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Bridgend County Borough Council
Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr



Civic Offices, Angel Street, Bridgend, CF31 4WB / Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont, CF31 4WB

Legal and Regulatory Services /
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Ask for / Gofynnwch am: Andrew Rees

Our ref / Ein cyf:
Your ref / Eich cyf:

Date / Dyddiad: Wednesday, 10 June 2015

Dear Councillor,

CABINET

A meeting of the Cabinet will be held in Committee Rooms 1/2/3, Civic Offices Angel Street Bridgend CF31 4WB on **Tuesday, 16 June 2015 at 2.30 pm.**

AGENDA

1. Apologies for Absence
To receive apologies for absence from Members / Officers for the reasons so stated.
2. Declarations of Interest
To receive declarations of personal and prejudicial interest (if any) from Members/Officers in accordance with the provisions of the Members' Code of Conduct adopted by Council from 1 September 2008.
3. Approval of Minutes 5 - 14
To receive for approval the Minutes of the meeting of the Cabinet of 12 May 2015 and the Special meeting of Cabinet of 19 May 2015.
4. Revised Corporate Priorities for Public Consultation 15 - 18
To seek formal agreement from Cabinet of the revised corporate priorities (strategic themes) and areas of focus that has been identified for each priority prior to submission to Council for approval for public consultation.
5. Financial Performance 2014-15 19 - 42
To provide Cabinet with information on the Council's financial performance as at 31st March 2015.
6. Town and Community Council Fund 2015-16 43 - 46
To seek Cabinet approval to allocate the funding identified in the capital programme for Community Projects to Town and Community Councils.

7. Special Regeneration Fund: Carry Forward of Revenue Budgets 47 - 50
To seek Cabinet approval for changes to the management of the Special Regeneration Fund (SRF) revenue budget to facilitate greater leverage of external funding.
8. Review of Public Conveniences and Levels of Service 51 - 136
To set out for Cabinet, proposals on the future availability of public conveniences in the County Borough; to outline their current condition; and to seek approval for changes in the level of caretaking and cleansing.
9. Western Bay Regional Quality Framework 137 - 238
To provide Cabinet with the background to the work across Western Bay to develop a Regional Quality Framework for care homes across the region and to seek approval of the Regional Quality Framework and implementation of the Framework at a local level.
10. New Assessment Framework and All Wales Eligibility under the Social Services and Wellbeing (Wales) Act 2014 Update Following Consultation 239 - 246
To update Cabinet on the further consultation and engagement with stakeholders, about the changes that the Social Services and Wellbeing (Wales) Act 2014 will bring and the implications of the new proposed National Eligibility Criteria for managed care and support services; update on the confirmation of the new National Eligibility Criteria announced by the Minister for Health and Social Care on 11th May 2015. To seek approval to proceed with the Cabinet decision of 3rd February 2015 to raise the Eligibility Criteria from moderate to that of substantial and critical.
11. Archbishop McGrath Outcome of Estyn Follow-up Inspection 247 - 250
To advise Cabinet of the outcome of the Estyn Follow-Up Inspection of Archbishop McGrath Catholic High School, undertaken in March 2015, and the measures being taken to help the school improve.
12. School Modernisation Programme: Proposal to Close Mynydd Cynffig Infants School and Extend Age Range of Mynydd Cynffig Junior School 251 - 254
To inform Cabinet of the outcome of the public notice on the proposal to close Mynydd Cynffig Infants School with effect from 31st August 2015 and extend the age range of Mynydd Cynffig Junior School from 7-11 to 3-11 to create an all through primary school with effect from 1st September 2015.
13. School Modernisation Programme: Outcome of Consultations on Proposal to Make a Regulated Alteration to Ysgol Gynradd Gymraeg Cwm Garw by Relocating the School 255 - 304
To inform Cabinet of the outcome of the consultation on the proposal to make a regulated alteration to Ysgol Gynradd Gymraeg Cwm Garw by relocating the school to a new school building on the existing Betws Primary School site and to present to Cabinet the findings of the consultation in a detailed consultation report.
14. School Modernisation Programme: Outcome of Consultation on Proposal to Make a Regulated Alteration in the Form of an Enlargement to Brynmenyn Primary School and Relocate it into a New Building on Surplus Land Adjacent To Coleg Cymunedol Y Dderwen 305 - 362
To inform Cabinet of the outcome of the consultation on the proposal to make a regulated alteration in the form of an enlargement to Brynmenyn Primary School and relocate it into a new building on surplus land adjacent to Coleg Cymunedol Y Dderwen (CCYD) - and to present to Cabinet the findings of the consultation in a detailed consultation report intended for publication.

15. Equalities Cabinet Committee 363 - 366
To seek approval for the appointment of the Chairperson of the Equalities Cabinet Committee and invitees to attend meetings of the Equalities Cabinet Committee as nominated by each of the political groups represented on the Council.
16. Representation on Outside Bodies & Joint Committees 367 - 374
To seek Cabinet's approval for the appointment of Members to joint committees and the nomination of Members to outside bodies.
17. Urgent Items
To consider any items of business that by reason of special circumstances the chairperson is of the opinion should be considered at the meeting as a matter of urgency in accordance with paragraph 2.4 (e) of the Cabinet Procedure Rules within the Constitution.
18. Exclusion of the Public
The minutes and reports relating to the following items are not for publication as they contain exempt information as defined in Paragraphs 14 and 16 of Part 4 and Paragraph 21 of Part 5, Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.
- If following the application of the public interest test Cabinet resolves pursuant to the Act to consider these items in private, the public will be excluded from the meeting during such consideration.
19. Approval of Exempt Minutes 375 - 378
To receive for approval the exempt minutes of the meeting of Cabinet of 12 May 2015.
20. Exempt Report of the Corporate Director Resources 379 - 384
21. Exempt Report of the Corporate Director Communities 385 - 390

Yours faithfully

P A Jolley

Assistant Chief Executive Legal and Regulatory Services

Distribution:

Councillors:

MEJ Nott OBE

HJ David

M Gregory

Councillors

CE Smith

HJ Townsend

PJ White

Councillors

HM Williams

Officers

Chief Executive

Corporate Director - Resources & Section 151 Officer

Corporate Director - Education & Transformation

Corporate Director - Communities

Corporate Director - Social Services & Wellbeing

Assistant Chief Executive Legal & Regulatory Services and Monitoring Officer

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MINUTES OF A MEETING OF THE CABINET HELD IN COMMITTEE ROOMS 1/2/3, CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB ON TUESDAY, 12 MAY 2015 AT 2.30 PM

Present

Councillor MEJ Nott OBE – Leader and Chairperson

HJ David
PJ White
CE Smith

M Gregory
LC Morgan

Officers:

Darren Mepham	Chief Executive
Deborah McMillan	Corporate Director - Education & Transformation
Mark Shephard	Corporate Director - Communities
Susan Cooper	Corporate Director - Social Services & Wellbeing
Andrew Jolley	Assistant Chief Executive Legal & Regulatory Services and Monitoring Officer
Sarah Daniel	Democratic Services Officer – Committees
Mark Galvin	Senior Democratic Services Officer – Committees

688. APOLOGIES FOR ABSENCE

Apologies for absence were received from the following Member/ Officer, for the reasons so stated:

Cllr D Sage – Unwell
Ness Young Corporate Director Resources & Section 151 Officer – Unwell

689. DECLARATIONS OF INTEREST

None.

690. APPROVAL OF MINUTES

RESOLVED: That the Minutes of the meeting of Cabinet of 28 April 2015 be approved as a true and accurate record

691. ACTIVE TRAVEL (WALES) ACT 2013

The Corporate Director Communities submitted a report to update Cabinet Members on the Active Travel (Wales) Act 2013 and the implications it would have for Bridgend County Borough Council and sought approval to undertake a public consultation in line with Welsh Government guidance.

He explained that the Act makes it a legal requirement for local authorities in Wales to map and plan for suitable routes for active travel. He explained the Authority are required to produce an integrated network map which identifies the new active travel routes and facilities, as well as improvements to existing routes and facilities that are needed to develop or enhance an integrated active travel network over the next 15 years.

Once the draft existing route maps and statement has been prepared, they will then form the basis of a minimum 12-week consultation commencing in June 2015. The Consultation will be carried out in line with the guidance issued by Welsh Ministers and

will specifically seek to engage with groups with under the Equalities Act 2010 and Children and Young People. The Welsh Government has allocated £16,000 to the Authority under its Local Transport Fund programme to contribute towards the cost of preparing and consulting on the maps which includes a mix of internal staff time, external agent support, audit routes and draft maps

RESOLVED: That Cabinet

1. Noted the report
2. Approved a 12-week public consultation in line with Welsh Government guidance as set out in section 4 of the report
3. Noted that a further report will be presented to Cabinet after the consultation exercise

692. URDD GOBAITH CYMRU NATIONAL EISTEDDFOD 2017

The Corporate Director Communities submitted a report that informed Cabinet of the progress made by the organisers of the Urdd National Eisteddfod, scheduled to take place in Bridgend County in May 2017, and of the associated cost implications for the Authority.

The Urdd National Eisteddfod is an annual festival which celebrates the Welsh language, culture and talents of the young people of Wales. It is one of Europe's largest youth cultural festivals attracting over 15,000 competitors and approximately 100,000 visitors over the six days of the event. The Urdd Eisteddfod is a touring festival and is held in a different location in Wales each year. In 2015 the home of the Urdd Eisteddfod will be Caerphilly in South East Wales and in 2016 it will be held in Flintshire in North East Wales.

The Corporate Director Communities informed Cabinet that in the spring of 2014 the Director of the Urdd National Eisteddfod approached Bridgend County Borough Council as to its view on hosting the 2017 Eisteddfod within its county borough boundaries. The Urdd subsequently held an open public meeting in June 2014 at which the Urdd was invited to the County Borough in 2017 and from which a local committee has been formed to prepare for the event. Currently the preferred site for the event is Bridgend College's Pencoed Campus.

He informed the Cabinet that hosting the Eisteddfod fulfils a number of the Council's aims with regards young people, developing the tourist economy and the promotional aspects of its Welsh Language Scheme. He explained that there will not be an expectation for the Authority to provide a direct financial contribution, however the Council will need to consider expenditure and in kind support in the lead up to and during the event including input into the development of a Traffic Management Plan for the event.

He added that the benefits of hosting the Urdd National Eisteddfod include an estimated £6m contribution into the local economy and over 100,000 visitors that will be staying locally and visiting other attractions in the county borough, using local transport and shopping locally. Hosting the Urdd Eisteddfod will also boost the promotion of Welsh Language in the County Borough.

He outlined the potential aspects that may require financial contribution to anticipated value of £25,000 are:

- Sponsorship of Official Urdd Reception
- Structure (marquee) to house the Council's presence on site during the event

- Promotional / merchandise to promote Council activity / objectives
- Welsh speaking staff presence on site during weekend and bank holiday period of event

He further added that in addition to hosting the Urdd National Eisteddfod the County Borough is also hosting for a second time the prestigious British Seniors Open Golf Championship at Royal Porthcawl in the summer of 2017. This will mean that in-kind financial support will also be required for this event, though it is not yet clear whether there would be sufficient funding at that time to adequately support both events.

The Cabinet Member for Communities advised that the Authority should look to encourage support from local organisations and also notify the Town and Community Councils to see if they could also provide support, the event will give an excellent return into the local economy with the public staying at local restaurants and shops. He said that schools will also be at the heart of the event with the promotion of Welsh Language and Welsh Medium Education. Members were delighted that Bridgend will be at the heart of such a prestigious event.

RESOLVED: That Cabinet:

1. Supported and approved the hosting of the Urdd National Eisteddfod in the County Borough of Bridgend from 29th May to 3rd June 2017
2. Delegated authority to the Corporate Director – Communities as nominated lead Director to enter into further discussions with the Urdd National Eisteddfod organisers
3. Noted the positive economic impact of the Urdd National Eisteddfod on the local economy and approve the allocation of in-kind and financial resources as outlined in Section 7 of the report

693. **BRIDGEND CULTURAL TRUST TRUSTEE NOMINATIONS**

The Corporate Director Communities submitted a report to Cabinet on the Bridgend Cultural Trust Trustee Nominations. He informed the Committee the name of the Cultural Trust would be “Awen”, which translates as inspirational. The Cultural Services plays a vital role in the wellbeing of Communities across the County Borough of Bridgend. The proposal linked to the report also directly links to the Council’s Medium Term Financial Strategy

He informed the Cabinet that it was agreed that the new NPDO be established as a Charity Limited by Guarantee (CLG) governed by a voluntary board of trustees. It was approved that a board of trustees be a maximum of eleven, comprising of eight community trustees, two local authority member trustees and one staff trustee. Any trustee nominated to the board will be required to act according to best practice and in the interests of the trust. It was proposed that Cllr John McCarthy is nominated on behalf of the current administration and that a second member be confirmed following a call for nominations from the Opposition leaders.

The Cabinet Member Communities was pleased with the enthusiasm shown by staff at the cultural trust and were also happy with the calibre of candidates that expressed an interest or applied to be a trustee.

RESOLVED: That Cabinet

1. Approved the appointment of Cllr John McCarthy to the Board of trustees of the new NPDO for Cultural Services
2. Noted that there is a further report going to Cabinet of the 16th June 2015 for the appointment of members to outside bodies and a second member will be nominated on that date for appointment to the board of trustees of the new NPDO.

694. REPRESENTATION ON OUTSIDE BODIES - WELSH LOCAL GOVERNMENT ASSOCIATION (WLGA) COUNCIL, CO-ORDINATING COMMITTEE & VOTING

The Assistant Chief Executive - Legal and Regulatory Services submitted a report to Cabinet to appoint three representatives to sit on the WLGA Council and to determine how the Authority wishes to use its votes.

It was proposed that Members are appointed for a term of one year except where earlier revocation of appointment is appropriate. It was also proposed that where Cabinet nominates on the basis of a Member's role within the Authority the appointment be attached to the role and not to the individual Member e.g. Scrutiny Chair, Cabinet Member. Members were informed that all appointments are made with the assumption that appointees represent Bridgend County Borough Council and should any appointee cease to be a Bridgend County Borough Councillor, they will cease to represent this Authority and are expected to relinquish their appointments as necessary.

RESOLVED:

That Cabinet:

1. Appointed three representatives (by Member role) to sit on the WLGA Council, namely the Leader, Deputy Leader and Cabinet Member for Resources, and that in the absence of one of the appointed members a substitute Cabinet Member can be called upon if required
2. Approved that the current "en bloc" vote be continued for the next 12 months
3. Appointed the Leader as the representative on the WLGA Council to represent Bridgend on the WLGA Co-Ordinating Committee.

695. INFORMATION REPORTS

The Assistant Chief Executive – Legal and Regulatory Services submitted a report to Cabinet on the Information Reports that had been published since its last scheduled meeting

The Cabinet Member for Strategic Change referred to the report on the Kenfig National Nature Reserve Management (KNNR) Plan and reminded cabinet that they had requested regular update reports (Spring and Autumn) on the management of the KNNR. He stated that this report took the place of the Spring report, as it contained the new 5 year plan for the reserve. He thanked offices involved in preparing this plan and hoped the Corporation Trustees would respond positively.

RESOLVED:

That Cabinet acknowledged the publication of the documents listed in the report.

The Leader announced that this Cabinet meeting was Councillor Lyn Morgan's last as a Cabinet Member. He praised his contributions as a Cabinet Member since 2008 and gave thanks and gratitude for all his support over the years. The Cabinet Members added their thanks and commended Councillor Morgan on his ability to lead difficult decisions and the valuable support he gave to new Cabinet Members, they added that he is a very good friend who will be sorely missed by all.

The Corporate Director Social Services and Wellbeing also paid tribute to Councillor Morgan who had become a good friend and who possessed a wealth of experience in Adult Social Care and thanked him for all of his support and contributions over the last 7 years.

Councillor Lyn Morgan thanked his colleagues for their kind comments and wished past and present members well.

696. EXCLUSION OF THE PUBLIC

RESOLVED: That under Section 100A (4) of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007, the public be excluded from the meeting during consideration of the following items of business as they contained exempt information as defined in Paragraphs 14 and 16 of Part 4 and Paragraph 21 of Part 5 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

Following the application of the public interest test it was resolved that pursuant to the Act referred to above, to consider the under-mentioned items in private with the public being excluded from the meeting as it would involve the disclosure of exempt information as stated above.

697. EXEMPT REPORT OF THE CORPORATE DIRECTOR RESOURCES

698. EXEMPT REPORT OF THE CORPORATE DIRECTOR SOCIAL SERVICES & WELLBEING

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MINUTES OF A SPECIAL MEETING OF THE CABINET HELD IN COMMITTEE ROOMS 1/2/3,
CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB ON TUESDAY, 19 MAY 2015 AT
11.15AM

Present

Councillor MEJ Nott OBE – Leader and Chairperson

M Gregory	HJ David
H J Townsend	PJ White
H M Williams	CE Smith

Officers:

Darren Mepham	Chief Executive
Deborah McMillan	Corporate Director - Education & Transformation
Mark Shephard	Corporate Director - Communities
Michelle Hatcher	Group Manager - Inclusion
Kelly Watson	Group Manager Legal and Democratic Services
Mark Galvin	Senior Democratic Services Officer – Committees

699 APOLOGIES FOR ABSENCE

Apologies for absence were received from the following Officers:-

N Young – Recuperating
P A Jolley – Holiday
S Cooper - Holiday

700 DECLARATIONS OF INTEREST

Councillor M Gregory declared a personal interest in Agenda item 3. in that he was a School Governor at Pencoed Primary School.

701 CALL-IN OF CABINET DECISION: PROVISION FOR PUPILS WITH ADDITIONAL
LEARNING NEEDS (ALN): OUTCOME OF CONSULTATIONS ON PROPOSALS FOR
CHANGES TO PENCOED PRIMARY SCHOOL

The Chairperson of the Children and Young People Overview and Scrutiny Committee presented a report on behalf of the Committee, the purpose of which, was to present Cabinet with its comments and recommendations from their meeting held on 11th May 2015, as a result of three Members of the Committee calling-in a decision of the Executive in relation to the proposal for changes to Pencoed Primary School, made at a meeting of Cabinet on 28th April 2015

He referred to certain background information contained in the report, and added that after the Members agreed to call-in the decision at its May meeting, discussions with Officers were held in respect of the proposal.

The Chairperson of the Children and Young People Overview and Scrutiny Committee then referred to paragraph 8 of the report, and the conclusions and recommendations made by the Committee at its meeting in May, which formed the basis of the call-in, upon which he expanded for the benefit of those present.

On behalf of the Committee, he therefore asked Cabinet to defer the decision that it previously made, until the receipt of further information was received in respect of the proposal, as highlighted as part of the call-in.

The Leader invited the Corporate Director – Education and Transformation to comment upon the report.

She advised that there was a considerable amount of information contained in the report that needed to be responded to, and though she was unable to cover all that today, this would be incorporated in a future report to Cabinet.

The Corporate Director – Education and Transformation stated that it was important to emphasise, that no decision had yet been taken regarding the possible closure of one of the two MLD (Moderate Learning Difficulties) units at the school that served pupils with Additional Learning Needs (ALN).

She explained that presently the Authority were at the stage of serving Statutory Public Notice on the proposal for which there was a 28 day period for the receipt of any objections or representations. If any such representations or objections were received within this period, then these would form the basis of an Objections report to Cabinet. If however none were received, an alternative report would be submitted to Cabinet requesting a decision as to the way forward in respect of the proposal.

She confirmed that Officers had been researching data in terms of the amount of MLD units that were required in schools across the County Borough, in order to adequately support pupils with (ALN). This had revealed that previously in 2010 there had been a total of 143 MLD places across all schools. In 2015 however, this had reduced to 115.

Furthermore, in Pencoed Primary School in 2010 there had been 25 pupils with ALN that required supporting through an MLD unit, whereas in 2015 this number had reduced to 14.

Therefore, this data had confirmed that there was sufficient evidence to suggest that maintaining 2 MLD units at the school was no longer necessary. If a decision was subsequently taken by Cabinet to close 1 class at the school, the other class that remained there could adequately support the 15 pupils with ALN at the school.

The Corporate Director – Education and Transformation added, that it was predicted that the number of places at the school to support the pupils with ALN, would be as follows for the next 3 years:-

2016 – 14 places
2017 – 14 places
2018 – 16 places

One unit at the school would therefore be adequate not just for the current year, but for the next 3 years following that.

She explained that in terms of support given to ALN pupils at schools by Education Psychologists (EP), each secondary school has an average of 6 visits during the space of 12 months. However, Pencoed Primary school had received 12 such visits this year, included extended planning visits, in order to look at group as well as individual support mechanisms. The Children and Young People Overview and Scrutiny Committee had contested however as part of the call-in, that schools including Pencoed Primary school are not receiving sufficient visits from EP's.

This number of visits had totaled more than last year and looking back, more than the year of 2010/11.

One of the conclusions formed by the Children and Young People O&SC was that not enough persons, stakeholders, bodies and other relevant consultees had been consulted upon as part of the Consultation Report, a process that was required to be followed in accordance with the guidance of the Statutory School Organisation Code . However, the Consultation Report indicated that all those that required consulting on the proposal had been consulted upon, including 3 Responsible Governing Bodies, 24 members of staff and 77 parents or guardians.

In terms of feedback on this, there had been a total of 3 responses, 1 from Estyn, 1 from Pencoed Town Council and 1 from Pencoed Primary School.

The above process that had been followed, as well as information collated in respect of data researched on the anticipated demand in future years for support to be provided for pupils with ALN at the school, suggested that the process that had been followed with regard to the consultation process had been robust.

The Deputy Leader added that the Consultation Report had been 66 pages long, which suggested that the process that was followed was thorough and robust, as the Corporate Director – Education and Transformation had confirmed.

He added that the process followed at Pencoed Primary school with a view to possibly closing an ALN class there, had been followed previously in respect of Plasnewydd and Blaengarw Primary Schools. These proposals had previously been reported and considered by Cabinet in the same way, and the Committee had not had any objection to these, notwithstanding that they had been made for the same reason as was proposed in Pencoed Primary school.

He added that though it was difficult to predict with any certainty, future support requirements at the school for pupils with ALN had been mapped in Years 3, 4 and 5 at the Learning Resource Centres (LRC) at the school. Also, whilst there will be infant pupils requiring a place in future years there were a significant number of pupils in Year 6 in the LRCs . These pupils would be further educated at a Comprehensive school(s) from September 2015, which would in turn reduce the current number of pupils at the school with ALN by a total of 6. Some other pupils may exit the provision with staff using the exit criteria, the individual needs of the pupils would be taken into account.

Every year a projection was made on the number of pupils who required support for ALN, not just for the next year but also a year beyond that, in order to effectively monitor future levels of support that would need to be provided at the school.

The Deputy Leader further added that currently there were two MLD units at the school one of which was presently empty. If a decision was made to close one of these units, this would result in a projected saving of £45k.

He advised Members that there had been a steady decline in the number of pupils with MLD within schools across the County Borough requiring support in LRCs, and this would be the subject of a future report to Cabinet. If this trend continued, and it was predicted that it may, then there would not be a need for the continued level of support presently being provided for pupils with ALN in the future.

There were empty places in Learning Resource Centre's within schools across the County Borough he explained, and this was an issue that needed to be considered, as

savings from the closure of units could be re-invested into other areas of support provided for young people, such as for example in areas of Access and Inclusion.

The Deputy Leader confirmed that if a decision was subsequently made following the Statutory Notice period to close an MLD unit at Pencoed Primary School, the saving from this would be re-invested in other Learning Resource Centre's where extra investment may be required. He reiterated comments made earlier in the debate, namely that the School had received twice as many visits by EP's than other Primary Schools within Bridgend, and even more than some of our Secondary Schools.

The Cabinet Member – Communities added that there was a need to integrate more pupils with MLD into mainstream classes in mainstream schools with additional support as this would benefit not only the young person in question, but also their family.

He noted that Recommendation 3. in Paragraph 8 of the report stated that Estyn may have not received the full Equality Impact Assessment (EIA) as part of the Directorates response to Estyn's queries in relation to the proposal. He sought confirmation on whether or not this was the case.

The Corporate Director – Education and Transformation explained that one of the issues that had come out of the Judicial Review in respect of Bettws Primary School, was that a full EIA could not be produced until the end of the Consultation period regarding the proposal, though in this instance an initial EIA was undertaken as was a Community Impact assessment (CIA).

The Group Manager – Inclusion added that a full EIA had been included in the Consultation Report that had been published.

She added that criteria in terms of support of pupils with ALN through support mechanisms such as MLD units was fixed by statute, and the Authority were fully compliant with that, as well as ensuring that children who entered into support avenues that were available for ALN actually required these. Strict entry and exit criteria were followed and applied in Learning Resource Centre's, though in future exit criteria would be more closely examined, as this would in turn allow, easier access into mainstream schools.

RESOLVED:

- (1) That Cabinet noted the report.
- (2) That Cabinet further noted that the publication of a Statutory Public Notice had now commenced in respect of the proposal for changes to Pencoed Primary School and that there was a 28 day period within which representations or objections could be received to such proposal.
- (3) Should any objections or representations be received within the prescribed period, then an Objections report outlining these will be submitted to Cabinet at its meeting on 14 July 2015. Should no such objections/representations be received, Cabinet be requested to consider the way forward in respect of the above proposal.
- (4) That the recommendations made by the Children and Young People O&SC in respect of the call-in of the previous decision of Cabinet on this matter, be responded to in full within the above report.

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 JUNE 2015

REPORT OF THE CHIEF EXECUTIVE

REVISED CORPORATE PRIORITIES FOR PUBLIC CONSULTATION

1. Purpose of Report

- 1.1 The purpose of this report is to seek formal agreement from Cabinet of the revised corporate priorities (strategic themes) and areas of focus that have been identified for each priority prior to submission to Council for approval for public consultation.
- 1.2 Cabinet have commissioned officers to conduct further work to develop the draft priorities. Due to tight timescales this additional information will be presented at the meeting.

2. Connection to Corporate Plan / Other Corporate Priority

- 2.1 The Council's corporate priorities and areas of focus form the core elements of the Corporate Plan. They are developed to deliver the Council's vision and outcomes that matter most to local citizens.

