



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

To all Members of Council

You are hereby summoned to attend a

MEETING OF THE COUNCIL

to be held at 2.00 pm on

29 September 2021

VIA MICROSOFT TEAMS

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

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

PART A

1. Mayor's Announcements
2. Declarations of Interest
3. Minutes of the Previous Meeting/s of Council held on the 26th May and the 30th July 2021 (Pages 3 - 14)

PART B

4. Corporate Plan Annual Report 2020/2021 (Pages 15 - 190)
5. Placemaking Charter (Pages 191 - 208)

6. Gambling Act 2005 - Review of Gambling Policy (Pages 209 - 272)
7. Agreement of Lay Member Recruitment Programme for Governance and Audit Committee (Pages 273 - 298)
8. Updates to the Neath Port Talbot County Borough Council Constitution (Pages 299 - 320)
9. Head of Democratic Services (Pages 321 - 324)
10. Changes to Member Representation (Pages 325 - 326)
11. NPT Youth Justice and Early Intervention Youth Justice Plan 2021 - 2022 (Pages 327 - 386)

PART C

12. Notice of Motion under Section 10 of Part 4 (Rules of Procedure) the Council's Constitution (Pages 387 - 390)
 - (a) Motor Neurone Disease Association's MND Charter
 - (b) Pets as Prizes
13. Questions from Members, with Notice, under Rule 9.2 of the Council's Procedure Rules
14. Urgent Items
Any urgent items (whether public or exempt) at the discretion of the Mayor pursuant to Section 100B (4) (b) of the Local Government Act 1972.



Chief Executive

COUNCIL

(Civic Centre, Port Talbot)

Members Present:

26 May 2021

The Mayor: Councillor J.Warman

The Deputy Mayor: Councillor J.D.Morgan

Councillors: A.R.Aubrey, S.Bamsey, D.Cawsey, H.C.Clarke, C.Clement-Williams, M.Crowley, A.P.H.Davies, N.J.E.Davies, O.S.Davies, C.Edwards, S.E.Freeguard, C.Galsworthy, W.F.Griffiths, J.Hale, S.Harris, N.T.Hunt, S.K.Hunt, J.Hurley, H.N.James, C.J.Jones, D.Jones, J.Jones, L.Jones, S.Jones, D.Keogh, S.A.Knoyle, E.V.Latham, A.Llewelyn, A.R.Lockyer, S.Lynch, A.McGrath, J.Miller, S.Miller, R.Mizen, S.Paddison, S.M.Penry, D.M.Peters, R.Phillips, M.Protheroe, L.M.Purcell, S.Purse, S.Rahaman, P.A.Rees, S.Renkes, A.J.Richards, P.D.Richards, M.Spooner, A.J.Taylor, R.L.Taylor, D.Whitelock, C.Williams, R.W.Wood and A.N.Woolcock

Officers in Attendance: K. Jones, A.D.Thomas, H.Jenkins, N.Pearce, A.J.Thomas, C.Griffiths, M.Shaw, S.Curran and J.Woodman-Ralph

Representative of the Wales Audit Office C.Davies, N.Jenkins, G.Gillett and J. Morgan

1. **Mayor's Announcements**

It was very great sadness that the Mayor advised Council of the death of former Councillor Mark Jones, who represented the Aberavon Ward.

As a mark of respect Members observed a minute's silence.

It was with great pleasure that the Mayor announced that Mrs Joanna Jenkins MBE, JP, DL, has been appointed High Sheriff of West Glamorgan for 2021 – 2022. Mrs Jenkins attends the Councils' Audit and Governance Committee as a Lay Member.

Council also welcomed its newest Member, Councillor Stephanie Lynch to her first meeting of Council. Cllr Lynch represents the Aberavon Ward.

2. **Declarations of Interest**

No Declarations of Interest were received.

3. **Minutes of the Previous Meeting/s of Council (Civic Year 2020/21)**

RESOLVED: That the minutes of the 9th and 24th March 2021 be confirmed as an accurate record of those meetings.

4. **Audit Wales - Annual Summary 2020**

K.Jones, Chief Executive, introduced the representatives from Audit Wales and explained that the Council's external auditors attend Council on an annual basis to outline the studies they had undertaken and the conclusions drawn. This also gives Members the opportunity to ask questions directly to the auditors.

Members noted that Mr.C.Davies who was currently the lead auditor with Audit Wales would be superseded by Ms. N. Jenkins.

Mr C.Davies highlighted that the Audit Summary combines the Annual Audit Letter and the Annual Improvement Report that were previously produced as separate documents in order to provide a single summary of the findings of performance and financial audit work undertaken by Audit Wales as well as planned future audit work.

Council heard that the authority had met its legal duties for improvement planning and annual reporting statutory duties place on it by the Local Government (Wales) Measure 2009. In addition, the Council was in a strong financial position which enabled the Council

to be well placed to manage its financial sustainability over the medium term.

It was highlighted that there were opportunities for the Council to strengthen corporate arrangements for safeguarding and in applying the sustainable development principles, a requirement of the Wellbeing of Future Generations (Wales) Act 2014. There were also opportunities to use the new Corporate Performance Management System to improve the way information is used to drive business planning.

Mrs.N.Jenkins, Wales Audit Office addressed Council outlining the forward programme and looked forward to working with members and officers of Neath Port Talbot.

Members raised the following points:

Members queried whether any work had been undertaken looking at deprivation across the 22 authorities in Wales. It was explained that Audit Wales work on local projects with authorities but highlight any national studies that have a local impact. Where possible comparisons are undertaken.

A discussion took place on the availability of comparative information in regard to Council reserves and areas of deprivation. It was explained that the information is available in the public domain. In addition the latest Financial Sustainability report will be considered by Members in due course which does contain some of the information requested.

Further discussion took place on the desirability of examining levels of deprivation and economic inactivity across Wales to identify good practice. The auditors confirmed that deprivation was one of the key strands of their work and would be happy to work across authorities in future and happy to discuss further.

RESOLVED: That the work undertaken by Audit Wales as contained in the Annual Summary 2020 be noted.

5. **Corporate Plan 2021/2023**

Cllr. E.V.Latham, Leader of Council introduced the Corporate Plan 2021/2023 which had been commended to Council from Cabinet on the 12th May for approval.

The Leader addressed Council. It was explained that the Corporate Plan presented reflected the significant challenges presented by COVID-19 and also the Skewen Blowout. Council recorded their appreciation for all the work undertaken by staff, residents and partners.

Council then reflected on the many lives lost and the impact of the pandemic on many others.

Work was ongoing to continue to support residents in recovering from these emergencies.

Members noted that an important element of the future work of the Council would be to support people and businesses as they opened up and to prepare a longer term recovery plan.

In addition, an engagement exercise that will take place over the summer with staff, residents, businesses and partners giving them the opportunity to shape the way the Council moves forward. A report detailing the feedback from this exercise would be available for consideration by Members in the Autumn.

Concern was expressed by some Members that the Cefn Coed Museum and the Valleys Strategy had not achieved fruition.

Members queried what the statutory powers the Council has in regard to pollution and how the Council uses these power and what engagement was undertaken with partners to use these powers to address particular issues for example the Store Gas Fired Power Station .

Officers explained that the regulator responsible for these permits was Natural Resources Wales (NRW) who works closely with Council officers. Meetings have been arranged in regard to this specific query, looking at the rationale and thresholds with NRW permitting officer in regard to the areas in question and a report will be brought back to members in due course.

It was highlighted that Neath Port Talbot was the lead authority as part of City Deal looking at areas of supporting innovation and low carbon growth. Part of that project was looking at air quality. Shortly new monitoring equipment would be rolled out which would assist in measuring air quality.

In answer to Members queries, it was explained that Pontardawe Arts Centre cinema project was one of the initiatives for Pontardawe and an update report would be brought for Members' consideration in the near future.

Further questions were raised in regard to the Valleys Strategy. Members were advised that an update report on the Valleys Strategy could be provided if required.

RESOLVED: Having given due regard to the Integrated Impact Assessment:

1. The Corporate Plan for the period 2021 – 2023 be adopted.
2. That the Head of Human & Organisational Development be authorised to add the additional performance data to the Plan when available.

6. **Members Induction and Diversity in Democracy**

Head of Legal Services introduced the Member Induction 2022 and Diversity in Democracy as detailed in the circulated report.

Members asked that Officers keep in mind when considering staggering start times of meetings, Employment Rights Act, which allows for elected members, who are employees, to have time of work to attend Council meetings.

RESOLVED: 1. That Democratic Services Committee be tasked to undertake and contribute to a review of the Member Induction Programme for 2022.

2. That Neath Port Talbot County Borough Council becomes a “Diverse Council” pursuant to the Welsh Local Government Association Diversity and Democracy Programme as set out in paragraph 7 of this report.
3. That Democratic Services undertake a review of the Diversity in Democracy Programme as part of its review of the Member Induction Programme for 2022.
4. That a report be brought back to Council with updates on the Member Induction Programme and the Diversity in Democracy Programme in November 2021.

7. Appointment of Director of Finance and Strategic Programmes

The Head of Legal Services introduced the Appointment of Director of Finance and Strategic Programmes as detailed in the circulated report.

RESOLVED: That the arrangements to recruit a Director of Finance and Strategic Programmes as detailed in the circulated report be approved.

8. New Scrutiny Chair and Membership Changes

The Head of Legal Services introduced the New Scrutiny Chair and Membership Changes as detailed in the circulated report.

RESOLVED: 1. That Councillor Saifur Rahaman be appointed Chair and Councillor Sharon Freeguard appointed as Vice Chair of the Cabinet Scrutiny Committee.

2. That the vacancy on Cabinet Scrutiny Committee created by Councillor Sharon Freeguard be filled by Councillor Rachel Taylor.
3. That Councillor Stephanie Lynch replaces Councillor Chris Jones on Streetscene and Engineering Scrutiny Committee.
4. That Councillor Stephanie Lynch replace Councillor Chris Jones on Planning Committee.
5. That Councillor Caroline Edwards replace Councillor J.D. Morgan on the Coronavirus Member Panel.
6. That Councillor Saifur Rahaman replace Councillor Mike Harvey on the Swansea Bay City Region Joint Scrutiny Committee.

CHAIRPERSON

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COUNCIL

(Civic Centre, Port Talbot)

Members Present:

30 July 2021

The Mayor: Councillor J.Warman

The Deputy Mayor: Councillor J.D.Morgan

Councillors: A.R.Aubrey, C.Clement-Williams, A.P.H.Davies, O.S.Davies, R.Davies, C.Galsworthy, W.F.Griffiths, J.Hale, S.Harris, M.Harvey, N.T.Hunt, S.K.Hunt, J.Hurley, C.James, H.N.James, C.J.Jones, D.Jones, H.Jones, J.Jones, L.Jones, S.Jones, S.A.Knoyle, A.Llewelyn, A.R.Lockyer, S.Lynch, A.McGrath, J.Miller, S.Miller, S.Paddison, S.Purse, S.Rahaman, P.A.Rees, S.Renkes, S.H.Reynolds, A.J.Richards, P.D.Richards, M.Spooner, A.J.Taylor, R.L.Taylor, D.Whitelock, R.W.Wood and A.N.Woolcock

Officers in Attendance: K.Jones, S.Rees, C.Griffiths, M.Shaw and J. Woodman-Ralph

Invitee: W.Bradshaw from Solace.

1. **Mayor's Announcements**

The Mayor had no announcements for today's meeting.

2. **Declarations of Interest**

No Declarations of Interest were received.

3. **Changes to Membership Representatives**

RESOLVED:	<p>That approval be granted for the following changes to membership:</p> <ol style="list-style-type: none">1. Cllr. R.L.Taylor replace Cllr. S.Lynch on the Planning Committee.2. Cllr. S.Lynch replace Cllr. R.L.Taylor on the Governance and Audit Committee.3. Cllr. S.Lynch be appointed to the vacant seat on the Democratic Services Committee.4. Cllr.S.Hunt replace Cllr. S.Jones on the County Borough Council/Community Councils Liaison Forum.
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4. **Notice of Motion under Section 10 of Part 4 (Rules of Procedure) the Council's Constitution**

None received.

5. **Questions from Members, with Notice, under Rule 9.2 of the Council's Procedure Rules**

None received.

6. **Access To Meetings**

RESOLVED: That pursuant to Regulation 4 (3) and (5) of Statutory Instrument 2001 No 2290, the public be excluded for the following items of business which involved the likely disclosure of exempt information as defined in Paragraph 14 of Part 4 of Schedule 12A of the Local Government Act 1972.

7. **Appointment of Director of Finance and Strategic Programmes**

The Chief Executive gave Council an overview of the private circulated report.

RESOLVED: That having given due regard to the Integrated Impact Screening Assessment the recommendations as detailed in the private circulate report be approved.

CHAIRPERSON

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Council

29 September 2021

Report of

Head of Human and Organisational Development
S.Rees

Matter for Decision

Wards Affected: All Wards

Corporate Plan Annual Report Period: 1st April 2020 to 31st March 2021

Purpose of Report

1. To present the Corporate Plan Annual Report for the period: 1st April 2020 to 31st March 2021 to Council for adoption.

Executive Summary

2. The Annual Report provides an account of progress made against the three well-being objectives, improvement priorities and steps set out in the Corporate Plan 2019/2022 for the period 1st April 2020 to 31st March 2021.
3. The onset of the Covid-19 Pandemic meant that it was not practical to publish a refreshed detailed Corporate Plan for 2020/21. For 2020/21, the well-being objectives and priorities for improvement set out in the 2019/22 Plan remained the same.
4. The report is required to meet duties set out in the Local Government (Wales) Measure 2009 and the Well-being of Future Generations (Wales) Act 2015.
5. Progress on achieving our well-being objectives in 2020/21 was not as good as the progress made over the two previous financial years. This was due to the impacts of the COVID-19 pandemic and the focus on responding to the pandemic.

6. In preparing this Annual Report for 2020/21, the Council is required to consider whether the current well-being objectives remain relevant or whether changes to those objectives should be considered. This consideration is currently underway as part of the preparation of the Council's Corporate Recovery Plan which will be published in 2022.
7. In the summer of 2021 the Council launched the 'Let's talk' campaign which is an opportunity for residents and stakeholders to set the agenda and to provide their views, concerns, and ideas to help shape what the council does in the future. The feedback will help shape the above Corporate Recovery Plan from 2022/23 onwards.

Background

8. The 2020/21 Corporate Plan Annual Report, 2020/21 Summary Annual Report and the Key Performance Indicators for 2020/21 was considered by Cabinet on 22nd September 2021 and Cabinet referred the Plan to Council for formal adoption.
9. Under the Local Government (Wales) Measure 2009, the Council is required to publish a forward looking improvement plan setting out our improvement priorities (known as improvement objectives) for the financial year ahead and an annual report to reflect back on the performance of that plan.
10. Additionally, the Well-being of Future Generations (Wales) Act 2015 requires the Council to set well-being objectives which seek to maximise the Council's contribution to the national well-being goals, whilst also embracing the sustainable development principle. The Council is further obliged to report each year on the extent to which the well-being objectives it has set have been achieved.

Our progress and Performance

11. Across the three well-being objectives for 2020/21, 65% (54 of 83) of our 'steps', i.e. the strategic actions we set to deliver our improvement priorities are on track, 24 of the steps are 'just off' track and 5 are off track. For 2019/20 we reported 83% (68 of 83) of 'steps' on track, 13 were 'just off' track and 2 were off track.
12. Assessment for 2020/21 is that **Well-being Objective 1 is 'just off track'** and **Well-being objectives 2 and 3 are 'on track'**

13. Our current suite of 55 Corporate Plan Key Performance Indicators (KPIs) is the same set as in 2019/20. The summary below shows an improvement against targets but a decline in performance. However caution should be taken with such a comparison this year as there are fewer performance indicators that have comparable data and performance for some measures has been impacted by the pandemic.

- In summary, during 2020/21, of the Corporate Plan KPIs that had comparable targets, 61% (23 of 38) achieved target, 18% (7 of 38) were within 5% of target and 21% (8 of 38) were 5% or more below target. This compares to 2019-20 where just over half (54%), 26 of 48 achieved target, 21% (10 of 48) were within 5% of target and 25% (12 of 48) were 5% or more below the target set.
- In 2020/21 57% (24 of 42) improved or maintained performance, 24% (10 of 42) marginally declined but within 5% and 19% (8 of 42) declined by 5% or more. This compared to 2019/20 where 63% (32 of 51) improved or maintained performance, 14% (7 of 51) marginally declined and 23% (12 of 51) declined by 5% or more.
- Examples of good performance in 2020/21 include an increase in our recycling rate, an improvement in the condition of A, B and C roads, more people prevented from becoming homeless, a reduction in sickness rates across the Council and almost all schools have now adopted the Healthy Relationship Programmes. In addition, we have achieved our lowest N.E.E.T. (not in education, employment or training) figure ever, increased the number of childcare places and 470 jobs were created/safeguarded as a result of financial support by the authority.
- However, some of our performance has been negatively affected by the pandemic - including school attendance, the amount of contact the Youth Service had with children and young people, the average time taken to complete a Disabled Facilities Grant and visits to theatres, leisure centres and libraries.

14. Previously, we have compared our performance with other local authorities across Wales against the national set of Public Accountability Measures (PAMs). However, due to the COVID-19 pandemic the 2019/20 PAM data set was not collected and published by Data Cymru. Data Cymru have recently put arrangements in place so that local authorities can share their PAM performance for both 2019/20 and 2020/21 and we have agreed to sign up to this process. However, not all authorities will be providing data, not all PAMs will have data due to the pandemic and Data Cymru will not be publishing the data. The data will be used for benchmarking purposes only.

15. The 2020/21 annual report and annual report summary includes a Covid-19 response infographic. The infographic provides a visual summary of some of the services / work delivered by the Council during the pandemic.

Financial Appraisal

16. The performance described in the Annual Report was delivered against a challenging financial backdrop which has been further impacted by the Covid-19 pandemic. Since 2010, spending reductions to c£95 million have been delivered to enable the Council to achieve a balanced budget. The Council's Net Budget for 2020/21 was £304.082m. The Actual Net Expenditure, or Outturn position for the Council, shows a net under spend of £720k. The Council received Covid Grant funding of £80m in year of which £50m had been paid out to support businesses and individuals in the County Borough.

Integrated Impact Assessment

17. There is no requirement to undertake an Integrated Impact Assessment for the Corporate Plan Annual Report. [An impact assessment was undertaken recently for the 2021-23 Corporate Plan.](#)

Valleys Communities Impact:

18. The Annual Report provides an update on the progress made in delivering projects to support valley communities.

Workforce Impact

19. The progress described in the annual report was achieved against a backdrop of an unprecedented emergency situation. This has involved a step change in workforce flexibility and innovation underpinned by enhanced use of data and digital technology. A significant number of the Council's workforce were redeployed temporarily to new duties.

Legal Impact

20. This Annual Report is prepared under Section 15(3) of the Local Government (Wales) Measure 2009 and discharges the Council's duties under sections 2(1), 3(2), 8(7) and 13(1). This Annual Report also discharges duties in Section 3 of the Well-being of Future Generations (Wales) Act 2015.

Risk Management

21. Councils are required to produce a backward looking report by 31st October each year. The report must comply with provisions within the 2009 Measure. Failure to produce a compliant report within the timescales can

lead to a Certificate of Non-Compliance by Audit Wales and statutory recommendations the Council would be obliged to address. The risk of non-compliance is considered low as the Report follows the same format as previous years when a Certificate of Compliance has been achieved and publication by the timescales of 31st October 2021.

Consultation

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

Recommendations

23. It is recommended that Council adopts the documents listed below:

- Draft Corporate Plan Annual Report for 2020/21 (full progress report)
- Draft Corporate Plan Annual Report Summary for 2020/21
- Key Performance Indicators for 2020/21

24. It is recommended that the Leader of Council be given delegated authority to make such changes as may be needed to the Annual Report prior to publication, provided that such changes do not materially alter the content of the document considered by Council.

Reason for Proposed Decision

25. To meet the statutory requirements set out in the Local Government (Wales) Measure 2009 and the Well-being of Future Generations (Wales) Act 2015.

Implementation of Decision

26. The decision is proposed for immediate implementation.

Appendices

27. Appendix 1 – Draft Corporate Plan Annual Report for 2020/21 (full progress report 2020/21)
28. Appendix 2 – Draft Corporate Plan Annual Report for 2020/21 (summary report 2020/21)
29. Appendix 3 – Key Performance Indicators 2020/21

List of Background Papers

30. Neath Port Talbot Corporate Plan, Shaping NPT 2019–2022
31. Local Government (Wales) Measure 2009

32. Well-being of Future Generations (Wales) Act 2015

Officer Contact

33. Sheenagh Rees, Head of Human and Organisational Development. Tel: 01639 763315 or e-mail: s.rees5@npt.gov.uk

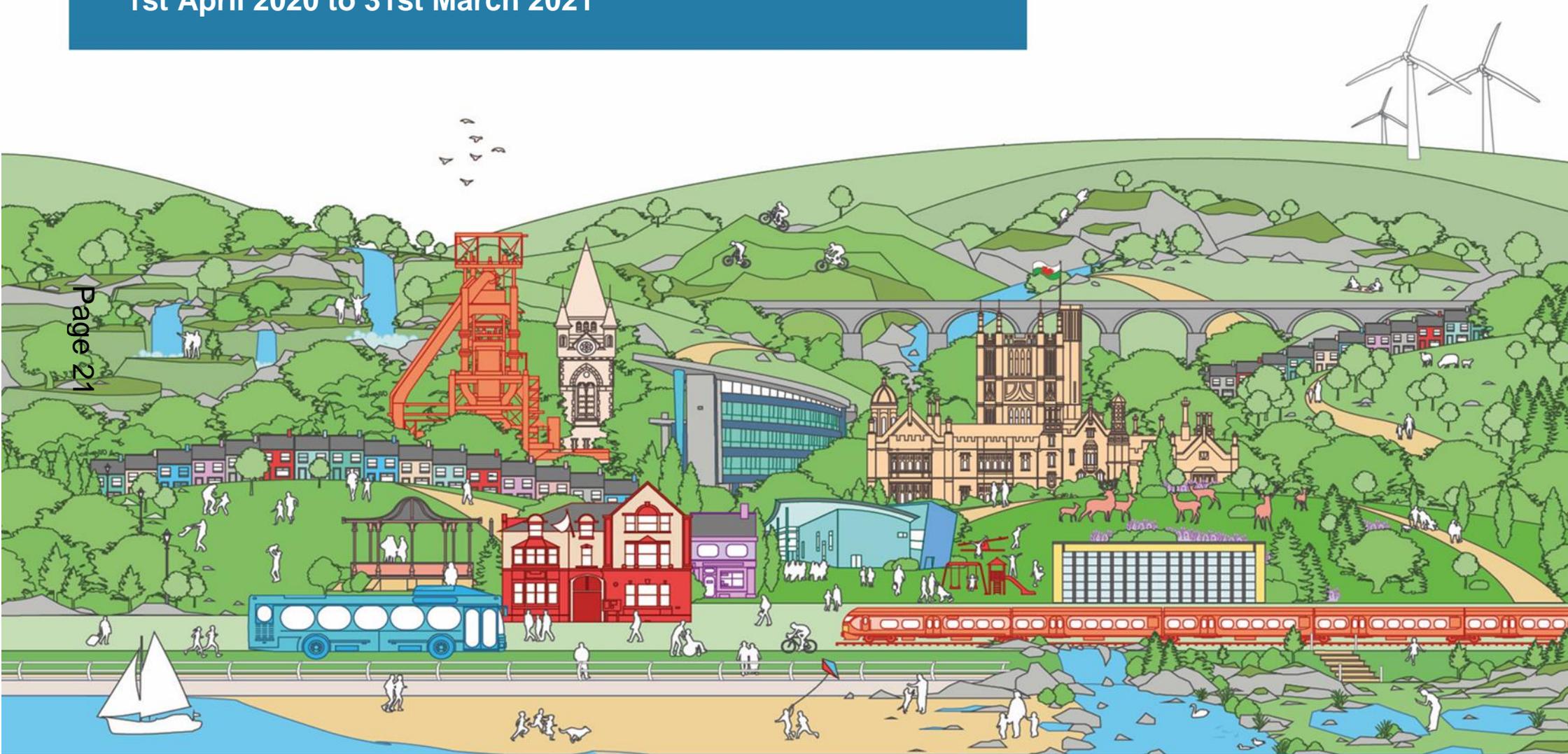
34. Caryn Furlow-Harris, Strategic Manager - Policy & Executive Support. Tel: 01639 763242 or e-mail: c.furlow@npt.gov.uk

35. Shaun Davies, Corporate Performance Management Officer. Tel: 01639 763612 or e-mail: a.s.davies@npt.gov.uk

Corporate Plan Annual Report

1st April 2020 to 31st March 2021

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FOREWORD

During 2020/2021 we faced some of the toughest challenges we could imagine. In March 2020, the Council moved into emergency response mode to deal with the impact of the Coronavirus pandemic. I am immensely proud of the way in which the Council's workforce, elected members and our communities adapted to the severe restrictions placed on us all.

In June 2020, Council officers were part of a multi-agency response to a major incident in Seven Sisters, caused by a propane gas cylinder explosion. Partners supported residents at the time of the incident, and afterwards as a number of properties needed remedial work to enable safe return. The support from the community was nothing short of remarkable and I would like to pay tribute to the community spirit, so typical of people in our county borough, which came to the fore throughout.

In January 2021, the Council again moved into emergency response mode alongside multi agency partners to deal with the impact of the "blow out" at Goshen Park, Skewen which caused extensive flooding in the surrounding area. The partnership response ensured the safeguarding of residents affected and I again wish to thank all those that worked tirelessly to deal with this awful event.

Whilst dealing with those emergencies, the Council kept working - delivering services and making progress towards the Council's well-being objectives and associated improvement priorities we set out in our 2019/2022 Corporate Plan.

In this Annual Report you will find more information on that work and the difference we made which included providing Chromebooks to 9,500 pupils to support their learning at home, the regeneration work which continued across the county borough including Neath Town Centre and Plaza Cinema refurbishment, business support delivered to 67 valley based companies and securing permanent accommodation for 258 homeless individuals or households. In addition, work was ongoing to prepare a planning application for the £150 million Global Centre for Rail Excellence (GCRE) project at the top of the Dulais Valley and South Powys and conditional planning was approved in July 2021. This project will create high quality jobs with additional employment from large contracts in the construction phase.

For 2021/2022, the key priority for this Council is to lead Neath Port Talbot out of the pandemic by building Neath Port Talbot back better. At the time of writing this Annual Report we are focused on the development of the Council's Corporate Recovery Plan which will be published in 2022. That Plan will set out a revised vision and a set of updated well-being objectives and priorities for delivery over the next five years, which will have been shaped by the Council's Let's Talk Campaign, which is an opportunity for people living in Neath Port Talbot to set the agenda and shape what we do as Council going forward.

Cllr Edward Latham, Leader of Council

This Report is available in Welsh ([add link when available](#)) and on our [website](#).

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1. Introduction

This Annual Report provides an account of progress made against the three well-being objectives, improvement priorities and steps set out in the [Corporate Plan 2019/2022](#) for the period 1st April 2020 to 31st March 2021.

The onset of the COVID-19 pandemic meant that it was not practical to publish a refreshed detailed Corporate Plan for 2020/21. For 2020/21, the well-being objectives and priorities for improvement set out in the 2019/22 Plan remained the same.

In preparing this Annual Report for 2020/2021, the Council is required to consider whether the current well-being objectives remain relevant or whether changes to those objectives should be considered. This consideration is currently underway as part of the preparation of the Council's Corporate Recovery Plan which will be published in 2022.

In the summer of 2021 the Council launched the ['Let's talk'](#) campaign which is an opportunity for residents and stakeholders to set the agenda and to provide their views, concerns, and ideas to help shape what the Council does in the future. The feedback will help shape the above Corporate Recovery Plan from 2022/23 onwards.

2. Summary of Progress and Performance during 2020/2021

Progress:

Well-being objectives and Improvement Priorities – Progress on achieving our well-being objectives was not as good as the progress made over the two previous financial years. This was due to the impacts of the COVID-19 pandemic and the focus on responding to the pandemic.

Under each well-being objective there are improvement priorities and steps. The improvement priorities set out the overall improvement we are aiming to achieve and the steps set out the actions we will we take to deliver that improvement.

Across our three well-being objectives for 2020/21, 65% (54 of 83) of steps are on track, 24 of the steps are just off track and 5 are off track. For 2019/20 we reported 83% (68 of 83) of steps on track, 13 were just off track and 2 were off track.

A summary of progress made on achieving each well-being objective is set below:

Well-being Objective 1 - To improve the well-being of children and young people

We set out 27 steps to help us deliver the 7 improvement priorities under **Well-being Objective 1**.

For 2020/21, 15 (56%) of the 27 steps were on track, 9 just off track and 3 off track. This compares to 23 (85%) on track, 2 just off track and 2 off track in 2019/20.

5 of the 7 improvement priorities were just off track and 2 were on track.

The overall assessment of progress for 2020/21 for Well-being Objective 1 is just off track.

The main reason for this is due to the impact of the COVID-19 pandemic, the national restrictions and subsequent impact on the levels of contact and engagement with children and young people, especially in the Youth Service.

However, significant support was provided to pupils including £3.9million of free school meal payments, 9,500 pupils provided with Chromebooks and 300 laptops to support learning. We also continued with our Strategic Schools Improvement Programme which included continuing phase 1 of the new £27 million home for Cefn Saeson Comprehensive School. In addition, a number of support grants from Welsh Government were administered by the Council to support the childcare sector and our N.E.E.T (not in education, employment or training) figure of 2.1% was the lowest (best) ever figure for this council. Road Safety outcomes continue to improve year on year and the majority of the Children and Young People Services steps remained on track.

Well-being Objective 2 - To improve the well-being of all adults who live in the county borough

We set out 31 steps to help us deliver the 6 improvement priorities for **Well-being Objective 2**. For 2020/21, 20 (65%) of the steps were on track, 10 just off track and 1 off track. This compares to 26 (84%) on track, 5 just off track and zero off track in 2019/20.

4 of the 6 improvement priorities were on track and 2 were just off.

The overall assessment of progress for 2020/21 for Well-being Objective 2 is on track.

The COVID-19 pandemic and the national restrictions had a significant impact on a number of services that deliver the steps for Well-being Objective 2 such as Environmental Health and Trading Standards work and completion of Disabled Facilities Grants. The impacts of the pandemic can also be linked to some of our Community Safety work relating to domestic abuse, substance misuse and an increase in anti-social behaviour in our towns. However, the Council provided significant support to businesses and individuals during the pandemic, significant support and better outcomes for our homeless and we continued to support service users across Adults Services.

Well-being Objective 3- To develop the local economy and environment so that the well-being of people can be improved

We set out 25 steps to help us deliver the 8 improvement priorities for **Well-being Objective 3**. For 2020/21, 19 (76%) of the steps were on track, 5 just off track and 1 off track. This is broadly the same as in 2019/20 which had 19 (76%) on track, 6 just off track and zero off track.

6 of the 8 improvement priorities were on track and 2 were just off.

The overall assessment of progress for 2020/21 for Well-being Objective 3 is on track.

The COVID-19 pandemic and national restrictions had a significant impact on a number of services that deliver the steps for well-being objective 3 such as leisure services, theatres, libraries and tourism. However, despite this impact we delivered most of what we had planned to do under this well-being objective. We achieved the statutory recycling target. Regeneration work continued across the county borough including Neath Town Centre, Plaza Cinema refurbishment and conditional planning consent was given in July 2021 for a £150 million Global Centre for Rail Excellence (GCRE) project at the top of the Dulais Valley and South Powys. We made improvements to our parks and greenspaces, increased accessible cycle routes by 6.6km (over the last two years) and improved the condition of our roads.

Performance - How we compare

The Council has a duty, under the Local Government (Wales) Measure 2009 (which ceases on 31st October 2021) to compare our performance against performance in previous years and with other council's performance across Wales. To assess our performance in meeting our well-being objectives, we use 55 performance indicators (Corporate Plan Key Performance Indicators). These are the same set of performance indicators that were used to assess performance during 2019/20.

The summary below shows an improvement against achieving targets that were set but a decline in performance when comparing 2020/21 performance against 2019/20 performance.

*Caution should be taken with such a comparison as there are fewer performance indicators that have comparable data and performance for some measures has been impacted by the COVID-19 pandemic.

- In summary, during 2020/21, of the performance indicators that had comparable targets, 61% (23 of 38) achieved target, 18% (7 of 38) were within 5% of target and 21% (8 of 38) were 5% or more below target.

This compares favourably to 2019/20 where just over half (54%), 26 of 48 achieved target, 21% (10 of 48) were within 5% of target and 25% (12 of 48) were 5% or more below the target set.

- In 2020/21, 57% (24 of 42) improved or maintained performance, 24% (10 of 42) marginally declined but within 5% and 19% (8 of 42) declined by 5% or more.

This compares not so favourably to 2019/20 where 63% (32 of 51) improved or maintained performance, 14% (7 of 51) marginally declined and 23% (12 of 51) declined by 5% or more.

- Examples of good performance in 2020/21 include an increase in our recycling rate, an improvement in the condition of A, B and C roads, more people prevented from becoming homeless, a reduction in sickness rates across the council and almost all schools have now adopted the Healthy Relationship Programmes. In addition, we have achieved our lowest N.E.E.T. (not in education, employment or training) figure ever, increased the number of childcare places and 470 jobs were created/safeguarded as a result of financial support by the authority.
- However, some of our performance has been negatively affected by the pandemic - including school attendance, the amount of contact the Youth Service had with children and young people, the average time taken to complete a Disabled Facilities Grant and visits to theatres, leisure centres and libraries.

A more detailed assessment of our progress towards achieving our well-being objectives can be found later in this report and in the 2020/21 Key Performance Indicators Report [\(link\)](#)

Public Accountability Measures (PAMs) – Previously, we have compared our performance with other local authorities across Wales against the national set of Public Accountability Measures (PAMs).

However, due to the COVID-19 pandemic the 2019/20 PAM data set was not collected and published by Data Cymru. Data Cymru have recently put arrangements in place so that local authorities can share their PAM performance for both 2019/20 and 2020/21 and we have agreed to sign up to this process. However, not all authorities will be providing data, not all PAMs will have data due to the pandemic and Data Cymru will not be publishing the data. The data will be used for benchmarking purposes only. For completeness, our own performance for those PAMs that have data for 2020/21 is included within our Key [Performance Indicators Report \(link\)](#).

3. COVID-19 – Our response (from middle of March 2020 to end of March 2021)

In the middle of March 2020, the Council mobilised an emergency response to the developing COVID-19 national emergency situation. There was an immense effort to ensure the Council responded in step with the policy decisions taken by the Welsh Government and the UK Government. At all times our approach was and continues to be to work with and in support of government policy, striving to protect and support our communities.

Key actions taken during the response phase of the emergency included:

- A 7 day/week enhanced communications service to ensure that public health messages were continuously promoted across all channels owned/commissioned by the Council; and accurate and timely information was provided about changes to service delivery, including the establishment of new services to support vulnerable people;
- The closing down of some council services to assist in reducing the spread of the disease as well as focusing our regulatory services on ensuring compliance with new legislation and guidance by local businesses, other organisations and local people;
- Changing some services so that critical services could operate safely over the period. For example: supporting continuity of learning using remote technologies to connect learners with their teachers; innovating across safeguarding services to fulfil our statutory safeguarding responsibilities using digital platforms and also employing creative approaches to outreach work; supporting care providers to minimise the risks involved in providing personal care across community and residential settings; re-prioritising and adapting street-scene services to keep vital refuse and recycling services operational; and re-shaping services at crematoria and cemeteries in line with governmental advice;
- We also established new service responses to discharge duties placed on us by government. Childcare provision was delivered through a network of school-based hubs, ensuring the most vulnerable learners and the children of those working in essential roles have been well supported over the period; new on-line services were set up to support the administration of financial assistance to businesses and community groups; the Council undertook the project management of the construction of the Llandarcy Field Hospital, completing the build within four weeks. Children

entitled to free school meals have also been supported throughout the period, initially through the “grab bag” scheme and then more latterly by payments into the bank account of eligible parents;

- The new Neath Port Talbot (NPT) Safe & Well Service was set up to support people told to shield themselves from the virus (and other vulnerable people) with daily living tasks. Over 2,600 residents have used the service and 678 people have registered to volunteer. The Council encouraged and supported the fantastic community action we saw across the county borough, helping to connect local businesses with other businesses and local communities, working with local third sector organisations and housing associations, respecting what each agency and communities could contribute at this extraordinary time,
- In summer 2020, working with the Swansea Bay University Health Board and Swansea Council we established Test, Trace, Protect. This service is now an integral part of our health protection system, helping to identify how the disease is behaving within our community and to establish measures to contain and reduce infection rates;
- As vaccinations became licensed, we worked with the Swansea Bay University Health Board to facilitate the vaccination of our local residents. Margam Orangery was re-purposed for use as a Mass Vaccination Centre and we repurposed a mobile library so that it could be used as an Immbulance, taking vaccines out to very vulnerable groups and people living in more remote communities.

The infographic overpage provides a visual summary of some of the services / work delivered by the Council during the pandemic. Following the infographic is a case study on the Safe & Well Service which was set up to support people who were told to shield themselves from the virus (and other vulnerable people) with daily living tasks.

Council response during the pandemic

NPT Safe & Well Service



Our NPT Safe & Well Service supported **2,600+** residents

698 volunteers registered



Over 6,000 welfare calls to residents

450+ food parcels delivered weekly



400+ weekly prescriptions delivered



Business Support

£47m Covid grants paid out to local businesses



2,242 business enquiries assisted resulting in advice, information or financial support

88 CHARITY/SPORTS CLUBS received £10k each in grant support

Provided **£45m** Business Rates grant relief and **£8.9m** High Street Business Rates relief



Pupil Support



...and 300 laptops provided to pupils and 940 laptops for teachers

Delivered road safety training via TEAMS to **over 5,000** pupils



5,213 pupils are claiming free school meals and **£3.9 million** in payments since first lockdown (up to 31st March 21)

8 hubs provided daily support to up to **250** children



45k face masks provided to pupils in September 2020

Council response during the pandemic

NPT Staff Support

1st council in England and Wales to introduce a "safe leave" policy for victims of domestic abuse working for the council who can take up to five days of paid "safe leave" to access support



OVER 700

laptops provided to staff enabling homeworking

85

online employee training courses delivered to 3,809 attendees



800 NPT staff offered to step into different roles to help with COVID-19

Other Support

470 jobs



created/safeguarded as a result of financial support by the council

£19.4m Council Tax support to 17,389 households



113,888 COVID-19 webpage views



Permanent accommodation secured for 258 homeless individuals or households

Accessible cycle routes increased by **6.6km** (during 2019/20 and 2020/21)



Homecare Staff; 200+ COVID trained and 10,700+ monthly visits to service users

50 playgrounds were made COVID safe



Working with Partners



Project managed construction of 340-bed field hospital at Llandarcy



used as a Mass Vaccination Centre



NPT Test, Trace and Protect Service contacted **31,079** people

up to 31st March 2021

Case Study: NPT Safe & Well Service

Background: NPT Safe & Well was launched in March 2020 in response to the COVID-19 pandemic, aimed at supporting our most vulnerable residents, those advised to shield and those requested to self-isolate, by providing food, medication and help with daily living tasks like shopping.

At the height of the pandemic, the NPT Safe & Well service was delivering 450+ food boxes and 400+ medical prescriptions on a weekly basis to vulnerable residents who were shielding or self-isolating. In total, the service supported more than 2,600 people across the county borough and made more than 6,000 welfare calls to check if people needed help. The service worked closely with numerous community organisations to deliver the service and 698 volunteers registered to give up their time to support the vulnerable residents of Neath Port Talbot.

How does this work meet the [5 ways of working](#) of the sustainable development principle:

- **Long-term** – the NPT Safe & Well Service was established as an emergency response to the pandemic, to prevent long term harms to our most vulnerable citizens and to protect the wellbeing of our communities. The NPT Safe & Well Service therefore contributes to the long term vision of the corporate plan wellbeing objectives. Safe & Well evolved throughout the course of the pandemic becoming more of a safety net; providing support in situations where the community itself could not respond. Through Safe & Well we have built up an extensive picture of need within our communities and the resources available. The legacy of that service is now longer term in how we as a council can work with communities and developing volunteering opportunities.
- **Integration** – the NPT Safe & Well Service was established at short notice to deliver a humanitarian response and this delivery was achieved through a cross departmental and organisational effort. Staff from across the Council volunteered or were redeployed to deliver the humanitarian response. Safe & Well had clear governance and accountability. Whilst this service was set up at short notice it does link to two of our improvement priorities within the corporate plan which are 1.7 Children and young people are safe and feel safe and 2.3 People are safe and feel safe.
- **Involvement** – the NPT Safe & Well service was established by the Council at short notice, to respond to the needs of people who had been asked to shield as they were medically extremely vulnerable, however the service was extended to include other vulnerable residents and was continuously updated. This humanitarian response involved other organisations who were also providing support e.g. registered social landlords (also known as housing associations). A safe & well partnership was established to ensure that the response was as coordinated as possible at a borough level, and community leads appointed at a ward level to involve and work with people at a local level to meet the needs of people on the shielded persons list or otherwise vulnerable
- **Collaboration** – the NPT Safe & Well Service was delivered in collaboration with a range of organisations and individuals across the borough, including CVS, registered social landlords, Age Connects Neath & Port Talbot, local businesses, community groups/organisations, elected members and street champions, as well as across directorates within the council. Volunteers played an absolutely essential role in ensuring we protected our most vulnerable residents. The Safe & Well Partnership, as mentioned above, was established to further this collaborative approach, and to recognize the role of organisations involved and how we could work better together to meet the needs within our communities.

- **Prevention** – the humanitarian services was established to protect those individuals who were at greatest risk of harm from the Coronavirus, and also to reduce the transmission within the communities.

Service user outcome:

One resident who received support from the service wrote to the Council on a 'Thankyou card' and the feedback message said: "I would like to take this opportunity to say thank you to each and every one of you who has kept us going through this pandemic. To those who sorted the food, to those who boxed it for delivery, to those who donated the produce, to the delivery drivers, to each and everyone who gave up their time to help in any way they could; you have all been such a tremendous help. I really do not know what we would have done had it not been for your kindness. So once again I thank you from the bottom of my heart."

Other positive comments received from members of the public include:

- *"Well done and a big thank you for your first class service."*
- *"It is wonderful what lengths the people working for the council will do to help the communities served by NPTCBC."*
- *"I would like to say thank you on behalf of my Auntie...she's not on the internet. The boxes kept her going."*

The next three sections set out a more detailed assessment of how well we achieved our three well-being objectives by providing an assessment of the progress made against each of the steps (the detailed actions) under each well-being objective).

The RAG status of each step is based on the following key:

- **Green:** on the whole we delivered what was planned during 2020/21
- **Amber:** Just off track, we have not delivered some of what was planned during 2020/21 or some work was paused or affected due to the pandemic
- **Red:** Off track in delivering what was planned during 2020/21 or some work or all work was paused or affected due to the pandemic

At the start of each section, information is included on how each well-being objective contributes to the seven national well-being goals.

At the end of each section there is information on the performance indicators identified to measure progress against achieving the well-being objective.

The RAG status of each KPI is based on the following key:

- **Green:** achieved target for 2020/21 - performance was maintained or improved on 2019/20
- **Amber:** within 5% of target - within 5% of previous years performance
- **Red:** 5% or more below target - 5% or more below previous years performance
- **N/a** – no comparable data or no target set

4. Well-being Objective 1 – Progress in 2020/21



Well-being Objective 1: 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”*

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How this well-being objective contributes to the seven national well-being goals:	
prosperous Wales	The suite of priorities and steps aim, collectively, to ensure that every child and young person enters employment, education or training at the end of full-time education ready to contribute socially and economically.
A healthier Wales	Every school in NPT is a “Healthy School” and the county borough also has good participation rates in physical activity. The focus here is to place greater emphasis on emotional well-being to equip children and young people with the skills, behaviours and support they need. Additionally, parenting programmes will target those families most in need of support. The Council has good data to identify where there are differences in attainment and outcomes for children and young people of different backgrounds with programmes in place to address inequality and inequity.
A Wales of cohesive communities	There is a strong emphasis on ensuring equality and celebrating diversity across a range of activities. There is also recognition and work to address inequalities in all of its forms, whether in relation to statutory duties concerned with people of protected characteristics, inequality caused by disparities in

How this well-being objective contributes to the seven national well-being goals:	
	<p>income, or by virtue of whether children and young people are cared for by their own families or the council.</p> <p>Programmes to educate children and young people about personal and community safety are well-established but it is acknowledged that there is a need to continuously review our programmes to ensure that they remain relevant. For example, equipping children and young people to stay safe on-line has become a key area of focus given Child Sexual Exploitation, radicalisation and other on-line criminality.</p>
A resilient Wales	Children and young people are introduced to the importance of the eco systems and our environment through family focused activities in the natural environment. The benefits of taking part in these activities should increase well-being and a greater appreciation for the role the natural environment plays in their lives.
more equal Wales	Reducing inequality and inequity is a strong theme across the priorities that have been developed to support the achievement of this objective. There is a particular focus on children most at risk of an adverse childhood experience with the intention of strengthening prevention and early intervention work. There is also a commitment to building on our children's rights work to ensure that children and young people have a say in matters that affect them.
A Wales of vibrant culture and thriving Welsh language	The county borough has good rates of participation in physical activity and there are a wide range of cultural opportunities. There are plans to strengthen Welsh and bi-lingual education in both pre-school and full time education settings. The Council has a Welsh Language Promotional Strategy which supports the council's objectives to increase the number of people who can speak Welsh and who do so on a daily basis.
A globally responsible Wales	There are many ways in which the work set out in this well-being objective contributes to the wider world. For example, the technological investment through our 21 st Century Schools programme will transform the way in which children and young people access learning, bringing experiences from across the world into NPT classrooms, whilst also building skills fit for the future labour markets.

Case Study: SHEP (School Holiday Enrichment Programme)

Background: SHEP (School Holiday Enrichment Programme) organised by Neath Port Talbot Council's Youth Service and Catering Service is a school-based scheme that provides healthy meals, food and nutrition education, physical activity and enrichment sessions to children in areas of deprivation during the summer holidays.

During the 2020 summer holidays, more than 60 children attended SHEP which took place at Cymmer Primary School, Ysgol Bae Baglan and Llangatwg Community School. Each day, the children were organised into small groups and offered a range of activities with Sgiliau providing a range of sporting activities, the Council's Music Service providing sessions that included dancing, singing, writing and putting on "mini gigs" in addition to other activities by partners.

How does this work meet the [5 ways of working](#) of the sustainable development principle:

- **Long-term** – the project contributes to the long term vision of the corporate plan **well-being objective 1 - to improve the well-being of children and young people**. We have developed the project to ensure young people are emotionally and socially supported during the period of the project and contributes to the long term development of the children in terms of social and physical development. The project has been implemented for many years and is funded by Welsh Government.
- **Integration** – the project links with the corporate plan **wellbeing objective 1 - to improve the well-being of children and young people**, and other local delivery plans within the organisation. Other summer activities that are developed over the summer period take into consideration the SHEP programme in order to avoid duplication and provide a wide range of activities for children and young people in the community.
- **Involvement** – schools, senior management, physical activity teams, play and parenting teams, youth service, catering service, all work in an open culture where information is shared. Meetings have taken place in order to understand the needs of the project and to ensure robust processes are in place. Welsh Government are updated regarding progress and outcomes.
- **Collaboration** – The SHEP model is a partnership approach involving schools, health professionals, local authorities including Health and Safety officers and community sports staff and is based on the following ethos – 'Working together to promote healthy living, positive wellbeing and improve engagement with education and the school during the summer holidays' - Welsh Government
- **Prevention** – The project supports social skills and fine and gross motor skills for the children and young people. The project supports the children as a whole and therefore helps prevent mental health issues in the future. The project also helps working parents to be able to continue in the work place over the summer period and also promotes partnership working which helps other initiatives in the future. Feedback from parents and stakeholders ensures the project is fit for purpose and amended if required for future years.

Service user outcome: [School holiday programme hailed a success](#) : A parent whose child attended the programme commented: "I'd like to say thanks to the team this week for going ahead and providing this program within this school holiday and in these unprecedented times.

"Both my children have thoroughly enjoyed all activities provided and I definitely think this has helped in their motivation and confidence of getting introduced to comprehensive schooling."

Well-being Objective 1 – Progress during 2020/21:

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
1.1 Children in their early years will benefit from integrated and effective pre-school programmes that maximise their well-being and their readiness for learning	1.1.1	Step - We will implement the actions identified from our Childcare Sufficiency Assessment action plan, including implementation of Welsh Government programmes and making use of relevant funding to increase availability and quality of childcare	Amber
		<p>Step Progress:</p> <ul style="list-style-type: none"> • At the start of the pandemic, we established 8 hubs across the authority providing care for up to 250 children on a daily basis. • The Childcare Offer for Wales was suspended in April 2020 and the temporary Coronavirus Childcare Assistance Scheme (CCAS) was introduced for vulnerable children and children of key workers. 824 children in NPT were approved for CCAS. The Childcare Offer was reinstated in September 2020, with 806 active users by end April 2021. • Additional childcare grants were made available from Welsh Government, both revenue and capital, to support the sector during the COVID-19 pandemic. £234,925 revenue grants were paid to childcare providers (117 applications), and £154,323 capital grants (34 applications). • Online/virtual training for childcare providers continued through 2020/21. • A new childcare setting was opened in January 2021 on the grounds of Waunceirch Primary School, which was funded through capital grant from the Childcare Offer for Wales. Further childcare developments will be ongoing during 2021/22. • £75,000 additional funding from Welsh Government enabled us to provide a range of childcare session during the summer of 2020. 	

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status	
Page 42		<ul style="list-style-type: none"> £46,000 additional funding from Welsh Government enabled us to provide summer enrichment sessions targeted at pupils in year 5 and 6 from areas of deprivation. Sessions included physical activity, music and play and recreational activities. 2,413 full day childcare places provided across the borough. Whilst this is lower than our pre pandemic target of 2,450 for 2020/21, it is an increase of 78 places since 2019/20. Registered numbers have fluctuated through the year as a result of COVID-19. 		
	1.1.2	Step - We will review links between early years childcare providers and schools to ensure they are developed to support children's transition to school	AMBER	
		<p>Step Progress:</p> <ul style="list-style-type: none"> Due to COVID- 19, transition has been directly between individual settings and schools. Throughout 2021/22 a cluster based approach will be developed to complement ongoing ALN (Additional Learning Needs) cluster meetings. Early Years & Childcare Transition Officer is currently working with ALN Transition Officer on developing a protocol for NPT. When the ALN Code is published and the protocol is complete, training will be rolled out for all settings and cluster meetings will be implemented. 		
	1.1.3	Step - We will deliver a national programme and targeted intervention through the Bookstart programme to introduce literacy and numeracy for babies and young children	AMBER	
	<p>Step Progress:</p> <ul style="list-style-type: none"> Due to COVID-19 restrictions it has not been possible to hold any activities for children in libraries during 2020/21. Consequently the full programme moved online and was delivered via a dedicated Facebook group and through 			

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
Page 43		WhatsApp channels. Between these two platforms we delivered a series of recorded and live song and rhyme sessions and provided advice and signposting in relation to Bookstart packs, which were also distributed via libraries. In August we were able to deliver some outdoor sessions for adults and children at Victoria Gardens in Neath.	
	1.1.4	Step - We will work with partners to ensure that we target support to those children at risk of adverse childhood experience in the first 1,000 days of their lives	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> The Family Information Service (FIS) continued to provide information on services for children and families. During 2020/21, 1,543 enquiries were received by FIS, a 41% reduction on 2019/20. The Early Years Integration Pathfinder programme began delivery of pilot models to improve the co-ordination of services within the early years system. £214,000 was utilised across the NPT and Swansea region to deliver projects, including improving co-ordination of services in non-Flying Start areas, purchase of Wellcomm resources to support speech and language development, and workforce development to support early years physical literacy. Delays in the award of funding from Welsh Government (WG) meant that these did not start until October 2020. A new Child Development Fund was introduced by WG in October 2020 to support early years children whose development had been adversely impacted by COVID-19. £158,000 was awarded which funded projects including speech and language support for parents, early year's nutrition advice for health visitors, outdoor play opportunities, equipment and resources for children with an ALN. Additional funding has been committed to end of September 2021. 	

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
1.2 Families struggling to provide good parenting for their children will be provided with tailored support	1.2.1	Step - To target early intervention and prevention support to those families who need it, ensuring better local alignment and a co-ordinated approach to providing support to address child adverse experiences	AMBER
	<p>Step Progress:</p> <ul style="list-style-type: none"> Throughout the lockdown period we provided weekly payments of £19.50 to each FSM (free school meals) child whose family has registered for the payments. We continued to make payments during school holidays and 5,213 pupils claimed free school meals and £3.9 million in payments since 1st lockdown (upto 31st March 2021) 761 referrals were received for Families First services with 1,793 individuals accessing support. All elements of the programme continued through the year with providers adapting their support to be via telephone or remote platforms. The programme saw a higher level of families not engaging or ‘opting out’ than in previous years, which we believe to be as a result of the change to remote delivery. Many families have indicated that they will wait for face to face work to resume. Early Intervention and Prevention panel continued to meet during 2020/21, moving to Teams for weekly meetings. 1,363 referrals were received and discussed by panel throughout the year. Flying Start programme has continued with most elements of the programme delivered remotely – Teams, Zoom, What’s App, and increased use of social media. Approximately 1,700 children under 4 were engaged with at least one element of the programme. Both Flying Start and Families First parenting teams successfully delivered a number of online parenting courses, with some parents reporting that they would prefer this as an option going forward. Families First Youth Workers continued to support young people (including vulnerable young people referred to the service) throughout the pandemic via a range of methods including virtual sessions, meeting young people in their 		

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
		gardens, walk and talk sessions. Group work was very limited due to the pandemic. 479 young people accessed this service during 2020/21.	
1.3 Children of school age will be safer, healthier and engaged with their learning	1.3.1	Step - We will ensure communities are empowered to strengthen their own capacity to improve health and wellbeing and all children and young people can fully participate in a range of activities that promote their social, cultural, economic and environmental well-being	Red
Page 45		<p>Step Progress:</p> <ul style="list-style-type: none"> We continued to support 12 community based Youth Clubs which provides young people aged 11-18 with access to a range of educational, social and recreational activities. Throughout the pandemic the community based youth clubs were closed. We continued to support the young people by opening up virtual youth clubs using Microsoft Teams. The numbers of young people engaging with youth workers virtually was low. 137 young people accessed our virtual youth clubs. Cymmer Youth Club was opened up as a pilot for our youth clubs and proved successful with young people and plans are now in place to open the youth clubs over the summer holidays 2021 Seven young people from Neath Port Talbot have been recognised for their community volunteer work during the COVID-19 pandemic. Each received an '<u>Outstanding Contribution Award</u>' from Neath Port Talbot Council's Youth Service as part of International Children's Day 2020. We held a school holiday programme for more than 60 children. A new website has been launched for young people living in Neath Port Talbot. www.nptyoungpeople.co.uk 	

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
Page 46		<ul style="list-style-type: none"> • 46K additional funding from Welsh Government enabled us to provide summer enrichment sessions targeted at pupils in year 5 and 6 from areas of deprivation. Sessions included physical activity, music, play and recreational activities. • All Wales Play Opportunities Grant funding (139,939 capital, £22,951 revenue) was utilised to improve opportunities for children’s play. Twenty projects were funded, including improvements to fixed equipment sites and outdoor spaces, purchase of play packs for children with disabilities, and delivery of play sessions. • Percentage of children hooked on sport - No Quality data available for 2020/21 as all programmes have been closed for 9 out of 12 months due to COVID-19. 	
	1.3.2	Step - We will continue with our Strategic School Improvement Programme of school reorganisation to provide 21 st Century teaching and learning facilities and meet ‘secure by design’ standards	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> • Work progressed on the new £27 million home for Cefn Saeson Comprehensive School which has now been completed (phase one). Pupils moved into the newly built school on 7 June 2021 - press release. This project brings the total investment (Bands A and B) under the 21st Century Schools programme in modernising Neath Port Talbot’s school estate to £150m. • Swansea Valley school communities proposal to establish a new English medium 3-11 school consultation took place from 3rd November 2020 to 19th January 2021, and final determination is expected in September 2021. • Abbey Primary new build is on track to open in Spring 2022. • Ysgol Gymraeg Ystalyfera Bro Dur – completion is expected Spring 2022. 	

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
Page 47		<ul style="list-style-type: none"> Welsh medium Capital grant projects are all expected to be completed early summer or autumn 2021. 	
	1.3.3	Step - We will further develop our Welsh in Education Strategic Plan (WESP), so that we increase opportunities for more of our children and young people to be educated through the medium of Welsh and for pupils to become more proficient in speaking Welsh	AMBER
		<p>Step Progress:</p> <ul style="list-style-type: none"> Work has begun on drawing up the new 10 year WESP, it is expected that consultation with stakeholders will take place during the autumn term in 2021. Following the disruption enforced by COVID-19 the WESP forum met in July 2021 and discussed the new arrangements for WESP in Wales and began to plan for the coming year. Percentage of pupils assessed in Welsh at the end of Foundation phase - Foundation Phase assessments were not undertaken for the 2019/20 academic year due to COVID-19. 11.3% of pupils studied Welsh first language at year 11 for academic year 2019/20, which is just below target of 11.7% and just below the previous academic year figure of 11.4%. 	

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
Page 48	1.3.4	Step - We will pilot a Children's Community model in the Sandfields West ward	AMBER
	<p>Step Progress:</p> <ul style="list-style-type: none"> • An Early Years Engagement Officer post was established and filled in October 2020, funded throughout the Early Years Integration Pathfinder programme. The post aims to engage with hard to reach families and encourage their participation in early years services. Links are being made with partner agencies to help take this forward in 2021/22. • A local reference group has been established made up of community residents and a local Councillor, which will ensure we continue to understand the needs of the local community. Meetings have been held remotely through the COVID-19 pandemic. • Funding was received through the All Wales Play Opportunities Grant to improve the outdoor garden area, which will enable children to play in a friendly, safe, happy environment where they can learn new skills and enjoy being outdoors. 		
	1.3.5	Step - We will ensure that we effectively implement new statutory duties created by Welsh Government to benefit children and young people with additional learning needs	Green
	<p>Step Progress:</p> <ul style="list-style-type: none"> • The Additional Learning Needs (ALN) service continued to deliver its statutory functions. ALN officers were available throughout the pandemic, providing advice and guidance to families and schools and liaising with partners and the 		

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
Page 49		<p>service has continued to provide a comprehensive training menu for school staff and wider partners and provides accredited training courses for school and LA staff.</p> <ul style="list-style-type: none"> • All Headteachers, Additional Learning Needs Co-ordinators (ALNCOs), Chairs of Governors and governing bodies have been provided with training and workshops delivered by LA officers, to prepare them for their statutory duties and implementation programme for ALN reform. Schools have been provided with resources and an ALN Implementation Planning Document to support the transformation programme. This has been well received, and evidenced through evaluations. • The ALN Complex Needs Grant £355,051 was utilised to fund a range of activities for our children and young people with complex needs. This included facilitating a sustainable transition project between Ysgol Maes y Coed Special School and Neath Port Talbot College in preparation for our additional 16 to 25 years responsibilities for learners with ALN. This allowed pupils to access the college facilities and a wider range of qualifications, develop learner's independence and social skills together with providing an enhanced curriculum and skills programme in an alternative environment. This also further developed the expertise of college staff, while assisting early transition planning. This grant also provided indoor and outdoor sensory provision for pupils across our special school and specialist provisions attached to mainstream primary and secondary schools, along with specialist input from Occupational Therapy commissioned from the Local Health Board (LHB). • Opportunities were provided for outdoor learning across specialist settings, including Forest Schools and Coastal Schools, to support learners' mental, social, emotional and physical well-being and provide accredited training for schools. • Funding was also utilised to further enhance provision for pupils with ASD and other associated needs through professional development, further development of specialist IT provision for communication and engagement and ASD friendly outdoor and sensory experiences. This funding also provided an opportunity to deliver non - verbal 	

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
Page 50		<p>therapies including Play Therapy, Music and Art Psychotherapy. Initial work has been undertaken with 45 pupils with complex needs with a view to develop this expertise across specialist settings.</p> <ul style="list-style-type: none"> • The Inclusion Service has been the regional lead in a number of areas, ensuring the region is well prepared for reform. This has included the development and roll out of an Early Resolution and Dispute Prevention training package, which has been shared both regionally and nationally. • The Whole School Approach to Emotional and Mental Wellbeing Funding £125,694, has been utilised to develop a school based child therapy service, providing appropriate therapeutic intervention for children from school years 1 to 6, providing an additional 160 sessions of counselling per month. Additional counselling sessions for year 6 onwards has seen a significant reduction in waiting times for the School Based Counselling Service. • The Early Years Additional Learning Needs Liaison Officer has undertaken a range of activities to support colleagues within our Early Years Unit to review and revise pathways and funding arrangements to ensure clear routes for accessing support and securing sustainable funding models • All 11 statements of educational needs (SEN) that did not have exceptions where issued by the Council within 26 weeks. • In May 2020, we set up a new helpline for parents and carers of children with additional learning needs to offer support and advice at this unsettling time. 	
	1.3.6	Step - We will work with schools to ensure all learners are engaged with their learning and all schools move towards self-improvement	Green
	Step Progress:		

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
Page 51		<ul style="list-style-type: none"> • Using local authority and Welsh Government funding we provided 9,500 Chromebooks and 300 laptops to pupils to facilitate wellbeing support and engagement in learning and 940 laptops were purchased for teachers to develop blended and distance practices further and support them to provide pupils with live or recorded sessions • At the start of the school term in September 2020, 45K face masks were provided to pupils. • Teachers and pupils at Ysgol Hendrefelin were awarded a highly regarded <u>British Council National eTwinning Award and Project of the Year Award 2020.</u> • An online bank of resources and library was established on a range of COVID-19 issues including home learning, bereavement, anxiety, well-being and transition. • An inclusion service parent/carer telephone advice line was established and has supported 25 families since it went live in early May 2020. • We focused support for school-based staff on developing their information, communication and technology (ICT) skills further. Overtime, officers promoted the importance of meaningful and quality distance learning sessions to develop pupils' skill development and progression in learning. • Schools continued to develop their skills to be able to respond to pupils' work using varied techniques such as feedback apps. This contributed to both pupils and their families understanding more clearly the importance of engaging and making progress in developing their skills. Leaders held virtual assemblies to celebrate pupils' good work by presenting awards and certificates to further encourage a high level of engagement. • Officers and school-based staff supported pupils in Nursery and Reception, Year 6 and examination pupils by providing targeted distance learning provision. Officers and specialist support agencies worked collaboratively to support pupils identified as having additional learning needs by providing specific guidance and beneficial ICT resources to best meet their individual needs. 	

