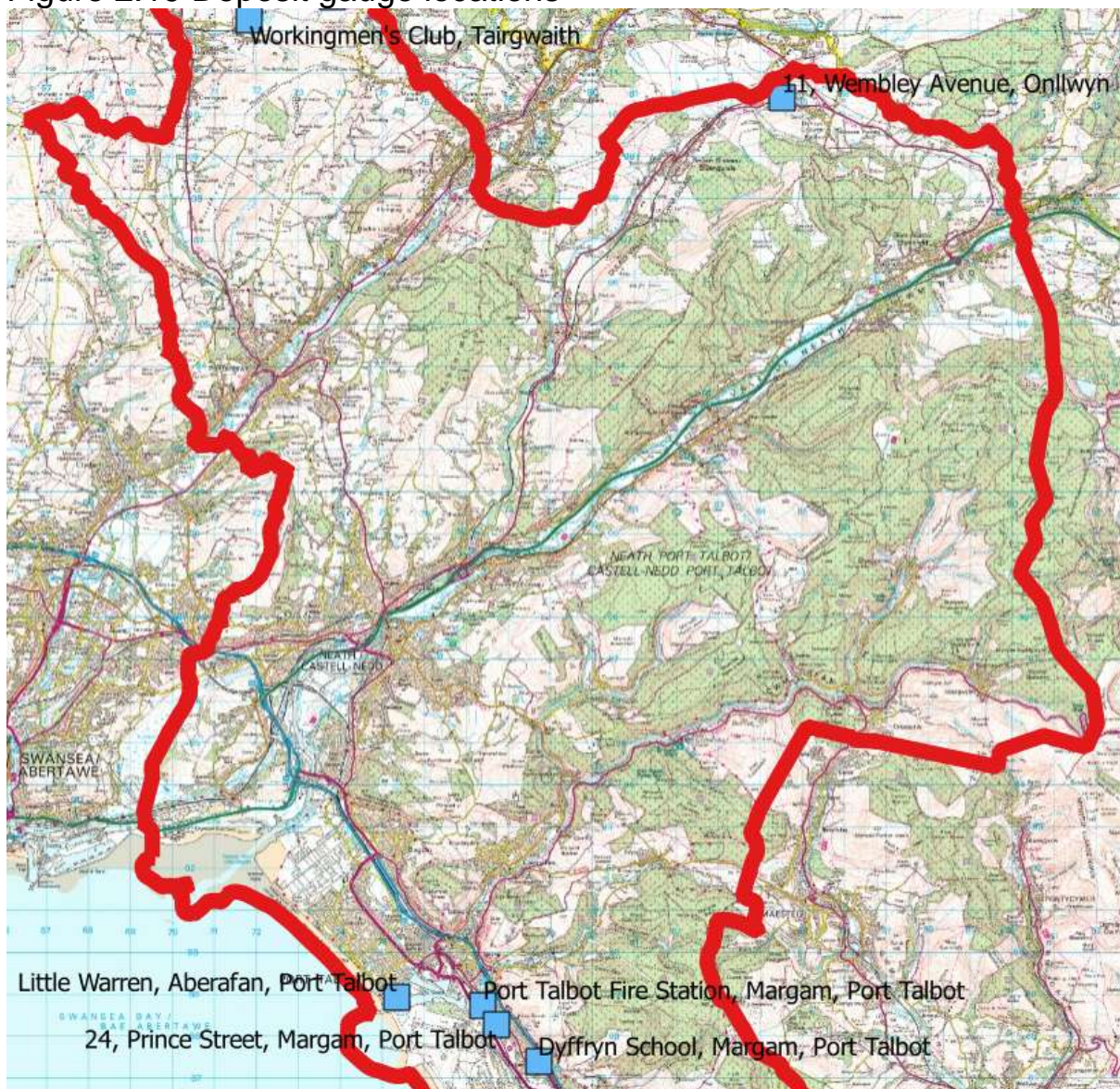
Pie charts and time series graphs are presented for each site for 2019 and the preceding year as a comparison. The pie charts show the average percentage composition of the samples collected during the year, with the average fallout rates of each component in mg/m<sup>2</sup>/day underneath. The time series show how the fallout rate has changed over the course of the year. The pie charts define the composition of the collected deposit into the following categories:

- Coal – unburned coal.
- Carbonised – partly burnt carbon based material that may be derived from combustion of coal, oil, wood etc.
- Sand – sand and silica based minerals.
- Dirt – aluminium, sodium, potassium, silicon, iron and calcium, usually combined with oxygen. e.g. silicates, clay, building materials and other mineral material typically found in soil and earth.
- Fly Ash – spherical mineral particles having arisen from combustion.
- Plant/Animal – miscellaneous fragments of insects, plant material etc.
- Calcium Rich – particles with an unusually high calcium content e.g. chalk, cement etc.
- Iron Rich – particles consisting of, or rich in iron.
- Others – anything not falling into the categories above.

The location of the remaining gauges is shown below.



Figure 2.19 Deposit gauge locations



Additional information is provided to indicate the annual average and maximum fallout levels, the data capture rate, and the number of days exceeding<sup>1</sup> (or within 10% of) the “nuisance limit” (200 mg/m<sup>2</sup>/day), which some recognise as relevant for this method of monitoring. However it should be noted that this “limit” is not a statutory limit and the public perception of what constitutes a nuisance might now suggest that a lower “limit” would be appropriate. The Minerals Technical Advice note from Welsh Government suggests a limit of 80 mg/m<sup>2</sup>/day for coal working. The advice note can be found at this location:

<http://wales.gov.uk/docs/cabinetstatements/2009/090120coaltanen.pdf>





A map showing the locations of each of the monitoring sites is also shown in Figure 2.19. Figures E4.1 to E4.14 comprise pairs of time series and pie charts for each

<sup>1</sup> The average fallout rate is calculated by taking the total fallout during a sampling period of about 4 weeks and dividing that figure by the number of days. If the average for that sampling period is greater than 200 mg/m<sup>2</sup>/day then the result is reported as “number of days exceeding” equal to the number of days in the sampling period. The total number of days exceeding for the year is the sum of each of these periods where the average was greater than 200 mg/m<sup>2</sup>/day.

site. The time series charts show how the fallout rate has varied over the period(s) concerned, whilst the pie charts show the average composition. The tables that accompany the charts highlight any differences that may have occurred over the period. Figure E4.15 shows the average fallout rate for each site during 2019 in a bar chart, and Table E4.1 holds the data for this chart. The sites are ranked in a table and graphically according to the average fallout rate. Figure E4.16 and Table 4.2 show how fallout rates have varied in the long term.

Fallout levels have been categorised as “low”, “moderate”, “high”, or “very high” in order to aid comprehension. These categories are defined by this Authority and are not official categories.

**Table 2.14 - Fallout categories as defined by NPT**

Fallout rate mg/m <sup>2</sup> /day	Category
< 40	 Low
40 to 79	 Moderate
80 to 159	 High
> 159	 Very high

Each site description includes a coloured bar to show it’s categorisation as well as an indication of the percentage change in fallout rates over the last year alongside.

## Results by site

### 2.3.5.1 Prince Street, Port Talbot (Figs. E4.1 & E4.2) **High** -37%

The “nuisance limit” (200 mg/m<sup>2</sup>/day) was not exceeded during 2019 and no days were within 10% of the “nuisance limit”. During the previous year there were also no exceedances but 61 days within 10%. In 2019, the maximum fallout rate was 152 mg/m<sup>2</sup>/day and the average 87 mg/m<sup>2</sup>/day, the corresponding values for 2018 were 346 and 138 mg/m<sup>2</sup>/day respectively. The average fallout rate fell by 37%, which was mainly due to a decrease in coal, dirt and iron rich material.

### 2.3.5.2 Port Talbot Fire Station (Figs. E4.3 & E4.4) **High** -4%

The “nuisance limit” was not exceeded during 2019 but there were 77 days within 10% of the “nuisance limit”. The corresponding figures for 2018 were not days exceeding the “nuisance limit” and 85 days within 10%. The maximum fallout rate was 297 mg/m<sup>2</sup>/day and the average 132 mg/m<sup>2</sup>/day, and the corresponding values for 2018 were 311 and 137 mg/m<sup>2</sup>/day respectively. There was a 4% decrease in fallout rates compared to the previous year.

### 2.3.5.3 Tairgwaith (Figs. E4.5 & E4.6) **Low** -23%

The “nuisance limit” was not exceeded and no samples reached within 10% of 200 mg/m<sup>2</sup>/day. The maximum fallout rate was 43 mg/m<sup>2</sup>/day and the average 20 mg/m<sup>2</sup>/day, the corresponding values for 2018 were 63 and 26 mg/m<sup>2</sup>/day respectively. There was a 23% decrease in fallout rates compared to the previous year.

### 2.3.5.4 Wembley Avenue, Onllwyn (Figs. E4.7 & E4.8) **Low** -31%

The “nuisance limit” was not exceeded and there were no days within 10% of 200 mg/m<sup>2</sup>/day. The maximum fallout rate was 89 mg/m<sup>2</sup>/day and the average 37 mg/m<sup>2</sup>/day, the corresponding values for 2018 were 149 and 54 mg/m<sup>2</sup>/day respectively. There was a decrease of 31%, which was mainly due to a reduction increases in coal fallout.

### 2.3.5.5 Little Warren, Port Talbot (Figs. E4.9 & E4.10) **Moderate** -2%

The “nuisance limit” was not exceeded in 2019 and there were no days within 10% of 200 mg/m<sup>2</sup>/day. The maximum fallout rate was 97 mg/m<sup>2</sup>/day and the average 52 mg/m<sup>2</sup>/day, the corresponding values for 2018 were 102 and 53 mg/m<sup>2</sup>/day respectively. There was a 2% decrease in fallout rates compared to the previous year.

### 2.3.5.6 Dyffryn School, Port Talbot (Figs. E4.11 & E4.12) **Moderate** -28%

The “nuisance limit” was not exceeded during 2019 but there were 27 days within 10% of the “nuisance limit”. The maximum fallout rate was 256 mg/m<sup>2</sup>/day and the average 74 mg/m<sup>2</sup>/day, and the corresponding values for 2018 were 397 and 103



mg/m<sup>2</sup>/day respectively. There was a 28% decrease in fallout rates compared to the previous year, which was mainly due to more coal and dirt.

#### **2.3.5.7 Summary**

The Port Talbot sites at Fire Station, Prince Street, and Dyffryn School remain the top ranked in terms of average fallout rate. However, fallout levels at Prince Street were substantially down to levels last measured in 2004. Oddly, these measurements were not mirrored at Port Talbot Fire Station, which is sited quite close to the Prince Street site.

## 2.3 Summary of Compliance with AQS Objectives as of 2019

Neath Port Talbot County Borough Council has examined the results from monitoring in the Taibach Margam area. Although concentrations within the AQMA did not exceed the short-term air quality objective for PM<sub>10</sub> at Port Talbot Fire Station during 2019, the AQMA should remain.

Concentrations outside of the AQMA are all below the air quality Objectives, therefore no further action is required.

## 3. New Local Developments

### 3.1 Road Traffic Sources (and Other Transport)

Some changes to road traffic sources have been made since the last assessment, but the effect of these has been mainly to improve traffic flow. It is not considered that these changes will have had adverse effects on air pollution.

- Narrow congested streets with residential properties close to the kerb – No change.
- Busy streets where people may spend one hour or more close to traffic – No change.
- Roads with a high flow of buses and/or HGVs - 50mph implemented on the M4 between junctions 40 & 42. Traffic signals improved on main junctions within Neath and Briton Ferry to install MESH, MOVA and late bus technology - to aid the flow of traffic and help buses keep to their scheduled times.
- Junctions - Traffic signals improved on main junctions within Neath and Briton Ferry to install MESH, MOVA and late bus technology - to aid the flow of traffic and help buses keep to their scheduled times. This includes the junction at the bottom of Cimla hill.
- New roads constructed or proposed since the last Assessment – No change.
- Roads with significantly changed traffic flows - Traffic signals improved on main junctions within Neath and Briton Ferry to install MESH, MOVA and late bus technology - to aid the flow of traffic and help buses keep to their scheduled times.
- Bus or coach stations – No change.
- Airports / diesel or steam trains / ports & Shipping – No change.
- Major roadworks / disruptions – None.

### 3.2 Industrial / Fugitive or Uncontrolled Sources / Commercial Sources

There have been none of the following since the last assessment:

- New or proposed industrial installations for which an air quality assessment has been carried out.
- Existing installations where emissions have increased substantially or new relevant exposure has been introduced.
- New or significantly changed installations with no previous air quality assessment.
- New major fuel storage depots storing petrol.
- Petrol stations.
- Poultry farms.

There have been no new of the following which are new since the last report:



- Landfill sites.
- Quarries.
- Unmade haulage roads on industrial sites.
- Waste transfer stations, etc.
- Other potential sources of fugitive particulate matter emissions.

There have been none of the following since the last report:

- Biomass combustion plant – individual installations. The Margam Green Energy biomass combustion plant did not commence operation until 2019.
- Areas where the combined impact of several biomass combustion sources may be relevant. Dispersion modelling was carried out to assess the combined impact of both biomass combustion plants. No air quality objectives were expected to be breached.
- Areas where domestic solid fuel burning may be relevant.
- Combined Heat and Power (CHP) plant.

### 3.3 Planning Applications

24 planning applications were referred for comments on grounds of air quality. The majority were considered to have negligible impact. Nearly all of these applications related to demolition and/or construction activities, which were dealt with in accordance with the IAQM guidance. Details regarding other sites are shown below.

**Application number P2019/5613 – Land adjacent to Towers Hotel**

**Application number P2019/5184 – Old people’s home demolition**

**Application number P2019/5455 – Global Centre for Rail Excellence**

**Application number P2019/5264 – Demolition at Water Street, Port Talbot**

**Application number P2019/5184 – Demolition of Glyn Dulais old people’s home**

**Application number P2019/5304 – Aldi Neath Abbey**

**Application number P2019/5283 – Cymer Afan Comprehensive School**

**Application number P2019/5288 – Cefn Saeson School**

**Application number P2019/5237 – Plaza Cinema Port Talbot**

**Application number P2019/5168 – Flats 1-4 Waun Las Waunceirch**

**Application number P2019/5028 – Cefn Saeson School**

**Application number P2019/5148 – Land to east of Amazon**

**Application number P2019/5071 – UK Power reserve**

Change to existing planning permission. Air quality dispersion modelling carried out.

**Application number P2019/5082 – Biomass boiler at old Metal Box site**

**Application number P2019/5419 – YGG Ystalyfera**

**Application number P2019/0311 – Evelyn Terrace**

**Application number P2019/0199 – Parc y Dderwen**

**Application number P2019/1010 – Park Street, Glyncorrgw**

**Application number P2019/0077 – Gilfach Quarry – Scoping opinion**

**Application number P2019/0304 – Baglan Solar Park**

**Application number P2019/0040 – Cefn Saeson School**

**Application number P2018/1036 – UK Power reserve**

### 3.4 Other Sources

No PM<sub>10</sub> exceedance days were measured at any of the four monitoring sites around 5<sup>th</sup> November 2019. Consequently there was no evidence of adverse air quality arising from fireworks displays. Neither was there any evidence to suggest that bonfires, domestic wood burning or other localised pollution incidents gave rise to a significant pollution incident.

Neath Port Talbot County Borough Council confirms that there are no new or newly identified local developments which may have an impact on air quality within the Local Authority area.

Neath Port Talbot County Borough Council confirms that all the following have been considered:

- **Road traffic sources**
- **Other transport sources**

- **Industrial sources**
- **Commercial and domestic sources**
- **New developments with fugitive or uncontrolled sources.**

## 4. Policies and Strategies Affecting Airborne Pollution

### 4.1 Local / Regional Air Quality Strategy

The Council's air quality strategy (AirWise) was first drawn up in 2000 and was subsequently revised in 2006 and 2013. The latest version of the document can be found here:

<http://www.npt.gov.uk/default.aspx?page=4055>

Progress being taken towards implementation of the strategy is contained within strategy document.

### 4.2 Air Quality Planning Policies

The Council adopted the LDP on 27<sup>th</sup> January 2016. The extract below captures all relevant policies in respect of air quality / pollution, namely:

- Strategic Policy SP16 – Environmental Protection;
- Policy EN8 – Pollution and Land Stability; and
- Policy EN9 – Developments in the Central Port Talbot Area.

Subsequently in October 2016, the Council adopted a number of Supplementary Planning Guidance (SPG) documents to support the LDP, which set out more detailed topic or site specific guidance on the way in which the policies of the LDP will be applied in particular circumstances or areas. Supplementing the three LDP policies referred to above, the 'Pollution' SPG provides detailed information about pollution issues in Neath Port Talbot and sets out the relevant matters that will need to be taken into consideration when developments are being planned. While only policies in the LDP have special status in the determination of planning applications, the SPG will be taken into account as a material consideration in the decision making process.

#### **LDP (2011-2026) Extract**

#### **Environmental Protection**

### 5.3.38 Strategic Policy SP16 Environmental Protection

#### **Policy SP16 Environmental Protection**

Air, water and ground quality and the environment generally will be protected and where feasible improved through the following measures:

1. Ensuring that proposals have no significant adverse effects on water, ground or air quality and do not significantly increase pollution levels;
2. Giving preference to the development of brownfield sites over greenfield sites where appropriate and deliverable;
3. Ensuring that developments do not increase the number of people exposed to significant levels of pollution.

**LDP Objectives: OB 2, OB 16 and OB 17**

**5.3.39** The quality of the environment and the basic natural needs that it provides for are of great importance for human health and well-being, with the potential to affect quality of life in fundamental ways. The legacy of past activities in the area, mainly relating to heavy industry, coupled with present day industry, transport and development pressures all have impacts on the environment which need to be taken into account and addressed where possible. Air quality, ground contamination and stability and the quality of water resources can all affect and be affected by development proposals in the Plan, together with levels of light pollution and noise levels. The Plan strategy is to protect and improve the environment as far as possible, and Policy SP16 sets out the approach that will be taken.

**5.3.40** In relation to environmental pollution, there is a wide range of control and permitting systems and regimes which developments and operations have to comply with that are separate from the Town and Country Planning system. These requirements cannot be duplicated in the Plan or in planning control, but have been taken into account in the development of Plan proposals and policies and will need to be reflected in planning decisions.

### 5.3.41 Policy EN8 Pollution and Land Stability

#### **Policy EN8 Pollution and Land Stability**

Proposals which would be likely to have an unacceptable adverse effect on health, biodiversity and/or local amenity or would expose people to unacceptable risk due to the following will not be permitted:

- Air pollution;
- Noise pollution;
- Light pollution;
- Contamination;
- Land instability;
- Water (including groundwater) pollution.

Proposals which would create new problems or exacerbate existing problems detailed above will not be acceptable unless mitigation measures are included to

reduce the risk of harm to public health, biodiversity and/or local amenity to an acceptable level.

**5.3.42** Pollution of all types can cause significant damage to human health, biodiversity, quality of life and residential amenity and Policy EN8 is intended to ensure that developments will not exacerbate existing problems, cause new problems or result in more people being routinely exposed to unacceptable pollution levels of any type. The policy refers to unacceptable effects or risk, and the interpretation of this will depend on the type of pollution being considered and likely effects.

**5.3.43** In relation to air quality, objectives are set for a range of pollutants<sup>(23)</sup> and Neath Port Talbot's air quality is measured against these objectives at a range of sites across the County Borough. This monitoring has identified areas of concern in some central urban areas, with exceedances in the Margam / Taibach area leading to the declaration of an Air Quality Management Area (AQMA) in 2001.

**5.3.44** Development proposals that could potentially result in or contribute to breaches of any air quality objective will be required to show (through modelling exercises or other appropriate technical information, including taking into account cumulative impacts) that this will not occur. While the provisions would apply throughout the County Borough, developments in the vicinity of the AQMA that would result in additional direct emissions to the atmosphere or could have indirect effects such as through generating significant additional traffic are an example of such a proposal. If this requirement cannot be met, either with or without mitigation measures, the proposal will not be acceptable under the terms of the policy.

**5.3.45** In the central Port Talbot area in particular, operations during the construction phase of developments have the potential to result in exceedances of air quality objectives relating to particulates. This may depend on local weather or atmospheric conditions and the type of operations being undertaken. Policy EN9 sets out specific requirements for development in the central Port Talbot area and further information on this topic will be provided in Supplementary Planning Guidance.

**5.3.46** In relation to noise, potentially noisy proposals should not be located close to sensitive uses (such as hospitals, schools and housing) and new noise-sensitive developments should not be located near to existing noisy uses (including industry and existing or proposed transport infrastructure) unless it can be shown that adverse effects can be dealt with through mitigation measures incorporated into the design. Where noise levels are likely to be a significant issue, developers may be required to provide information to show that no nuisance is likely to be caused through increased noise levels at sensitive locations if the development proceeds. Policy EN10 sets out policy relating to designated Quiet Areas.

**5.3.47** Light pollution can be an issue where it has potential adverse effects on the natural or historic environment, on people's health and amenity or on wildlife and habitats. These concerns will need to be balanced against the need to enhance safety and security and to enable sport, recreation and other activities to take place. Where lighting proposals have the potential to cause adverse effects, mitigation measures will be required to ensure that their impact is minimised.

**5.3.48** Some of the Plan's brownfield allocations and proposals incorporate land that is contaminated due to past industrial uses. In many cases remediation measures have been or are being undertaken as part of the development process. In other cases, where contamination is likely or is found to be present, information will be required to show the level and type of contamination present, and proposals for remediation and mitigation to show that no adverse effects will be caused at any stage of development within or outside the site. In addition, developments and operations involving scrub clearance and soil removal off-site can have implications for the spread of invasive species, some of which (such as Japanese Knotweed and Himalayan Balsam) are subject to the Natural Resources Wales' licence control measures as part of the Environmental Protection Act (1990).

**5.3.49** In cases where there is evidence that a site may be unstable, or that development may cause stability issues, developers may be required to undertake specialist investigation or assessment to show that the development can proceed safely and without having adverse effects. However, in such cases the responsibility and subsequent liability for the safe development and secure occupancy of the site rests with the developer and/or landowner.

**5.3.50** Developments will be expected to minimise any adverse effects on water quality, and additional information may be required in cases where there may be issues relating to existing poor water quality or a development has the potential to cause pollution. Developments will be required to ensure that no pollution is caused through drainage.

#### **5.3.51 Policy EN9 Developments in the Central Port Talbot Area**

##### **Policy EN9 Developments in the Central Port Talbot Area**

Developments in the central Port Talbot area that could result in breaches of air quality objectives during their construction phase, will be required to be undertaken in accordance with a Construction Management Plan submitted as part of the planning process and agreed by the Council.

**5.3.52** The construction of major developments in the central Port Talbot Area, including (but not limited to) those within the Harbourside SRA, may potentially result in breaches of air quality objectives in the surrounding area (including within the Margam/Taibach AQMA). The main risk relates to an increase in atmospheric particulates resulting from construction activities. Any such developments will consequently be required to submit a Construction Management Plan detailing measures to be taken to avoid this possibility. The Construction Management Plan should identify the construction operations that could cause air quality impacts and measures to prevent such impacts arising. These may include measures to minimise as far as possible the generation of dust, the modification or phasing of the more polluting activities and the suspension of any polluting activities at times of particular air pollution risk. Further details concerning these requirements will be set out in Supplementary Planning Guidance.

### 4.3 Local Transport Plans and Strategies

The Regional Transport Plan is the result of joint working between the four local authorities (Carmarthenshire, Neath Port Talbot, Swansea and Pembrokeshire) in south west Wales. It replaces the individual local transport plans previously adopted by the 4 councils. As well as acting as a bidding document for major transport schemes it will shape transport policy in the region for the period 2015-2020 and beyond. Details can be found on the following web page:

<http://www.npt.gov.uk/default.aspx?page=1461>

### 4.4 Active Travel Plans and Strategies

The Council's Active Travel information can be found on the following web page:

<https://www.npt.gov.uk/6489>

This includes the existing route map (ERM) and the Integrated Network Map (INM).

### 4.5 Local Authorities Well-being Objectives

The Environmental Health team address the wider determinants of health, which is the basis of the Act, and as such deals with a number of issues either directly or indirectly that contribute to the goals set out in the Well-being of Future Generations Act. For example: accumulations of rubbish and pest control; air quality strategy, monitoring and regulation; commercial and industrial pollution control; contaminated land strategy and regulation; dampness in housing; derelict houses and unsightly land; domestic air pollution control (garden fires/bonfires); health and safety regulation in Local Authority enforced businesses; health and safety regulation in houses in multiple occupation (HMOs); housing health and safety rating system in private rented accommodation; illegal eviction and harassment; industrial and commercial noise; neighbour nuisance and antisocial behaviour; planning consultations; public health protection and health promotion (sunbeds, tattooing etc.); smoking ban and smoke free legislation; water quality.

### 4.6 Green Infrastructure (GI) Plans and Strategies

The Council is taking a more strategic approach to the management, enhancement and creation of Green Infrastructure, for the benefit of people and wildlife. Funding was secured from WG from the GI Capital Fund in 2018 to develop GI opportunity and demand maps, and deliver a demonstration project, whilst funding for further implementation was secured as part of the ENRaW (Enabling Natural Resources and Well-being) WG fund for 2019/20. As part of this grant, over 6000 saplings were



planted and 160 large standards were planted throughout the county borough, in schools and urban locations, including the Port Talbot area.

Further funding is being sought from a second ENRaW application, for the period from April 2020, until March, 2023. An outcome is awaited from WG, and if successful, would provide the opportunity to further deliver GI intervention in Neath Port Talbot.

## **4.7 Climate Change Strategies**

The Council has endorsed a Decarbonisation and Renewable Energy Strategy, a draft version of which is shown below.

<https://democracy.npt.gov.uk/documents/s52425/App%201%20Decarbonisation%20Strategy.pdf>

## 5. Conclusions and Proposed Actions

### 5.1 Conclusions from New Monitoring Data

The long-term Air Quality Objectives for nitrogen dioxide were not breached at any locations in Neath Port Talbot. Continuous measurements of NO<sub>2</sub> at Victoria Gardens have continued the trend toward decreasing concentrations.

There were no exceedances of air quality objectives for any other LAQM pollutants.

Neither the long-term nor the short-term Air Quality Objectives for PM<sub>10</sub> were breached in Port Talbot. However, the Taibach/Margam AQMA will continue to remain in force.