3. Background

- 3.1 In April 2013, the Council published its Corporate Plan 2013-17. The Plan set out the Council's six improvement priorities for the next four years. These priorities are:
 - Working together to develop the local economy
 - Working together to raise ambitions and drive up educational achievement
 - Working with children and families to tackle problems early
 - Working together to help vulnerable people to stay independent
 - Working together to tackle health issues and encourage healthy lifestyles
 - Working together to make the best use of our resourcesThe Plan is reviewed annually.
- 3.2 The Council also published a four-year Medium-Term Financial Strategy (MTFS) in February 2013. The strategy identified the resources to support the delivery of the improvement priorities as well as those required to support 'business as usual' activities. The strategy is reviewed annually. The current MTFS covers the period 2015-16 to 2018-19.
- 3.3 Since the publication of its Corporate Plan 2013-17, the Council entered a period of unprecedented financial challenge, and is currently facing a funding shortfall of approximately £49 million between 2016-17 and 2018-19. This means the Council needs to **change in response to increasing demand, more complex needs and to an expected sustained reduction in its funding.**

- 3.4 Cabinet and the Corporate Management Board (CMB) have identified the need to revise and more tightly focus the Council's corporate priorities to design and shape a sustainable and significantly smaller authority.
- 3.5 Cabinet and CMB developed a number of principles intended to guide the selection of priorities and subsequent resourcing choices. These principles were further developed through workshops with senior managers and members from all political groups.
- 3.6 This report presents these principles and revised priorities (known as strategic themes). Additional information will be presented to Cabinet to aid debate setting out proposed specific areas of focus to support each of these themes. The information will flow from work undertaken with senior corporate managers that is not available at the time of send out. In these circumstances it is considered appropriate to provide the additional information at Cabinet rather than delay the consideration of the corporate priorities. Once approved, those priorities will provide a focus for the Council's change programme over the next four years.

4. Current Situation / Proposal

Vision and values

4.1 Cabinet and CMB have considered the current vision and core values and consider that these are still fit for purpose and should remain unaltered.

4.2 The Council's **vision is Working Together to Improve Lives.**

That means that the Council recognises that it is not the only body with a role in influencing the quality of people's lives. It needs to work with other agencies, businesses, communities, families and individuals in order to help people be as successful as they possibly can.

It also means that the Council as a large and complex public body is most effective when all of its component parts work together as one organisation.

4.3 The Council's core values are:

- Fair - taking into account everyone's needs and situation
- Ambitious - always trying to improve what we do and aiming for excellence
- Citizen-focused - remembering that we are here to serve our local communities
- Efficient - delivering services that are value for money

These values represent what the Council stands for and influence all that it does.

Principles developed to aid selection of revised priorities

4.4 The principles that have been identified to guide the choice of priorities are as follows:

- Wherever possible the Council will support communities and people to create their own solutions and reduce dependency on the Council.
- The Council will focus diminishing resources on communities and individuals with the greatest need.
- The Council will use good information from service users and communities to inform its decisions.

- The Council will encourage and develop capacity amongst the third sector to identify and respond to local need.
- The Council will not let uncertainty over the future of public services prevent meaningful and pragmatic collaboration with other public sector bodies.
- The Council will work as one Council and discourage different parts of the organisation from developing multiple processes or unnecessarily different approaches.
- The Council will transform the organisation and many of its services and in so doing will deliver financial savings as well as improvements.

Strategic Themes – where the Council will direct its attention in the next four years

4.5 Three strategic themes have been developed and set out below. These themes, based on comprehensive research, analysis of citizens' views (Budget Consultation 2014) and the potential future of the Council (70% of its current size), are important and will make the biggest difference to both the Council and local people. They will enable the Council to create a future in which residents have the right to a more responsive and tailored service but also take more responsibility to make that happen for themselves and their communities.

1. Supporting a successful economy – taking steps to make the county a good place to do business and ensure that our schools are focused on raising the skills, qualifications and ambitions of all young people in the county.
2. Helping people to be more self-reliant – taking early steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services.
3. Smarter use of resources – ensuring that all its resources (financial, physical, human and technological) are used as effectively and efficiently as possible; and supporting the development of resources throughout the community that can help deliver its vision.

Key changes (outcomes) that can be expected from these themes include:

- A successful, sustainable and inclusive economy that will be supported by a skilful, ambitious workforce;
- Individuals and families that will be more independent and less reliant on traditional Council services;
- A fit-for-purpose council with lean, robust processes and a skilful workforce; and
- A supported 3rd/community sector with the opportunity to take on services that meet citizens' needs.

4.6 The Council will commit to a small number of very specific actions and projects for each of the three themes and further information on these will be presented at the meeting.

5. Effect upon Policy Framework and Procedure Rules

5.1 The Council's Corporate Plan forms part of the Policy Framework. It provides the general direction for service delivery. Priorities with specific policy implications will be the subject of separate reports in accordance with the requirements of the constitution and legislation.

6. Equality Impact Assessment

- 6.1 A full equality impact assessment will be conducted on the Corporate Plan when the Plan is developed. It is expected that delivery of these strategic themes will have a positive impact on promoting equalities across the county.

7. Financial Implications

- 7.1 The Council's priorities and corporate plan are supported by its MTFS. The 2016-2020 MTFS is in the process of development and there will be a joint public consultation on the corporate priorities and emerging MTFS proposals in the autumn.

8. Recommendation

- 8.1 That Cabinet approves the Council's Vision and Values remain as set out in paragraphs 4.2-4.3, and the revised priorities and supporting actions as in paragraph 4.5
- 8.2 That Cabinet recommends these proposals to Council for approval before staff and public consultation takes place.

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Chief Executive

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Background Documents

None

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 JUNE 2015

CORPORATE DIRECTOR - RESOURCES

FINANCIAL PERFORMANCE 2014-15

1.0 Purpose of this report

- 1.1 The purpose of this report is to provide Cabinet with information on the Council's financial performance as at 31st March 2015.

2.0 Connections to Corporate Improvement Objectives and Other Corporate Priorities

- 2.1 The financial performance of the Council budget determines the extent to which the corporate improvement priorities can be delivered.

3.0 Background

- 3.1 On 19th February 2014, Council approved a net revenue budget of £255.131 million for 2014-15, along with a capital programme for the year of £32.060 million, which was revised in February 2015 to £32.757 million. As part of the Performance Management Framework, budget projections are reviewed regularly and reported to Cabinet on a quarterly basis. The delivery of agreed budget savings is also kept under review and reported to Cabinet as part of this process.

4.0 Current Situation / Proposal

4.1 Summary financial position of Revenue Budget at 31st March 2015

- 4.1.1 The Council's net revenue budget and actual outturn for 2014-15 is shown in the table below.

Table 1- Comparison of budget against outturn at 31st March 2015

Directorate/Divisions	Revised Budget	Actual Outturn	Actual Over / (Under) Spend	Projected Over / (Under) Spend
	2014-15 £'000	2014-15 £'000	2014-15 £'000	Qtr 3 2014-15 £'000
Directorate				
Children	125,140	124,996	(144)	0
Wellbeing	43,478	43,259	(219)	97
Communities	26,686	26,382	(304)	86
Resources	15,144	14,758	(386)	10
Legal & Regulatory Services	6,516	5,773	(743)	(490)
Total Directorate Budgets	216,964	215,168	(1,796)	(297)
Council Wide Budgets:				
Capital Financing	10,515	10,607	92	
Precepts and Levies	7,030	6,974	(56)	
Repairs and Maintenance	890	674	(216)	
CTR Scheme	13,825	12,938	(887)	
Insurance Premiums	1,737	966	(771)	
Other Corporate Budgets	4,170	3,017	(1,153)	
Total Corporate Budgets	38,167	35,176	(2,991)	0
Accrued Council Tax Income		(1,697)	(1,697)	
Less Contributions to:				
Earmarked Reserves - Directorates		1,490	1,490	
Earmarked Reserves - Corporate		4,583	4,583	
Equalisation Fund Contribution		356	356	
Transfer to Council Fund		55	55	
Total	255,131	255,131	0	(297)

Overview

4.1.2 The overall outturn at 31st March 2015 shows a balanced position.

Directorate budgets provided a net under spend of £1.796 million and corporate budgets a net under spend of £2.991 million.

4.1.3 The under spend on Directorate net budgets for the year is a result of a number of factors including the maximisation of grant and other income, strict vacancy and sickness management, increased productivity on trading accounts and savings resulting from improved systems and processes. £2.829 million was drawn down in year from approved earmarked reserves to meet specific one off pressures identified in previous years.

4.1.4 The under spend masks underlying budget pressures in some service budgets which were reported during the year and still persist. The main financial pressures are in the service areas of Looked After Children and

Adult Social Care. It should be noted that these budget areas can be volatile and small changes in demand can result in relatively high costs being incurred. As patterns of provision change within directorates, service budgets are reviewed and re-aligned accordingly.

- 4.1.5 In finalising the directorate outturn positions, where possible, directorate outstanding prudential borrowing has been repaid to reduce future capital financing charges.
- 4.1.6 The budget approved for 2014-15 included savings proposals of £11.274 million (5.2% of net service budgets). £573,000 of these proposals were not realised in 2014-15, but the expenditure associated with them has been offset by vacancy management, the use of one off Directorate Earmarked Reserves and the maximisation of grant income from the Welsh Government's Regional Collaboration Fund and other grants such as Intermediate Care Fund. As such there is still a recurrent £573,000 pressure on 2015-16 budgets which will need to be addressed by implementing the proposals in Table 2 below or identifying and delivering alternatives.

Table 2 – Budget Reduction Proposals 2014-15 not met in full

Directorate	Proposal	2014-15
Wellbeing	Reprovision and remodelling of Shared Lives	105
	Reduction in sickness absence	50
	Residential Resettlement	192
	Efficiencies in internal supported living service	75
	Review Continuing Health Care eligible cases	51
Communities	Anaerobic Digestion Facility	100
Total		573

- 4.1.7 A summary of the financial position for each main service area is attached as Appendix 1 to this report and comments on the most significant variations and issues are provided in section 4.2 below.

4.2 Detailed commentary on the financial position as at 31st March 2015

4.2.1 Children's Directorate

The net budget for the Directorate for 2014-15 was £125.140 million and the actual outturn was £124.996 million, resulting in an under spend of £144,000. An over spend of over £567,000 on Looked After Children has been offset by under spends across other services in the directorate. The under spends across the Directorate have negated the need for draw down of the Looked After Children earmarked reserves in 2014-15. However, there was £1.225 million drawn down from other earmarked reserves for specific pressures.

The most significant variances are detailed below:

CHILDREN'S DIRECTORATE	Net Budget	Outturn	Variance Over/ (Under) budget	% Variance
	£'000	£'000	£'000	
Schools Special Needs	2,529	2,240	(289)	-11.4%
Youth Service	730	604	(126)	-17.3%
Education Otherwise Than At School (EOTAS)	324	451	127	39.2%
Catering Services	881	449	(432)	-49.0%
Integrated Working	561	383	(178)	-31.7%
Looked After Children	11,154	11,721	567	5.1%
Other Child and Family Services	767	1,064	297	38.7%
Commissioning and Social Work	4,265	4,609	344	8.1%

School Special Needs

- There is an under spend of £289,000 in relation to support for special educational needs services for schools following the restructuring of the service to deliver 2015-16 budget reduction proposals. As such the under spend is not expected to recur in 2015-16.

Youth Service

- There is a total under spend of £126,000 on youth services following restructure of the service and receipt of additional grant income at year end.

Education Otherwise Than At School

- The over spend of £127,000 has arisen due to increased demand on the service and an increased provision for pupils outside of school settings, including individual training packages at College or at other settings.

Catering Service

- The under spend on the catering service was £432,000. A substantial amount of this was due to the higher number of trading days for the service, arising from the lack of inclement weather and its usual impact on school opening days. In addition, savings were generated through vacancy management and lower than anticipated costs of repairs and maintenance.

Integrated Working

- The under spend of £178,000 on the Integrated Working teams was as a result of strict vacancy management in anticipation of budget reductions in 2015-16.

Looked After Children (LAC)

- The over spend of £567,000 is due to the number and costs of placements being higher than forecast. As at the end of March the Council had 390 looked after children. While this is 22 less children than as at 31st March 2014 and shows LAC numbers on a downward trajectory it is 17 more than the target of 373.

Other Child and Family Services

- The over spend of £297,000 is a combination of an over spend on the adoption service of £379,000 due to higher numbers of children being placed for adoption, partly offset by savings on the Leaving Care service. The target number of adoptions for 2014-15 was 15, but the actual number of placements made was 24, which has had a positive impact on the number of LAC in the County Borough. From April 2015 a joint adoption service has been provided across the Western Bay region.

Commissioning and Social Work

- The over spend of £344,000 is mainly due to the high costs associated with the temporary backfilling of social worker posts through employment agencies to cover vacancies. At the year end there were 5 agency workers being employed in the service.

Schools' Delegated Budgets

- School balances reduced from £2.467 million at the end of 2013-14 to £2.410 million at the end of March 2015 (a reduction of £57,000), representing 2.67% of the funding available. Total deficit budgets equate to £735,000 and total surplus budgets equate to £3.145 million.
- There are 7 schools (5 primary, 2 secondary) with deficit budgets and 20 schools (13 primary, 5 secondary, 2 special) with balances in excess of the statutory limits (£50,000 primary, £100,000 secondary and special schools) in line with the School Funding (Wales) Regulations 2010. These balances will be analysed by the Corporate Director - Education and Transformation, in line with the agreed 'Guidance and procedures on managing surplus school balances'.

4.2.2 Wellbeing Directorate

The Directorate's net budget for 2014-15 was £43.478 million and the actual outturn was £43.259 million resulting in an under spend of £219,000. This is made up of an under spend of £142,000 on Adult Social Care and an under spend of £77,000 on Sport, Play and Active Wellbeing services. The Adult Social Care outturn has reduced by approximately £316,000 compared to the projection at quarter 3 reflecting increased income from residential placements and service user charges and maximisation of grant and other funding. There were specific earmarked reserves set aside to offset some of

the costs associated with integrating health and social care, and this is reflected in the outturn position. There was £0.123 million drawn down from earmarked reserves throughout the year for specific pressures.

The most significant variances are detailed below:

WELLBEING DIRECTORATE	Net Budget	Outturn	Variance Over/(Under) Budget	% Variance
	£'000	£'000	£'000	
Older People Residential Care	8,269	8,062	(207)	-2.5%
Physical Disabilities Residential Care	501	416	(85)	-17.0%
Learning Disabilities Residential Care	1,990	2,346	356	17.9%
Learning Disabilities Home Care	4,471	4,575	104	2.3%
Mental Health Residential Care	1,169	1,074	(95)	-8.1%
Sports Centres and Swimming Pools	2,606	2,549	(57)	-2.2%

Older People Residential Care

- During the financial year, expenditure on residential clients has remained fairly constant however additional income has been generated from service user charges, offset in part by additional staffing cost pressures, such as sickness cover, resulting in a net under spend of £207,000.
- More generally the full year effect of the changes in the Fairer Charging policy, as well as the increase in the Fairer Charging cap from £55 to £60 per week and increased demand for domiciliary care, resulted in higher than anticipated income across this client group.

Physical Disabilities Residential Care

- The under spend of £85,000 has arisen as a result of a reduction in the number of residential placements during the year. The service overall generated an under spend of £176,000, with staff vacancies in-year contributing to this total.

Learning Disabilities Residential Care

- The over spend of £356,000 relates in the main to the delays in implementing the resettlement programme for residents at Bryneithin and Maesglas into independent homes, which has led to delays in securing new accommodation for service users. The service also met the costs of redundancy associated with the restructuring of the service.

Learning Disabilities Home Care

- The over spend of £104,000 on home care is as a direct result of the increased number of service users accessing the service, which places additional costs on the service. The directorate continues to work closely with its independent providers to ensure that services

provided meet the needs of clients. Provision for this budget pressure has been recognised within the 2015-16 budget.

Mental Health Residential Care

- The under spend of £95,000 results from increased contributions from health to client costs, and increased contributions from clients via Fairer Charging. This additional income offset increased service costs resulting from additional placements.

Sports Centres and Swimming Pools

- The service generated an under spend of £57,000 as a result of savings realised in relation to the HALO partnership arrangement and client side efficiencies.

4.2.3 Communities Directorate

The net budget for the Directorate for 2014-15 was £26.686 million and the actual outturn is £26.382 million resulting in an under spend of £304,000. There was £0.531 million from earmarked reserves for specific pressures.

The most significant variances are detailed below:

COMMUNITIES DIRECTORATE	Net Budget	Outturn	Variance Over/(Under) Budget	% Variance
	£'000	£'000	£'000	
Development	461	328	(133)	-28.9%
Housing and Community Regeneration	1,379	1,209	(170)	-12.3%
Regeneration	1,887	1,814	(73)	-3.9%
Waste Collection and Disposal	6,500	6,687	187	2.9%
Highways and Fleet	6,536	6,814	278	4.3%
Transport and Engineering	1,048	1,067	19	1.8%
Culture	3,391	3,140	(251)	-7.4%

Development

- There is an under spend of £133,000 on the Development budget. This mainly consists of an increase in planning application fees over and above budgeted income. The Bridgend Local Development Plan (LDP) was adopted in late 2013 and a number of allocated housing sites (including some in Council ownership) have been submitted as major planning applications. In addition plans have been submitted for a number of infrastructure projects including two large solar farms at Court Colman and Caerau and a major extension to the existing Pant-y-Wal wind farm. These applications attract a high fee although some of this income is offset against the need to seek external expert advice.

Housing and Community Regeneration

- There is an under spend of £170,000 on the Housing & Community Regeneration service. This comprises an under spend of £70,000 relating to the ongoing improved management of demand for temporary accommodation, with the balance from staff vacancy management. There is a risk that demand for Bed & Breakfast accommodation will increase once the full impact of the Housing Act is felt, so close on-going budget monitoring will be required in 2015-16.

Regeneration

- There is an under spend of £73,000 on the Regeneration budget. This is a combination of staff vacancy management and under spends within other budget headings.

Waste Collection and Disposal

- The over spend on the Waste budget of £187,000 primarily relates to waste disposal costs resulting from a higher than predicted tonnage of black bag waste presented at the kerbside. This increase in tonnage has also attracted a higher unit charge per tonne for its disposal through the Council's waste treatment partnership with Neath Port Talbot County Borough Council (NPT). The disposal arrangements with NPT are currently under review and it is anticipated that unit rates for the treatment and disposal of the Council's residual black bag waste will reduce from 2016-17, though further budget pressures may be experienced during the current 2015-16 financial year.

Highways and Fleet

- The £278,000 over spend on this budget is partly attributable to the repayment of £225,000 of prudential borrowing to generate reduced finance charges which will contribute to the MTFS budget reduction realisation in 2015-16 and beyond. The remaining £51,000 over spend is mainly due to additional expenditure on highways maintenance borne by the directorate, which was partly offset by reduced energy costs on street lighting. This position is unlikely to continue into 2015-16 as energy costs are predicted to steadily increase. To offset the increase, and also to meet the Council's MTFS budget reductions, significant energy savings targets have been set for street lighting energy consumption in the current and future years, to be achieved through a programme of street lighting replacement to LED units, to deliver significant savings on energy usage.

Transport & Engineering

- There is an over spend of £19,000 against the Transport & Engineering budget. Part of the over spend has arisen as a result of a number of health and safety issues which have had to be resolved within our car parks and the bus station. In addition there was a shortfall on staff car parking income. Whilst the one off costs in respect of the health and

safety issues have now been addressed the directorate will need to address the income target for staff car parking.

Culture

- The under spend of £251,000 within cultural services is attributable to the reduction in salary and activity expenditure in advance of the 2015-16 MTFS budget reduction, along with deliberate measures to restrict spend to off-set any potential over spend risk posed by the historical position at Bryngarw House. In the event, the transformation project at Bryngarw House was completed to schedule with a favourable financial outcome. The under spend was also generated from the management of vacancies, in particular within the library service, along with the realisation of additional income across service other areas.

4.2.4 Resources Directorate

The net budget for the Directorate for 2014-15 was £15.144 million and the actual outturn was £14.758 million resulting in an under spend of £386,000. There was £0.822 million from earmarked reserves during the year for specific pressures.

The most significant variances are detailed below:

RESOURCES DIRECTORATE	Net Budget	Outturn	Variance Over/(Under) Budget	% Variance
	£'000	£'000	£'000	
Financial Services	3,616	3,430	(186)	-5.2%
Human Resources & OD	4,389	4,041	(348)	-7.9%
ICT	4,096	4,163	67	1.6%
Property (Estates)	1,732	1,843	111	6.4%
Property (Built Environment)	592	571	(21)	-3.5%

Financial Services

- The under spend of £186,000 arises from strict vacancy management and staff restructures linked to 2015-16 budget reductions as well as in year reductions in external and internal audit fees which will contribute to the MTFS in future years.

Human Resources & Organisational Development

- The under spend of £348,000 in this service is primarily due to vacancy management to deliver 2015-16 budget reduction requirements as well as anticipated DBS/CRB checks, lower than anticipated learning and development activities and earlier than expected changes from paper to electronic communication techniques.

ICT

- The over spend of £67,000 is attributable to the repayment of £353,000 of prudential borrowing as outlined in paragraph 4.1.5, off set by under spends resulting from vacancies held and a team restructure to deliver 2015-16 budget reductions and under spends on ICT Supplies and Services as a result of delivery delays by a supplier.

Property Estates and Built Environment

- There is an over spend of £111,000 primarily due to under-recovery of income at the Innovation Centre following the temporary re-location of Legal Services during the refurbishment of the Civic Offices.
- Despite a forecast over spend in respect of changes to CIPFA rules on capital charging, the service has achieved an under spend of £21,000 as a result of challenging productivity rates and a full workbook for the whole year in relation to the design functions. As part of the ongoing process of developing this service model, targets and structures will be reviewed annually.

4.2.5 Legal and Regulatory Services

The net budget for the Directorate for 2014-15 was £6.516 million and the actual outturn was £5.773 million resulting in an under spend of £743,000. There was £0.128 million drawn down from earmarked reserves during the year for specific pressures.

The most significant variances are detailed below:

LEGAL & REGULATORY SERVICES	Net Budget	Outturn	Variance Over/(Under) Budget	% Variance
	£'000	£'000	£'000	
Legal Services	2,184	1,890	(294)	-13.5%
Regulatory Services	1,930	1,771	(159)	-8.2%
Partnership Services	406	254	(152)	-37.4%

- The majority of the under spend has arisen due to strict vacancy management across all services in anticipation of budget reduction savings in 2015-16 and the planned joint regulatory service with Cardiff and the Vale of Glamorgan Councils. A further £40,000 of the under spend relates to the reversal of a provision made in 2013-14 in respect of a complex fraud case, which was not required in full in 2014-15. There was also additional income raised by the registrars and regulatory services of £113,000.

4.2.6 Council Wide Budgets

The net budget for council wide services and budgets was £38.167 million and the actual outturn was £35.176 million, resulting in an under spend of £2.991 million. The most significant variances are detailed below:

COUNCIL WIDE BUDGETS	Net Budget	Outturn	Variance Over/(Under) Budget	% Variance
	£'000	£'000	£'000	
Building Maintenance / Feasibility	890	674	(216)	-24.3%
Council Tax Reduction Scheme	13,825	12,938	(887)	-6.4%
Insurance Costs	1,737	966	(771)	-44.4%
Other Corporate Budgets	4,170	3,017	(1,153)	-27.6%

Building Maintenance/Feasibility

- There was an under spend of £216,000 on the corporate budget for feasibility work and minor works, due to slippage in some building works. This funding has therefore been transferred into an earmarked reserve for 2015-16.

Council Tax Reduction Scheme

- The under spend of £887,000 is a result of lower demand than forecast for the Council Tax Reduction Scheme. This a demand led budget which is based on full take up, but actual take up is not known until year end.

Insurance Costs

- The under spend of £771,000 on insurance costs is primarily due to £479,000 in fortuitous and unexpected rebates in respect of the Maesteg PFI scheme and lower than anticipated payments made by the Council's claim handlers. The balance is attributable to a reduction in premiums following an in-year assessment of liabilities and is an MTFS budget reduction proposal for 2015-16 and beyond.

Other Corporate Budgets

- The under spend of £1.153 million on other corporate budgets has arisen as a result of:
 - Less demand from Directorates to meet in year pay and price inflationary pressures such as energy costs and job evaluation;
 - Later than anticipated introduction of the removal of employers' national insurance rebate;
 - Lower than expected in-year cost of implementing auto enrolment for new entrants. This cost is due to increase incrementally as the Council works towards September 2017 by which time all eligible employees must be enrolled in the Local Government Pension Scheme; and

- A mild winter resulting in no call for contingency funding for winter maintenance.

4.3 Capital Programme Outturn

4.3.1 This section of the report provides Members with an update of the Council's Capital Programme for 2014-15. The original budget approved by Council on 19th February 2014 was revised and approved by Council in July and December 2014, and then again in February 2015 to incorporate budgets carried forward from 2013-14, slippage into 2015-16 and any new schemes and grant approvals. The revised programme totalled £32.757 million.

4.3.2 Appendix 2 provides a breakdown of the schemes within the capital programme, showing the budget available compared to the actual expenditure in the year. Commentary is provided explaining reasons for any major variations in expenditure against budget. The total budget as at 31st March 2015 is £30.813 million, which takes account of additional approvals of £5.477 million and slippage of £7.421 million into 2015-16 identified in the last quarter. The main reasons for the difference between the programme approved by Council in February and the current programme are:

- Additional funding of £6.584 million from Welsh Government (£3.840 million in 2015-16) in respect of the Community Care Information Solution project (CCIS).
- Slippage of £1.628 million in respect of the depot rationalisation into 2015-16.
- Slippage of £277,000 in respect of the Maximising Space and Technology Programme into 2015-16.
- Slippage on 21st Century School projects, including Additional Learning Needs at the former Ogmore Comprehensive, and the Mynydd Cynffig School amalgamation.

4.3.3 The total expenditure at 31st March 2015 is £28.230 million, resulting in an under spend of £167,000 on BCBC resources, once further requests for slippage into 2015-16 of £2.416 million have been taken into account. Some of the schemes for which funding has slipped into 2015-16 include Bridgend Townscape Heritage, Private Sector Housing grants, Carriage reconstruction and street lighting and the Maximising Space and Technology Programme.

4.4 Identification and allocation of reserves

4.4.1 The Council is required to maintain adequate financial reserves to meet the needs of the organisation. The MTFS includes the Council's Reserves and Balances Protocol which sets out how the Council will determine and review the level of its Council Fund balance and Earmarked Reserves. During 2014-15, Directorates drew down funding from specific earmarked reserves and these were reported to Cabinet through the Monitoring Reports. At year end, the Protocol requires that the Chief Finance Officer will review existing earmarked reserves, requests from Directorates for new reserves or additional corporate reserves based on new risks or pressures.

- 4.4.2 A review of the Council's existing earmarked reserves has been undertaken together with an assessment of the risks and pressures that are sufficiently 'known' or 'probable' over the MTFS period and for which an earmarked reserve is therefore required. This review has identified the need for £4.583 million to create new or enhance existing corporate reserves to meet the cost of future service reconfigurations (including severance payments), the Council's transformation programme, potential costs arising from recent case law and inescapable capital investment works required to mitigate against health and safety risks.
- 4.4.3 In addition in accordance with the Council's Reserves and Balances Protocol, Directorates were able to submit applications for new Earmarked Reserves. In determining what directorate earmarked reserves are required priority has been given to those demonstrating significant risk, those which are sufficiently 'known' or 'probable' and those for which funding needs to be set aside as a priority, with consideration given to any existing reserve balances. Requests have also been evaluated in the context of Directorate under spends and an understanding of the distinction between fortuitous and planned under spends. Total directorate earmarked reserves including carry forward reserves amount to £4.486 million of which new Directorates' reserves total £1.490 million.
- 4.4.4 There are also 'Equalisation of Spend' earmarked reserves which spread expenditure that is incurred in a particular future year over the period of the MTFS. These include the costs of elections and the preparation of the Local Development Plan and have increased by £52,000 in 2014-15 amounting to £0.303 million.
- 4.4.5 A breakdown of total movement on earmarked reserves is provided in Appendix 3, and a summary of movements on total usable reserves is shown in Table 3 below. The remaining under spend of £55,000 will be transferred to the Council Fund.