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
Page 5 1.4 Children and young people in need of protection, care and support will be protected and safeguarded and more of those children will be able to grow up in a		<ul style="list-style-type: none"> 57.8% (842 pupils of 1456 pupils) achieved 5 GCSEs at grades A*-C, or equivalent, including English or Welsh first language and Maths for 2019/20 academic, which is significantly higher than previous year (45.8%). The capped 9 score per pupil for Neath Port Talbot for the 2019/20 academic year was 369, higher than target and previous years figure of 342. Data for both the above attainment measures for 2019/20 academic year are based on a different method i.e. via teacher assessments due to COVID-19. Attendance at both primary and secondary schools was affected by the pandemic and academic year data for 2019/20 in this report was only collected up to 13th March 2020. Attendance up to this period at 93.3% for primary and 92% for secondary is broadly 1% below previous academic year. Attendance after this period was significantly impacted by the pandemic restrictions. 	
	1.4.1	Step - We will develop greater integration of working arrangements between Children & Young People and Adult Services	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> A planned formal launch of the Adults and Children's 'Single Point of Contact' (SPOC) did not take place due to the pandemic, however a publication and awareness raising of the new service model occurred during the Summer period of 2020 with referrals now being received via the integrated referral form. Calls and emails into the service are now being directed into the one team, as opposed to being directed to Adult and Children's Services respectively. One of the outcomes of a more integrated way of working has been the completion of timely, comprehensive assessments from the point of referral. The purpose of the SPOC service is to act as the initial contact for people who require information and advice relating to the health and wellbeing of children, families and adults. The Adult and 	

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
stable family setting		Children's SPOC will be further aligned as part of the remodelling of Adult Social Care, which is due to commence during 2021/22.	
Page 53		<ul style="list-style-type: none"> 97.7% of child assessments were completed on time during 2020/21 and have exceeded our target of 94%. We remain well above the All Wales average of 88.9% (latest data 2018-19). 	
	1.4.2	Step - With our partners, we will further develop our Family Support Strategy to ensure the right range and quality of services are in place to meet need	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> The impact of the pandemic during 2020/21 meant that we've had to modify ways of working with children and families, to become more creative and innovative. Partnership working and communication remained central to this approach. A scrutiny exercise of the caseloads and working practices with the Family Support Services was undertaken and a more goal orientated and outcome focussed way of working developed, which better meets service demand. This approach will be fully implemented from 1st April 2021. Weekly Resource Panel meetings continued to be held with multi-agency partners to ensure the best support is provided from the most appropriate resources, at a time that is right for the needs of children and families. A Regional Working Group has been set up with Swansea Family Support Services to ensure a more joined up approach is in place to support families with the right range and quality of services. A range of multi-agency training has been provided across the Family Support Services, to promote individual development and ensure best level of support is afforded to children and families. 	

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
Page 54		<ul style="list-style-type: none"> The Working Together Service continued to work closely with families during 2020/21 and in doing so, prevented the need for any children the service worked with during this time from being admitted into care. With the global pandemic still affecting all areas of life, our Integrated Family Support Services (IFSS) has continued to provide a focused approach to reaching families that require support with substance use concerns, so that the children in those families are given the right parenting to thrive. Ensuring we have a robust, rigorous and consistent Family Support Strategy in place to deliver the right range and quality of services to meet the needs of those children and families, support will continue to be a priority for the Service as we move into 2021/22. 	
	1.4.3	Step - We will undertake focused work with partners to improve access to the right support for children and young people who have poor emotional wellbeing/mental health	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> Peer review meetings takes place fortnightly, which provides a healthy discussion forum with partner agencies. Families that need to access further support are discussed, as well as any disagreements regarding decision making with a view of having a collective agreement and response. Child and Adolescent Mental Health Services (CAMHS) representation in peer review allows for case discussions to consider any emotional health and wellbeing support by either CAMHS or Early Intervention and Prevention (EIP) Service linked to CAMHS. Work is currently being undertaken on a regional basis to further develop the right emotional wellbeing and mental health support services. 	

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
Page 55		<ul style="list-style-type: none"> The Pandemic has had an impact on the emotional health and wellbeing of our children, young people and their families, the effects of which we are likely to see in the coming years, therefore this is something that we will need to consider further moving into 2021/22 and beyond. 	
	1.4.4	Step - We will further develop our in-house fostering service to ensure the sufficiency and stability of placements, including the development of arrangements for Special Guardianship Carers	AMBER
		<p>Step Progress:</p> <ul style="list-style-type: none"> Work has commenced during 2020/21 to map out the Special Guardianship Orders across the service and is being approached on a regional basis to provide consistency with assessments and support plans. This work is being undertaken as part of a review of fostering services and the wider Looked After Children's Strategy. However, the impact of the Pandemic meant a shift in priorities for the Service and as a result, this work will now continue during 2021/22. Work has also continued on the development of a revised LAC (Looked After Children) strategy. There continues to be close monitoring of the admissions into care along with reviewing the care plans of children already looked after. The LAC strategy will be finalised following the review of the fostering service. Percentage of children in care who had to move 3 or more times - This information is populated by Welsh Government from the LAC Census later in the year, therefore no data available as yet. 	

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
1.5 Young people leaving full-time education will have the opportunity to enter employment, training or further/ higher education	1.5.1	Step - The Council will provide work placement, apprenticeships and trainee opportunities for young people within its own workforce, in particular providing opportunities for Looked After Children	Green
	<p>Step Progress:</p> <ul style="list-style-type: none"> • During the 2020/21 period, the Council supported 40 apprentices of which 22 were modern apprentices and 18 employees accessed apprenticeship funding to upskill and develop. • Since September 2020 the Council has been putting in place arrangements to deliver the Government's Kickstart programme. This scheme provides funding to employers to create a 6-month job placement(s) for young people aged 16-24 who are currently on Universal Credit and at risk of long-term unemployment. The jobs will give young people the opportunity to build their skills in the workplace and to gain experience to improve their chances of finding long-term work. The Scheme arrangements were put in place in 2020/21 ready for placements to start in May 2021. Going forward into 2021/22 the Council will be offering over 50 kickstart placements to young people. • During 2020/21 although preparations were in place to support opportunities for young people, COVID-19 restrictions impacted on arrangements, and it was not possible to provide safe work placements for traineeships and opportunities for Route- 16 young people. As restrictions lift opportunities for these young people will continue to be sourced. • Number of apprenticeships on formal recognised apprenticeships schemes per 1,000 employees - 8.06 (40 apprenticeships) for 2020/21 compares to 6.72 (33 apprenticeships) in the Council on these schemes for 2019/20. 		
	1.5.2	Step - Youth Workers in Schools will support young people identified as being most at risk of becoming not in employment, education or training (NEET) to help them achieve a positive destination	Green

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
Page 57	<p>Step Progress:</p> <ul style="list-style-type: none"> The Legacy Youth Workers supported year 11 school leavers who have been identified as being most at risk of becoming NEET. 388 young people accessed the Legacy Youth Workers service over the 2020/21 period. The KIT and Cam Nesa teams continued to support young people aged 16-25 and have arranged placements into college, work based learning provision and employment. 201 young people received support from The KIT Team with 135 achieving a successful outcome. 131 young people received Cam Nesa Support. The 2.1% (target 3.1%) NEET figure is our lowest ever figure and this was achieved during the pandemic. Legacy staff and Careers Wales have worked hard on achieving this result keeping in touch and supporting young people through a range of COVID-19 safe interventions such as meeting people in gardens, virtual meetings, walk and talk sessions etc. 		
	1.5.3	Step - We will build on our work as Corporate Parents to ensure that all young people have suitable accommodation and support when they leave the care of the Council	AMBER
	<p>Step Progress:</p> <ul style="list-style-type: none"> Opportunities for care leavers have been impacted by the pandemic. Although the service has strived to maintain and support care leavers during what has been a difficult period for all, opportunities have decreased. This is an area where the local authority will need to focus attention as we start to return to normality and further opportunities become available for our care leavers. Percentage of care leavers who are in education, training or employment continuously at 12 months after leaving care was 44.4% and after 24 months was 41.9%. These figures are below target and significantly below previous year's results. 		

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
Page 58	1.5.4	Step - We will review our Youth Engagement Strategy	Red
	<p>Step Progress:</p> <ul style="list-style-type: none"> The Youth Engagement and Progression Framework is due for a national review and we will wait until this is carried out before we change our strategy. The Youth Support Team Multi Agency Group continued to meet virtually throughout the pandemic. Our youth service designed a new ‘how to cook’ course to inspire and teach young people how to cook during lockdown. Percentage of 11 - 19 year olds in contact with the Youth Service – 9.5% (1,395) of young people engaged with the youth service during 2020/21 compared to 45.8% (6,754) the previous year. The number of young people engaging with the youth service has been significantly reduced due to the pandemic and the closure of schools, youth clubs and group work. Young people struggled to engage with youth workers in the virtual world and our work focused on supporting those most vulnerable. 		
1.6 All children and young people will be helped to have a say in matters that affect them	1.6.1	Step - The Council will review its approach to Children’s Rights, ensuring that a rights-based approach is embedded across all of its services and functions	AMBER
<p>Step Progress:</p> <ul style="list-style-type: none"> Schools have been supported to embed a rights based approach. Before the pandemic 45 schools signed up to the UNICEF Rights Respecting Schools Award, this included all our secondary schools and special schools, with 3 schools achieving the gold award. 			

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
Page 59		<ul style="list-style-type: none"> • Childrens Rights is covered in training offered to schools, it is embedded in processes and any new strategies being developed. The directorate Participation Strategy was paused due to the pandemic. It is currently being reviewed in line with the new guidance on embedding a whole school approach to emotional and mental wellbeing, along with the new curriculum and ALN reform, which all have childrens rights as central. • Childrens rights, participation and the voice of children and young people were embedded throughout support offered to children and young people, in particular our most vulnerable. 	
	1.6.2	Step - All children and young people in need of protection, or who have been identified as in need of care and support, will have a say in decisions that affect them	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> • Bespoke questionnaires continue to be devised to support specific thematic audits and will be incorporated as part of the process where relevant. For example, the views of children and young people were sought as part of the Looked After Children's Assessment and Family Contact Audit. The findings from this audit were disseminated through to all teams and managers including the Looked After Children Team and Fostering Team. A further survey to gain the views from Adult Service Users on the support they receive from their allocated worker was also underway at the start of the COVID-19 pandemic, which unfortunately had to be deferred. However, extensive links are now in place between Quality Assurance and Engagement and Participation Teams with the Audit Programme for 2021/22 having a number of audits scheduled that involves feedback from service users, such as the COVID-19 response in Children and Adult Services and Exploitation/Youth Justice Service Audit. 	

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status	
Page 60		<ul style="list-style-type: none"> We will continue to review and make improvements to the way we collect service user feedback to ensure all children and young people have a say in decisions that affect them. 		
	1.6.3	Step - We will work with our Think Family partners to ensure children and young people can shape and develop services	Red	
	Step Progress: <ul style="list-style-type: none"> Engagement with children and families participating in Families First services was paused due to the pandemic. Re-engagement is planned for 2021/22 to help inform the future direction of the programme. Children and young people across Neath Port Talbot were urged to take part in a Wales-wide survey taking in their views on the COVID-19 pandemic. 			
	1.6.4	Step - We will encourage young people to exercise their right to vote and participate in local democracy	Green	
	Step Progress: <ul style="list-style-type: none"> On 6 May 2021, for the first time, 16 and 17 year olds could vote in Senedd elections. As part of our work from July 2020 onwards, we: <ul style="list-style-type: none"> ➤ Liaised with local schools and Neath Port Talbot College providing them with election resources for their online learning platforms; ➤ Had ongoing partnership working with Swansea University to encourage and promote student registration including specific activity around registration of qualified foreign students; 			

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
Page 61		<ul style="list-style-type: none"> ➤ Targeted messaging utilising the authority’s corporate social media platforms and website and local promotion of Electoral Commission and Welsh Government National Voter Registration campaigns scheduled for spring 2021. This included the ‘Welcome to your Vote’ campaign which commenced from March 2021 onwards and the ‘Got 5’ Campaign from April 2021; ➤ Continued engagement with local Black Minority Ethnic (BME) and Youth Stakeholder groups to enable ‘registration’ and ‘welcome to your vote’ messaging via various communication channels, assisted by Neath Port Talbot Council for Voluntary Services and NPT Youth Council. • Five members of Neath Port Talbot’s Youth Council have won a mock election that was hosted virtually by the Senedd in February 2021 as part of Vote 16 Week. • A new Youth Mayor & Deputy Youth Mayor were inaugurated at a virtual ceremony (due to the COVID-19 restrictions) on 10 December 2020. The new Youth Mayor has pledged to champion the rights of children and young people. The positions are elected annually by Neath Port Talbot’s Youth Council to give young people a voice and help them to have their say on local issues. 	
1.7 Children and young people are safe and feel safe	1.7.1	Step - 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 (Healthy Relationships For Stronger Communities Strategy)	Green
	Step Progress:		

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
Page 62		<ul style="list-style-type: none"> The annual Crucial Crew event for Year 6 pupils includes a suitable programme to increase awareness of domestic abuse. This event was not held during 2020/21 due to COVID-19, however during 2021/22 we have developed a virtual Crucial Crew which has been uploaded to the Hwb for all primary schools to access. Community Safety coordinate and support the Relationship and Sexuality Education (RSE) Group, which is chaired by the Senior Youth and Community Officer. This group has direct responsibility and oversight of the Healthy Relationship lesson being delivered in schools. Youth Practitioners delivers the Healthy Relationships and Sexuality Education (RSE) Lessons to young people within secondary educational settings in NPT. Youth Practitioners (RADS Advisors) raise awareness and support young people with healthy relationships within the Relationships Advice Drop in Service (RADS) throughout NPT Youth and college settings. Percentage of schools that have adopted suitable programmes to address violence against women, domestic abuse and sexual violence (VAWDASV) – Actual 98.3%, target 45%. All primary schools and almost all secondary schools are now delivering age appropriate Healthy Relationship lessons. 	
	1.7.2	Step - We will ensure all children and young people know how to stay safe when on-line	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> Extensive information and training has been supplied to schools and pupils in relation to on-line security and safety. The annual Crucial Crew event for Year 6 pupils includes a suitable programme to increase awareness of cyber-crime and online safety. This event was not held during 2020/21 due to COVID-19. Going forward, during 2021/22 we have developed a virtual Crucial Crew which has been uploaded to the Hwb for all primary schools to access. 	

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
Page 63	1.7.3	Step - We will ensure all Council services follow rigorous and consistent safeguarding practices	Green
	<p>Step Progress:</p> <ul style="list-style-type: none"> All staff are now working to the new All Wales Safeguarding Procedures with progress against implementation being monitored by the Safeguarding Board. Training material has been developed and rolled out by the training department. Robust, rigorous and consistent safeguarding practices will continue to be a priority for the service moving into 2021/22. Significant work has been undertaken to ensure a consistent response to safeguarding at the ‘front-door’ with Children and Adults Services now operating as one in response to safeguarding reports. A Self-Neglect Policy has been introduced across NPT through the Safeguarding Board and further work continues to ensure a robust and consistent response to all safeguarding reports. A decision-making tool is being trialled across Adult Services. A programme of Multi-Agency Audits stemming from the Safeguarding Board was undertaken to review the changes made as a result of the new procedures across children and adults services. Welsh Government Funding acquired to advance plans to develop a Family Group Conferencing Service. Further funding has been secured and the local authority has now commissioned a service and is now utilising Family Group Conferencing. All forms of exploitation (extra-familial harm) are now managed at the outset by the respective Area Teams, including Strategy Meetings for Child Sexual Exploitation, thus creating the space to embed the Contextual Safeguarding approach across practice. A toolkit is currently being piloted to support and strengthen the response to harm outside the family home. 		

Well-being Objective 1 Improvement Priority	Step ref	Step	RAG Status
Page 64		<ul style="list-style-type: none"> The percentage of re-registrations of children on the local authority child protection register has reduced from 13.9% in 2019-20 to 7.4% in 2020/21. The lower number of re-registrations may reflect better quality planning and support at the point of deregistration. 	
	1.7.4	Step - We will work with our partners to implement our Road Safety Strategy	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> There has been significant reductions across all our road safety corporate plan key performance indicators compared to 2020 Welsh Government targets. Please see page 4 of our full suite of performance indicators report. In March 2021, we received a road safety funding boost of over £1 Million from Welsh Government for 2021/2022. The pandemic had an impact on delivering road safety training across all age groups, however, despite the restrictions of the pandemic the Road Safety School Team moved their training online and when restrictions were lifted in Summer 2020 were able to deliver a range of training (mostly online) including Kerbcraft – Child Pedestrian Training for 5- 7 years olds to 737 pupils, Cycle Training to 81 pupils, education delivered to 4,186 3-11 year olds and over 100 secondary school pupils via Microsoft Teams and trained 11 newly qualified young drivers. We cascaded information to the public and schools via social media as a way of keeping the public safe and informed and we utilised the schools HWB system, to directly deliver worksheets and information to pupils, parents / carers and teachers. In addition, our Road Safety Manager’s hard work has been rewarded with a MBE (press release). 	

More detailed information with comments on performance is included within our **full suite** of performance indicators:

Performance Indicator	2018/19 Actual	2019/20 Actual	2020/21 Actual	2020/21 Target	Perf. RAG against 20/21 Target	Perf. RAG against 19/20 Actual
1 Well-being Objective 1 - To improve the well-being of children and young people						
CP/002 - Number of full day childcare places provided	2228	2335	2413	2450	 Amber	 Green
CP/003 - Percentage of children hooked on sport (based on number of occasions of participation per week = 3)	50.00	Data not collected	No data available due to Covid		N/a	N/a
CP/005 - PAM/007 - Percentage of pupil attendance in primary schools	94.14 17/18 AY	94.02 18/19 AY	93.33 19/20 AY	95.50 19/20 AY	 Amber	 Amber
CP/006 - PAM/008 - Percentage of pupil attendance in secondary schools	93.48 17/18 AY	93.46 18/19 AY	92.01 19/20 AY	95.00 19/20 AY	 Amber	 Amber
<i>Data reported in 2020/21 for primary and secondary schools relates to the 2019/20 academic year. Due to COVID 19, figures for the 2019/20 academic year are reported up to the 31st March 2020.</i>						
CP/007 - PAM/033 - Percentage of pupils assessed in Welsh at the end of Foundation phase	15.78 17/18 AY	16.63 18/19 AY	Not available	15.90 19/20 AY	N/a	N/a
CP/008 - PAM/034 - Percentage of year 11 pupils studying Welsh first language	12.85 17/18 AY	11.40 18/19 AY	11.33 19/20 AY	11.70 19/20 AY	 Amber	 Amber
CP/009 - PAM/029 - Measure 33 - Percentage of children in care who had to move 3 or more times	7.44	7.77	Available October 21	7.50	N/a	N/a
CP/011 - PAM/028 - Measure 24 - Percentage of child assessments completed on time	94.93	98.76	97.71	94.00	 Green	 Amber
CP/013 - PAM/046 - Percentage of young people who are NEET - Year 11 leavers not in education, training or employment (NEET)	2.90	2.15	2.12	3.10	 Green	 Green

CP/014 - Percentage of 11 - 19 year olds in contact with the Youth Service	35.03	45.75	9.47	44.00	 Red	 Red
CP/015 - Percentage of schools that have adopted suitable programmes to address violence against women, domestic abuse and sexual violence (VAWDASV)	12.12	13.64	98.33	45.00	 Green	 Green
CP/018 - Road Safety - Killed or seriously injured: Child casualties (0 -15 years) <i>Data is for calendar year i.e. 2020/21 data is for 2020 calendar year.</i>	1	3	0	WG Targets achieved	N/a	
CP/019 - Road Safety - Killed or seriously injured - Pedal cyclist casualties (All Ages) <i>Data is for calendar year i.e. 2020/21 data is for 2020 calendar year.</i>	3	0	1	WG Targets achieved	N/a	
CP/020 - Road Safety - Killed or seriously injured - Young Drivers (16 -24 years) <i>Data is for calendar year i.e. 2020/21 data is for 2020 calendar year.</i>	3	1	1	WG Targets achieved	N/a	
CP/108- PAM/032 - Capped 9 score	341	342	369	348	 Green	 Green
CP/109 -PAM/044 - Number of apprenticeships on formal recognised apprenticeships schemes per 1,000 employees	N/a New	6.72	8.06	No target set	N/a	 Green

5. Well-being Objective 2 – Progress in 2020/21

Well-being Objective 2: To improve the well-being of all adults who live in the county borough:

“Everyone participates fully in community life – socially and economically”



Page 67	How this well-being objective contributes to the seven national well-being goals:	
	A prosperous Wales	A key priority is to create/facilitate quality employment opportunities for local people. Whether by leveraging the purchasing power and influence of the council’s direct activities, or through its place shaping role, growing local employment opportunities and supporting people into work is a key aspiration of this Plan.
	A healthier Wales	Ensuring decent, affordable housing is another key area of focus, together with work to ensure more is done to enable people affected by domestic abuse, substance misuse or at risk of on-line criminality to protect themselves. There are particular plans for supporting people with more significant health and care needs, but refocusing practice to place emphasis on promoting independence.

How this well-being objective contributes to the seven national well-being goals:

<p>A Wales of cohesive communities</p>	<p>The importance of “community” is particularly emphasised in relation to the way the Council plans to meet the care and support needs of more vulnerable residents.</p>
<p>A resilient Wales</p>	<p>There is a strong emphasis on sustainability across a number of the priority areas, both in the way we plan to house our population and in the way we seek to secure the long term viability of our communities through ensuring quality employment opportunities for local people.</p>
<p>A more equal Wales</p>	<p>There is a clear focus on work to address inequality across people of all different types of backgrounds but also a firm commitment to take a rights-based approach not just in the way the Council meets its statutory education and social services responsibilities but across all of the Council’s work.</p>
<p>A Wales of vibrant culture and thriving Welsh language</p>	<p>The priorities seek to strengthen and develop the social capital of communities to ensure sustainability and resilience. This work will also ensure that the unique cultures of each community are respected, including work to extend daily use of the Welsh language and the preservation of the county borough’s rich heritage.</p>
<p>A globally responsible Wales</p>	<p>Procurement and regulatory activity will take proper account of the Council’s duty to act in a sustainable and responsible manner. The Council is signed up to the Ethical Supply Chains Programme. This makes a commitment to ensuring that the Council actively examines where it sources its goods and services from to ensure those arrangements are ethical.</p>

Case Study: *Neath Port Talbot Council's IDVA (Independent Domestic Violence Advisors) Service*

Background:

Neath Port Talbot Council updated VAWDASV Strategy 'Healthy Relationships for Stronger Communities' Strategy was approved by [Cabinet on 25 June 2020](#). The strategy has been developed in partnership with local service providers and survivors of VAWDASV to meet the requirements of the Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015.

The Act was introduced to improve arrangements for the prevention of gender-based violence, domestic abuse and sexual violence; improve arrangements for the protection of victims of such abuse and violence. The Act placed a new general duty on local authorities to have regard (along with all other relevant matters) to the need to remove or minimise any factors which increases the risk of violence against women and girls or, exacerbate the impact of such violence on victims.

The Strategy uses the nationally used term "Violence Against Women" which refers to the range of crime types which are predominantly, but not exclusively, experienced by women and girls. However the strategy also address the needs of everyone else affected by this agenda including abuse directed towards men and boys or other groups and individuals who experience these forms of violence.

Neath Port Talbot Council's IDVA (Independent Domestic Violence Advisors) team can help victims of domestic violence with appropriate safety planning to reduce the risk they face. This can include support through court processes, support to find alternative accommodation, target hardening (strengthening security) of their home, and help to access other support services.

Neath Port Talbot Council supported White Ribbon Day which was held on 25 November 2020. The UK-wide campaign which aims to raise awareness of male violence towards women. Last year, Neath Port Talbot Council became the first Council in England and Wales to introduce a "safe leave" policy which means victims of domestic abuse working for the Council have the right to take up to five days of paid "safe leave" enabling them to access support without having to sacrifice their pay or annual leave.

During 2020/21 we supported 437 high risk referral cases into the IDVA service.

How does this work meet the [5 ways of working](#) of the sustainable development principle:

- **Long-term** – *The Healthy Relationships for Stronger Communities Strategy is a three year strategy with a mixture of short term and longer term actions. The strategy focuses on future generations and ensuring we work with, support, and educate those of all ages and all backgrounds. The strategy has regard to the changing picture around all forms of Violence Against Women, Domestic Abuse and Sexual Violence, and how we can shape services going forward to better meet demand.*

- Page 70
- **Integration** – All aspects of the Healthy Relationships for Stronger Communities Strategy are developed and delivered in partnership, with a wide range of agencies, as well as with the involvement of survivors of abuse. Survivor involvement is absolutely critical in shaping services to support victims. They are best placed to tell us what works well, where there are gaps and how we can continuously improve. This work has specific steps within the corporate plan to deliver outcomes for **Well-being Objective 1: To improve the well-being of children and young people** and **Well-being Objective 2: To improve the well-being of all adults who live in the county borough.**
 - **Involvement** – During the development of the Healthy Relationships for Stronger Communities Strategy, stakeholder events and consultations were organised to ensure all relevant people and services were involved. This extends into the delivery of the strategy, ensuring all relevant partners are included in the work. Everyone is aware of their individual roles and how they best contribute to the varied elements of the strategy and its work.
 - **Collaboration** – Relationships with partner agencies are excellent. Over the past few years there has been a sustained effort to really build the partnership into its current strong position. All involved in this work do so collaboratively, bringing their expertise to the table to strengthen and improve our practices and/or research, ultimately working towards better services and outcomes for those affected by VAWDASV.
 - **Prevention** – The Healthy Relationships for Stronger Communities Strategy is heavily centred on the prevention of VAWDASV. We recognise that a lot of our work is victim centred, and rightly so, but we need to do more to tackle the root cause of the problem and hold perpetrators to account for their behavior and offer opportunities for them to change and make better choices. We are also focusing on education from a very early age, and whenever possible encouraging victims to seek help at the earliest possible time, before the violence and abuse escalates

Outcomes:

- [The IDVA team was recognised for its potentially life-saving work](#) at the 2021 High Sheriff of West Glamorgan Awards.
- The IDVA team, along with their counterparts in Swansea Council and South Wales Police's Domestic Abuse Unit, received an award for their partnership work in supporting victims of domestic violence throughout the pandemic.
- Feedback from an anonymous survivor of domestic abuse said: **“thank you for everything you have done for me, you’ve been such a big help since the start. I am grateful for that and appreciate everything so much.”**

Link to access information and support: <http://www.safernpt.org/1123>

Overall progress for Well-being Objective 2:

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
2.1 Local people can access sustainable, local, quality employment	2.1.1	Step - Support existing and new businesses to help create and sustain local employment opportunities for local people	Green
Page 71	<p>Step Progress:</p> <ul style="list-style-type: none"> • The economic development team have had a busy year during the pandemic with unprecedented levels of enquires. We significantly increased our support for existing business with 2,242 business enquires being assisted resulting in advice, information or financial support, significantly higher than the previous year of 728. We also processed 1,520 applications from small businesses for emergency funding on behalf of Welsh Government and received 320 Covid related enquiries from local businesses. • £47M COVID grants paid out to local businesses. • We urged local businesses to join our NPTBuyLocal campaign which is aimed at linking shoppers to businesses based within the county borough. With local restrictions in place in NPT from time to time during the pandemic, we want to continue to support local traders in any way we can. There are 290 businesses listed on the website. • 199 new business start-up enquires were assisted during 2020/21 - despite being lower than the pre-pandemic target of 340, this was expected as economic conditions were not favourable for new businesses and staff resources were allocated to administering applications from local businesses for emergency payments via the various Welsh 		

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 72		<p>Government grants schemes, introduced to coincide with the various lockdown periods. Despite this, the economic uncertainties of the past 12 months and team's inability to have face-to-face contact, we were still able to 'virtually' support a high number of local residents considering starting up in business. In addition, the economic development team administered Welsh Government's £5m start-up fund for new businesses which provided support to help new businesses deal with the severe impact of coronavirus.</p> <ul style="list-style-type: none"> • We held 9 'virtual' enterprise events during 2020/21 to provide support to local residents considering starting up their own business • Businesses within Neath voted not to renew the Neath Business Improvement District (BID) 'Neath Inspired'. Going forward this has the potential to impact local businesses as there may be less support in organising events such as the Music Festival, Food and Drink Festival and Real Ale and Cider Festival, there will no longer be a dedicated website and social media accounts promoting the town, events and its businesses and no BID Manager on hand to deal with day to day issues. This will probably lead to the Council's Town Centre Manager and the Business Team needing to fill the void that is left because of this decision. 	
	2.1.2	Step - Maximise strategic funding available to deliver employability programmes such as Workways+ and Communities for Work to assist economically inactive and unemployed to obtain and sustain employment	Amber
		<p>Step Progress:</p> <ul style="list-style-type: none"> • A new STU (Short Term Unemployed) service was launched to ensure short term unemployed people in South West Wales get the practical hands on support needed to get into work. The service can now support people that have been unemployed for a day or years, thanks to an additional investment of £3m EU funds provided through the Welsh Government. 	

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 73		<ul style="list-style-type: none"> • A virtual jobs fair arranged by Communities for Work Plus scheme took place on 4 June 2020. More than 30 jobseekers had the opportunity to speak to 17 different organisations that included a combination of employment support services and businesses. • We act as a gateway representative (local agent) for the Kickstart programme in the county borough, this is supporting young people to gain employment, and businesses to recruit with a financial incentive of the salary being covered for 6 months. • For 2020/21, 87 people participating in the Communities for Work scheme were helped back to work, training or volunteering and 258 people participating in the Communities for Work plus scheme were helped back to work, training or volunteering, both considerably lower than previous year partly due to the pandemic and partly due to Welsh Government changes in how information is recorded for these KPIs. • For 2020-21, the focus for Workways turned to supporting people remotely and ensuring unemployed people accessed the most appropriate support. 1,298 people were triaged by Workways and 58 people participating in the Workways + scheme were helped to progress back to work, training or volunteering, whilst below the target of 72 (achieving 81%) and below 2019/20, output of 127 was a massive achievement. Outcomes were affected by the pandemic specifically as the target audience for Workways are those with Work Limiting Health Conditions or a Disability therefore this period was a very difficult time to consider work, due the vulnerability of the individuals. 	
	2.1.3	Step -The Council will seek to avoid compulsory redundancies to the maximum extent possible	Green
		Step Progress:	

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status	
Page 74		<ul style="list-style-type: none"> We will continue our commitment to minimising compulsory redundancies and ensuring employment continuity for our employees by focusing on redeployment activities, utilising the Voluntary Redundancy Scheme, which is now an open-ended scheme since 17 September 2019, and limiting the number of posts which are advertised externally. There were 2 compulsory redundancies during 2020/21 compared to 9 in both the previous years. 		
	2.1.4	Step -Maximise employment and training opportunities for local people through community benefits and supporting new investments in the county borough	Green	
		Step Progress: <ul style="list-style-type: none"> 2,026 completed training weeks for apprenticeship, traineeships and work experience during 2020/21, a significant increase on 771 for 2019/20. Despite the COVID-19 situation, 2020/21 was an extremely busy year with 12 projects progressing at varying stages compared to 4 project the previous year. 		
	2.1.5	Step -We will promote social enterprise	Amber	
		Step Progress: <ul style="list-style-type: none"> We continue to support the 3rd sector voluntary organisations to assist, advise and inform the promotion of social enterprises. Unfortunately, as a result of the pressures of COVID-19, this objective has been delayed. This work is pivotal to the success of the various on-going community initiatives such as Building Safe & Resilient Communities, however, because of COVID-19, community pilot programmes had to be paused to allow us to focus on our safeguarding responsibilities. This will be revisited in 2021/22 as part of the ongoing development of Early 		

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
		Intervention Prevention (EIP) support within Adults Social Care. Our procurement processes also take into account the promotion of Social Enterprises.	
2.2 Local people can access quality affordable housing	2.2.1	Step - We will work with developers and partners to provide an adequate supply, mix, type and tenure of housing to meet the needs of the local population including the gypsy and traveler community in the right locations.	Amber
Page 75		<p>Step Progress:</p> <ul style="list-style-type: none"> The LDP (Local Development Plan) Review Report was approved at a meeting of full Council on 2nd July 2020 and subsequently submitted to Welsh Government (WG). The Review Report is a critical part of the review process and forms an integral part of the evidence base. The next step is for the Council to prepare a Draft Delivery Agreement (DA) which will, with agreement from the WG, formally set out the review timetable, the Community Involvement Scheme (CIS) and the resources the Council will commit to developing the Replacement Local Development Plan (RLDP). Since the commencement of the Review, the COVID-19 pandemic has restricted the movement of people, accessibility to public buildings and the ability to undertake public engagement events resulting in significant implications for setting the timetable for the RLDP. Whilst work has commenced on the preparation of the Draft DA, the CIS and the timetable for the RLDP, it cannot be finalised until the wider implications of the pandemic are known. Moving forward, this position will be kept under constant review as restrictions are lifted, and whilst the formal commencement of the review process will now be delayed, work on the LDP evidence base will continue to progress as planned. 	

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 76		<ul style="list-style-type: none"> • Delivery of new affordable homes for previous years remains significantly below the LDP target. The rate of affordable housing delivery has been influenced by the low levels of market housing delivered in recent years and due to issues with viability. These issues will be addressed through the LDP review. 2020/21 data is currently being collected and assessed for inclusion within the LDP Annual Monitoring Report (AMR) to be published in October 2021. • There is currently no unmet need for gypsy and traveller pitches within the county borough. The extension to Cae Garw (11 new residential pitches) was completed in 2016. The 2016 Gypsy & Traveller Accommodation Assessment (GTAA) found that there was a sufficient number of pitches to meet the needs of the community in Neath Port Talbot up to 2021. A new GTAA survey is planned to determine the need beyond 2021 • Our Housing Renewal Team has now installed more than 60 free central heating systems thanks to the Warm Homes Fund. Since launching, the Neath Port Talbot Council managed scheme has funded more than £450,000 worth of installations and energy saving measures across the county borough. • During 2020/21, 2 long term problematic properties were brought back into use by direct action by the Council. This work was impacted by the pandemic. • Neath Port Talbot Council has entered into a provisional agreement with Persimmon Homes West Wales to build almost 140 houses on the site of the former Afan Lido Leisure Centre on the Aberavon Seafront. • Data for the percentage of empty private properties brought back into use was not collected due to the current COVID-19 situation. 	
	2.2.2	Step - Working with strategic housing partners we will continue to prevent homelessness	Green
		Step Progress:	

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 77		<ul style="list-style-type: none"> 66.7% (226 of 339) of households were successfully prevented from becoming homeless (Corporate Plan Key Performance Indicator target: 60%), compared to 51.5% for the same period of 2019/20. Permanent accommodation was secured for 258 homeless individuals or households. Due to urgent changes in legislation at the end of March 2020 as a result of COVID-19, temporary accommodation demand has increased by 140% in comparison with the usual average and new accommodation sites have had to be sourced. This includes an additional 18 RSL (Registered Social Landlords) units which are on short term leases initially but reviewed regularly in line with the demand. Regular liaison meetings take place with RSL's both at management and operational levels to ensure continued communication and that all processes reflect the new level of demand. This ensures that RSL's and Local Authorities are working in the most efficient way possible when working towards rehousing vulnerable individuals. Due to the ban on evictions, successful prevention was higher than predicted. However, a further increase in demand is expected when the ban is lifted in summer 2021 and prevention tools for that will be determined at that time alongside discussions with RSL's to eradicate evictions into homelessness. 	
	2.2.3	Step - We will target available funding to provide effective housing support for people identified as in need of additional help and support	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> Due to the increased demand as a result of COVID legislation changes, there has been a requirement to increase resources within the Housing Options service to meet that demand. An increase in the Housing Support Grant (HSG) has enabled the service to do that, 13 additional posts have been approved and recruitment will be finalised by end of summer 2021. This includes additional capacity for both prevention work and support within the service. There are 	

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status	
Page 78		also new projects funded via the HSG where partners will deliver specialist support which will assist Housing Options in meeting their statutory requirements.		
	2.2.4	Step - We will continue to provide Disabled Facilities Grants within the limits of the funding available to the Council	Amber	
		<p>Step Progress:</p> <ul style="list-style-type: none"> The delivery of Disabled Facilities Grants (DFG's) has been disrupted by the COVID-19 pandemic during 2020/21. There were sustained periods of inactivity due to the numerous COVID-19 lockdowns and shortages in the supply of materials and labour have also caused significant delays. This resulted in increased time taken to deliver a DFG from an average of 196 in 2019/20 to 363 in 2020/21 and a reduction in the number of completed DFG's from 212 in 2019/20 to 97 in 2020/21. The target for 2020/21 was 230 average days to complete a DFG. The demand for DFG's also reduced as people were shielding and in lockdown and didn't contact the authority. This demand is expected to come into the service in 2021/2022, additional to the normal demand. 		
2.3 People are safe and feel safe	2.3.1	Step - We will make early intervention and prevention a priority to reduce the number of repeat victims and reduce the number of high risk cases (Healthy Relationships For Stronger Communities Strategy)	Amber	
		<p>Step Progress:</p> <ul style="list-style-type: none"> Following a delay due to COVID-19, the updated VAWDASV Strategy 'Healthy Relationships for Stronger Communities' Strategy was approved by <u>Cabinet on 25 June 2020</u>. The strategy has been developed in partnership with local service providers and survivors of VAWDASV. 		

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 79		<ul style="list-style-type: none"> • Neath Port Talbot Council Community Safety Team <u>co-ordinated the White Ribbon Day</u> campaign which was held on 25 November 2020. This was largely virtual due to COVID-19 restrictions, however for 2021 it is hoped we can hold face to face engagements with members of the public. • Neath Port Talbot Council’s IDVA (Independent Domestic Violence Advisors) team has been recognised for its potentially life-saving work at the 2021 High Sheriff of West Glamorgan Awards (<u>press release</u>). • During the COVID-19 pandemic, nationally there was a significant increase in disclosures of domestic abuse across all services, and this was widely anticipated. There was a 40% increase in referrals to the IDVA (Independent Domestic Violence Advisors) service during the pandemic. This service supports those at highest risk. • During 2020/21, 37% of incidents of the highest risk domestic abuse were repeat victims, which is higher than our target of 33% but lower than the previous two years. During the first six months of 2020/21, despite seeing a rise in the number of cases to the IDVA service, many of our repeat victims were not in contact. There is a piece of work for the service to do in order to understand the reasons for this. In the latter part of the year, the number of known, repeat victims accessing the service increased. • In addition please see case study on page 49 and 50. 	
	2.3.2	Step - We will support and protect people who are vulnerable to being drawn into terrorism and extremism	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> • The NPT Channel Panel has been developed to ensure the authority is able to support those who have been identified as vulnerable to radicalisation. This Panel is coordinated and supported by the Community Safety Team, and chaired by the Principal Officer for Safeguarding. The Community Safety Partnership works closely with South Wales Police and WECTU (Wales Extremism and Counter Terrorism Unit) to ensure referrals are appropriately assessed. Relevant 	

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 80		low level cases are discussed at Channel, with higher risk cases being dealt with by Police. Cases discussed at Channel are then offered, where appropriate, support from a Home Office accredited intervention provider, with regular progress updates being shared. Channel Panel is accountable to the Regional CONTEST Board and Community Safety Partnership.	
	2.3.3	Step - We will continue to monitor anti-social behaviour across the county borough in collaboration with our community safety partners and ensure effective response when required	Amber
		<p>Step Progress:</p> <ul style="list-style-type: none"> The Paws on Patrol scheme increased its membership by 96 during 2020/21 and now has 1,100 members signed up to the scheme. Community conscious dog walkers help their local neighbourhood by being the eyes and ears of the community and report issues such as Graffiti, Dog Fouling, Faulty Street Lighting, Fly Tipping, Anti-Social Behaviour (ASB) and Criminal Activity. The Safer NPT Partnership believes that the 1000's of dog walkers within the county borough can play an important part in keeping neighbourhoods safer and cleaner. During most of the first lockdowns usual ASB had not been prevalent, however all COVID-19 breaches were classed as ASB – so the Community Safety Team then formed part of the Regional Joint Enforcement Team with South Wales Police and Swansea Council. Upon lifting restriction we saw an increase in incidents, particularly in our town centre areas. There was a serious concern regarding under reporting, as the picture portrayed on social media was not reflected in police or council statistics. The Community Safety Partnership continues to work hard to encourage reporting of incidents through to the right agencies. Specific sub groups have been setup to deal with particular issues of ASB, including Neath Town Centre, Port Talbot Town Centre and Briton Ferry. These meetings are well attended by relevant partners and supported by relevant 	

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 81		Ward Councillors and Cabinet Members. The groups look at targeted action plans to address concerns, including longer term more strategic actions, where relevant.	
	2.3.4	Step - We will work within the Area Planning Board (APB) Partnership to implement the Commissioning Strategy for Substance Misuse Services, prioritising the reduction of drug-deaths, improving service responses for people who have co-occurring mental health and substance misuse issues; and supporting the introduction of new minimum unit price legislation	Amber
		<p>Step Progress:</p> <ul style="list-style-type: none"> • In February 2020 the APB agreed to commence a transformation project to work towards implementing a fully integrated public health substance misuse service model. The APB team has also carried out some service reviews and has implemented a number of changes to provision to plug gaps such as a new first point of contact service, increase in the number of prescribing places, introduction of a new rapid access prescribing service. • <u>Prioritising the reduction of drug-deaths</u> - There has been a significant reduction of activity across the Needle and Syringe Programme in Western Bay. At present it is impossible to tell whether the significant decrease in engagement has been due to the pandemic. This will be analysed and evaluated in more depth through 2021/22. • During the pandemic we saw the use of prescribed, illicit and novel benzodiazepine type drugs increase significantly to problematic levels appearing in a large majority of our fatal and non-fatal drug poisoning cases. • The Swansea Bay University Health Board was tasked with leading on the development of a revised Co-occurring Strategy. This work commenced in 2019 and an action plan and task force were established to take this forward. However due to COVID-19 the Health Board alongside other statutory and non-statutory organisations made a decision to stand down all non-essential projects and programmes to divert resources into the COVID-19 response. 	

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 82		<ul style="list-style-type: none"> • 22 APB commissioned substance misuse services were successfully maintained in the year (target 21). • 72 monitoring visits undertaken (many of which were done virtually due to the pandemic) to APB commissioned substance misuse services. • The service utilised 100% of its 2.9M budget supporting over 3,000 service users during 2020/21 with 1,466 being new service users (figures are for Western Bay - Swansea and NPT). • The Drug Poisoning Task Force continued to meet during the year and 64% of non-fatal overdose cases were followed up with contact from the outreach and engagement services to provide harm reduction advice and guidance. The task force also maintained their reviews of fatal cases and made 5 recommendations during the year. The fatal drug poisonings for Swansea Bay have risen compared to 2019. • The minimum unit price (MUP) legislation has been fully implemented by WG across Wales. During 2020/21 the Harm Reduction Lead worked with Trading Standards to ensure that local retailers were fully aware of the implications of the MUP bill on selling alcohol in their stores. Work was also undertaken with service providers to ensure that they were made aware of any changes to referral rates, nature of referrals that the bill may have on their alcohol service users. <p>Some achievements during the year:</p> <ul style="list-style-type: none"> • Morriston General Hospital is the first hospital in Wales providing naloxone to people at risk of overdose. • Development of a Local Drug Information System (LDIS) Model to allow for concise and accurate drug alerts and harm reduction messages to be circulated across the region. • Naloxone distribution in Western Bay - During 2020/21 Western Bay recorded only a 6% decrease in naloxone distribution which an excellent result given the pandemic. 	

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 83		<ul style="list-style-type: none"> Creation of The Newid website - The website offers a central point of information on how to access services. 	
	2.3.5	Step - We will work with our partners to implement our Road Safety Strategy	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> Police recorded road accident and casualty numbers throughout most of 2020 were affected by the COVID-19 pandemic which saw restrictions on how, where and why people could travel within Wales. The restrictions generally resulted in reduced traffic volume for all types of motorised vehicles. The fall in traffic volume consequently led to a decrease in road accidents and casualties. In Neath Port Talbot there was a 44% reduction in police recorded road accidents between 2019 and 2020. Analysis of police recorded accidents in Neath Port Talbot (all severities) show a steady year on year decline since 2015. There were 216 recorded accidents in 2015 and 82 in 2020. Motorised traffic in Wales decreased by 23.4% compared with 2019, the largest decrease out of the UK countries. The easing of restrictions during 2020 enabled some training to resume for a short period. During this time the following delivered training included: 51 people for Dragon Rider Cymru (Enhanced Motorcycle Scheme), 89 people attended Adult Cycle Training and 249 signed up to the Cycle to Work Scheme in 2020 amounting to over 800 staff since 2014. The Dragon Rider Cymru scheme is an Enhanced Motorcycle Rider scheme, developed by Neath Port Talbot's Road Safety Team in 2010/2011, it is accredited by the Driving Vehicle Standards Agency (DVSA) and supported annually by Welsh Government grant as part of its drive to reduce motorcycle casualties across Wales. The scheme, adopted by other local authorities across Wales, seeks to develop a rider's skills, knowledge and confidence. <i>Feedback from attendees shows Dragon Rider Cymru is a highly valued scheme with frequent user feedback such as: "Just though I'd</i> 	

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 84		<p><i>reach out after a month of riding and tell you how much I've benefited from attending the Dragon Rider course. I enjoyed the day immensely and continue to build my skills; as a new rider I gained far more than just riding to take the test. Can you also send on my thanks to the instructors as they were very professional and their feedback was both helpful and constructive. I enjoyed the whole day tremendously, gaining valuable knowledge and will be recommending to all my fellow biker friends!"</i></p> <p>In addition please see progress of Step 1.7.4 above.</p>	
	2.3.6	Step - We will work with our partners to ensure those with the most complex needs are safeguarded, strengthening our vulnerable adults safeguarding arrangements	Amber
		<p>Step Progress:</p> <ul style="list-style-type: none"> • We continue to work towards streamlining the Adult Safeguarding Pathway to bring consistency across Children's and Adult Services. All Safeguarding Reports received on closed cases are now responded to at the front door up until determination of the s126 enquiries (Safeguarding enquiries are made under section 126 of the Social Services and Well-being (Wales) Act 2014). • All open cases continue to be overseen by the Adult Safeguarding Team. • The Corporate Safeguarding Group and Safeguarding Board are now tracking all Safeguarding training across the local authority. Further training material will be developed in due course to respond to the launch and implementation of the Liberty Protection Safeguards in March 2022. A working group has been set up under the Safeguarding Group to oversee this work. 	

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 85		<ul style="list-style-type: none"> Quality Assurance for Adult Services is overseen by the Quality Practice Strategic Group (Local Authority) and the Safeguarding Board. The audit programme specific to Adult at Risk (AAR) was disrupted as a result of COVID-19 but this is now on track with S126 enquiries and Case conferences next in line to be audited. 	
	2.3.7	Step - Food premises are regulated to ensure that the food provided is fit for human consumption and the premises from which it is sold are hygienic	Red
		<p>Step Progress:</p> <ul style="list-style-type: none"> Just 14% (51 of 367) of high risk businesses that were liable to a programmed inspection were inspected for Food Hygiene during 2020/21. Ordinarily 100% of these premises are visited in the year. Most of the Food & Health Protection team were tasked with supporting infection control efforts for Care Homes and for the Regional Test Trace & Protect (TTP) service, leaving a very depleted resource to undertake Food Hygiene inspections, however, this was in line with a modified expectation from the Food Standards Agency. Some element of back filling of posts via Locums was achieved, although the demand for Locums far exceeded availability. 2020/21, 96% (959 of 999) food premises meet food hygiene standards in the county borough i.e. have a Hygiene Rating of 3, 4 or 5. Our target for 2020/21 was 95%. During the COVID-19 pandemic, not all premises were routinely inspected, but any food premises who requested a statutory re-score assessment were prioritised, and this has led to a slight increase in performance. 	
	2.3.8	Step - We will investigate breaches in the integrity of the food chain, from farm to fork (feed, animal health and food standards)	Amber
		<p>Step Progress:</p>	

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 86		<ul style="list-style-type: none"> 3 of 6 (50%) of high risk inspections for Animal Health were carried out during 2020/21 due to the pandemic lockdowns, restrictions and spread of the new variant (Kent variant), ordinarily all would have been inspected. Telephone and internet based inspections and monitoring were carried out to establish levels of compliance, albeit in a limited way. Inspections outstanding from 2020/21 will be rolled over to the new financial year. Physical inspections recommenced from 1st April 2021. 85.4% (35 of 41) of detected breaches in animal health, feed and food standards that have been rectified (target for the year was 80%). Despite the lockdown, staff were able to carry out reactive work, responses to complaints and intelligence received. The consultant hired to fill the staffing gap caused by sickness and maternity leave identified many breaches and these were passed to NPT officer staff to investigate. 	
	2.3.9	Step - Working with partners and protecting the public, we will investigate significant breaches of consumer fraud, product safety and age restricted sales detected proactively or reactively	Amber
		<p>Step Progress:</p> <ul style="list-style-type: none"> 8 of 23 (35%) of high risk inspections for businesses were carried out during 2020/21 due to the pandemic lockdowns, restrictions and spread of the new variant (Kent variant), ordinarily all would have been inspected. Telephone and internet based inspections were being carried out to establish levels of compliance, albeit in a limited way. Inspections outstanding from 2020/21 will be rolled over to the New Year. Physical inspections recommenced from 1st April 2021. 37% (7 of 19) breaches in consumer fraud investigations successfully concluded. There has been a recent surge in "green deal" scams, an increase in counterfeiting activity on social media and a rise in rogue trader style breaches. Many of these investigations are still ongoing. We issued advice to residents and to be vigilant when accepting offers 	

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 87		<p>from people posing as legitimate waste disposal businesses on social media, the advice is particularly relevant during COVID-19 emergency lockdown restriction periods when many may start garden and home DIY projects.</p> <ul style="list-style-type: none"> Trading Standards Wales has joined forces with the charity Crimestoppers to provide a service which enables members of the public to provide valuable information to help keep communities safe and healthy anonymously. Trading standards successfully prosecuted a number of traders including a home improvement business and two fraud investigations relating to used cars have been concluded resulting in refunds to the complainants. 	
	2.3.10	Step - We will work with all stakeholders to deliver a safe and sustainable built environment	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> We ensured that all controlled building work meets the requirements of the Building Regulations to safeguard the health and safety of people in and around buildings. Due to the nature of the work we continued to provide cover throughout 2020/21 relating to dangerous structures and building regulation applications continued as normal. Due to the pandemic, physical site inspections were limited to statutory notifications only, however all other inspections were carried out remotely with the use of photographs and video evidence. 98.7 % of building control 'full plan' applications are checked within 15 days 94.9% of 'full plan' applications were approved first time 	

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
2.4 People unable to work can maximise their income	2.4.1	Step - People will be supported to receive the UK Government benefits they are entitled to	Green
Page 88	<p>Step Progress:</p> <ul style="list-style-type: none"> We continue to update our website to ensure we give relevant advice in relation to Housing Benefit, Council Tax Support and Discretionary Housing Payments. Use of digital channels is continually encouraged in contact with residents. The availability of support is also promoted on all relevant documentation and signposting to support agencies is also provided. An additional 500 claimants received Council Tax Support during 2020/21. We administered the Welsh Government's £500 COVID-19 Self-Isolation Scheme and the £500 Social Care Bonus Scheme. 99.8% of benefit grants are correctly granted and on average throughout the year it takes 3.1 days to assess new claims and changes of circumstances, which is well below our target of 6 days. 		
	2.4.2	Step - We will implement the Welsh Government's Scheme to relieve the Council Tax burden on those with the lowest income	Green
	<p>Step Progress:</p> <ul style="list-style-type: none"> Provided £19.3M Council Tax support to 17,552 households (maximum number of claimants during 2020/21). In addition, following the 2021/22 budget consultation during 2020/21, we listened carefully to what people had to say and it was clear that financial concerns over the proposed rise in Council Tax were one of the main issues people 		

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 89		had with our proposals. We were able to reach a position in which we could lower the proposed Council Tax increase to 2.75%, one of the lowest in Wales.	
	2.4.3	Step - We will implement the new pay and grading structure for staff which will help to raise the net income of those who are the lowest paid	Green
	<p>This work was completed in 2019/20 - The National Joint Council for Local Government Services (the NJC) confirmed in April 2018 that agreement had been reached between the National Employers and the NJC Trade Unions Side on rates of pay applicable from 1 April 2018 and 1 April 2019. A full equality impact assessment was carried out on the preferred pay model (agreed by the Trade Unions locally) and this was sent to the Trade Union Regional Officers, with no adverse comments being received. We implemented the new LGS pay spine, fully equality proofed by 1 April 2019.</p>		
	2.4.4	Step - We will work with Chwarae Teg to understand why we have a gender pay gap and what we could do to close that gap	Green
	<p>Step Progress:</p> <ul style="list-style-type: none"> • Since 2019, the Council has worked with Chwarae Teg, as a member of their Fair Play Employer Scheme. Our Gender Diversity Action Plan, which includes key actions that focus on low paid women in the Council, as achieving gender balance amongst the lowest paid employees, is key to eliminating the gender pay gap. In recognition of this work, the Council was delighted to be nominated for the FairPlay Employer Award in Chwarae Teg's Womenspire Awards 2020, reaching the final shortlist of 6, out of hundreds of entries. • Over the last year, the Corporate Training team have worked with Chwarae Teg to implement online Career Development sessions for lower paid women, aimed at increasing skills and confidence. Sessions included: Work Smarter Not Harder, How to say no brilliantly, Speak Up, Stand Out, Change your thinking, Get Results and Managing 		

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 90		<p>Challenging Behaviour. 83 employees completed this course. An online session for men was also held, 'Men and Gender Diversity'.</p> <ul style="list-style-type: none"> Importantly, the Council's gender pay gap is reducing. In 2017/18, we reported a gender pay gap of 4.17%. In 2018/19 and 2019/20, we reported a gender pay gap of 3.93%. In 2020/21, we reported that our gender pay gap had reduced further to 3.44%. 	
	2.4.5	Step - We will commission research to identify the impact of the welfare benefit reforms being introduced by UK government on local people and work with partners to identify how we can alleviate financial hardship	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> Policy in Practice were commissioned in April 2019 to develop a low income family tracker for Neath Port Talbot. Based largely on housing benefit and council tax support claimant information the tracker is updated on a quarterly basis to identify low income households. This data is regularly monitored to ensure we understand the vulnerabilities and are able to inform strategic planning whilst providing suitable support to those in most need. A contract has been renewed with Policy in Practice for the provision of the tracker for the 2021/2022 period. 	
2.5 People who need care and support will be	2.5.1	Step - We will further develop the "front door" to social services, ensuring that we provide a coherent, information, advice and assistance service	Green

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
helped to develop their resilience, accessing support from within their community. If their needs can only be met by social services they will receive services which are personalised		<p>Step Progress:</p> <ul style="list-style-type: none"> • A single referral form has been finalised for use by both Children and Young People Services and Adult Services. This referral form emanated from a collaboration between cross-sections of Social Services and Health staff. The form facilitates the opportunity to capture adult safeguarding concerns (these were previously recorded separately). The single referral form was launched on 4 February 2020 and began to be implemented across partner agencies. • The formal launch of the Adults and Children’s ‘Single Point of Contact’ was due to take place on 1 April 2020 but it was delayed due to COVID-19, however a publication and awareness raising of the new Service Model occurred during the summer period of 2020 with referrals now being received via the integrated referral form. Work has continued to take place in order to integrate the front door service as much as practicably possible and communications have been released to stakeholders so that they are aware of our integrated referral form and contact details. The service has also moved to a single integrated telephone number and email address to respond to all referrals into Social Services. 	
	2.5.2	Step - We will develop the home care and residential care provision for older people to ensure that there are enough quality placements available to meet local need	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> • 33 care home beds were block purchased to support hospital flow at the beginning of the pandemic. • Weekly provider meetings took place in 2020/21 to support the care market and daily contact was maintained with providers that experienced a COVID-19 outbreak. • Processes were established in order to provide the care sector with additional Welsh Government Funding to support additional cost pressures arising from COVID-19. 	

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
		<ul style="list-style-type: none"> • A process for distributing PPE to the care sector was established. • A volunteer's register of people within the directorate was established in order to support care providers with acute staff shortages arising from COVID-19. • A regional commissioning group was established to support the sustainability of the sector. • Contingency plans for services were developed to ensure continuity of care services throughout the pandemic. • All domiciliary care staff (in-house & external) are now registered with Social Care Wales and 200+ COVID-19 trained homecare staff undertook 10,700+ monthly visits to service users 	
Page 92	2.5.3	Step - We will further develop our intermediate care services to enable more people to retain and regain their independence by implementing the hospital to home recovery model	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> • Hospital 2 Home model was reviewed during the pandemic and re-launched into Rapid Discharge based on the Discharge to Recover and Assess model. • In July 2020, a multi-disciplinary team was established to triage and screen all hospital referrals into the local authority to ensure people are seen by the right service at the right time and hospital discharges are safely supported. Between July 2020 – March 2021, we have supported 571 hospital discharges. • Due to the COVID-19 pandemic, no data is available for the rate of people kept in hospital whilst waiting for social care. 	

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 93	2.5.4	Step - We will further develop our progression-based model of care for people with mental health needs, learning disabilities and physical disabilities	Green
	<p>Step Progress:</p> <ul style="list-style-type: none"> • A progression pathway working group meet to look at how to support people’s progression into more independent living services and ensure that we commission the right care models. • We continue to work with RSLs (Registered Social Landlords) and providers to develop new care models that better support progression. • We have established 3 units of supported accommodation for people with mental ill health and 2 people were moved into this scheme in 2020/21. • Work is progressing to develop a specialist supported living service for 3 people with complex ASD needs. • A provider has been commissioned to deliver care in the new extracare service that is anticipated to go live in 2021/22. • We developed a unit for emergency placements. • Our employment and training service for adults with disabilities known as Bspoked Enterprises, supported service users during the lockdown period by carrying out quizzes, games, support chats and virtual learning sessions. Plus, staff have been making weekly video chats and phone calls to check on their general welfare. 		

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 94	2.5.5	Step - We will review the services we provide for people with the most complex needs to ensure that they remain fit for purpose	Green
	<p>Step Progress:</p> <ul style="list-style-type: none"> • The Commissioning for Complex Needs Programme (Regional approach) continues with its agenda to deliver on a shared approach for commissioning, procurement and market arrangements for meeting the needs of individuals with complex needs which includes: <ul style="list-style-type: none"> ➤ Regional brokerage system for mental health and learning disability services in place to secure good quality care at a sustainable cost ➤ Development of supported living schemes – growth in capacity and in models of service delivery to meet the needs of growing population of young people in transition ➤ Links with commissioning to develop models of service delivery and identifying gaps to support the changing needs/priorities of those individuals we support with a focus on progression based model of service as well as specialist good quality provision for learning disabilities and mental health • We continue to measure outcomes for people with the most complex needs on a case by case basis and the focus remains on quality outcome assessments, care planning and reviews. 		
2.6 People will be able to have their say in matters that affect them and	2.6.1	Step - We will implement the Regional Joint Carers' Strategy with our health partners	Green
<p>Step Progress:</p> <ul style="list-style-type: none"> • Neath Port Talbot Council invited residents to join in Carers Week (8 – 14 June 2020) campaign to recognise the vital contribution made by the boroughs 20,000 unpaid carers. 			

Well-being Objective 2 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
where people need help to voice their opinions, advocacy support will be available Page 95		<ul style="list-style-type: none"> • PPE was provided to unpaid carers via the Carers Service • A five year West Glamorgan Regional Carers Strategy has been developed and regional working groups have been established to take forward the priorities within the strategy • The Council signed up to the principles of the emergency action planning guidelines, to ensure that carers are considered in the development and implementation of emergency measures relating to COVID -19. • A new ID card has been launched in Neath Port Talbot to ensure young carers are recognised for their role in looking after family members. 	
	2.6.2	Step - We will embed a rights-based approach for older people and disabled people across the Council and ensure that people have access to advocacy support where that is required	Green
		Step Progress: <ul style="list-style-type: none"> • Where it is identified that someone requires an advocate, arrangements are made for one to be appointed. The Council has a contract in place for an advocacy service. We have adopted a rights-based approach across the service. 	

More detailed information with performance comments is including within our **full suite** of performance indicators:

Performance Indicator	2018/19 Actual	2019/20 Actual	2020/21 Actual	2020/21 Target	Perf. RAG against 20/21 Target	Perf. RAG against 19/20 Actual
2 Well-being Objective 2 - To improve the Well-being of all adults who live in the county borough						
CP/019 - Road Safety - Killed or seriously injured - Pedal cyclist casualties (All Ages) <i>Data is for calendar year i.e. 2020/21 data is for 2020 calendar year.</i>	3	0	1	Targets achieved		N/a
CP/021 - Number of new business start-up enquiries assisted	392	273	199	340	 Red	 Red
CP/024 - Communities for work - Number of people helped back to work, training or volunteering	260	434	87	290	N/a Not comparable	N/a Not comparable
Target of 290 is the Corporate Plan target set in Spring 2019. This has since been revised by Welsh Government to 88 following a change in the way data is recorded for this measure.						
CP/025 - Number of compulsory redundancies made by the Council	9	9	2	No target set	N/a	 Green
CP/031 - PAM/012 - Percentage of households successfully prevented from becoming homeless	53.14	51.50	66.67	60.00	 Green	 Green
CP/032 - PAM/015 - Average calendar days taken to deliver a Disabled Facilities Grant	232.43	196.00	363.20	230.00	 Red	 Red
CP/034 - Percentage of incidents of domestic abuse where people are repeat victims - Independent Domestic Violence Advisor (IDVA) Service - highest risk victims	38.56	40.05	37.3	33.00	 Red	 Green
CP/040 - Road Safety - Killed or seriously injured: Older Drivers (75 years and over) <i>Data is for calendar year i.e. 2020/21 data is for 2020 calendar year.</i>	2	0	0	WG Targets achieved		N/a
CP/041 - Road Safety - Killed or seriously injured: Motorcyclists - all Ages <i>Data is for calendar year i.e. 2020/21 data is for 2020 calendar year.</i>	8	6	1	WG Targets achieved		N/a

CP/042 - PAM/023 - Percentage of food establishments that meet food hygiene standards	93.92	95.15	96.00	95.00	 Green	 Green
CP/048 - PAM/025 - Measure 19 - Rate of people kept in hospital while waiting for social care per 1,000 population aged 75+	6.29	10.05	No data due to COVID-19	3.50	N/a	N/a
CP/110 - Workways + - Number of people helped back to work , training or volunteering	139	127	58	72	 Red	 Red
CP/111 -Communities for Work Plus - Number of people helped back to work, training or volunteering	N/a new	844	258	150	 Green	N/a Not comparable
CP/112- PAM/013 - Percentage of empty private properties brought back into use	0.57	No data due to COVID-19	No data due to COVID-19	4.30	N/a	N/a

6. Well-being Objective 3 – Progress in 2020/21

Well-being Objective 3: 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”



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How this well-being objective contributes to the seven national well-being goals:

A prosperous Wales	The wellbeing objective sets out a range of proposed steps to create sustainable, quality employment by working both locally and regionally. A number of the proposed City Deal projects focus on low carbon technologies and creating capability to exploit the potential of digital technologies.
A healthier Wales	The priorities demonstrate a sound understanding of the determinants of well-being and the powers available to the Council to impact upon those determinants.
A Wales of cohesive communities	The priorities set out in this section, underpin the objectives for children and young people and adults in a range of ways – through ensuring connectivity, the availability of local employment, recreation opportunities, the protection of the environment and ensuring the county borough is attractive to investors.