The next actions to be taken will be to submit a LAQM Progress report for the calendar year of 2020.

### 5.2 Conclusions relating to New Local Developments

No new local developments have been identified that require more detailed consideration in the next Assessment.

### 5.3 Other Conclusions

Fine particulates of less than 2.5 microns in size (PM<sub>2.5</sub>) easily complied with the EU Target which is to be complied with by 2015.

Ozone is not covered by Local Air Quality Management because trans-boundary pollution can have a significant effect upon local results. 2019 was a significantly improved compared to the previous year. The long-term trend is downwards.

The concentration of polyaromatic hydrocarbons at Port Talbot continues to exceed the Air Quality Objective of 0.25 ng/m<sup>3</sup>, but it has never exceeded the EU target value of 1 ng/m<sup>3</sup>. The 2019 annual average concentration was less than half that measured in the previous year.

Arsenic and cadmium easily comply with the EU Target, both in Port Talbot and Pontardawe.

Nickel concentrations comply with the EU Target at all locations in Neath and Port Talbot with the exception of Tawe Terrace. The result at Tawe Terrace was much improved on the previous year, but fell short of the 2017 figure which complied with the Target. The Council will continue with enhanced regulation of Wall Colmonoy with the emphasis being on maintenance procedures.

None of the 24 planning applications considered on grounds of air quality were considered to pose a risk to compliance with air quality objectives.

## **5.4 Proposed Actions**

There are no plans to revoke or modify the Taibach/Margam AQMA, although the short and long-term air quality objectives have not been breached.

The next actions to be taken will be to submit a LAQM Progress report for the calendar year of 2020.

## Appendices

Appendix A: Monthly Diffusion Tube Monitoring Results

Appendix B: A Summary of Local Air Quality Management

Appendix C: Air Quality Monitoring Data QA/QC

Appendix D: AQMA Boundary Maps

Appendix E: Deposit gauge graphs

## Appendix A: Monthly Diffusion Tube Monitoring Results

Table A.1 – Full Monthly Diffusion Tube Results for 2019

Site ID	NO <sub>2</sub> Mean Concentrations (µg/m <sup>3</sup> )														
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Mean		
													Raw Data	Bias Adjusted (0.75) and Annualised <sup>(1)</sup>	Distance Corrected to Nearest Exposure <sup>(2)</sup>
1	1	57.5	48.3	40.1	40.7	43.9	38.8	42.0	39.7	43.2	47.4	51.2	52.0	45.4	34.0
3	3	26.2	18.9	20.1	17.2	15.9	12.6	13.6	12.4	14.7	16.4	24.6	14.5	17.3	12.9
4	4	36.3	37.8	24.1	34.6	29.4	26.9	26.4	21.4	28.5	34.2	43.4	33.2	31.3	23.5
5	5	56.5	38.4	37.1	32.3	31.3	26.9	28.7	28.5	33.0	37.1	44.1	42.8	36.4	27.3
7	7	42.8	38.2	37.8	36.5	32.9	28.8	28.8	29.4	32.3	35.5	40.7	37.1	35.1	26.3
8	8	44.5	38.4	39.0	35.9	32.3	26.9							36.2	23.9
9	9	43.5	36.3	36.1	32.5	29.6	28.1	26.7	27.7	30.9	35.9	38.6	35.5	33.5	25.1
10	10	50.2	50.2	40.1	39.0	36.9	31.9	29.0						39.6	26.1
11	11	35.0	40.5	40.5	35.1	32.3	29.0	28.1	28.5	33.2	36.3	43.5	35.1	34.8	26.1
12	12	52.9	38.4	41.4	29.0	30.8	26.2	29.0	26.7	30.6	36.9	44.9	40.9	35.6	26.7
13	13	47.6	31.3	36.3	26.9	27.9	23.7	26.2	22.7	29.2	32.1	40.5	33.6	31.5	23.6
14	14	51.2	37.4	36.5	28.3	30.0	26.4	30.0	27.9	32.1	38.4	44.5	42.6	35.4	26.6
15	15	52.1	39.7	39.5	30.6	32.3	26.9	29.8	27.5	32.9	36.1	44.9	40.7	36.1	27.1
16	16	53.7	43.5	33.6	35.7	36.9	33.2	36.7	37.4	39.2	41.1	45.5	48.1	40.4	30.3
17	17	59.0	44.9	35.9	36.9	35.7	33.6	34.8	33.6	38.0	46.8	51.0	50.0	41.7	31.3
18	18	49.9	56.0	49.3	50.8	46.0	43.9	43.4	43.2	46.8	47.8	49.3	61.9	49.0	36.8
19	19	32.3	24.3	20.8	19.1	16.8	13.9	15.9	17.4	18.0	21.6	26.5	24.6	20.9	15.7
20	20	53.7	45.5	34.0	34.4	36.1	32.7	37.2	37.1	37.4	40.7	42.8	46.0	39.8	29.8

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Site ID	NO <sub>2</sub> Mean Concentrations (µg/m <sup>3</sup> )														
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Mean		
													Raw Data	Bias Adjusted (0.75) and Annualised <sup>(1)</sup>	Distance Corrected to Nearest Exposure <sup>(2)</sup>
21	21	61.5	33.0	40.9	41.8	41.8	38.6	40.1	40.1	43.7	46.0	55.0	57.1	45.0	33.7
22	22	37.6	35.0	30.8	27.3	22.5	22.5	24.3	21.2	26.7			35.7	28.4	21.3
23	23	45.1	38.6	26.9	39.0	30.6	27.7	28.1	24.4	31.5	37.6	47.8	41.3	34.9	26.2
24	24	48.5	39.9	42.0	29.8	33.8	30.0	30.6	32.9	35.1	39.7	42.0	43.9	37.4	28.0
25	25	34.4	45.6	36.7	47.0	36.1	27.7	31.3	27.5	32.1	46.2		42.2	37.0	27.7
26	26	51.8	43.4	47.6	46.6	39.5	38.0	39.7	39.3	42.0	44.9	47.9	47.0	44.0	33.0
27	27	63.0	57.1	49.7	45.5	47.4	40.5	42.4	41.3	46.8	51.2	56.9	50.4	49.3	37.0
28	28	45.8	42.2	38.4	30.2	29.6	31.5	19.5	29.0	26.0	26.4	32.9	38.8	32.5	24.4
34	34	68.8	54.1	45.6	49.7	45.6	38.8	44.5	43.0	46.4	49.7	46.8	52.5	48.8	36.6

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- Notes:**  
 Exceedances of the NO<sub>2</sub> annual mean objective of 40µg/m<sup>3</sup> are shown in **bold**.  
 NO<sub>2</sub> annual means exceeding 60µg/m<sup>3</sup>, indicating a potential exceedance of the NO<sub>2</sub> 1-hour mean objective are shown in **bold and underlined**.  
 (1) See Appendix C for details on bias adjustment and annualisation.  
 (2) Distance corrected to nearest relevant public exposure.

## Appendix B: A Summary of Local Air Quality Management

### Purpose of an Annual Progress Report

This report fulfils the requirements of the Local Air Quality Management (LAQM) process as set out in the Environment Act 1995 and associated government guidance. The LAQM process places an obligation on all local authorities to regularly review and assess air quality in their areas and to determine whether or not the air quality objectives are being achieved. Where exceedances occur, or are likely to occur, the local authority must then declare an Air Quality Management Area (AQMA) and prepare an Air Quality Action Plan (AQAP) within 18 months of declaration setting out the measures it intends to put in place in pursuit of the objectives. Action plans should then be reviewed and updated where necessary at least every 5 years.

For Local Authorities in Wales, an Annual Progress Report replaces all other formal reporting requirements and have a very clear purpose of updating the general public on air quality, including what ongoing actions are being taken locally to improve it if necessary.

### Air Quality Objectives

The air quality objectives applicable to LAQM in Wales are set out in the Air Quality (Wales) Regulations 2000, No. 1940 (Wales 138), Air Quality (Amendment) (Wales) Regulations 2002, No 3182 (Wales 298), and are shown in Table B.1.

The table shows the objectives in units of microgrammes per cubic metre  $\mu\text{g}/\text{m}^3$  (milligrammes per cubic metre,  $\text{mg}/\text{m}^3$  for carbon monoxide) with the number of exceedances in each year that are permitted (where applicable).

**Table B.1 – Air Quality Objectives Included in Regulations for the Purpose of LAQM in Wales**

Pollutant	Air Quality Objective		Date to be achieved by
	Concentration	Measured as	
<b>Nitrogen Dioxide (NO<sub>2</sub>)</b>	200µg/m <sup>3</sup> not to be exceeded more than 18 times a year	1-hour mean	31.12.2005
	40µg/m <sup>3</sup>	Annual mean	31.12.2005
<b>Particulate Matter (PM<sub>10</sub>)</b>	50µg/m <sup>3</sup> , not to be exceeded more than 35 times a year	24-hour mean	31.12.2010
	40µg/m <sup>3</sup>	Annual mean	31.12.2010
<b>Sulphur dioxide (SO<sub>2</sub>)</b>	350µg/m <sup>3</sup> , not to be exceeded more than 24 times a year	1-hour mean	31.12.2004
	125µg/m <sup>3</sup> , not to be exceeded more than 3 times a year	24-hour mean	31.12.2004
	266µg/m <sup>3</sup> , not to be exceeded more than 35 times a year	15-minute mean	31.12.2005
<b>Benzene</b>	16.25µg/m <sup>3</sup>	Running annual mean	31.12.2003
	5µg/m <sup>3</sup>	Annual mean	31 12 2010
<b>1,3 Butadiene</b>	2.25µg/m <sup>3</sup>	Running annual mean	31.12.2003
<b>Carbon Monoxide</b>	10.0mg/m <sup>3</sup>	Maximum Daily Running 8-Hour mean	31.12.2003
<b>Lead</b>	0.25µg/m <sup>3</sup>	Annual Mean	31.12.2008



## Appendix C: Air Quality Monitoring Data QA/QC

### Diffusion Tube Bias Adjustment Factors

NO<sub>2</sub> diffusion tubes are sourced from the Environmental Scientifics Group Socotec and are prepared using 50% TEA in acetone. Neath Port Talbot typically uses a bias adjustment factor based upon the average of two locations.

Continuous analysers were co-located with triplicate diffusion tubes at Port Talbot Fire Station and Victoria Gardens.

Defra has provided a spreadsheet to facilitate the calculation of local bias adjustment factors. The spreadsheet used can be found at this location:

<http://laqm.defra.gov.uk/bias-adjustment-factors/local-bias.html>

Figure C1 – Port Talbot Fire Station - Bias adjustment spreadsheet –

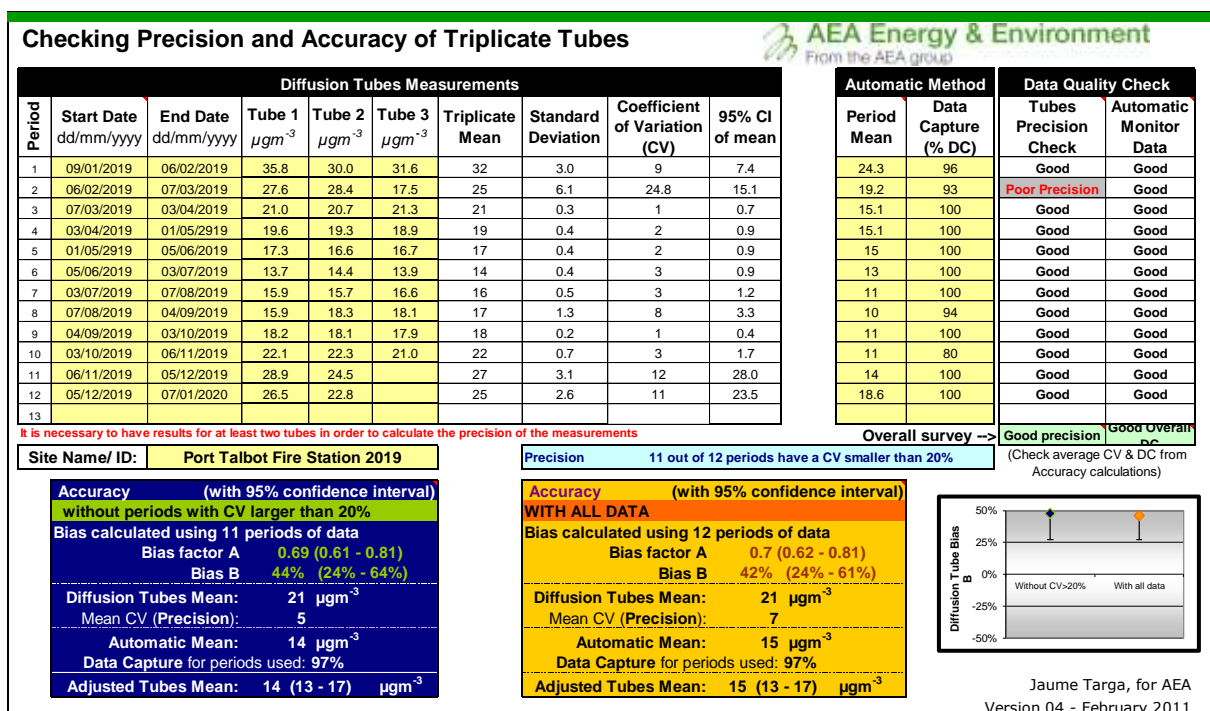
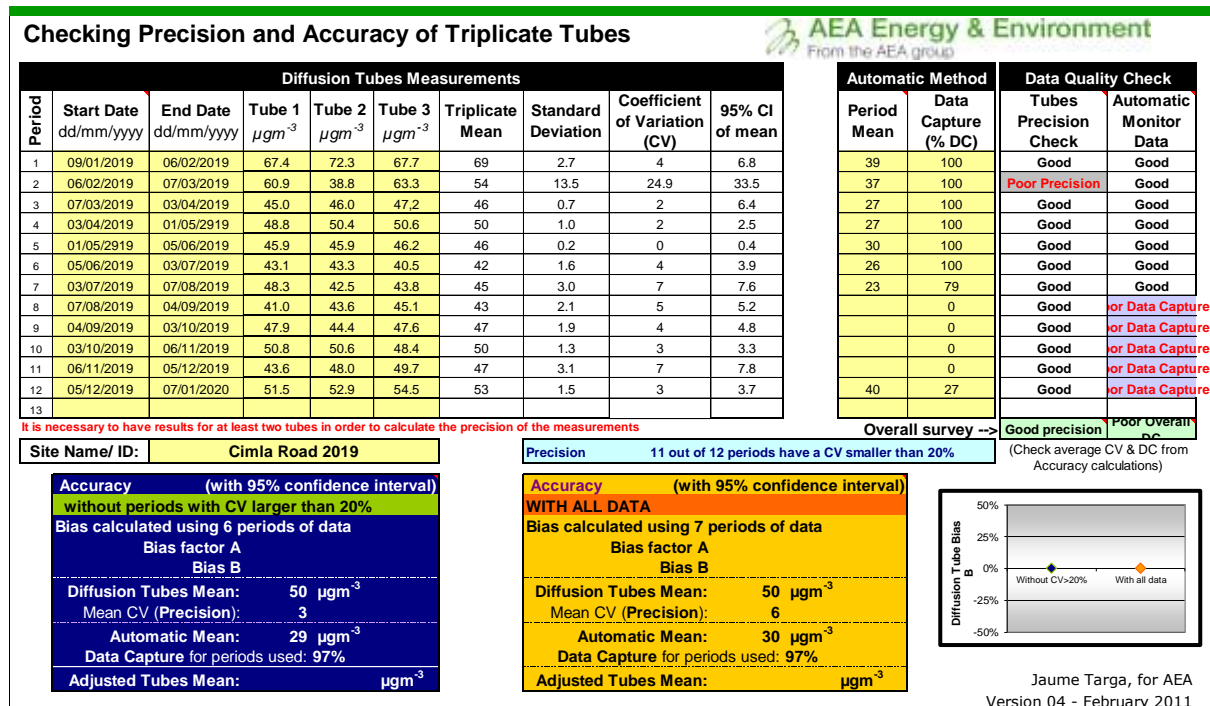


Figure C2– Cimla Road - Bias adjustment spreadsheet –



However in 2019, a series of problems at the Victoria Gardens site lead to significant data losses. This meant that a bias factor could not be obtained for this site. Consequently, the use of a nationally derived bias adjustment factor was considered to be more appropriate than relying on just one site. The nationally derived bias adjustment factor of 0.75 was used for 2019.

### PM Monitoring Adjustment

No PM<sub>10</sub> adjustment was required since the TEOM-FDMS has passed equivalence tests.

### Short-Term to Long-Term Data Adjustment

Two NO<sub>2</sub> diffusion tube sites with Ids 8 and 10 experienced data capture rates lower than 75% during 2019. The annual means for Port Talbot (15.10 ug/m<sup>3</sup>) and Narberth (3.6 ug/m<sup>3</sup>) were used for the annualisation. The period means are 16.82 and 4.22 respectively. Figures for R were 0.9 and 0.85 respectively. From this Ra was calculated (0.88). This was applied as per the guidance to produce the annualised figures shown above.

Dyffryn School was the only site that continuously measured PM<sub>10</sub> where the data capture rate fell below 75%. Twll yn y Wal and Port Talbot Fire Station sites were chosen for annualisation. The period means are 18.5 and 20.8 respectively. Figures

for R were 1.14 and 1.02 respectively. From this Ra was calculated (1.08). This was applied to the annual average (20.4) concentration for Dyffryn School to obtain the estimated annual average (22.0).

### **QA/QC of Automatic Monitoring**

The AURN site is subject to the quality control procedures of the network. Neath Port Talbot County Borough Council staff act as Local Site Operator, carrying out calibrations on an approximately fortnightly basis. There are regular site audits and validation and ratification are carried out by AURN staff prior to dissemination of the data via <http://uk-air.defra.gov.uk/> .

All PM<sub>10</sub> analysers are FDMS/TEOMs with C/B driers. No factors are applied to this data during the collection process. All equipment is covered by service and maintenance contracts with suppliers. These contracts provide for 6 monthly servicing and emergency callouts.

Monitoring stations are covered by a QA/QC contract with Ricardo which provides for two site audits per year and QA/QC of the data which is polled by AEAT and disseminated on the Welsh Air Quality Forum website. Data is subject to a similar QA/QC standard as the AURN.

### **QA/QC of Diffusion Tube Monitoring**

NO<sub>2</sub> diffusion tubes are sourced from the Environmental Scientifics Group Socotec and are prepared using 50% TEA in acetone.

Lab performance results are shown here:

<https://laqm.defra.gov.uk/diffusion-tubes/qa-qc-framework.html>

## Appendix D: AQMA Boundary Maps

Figure D.1 – Taibach Margam AQMA



Details of AQMAs in Wales may also be obtained via

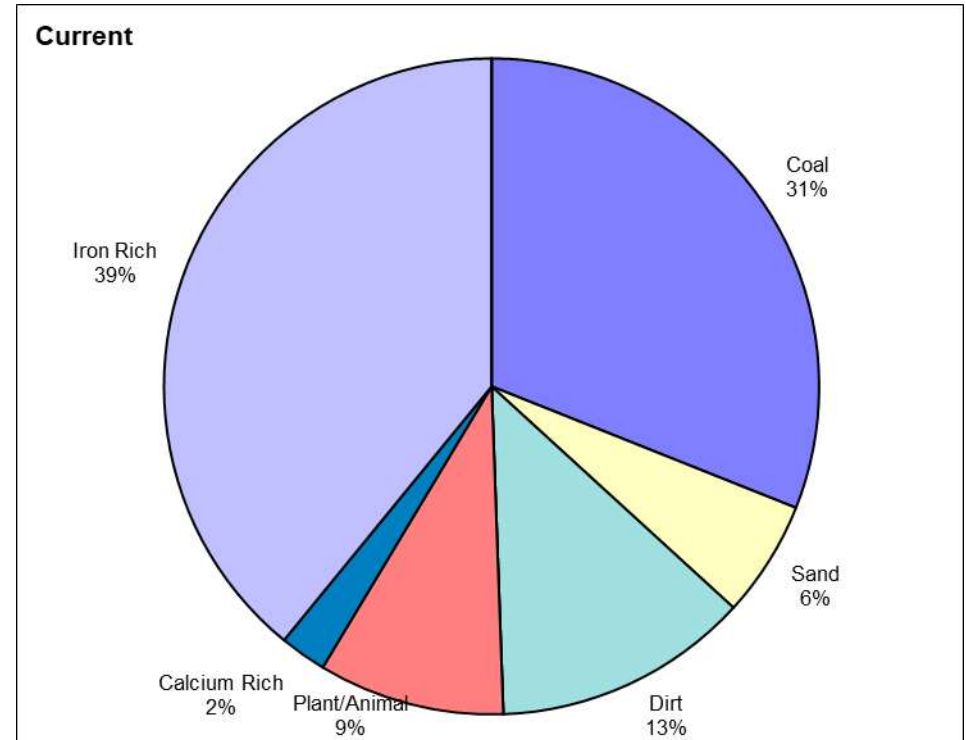
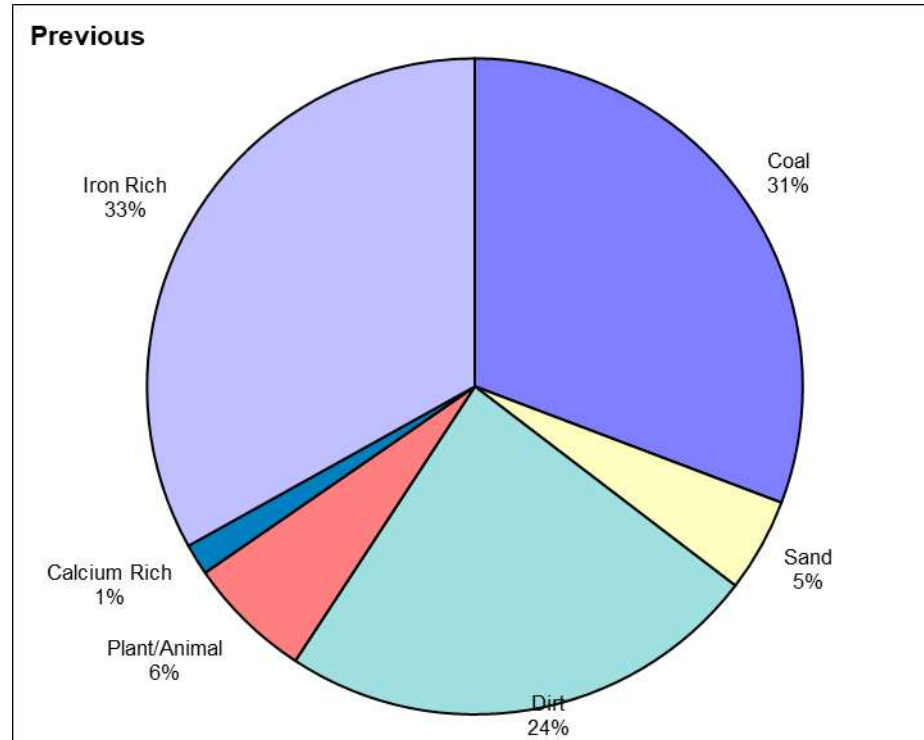
<https://airquality.gov.wales/laqm/air-quality-management-areas>

## Appendix E: Deposit gauge reports

**Figure E4.1 Prince Street pie charts**

**Deposit Gauge Analysis Report  
24, Prince Street, Port Talbot  
Comparison of Fallout Composition**

Current Period = 01-Jan-19 to 31-Dec-19  
 Previous Period = 01-Jan-18 to 31-Dec-18

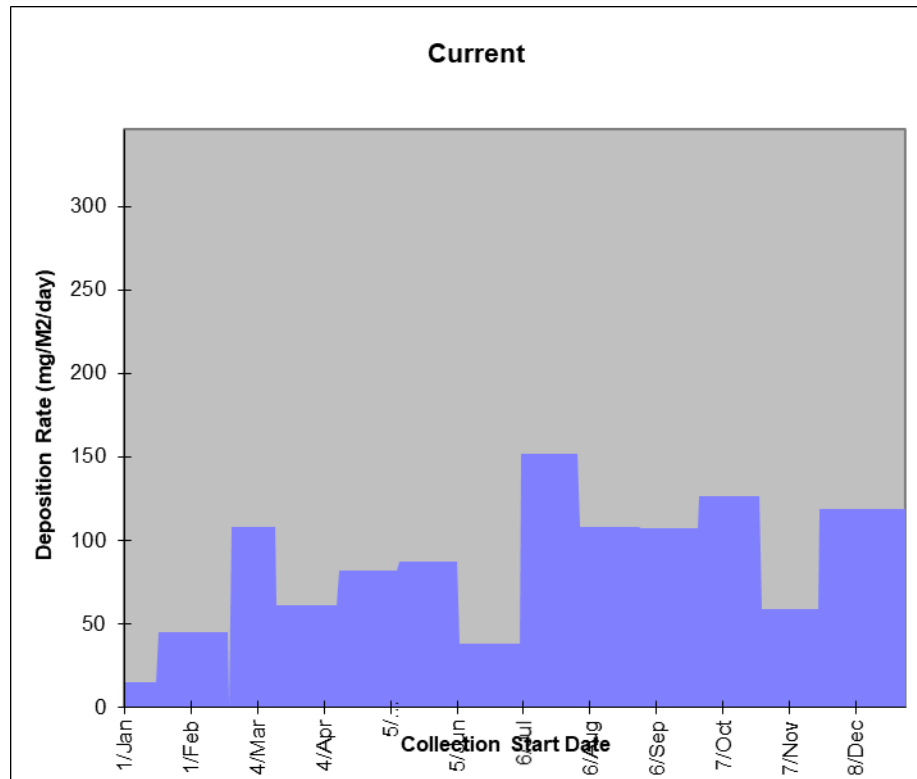
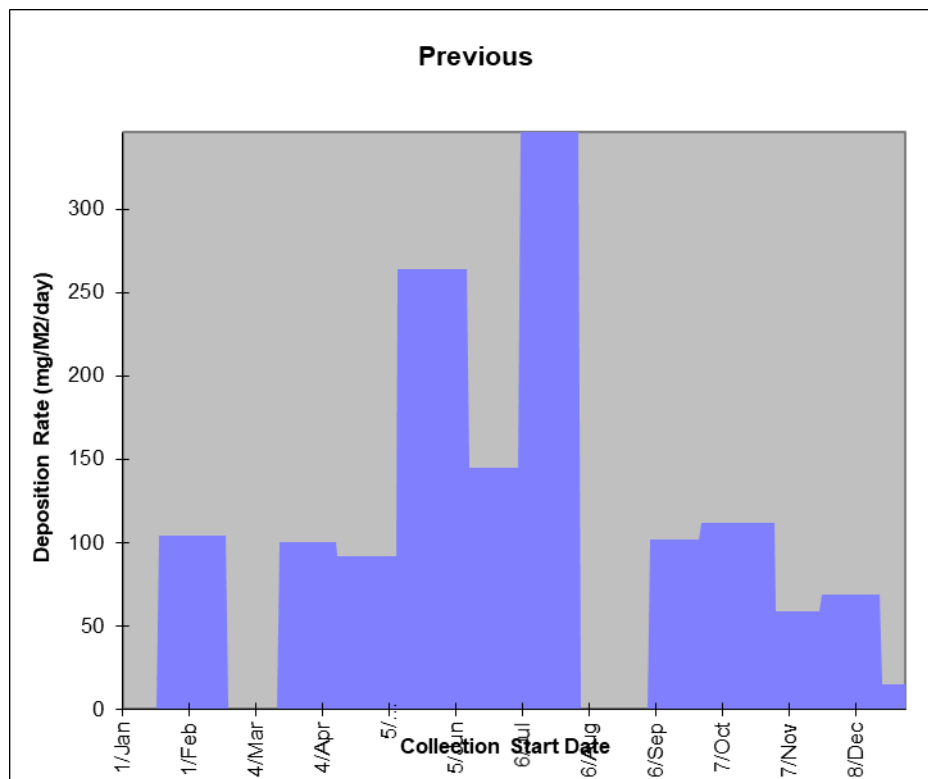