Table 3 – Movements on General Fund and Usable Earmarked Reserves during 2014-15

Opening Balance 1st April 2014	Reserve	Movement 2014-15	Closing Balance 31st March 2015
£'000		£'000	£'000
7,395	Council Fund Balance	55	7,450
	Earmarked Reserves:-		
27,961	Corporate Reserves	2,887	30,848
4,169	Directorate Reserves	317	4,486
251	Equalisation of Spend Reserves	52	303
39,776	Total Usable Reserves	3,311	43,087

5.0 Effect upon policy framework and procedural rules

5.1 As required by section 3 (budgetary control) of the Financial Procedure Rules Chief Officers in consultation with the appropriate Cabinet Member are expected to manage their services within the approved cash limited budget and to provide the Chief Finance Officer with such information as is required to facilitate and monitor budgetary control.

6.0 Equality Impact Assessment

6.1 There are no implications in this report.

7.0 Financial implications

7.1 These are reflected in the body of the report.

8.0 Recommendations

8.1 Cabinet is requested to note:

- The final revenue and capital outturn position for 2014-15;
- The impact of the underlying budget pressures on the Medium Term Financial Strategy and in particular the revenue budget for 2015-16; and
- The earmarked reserves position in Appendix 3.

Ness Young
Corporate Director – Resources
June 2015

Contact Officer

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Background Papers

Individual Directorate Monitoring Reports

BRIDGEND C.B.C	Net Budget	Outturn	Outturn Over/(Under) Budget	% Variance
	£'000	£'000	£'000	
CHILDRENS DIRECTORATE				
Learning	8,488	8,152	(336)	-4.0%
Strategic Partnerships & Comm	98,211	97,253	(958)	-1.0%
Safeguarding & Family Support	18,380	19,552	1,172	6.4%
Contingent Provision	61	40	(21)	-34.8%
TOTAL CHILDRENS DIRECTORATE	125,140	124,996	(144)	-0.1%
WELLBEING DIRECTORATE				
Adult Social Care	40,500	40,358	(142)	-0.4%
Sport, Play and Active Wellbeing	2,978	2,901	(77)	-2.6%
TOTAL WELLBEING DIRECTORATE	43,478	43,259	(219)	-0.5%
COMMUNITIES DIRECTORATE				
Regeneration & Development	3,850	3,478	(372)	-9.7%
Street Scene	18,559	18,894	335	1.8%
Communities Business Unit	733	690	(43)	-5.9%
Culture	3,391	3,140	(251)	-7.4%
Elections	153	180	27	17.6%
TOTAL COMMUNITIES DIRECTORATE	26,686	26,382	(304)	-1.1%
RESOURCES DIRECTORATE				
Chief Executive	719	710	(9)	-1.2%
Finance and ICT	7,712	7,593	(119)	-1.5%
Human Resources and OD	4,389	4,041	(348)	-7.9%
Property	1,732	1,843	111	6.4%
Built Environment	592	571	(21)	-3.5%
TOTAL RESOURCES	15,144	14,758	(386)	-2.5%
LEGAL & REGULATORY SERVICES				
Legal & Regulatory Services	6,516	5,773	(743)	-11.4%
TOTAL LEGAL & REGULATORY SERV.	6,516	5,773	(743)	-11.4%
TOTAL DIRECTORATE BUDGETS	216,964	215,168	(1,796)	-0.8%
Council Wide Budgets	38,167	35,176	(2,991)	-7.8%
Accrued Council Tax Income		(1,697)	(1,697)	
Less Contributions to:				
Earmarked Reserves: Directorate		1,490	1,490	
Earmarked Reserves: Corporate		4,583	4,583	
Equalisation Fund		356	356	
Transfer to Council Fund		55	55	
NET BRIDGEND CBC	255,131	255,131	0	0.0%

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Capital Outturn Report 2014-15

APPENDIX 2

Main Scheme	Whole Scheme Budget £'000	Total Costs to 31.3.2014 £'000	Council Feb '15 Budget 2014-15 £'000	New Approvals & Vire £'000	Slippage £'000	Per 12 Budget 2014-15 £'000	Total Expd to Date 2014-15 £'000	Over / (Under) Spend £'000	Slippage Requested 2014-15 £'000	Impact on BCBC Resources £'000	Comments
Wellbeing Directorate											
Adult Services											
Bridgend Day Centre	8,446	8,173	273	0	0	273	273	0	0	0	
Care Standards	430	202	105	0	0	105	16	(89)	89	0	
Celtic Court Purchase & Refurbishments	2,261	651	826	0	(126)	700	551	(149)	149	0	WG has approved slippage.
Glan yr Afon Resource Centre	123	0	123	0	(123)	0	0	0	0	0	No works undertaken in 14-15.
Pyle & Sunnyside Hub	343	325	18	0	0	18	18	0	0	0	
Wellbeing Directorate Total	11,603	9,351	1,345	0	(249)	1,096	858	-238	238	0	
ICT & Property											
Community Care Information System	6,584	0	0	3,840	0	3,840	3,840	0	0	0	New approval received in March 2015.
Bridgend Market	700	29	671	0	0	671	601	(70)	0	(70)	Scheme has been completed below revised budget.
Depot Rationalisation	1,690	60	1,630	0	(1,628)	2	0	(2)	2	0	Scheme to commence in 15-16.
Disability Discrimination Act (DDA) Works on Buildings and Playgrounds	165	0	165	0	0	165	80	(85)	85	0	Under-spend consolidated within Minor works programme to be reallocated in 15-16.
Fire Precautions	111	0	100	11		111	111	0	0	0	Additional budget from school contribution.
Internal Design & Supervision	100	0	100	0	0	100	0	(100)	0	(100)	All fees incurred on capital schemes were funded within individual capital budgets.
Information Technology Rolling Programme	787	433	254	0	(254)	0	0	0	0	0	Revised financial profile received in period 10 monitoring.

Main Scheme	Whole Scheme Budget £'000	Total Costs to 31.3.2014 £'000	Council Feb '15 Budget 2014-15 £'000	New Approvals & Vire £'000	Slippage £'000	Per 12 Budget 2014-15 £'000	Total Expd to Date 2014-15 £'000	Over / (Under) Spend £'000	Slippage Requested 2014-15 £'000	Impact on BCBC Resources £'000	Comments
Maximising Space & Technology	1,605	0	1,360	184	(461)	1,083	875	(208)	208	0	Domestic Abuse grant incorporated within scheme and Feasibility budget. Scheme to be completed in 2015-16.
Non Operational Assets	1,000	0	525	0	0	525	520	(5)	5	0	
Property Minor Schemes	111	0	81	51	0	132	31	(101)	101	0	Additional budget from capitalisation of revenue minor works and under-spend consolidated with Minor works programme to be re-allocated in 2015-16.
Town & Community Fund	358	293	115	0	0	115	17	(98)	98	0	Under-spend planned to be spent in 2015-16.
ICT & Property Total	13,211	815	5,001	4,086	(2,343)	6,744	6,075	(669)	499	-170	
Children's Directorate											
Learning											
School Repair Rolling Programme	1,422	0	1,060	412	(50)	1,422	1,155	(267)	267	0	Additional budget from capitalisation of revenue minor works and under-spend consolidated with Minor works programme to be re-allocated in 2015-16.
Coety / Parc Derwen Primary School	8,100	365	2,374	0	0	2,374	2,686	312	-312	0	Further stages of the main construction were completed than previously estimated on revised financial profile.
Coleg Cymunedol y Dderwen	39,488	37,855	1,633	0	(223)	1,410	1,423	13	-13	0	
Gateway Primary School Development	8,846	17	179	0	(179)	0	1	1	(1)	0	Scheme not due to commence until 2015-16.

Main Scheme	Whole Scheme Budget £'000	Total Costs to 31.3.2014 £'000	Council Feb '15 Budget 2014-15 £'000	New Approvals & Vire £'000	Slippage £'000	Per 12 Budget 2014-15 £'000	Total Expd to Date 2014-15 £'000	Over / (Under) Spend £'000	Slippage Requested 2014-15 £'000	Impact on BCBC Resources £'000	Comments
Garw Valley South provision	10,000	0	260	0	0	260	315	55	-55	0	Further stages of the design were completed than previously estimated on revised financial profile.
Lewistown flying Start Provision	826	106	720	0	0	720	685	(35)	35	0	Approval has been requested from WG for slippage.
Litchard Primary Amalgamation	3,165	2,985	180	0	(160)	20	10	(10)	10	0	Remaining budget previously slipped into 2015-16.
Mynydd Cynffig Amalgamation	400	2	398	0	(398)	0	0	0	0	0	Remaining budget previously slipped into 2015-16.
Ogmore Comp. Additional Learning Needs	4,043	475	3,553	0	(1,053)	2,500	2,674	174	(174)	0	Budget previously re-profiled into 2015-16.
Pen-y-fai Primary	7,239	6,227	907	0	(387)	520	538	18	(18)	0	Budget previously re-profiled into 2015-16.
Tondu Primary Adaptation Works	380	30	350	0	0	350	323	(27)	27	0	
Tremains Primary Amalgamation	125	115	10	0	0	10	10	0	0	0	
Ysgol Bro Ogwr Welsh Medium Primary	300	274	26	0	0	26	2	(24)	24	0	
Ysgol Yr Ferch O'r Sger & Bro Ogwr Welsh Medium Primary	200	185	15	0	0	15	7	(8)	8	0	
Children's Directorate Total	84,534	48,636	11,665	412	(2,450)	9,627	9,829	202	(202)	0	
Communities Directorate											
Regeneration											
Bridgend Townscape Heritage	2,317	1,847	355	0	0	355	69	(286)	286	0	

Main Scheme	Whole Scheme Budget £'000	Total Costs to 31.3.2014 £'000	Council Feb '15 Budget 2014-15 £'000	New Approvals & Vire £'000	Slippage £'000	Per 12 Budget 2014-15 £'000	Total Expd to Date 2014-15 £'000	Over / (Under) Spend £'000	Slippage Requested 2014-15 £'000	Impact on BCBC Resources £'000	Comments
Maesteg Townscape Heritage	2,176	2,093	83	0	(15)	68	56	(12)	12	0	
Bridgend Town Centre Convergence	8,802	7,881	833	45	(45)	833	814	(19)	19	0	Additional revenue budget received to fund fees that are ineligible for grant funding.
Bridgend Town and Commercial Improvement Grants	79	0	79	0	0	79	34	(45)	45	0	
Civic office Domestic Abuse Provision			101	(101)	0	0	0	0	0	0	Consolidated within Maximising space scheme.
Coity By Pass Land Compensation	421	335	86	0	0	86	86	0	0	0	
Community Economic Development Grants	492	311	181	0	0	181	172	(9)	9	0	
Disabled Facility Grants & Private Sector Housing	2,700	0	2,700	0	(1,000)	1,700	1,713	13	(13)	0	Revised financial profile submitted for period 10 monitoring.
Environment Programme	50	0	50	0	0	50	4	(46)	46	0	
Bridgend Digital	105	0	70	35	0	105	105	0	0	0	
EU Convergence	320	23	43	39	(48)	34	0	(34)	34	0	Additional approval and slippage has been requested.
Green Shoots	255	192	63	0	0	63	63	0	0	0	
Energy Company Obligation (ECO) grant	1,495	0	1,385	62	0	1,447	1,447	0	0	0	Additional grant approval received.
Local Investment Fund	2,275	1,795	248	2	0	250	237	(13)	13	0	
Llynfi Valley Development programme	2,400	0	100	(100)	0	0	0	0	0	0	Per period 11 monitoring, first year expenditure is feasibility and will be incurred in revenue, which is outside the capital programme..

Main Scheme	Whole Scheme Budget £'000	Total Costs to 31.3.2014 £'000	Council Feb '15 Budget 2014-15 £'000	New Approvals & Vire £'000	Slippage £'000	Per 12 Budget 2014-15 £'000	Total Expd to Date 2014-15 £'000	Over / (Under) Spend £'000	Slippage Requested 2014-15 £'000	Impact on BCBC Resources £'000	Comments
Maesteg Regeneration Phase 4	2,813	2,739	74	0	(59)	15	12	(3)	3	0	
Porthcawl Marina Development	3,932	3,795	90	47	0	137	137	0	0	0	Additional approval funded from revenue.
Porthcawl Infrastructure	5,773	266	100	0	(89)	11	0	(11)	11	0	
Porthcawl Townscape Heritage	736	0	193	16	(21)	188	61	(127)	127	0	
Private Sector Housing	980	0	564	416	0	980	723	(257)	257	0	Additional funding and slippage has been approved by WG.
Rhiw Gateway Vibrant & Viable Places	9,608	5	788	(4)	(183)	601	630	29	(29)	0	Revised financial profile approved by WG.
Rural Development Plan	1,155	784	271	0	0	271	150	(121)	121	0	
Street Scene											
Asda Link Land Compensation	26	0	0	26	0	26	26	0	0	0	New WG approval.
Carriage Reconstruction & Street Lighting	7,884	4,050	2,691	1,143	(330)	3,504	2,787	(717)	717	0	Bridge Renewal and Highways Street Infrastructure budget consolidated within scheme.
Coastal Access Improvements	101	0	113	9	0	122	122	0	0	0	Additional approval.
Coychurch Cremators	1,200	0	170	0	0	170	220	50	-50	0	Budget brought forward from 15-16.
Playground at Ffordd yr Eglwys	75	0	75	0	(75)	0	0	0	0	0	
Fleet Vehicles	76	0	76	0	0	76	76	0	0	0	
Highways Maintenance	450	0	450	0	0	450	453	3	0	3	
Parks Pavilions	1,000	13	150	59	(140)	69	59	(10)	10	0	Additional approval.
Porthcawl Town Sea Defence	228	54	169	0	0	169	0	(169)	169	0	

Main Scheme	Whole Scheme Budget £'000	Total Costs to 31.3.2014 £'000	Council Feb '15 Budget 2014-15 £'000	New Approvals & Vire £'000	Slippage £'000	Per 12 Budget 2014-15 £'000	Total Expd to Date 2014-15 £'000	Over / (Under) Spend £'000	Slippage Requested 2014-15 £'000	Impact on BCBC Resources £'000	Comments
Residents Parking Bridgend	152	0	75	0	(60)	15	16	1	(1)	0	
Road Safety Schemes	274	0	240	34	0	274	220	(54)	54	0	
Highways Street Infrastructure	1,250	0	1,040	(750)	(290)	0	0	0	0	0	£750k of budget consolidated within Carriage Reconstruction scheme and remainder re-profiled into 2015-16..
Bridge Renewal	729	729	63	(63)	0	0	0	0	0	0	Budget consolidated within Carriage Reconstruction scheme.
Street Scene Minor schemes	118	0	50	39	(9)	80	97	17	(17)	0	Additional approval.
S106 Minor Schemes	81		28	53	0	81	81	0		0	
Transport Grant Schemes	666	0	722	(56)	0	666	666	0	0	0	Capital approval revised.
Culture											
Bryngarw House - Refurbishment.	171	124	47	0	0	47	19	(28)	28	0	
Library Improvements	12	0	0	12	0	12	12	0	0	0	New approval.
Healthy Living Minor Schemes	51	0	50	1	0	51	73	22	(22)	0	
Pyle Life Centre	95	0	80	15	(15)	80	28	(52)	52	0	
Communities Directorate Total	63,523	27,036	14,746	979	(2,379)	13,346	11,468	(1,878)	1,881	3	
Grand Total	172,871	85,838	32,757	5,477	(7,421)	30,813	28,230	(2,583)	2,416	(167)	

TOTAL MOVEMENT ON EARMARKED RESERVES 2014-15

APPENDIX 3

Opening Balance 1 April 2014 £'000	Reserve	Movement 2014-15 £'000	Closing Balance 31 March 2015 £'000
7,395	Council Fund Balance	55	7,450
	Earmarked Reserves :-		
	<u>Corporate Reserves</u>		
11,046	Major Claims Reserve	(515)	10,531
1,200	Service Pressures Contingency	(1,200)	-
1,691	Insurance Reserve	1,486	3,177
0	Waste Management Contract	210	210
1,044	Treasury Management Reserve	-	1,044
300	Welfare Reform Bill	-	300
348	Asset Management Plan	354	702
987	Building Maintenance Reserve	(687)	300
300	Capital feasibility fund	327	627
0	DDA Emergency Works	115	115
5,513	Capital Programme Contribution	921	6,434
3,052	Service Reconfiguration	1,697	4,749
2,069	Change Management	329	2,398
411	Invest to save / Joint projects	(150)	261
27,961	Total Corporate Reserves	2,887	30,848
	<u>Directorate Reserves</u>		
555	Car Parking Strategy	-	555
1,257	ICT & Finance Systems	(396)	861
707	Wellbeing Projects	(107)	600
196	Connecting Families	(165)	31
330	Directorate Issues	1,160	1,490
824	Looked After Children	-	824
300	Porthcawl regeneration	(175)	125
4,169	Total Directorate Reserves	317	4,486
	<u>Equalisation of Spend Reserves</u>		
0	Building Control	10	10
201	Election costs	-	201
50	Unitary Development Plan	42	92
251	Equalisation of Spend Reserves	52	303
39,776	Total Usable Reserves	3,311	43,087

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 JUNE 2015

CORPORATE DIRECTOR OF RESOURCES

TOWN & COMMUNITY COUNCIL FUND 2015-16

1. Purpose of Report.

- 1.1 The purpose of this report is to seek Cabinet approval to allocate the funding identified in the capital programme for Community Projects to Town and Community Councils.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities.

- 2.1 In order for Town and Community Councils to benefit from the funding allocated, any projects approved must meet at least one of the Council's Improvement Priorities.

3. Background

- 3.1 The following criteria for allocation of this fund have been approved by Cabinet and reported to the Town and Community Council Forum:

- That an application form must be completed by each Town & Community Council that wishes to apply for this funding.
- That any projects must be linked to BCBC Improvement Priorities.
- That only one bid per Town or Community Council will be considered in each financial year.
- Projects should have a total value in excess of £5,000.
- That the County Borough Council's maximum contribution will be limited to £20,000 for each bid.
- That Town and Community Councils will need to provide details when money will be spent.
- Failure to spend the money in the allocated timescale, without a justifiable reason will result in the funding being rescinded.
- All projects to be of a capital nature – i.e. they must either create or enhance the value of an asset.
- Town and Community Councils to meet at least 50% of the project costs.
- That payment of any grant from the fund will be dependant upon receipt of evidence of costs having been incurred by the Town or Community Council.
- That any on-going revenue costs associated with the project will be met by the Town or Community Council.

Future reviews of the criteria for allocation of this fund will be reported to Cabinet and the Town and Community Council Forum.

3.2 The following table provides an update on all projects approved in 2014/15.

Table 1 – Projects Approved in 2014/15

Council	Project	Total Project Cost	Grant Awarded	Status
Cefn Cribwr CC	Gateway to Mynydd Bach Common & War Memorial	£39,400	£17,926	Approved – works ongoing
Garw Valley CC	Darren Fawr Mountain Bike Trails Signage	£12,000	£5,544	Completed – payment made
Maesteg TC	Highway Safety – paved area adjacent to Llynfi surgery	£6,730	£3,109	Completed – awaiting evidence to make payment
Porthcawl TC	Station Hill refurbishment	£39,990	£18,472	Approved – works ongoing
Pyle CC	Refurbishment of Rosemount Garden	£28,000	£12,937	Completed – payment made
	Total	£126,120	£57,988	

4. Current situation / proposal.

4.1 Bids for allocation of the 2015/16 budget - £50,000 - were invited from all Town & Community Councils and the following projects have been submitted and are detailed in the following table.

Table 2 – Bids Received 2015/16

Council	Project	Total Project Cost	Funding Requested & Proposed Allocation	BCBC Improvement Priorities
Brackla CC	Brackla Football Pitch	£26,734	£13,367	Educational Achievement, Supporting Young People & Families, Help Vulnerable & Older People, Encouraging Health Lifestyle
Bridgend TC	Carnegie House Entrance Archway	£6,000	£3,000	Developing Local Economy, Educational Achievement, Supporting Young People & Families, Help Vulnerable & Older People, Encouraging Health Lifestyle
Coity Higher CC	Pedestrian Refuge at Litchard Hill	£19,250	£9,625	Developing Local Economy, Encouraging Health Lifestyle
Laleston CC	Multi-use games area	£65,000 – £80,000	£20,000	Educational Achievement
Maesteg TC	Vehicle activated signs	£10,950	£5,000	Supporting Young People & Families, Help Vulnerable & Older People
Pyle CC	Landscape Improvements	£28,000	£14,000	Developing Local Economy, Help Vulnerable & Older People, Encouraging Health Lifestyle
St Brides Minor CC	Car Park extension	£46,530	£20,000	Supporting Young People & Families, Help Vulnerable & Older People, Encouraging Health Lifestyle
Total Bids		£202,464 to £217,464	£84,992	

4.2 Description of Bids from Town and Community Councils:

- Brackla CC – Brackla Football pitch and grassed area adjacent to pathways – fencing off Brackla Football Pitch and the installation of outside exercise stations alongside the black path.
- Bridgend TC – The commissioning of a new metal archway to the steps of Carnegie House to provide a reasonably prominent name of the building incorporating glazed metal notice board/s and logos.
- Coity Higher CC – A Pedestrian refuge in the centre of the road at Litchard Hill.
- Laleston CC – Construction of a multi-use games area for school and community use in the grounds of Llangwydd Junior School.
- Maesteg TC – Installation of vehicle activated signs at each highway entrance to the Llynfi Valley to reduce speeding of vehicles and thereby increase road safety.

- Pyle CC – Landscape improvements – gateway entrances into the housing estate and avenue tree planting – Marlas Road, Pyle.
- St Brides Minor CC – Sustainable car park extension at the Bryncethin Memorial Hall.

4.3 A detailed review of spend against allocation on projects between 2008/09 and 2011/12 identified an underspend of £35,356. It is proposed to utilise this underspend to meet the shortfall against projects submitted in 2015/16 (£34,992).

5. Effect upon Policy Framework & Procedure Rules.

5.1 There will be no direct effect on the Policy Framework & Procedure Rules.

6. Equality Impact Assessment.

6.1 Equality Impact Assessments have been undertaken for each proposed project none of which have a negative impact.

7. Financial Implications.

7.1 Allocation of funds will be met from within funding allocated within the capital programme for Town and Community Council projects. The proposed allocation will also utilise funds slipped from 2008/09 to 2011/12 to meet the identified shortfall in 2015/16.

8. Recommendation.

8.1 Cabinet approves the proposed allocations set out in Table 2 above.

NESS YOUNG Corporate Director Resources

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Background documents

Capital Programme 2015/16 – 2014/25 – Cabinet 10 February 2015
Town & Community Council Bids

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 JUNE 2015

REPORT OF THE CORPORATE DIRECTOR COMMUNITIES

SPECIAL REGENERATION FUND: CARRY FORWARD OF REVENUE BUDGETS

1. Purpose of Report

- 1.1 To seek Cabinet approval for changes to the management of the Special Regeneration Fund (SRF) revenue budget to facilitate greater leverage of external funding.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

- 2.1 The Special Regeneration Fund (SRF) is primarily used to lever additional resources from European and external funding programmes for regeneration activity in support of the Council's corporate priority themes as follows:
 - Corporate Plan 2013 – 2017: Priority One – Working Together To Develop The Local Economy;
- 2.2 The SRF is also particularly important in funding interventions to help meet the priorities within "Fit for the Future", the 2008 – 2021 regeneration strategy for Bridgend County Borough.

3. Background

- 3.1 The SRF was established by the Council in 1999/2000 following the discontinuation of the Strategic Development Scheme (SDS) by the Welsh Office and the integration of SDS funding into the mainstream budgets of local authorities with no conditions attached to the funding. There is an allocation for both revenue and capital expenditure.
- 3.2 Since 1999/2000, the SRF revenue budget has been unchanged at £334,000 per year.
- 3.3 Over the last 10 years, the SRF has been targeted at meeting the priority programmes of successive partnership-based regeneration strategies. At all times, leverage of European and other external funding has been one of the key criteria for allocating the SRF capital and revenue money. During this time, the range of external funds matched to SRF support includes:
 - EU Objective 1 Programme 2000-2006
 - EU Convergence Programme 2007-2013
 - Rural Development Programme 2007-2013
 - Welsh Government:
 - Local Regeneration Fund
 - Physical Regeneration Fund

- Targeted Match Fund
- Environment Programmes
- Community Facilities & Activities Programme
- Western Valleys Strategic Regeneration Area
- National Lottery:
 - BIG Lottery Fund
 - Heritage Lottery Fund
- Wales Tourist Board/Capital Region Tourism
- Cadw
- Private sector/voluntary sector contributions

3.4 The combined investments have strengthened the ability of the Council and its partners to drive local regeneration and helped deliver significant economic and social benefits to businesses, individuals and communities within Bridgend County.

3.5 The leverage of external funding with BCBC money varies considerably from programme to programme. For example, the leverage on Green Shoots was 8.5 to 1 (£27,134 of SRF pulled down £230,537 of Rural Development Plan (RDP) money). The leverage on the Maesteg Market project was 9.4 to 1, with £240,000 SRF pulling down a further £2.26million of European and Welsh Government funding, and for Bridgend town centre convergence funding it was 15 to 1, with £520,000 SRF pulling down a further £7.8million of external funding.

3.6 However, analysis shows that the leverage ratio for SRF **capital** funding has been consistently higher than that achieved on SRF **revenue**. This is because the availability of SRF capital funding has provided some degree of continuity in supporting European/external funding bids and flexibility in being able to manage resources across financial years to meet varying delivery profiles of EU-funded projects. This has allowed the Council to access major funding opportunities from large-scale regeneration programmes, such as the European Convergence and RDP programmes for the period 2007-2013, by pooling match funding across a number of years.

3.7 However, the same level of flexibility has not been available for SRF **revenue** funding which has been managed on a year-by-year basis.

4. Current situation / proposal

4.1 In November 2014, Welsh Government launched the next round of EU Structural Fund and RDP programmes for the planning period 2014-2020 with implementation of projects able to run up to 2023.