How this well-being objective contributes to the seven national well-being goals:	
A resilient Wales	The priorities reference the important sections of our Local Development Plan which has been subject to full sustainability appraisals and shows how those policies will underpin the Council's objectives to improve the social, cultural, economic and environmental well-being of its residents.
A more equal Wales	The priorities have been developed to create greater opportunity for all people to get on in life. This includes: the opportunity to obtain quality employment, safe and clean places where people can live and bring up their families and a wide range of choices to take part in cultural events
A Wales of vibrant culture and thriving Welsh language	The importance of local heritage sites and the part these have to play in sustaining culture feature amongst the priorities as does the regeneration of valley communities. Working with communities features prominently as a theme in this section as in the preceding sections.
A globally responsible Wales	Priorities include reducing waste generated and increasing recycling, as well as taking a range of steps to protect and develop the county borough's natural assets. The growing importance of digital and new energy technologies (e.g. "Active Buildings" solar power concept) are also incorporated into the work proposed.

Case Study: Active Travel – 3.1km improvement to the route NCN47/46 Neath Canal (Neath to Tonna)

Background: By upgrading and creating new walking and cycling routes, the Council plans to make Active Travel the “normal” way to make local journeys, improving air quality, promoting healthier lifestyles and increasing the attractiveness of local communities as places to live and work.

'Active Travel' means walking and cycling in order to get to a destination (also called ‘purposeful journeys’), this includes journeys to school, work or for access to shops or services. During 2020/21 we increased accessible cycle routes by 3.75Km, 6.63Km including 2019/20. Of which 3.1km improvement to the route NCN47/46 Neath Canal (Neath to Tonna) and 3.5km improvement to the route NCN43 Pontardawe.

How does this work meet the [5 ways of working](#) of the sustainable development principle:

- **Long-term** – The draft Revised Active Travel Network Map (ATNM) identifies existing routes and aspirations. Active Travel is an important positive factor in improving people’s well-being in the long term through helping to reduce vehicular traffic on the roads and promoting outdoor exercise.
- **Integration** – The draft Revised ATNM has been prepared in the context of existing plans and proposals ensuring that it will be fully integrated with all other relevant plans, initiatives and strategies, working towards the same well-being objectives. Active Travel has a specific step within the Council’s corporate plan to improve Well-being objective 3 - To develop the local economy and environment so that the well-being of people can be improved.
- **Involvement** – The draft Revised ATNM has been developed in consultation with officers across the Council, elected members, adjoining authorities and the Welsh Government. A full public consultation will provide further involvement of the general public, other bodies and organisations and stakeholders to influence changes and amendments to the Network Map.
- **Collaboration** – The consultation processes undertaken during the preparation of the draft Revised ATNM will ensure that there has been full collaboration with stakeholders and partners in the development of the revised maps, including organisations from the public, private and community/voluntary sectors.
- **Prevention** – The ATNM ensures the network map remains relevant, useable and accessible and is developed in the future to meet changing needs and aspirations. The consultation proposed should help to ensure that this continues to be addressed and that problems are identified and can be dealt with where possible and relevant, helping to prevent problems from arising or increasing in the future.

Service user outcome:

Feedback from resident of Neath Port Talbot: “I have cycled the canal towpath between Tonna and Briton Ferry over many years for both commuting and leisure. The recent Tarmacking of the towpath is a major improvement compared to the old surface which was very rough and uneven. The old surface was only rideable with a mountain bike or a hybrid, whilst the new surface opens up the path to all types of bikes including road bikes with narrow tyres. This new surface has now made it possible for people to commute to work without the danger of picking up punctures along the way. My advice to the Council is that this improvement must now be maintained, it needs to be swept regularly to avoid any glass build up which will ruin the hard work that has been put into this improvement.”

Overall progress for Well-being Objective 3:

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
3.1 We will provide an environment where new businesses can establish themselves and existing businesses can grow	3.1.1	Step - We will deliver strategic regeneration programmes	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> • Work on regenerating the Harbourside Strategic Employment Site in Port Talbot's former docks area began in March 2021. • Work to transform the iconic former Metal Box factory in Neath (Crown Building) into a business zone for job creation is progressing well with a number of refurbished offices at the site available to let. By the end of March 2021, half of the industrial space is occupied by a local company. • Following public consultation, building work started on development of the multi-million pound regeneration of Neath town centre. The project will deliver a major leisure, wellbeing, shopping and learning zone for Neath's town centre featuring a swimming pool, gym, health suite, retail floorspace and a modern library. Steel-work is being erected, and the project is progressing to plan. • Work has been continuing on the transformation of Port Talbot's Grade II listed Plaza Cinema building into a community hub with a café, gym, office space, hall, multi-purpose rooms, a conference area, digital recording studio and shops. By the end of March 2021, work on site progressed well with the steel-work erected. • Works are also underway for the redevelopment of 8 Wind Street, Neath for new business space. Refurbishment was set-back due to a number of unforeseen structural issues, but by the end of March 2021 these had all been addressed, and work on site was progressing well. 	

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 102		<ul style="list-style-type: none"> In total 38,000 square metres of high quality office and light industrial space was brought forward for inward investment expansion. 25,000 square feet of new office and laboratory space is being created on Baglan Energy Park in the form of the Bay Technology Centre, which will be a carbon positive building as part of the City Deal. By the end of March 2021, the steel-work had been erected and the build was progressing well. Town Centre power supplies are in the process of being installed in Neath, Pontardawe and Glynneath in order to encourage more on-street events and markets. In addition, vehicular mitigation barriers are being erected in Neath and Port Talbot for the same reason. The Port Talbot monthly market on the Transport Hub continues to be a success. 	
	3.1.2	Step - We will maximise funding opportunities to support the delivery of the Council's strategic regeneration programmes	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> We continue to liaise with Welsh and UK Government to ensure we apply and secure funding for regeneration programmes. This includes: <ul style="list-style-type: none"> £850k via the Property Enhancement Development Grants (PEDG) element of the Targeted Regeneration Investment (TRI). £250k from the Sustainable Living Grants (SLG). We started developing 2 bids for submission UK Government under the Levelling Up Fund in order to improve our urban environments and Community Renewal Fund for projects to support business growth and innovation and providing employment support to those looking to enter the labour market. We will be submitting bids for funding in relation to the Welsh Government's Transforming Towns Programme. 	

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 103		<ul style="list-style-type: none"> We continue to monitor alternative strategic funding to replace European Structural and Investment (ESI) funds post Brexit to support the council's prioritised regeneration proposals. We continue the development of the business cases and governance arrangements to secure funding Swansea Bay City Deal funding for: Homes as Power Stations and Supporting Innovation and Low Carbon Growth. 	
	3.1.3	Step - We will support existing and new businesses to grow the local economy and attract new investment	Green
	<p>Step Progress:</p> <ul style="list-style-type: none"> Construction started In September 2020 on a state of the art, self-powering technology centre building at Neath Port Talbot Council's Baglan Energy Park. The flagship, green facility will provide flexible office space for start-up companies and growing local businesses with a focus on (but not exclusively) the Research and Development and Innovation sectors. The negotiations to redevelop the Burrows Yard site are at an advanced stage. It is anticipated that the developers will make a planning application in 2022. We have worked with 37 new inward investment and indigenous companies investing in growth and diversification plans to help secure their future or encourage relocation to NPT and create/safeguard in excess of 220 jobs. 470 jobs had been created or safeguarded as a result of financial support by the local authority, above target of 280. Despite the economic uncertainties of COVID-19 and the difficulties that many of our local businesses have faced throughout the pandemic, many local manufacturing companies have been investing in growth and diversification plans to help secure their future. 		

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
3.2 We will work with communities to increase reuse, recycling and composting	3.1.4	Step - We will identify supply chain opportunities for local companies within major developments in the county borough	Green
	<p>Step Progress:</p> <ul style="list-style-type: none"> Despite the COVID-19 situation, 2020/21 was an extremely busy year with 12 projects with numerous sub contracts progressing at varying stages, compared to 4 project the previous year. Despite some projects initially slowing down in the first quarter of 20/21, activity substantially increased as the year progressed resulting in 57% of all contracts being awarded to local companies 		
	3.2.1	Step - We will review and refine our waste management strategy in the context of delivering against statutory targets	Green
	<p>Step Progress:</p> <ul style="list-style-type: none"> 2020/21 waste data is provisional data Notwithstanding the COVID-19 pandemic the Council's actions under its waste strategy, assisted by residents and business customers who have been operating, have delivered an improvement of over 5% in the headline recycling figure. 67.56 % of waste has been reused, recycled or composted in the last year, such that the Council's position is comfortably above the current statutory target of 64%. We did however see an increase in kilograms of residual waste generated per person for 2020/21 to 210 kilograms (182 kilograms in 2019/20). As a result of the COVID- 19 outbreak, more people were restricted to work or stay at home which resulted in more recycling and waste being presented for collection at the kerbside. Whether this trend is sustained will become more apparent as we move forward. 		

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 105		<ul style="list-style-type: none"> In March 2020 we closed our Waste Recycling Centres. The Recycling Centres re-opened to the public on 26 May 2020 with a number of COVID-19 measures in place and now have an online booking system for residents who want to use this service. Decision by Cabinet on <u>25 June 2020</u> regarding the future use of the Materials Recovery and Energy Centre a Transfer Station with enhanced recycling capability. A project to re-model the interior of the facility is currently in detailed design and is expected to be completed in 2022. On average we reduced the time taken to clear fly tipping from 2.97 days in 2019/20 to 2.84 days for 2020/21. We did however see an increase in fly tipping from 901 in 2019/20 to 1,566 in 2020/21, this increase occurred at the start of the global pandemic lockdown despite the Council suspending restrictions on excess waste presentation. We continued to take enforcement action where waste has been dumped illegally. During 2020/21, enforcement action was taken against 13 individuals. We also took part in a <u>multi-agency operation</u> to tackle illegal waste carriers. 91% of our streets are clean which is just below 2019/20 outturn of 94%. 	
	3.3 Local people and visitors can access good quality leisure and community facilities, country parks	3.3.1	<p>Step - We will identify tourism investment opportunities for both the private and public sector</p> <p>Step Progress:</p> <ul style="list-style-type: none"> The Tourism Team provided continued advice and guidance to tourism sector businesses relating to COVID-19 financial support and operating in accordance with the Welsh Government's Tourism and Hospitality Sector guidance. Many of these 53 businesses were assisted multiple times during year.

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
and countryside		<ul style="list-style-type: none"> The team managed the process for issuing Exemption Certificates (in partnership with Environmental Health) to allow accommodation providers to accommodate eligible individuals (such as key workers) during COVID-19 lockdown periods. The Team also conducted two online training events relating to social media and marketing campaigns. Due to the economic impact of COVID-19, enquiries from new tourism businesses decreased in comparison to the previous year, however, 3 new tourism operators were assisted in 2020/21. 	
Page 106	3.3.2	Step - We will work with partners to refurbish, repair and maintain locally important buildings and structures	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> A multi-million pound coastal defence work project on the Aberavon Seafront was completed in June 2020, ensuring the popular attraction will be in place for generations to come despite constant battering from the tides. Structural concrete repairs were carried out on the existing sea walls, toe protection (repairs to the lower part of the sea wall involving 30,000 tonnes of rock armour) and improved access including a new slipway at the promenade's western end were all part of the scheme. The work was part of the Welsh Government's Wales-wide Coastal Risk Management Programme. Work continues on the former Plaza Cinema in Port Talbot. The project to create a new multi-use cultural and business centre, includes the renovation of the iconic art-deco frontage and entrance vestibule. We are undertaking renovation works to various areas of stonework at Margam Castle as an ongoing maintenance programme. The historic Turbine House project at Margam Park is nearing completion. It will provide a unique and educational insight into one of the earliest attempts in the UK to provide electricity for domestic use via hydro-power. 	

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 107		<ul style="list-style-type: none"> In November 2020, the replacement Blaengwrach River Bridge was lifted into place restoring the vital link between Blaengwrach, Cwmgwrach and Glynneath. We carried out 41 principal bridge inspections and 192 general bridge inspections during 2020/21. 	
	3.3.3	Step - We will develop and promote the local tourism sector	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> Work started on exciting Splash Pad to replace Aquasplash. The new attraction will include a range of more than 30 exciting water features including fountains, jets and “waterfalls”. Cabinet Board approved a masterplan of enhancements at Neath’s historic Gnoll Estate Country Park – the prioritised enhancements will be delivered during 2021/2022. A project to re-design mountain bike trails at Margam Country Park has been completed. Margam Park’s newly designed, free to use Adventure Playground suitable for children aged 6 – 12 opened in the summer 2020. The Tourism Team worked with destination partners such as Natural Resources Wales and Brecon Beacons National Park to manage visitor flows during the various COVID-19 lockdowns and during the reopening of the visitor economy. This involved publicising route closures due to COVID-19 lockdown and delivering measures to reduce the impacts of significant visitor numbers on local communities once lockdown restrictions lifted. Work was completed on the Vale of Neath Hub at Resolven Canal Car Park. The works created renewed public toilet facilities and a new on site café provision. Funding for this scheme was secured during 2019/20 from Visit Wales’ Tourism Amenity Infrastructure Scheme with match funding from the Council. 	

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 108		<ul style="list-style-type: none"> We secured £268,000 funding from Valleys Regional Park to designate Afan Forest Park as a Valleys Regional Park Gateway, the investment will see the refurbishment of on-site public toilet and shower facilities, creation of an accessible children's play area, improved car parking capacity, the installation of an EV charging point and 2/3 motor home hook up points. We have worked in partnership with Natural Resources Wales to begin the process of devising a 'masterplan' for the future development of Afan Forest Park as a visitor destination. Consultation on the masterplan will happen in 2021/2022. A bed stock survey was also completed to establish an accurate picture of accommodation provision within Neath Port Talbot. The Neath Food and Drink Festival, normally staged over three days in October was cancelled this year due to the pandemic. The festival has been a great success since it was established in 2009. 	
	3.3.4	Step - We will develop the service models that support our leisure services, theatres and parks so that new income streams support their operation and they are less dependent on subsidy from the Council	Amber
		<p>Step Progress:</p> <ul style="list-style-type: none"> The provision of leisure services was due to go to the market in September/October 2020 with the aim of entering into a new contract in January 2021. However, this has been delayed and it is planned that a new contract is in place by end 2021/ Jan 2022. We issued a press release during the October 2020 firebreak lockdown, highlighting our libraries range of online free books and on 1 March 2021, our library service launched PressReader, a free subscription service for local library members. 	

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 109		<ul style="list-style-type: none"> Due to the pandemic no visitor data was reported for 2020/21 for our leisure centres. Data relating to the percentage of quality indicators achieved by the library service will be available in November 2021. 	
	3.3.5	Step - We will develop the offer of our theatres to attract a wide range of acts and performances	Red
		Step Progress: <ul style="list-style-type: none"> Due to the pandemic our theatres remained closed throughout 2020/21 and as such we have no data for 2020/21 that measures number of visitors to our theatres. 	
	3.3.6	Step - Work and engage with local communities and wider partners to deliver a programme of activities that will support the participation of local people in our natural environment	Green
		Step Progress: <ul style="list-style-type: none"> The grant funded 'Working with Nature Project' was completed and over the three years, engaged with 776 people through participation in well-being and conservation activities in the natural environment. Over 30 people signed up for volunteering, with a regular group actively involved in managing sites throughout Neath Port Talbot, supporting nature conservation management of 21 sites. Increased support for the NPT Local Nature Partnership (LNP) has been achieved through the partnership LNP Cymru project, funded by the Welsh Government Enabling Natural Resources and Well-being fund. The project has put in place a LNP Coordinator to support the partnership in taking forward biodiversity research and action to further the conservation of biodiversity in NPT. 	

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 110		<ul style="list-style-type: none"> • Funding has been secured from the National Lottery Heritage Fund to deliver the Lost Peatlands project in the upper Afan and Rhondda Valleys. The project will deliver landscape scale peatland restoration, supporting natural carbon sequestration and biodiversity enhancement, alongside community engagement, training and well-being activities. The development phase of the project started in June 2019, working towards a funding submission for a 4 year delivery phase starting July 2021. • Working alongside the Friends of Craig Gwladus, a programme of volunteer support, community engagement and well-being activities have been delivered at Craig Gwladus Country Park. Grant funding has been secured to employ a Project Manager to oversee grant funding requirements, support the group and take forward ideas for more long term funding opportunities for the park. • Our Countryside and Wildlife team encouraged families to take part in their daily wildlife challenge with the aim to raise spirits during the first nationwide lockdown. • We celebrated Wales Nature Week (30 May – 7 June). • In December, Margam Country Park was voted among the top ten most popular parks and green spaces in the UK after a month long public vote and Margam Park Beech crowned Wales’s Tree of the Year. A survey found Neath Port Talbot was among the best county boroughs in Britain (and by far the best in Wales) for having the best tree cover. • Keep Wales Tidy has unveiled this year’s Green Flag Award winners – the international mark of a quality park or green space has been awarded to Margam Country Park, Gnoll Estate Country Park, Talbot Memorial Park, Victoria Gardens and Swansea University’s Bay Campus with Community Awards going to the Amman Valley Trotting Club and Riverside Park, Pontardawe. Sites are judged against eight strict criteria, including biodiversity, cleanliness, environmental management, and community involvement. 	

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
3.4 To identify and develop opportunities for sustainable economic growth in our valley communities	3.4.1	Step - Work with developers and partners to deliver key strategic development sites along the coastal corridor (including Coed Darcy, Port Talbot Harbourside, Baglan Energy Park and Swansea University Innovation Campus); and to deliver sustainable growth in the valley areas	Amber
Page 111	<p>Step Progress:</p> <ul style="list-style-type: none"> • Coed Darcy Urban Village - the Council and the developer/St Modwen Developments Ltd continue to work together on discussions about development phasing, the overarching masterplan and the S106 Legal Agreement for the provision of necessary infrastructure and amenities. The rate of delivery on site in terms of housing and key strategic infrastructure will continue to be closely monitored going forward. • Redevelopment of Baglan Bay is a long term aspiration that is likely to take several years to deliver, with areas within the allocation potentially suitable to facilitate the growth in the knowledge based economy. The increase in research and development facilities in smaller units at the Swansea University Science and Innovation Campus and at Harbourside will potentially need larger units, as these sites continue to develop, and therefore Baglan Bay provides adequate space and infrastructure to allow for their expansion. The site benefits from enterprise zone status helping to encourage investment to the area. • Within the Harbourside Strategic Redevelopment Area work is progressing to address flooding issues and prepare sites for development to facilitate realisation of the proposals for mixed use redevelopment of the area. Parallel work in respect of the Port Talbot Waterfront Enterprise Zone will feed into realising aspirations for this area. • Infrastructure Masterplan being developed for the Port Talbot Waterfront Enterprise Zone • Outline planning application for the Afan Valley Adventure Resort - the applicant has continued to engage with the Council to make us aware of their considerable further efforts to drive this development forward. These discussions have been positive, and in light of the potentially transformational impacts of this development, additional latitude 		

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 112		<p>has been given for the applicant to finalise their package and to submit such final details. It is understood that further submissions will be forthcoming in the near future to further demonstrate the financial viability and deliverability of the proposal, which will then be the subject of further assessment and a report presented to the Planning Committee during summer 2021 for a final resolution.</p> <ul style="list-style-type: none"> • We are further developing the Supporting Innovation and Low Carbon Growth programme business case. • 723 of 742 (95.4%) of all planning applications were determined within time for 2020/21. Target for 2020/21 was 95%. 	
	3.4.2	Step - Promote and protect a diverse portfolio of employment land and employment opportunities in the right places	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> • An ‘Economic Assessment and Employment Land Provision Study’ was jointly commissioned previously by NPT and Swansea to inform the Local Development Plans (LDPs) for both authorities. This identified employment need and the link to housing demand. Work delivered includes ongoing discussions centred on the following three key collaborative studies (across South West Wales region) and all three studies will inform reviews of individual LDPs and also contribute positively as a potential baseline for future work on Strategic Development Plans (SDPs): <ol style="list-style-type: none"> 1. Regional Employment Study (RES) – Will identify the need and supply of employment land. This is currently on hold due to resource / capacity issues within those Councils that are focusing their efforts and attention on putting in a place an evidence base for their respective LDPs. Notably, ‘Regional Officer’ posts have recently been created within the Welsh Government and as such, it is the intention that the RES be re-visited in the future. 	

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 113		<p>2. Regional Viability Study (RVS) – The RVS has been completed and the Final ‘Site Specific Viability Model’ agreed by the South West Wales region. A number of officer training sessions are being held by the consultants ‘Burrows-Hutchinson’ for LA officers that will be using the model to assess sites / planning applications.</p> <p>3. Joint Local Housing Market Assessment (LHMA) – The Joint LHMA study has been completed (October 2020). ORS (the consultants commissioned to undertake the study) have produced a Final overarching Regional Housing Report (Main Report) and several Sub Area Reports for each of the Local Authorities (LA) that make up the Mid & South West Wales (M&SWW) regional group (<i>now comprising just SWW Authorities in line with the regions set out within Future Wales</i>).</p> <ul style="list-style-type: none"> • NPT LDP policies seek to promote and protect a diverse portfolio of employment land and premises in the Valleys Strategy Area through allowing employment uses adjoining a settlement limit subject to sustainability and amenity considerations. 	
	3.4.3	Step - Develop a prioritised programme of initiatives to deliver economic growth in our valley communities	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> • Work was ongoing to prepare a planning application for the £150 million Global Centre for Rail Excellence (GCRE) project at the top of the Dulais Valley and in South Powys (conditional planning was approved in July 2021). This project will create high quality jobs with additional employment from large contracts in the construction phase. The UK government will provide a £30M contribution to the scheme. In addition: <ul style="list-style-type: none"> ➤ Welsh Government have entered into a Joint Venture Agreement (JVA) with Neath Port Talbot and Powys local authorities to develop a site masterplan. 	

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 114		<ul style="list-style-type: none"> ➤ Celtic Energy’s planning application for earthworks so the land can be adapted for future use including rail testing and storage was approved in summer 2020. ➤ UK government confirmed its support and a funding commitment to help deliver the project in the March 2021 budget. • We delivered business support to 67 Valley based companies helping to create and/or safeguard 26 jobs. • We continue to deliver and work with applicants on the Property Enhancement Development Grant (PEDG) and Sustainable Living Grants (SLG) to refurbish and redevelop commercial properties in our valleys areas. There has been strong take up in our Valley areas for both the PEDG and SLG, and projects are due for completion by the end of 2021 in the towns and villages of Ystalyfera, Pontardawe, Cilfrew, Seven Sisters, the Afan Valley and Glynneath. <p>Please refer to step 3.3.3 above for tourism related initiatives in the valleys.</p>	
	3.4.4	Step - Identify and secure funding to deliver the prioritised programme of initiatives in our valley communities	Amber
		<p>Step Progress:</p> <ul style="list-style-type: none"> • Work commenced on preparing a bid for funding from the Community Renewal Fund (CRF) to set up a Business Forum aimed at businesses operating within the retail, hospitality, leisure and tourism sector (many of these businesses will be located within valley communities). This aim is to help the Council gather “grass roots” information around skills and recruitment needs, emerging technologies and what business support interventions are needed to support economic recovery. • The team have continued to deliver the Welsh Government funded “COVID-19 Emergency” payments to eligible businesses within our valleys communities. 	

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
3.5 To protect, conserve and enhance our natural environment (including important landscapes, countryside, habitats and species) and increasing awareness of its value and encouraging wider participation	3.5.1	Step - All services work together to deliver the Biodiversity Duty Plan and green infrastructure across the county borough	Amber
	<p>Step Progress:</p> <ul style="list-style-type: none"> • The service was impacted during the pandemic with site visits only deemed essential being undertaken early on. • Service areas across the Environment Directorate were due to be assessed in order to determine the potential for work undertaken by such services to have an impact on biodiversity in 2020. However, due to their increased workload due to COVID-19 it was felt appropriate to delay this to subsequent years. • The Biodiversity Duty Plan (2017) Implementation Report which sets out progress of the Plan was approved at Council on 2 December 2020 and was well received. • Through the Welsh Government 'Local Places for Nature' Funding a number of projects to improve the biodiversity value of sites have been delivered. Projects include planting of wildflowers and trees at various locations such as Gnoll Country Park and installation of a Green Roof at Craig Gwladus. • There are 43 biodiversity rich areas protected and/or enhanced. The list of nature conservation sites, which includes Local Nature Reserves, 'Working with Nature' sites and areas that have previously been managed as part of the conservation verge/area scheme. Following a review of the list of sites, a number of sites were removed, hence lower than target of 50. 		
	3.5.2	Step - We will use our statutory powers to challenge unacceptable levels of pollution	Green

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 116		<p>Step Progress:</p> <ul style="list-style-type: none"> Air quality monitoring continues to be carried out throughout NPT and the most recent Local Air Quality Monitoring Progress Report was considered at Cabinet on 10 December 2020. The Port Talbot/Taibach area continues to be declared an AQMA (Air Quality Management Area). One of our Corporate Plan KPIs measures the number of PM10 breaches in the Air Quality Management Area (Port Talbot / Taibach). Our annual target for the number of days that we exceed the PM10 pollution limit has been set at 35 days. There were 16 exceedances during 2020/21. No risk assessments were undertaken on private water supplies during 2020/21 due to COVID-19 restrictions, however, alternative means of intervention is undertaken in accordance with instruction from the Drinking Water Inspectorate. We published our new Decarbonisation and Renewable Energy (DARE) Strategy outlining what the Council has done so far to tackle climate change while unveiling a series of ambitious alternative fuel projects. The strategy was approved by Cabinet on 21 May 2020. The aim of the new Decarbonisation and Renewable Energy strategy (branded Project DARE) is to make Neath Port Talbot a dynamic centre for fuels of the future capitalising on its industrial and natural assets and central position in the heart of South Wales. 	
	3.5.3	Step - We will work and engage with local communities and wider partners to deliver a programme of activities that will support the participation of local people in and accessibility of our natural environment	Green

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
		<p>Step Progress:</p> <ul style="list-style-type: none"> We provided advice to the public on using our Rights of Way network safely during the pandemic. 50 playgrounds were made COVID-19 safe Four improvement projects on our public rights of way network were completed in 2020/21 which were: footpath 41 in Cilybebyll, footpath 32 in Tonna, bridleway 8 in Port Talbot and bridleway 10 in Dyffryn Clydach <p>Please see step 3.3.6 above and step 3.7.1 below.</p>	
3.6 To deliver a positive contribution to the regional planning agenda	3.6.1	<p>Step - We will work collaboratively with neighbouring authorities to scope and deliver a Strategic Development Plan</p> <p>Step Progress:</p> <ul style="list-style-type: none"> The Local Government and Elections Bill provides the legal framework for regional collaboration through the creation of Corporate Joint Committees (CJCs) and requires the preparation of Strategic Development Plans (SDPs). Discussions between the constituent local planning authorities across the region have continued to determine how the preparation of a SDP should progress, including consideration of the governance arrangements, the resources available (staff/finance), and the timing of plan preparation. Work has continued in respect of supporting and contributing to the regional agenda. Discussions between Heads of Service and Policy Officers have taken place on a regular basis to establish the future role of authorities, the scope of work required in any future SDP and the potential for future collaboration initiatives and studies. 	Green
3.7 To promote and deliver	3.7.1	Step - We will work with developers and partners to improve accessibility and active travel across the county borough and wider City Region through the delivery of key transport infrastructure	Green

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
sustainable accessibility and improve connectivity and communication links Page 118		<p>Step Progress:</p> <p>In 2020/21 Neath Port Talbot was awarded £465k core funding for design work, minor improvement works, land negotiations and promotion of schemes. In addition, £515k was awarded for Phase 1 of the Vale of Neath Active Travel Route – Neath to Tonna. Works during 2020/21 include:</p> <ul style="list-style-type: none"> • Vale of Neath Active Travel Route (Phase 1) – improvements to the Active Travel Route on the National Cycle Network (NCN) between Neath and Tonna (building on work already completed on the NCN between Neath and Briton Ferry). • Update of NPT's Active Travel Network Map (ATNM) – to comply with the Act, the Council is in the process of reviewing its ATNM (to be submitted to Welsh Government on 31 December 2021). The first active travel consultation took place between 27 November 2020 to 15 January 2021 with 2,642 contributions received. 	

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 119		<ul style="list-style-type: none"> • A consultation draft ATNM has now been prepared which has taken into consideration the responses from the first consultation, background data, audit results from site visits, linking key destination points and current routes on the existing ATNM. • Pontardawe Active Travel Route (Phase 3 of 3) – works included widening the active travel route, resurfacing, clearance of encroaching vegetation and obtaining landowner agreements. This completes the works to the route from the administrative boundary in Trebanos through Pontardawe to Ystalyfera providing an off road surfaced route. • Godre'r Graig Active Travel Route – the scheme involved construction of a small section of route between the National Cycle Network and Godre'r Graig. • Newbridge Road Bridge Alternative Route – a feasibility study is ongoing into providing an alternative Active Travel diversion route for the closed Newbridge Road Bridge, Port Talbot. • Removal of Access Control Measures (Phase 2) – to date phase 2 has resulted in the replacement of 11 non-compliant barriers/gates. • In summary, we have increased accessible cycle routes by 3.75Km, 6.63Km including 2019/20. See case study on page 80. • In addition, on November 2020, the replacement Blaengwrach River Bridge was lifted into place restoring the vital link between Blaengwrach, Cwmgwrach and Glynneath. : A local resident commented: “The new bridge has made it safer for me and my children to walk to the shops. It was a worrying time when we thought we may lose the bridge as I don’t drive.” 	

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 120	3.7.2	Step - We will endeavour to maintain and expand the current transport network and explore alternative transport solutions where conventional transport services are no longer sustainable	Green
	<p>Step Progress:</p> <ul style="list-style-type: none"> NPT has been working with Welsh Government (WG), Transport for Wales (TfW), and operators to sustain bus services throughout the pandemic and we have continued to support operators and make payments to operators for contracts even where those services are not being operated or are operating at reduced frequency. £5,598,372 of Welsh Government financial support has been delivered In Neath Port Talbot via a Bus Emergency Scheme (BES) which has brought together the various funds (including Bus Services Support Grant and for Concessionary Fares) to provide continued income to operators. Under a 'BES2' agreement local authorities and operators have been asked to sign up to new ways of working which include developing networks via agreement that cover socially necessary as well as commercial routes and also achieve improved integration with rail services and introduce integrated ticketing. The Lead authority for South West Wales has signed the agreement and NPTCBC and local operators have signed back-to-back agreements. In 2020/21 we improved the condition of A roads, B roads and C roads and achieved the Corporate Plan targets for all three road categories. 		
3.8 We will work with partners to improve connectivity	3.8.1	Step - We will work with partners to improve digital infrastructure and connectivity throughout the county borough	Green
<p>Step Progress:</p>			

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
and infrastructure across the county borough		<ul style="list-style-type: none"> On 21st October 2020, Cabinet approved the Swansea Bay City Deal Digital Infrastructure Business Case and subsequent investment in Digital Infrastructure across the Swansea Bay City Region. This includes but is not limited to full fibre fixed connectivity and associated infrastructure, 4G, 5G and Internet of Things wireless networks. Commenced the development of a Business Case to apply for Welsh Government funding to improve broadband provision and connectivity to 26 existing business units on Mardon Park Industrial Estate on Baglan Energy Park, a key strategic employment site within Port Talbot Waterfront Enterprise Zone. 	
Page 121	3.8.2	Step - We will help promote the Welsh Government's Superfast Broadband Cymru Programme	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> Work continues to identify "not" spot areas (where there is no network availability) and explore options to increase network availability. This work has links to Swansea Bay City Deal Infrastructure programme see step 3.8.1 above. 	
	3.8.3	Step - We will support the third sector to enable more people to access on-line services	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> Continue to keep in touch with community organisations throughout Neath Port Talbot keeping them up to date on any training opportunities and offering support where needed. Continue to be an active member of the community safety panel with members from other organisation including SWP, Trading Standards, DCW (Digital Communities Wales), CVS (Council for Voluntary Services). Attended meetings with the Safe and Well Partnership offering support. 	

Well-being Objective 3 Improvement Priority	Step Ref.	2020/21 Steps Progress	RAG Status
Page 122		<ul style="list-style-type: none"> Continue to share good practice and exchange information with 3rd sector organisations. Compiled a presentation on digital safety during the pandemic and how to keep safe avoiding scams and online fraud. Delivered 6 sessions via Microsoft Teams to internal and external groups comprising of 40 people on the effect of Scam awareness during the pandemic and how to keep safe online. As part of the smart and connected sub group we have trained 30 Digital Partners with the support of Digital Communities Wales to help and support those who may be digitally excluded from using digital technology as well as supporting colleagues with new systems and procedures. As part of the Community of Practice Group working with partners to plan strategy of way to support residents within our communities to deliver a first class service that meets our community's needs. 	
	3.8.4	Step - We will promote the importance of having effective digital strategies, including measures to address digital exclusion, to Public Services Board partners	Green
		<p>Step Progress:</p> <ul style="list-style-type: none"> All Public Services Board partners that were able to sign up to the Digital Inclusion Charter have done so. Effective digital strategies have proved more important than ever during 2020/21 and some elements have moved on rapidly in terms of communication between agencies and with members of the public. PSB partners will continue to prioritise digital inclusion in their response to the COVID -19 pandemic as they support individuals, communities and businesses in recovery. 	

Well-being Objective 3 Key Performance Indicators:

More detailed information with performance comments is including within our **full suite** of performance indicators:

Performance Indicator	2018/19 Actual	2019/20 Actual	2020/21 Actual	2020/21 Target	Perf. RAG against 20/21 Target	Perf. RAG against 19/20 Actual
3 Well-being Objective 3 - To develop the local economy and environment so that the well-being of people can be improved						
CP/063 - The number of jobs created/safeguarded as a result of financial support by the local authority	456	610	470	280	 Green	 Red
CP/067 - PAM/030 - Percentage of waste, reused, recycled or composted	60.81	61.74	67.56 Provisional data	64.00	 Green	 Green
CP/068 - PAM/043 - Kilograms of residual waste generated per person	216.46	182.02	209.7	No target set		 Red
CP/069 - PAM/010 - Percentage of streets that are clean	93.57	93.84	90.65	93.86	 Amber	 Amber
CP/070 - PAM/035 - Average number of days to clear fly-tipping	3.21	2.97	2.84	No target set		 Green
CP/072 - Number of visits to our theatres	239,481	217,161 9 months data due to COVID-19	No data due to COVID-19	240,000	N/a	N/a
CP/073 - PAM/040 - Percentage of quality Indicators achieved by the Library Service	75	66.67	Data available November 2021	65	N/a	N/a
CP/074 - PAM/017 - Number of visits to leisure centres per 1,000 population	8064	7758	No data due to COVID-19	8700	N/a	N/a

		9 months data due to COVID-19				
CP/077 - Number of biodiversity rich areas protected and/or enhanced	43	43	43	50	 Red	 Green
CP/078 - Number of PM10 breaches in the Air Quality Management Area (Port Talbot / Taibach)	19	7	16	35	 Green	 Red
CP/083 - PAM/020 - Percentage of A roads in poor condition	5.22	4.99	3.38	5.00	 Green	 Green
CP/084 - PAM/021 - Percentage of B roads in poor condition	3.28	2.84	2.40	5.00	 Green	 Green
CP/085 - PAM/022 - Percentage of C roads in poor condition	4.90	5.68	4.78	10.00	 Green	 Green
CP/113- PAM/018 - Percentage of all planning applications determined in time	96.71	97.44	95.4	95.00	 Green	 Amber

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7. Securing Good Governance and Continuous Improvement:

In this section we have detailed the work that has been undertaken during 2021/2021 in the core activities that underpin the governance of the Council. At the end of the section we have included some performance measures that provide an assessment of some of our governance arrangements.

➤ Corporate Planning

The onset of the COVID-19 Pandemic meant that it was not practical to publish a refreshed detailed Corporate Plan for 2020/21. For 2020/21, the well-being objectives and priorities for improvement set out in the 2019/22 Plan remained the same.

➤ Performance Management

During 2020/21, Audit Wales undertook a review of the Council's Corporate Performance Management System (CPMS). The review examined whether system is strengthening the Council's arrangements for business planning, performance and risk management. The review found the CPMS is helping to develop better links between corporate objectives and service business plans and improving the efficiency of performance reporting. However, the review also found the information could be used more effectively to support strategic direction and risk management arrangements still need strengthening. The review identified a number of opportunities for improvement all of which were accepted by the Council and included in an action plan which was reported to Cabinet on 30 June 2021. The actions for improvement relating to risk management were included in the action plan. The actions relating to planning and performance will be developed as part of the Council's review of the Council's corporate performance management framework during 2021/2022.

During 2020/21, there has been a change in the type of data used to design service responses and assess performance. The focus has been on more timely qualitative data as well as quantitative data with a greater appetite to analyse data to inform decisions/service design and response. The data requirements to evidence

recovery will need to be developed and integrated into the Council's revised corporate performance management framework to enable progress towards the Council's longer term priorities and the alleviation of short term pressures to be measured.

➤ **Governance - Annual Governance Statement (AGS) 2020/2021**

On 12 May 2021, Cabinet approved the Council's Annual Governance Statement (AGS) 2020/21 which was prepared by the Council's Corporate Governance Group and complies with the Delivering Good Governance in Local Government Framework: (CIPFA/SOLACE, 2016). The Annual Governance Statement demonstrates the system of internal controls which have been in place within the Council for the year ending 31 March 2021 and provides examples of how the Council demonstrates compliance with good practice and meets the core and sub principles of effective governance. The AGS also provides details on the assurances taken during the year on the effectiveness of our governance arrangements. An update on the progress made during 2020/21 against the improvement areas that were identified during the development of the 2019/20 AGS was also included along with a number of improvement areas to be actioned during 2021/22. A progress update on the implementation of those improvement areas will be presented to Cabinet towards the end of the calendar year. However, the Corporate Governance Group will keep this improvement work under review as the Council progresses recovery planning during 2021/22 and if necessary will prioritise the work which may result in some improvement areas rolling into the early part of 2022/2023. In addition, as the Council moves forward its plans in terms of recovery the Council's governance arrangements will continually be kept under review by the Corporate Governance Group to ensure that they remain effective.

➤ **Financial Planning and Expenditure**

The budget for 2020/21 was prepared in the context of the Corporate Plan 2019/2022 and prior to the pandemic, based on the three well-being objectives, and included:

- protection for some services that enable early intervention and prevention activities that reduce demand on public services whilst promoting well-being;
- protection for integrated services that have been established to deliver more joined up services for citizens;
- protection for services that have a long term impact on sustainability; and
- protection for key collaborative arrangements.

For 2020/21, our original budget savings target for the year was £1.973m million, in addition to the cumulative spending reductions to c£95 million since 2010. However, 2020/21 has been an extraordinary year in terms of managing the impacts of COVID19, supporting the health service and residents through providing a Test Trace and Protect and vaccination support, protecting vulnerable people, maintaining critical services, providing additional payments to businesses, families, and individuals and for many staff by working digitally from home. The Council has also received extra ordinary financial support from the Welsh Government much of which was confirmed in the last quarter of the financial year 2021/22. This has impacted favourably on schools and the Council's closing financial position. The Council's Net Budget for 2020/21 was £304.082m. The Actual Net Expenditure, or Outturn position for the Council, shows a net under spend of £720k. The Council received COVID-19 Grant funding of £80m in year of which £50m had been paid out to support businesses and individuals in the county borough.

Our Capital Programme, also delivered £59m of capital investment during the pandemic to improve facilities across the county borough. This includes progressing works to near completion at Cefn Saeson School, commencing works at the new Abbey Primary School and Phase 3 works at Ysgol Gymraeg Ystalyfera, various other school improvements and provision of IT kit for teachers and learners, regeneration, drainage, flood improvements and disabled facility grants to enable people to remain to live at home. This has been an extraordinary achievement during many phases of lockdown. The Council updated its [Forward Financial Plan](#) in March 2020 to deliver financial savings and has produced a [supplementary budget for 2020/21](#) as a result of the COVID-19 pandemic.

Due to the operational and financial challenges arising from COVID-19 the frequency of budget monitoring reports to the Executive was increased from quarterly to bi-monthly.

On [9 March 2021, Council approved the 2021/2022 budget](#) following stakeholder consultation. The budget included savings of £0.135m relating to multi-year proposals agreed in 2020/21. Additional funding of £3.1m from reserves was incorporated to set a balanced budget.

➤ **Workforce**

In June 2018, the Council approved a Corporate Workforce Plan. The purpose of the Workforce Plan is to enable us to keep pace with the workforce implications of our Corporate Plan and it sets out the actions we need to take to achieve our priorities and objectives. The aim of the plan is to enable us to identify any gaps between our workforce of today and the workforce we need looking forward over the next five years and beyond – ensuring the Council has the right number of people with the right skills and attitudes in place at the right time to deliver its services and functions. The Plan and the actions to achieve the plan were reviewed by Personnel Committee on 7 June 2021, to ensure that it remains fit for purpose and aligned to the priorities of the Council.

Since 2019, the Council has worked with Chwarae Teg, as a member of their Fair Play Employer Scheme. Chwarae Teg carried out a gender diversity audit of the Council's policies and practices, and a gender diversity survey of employees. Following the audit, Chwarae Teg awarded the Council the Silver Award for Gender Diversity, which confirms the Council's commitment to gender diversity in the workplace. The audit led to the development of a Gender Diversity Action Plan, which includes actions to close the Council's gender pay gap. Key actions focus on low paid women in the Council, as achieving gender balance amongst the lowest paid employees, is key to eliminating the gender pay gap. In recognition of this work, the Council was delighted to be nominated for the FairPlay Employer Award in Chwarae Teg's Womenspire Awards 2020, reaching the final shortlist of 6, out of hundreds of entries.

Over the last year, the Corporate Training team have worked with Chwarae Teg to implement online Career Development sessions for lower paid women, aimed at increasing skills and confidence. 83 employees completed this course. Sessions included:

- Work Smarter Not Harder
- How to say no brilliantly
- Speak Up, Stand Out
- Change your thinking, get results
- Managing challenging behaviour
- An online session for men was also held, 'Men and Gender Diversity'.

Importantly, the Council's gender pay gap is reducing. In 2017 / 18, we reported a gender pay gap of 4.17%. In 2018 / 19 and 2019 / 20, we reported a gender pay gap of 3.93%. In 2020/21, we reported that our gender pay gap had reduced further to 3.44%.

Sickness Absence – Sickness absence for employees during 2020/21 shows a significant reduction compared to 2019/20, from 12.13 FTE days lost due to sickness absence per employee to 8.13 days. Both short-term absences and long-term absences have significantly reduced over the year, and absence decreased across all service areas. The decrease is due to a number of factors including unusually high sickness levels in 2019/20, homeworking had an impact and social distancing and associated regular hygiene practices e.g. wearing face masks, hand washing etc. would also have had an impact in the reduction.

More information can be found in our [Workforce Information Report](#), reported to personnel committee on 7 June 2021.

➤ **Asset Management**

Arrangements for asset management are well-established with clear links to strategic and service planning and the Council's capital and revenue budget arrangements. Our asset management plans provide information on the number and conditions of the following classes of assets: highways, fleet, bridges and structure, property and information and communications technology. The reduction in financial resources available to the Council is placing considerable pressure on this area of work. The associated risks are set out in the Council's Strategic and Operational Risk Registers which in turn informs the allocation of revenue and capital resources. However, we will need to ensure the effective use and management of our assets as we reshape our services and functions over the longer term.

➤ **Risk Management**

The outbreak of the pandemic in 2020 posed a significant risk to the Council. During 2020/21, the Council's Strategic Risk Register was updated with a specific COVID-19 risk which highlighted all risk management in relation to the pandemic has been carried out through the Local Resilience Forum (LRF) and appropriate command structures (including Emergency Planning / Incident Management Team arrangements).

There will be long term risks that will affect both the delivery of our services and our communities and businesses, who we will be enabling to recover from the pandemic. As we progress the recovery planning work, the Council's risk registers will be reviewed to ensure the risks we identify in the short, medium and long term, are captured and clear monitoring arrangements are established.

➤ **Procurement**

The role of procurement plays an important part in how the Council allocates resources under the Well-being of Future Generations (Wales) Act 2015. During 2019/2020, we developed new Contract Procedure Rules which were approved by Council in November 2019 and was implemented from 1 September 2020. The Contract Procedure Rules incorporates the obligations of the Wales Procurement Policy Statement. The Policy adopts the following

definition of sustainable procurement “the process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis in terms of generation benefits to the organisation, but also to society and the economy, while minimising damage to the environment”.

The revised Contracts Procedure Rules also place more emphasis on the consideration of the five ways of working and include signposting to the relevant technical officers for advice. The following elements have been included: community benefits; environmental and sustainability benefits; market testing provisions to emphasis pre-engagement with local suppliers so as to make local suppliers aware of upcoming opportunities; and the ability to divide contracts into smaller lots when tendering so as to encourage the involvement of small and local suppliers. In addition, the Council’s Tender Strategy Documents have been further developed to include provision to ensure ‘Service Users’ give due consideration to the five ways of working under the Well-being of Future Generations (Wales) Act 2015 at the procurement planning stage (e.g. market research/supplier days; community benefits; environmental and sustainability benefits; reserved contracts; ‘letting’ structure; and the Council’s Integrated Impact Assessment which directly requires officers to consider the five ways of working).

The Council has also drafted a Procurement Guidance Document setting out the seven well-being goals and the five ways of working and placing them in the context of procurement. The aim of the guidance is to highlight awareness of the goals and the ways of working and to present them in the context of procurement with the view that such considerations can be taken on board at the procurement planning stage so that appropriate provisions may be included in the procurement exercise.

➤ **What our regulators have said**

On 26 May 2021, Colin Davies (Regional Manager – Audit Wales) presented to Council the Annual Audit Summary 2020 which has been produced to combine the Annual Audit Letter and the Annual Improvement Report that were previously produced as separate documents by Audit Wales in order to provide a single summary of the findings of performance and financial audit work undertaken by Audit Wales as well as planned future audit work. The Annual Audit Summary set out the work completed by Audit Wales since the last Annual Improvement Report was issued in September 2019. Audit Wales produce a number of different types of reports. Some of the reports are termed

“Local Reports” as they relate to audit work undertaken in specific Council’s and are funded from local fees. Other reports are termed “National Reports” as they relate to a programme of national studies and local government studies which are funded from the Welsh Consolidated Fund. During the course of the year (2020/2021), no formal recommendations were made by the Auditor General deriving from the following local work undertaken by the Audit Wales in Neath Port Talbot Council.

During 2020/21 Estyn issued [a national thematic report](#) that provided an overview of how local authorities and regional consortia have worked with schools and pupil referral units (PRUs) to promote learning and support vulnerable pupils during the pandemic. Page 4 of the report details the main findings and page 8 lists 5 recommendations for Welsh Government to work with regional consortia, local authorities and partners. In response, our Director of Education Leisure and Lifelong Learning has provided an update on our progress against the five recommendations set by Estyn. Our progress report can be found here ([link when available](#))

CIW (Care Inspectorate Wales) – We await the CIW annual review letter which summarises their evaluation of our performance of social services (adults and children’s services) for 2020/21. The [2019/20 letter](#) is available to view on the CIW website.

➤ **Monitoring and Review**

During 2020/21, due to the pandemic, service performance was not routinely reported to Cabinet, Cabinet Boards and relevant sub scrutiny committees. For transparency, the full suite of performance indicators that would ordinarily be reported to Cabinet, relevant Cabinet Boards and relevant sub scrutiny committees will be included with this Annual Report and published on our website.

➤ **Consultation, Engagement and Reporting**

To support the Council's response to the pandemic, the Communications and Digital Services Team delivered a communications service from 8am to 9pm, 7 days a week in the early weeks of the pandemic and issued regular COVID-19 related press releases to update our residents throughout 2020/21. In addition we issued regular press releases to update residents following the Skewen flooding in January 2021.

The Communications & Digital Services Team scooped silver at the coveted Public Service Communications Awards 2020 its communications campaign around the NPT Safe & Well scheme that was set up at the start of the pandemic. The awards ceremony is held annually to recognise the achievements of communicators across the public sector who have delivered innovative and impactful communications, to support policy delivery at a national, regional and local level.

➤ **Collaboration**

This Council has a strong tradition of working in partnership and we can point to many partnerships and collaborations at local, regional, national and international levels. We believe in collaboration but it is important that citizens in Neath Port Talbot and the local economy benefit from the outcomes being delivered via these working arrangements and which contribute to the achievement of our well-being objectives.

In early 2020, the Council's scrutiny committees were going to review existing collaborations to make sure they were all on strong footing and are productive to enable the Council's Cabinet to be confident that those arrangements are working in the best interest of citizens and also, that there is clear and effective democratic oversight of those arrangements. This work has been delayed due to the COVID-19 pandemic and will be progressed as part of the Council's reset and renew work.

➤ **Public Services Board**

In July 2020, the Neath Port Talbot Public Services Board (PSB), published its second Annual Report which provided an overview of progress and how member organisations across the public, voluntary and community sectors are working together to improve wellbeing in the county borough. The Report sets out great progress in some areas, less in others and demonstrates how relationships between partner agencies have developed positively. The full report is available in [English](#) or [Welsh](#), or at <http://www.nptpsb.org.uk/> where you can also find out more about the PSB and its work.

In order to have a fuller understanding of the extent the pandemic was affecting our communities, the Public Services Board commissioned a multi-agency group to collate, analyse and synthesize a range of qualitative, quantitative and anecdotal data to create a Community Impact Assessment. In addition, a wide ranging public survey was undertaken to determine how services could work with residents and businesses to shape their recovery efforts. The feedback from the survey will help shape the Council's Reset, Renew work and inform the priorities that will be included in the Council's Corporate Recovery Plan to be published in 2022.

➤ **Equality**

The inexorable challenges faced by us all over the last 12 months have been unprecedented and have tested us all. We began the work of revising the Strategic Equality Plan during 2019 little knowing or fully understanding the changes that would take place before its completion in 2020.

With the delays in finalising our revised Strategic Equality Plan, necessitated by the outbreak of COVID-19, we had the opportunity to revisit our equality objectives, and associated actions, to fully address the unfolding impacts it and the Black Lives Matter movement had on our communities. The Strategic Equality Plan 2020-2024, along with the equality objectives, was published by 1 October 2020 (the revised publication date as advised by the Equality and Human Rights Commission) with the associated actions, which required a more detailed review, published following approval by Council on 27 January 2021. [\(link\)](#)

This is not the end of our work. Not only do we need to implement and make progress but we are mindful that the actions, 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. This work has already begun with the consideration of the survey findings of the BME Community Association's recent work to help inform the Welsh Government's Race Equality Plan, ensuring 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 this work becomes clearer. The Strategic Equality Plan Annual Report 2020-2021([link](#)) provides information as to the development of the equality objective and associated action as well as an over view of progress up to 31 March 2021.

➤ **Welsh Language**

Neath Port Talbot County Borough Council is committed to the principle of the Welsh language standards and strives to comply with the standards as applied to us in what continues to be a difficult financial and resource limiting environment. The outbreak of the COVID-19 pandemic has had significant impact on our services during 2020/21 with services being affected, many of our workforce being redeployed to other service areas as part of the Council's response to the outbreak and to support our residents in these unprecedented times and new ways of working becoming the norm.

The [Welsh Language Standards Annual Report 2020-2021](#) highlights our work in implementing the Welsh language standards as applied to the Council as well as identifying areas where more work is required.

With all that has taken place over the last year we are mindful that the Welsh language cannot be considered in isolation of the wider equality agenda and the impacts of the events that took place during 2020/21 resonate with us all. Language and cultural awareness are key elements of the wider conversation that are taking place across society and the Welsh language and culture must be included in this. To this end we will work to ensure initiatives

are developed, material is available and events are held (when restrictions are lifted) to help foster a better understanding and celebrating of our diverse communities.

- This work will be inform the review of the [Welsh Language Promotion Strategy](#) due to take place during 2022-2023. Progress on the Strategy can be found [here](#).

Governance and Resources - Key Performance Indicators:

- Sickness rates significantly improved
- On-line transactions have increased significantly, an impact of the pandemic.
- The percentage of people aged 3 or over who can speak Welsh has increased
- No data for some customer services measures as face to face visits were suspended as civic buildings were closed
- Average times to answer telephone calls increased for Welsh calls but reduced for English calls
- NNDR and council tax recovery rates marginally below the below the previous year
- No statutory recommendations relating to our planning and performance arrangements

More detailed information with performance comments is including within our **full suite** of performance indicators:

Performance Indicator	2018/19 Actual	2019/20 Actual	2020/21 Actual	2020/21 Target	Perf. RAG against 20/21 Target	Perf. RAG against 19/20 Actual
Governance and Resources (cross cutting) - To ensure the business of the Council is managed to maximise the long term benefit for the citizens of Neath Port Talbot						
CP/086 - PAM/001 - Number of working days lost to sickness absence per employee - Sickness FTE days lost	9.79	12.13	8.13	9.00	 Green	 Green

CP/087 - Percentage of eligible people registered to vote	94.29	96.13	See below	94.30	N/a	N/a
The way this measure is collected changed during 2020/21. The new measure going forward and included in the 2021-23 Corporate Plan is : % Local Government Electors (via all routes) verified and registered to vote: Baseline data for 2020/21 for this new measure is 96.2%						
CP/088 - Number of statutory recommendations made by the Council's external auditors on strategic and operational planning arrangements	0	0	0	0	 Green	 Green
CP/097 - CS/001 - Customer Services - Average customer waiting times (face to face)	6.50	8.00	No data due to COVID-19	8.00	N/a	N/a
CP/098 - CS/004 - Customer Services - Percentage of customers leaving before being seen	0.13	0.34	No data due to COVID-19	0.25	N/a	N/a
CP/101 - CS/002a - Customer Services - Average time (seconds) to answer telephone calls in Welsh	20	45	51	25	 Red	 Red
CP/102 - CS/002b - Average time (seconds) to answer telephone calls in English	22	52	43	25	 Red	 Green
CP/103 - DBC/001 - Percentage of transactions completed on-line (new on-line services)	76.42	78.17	89.33	85.00	 Green	 Green
CP/105 - CFH/008 - Percentage of non-domestic rates due for the financial year which were received by the local authority	98.08	98.71	98.06	98.00	 Green	 Amber
CP/106 - PAY/001 - Percentage of invoices paid within 30 days	93.22	94.25	93.35	95.00	 Amber	 Amber
CP/107 - CFH/007 - Percentage of council tax due for the financial year which was received by the authority	98.05	98.07	97.54	98.00	 Amber	 Amber
CP/114 - Percentage of people aged 3 and over who can speak Welsh	25.26	20.62	22.47	No target set for 2020/21	N/a	 Green

8. Have your say on what matters to you

We welcome feedback on the information contained in this Annual Report via:

Email: policy@npt.gov.uk or post: Chief Executive, Neath Port Talbot County Borough Council, Civic Centre, Port Talbot, SA13 1PJ

The Citizens Panel enables residents to take part in research relating to the Council. This means you will be able to tell us what you think about council policies, priorities and/or services. The feedback helps us to understand the residents' perspective and is used to help make decisions. You do not need any knowledge of council services to become a member of the panel. We are looking for a variety of views from a range of different people. Panel members may be asked to take part in online questionnaires, informal discussions, workshops, telephone interviews and other forms of consultation. If you would like to join up please complete the recruitment questionnaire which can be found [here](#).

We also have a number of consultation/engagement events about various services which we promote in the press and on the website which you can access via the following link: <http://www.npt.gov.uk/haveyoursay>



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

Visit the Council's website: www.npt.gov.uk



Follow us and add your comments to the Council's Facebook page:

<https://www.facebook.com/NeathPortTalbotCBC>



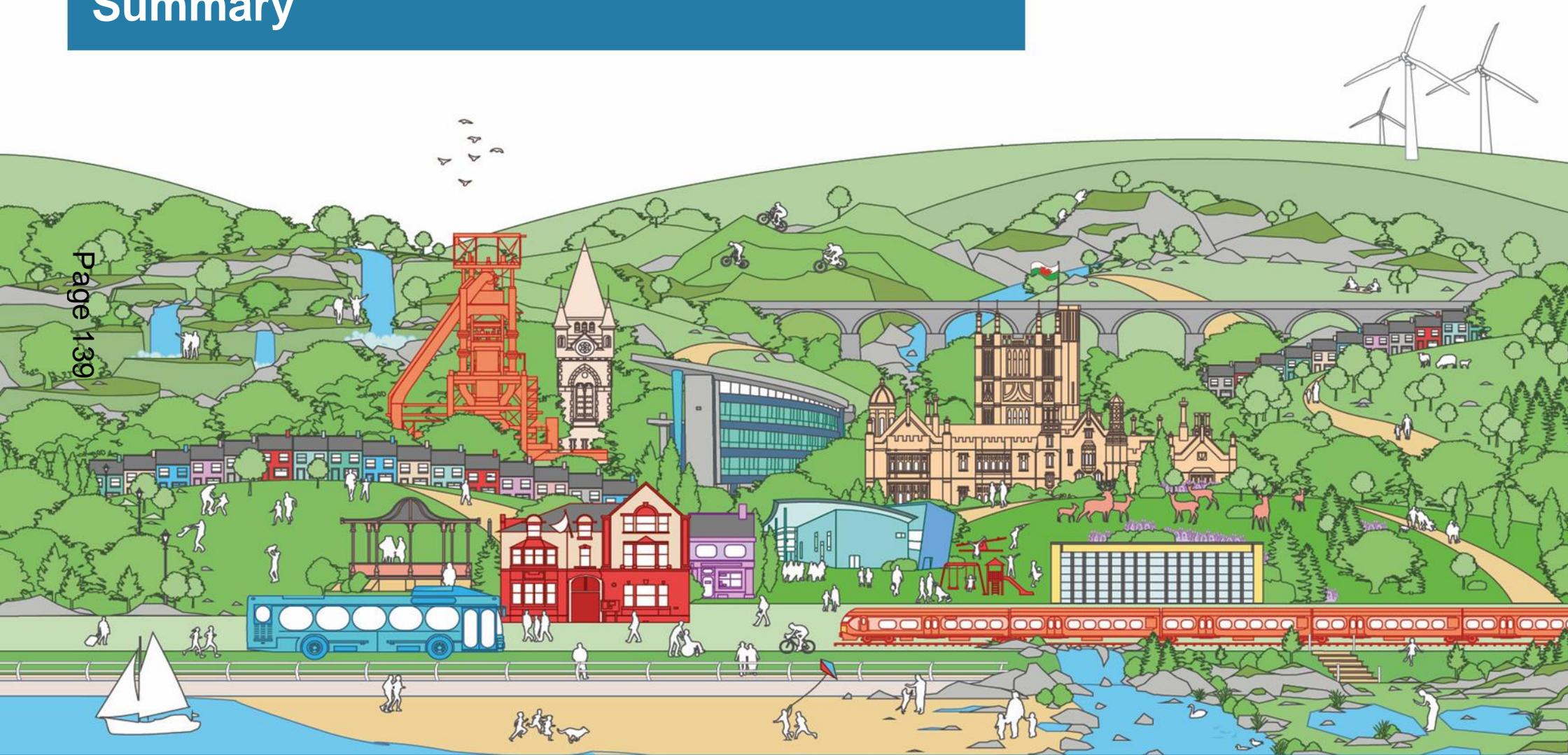
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Corporate Plan Annual Report Summary

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Period: 1 April 2020 to 31 March 2021



FOREWORD

During 2020/2021 we faced some of the toughest challenges we could imagine. In March 2020, the Council moved into emergency response mode to deal with the impact of the Coronavirus pandemic. I am immensely proud of the way in which the Council's workforce, elected members and our communities adapted to the severe restrictions placed on us all.

In June 2020, Council officers were part of a multi-agency response to a major incident in Seven Sisters, caused by a propane gas cylinder explosion. Partners supported residents at the time of the incident, and afterwards as a number of properties needed remedial work to enable safe return. The support from the community was nothing short of remarkable and I would like to pay tribute to the community spirit, so typical of people in our county borough, which came to the fore throughout.

In January 2021, the Council again moved into emergency response mode alongside multi agency partners to deal with the impact of the "blow out" at Goshen Park, Skewen which caused extensive flooding in the surrounding area. The partnership response ensured the safeguarding of residents affected and I again wish to thank all those that worked tirelessly to deal with this awful event.

Whilst dealing with those emergencies, the Council kept working - delivering services and making progress towards the Council's well-being objectives and associated improvement priorities we set out in our 2019/2022 Corporate Plan.

In this Annual Report you will find more information on that work and the difference we made which included providing Chromebooks to 9,500 pupils to support their learning at home, the regeneration work which continued across the county borough including Neath Town Centre and Plaza Cinema refurbishment, business support delivered to 67 valley based companies and securing permanent accommodation for 258 homeless individuals or households. In addition, work was ongoing to prepare a planning application for the £150 million Global Centre for Rail Excellence (GCRE) project at the top of the Dulais Valley and South Powys and conditional planning was approved in July 2021. This project will create high quality jobs with additional employment from large contracts in the construction phase.

For 2021/2022, the key priority for this Council is to lead Neath Port Talbot out of the pandemic by building Neath Port Talbot back better. At the time of writing this Annual Report we are focused on the development of the Council's Corporate Recovery Plan which will be published in 2022. That Plan will set out a revised vision and a set of updated well-being objectives and

priorities for delivery over the next five years, which will have been shaped by the Council's Let's Talk Campaign, which is an opportunity for people living in Neath Port Talbot to set the agenda and shape what we do as Council going forward.

Cllr Edward Latham, Leader of Council

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This Report is available in Welsh ([add link when available](#)) and on our website. More detailed progress is reported within our 2020/21 Annual Report ([link](#)).