Measurement Type	Period	Coal	Carbonised	Sand	Dirt	Fly Ash	Plant/Animal	Calcium Rich	Iron Rich	Others
Av. Deposition Rate (mg/m2/day)	Current	27	0	5	11	0	8	2	34	0
	Previous	40	0	6	31	0	8	2	43	0



## Deposit Gauge Analysis Report 24, Prince Street, Port Talbot Comparison of Fallout Rate with Time

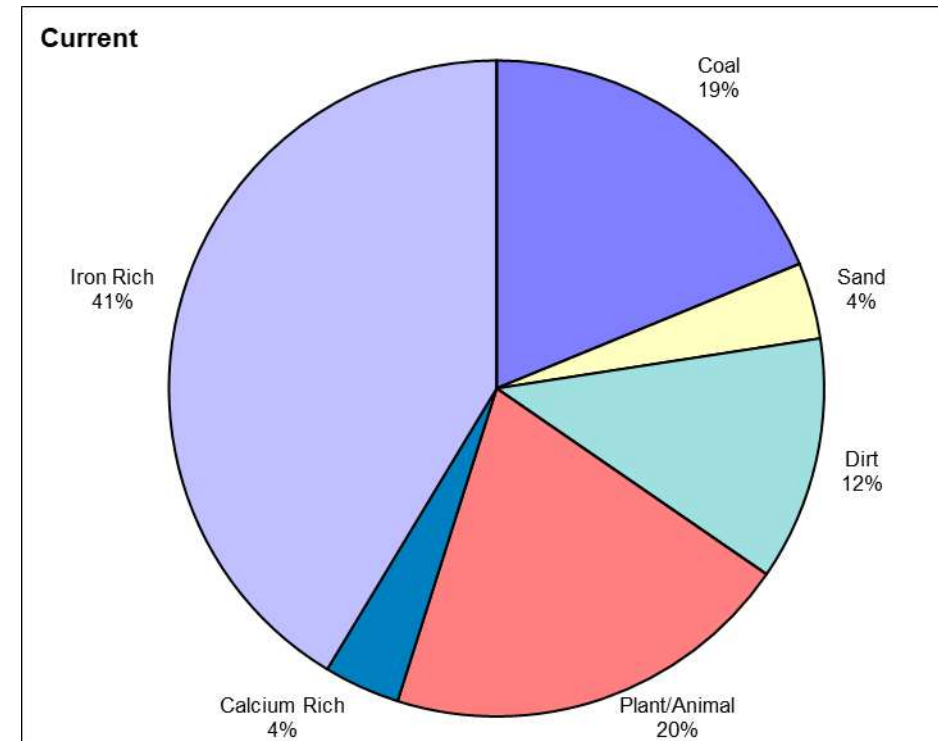
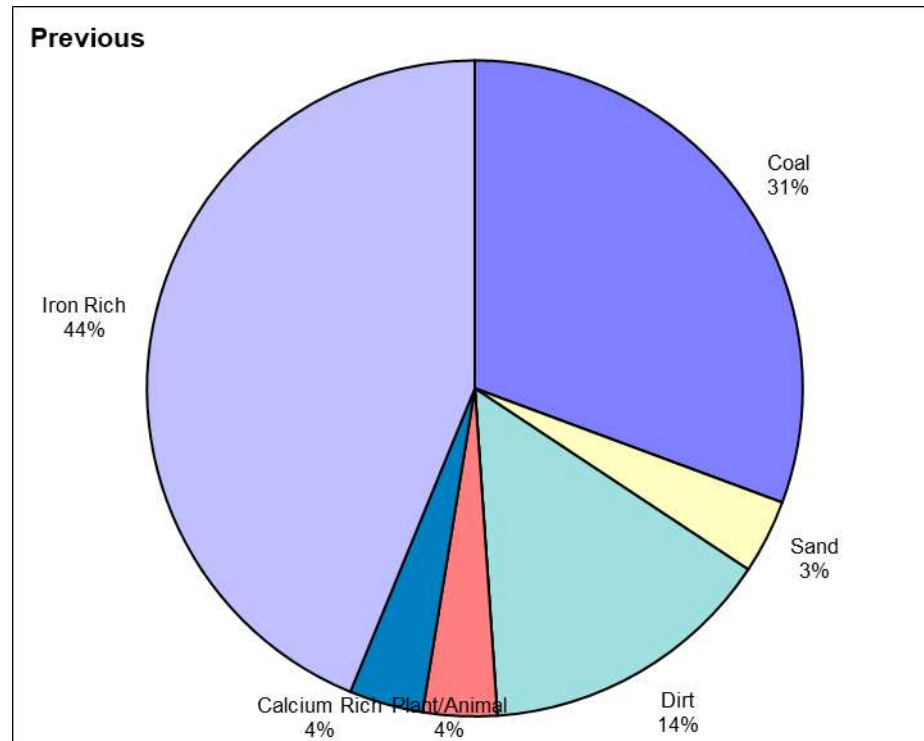
Current Period = 01-Jan-19 to 31-Dec-19  
 Previous Period = 01-Jan-18 to 31-Dec-18



Period	Fallout Level (mg/m2/day)		No. Samples	% Data Capture	200 mg/m2/day 'Nuisance Limit'	
	Average	Maximum			Days within 10% of	Days Exceeding
Current	87	152	12	99.7	0	0
Previous	138	346	11	81.7	0	61
Change	-51	Decrease -37%				

## Deposit Gauge Analysis Report Port Talbot Fire Station Comparison of Fallout Composition

Current Period = 01-Jan-19 To 31-Dec-19  
 Previous Period = 01-Jan-18 To 31-Dec-18



Measurement Type	Period	Coal	Carbonised	Sand	Dirt	Fly Ash	Plant/Animal	Calcium Rich	Iron Rich	Others
Av. Deposition Rate (mg/m2/day)	Current	25	0	5	16	0	27	5	55	0
	Previous	42	0	5	20	0	5	5	60	0

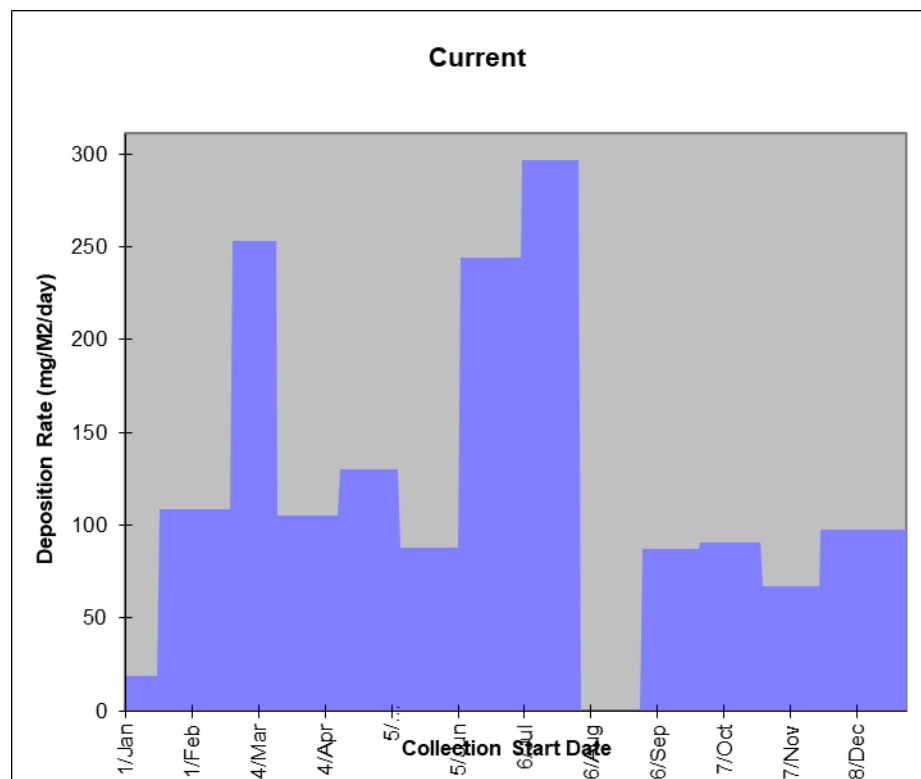
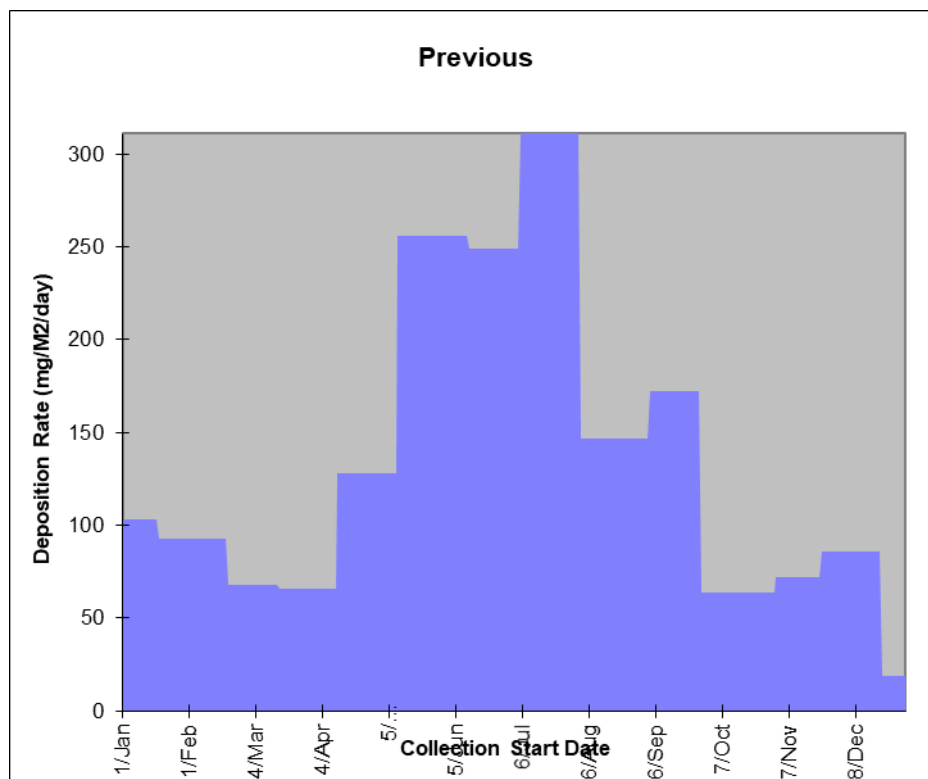


# Deposit Gauge Analysis Report

## Port Talbot Fire Station

### Comparison of Fallout Rate with Time

Current Period = 01-Jan-19 to 31-Dec-19  
 Previous Period = 01-Jan-18 to 31-Dec-18

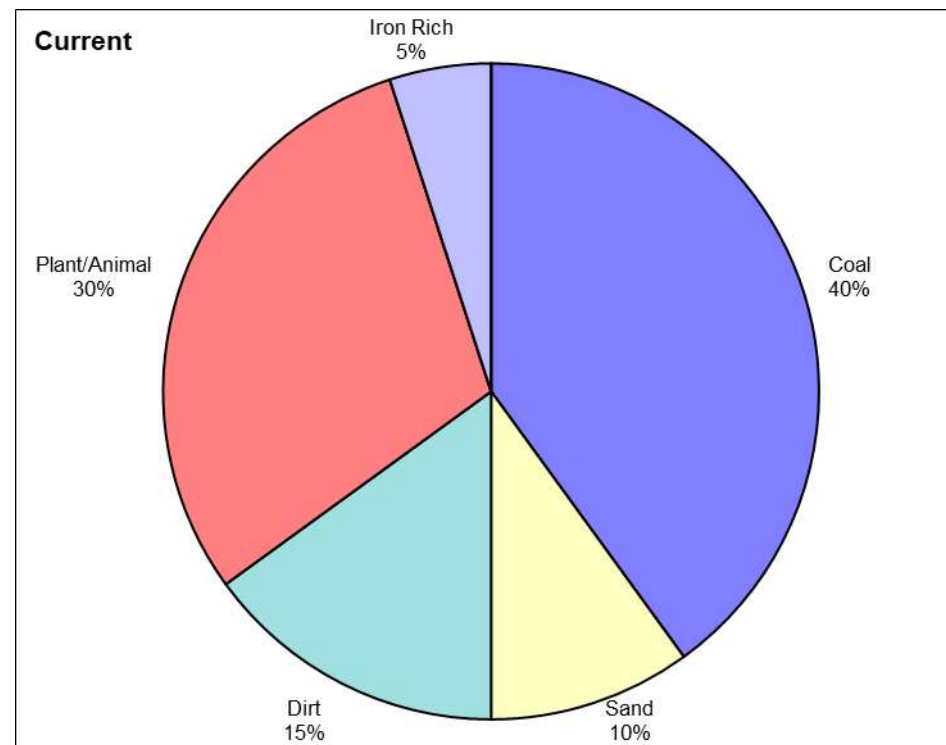
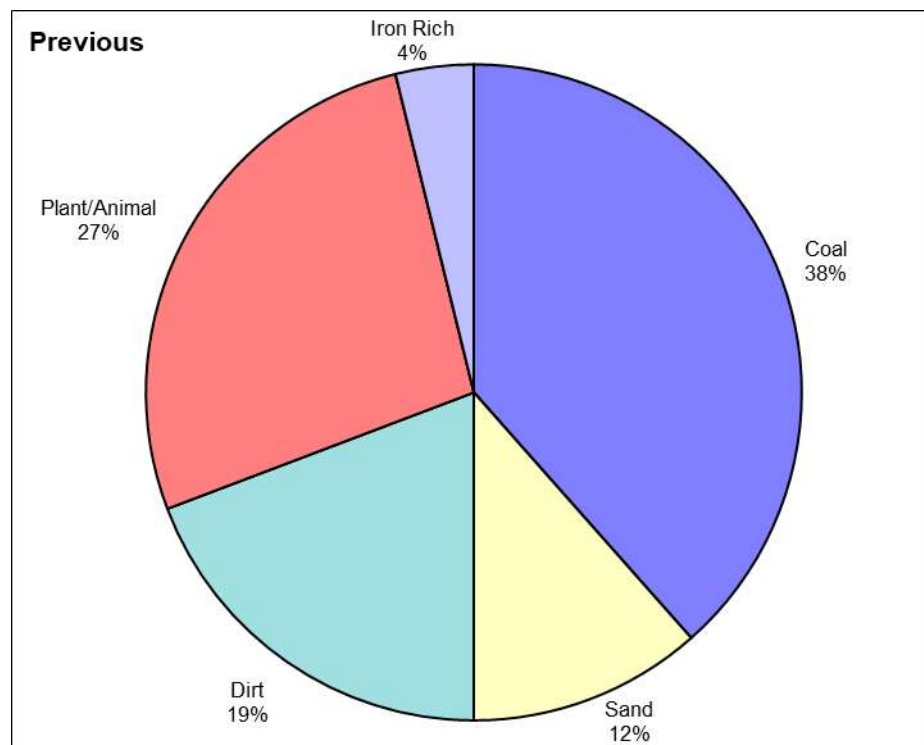


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Period	Fallout Level (mg/m2/day)		No. Samples	% Data Capture	200 mg/m2/day 'Nuisance Limit'	
	Average	Maximum			Days within 10% of	Days Exceeding
Current	132	297	11	92.0	0	77
Previous	137	311	13	100.0	0	85
Change	-5	Decrease		-4%		

## Deposit Gauge Analysis Report Workingmens Club, Tairgwaith Comparison of Fallout Composition

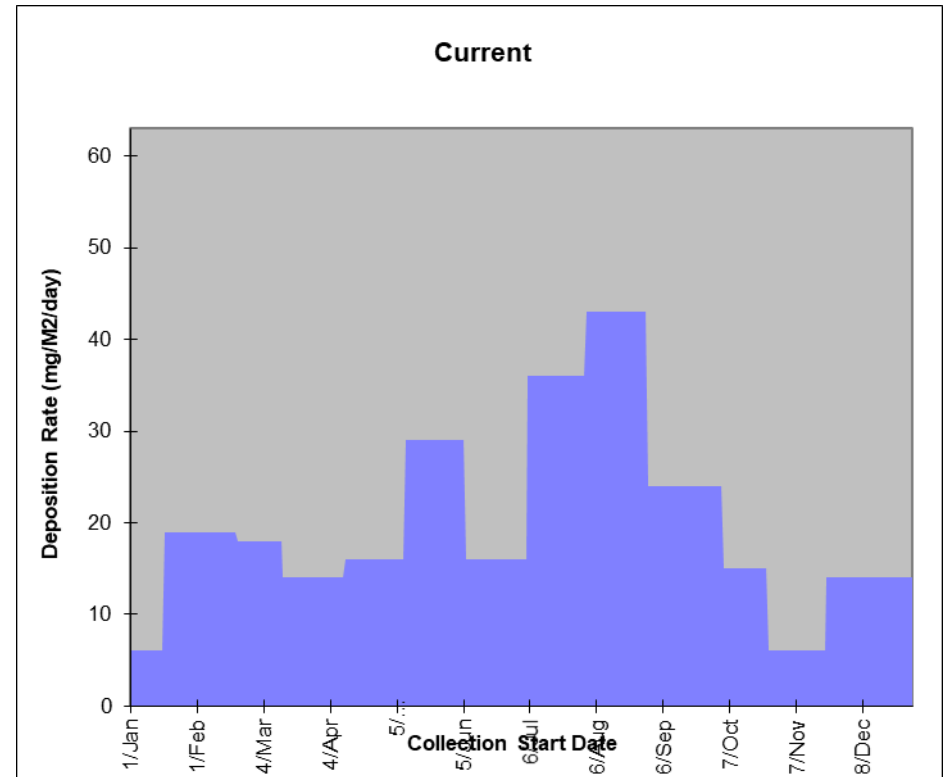
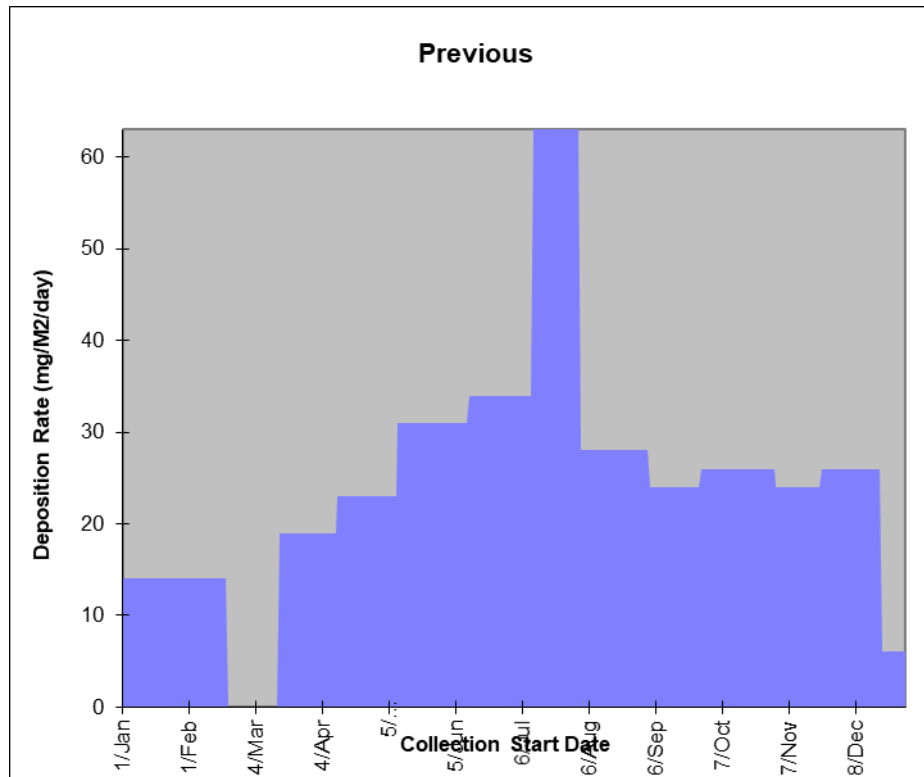
Current Period = 01-Jan-19 to 31-Dec-19  
 Previous Period = 01-Jan-18 to 31-Dec-18



Measurement Type	Period	Coal	Carbonised	Sand	Dirt	Fly Ash	Plant/Animal	Calcium Rich	Iron Rich	Others
Av. Deposition Rate (mg/m2/day)	Current	8	0	2	3	0	6	0	1	0
	Previous	10	0	3	5	0	7	0	1	0

## Deposit Gauge Analysis Report Workingmens Club, Tairgwaith Comparison of Fallout Rate with Time

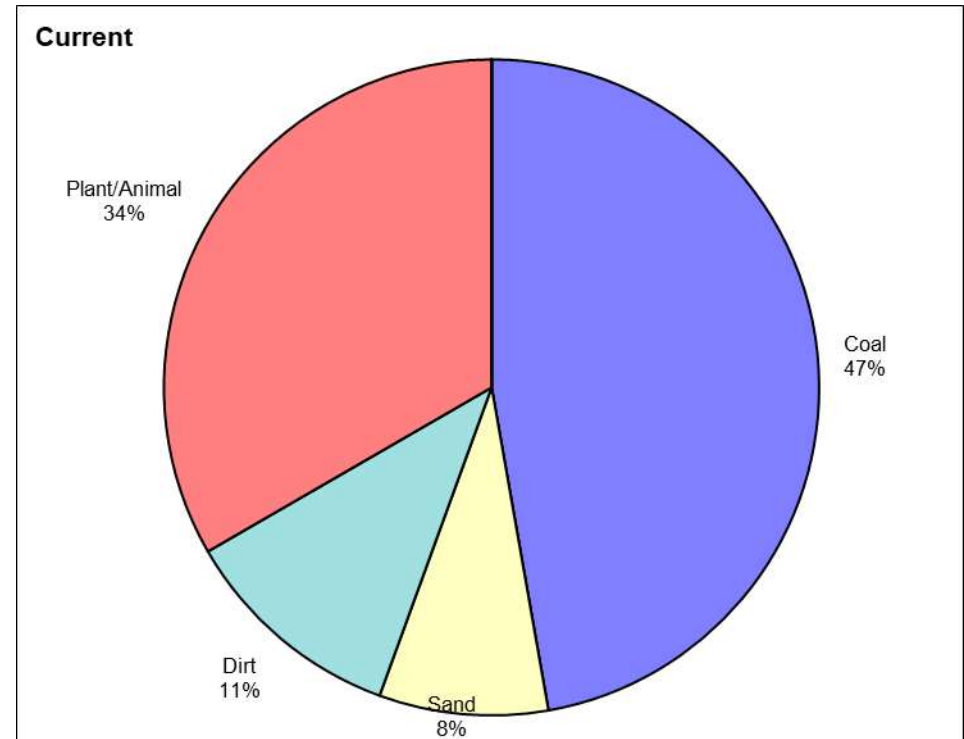
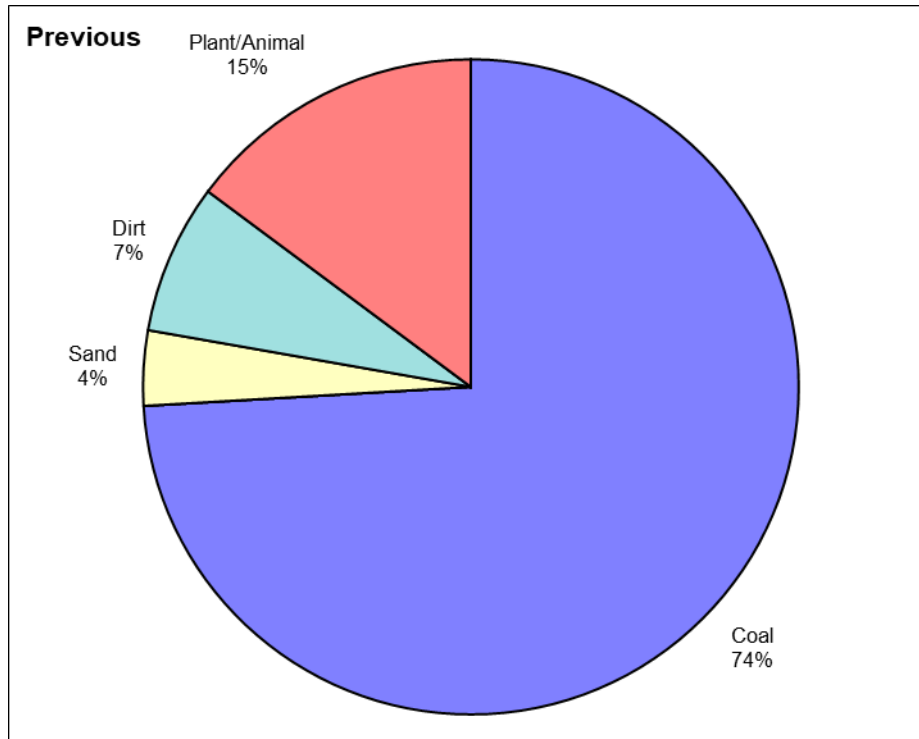
Current Period = 01-Jan-19 to 31-Dec-19  
 Previous Period = 01-Jan-18 to 31-Dec-18