4.2 Over the past 18 months, Council officers have been working collaboratively with other local authorities in south-east Wales to prepare regional project proposals for the next round of EU Structural Fund programmes 2014-2020. This project development work through South East Wales Directors of Environment and Regeneration (SEWDER) task and finish groups is focused on the following areas:

- business support
- social enterprise
- urban/town centre regeneration

- tourism and destination management
- green energy (including local proposals under the Energy Technology Institute (ETI) smart systems and heat programme)
- employment support
- youth attainment and employment
- rural economy

- 4.3 Further progress in several areas requires guidance from both WEFO and Welsh Government departments on how regional activities complement national and other activity and on the availability of match funding.
- 4.4 At its September 2014 meeting, Cabinet approved proposals to support local participation in the RDP for Wales 2014-2020 with match funding to be sourced from both SRF capital and revenue provision through to March 2019. This is likely to be the first of a series of proposals seeking match funding in support of European project applications over the next 12-18 months.
- 4.5 Under the current Convergence and (RDP) programmes, the SRF has been critical to the Council's participation in projects because it is the only resource specifically targeted at match funding external grants for regeneration projects. As the Council's own financial position becomes more constrained and increasing the level of funding for regeneration will be very difficult, it is important that all opportunities are explored to maximise the leverage value of SRF.
- 4.6 It is proposed, therefore, that the flexibility to carry forward the SRF capital budgets across financial years as a result of Council's approval of slippage is extended to the SRF revenue budget. This will ensure that the available resources are used strategically to fit with other external funding timescales and that resources allocated for regeneration are not lost or under-utilised as a result of inflexibility in the financial mechanisms operated by the Authority. In order to achieve this, it is proposed that a SRF Equalisation Reserve is created. This will cushion the impact of activity levels by allowing underspends on the SRF to be carried forward.

5. Effect upon Policy Framework & Procedure Rules

- 5.1 Under Part 4 of the Constitution Financial Procedure Rules, the Chief Finance Officer can agree to the carry-forward of revenue underspends as long as the future expenditure is contained within the approved cash limit for the current and future years.

6. Equality Impact Assessment

- 6.1 There are no Equality Impact Assessment implications in this report.

7. Financial Implications

- 7.1 The SRF annual revenue support budget will be maintained at the current level of £334,000, subject to the normal budget process that is needed to ensure a balanced Medium Term Financial Strategy. At year end, in accordance with the Financial Procedure Rules, the Chief Finance Officer will carry forward any underspend within an Equalisation Reserve. Any overspend in subsequent years that cannot be met

from the in-year SRF budget or the balance on the Equalisation Reserve will need to be met from the Communities Directorate budget.

8. Recommendations

- 8.1 Cabinet is recommended to authorise the establishment of an Equalisation Reserve for the SRF revenue budget to be operated as a ring-fenced allocation with carry-over of resources for the purposes of maximising the leverage of external funding, based on an annual approval by the Chief Finance Officer.

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1st June 2015

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 JUNE 2015

REPORT OF THE CORPORATE DIRECTOR COMMUNITIES

REVIEW OF PUBLIC CONVENIENCES AND LEVELS OF SERVICE

1.0 Purpose of Report.

1.1 To set out for Cabinet, proposals on the future availability of public conveniences in the County Borough; to outline their current condition; and to seek approval for changes in the level of caretaking and cleansing.

2.0 Connection to Corporate Improvement Objectives/Other Corporate Priorities

2.1 This review links to the key outcomes and themes identified in the corporate plan: -

- **People in Bridgend County Borough are healthier.** This would mean our communities are stronger, cohesive, and sustainable, with appropriate access to services for all.
- **People in Bridgend County Borough benefit from a stronger and more prosperous economy.** This would mean our communities are sustainable with the appropriate infrastructure to support business growth and thriving town centres.
- **Bridgend County Borough is a great place to live, work and visit.** This would mean that people take pride in the county, their communities, the heritage and natural environment and our communities are clean and safe and have a good range of leisure, tourism, and cultural activities.

2.2 The proposals detailed in this report are consistent with the Communities Directorate response to reconciling the current financial settlement, with the levels of service provision in accordance with the improvement priorities detailed in the Corporate Plan under Priority 6 – (Working Together to Make Best Use of Our Resources)

3.0 Background.

3.1 There are thirteen public conveniences in various parts of the Borough which are serviced and maintained by the Council. Of these a number are permanently staffed while others are cleaned and visited on a routine basis. A list, along with information regarding their condition as described by the Property Department, is included as **Appendix 1**.

3.2 A fourteenth facility, located in Pencoed Square, was recently transferred to the control of Pencoed Town Council.

- 3.3 The provision of public conveniences is currently a discretionary power; however, the Welsh Government has recently published its public health white paper which seeks to place certain new duties on Councils with regard to the provision of public conveniences, which are seen by the Welsh Government (WG) as a necessary service for public health.
- 3.4 Welsh Government funded a Public Facilities Scheme, which enabled the Council to make small grants to businesses to permit the use of their toilets by the general public, from 2009 to 2014. This initiative was branded by Bridgend County Borough Council as the 'Comfort Scheme'. The funding, however, was removed from April 2014. This scheme was therefore temporarily suspended pending the outcome of this review.
- 3.5 A budget reduction of £50k was made to this area of service in 2014/15 as part of the directorates' response to identified savings in the Medium Term Financial Strategy (MTFS).
- 3.6 In 2015/16 a further £50k saving has been allocated against the service as part of the Communities response to the MTFS. The proposed savings attached to these proposals are detailed in **Appendix 2**.

4.0 Current situation

- 4.1 In light of the very challenging and difficult financial settlement imposed on the Council, Cabinet may wish to take into consideration the following detail when reconciling the future level of service provision and availability of public toilets, with the need to return a balanced budget. The following detail focuses on providing a core provision of good quality public conveniences, which are staffed at a level to maintain them in a clean and sanitary condition.
- 4.2 A public consultation was undertaken in the first quarter of 2015, inviting views on the importance of public conveniences in the Borough. It was open to the general public, Community Councils, disabled groups and also the Citizens' Panel. In total 933 responses were received. The consultation report is included as **Appendix 3**.
- 4.3 The major findings from this consultation are as follows: -
- Almost all (96%) of all those that responded stated that there should be disabled access at all public toilets in Bridgend County Borough.
 - In respect of Bridgend town the highest level of support was for the toilets at the Bus Station and Cheapside, with the facilities at Rhiw Hill and Derwen Road receiving less support.
 - In Porthcawl town the highest level of support was for the toilets at John Street and Griffin Park, with the Pavilion basement toilets receiving the least support.
 - For out of town conveniences Rest Bay received the highest level of support with the facilities at Kenfig Nature Reserve in second place. Pricetown and Blackmill received the lowest levels of support.

- A large majority (87%) of all those that responded supported the reintroduction of the Comfort Scheme.

- 4.4 It is recognised that the provision of an adequate number and spread of good quality public toilet facilities is important. The town centres of Bridgend, Porthcawl and Maesteg have public conveniences of reasonable quality and accessibility. There are some facilities in Bridgend and Porthcawl, however, which have issues regarding accessibility.
- 4.5 In considering the future provision of public toilets in the towns of Bridgend, Porthcawl and Maesteg, and other Borough wide facilities, Cabinet may wish to consider the following points and the detail provided in the attached appendices, which include at **Appendix 4** the full Equalities Impact Assessment. A summary of the current and proposed opening and closing times along with an indication of the hours allocated for cleaning the toilets is attached at **Appendix 5**.

Bridgend Town Centre

- 4.6 Bridgend town centre is currently serviced by four public toilets. These are located at the Bus Station, Derwen Road, The Rhiw and Cheapside. The following future provision is proposed for the town centre:-
- 4.6.1 The Rhiw Hill toilets are low lying, damp and subject to flooding. There are no disabled facilities although there is an accessible toilet in the area of the Rhiw car park where mobility vehicles are rented out. The toilet attendant reports feeling insecure when working in these toilets because of antisocial behaviour. Accessibility is very poor even after the recent regeneration works, and it is hard to see how this can be improved due to the physical constraints of the site. The Rhiw toilets were closed for some months whilst maintenance and repair works were undertaken to the roof of the market. During this closure there were very few calls from the public regarding their closure, and there are alternative and better facilities located nearby at Cheapside. It is proposed, subject to consultation and satisfactory negotiations with the landlord on the terms of the lease for these toilets, that the Rhiw Hill toilets should be permanently closed and decommissioned.
- 4.6.2 Cabinet will note from the detail provided in **Appendix 6** that the toilet facilities in Derwen Road are not well used. In addition they have some major structural issues which appear to be caused by subsidence and are plagued by antisocial behaviour. It is proposed that this facility should be closed and permanently decommissioned.
- 4.6.3 Bridgend town centre has a staffing input of 101 hours per week over 7 days. All of the current staff are female. Over half of these hours are devoted to the Bus Station, with the other three toilets run on only 46 hours per week.
- 4.6.4 It is proposed, subject to consultation with relevant Trade Unions and employees, that continuous cover of the Bus Station should be discontinued and the Bus Station should become the headquarters from which the Bus Station and Cheapside facilities are serviced. The total weekly hours applied should be reduced from the current level of 101 hours to 60 hours.

Porthcawl Town

4.7 Porthcawl town is currently serviced by four public toilets located at Grand Pavilion, John Street, Griffin Park and Rest Bay. The following future provision is proposed for the town:-

4.7.1 The basement level public toilets below the Grand Pavilion are only accessible by steep steps. Again it is difficult to see how accessibility could be improved without very significant expenditure. These toilets are in very close proximity to the John Street facility, which are well maintained and accessible. The toilets in the Grand Pavilion basement appear surplus to requirements they should therefore be closed and decommissioned.

4.7.2 The public toilets at Griffin Park are used by visitors to the town and the park. It is proposed that Griffin Park public toilets remain open and serviced by the attendant based at the John Street toilets in the town centre.

4.7.3 Porthcawl has a staffing input of 108 hours per week in the winter season and 206 hours per week during the summer, over a 7 day cycle. The gentleman's facilities have a male attendant while the ladies are serviced by a female attendant. Going forward, subject to consultation with relevant Trade Unions and employees, this practice should end with male or female attendants cleansing both facilities with appropriate signage used to identify that cleaning is ongoing.

4.7.4 The provision should be similar to that in Bridgend with a roving operation based from the John Street facility. Weekly hours subject to consultation with relevant Trade Unions and employees, would be reduced from 108 hours to 60 hours in the winter, and from 206 hours to 90 hours in the summer.

4.7.5 The toilets at Rest Bay are generally satisfactory with a small maintenance backlog. During the winter they are opened, closed, and cleaned by the Council's Cleaner Streets team. In the summer season they are staffed by agency workers. It is a condition of Rest Bay's blue flag status that there is a public convenience available, and it is seen as a very important facility by both residents and visitors. The funding arrangements for the Rest Bay car park and toilets are very complex and require further investigation. It is therefore proposed that Rest Bay continues to be operated under the existing arrangements, with the longer term goal of seeking support, potentially from the Town Council to take over the management and operation of the facilities.

Maesteg Town Centre

4.8 In Maesteg Bus Station the public toilets are largely satisfactory, although there are some minor reoccurring maintenance issues at the site. These facilities should be retained.

4.9 Maesteg town centre has a staffing input of 57 hours per week over 7 days. All of the current staff are female.

- 4.10 Sunday opening should, subject to consultation with relevant Trade Unions and employees, be discontinued since attendants report an average one user per day on Sundays, and there is an alternative payable facility in a nearby car park. Continuous cover from 09:00 to 18:00 totalling some 57 hours per week should be reduced to 6 hours per day from Monday to Saturday, a total of 36 hours per week.
- 4.11 In order to facilitate these reductions it would be necessary to coordinate the management of all public convenience staff to enable the cover of holiday and sickness periods. The Council's Cleaner Streets staff may, subject to consultation with relevant Trade Unions and employees, be seconded to cover holidays or periods of short term sickness.
- 4.12 Outside of the main town centres there is a variety of provision: -
- 4.12.1 **Pandy Road, Aberkenfig.** These facilities are in fair condition with disabled provision. They are opened, closed and cleaned by Cleaner Streets operatives. Newcastle Higher Community Council has expressed an interest in taking a more active role in their management. This option is currently being progressed with the Community Council. If they do not wish to manage the facility then it should be closed.
- 4.12.2 **Kenfig National Nature Reserve.** These toilets are in good condition. They are opened and closed by staff of the Reserve, and cleaned by the Council's Cleaner Streets team, who have to travel some distance out of their way to reach the facility. Subject to consultation with relevant Trade Unions and employees, ongoing responsibility for the opening closing and cleaning of these facilities should be passed to staff at the Nature Reserve and aligned to the activities at the Centre and only opened and available to the public during those times that the main facilities at the site are available and open.
- 4.12.3 **Pricetown Square.** These facilities are in a poor condition. The cost of making them accessible was estimated at £22,000 some years ago. Opening, closing and cleaning are by the Council's Cleaner Streets team. These facilities should be offered to Ogmores Vale Community Council. If they are unable to take over the facilities they should be permanently closed and decommissioned.
- 4.12.4 **Blackmill Square.** These toilets are permanently open. They lack even hand washing facilities and the cost of accessibility modifications was estimated at £25,000 some years ago. They are cleaned by the Council's Cleaner Streets team. These facilities should be offered to Ogmores Vale Community Council. If they are unable to take over the facilities they should be permanently closed and decommissioned.
- 4.13 Following the cessation of specific WG funding for the National Comfort Scheme, it is proposed that a local scheme is established to support where necessary a small number of strategic sites where it is felt that the provision of a toilet facility, open and available to the public, would be beneficial. The Council would invite applications for such provision and consider them on their merit. To this end a small amount of revenue funding has been allocated within the budget to support such provision, with an annual grant being made available to any qualifying business.

5.0 Effect upon Policy Framework & Procedure Rules.

5.1 This report has no effect on Policy Framework and Procedural Rules.

6.0 Equality Impact Assessment

6.1 A Full Equality Impact Assessment has been undertaken, and this is shown as **Appendix 4**.

7.0 Financial Implications.

7.1 The proposed spending profile on the provision of public toilets across the County Borough is detailed in **Appendix 2**, subject to the recommendations of this report being accepted by Cabinet the savings identified against the service area detailed in 3.5 and 3.6 above of £100k will be substantively achieved.

7.2 A funding bid against the Authority's asset removal budget will be made to support the permanent decommissioning of assets should Cabinet be minded to approve the recommendations in this report to close and demolish facilities where Town and Community Councils are unable to take them over and fund their ongoing provision.

8.0 Recommendations.

8.1 That the Cabinet approval contained in 8.2 – 8.5 are subject to consultation with the relevant employees, and the Corporate Director, Communities being satisfied with outcome of any deliberations arising from the consultation process.

8.2 Cabinet are asked to approve the proposals outlined in 4.13 above to re-introduce the Authority's Comfort Scheme following the withdrawal of specific funding by the Welsh Government.

8.3 Cabinet are asked to approve the proposals outlined in 4.5 - 4.11 above with regard to the provision of public toilets in the three main town centres of Maesteg, Bridgend and Porthcawl. In particular Cabinet are asked to give their approval for formal negotiations to take place with the landlord of the Rhiw Hill Toilets, with a view to these facilities being permanently closed.

8.4 Cabinet are asked to approve the proposals outlined in 4.12 above with regard to the provision of public toilets outside the main town centres.

8.5 Cabinet are asked to approve ending the practice of gentleman's facilities having a male attendant and ladies being serviced by a female attendant. Going forward either a male or female attendant should cleanse both facilities.

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Background documents

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Public Toilet Condition Assessment

Public Toilet	Access Grade	DDA works costs	Suitability grade	Sufficiency Grade	Condition Grade
Pandy Road	B	0	C	C	B
Cheapside	B	0	B	B	B
Bridgend Bus Station					
Derwen Road	B	0	B	A	C
The Rhiw	D	Unknown	C	C	B
Kenfig Nature reserve	A	0			
Maesteg Bus Station	B	0	A	A	B
Blackmill Square	D	25,000	D	D	C
Pricetown Square	D	22,000	C	C	C
Grand Pavilion	D	Unknown	B	B	B
Griffin Park	B	0	A	A	B
John Street	B	0	B	A	B
Rest Bay Car Park	B	0	A	A	B

Key:

Grade	Suitability	Sufficiency	Condition
A	Fit for purpose	Sufficient	Good
B	Minor Problems	Minor Problems	Satisfactory
C	Major Problems	Major Problems	Poor
D	Unfit for purpose	Totally insufficient	Bad

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Proposed Saving

Location and action	Narrative	2013-14 spend	2014-15 spend	2015 - 16 spend
Bridgend Town - Permanent closure & decommissioning of Rhiw Hill and Derwen Road, with reduced caretaking from 101 to 60 hrs/wk	Premises costs	23.0	26.1	14.5
	Staff costs	64.9	37.2	37.2
Porthcawl Town - permanent closure and decommissioning of toilets under Grand Pavilion, caretaking reduced from 108 to 60 hrs/week (winter) and 150 to 90 hrs/week (summer)	Premises costs	16.9	20.1	15.5
	Staff costs	77.7	75.1	43.0
Maesteg Bus Station toilet to be retained, caretaking reduce from 57 to 36 hrs/wk	Premises costs	5.9	8.0	8.5
	Staff costs	36.6	22.3	22.3
Porthcawl Rest Bay - continue operating on current model. Some savings made 2014 in caretaking hours reduction.	Staff costs	9.7	9.4	9.4
	Premises costs	4.0	6.1	6.6
Aberkenfig - Pandy Road - transfer to Newcastle Higher CC, or close	Reduce load on Cleaner Streets staff	Savings achieved through reduced expenditure on consumables, maintenance, and utilities. Along with non-cashable savings through reduced workload on cleaner streets operatives.		
Ogmore Valley - Blackmill Square and Pricetown Square - Transfer to Ogmore Valley CC, or close.	Reduce load on Cleaner Streets staff			
Kenfig National Nature Reserve (KNNR)- transfer control to reserve Mgt	Reduce load on Cleaner Streets staff			
Borough wide - redeploy cleaner streets staff to cover leave or other absence	To absorb reduced load on Cleaner Streets, particularly the wet van driver.			
Aberkenfig, Ogmore Valley and KNNR	Premises costs	2.7	3.1	
Spending totals		241.4	207.4	157.0
Savings			34.0	50.4
Budget		243.1	201.6	157.0
(Under) or Over		(1.7)	5.8	-

NOTE: - Financial allocations shown are indicative and represent an apportionment of budget spend overall.

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Public Toilets Review

Consultation report

Date of issue: 31 March 2015

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1. Overview

A public consultation reviewing Bridgend County Borough Council's public conveniences was undertaken on 12 January 2015. The consultation collated results gathered from a traditional eight-week consultation using the council's online and offline mechanisms and the four-week Citizens' Panel inviting responses from the 1140 members.

In total, 933 responses were gathered. More specifically, 272 responses were received from the eight-week consultation, and 661 responses were received from the four-week Citizens' Panel survey. This report details the analysis associated with the consultation.

2. Introduction

A public survey inviting views on the importance of public conveniences in Bridgend County Borough was made available to the public from 12 January 2015. An eight-week survey was made available online and offline as well as a selection of the questions also being asked in the Citizens' Panel Winter 2014 survey over a four-week period. The local authority outlined each convenience and the facilities available at each location. Questions were then asked based upon the respondents who visit the respective local towns, these included the importance of each convenience to them personally, accessibility and the potential reintroduction of the comfort scheme.

The eight-week survey was made up of three sections; section one asked seven questions regarding the respondent to understand their demographic; section two included five quantitative questions regarding the conveniences, current operational procedures and accessibility, a collection of the questions from this section was asked in the Citizens' Panel survey. Section three asked one qualitative question for additional comments and finally, section four featured the standard equalities questions suggested by Welsh Government. All questions asked in the survey were optional. The respondents answering the eight-week survey had the opportunity to remain anonymous.

The eight-week survey was made available to complete electronically in either English or Welsh via a link on the consultation page of the council's website. Click [here](#)¹ to view the content of the now archived webpage. Paper copies of the consultation document and the accompanying surveys were made available at all local libraries throughout the county borough. The 1140 Citizens' Panel members received the survey through their preferred contact arrangement (postal or email) as part of the Citizens' Panel Winter 2014 survey.

Comments were also invited via letter, email and phone call. Contact details were also provided for anyone wishing to receive a paper copy directly or any alternative formats of the survey.

Bridgend County Borough Council officers held an engagement session for the stroke association on 9 February 2015 with its members, the majority of whom subsequently responded to the consultation.

¹ <http://www1.bridgend.gov.uk/services/consultation/hub/public-toilet-review-2015.aspx>

3. Promotional tools and engagement methods

Details of the consultation received promotion within the council through a 'message of the day' notification. Bridgend County Borough councillors received a copy of the press release as well as local AMs and PMs.

3.1 Consultation document and survey

A consultation document was created to provide respondents with information on the consultation itself and included a link to the consultation questionnaire. Contact details were also provided to offer additional support or guidance if necessary. Both documents were written in plain English to maximise potential inclusion and translated into Welsh.

3.2 Social media

The council tweeted its 5100 @BridgendCBC followers and posted to the 800 users who have liked our Facebook page about the consultation on several occasions during the consultation period to help raise awareness of the consultation.

3.3 Local press

The consultation also received publicity in the Glamorgan Gazette, the GEM (see appendix 3) and on the council website² (www.bridgend.gov.uk). The topic overall has received high levels of publicity across Wales.

3.4 Engagement event

Bridgend County Borough Council officers gave members of Bridgend's Equality Forum the opportunity to arrange an engagement session to help those with additional needs to complete the surveys. The stroke association held an engagement session on 9 February 2015 with its members, the majority of whom subsequently responded to the consultation.

3.5 Posters

Bilingual posters with a QR code (a bar code that mobile phones and smart devices can read to take you directly to the questionnaire) were produced to advertise the consultation and were placed in all public toilets with contact details on the range of ways in which the public can respond to the consultation.

3.6 Citizens' Panel

The consultation questions were also sent to the 1140 Citizens' Panel members as part of the Winter survey 2014. In total, there were 661 responses which have been included within the results below.

² <http://www1.bridgend.gov.uk/media-centre/2015/january-2015/13-01-2015-consultation-launched-into-future-of-public-toilets-in-bridgend-county-borough.aspx>

4. Response rate

272 responses to the eight-week survey were received in total by the closing date of midnight 9 March 2015. Of the responses received 270 were in English and 2 were in Welsh. The responses were made up of:

Format	English	Welsh	Total
Online	238	2	240
Email	8	0	8
Letter	7	0	7
Telephone	17	0	17
Total	270	2	272
Citizens' Panel (CP)	-	-	661
Total including CP	-	-	933

661 responses were also received from the Citizens' Panel Winter survey 2014. A selection of the questions asked in the public survey were replicated in the Citizens' Panel survey, as such when possible the data of the two surveys has been collated.

There were 87 partial responses to the survey; 52 partial responses had no information input and as such were removed entirely, a further 2 of these responses were duplicates and also removed. In total, 33 partial responses were included in the survey.

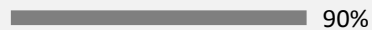

5. Headline figures

- 5.1 Those aged 55 and over are almost twice as likely to use the public toilet facilities than 25 – 34 year olds.
- 5.2 Almost all (96 per cent) of the respondents stated that there should be disabled access at all public toilets in Bridgend County Borough. At present there are four conveniences currently without disabled access: Rhiw Hill (Bridgend), Pavilion (Porthcawl), Blackmill and Pricetown Square.
- 5.3 The Derwen road facility was considered the least important facility to Bridgend Town visitors. All Porthcawl venues received high levels of support and tourism. Pricetown and Blackmill received the lowest levels of support for the out of town facilities.
- 5.4 Nearly nine in ten (87 per cent) have supported the re-introduction of the comfort scheme. Qualitative responses highlighted the importance of promoting venues that endorse the comfort scheme.
- 5.5 The vast majority supported Sunday hours in all of the towns. 94 per cent of respondents wanted Sunday hours in Porthcawl, 80 per cent supported Sunday hours for Bridgend, and 76 per cent wanted Sunday hours for the Maesteg. The most popular times selected for Sunday hours were between 10am – 10.30am to open, and 4pm – 4.30pm to close.



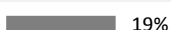

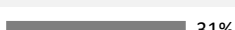
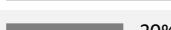

6. Questions and Analysis

The opening two questions in the eight-week survey related to the respondents personal information which would be used later in conjunction with the final question of the consultation to establish future contact on the outcome of the consultation, if the respondent invited further interaction. For data protection purposes these have not been included in this report.

6.1 Do you currently live in Bridgend County Borough?

Resident (Q3)	#	%	
Yes	204	89.5%	 90%
No	24	10.5%	 11%
Total responses	228		

Exactly nine in ten (90 per cent) were residents of Bridgend County Borough. 12 of the 240 respondents who completed the survey did not answer this question. One of the requirements to join the Citizens' Panel is that all members must live in Bridgend County Borough. Note – as the response is rounded to two significant figures the perceived total is 101 per cent however, including one decimal place reveals how this occurs. It is assumed that all 661 Citizens' Panel respondents live within the county borough.

Age (Q4)	#	%	
Under 18	0	0	0%
18 - 24	2	0.9	 1%
25 - 34	26	11.5	 12%
35 - 44	42	18.6	 19%
45 - 54	39	17.3	 17%
55 - 64	69	30.5	 31%
65+	45	19.9	 20%
Prefer not to say	3	1.3	 1%

6.2 Please select an age category.

Over half of the eight-week survey respondents (52 per cent) were aged 55 or over. The lowest response rate was from under 18's and 18-24 year olds with only two respondents for the latter and no responses for the former. 14 of the 240 respondents who completed the survey did not answer this question.

The citizens' panel members responding to the survey follow:

Age	Citizens' panel members		Eight-week survey		Total	
	#	%	#	%	#	%
Under 34	21	3.2	28	12.4	49	6.0
35-54	160	24.2	81	35.9	241	29.5
55-64	163	24.7	69	30.5	232	28.4
65+	246	37.2	48	21.2	294	36.0

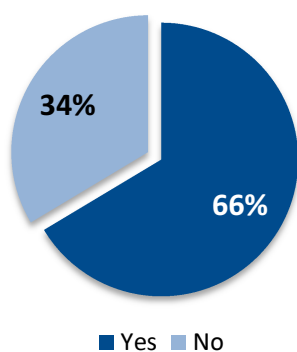
Panel members have a higher representation for those aged 65 or over with almost two in five (37 per cent) of respondents.

6.3 Please select the option(s) that best describes you as a respondent?

Profession (Q5)	#	%	
Student/trainee	5	2.3	■ 2%
Employed – Full time	75	33.9	■ 34%
Employed – Part time	24	10.9	■ 11%
Self employed	19	8.6	■ 9%
Unemployed / looking for work	5	2.3	■ 2%
Retired	77	34.8	■ 35%
Prefer not to say	16	7.2	■ 7%

Given the age range established in section 6.2, the fact that the largest response was from over one in three respondents (35 per cent) defined themselves as retired is to be expected. This is closely followed by 34 per cent of the eight-week survey respondents who selected ‘employed – full time’. 19 of the 240 respondents did not provide an answer for this question. This question was not asked to Citizens’ Panel members.

6.4 Are you a parent or guardian?



As part of understanding the demographic of responses received, respondents to the eight week survey were asked to identify if they were a parent or not. Following on from this question, respondents who identified yes were asked the age range of their children (see section 6.5). This question was not asked to Citizens’ Panel members.

66 per cent stated they were parents. This is in direct contrast to the remaining 34 per cent who selected no to the question. Additionally five respondents selected ‘prefer not to say’ and 15 respondents provided no answer to the question.