Overall Summary of Progress and Performance for 2020/21:

Well-being objectives and Improvement Priorities – Progress on achieving our well-being objectives was not as good as the progress made over the two previous financial years. This was due to the impacts of the COVID-19 pandemic and the focus on responding to the pandemic.

Under each well-being objective there are improvement priorities and steps. The improvement priorities set out the overall improvement we are aiming to achieve and the steps set out the actions we will take to deliver that improvement.

Across the three well-being objectives, 65% (54 of 83) of our 'steps', i.e. the strategic actions we set to deliver our improvement priorities are on track, 24 of the steps are 'just off' track and 5 are off track. For 2019/20 we reported 83% (68 of 83) of 'steps' on track, 13 were 'just off' track and 2 were off track.

Assessment for 2020/21 is that **Well-being Objective 1 is 'just off track'** and **Well-being objectives 2 and 3 are 'on track'**.

Summary progress of each well-being objective and our improvement priorities is detailed from page 8 below.

Key Performance indicators - Our current suite of 55 Corporate Plan Key Performance Indicators (KPIs) is the same set as in 2019/20. The summary below shows an improvement against targets but a decline in performance.

*Caution should be taken with such a comparison as there are fewer performance indicators that have comparable data and performance for some measures has been impacted by the COVID-19 pandemic.

- In summary, during 2020/21, of the Corporate Plan KPIs that had comparable targets, 61% (23 of 38) achieved target, 18% (7 of 38) were within 5% of target and 21% (8 of 38) were 5% or more below target. This compares to 2019/20 where just over half (54%), 26 of 48 achieved target, 21% (10 of 48) were within 5% of target and 25% (12 of 48) were 5% or more below the target set.
- In 2020/21, 57% (24 of 42) improved or maintained performance, 24% (10 of 42) marginally declined but within 5% and 19% (8 of 42) declined by 5% or more. This compared to 2019/20 where 63% (32 of 51) improved or maintained performance, 14% (7 of 51) marginally declined and 23% (12 of 51) declined by 5% or more.

Public Accountability Measures (PAMs) – Previously, we have compared our performance with other local authorities across Wales against the national set of Public Accountability Measures (PAMs).

However, due to the COVID-19 pandemic the 2019/20 PAM data set was not collected and published by Data Cymru. Data Cymru have recently put arrangements in place so that local authorities can share their PAM performance for both 2019/20 and 2020/21 and we have agreed to sign up to this process. However, not all authorities will be providing data, not all PAMs will have data due to the pandemic and Data Cymru will not be publishing the data. The data will be used for benchmarking purposes only.

Performance of our Corporate Plan KPIs, our PAMs and Service KPIs for 2020/21 is included in our full suite of key Performance Indicators report [\(link\)](#).

Financial Expenditure - The Council's Net Budget for 2020/21 was £304.082m. The Actual Net Expenditure, or Outturn position for the Council, shows a net under spend of £720k. The Council received COVID Grant funding of £80m in year of which £50m had been paid out to support businesses and individuals in the County Borough.

Recovery - In preparing this Annual Report for 2020/2021, the Council is required to consider whether the current well-being objectives remain relevant or whether changes to those objectives should be considered. This consideration is currently underway as part of the preparation of the Council's Corporate Recovery Plan which will be published in 2022.

In the summer of 2021 the council launched the ['Let's Talk'](#) campaign which is an opportunity for residents and stakeholders to set the agenda and to provide their views, concerns, and ideas to help shape what the council does in the future. The feedback will help shape the above Corporate Recovery Plan from 2022/23 onwards.

Council response during the pandemic

NPT Safe & Well Service



Our NPT Safe & Well Service supported

2,600+ residents

698 volunteers registered



Over 6,000 welfare calls to residents

450+ food parcels delivered weekly



400+ weekly prescriptions delivered



Business Support

£47m Covid grants paid out to local businesses



2,242 business enquiries assisted resulting in advice, information or financial support

88 CHARITY/SPORTS CLUBS received £10k each in grant support



Provided **£45m** Business Rates grant relief and **£8.9m** High Street Business Rates relief



NPT Buy Local
26,587 visitors to webpage
290 businesses listed



Pupil Support



...and 300 laptops provided to pupils and 940 laptops for teachers

Delivered road safety training via TEAMS to **over 5,000** pupils



5,213 pupils are claiming free school meals and **£3.9 million** in payments since first lockdown (up to 31st March 21)

8 hubs provided daily support to up to **250** children

250 children



45k face masks provided to pupils in September 2020

Council response during the pandemic

NPT Staff Support

1st council in England and Wales to introduce a "safe leave" policy for victims of domestic abuse working for the council who can take up to five days of paid "safe leave" to access support



OVER 700

laptops provided to staff enabling homeworking

85

online employee training courses delivered to 3,809 attendees

800 NPT staff offered to step into different roles to help with COVID-19

Other Support

470 jobs



created/safeguarded as a result of financial support by the council

£19.4m

Council Tax support to 17,389 households



113,888 COVID-19 webpage views



Permanent accommodation secured for 258 homeless individuals or households

Accessible cycle routes increased by

6.6km

(during 2019/20 and 2020/21)



Homecare Staff; 200+ COVID trained and 10,700+ monthly visits to service users

50 playgrounds were made COVID safe



Working with Partners



Project managed construction of 340-bed field hospital at Llandarcy



used as a Mass Vaccination Centre



NPT Test, Trace and Protect Service contacted

31,079 people

up to 31st March 2021



Well-being Objective 1: 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”*

We set out 27 steps to help us deliver the 7 improvement priorities under **Well-being Objective 1**.

For 2020/21, 15 (56%) of the 27 steps were on track, 9 just off track and 3 off track. This compares to 23 (85%) on track, 2 just off track and 2 off track in 2019/20. 5 of the 7 improvement priorities were just off track and 2 were on track. **The overall assessment of progress for 2020/21 for Well-being Objective 1 is just off track.**

The main reason for this is due to the impact of the COVID-19 pandemic, the national restrictions and subsequent impact on the levels of contact and engagement with children and young people, especially in the Youth Service.

However, significant support was provided to pupils including £3.9million of free school meal payments, 9,500 pupils provided with Chromebooks and 300 laptops to support learning. We also continued with our Strategic Schools Improvement Programme which included continuing phase 1 of the new £27 million home for Cefn Saeson Comprehensive School. In addition, a number of support grants from Welsh Government were administered by the Council to support the childcare sector and our N.E.E.T (not in education, employment or training) figure of 2.1% was the lowest (best) ever figure for this council. Road Safety outcomes continue to improve year on year and the majority of the Children and Young People Services steps remained on track.

Improvement Priority 1.1 - Children in their early years will benefit from integrated and effective pre-school programmes that maximise their well-being and their readiness for learning

Amber

- Childcare provision was affected by the COVID-19 pandemic and a number of support grants from Welsh Government were administered by NPT Council.
- 824 children in Neath Port Talbot were approved for the Coronavirus Childcare Assistance Scheme (CCAS).
- Eight hubs established at the start of the pandemic providing care for up to 250 children.
- 2,413 full day childcare places were provided across the county borough.

- Face to face activities for children in libraries was impacted but much of this work moved to online settings.
- Family Information Service (FIS) supported 1,543 enquiries from children and families (a 41% reduction on 2019/20).
- A number of projects commenced to support early years development.

Improvement Priority 1.2 - Families struggling to provide good parenting for their children will be provided with tailored support **Amber**

- 761 referrals for Families First services and 1,793 accessing support. More families not engaging or ‘opting out’ than in previous years.
- 5,213 pupils claimed free school meals and £3.9 million in payments since the first lockdown (upto 31 March 21). Payments have continued during school holidays.
- The Flying Start Programme delivered most elements of the programme remotely – The programme engaged with approximately 1,700 children under the age of four.
- Families First Youth Workers contact was limited due to the pandemic with 479 young people accessing this service during 2020/21.

Improvement Priority 1.3 - Children of school age will be safer, healthier and engaged with their learning **Amber**

- Community based youth clubs remained closed, we opened up virtual youth clubs, however numbers engaging were low.
- We held a school holiday programme for more than 60 children.
- Our Strategic School Improvement Programme remains on track which includes completion of phase 1 of the new £27 million home for Cefn Saeson Comprehensive School and Ysgol Gymraeg Ystalyfera Bro Dur completion is expected in Spring 2022.
- Welsh in Education Strategic Plan (WESP) and Children’s community model in Sandfields West Ward - steps were just off track for the year.
- On track to implement new statutory additional learning needs (ALN) duties to benefit children and young people and ALN officers were available throughout the pandemic, providing support, advice and guidance.
- School attendance was significantly impacted by the COVID-19 pandemic however we provided pupils with 9,500 Chromebooks and 300 laptops. In addition, 940 laptops were purchased for teachers to support and enable learning.

Improvement Priority 1.4 - Children and young people in need of protection, care and support will be protected and safeguarded and more of those children will be able to grow up in a stable family setting **Green**

- Adults and Children’s ‘Single Point of Contact’ (SPOC) service is in place.

- We continued to ensure the right range and quality of services are in place to meet need and 97.7% of child assessments completed on time.
- Work is being undertaken on a regional basis to further develop the right emotional wellbeing and mental health support services.
- Work commenced during 2020/21 to map out the Special Guardianship Orders across the service but this was delayed due to the pandemic.

Improvement Priority 1.5 - Young people leaving full- time education will have the opportunity to enter employment, training or further/higher education **Amber**

- The council supported 40 apprenticeships.
- 2.1% NEET (Not in Education, Employment or Training) figure is the Council’s lowest (best) ever figure.
- Opportunities for care leavers have been impacted by the pandemic. 44.4% care leavers were in education, training or employment after 1 year.
- Number of young people engaged with the youth service during 2020/21 was 1,395 compared to 6,754 in 2019/20.

Improvement Priority 1.6 - All children and young people will be helped to have a say in matters that affect them **Amber**

- Childrens Rights is embedded in processes and any new strategies being developed.
- The Education Directorate Participation Strategy was paused due to the COVID-19 pandemic and it is currently being reviewed.
- Engagement with children and families participating in Families First services was also paused. Re-engagement is planned in 2021/22.
- Views of children and young people were sought as part of the Looked After Children's Assessment and Family Contact Audit.
- We continued to encourage young people to exercise their right to vote and participate in local democracy.

Improvement Priority 1.7 - Children and young people are safe and feel safe **Green**

- 98% schools now delivering age appropriate Healthy Relationship lessons.
- Percentage of re-registrations of children on the local authority child protection register reduced from 13.9% in 2019/20 to 7.4% in 2020/21.
- Extensive information and training has been supplied to schools and pupils in relation to on-line security and safety.
- Road Safety achieved Welsh Government 2020 KPI targets and mostly virtual road safety education and training delivered to over 5,000 pupils.



Well-being Objective 2: To improve the well-being of all adults who live in the county borough: *“Everyone participates fully in community life – socially and economically”*

We set out 31 steps to help us deliver the 6 improvement priorities for **Well-being Objective 2**.

For 2020/21, 20 (65%) of the steps were on track, 10 just off track and 1 off track. This compares to 26 (84%) on track, 5 just off track and zero off track in 2019/20. 4 of the 6 improvement priorities were on track and 2 were just off. **The overall assessment of progress for 2020/21 for Well-being Objective 2 is on track.**

The COVID-19 pandemic and the national restrictions had a significant impact on a number of services that deliver the steps for Well-being Objective 2 such as Environmental Health and Trading Standards work and completion of Disabled Facilities Grants. The impacts of the pandemic can also be linked to some of our Community Safety work relating to domestic abuse, substance misuse and an increase in anti-social behaviour in our towns. However, the Council provided significant support to businesses and individuals during the pandemic, significant support and better outcomes for our homeless and we continued to support service users across Adults Services.

Improvement Priority 2.1 - Local people can access sustainable, local, quality employment

Green

- 2,242 business enquires assisted resulting in advice, information or financial support, processed 1,520 applications from small businesses for Welsh Government emergency fund, 199 new business start-ups were assisted and £47M COVID grants were paid out to local businesses.
- A new STU (short term unemployed) service was launched thanks to an additional investment of £3m EU funds provided through the Welsh Government.
- Communities for Work, Communities for Work Plus and Workways outputs were lower than the previous year partly due to the COVID-19 pandemic and partly due to Welsh Government changes in how information is recorded for these measures.
- 2,026 completed training weeks for apprenticeship, traineeships and work experience across 12 projects.
- Some work promoting social enterprises was paused due to the pandemic.

Improvement Priority 2.2 - Local people can access quality affordable housing

Amber

- The lower than Local Development Plan targets rate of affordable housing delivery has been influenced by the low levels of market housing delivered and due to issues with viability also some work relating to the Replacement Local Development Plan has been delayed due to the COVID-19 pandemic.
- Housing Renewal Team has now installed more than 60 free central heating systems thanks to the Warm Homes Fund.
- 66.7% of households were successfully prevented from becoming homeless and permanent accommodation was secured for 258 homeless individuals or households.
- Due to the pandemic there has been an increase in Housing Support Grant to meet demand.
- Average days to complete a disabled facilities grant increased significantly to 363 days due to impacts of the pandemic.

Improvement Priority 2.3 - People are safe and feel safe

Amber

- Road Safety - Analysis of police recorded accidents in Neath Port Talbot (all severities) show a steady year on year decline since 2015. There were 216 recorded accidents in 2015 and 82 in 2020. Welsh Government 2020 targets achieved across all key corporate plan indicators.
- Building Control continued to provide cover throughout 2020/21 relating to dangerous structures and building regulation applications.
- Despite good work and support provided by our IDVA (Independent Domestic Violence Advisors), Substance Misuse Services and the Community Safety Team, as a result of impacts of the pandemic there has been a national increase in disclosures of domestic abuse across all services. Upon the lifting of restrictions, we saw an increase in Anti-Social Behaviour incidents (particularly in our town centre areas) and we saw the use of prescribed, illicit and novel benzodiazepine type drugs increase significantly.
- Some quality assurance work for Adult Services Safeguarding was disrupted as a result of COVID-19 but this is now on track in 2021/22.
- Environmental Health and Trading Standards work was impacted by the pandemic which saw most of the Food & Health Protection team tasked with supporting infection control efforts for care homes and working for the Regional Test Trace & Protect (TTP) service.

Improvement Priority 2.4 - People unable to work can maximise their income

Green

- We continued to support people to receive benefits they are entitled to and processed claims in 3 days. 99.8% are correctly granted.

- Provided £19.3M Council Tax support to 17,552 households.
- We worked with Chwarae Teg to implement online career development sessions for lower paid women and we are reducing the Council's gender pay gap.
- We regularly monitor data to ensure we are able to inform strategic planning whilst providing suitable support to those in most need.

Improvement Priority 2.5 - People who need care and support will be helped to develop their resilience, accessing support from within their community. If their needs can only be met by social services they will receive services which are personalised

Green

- Adults and Children's 'Single Point of Contact' (SPOC) service is in place.
- Hospital 2 Home model was reviewed during the pandemic and re-launched into Rapid Discharge based on the Discharge to Recover and Assess model.
- Multi-disciplinary team established in July 2020 to triage and screen all hospital referrals to ensure people are seen by the right service at the right time and hospital discharges are safely supported. Between July 2020 and March 2021, we supported 571 hospital discharges.
- 33 care home beds were block purchased to support hospital flow at the beginning of the pandemic.
- Weekly provider meetings took place to support the care market and daily contact was maintained with providers that experienced a COVID-19 outbreak.
- 200+ COVID-19 trained homecare staff who undertook 10,700+ monthly visits to service users.
- Established three units of supported accommodation for people with mental ill health and two people were moved into this scheme in 2020/21.
- We continued to review the services we provide for people with the most complex needs to ensure that they remain fit for purpose.

Improvement Priority 2.6 - People will be able to have their say in matters that affect them and where people need help to voice their opinions, advocacy support will be available

Green

- We continued with our work to implement the Regional Joint Carers' Strategy with our health partners.
- We continue to embed a rights-based approach for older people and disabled people across the Council and ensure that people have access to advocacy support where that is required.



Well-being Objective 3: 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”*

We set out 25 steps to help us deliver the 8 improvement priorities for **Well-being Objective 3**.

For 2020/21, 19 (76%) of the steps were on track, 5 just off track and 1 off track. This is broadly the same as in 2019/20 which had 19 (76%) on track, 6 just off track and zero off track. 6 of the 8 improvement priorities were on track and 2 were just off. **The overall assessment of progress for 2020/21 for Well-being Objective 3 is on track.**

The COVID-19 pandemic and national restrictions had a significant impact on a number of services that deliver the steps for well-being objective 3 such as leisure services, theatres, libraries and tourism. However, despite this impact we delivered most of what we had planned to do under this well-being objective. We achieved the statutory recycling target. Regeneration work continued across the county borough including Neath Town Centre, Plaza Cinema refurbishment and conditional planning consent was given in July 2021 for a £150 million Global Centre for Rail Excellence (GCRE) project at the top of the Dulais Valley and South Powys. We made improvements to our parks and greenspaces, increased accessible cycle routes by 6.6km (over the last two years) and improved the condition of our roads.

Improvement Priority 3.1 - We will provide an environment where new businesses can establish themselves and existing businesses can grow **Green**

- Regeneration work continued, including Neath town centre, the Harbourside strategic employment site, the former Metal Box factory in Neath, transformation of Port Talbot’s Grade II listed Plaza Cinema building and redevelopment of 8 Wind Street for new business space.
- Secured funding of £850k via the Property Enhancement Development Grants (PEDG) and £250k from the Sustainable Living Grants (SLG).
- Construction started In September 2020 on a state of the art, self-powering technology centre building at Baglan Energy Park.
- 470 jobs created or safeguarded as a result of financial support by the local authority and 57% of all contracts were awarded to local companies.

Improvement Priority 3.2 - We will work with communities to increase reuse, recycling and composting **Green**

- Increased waste, reused, recycled or composted by over 5% to 67.56% for 2020/21 and is above statutory target of 64%.

- Fly tipping incidents increased at the start of the COVID-19 pandemic despite the Council suspending restrictions on excess waste presentation. Incidents have now dropped back to usual levels. Despite the increase, on average we cleared each fly tipping incident in 2.8 days, which was quicker than the previous year. We also took enforcement action against 13 individuals where waste had been dumped illegally.

Improvement Priority 3.3 - Local people and visitors can access good quality leisure and community facilities, country parks and countryside

Amber

- Despite the COVID-19 pandemic restrictions we continued providing advice and guidance to 53 tourism sector businesses, however enquiries from new tourism businesses decreased on the previous year.
- We secured £268,000 funding from Valleys Regional Park to designate Afan Forest Park as a Valleys Regional Park Gateway.
- Work started on a new splash pad at Aberavon, we opened a new adventure playground at Margam Park, completed re-designed mountain bike trails at Margam Park and completed the Vale of Neath hub at Resolven Canal Car Park.
- Leisure centres and library services were significantly impacted during the pandemic with libraries still providing an online service.
- Theatres remained closed throughout the pandemic.
- We continued to deliver a programme of activities to support participation of local people in our natural environment.
- Keep Wales Tidy Green Flag Award awarded to Margam Country Park, Gnoll Estate Country Park, Talbot Memorial Park, Victoria Gardens and Swansea University's Bay Campus with Community Awards awarded to Amman Valley Trotting Club and Riverside Park, Pontardawe.

Improvement Priority 3.4 - To identify and develop opportunities for sustainable economic growth in our valley communities

Amber

- We continued to work with developers and partners to deliver key strategic development sites along the coastal corridor including Coed Darcy, Port Talbot Harbourside and Baglan Energy Park. However, some of this work is progressing at a slower pace than anticipated.
- 95.4% of all planning applications were determined within time.
- Work was ongoing to prepare a planning application for the £150 million Global Centre for Rail Excellence (GCRE) project at the top of the Dulais Valley and in South Powys (conditional planning was approved in July 2021).
- Delivered business support to 67 Valley based companies helping to create and/or safeguard 26 jobs.
- Property Enhancement Development Grant (PEDG) and Sustainable Living Grants (SLG) projects to refurbish and redevelop commercial properties is due for completion by the end of 2021 in Ystalyfera, Pontardawe, Cilfrew, Seven Sisters, the Afan Valley and Glynneath.

<p>Improvement Priority 3.5 - To protect, conserve and enhance our natural environment (including important landscapes, countryside, habitats and species) and increasing awareness of its value and encouraging wider participation</p>	Green
<ul style="list-style-type: none"> • Published our new <u>Decarbonisation and Renewable Energy (DARE) Strategy</u> outlining what has been done so far to tackle climate change. • Air quality monitoring continues to be carried out throughout Neath Port Talbot. The Port Talbot/Taibach area continues to be declared an AQMA (Air Quality Management Area) but remains well within air quality exceedances target. • 50 playgrounds were made COVID-19 safe. • Four improvement projects completed on our public rights of way network in Cilybebyll, Tonna, Port Talbot and Dyffryn Clydach. • Some biodiversity work was impacted by the COVID-19 pandemic however, projects were completed that improved biodiversity at various locations including Gnoll Park and Craig Gwladus Country Park. 	
<p>Improvement Priority 3.6 - To deliver a positive contribution to the regional planning agenda</p>	Green
<ul style="list-style-type: none"> • We worked with neighbouring authorities to scope and deliver a Strategic Development Plan which is on track. 	
<p>Improvement Priority 3.7 - To promote and deliver sustainable accessibility and improve connectivity and communication links</p>	Green
<ul style="list-style-type: none"> • We increased accessible cycle routes by 3.75Km in 2020/21, 6.63Km including 2019/20. • The replacement Blaengwrach River Bridge was lifted into place restoring the vital link between Blaengwrach, Cwmgwrach and Glynneath. • £5,598,372 of Welsh Government financial support has been delivered In Neath Port Talbot via a Bus Emergency Scheme (BES). • We improved the condition of A roads, B roads and C roads and achieved the corporate plan targets for all three road categories. 	
<p>Improvement Priority 3.8 - We will work with partners to improve connectivity and infrastructure across the county borough</p>	Green
<ul style="list-style-type: none"> • On 21 October 2020, Cabinet approved the Swansea Bay City Deal Digital Infrastructure Business Case and subsequent investment in Digital Infrastructure across the Swansea Bay City Region. • Work continues to identify internet "not" spot areas (where there is no network availability) to increase network availability. • We continued to support the third sector to enable more people to access on-line services. • Public Services Board partners continue to prioritise digital inclusion in their response to the COVID-19 pandemic as they support individuals, communities and businesses in recovery. 	

Have your say on what matters to you

We welcome feedback on the information contained within this report via:

Email: policy@npt.gov.uk or post: Chief Executive, Neath Port Talbot County Borough Council, Civic Centre, Port Talbot, SA13 1PJ

The Citizens Panel enables residents to take part in research relating to the council. This means you will be able to tell us what you think about council policies, priorities and/or services. The feedback helps us to understand the residents' perspective and is used to help make decisions. You do not need any knowledge of council services to become a member of the panel. We are looking for a variety of views from a range of different people. Panel members may be asked to take part in online questionnaires, informal discussions, workshops, telephone interviews and other forms of consultation. If you would like to join up, please complete the recruitment questionnaire which can be found [here](#).

We also have a number of consultation/engagement events about various services which we promote in the press and on the website which you can access via the following link: <http://www.npt.gov.uk/haveyoursay>

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Neath Port Talbot Council

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Key Performance Indicators 2020/21

Neath Port Talbot Council

Appendix 3 - Full suite of Key Performance Indicators - Full Year (1 April – 31 March) - 2020/21

Performance Indicators key:

- **CP reference** - Corporate Plan Key Performance Indicators
- **PI reference** – Service Performance Indicators
- **PAM reference** - Public Accountability Measures - National Indicators (up to date All Wales information not available for comparison purposes due to the pandemic)

RAG (Red, Amber Green) key:

- **Green:** achieved target 2020/21/ maintained or improved on 2019/20
- **Amber:** Within 5% of target/within 5% of previous years performance
- **Red:** 5% or more below target/ 5% or more below previous years performance
- **N/a** – no comparable data or no target set

How will we know we are making a difference (01/04/2020 to 31/03/2021)?

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
1 Well-being Objective 1 - To improve the well-being of children and young people						
CP/002 - Number of full day childcare places provided	2228	2335	2413	2450	 Green	 Amber
Registered numbers have fluctuated through the year as a result of COVID- 19. We have seen numbers increase and stabilise throughout the end of quarter 3 and 4.						
CP/003 - Percentage of children hooked on sport (based on number of occasions of participation per week = 3)	50				N/a	N/a
No Quality data available for 2020/21 as all programmes have been closed for 9 out of 12 months due to COVID-19-19. No data due for 2019/20 as data is collected and reported every two years.						
CP/005 - PAM/007 - Percentage of pupil attendance in primary schools	94.14	94.02	93.33	95.50	 Amber	 Amber
Data reported in 2020/21 relates to the 2019/20 academic year. Due to COVID-19, figures for the 2019/20 academic year are reported up to 13 March 2020 All Wales data for 2019/20 (2018/19 academic year) is 94.6%.						
CP/006 - PAM/008 - Percentage of pupil attendance in secondary schools	93.48	93.46	92.01	95.00	 Amber	 Amber
Data reported in 2020/21 relates to the 2019/20 academic year. Due to COVID-19-, figures for the 2019/20 academic year are reported up to 13 March 2020. All Wales data for 2019/20 (2018/19 academic year) is 93.8%.						
CP/007 - PAM/033 - Percentage of pupils assessed in Welsh at the end of Foundation phase	15.78	16.63		15.90	N/a	N/a
Foundation Phase assessments were not undertaken due to COVID-19.						
CP/008 - PAM/034 - Percentage of year 11 pupils studying Welsh first language	12.85	11.40	11.33	11.70	 Amber	 Amber
For the Academic Year 2019/20, there were 171 pupils studying Welsh first language from a cohort of 1,509 pupils compared to 166 from a cohort of 1,456 for 2018/19. Whilst the overall percentage has dropped marginally from the previous year, the number of pupils studying Welsh as a first language has increased slightly. The figure is likely to rise steadily for the next 4 years.						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
CP/009 - PAM/029 - Measure 33 - Percentage of children in care who had to move 3 or more times	7.44	7.77		7.50	N/a	N/a
This information is populated by Welsh Government from the Looked After Child (LAC) Census later in the year (2021), therefore no data is available at the time of producing this report.						
CP/011 - PAM/028 - Measure 24 - Percentage of child assessments completed on time	94.93	98.76	97.71	94.00	 Amber	 Green
2,608 out of 2,669 for the full year 2020/21 compared to 2,621 out of 2,654 in the same period 2019/20. This continues to be a priority for Children's Services. There has been an increase of 15 assessments completed compared to last year. Wales Average is 88.9 %.(latest available data).						
CP/013 - PAM/046 - Percentage of young people who are NEET - Year 11 leavers not in education, training or employment (NEET)	2.90	2.15	2.12	3.10	 Green	 Green
The 2.1% NEET figure is our lowest ever figure and this was achieved during the COVID-19 pandemic. Legacy staff and Careers Wales have worked hard on achieving this result keeping in touch and supporting young people through a range of COVID-19 safe interventions such as meeting in people in gardens, virtual meetings, walk and talk sessions etc.						
CP/014 - Percentage of 11 - 19 year olds in contact with the Youth Service	35.03	45.75	9.47	44.00	 Red	 Red
The number of young people engaging with the youth service has significantly reduced due to the COVID-19 pandemic and the closure of schools, youth clubs and group work. Young people struggled to engage with youth workers in the virtual world and our work focused on supporting those most vulnerable.						
CP/015 - Percentage of schools that have adopted suitable programmes to address violence against women, domestic abuse and sexual violence (VAWDASV)	12.12	13.64	98.33	45.00	 Green	 Green
All primary schools in Neath Port Talbot are now delivering age appropriate Healthy Relationship lessons. These lessons start in year 2 and go through to year 6, as agreed by the NPT Relationship and Sexuality Education Group. Due to the COVID-19-19 pandemic, face to face lesson delivery was paused, but in September 2020 we resumed face to face lesson delivery and appropriate risk assessments have been drawn up to allow this. This is a very positive step in the right direction as there are concerns of the rise of domestic abuse during lockdown, with children not having a safe space away from home to be free from fear or be able to make safe disclosures. Almost all comprehensive schools within the county borough are now receiving Healthy Relationship Lessons. As with primary schools, face to face lesson delivery was paused due to the COVID-19-19 pandemic but these are now able to resume. The age appropriate lessons form part of the Healthy Relationships pack that was developed with the Neath Port Talbot/Swansea/Bridgend Healthy Schools Team and in partnership with both education and health staff, launched in the summer of 2018. Local specialist domestic abuse providers were also key to the development of this lesson. Hafan Cymru's Spectrum Programme continue to deliver in schools in addition to the above programme.						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
CP/018 - Road Safety - Killed or seriously injured: Child casualties (0 -15 years)	1	3	0	Please see comment below	N/a	N/a
CP/019 - Road Safety - Killed or seriously injured - Pedal cyclist casualties (All Ages)	3	0	1		N/a	N/a
CP/020 - Road Safety - Killed or seriously injured - Young Drivers (16 -24 years)	3	1	1		N/a	N/a

The recently released Welsh Government (WG) data for 2020 brings to an end the five year targets set for Local Authorities in relation to casualty reduction.

We have seen a significant decrease across all categories based on the 2004 – 2008 baseline figures; and we await WG new targets imminently.

CP/018 : No child casualties killed or seriously injured in 2020

CP/019: 93% decrease against 2020 target

CP/020 : 93% decrease against 2020 target

Over the last five years we've been tasked with the following National Targets to be achieved by 2020:

- **A 40% reduction in the total number of people killed and seriously injured on Welsh roads based on the average figures for 2004-08.**
- **A 25% reduction in the number of motorcyclists killed and seriously injured on Welsh roads based on the average figures for 2004-08.**
- **A 40% reduction in the number of young people (aged 16-24 years) killed and seriously injured on Welsh roads based on the average figures for 2004-08.**

Furthermore, we have set in house targets through our own Road Safety Strategy, addressing our own locally identified issues to run concurrently with Welsh Government:

- **A 40% reduction in 'all casualties' across NPT**
- **A 25% reduction in all pedal cyclist casualties across NPT**

Police recorded road accident and casualty numbers throughout most of 2020 were affected by the COVID-19 pandemic which saw restrictions on how, where and why people could travel within Wales. The restrictions generally resulted in reduced traffic volume for all types of motorised vehicles. The fall in traffic volume consequently led to a decrease in road accidents and casualties.

In Neath Port Talbot there was a 44% reduction in police recorded road accidents between 2019 and 2020; whilst, analysis of police recorded accidents in Neath Port Talbot (all severities) show a steady year on year decline since 2015; with 216 recorded accidents in 2015 and 82 in 2020, a reduction of 62% overall.

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
CP/108- PAM/032 - Capped 9 score	341.00	342.09	369.00	348.00	 Green	 Green
Data reported in 2020/21 relates to the 2019/20 academic year. Comparison with previous year caution as data is based on a different method i.e. via teacher assessments, due to COVID-19. All Wales data for 2018/19 (2017/18 academic year) is 349.						
CP/109 - PAM/044 - Number of apprenticeships on formal recognised apprenticeships schemes per 1,000 employees		6.72	8.06		 Green	N/a
40 apprenticeships for the period 1 April 2020 to 31 March 2021, an increase on 2019/20 where there were 33 apprenticeships in the council on these schemes. Of the 40 apprenticeships: 22 were modern apprentices and 18 employees accessed apprenticeship funding to upskill and develop. The Council employee headcount (excluding teachers) as at 31 March 2021 is 4,960. The full year 2019/20 figure of 5.44 reported last year was incorrect and has been adjusted to 6.72.						
New Indicator for 2019/20, no comparable data for 2018/19.						
ELLL - EDU/015a - The percentage of final statements of special education needs issued within 26 weeks including exceptions. (measured over the calendar year - quarterly)	60.00	48.94	34.38	48.00	 Red	 Red
11 statements of SEN, including exceptions, were issued within the 26-week timescale, out of a possible 32. Due to the COVID-19 pandemic, professionals, particularly our colleagues in Health, are continuing to have difficulty in assessing the needs of the children and young people and submitting the requested advice within the prescribed timescales.						
ELLL - EDU/015b - The percentage of final statements of special education needs issued within 26 weeks excluding exceptions. (measured over the calendar year)	100.00	100.00	100.00	100.00	 Green	 Green
100% of final statements of SEN (11 of 11), excluding exceptions, were issued within 26 weeks.						
ELLL - PI/444 - Percentage of Year 11 pupils achieving 5 GCSEs at grades A*-C, or equivalent, including English or Welsh first language and Maths	52.02	45.81	57.83	47.00	 Green	 Green
Data reported in 2020/21 relates to the 2019/20 academic year. 842 pupils achieved this indicator from a cohort of 1456 pupils. Comparison with previous year caution as data is based on a different method i.e. via teacher assessments, due to COVID-19.						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/239 - % of children supported to live with their family.	68.21	67.00	67.81	68.4	 Green	 Amber
615 out of 907 for full year 2020/21 compared 601 out of 897 for 2019/20. Performance has remained the same, despite the challenges of the pandemic. Childrens Services remain vigilant in ensuring that children who can remain at home do so with full support from the service.						
PI/240 - % of looked after children returned home from care during the year	11.79				N/a	N/a
This information is populated by Welsh Government from the LAC Census data and will not be available until late 2021. 2019/20 data not available yet due to the pandemic. No target set for 2020/21.						
PI/241 - % of re-registrations of children on the local authority child protection register	6.88	13.93	7.38	7.38	 Green	 Green
17 out of 149 for full year 2020/21 compared to 17 out of 122 in the same period 2019/20. Whilst this performance measure is subject to fluctuation, it is pleasing to note that data for 2021 is down by nearly half from 13.9% to 7.4%. It should however be noted that children whose names are entered onto the Child Protection Register are regularly reviewed by a Multi-Agency Child Protection Panel and the decision to remove a child's name is only agreed once the panel has agreed that they are no longer at risk of significant harm. The low number of re-registrations may reflect better quality planning and support at the point of deregistration.						
PI/242 - Average length of time (in days) for all children who were on the child protection register during the year.	267.00	264.60	257.70		 Green	N/a
257.7 days 2020/21 compared to 264.6 days in the same period in 2019/20. The All Wales average is 253.3 days. The number of days that children's names remained on the Child Protection Register continues to reduce. There has been a change to the internal system whereby cases are flagged when children's names remain on the register past the 2 nd review (9 months). A case consultation with the responsible Principal Officer is triggered at that point to make a decision whether the case needs to be heard in legal surgery or further support to the family is needed. Cases that remain on the register at the 3 rd review (15 months) will trigger a referral to legal surgery. It should however be noted that children and young people will remain on the Child Protection Register whilst all agencies believe the risk(s) remain. Should a child become 'stuck' on the Child Protection Register owing to professional differences, such as perception of risk(s), then such cases will be escalated to Peer Review and there is a process to allow children and families to challenge registration. No target set for 2020/21.						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/243 - % of children receiving the core subject indicators at Key Stage 2	58.97				N/a	N/a
This information is provided by Welsh Government, no data has been released for 2019/20 (2018/19 academic year) 2020-21 (2019/20 academic year) due to the COVID-19 pandemic. No target set for this measure.						
PI/244 - % of children receiving the core subject indicators at Key Stage 4	9.62				N/a	N/a
This information is provided by Welsh Government, no data has been released for 2019/20 (2018/19 academic year) 2020-21 (2019/20 academic year) due to the COVID-19 pandemic. No target set for this measure.						
PI/245 - % of children seen by a registered dentist within 3 months of becoming looked after.	64.71	68.57	25.71	58.4	 Red	 Red
29 out of 35 for 2020/21 compared to 25 out 35 in 2019/20. There has been a significant decrease in the number of children seen by a registered dentist in 2020/21 at only 25.7% in comparison to 2019/20 where 68.6% were seen within 3 months of becoming looked after. This is due to the amount of dental practices that were closed for routine appointments during the pandemic.						
PI/246 - % of children looked after at 31 March registered with a GP within 10 working days of the start of their placement.	98.79	97.66	96.95	90.9	 Amber	 Green
127 of 131 in 2020/21 compared to 167 out of 171 in 2019/20. In 2019/20, 97.7 % of looked after children were registered with a GP within 10 workings days of the start of their placement compared to 96.9% in 2020/21. Eight of our children were not registered within the time frame. Children Services aims to ensure that all children are registered within 10 working days of the start of their placement.						
PI/247 - % of looked after children who have experienced one or more changes of school during a period or periods of being looked after which were not due to transitional arrangements in the 12 months to 31 March.	7.62	3.06	3.91	11.5	 Red	 Green
7 out of 179 looked after children have experienced one or more changes in school in 2020/21 compared to 6 out of 196 in 2019/20. The local authority continue to strive to minimise the number of placement changes and subsequent school changes for our children, and working closely with the regional Multi Agency Placement Support Service (MAPSS). A therapeutic service that works holistically with looked after children to avoid school and placement breakdowns.						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/248 - % of care leavers who are in education, training or employment continuously at 12 months after leaving care	65.38	74.19	44.44	51.4	 Red	 Red
8 out of 18 in 2020/21 compared to 23 out of 31 in the same period in 2019/20. Opportunities decreased due to the COVID-19- pandemic. This is an area where the local authority will need to focus attention as lockdown ends and further opportunities are available for our care leavers.						
PI/249 - % of care leavers who are in education, training or employment continuously at 24 months after leaving care	48.00	57.69	41.94	51.4	 Red	 Red
13 out of 31 in 2020/21 compared to 15 of 26 in 2019/20. 57% percentage of care leavers who were in education, training or employment for 12 months continuously for 24 months after leaving care in 2019/20 compared with 42% in 2020/21. This is a decrease in care leavers accessing education, training and employment, however, opportunities decreased due to the pandemic. This is an area where the Local authority will need to focus attention as lockdown discontinues and further opportunities are available for our care leavers.						
PI/250 - % of care leavers who have experienced homelessness during the year.	0.35	1.87	1.97	9.4	 Amber	 Green
The percentage of care leavers who have experienced homelessness during 2020/21 broadly remains the same as in 2019/20. Work is being undertaken with children and adult services looking at youth homelessness to improve services and prevent any care leavers from becoming homeless.						
PI/466 - Percentage of children and young people who have participated in a suitable programme that addresses VAWDASV	39.00	63.64		60.00	N/a	N/a
Due to the COVID-19 pandemic, the annual Crucial Crew event for Year 6 pupils could not be held. Similarly, the It's Your World events for Year 8 pupils could not be held. The team are exploring ways to ensure pupils still receive these lessons by alternative means. No data will be reported during 2020/21. Going forward, during 2021/22 we have developed a virtual Crucial Crew which has been uploaded to the Hwb for all Primary Schools to access.						
PI/467 - Percentage of year 6 children and young people who have participated in a suitable programme to address cyber-crime	97.98	96.97		98.00	N/a	N/a
Due to the COVID-19 pandemic, the annual Crucial Crew event for Year 6 pupils could not be held. Similarly, the It's Your World events for Year 8 pupils could not be held. The team are exploring ways to ensure pupils still receive these lessons by alternative means. No data will be reported during 2020/21. During 2021/22 we have developed a virtual Crucial Crew which has been uploaded to the Hwb for all Primary Schools to access.						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
2 Well-being Objective 2 - To improve the Well-being of all adults who live in the county borough						
CP/021 - Number of new business start-up enquiries assisted	392	273	199	340	 Red	 Red
Throughout 2020/21, staff resources were allocated to administering applications received from local businesses for emergency payments via the various Welsh Government grant schemes, introduced to coincide with the various lockdown periods. Despite the economic uncertainties of the past 12 months and team's inability to have face-to-face contact, they have still managed to 'virtually' support a high number of local residents considering starting up in business.						
CP/024 - Communities for work - Number of people helped back to work, training or volunteering	260	434	85	290	N/a Not comparable	N/a Not comparable
<p>A difficult and challenging year. This performance indicator has been low, across Wales. Staff have continued to work from home, and this programme heavily relies on face to face support for those furthest away from the labour market. These figures do not include our partners in the Department for Works and Pensions.</p> <p>The programme commenced in 2019/20 and during that year, the programme recorded engagements as well as job entries, training and volunteering. During 2020/21 the programme was altered to just record job entries, training or volunteering. This explains the fall in figures from previous years. Also, the Welsh Government changed the targets due to this alteration in the programme.</p> <p>Target of 290 for 2020/21 is the Corporate Plan target set in spring 2019. This has since been revised by Welsh Government to 88 following a change in the way data is recorded for this measure.</p>						
CP/025 - Number of compulsory redundancies made by the Council	9	9	2		 Green	N/a
<p>We will continue our commitment to minimising compulsory redundancies and ensuring employment continuity for our employees by focusing on redeployment activities, utilising the Voluntary Redundancy Scheme, which is now an open-ended scheme since 17 September 2019, and limiting the number of posts which are advertised externally.</p> <p>There were 2 compulsory redundancies during 2020-21 compared to 9 in both the previous years.</p> <p>No target set for this measure. To minimise as much as possible.</p>						
CP/031 - PAM/012 - Percentage of households successfully prevented from becoming homeless	53.14	51.50	66.67	60.00	 Green	 Green
<p>226 of 339 for 2020/21.</p> <p>Demand has increased across the service during the COVID-19 pandemic. However, a prevention officer is now in post working on early intervention. There is also a hold on evictions therefore many presentations have resulted in a successful prevention outcome due to negotiations to enable the tenant to remain after the hold is lifted. Lifting of the suspension is likely to increase demand over coming months but staff resources are being increased in line with this so the focus can remain on prevention.</p> <p>(2018-19 All Wales full year data is 67.8%).</p>						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
CP/032 - PAM/015 - Average calendar days taken to deliver a Disabled Facilities Grant	232.43	196.00	363.20	230.00	 Red	 Red
<p>97 DFG's/35,230 days for 2020/21.</p> <p>The delivery of Disabled Facilities Grants (DFG's) has been disrupted by the COVID-19 pandemic during this financial year. There were sustained periods of inactivity due to the numerous COVID-19 lock downs and shortages in the supply of materials and labour have also caused significant delays. This resulted in an increase in the number of days taken to deliver a DFG and a decrease in the number of DFG's (97) being completed when compared to last year (212).</p> <p>2018/19 (latest available data) All Wales full year data is 207.</p>						
CP/034 - Percentage of incidents of domestic abuse where people are repeat victims - Independent Domestic Violence Advisor (IDVA) Service - highest risk victims	38.56	40.05	37.3	33.00	 Green	 Red
<p>163 of 437 for 2020/21.</p> <p>During the COVID-19 pandemic, nationally there was a significant increase in disclosures of domestic abuse across all services, and this was widely anticipated. During the first six months, despite seeing a rise in the number of cases to the IDVA service, many of our repeat victims were not in contact. There is a piece of work for the service to do in order to understand the reasons for this. There is some evidence to suggest this may have been because of the closure of the night time economy, but also other evidence to suggest that some victims were safer during lockdown if they did not live with their partner. However, sadly, we know this is definitely not the case for many victims. In the latter part of the year, the number of known, repeat victims accessing the service increased. The percentage of repeat victims over the year is slightly lower than the previous two years.</p>						
CP/019 - Road Safety - Killed or seriously injured - Pedal cyclist casualties (All Ages)	3	0	1	Please see comment below	N/a	N/a
CP/040 - Road Safety - Killed or seriously injured: Older Drivers (75 years and over)	2	0	0		N/a	N/a
CP/041 - Road Safety - Killed or seriously injured: Motorcyclists - all Ages	8	6	1		N/a	N/a
<p>The recently released Welsh Government (WG) data for 2020 brings to an end the five year targets set for Local Authorities in relation to casualty reduction.</p> <p>We have seen a significant decrease across all categories based on the 2004 – 2008 baseline figures; and we await WG new targets imminently.</p> <p>CP/019 : 93% decrease against 2020 target</p> <p>CP/040: No older drivers killed or seriously injured in 2020</p> <p>CP/041 : 83% decrease against 2020 target</p> <p>Please also refer to comments for CP/018, CP/019 and CP/020 on page 4 above.</p>						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
CP/042 - PAM/023 - Percentage of food establishments that meet food hygiene standards	93.92	95.15	96.00	95.00	 Green	 Green
96% (959 of 999) is slightly above target of 95%. During the COVID-19 pandemic, not all premises were routinely inspected, but any food premises who requested a statutory re-score assessment were prioritised, and this has led to a slight increase in performance. All Wales data for 18/19 (latest available) is 95.7%.						
CP/048 - PAM/025 - Measure 19 - Rate of people kept in hospital while waiting for social care per 1,000 population aged 75+	6.29	10.05		3.50	N/a	N/a
No data available due to the COVID-19 Pandemic. All Wales 2018/19 (latest available) full year data is 4.9.						
CP/110 - Workways + - Number of people helped back to work , training or volunteering	139.00	127.00	58.00	72.00	 Red	 Red
Workways+ have supported a number of people during the COVID-19 pandemic, with over 2,280 hours of support provided during 2020/21 and 674 vacancies applied for. Support has been provided to local companies to fill vacancies and support the recruitment process. Where vacancies cannot be filled by Workways+ participants details are circulated to other employability projects within the county borough to benefit local residents. Welsh lockdowns have significantly impacted volunteering, work experience and training outcome figures due to many organisations having to close or adhere to strict guidelines, but it is hoped that these figures will increase over the coming months as more businesses open for business. Participants are able to achieve a number of outcomes during their time with Workways+, enhancing their skills and work experience in addition to gaining employment. For 2020/21 a number of participants have achieved more than one outcome. The number of participants disclosing symptoms of anxiety and depression as a result of their personal and/or family circumstances and the impact of COVID-19 remains high. Staff continue to support these participants and ensure they are receiving regular welfare calls and where required are referred to the appropriate support organisations for further help.						
CP/111 -Communities for Work Plus - Number of people helped back to work, training or volunteering		844	258	150	N/a Not comparable	 Green
Considering the impacts of the COVID-19 pandemic, this programme has continued to achieve at all levels, seeing those who are job ready, and quick to react to employment in Neath Port Talbot. We have also had additional funding from Welsh Government to enhance resources due to the pandemic. The programme commenced in 2019/20 and during that year, the programme recorded engagements as well as job entries, training and volunteering. During 2020/21 the programme was altered to just record job entries, training or volunteering. This explains the fall in figures from the previous year. Also the Welsh Government changed the targets due to this alteration in the programme. No target was set in the corporate plan, however the Welsh Government target set for the year was 150.						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
CP/112- PAM/013 - Percentage of empty private properties brought back into use	0.57		0.00	4.30	N/a	 Red
<p>Over the past year, the focus of the Environmental Health Team has been to assist in the response to the COVID-19 pandemic including enforcement of the regulations and to assist the Regional Test, Trace & Protect (TTP) service. As a consequence, no empty private properties were brought back into use by direct action and limited enforced sales work was undertaken.</p> <p>No data is available for 2019/20 due to the pandemic. All Wales data for 2018/19 is 4.6%.</p>						
PI/153 - Number of referrals of high risk victims to the IDVA service	402	432	437	450	 Amber	 Green
<p>During the COVID-19 pandemic, nationally there was a significant increase in disclosures of domestic abuse across all services, and this was widely anticipated. The IDVA service saw a sharp increase of high risk referrals during March/April 2021 and this level of demand continued for some months. Cases had to be kept open far longer than usual as housing allocations were paused and courts were closed. This created a much larger than usual caseload for the service. In December 2020, two additional IDVA's were appointed with Welsh Government funding on an 18 month basis. During the first six months, despite seeing a rise in the number of cases to the IDVA service, many of our repeat victims were not in contact. There is further work for the service to do in order to understand the reasons for this. In the latter part of the year, the number of known, repeat victims accessing the service increased.</p>						
PI/154 - Number of new members to Paws on Patrol	126	81	96	100	 Green	 Amber
<p>Paws on Patrol is a scheme that asks community conscious dog walkers to help their local neighbourhood by being the eyes and ears of the community, reporting issues such as graffiti, dog fouling, faulty street lighting, fly tipping, antisocial behavior and criminal activity. The Safer NPT Partnership believes that the 1000's of dog walkers within the county borough can play an important part in keeping neighbourhoods safer and cleaner. There are 1,100 members signed up to the scheme.</p> <p>This target was set pre-pandemic and was based on an increase in membership via face to face engagement events. During 2020/21 the team were unable to hold any engagement events because of COVID-19 restrictions. As a result, the team have worked very hard to offer online registration to the scheme and a social media account to engage with members. The outcome of 96 new members for 2020/21 is very positive. The scheme rewards its members with free health checks for dogs, free information packs, and in recent months has distributed approximately 500 dog theft prevention packs to its members, following the concerns over dog thefts in the local area.</p>						
PI/285a - PI/2 - Number of assessments of need for care and support undertaken during the year	1518	1537	1423		N/a	N/a
<p>The total number of new and updated assessments completed during 2020/21 has decreased from the previous year. This can be attributed to the COVID-19 pandemic where we sadly saw a higher than normal death rate, and a drop in the number of people seeking help from external sources due to isolation.</p> <p>There is no target set for this measure.</p>						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/285b - PI/2(i) - Of which; the number of assessments that led to a care and support plan	1393	1391	1214		 Red	N/a
The decrease in the number of care and support plans completed during 2020/21 would be a knock on effect from the reduction of completed assessments during the year. There is no target set for this measure.						
PI/286 - PI/3 - Number of assessments of need for support for carers undertaken during the year	287	216	176		 Red	N/a
There has been a decrease in the number of completed carer's assessments during 2020/21. This can be attributed to the pandemic and the reduction of requests from carer's asking for assessments from the previous year. There is no target set for this measure.						
PI/303 - PI/11 - Number of adults with a care and support plan who received adult social care during the year e.g. home care, day care, respite, direct payments, residential care etc.	2721	2626	2676		 Green	N/a
There has been a slight increase in the number of people receiving a service in 2020/21. This can be attributed to slight rise in the number of people requiring help at home following hospital admissions from our Hospital to Home team as a result of the pandemic. This service did not require a full assessment and, as such, would not be reflected in the completed assessment figure during the year. There is no target set for this measure.						
PI/307 - Measure 18 - The percentage of Adult at Risk enquiries completed within 7 days	89.16	90.83	95.63		 Green	N/a
328 of 343 for 2020/21. Whilst performance has improved compared to the previous year, we are monitoring the data and looking at how processes can be improved upon, to ensure enquiries are undertaken in a timely way. Where there are good reasons (i.e. complexity) to go over the seven days, this is permissible. All seven day enquiries are signed off by a manager who ensures that the safeguarding co-ordinator has clearly documented a justification for going over the seven days. There is no target set for this measure.						
PI/367 - PPN/001ii - Percentage of high risk businesses that were liable to a programmed inspection that were inspected for Food Hygiene	100.00		13.90	100.00	N/a	 Red
51 of 367 for 2020/21. During the pandemic, most of the Food & Health Protection Team were tasked with supporting infection control efforts for care homes and for the Regional Test Trace & Protect (TTP) service, leaving a very depleted resource to undertake food hygiene inspections, however, this was in line with a modified expectation from the Food Standards Agency. Some element of back filling of posts via Locums was achieved, although the demand for Locums far exceeded availability. No full year 2019/20 data is available due to COVID-19, however for the nine month period up to 31 st December 2019 for 2019/20, performance was 83%, which was above target at the time.						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/368 - PPN/001iii - Percentage of high risk businesses that were liable to a programmed inspection that were inspected for Animal Health	100.00	100.00	50.00	100.00	 Red	 Red
3 of 6 for 2020/21. Trading Standards suspended all proactive inspections for the first five months of the financial year due to the COVID-19 pandemic. At the end of September, inspections resumed briefly. In the lead up to the second lockdown, animal health staff were drafted into the TTP teams, where up to the time of writing they spent alternate weeks on duty. Due to the third lockdown and the spread of the new variant of COVID-19, Trading Standards made the decision to cease all physical inspections. Telephone and internet based inspections and monitoring are being carried out to establish levels of compliance, albeit in a limited way. Physical inspections have resumed from 1 April; inspections outstanding from 2020/21 will be rolled over to the new year.						
PI/378 - PPN/001i - Percentage of high risk businesses that were liable to a programmed inspection that were inspected for Trading Standards	100.00	100.00	34.78	100.00	 Red	 Red
5 of 23 for 2020/21. Trading Standards stopped all proactive inspections for the first five months of the financial year due to the COVID-19 pandemic. At the end of September, inspections resumed and a Trading Standards consultant was employed to assist with the backlog for two days a week. Other food officers were either on maternity leave, sickness or transferred to support other teams on COVID-19 duties. Following the third lockdown and the spread of the new variant of COVID-19, Trading Standards made the decision to cease all physical inspections. Telephone and internet based inspections and monitoring were carried out to establish levels of compliance, albeit in a limited way. Physical inspections have resumed from the 1 April and high risk inspections outstanding from 2020/21 carried over to the new year.						
PI/412 - PAM/045 - Number of new homes created as a result of bringing empty properties back into use	0				N/a	N/a
Data for this performance indicator is collected and reported annually due to the current COVID-19 pandemic data is not currently available for 2019/20 and 2020/21. No target has been set for this measure. No comparable data is available for this measure.						
PI/370 - BCT/007 – The percentage of ‘full plan’ applications approved first time.	98.74	94.84	94.94	95.00	 Green	 Amber
Very marginally off target, but unavoidable where clients have submitted a Building Notice that has needed to be converted to Full Plans due to Welsh Water sewer issues.						
PI/371 - BCT/004 – Percentage of Building Control ‘full plan’ applications checked within 15 working days during the year.	97.48	97.42	98.73	96.00	 Green	 Green
Excellent performance that demonstrates staff are committed to turning around applications in a timely manner.						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/413 - Percentage of correctly granted benefit against total granted	99.95	99.96	99.97	99.95	 Green	 Green
Accuracy rates continue to be high and exceed the target.						
PI/414 - Benefits - Average days taken for new claims and changes of circumstances – application to assessment	3.31	2.30	3.10	6.00	 Red	 Green
Continues to be high performance and well below target times.						
PI/415 - PAM/041 - Percentage of National Exercise Referral Scheme clients who completed the exercise programme	70.15	79.18			N/a	N/a
No data available for 2020/21 as Public Health Wales closed down the National Exercise Referral Scheme (NERS) programme for the year, due to COVID-19.						
PI/416 - PAM/042 - Percentage of clients participating in the National Exercise Referral Scheme whose health had improved on completion of the exercise programme	100.00	63.82			N/a	N/a
No data available for 2020/21 as Public Health Wales closed down the NERS programme for the year, due to COVID-19.						
PI/423 - Percentage of long term problematic empty private properties being brought back into use by direct action	11.68		3.28		N/a	N/a
<p>2 of 61 properties during 2020/21.</p> <p>These properties were brought back into use using the enforced sale procedure which involves a lengthy legal and investigative process, which targets the properties that have a detrimental impact on the community.</p> <p>No data available for 2019/20 due to COVID-19.</p> <p>No target set for 2020/21.</p>						
PI/424 - Number of new homes delivered which are affordable – Local Development Plan (LDP) Target	0	18		120	N/a	N/a
<p>2020/21 data is currently being collected and assessed for inclusion within our LDP Annual Monitoring Report (AMR) in October 2021.</p> <p>Delivery for previous years remains significantly below the LDP target. The rate of affordable housing delivery has been influenced by the low levels of market housing delivered in recent years and due to issues with viability. These issues will be addressed through the LDP review.</p>						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/425 - The percentage of detected breaches in animal health, feed and food standards that have been rectified	68.75	82.26	85.37	80.00	 Green	 Green
35 of 41 for 2020/21. Despite the lockdown, staff were able to carry out reactive work, responding to complaints and intelligence received. The consultant hired to fill the staffing gap caused by sickness and maternity leave, identified many breaches and these were passed to regular NPT staff to investigate.						
PI/426 - Percentage of breaches in consumer fraud investigations successfully concluded		48.72	36.84	75.00	 Red	 Red
7 of 19 for 2020/21. There has been a recent surge in "green deal" scams, an increase in counterfeiting activity on social media and a rise in rogue trader style breaches. The fraud section is currently missing an officer due to sickness absence and many of these investigations are ongoing. Data reported from 2019/20.						
PI/427 - Total value of consumer fraud investigations concluded (£)		30000.00	969.00		N/a	N/a
Two fraud investigations relating to used cars have been concluded in the third quarter resulting in refunds to the complainants. The large SDG / Crystal style fraud case has recently resulted in a custodial sentence. Compensation is yet to be determined. Data reported from 2019/20. No target set for this measure.						
PI/429 - Level of unmet need for gypsy and traveller pitches within the county borough	0	0	0	0	 Green	 Green
The extension to Cae Garw (11 new residential pitches) was completed in 2016 and based on the findings of the 2016 Gypsy and Traveler Accommodation Assessment (GTAA) was sufficient to meet the needs of the community in Neath Port Talbot up to 2021. Under the Housing (Wales) Act 2014 a new GTAA was due to be completed by February 2021. However, due to the COVID-19 pandemic and the restrictions on carrying out face to face engagement and survey work, the Welsh Government is seeking to extend the date for submission of a new GTAA to February 2022. Whilst a formal decision has not been agreed in writing by Ministers, the Welsh Government has provisionally agreed the change of date.						
PI/456 - Number of enterprise events held	14	11	9	12	 RED	 RED
The team hold monthly Enterprise Clubs to provide advice and support to local residents considering starting up their own businesses. Due to COVID-19, no events were held until June 2020. Since then, the team have successfully introduced a virtual service and this is working really well.						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/457- Number of completed training weeks for apprenticeship, traineeships and work experience	1493	771	2026		 Green	N/a
Despite the COVID-19 pandemic, 2020/21 was an extremely busy year with 12 projects progressing at varying stages. This represents a significant increase on previous years (for comparison, 7 in 2018/19 & 4 in 2019/20) and the ability to offer more apprenticeship, traineeship and work experience opportunities to local people. There was no target set for 2020/21.						
PI/462 - Number of business enquires assisted resulting in advice, information or financial support being given to existing companies through Business Services	673	728	2242	640	 Green	 Green
Throughout 2020/21, the team dealt with an unprecedented level of enquiries from local businesses. In addition to general enquiries, they processed 1,520 applications from small businesses for emergency funding on behalf of Welsh Government (this is not including the National Non Domestic Rate payments), and received 320 COVID-19 related enquiries from local businesses.						
PI/469 - Number of people referred to the Channel Panel who were no longer deemed vulnerable following intervention by the Panel	1	7	7		N/a	N/a
27 referrals were received into Channel Panel during 2020/21. All those referred were deemed no longer vulnerable following interventions or support put in place by the panel. Channel Panel meetings continue to be coordinated and supported by Community Safety, and chaired by the Principal Officer for Safeguarding. This arrangement works well in considering each case, and deciding which services are best placed to provide support. Cases are then monitored at every meeting until such a time that the chair is satisfied all help and support has been provided, with a clear exit strategy in place, to ensure individuals continue to receive other means of support if necessary.						
PI/481 - Number of Area Planning Board (APB) commissioned substance misuse services successfully maintained in the year			22	21	N/a	 Green
In April 2020 the APB submitted an expenditure plan to Welsh Government with 21 projects. During lockdown all of these services were maintained and providers were able to adapt their provision in line with social distancing guidelines. Adaptions include offering services virtually and via the telephone. Those medical services that had to be maintained face-to-face were delivered by staff using full medical grade PPE. Two services (Dyfodol Raps and the PHASE Project) were commissioned from underspend at the end of the last financial year, which brought the total to 23 services. All 23 services were being maintained, but the PHASE project was decommissioned from January 2021. The target of 21 was exceeded during this financial year. New indicator for 2019/20. No Data for 19/20.						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/482 - Number of monitoring visits undertaken to APB commissioned substance misuse services			72	82	N/a	 RED
<p>Due to the pandemic, for the first three months of the year monitoring visits were replaced with virtual monitoring meetings. The Contract Monitoring Officer was redeployed for six weeks (almost half) of the first three months of the year to the Safe & Well Service so contract monitoring meetings weren't prioritised. Quarter 1 2020/21 was particularly affected, though most meetings still occurred virtually.</p> <p>There have been issues with competing priorities during the year, due to the need to concentrate resources on service delivery. The visits were picked up in quarter 3 and for the last six months of the year these were carried out in the main and contract monitoring reports have been presented to the APB for each service.</p> <p>The target for 2021/22 will need to be revised to consider the new projects that have been commissioned.</p> <p>New indicator for 2019/20. No data available for 2019/20.</p>						
PI/483 - Number of agreed service outcomes achieved in APB commissioned substance misuse services				228	N/a	N/a
<p>No data was recorded for 2020/21 as issues were identified with the accuracy of the data recorded and reported in 2019/20. This has meant that it has not been possible to set agreed levels of service outcomes for 2020/21. No data is available for 2019/20.</p> <p>A performance management framework for the APB has been developed and this will provide the Board with assurances around service delivery and the outcomes that have been delivered. The targets we develop for this performance indicator will be based around what is recorded in the performance framework.</p>						
PI/484 - Percentage of non-fatal over-doses notified through the protocol that received appropriate advice and or other intervention			64		N/a	N/a
<p>During the year, 158 overdoses were notified to the APB Case Review Coordinator (figures are for Western Bay - Swansea and NPT). Reaching 64% of these cases is a very good outcome due to the nature of the cohort of people who suffer overdoses being chaotic and complex. Outreach have been working business as usual during the pandemic but with limitations. In relation to the 72 hour protocol, where outreach workers aim to make contact within 72 hours after the overdose was reported, during the pandemic this was being followed as much as possible but was dependant on staffing etc.</p> <p>No data available for 2019/20 and no target was set for 2020/21.</p>						
PI/485 - Percentage of SMAF (Substance Misuse Action Fund) grant utilised in the financial year			100	100	N/a	 Green
<p>SMAF Budget £2.9m</p> <p>100% of the budget was allocated with no slippage to 21 services across Western Bay and six programme support schemes including the APB Team, Harm Reduction Lead, Case Review Coordinator and Data Management.</p> <p>The services supported 3,032 service users during 2020/21 with 1,466 being new service users (figures are for Western Bay - Swansea and NPT).</p> <p>The funding also paid for six members of staff to deliver the priorities of the Area Planning Board and to monitor the quality and value for money of services commissioned.</p> <p>No data available for 2019/20.</p>						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/486 - Percentage of SMAF (Substance Misuse Action Fund) project plans produced and agreed by Welsh Government			100	100	N/a	 Green
<p>100% of the plans were submitted and accepted by Welsh Government.</p> <p>Seven project plans were submitted to support the SMAF expenditure plan. The plans outline how the SMAF money will be spent in the region detailing what services will be provided.</p> <p>Plans covered the following areas of provision and support:</p> <ul style="list-style-type: none"> Children and Young People Services Adult Services Family Services APB Support Residential Rehabilitation Harm Reduction Prevention and Education. 						
Well-being Objective 3 - To develop the local economy and environment so that the well-being of people can be improved						
CP/063 - The number of jobs created/safeguarded as a result of financial support by the local authority	456	610	470	280	 RED	 Green
<p>Despite the economic uncertainties of COVID-19 and the difficulties that many of our local businesses have faced throughout the pandemic, many local manufacturing companies have been investing in growth and diversification plans to help secure their future. Consequently, Council support has been used to support investment in equipment, new processes, staff training and in some instances, the relocation to new premises within the County.</p>						
CP/067- PAM/030 - Percentage of waste, reused, recycled or composted	60.81	61.74	67.56	64.00	 Green	 Green
<p>All figures are subject to Natural Resources Wales ratification.</p> <p>Notwithstanding the COVID-19 pandemic the Council's actions under its waste strategy, assisted by residents and business customers who have been operating, have delivered an improvement of over 5% in the headline recycling figure in the last year, such that the Council's position is comfortably above the current statutory target of 64%.</p> <p>Please see supporting measures below (Pi/346 to Pi/350).</p> <p>All Wales performance for 2019/20 is 65.1%</p>						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/346 - WMT/010i - The percentage of local authority municipal waste prepared for re-use	0.24	0.24	0.04	N/a	N/a	N/a
PI/347 - WMT/010ii - The percentage of local authority municipal waste: incinerator bottom Ash/Residual waste recycling rate.	4.04	2.30	10.18	N/a	N/a	N/a
PI/348 - WMT/010ii - The percentage of local authority municipal waste: Kerbside dry recycling rate	20.61	22.02	23.43	N/a	N/a	N/a
PI/349 - WMT/010ii - The percentage of local authority municipal waste: Household Waste Recycling Centres dry recycling rate	20.61	19.84	16.80	N/a	N/a	N/a
PI/350 - WMT/010iii - The percentage of local authority municipal waste collected as source segregated Bio-wastes and composted or treated biologically in another way	15.83	17.22	17.11	N/a	N/a	N/a
CP/068 - PAM/043 - Kilograms of residual waste generated per person	216.46	182.02	209.70	N/a	N/a	N/a
<p>Full year 2020/21 is provisional data: 30,052,450 kilograms/143,315 population. We did however see an increase in Kilograms of residual waste generated per person for 2020/21 to 210 kilograms (182 kilograms in 2019/20). As a result of the COVID-19 pandemic, more people were restricted to work or stay at home, which resulted in more recycling and waste being presented for collection at the kerbside. Whether this trend is sustained will become more apparent as we move forward.</p> <p>No target has been set for this indicator. All Wales 2018/2019 full year data is 180.</p>						
CP/069 - PAM/010 - Percentage of streets that are clean	93.57	93.84	90.65	93.86	 Amber	 Amber
<p>The figure is taken from snapshot surveys over the year. Performance for 2020/21 has been impacted by resource availability during the ongoing COVID-19 pandemic. All Wales data for 2018/19 (latest available) is 94.0%.</p>						
CP/070 - PAM/035 - Average number of days to clear fly-tipping	3.21	2.97	2.84		 Green	N/a
<p>Full year data 2020/2021 is 4445/1566 (2.84 days) compared to 2680/901 (2.97 days) in 2019/2020. For a portion of the year, investigations into fly tipping were restricted because of the COVID-19 pandemic, as a result calls were referred directly to the cleansing crews for clearance, which has resulted in the improved response time, despite the increase in reported incidents this year. Neath Port Talbot saw an increase in fly tipping at the start of the COVID-19 lockdown, despite the Council suspending restrictions on excess waste presentation. No target has been set for this indicator for 2020/21. All Wales data for 2018/19 (latest available data) is 2.2 days.</p>						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
CP/072 - Number of visits to our theatres	239481	217161		240000	N/a	N/a
No data available for 2020/21 as all theatres were closed due to the COVID-19 pandemic.						
CP/073 - PAM/040 - Percentage of quality indicators achieved by the Library Service	75.00	66.67		65.00	N/a	N/a
Data is not available until November 2021. All Wales data for 2018-19 is 80.31%.						
CP/074 - PAM/017 - Number of visits to leisure centres per 1,000 population	8063.71	7758.12		8700.00	N/a	N/a
No quality data is available for 2020/21 as all facilities were closed for nine months due to the COVID-19 pandemic. All Wales data for 2018/19 (latest available) is 9,116.						
CP/077 - Number of biodiversity rich areas protected and/or enhanced	43	43	43	50	 Green	 Red
The figure is based on the current list of nature conservation sites, which includes Local Nature Reserves, 'Working with Nature' sites and areas that have previously been managed as part of the conservation verge/area scheme. Following a review of the list of sites, a small number of sites were removed.						
CP/078 - Number of PM10 breaches in the Air Quality Management Area (Port Talbot / Taibach)	19	7	16	35	 Red	 Green
This is the cumulative figure from 1 April 2020 to 31 March 2021 taken from the official monitoring station at Port Talbot Fire Station, it is below the annual target of 35.						
CP/083 - PAM/020 - Percentage of A roads in poor condition	5.22	4.99	3.38	5.00	 Green	 Green
3.4% of A roads are in poor overall condition. This is below our target of 5% for 2020/21 and is an improvement on the 2019/20 figure of 4.99%. The local authority is responsible for the maintenance of a road network approximately 855 kilometres in length. The network is subject to a comprehensive range of technical surveys and inspections each year and the resultant information is evaluated to produce a prioritised list of schemes in line with the resources available. This process helps to ensure that limited finances are spent to best effect. Consequently, some sections of road identified by the performance indicators as being 'in poor overall condition' (based on SCANNeR data) have been included in recent works programmes. In addition, investment has also been directed towards other sections of the A class network that display different defect characteristics to those reported by SCANNeR. It is anticipated that improvements on the Council's A class roads will be reflected in the KPI figures over the next year as the SCANNeR survey recognises the benefits of the recent surfacing works undertaken along the A class road network. All Wales data for 2018/19 is 3.9%.						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
CP/084 - PAM/021 - Percentage of B roads in poor condition	3.28	2.84	2.40	5.00	 Green	 Green
<p>2.4% of B roads are in poor overall condition. This is below our target of 5% for 2020/21 and is an improvement on the 2019/20 figure of 2.84%. The local authority is responsible for the maintenance of a road network approximately 855 kilometres in length. The network is subject to a comprehensive range of technical surveys and inspections each year and the resultant information is evaluated to produce a prioritised list of schemes in line with the resources available. This process helps to ensure that limited finances are spent to best effect. Consequently, some sections of road identified by the performance indicators as being 'in poor overall condition' (based on SCANNeR data) have been included in recent works programmes. In addition, investment has also been directed towards other sections of the B class network that display different defect characteristics to those reported by SCANNeR. It is anticipated that improvements on the Council's B class roads will be reflected in the KPI figures over the next year as the SCANNeR survey recognises the benefits of the recent surfacing works undertaken along the B class road network.</p> <p>All Wales data for 2018/19 is 4.5%.</p>						
CP/085 - PAM/022 - Percentage of C roads in poor condition	4.90	5.68	4.78	10.00	 Green	 Green
<p>4.8% of C roads are in poor overall condition. This is below our target of 10% for 2020/21 and is an improvement on the 2019/20 figure of 5.68%. The local authority is responsible for the maintenance of a road network approximately 855 kilometres in length. The network is subject to a comprehensive range of technical surveys and inspections each year and the resultant information is evaluated to produce a prioritised list of schemes in line with the resources available. This process helps to ensure that limited finances are spent to best effect. Consequently, some sections of road identified by the performance indicators as being 'in poor overall condition' (based on SCANNeR data) have been included in recent works programmes. In addition, investment has also been directed towards other sections of the C class network that display different defect characteristics to those reported by SCANNeR. It is anticipated that improvements on the Council's C class roads will be reflected in the KPI figures over the next 3 years as the SCANNeR survey recognises the benefits of the recent surfacing works undertaken along the C class road network.</p> <p>All Wales data for 2018/19 is 14%.</p>						
CP/113- PAM/018 - Percentage of all planning applications determined in time	96.71	97.44	95.40	95.00	 Amber	 Green
<p>723 of 742 applications for 2020/21. Overall performance as expected, with applicants usually agreeing to extensions of time.</p> <p>All Wales data for 2018/19 is 88%.</p>						
ELLL - LCL001 - The number of visits to public libraries during the year, per 1,000 population	5347.67	4877.51	585.03	4800.00	 Red	 Red
<p>The number of visitors to libraries has been affected by the COVID-19 pandemic. When libraries were able to reopen - September to December - they did so on significantly reduced hours and with a restricted service.</p>						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/280 - PAM/019 - Percentage of planning appeals dismissed	61.54	50.00	76.92	63.00	 Green	 Green
10 of 13 for 2020/21. Appeals performance for 2020/21 is above the national average, and showing that decisions have been correct and able to be robustly defended. All Wales data for 2018/19 is 67.6%.						
PI/325 - Legal Services - Successful prosecutions for unauthorised waste disposal	82		7		N/a	N/a
COVID-19 has impacted upon the volume of instructions which have come in over this period. Client officers being unable to provide instructions due to restrictions, but these are now easing and it is anticipated that new instructions will be coming in. There were no figures recorded in 2019/20 due to the COVID-19 pandemic. There is no target set for this measure.						
PI/366 - PLA/M002 – Planning - Average time taken from receipt of application to date decision is issued - days	83.76	69.91	76.79	90.00	 Red	 Green
Although there remains room for improvement, the average 'end to end' performance remains reasonable.						
PI/372 - PLA/004d - The percentage of all other planning applications determined during the year within 8 weeks	78.35	79.72	75.45	81.00	 Red	 Red
8 week performance during 2021/22 has been affected by numerous factors including the COVID-19 pandemic, working from home (including technical difficulties) and the retirement of experienced officers. In this context, performance on 'all other' applications remains acceptable, but will need to be improved as we emerge to a 'new way of working' post pandemic.						
PI/373 - PLA/M004 - The percentage of major planning applications determined during the year within 8 weeks	25.00	31.58	25.00	40.00	 Red	 Red
8 week performance during 2021/22 has been affected by numerous factors including the COVID-19 pandemic, working from home (including technical difficulties) and the retirement of experienced officers. In this context, performance on major applications remains acceptable, but will need to be improved as we emerge to a 'new way of working' post pandemic, especially given the need to ensure that planning is at the forefront of economic recovery.						
PI/374 - PLA/004c - The percentage of householder planning applications determined during the year within 8 weeks	98.00	91.21	76.87	97.00	 Red	 Red