Period	Fallout Level (mg/m2/day)		No. Samples	% Data Capture	200 mg/m2/day 'Nuisance Limit'	
	Average	Maximum			Days within 10% of	Days Exceeding
Current	20	43	12	100.0	0	0
Previous	26	63	12	93.2	0	0
Change	-6	Decrease -23%				

## Deposit Gauge Analysis Report 11, Wembley Avenue, Onllwyn Comparison of Fallout Composition

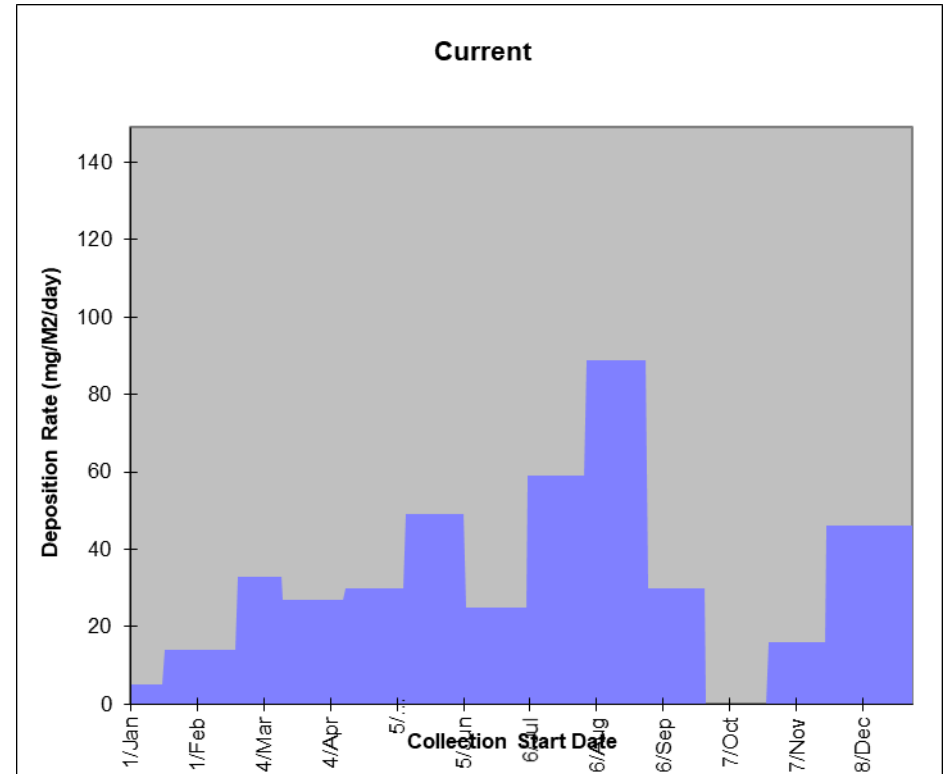
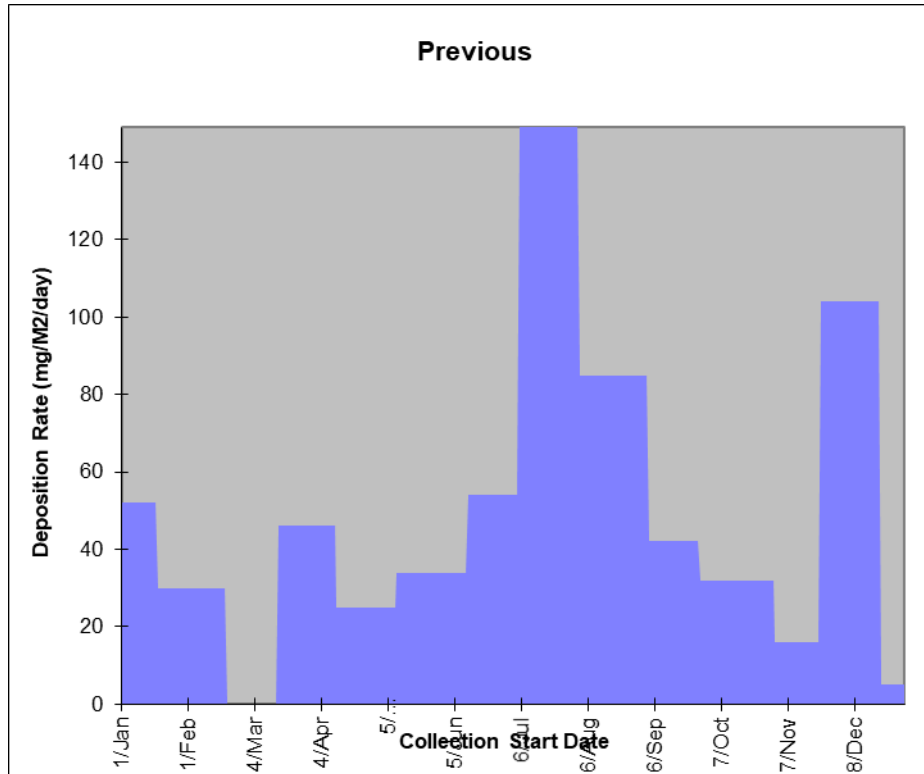
Current Period = 01-Jan-19 to 31-Dec-19  
 Previous Period = 01-Jan-18 to 31-Dec-18



Measurement Type	Period	Coal	Carbonised	Sand	Dirt	Fly Ash	Plant/Animal	Calcium Rich	Iron Rich	Others
Av. Deposition Rate (mg/m2/day)	Current	17	0	3	4	0	12	0	0	0
	Previous	40	0	2	4	0	8	0	0	0

## Deposit Gauge Analysis Report 11, Wembley Avenue, Onllwyn Comparison of Fallout Rate with Time

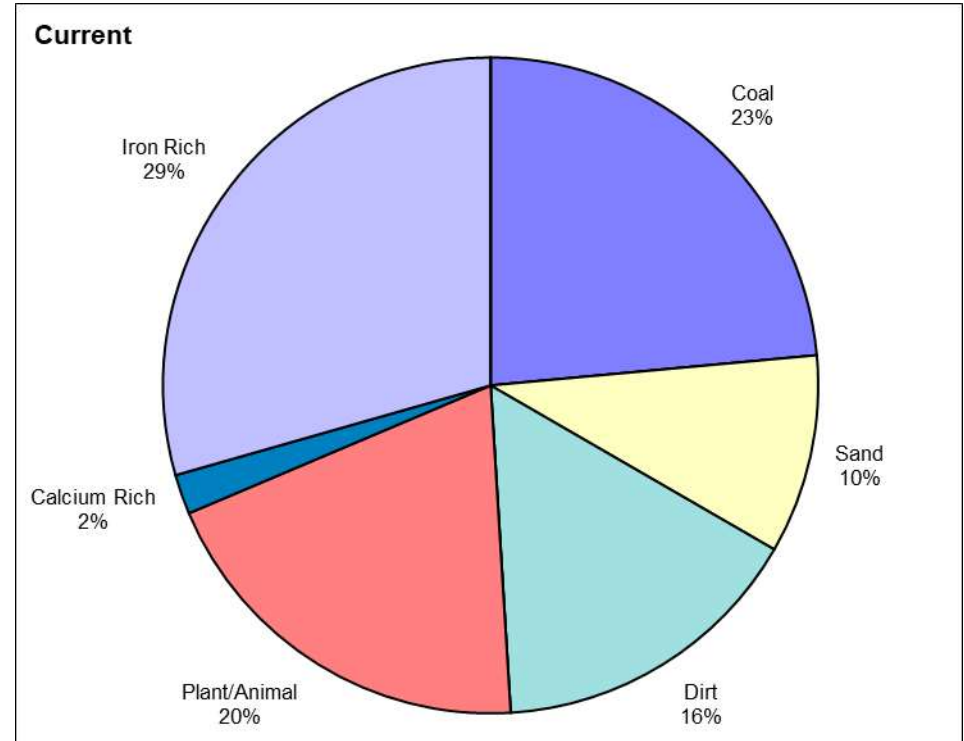
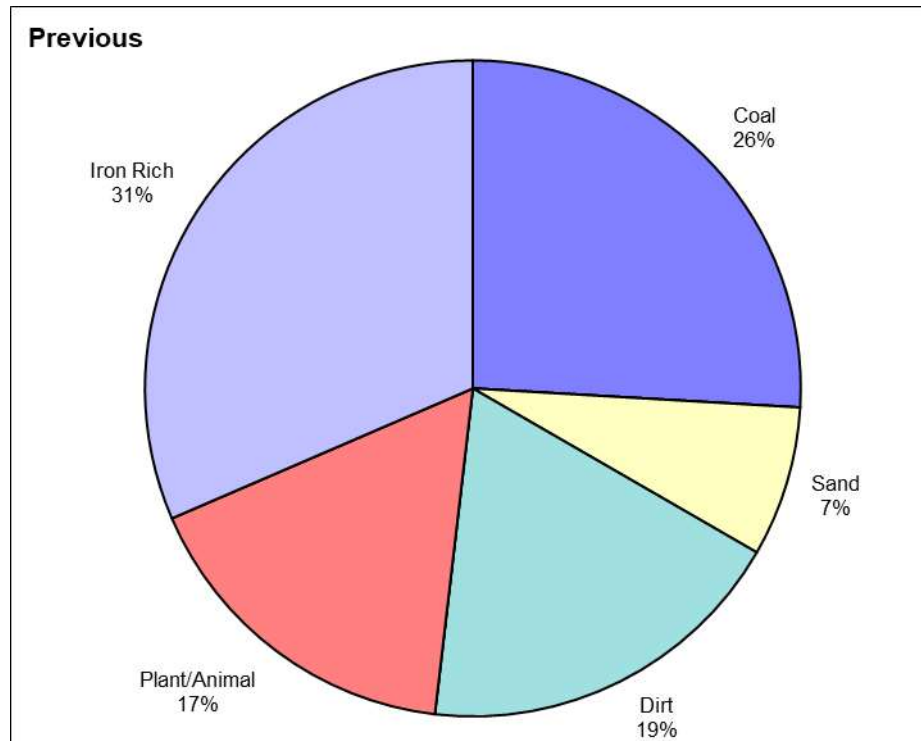
Current Period = 01-Jan-19 to 31-Dec-19  
 Previous Period = 01-Jan-18 to 31-Dec-18



Period	Fallout Level (mg/m2/day)		No. Samples	% Data Capture	200 mg/m2/day 'Nuisance Limit'	
	Average	Maximum			Days within 10% of	Days Exceeding
Current	37	89	11	92.0	0	0
Previous	54	149	12	93.2	0	0
Change	-17	Decrease		-31%		

## Deposit Gauge Analysis Report Little Warren, Port Talbot Comparison of Fallout Composition

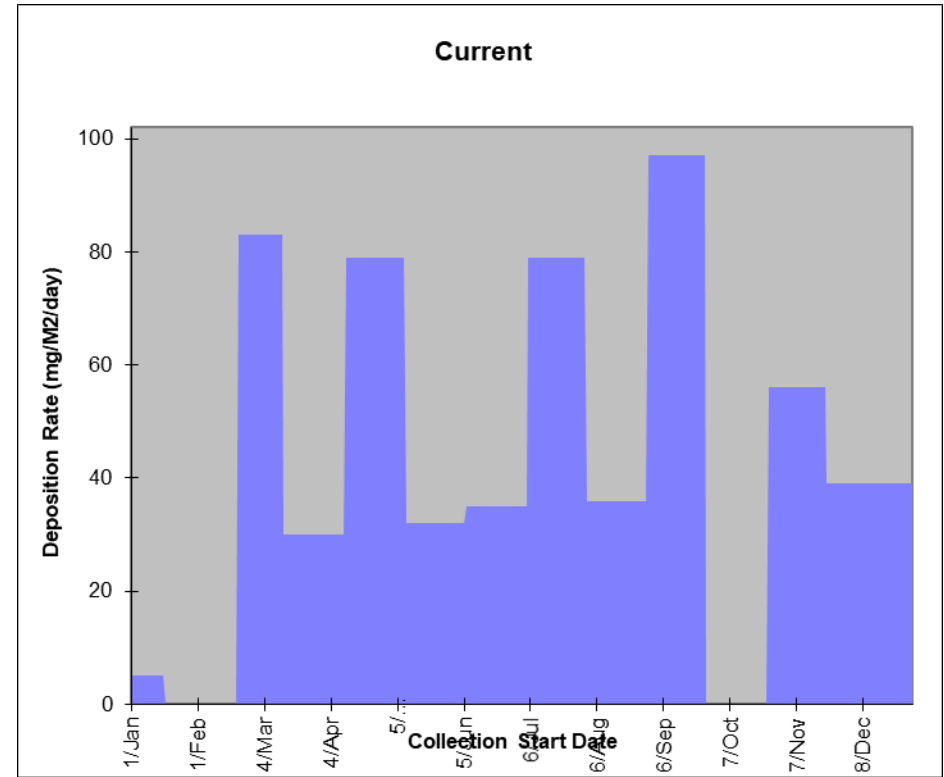
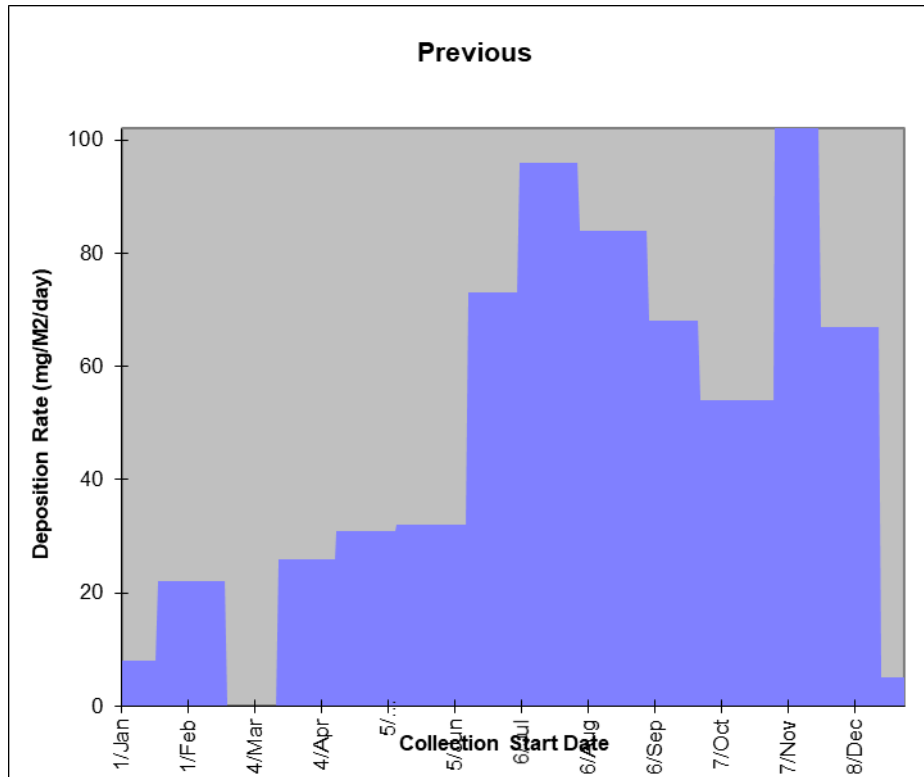
Current Period = 01-Jan-19 to 31-Dec-19  
 Previous Period = 01-Jan-18 to 31-Dec-18



Measurement Type	Period	Coal	Carbonised	Sand	Dirt	Fly Ash	Plant/Animal	Calcium Rich	Iron Rich	Others
Av. Deposition Rate (mg/m2/day)	Current	12	0	5	8	0	10	1	15	0
	Previous	14	0	4	10	0	9	0	17	0

## Deposit Gauge Analysis Report Little Warren, Port Talbot Comparison of Fallout Rate with Time

Current Period = 01-Jan-19 to 31-Dec-19  
 Previous Period = 01-Jan-18 to 31-Dec-18

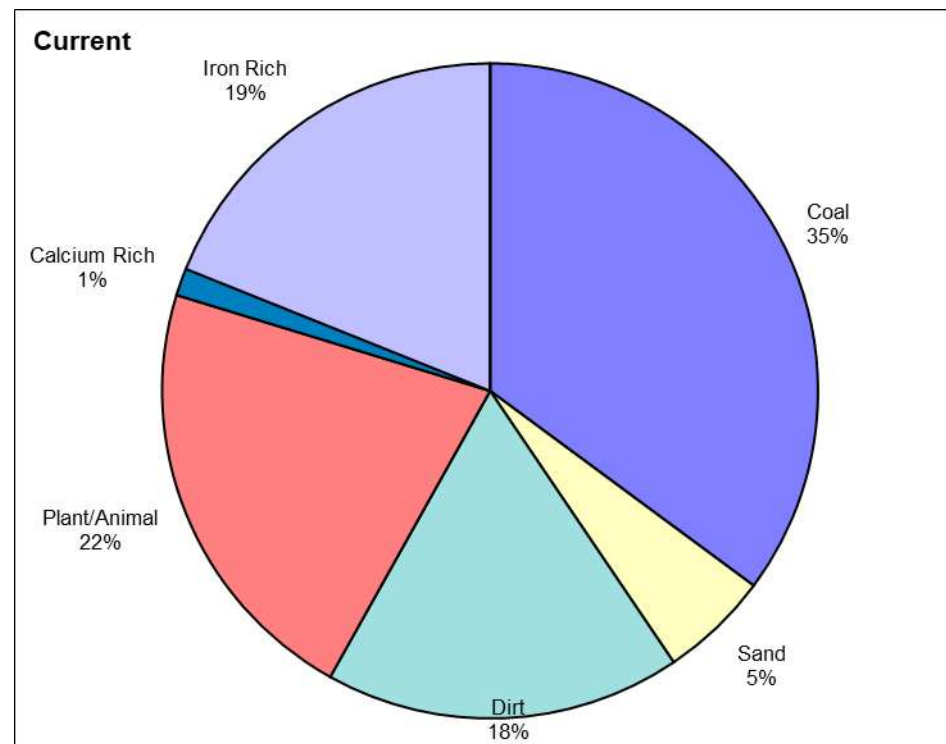
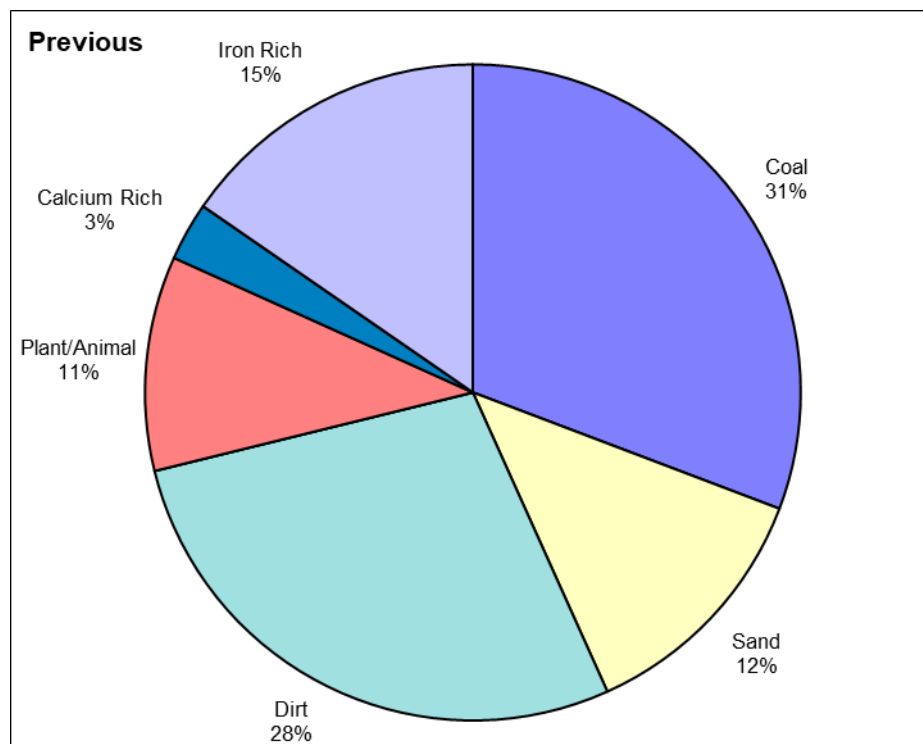


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Period	Fallout Level (mg/m2/day)		No. Samples	% Data Capture	200 mg/m2/day 'Nuisance Limit'	
	Average	Maximum			Days within 10% of	Days Exceeding
Current	52	97	12	93.4	0	0
Previous	53	102	12	92.1	0	0
Change	-1	Decrease		-2%		

## Deposit Gauge Analysis Report Dyffryn School, Bertha Road, Port Talbot Comparison of Fallout Rate with Time

Current Period = 01-Jan-19 to 31-Dec-19  
 Previous Period = 01-Jan-18 to 31-Dec-18

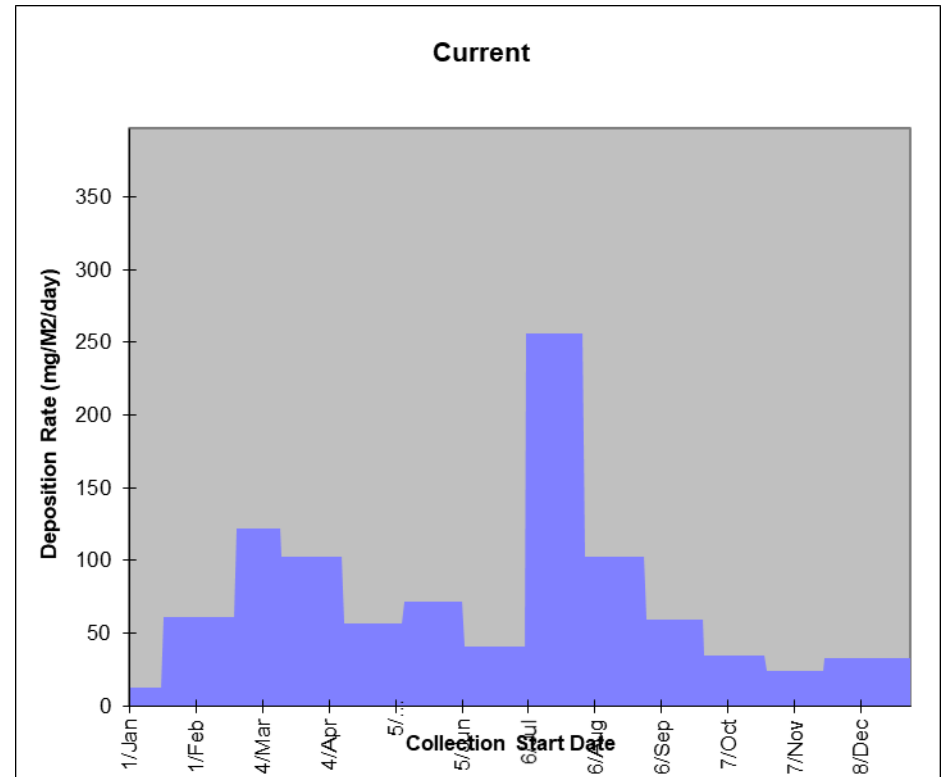
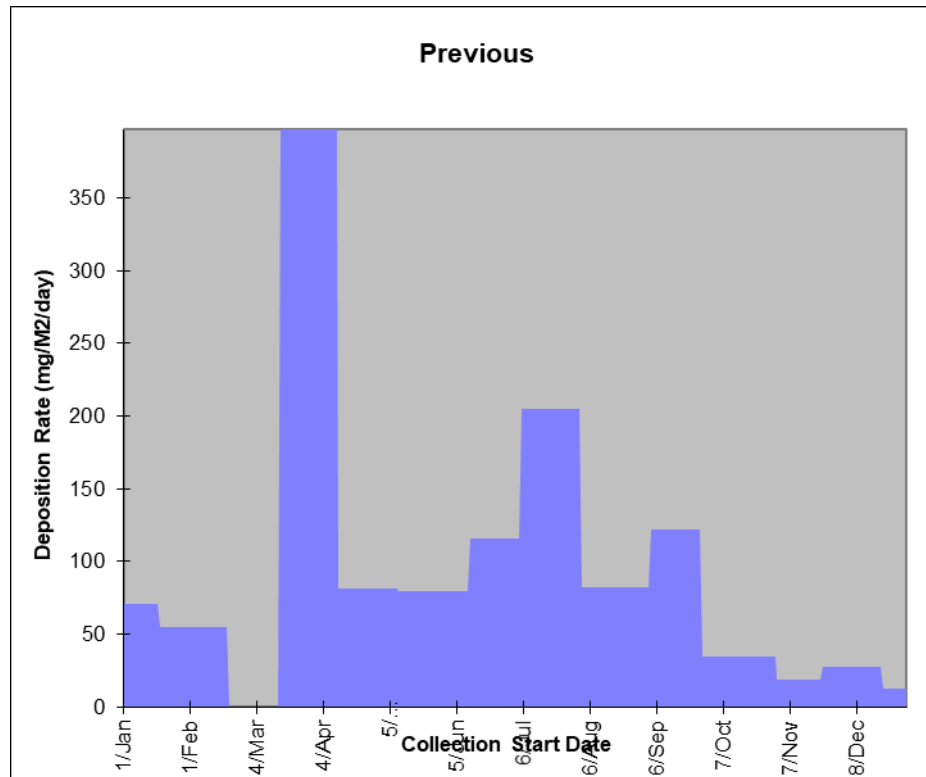


Measurement Type	Period	Coal	Carbonised	Sand	Dirt	Fly Ash	Plant/Animal	Calcium Rich	Iron Rich	Others
Av. Deposition Rate (mg/m2/day)	Current	26	0	4	13	0	16	1	14	0
	Previous	32	0	13	29	0	11	3	16	0