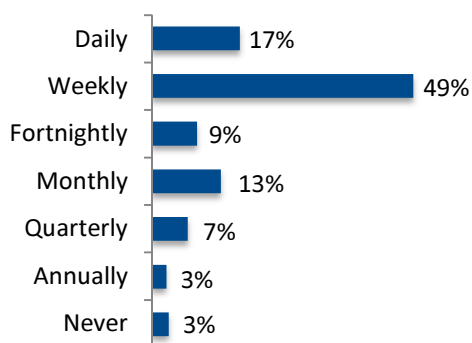
6.5 How old are your children?

Age (Q7)	#	%	
0 – 12 months	6	4.1	■ 4%
1 – 3 years old	21	14.3	■ 14%
4 – 7 years old	22	15.0	■ 15%
8 – 16 years old	30	20.4	■ 20%
Over 16 years old	64	43.5	■ 44%
Prefer not to say	4	2.7	■ 3%

Of the 146 eight-week survey respondents (66 per cent – as highlighted above) who were asked this question, over two in five said that their child was over 16 years of age. 18 per cent of the respondents have children between new-born and the age of three.

Section 6.2 highlighted there were no responses for under 18’s however, there is improved reliability in the overall survey due to the fact that there are 79 children related to the survey under the age of 16. It is important to note that of the 146 respondents stating they are parents, some may have provided more than one entry as they themselves may have more than one child in different age ranges.

6.6 How often do you use public toilet facilities provided by the council?



Exactly two in three (66 per cent) eight-week survey respondents stated that they used a public toilet at least once a week (weekly 49 per cent, daily 17 per cent). In contrast three per cent stated that they never use public toilets, similarly three per cent said they used them annually.

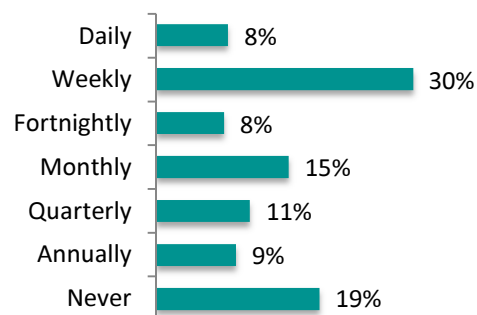
When analysing the frequency of use against the age range of the respondents, there is a steady inclination based on the age.

Age range	Population figures (ONS Census 2011)	Number of respondents using a convenience once a week or more.	% of total respondents
25-34	16,771	11	42%
35-44	19,592	22	52%
45-54	19,999	26	67%
55+	42,510	85	75%

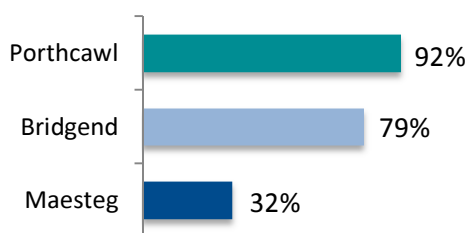
The table shows significant increases in the frequency of convenience usage based on age. Comparatively where four in ten 25-34 year olds use the conveniences once a week or more, this figure nearly doubles for those aged 55 and over, with 75 per cent using the conveniences at least once a week or more. It is important to note that ONS Census data from 2011 stated that 31 per cent of Bridgend's total population are aged 55 or over.

There were 646 responses to this question from the Citizens' Panel survey, giving a total question response of 869.

When combining the data gathered in the Citizens' Panel the usage changes drastically. Daily usage falls by nine per cent and those that never use the service increases by 16 per cent.



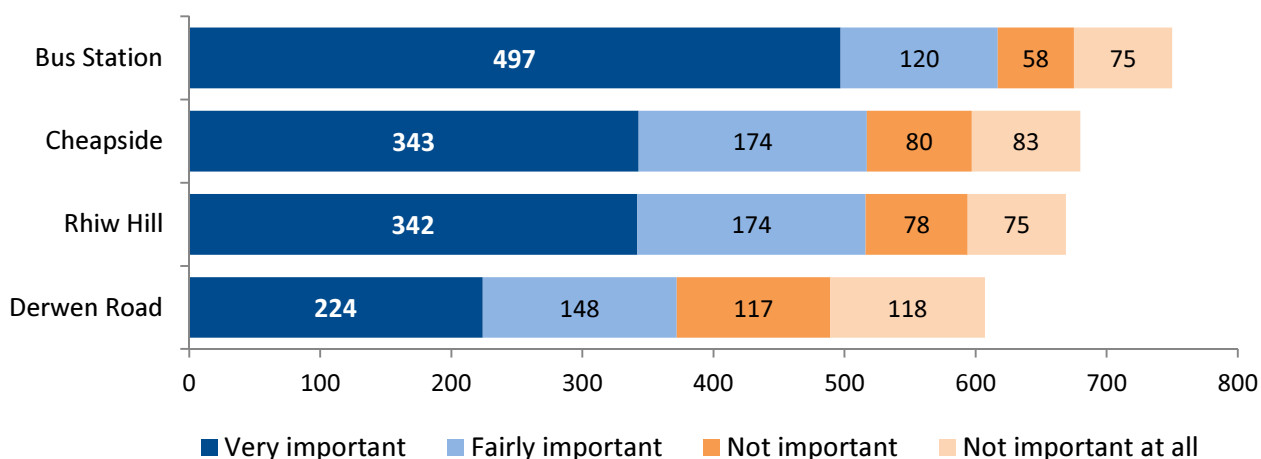
6.7 Which of the following town centres have you visited within the last year?



Collated responses from both surveys shows Porthcawl has been the most visited town with over nine in ten respondents (92 per cent) having visited Porthcawl. This is followed by almost four in five (79 per cent) who have visited Bridgend

Three in ten (32 per cent) have visited Maesteg within the last year. Only one respondent stated that they have not visited any of the three towns within the last year.

6.8 When visiting Bridgend town, how important is it to you and/or your family to have the following public toilets available?



The table above shows the total responses regarding each public convenience in Bridgend town combining the results from both the eight-week survey and the Citizens' Panel survey. By ranking the four conveniences purely on the volume of responses the rating states the importance in the following order: the bus station, Cheapside, Rhiw Hill and Derwen Road.

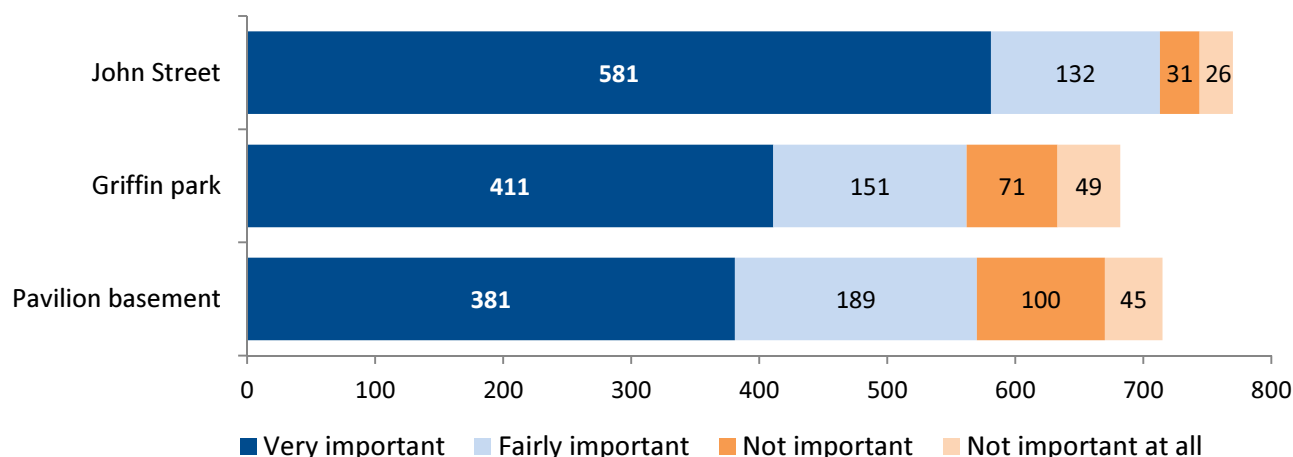
As not every respondent answered each question, a scoring system was created to ensure each response was measured in relation to the number of responses gathered. The scoring system works by applying a score of four for those who rated the experience as very important, three for fairly important, two for not important and finally a score of one for not important at all. Adding these together and dividing by the number of respondents to the question creates an overall score for the importance of the convenience. The higher the score the more important the facility is to the respondents.

Using the scoring system the bus station received the highest response for support, followed by a similar scoring for Cheapside and Rhiw Hill rated as second and third position respectively. Derwen Road received the lowest score of the four facilities in Bridgend Town.

It is important to note in contrast to the scoring system that those who did not respond to each convenience may have done so as they were less affected by the introduction however, in the interest of transparency this cannot be assumed.

Score	Convenience
3.39	Bus station
3.17	Cheapside
3.14	Rhiw Hill
2.79	Derwen Road

6.9 When visiting Porthcawl town, how important is it for you and/or your family to have the following public toilets available?



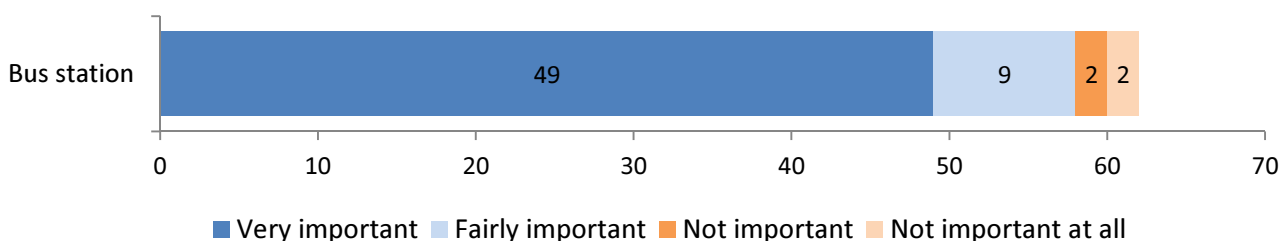
Respondents to the eight-week survey that stated they had visited Porthcawl town within the last year (see section 6.6) were asked how important each of the three facilities in the town were to them (excluding Rest Bay see section 6.13). Citizens' panel respondents had the additional option of 'I do not visit Porthcawl'. John Street received the highest level of support with 93 per cent of those who responded 'very important' or 'fairly important' stating that the convenience was important to themselves and/or their family. Griffin Park was the second most supported with over four in five (82 per cent) saying the convenience was very important. Despite the Pavilion location being the lowest supported of the three, 80 per cent of respondents highlighted the Pavilion as important to them.

The scoring for the conveniences follows the same pattern to the order of the chart above. In order of importance the conveniences are as follows: John Street, Griffin Park and Pavilion basement.

John Street received the largest score from all of the facilities in the consultation.

Score	Convenience
3.65	John Street
3.35	Griffin Park
3.27	Pavilion basement

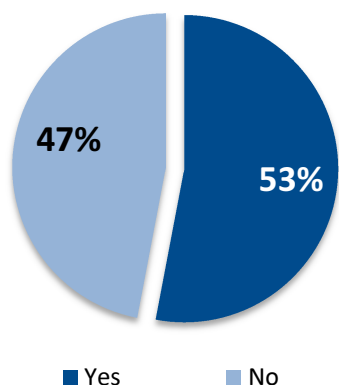
6.10 When visiting Maesteg town, how important is it to you and/or your family to have the following public toilets available?



Similar to the previous two sections, respondents that stated they had visited Maesteg town within the last year (see section 6.6) were asked how important the bus station facility in Maesteg was to them. Over seven in ten (73 per cent) stated that the venue was very important to them or their family members. The scoring system gave an overall score of 3.00. This question was not included in the Citizens' Panel town questions.

Score	Convenience
3.00	Bus station

6.11 Currently, several of the public toilets are manned for the whole duration of time they are open. Would you support having the time in which they are manned reduced to make better use of resources?

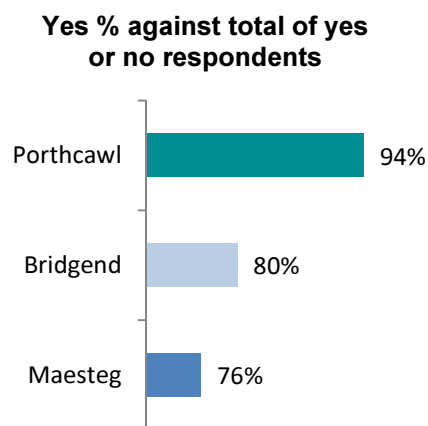


From the 759 responses to the question, just over half of the respondents would support the introduction of manning the venues for shorter periods of time to make a better use of the resources available (53 per cent), compared to 47 per cent respondents who oppose its introduction.

6.12 Do you think public toilets in the following town centres should be open on a Sunday?

All town centres received a high level of support for opening conveniences on a Sunday. The percentages were calculated against those who chose yes or no only. The question was made available to all respondents of both surveys.

Almost all respondents (94 per cent) of both surveys supported the introduction of Sunday open hours for Porthcawl. Exactly four in five (80 per cent) supported the hours for Bridgend, followed by over three in four (75 per cent) stating the Maesteg convenience should have Sunday hours also.



6.13 What hours would you suggest that the public toilets are open on a Sunday?

I. Opening time

Time	7.30am or earlier	8am – 8.30am	9am – 9.30am	10am – 10.30am	11am or later
Response	23	64	197	233	49

The question regarding opening and closing times were only asked to respondents who answered yes to opening the public conveniences on Sundays (see section 6.11). Over three in four (76 per cent) selected times between 9am and 10.30am. There were no significant statistical differences when the times selected were cross-compared against which towns the respondent visited within the past year (see section 6.6).

II. Closing time

Time	3pm or earlier	4pm – 4.30pm	5pm – 5.30pm	6pm – 6.30pm	7pm - midnight
Response	74	207	157	156	138

The closing time was significantly more diverse than the answers provided to the opening times. The most popular response was almost three in ten (28 per cent) stating a closing time of 4pm – 4.30pm, this falls to 21 per cent at 5pm – 5.30pm.

6.14 How much of a problem would the removal of any of the following public toilets outside of the main towns have on you or your family?

	Population (ONS Census 2011)	A very big problem	A fairly big problem	Not a very big problem	Not a problem at all
Aberkenfig	2,045	66	63	166	373
Blackmill	2,495	47	44	150	406
Kenfig Nature Reserve	-	96	94	149	349
Pricetown	2,344	47	40	143	413
Rest bay	2,268	249	226	144	130

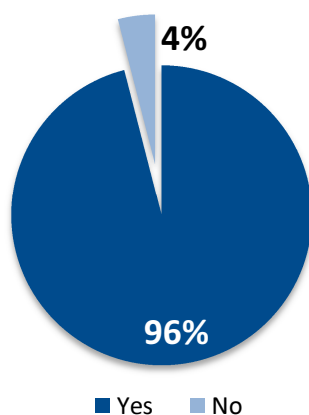
This question regarding the public conveniences outside of the main towns (Bridgend, Porthcawl and Maesteg) was asked to all the respondents answering the surveys. The responses should be viewed independently and not cross-compared to section 6.7, section 6.8 or section 6.9. This is due to the fact that the aforementioned sections were only asked to visitors of the towns, and not the total number of respondents.

The most supported of the five out of town conveniences was Rest Bay, Porthcawl. This was considerably more supported than the other locations. Kenfig received higher support than Aberkenfig, Blackmill and Pricetown. As the nature reserve is visited by tourists, this could explain why more people would be affected by the removal of the facility.

Score	Convenience
2.79	Rest Bay
1.91	Kenfig
1.73	Aberkenfig
1.59	Blackmill
1.57	Pricetown

Pricetown and Blackmill received the lowest levels of support despite having a higher population than Aberkenfig shown in the ONS census data 2011.

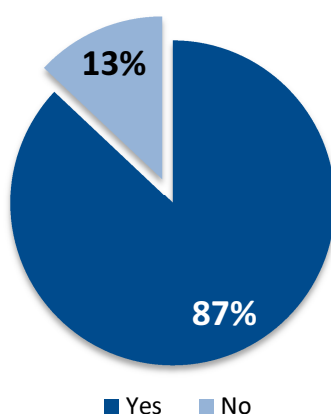
6.15 Do you think that all public toilets should provide disabled access?



Of the 806 combined respondents who selected yes or no, almost all (96 per cent) of the respondents stated that there should be disabled access at all public toilets in Bridgend County Borough.

At present there are four conveniences currently without disabled access: Rhiw Hill (Bridgend), Pavilion (Porthcawl), Blackmill and Pricetown Square.

6.16 Would you support the re-introduction of the Comfort Scheme?



There were a total of 746 respondents who answered either yes or no to the question.

Of those who selected yes or no, nearly nine in ten (87 per cent) have supported the re-introduction of the comfort scheme. The remaining 13 per cent opposing the introduction of the scheme.

6.17 Do you have any other comments regarding public toilets in Bridgend County Borough?

Topic	#	%	
Essential service	54	26	26%
Don't close toilets in Porthcawl	37	18	18%
Cleanliness is paramount	28	14	14%
Protect disabled	18	9	9%
New facilities	17	8	8%
Tourist areas should keep high coverage	16	8	8%
Clear signage to locations	12	6	6%
Longer hours	8	4	4%
Other	17	8	8%

The final question gave the opportunity for respondents (this qualitative question was not made available to Citizens' Panel respondents) to provide a qualitative response. Each response was analysed by the number of topics that were mentioned and collated together to provide a quantitative table of responses from the qualitative data.

Almost three in ten (26 per cent) responses highlighted the necessity of having public toilets within the county borough. Many respondents referenced a concern with any plans for the council to remove the service entirely.

Over one in six (18 per cent) referenced the importance of keeping the toilets in Porthcawl open – particularly, comments centred around the cleanliness of the John Street facilities and the high levels of year-round tourism in the area. It is also important to note that 92 per cent of all respondents to the survey had highlighted that they had visited Porthcawl within the past year (see section 6.7).

Other respondents saw the importance of cleanliness of the facilities that were available to be the most important aspect, this was also referenced by nearly one of six (14 per cent) responses.

During the survey the local press ran a story regarding Porthcawl Town Council running a feasibility report on investing public toilets in Newton³. This coincides with eight per cent of respondents to this survey who requested new facilities within Bridgend County Borough.

Much like the support in section 6.14, protecting the disabled access, or improving the service provided to the disabled residents and tourists was mentioned by nearly one in ten (9 per cent) of respondents.

Clear signage to locations received six per cent of the total responses. Of the respondents, one individual stated the difficulty they have faced in trying to locate where the current facilities are in the past. A minority of these respondents also mentioned the importance of clearly signposting public facilities and comfort scheme facilities, if reintroduced.

A response from Blackmill and Glynogwr Tenants and Residents Association stated the importance of the facility to the area and surrounding valleys.

³ <http://www.walesonline.co.uk/news/local-news/loo-call-newton-dunes-become-7056319>

7. Conclusion

Combining the results gathered from both surveys, over one in three (35.5 per cent) stated that they used the public toilet facilities at least once a week. Additionally, the consultation based survey revealed a large number of respondents had visited Porthcawl (92 per cent) or Bridgend (79 per cent).

Results from the eight-week survey revealed the age range in comparison to the frequency of facility usage highlighted that those aged 55 and over are almost twice as likely to use the facilities as 25 – 34 year olds. As 31 per cent of Bridgend County's total population is aged 55 years old or over, considerations in to how to best accommodate the aging population must be taken into account.

Looking specifically into the importance of each facilities within the three towns in Bridgend County Borough; Bridgend town, Porthcawl town and Maesteg town are as follows:

Bridgend town

There are four conveniences within Bridgend town. The responses showed clearly that the removal of the bus station would have the biggest impact if removed. Dderwen Road would have the smallest impact on the respondents to the survey.

Porthcawl town

Respondents noted there was a necessity to maintain the level of service currently provided in Porthcawl in their qualitative responses due to the high levels of year-round tourism. John Street received the highest level of the support of the three, responses gathered noted the cleanliness of the facility.

Feedback also suggested that an additional facility on Newton beach was needed.

Maesteg town

The sole facility in the bus station, Maesteg received 93 per cent support with respondents who selected that the location was either fairly or very important to them.

Out of town

Rest bay received a significantly higher level of support in comparison to the other out of town facilities with 55 per cent stating it would be a fairly big, or very big problem if removed. Kenfig national nature reserve also received a higher response rate, both of the aforementioned locations receiving higher numbers of tourism in comparison to the other out of town facilities in the borough. Aberkenfig, Pricetown and Blackmill all received lower levels of support however, further research into the closest public facilities in these areas would be desirable, particularly following the response received from Blackmill and Glynogwr Tenants and Residents Association.

Operating hours

The vast majority supported Sunday hours in all of the towns. 94 per cent of respondents wanted Sunday hours in Porthcawl, 80 per cent supported Sunday hours for Bridgend, and 76 per cent wanted Sunday hours for the Maesteg Bus Station facility. The most popular times selected for Sunday hours were between 10am – 10.30am to open, and a closing time of 4pm – 4.30pm.

More contentiously, just over half of the respondents (53 per cent) supported the introduction of manning venues for shorter periods of time.

Accessibility

Almost all (96 per cent) of the respondents stated that there should be disabled access at all public toilets in Bridgend County Borough. At present there are four conveniences currently without disabled access: Rhiw Hill (Bridgend), Pavilion (Porthcawl), Blackmill and Pricetown Square.

Nearly nine in ten (87 per cent) have supported the re-introduction of the comfort scheme. Qualitative responses highlighted the importance of promoting which venues are part of the comfort scheme if it is reintroduced, including sign posting current locations of facilities in the county borough.

Qualitative overview.

Over one in four (26 per cent) responses highlighted the necessity of having public toilets within the county borough. Many respondents referenced a concern with any plans for the council to remove the service entirely.

One in six (18 per cent) referenced the importance of keeping the toilets in Porthcawl open. Other respondents saw the importance of cleanliness at the facilities that were available to be the most important aspect, this was also referenced by nearly one of six (14 per cent) responses.

8. Appendices

Consultation responses

EIA screening

Local press visuals

Appendix 1

Appendix 2

Appendix 3

£50m cuts may mean a lose-loos situation

PUBLIC toilets could be closed as Bridgend council battles to save £50m.

People across the county are being asked to give their views on the future of the 13 council-owned facilities as a consultation into their operating hours and staffing gets underway.

"Public toilets are an important service that we have operated for many years and the cabinet has not come to this decision lightly," said Councillor Phil White, Bridgend County Borough Council's

ABBY BOLTER
abby.bolter@walesonline.co.uk

cabinet member for communities.

"However, we have to make £50m of savings over the next few years, and that means being absolutely realistic about the impact on services like these.

"Any decision on the future of public conveniences is subject to full consultation - everyone will be given an opportunity to have their say.

"I would urge as many

people as possible to get involved so that their views are heard."

As part of the discussion, groups representing elderly and disabled service users are being asked for their views, along with the citizens' panel, equalities panel and town and community councils.

The council said any proposals to close or amend the operating arrangements will take into account the views of the community.

A full equality impact assessment is also being

carried out as part of any proposals that emerge.

The consultation began on Monday and will close on Monday March 9.

■ **To give your view or ask questions contact the council on 01656 643664 or e-mail Consultation@bridgend.gov.uk**

■ **Views can also be given by writing to Communications, Marketing and Engagement, Bridgend County Borough Council, Raven's Court, Wing 3, Brewery Lane, Bridgend, CF31 4AP**

How many loos do the public need?

RESIDENTS across Bridgend county borough are being invited to have their say on the future of public toilet provision, as the council attempts to make £50m of savings over the next few years.

A consultation has been launched into the future of the 13 council-owned public toilets, their operating hours and staffing arrangements.

As part of the discussion, groups representing elderly and disabled service users are being asked for their views, along with the Citizens' Panel, Equalities Panel and town and community councils.

Because of cuts to public service funding, Bridgend County Borough Council (BCBC) says that it needs to review the number of toilets it operates. Any proposals to close or amend the operating arrangements for public toilets will take into account the views of the community and users of the public conveniences.

The consultation period began on

Monday, January 12, and will close on Monday, March 9. Respondents can get in touch or ask further questions by calling 01656 643664 or emailing consultation@bridgend.gov.uk

Alternatively, views can be given online or by writing to Communications, Marketing and Engagement, BCBC, Raven's Court, Wing 3, Brewery Lane, Bridgend, CF31 4AP.

Coun Phil White, cabinet member for communities, said: "Public toilets are an important service that we have operated for many years, and the cabinet has not come to this decision lightly.

"However, we have to make £50m of savings over the next few years, and that means being absolutely realistic.

"Any decision on the future of public conveniences is subject to full consultation - everyone will be given an opportunity to have their say.

"I would urge as many people as possible to get involved so that their views are heard."

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Full Equality Impact Assessment:

Name of project, policy, function, service or proposal being assessed	Public Conveniences Review
Date assessment completed	1 April 2015

At this stage you will need to re-visit your initial screening template to inform your discussions on consultation and refer to [guidance notes on completing a full EIA](#)

At its meeting on 11 November 2014, Cabinet approved the recommendation that the Council enter into consultation on the future operation and provision of Council owned and operated public conveniences across the county borough. An Initial Screening EIA was undertaken prior to Cabinet taking its decision. This indicated that a Full EIA on the review of public conveniences would be required, to include data, demographics, feedback and views from the general public and representative groups before any final decisions could be made on the future operating model of public conveniences in Bridgend County Borough.

Public conveniences under review are: **Bridgend Town Centre:**

1. Derwen Road;
2. Bus Station;
3. Rhiw Hill;
4. Cheapside.

Porthcawl:

1. John Street;
2. Griffin Park;
3. Basement at the Grand Pavillion.

Maesteg:

1. Bus Station.

Outside of main towns:

1. Rest Bay;
2. Kenfig;
3. Aberkenfig;
4. Pricetown;
5. Blackmill.

1. Consultation

		Action Points
Who do you need to consult with (which equality groups)?	<p>The Initial Screening EIA indicated that, within each of the protected characteristic groups the council needed to consult with:</p> <p>Age: Older community members place a high importance on convenient, accessible public facilities</p> <p>Disability: some facilities are not accessible to disabled users. This review focuses on accessibility.</p> <p>Pregnancy and Maternity: expectant and new mothers may need to take frequent comfort breaks, sometimes at very short notice.</p>	<p>The consultation tools and mechanisms to be used should include: Focussed Meetings, Public Meetings, a consultation document and associated questionnaire, publication of all information on the council's website and any other relevant websites, press releases, information on the council's customer service screens, all partners, social media, Bridgemembers, Local Service Board and citizens panel.</p>

How will you ensure your consultation is inclusive?	<p>The council is mindful that as wide a range of consultation and engagement activities and tools as possible need to be deployed in order to reach as wide an audience of consultees as possible. Consultation and engagement must be maximised in order that public views and concerns are “heard and considered” by the council to identify better ways of working and influence difficult decision making from a representative group.</p> <p>Methods of consultation will include (where appropriate) bilingual (Welsh / English) materials, information produced in languages other than English and Welsh, large print documents,</p>	
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	<p>easy read versions of information, provision of audio information and will include a mix of hard copy documents and provision of online forms and information. The council recognises that, key to the council's consultation and engagement strategy is the commitment to visiting the public and other consultees in their own locations / communities at times that are convenient to them.</p>	
<p>What consultation was carried out? Consider any consultation activity already carried out, which may not have been specifically about equality but may have information you can use</p>	<p>Consultation activity comprised:</p> <ul style="list-style-type: none"> a) Colostomy Association; b) Bridgend Stroke Association; c) Bridgend Equality Forum (comprising representation from public, private and third sector service providers and representative groups). 	