8 week performance during 2021/22 has been affected by numerous factors including the COVID-19 pandemic, working from home (including technical difficulties) and the retirement of experienced officers. In this context, performance remains acceptable, but has been particularly badly hit and will need to be improved as we emerge to a 'new way of working' post pandemic.

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/375 - PLA/004b - The percentage of minor planning applications determined during the year within 8 weeks	76.24	78.11	57.58	80.00	 Red	 Red

8 week performance during 2021/22 has been affected by numerous factors including the COVID-19 pandemic, working from home (including technical difficulties) and the retirement of experienced officers. In this context, performance remains acceptable, but has been particularly badly hit and will need to be improved as we emerge to a 'new way of working' post pandemic.

PI/376 - PLA/002 - The percentage of applications for development determined during the year that were approved	96.90	97.84	96.55	95.00	 Amber	 Green
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Decisions remain at expected levels.

PI/380 - PLA/M001 – Planning - Average time taken from receipt of application to validation of application – days.	13.06	11.92	12.76	15.00	 Red	 Green
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Performance remains within acceptable limits, with officers continuing to return invalid applications once invalid notices have expired.

PI/430 - Percentage of private water supplies where a risk assessment has been carried out in accordance with drinking water standards	100.00		100.00	100.00	N/a	 Green
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No risk assessments were completed due to COVID-19 restrictions. Alternative means of intervention was undertaken in accordance with instruction from the Drinking Water Inspectorate.
Full year 2019/20 data not available due to COVID-19.

PI/432 - Number of accessible routes increases (by kilometers) in accordance with the Existing Route Map and Integrated Network Map - Pedestrian routes	2.40	0.00	0.00		N/a	N/a
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During the 2020/21 financial year 0 KM of pedestrian routes were added to the network.
No target set for this measure.

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/433 - Number of accessible routes increases (by kilometers) in accordance with the Existing Route Map and Integrated Network Map - Cycle routes	2.40	2.88	3.75		 Green	N/a
<p>There was some COVID-19 related delays to works, however the following improvements were undertaken during 2019/20 and 2020/21 financial years: -NCN47/46 Neath Canal (Neath to Tonna) - 3.1km (completed in 20/21); NCN43 Pontardawe - 3.5km (phases completed in 19/20 and 20/21). A total of 6.63km of improvements. No target has been set for this measure.</p>						
PI/458 - Number of visitors to Neath Town Centre	5454974				N/a	N/a
<p>The data collection source, Springboard, made the decision that during the pandemic, the levy to collect data would not be conducted due to a lack of funds. Following a negative ballot in February 2021, Neath Inspired closed for business in March 2021. There are no means to continue collecting the data in the near future, however alternatives are being considered. No target set for 2020/21. No data available for full year 2019/20 due to the COVID-19 pandemic.</p>						
PI/459- Bring forward high quality office and light industrial space for inward investment expansion	0	999	38000		 Green	N/a
<p>38,000 sq.ft of refurbished high quality office space brought forward for business expansion/new investment at the former Crown site in Neath and the Mardon Park development on Baglan Energy Park. In addition, we have initiated the take up of 160,000 sq ft of industrial space at Crown, works are ongoing on projects such as the Baglan Bay Technology Centre, Plaza development in Port Talbot and 8 Wind St Neath and discussions continue with the private sector to bring forward a further 300,000 sq. ft. industrial/office space. Full year data not available for 2019/20 due to the COVID-19 pandemic, however 999 sq.ft. was reported upto 31 December 2019 for the 2019/20 financial year which was due to the refurbished high quality office space created at the former Port Talbot Magistrates Court. No target set for this measure.</p>						
PI/463 - % of contracts awarded to local companies as a result of delivering community benefit clauses in Council tenders	60.00	30.00	57.00		 Green	N/a
<p>Despite construction projects initially slowing down in the first quarter of 2020/21, activity substantially increased as the year progressed resulting in 57% of all contracts being awarded to local companies. No target set for 2020/21 due to the COVID-19 pandemic.</p>						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/464 - Number of tourism operators supported by the council	28	62	53		 Red	N/a
<p>The Tourism Team provided continued advice and guidance to tourism sector businesses relating to COVID-19 financial support and operating in accordance with the Welsh Government's Tourism and Hospitality Sector guidance. Many of these 53 businesses were assisted multiple times during the year. The team also managed the process for issuing Exemption Certificates (in partnership with Environmental Health) to allow accommodation providers to accommodate eligible individuals (such as key workers) during COVID-19 lockdown periods. The Team also conducted two online training events relating to social media and forthcoming marketing campaigns. Due to the economic impact of COVID-19, enquiries from new tourism businesses decreased in comparison to the previous year (this is reflected in the decrease in outputs achieved against this indicator) however three new tourism operators were assisted in 2020/2021.</p> <p>No target set for 2020/21.</p>						
PI/465 - Number of Destination Management Plan actions delivered.	24	29	14		 Red	N/a
<p>The Tourism Team worked with destination partners such as Natural Resources Wales and Brecon Beacons National Park to manage visitor flows during the various COVID-19 lockdowns and during the reopening of the visitor economy. This involved publicising route closures due to COVID-19 lockdown and delivering measures to reduce the impacts of significant visitor number on local communities once lockdown restrictions lifted.</p> <p>The team secured £268,000 funding from Valleys Regional Park to designate Afan Forest Park as a Valleys Regional Park Gateway and worked with Natural Resources Wales to begin the process of devising a 'masterplan' for the future development of Afan Forest Park as a visitor destination.</p> <p>The Tourism Team continued to engage with the Destination Management Steering Group throughout the pandemic, which was a valuable source of information on how the pandemic affected the tourism industry. A bed stock survey was also completed to establish an accurate picture of accommodation provision within Neath Port Talbot. As Wales (and the UK) were in significant periods of lockdown there were large parts of the year where the destination was closed to visitors, this is reflected in the decrease in the number of destination management actions delivered this year.</p> <p>No target set for 2020/21.</p>						
<p>4 Governance and Resources (cross cutting) - To ensure the business of the Council is managed to maximise the long term benefit for the citizens of Neath Port Talbot</p>						
CP/086 - PAM/001 - Number of working days lost to sickness absence per employee - Sickness FTE days lost	9.79	12.13	8.13	9.00	 Green	 Green
<p>In comparison, our sickness absence for 2020/21 shows a significant reduction compared to 2019/20, from 12.13 FTE (full time equivalent) days lost due to sickness absence per employee to 8.13 days. Both short-term absences and long-term absences have significantly reduced over the year, and absence has decreased across all service areas. The decrease is due to a number of factors including unusually high sickness levels in 2019/20, homeworking had an impact and social distancing and associated regular hygiene practices e.g. wearing face masks, hand washing etc. would also have had an impact in the reduction.</p> <p>More information can be found in our Workforce Information Report, reported to personnel committee on 7 June 2021.</p> <p>All Wales data for 2019/20 is 11.2</p>						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
CP/087 - Percentage of eligible people registered to vote	94.29	96.13		94.30	N/a	N/a
<p>The way this measure is collected changed during 2020/21 i.e. Data is collected via three routes: Route 1: Department for Work and Pensions and local data matching Route 2: Unmatched properties Route 3: Properties of multiple occupation e.g. residential care homes and student accommodation</p> <p>The new measure going forward and included in the 2021-23 Corporate Plan is : % Local Government Electors (via all routes) verified and registered to vote: Baseline data for 2020/21 for this new measure is 96.2%</p>						
CP/088 - Number of statutory recommendations made by the Council's external auditors on strategic and operational planning arrangements	0	0	0	0	 Green	 Green
<p>The Audit Wales Annual Audit Summary Report for 2019/20 (which replaces the Annual Improvement Report), was received by the Council in March 2021 with no formal recommendations for the Council. However the Auditor General has made a number of recommendations, proposals for improvement and opportunities for improvement deriving from local and national work they have undertaken. The summary which also has links to the work undertaken by Audit Wales has been published on the Audit Wales website and is available here.</p>						
CP/097 - CS/001 - Customer Services - Average customer waiting times (face to face)	6.50	8.00		8.00	N/a	N/a
No data available for 2020/21 as civic buildings closed April to September 2020. Civic buildings opened end of September 2020 for pre- booked appointments only.						
CP/098 - CS/004 - Customer Services - Percentage of customers leaving before being seen	0.13	0.34		0.25	N/a	N/a
No data available for 2020/21 as civic buildings closed April to September 2020. Civic buildings opened end of September 2020 for pre- booked appointments only.						
CP/101 - CS/002a - Customer Services - Average time (seconds) to answer telephone calls in Welsh	20	45	51	25	 Red	 Red
<p>At the beginning of the year, linked to the COVID-19 pandemic, all staff moved to a home working model and the demand moved from a combination of face-to-face and telephony to telephony only. In quarter one, the Council operated with a reduced number of services on offer which resulted in a slight reduction in demand from the preceding year. As services resumed often with a different operating model, contacts increased significantly which unfortunately resulted in increased wait times. Although performance improved the impact carried through quarters 3 and 4. This performance comment also relates to CP/102, PI/421 and PI/422 below.</p>						

CP/102 - CS/002b - Average time (seconds) to answer telephone calls in English	22	52	43	25	 Green	 Red
PI/421 - CS/003a - Customer Services - Percentage of telephone calls in Welsh abandoned after 5 seconds	16.33	31.29	23.87	No target set	 Green	N/a
PI/422 - CS/003b - Customer Services - Percentage of telephone calls in English abandoned after 5 seconds	3.90	9.37	6.69	No target set	 Green	N/a
Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
CP/103 - DBC/001 - Percentage of transactions completed on-line (new on-line services)	76.42	78.17	89.33	85.00	 Green	 Green

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Full year 2020/21: 193,813 of 216,960 compared to Full year 2019/20: 75,598 of 97,168
The figures show since the beginning of the COVID-19 pandemic transactions have increased significantly for those services listed below with the majority of the increases due to the recycling centre reopening with an online booking system.
This measure only relates to the following services: Bulk Collections, Van Permits/recycling centre bookings, Refuse and Recycling Equipment and Missed Waste Collections. There are a significant number of online services outside of these service areas of which the total number of transactions is not easily accessible.
As a result of the above, this measure is to be replaced by two new Corporate Plan measures for 2021/22 which are:

- Number of new services available online.
- Number of hits to the Corporate Website (this will be separated into Welsh and English hits).

CP/105 - CFH/008 - Percentage of non-domestic rates due for the financial year which were received by the local authority	98.08	98.71	98.06	98.00	 Amber	 Green
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Full year 2020/21 data is £35.94m of £36.65m compared 2019/20 data of £42.64m of £43.20m.

Throughout 2020/21 National Non Domestic Rates collection was significantly reduced due to the impact of the COVID-19 pandemic on businesses. In addition to this, many payments were deferred until the new year.
However, deferred payments were received as planned towards the end of the financial year and the full year collection rate target has been achieved, albeit slightly lower than the collection rate in 2019/20.

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
CP/106 - PAY/001 - Percentage of invoices paid within 30 days	93.22	94.25	93.35	95.00	 Amber	 Amber
<p>The total number of invoices paid 1st April 2020 to 31st March 2021 was 83,582. The total paid within 30 days was 78,026. This is below the target but is within the expected level of performance. Working from home has had an impact on performance, but not significantly and we have continued to pay our suppliers despite the outbreak of the pandemic.</p> <p>In 2019/2020 financial year 108,431 invoices were paid, with 102,192 being paid within 30 days. There is a decrease in the number of invoices paid for the financial year 2020/2021 as alternative payment methods have been developed including 'on account' payments as a result of the COVID-19 Pandemic.</p> <p>During 2020/2021 the amount of interest paid to suppliers was nil. The amount of interest the council was liable to pay was £110,624.48.</p>						
CP/107 - CFH/007 - Percentage of council tax due for the financial year which was received by the authority	98.05	98.07	97.54	98.00	 Amber	 Amber
<p>Page 188</p> <p>Full year 2020/21 data is: £74.47m of £76.35m compared to full year 2019/20 data is: £71.17m of £72.57m.</p> <p>The council tax collection process has been adversely affected by the COVID-19 pandemic as many tax payers have been affected financially during the pandemic, this has resulted in a slightly lower full year collection rate for 2020/21.</p> <p>No recovery action was taken for the first three months of the financial year as the Council was mindful of the impact of the pandemic on taxpayer's ability to pay during uncertain, unprecedented times. On the 1 July, "soft reminders" were issued to those customers who had not paid their council tax to encourage engagement with the council tax team to discuss payment plans. The formal recovery process did not commence until the 22 July 2020.</p> <p>Considering the above, the year-end collection rate was better than anticipated.</p>						
CP/114 - Percentage of people aged 3 and over who can speak Welsh	25.26	20.62	22.47	N/a	 Green	N/a
<p>2020/21: latest data is for the year ending December 2020. 30,600 Welsh speakers and population of people aged 3 and over in the borough was 136,200</p> <p>Data is taken from the annual datasets from the Annual Population Survey (APS) which is carried out by the Office for National Statistics (ONS). As the data comes from a survey, the results are sample-based estimates and therefore subject to differing degrees of sampling variability.</p> <p>Since the end of March 2020, the APS has been conducted via telephone interviews instead of face-to-face interviews, as a result of the pandemic. The ONS has been monitoring the impact this change has had on the survey and as a result have re-weighted the survey for January to June 2020 (i.e. quarters 1 and 2 of 2020). They found that a change in the survey mode resulted in a higher proportion of owner-occupiers participating in the survey and a lower proportion of renters responding to the survey than before the pandemic.</p> <p>As a consequence of the pandemic progress on the Welsh Language Promotion Strategy during 2020/2021 has been limited and this has provided an opportunity to realign the reporting period with that of our other plans; March-April. Progress for the period September 2019-March 2020 was reported to Cabinet in February 2021. The Annual Report for April 2020 –March 2021 will be reported during autumn 2021.</p>						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/163 - Communications - On-line newsroom: Number of hits to newsroom page	29305	37789	25213		 Red	N/a
<p>The COVID-19 response saw the creation of the www.npt.gov.uk/coronavirus page, which became the main index page for council and partner information relating to the pandemic. Corporate communications activity was therefore focused on this page rather than the newsroom. This reason, coupled with social media activity signposting readers directly to relevant press releases, meant that the newsroom page saw a significant decrease of around 33% (12,576 hits) compared to the previous year 2019/20. The new coronavirus page had 85,365 page hits in the 2020/21 reporting year (equivalent to a 55.73% increase in traffic compared to the newsroom in 2019/20).</p> <p>The 'hits' are the number of visits to the 'Newsroom' page on the www.npt.gov.uk/Newsroom features a mix of multimedia content including the latest press releases, blog posts, videos, featured web pages and social media links.</p> <p>No target has been set for this measure.</p>						
PI/164 - On-line newsroom: Number of hits to press releases	148795	165605	176282		 Green	N/a
<p>2020/21 reporting year saw a significant increase in hits to the press release pages, despite an increasing emphasis on social media posting.</p> <p>This can be attributed in part to the interest in press releases about the COVID-19 response and Skewen flood updates, also to social media activity signposting readers directly to relevant press releases rather than via the 'newsroom page'.</p> <p>No target has been set for this measure.</p>						
PI/166 - Communications - Ezine: Number of subscribers (broken down into English, Welsh and Bilingual)	424	1256	1972	2000	 Green	 Amber
<p>The number of subscribers to 'NPT News' the council's Ezine has continued to grow steadily, falling just short of the target of 2,000 by 30 March 2021. The focus on COVID-19 communications resulted in limited activity to promote sign-ups, however the Ezine is part of a wider increase in uptake of digital channels.</p> <p>Subscribers: Welsh: 17, Bi-lingual: 33 and English: 1,922</p>						
PI/172 - Communications - Employee communications: Number of hits on intranet/staff portal 'Employee News' stories	32120	47372	27411		 Red	N/a
<p>Meeting challenges such as home working, redeployment and the critical importance of keeping frontline staff updated with current information required the creation of a number of new internal communications channels and less emphasis on the intranet's 'Employee News' function (the intranet only being available to employees who have access to council devices).</p> <p>The figure reported above does also not include the number of hits to the staff portal for 2020/21 year, or the number of 'views' for the new staff sway/loop (for the month of August 2021 the average number of views for these publications was 2,115).</p> <p>No target has been set for this measure.</p>						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/217- Communications - Number of hits to our consultation webpage	3725	5710	2065		 Red	N/a
<p>There were less hits on the consultation web page compared to the previous year, driven by a combination of fewer consultations taking place and promotional activities directing respondents to the online consultation forms rather than via the consultation web page.</p> <p>The average number of responses per consultation, however, increased with notably higher responses to the following consultations:</p> <ul style="list-style-type: none"> • Budget 2021/22 – 1,069 responses • Employee Communications & Engagement Survey - 601 responses • Community Impact Assessment – 1,259 responses • TTP scheme and COVID-19 vaccine survey – 1,014 responses 						
PI/218 - Number of hits to the Corporate Website (combined hits to Welsh and English pages)	3036058	3572115	4003520		 Green	N/a
<p>There has been a 12% increase in the number of hits (combined Welsh and English) to the council website during 2020/21 compared to 2019/20.</p> <p>Reason to follow</p> <p>The breakdown of the hits into Welsh/English is:</p> <p>Welsh : 23,423</p> <p>English: 3,980,097</p> <p>Hits to the council website have increased due to the COVID-19 pandemic which has resulted in increased access to online services. Changes include information on COVID-19 and TTP, provision of business grants, free school meals and Safe & Well Service and a shift of council services from a Face-2-Face or telephony contact to an online provision. The Skewen flooding also resulted in an increased number of visits as information and services were provided.</p> <p>The number of hits may reduce overall next year as whilst an increased number of services will be available a reduction in the impact of demands caused by the pandemic will hopefully abate.</p> <p>No target set for this measure for 2020/21. This measure will be a corporate plan key performance indicator from 2021/22.</p>						
PI/219 - DBC/008 -Corporate Website: Percentage very satisfied/satisfied or OK with ease of getting around site	85.71	83.33	92.86		 Green	N/a
<p>52 of 56 responses very satisfied/satisfied/Ok during 2020/21.</p> <p>We are always looking for ways to improve the site and make sure it is focused on users.</p> <p>Next year, these measures are expected to be replaced with measures to</p> <ul style="list-style-type: none"> • Capture the user experience on a sliding scale • Report on compliance with “Accessibility Guidelines”. • Percentage of transactions successfully completed <p>No target set for this measure in 2020/21 due to the COVID-19 pandemic. Measures will be developed in 2021/22 and reported on from quarter 3.</p>						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/220 - DBC/009 - Corporate Website: % very satisfied/satisfied or OK with ease of finding information/services.	88.10	82.76	82.76		 Green	N/a
<p>48 of 58 responded to the survey during 2020/21. We are always looking for ways to improve the site and make sure it is focused on users. Next year, these measures are expected to be replaced with measures to</p> <ul style="list-style-type: none"> • Capture the user experience on a sliding scale • Report on compliance with "Accessibility Guidelines". • Percentage of transactions successfully completed <p>No target set for this measure in 2020/21 due to the COVID-19 pandemic. Measures will be developed in 2021/22 and reported on from quarter 3.</p>						
PI/221 - DBC/007 - Corporate Website: Percentage of customers very satisfied/satisfied or OK with improvements made to services available on-line – General look and feel	100.00	79.31	89.47		 Green	N/a
<p>51 of 57 survey responses during 2020/21. We are always looking for ways to improve the site and make sure it is focused on users. Next year, these measures are expected to be replaced with measures to</p> <ul style="list-style-type: none"> • Capture the user experience on a sliding scale • Report on compliance with "Accessibility Guidelines". • Percentage of transactions successfully completed <p>No target set for this measure in 2020/21 due to the COVID-19 pandemic. Measures will be developed in 2021/22 and reported on from quarter 3.</p>						
PI/314 - Legal Services -Number of tenders awarded to SME (Small Medium Enterprise) and Local Operators	33	33	14		 Red	N/a
<p>12 SMEs and 2 local (NPT) during 2020/21. The overall number of contracts awarded in 2020/21 is down on previous years. Also, there will be qualitative factors such as the nature of the contracts awarded etc. No target set for this measure.</p>						
PI/315 - Legal Services - Percentage of legal spend on external legal advice	1.61		0.05		N/a	N/a
<p>Legal Services overall spend for 2020/21 was £2,277,575 of which £1,077.16 was spent on external legal advice fees. Figures were not recorded for 2019/20 due to the COVID-19 pandemic. The reduction in cost is due to more work being undertaken in house with no need for external solicitors, where external legal advice is only undertaken when the necessary specialism is not in house. We have actively tried to keep work in-house as much as possible and utilise staff training to help cover areas which are new and emerging. No target set for this measure.</p>						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/321 - Legal Services -Number of cremations undertaken	1440	1517	1813		 Red	N/a
1,813 Cremations took place at Margam Crematorium for 2020/21 as opposed to 1,517 in 2019/20. The significant increase this year may have been due to the impact of the COVID-19 pandemic, however, we don't have the records to confirm that. No target set for this measure.						
PI/327 - ICT - Percentage of support calls responded to within 1 hour	76.00				N/a	N/a
No data available for 2019/20 and 2020/21 due to change in operating model linked to the COVID-19 pandemic.						
PI/328 - ICT - Percentage of projects completed on time	80.00				N/a	N/a
No data available for 20219/20 and 2020/21 due to change in operating model linked to the COVID-19 pandemic.						
PI/329 - ICT - System availability	99.9	99.9	99.9	99.0	 Green	 Green
Service maintained 99.9% availability.						
PI/393 - The Percentage of the gross internal area of the local authority's buildings in condition category A - good	21.15	22.98	23.04		 Green	N/a
The GIA (Gross Internal Area) of condition category A buildings is broadly the same as the previous year, albeit a slight improvement. No target is set for this measure.						
PI/394 - The Percentage of the gross internal area of the local authority's buildings in condition category B - satisfactory	23.85	25.21	25.27		 Green	N/a
The GIA (Gross Internal Area) of condition category B buildings is broadly the same as the previous year, albeit a slight improvement. No target is set for this measure.						

Performance Indicator	Actual 18/19	Actual 19/20	Actual 20/21	Target 20/21	RAG Against 19/20 Actual	RAG Against 20/21 target
PI/395 - The Percentage of the gross internal area of the local authority's buildings in condition category C - poor	47.46	43.86	43.78		 Green	N/a
The GIA of condition category C buildings has been reduced due to the disposal of buildings. No target is set for this measure.						
PI/396 - The Percentage of the gross internal area of the local authority's buildings in condition category D - bad	7.53	7.95	7.91		 Green	N/a
The GIA of condition category D buildings has been reduced due to the disposal of buildings. No target is set for this measure.						
PI/397 - The Percentage of the total value of required maintenance for the local authority's buildings assigned to works of priority level 1 - Urgent	15.90	17.68	17.40		 Green	N/a
Percentage figure is broadly the same as the previous year, albeit a slight improvement. No target is set for this measure.						
PI/398 - The Percentage of the total value of required maintenance for the local authority's buildings assigned to works of priority level 2 - Essential	72.62	64.05	64.22		 Amber	N/a
The value for essential maintenance work has slightly increased, due to inflation cost adjustments. No target is set for this measure.						
PI/399 - The Percentage of the total value of required maintenance for the local authority's buildings assigned to works of priority level 3 - Desirable	11.48	18.27	18.38		 Green	N/a
The value for desirable maintenance work has slightly increased due to the disposal of buildings. No target is set for this measure.						
PI/417 - Legal Services - 7.7(L) - Percentage of standard searches carried out within 10 working days	97.19	99.35	99.33	96.00	 Amber	 Green
99.33% (1,342 of 1,351) of official searches completed within the 10 day turnaround timescale for full year 2020/21, which is broadly the same percentage for 2019/2020. Despite the COVID-19 pandemic, the service has maintained its excellent performance, with only a slight drop in the number of Official Searches overall, and only 1 member of staff able to work during the first quarter of the year.						



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

NEATH PORT TALBOT COUNCIL

COUNCIL

29th September 2021

Report of the Director of Environment and Regeneration Nicola Pearce

Matter for Decision

Wards Affected: All Wards

The Placemaking Charter Wales

Purpose of the Report

To seek Member approval for Neath Port Talbot Council to become a signatory of the Placemaking Charter Wales.

Executive Summary

Placemaking was introduced as a central concept in Town and Country Planning in Planning Policy Wales 10 (2018) and is described as a '*...holistic approach to the planning and design of development and spaces, focused on positive outcomes*'. Through the application of placemaking principles, the planning system should aim to create high quality development and public spaces to promote prosperity, health, happiness, and well-being in the widest sense.

The Placemaking Charter was developed by Welsh Government (WG) and the Design Commission for Wales (DCfW) to set down the principles of Placemaking in a document that can be signed and endorsed by all organisations and bodies involved in the development process. Six principles are set out in the Charter covering *People and Community; Location; Identity; Movement; Mix of Uses* and *Public Realm*.

Organisations including Local Planning Authorities (LPAs) are being asked to sign the Placemaking Charter to demonstrate support for placemaking in all relevant areas of working and to promote the six placemaking principles in the planning, design and management of new and existing places.

The signing of the Charter will serve to demonstrate that the Council embraces good design and well-being principles, help to give clarity about the approaches the Council will take at all stages of the planning process, strengthen the commitment of planning in Wales to its principles and help to enhance an image of NPT as a forward-looking, progressive and inclusive authority.

Background

This report has been considered by Cabinet on the 22nd September.

The Placemaking Wales Charter was launched in September 2020 by Julie James, Minister for Housing and Local Government.

‘Placemaking’ means setting out from the beginning the aim of creating sustainable and attractive places for living, working and spending leisure time. It aims to move on from standard housing estates with minimal facilities, dependant on the private car, to more complete and inclusive communities.

The concept seeks to create a significantly better environment through creative design; working with the landscape and in the context of the existing settlement pattern, incorporating Green Infrastructure (GI), Sustainable Urban Drainage Systems (SuDs), biodiversity and active travel connectivity. This starts with a clear masterplan to create attractive, sustainable and distinctive places with the aim of achieving improved health and well-being for all residents and for future generations.

Placemaking is therefore the proactive and collaborative process of creating and managing places. This process relates to more than the planning services function of the Council, and in fact relates to multiple service areas across local government that contribute to the creation and management of places. Placemaking is a key process to deliver the duties of the Well Being of Future Generations Act (WBFGA).

Placemaking and Planning

Placemaking is now central to the planning process and system in Wales, and is embodied in Welsh Government (WG) policy documents as a fundamental principle to be adopted by all practitioners. These documents include in particular:

- *Future Wales (FW) – A National Plan for 2040 (Feb 2021)*: which sets out the planning framework for the whole of Wales, including national planning policies;
- *Planning Policy Wales (PPW), Edition 11 (2021)*: Detailed national planning policy and guidance; and

- *Building Better Places: Placemaking and the Covid-19 Recovery (2020)*: Planning policy priorities to assist in taking action in the recovery period after the Covid-19 pandemic crisis.

The Covid-19 pandemic (and associated restrictions / lockdowns) has demonstrated how important well-planned neighbourhoods providing a full range of amenities, pleasant environments and recreation space are to an individual's well-being – providing such environments is the aim of placemaking.

Future Wales and PPW emphasises placemaking on a strategic level with the objectives of becoming better connected, reducing travel and boosting local services to enhance identity, character, sense of community and collective ownership through the planning system.

Well-being is central to the placemaking process and gives importance to the need to work together to build better places. This is achieved by applying a holistic approach to the planning process: one that considers the context, function and relationships between a development site and its wider surroundings.

PPW sets out the approach to achieving well-being and sustainable development via placemaking. It emphasises the legacy of development for people and the environment. *“Good placemaking is...essential to the delivery of sustainable development and achieving improvements in the well-being of communities”*. (Planning Policy Wales, Paragraph 2.10).

Placemaking is defined in PPW as:

“A holistic approach to the planning and design of development and spaces, focused on positive outcomes. It draws upon an area's potential to create high quality development and public spaces that promote people's prosperity, health, happiness, and well-being in the widest sense. Placemaking considers the context, function and relationships between a development site and its wider surroundings. This will be true for major developments creating new places as well as small developments created within a wider place. Placemaking should not add additional cost to a development, but will require smart, multi-dimensional and innovative thinking to implement and should be considered at the earliest possible stage. Placemaking adds social, economic, environmental and cultural value to development proposals resulting in benefits which go beyond a physical development boundary and embed wider resilience into planning decisions”.

Placemaking has also been emphasised as the dominant theme in the recently published *Building Better Places*, which the WG considers its

strategy for putting placemaking at the heart of post Covid-19 recovery (July 2020): *“The Covid-19 Pandemic and our collective response to the issues it raises, is one of the most complicated challenges in a generation. We have all had to do things differently, think more about our actions, and act carefully and sensitively to those around us...Now, more than ever, we need to think about places and placemaking. This will be our core value in the work we take forward to bring about recovery in Wales. The regenerative action we take at all levels will be driven by integrated thinking and not short-term expedience which can have negative longer term consequences”.*

Furthermore, Future Wales contains a specific policy requiring the public sector to show leadership and apply placemaking principles to support growth and regeneration for the benefit of communities. Policy 2 states: *“The public sector must lead by example and apply placemaking principles to create exemplar developments. In particular, (it) must prioritise design quality, innovation and sustainability.”*

Local Development Plan (LDP)

The Council is already implementing the principles of the Charter (refer below) through the LDP and the determining of planning applications.

Members will be aware that work will shortly commence on the Replacement LDP (RLDP) (2021-2036), within which the placemaking principles will be further embedded. The RLDP will be structured to reflect this. The new plan will be required to embrace placemaking as a central theme and this will be tested as a soundness issue at the plan’s Examination.

The principles of the Charter do not conflict with the policies and guidance adopted within the LDP, rather it complements them and highlights the main considerations in assessing any planning application.

Place-led proposals for major development sites are promoted through the Planning system, ensuring the creation of place is enshrined through the preparation of development brief’s and masterplans.

Placemaking should be at the heart of Town centre regeneration, and can help to implement potential ideas identified in the Urban Foundry Report: Rediscovering Our Towns – A Study for Neath Port Talbot Council (March 2021).

The Placemaking Charter

The Placemaking Charter, copied in Appendix 1, has been developed by WG and DCfW in collaboration with the Placemaking Wales Partnership, which is

made up of stakeholders representing a wide range of interests and organisations working within the built and natural environment.

The Charter reflects the collective and individual commitment of these organisations to support the development of high-quality places across Wales for the benefit of communities. To date, signatories to the Wales Placemaking Charter include:

- Home Builders Federation;
- Chartered Institute of Highways and Transportation;
- Institute of Highway Engineers;
- Housing associations;
- Future Generations Commissioner for Wales;
- Royal Society of Architects Wales;
- Welsh Government;
- Local Authorities (Newport City Council, City & County of Swansea, Pembrokeshire Coast National Park Authority);
- Welsh Local Government Association; and
- National/regional house builders.

A full list of signatories is available on the link below, clearly demonstrating that placemaking is embraced and endorsed across the entire development industry: <http://dcfw.org/placemaking/placemaking-charter/>

The Charter includes six principles:

- **People and Community:** The local community are involved in the development of proposals. The needs, aspirations, health and well-being of all people are considered at the outset. Proposals are shaped to help to meet these needs as well as create, integrate, protect and/or enhance a sense of community and promote equality.
- **Location:** Places grow and develop in a way that uses land efficiently, supports and enhances existing places and is well connected. The location of housing, employment and leisure and other facilities are planned to help reduce the need to travel.
- **Identity:** The positive, distinctive qualities of existing places are valued and respected. The unique features and opportunities of a location including heritage, culture, language, built and natural physical attributes are identified and responded to.
- **Movement:** Walking, cycling and public transport are prioritised to provide a choice of transport modes and avoid dependence on private

vehicles. Well designed and safe active travel routes connect to the wider active travel network and public transport stations and stops are positively integrated.

- **Mix of Uses:** Places have a range of purposes which provide opportunities for community development, local business growth and access to jobs, services and facilities via walking, cycling or public transport. Development density and a mix of uses and tenures helps to support a diverse community and vibrant public realm.
- **Public Realm:** Streets and public spaces are well defined, welcoming, safe and inclusive, with a distinct identity. They are designed to be robust and adaptable, with landscape, green infrastructure and sustainable drainage well integrated. They are well connected to existing places and promote opportunities for social interaction and a range of activities for all people.

New detailed guidance has also been issued in the form of a Placemaking Guide 2020: <https://dcfw.org/wp-content/themes/dcfw-child/assets/PlacemakingGuideDigitalENG.pdf>

Becoming a Signatory

Signing up to the Charter will:

- Demonstrate that the Council embraces good design principles, and has commitment to Well-being of Future Generations Act principles in respect of the health and well-being of its communities and residents for the long term future.
- Emphasise to prospective developers the approaches that the Council will take at all stages of the planning process, giving greater clarity and certainty for all.
- Strengthen the commitment of planning in Wales to its principles.
- Help to further enhance the image of Neath Port Talbot as a forward-looking, progressive and inclusive authority, fully engaged in the improvement of its communities and environment.
- Not imply inevitable additional expense for developers: Good design more often just means doing things in different ways, and giving more thought to the local context. Furthermore, at the land acquisition stage, placemaking principles should not impact on development viability – matters that might imply additional expense for developers are largely already part of the planning and other regulatory requirements for sites (e.g. access arrangements, drainage/SuDS; open spaces; mix of uses and housing types/Affordable Housing etc.).

In signing the Placemaking Charter an organisation agrees to support placemaking in all relevant areas of work and to promote the six placemaking principles in the planning, design and management of new and existing places.

Once an organisation has agreed and signed the Charter, the name of the organisation will be added to the list of signatories on the Placemaking Wales partnership website and will be sent the Charter logo to use.

As a signatory to the Placemaking Charter, the Council pledges to:

- Involve the local community in the development of proposals;
- Choose sustainable locations for new development;
- Prioritise walking, cycling and public transport;
- Create inclusive, well defined, safe and welcoming streets and public spaces;
- Promote a sustainable mix of uses to make places vibrant; and
- Value and respect the positive distinctive qualities and identity of existing places.

Implementing the Principles of the Placemaking Charter will also help to:

- Deliver the vision, objectives and principles of the Council's 'Corporate Plan' and 'Recovery Plan' as we move out of the pandemic; and
- Implement to Neath Port Talbot Public Services Board Well-being Plan: The Neath Port Talbot We Want 2018-2023.

Appendix 3 considers the compatibility of the placemaking charter with Other Council Strategies.

Financial Impacts

Compliance with the placemaking agenda, and being a signatory to the Charter, requires that the Council ensures its proposed schemes are elevated above 'placeless' and/or low quality developments. This inevitably requires an appropriate level of investment and financial commitment.

Notwithstanding this, provided that placemaking is addressed in a comprehensive manner at a suitably early stage of the development process, following the principles set out in the Charter will not necessitate any increase in costs being incurred by the Council on its development projects.

PPW underlines this by highlighting that *'Placemaking should not add additional cost to a development, but will require smart, multi-dimensional and*

innovative thinking to implement and should be considered at the earliest possible stage.'

Where placemaking is only addressed in a superficial manner, and/or at a late stage of the process, developers can run the risk of incurring unnecessary additional costs, such as those relating to re-design costs or 'retro-fitting' requirements to schemes that have been inappropriately advanced. Developers can seek to avoid the burden of such unnecessary costs however by adopting a pro-active and collaborative approach with the Council at an early stage of advancing development projects.

Integrated Impact Assessment (IIA)

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

The first stage assessment, attached at Appendix 2 has indicated that a more in-depth assessment is not required. A summary is included below.

- **Equalities** – The signing of the Placemaking Charter is part of a process intended to ensure that the planning process embodies consideration of equalities issues from the start and throughout the processes and procedures that govern its preparation and that the resulting developments are as far as possible planned to ensure that equalities issues are fully addressed.
- **Welsh Language** – The Placemaking Charter has been prepared in accordance with the Welsh Language Standards (No. 1)) Regulations 2015 and the proposed consultation and its content embodies the principles of the regulations. The Charter will help to ensure that the development planning process also takes into account Welsh Language requirements in all aspects.
- **Biodiversity** – The endorsement of Placemaking principles should help to ensure that future development takes full account of all duties and requirements to maintain and enhance biodiversity and promote the resilience of ecosystems.
- **Well-being of Future Generation (5 ways of Working)** – Placemaking and the Placemaking Charter fully embrace all five ways of working. The document positively integrates with the Council's well-being objectives; involves people and collaborates with partners in its development and implementation; and ultimately will help to address any foreseeable problems in planning future development.

Socio-Economic Duty

This report and the associated documents do not involve any strategic decision-making. Consideration of the Socio-Economic Duty is therefore not applicable in this case.

Placemaking does however add social, economic, environmental and cultural value to development proposals resulting in benefits which go beyond a physical development boundary and embed wider resilience into planning decisions.

Valleys Communities Impacts

Delivering on the principles of the Placemaking Charter would bring equal benefits across the whole of the County Borough.

Workforce Impacts

No implications.

Legal Impacts

No implications.

Risk Management Impacts

No implications.

Consultation

There is no requirement for external consultation on this matter.

Recommendations

That having considered the report and having due regard to the Integrated Impact Assessment, it is resolved to commend the following to Council for approval:

1. That the Council endorses the Placemaking Charter Wales; and
2. That authorisation is given to the Head of Planning and Public Protection to submit an application to the Placemaking Partnership for the Council to become a signatory to the Charter.

Reasons for Proposed Decision

To demonstrate that the Council embraces and is committed to delivering and promoting the six placemaking principles.

Implementation of Decision

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

Appendices

Appendix 1 – Placemaking Charter Wales

Appendix 2 – Integrated Impact Assessment First Stage

Appendix 3 – Compatibility of Placemaking Principles with Council Strategies

List of Background Papers

Legislation and Regulations:

Planning and Compulsory Purchase Act 2004.

Well-being of Future Generations (Wales) Act (2015).

Environment (Wales) Act 2016.

Planning Policy / Guidance:

Future Wales: The National Plan 2040.

Planning Policy Wales Edition 11 (2021).

Neath Port Talbot LDP (2011-2026) (January 2016).

Placemaking Charter: <https://dcfw.org/placemaking/placemaking-charter/>

Officer Contact

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APPENDIX 1 – Placemaking Charter Wales



Placemaking Wales Charter

The Placemaking Wales Charter has been developed in collaboration with the Placemaking Wales Partnership which is made up of stakeholders representing a wide range of interests. The Charter reflects the collective and individual commitment of these organisations to support the development of high-quality places across Wales for the benefit of communities.

In signing the Placemaking Wales Charter I/my organisation agree to support placemaking in all relevant areas of my/our work and promote the following principles in the planning, design and management of new and existing places:

People and community

The local community are involved in the development of proposals. The needs, aspirations, health and well-being of all people are considered at the outset. Proposals are shaped to help to meet these needs as well as create, integrate, protect and/or enhance a sense of community and promote equality.

Location

Places grow and develop in a way that uses land efficiently, supports and enhances existing places and is well connected. The location of housing, employment and leisure and other facilities are planned to help reduce the need to travel.

Movement

Walking, cycling and public transport are prioritised to provide a choice of transport modes and avoid dependence on private vehicles. Well designed and safe active travel routes connect to the wider active travel and public transport network and public transport stations and stops are positively integrated.

Mix of uses

Places have a range of purposes which provide opportunities for community development, local business growth and access jobs, services and facilities via walking, cycling or public transport. Development density and a mix of uses and tenures helps to support a diverse community and vibrant public realm.

Public realm

Streets and public spaces are well defined, welcoming, safe and inclusive with a distinct identity. They are designed to be robust and adaptable with landscape, green infrastructure and sustainable drainage well integrated. They are well connected to existing places and promote opportunities for social interaction and a range of activities for all people.

Identity

The positive, distinctive qualities of existing places are valued and respected. The unique features and opportunities of a location including heritage, culture, language, built and natural physical attributes are identified and responded to.



APPENDIX 2 – Integrated Impact Assessment First Stage

1. Details of the initiative

Initiative description and summary: Signing of the Placemaking Charter Wales
Service Area: Planning Policy, Planning and Public Protection
Directorate: 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 Placemaking Charter sets out principles to be applied in the planning of development. The principles adopted could potentially affect any residents but the Charter is specifically intended to help ensure that no individual group will be impacted differently because of their particular characteristics.
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)/ How might it impact?
People's opportunities to use the Welsh language			✓			The Placemaking Charter is a document published in English and Welsh and will not in itself have a significant impact on people's opportunities to use the Welsh Language.
Treating the Welsh language no less favourably than English		✓				As above. This is embodied in the legislation and guidance controlling the parameters of public documents of this nature and is checked and confirmed by the Welsh Government.

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	✓					The signing of the Placemaking Charter should ultimately have a small positive impact on the maintenance and/or enhancement of biodiversity since it would indicate the Council's intention to implement good placemaking principles, including maintaining and enhancing biodiversity.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.	✓					As above, endorsement of the Placemaking Charter principles should have a small positive impact on the effects of development on the resilience of ecosystems.

6. 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	✓		The Placemaking Charter is concerned with the promotion of Placemaking to ensure that well-being principles are embodied in developments that will create permanent environments for the future.

Integration - how the initiative impacts upon our wellbeing objectives	✓		Placemaking principles embody the need to integrate all the well-being objectives in the development process to ensure and require that the new development proposals fully integrated with all other relevant plans, initiatives and strategies, working towards the same objectives.
Involvement - how people have been involved in developing the initiative	✓		The Placemaking Charter initiative has been developed by the Welsh Government in full consultation with all interested parties. This report seeks to agree the Council's endorsement and signing of the Charter to ensure that involvement principles will be embodied in development planning at all stages.
Collaboration - how we have worked with other services/organisations to find shared sustainable solutions	✓		The signing of the Placemaking Charter underlines the Council's intention to fully embrace collaboration principles at all stages of the development planning process including organisations from the public, private and community/voluntary sectors.
Prevention - how the initiative will prevent problems occurring or getting worse	✓		The public commitment to embrace placemaking principles that the signing of the Charter demonstrates will serve to ensure that the principles are fully built in to the Council's approach to development planning to fully and fundamentally ensure that, as far as possible, future problems are prevented from occurring and existing problems are addressed if possible or at the least not exacerbated or otherwise worsened.

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

A full impact assessment (second stage) is not required	✓
Reasons for this conclusion	
<p>Equalities – The signing of the Placemaking Charter is part of a process intended to ensure that the planning process embodies consideration of equalities issues from the start and throughout the processes and procedures that govern its preparation and that the resulting developments are as far as possible planned to ensure that equalities issues are fully addressed.</p> <p>Welsh Language – The Placemaking Charter has been prepared in accordance with the Welsh Language Standards (No. 1)) Regulations 2015 and the proposed consultation and its content embodies the principles of the regulations. The Charter will help to ensure that the development planning process also takes into account Welsh Language requirements in all aspects.</p> <p>Biodiversity – The endorsement of Placemaking principles should help to ensure that future development takes full account of all duties and requirements to maintain and enhance biodiversity and promote the resilience of ecosystems.</p> <p>Well-being of Future Generation (5 ways of Working) – Placemaking and the Placemaking Charter fully embrace all five ways of</p>	

working. The document positively integrates with the Council's well-being objectives; involves people and collaborates with partners in its development and implementation; and ultimately will help to address any foreseeable problems in planning future development.

	Name	Position	Date
Completed by	Lana Beynon	Planning Policy Manager	13 th August 2021
Signed off by	Ceri Morris	Head of Planning and Public Protection	15 th August 2021

APPENDIX 3

Compatibility of Placemaking Principles with Council Strategies

NPT Well-being Plan

- Objective 1: Support children in their early years, especially children at risk of adverse childhood experiences;
- Objective 2: Create safe, confident and resilient communities, focusing on vulnerable people;
- Objective 3: Put more life into our later years - Ageing Well;
- Objective 4: Promote well-being through work and in the workplace;
- Objective 5: Value our green infrastructure and the contribution it makes to our Well-being;
- Objective 6: Tackle digital exclusion.

There is nothing in the Placemaking Charter that would be incompatible with the NPT Well-being objectives, and it would specifically support and help to deliver objectives 2 and 5 in particular.

NPT Biodiversity Duty Plan

- Objective 1: Engage and support participation and understanding to embed biodiversity throughout decision making at all levels;
- Objective 2: Safeguard species and habitats of principal importance and improve their management;
- Objective 3: Increase the resilience of our natural environment by restoring degraded habitats and habitat creation;
- Objective 4: Tackle key pressures on species and habitats;
- Objective 5: Improve our evidence, understanding and monitoring;
- Objective 6: Put in place a framework of governance and support for delivery.

The application of placemaking principles would need to take into account biodiversity principles and objectives. The Placemaking Charter would not alter this.

NPT Digital Strategy

- Priority 1: Transforming the way we deliver our functions/services and increasing use of the Council's online functions/services by residents;
- Priority 2: Contributing to the development of favourable conditions for economic growth in the county borough;

- Priority 3: Embracing a “digital first” approach to the way we support our workforce

Nothing in the Placemaking Charter is incompatible with these priorities.

NPT Decarbonisation and Renewable Energy (DARE) Strategy

Objectives:

- To take a coordinated approach across the Council to introduce a variety of measures to reduce the Council’s own carbon emissions whilst carrying out its business.
- To reduce energy consumption or where reduction is not possible, to use fuel sources that are less harmful to the environment.
- To address any barriers to the development of renewable energy across the County Borough and to promote the sustainable and appropriate use of renewable resources.
- To maximise opportunities for carbon sequestration and minimise carbon release through the appropriate management of our natural resources.
- To work with all our partners and local businesses on joint actions, to share good practice, maximise assets and encourage the adoption of a similar approach.
- To raise awareness so that our employees and the public can understand the options for and benefits of the choices that can be made.
- To maximise the benefits of Welsh Government funding opportunities.

Nothing in the Placemaking Charter is incompatible with these objectives.

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Council

29th September 2021

Report of the Head of Legal and Democratic Services – Mr Craig Griffiths

Matter for Decision

Wards Affected: All

Gambling Act 2005 - Review of Gambling Policy

Purpose of the Report

1. To consider the draft revised Gambling Policy prior to consultation.

Executive Summary

2. The Council, as the Licensing Authority, under the provisions of the Gambling Act 2005 is required to review its Gambling Policy every 3 years.
3. Prior to adopting a new Gambling Policy, the Licensing Authority must undertake a mandatory consultation exercise.
4. Council is being asked for approval to consult on the Draft Gambling Policy.

Background

5. The Council, as the Licensing Authority under the provisions of the Gambling Act 2005 is required to review its Gambling Policy every 3 years.
6. The current Gambling Policy was adopted at Council on the 19th December 2018.
7. The revised Gambling Policy must be issued for consultation and adopted by Council before publication. The Policy must be published at least 4 weeks before it comes into effect on the 31st January 2022.

Officer Report

8. A copy of the draft revised Gambling Policy showing the changes is attached at Appendix 1 to this report, these changes are identified in bold italics.
9. The majority of the policy remains unchanged, however where changes have been made these have been minor. The following is a summary of the changes made:
10. Date references updated for the 2022 policy
11. Contact details for Legal Regulatory Services Updated
12. Local area profile updated
13. Information on the Well-being of Future Generations (Wales) Act 2015 expanded.
14. At the time of adoption of the current Gambling Policy, Council also determined to adopt a "no casino" policy. This decision is also required to be reviewed and will be submitted for determination when the final document is considered.
15. Before a revised Gambling Policy can take effect, the Licensing Authority must carry out a mandatory consultation exercise. The Gambling Act 2005 specifies statutory consultees however it is proposed that in addition to these, a range of interested parties are also consulted with; these are indicated within the revised draft policy.
16. It is considered that the consultation process should be as wide ranging as possible, and allow adequate time for responses to be submitted, following which comments by consultees and any appropriate revisions to the document will be brought back to a meeting of Council for consideration. It is proposed that the consultation exercise lasts for 6 weeks.
17. The revised draft policy was considered by the Licensing and Gambling Acts Committee on the 13th September 2021 and determined not to make any changes to the revised draft policy prior to its submission to Council.

Financial Impact

18. Not applicable

Integrated Impact Assessment

19. 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 2, has indicated that a more in-depth assessment is not required.

Legal Impacts

20. Section 349 Gambling Act 2005 requires the Council to prepare and publish a statement of the principles that it proposes to apply in exercising its function under the Gambling Act 2005, before each successive period of three years.

Risk Management

21. Not applicable

Consultation

22. Consultation will be undertaken within the context set out in this report.

Recommendation

23. Having given due regard to the IIA. Members are asked for approval to consult on the revised draft Gambling Policy.

Reasons for Proposed Decision

24. In order to comply with the legal requirements as set out in the Gambling Act 2005

Implementation of Decision

25. The decision is for immediate implementation.

Appendices

26. Appendix 1 - Revised draft Gambling Policy 2022
27. Appendix 2 - Integrated Impact Assessment Screening

List of Background Papers

28. Gambling Commission Guidance
Gambling Commission Code of Practice
Neath Port Talbot CBC Gambling Policy 2016

Officer Contact

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

GAMBLING ACT 2005

GAMBLING POLICY 2022

Effective from 31st January 2022

Legal Regulatory Services
Neath Port Talbot County Borough Council
Civic Centre
Port Talbot
SA13 1PJ

Tel: 01639 763050
Fax: 01639 763059
e-mail LRS@npt.gov.uk

**Further copies may be obtained from the above address, or from
the website www.npt.gov.uk/lrs**

Approved by Council XX December 2021

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

GAMBLING POLICY

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL
Gambling Act 2005

Gambling Policy

PART A

1.0. Introduction

- 1.1. The Gambling Act 2005 requires the Council (hereafter referred to as the “Licensing Authority”) to prepare and publish a “Statement of Licensing Policy” known as the Gambling Policy that sets out the principles the Licensing Authority proposes to apply in exercising its licensing functions under the Act.
- 1.2. This Policy takes effect on 31st January 2022. This Licensing Authority will update and publish a new Licensing Policy whenever necessary but in any case within 3 years of the date of this Policy, and will fully consult with partners, trade associations and residents groups as appropriate at that time, any representations received will be considered at that time.
- 1.3. However where updates are required due to changes in national legislation, statutory guidance or contact details the Licensing Authority reserves the right to amend this policy without consultation where it is necessary to ensure the policy reflects national legislation or statutory guidance.
- 1.4. In producing the final Policy Statement the Licensing Authority declares that it has had regard to the licensing objectives of the Gambling Act 2005, the Guidance to Licensing Authorities issued by the Gambling Commission, any codes of practice and any responses from those consulted on the Policy Statement.
- 1.5. The Licensing Authority has a legal obligation to comply with all legislation that promotes equality it has a policy in place to promote equality to all. Licensing of persons and premises under the Gambling Act 2005 will actively promote equality of service and enforcement to all members of the community.
- 1.6. The Human Rights Act 1998 incorporates the European Convention on Human Rights and makes it unlawful for a local authority to act in a way that is incompatible with such a right. The Licensing Authority will have regard to the Human Rights Act

when considering any licensing issues, and particularly in respect of the way in which applications are considered and enforcement activities are carried out.

- 1.7. The Licensing Authority acknowledges that it may need to depart from this Policy and from the guidance issued under the Act in individual and exceptional circumstances, and where the case merits such a decision in the interests of the promotion of the licensing objectives. Any such decision will be taken in consultation with the appropriate legal advisors for the Licensing Authority, and the reasons for any such departure will be fully recorded.
- 1.8. It should be noted that this Policy will not override the right of any person to make an application, make representation about an application, or apply for a review of a licence, as each will be considered on its own merits and according to the statutory requirements of the Gambling Act 2005.