## Deposit Gauge Analysis Report Dyffryn School, Bertha Road, Port Talbot Comparison of Fallout Rate with Time

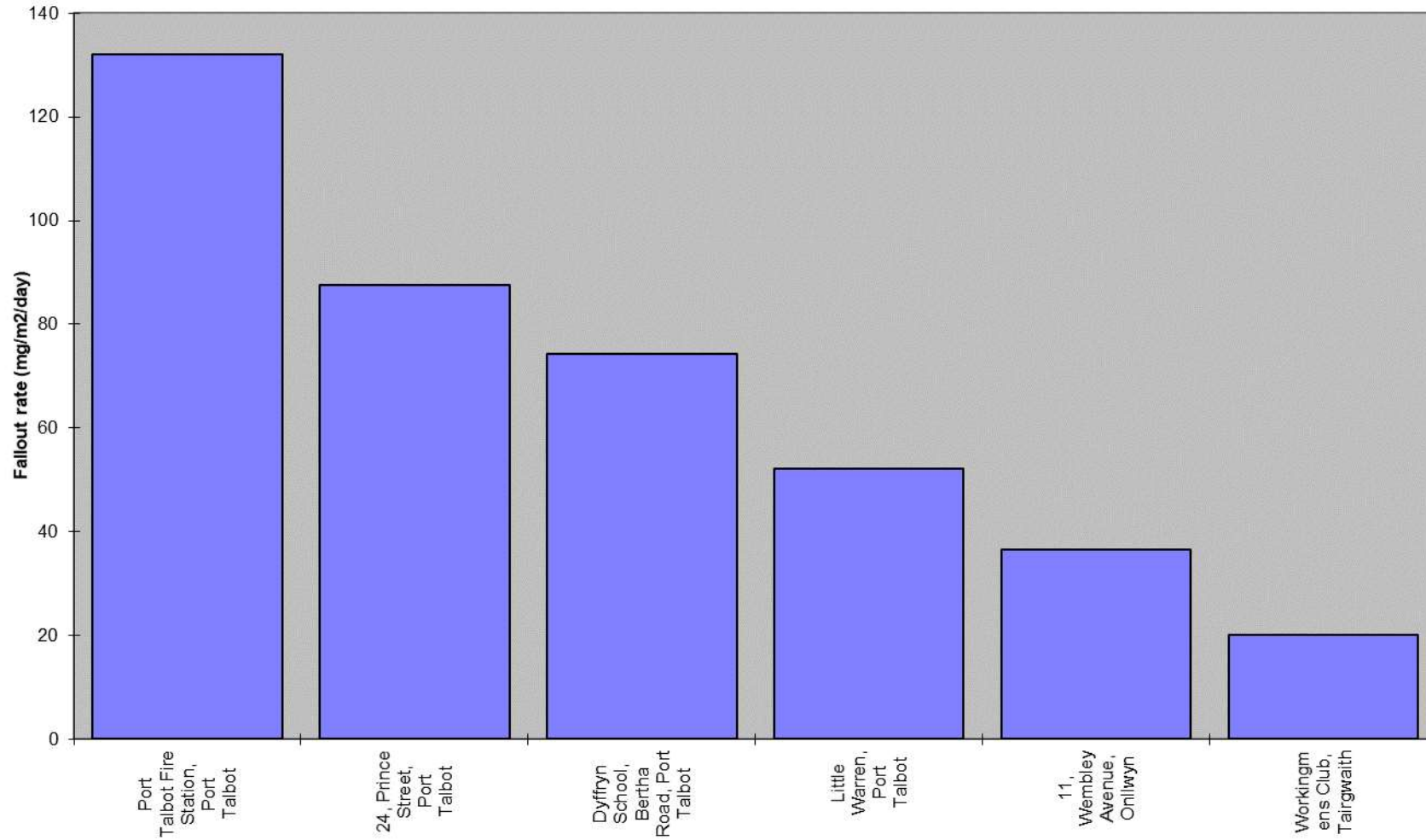
Current Period = 01-Jan-19 to 31-Dec-19  
 Previous Period = 01-Jan-18 to 31-Dec-18



Period	Fallout Level (mg/m2/day)		No. Samples	% Data Capture	200 mg/m2/day 'Nuisance Limit'	
	Average	Maximum			Days within 10% of	Days Exceeding
Current	74	256	12	100.0	0	27
Previous	103	397	12	93.2	0	55

Figure E4.15 Comparison of average fallout rates, 2019

Comparison of average fallout rates for current period

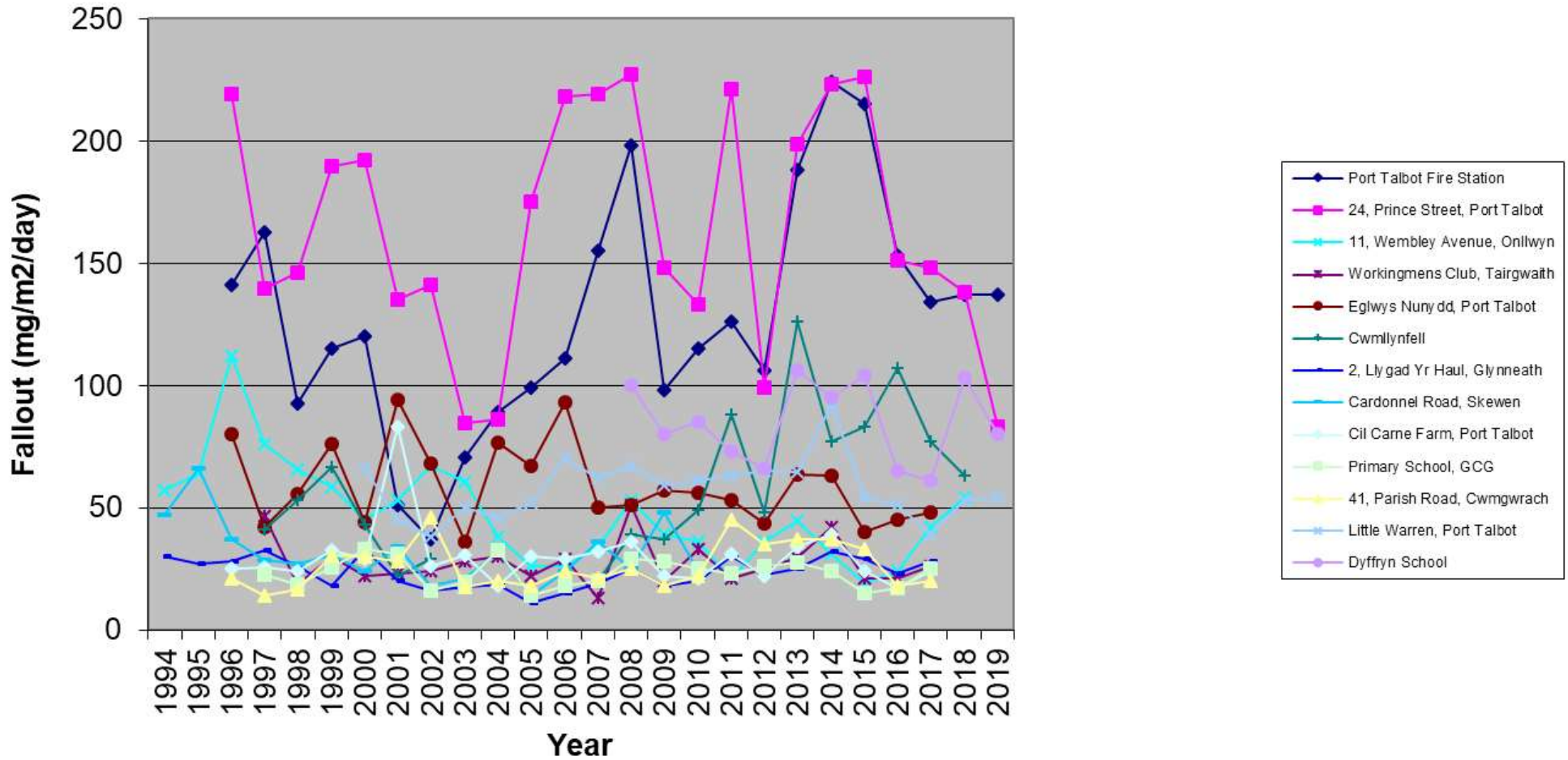


**Table E4.1 - Sites ranked by average fallout level (mg/m<sup>2</sup>/day) 2019**

Site Name	Fallout Level (mg/M2/day)		200 mg/M2/day 'Nuisance Limit'	
	Average	Maximum	Days within 10% of	Days Exceeding
Port Talbot Fire Station	132	297	0	77
24, Prince Street, Port Talbot	87	152	0	0
Dyffryn School, Port Talbot	74	256	0	27
Little Warren, Port Talbot	52	97	0	0
11, Wembley Avenue, Onllwyn	37	89	0	0
Workingmens Club, Tairgwaith	20	43	0	0
Port Talbot Fire Station, Port Talbot	132	297	0	0

Figure E4.16 Long term deposition rates

### Long term deposition rates



**Table E4.2 - Long term deposition rates**

Site Name	Fallout rate (mg/m <sup>2</sup> /day)																
	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Port Talbot Fire Station	70	89	99	111	155	198	98	115	126	106	188	224	215	153	134	137	137
24, Prince Street, Port Talbot	85	86	175	218	219	227	148	133	221	99	199	223	226	151	148	138	83
11, Wembley Avenue, Onllwyn	60	38	26	26	34	53	39	36	21	36	45	31	19	24	42	54	
Workingmens Club, Tairgwaith	28	30	22	29	13	51	20	33	21	25	30	42	21	21	26	26	
Eglwys Nunydd, Port Talbot	36	77	67	93	50	51	57	56	53	44	64	63	40	45	48		
Cwmllynfell					20	39	37	49	88	48	126	77	83	107	77	63	
2, Llygad Yr Haul, Glynneath	18	19	11	15	19	25	18	20	30	23	25	32	29	23	28		
Cardonnel Road, Skewen	21	32	14	24	36	25	48	24		24							
Cil Carne Farm, Port Talbot	30	18	30	29	32	36	22	21	31	22	34	39	24	17	24		
Primary School, GCG	19	33	14	18	20	29	28	25	23	26	28	24	15	17	25		
41, Parish Road, Cwmgwrach	18	20	18	24	21	25	18	22	45	35	37	37	33	18	20		
Little Warren, Port Talbot	50	46	52	70	62	67	59	61	63	65	65	92	54	51	39	53	54
Bryn Hyfred				40	31	32	27	27									
Dyffryn School						100	80	85	73	66	106	95	104	65	61	103	80

## Glossary of Terms

Abbreviation	Description
AQAP	Air Quality Action Plan - A detailed description of measures, outcomes, achievement dates and implementation methods, showing how the LA intends to achieve air quality limit values'
AQMA	Air Quality Management Area – An area where air pollutant concentrations exceed / are likely to exceed the relevant air quality objectives. AQMAs are declared for specific pollutants and objectives
APR	Air quality Annual Progress Report
AURN	Automatic Urban and Rural Network (UK air quality monitoring network)
Defra	Department for Environment, Food and Rural Affairs
DMRB	Design Manual for Roads and Bridges – Air quality screening tool produced by Highways England
FDMS	Filter Dynamics Measurement System
LAQM	Local Air Quality Management
NO <sub>2</sub>	Nitrogen Dioxide
NO <sub>x</sub>	Nitrogen Oxides
PM <sub>10</sub>	Airborne particulate matter with an aerodynamic diameter of 10µm (micrometres or microns) or less
PM <sub>2.5</sub>	Airborne particulate matter with an aerodynamic diameter of 2.5µm or less
QA/QC	Quality Assurance and Quality Control
SO <sub>2</sub>	Sulphur Dioxide



Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## NEATH PORT TALBOT COUNCIL

### CABINET

9<sup>th</sup> December 2020

### Report of the Director of Environment and Regeneration Nicola Pearce

#### Matter for Decision

Wards Affected: All

#### **Planning Policy Wales (Edition 10) – Consideration of: the Regional Technical Statement 2<sup>nd</sup> Review (2020) and Statement of Sub-Regional Collaboration for the Swansea City Sub Region**

#### Purpose of the Report

To consider and seek endorsement of the Regional Technical Statement 2<sup>nd</sup> Review (RTS2) along with the Statement of Sub-regional Collaboration for the Swansea City Sub Region.

#### Executive Summary

Minerals Technical Advice Note 1: Aggregates (2004) (MTAN 1) requires the preparation of Regional Technical Statements (RTS) for the areas covered by both the South Wales and North Wales Regional Aggregates Working Parties (RAWPs).

The principal objective of the RTS is to provide a strategic framework to ensure adequate reserves of aggregate (crushed rock and sand & gravel) is supplied for the construction and other industries and is done so in the most sustainable manner.

The RTS2 (September 2020) identifies the necessary aggregate apportionments and any necessary allocations at a Local Planning Authority (LPA) level but also at a sub-regional level, thereby allowing sub-regional areas to make adjustments in apportionments where considered

to be justified. To that end, RTS2 requires accompanying 'Statements of Sub-regional Collaboration' to be prepared by all constituent LPAs within each RTS sub-region as part of the evidence base needed to support each Local Development Plan (LDP) or Strategic Development Plan (SDP).

This report therefore seeks endorsement of the RTS2 along with the Statement of Sub-regional Collaboration.

## **Background**

Ensuring the sustainable supply of minerals is a strategic issue which plays a fundamental role in supporting non-minerals development. National policy stipulates that each LPA should ensure it makes an appropriate contribution to meeting local, regional and UK needs for primary minerals which reflects the nature and extent of resources in the area and their best and most appropriate use, subject to relevant environmental and other planning considerations.

The requirements, as set out within MTAN 1, are that a minimum 10 year landbank of crushed rock and a minimum 7 year landbank for sand and gravel should be maintained throughout the entire plan period of an LDP. In effect, this means having a minimum landbank for sand & gravel of 22 years, at the start of a 15-year Plan period, and a minimum crushed rock landbank of 25 years.

Forward planning for minerals has therefore formed an intrinsic part of the LDP process, with LDPs having benefitted from the clear strategic direction that the RTS provides on the sustainable approach to mineral development across Wales.

## **Regional Technical Statement 2<sup>nd</sup> Review (RTS2)**

The RTS2 (September 2020) identifies the necessary apportionments and any necessary allocations at a LPA level but also at a sub-regional level, thereby allowing sub-regional areas to make adjustments in apportionments where justified. To that end, RTS2 requires 'Statements of Sub-regional Collaboration' to be prepared by all constituent LPAs within each RTS sub-region as part of the evidence base needed to support each LDP or SDP.

## ***Methodology***

The methodology used in the 1<sup>st</sup> Review (2014), was primarily based on historical sales averages, combined with an assessment of the various 'drivers' of potential future change. For the 2<sup>nd</sup> Review, this has been combined with an attempt to reflect *planned* future requirements for housing construction activity, and to avoid perpetuating historical supply



patterns in areas where there is scope to encourage more sustainable patterns of supply.

Within this context, the calculation of the apportionments set out in RTS2 followed a four-stage process:

- **Stage 1 ‘Setting the National Level for future aggregates provision’** – based on the correlation between housing completions and aggregate sales, at a national level, the provision required for aggregates has been guided by a 30% uplift on historical sales figures. The national figure amounts to 20.224 Million Tonnes Per Annum (MTPA).
- **Stage 2 ‘Calculation of the regional split between North and South Wales’** – the national figure, set out in stage one, is split between North and South Wales, based on the historical sales which equates to 38% North Wales and 62% South Wales respectively. The South Wales figure totals 12.486 MTPA.
- **Stage 3 ‘Calculation of sub-regional and LPA apportionments’** – South Wales has been split into sub-regions which reflect distinct market areas, between which there is relatively little movement of aggregate. Neath Port Talbot sits within the ‘Swansea City Sub-region’ along with Carmarthenshire and City & County of Swansea (refer to Appendix 1). The percentage of historic sales and house build rates for each authority provides the basis for the LPA apportionment. The NPT apportionment equates to 0.305 MTPA.
- **Stage 4 ‘Sand & Gravel and Crushed Rock total apportionment’** – the final stage took the figures calculated in Stage 3 and multiplied them by the number of years required (25 years for crushed rock) for the LDP total apportionment. The extent of permitted reserves within each LPA is then factored in to determine whether any allocations are required to meet the required provision.

### ***Total Apportionments***

The total apportionments for Neath Port Talbot presented in the RTS2 are nil for sand & gravel and 7.636 million tonnes for crushed rock over 25 years. The table below sets out the individual apportionments and allocations for crushed rock for those LPAs that comprise the Swansea City Sub-region.

Members should note that NPT’s apportionment of crushed rock has been significantly reduced when compared to previous RTS editions, with half

the requirement now apportioned to Swansea to encourage a more equitable pattern of supply.

### Swansea City Sub-Region – Apportionments and Allocations

Local Planning Authority	New Annualised Apportionment for crushed rock (mt)	Total Apportionment Required over 25 years (mt)	Existing permitted reserves at end of 2016 in mt	Minimum Allocation needed to meet Required Provision (mt)	Additional reserves at Dormant sites, 2016 (mt)
Carmarthenshire	1.102	27.556	59.900	<b>0.000</b>	13.82
Swansea	0.305	7.636	0.000	<b>7.636</b>	0
NPT	0.305	7.636	16.480	<b>0.000</b>	0

The table illustrates that both Neath Port Talbot and Carmarthenshire have sufficient permitted reserves at existing sites to meet the apportionments, so importantly no further allocations are necessary within the respective LDPs. Swansea however, has no existing reserves and is therefore identified as requiring an LDP allocation to meet its apportionment up to 2041.

### Statement of Sub-Regional Collaboration (SSRC)

The RTS2 states that in exceptional circumstances, the SSRC may identify an alternative pattern of supply, which still achieves the requirements of the sub-region in a different way. Such circumstances arise either where:

1. One or more LPAs within the sub-region is unable to meet the minimum requirements of their apportionments – in this instance, a LPA would need to demonstrate that it has no (or insufficient) workable resources or that there is no interest from the minerals industry in the area; or
2. An alternative, achievable and more sustainable pattern of supply is identified through collaboration – this will entail transferring some or all of the apportionment from one LPA to another within the same sub-region.

The SSRC for the Swansea City Sub-Region is presented in full in Appendix 2. Notably, the SSRC highlights that Swansea is currently reliant on NPT for supplies of road surfacing aggregate (i.e. high PSV sandstone) and at present, Swansea is unable to demonstrate the required evidence referred to in 1 above – this evidence will be prepared and tested as part of their LDP review due to commence in September 2022.

The SSRC confirms the position that for this interim period, there are more than sufficient reserves within NPT to take up the joint apportionment

without resulting in under provision and moving away from the overall 25-year apportionment. On this basis, the SSRC envisages that NPT would take on the majority of the supply in the first part of the 25-year period of RTS2 and Swansea will seek to take on the supply load for the second part of the 25-year period of the RTS2 following their LDP Review.

Once agreed, the SSRC will remain in place until it is superseded by the requirements of future reviews of the RTS, or new information comes forward which justifies a change.

Members should note that the SSRC has been subject to consultation with the Mineral Products Association (MPA) and British Aggregates Association (BAA). The MPA has responded stating that the approach outlined in the draft SSRC is contrary to the requirements of RTS2, lacks ambition and takes advantage of the SSRC process to effectively side step the local decisions that are required to fulfil the updated local allocations for Swansea presented in RTS2. The MPA argue that the expectation should be towards undertaking the detailed investigation to meet the prescribed minimum local allocation for Swansea sooner rather than later.

Whilst the MPA response is noted, any proposals that the industry wishes to put forward to deliver the allocations identified in RTS2 can already be considered under Swansea's LDP Policy RP12 and as a consequence, it is considered that there is no need to update LDP allocations in the interim in advance of Swansea's LDP review.

### **Financial Impacts**

No implications.

### **Integrated Impact Assessment**

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

The first stage assessment, attached at Appendix 3, has indicated that a more in-depth assessment is not required. A summary is included below:

**Equalities** – The use of minerals affects all generations and all areas of society. The RTS2 was prepared on behalf of the Welsh Government and the North and South Wales Regional Aggregate Working Parties by Cuesta Consulting Limited. It was subject to a public and stakeholder consultation in 2019. Chapter 6 of the RTS2 Main Report outlines the consultation

process undertaken which included several stages of consultation (including wider public consultation) and technical peer review.

**Welsh Language** – All of the stages of production of the RTS 2 production adhered to the Welsh Language Standards (No.1) Regulations 2015 and any amendments to subsequent RTS updates will adhere to these Regulations.

**Biodiversity** – The RTS2 provides a strong and improved statement of the desire to ensure that sustainability is at the heart of all future mineral planning in Wales.

The policy context and sustainability objections section of the RTS2 sets out the national legislation and policy within Wales which have a bearing on mineral development. The main piece of legislation of relevance to biodiversity is the Environment (Wales) Act 2016 which introduced the Sustainable Management of Natural Resources (SNMR) and set out a framework to achieve this as part of decision-making.

The main objective is to maintain and enhance the resilience of ecosystems and the benefits they provide. Ecosystem services derived from natural resources include services associated with both mineral extraction and the restoration of former mineral workings. Ecosystem services have an important bearing on site-specific aspects of mineral development, though probably not at the more strategic regional level being considered within the RTS.

**Well-being of Future Generation (5 ways of Working)** – The RTS2 embraces all five ways of working, it integrates with the Council's well-being objectives; involves people and partners in its development and implementation; and seeks to prevent problems getting worse.

### **Valleys Communities Impacts**

No implications.

### **Workforce Impacts**

No implications.

### **Legal Impacts**

Where the local authorities involved are unable to reach agreement, or if individual local authorities do not accept the revised Regional Technical Statement, the Welsh Government will, as a last resort, consider its default powers to intervene in the Development Plan process (MTAN 1, paragraph A3).

## **Risk Management Impacts**

The Council will be in breach of its legal requirement to ensure that sustainability is at the heart of all future mineral planning in NPT. This has a major impact on the preparation of the Replacement LDP and the delivery of the policies within the existing LDP.

## **Consultation**

The RTS 2<sup>nd</sup> Review has been the subject of external consultation.

## **Recommendations**

That having considered the report, it is resolved to make the following recommendations for approval:

1. The Regional Technical Statement 2<sup>nd</sup> Review is endorsed as providing an appropriate strategic framework to ensure an adequate supply of aggregates is achieved.
2. The Statement of Sub-Regional Collaboration presented in Appendix 2 is agreed as an appropriate means of managing the supply of aggregates in the Swansea City Sub-Region.

## **Reasons for Proposed Decision**

The recommendations are needed to ensure compliance with Planning Policy Wales and Minerals Technical Advice Note 1: Aggregates and that an appropriate strategic framework is in place to enable a continued and adequate supply of aggregates.

## **Implementation of Decision**

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

## **Appendices**

Appendix 1 – Map of RTS 2<sup>nd</sup> Review Sub-Regions

Appendix 2 – Statement of Sub-Regional Collaboration (Swansea City Sub Region)

Appendix 3 – First Stage Integrated Impact Assessment

## **List of Background Papers**

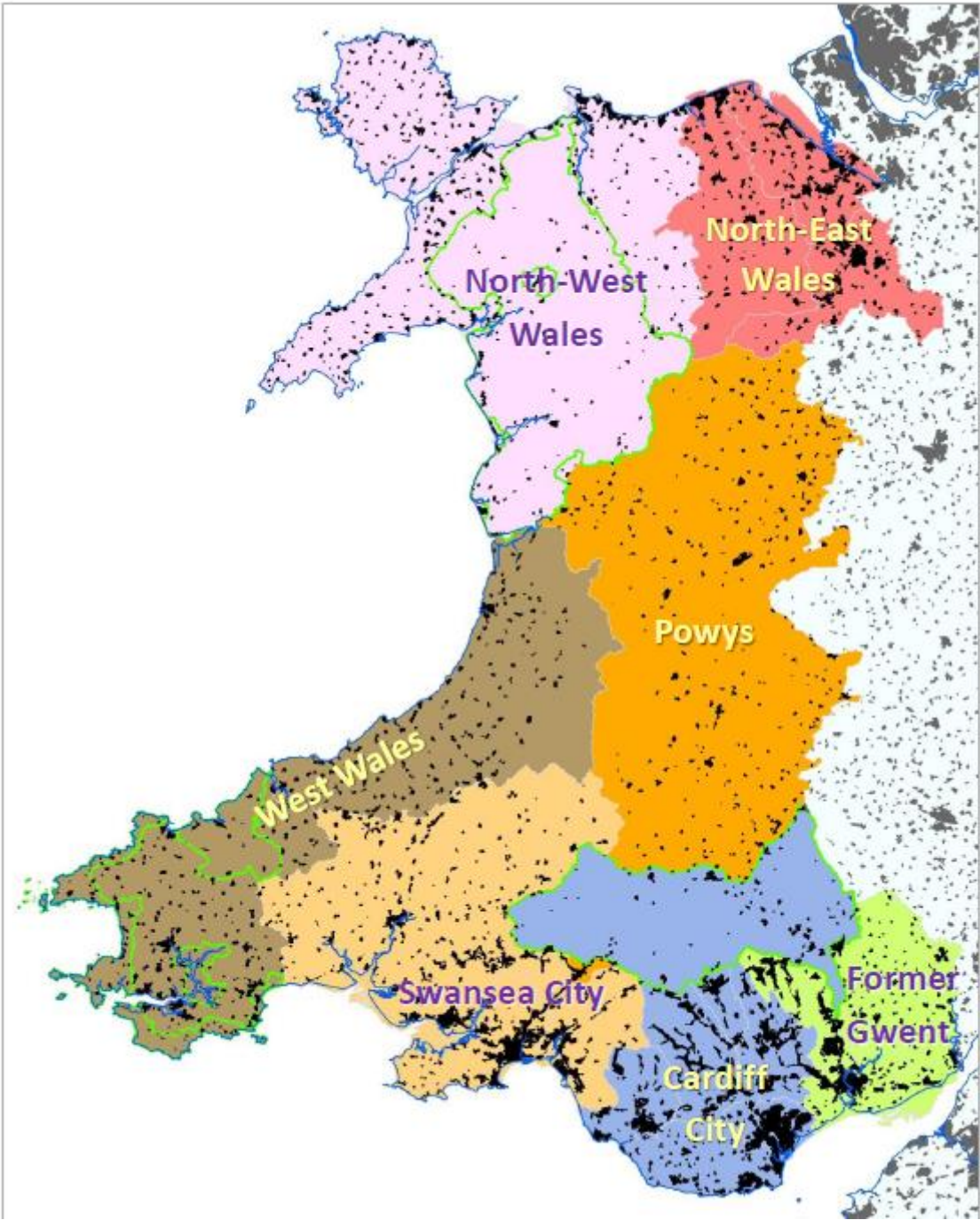
Planning Policy Wales Edition 10 (2018)  
Minerals Technical Advice Note 1: Aggregates (2004) (MTAN 1)  
Regional Technical Statement 2<sup>nd</sup> Review – Main Document (Sept'20)  
Regional Technical Statement 2<sup>nd</sup> Review – Appendix B South Wales  
(Sept'20)

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Appendix 1 – Map of RTS 2<sup>nd</sup> Review Sub-Regions



## Appendix 2

### Statement of Sub-Regional Collaboration (Swansea City Sub Region)

#### Introduction

PPW10 (paragraph 5.14.10) states that ensuring the sustainable supply of minerals is a strategic issue which plays a fundamental underpinning role in supporting non-minerals development. Each local planning authority (LPA) should ensure that it makes an appropriate contribution to meeting local, regional and UK needs for primary minerals which reflects the nature and extent of resources in the area and their best and most appropriate use, subject to relevant environmental and other planning considerations. For aggregates this should be done under the aegis of the North and South Wales Regional Aggregates Working Parties, whose role is to provide a regional overview of supply and demand and through the framework provided by the Regional Technical Statements for Aggregates.