Overview

A public consultation reviewing Bridgend County Borough Council's public convenience provision was undertaken over an eight week period from 12 January 2015 and 9 March 2015. The consultation received 933 responses, comprising 272 from the eight week consultation and 661 from the four week citizens' panel survey.

Additionally an "on line and offline" public survey inviting views on the importance of public conveniences in Bridgend County Borough was conducted between 12 January 2015 and 9 March 2015. The local authority outlined each convenience and the facilities that were available at each location. Questions were asked of the public based upon respondents' frequency and pattern of visits to local towns, the importance of conveniences to them personally, accessibility and the potential reintroduction of the comfort scheme.

The eight week survey was made available to complete in either English or Welsh via a link on the consultation pages of the council's website. Paper copies of the consultation document and the accompanying surveys were made available at all local libraries.

Promotional tools and engagement methods

Details of the consultation received promotion within the council through a ‘message of the day’ notification. Bridgend County Borough councillors received a copy of the press release as well as local Assembly Members and Members of Parliament.

Consultation document and survey

A consultation document was created to provide respondents with information on the consultation itself and included a link to the consultation questionnaire. Contact details were also provided to offer additional support and guidance if necessary. Both documents were written in plain English to maximise potential inclusion and were also translated into Welsh.

Social media

The council “tweeted” its 5100 @BridgendCBC (Twitter account) followers and posted to the 800 users who “liked” our consultation Facebook page on several occasions during the consultation period to help raise awareness.

Local press

The consultation also received publicity in the local press; the Glamorgan Gazette and the GEM and on the council website www.bridgend.gov.uk. The topic overall has received high levels of publicity across Wales.

Engagement event

Bridgend County Borough Council officers gave members of Bridgend's Equality Forum the opportunity to arrange an engagement session to help those with additional needs to complete the surveys and to encourage representative groups who are partners of the forum to cascade information down to their members and encourage them, as individuals, to respond to the consultation and survey. Stroke Association held an engagement session on 9 February 2015 with its members and the Council's Equality and Consultation Officers. The majority of Stroke Association members, who are also stroke survivors, subsequently responded to the consultation.

Posters

Bilingual posters advertising the consultation with a QR code (a bar code that mobile phones and smart devices read to take the user directly to the online questionnaire) were placed in all public toilets with contact details on the range of ways in which the public could respond to the consultation.

The consultation survey was made up of four sections:

- section one asked seven questions regarding the respondent to understand their demographic;
- section two included five quantitative questions regarding the conveniences, current operational procedures and accessibility;
- section three asked one qualitative question for additional comments and finally
- section four featured the standard equalities questions suggested by Welsh Government.

All questions asked in the survey were optional and all survey respondents had the opportunity to remain anonymous.

The survey was made available electronically in English and Welsh via a link on the consultation page of the council's website. Paper copies of the consultation document and the accompanying surveys were made available at all local libraries throughout the county borough. Comments were invited via letter, email and telephone and contact details were also provided for anyone wishing to receive a paper copy directly or any alternative formats of the survey.

The following consultation events were arranged:

Group or persons consulted	Date, venue and number of people	Feedback, areas of concern raised	Action Points
		Feedback documents were circulated to all attendees at the event for individual considered views to be shared with the council.	Please see tables within this Full EIA.

272 responses to the eight week survey were received in total. 270 responses were in English and 2 in Welsh. An analysis of the origin of these responses follows in the table below:

Format	English	Welsh	Total
Online	238	2	240
E Mail	8	0	8
Letter	7	0	7
Telephone	17	0	17
Sub Total	270	3	272
Citizens Panel	0	0	661
Total			933

Headline figures from the consultation and engagement responses were:

- Those aged 55 and over are almost twice as likely to use the public toilet facilities than 25 – 34 year olds;
- 96 per cent of respondents stated there should be disabled access at all public toilets in Bridgend County Borough;
- The Derwen road facility was considered the least important facility to Bridgend Town visitors. All Porthcawl venues received high levels of support. Pricetown and Blackmill received the lowest levels of support for the out of town facilities;
- 87 per cent supported the re-introduction of the comfort scheme. Qualitative responses highlighted the importance of promoting venues that endorse the comfort scheme.
- The vast majority supported Sunday hours in all of the towns. 94 per cent of respondents wanted Sunday hours in Porthcawl, 80 per cent supported Sunday hours for Bridgend, and 76 per cent wanted Sunday hours for Maesteg. The most popular times selected for Sunday hours were between 10am – 10.30am opening, and 4pm – 4.30pm closing.

The following tables are extracts from the consultation report.

Do you currently live in Bridgend County Borough?

Resident (Q3)	#	%
Yes	204	89.5%
No	24	10.5%
Total responses	228	

89 per cent of respondents were residents of Bridgend County Borough.

Please select an age category.

Age (Q4)	#	%
Under 18	0	0
18 - 24	2	0.9
25 - 34	26	11.5
35 - 44	42	18.6
45 - 54	39	17.3
55 - 64	69	30.5
65+	45	19.9
Prefer not to say	3	1.3

Over half of the respondents (52 per cent) were aged 55 or over. The lowest response rate was from under 18's and 18-24 with only one respondent for the latter and no responses for the former.

The Citizens' Panel members responding to the survey were as follows:

Age	Citizens' panel members		Eight-week survey		Total	
	#	%	#	%	#	%
Under 34	21	3.2	28	12.4	49	6.0
35-54	160	24.2	81	35.9	241	29.5
55-64	163	24.7	69	30.5	232	28.4
65+	246	37.2	48	21.2	294	36.0

Please select the option(s) that best describes you as a respondent?

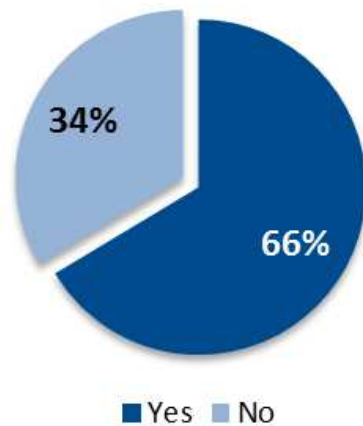
Profession (Q5)	#	%
Student/trainee	5	2.3
Employed – Full time	75	33.9
Employed – Part time	24	10.9
Self employed	19	8.6
Unemployed / looking for work	5	2.3
Retired	77	34.8
Prefer not to say	16	7.2

The largest response, one in three (35 per cent) was from those who defined themselves as retired (which is to be expected.) This is closely followed by 34 per cent of the eight-week survey respondents who selected ‘employed – full time’. 19 of the 240 respondents did not provide an answer for this question. This question was not asked to Citizens’ Panel members.

Are you a parent or guardian?

As part of understanding the demographic of responses received, respondents were asked to identify if they were a parent or not. Following on from this question, respondents who identified yes were asked the age range of their children.

66 per cent stated they were parents. This is in direct contrast to the remaining 34 per cent who selected no to the question.

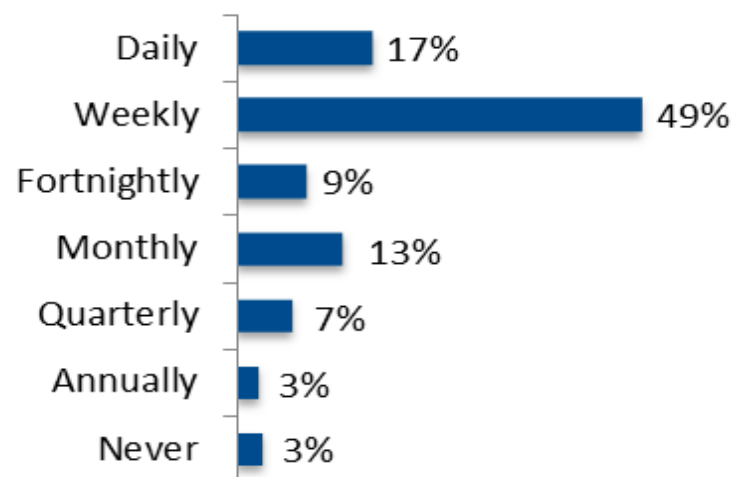


How old are your children?

Age (Q7)	#	%
0 – 12 months	6	4.1
1 – 3 years old	21	14.3
4 – 7 years old	22	15.0
8 – 16 years old	30	20.4
Over 16 years old	64	43.5
Prefer not to say	4	2.7

Of the 146 eight week respondents who answered this question, over two in five said that their child was over 16 years of age. Approximately one in five respondents had children between new-born and the age of three. The majority of respondents would most definitely benefit from baby changing facilities within public toilets.

How often do you use public toilet facilities provided by the council?

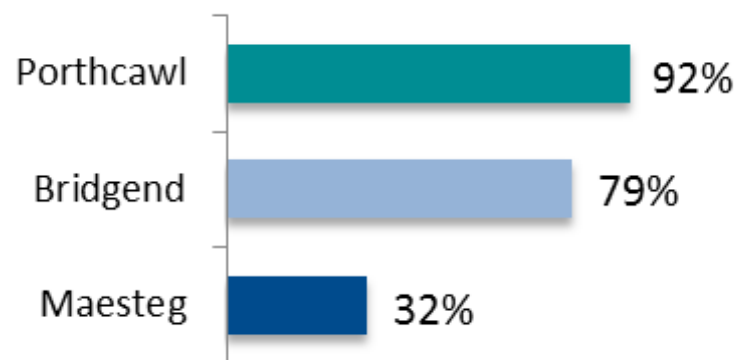


66 per cent of the eight-week survey respondents stated they used public toilets at least once a week. Three per cent stated they never use public toilets. Analysing frequency of use against respondent age range shows a steady inclination based on age.

Age range	Population figures (ONS Census 2011)	Number of respondents using a convenience once a week or more.	% of total respondents
25-34	16,771	11	42%
35-44	19,592	22	52%
45-54	19,999	26	67%
55+	42,510	85	75%

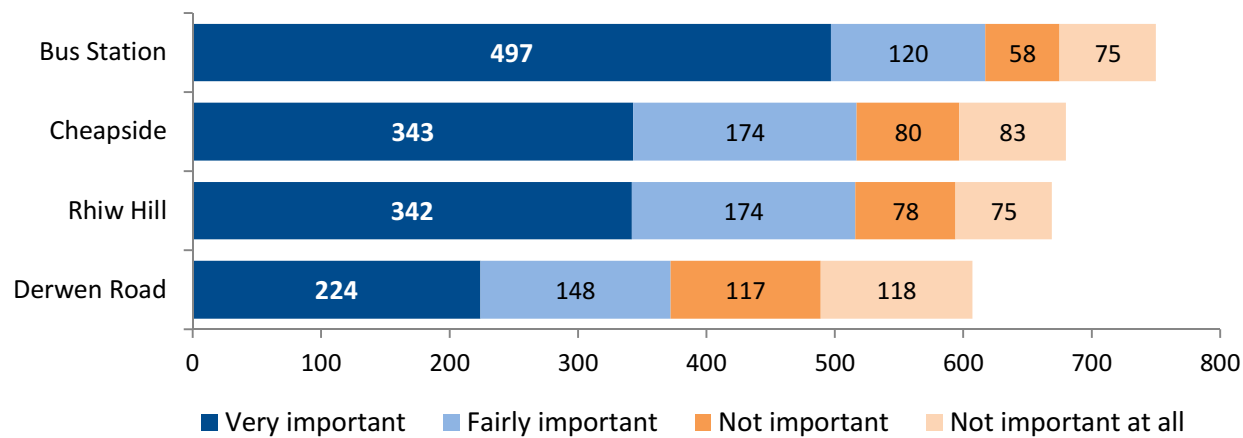
The table shows significant increases in frequency of use based on age. Four in ten 25-34 year olds use conveniences once a week or more and this nearly doubles with those aged 55 and over with almost eight in ten using conveniences at least once a week or more.

Which of the following town centres have you visited within the last year?



Porthcawl has been the most visited town (92 per cent). 79 per cent have visited Bridgend and 32 per cent have visited Maesteg.

When visiting Bridgend town, how important is it to you and/or your family to have the following public toilets available?



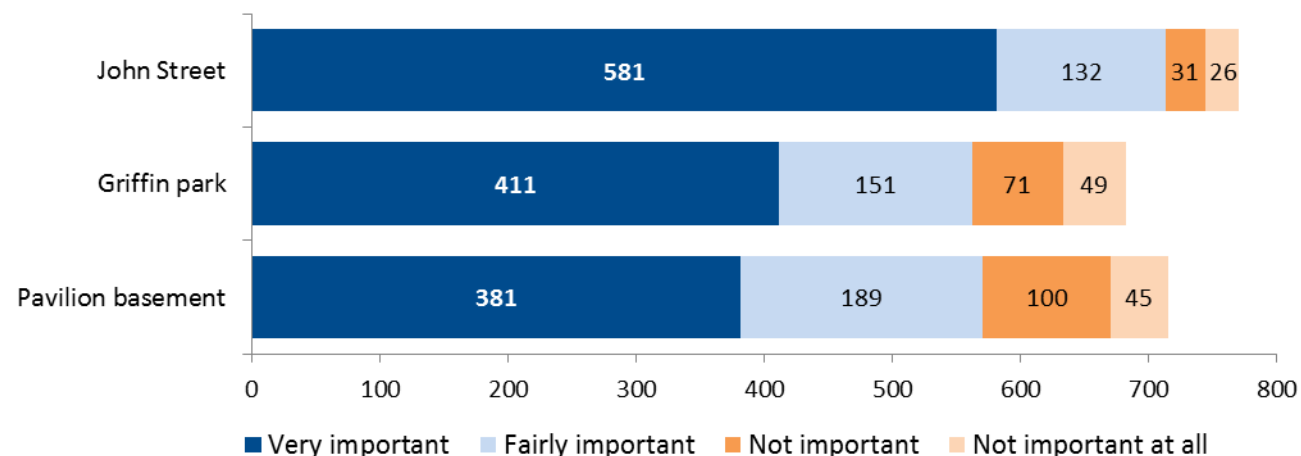
The table above shows the total responses regarding each public convenience in Bridgend town. By rating the four conveniences purely on the volume of responses the rating states the importance follows the following order: Bus station, Derwen Road, Rhiw Hill and Cheapside. As not every respondent answered each question, a scoring system was created to ensure each response was measured by the number of responses gathered.

The scoring system works by applying a score of four for those who rated the experience as very important, three for fairly important, two for not important and finally a score of one for not important at all, adding these together and dividing by the number of respondents to the question creates an overall score for the importance of the convenience.

Score	Convenience
3.39	Bus station
3.17	Cheapside
3.14	Rhiw Hill
2.79	Derwen Road

Using the scoring system, the Bus Station received the highest response for support over Cheapside with Rhiw Hill and Derwen Road remaining in third and fourth respectively. It is important to note in contrast to the scoring system that those who did not respond to each convenience may have done so as they were less affected by the introduction however, in the interest of transparency this cannot be assumed.

When visiting Porthcawl town, how important is it for you and/or your family to have the following public toilets available?



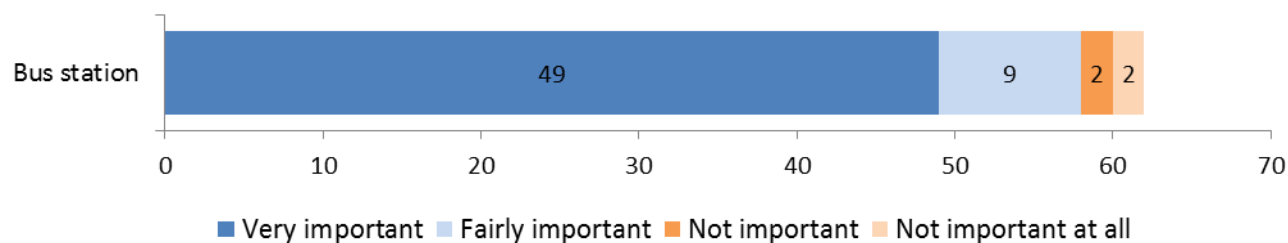
Respondents to the eight-week survey who stated they had visited Porthcawl town within the last year (see section 6.6) were asked how important each of the three facilities in the town were to them (excluding Rest Bay see section 6.13). Citizens' panel respondents had the additional option of 'I do not visit Porthcawl'. John Street received the highest level of support with 93 per cent of those who responded 'very important' or 'fairly important' stating that the convenience was important to themselves and/or their family. Griffin Park was the second most supported with over four in five (82 per cent) saying the

convenience was very important. Despite the Pavilion location being the lowest supported of the three, 80 per cent of respondents highlighted the Pavilion as important to them.

The scoring for the conveniences follows the same pattern to the order of the chart above. In order of importance the conveniences are as follows: John Street, Griffin Park and Pavilion basement. John Street received the largest score from all of the facilities in the consultation.

Score	Convenience
3.65	John Street
3.35	Griffin Park
3.27	Pavilion basement

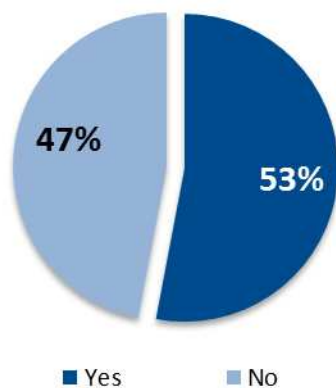
When visiting Maesteg town, how important is it to you and/or your family to have the following public toilets available?



Score	Convenience
3.00	Bus station

Similarly to the previous two sections, respondents that stated they had visited Maesteg town within the last year (see section 6.6) were asked how important the bus station facility in Maesteg was to them. Over seven in ten (73 per cent) stated that the venue was very important to them or their family members. This follows a similar level to the bus station in Bridgend which is also seven in ten (69 per cent). The scoring system gave an overall score of 3.39.

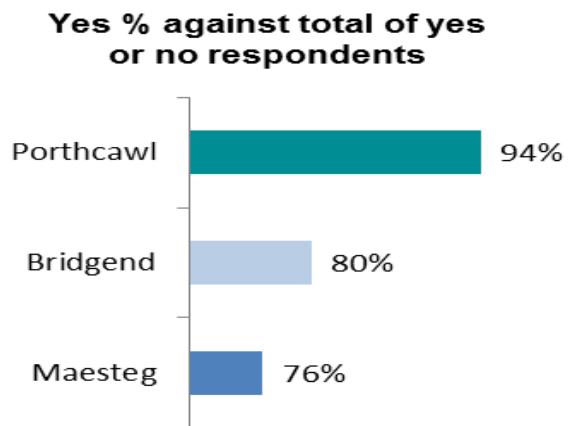
Currently, several of the public toilets are manned for the whole duration of time they are open. Would you support having the time in which they are manned reduced to make better use of resources?



From the 759 responses to the question, just over half of the respondents would support the introduction of manning the venues for shorter periods of time to make a better use of the resources available (53 per cent), compared to 47 per cent respondents who oppose its introduction.

Do you think public toilets in the following town centres should be open on a Sunday?

All town centres received a high level of support for opening conveniences on a Sunday. The percentages were calculated against those who chose yes or no only. The question was made available to all respondents of both surveys. Almost all respondents (94 per cent) of both surveys supported the introduction of Sunday open hours for Porthcawl. Exactly four in five (80 per cent) supported the hours for Bridgend, followed by over three in four (75 per cent) stating the Maesteg convenience should have Sunday hours also.



What hours would you suggest that the public toilets are open on a Sunday?

I. Opening time

Time	7.30am or earlier	8am – 8.30am	9am – 9.30am	10am – 10.30am	11am or later
Response	23	64	197	233	49

The questions regarding opening and closing times were only asked to respondents who answered yes to opening the public conveniences on Sundays (see section 6.11). Over three in four (76 per cent) selected times between 9am and 10.30am. There were no significant statistical differences when the times selected were cross-compared against which towns the respondent visited within the past year (see section 6.6).

II. Closing time

Time	3pm or earlier	4pm – 4.30pm	5pm – 5.30pm	6pm – 6.30pm	7pm - midnight
Response	74	207	157	156	138

The closing time was significantly more diverse than the answers provided to the opening times. The most popular response was almost three in ten (28 per cent) stating a closing time of 4pm – 4.30pm, this falls to 21 per cent at 5pm – 5.30pm.

How much of a problem would the removal of any of the following public toilets outside of the main towns have on you or your family?

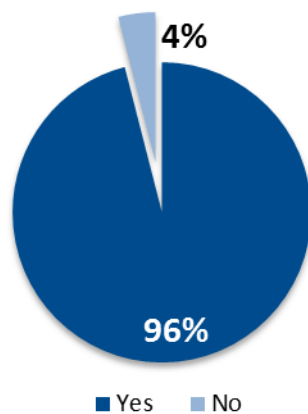
	Population (ONS Census 2011)	A very big problem	A fairly big problem	Not a very big problem	Not a problem at all
Aberkenfig	2,045	66	63	166	373
Blackmill	2,495	47	44	150	406
Kenfig Nature Reserve	-	96	94	149	349
Pricetown	2,344	47	40	143	413
Rest bay	2,268	249	226	144	130

This question regarding the public conveniences outside of the main towns (Bridgend, Porthcawl and Maesteg) was asked to all the respondents answering the surveys. The responses should be viewed independently and not cross-compared to section 6.7, section 6.8 or section 6.9. This is due to the fact that the aforementioned sections were only asked to visitors of the towns, and not the total number of respondents.

The most supported of the five out of town conveniences was Rest Bay, Porthcawl. This was considerably more supported than the other locations. Kenfig received higher support than Aberkenfig, Blackmill and Pricetown. As the nature reserve is visited by tourists, this could explain why more people would be affected by the removal of the facility. Pricetown and Blackmill received the lowest levels of support despite having a higher population than Aberkenfig shown in the ONS census data 2011.

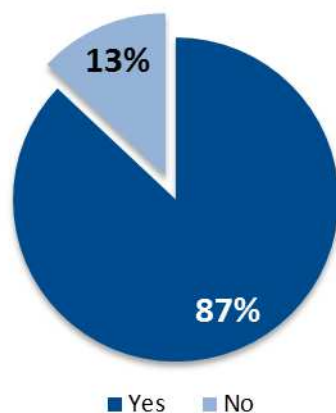
Score	Convenience
2.79	Rest Bay
1.91	Kenfig
1.73	Aberkenfig
1.59	Blackmill
1.57	Pricetown

Do you think that all public toilets should provide disabled access?



Of the 806 combined respondents who selected yes or no, almost all (96 per cent) of the respondents stated that there should be disabled access at all public toilets in Bridgend County Borough. At present there are four conveniences currently without disabled access: Rhiw Hill (Bridgend), Pavilion (Porthcawl), Blackmill and Pricetown Square.

Would you support the re-introduction of the Comfort Scheme?



There were a total of 746 respondents who answered either yes or no to the question. Of those who selected yes or no, nearly nine in ten (87 per cent) have supported the re-introduction of the comfort scheme. The remaining 13 per cent opposing the introduction of the scheme.

Do you have any other comments regarding public toilets in Bridgend County Borough?

Topic	#	%
Essential service	54	26
Don't close toilets in Porthcawl	37	18
Cleanliness is paramount	28	14
Protect disabled	18	9
New facilities	17	8
Tourist areas should keep high coverage	16	8
Clear signage to locations	12	6
Longer hours	8	4
Other	17	8

The final question gave the opportunity for respondents (this qualitative question was not made available to Citizens' Panel respondents) to provide a qualitative response. Each response was analysed by the number of topics that were mentioned and collated together to provide a quantitative table of responses from the qualitative data. Almost three in ten (26 per cent) responses highlighted the necessity of having public toilets within the county borough. Many respondents referenced a concern with any plans for the council to remove the service entirely. Over one in six (18 per cent) referenced the importance of keeping the toilets in Porthcawl open – particularly, comments centred around the cleanliness of the John Street facilities and the high levels of year-round tourism in the area.

It is also important to note that 92 per cent of all respondents to the survey had highlighted that they had visited Porthcawl within the past year (see section 6.7).

Other respondents saw the importance of cleanliness of the facilities that were available to be the most important aspect, this was also referenced by nearly one of six (14 per cent) responses. During the survey the local press ran a story regarding Porthcawl Town Council running a feasibility report on investing on public toilets in Newton¹. This coincides with eight per cent of respondents to this survey who requested new facilities within Bridgend County Borough.

Much like the support in section 6.14, protecting the disabled access, or improving the service provided to the disabled residents and tourists was mentioned by nearly one in ten (9 per cent) of respondents. Clear signage to locations received six per cent of the total responses. Of the respondents, one individual stated the difficulty they have faced in trying to locate where the current facilities are in the past. A minority of these respondents also mentioned the importance of clearly signposting public facilities and comfort scheme facilities, if reintroduced.

A response from Blackmill and Glynogwr Tenants and Residents Association stated the importance of the facility to the area and surrounding valleys.

¹ <http://www.walesonline.co.uk/news/local-news/loo-call-newton-dunes-become-7056319>

7. Conclusion

Combining the results gathered from both surveys, over one in three (35.5 per cent) stated that they used the public toilet facilities at least once a week. Additionally, the consultation based survey revealed a large number of respondents had visited Porthcawl (92 per cent) or Bridgend (79 per cent).

Results from the eight-week survey revealed the age range in comparison to the frequency of facility usage highlighted that those aged 55 and over are almost twice as likely to use the facilities as 25 – 34 year olds. As 31 per cent of Bridgend County's total population is aged 55 years old or over, considerations in to how to best accommodate the aging population must be taken into account.

Looking specifically into the importance of each facilities within the three towns in Bridgend County Borough; Bridgend town, Porthcawl town and Maesteg town are as follows:

Bridgend town

There are four conveniences within Bridgend town. The responses showed clearly that the removal of the bus station would have the biggest impact if removed. Derwen Road would have the smallest impact on the respondents to the survey.

Porthcawl town

Respondents noted there was a necessity to maintain the level of service currently provided in Porthcawl in their qualitative responses due to the high levels of year-round tourism. John Street received the highest level of the support of the three, responses gathered noted the cleanliness of the facility.

Feedback also suggested that an additional facility on Newton beach was needed.

Maesteg town

The sole facility in the bus station, Maesteg received 93 per cent support with respondents who selected that the location was either fairly or very important to them.

Out of town

Rest bay received a significantly higher level of support in comparison to the other out of town facilities with 55 per cent stating it would be a fairly big, or very big problem if removed. Kenfig national nature reserve also received a higher response rate, both of the aforementioned locations receiving higher numbers of tourism in comparison to the other out of town facilities in the borough. Aberkenfig, Pricetown and Blackmill all received lower levels of support however, further research into the closest public facilities in these areas would be desirable, particularly following the response received from Blackmill and Glynogwr Tenants and Residents Association.