2.0. **Consultation**

- 2.1. In accordance with the requirements of the Act, the Licensing Authority has consulted widely before publishing this Policy. A list of consultees is reproduced at Appendix 2. The consultation was carried out between September and November 2021.
- 2.2. The Policy was approved at a meeting of the full Council on **XX** December 2021 and was published via our website on the **XX** December 2021. Copies have been placed in the public libraries of the area as well as being available in the Civic Centres at Neath and Port Talbot. Should you have any comments as regards this Gambling Policy, or wish to see the full list of comments and the consideration by the authority of those comments then please send them via e- mail or letter to:-

***Legal Regulatory Manager
Legal Regulatory Services***

Civic Centre

Port Talbot

SA13 1PJ

LRS@npt.gov.uk

3.0. Neath Port Talbot County Borough Council Local Area Profile

- 3.1. Neath Port Talbot has a geographical area of **441km² and is the ninth largest council in Wales with a population of 144,386 (the 11th highest population density)**
- 3.2. The Council has adopted a Corporate Plan (**2021-2023**) and the Neath Port Talbot Public Services Board Well-being Plan (2018 – 2023) The Council's Corporate Plan sets out the Council's well-being objectives which have been set so as to maximise the Council's contribution to the seven national well-being goals whilst also discharging its duty to improve the economic environmental, social and cultural well-being of people in Neath, Port Talbot and Pontardawe and to carry out sustainable development. The Plan also sets priorities for improvement and describes how the Council is changing the way it does things to meet the needs of its communities.
- 3.3. The Neath Port Talbot Public Services Board Well-being Plan sets out the Public Services Board's long term vision for the area as well as priorities for action over the next 5 years. The Plan contains well-being objectives identified by the Public Services Board and describes the practical steps that the Board will take to deliver the objectives.
- 3.4. The Licensing Authority expects that those who operate or wish to operate gambling premises within Neath Port Talbot are familiar with both the Council's Corporate Plan and the Public Services Board Well-being Plan and have regard to the well-being objectives that the Council and the Board are trying to achieve.
- 3.5. Operators will be expected to have given consideration to the appropriate well-being objectives within their risk assessments as outlined in paragraph 39 of this policy, paying particular attention to the protection of children from harm and the high levels of deprivation and personal debt within Neath Port Talbot.

4.0. **Licensing Objectives**

4.1. In exercising most of their functions under the Gambling Act 2005 (the Act), the Licensing Authority must have regard to the licensing objectives as set out in Section 1 of the Act and reproduced below:-

- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder, or being used to support crime.
- Ensuring that gambling is being conducted in a fair and open way.
- Protecting children and other vulnerable persons from being harmed or exploited by gambling.

4.2. It should be noted that the Gambling Commission has stated “The requirements in relation to children is explicitly to protect them from being harmed or exploited by gambling”.

4.3. The Licensing Authority is aware that as per Section 153 of the Act, in making decisions about premises licences and temporary use notices, it should aim to permit the use of premises for gambling in so far as it thinks it:-

- In accordance with any relevant code of practice issued by the Gambling Commission;
- In accordance with any relevant guidance issued by the Gambling Commission;
- Reasonably consistent with the licensing objectives; and
- In accordance with the authority’s statement of licensing policy

5.0. **Licensing Authority Functions**

5.1. Under the Act this Licensing Authority will be responsible for the following:

- Issuing Premises Licences – Where gambling activities are to take place.

- Issue Provisional Statements - For premises which are to be constructed or adapted for gambling activities.
- Regulate Club Gaming Permits and or Club Machine Permits for members clubs and miners' welfare institutes who wish to undertake certain gaming activities.
- Issue Club Machine Permits – for Commercial Clubs.
- Grant Permits for the use of certain lower stake gaming machines at unlicensed Family Entertainment Centres.
- Receive notifications from alcohol licensed premises (under the Licensing Act 2003) for the use of two or fewer gaming machines.
- Issue Licensed Premises Gaming Machine Permits for premises licensed to sell/supply alcohol for consumption on the licensed premises, under the Licensing Act 2003, where more than two machines are required.
- Registration of lotteries which are small society lotteries below prescribed thresholds.
- Issue Prize Gaming Permits.
- Receive and Endorse Temporary Use Notices
- Receive Occasional Use Notices.
- Provide information to the Gambling Commission regarding details of licences issued (see section 7.0. on information exchange).
- Maintain registers of the permits and licences that are issued under these functions.

5.2. The licensing authority in order to deal efficiently with applications for premises licences, permits, temporary and occasional use notices, reviews, etc has prescribed a list of delegated functions. This is shown at appendix 3.

5.3. It should be noted that the Licensing Authority will not be involved in licensing remote gambling. This will fall to the Gambling Commission via Operating Licences.

5.4. The Licensing Authority recognises that the licensing function is only one means of promoting delivery of the three objectives and should not therefore be seen as a means for solving all problems within the community. The Licensing Authority will therefore continue to work in partnership with neighbouring authorities, South Wales Police, Public Health local businesses, local people and those involved in child protection to promote the licensing objectives as outlined. In addition, the Licensing Authority

recognises its duty under Section 17 of the Crime and Disorder Act 1998, with regard to the prevention of crime and disorder.

6.0. **Responsible Authorities**

6.1. The Licensing Authority is required by regulations to state the principles it will apply in exercising its powers under Section 157(h) of the Act to designate, in writing, a body which is competent to advise the authority about the protection of children from harm. The principles are:

- The need for the body to be responsible for an area covering the whole of the Licensing Authority's area, and
- The need for the body to be answerable to democratically elected persons, rather than any particular vested interest group.

In accordance with the Gambling Commission's Guidance for Local Authorities, this authority designates the Western Bay Safeguarding Children Board for this purpose.

6.2. The contact details of all the Responsible Authorities under the Gambling Act 2005 are available on the Licensing Authority's website at: www.npt.gov.uk/licensing.

7.0. **Interested Parties**

7.1. Interested parties can make representations about licence applications, or apply for a review of an existing licence. These parties are defined in the Gambling Act as follows:-
"For the purposes of this Part, a person is an interested party in relation to an application for or in respect of a premises licence if, in the opinion of the Licensing Authority which issues the licence or to which the application is made, the person –

- a) lives sufficiently close to the premises to be likely to be affected by the authorised activities,
- b) has business interests that might be affected by the authorised activities, or
- c) represents persons who satisfy paragraph (a) or (b)".

7.2. The Licensing Authority is required by regulations to state the principles it will apply in exercising its powers under the

Gambling Act 2005 to determine whether a person is an interested party. The principles are:

Each case will be decided upon its merits. This authority will not apply a rigid rule to its decision making, but will consider the examples of considerations provided in the Gambling Commission's Guidance to Licensing Authorities.

It will also consider the Gambling Commission's Guidance that "has business interests" should be given the widest possible interpretation and include partnerships, charities, faith groups and medical practices

Interested parties can be persons who are democratically elected such as Councillors and MP's. No specific evidence of being asked to represent an interested person will be required as long as the Councillor/MP represents the ward likely to be affected. Likewise parish/community councils likely to be affected will be considered to be interested parties. Other than these persons, this Authority will require written evidence that a person 'represents' someone who either lives sufficiently close to the premises to be likely to be affected by the authorised activities and/or has business interests that might be affected by the authorised activities. A letter from one of these persons, requesting that representation is sufficient.

If individuals wish to approach Councillors to ask them to represent their views then care should be taken that the Councillors are not part of the Licensing Committee dealing with the licence application. If there are any doubts then please contact the **Legal Regulatory Services team** on 01639 763050 (**ring back service**) or e-mail LRS@npt.gov.uk

8.0. Exchange of Information

- 8.1. Licensing authorities are required to include in their policy statement the principles to be applied by the Authority in exercising the functions under sections 29 and 30 of the Act with respect to the exchange of information between it and the Gambling Commission, and the functions under Section 350 of the Act with the respect to the exchange of information between it and the other persons listed in Schedule 6 to the Act.
- 8.2. The principle that this Licensing Authority applies is that it will act in accordance with the provisions of the Gambling Act 2005 in its

exchange of information which includes the provision that ***data protection legislation*** will not be contravened. The Licensing Authority will also have regard to any guidance issued by the Gambling Commission on this matter, as well as any relevant regulations issued by the Secretary of State under the powers provided in the Gambling Act 2005.

8.3. Should any protocols be established as regards information exchange with other bodies, then they will be made available.

9.0. **Enforcement**

9.1. Licensing Authorities are required by regulation under the Gambling Act 2005 to state the principles to be applied by the authority in exercising the functions under Part 15 of the Act with respect to the inspection of premises; and the powers under section 346 of the Act to institute criminal proceedings in respect of the offences specified.

9.2. The Licensing Authority's principles are that:

It will be guided by the Gambling Commission's Guidance to Local Authorities, the Regulators Code and the Licensing Authority's enforcement policy. It will endeavour to be:

- Proportionate: regulators should only intervene when necessary: remedies should be appropriate to the risk posed, and costs identified and minimised;
- Accountable: regulators must be able to justify decisions, and be subject to public scrutiny;
- Consistent: rules and standards must be joined up and implemented fairly;
- Transparent: regulators should be open, and keep regulations simple and user friendly; and
- Targeted: regulation should be focused on the problem, and minimise side effects

9.3. The Licensing Authority will endeavour to avoid duplication with other regulatory regimes so far as possible.

9.4. The Licensing Authority has implemented a risk-based inspection programme based on:-

- The Licensing Objectives

- Relevant Codes of Practice
- Guidance issued by the Gambling Commission in particular ~~Part 36~~
- The principles set out in this statement of licensing policy
- The Licensing Authority's enforcement policy

9.5. The main enforcement and compliance role for the Licensing Authority in terms of the Gambling Act 2005 will be to ensure compliance with the premises licences and other permissions which is authorised. The Gambling Concerns about manufacture, supply or repair of gaming machines will not be dealt with by the Licensing Authority, but should be notified to the Gambling Commission.

9.6. The Licensing Authority will take account of the Gambling Commission's guidance document issued in February 2015 (or any subsequent amendments) 'Approach to Test Purchasing' when considering making test purchases at gambling premises. The Licensing Authority will also follow its own policies and procedures regarding the use of underage test purchasers.

9.7. The Licensing Authority will also keep itself informed of developments as regards the work of the Better Regulation Executive in its consideration of the regulatory functions of local authorities.

10.0. **Fundamental Rights**

10.1. Under the terms of the Act any individual/company may apply for a variety of permissions and have their applications considered on their individual merits. Equally, any Interested Party or Responsible Authority has a right to make relevant representations on an application or to seek a review of a licence or certificate where provision has been made for them to do so in the Act.

10.2. Applicants and those making relevant representations in respect of applications to the Licensing Authority have a right of appeal to the Magistrates Court against the decisions of the Licensing Authority.

11.0. **Integrating Strategies and Avoiding Duplication**

- 11.1. By consulting widely prior to this Policy Statement being published, the Licensing Authority will take full account of local policies covering crime prevention, culture, transport, planning and tourism as part of an integrated strategy for the Council, Police and other agencies. Many of these strategies may not be directly related to the promotion of the three licensing objectives, but may indirectly impact upon them.
- 11.2. When considering any application, the Licensing Authority will avoid duplication with other regulatory regimes so far as possible. Therefore, the Licensing Authority will not attach conditions to a licence unless they are considered necessary, reasonable and proportionate to the use of premises for gambling consistent with the licensing objectives.

12.0. **Sustainable Development Community Strategy**

- 12.1. ***The Well-being of Future Generations (Wales) Act 2015 requires Local Authorities in Wales to think about the long-term impact of their decisions, to work better with people, communities and each other, and to prevent persistent problems, such as poverty, health inequalities and climate change. The Act clearly supports and actively promotes the licensing objectives. This Act links specifically to the prevention of crime and disorder and public nuisance. The Licensing Authority will consider the five ways of working contained under this Act namely:***

Long Term (how we support the long term well-being of people) – The Licensing Authority recognises the need for people to be able to enjoy their leisure time and socialise with friends and family in a diverse and vibrant environment. This has to be balanced however against the need to ensure that children are protected from the harms of gambling and ensuring that operators are able to identify vulnerable adults with gambling addictions / problems, to offer help, guidance and support through appropriate signposting.

Integration (impacts upon our wellbeing objectives) – The Licensing Authority will ensure that children and adults with gambling addictions / problems are protected. Premises offer gambling activities will be expected to have given proper consideration in operating schedules as to how they will protect children and vulnerable adults on their premises.

Likewise, operating schedules will be expected to have given consideration to ensuring that their business does not impact negatively on those that live in the vicinity of the premises.

Involvement (how people have been involved) – The Licensing Authority has undertaken an extensive, far reaching consultation exercise in developing this policy.

Collaboration (Working with other services / organisations) – The Licensing Authority works with other Local Authorities and partner agencies across Wales to develop consistent policies and processes. Membership of the Institute of Licensing and representation on the All Wales Licensing Expert Panel enables the Licensing Authority to work with other local authorities, partner agencies and trade bodies across Wales to develop consistent policies and processes in order to achieve its objectives.

Prevention (how problems will be prevented from occurring or getting worse) – The Licensing Authority will carefully consider all applications to ensure the licensing objectives set-out in the Act are promoted at all times. Where premises are found to not be operating in a safe and responsible manner, the Licensing Authority will work with its partners to take remedial action, including formal enforcement to swiftly resolve any issues.

- 12.2. The Neath Port Talbot Public Services Board involving the Local Authority and representatives from a range of partner organisations, are responsible for achievement of locally set well-being objectives which must address the national well-being goals specified in the Well-being of Future Generations (Wales) Act 2015.
- 12.3. Under the Crime and Disorder Act 1998 local authorities must have regard to the likely effect of the exercise of their functions on, and do all they can to prevent crime and disorder in the area. The Licensing Authority will have particular regard to the likely impact of licensing on related crime and disorder in the area, particularly when considering the location, impact, operation and management of all proposed licence/permit applications, renewals and variations of conditions.

Part B – Premises Licences

13.0. General Principles

13.1. Premises licences will be subject to the requirements set-out in the Gambling Act 2005 and regulations, as well as specific mandatory and default conditions which are detailed in regulations issued by the Secretary of State. Licensing authorities are able to exclude default conditions and also attach others, where it is believed to be appropriate.

13.2. The Licensing Authority is aware that in making decisions about premises licences it should aim to permit the use of premises for gambling in so far as it thinks it is:-

- In accordance with any relevant code of practice issued by the Gambling Commission;
- In accordance with any relevant guidance issued by the Gambling Commission;
- Reasonably consistent with the licensing objectives; and
- In accordance with the authority's statement of licensing policy

13.3. It is appreciated that moral objections to gambling are not a valid reason to reject applications for premises licences (except as regards any 'no casino resolution' – see section on Casinos below) and also that unmet demand is not a criterion for a Licensing Authority.

13.4. The Licence Conditions and Code of Practice (LCCP) issued by the Gambling Commission commencing in May 2015 places further onus on premises to complete a risk assessment based on code 8, the social responsibility code. The Licensing Authority will have regard to this code when considering applications.

13.5. This Licensing Authority also notes Gambling Commission guidance on ensuring that betting is the primary activity of a licensed premises. Gaming machines may be made available for use in licensed betting premises only at times when there are also sufficient facilities for betting available. Operators will need to demonstrate that betting will continue to be the primary activity of the premises when seeking variations to licenses.

- 13.6. Premises are defined in the Act as including “any place”. Section 152 therefore prevents more than one premises licence applying to “any place”. However, it is possible for a single building to be subject to more than one premises licence, provided they are for different parts of the building and the different parts of the building can be reasonably regarded as being separate premises. This makes provision for large multiple unit premises such as a pleasure park, shopping mall etc to obtain discrete premises licences where appropriate safeguards are in place. However, the Licensing Authority will pay particular attention if there are issues about sub-division of a single building and will ensure that mandatory conditions relating to access between premises are observed.
- 13.7. The Gambling Commission states in its Guidance to Licensing Authorities that “in most cases the expectation is that a single building will be the subject of an application for a licence e.g. 32 High Street. But that does not mean that 32 High Street cannot be the subject of separate premises licences for the basement and ground floor if they are configured acceptably. Whether different parts of a building can be properly regarded as being separate premises will depend on the circumstances. The location of the premises will clearly be an important consideration and the suitability of the division is likely to be a matter for discussion between the operator and the licensing officer. However, the Commission does not consider that areas of a building that are artificially or temporarily separated for example by ropes or moveable partitions can properly be regarded as different premises”.
- 13.8. The Licensing Authority takes particular note of the Gambling Commission’s Guidance to Local Authorities which states that:
- 13.9. Licensing authorities should take particular care in considering applications for multiple licences for a building and those relating to a discrete part of a building used for other (non-gambling) purposes. In particular they should be aware of the following:
- The third licensing objective seeks to protect children from being harmed by gambling. In practice that means not only preventing them from taking part in gambling, but also preventing them from being in close proximity to gambling. Therefore premises should be configured so that children are not invited to participate in, have

accidental access to or closely observe gambling where they are prohibited from participating.

- Entrances to and exits from parts of a building covered by one or more premises licences should be separate and identifiable so that the separation of different premises is not compromised and people do not “drift” into a gambling area. In this context it should normally be possible to access the premises without going through another licensed premise or premises with a permit.
- Customers should be able to participate in the activity named on the premises licence.

13.10. The Guidance also gives a list of factors which the Licensing Authority should be aware of, which may include:

- Do the premises have a separate registration for business rates
- Is the premises’ neighbouring premises owned by the same person or someone else?
- Can each of the premises be accessed from the street or a public passageway?
- Can the premises only be accessed from any other gambling premises?

14.0. **Appropriate Licence Environment**

14.1. The Guidance to Local Authorities and the Licence Conditions and Codes of Practice (LCCP) set out additional matters that the Licensing Authority should take into account when considering licence applications for premises licences.

14.2. Guidance prescribes restrictions on gambling activities on premises, previously known as primary gambling activity. The Licensing Authority will consider any application based on the provisions in these codes and guidance.

14.3. Where gambling facilities are provided at premises as a supplementary activity to the main purpose of the premises; e.g. motorway service areas and shopping malls, the Licensing Authority will expect the gambling area to be clearly defined to ensure that customers are fully aware that they are

making a choice to enter into the gambling premises, and that the premises is adequately supervised at all times.

14.4. The Licensing Authority will consider these and any other relevant factors in making its decision, depending on all the circumstances of the case

15.0. **Premises “Ready for Gambling”**

15.1. The Guidance states that a licence to use premises for gambling should only be issued in relation to premises that the licensing authority can be satisfied are going to be ready to be used for gambling in the reasonably near future, consistent with the scale of building or alterations required before the premises are brought into use.

15.2. If the construction of a premises is not yet complete, or if they need alteration, or if the applicant does not yet have right to occupy them, then an application for a provisional statement should be made instead.

15.3. In deciding whether a premises licence can be granted where there are outstanding construction or alteration works at a premises, this authority will determine applications on their merits, applying a two stage consideration process.

- First, whether the premises ought to be permitted to be used for gambling
- Second, whether appropriate conditions can be put in place to cater for the situation that the premises are not yet in the state in which they ought to be before gambling takes place.

15.4. Applicants should note that this authority is entitled to decide that it is appropriate to grant a licence subject to conditions, but it is not obliged to grant such a licence.

15.5. More detailed examples of the circumstances in which such a licence may be granted can be found in the Guidance.

16.0. **Other Considerations**

Location:

16.1. The Licensing Authority is aware that demand issues cannot be considered with regard to the location of premises but that considerations in terms of the licensing objectives can. This authority will pay particular attention to the protection of children and vulnerable persons from being harmed or exploited by gambling, as well as issue of crime and disorder. Should any specific policy be decided upon as regards areas where gambling premises should not be located, this statement will be updated. It should be noted that any such policy does not preclude any application being made and each application will be decided on its merits, with the onus upon the applicant showing how potential concerns can be overcome.

Planning:

16.2. The Gambling Commissions Guidance to Licensing Authorities states:

In determining applications the Licensing Authority has a duty to take into consideration all relevant matters and not to take into consideration any irrelevant matters, i.e. those not related to gambling and the licensing objectives. One example of an irrelevant matter would be the likelihood of the applicant obtaining planning permission or building regulations approval for their proposal.

16.3. This authority will not take into account irrelevant matters as per the above guidance. In addition the authority notes the following excerpt from the Guidance:

When dealing with a premises licence application for finished buildings, the Licensing Authority should not take into account whether those buildings have or comply with the necessary planning or building consents. Those matters should be dealt with under relevant planning control and building regulation powers, and not form part of the consideration for the premises licence. Section 210 of the 2005 Act prevents licensing authorities taking into account the likelihood of the proposal by the applicant obtaining planning or building consent when considering a premises licence application. Equally the grant of a gambling premises licence does not prejudice or prevent any action that may be appropriate under the law relating to planning or building.

Duplication with other regulatory regimes:

- 16.4. This Licensing Authority seeks to avoid any duplication with other statutory/regulatory systems where possible, including planning. This authority will not consider whether a licence application is likely to be planning permission or building regulations approval in its consideration of it. It will however, listen to and consider carefully any concerns about conditions which are not able to be met by licensees due to planning restrictions, should such a situation arise.
- 16.5. When dealing with a premises licence application for finished buildings, this authority will not take into account whether those buildings have to comply with the necessary planning or building consents. Fire or health & safety risks will not be taken into account, as these matters are dealt with under relevant planning, building and other regulations and must not form part of the consideration for the premises licence.

Licensing objectives:

- 16.6. Premises licences granted must be reasonably consistent with the licensing objectives. With regard to these objectives, this Licensing Authority has considered the Gambling Commission's Guidance to Local Authorities and some comments are made below.

Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime

- 16.7. This Licensing Authority is aware that the Gambling Commission takes a leading role in preventing gambling from being a source of crime. It is however envisaged that licensing authorities should pay attention to the proposed location of gambling premises in terms of this licensing objective. Thus, where an area has known high levels of organised crime, this authority will consider carefully whether gambling premises are suitable to be located there and whether conditions may be suitable such as the provision of door supervisors. The Licensing Authority is aware of the need to make a distinction between disorder and nuisance. It will consider factors such as whether police assistance was required, the nature of any incident so as to make that distinction.

Ensuring that gambling is conducted in a fair and open way:

16.8. The Licensing Authority has noted that the Gambling Commission's advice that it would generally not expect licensing authorities to become concerned with ensuring that gambling is conducted in a fair and open way as this will be addressed via operating and personal licences.

Protecting children and other vulnerable persons from being harmed or exploited by gambling:

16.9. The Licensing Authority notes the Gambling Commission's guidance that this objective means preventing children from taking part in gambling (as well as restriction of advertising so that gambling products are not aimed at, or are particularly attractive to children). The Licensing Authority will therefore consider, whether specific measures are required at particular premises, with regard to this licensing objective. Appropriate measures may include supervision of entrances/machines, segregation of areas etc.

16.10. This Licensing Authority is also aware of the Gambling Commission Codes of Practice as regards this licensing objective, in relation to specific premises.

16.11. As regards the term "vulnerable persons" it is noted that the Gambling Commission is not seeking to offer a definition, but states that "it will for regulatory purposes assume that this group includes people who gamble more than they want to; people who are gambling beyond their means; and people who may not be able to make informed or balanced decisions about gambling due to a mental impairment, alcohol or drugs". The Licensing Authority will consider this licensing objective on a case by case basis.

16.12. The Licence Conditions and Codes of Practice (LCCP) prescribe how operators must prevent children from using age restricted gaming or gambling activities, particularly where gaming machines are licensed.

16.13. In particular operators must ensure that;

- all staff are trained,
- that all customers are supervised when on gambling premises

- must have procedures for identifying customers who are at risk of gambling related harm ***and also where to signpost people for support***

16.14. The Licensing Authority will expect all operators to have policies and procedures in place as required by the LCCP codes on social responsibility to cover all aspects of the code, in particular staff training records and self-exclusion records

16.15. Further provisions with regard to self-exclusion and marketing are included in the social responsibility code. The Licensing Authority will take all conditions and codes into account when considering applications or performing enforcement activities.

16.16. The Licensing Authority will have regard to the Chief Medical Officer for Wales report to support the licensing objective to protect children and other vulnerable persons from being harmed or exploited by gambling.

16.17. The Licensing Authority would expect applicants and licence holders to carry out the necessary checks on all relevant members of staff to ensure their suitability for employment, particularly in respect of premises where children and vulnerable people have access.

Conditions:

16.18. Any conditions attached to licences by this Licensing Authority will be proportionate and will be:

- relevant to the need to make the proposed building suitable as a gambling facility;
- directly related to the premises and the type of licence applied for;
- fairly and reasonably related to the scale and type of premises; and
- reasonable in all other respects.

16.19. Decisions upon individual conditions will be made on a case by case basis, although there will be a number of measures this Licensing Authority will consider utilising should there be a perceived need, such as the use of supervisors, appropriate signage for adult only areas etc. Specific regard will be against the local risk assessment for each premises, when making such decisions. There are specific comments made in this regard

under some of the licence types below. The Licensing Authority will also expect the licence applicant to offer his/her own suggestions as to the way in which the licensing objectives can be met effectively, in conjunction with mandatory conditions specified in the Gambling Act 2005 (Mandatory and Default Conditions)(England and Wales) Regulations 2007.

16.20. The Licensing Authority will also consider specific measures which may be required for buildings which are subject to multiple premises licences. Such measures may include the supervision of entrances; segregation of gambling from non-gambling areas frequented by children; and the supervision of gaming machines in non-adult gambling specific premises, in order to pursue the licensing objectives. These matters are in accordance with the Gambling Commission's Guidance and Codes of Practice.

16.21. The Licensing Authority will also ensure that where category C or above machines are on offer in premises in which children are admitted:

- all such machines are located in an area of the premises which is separated from the remainder of the premises by a physical barrier which is effective to prevent access other than through a designated entrance;
- only adults are admitted to the area where these machines are located;
- access to the area where the machines are located is supervised;
- the area where these machines are located is arranged so that it can be observed by the staff or the licence holder; and
- at the entrance to and inside any such areas there are prominently displayed notices indicating that access to the area is prohibited to persons under 18.

These considerations will apply to premises including buildings where multiple premises licences are applicable.

16.22. The Licensing Authority is aware that tracks may be subject to one or more than one premises licence, provided each licence relates to a specified area of the track. This Licensing Authority will consider the impact upon the third licensing objective and the need to ensure that entrances to each type of premises are

distinct and that children are excluded from gambling areas where they are not permitted to enter.

16.23. It is noted that there are conditions which the Licensing Authority cannot attach to premises licences which are:

- any condition on the premises licence which makes it impossible to comply with an operating licence condition;
- conditions relating to gaming machine categories, numbers, or method of operation;
- conditions which provide that membership of a club or body be required (the Gambling Act 2005 specifically removes the membership requirement for casino and bingo clubs and this provision prevents it being reinstated); and
- conditions in relation to stakes, fees, winning of prizes.

Door Supervisors:

16.24. The Gambling Commission advises in its Guidance to Licensing Authorities that if a Licensing Authority is concerned that a premises may attract disorder or be subject to attempts at unauthorised access (for example by children and young persons), then it may require that the entrances to the premises are controlled by a door supervisor, and is entitled to impose a conditions on the premises licence to this effect.

16.25. Where it is decided that supervision of entrances/machines is appropriate for particular cases it will need to be decided whether these need to be SIA licensed or not. It will not be automatically assumed that they need to be licensed as the statutory requirements for different types of premises vary

17.0. Adult Gaming Centres

17.1. The Licensing Authority will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the authority that there will be sufficient measures to, for example, ensure that under 18 year olds do not have access to the premises.

17.2. Where gambling facilities are provided at premises as a supplementary activity to the main purpose of the premises; e.g. motorway service areas and shopping malls. The Licensing

Authority will expect the gambling area to be clearly defined to ensure that customers are fully aware that they are making a choice to enter into the gambling premises and that the premises is adequately supervised at all times.

17.3. The Licensing Authority may consider measures such as:

- Proof of age schemes
- CCTV
- Supervision of entrances/machine areas
- Physical separation of areas
- Location of entry
- Notices/signage
- Specific opening hours
- Self-barring schemes
- Provision of information leaflets/helpline numbers for organisations such as GamCare.

This list is not mandatory, nor exhaustive, and is merely indicative of example measures.

18.0. **(Licensed) Family Entertainment Centres**

18.1. The Licensing Authority will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the authority, for example, that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machine areas.

18.2. The applicant will be expected to provide evidence that a suitable criminal record check with the Disclosure and Barring Service (DBS) has been conducted on all staff in his/her employment.

18.3. Children and young persons are permitted entry to licensed FECs but are not permitted to play Category C gaming machines. The Licensing Authority expects the applicant to ensure that there will be sufficient measures in place to prevent under 18 year olds having access to the adult only gaming machine areas. The Licensing Authority will expect applicants to meet the licensing objectives and comply with all mandatory conditions and Codes of Practice issued by the Gambling Commission.

18.4. There is a requirement that there must be clear segregation between the types of machine in order that children do not have access to Category C machines. All Category C machines must be located in an area of the premises which is separate from the remainder of the premises by a physical barrier, which will prevent access other than through a designated entrance. The Licensing Authority will seek to ensure that:

- Only adults are admitted to the area where the gaming machines are located;
- Access to the area where the machines are located is supervised;
- The area where the machines are located is arranged so that it can be observed by staff of the operator or the licence holder; and
- At the entrance to, and inside any such area there are prominently displayed notices indicating that access to the area is prohibited to persons under 18.

18.5. The Licensing Authority may consider measures to meet the licensing objectives such as:

- CCTV
- Supervision of entrances/machine areas
- Physical separation of areas
- Location of entry
- Notices/signage
- Specific opening hours
- Self-barring schemes
- Provision of information leaflets/helpline numbers for organisations such as GamCare.
- Measures/training for staff or how to deal with suspected truant school children on the premises.

This list is neither mandatory, nor exhaustive and is merely indicative of example measures.

19.0. **Casinos**

19.1. The Licensing Authority has passed a 'no casino' resolution under Section 166 of the Gambling Act 2005. This resolution came into effect on 31st January **2022**.

19.2. Potential licence applicants should note that as a ‘no casino’ resolution has been passed by this authority, no applications for casino premises will be considered. Any applications received will be returned with a notification that a ‘no casinos’ resolution is in place.

20.0. **Bingo Premises**

20.1. This Licensing Authority notes that the Gambling Commission’s Guidance states;

Licensing authorities will need to satisfy themselves that bingo can be played in any bingo premises for which they issue a premises licence. This will be a relevant consideration where the operator of an existing bingo premises applies to vary their licence to exclude an area of the existing premises from its ambit and then applies for a new premises licence, or multiple licences, for that or those excluded areas.

20.2. The Licensing Authority is aware that a holder of bingo premises licences may make available for use of a number of category B gaming machines, not exceeding 20% of the total number of gaming machines, which are available for use on the premises.

20.3. Children and young people are allowed into bingo premises; however they are not permitted to participate in the bingo and if category B or C machines are made available for use these must be separated from areas where children and young people are allowed.

20.4. Where Category C or above machines are available in the bingo premises to which children are admitted, the Licensing Authority will seek to ensure that;

- all such machines are located in an area of the premises separate from the remainder of the premises by a physical barrier to prevent access other than through a designated entrance;
- only adults are admitted to the area where the machines are located;
- access to the area where the machines are located is supervised;

- the area where the machines are located is arranged so that it can be observed by staff or the licence holder; and
- at the entrance to, and inside any such area, notices are prominently displayed indicating that access to the area is prohibited to persons under 18.

21.0. **Betting Premises**

21.1. The Licensing Authority will as per Gambling Commission's Guidance take into account the size of the premises, the number of counter positions available for person-to-person transactions, and the ability of staff to monitor the use of the machines by children and young persons (it is an offence for those under 18 to bet) or by vulnerable people, when considering the number/nature/circumstances of betting machines an operator wants to offer.

21.2. The Licensing Authority recognises that certain bookmakers have a number of premises within its area. In order to ensure that any compliance issues are recognised and resolved at the earliest stage, operators are requested to give the authority a single named point of contact who should be a senior individual and to whom the authority will contact first should any compliance queries or issues arise.

22.0. **Travelling Fairs**

22.1. It will fall to the Licensing Authority to decide whether, where category D machines and/or equal chance prize gaming without a permit is to be made available for use at travelling fairs, the statutory requirement that the facilities for gambling amount to no more than an ancillary amusement at the fair is met.

22.2. The Licensing Authority will also consider whether the applicant falls within the statutory definition of a travelling fair.

22.3. It is noted that the 27-day statutory maximum for the land being used as a fair, is per calendar year, and that it applies to the piece of land on which the fairs are held, regardless of whether it is the same or different travelling fairs occupying the land. The Licensing Authority will work with its neighbouring authorities to ensure that land which crosses our boundaries is monitored so that the statutory limits are not exceeded.

23.0. Tracks

23.1. The Licensing Authority is aware that tracks may be subject to one or more than one premises licence, provided each licence relates to a specified area of the track. The Licensing Authority will especially consider the impact upon the third licensing objective (i.e. the protection of children and vulnerable persons from being harmed or exploited by gambling) and the need to ensure that entrances to each type of premises are distinct and that children are excluded from gambling areas where they are not permitted to enter.

23.2. The Licensing Authority will therefore expect the premises licence applicant to demonstrate suitable measures to ensure that children do not have access to adult only gaming facilities. It is noted that children and young persons will be permitted to enter track areas where facilities for betting are provided on days when dog racing and/or horse racing takes place, but that they are still prevented from entering areas where gaming machines (other than category D machines) are provided.

23.3. The Licensing Authority will expect applicants to offer their own measures to meet the licensing objectives however appropriate measures/licence conditions may cover issues such as:

- Proof of age schemes
- CCTV
- Supervision of entrances/machine areas
- Physical separation of areas
- Location of entry
- Notices/signage
- Specific opening hours
- Self-barring schemes
- Provision of information leaflets/helpline numbers for organisations such as Gam Care.

This list is not mandatory, nor exhaustive, and is merely indicative of example measures.

23.4. Gaming machines - Where the applicant holds a pool betting operating licence and is going to use the entitlement to four gaming machines, these machines (other than category D

machines) should be located in areas from which children are excluded.

- 23.5. Betting machines – This Licensing Authority will, as per Part 6 of the Gambling Commission’s Guidance, take into account the size of the premises and the ability of staff to monitor the use of the machines by children and young persons (it is an offence for those under 18 to bet) or by vulnerable people, when considering the number/nature/circumstances of betting machines an operator proposes to offer.
- 23.6. Applications and plans -The Gambling Act (s51) requires the applicants to submit plans of the premises with their application, in order to ensure the Licensing Authority has premises are fit for gambling. The plan will also be used for the Licensing Authority to plan future premises inspection activity.
- 23.7. Plans for tracks do not need to be in a particular scale, but should be drawn to scale and should be sufficiently detailed to include the information required by regulations.
- 23.8. Some tracks may be situated on agricultural land where the perimeter is not such instances, where an entry fee is levied, track premises licence holders may erect temporary structures to restrict access to premises.
- 23.9. In rare cases where the outer perimeter cannot be defined, it is likely that the track in question will not be specifically designed for the frequent holding of sporting events or races. In such cases betting facilities may be better provided through occasional use notices where the boundary of the premises does not need to be defined.)
- 23.10. This authority appreciates that it is sometimes difficult to define the precise location of betting areas on tracks. The precise location of where betting facilities are provided is not required to be shown on track plans, both by virtue of the fact that betting is permitted anywhere on the premises and because of the difficulties associated with pinpointing exact locations for some types of track. Applicants should provide sufficient information that this authority can satisfy itself that the plan indicates the main areas where betting might take place. For racecourses in particular, any betting areas subject to the “five times rule” (commonly known as betting rings) must be indicated on plan.

24.0. **Provisional Statements**

- 24.1. Developers may wish to apply to this authority for provisional statements before entering into a contact to buy or lease property or land to judge whether a development is worth taking forward in light of the need to obtain a premises licence. There is no need for the applicant to hold an operating licence in order to apply for a provisional statement.
- 24.2. S204 of the Gambling Act provides for a person to make an application to the Licensing Authority for a provisional statement in respect of premises that he or she:
- expects to be constructed;
 - expects to be altered; or
 - expects to acquire a right to occupy.
- 24.3. The process for considering an application for a provisional statement is the same as that for a premises licence application. The applicant is obliged to give notice of the application in the same way as applying for a premises licence. Responsible Authorities and Interested Parties may make representations and there are rights of appeal
- 24.4. In contrast to the premises licence application, the applicant does not have to hold or have applied for an operating licence from the Gambling Commission (except in the case of a track) and they do not have to have a right to occupy the premises in respect of which their provisional application is made.
- 24.5. The holder of a provisional statement may then apply for a premises licence once the premises are constructed altered or acquired.
- 24.6. The Licensing Authority will be constrained in the matters it can consider when determining the premises licence application. In terms of representations about premises licence applications, following the grant of a provisional statement, no further representations from relevant authorities or interested parties can be taken into account unless they concern matters which could not have been addressed at the provisional statement stage, or they reflect a change in the applicant's circumstances.

24.7. In addition, the authority may refuse the premises licence (or grant it on terms different to those attached to the provisional statement) only by reference to matters:

- which could not have been raised by objectors at the provisional licence stage; or
- which is in the Authority's opinion reflect a change in the operator's circumstances; or
- where the premises has not been constructed in accordance with the plan submitted with the application. This must be a substantial change to the plan and this Licensing Authority notes that it can discuss any concerns it has with the applicant before making a decision

25.0. **Reviews**

25.1. Requests for a review of a premises licence can be made by interested parties or responsible authorities. However, it is for the Licensing Authority to decide whether the review is to be carried out. This will be on the basis of whether the request for the review is relevant to the matters listed below:-

- in accordance with any relevant code of practice issued by the Gambling Commission;
- in accordance with any relevant guidance issued by the Gambling Commission;
- reasonably consistent with the licensing objectives; and
- in accordance with the authority's statement of licensing policy.

The authority will also give consideration as to whether the request is frivolous, vexatious; will not cause this authority to wish to alter/revoke/suspend the licence, or whether it is substantially the same as previous representations or requests for review.

25.2. The purpose of the review will be to determine whether the Licensing Authority should take any action in relation to the licence. If action is justified, the options open to the Licensing Authority are:-

- add, remove or amend a licence condition imposed by the Licensing Authority;

- exclude a default condition imposed by the Secretary of State (e.g. opening hours) or remove or amend such an exclusion;
- suspend the premises licence for a period not exceeding three months; and
- revoke the premises licence.

25.3. In determining what action, if any, should be taken following a review, the Licensing Authority must have regard to the principles set out in Section 153 of the Act, as well as any relevant representations.

25.4. In particular, the Licensing Authority may also initiate a review of a premises licence on the grounds that a premises licence holder has not provided facilities for gambling at the premises. This is to prevent people from applying for licences in a speculative manner without intending to use them.

Part C –
Permits, Temporary Use Notices & Occasional Use Notices

26.0. Family Entertainment Centre Permit

- 26.1. Where a premises does not hold a premises licence but wishes to provide gaming machines, it may apply to the Licensing Authority for a permit.
- 26.2. The Licensing Authority will expect applicants to show that there are policies and procedures in place to protect children from harm. Harm in this context is not limited to harm from gambling but includes wider child protection considerations. The efficiency of such policy and procedures will be considered on their merits. They may include training of staff regarding suspected truant school children, how to deal with unsupervised, very young children or children causing problems in and around the premises.
- 26.3. The Licensing Authority will expect applicants to demonstrate:
- a full understanding of the maximum stakes and prizes of the gambling that is permissible in unlicensed FECs;
 - that the applicant has no relevant convictions (those that are set out in Schedule 7 of the Act); and
 - that staff are trained to have a full understanding of the maximum stakes and prizes.
- 26.4. The applicant will be expected to provide evidence that a suitable criminal record check with the Disclosure and Barring Service (DBS) has been conducted on all staff in his/her employment.
- 26.5. It should be noted that the applicant must show that the premises will be wholly or mainly used for making gaming machines available for use and would, therefore, exclude any premises primarily used for any other purposes, e.g. canteens, fast food takeaways, leisure centres, garages and petrol filling stations, taxi offices.
- 26.6. It should be noted that the Licensing Authority cannot attach conditions to this type of permit.

27.0. Alcohol Licensed Premises

27.1. There is provision in the Act for premises licensed to sell alcohol for consumption on the premises, to automatically have 2 gaming machines, of categories C and/or D. The premises merely need to notify the Licensing Authority and pay the prescribed fee.

The Licensing Authority can remove the automatic authorisation in respect of any particular premises if:

- provision of the machines is not reasonably consistent with the pursuit of the licensing objectives;
- gaming has taken place on the premises that breaches a condition of section 282 of the Act, e.g. gaming machines have been made available in a way that does not comply with the requirements on the location and operation of the gaming machines;
- the premises are mainly used for gambling; or
- an offence under the Gambling Act has been committed on the premises.

27.2. If a premises wishes to have more than 2 machines, then it needs to apply for a permit, and the Licensing Authority will consider that application based upon the licensing objectives, any guidance issued by the Gambling Commission issued under Section 25 of the Gambling Act 2005, and “*such matters as they think relevant*”. The Licensing Authority considers that “such matters” will be decided on a case by case basis but generally there will be regard to the need to protect children and vulnerable persons from harm or being exploited by gambling.

27.3. The applicant will be expected to satisfy the Authority that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machines.

27.4. Measures which will satisfy the Authority that there will be no access may include the adult machines being in sight of the bar, or in the sight of staff who will monitor that the machines are not being used by those under 18. Notices and signage may also be required. As regards the protection of vulnerable persons, applicants may wish to consider the provision of information leaflets/helpline numbers for organisations such as GamCare.

27.5. It is recognised that some alcohol licensed premises may apply for a premises licence for their non-alcohol licensed areas. Any

such application would most likely need to be applied for, and dealt with as an Adult Gaming Centre premises licence.

27.6. It should be noted that the Licensing Authority can decide to grant the application with a smaller number of machines and/or a different category of machines than that applied for. Conditions (other than these) cannot be attached.

27.7. It should also be noted that the holder of a permit must comply with any Code of Practice issued by the Gambling Commission about the location and operation of the machine.

28.0. **Club Gaming and Club Machine Permits**

28.1. Members Clubs and Miner's Welfare Institutes (but not Commercial Clubs) may apply for a Club Gaming Permit or a Club Gaming Machines Permit.

28.2. The Club Gaming Permit will enable the premises to provide gaming machines (3 machines of categories B, C or D), equal chance gaming, and games of chance as set out in regulations.

28.3. A Club Gaming Machine Permit will enable the premises to provide gaming machines (3 machines of categories B, C or D) only. NB Commercial Clubs may not site category B3A gaming machines offering lottery games in their club

28.4. Gambling Commission Guidance states: "Members clubs must have at least 25 members and be established and conducted "wholly or mainly" for purposes other than gaming, unless the gaming is permitted by separate regulations. The Secretary of State has made regulations and these cover bridge and whist clubs, which replicates the position under the Gaming Act 1968. A members' club must be permanent in nature, not established to make commercial profit, and controlled by its members equally. Examples include working mens' clubs, branches of the Royal British Legion and clubs with political affiliations".

28.5. The Licensing Authority may only refuse an application on the grounds that:

- (a) the applicant does not fulfil the requirements for a members' or commercial club or miners' welfare institute and therefore is not entitled to received the type of permit for which is has applied;

- (b) the applicant's premises are used wholly or mainly by children and/or young persons;
- (c) an offence under the Act or a breach of a permit has been committed by the applicant while providing gaming facilities;
- (d) a permit held by the applicant has been cancelled in the previous ten years; or
- (e) an objection has been lodged by the Commission or the police.

28.6. There is also a 'fast-track' procedure available under the Act for premises which hold a Club Premises Certificate under the Licensing Act 2003 (Schedule 12 paragraph 10). Commercial clubs cannot hold a club premises certificate under the Licensing act 2003 and so cannot use the fast-track procedure. As the Gambling Commission's Guidance to Licensing Authorities states "Under the fast-track procedure there is no opportunity for objections to be made by the Commission or the police, and the grounds upon which an authority can refuse a permit are reduced." and "The grounds on which an application under the process may be refused are:

- (a) that the club is established primarily for gaming, other than gaming prescribed under schedule 12;
- (b) that in addition to the prescribed gaming, the applicant provides facilities for other gaming; or
- (c) that a club gaming permit or club machine permit issued to the applicant in the last ten years has been cancelled.

28.7. There are statutory conditions on club gaming permits that no child uses a category B or C machine on the premises and that the holder complies with any relevant provision of a code of practice about the location and operation of gaming machines.

29.0. **Prize Gaming Permits**

29.1. The Gambling Act 2005 states that a Licensing Authority may prepare a policy that they propose to apply in exercising their functions under this Schedule" which "may, in particular, specify matters that the Licensing Authority propose to consider in determining the suitability of the applicant for a permit.

29.2. The Licensing Authority has prepared a policy, which is that the applicant should set out the types of gaming that he or she is

intending to offer, and that the applicant should be able to demonstrate:-

- that they understand the limits to stakes and prizes that are set out in Regulations;
- that the gaming offered is within the law;
- clear policies that outline the steps to be taken to protect children from harm.

29.3. In making its decision on an application for this permit the Licensing Authority does not need to (but may) have regard to the licensing objectives but must have regard to any Gambling Commission guidance.

29.4. It should be noted that the Gambling Act 2005 sets down conditions that the permit holder must comply with. These conditions are:

- the limits on participation fees, as set out in regulations, must be complied with;
- all chances to participate in the gaming must be allocated on the premises on which the gaming is taking place and on one day; the game must be played and completed on the day the chances are allocated; and the result of the game must be made public in the premises on the day that it is played;
- the prize for which the game is played must not exceed the amount set out in regulations (if a money prize), or the prescribed value (if non-monetary prize); and
- participation in the gaming must not entitle the player to take part in any other gambling.

29.5. The Licensing Authority cannot however attach additional conditions to prize gaming permits.

30.0. **Temporary Use Notice**

30.1. Temporary Use Notices allow the use of premises for gambling where there is no premises licence but where a gambling operator wishes to use the premises temporarily for providing facilities for gambling. Premises that might be suitable for a Temporary Use Notice, according to the Gambling Commission, would include hotels, conference centres and sporting venues.

- 30.2. The Licensing Authority can only grant a Temporary Use Notice to a person or company holding a relevant operating licence, i.e. a non-remote casino operating licence.
- 30.3. The Secretary of State has the power to determine what form of gambling can be authorised by Temporary Use Notices, and at the time of writing this Statement the relevant regulations (SI no. 3157: The Gambling Act 2005 (Temporary Use Notices) Regulations 2007) state that Temporary Use Notices can only be used to permit the provision of facilities for equal chance gaming, where the gaming is intended to produce a single winner, which in practice means poker tournaments.
- 30.4. There are a number of statutory limits as regards temporary use notices. Gambling Commission Guidance is noted that the meaning of “premises” in part 8 of the Act is discussed in Part 7 of the guidance. As with “premises”, the definition of “a set of premises” will be a question of fact in the particular circumstances of each notice that is given. In the Act “premises” is defined as including “any place”. In considering whether a place falls within the definition of “a set of premises”, licensing authorities will need to look at, amongst other things, the ownership/occupation and control of the premises.
- 30.5. The Licensing Authority is likely to object to notices where it appears that their effect would be to permit regular gambling in a place that could be described as one set of premises.

31.0. **Occasional Use Notices**

- 31.1. The Licensing Authority has very little discretion as regards these notices aside from ensuring that the statutory limit of 8 days in a calendar year is not exceeded. The Licensing Authority will, consider the definition of a ‘track’ and whether the applicant is permitted to avail him/herself of the notice

32.0. **Small Society Lotteries**

- 32.1. The Licensing Authority will adopt a risk based approach towards its enforcement responsibilities for small society lotteries. This authority considers that the following list, although not exclusive, could affect the risk status of the operator:

- Submission of late returns (returns must be submitted no later than three months after the date on which the lottery draw was held)
- Submission of incomplete or incorrect returns
- Breaches of the limits for small society lotteries

32.2. Non-commercial gaming is permitted if it takes place at non-commercial event, either as an incidental or principal activity at the event. Events are non-commercial if no part of the proceeds is for private profit or gain. The proceeds of such events may benefit one or more individuals if the activity is organised:

- By, or on behalf of, a charity or for charitable purposes.
- To enable participation in, or support of, sporting, athletic or cultural activities.

Part D – Decision Making, Conditions and Codes of Practice

33.0. Administration, Exercise and Delegation of Functions

- 33.1. The powers and duties of the Licensing Authority under the Act may be carried out by the Licensing Committee, by a Sub-Committee or by one or more officers acting under delegated authority.
- 33.2. It is considered that many of the functions will be largely administrative in nature with no perceived areas of contention. In the interests of efficiency and cost effectiveness these will, for the most part, be carried out by officers.
- 33.3. The schedule of delegation of licensing functions is attached at Appendix 3

34.0. Appeals Procedure

- 34.1. Entitlements to appeal for parties aggrieved by decisions of the Licensing Authority are set out in Sections 206 to 209 of the 2005 Act. Appeals must be made to the Magistrates Court for the area in which the Licensing Authority, which has considered the application, is situated.
- 34.2. An appeal has to be commenced by giving notice of the appeal by the appellant to; The Clerk to the Justices, Swansea Magistrates Court, Grove Place, Swansea, SA1 5DB within a period of 21 days, beginning with the day on which the appellant was notified by the Licensing Authority of the decision to be appealed against.
- 34.3. On determining an appeal, the Court may:
- Dismiss the appeal;
 - Substitute the decision appealed against with any other decision that could have been made by the licensing authority;
 - Remit the case to the Licensing Authority to dispose of the appeal in accordance with the direction of the Court.
 - Make an order about costs.
- 34.4. In anticipation of such appeals, the Licensing Authority will give comprehensive reasons for its decisions. The Licensing

Authority will address the extent to which decisions have been made with regard to any relevant codes of practice and guidance issued by the Gambling Commission, reasonably consistent with the licensing objectives and in accordance with this Policy Statement.

34.5. As soon as the decision of the Magistrates' Court has been notified to all parties, the Licensing Authority will not delay its implementation and necessary action will be taken forthwith unless ordered by a higher court to suspend such action (for example, as a result of an ongoing judicial review). The Act provides for no other appeal against the determination of the Magistrates' Court.

35.0. **Complaints against licensed Premises**

35.1. The Licensing Authority will investigate complaints against licensed premises in relation to matters relating to the licensing objectives for which it has responsibility. In the first instance, complainants are encouraged to raise the complaint directly with the licence holder or business concerned to seek a local resolution.

35.2. Where an interested party has made either a valid representation about licensed premises or a valid application for a licence to be reviewed, the Licensing Authority may initially arrange a conciliation meeting to address and clarify the issues of concern.

35.3. This process will not override the right of any interested party to ask that the Licensing and Gambling Acts Sub-Committee consider their valid objections, or for any licence holder to decline to participate in a conciliation meeting.

36.0. **Illegally sited Gaming Machines**

36.1. Gaming machines can only be made available for use where a premises licence, permit or an exemption e.g. travelling fairs, authorises its use. It is not possible to site gaming machines at premises such as off licences, newsagents, takeaways or other retail stores.

36.2. When illegally sited gaming machines are discovered, the Licensing Authority will make every effort to seize the gaming

machine at the first opportunity to ensure that the gaming machine is removed from circulation.

36.3. The Licensing Authority working with the Gambling Commission will investigate offences committed under the Gambling Act 2005 by both the supplier of the machine and the proprietor of the business on which the machine was illegally sited.

36.4. The Licensing Authority will usually take formal action against the proprietor of the business where illegal gaming machines have been made available for use on the premises. As part of the proceedings the Licensing Authority will seek to secure a forfeiture order under Section 345 of Act, in order that the machine can then be destroyed.

36.5. The Licensing Authority anticipates that similar action will be taken by the Gambling Commission to ensure that formal action is also taken against the supplier of the gaming machine.

Part E – Codes of Practice and Risk Assessments

37.0. Overview

37.1. The Gambling Act 2005 requires the Gambling Commission to issue one or more codes of practice about the manner in which facilities for gambling are provided. The codes may be directed at the holders of operating or personal licences, or any other person involved in providing facilities for gambling.

37.2. The Act also requires licensing authorities to take into account when exercising their functions, any relevant code of practice issued by the Commission under section 24, in this case:-

- The Commission's Licence conditions and codes of practice (LCCP), which apply to holders of Gambling Commission operating or personal licences;
- Other codes - these are the Commission's code of practice for equal chance gaming and its code **of** practice for gaming machines in clubs and premises with an alcohol licence

38.0. **Types of Code Provision**

38.1. The LCCP contains two types of code provision, Social Responsibility Code Provisions and Ordinary Code Provisions:

Social Responsibility Code Provisions

38.2. These are provisions describing arrangements which should be made by persons providing facilities for gambling for the purpose of:-

- ensuring that gambling is conducted in a fair and open way;
- protecting children and other vulnerable persons from being harmed or exploited by gambling; and
- making assistance available to persons who are or may be affected by problems related to gambling.

38.3. Compliance with these is a condition of operator licences; therefore any breach of them by a licensed operator may lead the Commission to review the operator's licence with a view to suspension, revocation or the imposition of a financial penalty and would also expose the operator to the risk of prosecution.

Ordinary Code Provisions

38.4. These do not have the status of licence conditions in the case of licensed operators, but set out good practice. Codes of practice are admissible in evidence in criminal or civil proceedings and must be taken into account in any case in which the court or tribunal think them relevant, and by the Commission in the exercise of its functions; any departure from code provisions by an operator may be taken into account by the Commission, for example on a licence review (but could not lead to imposition of a financial penalty).

39.0. **Risk Assessments**

39.1. The LCCP requires all existing licensees that provide gambling at their premises to assess the local risks to the licensing objectives and have policies, procedures and control measures to reduce those risks. Licensees must take into account any relevant matters identified in the licensing authorities (gambling) Statement of Policy when making their risk assessments.

39.2. A local risk assessment should also be undertaken or updated by a licensee, when applying for:-

- A new premises licence;
- When applying for a variation of an existing premises licence;
- To take into account any local significant changes in the local area;
- When there are significant changes within their premises that may affect the existing local risk assessment.

39.3. Operators are required to make the risk assessment available to licensing authorities when an application is submitted and a copy should be kept at the premises or otherwise on request, and this will form part of the Licensing Authority's inspection regime or investigating complaints.

39.4. The Licensing Authority expects the following matters to be considered by operators when making their risk assessment:

39.5. Matters relating to children and young persons, including:

- Institutions, places or areas where presence of children and young persons should be expected such as schools, youth clubs, parks, playgrounds and entertainment venues such as bowling allies, cinemas etc.;
- Any premises where children congregate including bus stops, café's, shops, and any other place where children are attracted;
- Areas that are prone to issues of youths participating in anti-social behaviour, including such activities as graffiti/tagging, underage drinking, etc.;
- Recorded incidents of attempted underage gambling.

39.6. Matters relating to vulnerable adults, including;

- Information held by the licensee regarding self-exclusions and incidences of underage gambling;
- Gaming trends that may mirror days for financial payments such as pay days or benefit payments;

- Arrangement for localised exchange of information regarding self-exclusions and gaming trends;
- Proximity of premises which may be frequented by vulnerable people such as hospitals, residential care homes, medical facilities, doctor's surgeries, council housing offices, addiction clinics or help centres, places where alcohol or drug dependant people may congregate, credit / money lending shops, pawn shops etc.

39.7. Other issues that may be considered could include;

- proximity to churches, mosques, temples or any other place of worship *as these are often used by vulnerable people, for example: providing food banks, debt advice or mental health support;*
- the economic make-up of an area;
- the surrounding night-time economy;
- children's homes and care facilities;
- the area footfall e.g. residential or commercial areas;
- banks and ATMs nearby;
- known anti-social behaviour issues;
- housing facilities;
- job centres;
- hostel and support services for the homeless;
- alcohol and drug support facilities;
- pawn brokers and payday loan businesses;
- other gambling premises;
- mental health facilities;
- community buildings;
- residential care establishments;
- transport and parking facilities e.g. bus stops, taxi ranks, train stations;
- presences of rough sleepers;
- unemployment rates for area;
- types and rates of crime in the area that could impact on the premises
- areas with significant areas of children, e.g. parks and playgrounds.

39.8. This list is not exhaustive and other factors not in this list that are identified must be taken into consideration.

Betting Track Premises

39.9. Betting Track Premises are not required to seek an Operators' Licence with the Gambling Commission and as such are not required to conduct a risk assessment. However, in the interest of the objectives of the Gambling Act 2005, namely i) preventing gambling being a source of crime or disorder, being associated with crime or disorder or being used to support crime; ii) ensuring that gambling is conducted in a fair and open way; iii) protecting children and other vulnerable persons from being harmed or exploited by gambling, this Licensing Authority would expect a Betting Track Premises to conduct a risk assessment for their premises.

Significant changes

39.10. From time to time operators will undertake a refresh of the premises' layout and décor, which is unlikely to prompt a review of the risk assessment for that premises. However, where there is a significant change at the premises that may affect the mitigation of local risks, then an operator must review its risk assessment and if necessary update it, taking into account the change and how it may affect one or more of the licensing objectives.

39.11. It is expected that gambling operators will undertake this risk assessment process as a matter of course for any premises refit, changes to layout or internal control measures. If any changes do require a review of the risk assessments for that premises gambling operators should ensure that they have a system in place to record and action any measures identified in that review.

39.12. The gambling operator will be responsible for identifying when a significant change to the premises has occurred. In order to assist gambling operators the Licensing Authority has provided the following list of examples of what could be classified as a significant change to the premises (some of which may also require a variation to the existing premises licence).

- Any building work or premises refit where gambling facilities are relocated within the premises.
- The premises licence is transferred to a new operator who will operate the premises with its own

procedures and policies which are different to those of the previous licensee.

- Any change to the operator's internal policies which as a result requires additional or changes to existing control measures; and/or staff will require retraining on those policy changes.
- The entrance or entrances to the premises are changed, for example, the door materials are changed from metal with glazing to a full glass door or doors are reallocated from egress to ingress or vice versa.
- New gambling facilities are made available on the premises which were not provided previously, for example, bet in play, handheld gaming devices for customers, Self Service Betting Terminals, or a different category of gaming machine is provided.
- The premises operator makes an application for a licence at that premises to provide an activity under a different regulatory regime, for example, to permit the sale of alcohol.

39.13. As with the examples of significant changes in local circumstances, the list above is not an exhaustive list of significant changes to premises.

39.14. The Licensing Authority will not, as general practice, request a copy of the reviewed risk assessment if a significant change to the licensed premises has occurred, unless the change is one that will necessitate a variation application.

Variations

39.15. Variations to premises licences are only those required to be made under section 187 of the Act and will not include changes of circumstances such as a change of premises' name or a change of licensee's address, etc.

39.16. The Commissions LCCP social responsibility code provision requires that gambling operators must undertake a review of the local risk assessment and update it if necessary when preparing an application to vary the premises licence. Operators submitting a variation application to the Licensing Authority may consider submitting a copy of the reviewed local risk assessment when submitting the application. This will then negate the need for the

Licensing Authority requesting to see a copy of this risk assessment and could potentially reduce the likelihood of a representation being made to the application.

Regular review of risk assessment

39.17. As a matter of best practice the Licensing Authority recommends that operators establish a regular review regime in respect of their local risk assessments. This review programme can be carried out alongside other reviews on Health and Safety risk assessments for the premises. This review programme would ensure that, regardless of whether or not any of the trigger events set out above have occurred, these risk assessments are considered at regular intervals and updated if necessary.

39.18. It will be up to the gambling operator as to the frequency of these reviews but it is recommended that no more than three years should pass before these assessments are reviewed. Operators may wish to synchronise their reviews of the local risk assessments with the publication of the Licensing Authority's Gambling Policy. This would enable gambling operators to consider the Local Area Profile outlined at paragraph 3.0.

Local risks and control measures

39.19. There are two specific parts to the risk assessment process:

- the assessment of the local risks
- the determination of appropriate mitigation to reduce those risks

39.20. The risks that operators must identify relate to the potential impact a gambling premises and its operation may have on the licensing objectives. Gambling operator should identify and list all of the local risks within the assessment that they have identified. The level of such risks can range from being low to very high depending on the potential impact that the gambling operator has assessed it to have on the licensing objectives. The level of any given risk will have a direct impact on the type and extent of the control measures that the gambling operators deems as being necessary to mitigate such risk.

39.21. Operators will already be assessing locations when looking for new sites or when reviewing the performance of their premises. The design of premises is also assessed to ensure that they will

meet the needs of the gambling operation, will provide protection for staff and customers; and will have facilities for recording crime. Operators will also have implemented policies and procedures for the operation of premises in line with statutory and other regulatory requirements placed upon them by the Commission and other agencies.

39.22. Operators will already be familiar with identifying risks in relation to health and safety and food hygiene legislation. Risk assessments are also used for security and crime purposes, for example for money laundering and as part of trade association best practice, such as the Safe Bet Alliance.

39.23. This local risk assessment process, although similar requires a much broader range of considerations when identifying local risk. The requirement of the Commissions LCCP social responsibility code provision is that gambling operators consider the local area in which the premises are situated and the impact that the premises operation may have on the licensing objectives.

40.0. **Further Information**

Further information about the Gambling Act 2005, this Statement of Licensing Policy or the application process can be obtained from:

Legal Regulatory Services

Civic Centre
Port Talbot
SA13 1PJ

Telephone: 01639 763050 (***ring back service***)

Email: LRS@npt.gov.uk

Information is also available from:

The Gambling Commission
Victoria Square House
Birmingham
B2 4BP

Telephone: 0121 230 6666

Website: www.gamblingcommission.gov.uk

The Department for Digital, Culture, Media and Sport
100 Parliament Street
London
SW1A 2BQ

Telephone: 020 7211 **2210**
Website: www.culture.gov.uk

APPENDIX 2

Consultees – Gambling Policy

South Wales Police
Gambling Commission
ABMU Public Health Wales
British Association of Leisure Parks,
Piers & Attractions Ltd (BALPPA)
British Greyhound Racing Board
Bingo Association
British Beer & Pub Association
Association of British Bookmakers
Casino Operators Association of the UK
Racecourse Association Ltd
British Amusements + Catering Trades Association
British Casino Association
British Holiday & Home Parks Association
Community Councils
Neath Port Talbot Community Safety Partnership
Neath Port Talbot Council for Voluntary Services
Existing Licence / Permit holders (S34's, bingo, betting shops)
Neath Port Talbot CVS
Neath Town Centre Partnership
Neath Town Centre Manager
Business Crime Reduction Partnership
Gamblers Anonymous
Citizen's Advice Bureau
Gamcare
Mid and West Wales Fire and Rescue Services
Western Bay Safeguarding Boards
All Local Authority Directorates in particular:-
Environmental Health Section
Children and Young People Services

APPENDIX 3

SUMMARY OF LICENSING AUTHORITY DELEGATIONS UNDER THE
GAMBLING ACT 2005

Matters to be dealt with	Full Council	Full Cttee	Sub Committee	Officers
Three year Gambling Policy	X			
Policy not to permit Casinos	X	X		
Fee Setting – when appropriate		X		
Application for premises licence			Where representations have been received and not withdrawn	Where no representations received / representations have been withdrawn
Application for a variation to a licence			Where representations have been received and not withdrawn	Where no representations received/representations have been withdrawn
Application for a transfer of a licence			Where representations have been received and not withdrawn	Where no representations received/representations have been withdrawn
Application for a provisional statement			Where representations have been received and not withdrawn	Where no representations received/representations have been withdrawn
Application to review premises licence/club premises certificate			X	
Application for club gaming/club machine permits			Where objections have been made (and not withdrawn)	Where no objections have been made (or have been withdrawn)
Cancellation of club gaming/club machine permits			X	
Applications for other permits				X
Cancellation of licensed premises gaming machine permits				X
Consideration of temporary use notice				X
Decision to give a counter notice to a temporary use notice			X	
Decision on whether a complaint is irrelevant frivolous vexatious etc				X
Decision as Responsible Authority to call for a Review of a Premises Licence				X

Impact Assessment - First Stage

1. Details of the initiative

Initiative description and summary: Draft Revised Gambling Policy
Service Area: Legal Regulatory Services
Directorate: Chief Executives

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 Gambling Policy has only been amended to update dates, contact details and references, and to include additional information on the Well-being of Future Generations (Wales) Act 2015 and accordingly there are no impacts on any protected characteristics.
Disability			✓			
Gender Reassignment			✓			
Marriage/Civil Partnership			✓			
Pregnancy/Maternity			✓			
Race			✓			
Religion/Belief			✓			

Sex			✓			
Sexual orientation			✓			

4. Does the initiative impact on:

	Yes	No	None/ Negligible		Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		✓				The Gambling Policy has only been amended to update dates, contact details and references, and to include additional information on the Well-being of Future Generations (Wales) Act 2015. Opportunity to use the Welsh language is not impacted. The policy and consultation will be made available in Welsh and responses are welcome in Welsh.
Treating the Welsh language no less favourably than English		✓				The Gambling Policy has only been amended to update dates, contact details and references, and to include additional information on the Well-being of Future Generations (Wales) Act 2015. At no time is the Welsh language treated less favourably than English. The policy and consultation will be made available in Welsh and responses are welcome in Welsh.