The Regional Technical Statement for the North Wales and South Wales Regional Aggregate Working Parties – Second Review (RTS2) (September 2020) identifies the necessary apportionments and any necessary allocations at LPA level but also at a sub-regional level. This is to allow sub-regional areas to make adjustments in apportionments within those sub-regions if more detailed investigation by the LPAs indicates that such adjustments are justified.

To that end, RTS2 requires Statements of Sub-regional Collaboration (SSRCs) to be prepared, collaboratively, by all constituent LPAs within each RTS sub-region (as defined by the RTS 2nd Review) as part of the evidence base needed to support each Local Development Plan (LDP) or Strategic Development Plan (SDP). Once agreed, an SSRC will remain in place until it becomes superseded by the requirements of future reviews of the RTS, or new information comes forward which justifies a change.

This document is the SSRC for the Swansea City Sub-region which comprises the City and County of Swansea, Neath Port Talbot and Carmarthenshire (for crushed rock) local authority areas.

#### RTS2 apportionments and allocations

The table below sets out the individual LPA apportionments and allocations for crushed rock as set out in the RTS2 for LPAs within the Swansea City Sub-region.

Local Planning Authority	New Annualised Apportionment for crushed rock (mt)	Total Apportionment Required over 25 years.	Existing permitted reserves at end of 2016 in mt	Minimum Allocation needed to meet Required Provision (mt)	Additional reserves at Dormant sites, 2016 (mt)
Carmarthenshire	1.102	27.556	59.900	<b>0.000</b>	13.82
Swansea	0.305	7.636	0.000	<b>7.636</b>	0
Neath Port Talbot	0.305	7.636	16.480	<b>0.000</b>	0



On this basis Carmarthenshire and Neath Port Talbot have sufficient permitted reserves at existing sites to meet their apportionment so no further allocations are necessary within their LDP's. Swansea has no existing reserves and is therefore identified as requiring an allocation of a minimum of 7.636 million tonnes to meet its apportionment up to 2041.

RTS2 states that by default, each SSRC will simply confirm that all constituent LPAs within a particular RTS sub-region accept the individual apportionments for aggregates for their individual Authority areas, as set out in the table above, and that (as a minimum) the RTS requirements for that sub-region as a whole will therefore be met.

However, RTS2 recognises that in exceptional circumstances, an SSRC may identify an alternative pattern of supply which achieves the RTS requirements for that particular sub-region in a different way. Such circumstances may arise *either* where one or more LPAs within the sub-region are unable to meet the minimum requirements of their apportionments identified in the RTS *or* where an alternative, achievable and more sustainable pattern of supply is identified through collaboration between the LPAs involved.

RTS2 sets out the considerations that will need to apply, in such circumstances, as follows:

**1. *Inability to meet RTS apportionments:*** In order to demonstrate an inability to meet RTS apportionments, an LPA would need to show either that it has no (or insufficient) workable aggregate resources of the type required by the RTS and/or that there is no interest from the minerals industry in developing such resources within the area. It will *not* be sufficient simply to demonstrate that the area has no existing quarries or no recent production, or that alternative resources and/or permitted reserves exist within another LPA.

**2. *An alternative pattern of supply:*** Where an alternative pattern of supply is proposed this will entail transferring some or all of the RTS apportionment from one LPA to one or more other LPAs within the same sub-region, so as to make corresponding increases in provision within those authorities, as required by MTAN 1. The receiving authorities will need to increase their apportionments (and, where necessary, allocations), to ensure that *as a minimum*, the overall requirements for ongoing supply within that sub-region, as set out in the RTS, are met (both numerically and in terms of aggregate type<sup>22</sup>). It will not normally be appropriate to merely transfer apportionments to an LPA with sufficient existing reserves to arithmetically absorb the apportionment, without reference to the additional consideration of productive capacity.

There is no requirement for Swansea or Neath Port Talbot to make any provision for land won sand and gravel. Carmarthenshire is required by RTS2 to work with the West Wales Sub-region in relation to land won sand and gravel.

## **Assessment**

RTS2 recognises that Swansea has a high population density but no active quarries or pits, relying instead on neighbouring Carmarthenshire for most of its limestone supplies, on Neath Port Talbot for supplies of road surfacing aggregate, and on marine dredged sources landed at Swansea Wharf for building sand.

Swansea does have indigenous resources of Carboniferous Limestone but these are almost entirely within an AONB designation – that of the Gower Peninsula. Therefore realistic opportunities for resource development in Swansea relate only to high PSV sandstone which, at present, is supplied primarily from NPT. The Mineral Safeguarding Map of Wales indicates the areas of high PSV sandstone within each LPA.

Limestone is supplied only from Carmarthenshire, which the RTS2 argues needs to retain its apportionment in full, with the balance of apportionments (for sandstone) being shared between Swansea and NPT. The figures shown in the RTS2 for those two LPAs assume an equal split between them. If a different balance is preferred, this would need to be agreed by those LPAs as part of their Statement of Sub-Regional Collaboration.

## **Conclusion**

Carmarthenshire provides the only realistic source of limestone aggregate within the sub-region and therefore a continuation of the historic supply is appropriate, recognising that the sites in Carmarthenshire are already the source of supply for the sub-region.

The RTS2 seeks to split the HSA apportionment equally between Neath Port Talbot and Swansea in order to provide a more equitable balance of reserves in closer proximity to the major source of the demand. RTS2 allows for a different balance provided the considerations set out in the RTS2 are applied.

In order to demonstrate an inability to meet RTS apportionments, an LPA would need to show either that it has no (or insufficient) workable aggregate resources of the type required by the RTS and/or that there is no interest from the minerals industry in developing such resources within the area.

At present Swansea is unable to demonstrate that is the case and the appropriate test for that will be the LDP review due to commence from September 2022 and be completed by late 2025/early 2026. There are more than sufficient reserves within NPT to take up the joint apportionment within this period without resulting in under provision and moving away from the overall 25-year apportionment for NPT. It is envisaged that NPT would take on the majority of the supply in the first part of the 25-year period of RTS2 and Swansea will seek to take on the supply load for the second part of the 25-year period of the RTS2 following the LDP Review. In addition, Policy RP12 of the Swansea Local Development Plan allows mineral development to be permitted subject to a number of criteria being satisfied. Therefore, if the industry has any proposals to bring forward sites within Swansea to meet the RTS2 allocation it can do so in the period up until the LDP is reviewed.

Therefore, the LPA's within the Swansea City Region agree to accept their apportionments as set out in the RTS2.

## APPENDIX 3 – First Stage Integrated Impact Assessment

### 1. Details of the initiative

<b>Initiative Description/Summary:</b> Regional Technical Statement 2 <sup>nd</sup> Review (RTS2)
<b>Service Area:</b> Planning and Public Protection
<b>Directorate:</b> Environment and Regeneration

### 2. Does the initiative affect:

	Yes	No
Service Users		✓
Staff		✓
Wider Community	✓	
Internal administrative process only		✓

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

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		✓				The use of minerals affects all generations and all areas of society. The RTS2 was prepared on behalf of the Welsh Government and the North and South Wales Regional Aggregate Working Parties by Cuesta Consulting Limited. It was subject to a public and stakeholder consultation in 2019. The document was subsequently amended, the final version being published in Sept 2020. Chapter 6 of the RTS2 Main Report outlines the consultation process undertaken which included several stages of consultation (including wider public consultation) and technical peer review.
Disability		✓				
Gender Reassignment		✓				
Marriage/Civil Partnership		✓				
Pregnancy/Maternity		✓				
Race		✓				
Religion/Belief		✓				
Sex		✓				
Sexual orientation		✓				

4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		✓				All of the stages of production of the RTS 2 production adhered to the Welsh Language Standards (No.1) Regulations 2015 and any amendments to subsequent RTS updates will adhere to these Regulations.
Treating the Welsh language no less favourably than English		✓				All of the stages of production of the RTS 2 production adhered to the Welsh Language Standards (No.1) Regulations 2015 and any amendments to subsequent RTS updates will adhere to these Regulations.

5. Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity			✓			<p>The RTS2 provides a strong and improved statement of the desire to ensure that sustainability is at the heart of all future mineral planning in Wales.</p> <p>The policy context and sustainability objections section of the RTS2 sets out the national legislation and policy within Wales which have a bearing on mineral development. The main piece of legislation of relevance to biodiversity is the Environment (Wales) Act 2016 which introduced the Sustainable Management of Natural Resources (SNMR) and set out a framework to achieve this as part of decision-making.</p> <p>The main objective is to maintain and enhance the resilience of ecosystems and the benefits they provide. Ecosystem services derived from natural resources include services associated with both mineral extraction and the restoration of former mineral workings. Ecosystem services have an important bearing on site-specific aspects of mineral development, though probably not at the more strategic regional level being considered within the RTS.</p>

<p>To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.</p>			✓		<p>The RTS2 provides a strong and improved statement of the desire to ensure that sustainability is at the heart of all future mineral planning in Wales.</p> <p>The policy context and sustainability objections section of the RTS2 sets out the national legislation and policy within Wales which have a bearing on mineral development. The main piece of legislation of relevance to biodiversity is the Environment (Wales) Act 2016 which introduced the Sustainable Management of Natural Resources (SNMR) and set out a framework to achieve this as part of decision-making.</p> <p>The main objective is to maintain and enhance the resilience of ecosystems and the benefits they provide. Ecosystem services derived from natural resources include services associated with both mineral extraction and the restoration of former mineral workings. Ecosystem services have an important bearing on site-specific aspects of mineral development, though probably not at the more strategic regional level being considered within the RTS.</p>
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6. Does the initiative embrace the sustainable development principle (5 ways of working):

	Yes	No	Details
<p><b>Long term</b> - how the initiative supports the long term well-being of people</p>	✓		<p>The Well-being of Future Generations (Wales) Act 2015 is listed within the policy context and sustainability objectives section of the RTS2 as having been adhered to within the production of the RTS. The Act places a statutory duty on public bodies in Wales to consider sustainable development in their decision-making in order to meet the 7 well-being goals.</p>
<p><b>Integration</b> - how the initiative impacts upon our wellbeing objectives</p>	✓		<p>The relationship and interdependencies between the aims and objectives of the RTS2 (albeit at a strategic and regional level) and the Council's well-being objectives and Public Service Board priorities, do not pose any conflict.</p>
<p><b>Involvement</b> - how people have been involved in developing the initiative</p>	✓		<p>Chapter 6 of the RTS2 Main Report outlines the consultation process undertaken which included several stages of consultation (including wider public consultation) and technical peer review (including the Mineral Industry, Welsh Government and</p>

			Natural Resources Wales).
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions	✓		<p>A collaborative exercise with several stages of consultation and technical peer review has been undertaken during the formulation of the RTS2. Meetings were held with a range of stakeholders including the Mineral Industry and Natural Resources Wales (NRW) (refer to Section 6 of the RTS2 for further detail).</p> <p>Neath Port Talbot Local Planning Authority (LPA) forms part of the Swansea City Sub-Region alongside Carmarthenshire and Swansea LPAs. Statements of Sub-Regional Collaboration (SSRC) are required to be prepared collaboratively by all constituent LPAs within each RTS sub-region as part of the evidence needed to support each Local Development Plan (LDP) or Strategic Development Plan (SDP).</p> <p>The SSRC is contained within Appendix 2 of this report and is the result of a collaborative exercise which aims to achieve a sustainable regional solution.</p>
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse	✓		The aim of the RTS2 and accompanying SSRC is to provide a future supply of aggregates for the Swansea City Sub-Region (of which Neath Port Talbot Council belongs) in the most sustainable way.

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

A full impact assessment (second stage) <b>is not</b> required	✓
Reasons for this Conclusion	
<p><b>Equalities</b> – The use of minerals affects all generations and all areas of society. The RTS2 was prepared on behalf of the Welsh Government and the North and South Wales Regional Aggregate Working Parties by Cuesta Consulting Limited. It was subject to a public and stakeholder consultation in 2019. Chapter 6 of the RTS2 Main Report outlines the consultation process undertaken which included several stages of consultation (including wider public consultation) and technical peer review.</p> <p><b>Welsh Language</b> – All of the stages of production of the RTS 2 production adhered to the Welsh Language Standards (No.1) Regulations 2015 and any amendments to subsequent RTS updates will adhere to these Regulations.</p> <p><b>Biodiversity</b> – The RTS2 provides a strong and improved statement of the desire to ensure that sustainability is at the heart of all future mineral planning in Wales.</p> <p>The policy context and sustainability objections section of the RTS2 sets out the national legislation and policy within Wales which have a bearing on mineral development. The main piece of legislation of relevance to biodiversity is the Environment (Wales) Act 2016 which introduced the</p>	

Sustainable Management of Natural Resources (SNMR) and set out a framework to achieve this as part of decision-making.

The main objective is to maintain and enhance the resilience of ecosystems and the benefits they provide. Ecosystem services derived from natural resources include services associated with both mineral extraction and the restoration of former mineral workings. Ecosystem services have an important bearing on site-specific aspects of mineral development, though probably not at the more strategic regional level being considered within the RTS.

**Well-being of Future Generation (5 ways of Working)** – The RTS2 embraces all five ways of working, it integrates with the Council's well-being objectives; involves people and partners in its development and implementation; and seeks to prevent problems getting worse.

	<b>Name</b>	<b>Position</b>	<b>Date</b>
Completed by	Lana Beynon	Planning Policy Manager	16/10/2020
Signed off by	Ceri Morris	Head of Planning and Public Protection	17/10/2020

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Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### Cabinet

10 December 2020

### Report of the Head of Engineering & Transport

David W. Griffiths

#### **Matter for Decision**

**Wards Affected:** All

#### **List of Approved Contractors**

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

To seek Members' approval to amend the List of Approved Contractors.

#### **Executive Summary**

To seek approval for Contractors to be included on the List of Approved Contractors and for Contractors that have not completed the Health and Safety renewal checks to be removed from the list.

#### **Background**

Members will be aware that on previous occasions reports concerning the List of Approved Contractors have been presented to Cabinet Board.

The process gives local companies an opportunity to provide goods and services to the Council.

The full list of categories is set out in Appendix A for your information.

## **Financial Impacts**

No implications.

## **Integrated Impact Assessment**

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

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

The report is seeking approval to include an additional contractors onto the existing List of Approved Contractors.

This does not affect any group of people and or impact the Welsh language, biodiversity or the five ways of working.

## **Valleys Communities Impacts**

No implications.

## **Workforce Impacts**

No implications.

## **Legal Impacts**

No implications.

## **Risk Management Impacts**

No implications.

## **Consultation**

There is no requirement for external consultation on this item.

## Recommendations

That the Approved list is amended as follows:

### Firms to be **added** to List of Approved Contractors

The following firms have applied to be included on the list and have passed the required assessments:-

<u>Firm</u>	<u>Category</u>
ASW	15 16 17 18 19 20 22 27 28 29 30 35 37 38 41 42 45 84
Conemaster	1 9 47
Scourfield Gas Services	37 38 39 40 45 46
QTech facilities Management Ltd	45 46

### Firm to be **added to additional category** on List of Approved Contractors

The following firm has applied to be included on the list for additional categories and has passed the required assessments:-

<u>Firm</u>	<u>Category</u>
Thortech	80 81 92

## Reasons for Proposed Decision

To keep the List of Approved Contractors up to date and as far as possible, ensure a competitive procurement process.

These recommendations to be adopted for the purpose of supplying a List of Approved Contractors for invitation to tender within the relevant category.

## **Implementation of Decision**

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

## **Appendices**

Appendix A – List of Categories for List of Approved Contractors

Appendix B -- First Stage IIA

## **List of Background Papers**

None

## **Officer Contact**

Hasan Hasan, Engineering Manager

Tel. No: 01639 686463

Email: [h.hasan@npt.gov.uk](mailto:h.hasan@npt.gov.uk)

Amanda Phillips, Programme & Commissioning Manager

Tel. No: 01639 686483

Email: [environment@npt.gov.uk](mailto:environment@npt.gov.uk)

## **Appendix A**

### **General Services**

1. Signs
2. Plant Hire
3. Security
4. Clinical Waste
5. Pest Control
6. Re-Cycling
7. Waste Disposal (e.g. Car, Computers, Steel)
8. Crowd Control
9. Traffic Management
10. Portable Buildings
11. Scaffolding

### **Building Construction / Maintenance**

12. Building Construction £50,000 - £200,000
13. Building Construction £200,000 - £1m
14. Building Construction over £1m
15. Minor Building Works below £50,000
16. Works of Adaptation below £5,000
17. Re-Roofing
  - a) Felt & Asphalt below £10,000 / above £10,000
  - b) Tiles & Slate below £10,000 / above £10,000
  - c) GRP
  - d) High Performance Coverings
  - e) Sheeting & Cladding
18. Supply & Installation of Floor Finishes
  - a) Flexible Sheet, Tiles, Carpets
  - b) Jointless
  - c) Rigid Tiles, Slabs, Mosaics
  - d) Wood
19. Plastering
20. Painting & Decorating
21. Supply & Installation of Windows/Doors (Windows to BS 7412, Doors to PAS 23/1, PAS 24/1 to BS 7950 Kitemark Scheme)
  - a) PVCU (using Aluplast System)
  - b) Timber
  - c) Aluminium
  - d) Steel
  - e) Roller Shutter

- f) Security Doors
- g) Automatic Doors
- 22. Suspended Ceilings
- 23. Welding / Fabrication below £5,000
- 24. Welding / Fabrication above £5,000
- 25. Stonework Repair / Restoration / Cleaning
- 26. Glazing & Safety Filming
- 27. Wall Tie Replacement
- 28. External Wall Insulation
- 29. Damp Proofing / Dry Rot / Woodworm Treatment
- 30. Cavity Wall and / or Loft Insulation
- 31. Asbestos Handling & Removal, Asbestos Surveys & Asbestos Consultancy Services
- 32. Window Blinds
- 33. Shop Fitters – Specialist Joinery
- 34. Refurbishment of Laboratories
- 35. Clearance of Void properties
- 36. Works to Listed Buildings

### **Mechanical & Electrical Engineering**

- 37. Domestic (including Housing) Plumbing & Central Heating below £50,000
- 38. Domestic (including Housing) Plumbing & Central Heating above £50,000
- 39. Commercial Heating & Ventilating below £100,000
- 40. Commercial Heating & Ventilating above £100,000
- 41. Domestic (including Housing) Electrical Installation below £50,000
- 42. Domestic (including Housing) Electrical Installation above £50,000
- 43. Commercial Electrical Installations below £100,000
- 44. Commercial Electrical Installations above £100,000
- 45. Gas Boiler Maintenance
- 46. Maintenance of Building Management Systems for Heating & Ventilation

### **Mechanical & Electrical Specialist Services**

- 47. CCTV
- 48. Intruder Alarms
- 49. Fire Alarms
- 50. Warden Call System
- 51. Lifts
- 52. Swimming Pool Plant Equipment
- 53. Water Systems Cleaning & Chlorination
- 54. Ductwork System Cleaning & Sterilisation
- 55. Domestic & Commercial Kitchen Equipment Maintenance

56. Supply & Installation of Specialist Kitchen Equipment / Fittings
57. Installation, Testing & Maintenance of Local Exhaust Ventilation (LEV)
58. Water Systems – Risk Assessment
59. Supply & Installation of Pipework & Ductwork Installation
60. Supply, Installation and / or Servicing of Automatic Door Systems
61. PA Systems / Sound Systems
62. Stage Lighting
63. Service / Repair of Kilns
64. Supply, Installation & Servicing of Leisure Services Equipment
65. Specialist Steelwork (stainless Steel & Fabricated Works)
66. Lightning Conductors
67. Fire Fighting Equipment including Hose Reels
68. Smoke / Fire Detectors
69. Stage Equipment including Curtains, Gantry, Special Effects etc.
70. Computer / Telephone Cabling

### **Civil Engineering**

71. Civil Engineering £0 – £25,000
72. Civil Engineering £25,000 – £250,000
73. Civil Engineering £250,000 – £1m
74. Civil Engineering over £1m
75. Land Reclamation
76. Sewers & Drainage
77. Hard & Soft Landscaping
78. Ground Investigation
79. Demolition
80. Surfacing, Carriageway & Footways
81. Surface Dressing
82. Road Markings & Reflective Road Studs
83. Carriageway Slurry Surfacing & Footways
84. Fencing
85. Gabion & Blockstone
86. Steel Fabrication below £25,000
87. Steel Fabrication above £25,000
88. Bridge Works, New & Maintenance

### **Civil Engineering Specialists**

89. Concrete Repairs
90. Diving Inspections & Works within Water
91. Bridge Deck Expansion Joints
92. Bridge Deck Water Proofing

93. Soil Nailing
94. Sewer Relining
95. Sewer Surveys
96. Safety Fencing
97. Bridge Parapets (Manufacture & Installation)
98. Access Plant for Inspection
99. Bridge Parapet Painting
100. Painting of Structural Steelwork
101. Arboriculturalist
102. Weed-spraying
103. Weather Forecasting
104. Playground Equipment
105. Specialist Cleaning
106. Synthetic Pitches and Sports Facilities
107. Bus/Cycle Shelters
108. Traffic Signals
109. Street Lighting
110. Street Furniture
111. Specialist Contractor not listed above – please specify type of work



## Impact Assessment - First Stage

### 1. Details of the initiative

<b>Initiative description and summary:</b>	<b>Approved list of contractors – approval to add additional contractor</b>
<b>Service Area:</b>	Procurement
<b>Directorate:</b>	<b>All</b>

### 2. Does the initiative affect:

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

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

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		x				
Disability		x				
Gender Reassignment		x				
Marriage/Civil Partnership		x				
Pregnancy/Maternity		x				
Race		x				
Religion/Belief		x				
Sex		x				
Sexual orientation		x				

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

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		X				
Treating the Welsh language no less favourably than English		X				

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

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		X				
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		X				

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

	Yes	No	Details
<b>Long term</b> - how the initiative supports the long term well-being of people	x		The addition of Contractors onto the Approved list of Contractors will enable these companies to be procured in accordance with NPT's procurement rules.
<b>Integration</b> - how the initiative impacts upon our wellbeing objectives			Approving additional Contractors onto the Approved list of Contractors will enable NPT to procure works with these companies. This will allow the companies to provide employment opportunities, allowing people to take advantage of the wealth generated through securing decent work. The Approved List of Contractors gives Local companies the opportunity to be contracted by NPT to undertake works.
<b>Involvement</b> - how people have been involved in developing the initiative			The companies have been assessed to determine their suitability to be included on the approved list. External financial checks have been undertaken. Various departments have undertaken checks on the companies for insurance, Technical Ability, Quality, Environmental, Health and Safety.
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions			Several departments have been involved in checking that Contractors are suitable to undertake works for the category(ies). The Approved list is available for use by all departments in the Authority wishing to undertake works.
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse			The Approved List of Contractors allows local contractors the opportunity to undertake works for NPT.

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

A full impact assessment (second stage) <b>is not</b> required	<b>X</b>
Reasons for this conclusion	
<p>The report is seeking approval to include an additional contractor onto the existing Approved List of Contractors.                  This does not affect any group of people and or impact the Welsh language, biodiversity or the five ways of working.</p>	

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

Page 300

	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
Completed by	Amanda Phillips	Programme and Commissioning Manager		2/12/2020
Signed off by	David Griffiths	Head of Service/Director		2/12/2020

## NEATH PORT-TALBOT COUNTY BOROUGH COUNCIL

### CABINET

10 DECEMBER 2020

**Report of Head of Engineering & Transport – Mr. D. W. Griffiths**

**Matter for Decision**

**Wards affected: Coedffranc North**

**(PARK DRIVE AND PARK CRESCENT, SKEWEN, NEATH)**  
**(PROHIBITION OF MOTOR VEHICLES EXCEPT FOR ACCESS)**  
**ORDER 2020**

#### **Purpose of Report**

To consider the objections and comments received following the advertisement of the above scheme, as indicated in Appendix A.

#### **Executive Summary**

The report outlines the comments received and the recommendations for the scheme.

#### **Background**

Residents and the local Member have expressed concerns regarding indiscriminate parking on Park Drive especially on the bend reducing forward visibility for traffic. It has been highlighted that non-residents of the street may be parking their vehicles to go to work thereby raising safety concerns.

The proposed traffic regulation order is required to prevent indiscriminate parking in the interest of road safety.

#### **Financial Impact**

The work will be funded by the Environmental Works Programme.

## **Integrated Impact Assessment**

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

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

A full impact assessment is not required as the proposed traffic regulation order will provide a safe environment for motorists, pedestrians, cyclists, school children and residents.

## **Valleys Community Impacts**

There are '**No implications**' associated with this report.

## **Workforce Impacts**

There are '**No Implications**' associated with this report.

## **Legal Impacts**

The scheme was advertised for a 21-day period as part of the statutory process.

## **Risk Management Impacts**

There are no risk management impacts associated with this report.

## **Consultation**

A consultation exercise was undertaken in September 2020 with approximately 106 properties receiving hand delivered letters with a plan in both Park Drive and Park Crescent.

Six objections and two expressions of support for the scheme were received.