Operating hours

The vast majority supported Sunday hours in all of the towns. 94 per cent of respondents wanted Sunday hours in Porthcawl, 80 per cent supported Sunday hours for Bridgend, and 76 per cent wanted Sunday hours for the Maesteg Bus Station facility. The most popular times selected for Sunday hours were between 10am – 10.30am to open, and a closing time of 4pm – 4.30pm.

More contentiously, just over half of the respondents (53 per cent) supported the introduction of manning venues for shorter periods of time.

Accessibility

Almost all (96 per cent) of the respondents stated that there should be disabled access at all public toilets in Bridgend County Borough. At present there are four conveniences currently without disabled access: Rhiw Hill (Bridgend), Pavilion (Porthcawl), Blackmill and Pricetown Square.

Nearly nine in ten (87 per cent) have supported the re-introduction of the comfort scheme. Qualitative responses highlighted the importance of promoting which venues are part of the comfort scheme if it is reintroduced, including sign posting current locations of facilities in the county borough.

Qualitative overview.

Over one in four (26 per cent) responses highlighted the necessity of having public toilets within the county borough. Many respondents referenced a concern with any plans for the council to remove the service entirely.

One in six (18 per cent) referenced the importance of keeping the toilets in Porthcawl open. Other respondents saw the importance of cleanliness at the facilities that were available to be the most important aspect, this was also referenced by nearly one in seven (14 per cent) responses.

Gender	Impact or potential impact	Actions to mitigate
Identify the impact/potential impact on women and men.	<p>Breakdown of consultation respondents is:</p> <p>Male: 58</p> <p>Female 117</p> <p>Question unanswered 65</p> <p>The council is mindful that this figure may not be a full and true representation of usage.</p>	<p>Neither men nor women will be disproportionately negatively affected by this proposal.</p> <p>However, the council will, as far as possible, monitor the use of public conveniences to ensure no protected characteristic group (or other hard to reach or socially excluded group) is negatively impacted.</p>

Disability	Impact or potential impact	Actions to mitigate
Identify the impact/potential impact on disabled people (ensure consideration of a range of impairments, e.g. physical, sensory impairments, learning disabilities, long-term illness).	From the responses received to the equality related questions within the consultation, 41 respondents confirmed they had a disability (as described in the Equality Act 2010), 132 confirmed they did not have a disability, 4 preferred not to say and 63 did not answer the question. The council is mindful that this figure may not be a full and true representation of usage.	Whilst usage of public conveniences in Bridgend, Maesteg, Porthcawl and other areas is not monitored (in terms of protected characteristic), the council will, as far as possible, monitor the use of public conveniences in these areas to ensure no protected characteristic group (or other hard to reach or socially excluded group) is negatively impacted.

Race	Impact or potential impact	Actions to mitigate
Identify the impact/potential impact of the service on Black and minority ethnic (BME) people.	<p>Breakdown of consultation respondents is:</p> <p>Asian or Asian British: 1</p> <p>White: 171</p> <p>Prefer not to say: 1</p> <p>Question unanswered: 67</p> <p>The council is mindful that this figure may not be a full and true representation of usage.</p>	<p>There is no potential negative or disproportionate affect on Race expected by this service review. However, the council will, as far as possible, monitor the use of public conveniences to ensure no protected characteristic group (or other hard to reach or socially excluded group) is negatively impacted.</p>

Religion and belief	Impact or potential impact	Actions to mitigate
Identify the impact/potential impact of the service on people of different religious and faith groups.	<p>Breakdown of consultation respondents is:</p> <p>Christian: 102</p> <p>Hindu: 1</p> <p>No Religion 56</p> <p>Other religion or belief: 2</p> <p>Prefer not to say: 13</p> <p>Question unanswered: 66</p> <p>The council is mindful that this figure may not be a full and true representation of usage.</p>	There is no potential negative or disproportionate affect on religion and belief expected by this service review. However, the council will, as far as possible, monitor the use of public conveniences to ensure no protected characteristic group (or other hard to reach or socially excluded group) is negatively impacted.

Sexual Orientation	Impact or potential impact	Actions to mitigate
Identify the impact/potential impact of the service on gay, lesbian and bisexual people.	<p>Breakdown of consultation respondents is:</p> <p>Gay man: 1</p> <p>Heterosexual: 158</p> <p>Prefer not to say: 11</p> <p>Question unanswered: 70</p> <p>The council is mindful that this figure may not be a full and true representation of usage.</p>	<p>There is no potential negative or disproportionate affect on sexuality expected by this service review. However, the council will, as far as possible, monitor the use of public conveniences to ensure no protected characteristic group (or other hard to reach or socially excluded group) is negatively impacted.</p>

Age	Impact or potential impact	Actions to mitigate
Identify the impact/potential impact of the service on older people and younger people.	The analysis of respondents' age within the equality related questions within the consultation is outlined on page 13 of this Equality Impact Assessment. The council is mindful that this figure may not be a full and true representation of usage.	Whilst usage of public conveniences in Bridgend, Maesteg, Porthcawl and other areas is not monitored (in terms of protected characteristic), the council will, as far as possible, monitor the use of public conveniences in these areas to ensure no protected characteristic group (or other hard to reach or socially excluded group) is negatively impacted.

Pregnancy & Maternity	Impact or potential impact	Actions to mitigate
Identify the impact/potential impact on pregnancy and maternity	<p>Breakdown of consultation respondents is:</p> <p>Currently pregnant: 6</p> <p>Not currently pregnant: 110</p> <p>Question unanswered: 124</p> <p>Pregnant in last 26 weeks?: 2</p> <p>Not pregnant in last 26 weeks: 114.</p> <p>The council is mindful that this figure may not be a full and true representation of usage.</p>	<p>There is no potential negative or disproportionate affect on pregnancy and maternity expected by this service review. However, the council will, as far as possible, monitor the use of public conveniences to ensure no protected characteristic group (or other hard to reach or socially excluded group) are negatively impacted.</p>

Transgender	Impact or potential impact	Actions to mitigate
Identify the impact/potential impact of the service on transgender people	The potential impact of gender dysphoria on individuals may result in Trans people not wishing to use public conveniences for fear of being a hate crime/incident target or harassment.	Consultation views support accessible public conveniences and reintroducing the comfort scheme. Accessible public conveniences should positively impact transgender people. The council does not advocate the use of disabled cubicles by transgender people but will monitor use in the short term to establish the level of impact.

Marriage and Civil Partnership	Impact or potential impact	Actions to mitigate
Identify the impact/potential impact of the service on Marriage and Civil Partnership.	None	There is no disproportionate or negative affect identified by this proposal in terms of marriage and civil partnership

It is essential that you now complete the action plan. Once your action plan is complete, please ensure that the actions are mainstreamed into the relevant Thematic Service Development Plan.

3. Action Plan

Action	Lead Person	Target for completion	Resources needed	Service Development plan for this action
Monitor, as far as possible, disabled use of public conveniences.	John Clarke, Cleaner Streets Operational Officer	Within twelve months of any reduction in service provision taking place to allow for whole seasonal analysis.	Monitoring system to be developed to take into account sensitivities of service.	Streetworks
Monitor, as far as possible, the use by age of public conveniences.	John Clarke, Cleaner Streets Operational Officer	Within twelve months of any reduction in service provision taking place to allow	Monitoring system to be developed to take into account sensitivities of	Streetworks

		for whole seasonal analysis.	service.	
Monitor, as far as possible, pregnancy and maternity use of public conveniences.	John Clarke, Cleaner Streets Operational Officer	Within twelve months of any reduction in service provision taking place to allow for whole seasonal analysis.	Monitoring system to be developed to take into account sensitivities of service.	Streetworks
Monitor, as far as possible, the use by transgender people of public conveniences.	John Clarke, Cleaner Streets Operational Officer	Within twelve months of any reduction in service provision taking place to allow for whole seasonal analysis.	Monitoring system to be developed to take into account sensitivities of service.	Streetworks

Please outline the name of the independent person (someone other the person undertaking the EIA) countersigning this EIA below:

Paul Williams, Equality and Engagement Officer

Please outline how and when this EIA will be monitored in future and when a review will take place:

Should BCBC's cabinet approve proposals for change, they will be implemented in the late summer or early autumn of 2015. Following implementation the monitoring actions outlined above will be put into practice. Use of the disabled cubicles can be sampled using electronic equipment which will count the users, and the other user categories will be monitored by attendants. A report of usage by the various groups will be produced annually and published via the BCBC website. Copies will be circulated to relevant interest groups and their comments will be welcomed. Any suggestions for improvements that can be accommodated within financial constraints will be incorporated into the Streetworks Service Development plan.

Signed:

Date:

4. Publication of your results and feedback to consultation groups

It is important that the results of this impact assessment are published in a user friendly accessible format.

It is also important that you feedback to your consultation groups with the actions that you are taking to address their concerns and to mitigate against any potential adverse impact.

Please send completed EIA form to the [Equalities Team](#)

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Summary of Proposals

Public Toilet	Existing Provision			Proposed Provision		
	Opening Time	Closing Time	Attendant	Opening Time	Closing Time	Attendant
Bridgend Town Centre						
Derwen Road	07.00	18.00	9.5 hrs/day Mon – Sat, 3 hrs Sunday	Closed	No change.	
Bus Station	07.00	19.00		No change of opening and closing times is intended		
Cheapside	Open by 08.00	18.00		No change of opening and closing times is intended		
Rhiw Hill	07.00	18.00		Closed		
Porthcawl Winter/Summer						
Grand Pavilion	09.00	18.00/20.00	Summer 150 hrs/wk, Winter 108 hrs/wk. open 7 days/wk	Closed	Summer 90 hrs/wk, Winter 60 hrs/wk. 7 days/wk	
John Street	09.00	18.00/20.00		No change of opening and closing times is intended.		
Griffin Park	09.30	17.30/19.30		No change of opening and closing times is intended.		
Rest Bay	Open by 08.00	15.30/20.00	Unstaffed winter and cleaned by Cleaner Streets operatives; 49 hrs/wk summer over 7 days	No change of opening and closing times is intended.	No change	
Maesteg						
Bus Station	09.00	18.00	6 hrs/day Mon – Sat, closed Sunday	No change intended, occasional Bank Holiday opening in response to events in Maesteg	No change.	
County Borough Wide						
Pandy, Aberkenfig	08.00	16.00	Unstaffed facilities which are serviced by Cleaner street operatives	Facilities passed to Town and Community Councils/Kenfig Nature Reserve or closed and decommissioned.	No staff input from BCBC.	
Kenfig Nature Reserve	Whenever centre is staffed					
Pricetown Square	08.00	16.00				
Blackmill Square.	Permanently open					

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Appendix 6 - Public Conveniences Mean Hourly Footfall

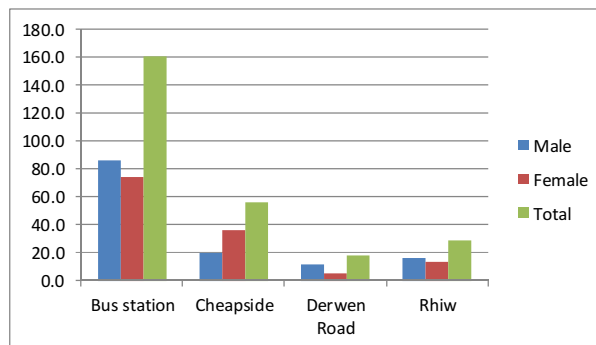
Based on usage during the hours 09:00 to 17:00 on weekdays.
 Counted electronically and verified by observation.

Bridgend

Site	Male	Female	Total
Bus station	86.3	73.9	160.1
Cheapside	19.8	35.8	55.5
Derwen Road	11.9	5.5	17.4
Rhiw	16.0	13.0	29.0

Notes

Approximately 50% of Derwen Road users are taxi drivers

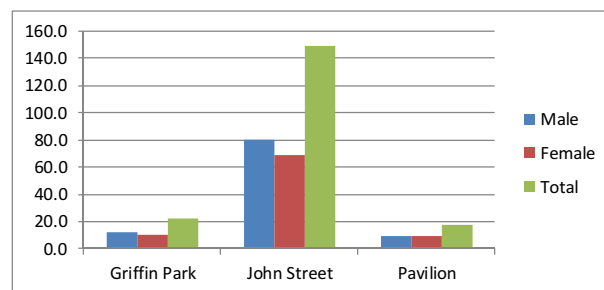


Porthcawl

Site	Male	Female	Total
Griffin Park	12.3	9.9	22.1
John Street	80.5	68.5	149.0
Pavilion	8.9	8.9	17.8

Notes

Griffin Park figures highly dependent on weather conditions
 About 25% of arrivals at Pavillion do not attempt the steps



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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 JUNE 2015

REPORT OF THE CORPORATE DIRECTOR – SOCIAL SERVICES AND WELLBEING

WESTERN BAY REGIONAL QUALITY FRAMEWORK

1.0 Purpose of Report

- 1.1 The purpose of the report is to provide Cabinet with the background to the work across Western Bay to develop a Regional Quality Framework for care homes across the region;
- 1.2 To seek approval of the Regional Quality Framework and implementation of the Framework at a local level.

2.0 Connection to Corporate Improvement Plan / Other Corporate Priorities

- 2.1 This report links to the following improvement priorities in the Corporate Plan:
 - Working together to help vulnerable people to stay independent;
 - Working together to make best use of our resources.

3.0 Background

- 3.1 The Western Bay collaborative has been involved in an exciting piece of work to develop a joint Regional Quality Framework (RQF) attached as **Appendix 1** for the care home sector across the region for health and social care.
- 3.2 The aim of the RQF is to have a clear vision for quality for individuals living within care home settings, in order to improve the lives of people and promote positive outcomes. The RQF will offer a more transparent approach and message to service providers across the region regarding the collaborative expectations in terms for quality of care within a care home setting. The RQF will help commissioners to monitor the quality of care in a more consistent way and seek to drive up the quality and experiences for citizens. It will also act as a practical tool, which can support care homes to benchmark against and seek continual improvement against a clear set of measures.
- 3.3 Bridgend County Borough Council has led and been the host authority for this piece of work, as the Council already operates a quality framework for care homes. The quality standards within Bridgend have been in operation for over 5 years and have been instrumental in improving the quality within care home settings.
- 3.4 Bridgend's quality standards are linked to a quality fee payment scheme, which has been developed and updated over the last 5 years in partnership with local care home providers. The plan is to replace the existing quality standards in Bridgend with the new RQF which will help continue to raise the quality of care locally and draw from national good practice.

- 3.5 Western Bay has worked in partnership with Age Cymru to help develop an innovative set of quality and outcomes from care homes. In the spirit of true coproduction, My Home Life Wales were commissioned by Western Bay and have driven forward the development of the Regional Quality Framework on behalf of the partners.
- 3.6 Over the last 18 months there has been a great deal of positive work and energy involving a range of partners to pull together the RQF, drawing from best practice across the UK. There has been a range of consultation events as the RQF has been developed to help gather views from stakeholders and care providers. There have been regional events to help shape the high level outcomes and measures within the RQF and local events with care providers to ensure their views are included.
- 3.7 The development of the RQF is timely as the Older Peoples Commissioner (OPC) for Wales undertook a review of over 100 care homes across Wales in November 2014. The review was the biggest of its kind in Wales and looked at: -
- The residents social participation
 - The care home environment
 - Access to health care services
 - Food and diet
 - Care home staff capacity and training
 - Service commissioning and inspection
- 3.8 The OPC will use the review findings to set a new benchmark in respect of the duty of care owed to older people and to provide a high level assessment of those areas where change is required. The OPC will also set out how compliance against these actions will be reported and how assurance will be provided that the intended outcomes have been delivered.
- 3.9 On the whole, the review found many excellent examples of person centred care that was delivering the very best outcomes for people living in care homes. Notwithstanding this, the report also found significant variation in the quality of care homes across Wales, and concluded that too many people living in care homes had little in the way of any meaningful choice and control over their lives and often struggled to have their voices heard: few care homes actively promote the use of independent advocacy.
- 3.10 Quality assurance was highlighted as an area of improvement for commissioners as part of the report findings from the OPC. There is a great deal of emphasis on Councils to ensure that quality of life underpins residential and nursing care at every level from commissioning of services through to the front line delivery of care. The OPC recommended that there is a need to develop mechanisms, which are embedded by commissioners in order to test quality and outcomes for older people in care home settings.

4.0 Current Situation

- 4.1 As part of the Western Bay Collaborative, Bridgend, Neath Port Talbot and Swansea local authorities and Abertawe Bro Morgannwg Health Board (ABMU HB)

have submitted a Western Bay response to the OPCs '*A place to call home report and 'required actions'*'. One of the actions highlighted within the OPC response, is for Western Bay to take forward and implement the RQF, in order to help strengthen quality assurance for commissioners to monitor the outcomes for older people within care home settings.

- 4.2 The RQF will help build on the already well-established joint approach to working to improve the quality of the care home sector in the region. The Western Bay response recognises the individual statutory responsibilities of the four organisations but uses the mechanism of regional partnership working to identify the issues that need to be addressed individually and collectively in all organisations.
- 4.3 The Western Bay Contracting and Procurement Board have been overseeing the development of the RQF. The Board recently endorsed the final version of the RQF. However before the RQF is implemented across the region there needs to be formal approval and sign off by the four partner agencies.
- 4.4 Bridgend applies a quality fee payment which will need to be re-aligned to the new quality standards. Prior to implementation of the RQF, there will be a need for the Council to work with local care home providers and review the local monitoring arrangements. This will involve developing a new scoring mechanism which will enable the Council to continue to operate the quality fee payment scheme in line with the revised RQF.
- 4.5 Each authority area will apply and monitor care providers and use the scoring mechanisms identified within the RQF at a local level. However there are no plans at this stage for Swansea and Neath Port Talbot to adopt a similar quality fee payment system to Bridgend. In essence this will mean that each authority area will apply the RQF in different ways, whilst following the principles of the high level outcomes within the RQF.

4.6 Next Steps

- Over the next 3-4 months, the Authority will work with local care providers to establish a new scoring mechanism which aligns the RQF to the quality fee payment system;
- A launch date will be arranged to raise awareness and publicise the new Framework across the region;
- Each authority area will agree a roll out and implementation plan;
- Carry out an evaluation in 12 months, following the implementation across the region.

5.0 Effect upon Policy Framework and Procedure Rules

- 5.1 There is no impact on the policy framework and procedure rules.

6.0 Equality Impact Assessment

- 6.1 A full Equality Impact Assessment will need to be completed as part of the implementation of the RQF and will assess the relevance of this work to the

Authority's public equality duties and potential impact on protected equality characteristics.

7.0 Financial Implications

- 7.1 There is no financial impact at this point, although if care providers do not meet the required standards, within the new Regional Quality Framework, then there could be a financial impact for providers in terms of the Quality Fee Payment.

8.0 Recommendation

It is recommended that Cabinet:

- 8.1 Note and approve the Authority signing up to the Regional Quality Framework for care homes attached as **Appendix 1**;
- 8.2 Approve the development and implementation of a new scoring criteria based on the Regional Quality Framework in Bridgend, which is aligned to the Quality Fee Payment Scheme.

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June 2015

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10.0 Background documents

None



**Caring Together
Western Bay**
Health and Social Care Programme
**Gofalu Gyda'n Gilydd
Bae'r Gorllewin**
Rhaglen Iechyd a Gofal Cymdeithasol



Western Bay Collaboration

The Regional Quality Framework for Care Homes for Older People

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AUTHOR:	John Moore, My Home Life Cymru Manager
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TARGET AUDIENCE:	Care home providers and local authority contract and commissioning officers in the Western Bay area.

Introduction and background

In care homes for older people, the quality of life and care of its residents must have priority. All users of care services deserve the best services in supporting them to enjoy the best quality of life they can.

To this end, My Home Life Cymru led by Age Cymru was invited by the Western Bay Collaborative to develop a quality framework for care homes for older people, which would set a clear vision for quality, based on a relationship and person centred approach to providing care which strives to seek positive outcomes for residents, relatives and staff in care homes.

The Western Bay Collaborative covers the local authority areas of Swansea, Neath Port Talbot and Bridgend. Over the past nine months, care home providers, local authority contract and commissioning officers, Care and Social Services Inspectorate Wales (CSSIW), My Home Life and Abertawe Bro Morgannwg University Health Board have been consulted with, to drive the development of this Regional Quality Framework and Toolkit. This process has included several workshops and presentations that have been fully inclusive of those mentioned above. This process was identified as being the best way in which to engage those who would be using the Framework on a day to day basis i.e. care home providers, local authority contract and commissioning officers and local health professionals.

The Framework

This Framework and Toolkit will provide incentive for continuous improvement and striving for excellence in care homes for older people. To understand and recognize different levels of achievement, a ratings system is being introduced. The Gold Silver Bronze (GSB) system will achieve this by providing care homes with indicators and examples of how they can meet the Gold, Silver or Bronze standard.

This document is an integral part of how the Western Bay local authorities assess the quality of care within care homes and a part of the contract between those organisations. That contract will use this Framework to judge quality in the care homes for older people in their area. Also, monitoring officers will refer to the contract appropriately when using the Framework. It will then be used to take local action to improve quality of care, along with a robust network of intelligence and information sharing between professionals and agencies to support those judgements and actions.

Objectives

- To monitor and support providers so that they may achieve the best quality of life in care homes in a way that improves outcomes for individuals and follows the ethos of My Home Life and the principles of person/ relationship centred care.
- In using the Gold Silver Bronze (GSB) grading system, providers will be able to utilise their own quality assurance tools e.g. annual reports, satisfaction surveys etc.

- Incentivise continuous improvement and the adoption of recognised best practice by care homes.
- Monitor quality of service in care homes in a robust and consistent manner.
- Make judgements about the quality of care and outcomes for people living in care homes linked to quality payments (Bridgend only).
- Provide a basis for partnership between care home providers and local authority/ health board commissioners to work together to improve quality.
- Help individuals make informed choices between providers and provide information to professionals and agencies about the quality of care and support being provided.

Specification

The Western Bay Collaboration requested the development of a regional quality framework to cover care homes for older people. The key areas which would need to be taken forward to develop and implement a collaborative vision for care homes are described below:

- Develop the framework based on a relationship and person centred approach to care, and design the actual standards and outcomes, which would set the expectations for care homes.
- Develop a toolkit which would outline the evidence required to achieve the outcomes set out in the vision.
- Drive forward the coproduction and lead and facilitate the engagement with stakeholders and sign up from providers across the region.

My Home Life Cymru

The My Home Life Cymru programme (MHLC) (www.agecymru.org.uk/mhcl) was established in 2008. It is led by Age Cymru and strives to support all care homes for older people in Wales.

MHLC worked very closely with My Home Life in England (MHL) (www.myhomelife.org.uk), who initiated the programme in England in 2005. MHL worked with over 60 academic researchers across the UK and a range of practitioners to explore 'what older people, relatives and staff want from care homes' and 'what practices work in care homes'.

This resulted in an evidenced-based and relationship centred vision for best practice in care homes which offers a framework from which to deliver quality of life¹ (see Appendix 1). The vision is both aspirational and realistic and draws from and shares positive examples of care home practice already in place, rather than dwelling on poor practice and blaming practitioners. It comprises eight evidence-based, relationship centred themes (see Appendix 2). Two of the themes (Transformation) are aimed at care home managers and are drawn

from an evidence-base linked to quality of management. They are concerned with what managers need to do to transform care in the home to better meet the changing needs of residents. The remaining six themes are for everyone. Three of these themes (Personalisation) are about an approach to care that is more personalised for the individuals. These themes are linked to social care and an evidence-base related to quality of life. The other three themes (Navigation) are about supporting people through the journey of care. Often the concern of health professionals, these themes link with quality of care. The vision is helpful for integrating both health and social care.

The Senses Framework

The My Home Life Vision is underpinned by relationship centred care² and the Senses Framework³ (see Appendix 3). Each of the eight MHL themes and each of the six senses are all relevant to residents, relatives and staff.

Using the domains and indicators to measure quality

The domains used in this Framework were identified through consultation with local care home providers, local authority contract and commissioning officers in the Western Bay area, Care and Social Services Inspectorate Wales and Abertawe Bro Morgannwg University Health Board. These domains have been cross referenced with the eight My Home Life themes, the Senses Framework, the Fundamentals of Care and the National Outcomes Framework for Wales (see appendix 4). The indicators are also very closely linked to the My Home Life themes and Senses Framework. They are graduated across three levels of quality /achievement: **Gold**; **Silver**; and **Bronze**.

The essence of the **Gold**, **Silver**, **Bronze** (GSB) system is that performance should be measured according to a three point scale or continuum, where:

- **Bronze** is the threshold and represents basic compliance but where much more could be done to move performance in the Silver and Gold direction;
- **Silver** is midway along the continuum, where certain milestones have been achieved but further progress can be made towards a recognised level or model of excellence;
- **Gold** represents achievement of a model of excellence which, once achieved, will need to be sustained over time.

In coming to a decision about where to place the service on the continuum bronze to gold, the monitor will cite examples to justify that decision. These examples will highlight evidence of the indicator in action e.g.

High Level Outcome – A.	Examples of outcome measures to show how gradings are awarded		
<p>Knowing the resident, living a full life in a enriched environment</p> <p>Outcome Indicator A1.</p> <p>New residents and their close relatives are supported with resettlement</p>	<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> Life story work commences at time of initial assessment of the new resident <p>Evidence of the indicator will need to be available. As regards the example above, providers would be required to demonstrate that the life story details are known by staff, used by staff and where possible that evidence of the benefits of this to the resident have been demonstrated.</p>	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p>	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none">

Also, the evidence provided to justify a gold, silver or bronze grade will be considered within the context specific to the particular home.