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		✓				The Gambling Policy has only been amended to update dates, contact details and references, and to include additional information on the Well-being of Future Generations (Wales) Act 2015. There are no biodiversity impacts.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		✓				The Gambling Policy has only been amended to update dates, contact details and references, and to include additional information on the Well-being of Future Generations (Wales) Act 2015. There are no impacts on the resilience of ecosystems.

6. 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	✓		The Licensing Authority recognises the need for people to be able to enjoy their leisure time and socialise with friends and family in a diverse and vibrant environment. This has to be balanced however against the need to ensure that children are protected from the harms of gambling and ensuring that operators are able to identify vulnerable adults with gambling addictions / problems, to offer help, guidance and support through appropriate signposting.

<p>Integration - how the initiative impacts upon our wellbeing objectives</p>	✓		<p>The Licensing Authority will ensure that children and adults with gambling addictions / problems are protected. Premises offer Gambling activities will be expected to have given proper consideration in operating schedules as to how they will protect children and vulnerable adults on their premises. Likewise, operating schedules will be expected to have given consideration to ensuring that their business does not impact negatively on those that live in the vicinity of the premises.</p>
<p>Involvement - how people have been involved in developing the initiative</p>	✓		<p>The Licensing Authority has undertaken an extensive, far reaching consultation exercise in developing this policy.</p>
<p>Collaboration - how we have worked with other services/organisations to find shared sustainable solutions</p>	✓		<p>The Licensing Authority works with other Local Authorities and partner agencies across Wales to develop consistent policies and processes. Membership of the Institute of Licensing and representation on the All Wales Licensing Expert Panel enables the Licensing Authority to work with other local authorities, partner agencies and trade bodies across Wales to develop consistent policies and processes in order to achieve its objectives.</p>
<p>Prevention - how the initiative will prevent problems occurring or getting worse</p>	✓		<p>The Licensing Authority will carefully consider all applications to ensure the licensing objectives set-out in the Act are promoted at all times. Where premises are found to not be operating in a safe and responsible manner, the Licensing Authority will work with its partners to take remedial action, including formal enforcement to swiftly resolve any issues.</p>

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

A full impact assessment (second stage) is not required	✓
Reasons for this conclusion	
This report is to update the existing Gambling Policy in line with statutory requirements. Only minor changes have been made to the policy as outlined above and it is therefore not considered necessary to complete a full impact assessment.	

	Name	Position	Date
Completed by	Neil Chapple	Legal Regulatory Manager	18/08/21
Signed off by	Craig Griffiths	Head of Legal and Democratic Service	18/08/21

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**NEATH PORT TALBOT COUNTY BOROUGH COUNCIL
COUNCIL**

29th September 2021

**JOINT REPORT OF THE HEAD OF FINANCE AND HEAD OF LEGAL
AND DEMOCRATIC SERVICES**

Matter for Decision

Wards Affected: all wards

Appointment of lay persons of Governance and Audit Committee

Purpose of Report

1. To seek authority to commence a recruitment exercise for lay persons of the Governance and Audit Committee.

Background information

2. Neath Port Talbot County Borough Council's ("the Council") Governance and Audit Committee is required to discharge the following functions of this Council
 - review and scrutinise the authority's financial affairs, including approval of the Annual Statement of Accounts;
 - make reports and recommendations in relation to the authority's financial affairs;
 - review and assess the risk management, internal control and corporate governance arrangements of the authority;
 - make reports and recommendations to the authority on the adequacy and effectiveness of those arrangements;
 - oversee the authority's internal and external audit arrangements, including internal and external audit work plans, receive, review and make reports on audit work and performance;

- review the financial statements prepared by the authority.
3. The current Governance and Audit Committee comprises 12 elected members and one lay person.
 4. The operation of the Governance and Audit Committee from May 2022 will be different to the current Governance and Audit Committee, namely:
 - (a) One third of the members must be lay persons – that being a person is not a member or officer of the Council, a spouse of a member or officer of the Council or a person who has not any time in the period of twelve months before appointment been an officer or member; and
 - (b) the chair of the Governance and Audit Committee must be a lay person;
 5. It should be noted that it will be a decision of the Governance and Audit Committee that is established in May 2022 as to who their chair will be.
 6. In order to meet these requirements, it would be proposed that the total number of members of the Governance and Audit Committee from May 2022 be 12, comprising 8 elected members of the Council and 4 lay persons. Accordingly, the number of elected members of the Governance and Audit Committee will be reduced from 12 to 8.
 7. Given that the Council currently has one lay person, a recruitment exercise must now commence in order to appoint these 3 additional lay persons. It is proposed that this recruitment process commence in Autumn 2021, so that appointment be made as soon as possible to provide the lay persons with the opportunity to attend Governance and Audit Committee as observers prior to their commencing their appointment to the Committee.
 8. Local Authorities are required to establish a panel to consider applications in relation to a vacancy, to apply criteria established by the Local Authority when considering applications and to make recommendations to Council in respect of any applications received. The panel shall consist of not more than five panel members one of whom is what is described as “a lay panel

member". This must be a person who is not a member of the Local Authority and also is not a lay person of the Governance and Audit Committee.

9. Accordingly, it would be proposed that a selection panel be convened with the following membership:
 - Cllr John Warman (Mayor)
 - Cllr Del Morgan (Chair of the Governance and Audit Committee)
 - Mrs Joanna Jenkins (Lay Member of the Governance and Audit Committee)
 - Cllr Helen Ceri Clarke
 - Mr Rod Alcott
10. The panel will have no decision making powers and instead will consider and interview applicants and the recommendation and considerations of the panel will be brought back to full Council for determination.
11. An eligibility and information pack setting out the eligibility for appointment is set out at Appendix 1 of this report.
12. In order to make an application, interested applicants will be required to provide a letter of application describing how they meet the eligibility and criteria, together with a completed application form as set out Appendix 2 of this report.
13. An advert in the form included in Appendix 3 will be published in local newspapers, placed on the Council's website and communicated via its social media channels, as well as forwarded to local organisations and town/community councils.
14. All documents will also be translated to ensure applicants can submit their applications in English or Welsh.
15. Members will note as well that the current lay person of the Governance and Audit Committee's current tenure expires in May 2022 and accordingly it would be proposed that Mrs Joanna Jenkins be re-appointed to the Governance and Audit Committee for a further term of five (5) years from May 2022 to ensure

consistency in representation at the Governance and Audit Committee.

Financial Impacts:

16. The costs of advertising the remuneration for lay persons will be met from existing budgets. Lay persons will be remunerated at the rate of £99 for a half day and £198 for a day. Approved travel expenses will be payable in accordance with Council's scheme of Remuneration for Members

Integrated impact assessment:

17. As this report relates to governance matters there is no requirement for an integrated impact assessment.

Valleys Communities Impacts:

18. No Implications

Workforce Impacts:

19. No implications

Legal Impacts:

20. The Local Government and Elections (Wales) Act 2021 stipulates that from May 2022 the Governance and Audit Committee, must ensure that
 - (a) one third of the members are lay persons
 - (b) the chair of the Governance and Audit Committee is a lay person;

Risk Management Impacts:

21. Failure to ensure the Governance and Audit Committee is properly constituted renders any decisions of the Governance and Audit Committee invalid.

Consultation:

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

Recommendation

23. It is RECOMMENDED that:

- (a) Members approve the change of constitution for the Governance and Audit Committee from May 2022 to comprise of 8 elected members and 4 lay persons, with a lay chair being appointed by the Governance and Audit Committee
- (b) Members approve Mrs Joanna Jenkins as a lay person of the Governance and Audit Committee from May 2022 for a further period of five (5) years.
- (c) Members approve the recruitment exercise to appoint 3 lay persons of the Governance and Audit Committee
- (d) Members approve the eligibility criteria, application form and advert set out at Appendix 1, 2 and 3 of this report for use in the recruitment process
- (e) Members approve the establishment of a selection panel in the manner set out in this report
- (f) A report be brought back to full council following the conclusion of the selection process for members to consider the views of the Selection Panel and consider appointment of lay persons.

Reason for Proposed Decision

To ensure that the Governance and Audit Committee is constituted appropriately.

Implementation of Decision:

24. This will report will be for immediate implementation

Appendices

Appendix 1 – Eligibility Criteria and Information Pack

Appendix 2 – Application Form

Appendix 3 – Advert

Officer Contact

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Appendix 1

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL GOVERNANCE AND AUDIT COMMITTEE APPOINTMENT OF LAY PERSONS

Introduction

1. The Governance and Audit Committee is a key component of Neath Port Talbot County Borough Council's ("the Council") corporate governance. It provides an independent and high-level focus on the audit, assurance, and reporting arrangements that underpin good governance and financial standards
2. The purpose of the Governance and Audit Committee is to provide independent assurance to the members of the Council and its wider citizens and stakeholders, on the adequacy of the risk management framework, the internal control environment, and the performance assessment of the Council. It provides an independent review of the Council's governance, performance assessment, risk management and control frameworks and oversees the financial reporting and annual governance processes. It oversees internal audit and external audit, helping to ensure efficient and effective assurance arrangements are in place.

Governance and Audit Committee

3. The Council's Governance and Audit Committee is required to discharge the following functions of this Council
 - review and scrutinise the authority's financial affairs, including approval of the Annual Statement of Accounts;
 - make reports and recommendations in relation to the authority's financial affairs;
 - review and assess the risk management, internal control and corporate governance arrangements of the authority;
 - make reports and recommendations to the authority on the adequacy and effectiveness of those arrangements;
 - oversee the authority's internal and external audit arrangements, including internal and external audit work plans, receive, review and make reports on audit work and performance;
 - review the financial statements prepared by the authority.

4. As a lay person, you will:
 - participate in meetings of the committee and making decisions
 - demonstrate independence, integrity, and impartiality in decision making according to legal, constitutional and policy requirements.
 - have regard to the requirements of the Chair of the Committee and the professional advice of senior officers of the authority including the Chief Financial Officer and Head of Internal Audit (or equivalent)
 - comply with the authority's Code of Conduct of which full training will be provided
 - work according to the Terms of Reference for the Committee

- contribute to the development of the forward work programme for the Committee.
- promote the role of the committee within the authority
- report as required to Council
- respond to any recommendations made by the Auditor General for Wales
- participate in any training and development required for the role

5. As part of this you will be

- Contributing to the work of the Committee in its role in: Reviewing and scrutinising the authority's financial affairs
 - Make reports and recommendations in relation to the authority's financial affairs
 - Oversee the authority's internal and external audit arrangements
 - Work with internal and external auditors
 - Review the financial statements prepared by the authority and approve them when powers are delegated including making relevant reports and recommendations.
- Contributing to the effective performance of the authority
 - Review the draft report of the authority's annual self-assessment and make recommendations for changes to the conclusions or actions that the authority intends to take
 - Make recommendations in response to the draft report of the authority's Panel Assessment (commissioned once per term from May 2022)
 - Review and assess the authority's ability to handle complaints effectively.

- Make reports and recommendations in relation to the authority's ability to handle complaints effectively.
- Reviewing and assessing the Governance, Risk Management and Control of the authority
 - Review and assess the risk management, internal control, and corporate governance arrangements of the authority
 - Make reports and recommendations to the authority on the adequacy and effectiveness of those arrangements
 - Review and Assess the financial risks associated with corporate governance, and be satisfied that the authority's assurance statements, including the annual governance statement, reflects the risk environment and any activities required to improve it

Lay Persons

6. The criteria for selection and the qualities sought from candidates are that applicants have:-
 - a. To be committed to the values of the council and the following values in public office:
 - b. Openness and transparency
 - c. Honesty and integrity
 - d. Tolerance and respect
 - e. Equality and fairness
 - f. Appreciation of cultural differences
 - g. Sustainability
7. Lay Persons must also be able to meet the required time commitment and flexibility necessary to ensure the efficient running of the Governance and Audit Committee and respond to certain

requests at short notice. It is expected there will be at least four meetings a year although there may be more depending on business transacted. The Governance and Audit Committee will choose from amongst the lay persons a Chair and Vice-Chair. Leadership and presentation qualities may, therefore, be required.

8. A detailed knowledge of local government is not necessary although it would be an advantage to have some experience relative to the type of work of Governance and Audit Committees and previous experience in governance and audit work would be desirable.

Eligibility to serve as Lay Persons

9. The Council cannot (subject to the proviso below) consider applications from the following persons:-
 - (a) Current Members, officers or employees, or the civil partners or spouses of current Members, officers or employees, of the Council or any Town/Community Councils situated within the Council's area.
 - (b) Past Members, officers or employees, or the civil partners or spouses of past Members, officers or employees, of the Council or any Town/Community Councils situated within its area.
 - (c) Current Members, officers or employees of any other County Council, County Borough Council, Brecon Beacons National Park Authority or the Mid & West Wales Fire and Rescue Authority (or any legal successors of these National Park and

Fire & Rescue Authorities) or any civil partners or spouses of such Members, officers or employees.

[For the purposes of (a), (b) and (c) above a person shall not be regarded as being a “Member” of the Council, a Town/Community Council, the National Park or the Fire & Rescue authorities where that person is a Member of such a body solely by virtue of the fact that he/she has been appointed to that body as an Lay person of its Governance and Audit Committee.]

10. Past Members, officers or employees of other County Councils, County Borough Councils, the Brecon Beacons National Park or the Mid & West Wales Fire and Rescue authorities, or their civil partners or spouses, may apply to become Lay persons of the Council’s Governance and Audit Committee provided that:-
 - a) They or their civil partners/spouses, have ceased to be Members, officers or employees of those bodies for a period of at least 12 months prior to their applications being made to become an Lay person of the Council’s Governance and Audit Committee, and
 - (b) Such applicants have never been a Member, officer or employee of the Council and/or one of the Town/Community Councils in its area.
11. Further, to be eligible for appointment to and thereafter to continue membership of the Governance and Audit Committee, the Lay person must:-

- Satisfy the requirements for membership contained in Section 53 of the Local Government Act 2000 and Regulations made thereunder.
- Be over 18 and preferably by a registered elector for the County Borough of Neath Port Talbot;
- Be a well respected person of standing and good character who is independent both of the County Borough Council and Town and Community Councils in its area, and local politics;
- Provide two referees
- Not be disqualified under Section 80 of the Local Government Act 1972 or any other enactment;

12. Applicants should not

- Be a close relative (parent, partner, brother, sister or child) of any member or holder of any politically restricted post in the County Borough Council or any Town or Community Council in its area;
- Be a Member (including a co-opted Member) of any Committee, Sub Committee, Joint Committee or Panel connected to the Neath Port Talbot Council Borough Council;
- Be a representative nominated by the Local Authority to serve on a School Governing Body;
- Be an official or employee of a Trade Union whose members include persons in Local Authority employment;
- Be a person with a significant commercial relationship with the Council

(Section 80 and 81 of The Local Government Act 1972 and definitions for being judged as being independent of the Council and local politics is set out in the application pack)

13. Selection for membership may also take account of the balance of the Governance and Audit Committee as a whole including diversity, the ability to speak Welsh and the geographical spread of its membership.

14. While the following will not necessarily be matters which disqualify someone from consideration for membership, every applicant will be required to disclose criminal convictions which have not been spent and membership of political parties or trade union or trade or employers association or professional association or any other organisations, clubs or societies including those with secret activities or membership.

Application

15. It is anticipated that assessments and interviews will take place in November 2021 with the appointments being confirmed shortly afterwards. Lay persons will be appointed to serve for 5 years, subject to terms of appointment/termination as agreed by the County Borough Council.

Expenses and Remuneration

16. Lay Persons will be remunerated at the rate of £99 for a half day and £198 for a day. Approved travel expenses will be payable in accordance with Council's scheme of Remuneration for Members.

17. A letter of application describing how you meet the above requirements and criteria, together with the completed application form should be forwarded to Mr Huw Jones (h.jones@npt.gov.uk). The closing date for applications is twelve noon on **TO BE CONFIRMED.**

Appendix 2

**NEATH PORT TALBOT COUNTY BOROUGH COUNCIL
APPLICATION FOR APPOINTMENT TO THE GOVERNANCE AND
AUDIT COMMITTEE**

Name	
Address	
Email	
Tel. No.	
Referees	
1.	
2.	
Eligibility	The appointment calls for a well-respected person of standing, who may have some experience relative to the type of work of a Governance and Audit Committee who complies with the criteria for selection and personal qualities and other matters specified in the advertisement.
Disqualification Criteria from Eligibility Declarations	<p>I have read the eligibility criteria and confirm that:</p> <p><input type="checkbox"/> I am a registered elector of the County Borough of Neath Port Talbot (please note this is not mandatory)</p> <p><input type="checkbox"/> I am over 18 years of age</p> <p><input type="checkbox"/> I am not a member or an officer of any local authority</p> <p><input type="checkbox"/> I have not any time in the last 12 months being a member</p>

or an officer of any local authority

I am not the spouse or civil partner of a member or an officer of any local authority

I am not disqualified by virtue of Section 80 of the Local Government Act 1972 as set out in the papers supplied

I am independent of the Council and have no connection with local politics as set out in the papers supplied

I am not an LEA appointment on a School Governing Body

I am not an official or employer of a Trade Union whose members include persons in Local Authority employment

I do not have a significant commercial relationship with the Council

I have no unspent criminal convictions (if you have any unspent convictions please list on separate sheet provided)

Details of your background/experience in support of your application

Education and Training	
Employment	
Public Appointments or Awards	
Membership of Voluntary Organisations	
Membership of Trade Unions or bodies which operate with a view to affecting public opinion	
Hobbies and Recreation	

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

GOVERNANCE AND AUDIT COMMITTEE

INFORMATION RELATING TO UNSPENT CONVICTIONS

Please list any unspent convictions you have below: *(see note at the bottom of this page and overleaf)*

.....

.....

.....

.....

.....

.....

NOTE:

**REHABILITATION OF OFFENDERS ACT 1974
REHABILITATION PERIODS**

TABLE A

Sentence	Rehabilitation Period
A sentence of imprisonment (detention in a young offenders institution) (or youth custody) or corrective training for a term exceeding six months but not exceeding thirty months	Ten years
A sentence of cashiering, discharge with ignominy or dismissal with disgrace from her Majesty's Service	Ten years
A sentence of imprisonment (detention in a young offenders institution) (or youth custody) for a term not exceeding six months	Seven years
A sentence of dismissal from Her Majesty's Service	Seven years
Any sentence of detention in respect of a conviction in service disciplinary	Five years

Sentence	Rehabilitation Period
proceedings	
A fine or any other sentence subject to rehabilitation under this Act, not being a sentence to which Table B below or any of subsections (3) (4A) or (8) below applies	Five years

TABLE B

REHABILITATION PERIODS FOR CERTAIN SENTENCES CONFINED TO YOUNG OFFENDERS

Sentence	Rehabilitation Period
A sentence of Borstal training	Seven years
(A custodial order under Schedule 5A to the Army Act 1955 or the Air Force Act 1955, or under Schedule 4A to the Naval Discipline Act 1957, where the maximum period of detention specified in the order is more than six months)	Seven years
A custodial order under Section 71AA of the Army Act 1955 or the Air Force Act 1955 or under Section 43AA of the Naval Discipline Act 1957, where the maximum period of detention specified in the order is more than six months	Seven years
A sentence of detention for a term exceeding six months but not exceeding thirty months passed under Section 53 of the said Act of 1933 or under Section (206 of the Criminal Procedure (Scotland) Act 1975)	Seven years
A sentence of detention for a term not exceeding six months passed under either of those provisions	Five years
An order for detention in a detention centre made under (Section 4 of the Criminal Justice Act 1982) Section 4 of the Criminal Justice Act 1961	Three years
(A custodial order under Section 71AA of the said Acts of 1955, or Section 43AA of the said Act of 1957, where the maximum period of detention specified in the order is six months or less	Three years

**NEATH PORT TALBOT COUNTY BOROUGH COUNCIL
EQUAL OPPORTUNITIES**

Equal Opportunities Monitoring Form



Neath Port Talbot County Borough Council is working towards promoting and ensuring equality of opportunity in employment and service delivery. It is the Council's policy to ensure that all applications for posts with the Authority are considered on the basis of merit, regardless of gender, age, disability, race, colour, nationality, ethnic origin, responsibility for dependants, marital status, sexual orientation, HIV or AIDS status, trade union activity or religious belief.

To ensure this policy is carried out effectively, all applicants are asked to provide the information requested on this form. It will be used only for administrative and monitoring purposes and will be confidential and not used to discriminate in favour or against any individual applicant.

Full Name of Applicant

Post Applied For Lay Person of the Governance and Audit Committee

Date of Birth

Gender (Please tick as appropriate)

Male

Female

Nationality (Please tick box as appropriate)

British English Irish

Welsh Scottish

Other (Please give details)

Ethnic Origin (Please tick as appropriate)

(a) White

(b) Mixed:
White and Black Caribbean

White and Black African
White and Black Asian
Any other mixed background (Please give details)

(c) Asian:
Indian Pakistani
Bangladeshi
Any other Asian Background (Please give details)

(d) Black:
Caribbean African
Any other Black Background (Please give details)

(e) Chinese or other Ethnic Group:
Chinese Other

Welsh Language (Please tick as appropriate)

Fairly fluent speaker and writer Fairly fluent speaker
Fluent speaker and writer Fluent speaker
Learner Little or no knowledge

Disability

The Council actively encourages applications from people with disabilities. The Disability Discrimination Act 1995 defines a person with disability as someone who has “physical or mental impairment which has a substantial and long-term adverse effect on his/her ability to carry out normal day to day activities”.

Do you consider yourself to have a disability? (Please tick as appropriate)

Yes No

Note: It is our Policy to interview all people with disabilities who meet the essential shortlisting requirements of the post. The Person Specification shows these requirements. If you need clarification on these job requirements, please contact the HR Recruitment Team in which the post is based.

Where did you see the advertisement for this post?

Internal Bulletin Intranet
Western Mail Evening Post Job Centre

Internet
(if so state name of website):

Other
(Please state):

Appendix 3

ADVERTISEMENT
NEATH PORT TALBOT COUNTY BOROUGH COUNCIL
Recruitment of Lay Persons
of the Governance and Audit Committee

The Council invites applications from members of the public to become lay persons of its Governance and Audit Committee

Neath Port Talbot County Borough Council's ("the Council") Governance and Audit Committee is required to discharge the following functions of this Council

- review and scrutinise the authority's financial affairs, including approval of the Annual Statement of Accounts;
- make reports and recommendations in relation to the authority's financial affairs;
- review and assess the risk management, internal control and corporate governance arrangements of the authority;
- make reports and recommendations to the authority on the adequacy and effectiveness of those arrangements;
- oversee the authority's internal and external audit arrangements, including internal and external audit work plans, receive, review and make reports on audit work and performance;
- review the financial statements prepared by the authority.

To be eligible for appointment to the Governance and Audit Committee a lay person must:-

- Not be disqualified under Section 80 of the Local Government Act 1972 or any other enactment;
- Be over 18 and preferably be a registered elector for the County Borough of Neath Port Talbot;
- Be a well-respected person of standing and good character who is independent both of the County Borough Council and Town/Community Councils in its area, and of local politics, and

- Not be a member or an officer of any local authority,
- Not at any time in the period of twelve months ending with the date of that person's appointment been a member or an officer of any local authority, and
- Not be the spouse or civil partner of a member or an officer of any local authority;

An application pack with further details on eligibility and process may be obtained from Mr Huw Jones (h.jones@npt.gov.uk)

Applications will close at 12 noon on the **TO BE CONFIRMED**

Enquiries regarding the Governance and Audit Committee or this appointment should be directed to Mr Huw Jones (h.jones@npt.gov.uk)



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Council

29th September 2021

Report of the Head of Legal and Democratic Services – Mr Craig Griffiths

Matter for Decision

Wards Affected:

All wards

Updates to the Neath Port Talbot County Borough Council Constitution

Purpose of the Report:

1. To amend the Constitution of Neath Port Talbot County Borough Council following a Task and Finish Group Exercise undertaken by the Democratic Services Committee.

Background:

2. On the 2nd December 2020, Council received a report on the Review of the Neath Port Talbot County Borough Council Constitution and it was resolved that the Democratic Services Committee be tasked with preparing advice for Council on the Constitution to ensure it is fit for purpose and meets all legislative requirements, including, where applicable an

analysis of the risks and impacts of progressing/not progressing any options considered.

3. The purpose of the Constitution is to set out the rules that govern how the Council works. It:
 - contains rules setting out the processes by which decisions are made;
 - states who is responsible for making decisions;
 - contains the rules governing the conduct of meetings.
4. Although the Monitoring Officer has updated the Constitution when decisions are ultimately made by Council and/or Cabinet and when new legislation comes into force, the Monitoring Officer is of the view that it could be updated further and simplified to make the document more user friendly and understandable to members of the public who wish to review. Additional amendments could be made in order to facilitate the democratic process and to take into account the current way of working electronically.
5. Accordingly, Democratic Services Committee resolved in January 2021 to establish a Task and Finish Group to work with the Monitoring Officer to review the Constitution at a series of meetings in Spring 2021.
6. At each of the aforementioned meetings, a presentation was given on a number of documents that make up the Constitution, explaining their purpose and the views of members were sought to see what improvements or suggestions they felt could be made.
7. Attached at Appendix 1 of this report is a summary of the documents considered, the comments by members and the proposed steps that have been taken to implement these requirements.

8. Democratic Services Committee considered the same at a meeting of the 9th September 2021 and approved the changes highlighted and have now commended the same to Full Council for approval.

9. As well as considering, these matters, a number of other amendments have been made to the Constitution to reflect changes in legislation. The Welsh Government have now passed Local Government and Elections (Wales) Act 2021. The Act proposes to reform the legislative framework for local government electoral arrangements, democracy, performance and governance. The Act would require the Council to make a number of changes to its Constitution. For example, although there is an existing duty on councils to prepare and publish a constitution, which includes standing orders and codes of conduct, the Act places, a duty on councils to keep their constitution “up to date”, and to prepare and publish a constitution guide which “explains the content of their constitution in ordinary language. The majority of these changes will come into effect in May 2022 and work will be ongoing to prepare for these.

10. As part of this review, some updates in terminology have also been made to the Constitution. The following changes are proposed:

Document	Amendments Made
Access to Information Rules	Amendments made to reflect references to Data Protection Act 2018 and where information can be accessed on the Council’s website
Articles of the Constitution	Changes considered by Task and Finish Group included.

	<p>Updated copy of Policy and Budget Framework as approved by Council at Annual General Meeting in March 2021 included.</p> <p>Reference to powers of Scrutiny Committee that are set out in the Scrutiny Procedure Rules.</p> <p>A requirement that where changes are proposed to the Executive, Committee Membership there is the specific requirement for them to be considered at Full Council. This was always the case but wording has been updated to consolidate this.</p> <p>Changes made to reflect management structure within Council and areas of responsibility in each directorate.</p> <p>Updated references to officers that hold statutory posts.</p> <p>Reference to the requirements of the Wellbeing of Future Generations Act 2015</p> <p>Updated references to compliance with Council's Standing Orders such as Contract Procedure Rules.</p>
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	<p>Reference to copies of the constitution being made available for those who request it.</p> <p>Inclusion of new legislative changes brought about by Local Government and Elections (Wales) Act 2021 (some of which commence in May 2022)</p> <ul style="list-style-type: none"> • Reference to changes to electoral voting methods • Reference to Job Sharing • Reference to the ability to appoint Member Champions • Audit Committee references replaced with Governance and Audit Committee. • Creation of Corporate Joint Committees references • Reference to power of competence • Head of Democratic Services role provided Chief Officer Status.
Audit Committee Procedure Rules	<p>References changes to Governance and Audit Committee</p> <p><i>NB Changes will be made to reflect membership following approval by Council</i></p>
Cabinet Portfolios	<p>Updated changes following portfolios agreed in AGM at March 2021</p>
Officer Delegations	<p>Changes were agreed in March 2020 (following the commencement of the Covid-19</p>

	<p>pandemic) allowing the Chief Executive and Corporate Directors to have delegation for urgent decisions where members could not be contacted in order to protect the Council's interests. This element is now included in the Constitution</p> <p>The legislative responsibilities of the Chief Executive set out in the Local Government and Elections (Wales) Act 2021 are now included.</p> <p>Updated references are made to the conduct of legal proceedings to ensure the executive members are made aware of any proposed settlement of proceedings.</p> <p>The identity of all proper officers are included.</p> <p>Updated references to the Data Protection Act 2018 are made.</p> <p>Included is the ability to make minor amendments to the Constitution to comply with changes in law.</p> <p>Changes are made to reflect the structural changes where Legal Services and HR moved to the Chief Executives Directorate</p>
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Democratic Service Committee Functions	Update made to reflect the working on the role of the Democratic Services Committee from the Local Government (Wales) Measure 2011
Democratic Service Committee Procedure Rules	Update made to reflect the working on the role of the Democratic Services Committee from the Local Government (Wales) Measure 2011
Executive Procedure Rules	Inclusion of new legislative changes brought about by Local Government and Elections (Wales) Act 2021 which allow for job sharing and the voting arrangements associated there in i.e. job share cabinet members have one vote between them.
Financial Procedure Rules	Reference to Governance and Audit Committee inserted
Governance and Audit Committee	Updated changes made following the creation of this committee pursuant to the Local Government and Elections (Wales) Act 2021 as approved by Members at the AGM in March 2021
Joint Arrangements	Inclusion of Local Government and Elections (Wales) Act 2021 powers in respect of Joint Committee (i.e. creation of Corporate of Joint Committees)
Management Structure	Updated management structure now provided
Officer Employment Rules	Reference made to changes in job titles of Chief Officers where

	applicable
Council Procedure Rules	Updated to reflect discussions of Task and Finish Group and to include remote attendance provisions as agreed by Members in July 2021
Personnel Committee	Reference to changes agreed by Personnel Committee in June 2019 concerning officer delegations now included
Proper Officer Designation	Updated references to list of Proper Officers (as agreed by Council) now included. Changes in Chief Officer job titles now included. Inclusion of delegated powers in respect of grants agreed by Cabinet in 2019 now included.
Officer/Member Protocol	Reference made to the need to declare interests by members when liaising with officers Reference made to the need for extra caution where officers are in politically restricted posts.
Responsibility of Functions	References to Governance and Audit Committee now made

11. Members should note that some changes will be made in forthcoming months to reflect some additional areas:

- Changes to the number of Governance and Audit Committee membership given the need to ensure that one third of members are lay members

- Changes to Council Procedure Rules to facilitate public speaking at meetings and petition schemes to comply with the Local Government and Elections (Wales) Act 2021

Financial Impacts:

12. No financial impacts.

Integrated Impact Assessment:

13. An Integrated Impact Assessment Screening Assessment has been completed to ensure the Council's legal obligations in respect of the Welsh language; equalities legislation; Wellbeing of Future Generations (Wales) Act 2015 and the Biodiversity Duty have been fully considered. As this report impacts solely on governance related issues, the screening assessment has concluded that a full integrated impact assessment is not required.

Valleys Communities Impacts:

14. No impacts.

Workforce Impacts:

15. There are no immediate workforce impacts. Where some possible modernisation matters (i.e. digital forms for completion) will be utilised this will be considered in line with other work priorities for officers.

Legal Impacts:

16. The Local Government Act 2000 and Local Government Elections (Wales) Act 2021 requires the constitution to reflect decision making in the Council and ensure that the document is kept up to date.

Risk Management Impacts:

17. Failure to ensure compliance with the legislative requirements could render the Council open to challenge.

Consultation:

18. There will be no requirement for any consultation at this stage.

Recommendations:

19. It is recommended that having due regard to the Integrated Impact Screening Assessment that delegated authority be granted to the Head of Legal and Democratic Services to amend the Constitution of Neath Port Talbot County Borough Council with the changes that are referenced in paragraph 10 of this Report along with the changes highlighted by the work of the Task and Finish Group in Appendix 1 of this Report and that the revised Constitution be published on the Council's website

Reasons for Proposed Decision:

20. To ensure the Constitution of Neath Port Talbot Council is up to date and meets all legislative requirements

Implementation of Decision:

21. The decision is proposed for immediate implementation.

Appendices:

22. Appendix 1 – Comments of Task and Finish Group
Appendix 2- Integrated Impact Screening Assessment

List of Background Papers:

23. Local Government and Housing Act 1989
Local Government (Wales) Measure 2011
Local Government (Democracy) (Wales) Act 2013
Constitution of Neath Port Talbot County Borough Council

Officer Contact:

Mr Craig Griffiths
Head of Legal and Democratic Services
Tel: 01639 763767 or E-mail: c.griffiths2@npt.gov.uk

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Document	Suggested Amendments	Comments
AM and MP Protocol	<ul style="list-style-type: none"> • To inform the local member at the start of the process i.e. when the correspondence is initially received from the AM/MP (except where the issue is personal or a confidential matter involving the constituent). • To confirm that the protocol applies to all categories of elected representatives. • To clarify what is defined as a 'sensitive issue.' • To clarify what constitutes a local issue? i.e. if the issue straddles a number of wards. 	<p>Amendments have been to reflect these requirements. In summary, A copy of the letter from the MP/MS will be made available to the relevant Cabinet Member or Regulatory Committee Chair, and notification of receipt of the letter shall be given to the local member where the matter affects their Ward (e.g. a highway problem of general interest) but not if it concerns a personal or confidential matter involving the constituent, e.g. a Social Services or information relating to their financial/health/personal circumstances.</p>
Members Gifts/Hospitality	<ul style="list-style-type: none"> • Members should have available both electronic and paper forms to submit any declarations of gifts/hospitality • There should be no threshold attached to disclosure, but Council should operate a full disclosure policy • Members agreed training would be required on this policy to ensure clarity on its application. 	<p>Updated training will be provided to members as part of the Member Induction process following Local Government Elections in May 2022.</p> <p>Amendments have been made to ensure full disclosure of all items of hospitality received.</p> <p>Work is ongoing with Digital Service colleagues to develop an electronic notification system. In the interim, email notification can be accepted as an alternative to form completion.</p>
Travelling and Subsistence Allowances	<ul style="list-style-type: none"> • To include positive encouragement for Members to undertake work electronically/remotely where possible to discourage unnecessary travel 	<p>Wording has been inserted to reflect this requirement</p>

Protocol on Member/Officer Relations	<ul style="list-style-type: none"> Members agreed training would be required on this policy to ensure clarity on its application. 	Updated training will be provided to members and this will take place in Autumn 2021. In addition, training will be built into the Member Induction process following Local Government Elections in May 2022.
Members Code of Conduct	<ul style="list-style-type: none"> Members agreed there is a need to provide a simplified version of the do's and don'ts Members suggested the requirement for a separate seminar on the Code of Conduct as part of Members induction. Training is required on processes, procedures and examples associated with the Code. Consideration to produce an 'easy read' version of the document. 	<p>Updated training will be provided to members as part of the Member Induction process following Local Government Elections in May 2022.</p> <p>In conjunction with the Welsh Local Government Association and Public Service Ombudsman for Wales, work is ongoing to develop a consistent user friendly document for members.</p>
Local Resolution Procedure	<ul style="list-style-type: none"> To provide a practical example e.g. a flow chart, to show options available to Members. 	Although no flow chart has been provided, the wording has been amended to ensure it is sufficiently clear to members. Updated training will be provided to members as part of the Member Induction process following Local Government Elections in May 2022.
Family Absence Regulations	<ul style="list-style-type: none"> No amendments 	
Member Absence Protocol	<ul style="list-style-type: none"> No amendments. 	
Access to Information Rules	<ul style="list-style-type: none"> Training to be provided with regards to restricted information 	Updated training will be provided to members as part of the Member Induction process following Local Government Elections in May 2022.
Democratic Services Committee (function)	<ul style="list-style-type: none"> No amendments 	
Democratic Services Committee (Procedural Rules)	<ul style="list-style-type: none"> No amendments to procedural rules. (consideration to future training requirements of members). 	Updated training will be provided to members as part of the Member Induction process following Local Government Elections in May 2022.

Scrutiny Committees (Functions)/Procedure Rules	<ul style="list-style-type: none"> • Training requirement for Chairs/Vice-Chairs • Suggestions of involvement from Town & Community Councils to participate in scrutiny. • To be proactive in trying to seek out best practice from other Council with regards to training element of scrutiny 	<p>Updated training will be provided to members as part of the Member Induction process following Local Government Elections in May 2022. Ongoing training will also be provided via the Chairs/Vice Chairs of Scrutiny Forum in Autumn 2021.</p> <p>Work is also ongoing to look at scrutiny models in other authorities to see where good practice can be identified for further consideration by NPT.</p> <p>Future consideration will be given on the relationship with Town and Community Councils, and the engagement process. Work is presently ongoing to consider this via the Legal and Standards Forum and the Town Council Liaison Forum.</p>
Management Structure	<ul style="list-style-type: none"> • No amendments 	An amendment has been made to reflect recent appointments made.
Employee Code of Conduct	<ul style="list-style-type: none"> • No amendments 	
Contract Procedure Rules	<ul style="list-style-type: none"> • No amendments 	
Council Procedure Rules	<ul style="list-style-type: none"> • Training to be provided with regards to how to raise a 'point of order' • To have a ban on e-cigarettes during a meeting and remotely when on screen. • Provision for the Chair to be informed at the start of a meeting if there may be a requirement for a member to use their mobile phone during a meeting. • General consensus that attendance (i.e. leave half way through, arrive late etc.) should be recorded in minutes of a meeting. 	<p>Updated training will be provided to members as part of the Member Induction process following Local Government Elections in May 2022.</p> <p>Appropriate wording has been added to reflect requirements.</p> <p>Further amendments will be made in due course to comply with the Local Government and Elections (Wales) Act 2021 and reports will be brought to Democratic Services Committee in due course to</p>

		consider these.
Constitution: Introduction and purpose	<ul style="list-style-type: none"> Should clearly set out what the processes and powers are of elected Councillors. 	Wording has been included explaining the role of a Councillor with reference to later parts of the Constitution
Article 1 – Purpose	<ul style="list-style-type: none"> No amendments 	
Article 2 – Members of Council	<ul style="list-style-type: none"> No amendments 	
Article 3 – Citizens Rights	<ul style="list-style-type: none"> To remind Members of the public that they can stand for election if they meet the eligibility criteria Citizens Responsibilities – to be more prescriptive and also indicate consequence if a member of the public’s behaviour/relationship towards the local councillor becomes unworkable. Suggested reference to social media. 	<p>Wording has been inserted to reflect these points, including a reference to the Council’s Unreasonable Behaviour and Vexatious requests policies.</p> <p>Members of the public are also reminded that they are able to stand as members if they meet the criteria set out in law.</p>
Article 4 – Full Council	<ul style="list-style-type: none"> No amendments 	
Article 5 – Chairing the Council	<ul style="list-style-type: none"> No amendments 	
Article 6 – Role of Scrutiny Committees	<ul style="list-style-type: none"> No amendments 	
Article 7 – Role of Leader and Cabinet	<ul style="list-style-type: none"> No amendments 	
Article 8 – List of Regulatory Committees	<ul style="list-style-type: none"> No amendments 	
Article 9 – Standards Committee	<ul style="list-style-type: none"> No amendments 	
Article 10 – Joint Arrangements	<ul style="list-style-type: none"> No amendments 	
Article 11 – Office	<ul style="list-style-type: none"> No amendments 	

Structure		
Article 12 – Decision Making	<ul style="list-style-type: none"> • No amendments 	
Article 13 – Finance/Contracts/Legal Matters	<ul style="list-style-type: none"> • No amendments 	
Article 14 – Duty to Review the Constitution	<ul style="list-style-type: none"> • No amendments 	
Article 15 – Suspension of the Constitution	<ul style="list-style-type: none"> • To add an explanatory note concerning irregularities in the rules in terms of numbers required to suspend the Constitution versus numbers required to invoke some of the procedural rules. 	Wording has now been added to the Article providing clarity on the difference between numbers and the reasoning why there is a difference.
Article 16 – Future Generations and Power of Competence	<ul style="list-style-type: none"> • No amendments. 	

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Impact Assessment

1. Details of the initiative

Initiative description and summary: Constitutional Amendments
Service Area: Legal and Democratic Services
Directorate: Chief Executives

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				As this decision is to record administrative and governance arrangements alone there are no protected characteristics impacted on.
Disability		X				As this decision is to record administrative and governance arrangements alone there are no protected characteristics impacted on.
Gender Reassignment		X				As this decision is to record administrative and governance arrangements alone there are no protected characteristics impacted on.
Marriage/Civil Partnership		X				As this decision is to record administrative and

						governance arrangements alone there are no protected characteristics impacted on.
Pregnancy/Maternity		X				As this decision is to record administrative and governance arrangements alone there are no protected characteristics impacted on.
Race		X				As this decision is to record administrative and governance arrangements alone there are no protected characteristics impacted on.
Religion/Belief		X				As this decision is to record administrative and governance arrangements alone there are no protected characteristics impacted on.
Sex		X				As this decision is to record administrative and governance arrangements alone there are no protected characteristics impacted on.
Sexual orientation		X				As this decision is to record administrative and governance arrangements alone there are no protected characteristics impacted on.

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				As this decision is to record administrative and governance arrangements alone there are is no impact on welsh language. Documents are translated so are available in welsh for members of the public to access in accordance with our Welsh Language Standards.
Treating the Welsh language no less favourably than English		X				As this decision is to record administrative and governance arrangements alone there are is no impact on welsh language. Documents are translated so are available in welsh for members of the public to access in accordance with

						our Welsh Language Standards.
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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		X				There are no impacts on biodiversity.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		X				There are no impacts on the resilience of ecosystems

6. 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		The amended constitution will allow the Council to meets its legal obligations and ensure decision making is accurately recorded with increased transparency of decision making for members of the public.
Integration - how the initiative impacts upon our wellbeing objectives	X		The amended constitution will allow the Council to meets its legal obligations and ensure decision making is accurately recorded with increased transparency of decision making for members of the public.

Involvement - how people have been involved in developing the initiative	X		A Task and Finish Group was established by Democratic Services Committee to review the Constitution and to ensure it was fit for purpose and met all legal obligations.
Collaboration - how we have worked with other services/organisations to find shared sustainable solutions	X		A Task and Finish Group was established by Democratic Services Committee to review the Constitution and to ensure it was fit for purpose and met all legal obligations.
Prevention - how the initiative will prevent problems occurring or getting worse	X		The amended constitution will allow the Council to meet its legal obligations and ensure decision making is accurately recorded with increased transparency of decision making for members of the public.

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

A full impact assessment (second stage) is not required	X
Reasons for this conclusion	
As this decision is to record administrative and governance arrangements alone there are no impacts on biodiversity, protected characteristics and Welsh language and will ensure compliance with the sustainable development principle	

	Name	Position	Signature	Date
Signed off by	Craig Griffiths	Head of Service	C.Griffiths	30 th June 2021

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Council

29th September 2021

Report of the Chief Executive – Mrs Karen Jones

Matter for Decision

Wards Affected:

All wards

Appointment of Head of Democratic Services

Purpose of the Report:

1. To identify a Head of Democratic Services pursuant to the Local Government (Wales) Measure 2011.

Background:

2. The Local Government (Wales) Measure 2011 requires each principal council to designate one of the authority's officers to be the Head of Democratic Services ("HDS"), but the Head of Paid Service, Monitoring Officer or Chief Finance Officer cannot be designated in this respect.
3. The HDS will arrange for the discharge of democratic services functions by staff and the HDS must be provided with such staff, accommodation and other resources as are, in the opinion of the HDS, sufficient to allow their functions to be discharged.
4. The purpose of the post is to ensure that councillors outside the executive are provided with sufficient support to enable them to carry out their duties effectively, with the necessary administrative and research provision.

5. Full Council previously designated the post of HDS to Mrs Karen Jones but as Chief Executive and Head of Paid Service, Mrs Jones is not able to fulfil that role (as a result of the statutory bar) and accordingly a replacement HDS requires appointment.
6. The Democratic Services team currently sits under the Head of Legal and Democratic Services but given that the current Head of Legal and Democratic Services is this Council's Monitoring Officer it would not be legally possible at this time for this officer to fulfil the HDS function. Although the law will change in May 2022 to enable a Monitoring Officer to fulfil the HDS role, it is felt more prudent for these to be separate responsibilities to ensure transparency in process and overarching accountability.
7. Accordingly, it would be proposed that Mrs Stacy Curran, the current Democratic Services Manager be confirmed as the statutory HDS. The Democratic Services Manager will continue to report to the Head of Legal and Democratic Services. The official job title of Mrs Curran will be Democratic Services Manager but her job description will incorporate the statutory obligations.
8. The Democratic Services Manager is well placed to fulfil this role as the Accountable Manager for the Democratic Services team and has the necessary experience and knowledge to undertake all elements of the statutory role. The Democratic Services Manager will be supported by the Head of Legal and Democratic Services and other Chief Officers to enable these functions to be met, ensuring a full range of support to members will be provided to meet the requirements of the Local Government (Wales) Measure 2011.
9. Although a change to previous arrangements where the Head of Democratic Services post sat with a head of service, this proposal will match arrangements in other authorities where the statutory role sits with the Democratic Services Manager and not a head of service and often reports to the Council's Head of Legal and Democratic Services. A similar process is suggested here.
10. On the 9th September 2021, the Democratic Services Committee considered this proposal and endorsed the same and it is now brought before Full Council for approval.

Financial Impacts:

11. The post has been evaluated by the Council's Human Resource Section and the grading evaluated will be met within existing budget allocation.

Integrated Impact Assessment:

12. There is no requirement for an Integrated Impact Assessment as this is a report in respect of governance arrangements only.

Valleys Communities Impacts:

13. There are no valley community impacts

Workforce Impacts:

14. There are no workforce impacts associated with this proposal. A report however will be brought to Democratic Services Committee to highlight the overarching structure of the Democratic Services team in October 2021. It should be noted that appointment to this statutory role provides statutory protection for the officer, equivalent to Chief Officers. This is designed to ensure that statutory officers are able to give robust advice on issues which might not be universally popular.

Legal Impacts:

15. Section 8(1) of the Local Government (Wales) Measure 2011 requires the Democratic Services Committee of each principal council to designate one of the authority's officers to be the HDS Services

Risk Management Impacts:

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

Consultation:

17. There will be no requirement for any consultation.

Recommendations:

18. It is recommended that Mrs Stacy Curran (Democratic Services Manager) be designated the Head of Democratic Services pursuant to Section 8(1) of the Local Government (Wales) Measure 2011

Reasons for Proposed Decision:

19. To ensure that the statutory obligations of this Council pursuant to the Local Government (Wales) Measure 2011 are fulfilled.

Implementation of Decision:

20. The decision is proposed for implementation immediately

Appendices:

21. None

List of Background Papers:

22. None

Officer Contact:

Karen Jones
Chief Executive.
Tel: 01639 763284
Email: chief.executive@npt.gov.uk

**NEATH PORT TALBOT COUNTY BOROUGH COUNCIL
CYNGOR BWRDEISTREF SIROL CASTELL-NEDD PORT TALBOT**

**COUNCIL
29 SEPTEMBER 2021**

**REPORT OF THE HEAD OF LEGAL AND DEMOCRATIC SERVICES-
Mr. Craig Griffiths**

SECTION A – MATTER FOR DECISION

WARDS AFFECTED: ALL

CHANGES TO MEMBER REPRESENTATION

Purpose of the Report

The following changes to membership have been requested:

That Councillor C.Edwards replace Cllr J.D Morgan on the Coronavirus Member Panel.

That Councillor S.Rahaman be appointed to the vacant seat on the Coronavirus Member Panel.

Financial Impact

There are no financial impacts.

Integrated Impact Assessment

There are no impacts.

Workforce Impacts

There are no workforce impacts.

Legal Powers

Section 15 of the Local Government and Housing Act 1989

<http://www.legislation.gov.uk/ukpga/1989/42/contents>

Risk Management

There are none.

Consultation

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

Recommendation

That Council approves the above proposals.

Reason for Proposed Decision

To update the Council's membership arrangements.

Implementation of Decision

The decision is for immediate implementation.

List of Background Papers

The Constitution of Neath Port Talbot County Borough Council.

Officer Contact

Craig Griffiths, Head of Legal and Democratic Services
Contact: c.griffiths2@npt.gov.uk or telephone 01639 763767

NEATH PORT TALBOT COUNCIL

COUNCIL

29th September 2021

**Report of the Director of Social Services, Health & Housing –
Andrew Jarrett**

Matter for Decision

Wards Affected ALL

NEATH PORT TALBOT YOUTH JUSTICE AND EARLY INTERVENTION DRAFT YOUTH JUSTICE PLAN 2021-2022

Purpose of the Report

The report presents the background and summary of the content of the Neath Port Talbot Youth Justice and Early Intervention Service (YJEIS) draft Annual Youth Justice Plan 2021-2022 (Appendix 1).

The report is seeking Member approval for the Neath Port Talbot Youth Justice and Early Intervention draft annual Youth Justice Plan 2021-2022 to be commended to Council. After approval the Neath Port Talbot Youth Justice & Early Intervention Service Management Board will submit the final version to the Youth Justice Board.

The report was considered by the Social Services, Health and Wellbeing Scrutiny Committee on 29th July and as a result it has been amended in line with their recommendations.

Executive Summary

Background

Local authorities have a statutory duty to submit an Annual Youth Justice (YJ) Plan relating to their provision of youth justice services. Section 40 of the Crime and Disorder Act 1998 sets out the youth offending partnership's responsibilities in producing a plan. It states that it is the duty of each local authority, after consultation with the partner

agencies, to formulate and implement an annual youth justice plan, setting out:

- Introduction, vision and strategy;
- Governance, leadership and partnership arrangements;
- Resources and services;
- Performance and priorities;
- Responding to the pandemic and recovery from COVID-19;
- Risks and Challenges; and
- Conclusion

Financial Impact

There is no financial impact on the local authority resulting from this year's plan.

Integrated Impact Assessment

A first stage impact assessment (Appendix 2) 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 is not required.

Valleys Communities Impacts

No impact.

Workforce Impacts

There are no workforce impacts associated with this report.

Legal Impacts

There are no legal impacts associated with this report. The production of a youth justice plan is a statutory duty of the local authority under Part 3, Section 40 of the Crime and Disorder Act 1998.

Risk Management

There are no risk management issues associated with this report.

Other Impacts

Crime and Disorder Impacts:

The recommendation should have a positive effect on the below Crime and Disorder Impacts:

- a) Crime and disorder in its area (including anti-social and other behaviour adversely affecting the local environment); and
- b) The misuse of drugs, alcohol and other substances in its area; and
- c) Re-offending the area

This is due to the services supporting achievement of the WG outcome measure of 'promoting personal and community safety'. In particular the WCADA (Adferiad) Women's Outreach Engagement Service, will support women with complex and co-occurring needs, including mental health and substance misuse.

Violence Against Women, Domestic Abuse and Sexual Violence Impacts:

The recommendation should have a positive effect on the below Violence Against Women, Domestic Abuse and Sexual Violence Impacts:

Section 2(1) of the Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015 introduced a general duty where a person exercising relevant functions must 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.

This is because the Thrive WA-SWAN Project relates to the provision of domestic abuse support.

Consultation

There is no requirement for public consultation on the Youth Justice Plan; however, the plan has been circulated to partners through the management board and the community safety partnerships for comment.

Recommendations

Having given due regard to the IIA members are requested to approve the Neath Port Talbot Youth Justice and Early Intervention Draft Youth Justice Plan 2021-22.

Reasons for Proposed Decision

To enable the Neath Port Talbot Youth Justice and Early Intervention Service on behalf of Neath Port Talbot Council to undertake its duties to deliver youth justice services in line with the Crime and Disorder Act 1998.

Implementation of Decision

It is proposed for immediate implementation.

Appendices

Appendix 1 - Draft Youth Justice Plan 2021-22.

Appendix 2 - First Stage Impact Assessment.

List of Background Papers

None.

Officer Contact

Andrew Jarrett, Director of Social Services Health and Housing

Email: a.jarrett@npt.gov.uk

Keri Warren, Head of Children's Services, email: k.warren@npt.gov.uk

Alison Davies, PO Children's Services, email: a.davies8@npt.gov.uk

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NEATH PORT TALBOT ANNUAL YOUTH JUSTICE PLAN 2021 -2022

Local authorities have a statutory duty to submit an annual youth justice (YJ) plan relating to their provision of youth justice services. Section 40 of the Crime and Disorder Act 1998 sets out the youth offending partnership's responsibilities in producing a plan. It states that it is the duty of each local authority, after consultation with the partner agencies, to formulate and implement an annual youth justice plan, setting out:

Contents

1. Introduction, vision and strategy
2. Governance, leadership and partnership arrangements
3. Resources and services
4. Performance and priorities
5. Responding to the pandemic and recovery from COVID-19
6. Risks and Challenges.
7. Conclusion

NB The YJB recommends that the YJS (EIP) Youth Justice Service (early Intervention and Prevention) consider the production of a summary version for the general public and a simplified and accessible version for children.

Following the JICPA (Joint Inspection for Child Protection Arrangements) and consultation with partners, the management board have considered the title of the YJEIS and have asked that YJS (Early Intervention and prevention) be taken forward as the preferred option.

The chair of the management board Mr Andrew Jarrett has confirmed that this is agreed and was ratified by Social Services Scrutiny Committee 29/7/21.

Abbreviations.

All of the abbreviations have been set out in the report and Highlighted in blue but this guide is for ease of access.

LADOS – Local Authority Designated Officer

JICPA – Joint Inspectorate Review of Child Protection Arrangements

HSB – Harmful Sexual Behaviour

CSA – Child Sexual Abuse

CSMG – Children’s Services Management Group

Hwb doeth – This is an academic forum of the Youth Justice Board

YMC – YOT Managers Cymru

WECTU – Wales Extremism and Counter Terrorism Unit

ECM – Enhanced Case Management

SAVRY – Structured Assessment of Violence Risk in Youth

2021-2022

1. Introduction and Context

1.1 The principle aim of the Youth Justice Service is to prevent offending and re-offending by Children and young people who are under 18 years of age. Section 39 (1) and Section 38 (1,2) of the Crime and Disorder Act requires that statutory partners which includes the Local Authority, Police, National Probation Service and Health co-operate to provide multi-agency Youth offending services to prevent offending by children and young people.

1.2 In Neath Port Talbot Youth Justice and Service and Early Intervention and Prevention Services YJS (EIP) [Youth Justice Service \(early Intervention and prevention\)](#) are incorporated within the children’s Services directorate of the council.

Our early intervention and prevention model deployed within Children Services means that support can now be delivered at the earliest prevention stages, or equally, sustained beyond the young person’s Court Order, with the overarching aim to support young people to achieve their potential and to prepare them to make a successful transition to adult and working life.

1.3 Neath Port Talbot Youth Justice Service is further required to meet the statutory requirements for Youth Justice including National Standards and

National inspection regimes, overseen by the Youth Justice Board and Ministry of Justice. It must continually seek to balance the risks and vulnerabilities of young people with the risk that this poses to the public and wider communities, while managing the overall ambition of improving outcomes for young offenders, their families, victims of crime and communities.

1.4. A Youth Justice Strategic Plan is required under the provisions of the Crime & Disorder act 1998. Standard requirements are outlined annually and the Plan should be approved locally by the Youth Justice Management Board prior to submission to the Youth Justice Board. The new Youth Justice Strategic Plan will run from 2021 - 2024 and will be refreshed annually. It links with and contributes to the principles and priorities of the strategic Service plans of key partner agencies.

Please note the Plan follows the new guidance issued by the YJB ([Youth Justice Board](#)) 2021 please follow the link

[Youth Justice Plans: practice note for youth offending partnerships, guidance.](#)

1.5 Vision

Our aim at NPT YJS (EIP) Youth Justice Service (**Early Intervention and Prevention**) is to support young people and their families who are involved in, or on the fringe of, offending or anti-social behaviour. Integral to this is their safety and well-being, ensuring they remain protected from harm and exploitation, whilst balancing their risks with the impact on victims of crime and their communities. It is our objective to improve outcomes for our young people in all areas of their lives in order to achieve their potential and to make a successful transition to adulthood.

1.6. Strategy.

The strategies used to make our vision a reality include:

- A commitment to providing a multi-agency and fully integrated service
- To complete holistic and timely assessments which are child focused and view the young person as child first and offender second.
- To make children and young people central to everything we do and ensure that their voice is heard. The child first approach will also consider the rights under the UN convention, and their agency in decision making processes and meetings about them.
- The Youth Justice Service (EIP) are well placed to identify and work with young people who are exploited or at risk of exploitation including our

multi-agency staff; YJS ([Youth Justice Service](#)) police officer, substance misuse worker, probation, and education worker. This ensures close working relationships with their respective agencies, professional and constructive challenge and creates a healthy learning environment.

- The safeguarding work stream in the NPT YJS acknowledges that our young people often engage in behaviours that involve taking risk, and that they are sometimes best placed to manage those risks alongside us, therefore we promote a culture of risk awareness, risk assessment management, balancing risk versus danger, and using language with and about young people that is non-blaming or judgemental.
- We are a person centred service and therefore the views and participation of our young people must be central to everything we do. Participation is encouraged and young people and their families' voice choice and control will be included as a primary consideration.
- Development of a safeguarding in Youth Justice work stream commenced in 2020. This work is summarised below. The safeguarding work stream will be an integral developmental theme and objective going forward.
- Thematic internal audits on topics which we feel need scrutiny in the service are and will continue to be embedded into our service. To date we have completed a CSE ([Child Sexual Exploitation](#)) and exploitation audit, Girls and Boys audits, and themes being considered going forward are violent crime, domestic violence and neglect.
- Criminal exploitation and contextualised risk, although visited during the JICPA ([Joint Inspection of Child Protection Arrangements](#)) are also being developed as work streams and interventions will be developed further, including maintaining the consultation clinics with Better Futures, further training and Community risk profiling.
- We are embracing and developing the learning culture of child and adult practice reviews and internal learning reviews following scrutiny of cases.

1.7. The Neath Youth Justice Service and Early Intervention and Prevention Safeguarding policy:

N.B. If members would like to see this policy please contact Ali Davies a.davies8@npt.gov.uk

Safeguarding and protecting children and adults at risk is a high priority for Neath Port Talbot County Borough Council

This Neath Youth Justice Service and Early Intervention and Prevention Safeguarding Policy provides a framework for the Youth Justice and Early Intervention service setting out responsibilities in relation to safeguarding and protecting young people at risk, who are managed by the Youth Justice Service,

as well as the methods by which Neath Port Talbot Council will be assured that it is fulfilling its duties.

This policy applies to all Neath Port Talbot's Youth Justice Service (Early intervention and Prevention) Service employees, volunteers and also external service providers that are commissioned by the Council.

Safeguarding is everyone's business whether they work for, or on behalf of the Youth Justice Service.

NB This policy does not supersede or replace the All Wales Protection Procedures (2019) any safeguarding concerns emanating from interactions with our young people, or professional concerns regarding young people, must be dealt with under those procedures.

1.8 New Developments. The Safeguarding Work stream

- 1) Since September 2019, the nominated safeguarding lead remains in situ, although because of the confusing definitions of designated safeguarding leads, **Local Authority Designated Officer's** LADO's (England) and named safeguarding officers in both Youth Offending Services across Wales and in Local authorities, we have changed the title to safeguarding champion in the YJS. This enables us to be clear around the roles and responsibilities and while our safeguarding champion collates and follows up queries with staff members, overall operational safeguarding will come via the ops manager Amanda Turner and ultimately to Ali Davies as PO. **(Principal Officer)** who has oversight of all safeguarding concerns identified in the service. Safeguarding and managing risk is and will continue to be an integral part of all our work with young people going forward.

- 2) Both the operational manager and the safeguarding champion have recently completed safeguarding training and child practice reviewer training in the last quarter. I am currently a child practice reviewer on a case for WGSB, **(West Glamorgan Safeguarding board)** and have recently completed two adult practice reviews as reviewer and MAPF. The operational manager is shadowing the principal Officer and the work on the current case. Subsequently, we will have a cohort of trained practice reviewers in the YJS (EIP) Youth Justice Service **(Early Intervention and Prevention)**

- 3) The NPT YJS have set up a monthly exploitation clinic with the leads in Better Futures who provide individual consultation slots for practitioners with any of

their cases involving CSE, HSB, and CSA. **(Child Sexual Exploitation, Harmful Sexual Behaviour and Child Sexual Abuse)** In this we include CMET **(Contextualised, Missing, Exploitation and Trafficking)** for signposting all exploitation as exploitative behaviours and experiences very often overlap.

- 4) There are 4 x 1hr slots for practitioners to meet with Better Futures to peer review these cases, which we suspect or have confirmed safeguarding and exploitation concerns. These slots are bookable and managers, senior practitioners, and consultant social worker are available to be called in for further scrutiny where needed. These clinics have been very well received and will continue through 2021/22
- 5) We also have provided a block of 8 x 2hrs exploitation training from Barnardos for all staff, which brings all staff members up to speed on the new developments, legislation and statutory guidance in relation to exploitation. Each practitioner will have a completion certificate attached to his or her supervision file, and safeguarding will be part of every practitioner's personal development plan going forward as a standing item.
- 6) We will also be sourcing bespoke training re county lines and child criminal exploitation.
- 7) We have developed a multi-agency meeting with our partner organisations called Community Mapping and Risk Profiling which sits somewhere between contextualised risk and CSE strategies, but may incorporate signposting to both. To be clear this will not supersede or compromise our responsibilities under the Wales Safeguarding Procedures. It will provide us with an opportunity to focus on the mapping of our young people in communities, focusing on potential areas where exploitation may be happening, the type of exploitation and how we disrupt it. I refer back to CMET described above.
- 8) The reason for this is looking at the whole gamut of exploitation and the drilling down of all of our CSE, HSB and CE **(Criminal Exploitation)** cases, which predominately sit in our Youth Justice world. There will be a series of initiatives developed around this.