A summary of the comments received are as follows:-

- There is inconsiderate parking by non-residents and commuters especially staff of the care home on the main road in the street.
- Cars are left in the street for 8 to 9 hours at a time.
- Some residents have never observed any difficulties in the street.
- The care home staff have no-where else to park as the carpark is small and frequently used by visitors and workmen etc. Therefore the care home staff will be displaced into another area in the locality in order to park.
- The Police do not support the proposal and have previously made this known to all Local Authorities in the South Wales area.

The objections have been discussed with the local Councillor who supports the proposed traffic regulation order as advertised.

### **Recommendations**

It is recommended that the objections are overruled to the (Park Drive and Park Crescent, Skewen, Neath)(Prohibition of Motor Vehicles except for Access) Order 2020 (as detailed in Appendix A to the circulated report ) and the scheme be implemented on site as advertised. The objectors to be informed of the decision accordingly.

### **Reason for Proposed Decision**

To prevent indiscriminate parking in the interest of highway safety.

### **Implementation of Decision:**

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

### **Appendices**

Appendix A – Plan – Proposed Access Only Order, Park Drive, Skewen.

Appendix B – Integrated Impact Assessment.

## **Background Papers**

None.

## **Officer Contact**


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

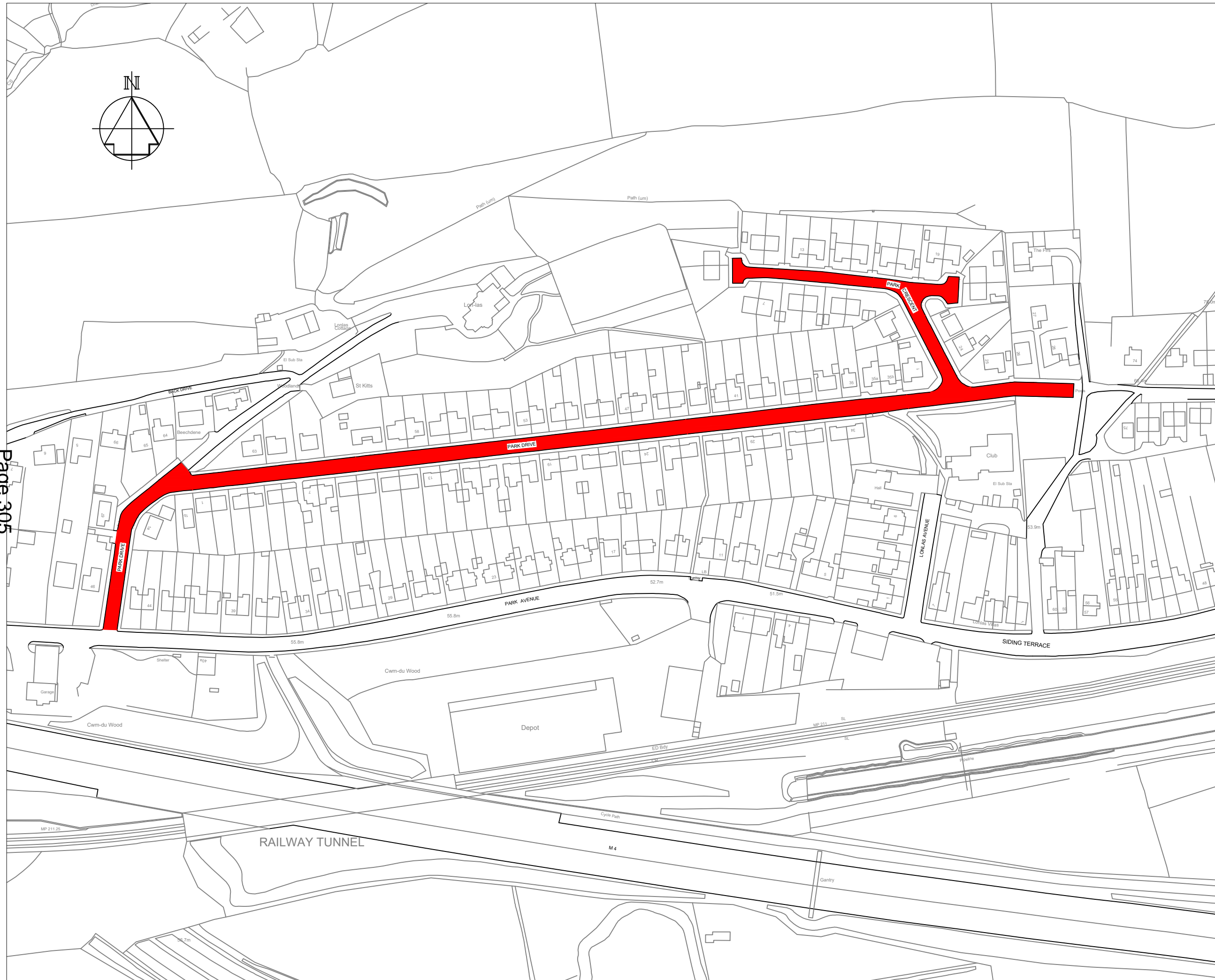
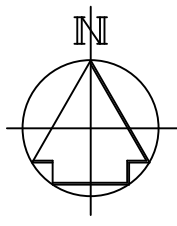


NOTES

1. All dimensions are in millimetres unless otherwise stated.

**KEY**

 Proposed extent of Access Only Order




Dwg. No.

Page 305

Job Title

Rev	Details	Dr	Ch	Ap	Date
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Client



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

ENGINEERING AND TRANSPORT

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

Job Title

**PROPOSED ACCESS ONLY ORDER  
PARK DRIVE  
SKEWEN**

File No.	TR.25	Financial Code No.	
Drawn	JBK	Checked	MCB
Date	Jun2020	Date	Jun2020
Scales	NTS	Status	

Drawing No. **Park Drive\_TRO1**

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## Impact Assessment - First Stage

### 1. Details of the initiative

**Initiative description and summary: (PARK DRIVE AND PARK CRESCENT, SKEWEN, NEATH)  
(PROHIBITION OF MOTOR VEHICLES EXCEPT FOR ACCESS)  
ORDER 2020**

**Service Area:** Coedffranc North

**Directorate:** Environment.

### 2. Does the initiative affect:

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

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

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		✓				
Disability		✓				
Gender Reassignment		✓				
Marriage/Civil Partnership		✓				
Pregnancy/Maternity		✓				
Race		✓				
Religion/Belief		✓				

Sex		✓				
Sexual orientation		✓				

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

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		✓				
Treating the Welsh language no less favourably than English		✓				

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

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		✓				
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment,		✓				

such as air quality, flood alleviation, etc.						
--	--	--	--	--	--	--

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

	Yes	No	Details
<b>Long term</b> - how the initiative supports the long term well-being of people	✓		The proposed scheme will prevent indiscriminate parking in the interest of highway safety.
<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	✓		The proposed scheme will prevent indiscriminate parking in the interest of highway safety.
<b>Involvement</b> - how people have been involved in developing the initiative	✓		The Highways section and the Local Member for Coedffranc North have worked together on this initiative.
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions	✓		The Highways section and the Local Member for Coedffranc North have worked together on this initiative.
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse	✓		The proposed scheme will prevent indiscriminate parking in the interest of highway safety.

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

A full impact assessment (second stage) <b>is not</b> required	✓
Reasons for this conclusion	
A full impact assessment is not required as the proposed traffic regulation order will provide a safer environment for the community.	

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

--

	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
Completed by	Hasan Hasan	Engineering Manager		2/12/2020
Signed off by	David Griffiths	Head of Service/Director		2/12/2020

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## NEATH PORT-TALBOT COUNTY BOROUGH COUNCIL

### CABINET

10 DECEMBER 2020

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

**Matter for Decision**

**Wards affected: Resolven.**

**B4434 Lletty Dafydd – Clos Yr Ysgol, Clyne - Proposed Prohibition of Waiting, Loading or Unloading at Any time traffic regulation order.**

#### **Purpose of Report**

To obtain Members approval to advertise the above traffic regulation order as indicated in Appendix A.

#### **Executive Summary**

The report outlines the proposed traffic regulation order and the reason why the order is required.

#### **Background**

The traffic regulation order is required as an on street mitigation measure identified as a consequence of the Clos Yr Ysgol housing development and written as a formal planning condition. The proposed scheme is indicated in Appendix A.

The proposed scheme will prevent indiscriminate parking in the interest of road safety.

## **Financial Impact**

The work will be funded by the Developer.

## **Integrated Impact Assessment**

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

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

A full impact assessment is not required as the proposed traffic regulation order will provide a benefit to the Community.

## **Valleys Community Impacts**

There are '**No implications**' associated with this report.

## **Workforce Impacts**

There are '**No Implications**' associated with this report.

## **Legal Impacts**

The scheme is to be advertised for a 21 day period as part of the statutory process.

## **Risk Management Impacts**

There are no risk management impacts associated with this report.

## **Consultation**

A consultation exercise will be undertaken when the scheme is advertised.

## **Recommendations**

It is recommended that approval is granted to advertise the proposed B4434 Lletty Dafydd – Clos Yr Ysgol, Clyne - Proposed Prohibition of Waiting, Loading or Unloading at Any time traffic regulation order (as detailed in Appendix A to the circulated report) and if no objections are received that the proposals are to be implemented on site as advertised.

## **Reason for Proposed Decision**

To prevent indiscriminate parking in the interest of road safety.

## **Implementation of Decision:**

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

## **Appendices**

Appendix A – Plan – Clos Yr Ysgol, Clyne – Developer traffic regulation order.

Appendix B – Integrated Impact Assessment.

## **Background Papers**

None.

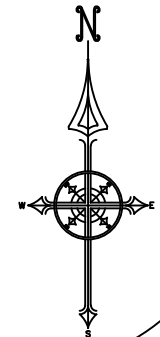
## **Officer Contact**

Mr Martin Brumby, Engineering & Transport

Tel. No. 01639 686013

Email [m.brumby@npt.gov.uk](mailto:m.brumby@npt.gov.uk)

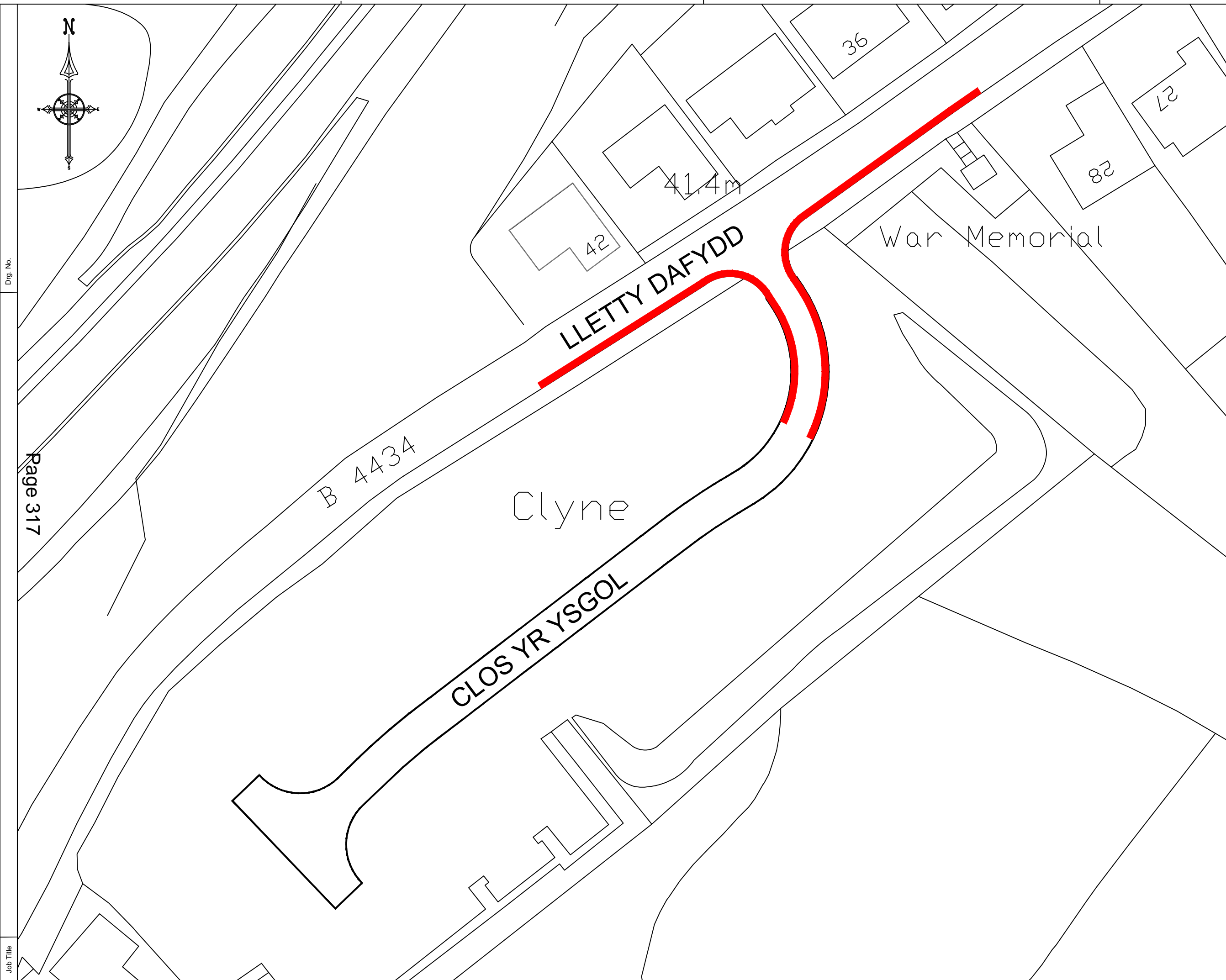
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Dwg. No.

Page 317

Job Title



NOTES

A3

1. All dimensions are in millimetres unless otherwise stated.

PROPOSED 'NO WAITING, LOADING OR UNLOADING AT ANYTIME ORDER'.

Rev	Details	Dr	Ch	Ap	Date

Client

## APPENDIX A

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

Job Title

**CLOS YR YSGOL,  
CLYNE**

**DEVELOPER TRAFFIC REGULATION  
ORDER**

File No.	Financial Code No.				
Drawn	<b>JJD</b>	Checked	<b>MCB</b>	Approved	<b>HIH</b>
Date	NOV'20	Date	NOV'20	Date	NOV'20
Scales	NTS	Status	<b>PRELIM</b>		
Drawing No.	<b>CLOSRYSGOL-TR01</b>				

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## Impact Assessment - First Stage

### 1. Details of the initiative

**Initiative description and summary: B4434 Lletty Dafydd – Clos Yr Ysgol, Clyne - Proposed Prohibition of Waiting, Loading or Unloading at Any time traffic regulation order.**

**Service Area:** Resolven.

**Directorate:** Environment.

### 2. Does the initiative affect:

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

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

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		✓				
Disability		✓				
Gender Reassignment		✓				
Marriage/Civil Partnership		✓				
Pregnancy/Maternity		✓				
Race		✓				
Religion/Belief		✓				
Sex		✓				

Sexual orientation		✓				
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**4. Does the initiative impact on:**

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		✓				
Treating the Welsh language no less favourably than English		✓				

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

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		✓				
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment,		✓				



such as air quality, flood alleviation, etc.						
--	--	--	--	--	--	--

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

	Yes	No	Details
<b>Long term</b> - how the initiative supports the long term well-being of people	✓		The proposed scheme will prevent indiscriminate parking in the interest of road safety.
<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	✓		The proposed scheme will prevent indiscriminate parking in the interest of road safety.
<b>Involvement</b> - how people have been involved in developing the initiative	✓		The various sections such as Highways Development Control, Highway Engineering and the Legal section have worked together on this initiative.
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions	✓		The various sections such as Highways Development Control, Highway Engineering and the Legal section have worked together on this initiative.
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse	✓		The proposed scheme will prevent indiscriminate parking in the interest of road safety.

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

A full impact assessment (second stage) <b>is not</b> required	<input checked="" type="checkbox"/>
Reasons for this conclusion	
A full impact assessment is not required as the proposed traffic regulation order provides a benefit to the Community.	

A full impact assessment (second stage) <b>is</b> required	<input type="checkbox"/>
Reasons for this conclusion	

--

	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
Completed by	Hasan Hasan	Engineering Manager		2/12/2020
Signed off by	David Griffiths	Head of Service/Director		2/12/2020

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## NEATH PORT-TALBOT COUNTY BOROUGH COUNCIL

### CABINET

10 DECEMBER 2020

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

**Matter for Decision**

**Wards affected: Briton Ferry West.**

**Parc Newydd – Cwrt Y Cawr, Briton Ferry - Proposed Prohibition of Waiting, Loading or Unloading at Any time traffic regulation order.**

#### **Purpose of Report**

To obtain Members approval to advertise the above traffic regulation order as indicated in Appendix A.

#### **Executive Summary**

The report outlines the proposed traffic regulation order and the reason why the order is required.

#### **Background**

The traffic regulation order is required as an on street mitigation measure identified as a consequence of the Cwrt Y Cawr housing development and written as a formal planning condition. The proposed scheme is indicated in Appendix A.

The proposed scheme will prevent indiscriminate parking in the interest of road safety.

## **Financial Impact**

The work will be funded by the Developer.

## **Integrated Impact Assessment**

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

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

A full impact assessment is not required as the proposed traffic regulation order will provide a benefit to the Community.

## **Valleys Community Impacts**

There are '**No implications**' associated with this report.

## **Workforce Impacts**

There are '**No Implications**' associated with this report.

## **Legal Impacts**

The scheme is to be advertised for a 21 day period as part of the statutory process.

## **Risk Management Impacts**

There are no risk management impacts associated with this report.

## **Consultation**

A consultation exercise will be undertaken when the scheme is advertised.

## **Recommendations**

It is recommended that approval is granted to advertise the proposed Parc Newydd – Cwrt Y Cawr, Briton Ferry - Proposed Prohibition of Waiting, Loading or Unloading at Any time traffic regulation order (as detailed in Appendix A to the circulated report) and if no objections are received that the proposals are to be implemented on site as advertised.

## **Reason for Proposed Decision**

To prevent indiscriminate parking in the interest of road safety.

## **Implementation of Decision:**

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

## **Appendices**

Appendix A – Plan – Cwrt Y Cawr, Briton Ferry – Developer traffic regulation order.

Appendix B – Integrated Impact Assessment.

## **Background Papers**

None.

## **Officer Contact**

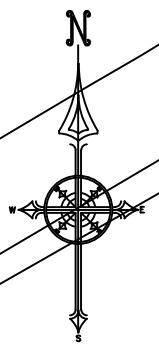
Mr Martin Brumby, Engineering & Transport

Tel. No. 01639 686013

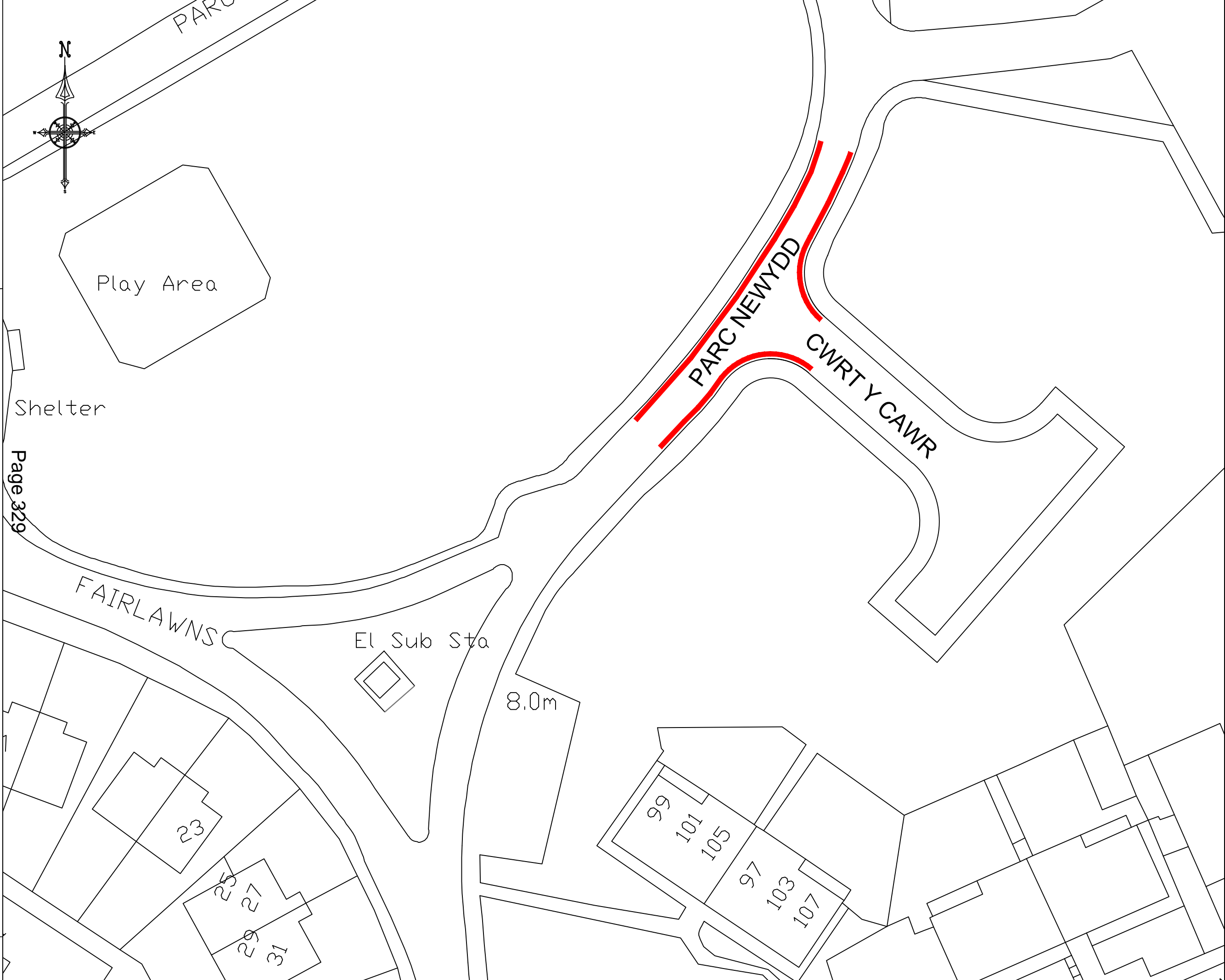
Email [m.brumby@npt.gov.uk](mailto:m.brumby@npt.gov.uk)

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Dwg. No.



Shelter

Page 329

Job Title

NOTES

A3

1. All dimensions are in millimetres unless otherwise stated.

**PROPOSED 'NO WAITING, LOADING OR UNLOADING AT ANYTIME ORDER'.**

Rev	Details	Dr	Ch	Ap	Date

Client

# APPENDIX A

Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

ENGINEERING AND TRANSPORT

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

Job Title

## CWRTY CAWR, BRITON FERRY

### DEVELOPER TRAFFIC REGULATION ORDER

File No.	Financial Code No.
Drawn <b>JJD</b>	Checked <b>MCB</b> Approved <b>HHH</b>
Date <b>NOV'20</b>	Date <b>NOV'20</b> Date <b>NOV'20</b>
Scales <b>NTS</b>	Status <b>PRELIM</b>
Drawing No. <b>CWRTYCAWR-TRO1</b>	

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## Impact Assessment - First Stage

### 1. Details of the initiative

**Initiative description and summary:** Parc Newydd – Cwrt Y Cawr, Briton Ferry - Proposed Prohibition of Waiting, Loading or Unloading at Any time traffic regulation order.

**Service Area:** Briton Ferry West.

**Directorate:** Environment.

### 2. Does the initiative affect:

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

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

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		✓				
Disability		✓				
Gender Reassignment		✓				
Marriage/Civil Partnership		✓				
Pregnancy/Maternity		✓				
Race		✓				
Religion/Belief		✓				
Sex		✓				

Sexual orientation		✓				
--------------------	--	---	--	--	--	--

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

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		✓				
Treating the Welsh language no less favourably than English		✓				

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

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		✓				
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment,		✓				

such as air quality, flood alleviation, etc.						
--	--	--	--	--	--	--

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

	Yes	No	Details
<b>Long term</b> - how the initiative supports the long term well-being of people	✓		The proposed scheme will prevent indiscriminate parking in the interest of road safety.
<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	✓		The proposed scheme will prevent indiscriminate parking in the interest of road safety.
<b>Involvement</b> - how people have been involved in developing the initiative	✓		The various sections such as Highways Development Control, Highway Engineering and the Legal section have worked together on this initiative.
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions	✓		The various sections such as Highways Development Control, Highway Engineering and the Legal section have worked together on this initiative.
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse	✓		The proposed scheme will prevent indiscriminate parking in the interest of road safety.

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

A full impact assessment (second stage) <b>is not</b> required	<input checked="" type="checkbox"/>
Reasons for this conclusion	
A full impact assessment is not required as the proposed traffic regulation order provides a benefit to the Community.	

A full impact assessment (second stage) <b>is</b> required	<input type="checkbox"/>
Reasons for this conclusion	

--

	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
Completed by	Hasan Hasan	Engineering Manager		2/12/2020
Signed off by	David Griffiths	Head of Service/Director		2/12/2020

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## NEATH PORT-TALBOT COUNTY BOROUGH COUNCIL

### CABINET

10 DECEMBER 2020

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

**Matter for Decision**

**Wards affected: Seven Sisters**

**Proposed Individual Disabled Parking Place traffic regulation order at No. 6 Bryndulais Row, Seven Sisters. SA10 9EB.**

#### **Purpose of Report**

To obtain Members approval to advertise the above traffic regulation order as indicated in Appendix A.

#### **Executive Summary**

The report outlines the proposed traffic regulation order and the reason why the order is required.

#### **Background**

The Orders are required to allow the successful applicant to park directly outside their property in order to maintain their independence and quality of life. The proposed scheme is indicated in Appendix A.

#### **Financial Impact**

The work will be funded by the Capital Works Programme.

## **Integrated Impact Assessment**

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

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

A full impact assessment is not required as the proposed traffic regulation order will provide a benefit to the resident.

## **Valleys Community Impacts**

There are '**No implications**' associated with this report.

## **Workforce Impacts**

There are '**No Implications**' associated with this report.

## **Legal Impacts**

The scheme is to be advertised for a 21 day period as part of the statutory process.

## **Risk Management Impacts**

There are no risk management impacts associated with this report.

## **Consultation**

A consultation exercise will be undertaken when the scheme is advertised.