9) This crosses both operational and strategic boundaries and will be presented at YJS management board, CSMG, YJB, Hwb Doeth, and Youth Offending managers Cymru. **(Children Service Management Group. Youth Justice board) Hwb doeth is the academic group reporting to the Youth Justice Board for any new research.**

10) Following the incitement incidents and death of George Floyd in America, last year and more recent media news about institutionalised racism and extremism, I have commissioned training from WECTU, **(Welsh Extremism Counter terrorist Unit)** and including appropriate use of social media for all staff. I am waiting for dates from the trainers to include any staff members who did not attend last year. I have also sent the appropriate policies and procedures to all staff.

Following the recent murder of Sarah Everard in London, and the campaign for safer streets, we will now be actively looking at the safety of women and young girls in the community and assessing what measures need to be considered in respect of women of all ages being safer on the streets. Risk assessments are undertaken for lone working etc., but this is an issue that we will keep open as an active review.

11) There is a monthly Safeguarding Meeting for the PO, operational manager and the safeguarding champion to ensure we are all appraised of any safeguarding referrals, outcomes of professional strategy meetings or safeguarding issues. This will continue through the year.

1.9 The impact of Covid-19 on safeguarding in the YJS

Covid-19 has affected the whole world, as we know it including the YJS. Safeguarding has been absolutely paramount throughout, and the close alignment with Children's Services has been beneficial in that we have had to manage our business differently but in many ways more effectively with open and frequent lines of communication with all partner agencies. The ability to get people together in virtual meetings has been positive, effective and immediate, therefore, responses have been quick, plans put in place effectively and frequency of meetings has increased to discuss vulnerable young people across

the authority with our multi-agency partners. All high risk, ROSH (**Risk of Serious Harm**) and safeguarding issues are monitored on a daily basis.

If there have been imminent Risk of Serious Harm concerns to others, the case manager will follow usual procedures by contacting the seconded Police Officer, 101 reporting or 999 depending upon the seriousness and urgency of the situation.

Similarly, the YJS have and will continue to submit any Child Protection and Safeguarding concerns to Children's Services Single Point of Contact Team.

National Referral Mechanism (NRM):

The National Referral Mechanism (NRM) is a framework for identifying and referring potential victims of modern slavery and ensuring they receive the appropriate support. The NRM referral process is discussed with staff as referrals are submitted and progress is monitored via monthly safeguarding meetings.

Safeguarding of others:

An equally important part of our safeguarding role is that of public protection. The YJS is responsible for the safeguarding of the existing and potential future victims of crime. This is done by the development of robust risk management plans, for the children who have been assessed as being a high risk of causing harm to others. We work closely with other agencies to form multi-agency risk plans and escalate the necessary cases to wider risk management panels when needed. These referrals include (**MAPPA and MARAC. Multi Agency Public Protection Arrangements AND Multi-agency Risk Assessment Conference.**)

The Staff Alert System (SAS):

The YJEIS feed into the SAS in relation to any address or individuals of concern that reside within the local authority. One young person (over the age of 18) known to the service was recently referred in for inclusion on the register after consultation with the Local Authority Health & Safety officer and the completion of a full risk assessment. Their name has since been added to the Staff Alert System.

Prevent and Chanel panel. The principal officer is the deputy chair of the Chanel panel and the operational manager sits on the **CONTEST** board this will continue through 2021/22. (**Contest is the United Kingdom's strategy for countering Terrorism.**)

The police red flag system/ tracker Occurrence and alignment with the PPU

We are now aligned with the PPU (**Public Protection Unit**) in South Wales Police and Youth Justice sits under the PPU umbrella, getting good access to the

resources and any advice needed quickly. One of the issues has been resolved by face-to-face bureaux being reinstated and a recognition by Youth Justice Staff that reports for bureau must be in on time and quality assured for proper consideration by the panel.

Our YJS police officer continues to use the tracker occurrence, which generates information on current young people attached to NPT YJS. This occurrence tracks and monitors all young people attached to the YJS; drawing information from the Police Niche system and matching it with young people who are known to our service. This is still working well and has now been adopted throughout South Wales and Gwent police forces. It also provides a safety net for PPN (Public Protection Notices) referrals, which was raised at the recent JICPA inspection as a positive.

Feedback is also given to staff across the YJS in team meetings and supervision. Safeguarding is a standard item on supervision agendas.

The Safeguarding lead and operational manager highlights improvements in practice and key areas for development for the teams to focus on as they move forward to achieve best practice. Additionally, key messages are driven forward on a weekly basis through the team meeting, which is chaired by the Operational Manager. This will continue going forward throughout 2021/2022.

Policies/processes:

All the YJS policies and procedures in operation have now been reviewed and amended, and are fit for purpose. This is covered in the operation action and improvement plan. The audit cycle of these policies has now begun and they are reviewable on an annual basis. This is work in progress, and a monthly update of the improvement plan will track these process and policy reviews.

All policies are signed off as read and understood by every member of staff and the Principal Officer signs off for completion. Each amended policy is then covered in team meetings and staff development days.

Two further policies have now been written and are in draft format; these include the Local Youth to Adult Protocol and the YJS Engagement, Compliance and Enforcement Policy. The former document is a joint protocol between the National Probation Service (Swansea), NPT YJS and Swansea Youth Justice Service and each service will now need to take the document to their respective Boards for sign off.

A further document is currently being written looking at transitions in general and there is one further policy document that is outstanding; this is in relation to Resettlement and Reintegration and will be a priority for progression.

With the improvements made to safeguarding practices, all staff now have a clear understanding of the importance of safeguarding, and how the term falls within the remit of their individual roles. It has also made staff more accountable for their own areas of responsibility, and enabled them to recognise how important matters such as accurate record keeping and information sharing can

be. A safeguarding record will be included in personal development plans and kept on supervision files

Key YJS Safeguarding priorities going forward as part of the Youth Justice plan:

- Continue gathering recording analysing the Safeguarding information and note trends and/or emergent risks.
- Continue auditing CSE and HSB cases and ensure that our young people access the services they need quickly
- Enable practitioners to attend the exploitation clinics as described.
- Ensure that the emotional health and well-being needs of our young people are met with a clear consideration of safeguarding within those needs.
- Link in regularly with the safeguarding leads of the local authority and our partner agencies to ensure we are looking at all the safeguarding needs of our young people.
- Keep the safeguarding in youth justice work stream under review.
- Report back to the management board.
- Consider CMET (Contextualised Risk, Missing, Exploitation and Trafficking within all cases.
- Embrace and develop the learning culture and the child and adult practice review ethos and internally review and scrutinise areas of development or concern alongside our partners.

2. Governance, leadership and partnership arrangements.

The Neath Port Talbot Youth Justice and Early Intervention Service partnership arrangements, and management board members.

N.B If members would like to see the structure please contact a.davies8@npt.gov.uk

The YJEIS is an integral part of children services and as such is accountable to the head of Children Services Keri Warren and the Director of Social Services and Housing Andrew Jarrett. It is also accountable to the YJB and the NPT YJS Management board also chaired by Andrew Jarrett.

3. Resources and Services.

3.1 Resources and Interventions

NPT YJS has access to a wide range of group work and one-to-one programmes to meet the diverse needs of young people accessing our service. Last year, we had to modify our approach because of COFVID 19 and this is explained later in the report. To use our time effectively and despite the Pandemic, we were able to source, locate, fund and refurbish a new young people resource centre. This is a collaboration with NPT children services. We are currently in the process of moving in albeit in a risk assessed COVID compliant environment.

The resource centre is outstanding. It is purposely designed for our young people, and has facilities that we have never had in NPT before including, an outside gym, allotment and flower bed facilities, Kitchen, laundry, and shower room facilities, and IT suite, a well-being room, conference facilities, a hairdressing and beauty salon, training and sessional and intervention room, administration facilities, and a train carriage (an actual train carriage) to be renovated for reparation projects. Young people in the participation groups are in the process of naming it and undertaking graffiti projects and this is very much a centre for young people involving young people.

Other resources, which have been purchased to support interventions, have been I- pads for remote working with young people, and we will be restarting female focused offending behaviour programmes to continue supporting young females involved in or on the cusp of offending or antisocial behaviours. The K9 project which will focus on exploitation, knife crime and county lines, and the Snakes and Ladders collaboration with Dr Helen Hodges and CASCADE at Cardiff University where we are partners in developing a digital emotional well-being tool/ game which supports exploration of the impact of lifestyle choices and options. This tool will also support discussions around CSE, healthy relationships and the long term outcomes and lifestyle impact associated with relationships with other young people who offend.

Over the next year, the continuing analysis of the needs of young people accessing NPT YJS alongside the recording of unmet need within the Pathways

and planning section of Asset Plus, will support the service in ensuring we have access to the right interventions to support young people to make better choices and behavioural changes.

We have developed and run the following interventions since the last Youth Justice plan in 2019, but the pandemic has interfered with many of these in 2021. We are beginning to consider re running as we move through the pandemic. These programmes include:

1. The Phoenix project (**Mid and West Wales Fire Service**)
2. The K9 project (South Wales Police)
3. English and Maths tuition and a full education strategy for young people who are NEET (**Not in Education Employment or Training**) or young people excluded from their current provision (Hillside Secure Unit, Cefn Saeson and the YJS, Neath College and Ysgol Hendrefelin and the Youth service.)
4. The YJS Principal Officer is also leading on Youth homelessness and going forward we are linking in with housing and adult services and our homelessness provision in NPT to find sustainable solutions to homelessness for some of our most vulnerable YJS young people.
5. To support sustainable solutions going forward, we are applying for a grant for a life skills pod to be situated in the grounds of the resource centre to begin specific programmes regarding independent living, budgeting and transitioning into adulthood.
6. NPT YJS have commissioned Vibe (3 programmes) to address issues related to serious violence and associated vulnerabilities through the delivery of support services for our vulnerable young people.
7. Vibe workshops will create a safe space to provide emotional wellbeing support, this support will identify and explore emotional responses and give young people the confidence and resilience in order to make positive informed decisions and divert away from negative activities. This is directed at young people young people who are on the cusp of criminal justice involvement and will be relevant to young people who reside in communities in which there are high levels of deprivation which can lead to negative choices being made and young people who exhibit low confidence, resilience, self-worth and support with improvement so positive decision making can take place.
8. Alongside this we can access St Giles Trust for County Lines intervention and Fearless (run group work around knife crime, consequences etc.).

9. The NPT YJS have also commissioned and trained our own equine assisted trainer for equine assisted learning. This is a first for any YJS in Wales and we are tremendously excited about this resource. At the time of writing this provision will begin in July 2021, and will consist of 3x8 week programmes where young people will work with horses and trainers to address issues like trust, emotional response and emotional intelligence. This is a specific area of interest for our senior practitioner who has developed this service within the YJS.
10. **Equine Assisted Learning** (EFL) is a form of experiential learning that includes horses and a facilitator working together with a person to create positive change. EFL often includes a number of beneficial equine activities such as observing, handling, grooming, groundwork, and structured challenging exercises focused on the young person's needs and goals. EFL provides unique non-verbal opportunities for young people to enhance self-awareness, recognize maladaptive behaviours and identify negative feelings. Research highlights that this approach has had positive results for people with social difficulties and mental health needs that can result in significant changes in cognition, mood, judgment, insight, perception, social skills, communication, behaviour, and learning.

3.2 Education, Employment and Training: 2021/2022

In NPT we have one Youth Justice ETE practitioner who was appointed to provide ongoing support for these young people. The principal Officer for Youth Justice is linking in with NAASH (Neath and Afan Secondary Heads), the local College and Swansea University. Our ETE (**Education Training and Employment**) practitioner links with the Engagement and Progression Co-ordinator, the NEETS Multi Agency Group and the Engagement Provider Support group, ASD (**Autistic Spectrum Disorder**) Steering Group. The operational manager attends the Youth Engagement Strategy Group and we meet with Pupil Parent support and the Senior Wellbeing Manager every two months to discuss individual cases. We recognise that there is work to be done to drive our education work forward, reduce exclusions and to build on the existing links that we have with schools colleges and further education. Unfortunately we have been hampered by both the pandemic and staff shortage in 2020 and 2021, but going forward we will be viewing this as a priority.

The YJS is also developing links with Hillside Secure Children's Home and Cefn Saeson to try and develop an education resource facility as part of the planned

resource centre so that programmes of education with accreditation can be offered as an alternative to exclusion for specific periods of time. We have the resource centre now and hopefully this will become a base to look at alternative forms of educational programmes for our young people as we move through the pandemic.

3.3. Restorative justice:

Restorative justice approaches and opportunities for victims of youth crime will continue to be a focus in 2018/19. Our victim worker is now placed within an educational team for two days per week developing and delivering the Restorative Justice programme and training, this is a relatively new and innovative development and enhances our links with the well-being and education teams. This has been agreed with both the director and assistant director of education whom we have very good links with.

All victims of youth crime are invited to participate in the criminal justice process in accordance with the Victim Code. This includes:

- 1) A letter of apology or explanation from the young person
- 2) Attending a Referral Order Panel Meeting where the victim can meet the young person and explain the impact their offending has had on them
- 3) A Restorative Justice Conference where the victim can meet the young person and explain the impact their offending has had on them
- 4) The victim of the offence having a say in what type of reparation they would like the young person to complete and can be indirect to benefit the local community and/or direct to the victim of the offence

There are enhanced entitlements as sent out in the Victims Code of Practice for victims in the following categories because they are more likely to require enhanced support and services through the criminal justice process. In the Neath Port Talbot YJS, the victim liaison officer will continue to liaise with the Youth Justice Service Police Officer to ascertain whether a victim should be considered under one of the following categories and has established links locally to fulfil these duties.

- 1) Victims of the most serious crime

- 2) Persistently targeted victims
- 3) Vulnerable or intimidated victims

NPT has a portfolio of reparation projects that are developed locally with partner agencies including housing providers, parks, schools, the environmental department, charities and local churches.

NPT has one Youth Justice Victim Liaison officer who facilitates restorative meetings and conferences and ensures the impact on victims is considered in young people's offending behaviour programmes. All victims of crime are consulted in relation to restorative options; however, engagement is voluntary and not all victims chose to engage in this process following initial consultation. The service has good links with Victim Support including signposting and liaising with provision for supporting young victims.

Restorative principles are applied in Referral Order Panels. Referral Order Panel volunteers are recruited from local communities and receive restorative justice training as part of the programme.

NPT offers all young people engaging in restorative justice the opportunity to complete an Agroed Cymru unit called Restorative Justice (EC61CY002) Level 1 (credit value 1).

4 . Performance management information 2020 / 2021

20/21

Young People Offending

2019/20	2020/21
40	35

During the last financial year the number of young people offending reduced. This figures is also lower than in 2018/19 when Neath Port Talbot was still part of Western Bay.

Offences

2019/20	2020/21
76	88

Although the number of individual young people offending has reduced the number of offences has increased. There were 2 young people this year who were responsible for over 10 offences each.

First Time Entrants

The YOT Data Summary now includes figures for Neath Port Talbot. In previous years the figures were only available for Western Bay.

Jan-Dec 18	Jan-Dec 19
19	16

The most recent published figure shows Neath Port Talbot FTE (**First Time Entrants**) figure reducing during 2019. A local calculation has been done for the 12 month period covering 20/21 and shows the number of FTE as being 18. This confirms the fairly consistent figure of FTE's that has been reported for Neath Port Talbot as the number for several 12 month rolling time periods all report less than 20.

This puts Neath Port Talbot towards the lower end of the FTE table being well below the rate per 1000 for Wales. The YOT is also one of the lowest when compared with the YJB YOT family for the same time periods.

Custody

	2019/20	2020/21
Number	1	3
Rate per 1000 NPT	0.08	0.24
Rate per 1000 Wales	0.15	0.08

During 20/21 Neath Port Talbot had 3 custodial sentences and as such we have seen an increase in our rate per 1000 of the 10-17 year old population to above that recorded for Wales.

Referral Orders

2019/20	2020/21
22	14

The number of Referral Orders saw a 36% decrease when compared with the previous year.

Youth Rehabilitation Orders

2019/20	2020/21
1	5

However there was an increase of 4 Youth Rehabilitation Orders.

The court outcomes during 2020/21 saw a reduction in the first-tier penalties but an increase in both community penalties and custody.

Reoffending

As with First Time Entrants, Neath Port Talbot now has our own figures published on the YDS.

April 17-March 18					
Cohort	Reoffenders	Reoffences	Reoffences/Reoffender	Reoffences/Offender	%Reoffending
29	15	82	5.47	2.83	51.7%

April 18-March 19					
Cohort	Reoffenders	Reoffences	Reoffences/Reoffender	Reoffences/Offender	%Reoffending
45	23	107	4.65	2.38	51.1%

Although the percentage of the cohort reoffending has remained steady at 51%, the number in the cohort for the 2 year period has seen a large increase.

In order for the percentage to stay the same with a larger cohort, the same increase has been seen in the number of reoffenders.

The percentage of reoffending at around 51% for both years is above the Welsh average of 43% for the same time. This puts Neath Port Talbot towards the high end of the reoffending table in Wales.

When compared with the YJB YOT family, again Neath Port Talbot is at the high end of the table with the family average being approximately 38% for both years. However, the size of Neath Port Talbot's cohort is considerably smaller than the other YOT's.

5 Responding to the pandemic and recovery from COVID-19 12

5.1. Introduction:

This part of the Youth Justice Plan sets out the requirements for the NPT JYEIS to move into the recovery phase following the first and second waves of Covid 19. It addresses what has been done, what has been done well, and how things could be done better. The plan also includes the contingency required should further waves of COVID become prevalent and further lock down measures need to be implemented.

The plan also provides information regarding the voice of the young person throughout and how those views have been captured.

Appropriate Adults (AA)

- NPT YJS has an AA duty list managed by our volunteer co-ordinator. Should the Police contact the YJS for AA representation; the following procedures have been implemented and will remain in place for the foreseeable.
- The YJS AA will liaise with the Custody Sergeant to ensure that they have exhausted all alternative options by contacting the young person's family and friends.
- If there are no alternatives, the AA will clarify whether representation can be made via telephone or, when available, other technologies.
- NPT were initially carrying out AA duties via skype. However as a staff group it was felt that this should be a last resort dependent on the stage of lockdown and the prevalence of the virus, i.e. at the height of coronavirus, skype was the preferred option, however, as we have moved forward out of lockdown and restrictions have been eased we attend the police station.

If the young person does not have a solicitor, we will not attend as AA

- The AA ascertain from custody staff whether the young person is:
 - **Experiencing a high temperature (fever)**
 - **Experiencing a new continuous cough**
 - **And/or they have been self-isolating due to residing with a person displaying the above symptoms.**
- If custody staff respond positively to any of the above, then the AA will liaise with their line manager. They will not attend the Police Station and provide telephone advice only.
- If custody staff confirm that the young person is not displaying either symptom and has not been self-isolating, then the AA may be required to

attend the Police Station, but this will be the exception not the rule. They will adhere to PHW Guidance which states that:

- **Only go outside for food, health reasons or work (but only if you cannot work from home)**
 - **Stay 2 meters (6ft) away from other people**
 - **Wash your hands as soon as you get home**
- The AA will verify how the young person is returning home, but will not provide transport.
 - South Wales Police have set out their process of providing **Personal Protective Equipment**. (PPE) and ensuring social distancing measures are in place.
 - The provision of Appropriate Adults (AA) for interview at the police station under PACE (**Police and Criminal Evidence**) were initially being undertaken via Skype but now attendance in person takes place for young people facing serious charges, or if considered especially vulnerable. All AA requests will be met by the YJS volunteer co-ordinator and overseen by the YJS operational manager.
 - At all times the views wishes feelings and welfare of the young person must be considered.
 - The safeguarding needs of the young person must always be a priority.
 - Safe Social distancing guidance must be followed, this may change as we emerge from or re – enter lockdown, so there must be an awareness of all updated PHW and YJB guidance.
 - Hand sanitizer must be used by young people and staff at entering and leaving the police station.

- Pens must not be shared and masks and PPE worn if necessary and requested by the police.

- PPE will be provided by the police if necessary, social distancing measures in place will be explained to young people and staff.

As of June 2020 and through to 2021, this procedure is now in place and is reviewable every six weeks.

PPE provision is now in place at the custody suite. This means that AA will be required to attend the Police Station. They will adhere to PHW (**Public Health Wales**) Guidance including maintaining social distancing and will be provided with appropriate PPE by the Police. South Wales Police have confirmed that this is available as it is not possible to maintain social distancing within the interview rooms.

- The YJS AA will liaise with the Custody Sergeant to ensure that they have exhausted all alternative options by contacting the young person's family and friends.
- If there are no alternatives, the AA will clarify whether representation can be made via telephone or, when available, other technologies.

5.2. The needs of staff.

The safety and well-being of the workforce is of paramount importance to NPT Council and the YJS during the pandemic this duty of care has been a priority for the council

- There has been a Gradual response to more staff being able to attend police stations, it is essential to review on going arrangements as lockdown is eased or we re -enter lockdown restrictions.
- Throughout Covid-19 some of our community volunteers and staff have been self-isolating or shielding. We must risk assess every time a volunteer or staff member is required to attend a police station.
- We have a duty of care to continuously monitor and review the health and well-being of staff.
- It is essential that we continuously reviewed the YJS Contingency Covid Plan when we encountered a second or third potential wave or further

lockdown restrictions. This was done in conjunction with Children's services in NPT. These reviews will continue throughout 2021 and into 2022 as restrictions ease or as further variants are identified. All vulnerable young people have been and will continue to be risk-rated and discussed in a multi-agency meeting which is currently held fortnightly, but will revert to weekly should another wave of Covid mean further restrictions being imposed.

- Managers should collate information on team members' individual caring responsibilities and their own health needs. This will include those deemed vulnerable due to underlying health conditions, pregnancy etc. If staff are required to attend a police station with our young people this must be risk assessed and agreed via line managers prior to attendance, and any prohibitive factors should be addressed
- Additional support mechanisms will be discussed with staff who are shielded, self-isolating due to health reasons or pregnancy.
- Managers must provide clear risk assessments and guidance to all staff prior to any visit to a police station. The aim will be to provide consistent advice and reassurance regarding their safety.
- If a member of staff is asked to attend a police station they must be able to contact their line manager or PO.
- Line managers and Principal Officers must ensure that they are visible and supportive.
- Hand sanitiser and wipes and PPE will be provided to all staff when undertaking any visits. In the community including police stations.
- All staff will undertake the mandatory PPE training.
- Lateral flow testing has now been introduced and staff having contact with young people and their families in the community have been asked to test twice weekly. This LF testing has become integral to practice across CS and YJS with test kits being made available for all practitioners.
- All staff will have access to the staff intranet for well-being support.
- The principal officer must ensure that staff have time to acclimatise, ensuring time and space for 'debriefing' following attendance at police stations. If any issues are reported the Principal officer and operational manager must be clear of the escalation process.
- All staff will continue having access to PPE for Police cells, Court cells and Court hearings.

- Entering and exiting the police station must be managed carefully and social distancing must be adhered to.
- Doors and keypads pens and desks at the police station are high touch point areas, The police will be responsible for wiping down hard surfaces but staff must ensure they sanitise their hands and if felt necessary wear PPE in confined spaces. At all times social distancing guidance must be followed.
- Transporting YP to and from the police station, if there are alternative methods of transport for the young person these should be utilised before staff transport in their cars, however if it is unavoidable, similar approaches to the Emergency Duty Team must be deployed, i.e. The staff member must ensure that the YP (**Young Person**) sits in the back of the vehicle on the opposite side to the driver. Only to transport for emergency situations such as release from Court or Police custody
- In order to re-start more effectively, the authority has utilized access to a variety of platforms such as Microsoft Teams and Skype WhatsApp with young people and ZOOM.
- Digital platforms will be the preferred option for the authority on a longer term basis and within the blended working arrangements which will be explained later in this report.

5.3. Strategic partnerships

- Partnership working is integral to the success of the recovery and transitional planning, to this end the role of the management board and the partners who sit on this board have been consulted with on an individual basis as we moved through the pandemic and out of lockdown. The management board continue to meet virtually and these meetings have been well attended. We have fortnightly multi agency meetings to discuss young people on the vulnerable list. Regular forums are in place to facilitate the need to raise any issues at a strategic level. As part of ongoing dialogue, we have regular meetings with the Police to discuss any key concerns. Any Covid recovery or transitional plans are shared and will continue to be shared with the management board and our strategic partners going forward.

NPT YJS will follow PHW (**Public Health Wales**) and WG (**Welsh Government**) guidance and review at regular periods should any new process be required or changes that need to be made. There is a regular review of risk assessments with Police and we have responded, and will continue to respond as jointly and flexibly as required.

5.4. COVID-19 Operating Model and Service Delivery Plan.

Courts

Her Majesty's Courts and Tribunal Service (HMCTS) initially announced that as per Public Health Wales (PHW) guidance, only essential and imminent matters would be listed before the Court. Courts have now opened up and wherever possible it is business as usual with COVID compliance being enforced with hand sanitizer and masks etc. The YJS will be continue to be required to participate at bail and remand hearings.

Court Work & Custody:

Court work has been limited and reserved for remand court and breaches of Court bail and statutory orders. We are now seeing a near normal court service and will need to continue to be adaptable and flexible as we move through the pandemic and out of lockdown restrictions. The service has a dedicated staff member who will attend Court for these hearings that operate in line with an All Wales agreed approach for the delivery of Court work. Currently, this involves either Skyping or attending in person where appropriate and related to the seriousness of the charge brought before the young person as well as taking into account their presenting circumstances i.e. Vulnerability.

NPT YJS will continue to provide weekend Court cover provided by the management team, with one member of staff attending Court and another completing the administrative tasks remotely.

NPT YJS has a statutory Rota, which is being maintained as business as usual with duty calls being directed via business support in the first instance. The senior practitioner is our consistent and named remand officer and the Operational manager is the court liaison officer. The allocated member of staff will contact Police custody and the Court to determine whether any young people have been detained overnight.

In the event that a young person is placed before the Court, the YJEIS will liaise with the Court clerk to discuss whether representation can be made via

telephone, video conferencing or email. The YJS Officer will ascertain from detention staff whether the young person is:

- Experiencing a high temperature (fever)
- Experiencing a new continuous cough
- And/or they have been self-isolating due to residing with a person displaying the above symptoms.
- If detention staff respond positively to any of the above, then the YJS Officer will liaise with their line manager. They will not attend the Court.
- If detention staff confirm that the young person is not displaying any symptom and has not been self-isolating, then the YJS Officer may be required to attend Court. This will only be authorized when all other options have been exhausted. No court attendance or home visits will be authorized without permission from the senior managers of the service. YJS officers will adhere to PHW Guidance which states that:
 - Only go outside for food, health reasons or work (but only if you cannot work from home)
 - Stay 2 meters (6ft) away from other people
 - Wash your hands as soon as you get home

In addition:

NPT YJS have a limited supply of PPE and hand sanitizers which have been allocated to staff on a needs led basis.

Moving forward NPT YJS are able to access Children Services supply of PPE if necessary

As discussed earlier, Lateral Flow testing kits have been made available to all staff members who test twice weekly. This is not mandatory but a significant number of staff have taken this offer up.

All staff have been offered two COVID 19 vaccinations. The vast majority of our staff are now full

ly vaccinated.

5.5. Court hearings and attendance.

- All courts will be asked for long adjournment dates/Pre-Sentence Report dates.
- If assessments can be started at Court safely they will be whilst the young person is present. This will depend on the identification of a suitable space to allow social distancing.
- YJS to consider if additional staff member/s are required to attend Court dependent upon risk and need. In this event, they would travel separately to maintain social distancing advice.
- Verbal stand down reports could be considered on a case by case basis in agreement with the Court. Consideration needs to be given to the timeliness of the last YJS assessment, in particular, whether it within the three month YJB guideline. Verbal stand downs are not appropriate for potential custody cases.

5.6 Bail and Remand Hearings

i) Bail

The Court Officer will need to consider the restrictions imposed by the COVID-19 outbreak when proposing a feasible bail package. For instance, Bail Support will involve telephone calls rather than face-to-face contact. The use of external controls such as an Electronically Monitored Curfew will need to be carefully assessed in view of the heightened risks of domestic abuse within family homes.

Officers will be aware that as of the 30th of March 2020, Location Monitoring (LM) GPS tags are available to the Court as part of sentencing or bail packages. Further information regarding LM can be found at:

<Y:\Shared\EDYouthJustice\3 - Statutory YJ Team\COURT INFORMATION\GPS Tagging>

ii) Remand to the Care of the Local Authority

- If the young person's behavior is so serious that Remand to the Care of the LA (**Local Authority**) is a consideration, then the Court Officer should immediately notify their line manager and Children's Services SPOC team on

01639 686803. The COVID-19 pandemic is placing significant pressures on all critical services therefore the LA's ability to secure an appropriate placement will be very limited.

- Should the Court persist with the Remand to the Care of the LA, then the Officer and Manager will complete the required risk assessment forms for Children's Services.
- It is essential that a copy of the Remand Notice is obtained by the Court Officer **before** they depart from the Court. If the young person is an out of county child, then the remand paperwork must be made out to their home Local Authority.
- As the young person is now remanded to the Care of the Local Authority, the Court Officer will need to liaise with their line manager regarding transport. The decisions will be made on a case by case basis, however the current position is that we will not transport young people. Discussions have taken place with South Wales Police regarding their support to transport young people under these circumstances.

iii) Remand to Youth Detention Accommodation (YDA)

- Should the Officer identify that the young person is likely to be remanded or sentenced to YDA, they should notify their line manager immediately. Their line manager can subsequently support with Asset Plus stages and liaising with the Youth Custody Service.
- Given the current situation, it is important to ensure the Asset Plus process is adhered to, to ensure appropriate safeguarding of children and young people. It is particularly important that the latest Asset Plus Custody Stage is sent to Youth Custody Service Placements Team at the earliest opportunity. This should be completed via Connectivity where possible. In the event that connectivity is not possible, the Asset Plus should be sent to the following regional secure email address:

YCSPT-Wales@justice.gov.uk

- The Court Officer should discuss any concerns they have regarding the sharing of custody related information with the Senior Placement Officer.

5.7 Secure Estate

- All secure estates have implemented procedures in response to COVID-19. All visits have been cancelled and meetings are being conducted via telephone conferencing and Skype.

- Discussions need to be had between YJS Officers and the secure estate to establish communication methods instead of direct contact/planning meetings/reviews/license arrangements.

- When contacting children in the secure estate discussions can include:

- Safeguarding – any concerns expressed by the child?

- Welfare- including monitoring activities and education.

- Family contact arrangement for the child during lockdown period

- Financial situation/money for calls to family etc.

- Advocacy

- Contact methods for the children for YJEIS staff and families

- Provide any info needed/check understanding of situation

- YJS Officers will contact the secure estate staff and the young person on a minimal weekly basis. This will ensure that any information regarding Early or Executive releases are communicated in a timely manner.

- YJS Officers will contact the young person's immediate family on a minimal weekly basis to provide reassurance.

- YJS Officers should notify family members that there is an expectation

that they will transport a young person upon release.

- In the event that the young person is not returning home, alternative accommodation will have been sourced prior to release and, if appropriate, a travel warrant will be obtained.

5.8 Bureau

- Virtual Bureau assessments were in place but these have now resumed on a face to face basis. Bureau assessments will continue to be allocated and completed.
- A South Wales regional approach to Bureau has been agreed by South Wales Police. The agreement has been sanctioned by the Police Legal Department, and is as follows:
 - There continues to be a steady throughput of young people for consideration of **Out of Court Disposals** (OOCs).
 - Dependent on the stage of lockdown and PHW guidance, if no physical bureaux are taking place the following steps will apply:
 - Young people are allocated where possible a case manager within 24 hours of notification of referral from police and assessments are currently being progressed virtually via what's App video call with the young person and their family.
 - Information continues to be gathered through contact with all external agencies engaged with the young person.
 - Reports are prepared by case managers and will be considered by a virtual panel inclusive of the YJS police officer, Police Sergeant, YJS social worker and panel volunteer.

- A decision will be reached as to the most suitable disposal and this will be delivered over the phone to the young person with their appropriate adult present explaining the nature of the disposal as well as the intervention plan being offered.
- The issuing YJS Police Officer will discuss the outcome with the young person and parent over the phone – on the Case recording/YOT/Share and Childview, a standard wording will be adopted which is added to the signature element. "Agreed over the phone due to Covid19".
- Notes will be added to YJS Case Management System to reflect this approach.
- By way of verifying this, the Case Manager will then follow up with young person and parent over the phone within 24 hours to review that the young person and parent understands the outcome and agreed the outcome. The Case Manager will then email the YJS Police Officer to confirm that this has been verified. This can be added to YJS Case Management System.
- This verbal phone call is followed up with an official letter and then it is the responsibility of the case manager to establish contact and deliver the intervention plan in line with the COVID-19 contact arrangements for the service.

5.9 Referral Order Panels – RO

- RO panels were operating similarly to the bureau. All panels were being held virtually with panel members, YJS facilitator and the young person and their parent/carer. Reports are discussed and new contracts agreed as appropriate. We have now returned to Physical panels but should further lockdowns be imposed we will resume virtual arrangements.

5.10 Sentence Planning & Risk Review Meetings –

- All meetings were taking place virtually via Teams/Skype for young people whose interventions need management oversight due to heightened risk (medium or above) in respect of safety & wellbeing and/or

risk of serious harm. We have now resumed face to face risk panels.

- Invites are sent out to internal and external agencies involved in the young person's plans and meetings continue to be chaired by senior practitioners.

Contact arrangement for young people & their families:

- All young people on statutory Court Orders continue to be seen in line with National Standards and their assessed level of risk.
- These contacts take the form of both face-to-face contacts and virtual contact via WhatsApp video calls. During these contacts, case managers will check on the young person's general wellbeing and continue to progress work against their intervention plans.
- All young people have a rag status that is reviewed weekly and the frequency of contacts is monitored by the performance officer and fed back to children's services weekly. The frequency and method of contact are as follows:

5.11 Home/face to face visits

The home visit would consist of knocking on the door and then retreating 2 meters. This would simply achieve having 'eyes on' the young person rather than engaging in interventions or in-depth conversations. They will be for 10 minutes maximum.

- **High risk** – 3 contacts a week (1 FACE TO FACE ,*social distancing meeting where appropriate and agreed by management.* MEETING, 2 X WHAT'S APP VIDEO CALLS FOR 30 MINUTES EACH TO PROGRESS WORK)
- **Medium risk** – 1 contact a week (1 FACE TO FACE, *social distancing meeting where appropriate and agreed by management.* A FORTNIGHT, 1 WHAT'S APP VIDEO CALL A FORTNIGHT FOR 30 MINUTES TO PROGRESS WORK)
- **Low risk** - 1 contact a fortnight (1 WHAT'S APP VIDEO CALL A WEEK, ONCE A FORTNIGHT WELFARE CALL & ONCE A FORTNIGHT 30 MINUTE CALL TO

PROGRESS WORK)

- Also a phone call is to be made to the parent to offer advice and support in line with their child's order and to ensure consistency in reporting of the young person's circumstances.
- Those on voluntary interventions (Prevention & Bureau) are seen as follows:
 - **Low or medium risk of Safety & Wellbeing and/or Risk of Serious Harm (ROSH)** – weekly phone call to young person.
 - **High risk of Safety & Wellbeing and/or ROSH** –
 - Weekly face-to-face visit and/or phone call as appropriate: (see above) Coordination of visits to be done in liaison with social services where young people are open to both services.
 - A phone call is also to be made to parent to ascertain wellbeing of young person from their point of view to ensure consistency in reporting of their current circumstances.

5.12 Child and Adolescent Mental Health Service (CAMHS)

YJS access to monthly consultations with CAMHS will continue to take place; however, the format of these meetings has changed in response to COVID-19. Referrals for consultation will continue as usual i.e. referral form completed and sent via business support to CAMHS; however, phone/skype slots will be allocated instead of face-to-face meetings. The continuation of this service will allow staff to discuss the current plans of support in place for young people and amend them as necessary i.e. if there is a deterioration (significant or otherwise) in a young person's mental health. The advice and support of CAMHS to YJS staff will be vital at this time to manage the presenting risks appropriately. A regional CAMHS nurse takes up post in July 2021 which will significantly enhance our service.

In line with WG direction and Swansea Bay UHB approach, most face to face outpatient clinic appointments have been stopped. CAMHS clinicians are instead contacting families by telephone to offer telephone advice and support, and where necessary (due to clinical need or risk) face to face appointments are being offered on an individual basis. Urgent care is being prioritised; however,

current staffing levels have necessitated a reduction in the CAMHS Crisis Team hours of operation to 9am – 5pm Monday to Friday. CAMHS hope to limit the impact of this change by co-locating the CAMHS Crisis nurse in Morriston Hospital's Paediatric Single Point of Access centre as well as drawing on our clinic-based staff to support Crisis assessments.

CAMHS have enhanced their Telephone Single Point of Contact service for families, referrers and partner agencies, providing telephone advice, support and referral triage, 9am – 9:30pm seven days per week. Contact is via 01639 862744 Monday to Friday 9am to 5pm and via Morriston Hospital Switchboard outside of these hours.

Young people's safety plans will be adapted to reflected the additional pressures and anxieties caused by COVID-19.

Additional resources are being sourced by Children's Services re telephone / media platform support training etc.

5.13 Substance Misuse Interventions

Similarly, Substance Misuse Intervention have continued via telephone, via a virtual platform. The level of contact will be determined by the individual level of risk, need and intervention. As we are opening up, our substance misuse workers will be risk assessing individual situations and visiting when appropriate.

6 Risks Challenges and Issues for the YJS.

A Gap analysis was undertaken by all multiagency management board members/ partners who were asked to contribute the Youth Justice plan. This gap analysis document is sent as a separate document as it should be a private document and not shared outside of the YJB, as staff, roles, and responsibilities are identified.

6.1. Key Challenges and Risks to Future Delivery

Key challenges and risks to future delivery have been highlighted throughout the Plan and are summarised here: -

First Time Entrants

Low levels of First Time Entrants has been achieved since 2009 reflecting the national picture as young people are engaged outside of the formal Youth Justice system wherever possible, through diversion and restorative justice opportunities. Numbers have levelled out and reductions will prove more of a challenge as some young people who have been diverted previously may reoffend more seriously or persistently. Continued efforts and resources will be required by Police and Youth Justice to maintain the progress achieved. This includes ensuring effective assessment of risk and need and the provision of diversionary opportunities; monitoring of outcomes to help us understand the reasons for any increases; and the delivery of prevention and early help with local partners to families identified as vulnerable and/or at risk where partnership resources are reducing. The fact that we are part of the PPU and there is a collective view to see the child first and offender second coupled with OOCDC will go some way to address issue with due regard for the welfare of the child and the paramountcy principal. We have excellent working relationships with our police partners and discussions around proportionate resolution are integral to assessing young people and the risks they are both exposed to and are taking.

Reduce Reoffending

Reducing young people's reoffending continues to prove a challenge despite greater numbers of young people being diverted away from the criminal justice system for less serious offending. Those young people who do escalate do so invariably with more entrenched offending behaviour, and often have multiple complex needs. These young people require increased contact levels and specialist input from experienced and trained practitioners to prevent further offending and achieve positive outcomes. Sustained specialist input to young people with complex needs and high levels of risk remains a priority in 2021/2022 especially as we are moving throughout the pandemic and restrictions are easing. Further evaluation of quality and effectiveness of

interventions and reoffending data is required to improve targeting of resources and have a positive impact on future reoffending rates.

Reduce use of Custody

Custody rates increased 2019 to 2020 and although this only applied to two more young people, this increased the percentage significantly rising from one young person in the previous year. Although percentage improvement remains a challenge year on year, being harder to achieve when overall disposals are falling.

This is the rate that has been published in the YDS. However it was brought about by an increase from 1 custodial outcome in 19/20 to 3 in 20/21.

Use of custody rate per 1,000 of 10-17 population <small>**Good performance is typified by a low rate</small>	
Apr 20 - Mar 21	0.24
Apr 19 - Mar 20	0.08
change from selected baseline	0.16

In common with the national trend young people who are looked after and BME young people continue to be over-represented in the custodial population. The service is working with wider Children's Services and our partner agencies to ensure access to effective resettlement support and improve outcomes for these young people. In NPT poverty and social inequality is also a factor to consider alongside substance and drug misuse Knife crime and different manifestations of county lines and criminal exploitation since Covid and travelling restrictions along the M4 corridor from Newport to Swansea make our young people in Neath Port Talbot especially vulnerable. The remand population remains unpredictable and the duration of remands can vary. A small number of younger children committing serious offences or an offence involving a group of young people can have a major impact on resources.

6.2. The financial risk to the local authority

Young people who are aged 16 and under are placed in **Secure Training centres (STC) or Secure Children's Homes (SCH)** which are costlier than Youth Offender Institutes (YOI) authority is closely monitored by the Youth Justice Service to ensure the appropriate designated authority is named at court and that there is close liaison and verification with Children's services placements and finance teams to ensure that risks are mitigated. We are in a more fortunate position that our Welsh secure unit is based in Neath Port Talbot and therefore we can ensure strong working relationships with the RI who is also the head of children's services and therefore is fully sighted on all of the issues regarding Hillside. The Principal Officer fully understands the financial implications and the opportunities for outreach work between Hillside and the YJEIS, having been a previous principal manager of the secure unit.

6.3. Young People in Education and Training

Performance in relation to ensuring young offenders are engaged in Education, Training and Employment has dipped over time and remains a challenge to achieve and sustain for young people in the Youth Justice Service. There is regular monitoring of the cohort of young people who are not engaged in ETE to help us understand the reasons for this and to identify areas for improvement. The development of an education strategy alongside our education and Further education colleagues, the use of the new resource centre and more opportunities to engage with young people as Covid restriction are eased should mitigate some of these risks.

6.4. Restorative Justice

There will be a continued focus in 22021/2022 on development of Restorative Justice Projects to provide victims of crime with a range of relevant options to support the opportunity for their inclusion in the Justice Process while providing young offenders with an effective deterrent experience. Our victim worker is now based two days a week within education as a collaborative partner and is developing Restorative Justice Programmes in schools

Victim Engagement and Restorative Interventions.

Positive victim involvement is always a priority for the service and with the opportunity to redesign the service on a local footprint, comes the opportunity to review the role of the victim worker improving links with reparation and enabling more visible outcomes for victims, our prevention workers, and their direct links to the reparation officer. It is anticipated that this will increase the number of victims accepting direct reparation.

Our restorative approaches training course developed with Agored Cymru continue to be available especially for schools, early intervention services and residential settings.

6.5. Maintaining Effective Risk Management and Management Oversight of Youth Justice and Implementation of Asset plus:

Improvements in risk management and assessment quality are an integral part of the post inspection action plan and we have made sure that is a primary focus of our work going forward. Therefore QA of asset plus and risk management oversight remain key priorities for 2021/22. All of our assessments are aimed to be completed within 30 days and very few exceed this timeframe. Supervisors are given weekly updates as to where they are on the time scale trajectory. All reports are Quality assured. I am confident that the NPT YJEIS manages risk appropriately

Local Risk Management:

Whilst there are three key agencies forming the "responsible authority" for MAPPA (ie police, prisons and probation), NPT YJS has a duty to cooperate. Over the previous 2 years this has been an area where efforts have been concentrated through the pilot of the ECM (**Enhanced Case Management**) approach. However, there is still a need to concentrate on this area and the recognition that some of our high risk cases are not subject to statutory orders but within the cohort subject to out of court disposals.

County Lines, violence and knife crime are becoming more prevalent and this needs to be responded to appropriately on a multi-agency basis. Through CSP (Community Safety Partnerships) and IOM (**Integrated Offender Management**) approaches there is a growing understanding and willingness to work together. The most common re-offence is that of violence and in response the senior practitioners have accessed specific SAVRY training. (**Structured Assessment of Violence Risk in Youth**)

As already highlighted we need to address reoffending. The reoffending toolkit has been developed from the findings of the deep dive audit completed in 2016. The approach lends itself to the implementation of trauma informed practice and all staff have been trained in this approach. This will continue to be a focus amongst the YJS staff group in 2021/2022. The service will restart regular development days as we open up post COVID, and these will be used for communication of key developments and the sharing of practice.

Staff development this year will re - focus on how we use the SAVRY assessment tool, address knife crime prevention, utilise AIM 2 and how it complements the Better Futures service level agreement. We will also be finalising the audit cycle, education strategy and develop interventions around potential violent offending and the risks of knife crime.

Vulnerability management safeguarding and wellbeing.

As with risk management, safeguarding relies on robust and accurate assessment and listening to what the child or young person is saying. This is a priority area that alongside risk management is a primary focus of the service. The service needs to address the gap in evidencing wellbeing outcomes. This work is currently being completed with health colleagues and although we are at early stages I feel confident that the development of the service will address this. I have already discussed the safeguarding work stream which has been developed, earlier in this report.

Strategic safeguarding.

The Chair of the NPT YJS Management Board Service is the Chair of the **West Glamorgan Safeguarding Children Board (WGSCB)** giving a robust strategic link to the safeguarding needs of children and young people known to the service. Safety and wellbeing cannot be seen in isolation of the services we provide to victims and their need to feel safe. We are very much part of NPT children services and regularly attend all identified safeguarding meetings professional strategy meetings and so on. As a previous safeguarding lead for three welsh authorities, the PO is chair and vice chair of many of the safeguarding board and LA subgroups including Barnardos, Better Futures and Channel panel. We have also provided contributed to the West Glamorgan Safeguarding board annual plan with a specific report regarding safeguarding in NPT Youth Justice and early intervention service, which strategically links the plans of the safeguarding board and the Youth Justice board.

6.7 Workforce development

In addition to areas of training and management oversight already covered the drive this year is to ensure everyone has a clear role, good supervision and quality appraisals. The JICPA recently identified good quality supervision and training in their inspection. We consistently achieve 95 % or more supervision rates. Everyone has supervision in line with the NPT supervision policy and appraisals will form a part of that process going forward. We also are committed to the health and well-being of our staff, and this is covered in our development days and will form part of everyone's appraisal. We have also been given the opportunity to join Virgin Pulse to improve health exercise diet and teams have been set up throughout the authority to compete in the next challenge. Staff well-being will be kept a priority. The building of staff morale has been essential to maintain staff commitment reduce sickness and maintain staff continuity.

6.8. Participation

Engaging young people in decision making and accepting responsibilities for their actions and future is critical to developing skills as constructive members of their community; Article 12 of the UNCRC (**United Nations Convention for the**

rights of the Child) establishes the right of young people to participate where decisions are being made that affect their future.

Young people attend or make representation at every management board. The LA participation officer has now based himself at the resource centre and our young people are involved in the majority of participation programmes. Eventually we will want our young people (with the help of the participation officer and YJS participation lead) to represent the whole area of service delivery .i.e. Pre-court, post court and exit planning.

As with previous years year victim feedback gathered by volunteers over the phone evidenced an overall satisfaction with the service and a growing positive view of restorative approaches however the numbers giving feedback in the new NPT team have not been measured as yet, We will be collating these going forward as the service and our communities re- open. We would like to be able to develop feedback by use of a phone app which we are looking into.

Parenting groups have been put on hold but will be been re- established in NPT. There was hugely positive feedback about the NVR parenting course when we were a regional service so we will be revisiting this going forward. The previous key messages were around the need for consistency of messages given by the parenting worker, case manager, childcare social workers and schools. One of the aims of the parenting group for NPT YJS is to reduce the mixed messages that the parents can receive from professionals and improve consistency per se. There are four workers at NPT YJS trained in providing the NVR course.

Staff retention in NPT YJS is not problematic, we are a long standing and established service with experienced and committed practitioners. Therefore the levels of distribution of youth justice expertise across the service and the close collaboration with Children services are a firm base on which to develop the NPT YJS service. Long standing temporary appointments have been made permanent and we have now got a consultant social worker in the team commensurate with the rest of Children services. The staffing structure meets the needs of the service apart from administrators and business support

Administration support and business management is a crucial element of the service and integral to the success of our work alongside performance and information management. This part of the business needs extra support and resource to manage the amount of work that is generated including administratively supporting the management board. We are going to advert imminently for an extra administrator and this will mean that the opening hrs of the resource centre could be extended.

Probation, Education South Wales Police and our intervention workers, including Speech and Language therapist, substance misuse workers Bail support, volunteer coordinator victim support and reparation and transition officers are all key players in the multi-agency team approach and we will keep developing these services to meet the complex needs of our young people. A CAMHS regional nurse is joining shortly and we will focus on emotional health and wellbeing of our young people going forward.

Training, monitoring and support are provided by the senior management team and in local authority training department to ensure required standards are met. A training plan has been developed for the service.

6.9 Staff recruitment and retention in NPT YJS

Retention of qualified social work staff in NPT YJEIS and the impact of this for maintaining effective Youth Justice Practice do not appear to be a risk to delivery at this juncture, although it is important to recognise that resources must be allocated to meet the additional training and necessary management support needs of new and/or inexperienced staff within NPT YJS.

The NPT HR and the senior management team are fully engaged with supporting the teams including delivering induction and training and development days, guidance, gatekeeping, alongside quality assurance and management reports to track progress. The strategic lead is full engaged with the LSCB, CSP and subgroups to ensure that the YJS are fully represented in all external and partnership arenas.

7. Conclusion.

In conclusion, this plan has been developed alongside board members and partners, who attended a development day and produced the gap analysis. It will also be shared with children's services CSMG. Partners also made comment and scrutinised the draft plan before submission to Committee today. Once ratified it will then be placed before the YJB as per statutory requirement, and to receive YJB funding for the service. It will be refreshed and resubmitted annually. A young person version will be produced in summary and submitted to committee once this has been accepted by the YJB.

Ali Davies Principal Officer.

AJDAVIES

NPT YJS (EIP) 30/07/21

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Impact Assessment - First Stage

1. Details of the initiative

Initiative description and summary: NEATH PORT TALBOT YOUTH JUSTICE AND EARLY INTERVENTION DRAFT YOUTH JUSTICE PLAN 2021-2022

Local authorities have a statutory duty to submit an Annual Youth Justice (YJ) Plan relating to their provision of youth justice services. Section 40 of the Crime and Disorder Act 1998 sets out the youth offending partnership's responsibilities in producing a plan. It states that it is the duty of each local authority, after consultation with the partner agencies, to formulate and implement an annual youth justice plan.

Service Area: NPT Youth Justice and Early and Intervention Service

Directorate: Social Services Health and Housing

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		x				<p>The Youth Justice Plan is designed to support individuals to address many of the challenges experienced by groups referred to within the equality legislation; the overarching aim to support young people to achieve their potential and to prepare them to make a successful transition to adult and working life.</p> <p>The plan is a commitment to providing a multi-agency and fully integrated service. It also provides a complete holistic and timely assessments which are child focused and view the young person as child first and offender second.</p> <p>To make children and young people central to everything we do and ensure that their voice is heard. The child first approach will also consider the rights under the UN convention, and their agency in decision making processes and meetings about them.</p> <p>The Youth Justice and Early Intervention Service are well placed to identify and work with young people who are exploited or at risk of exploitation including our multi-agency staff; YJS police officer, substance misuse worker, probation, and education worker. This ensures close working relationships with their respective agencies, professional and constructive challenge and creates a healthy learning environment.</p>
Disability		x				<p>The Youth Justice Plan is designed to support individuals to address many of the challenges experienced by groups referred to within the equality</p>

					<p>legislation; the overarching aim to support young people to achieve their potential and to prepare them to make a successful transition to adult and working life.</p> <p>The plan is a commitment to providing a multi-agency and fully integrated service. It also provides a complete holistic and timely assessments which are child focused and view the young person as child first and offender second.</p> <p>To make children and young people central to everything we do and ensure that their voice is heard. The child first approach will also consider the rights under the UN convention, and their agency in decision making processes and meetings about them.</p> <p>The Youth Justice and Early Intervention Service are well placed to identify and work with young people who are exploited or at risk of exploitation including our multi-agency staff; YJS police officer, substance misuse worker, probation, and education worker. This ensures close working relationships with their respective agencies, professional and constructive challenge and creates a healthy learning environment.</p>
Gender Reassignment		x			<p>The Youth Justice Plan is designed to support individuals to address many of the challenges experienced by groups referred to within the equality legislation; the overarching aim to support young people to achieve their potential and to prepare them to make a successful transition to adult and working life.</p> <p>The plan is a commitment to providing a multi-agency and fully integrated service. It also provides a complete holistic and timely assessments which are child focused</p>

					<p>and view the young person as child first and offender second.</p> <p>To make children and young people central to everything we do and ensure that their voice is heard. The child first approach will also consider the rights under the UN convention, and their agency in decision making processes and meetings about them.</p> <p>The Youth Justice and Early Intervention Service are well placed to identify and work with young people who are exploited or at risk of exploitation including our multi-agency staff; YJS police officer, substance misuse worker, probation, and education worker. This ensures close working relationships with their respective agencies, professional and constructive challenge and creates a healthy learning environment.</p>
Marriage/Civil Partnership		x			<p>The Youth Justice Plan is designed to support individuals to address many of the challenges experienced by groups referred to within the equality legislation; the overarching aim to support young people to achieve their potential and to prepare them to make a successful transition to adult and working life.</p> <p>The plan is a commitment to providing a multi-agency and fully integrated service. It also provides a complete holistic and timely assessments which are child focused and view the young person as child first and offender second.</p> <p>To make children and young people central to everything we do and ensure that their voice is heard. The child first approach will also consider the rights under the UN</p>

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Pregnancy/Maternity		x			<p>The Youth Justice Plan is designed to support individuals to address many of the challenges experienced by groups referred to within the equality legislation; the overarching aim to support young people to achieve their potential and to prepare them to make a successful transition to adult and working life.</p> <p>The plan is a commitment to providing a multi-agency and fully integrated service. It also provides a complete holistic and timely assessments which are child focused and view the young person as child first and offender second.</p> <p>To make children and young people central to everything we do and ensure that their voice is heard. The child first approach will also consider the rights under the UN convention, and their agency in decision making processes and meetings about them.</p> <p>The Youth Justice and Early Intervention Service are well placed to identify and work with young people who are exploited or at risk of exploitation including our multi-</p>

						agency staff; YJS police officer, substance misuse worker, probation, and education worker. This ensures close working relationships with their respective agencies, professional and constructive challenge and creates a healthy learning environment.
Race		x				<p>The Youth Justice Plan is designed to support individuals to address many of the challenges experienced by groups referred to within the equality legislation; the overarching aim to support young people to achieve their potential and to prepare them to make a successful transition to adult and working life.</p> <p>The plan is a commitment to providing a multi-agency and fully integrated service. It also provides a complete holistic and timely assessments which are child focused and view the young person as child first and offender second.</p> <p>To make children and young people central to everything we do and ensure that their voice is heard. The child first approach will also consider the rights under the UN convention, and their agency in decision making processes and meetings about them.</p> <p>The Youth Justice and Early Intervention Service are well placed to identify and work with young people who are exploited or at risk of exploitation including our multi-agency staff; YJS police officer, substance misuse worker, probation, and education worker. This ensures close working relationships with their respective agencies, professional and constructive challenge and creates a healthy learning environment.</p>
Religion/Belief		x				The Youth Justice Plan is designed to support individuals to address many of the challenges

					<p>experienced by groups referred to within the equality legislation; the overarching aim to support young people to achieve their potential and to prepare them to make a successful transition to adult and working life.</p> <p>The plan is a commitment to providing a multi-agency and fully integrated service. It also provides a complete holistic and timely assessments which are child focused and view the young person as child first and offender second.</p> <p>To make children and young people central to everything we do and ensure that their voice is heard. The child first approach will also consider the rights under the UN convention, and their agency in decision making processes and meetings about them.</p> <p>The Youth Justice and Early Intervention Service are well placed to identify and work with young people who are exploited or at risk of exploitation including our multi-agency staff; YJS police officer, substance misuse worker, probation, and education worker. This ensures close working relationships with their respective agencies, professional and constructive challenge and creates a healthy learning environment.</p>
Sex		x			<p>The Youth Justice Plan is designed to support individuals to address many of the challenges experienced by groups referred to within the equality legislation; the overarching aim to support young people to achieve their potential and to prepare them to make a successful transition to adult and working life.</p> <p>The plan is a commitment to providing a multi-agency and fully integrated service. It also provides a complete</p>

					<p>holistic and timely assessments which are child focused and view the young person as child first and offender second.</p> <p>To make children and young people central to everything we do and ensure that their voice is heard. The child first approach will also consider the rights under the UN convention, and their agency in decision making processes and meetings about them.</p> <p>The Youth Justice and Early Intervention Service are well placed to identify and work with young people who are exploited or at risk of exploitation including our multi-agency staff; YJS police officer, substance misuse worker, probation, and education worker. This ensures close working relationships with their respective agencies, professional and constructive challenge and creates a healthy learning environment.</p>
Sexual orientation		x			<p>The Youth Justice Plan is designed to support individuals to address many of the challenges experienced by groups referred to within the equality legislation; the overarching aim to support young people to achieve their potential and to prepare them to make a successful transition to adult and working life.</p> <p>The plan is a commitment to providing a multi-agency and fully integrated service. It also provides a complete holistic and timely assessments which are child focused and view the young person as child first and offender second.</p> <p>To make children and young people central to everything we do and ensure that their voice is heard. The child first approach will also consider the rights under the UN</p>

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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			x			This will not have any impact on the Council's Welsh Language policy and commissioned providers are contractually obligated to ensure people can use their first language of choice
Treating the Welsh language no less favourably than English			x			This will not have any impact on the Council's Welsh Language policy and commissioned providers are contractually obligated to ensure people can use their first language of choice

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				N/A
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		x				N/A

6. 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		<p>The Youth Justice Plan is designed to support individuals to address many of the challenges and support young people to achieve their potential and to prepare them to make a successful transition to adult and working life, including support with their well-being.</p> <p>The plan is a commitment to providing a multi-agency and fully integrated service. It also provides a complete holistic and timely assessments which are child focused and view the young person as child first and offender second.</p>
Integration - how the initiative impacts upon our wellbeing	x		The plan is underpinned by the values and principles of Section 40 of the Crime and Disorder Act and the Council's wellbeing objectives.

objectives			
Involvement - how people have been involved in developing the initiative	x		The Youth Justice and Early Intervention Service are well placed to identify and work with young people who are exploited or at risk of exploitation including our multi-agency staff; YJS police officer, substance misuse worker, probation, and education worker. This ensures close working relationships with their respective agencies, professional and constructive challenge and creates a healthy learning environment.
Collaboration - how we have worked with other services/organisations to find shared sustainable solutions	x		The Youth Justice and Early Intervention Service are well placed to identify and work with young people who are exploited or at risk of exploitation including our multi-agency staff; YJS police officer, substance misuse worker, probation, and education worker. This ensures close working relationships with their respective agencies, professional and constructive challenge and creates a healthy learning environment.
Prevention - how the initiative will prevent problems occurring or getting worse	x		The overall expected impact of creating a the plan is to increase the effectiveness of interventions, along with the support through the use of safe spaces to reduce the risk of criminal activity in the community.

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

A full impact assessment (second stage) is not required	X
Reasons for this conclusion	
<p>This plan has no negative impacts on people with protected characteristics.</p> <p>The plan does not have a negative impact on a person's ability to use the Welsh Language and will not result in the Welsh Language being treated less favourably.</p> <p>This plan has no impact on bio-diversity and is in line with the 5 ways of working.</p>	

A full impact assessment (second stage) is required	
Reasons for this conclusion	

	Name	Position	Signature	Date
Completed by	Ali Davies	PO	Ali Davies	07.21
Signed off by	Keri Warren	Head of Service	Keri Warren	07.21

MOTION UNDER SECTION 10 OF PART 4 (RULES OF PROCEDURE) THE COUNCIL'S CONSTITUTION

Motor Neurone Disease Association's MND Charter

Motor Neurone Disease (MND) is a rapidly progressive disease that affects the brain and spinal cord. It can leave people locked in a failing body, unable to move, unable to talk and eventually unable to breathe.

A person's lifetime risk of developing MND is up to 1 in 300. It can affect people from all communities and backgrounds. This disease kills around 30% of people within 12 months of diagnosis and more than 50% within two years. It affects people from all communities.

Currently there is no cure to MND

It is noted that Councils, Health Boards and other public bodies are being urged to sign up to the Motor Neuron Disease Association's MND Charter, which aims to make a positive difference to the lives of people with MND and their carers. The MND Charter is a statement of the respect, care and support that people living with MND and their carers deserve, and should expect.

A copy of the MND Charter is set out in the below document:

<https://www.mndassociation.org/app/uploads/2016/02/champion-the-mnd-charter-full.pdf>

Accordingly, this Council believes:

- 1) People with MND have the right to an early diagnoses and information.
- 2) People with MND have the right to access quality care and treatments.
- 3) People with MND have the right to be treated as individuals and with dignity and respect.
- 4) People with MND have the right to maximise their quality of life.
- 5) Carers of people with MND have the right to be valued, respected, listened to and well-supported.

It is resolved that the Council shall sign up to the Motor Neurone Disease Association's MND Charter and to commit to promoting its aims and aspirations in our work.

Proposed by: Councillor J.D.Morgan

Seconded by: Councillor R. Mizen

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MOTION UNDER SECTION 10 OF PART 4 (RULES OF PROCEDURE) THE COUNCIL'S CONSTITUTION

Pets as Prizes

Neath Port Talbot County Borough Council (“the Council”)

- is concerned about the number of cases reported to the RSPCA each year, regarding pets given as prizes via fairgrounds, social media and other channels in Wales – and notes the issue predominantly concerns goldfish;
- is concerned for the welfare of those animals that are being given as prizes;
- recognises that many cases of pets being given as prizes may go unreported each year;
- acknowledges that the Animal Welfare Act 2006 provides that owners and keepers of animals have a responsibility to ensure that the welfare needs of their animals are met and that it is an offence to cause unnecessary suffering, which is the case for both the prize givers and receivers, and that it is an offence to give an animal as a prize to anyone under the age of 16, except within the family context; but this should go further by making it an offence to give an animal as a prize, regardless of age, except within the family context;
- supports a move to ban the giving of live animals as prizes, in any form, on Council land or at any event that is commissioned by the Council on non-Council owned land.

Accordingly, the Council agrees to:

- ban outright the giving of live animals as prizes, in any form, on Neath Port Talbot County Borough Council land and at events commissioned and undertaken by Neath Port Talbot County Borough Council on land which may not be owned by it; and
- write to the Welsh Government, urging an outright ban on the giving of live animals as prizes on both public and private land, except within the family context.

Proposed by: Councillor J.D.Morgan

Seconded by: Councillor H. Jones

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