## **Recommendations**

It is recommended that approval is granted to advertise the proposed Individual Disabled Parking Place traffic regulation order at No. 6 Bryndulais Row, Seven Sisters. SA10 9EB order (as detailed in Appendix

A to the circulated report) and if no objections are received that the proposals are to be implemented on site as advertised.

### **Reason for Proposed Decision**

To allow the successful applicant to maintain their independence and quality of life.

### **Implementation of Decision:**

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

### **Appendices**

Appendix A – Plan – Proposed Individual Disabled Parking Place, 6 Bryndulais Row, Seven Sisters. SA10 9EB.

Appendix B – Integrated Impact Assessment.

### **Background Papers**

None.

### **Officer Contact**

Mr Martin Brumby, Engineering & Transport

Tel. No. 01639 686013

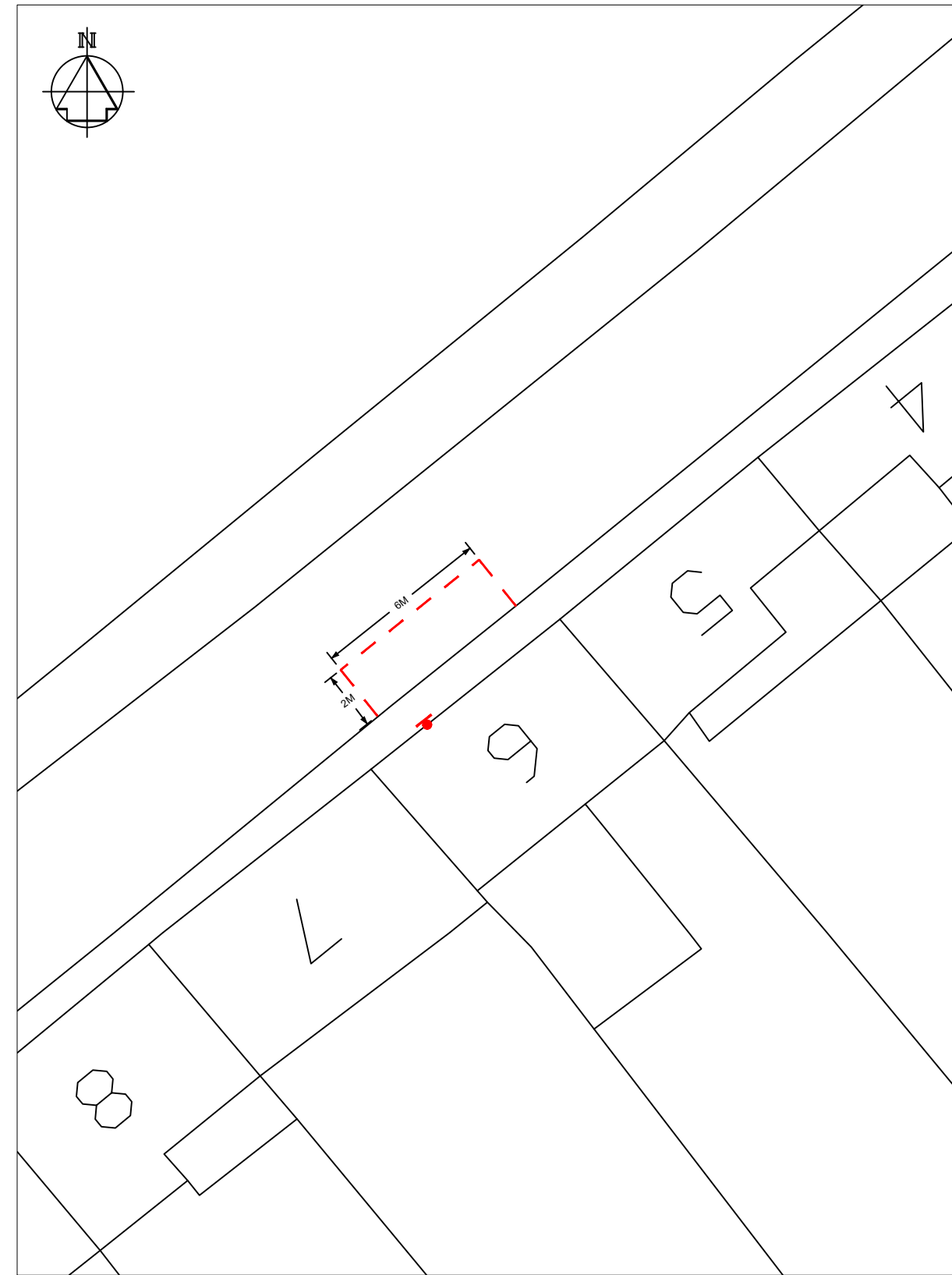
Email [m.brumby@npt.gov.uk](mailto:m.brumby@npt.gov.uk)

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LOCATION PLAN  
SCALE 1:1250

**NOTE:**  
PLEASE ENSURE THAT POSTS ARE  
NOT DIRECTLY IN FRONT OF  
WINDOWS OR OBSTRUCT  
PEDESTRIAN ACCESSES



SCALE 1:200

NOTES

1. All dimensions are in millimetres unless otherwise stated.

KEY


- PROPOSED SIGN AND POST
- PROPOSED BAY MARKINGS

CO-ORDINATES E281679 N209001

APPENDIX 'A'

Rev	Details	Dr	Ch	Ap	Date

Client



Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

ENGINEERING AND TRANSPORT

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

Job Title  
**PROPOSED INDIVIDUAL DISABLED PARKING PLACE**

**6 BRYNDULAIS ROW  
SEVEN SISTERS  
SA10 9EB**

File No.	TR29 / 02	Financial Code No.			
Drawn	CGD	Checked	DET	Approved	MCB
Date	NOV 20	Date	NOV 20	Date	NOV 20
Scales	AS SHOWN	Status			

Drawing No. **C98380 / IDPP 20/21 / 01**

Dwg. No.

Page 341

Job Title

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## Impact Assessment - First Stage

### 1. Details of the initiative

**Initiative description and summary: Proposed Individual Disabled Parking Place traffic regulation order at No. 6 Bryndulais Row, Seven Sisters. SA10 9EB.**

**Service Area:** Seven Sisters

**Directorate:** Environment.

### 2. Does the initiative affect:

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

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

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		✓				
Disability	✓					Individual dedicated parking bay due to severe disability.
Gender Reassignment		✓				
Marriage/Civil Partnership		✓				
Pregnancy/Maternity		✓				
Race		✓				
Religion/Belief		✓				
Sex		✓				

Sexual orientation		✓				
--------------------	--	---	--	--	--	--

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

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		✓				All wording on the proposed signage will be bilingual with Welsh above English.
Treating the Welsh language no less favourably than English		✓				All wording on the proposed signage will be bilingual with Welsh above English.

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

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		✓				
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment,		✓				



such as air quality, flood alleviation, etc.						
--	--	--	--	--	--	--

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

	Yes	No	Details
<b>Long term</b> - how the initiative supports the long term well-being of people	✓		The proposed scheme will provide a dedicated disabled parking bay directly outside the property of the disabled person.
<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	✓		The proposed scheme will provide a dedicated disabled parking bay directly outside the property of the disabled person.
<b>Involvement</b> - how people have been involved in developing the initiative	✓		The various sections such as Contact Crew, Highway Engineering and the Legal section have worked together on this initiative.
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions	✓		The various sections such as Contact Crew, Highway Engineering and the Legal section have worked together on this initiative.
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse	✓		The proposed scheme will provide a dedicated disabled parking bay directly outside the property of the disabled person.

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

A full impact assessment (second stage) <b>is not</b> required	✓
Reasons for this conclusion	
A full impact assessment is not required as the proposed traffic regulation order provides a benefit to an individual that suffers severe disability and /or mobility issues, without adversely affecting neighbouring properties.	

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

--

	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
Completed by	Hasan Hasan	Engineering Manager		2/12/2020
Signed off by	David Griffiths	Head of Service/Director		2/12/2020

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## NEATH PORT-TALBOT COUNTY BOROUGH COUNCIL

### CABINET

10 DECEMBER 2020

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

**Matter for Decision**

**Wards affected: Bryncoch South**

**(LLEWELLYN AVENUE, BRYNCOCH, NEATH)**

**(PROHIBITION OF WAITING AT ANY TIME) traffic regulation order 2020**

#### **Purpose of Report**

To consider the objections and comments received following the advertisement of the above scheme, as indicated in Appendix A.

#### **Executive Summary**

The report outlines the comments received and the recommendations for the scheme.

#### **Background**

Residents and the local Members have expressed concerns regarding indiscriminate parking on the bend immediately after the existing parking restrictions. The existing parking restrictions need to be extended around the bend in order to help with forward visibility in both directions in the interest of road safety.

## **Financial Impact**

The work will be funded by the Environmental Works Programme.

## **Integrated Impact Assessment**

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

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

A full impact assessment is not required as the proposed traffic regulation order will provide a safe environment for motorists, pedestrians, cyclists, school children and residents.

## **Valleys Community Impacts**

There are '**No implications**' associated with this report.

## **Workforce Impacts**

There are '**No Implications**' associated with this report.

## **Legal Impacts**

The scheme was advertised for a 21-day period as part of the statutory process.

## **Risk Management Impacts**

There are no risk management impacts associated with this report.

## **Consultation**

A consultation exercise was undertaken in September 2020 with approximately 11 properties receiving hand delivered letters with a plan.

Only one objection was received.

The objection has been discussed with the local Councillors who support the proposed traffic regulation order as advertised.

### **Recommendations**

It is recommended that the objection is overruled to the (Llewellyn Avenue, Bryncoch, Neath) (Prohibition of Waiting at Any time) Order 2020 (as detailed in Appendix A to the circulated report) and the scheme be implemented on site as advertised. The objector to be informed of the decision accordingly.

### **Reason for Proposed Decision**

To prevent indiscriminate parking in the interest of highway safety.

### **Implementation of Decision:**

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

### **Appendices**

Appendix A – Plan – Llewellyn Avenue, Bryncoch - Proposed extension of existing traffic regulation order 2020.

Appendix B – Integrated Impact Assessment.

### **Background Papers**

None.

### **Officer Contact**

Mr Martin Brumby, Engineering & Transport

Tel. No. 01639 686013

Email [m.brumby@npt.gov.uk](mailto:m.brumby@npt.gov.uk)

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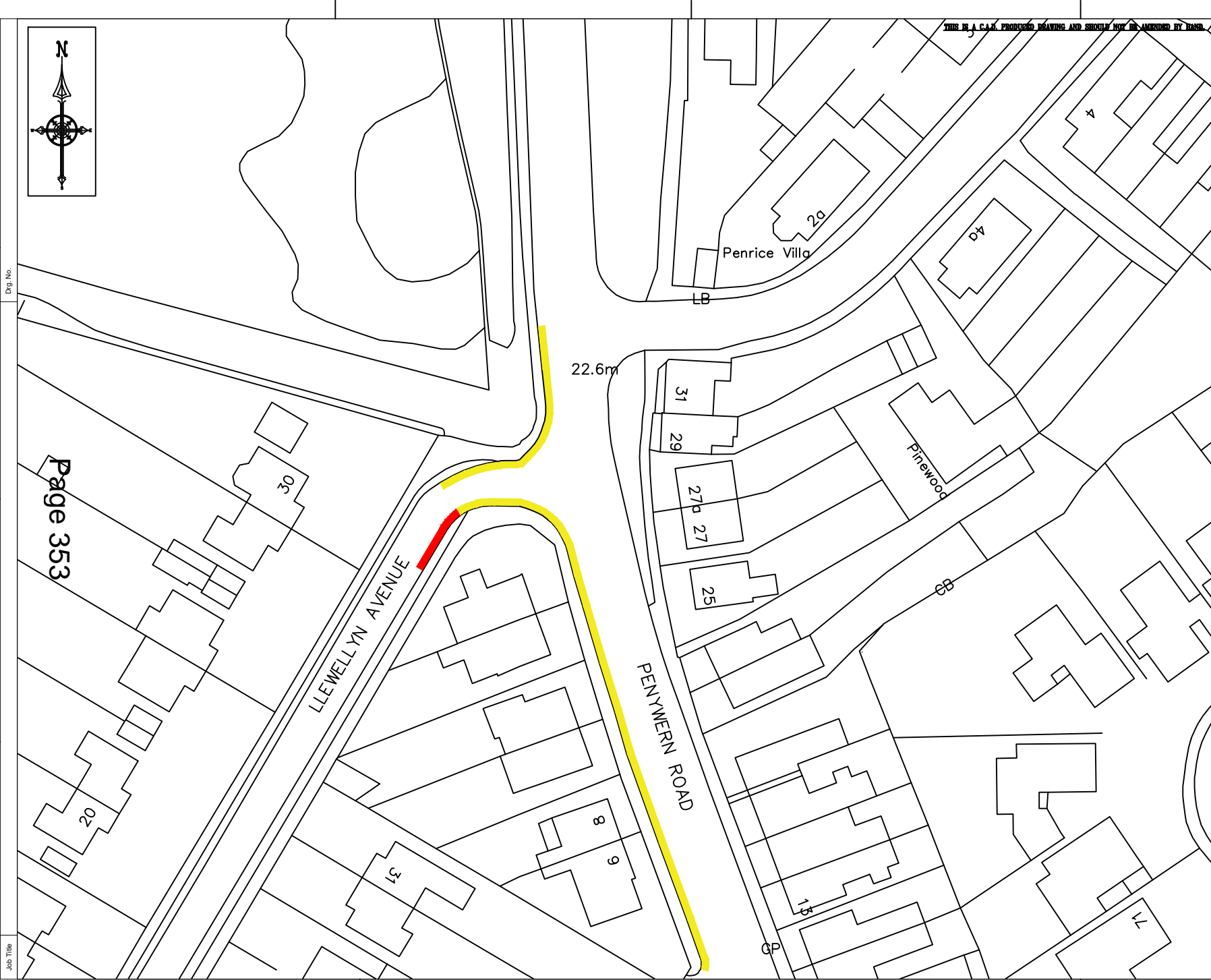


THIS IS A C.A.D. PRODUCED DRAWING AND SHOULD NOT BE AMENDED BY HAND.

NOTES

1. All dimensions are in millimetres unless otherwise stated.
2. Ordnance Survey Licence:  
© Crown Copyright and Database Right 2013. Ordnance Survey 100023392  
© Hawlfraint a hawllau cronfa ddata'r goron 2013. Rhid trwydded yr arolwg ordnans 100023392.

- EXISTING PROHIBITION OF WAITING AT ANYTIME ORDER.
- PROPOSED PROHIBITION OF WAITING AT ANYTIME ORDER.



Dwg No.

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08/11/2019

Rev	Details	Dr	Ch	Ap	Date

Client



ENGINEERING AND TRANSPORT  
GARETH NUTT  
CORPORATE DIRECTOR OF ENVIRONMENT  
THE QUAYS, BRUNEL WAY  
BAGLAN ENERGY PARK  
NEATH SA11 2GG

Job Title  
**LLEWELLYN AVENUE,  
BRYNCOCH**  
**PROPOSED EXENTION OF EXISTING  
TRAFFIC REGULATION ORDER**

File No.	TR-25	Financial Code No.	
Drawn	JJD	Checked	MCB
Date	SEP'19	Date	SEP'19
Scale	1:500	Approved	H-H
Date	SEP'19	Date	SEP'19
Scale	1:500	Date	SEP'19
Drawing No.	Llew-Ave-TRO1		

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## Impact Assessment - First Stage

### 1. Details of the initiative

**Initiative description and summary: (LLEWELLYN AVENUE, BRYNCOCH, NEATH)  
(PROHIBITION OF WAITING AT ANY TIME) traffic regulation order 2020**

**Service Area:** Bryncoch South

**Directorate:** Environment.

### 2. Does the initiative affect:

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

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

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		✓				
Disability		✓				
Gender Reassignment		✓				
Marriage/Civil Partnership		✓				
Pregnancy/Maternity		✓				
Race		✓				
Religion/Belief		✓				
Sex		✓				

Sexual orientation		✓				
--------------------	--	---	--	--	--	--

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

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		✓				
Treating the Welsh language no less favourably than English		✓				

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

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		✓				
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment,		✓				

such as air quality, flood alleviation, etc.						
--	--	--	--	--	--	--

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

	Yes	No	Details
<b>Long term</b> - how the initiative supports the long term well-being of people	✓		The proposed scheme will prevent indiscriminate parking in the interest of highway safety.
<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	✓		The proposed scheme will prevent indiscriminate parking in the interest of highway safety.
<b>Involvement</b> - how people have been involved in developing the initiative	✓		The Highways section and the Local Members for Bryncoch South have worked together on this initiative.
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions	✓		The Highways section and the Local Members for Bryncoch South have worked together on this initiative.
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse	✓		The proposed scheme will prevent indiscriminate parking in the interest of highway safety.

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

A full impact assessment (second stage) <b>is not</b> required	✓
Reasons for this conclusion	
A full impact assessment is not required as the proposed traffic regulation order will provide a safer environment for the community.	

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

--

	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
Completed by	Hasan Hasan	Engineering Manager		2/12/2020
Signed off by	David Griffiths	Head of Service/Director		2/12/2020

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## NEATH PORT-TALBOT COUNTY BOROUGH COUNCIL

### CABINET

10 DECEMBER 2020

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

#### Matter for Decision

Wards affected: Margam

(CYNCOED ROAD AND BERTHA ROAD, MARGAM)

(PROHIBITION OF WAITING, MONDAY TO FRIDAY, 8.00am to 5.00pm) ORDER 2020

#### Purpose of Report

To consider the objections and comments received following the advertisement of the above scheme, as indicated in Appendix A.

#### Executive Summary

The report outlines the comments received and the recommendations for the scheme.

#### Background

Following the completion of the new Ysgol Cwm Brombil school on Bertha Road, Margam a Road Safety Audit Stage 3 was undertaken which identified various road safety issues. One of these issues was the need for a traffic regulation order to prohibit indiscriminate parking on the junction of Cyncoed Road and Bertha Road, Margam. The traffic regulation order was identified by the Road Safety Audit Stage 3 because vehicles are parking on the junction restricting visibility for both traffic and pedestrians.

## **Financial Impact**

The work will be funded by the strategic school improvement programme.

## **Integrated Impact Assessment**

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

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

A full impact assessment is not required as the proposed traffic regulation order will provide a safe environment for motorists, pedestrians, cyclists, school children and residents.

## **Valleys Community Impacts**

There are '**No implications**' associated with this report.

## **Workforce Impacts**

There are '**No Implications**' associated with this report.

## **Legal Impacts**

The scheme was advertised for a 21-day period as part of the statutory process.

## **Risk Management Impacts**

There are no risk management impacts associated with this report.

## **Consultation**

A consultation exercise was undertaken in September 2020 with approximately 6 properties receiving hand delivered letters with a plan.

Only one objection was received.

The objection has been discussed with the local Councillor who supports the proposed traffic regulation order as advertised.

## **Recommendations**

It is recommended that the objection is overruled to the Cyncoed Road and Bertha Road, Margam, Prohibition of Waiting, Monday to Friday, 8.00am to 5.00pm, Order 2020 (as detailed in Appendix A to the circulated report ) and the scheme be implemented on site as advertised. The objector to be informed of the decision accordingly.

## **Reason for Proposed Decision**

To prevent indiscriminate parking in the interest of highway safety.

## **Implementation of Decision:**

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

## **Appendices**

Appendix A – Plan – Cyncoed Road and Bertha Road, Margam. Prohibition of Waiting, Monday to Friday, 8.00am to 5.00pm, Order 2020.

Appendix B – Integrated Impact Assessment.

## **Background Papers**

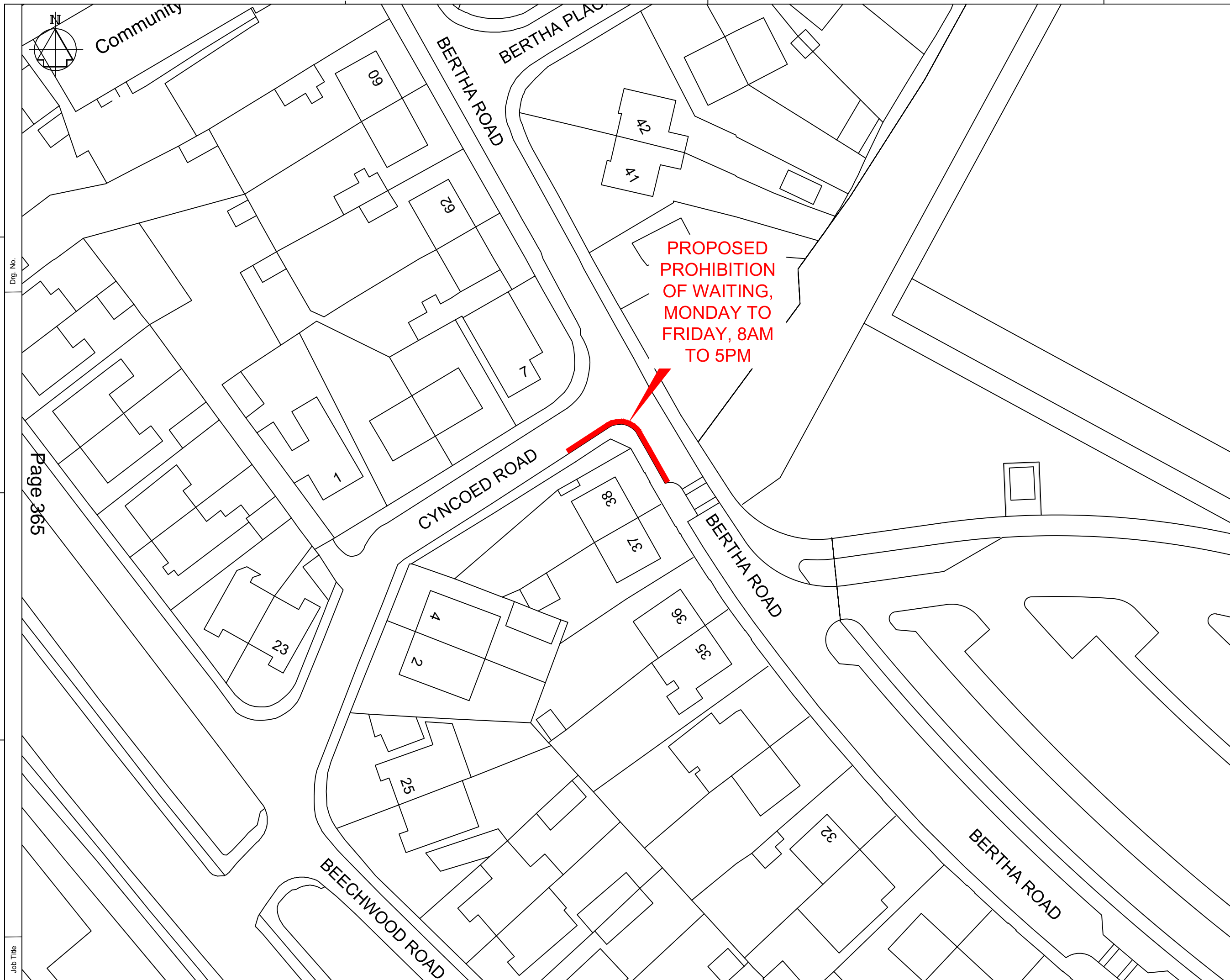
None.

**Officer Contact**

Mr Martin Brumby, Engineering & Transport

Tel. No. 01639 686013

Email [m.brumby@npt.gov.uk](mailto:m.brumby@npt.gov.uk)



Dwg. No.

Page 365

Job Title

NOTES

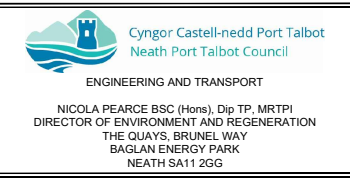
1. All dimensions are in millimetres unless otherwise stated.

KEY

— PROPOSED PROHIBITION OF WAITING, MONDAY TO FRIDAY, 8AM TO 5PM TRAFFIC REGULATION ORDER (SINGLE YELLOW LINE)

Rev	Details	Dr	Ch	Ap	Date

Client



Job Title  
  
(CYNCOED ROAD AND BERTHA ROAD, MARGAM)  
(PROHIBITION OF WAITING, MONDAY TO FRIDAY,  
8AM TO 5PM)  
ORDER 2020

File No.	Financial Code No.
Drawn <b>CGD</b>	Checked <b>MCB</b>
Date <b>MAY 20</b>	Date <b>MAY 20</b>
Approved <b>HHH</b>	Date <b>MAY 20</b>
Scales 1:500 @ A3	Status
Drawing No. <b>T47630 / TRO 1</b>	

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## Impact Assessment - First Stage

### 1. Details of the initiative

<b>Initiative description and summary: (CYNCOED ROAD AND BERTHA ROAD, MARGAM) (PROHIBITION OF WAITING, MONDAY TO FRIDAY, 8.00am to 5.00pm) ORDER 2020</b>
<b>Service Area: Margam</b>
<b>Directorate: Environment.</b>

### 2. Does the initiative affect:

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

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

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		✓				
Disability		✓				
Gender Reassignment		✓				
Marriage/Civil Partnership		✓				
Pregnancy/Maternity		✓				
Race		✓				
Religion/Belief		✓				
Sex		✓				

Sexual orientation		✓				
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**4. Does the initiative impact on:**

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		✓				
Treating the Welsh language no less favourably than English		✓				

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

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		✓				
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment,		✓				



such as air quality, flood alleviation, etc.						
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**6. Does the initiative embrace the sustainable development principle (5 ways of working):**

	Yes	No	Details
<b>Long term</b> - how the initiative supports the long term well-being of people	✓		The proposed scheme will prevent indiscriminate parking in the interest of highway safety.
<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	✓		The proposed scheme will prevent indiscriminate parking in the interest of highway safety.
<b>Involvement</b> - how people have been involved in developing the initiative	✓		The Highways section, Road Safety Audit Team and the Local Member for Margam have worked together on this initiative.
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions	✓		The Highways section, Road Safety Audit Team and the Local Member for Margam have worked together on this initiative.
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse	✓		The proposed scheme will prevent indiscriminate parking in the interest of highway safety.

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

A full impact assessment (second stage) <b>is not</b> required	✓
Reasons for this conclusion	
A full impact assessment is not required as the proposed traffic regulation order will provide a safer environment for the community.	

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

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	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
Completed by	Hasan Hasan	Engineering Manager		2/12/2020
Signed off by	David Griffiths	Head of Service/Director		2/12/2020

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