Quality domains and indicators

- The table below lists the six quality domains and the indicators linked to those domains
- Following this table, each indicator will be populated by elements linked to the GSB measurement model

High Level Outcomes	A. The resident is known by the people involved in their care and lives a full life in an enriched environment	B. The physical and mental health and wellbeing of residents is maintained and promoted	C. There is a dynamic leadership style that inspires and motivates a competent staff team	D. End of life care is dignified and supportive	E. The benefits of effective partnership working are recognised and promoted
Outcome Indicators					
1	New residents and their close relatives are supported with resettlement	A healthy lifestyle is promoted	The leadership and motivation of staff is effective	A dignified end of life is enabled	Positive relationships with residents, relatives and friends are developed
2	All residents are known to staff	Access to healthcare services is promoted	A values-based culture is promoted and developed	Residents, relatives and staff feel supported throughout the end of life stage	Communication with residents, friends and professionals is effective
3	Meaningful occupation is provided at the Home	Good nutrition, hydration and dining experience is maintained	The workforce is developed and competent	Multi-disciplinary working is effective	The Home works closely with health/social care professionals
4	Residents have voice, choice and control	Medication is managed safely	A person/relationship-centred approach is promoted	End of life planning is effective and timely	Innovation and development is encouraged within the Home
5	There is a real sense of community at the home	Effective infection control is maintained	Continuous improvement is promoted	A positive environment is maintained	Sector support mechanisms are utilised
6	Personal identity is promoted and maintained	Manual handling is respectful and safe			
7	The environment is safe and positive	Measures are taken to prevent falls			
8		Skin integrity is managed effectively			

9		Residents have sufficient rest and sleep			
10		Pain and other symptoms are managed effectively			

<p>High Level Outcome A.</p> <p>The resident is known by the people involved in their care and lives a full life in an enriched environment</p> <p>Outcome Indicator A1.</p> <p>New residents and their close relatives are supported with resettlement</p> <p>Summary</p> <p>Moving in to a care home is a big step for new residents and their families. Many experience high levels of anxiety and relationships can be put under pressure. Residents and their families require support and guidance to help them to settle in to this new situation</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Managing transitions • Maintaining identity • Improving health and healthcare • Promoting a positive culture • Workforce fit for purpose • Creating community • Sharing decision making <p>Senses framework</p> <ul style="list-style-type: none"> • Security • Purpose • Belonging • Continuity • Significance <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Communication and information • Respecting people • Ensuring safety • Promoting independence • Relationships <p>National outcomes framework</p> <ul style="list-style-type: none"> • Physical and mental 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • Prospective residents and their families can visit the home at any reasonable hour • Short stay visits are available for prospective residents • Respite is available for older people in the community • All residents receive a standard welcome pack which states how the care home manager will ensure their needs are met, their rights are upheld and they have the best possible quality of life (with explicit reference to the 12 objectives set out at 1.2 of the OPCfW action plan). • Ensure the resident is registered with local health services • Life story work commences at time of initial assessment of 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Families are included in life story work • Friends and neighbours of the new resident are encouraged to visit regularly • Established residents and their families are encouraged to start and build relationships with new residents and families • The home has in place a Transition Plan, to support new residents and their families • Belongings are in place before the new resident arrives to aid in helping them 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • A key worker is assigned to each resident. This matching will be based on the new resident’s personality and staff skills • New residents are supported by their key worker as much as possible during the first week of stay. This will involve spending more time with the resident than would normally be the case

	<p>health and emotional well being</p> <ul style="list-style-type: none"> • Domestic, family and personal relationships • Securing rights and entitlements • Social and economic well being • Suitability of living accommodation <p>The Andrews report</p> <ul style="list-style-type: none"> • I will be treated with dignity, care and compassion and supported to feel safe at all times • I will have choice about what I can eat and drink any time I wish and will be given support with eating and drinking if I need it • If I am anxious or depressed, staff will recognise my mood, listen to me, and my carers, and support me to feel as well as possible • If I have difficulty understanding or expressing myself, this will be recognised, 	<p>the new resident</p> <ul style="list-style-type: none"> • Families can visit the home at any time • Pre-admission visit and transitional care plans ensure that the needs and wishes of the resident are recorded to ensure that they feel in control as much as possible. • Information is made available in a suitable format to prospective residents/ families to enable them to make an informed decision about the suitability of the home for them as an individual • Relatives and friends are fully included in the transition process • All members of staff must read the notes of every new resident as soon as is possible after their move • The first staff meeting after a new resident moves in, should include a full discussion of the new resident • Residents are offered 	<p>feel at home</p> <ul style="list-style-type: none"> • The new resident and their family should be introduced to each resident and member of staff as much as is possible • A dementia friendly environment should be in place e.g. decoration, appropriate signage, appropriate stimuli etc. 	
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	<p>I will be listened to and supported to make choices and decisions by appropriately trained staff</p> <ul style="list-style-type: none">• I will be able to move about easily and safely, or be helped to do this comfortably	<p>independent advocacy whenever a resident moves in directly from hospital, or from another care home as a result of safeguarding issues. For those with fluctuating capacity or communication difficulties this should be non- instructed advocacy. (see 1.6 OPCfW action plan)</p>		
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<p>High Level Outcome A.</p> <p>The resident is known by the people involved in their care and lives a full life in an enriched environment</p> <p>Outcome Indicator A2.</p> <p>All residents are known to staff</p> <p>Summary</p> <p>Achieving the best quality of life possible for residents is attained by developing a relationship centred approach and shaping our support around what we know about them.</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Managing transitions • Sharing decision making • Promoting a positive culture • Maintaining identity <p>Senses framework</p> <ul style="list-style-type: none"> • Belonging • Continuity • Significance • Purpose • Security • Achievement <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Communication and information • Respecting people • Ensuring safety • Promoting independence • Relationships • Personal hygiene, appearance and foot care • Eating and drinking 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • Life story work commences at the time of the initial assessment of the new resident • All members of staff must read the notes of every new resident as soon as is possible after their move • The first staff meeting after a new resident moves in, should include a full discussion of the new resident • Regular (at least weekly) reminiscence sessions (single or group) are held for residents • An accurate record of information is kept that is key to getting to know the resident e.g. family, childhood, schooling, work, hobbies etc. • Information that is gathered informally and 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • The residents' families are invited to share their loved one's history • Families are included in reminiscence sessions • Activities are devised and made available that are shaped around residents' interests 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • Reciprocal relationships in the home are developed i.e. share information about our own lives etc. • Resident-led activities are held e.g. discussions, talks, themed activities etc.

	<p>National outcomes framework</p> <ul style="list-style-type: none"> • Physical and mental health and emotional well-being • Protection from abuse and neglect • Education, training and recreation • Domestic, family and personal relationships <p>The Andrews report</p> <ul style="list-style-type: none"> • I will be treated with dignity, care and compassion and supported to feel safe at all times • I will have choice about what I can eat and drink any time I wish and will be given support with eating and drinking if I need it • If I am anxious or depressed, staff will recognise my mood, listen to me and my carers, and support me to feel as well as possible • If I have difficulty 	<p>not necessarily recorded is communicated e.g. chatting with resident while supporting them, conversations with other members of staff</p> <ul style="list-style-type: none"> • Staff demonstrate an understanding that behaviour is a form of communication and use the skills needed to meet the needs of residents with expressive behaviour. 		
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	<p>understanding or expressing myself this will be recognised. I will be listened to and supported to make choices and decisions by appropriately trained staff</p> <ul style="list-style-type: none">• I will be able to move about easily and safely, or be helped to do this comfortably			
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<p>High Level Outcome A.</p> <p>The resident is known by the people involved in their care and lives a full life in an enriched environment</p> <p>Outcome Indicator A3.</p> <p>Meaningful occupation is provided at the Home</p> <p>Summary</p> <p>Quality of life is informed by how we spend our time. A resident's sense of significance and purpose is enhanced by meaningful occupation.</p> <p>Those people with a dementia need extra support in engaging with others and/ or activities. We need to be flexible and person/ relationship centred in our approach, supporting the resident in the best way for them.</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Maintaining identity • Promoting a positive culture • Sharing decision making • Improving health and healthcare • Creating community <p>Senses framework</p> <ul style="list-style-type: none"> • Continuity • Belonging • Achievement • Significance • Purpose • Security <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Communication and information • Respecting people • Promoting independence • Relationships • Rest and sleep <p>National outcomes framework</p> <ul style="list-style-type: none"> • Well-being • Physical and mental 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • Residents are enabled to take part in activities that are important to them inside and outside the home • Life story and reminiscence work is used to inform activities for residents • Appropriate risk assessments are completed to ensure that residents are safe physically and emotionally • Residents are supported to engage in religious/ spiritual activities of their choice • Activities appropriate to the resident are provided e.g. crosswords, rummage boxes, etc. • Staff are supported to be in the moment with residents, engaging with them at their level and responding in a 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Families are encouraged to have a positive view of risk taking • Relatives and friends are included in activities as much as is possible and appropriate • Residents are supported with aids that are suited to them e.g. dolls, toy pets etc. Staff work closely with families in starting these activities 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • Residents are enabled to take informed risks that will enable them to take part in chosen activities e.g. cooking, gardening etc. • Resident-led activities take place e.g. discussions, talks, themed activities etc. • Staff work closely with support organisations in this area e.g. NAPA etc.

	<p>health and emotional well-being</p> <ul style="list-style-type: none"> • Education, training and recreation • Domestic, family and personal relationships • Contribution made to society <p>The Andrews report</p> <ul style="list-style-type: none"> • I will be treated with dignity, care and compassion and supported to feel safe at all times • I will have choice about what I can eat and drink any time I wish and will be given support with eating and drinking if I need it • If I am anxious or depressed, staff will recognise my mood, listen to me and my carers and support me to feel as well as possible • If I have difficulty understanding or expressing myself this will be 	<p>supportive way</p> <ul style="list-style-type: none"> • Residents should have access to items and belongings that are important to them • Activities for residents are designed and developed with the individual resident in mind • Residents are supported to access materials they may need for activities e.g. clothing, household items, memorabilia etc. 		
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	<p>recognised. I will be listened to and supported to make choices and decisions by appropriately trained staff</p> <ul style="list-style-type: none">• I will be able to move about easily and safely, or be helped to do this comfortably			
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<p>High Level Outcome A.</p> <p>The resident is known by the people involved in their care and lives a full life in an enriched environment</p> <p>Outcome Indicator A4.</p> <p>Residents have voice, choice and control</p> <p>Summary</p> <p>Independence, choice and control over our lives are inherent in quality of life. Despite needing support and living in a communal environment, we must strive to keep people’s lives under their control as much as is possible.</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Maintaining identity • Sharing decision making • Promoting a positive culture • Creating community • Supporting good end of life <p>Senses framework</p> <ul style="list-style-type: none"> • Continuity • Purpose • Belonging • Security • Significance • Achievement <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Communication and information • Respecting people • Ensuring safety • Promoting independence • Relationships • Personal hygiene, appearance and foot care <p>National outcomes framework</p> <ul style="list-style-type: none"> • Well-being • Physical and mental 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • Residents are given choice, and control in the following areas: <ul style="list-style-type: none"> - Time to get up and go to bed - Where to spend their time within the home - Choice of food and refreshments - Access to nutritionally balanced meals - Times of meals - Choice of clothing - Activities to engage in within and outside the home • Regular residents meetings/ discussions are held to obtain their views • The home accesses independent advocacy services for residents who require and/ or request them • Resident’s daily plans and/ or care plans are 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Residents’ daily plans and/ or care plans are shaped by what matter to the resident e.g. see Bronze section details • Residents are given choice over who supports them (within the capabilities of the home) • Home routines are designed around the residents taking part in activities 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • Residents take part in the following: <ul style="list-style-type: none"> - Home recruitment processes - Informing staff training

	<p>health and emotional well-being</p> <ul style="list-style-type: none"> • Protection from abuse and neglect • Education, training and recreation • Domestic, family and personal relationships • Contribution made to society • Securing rights and entitlements • Social and economic well-being <p>The Andrews report</p> <ul style="list-style-type: none"> • I will be treated with dignity, care and compassion and supported to feel safe at all times • I will have choice about what I can eat and drink any time I wish and will be given support with eating and drinking if I need it • If I am anxious or depressed staff will recognise my mood, listen to me and my carers and support me to feel as well as possible 	<p>shaped by what matters to the resident</p> <ul style="list-style-type: none"> • Residents take part in the following: <ul style="list-style-type: none"> - Choice of room and home decoration - Choice of menus - Choice of activities in the home • Residents retain the right to control their finances and to access independent financial and legal advice. • Residents are able to conduct telephone calls in private. • There is evidence of appropriate techniques for ensuring residents with dementia are engaged and included. 		
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	<ul style="list-style-type: none">• If I have difficulty understanding or expressing myself this will be recognised. I will be listened to and supported to make choices and decisions by appropriately trained staff• I will be able to move about easily and safely, or be helped to do this comfortably			
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<p>High Level Outcome A.</p> <p>The resident is known by the people involved in their care and lives a full life in an enriched environment</p> <p>Outcome Indicator A5.</p> <p>There is a real sense of community at the Home</p> <p>Summary</p> <p>A care home is a small community in its own right. However, it is also part of the wider community outside its walls. Also within the home, communities exist e.g. communities of interest; staff; residents; families</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Creating community • Managing transitions • Sharing decision making • Promoting a positive culture • Maintaining identity <p>Senses framework</p> <ul style="list-style-type: none"> • Belonging • Security • Significance • Purpose <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Communication and information • Respecting people • Relationships • Eating and drinking <p>National outcomes framework</p> <ul style="list-style-type: none"> • Well-being • Physical and mental health and emotional well-being • Education, training and recreation • Domestic, family and personal relationships 	<p>Examples of outcome measures to show how gradings are awarded</p>		
<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • New residents are introduced to every member of staff and resident (if able) • Staff find out who the residents might already know in the home (this can found out using life story work, reminiscence and information from initial assessment(s)) • The home has working links with local schools, colleges, businesses • The home engages with residential neighbours • The home encourages communities of interest e.g. gardeners, singers, knitters etc. • Active steps are taken to encourage the use of befriending schemes, including intergenerational projects where such projects are 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Residents are regularly supported to visit local amenities • The home invites relatives and local neighbours to join in home events • The home makes links with local groups e.g. knit and natter, historical societies, rugby clubs etc. 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • The home uses appropriately recruited volunteers within the home e.g. befriending; leading activities; accompanying residents to appointments 		

	<ul style="list-style-type: none"> • Contribution made to society <p>The Andrews report</p> <ul style="list-style-type: none"> • I will be treated with dignity, care and compassion and supported to feel safe at all times • I will have choice about what I can eat and drink any time I wish and will be given support with this if I need it • If I am anxious or depressed staff will recognise my mood, listen to me and my carers and support me to feel as well as possible • If I have difficulty understanding or expressing myself this will be recognised. I will be listened to and supported to make choices and decisions by appropriately trained staff • I will be able to move about easily and safely, or be helped to do this comfortably 	<p>accessible.(See 3.3 OPCfW Action Plan)</p>		
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<p>High Level Outcome A.</p> <p>The resident is known by the people involved in their care and lives a full life in an enriched environment</p> <p>Outcome Indicator A6.</p> <p>Personal identity is promoted and maintained</p> <p>Summary</p> <p>Maintaining identity is crucial in promoting a good quality of life. Who is the person, in the past and now? What can we do to support them 'in the moment'?</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Maintaining identity • Sharing decision making • Creating community • Managing transitions <p>Senses framework</p> <ul style="list-style-type: none"> • Continuity • Purpose • Significance • Security • Belonging <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Communication and information • Respecting people • Ensuring safety • Promoting independence • Relationships <p>National outcomes framework</p> <ul style="list-style-type: none"> • Well-being • Physical and mental health and emotional well-being • Education, training and recreation • Domestic, family and personal relationships 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • Life story work should begin as soon as possible after the residents moves into the home • All staff should be aware of the resident's history and have an input to their life history through their work and developing relationship with them • Resident's personal care plans should identify how best staff may engage with the resident • Activities for residents are designed and developed with the individual resident in mind • Residents are supported to retain existing friendships • Residents are supported to access faith based support and specific cultural 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Dementia friendly tools are used to support residents e.g. Talking mats; RNIB guidance etc. • Residents are supported in smaller groups of up to eight or nine • Support and training is provided to relatives and friends in supporting residents 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • Good links are established with organisations that provide support and guidance e.g. My Home Life; Life story network; Dementia Care Matters; Alzheimer's society; Dementia UK etc.

	<ul style="list-style-type: none"> • Contribution made to society <p>The Andrews report</p> <ul style="list-style-type: none"> • I will be treated with dignity, care and compassion and supported to feel safe at all times • I will have choice about what I can eat and drink any time I wish and will be given support with this if I need it • If I am anxious or depressed staff will recognise my mood, listen to me and my carers and support me to feel as well as possible • If I have difficulty understanding or expressing myself this will be recognised. I will be listened to and supported to make choices and decisions by appropriately trained staff • I will be able to move about easily and safely, or be helped to do this comfortably 	<p>communities. See 3.3 of OPCfW Action Plan).</p>		
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<p>High Level Outcome A.</p> <p>The resident is known by the people involved in their care and lives a full life in an enriched environment</p> <p>Outcome Indicator A7.</p> <p>The environment is safe and positive</p> <p>Summary</p> <p>Despite frailty, disability, and illness including dementia, residents can be supported to enjoy their experience in the home. A values-led culture is vital in maintaining a positive environment.</p> <p>Being safe and secure is vital to our wellbeing but feeling safe and secure is as important.</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Maintaining identity • Creating community • Sharing decision making • Promoting a positive culture • Improving health and healthcare • Workforce fit for purpose <p>Senses framework</p> <ul style="list-style-type: none"> • Security • Belonging • Purpose <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Communication and information • Respecting people • Ensuring safety • Promoting independence • Relationships • Rest and sleep • Ensuring comfort, alleviating pain • Personal hygiene, appearance and foot care • Eating and drinking • Oral health and hygiene 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • Environmental risk assessments are carried out for each resident in relation to the areas that they can access in and around the home • Environmental risk assessments are reviewed for each resident regularly and/ or when their situation changes e.g. discharged from hospital; physical and/ or mental condition changes • The environment is homely and is suitable and enjoyable for residents with dementia (is designed with relevant factors in mind such as layout, colour, lighting, storage, labelling and where appropriate assistive technology). 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Staff receive enhanced training on supporting emotional wellbeing • Assistive technologies are deployed as appropriate to ensure residents' safety is maintained, whilst choice of movement is not limited • Residents who have a dementia are integrated into the life of the rest of the home as appropriate 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • The home uses a quality of life risk assessment tool to identify emotional risks and identifies and delivers solutions • Residents are supported to take informed risks e.g. washing up, gardening, cleaning etc.

<p>Our emotional feelings of safety and security need to be guarded as well as our need for physical safety.</p> <p>Residents must be supported in a safe way, using methods and equipment that meets their needs fully.</p>	<ul style="list-style-type: none"> • Toilet needs • Preventing pressure sores <p>National outcomes framework</p> <ul style="list-style-type: none"> • Well-being • Physical and mental health and emotional well-being • Protection from abuse and neglect • Domestic, family and personal relationships • Contribution made to society • Securing rights and entitlements • Social and economic well-being • Suitability of living accommodation <p>The Andrews report</p> <ul style="list-style-type: none"> • I will be treated with dignity, care and compassion and supported to feel safe at all times • I will have choice about what I can eat and drink any time I wish and will be given support with 	<ul style="list-style-type: none"> • Good records are made and information is communicated to the relevant individuals regarding residents' feelings of safety and security • Residents are supported to leave a situation that they feel unsafe and/ or insecure in • Staff comfort residents when needed using recognised techniques and items that are appropriate to the resident • Staff work with families and/ or health professionals in supporting the resident with their concerns • Residents are offered independent advocacy when a POVA referral has been made (for those with fluctuating capacity or communication difficulties, this should be non- instructed advocacy. (See 1.6 OPCfW action plan). 		
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	<p>eating and drinking if I need it</p> <ul style="list-style-type: none"> • If I am anxious or depressed staff will recognise my mood, listen to me, and my carers and support me to feel as well as possible • If I have difficulty understanding or expressing myself this will be recognised. I will be listened to and supported to make choices and decisions by appropriately trained staff • I will be able to move about easily and safely, or be helped to do this comfortably 	<ul style="list-style-type: none"> • Staff contribute to the resident's wellbeing and sense of security by communicating in a positive manner, showing value to the resident • Bedrooms, communal areas and garden can be accessed and used by residents, visitors and staff. People with disabilities can access all floors that form a part of the accommodation and have easy egress around and from the home. • The home is decorated, furnished and maintained to a good standard. • The home is kept clean and is free from offensive odours. • Facilities and equipment are adequate for the needs of residents and are properly maintained and in a satisfactory state of repair e.g. lifts, adaptations, and rails, 		
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		<p>moving and handling equipment, specialist equipment, bathrooms, showers, private area (residents / visitors), communal areas, and activity areas.</p> <ul style="list-style-type: none"> • The home is kept at an appropriate temperature in all areas. • An accessible and safe garden area and appropriate outdoor furniture is provided. • Regular environmental health and safety audits are carried out, recorded and acted upon • Residents are supported to mix with others as appropriate and as desired • A positive use of language is maintained with residents and their families/ friends • Comfort is provided to those experiencing anxiety to support their feelings of security • A visually stimulating environment is 		
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		<p>provided</p> <ul style="list-style-type: none">• A relaxed environment is promoted with use of calming music as appropriate• Residents' choice is supported in every aspect of life e.g. activities, food, clothing etc.• Families are involved in the everyday life of the resident as appropriate		
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<p>High Level Outcome B.</p> <p>The physical and mental health and wellbeing of residents is maintained and promoted</p> <p>Outcome Indicator B1.</p> <p>A healthy lifestyle is promoted</p> <p>Summary</p> <p>Despite increasing levels of frailty, illness and disability, promoting health and a healthy lifestyle must be a priority for homes.</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Maintaining identity • Improving health and healthcare <p>Senses framework</p> <ul style="list-style-type: none"> • Security • Belonging • Continuity • Achievement • Significance • Purpose <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Ensuring safety • Promoting independence • Relationships <p>National outcomes framework</p> <ul style="list-style-type: none"> • Physical and mental health and emotional well-being • Education, training and recreation • Contribution made to society <p>The Andrews report</p> <ul style="list-style-type: none"> • I will be treated with dignity, care and 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • Residents should be encouraged to be active physically and mentally • Physical activities appropriate to all levels of physical ability should be available for all residents. • Activities that stimulate residents mentally should be encouraged e.g. puzzles; reading; quizzes; reminiscence etc. • Assessments of residents should focus on what they can achieve, not on what they can't • Accurate records should be kept of observed and informed changes in residents' health and activity • Staff are encouraged to support residents as much as possible to keep physically and 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • There is meaningful evidence of residents being active mentally and physically. 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • As able and willing, residents should take part in household activities e.g. cleaning, vacuuming, washing etc. • As able and willing, residents to invite and encourage their peers to participate in group activities.

	<p>compassion and supported to feel safe at all times</p> <ul style="list-style-type: none"> • If I am in pain or discomfort it will be recognised and I will have help to manage it • I will have choice about what I can eat and drink any time I wish and will be given support with eating and drinking if I need it • My skin will be looked after and not damaged • I will be able to get to the toilet when I need it but if I am incontinent I can expect to feel clean, comfortable and dry (quickly) • If I have difficulty understanding or expressing myself, this will be recognised. I will be listened to and supported to make choices and decisions by appropriately trained staff • I will be able to move about easily and safely, or be helped to do this comfortably 	<p>mentally active.</p> <ul style="list-style-type: none"> • Residents should be encouraged and supported to have sufficient and good quality sleep and rest • All staff are made aware of rest and sleep issues of residents in relation to how activities may compromise these issues • Residents are supported to rest and sleep whenever they choose to. (This must be balanced with the resident's other needs.) • Staff receive oral hygiene training to ensure residents have a clean, healthy mouth 		
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- I will have the right medicine at the right time
- My care will take account of any sight or hearing loss I may have

<p>High Level Outcome B.</p> <p>The physical and mental health and wellbeing of residents is maintained and promoted</p> <p>Outcome Indicator B2.</p> <p>Access to healthcare services is promoted</p> <p>Summary</p> <p>Access to healthcare services is a right for all people. The range of health and social care needs in a care home mirrors that of wider communities. Residents should be supported to access the services they need and request.</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Maintaining identity • Improving health and healthcare <p>Senses framework</p> <ul style="list-style-type: none"> • Security • Belonging • Continuity • Achievement • Significance • Purpose <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Ensuring safety • Promoting independence • Relationships <p>National outcomes framework</p> <ul style="list-style-type: none"> • Physical and mental health and emotional well-being • Education, training and recreation • Contribution made to society <p>The Andrews report</p> <ul style="list-style-type: none"> • I will be treated with dignity, care and 	<p>Examples of outcome measures to show how gradings are awarded</p>		
<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • Residents should be registered with a local GP and dentist • Residents should be supported to attend health appointments and have a clear policy which explains when residents will be accompanied by paid carers and when the home will seek help from family members or volunteers (see 4.2 OPCfW action plan). • Residents should have their wishes for medical treatment/ non treatment, documented appropriately, respected and adhered to • Residents should have their cultural, religious and lifestyle choice, needs and wishes accommodated • Accurate records should be kept of all 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Managers and staff should be proactive in supporting residents to access the needed services e.g. have systems in place to know when regular check-ups are due etc. 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • Staff research health conditions with which they are not familiar and provide updates to colleagues in staff meetings on sources of information. i.e. Specialist Foundations and Associations and NHS information • Staff have evidence-based knowledge of health conditions relevant to the people they work with and feed this information back to colleagues in staff meetings 		

	<p>compassion and supported to feel safe at all times</p> <ul style="list-style-type: none"> • If I am in pain or discomfort, it will be recognised and I will have help to manage it • I will have choice about what I can eat and drink any time I wish and will be given support with eating and drinking if I need it • My skin will be looked after and not damaged • I will be able to get to the toilet when I need it but if I am incontinent I can expect to feel clean, comfortable and dry (quickly) • If I have difficulty understanding or expressing myself this will be recognised. I will be listened to and supported to make choices and decisions by appropriately trained staff • I will be able to move about easily and safely, or be helped to do this comfortably 	<p>healthcare information</p> <ul style="list-style-type: none"> • Relatives of a resident should be informed of healthcare appointments and subsequent actions and consequences of the appointment with the resident's permission • All members of staff should be involved in communicating their knowledge of the residents' health e.g. any member of staff may notice a difference in a resident's health/condition, all staff should attend and be involved in handover discussions • A daily record should be kept of oral hygiene and foot care 		
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	<ul style="list-style-type: none">• I will have the right medicine at the right time• My care will take account of any sight or hearing loss I may have			
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<p>High Level Outcome B.</p> <p>The physical and mental health and wellbeing of residents is maintained and promoted</p> <p>Outcome Indicator B3.</p> <p>Good nutrition, hydration and dining experience is maintained</p> <p>Summary</p> <p>Food and drink not only are physically necessary for residents but they also play a role in the social aspects of care home life</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Maintaining identity • Sharing decision making • Creating community • Improving health and healthcare <p>Senses framework</p> <ul style="list-style-type: none"> • Security • Belonging • Continuity <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Respecting people • Promoting independence • Relationships • Eating and drinking <p>National outcomes framework</p> <ul style="list-style-type: none"> • Well-being • Physical and mental health and emotional well-being • Domestic, family and personal relationships • Contribution made to society <p>The Andrews report</p> <ul style="list-style-type: none"> • I will be treated with 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • Residents should have access to food and drink at all times • There should be a variety in choice of food and drink available • Residents have the choice of a hot main meal at the time of day that suits them • Food and drink should be available for residents to access independently if able • Residents should be given options as to where and when they take their meals • Accurate records of food and drink consumption should be kept for medical reference when necessary • Relatives and other visitors should be able to access refreshments independently • Residents’ dietary 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Relatives and other visitors should be encouraged and welcomed to share a meal with residents • Residents and their family and friends should be encouraged to celebrate special events/religious festivals/other culturally important events in the home 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • Staff take their meals with residents • Residents should take part in meal preparation when able and willing

	<p>dignity, care and compassion and supported to feel safe at all times</p> <ul style="list-style-type: none"> • If I am in pain or discomfort it will be recognised and I will have help to manage it • I will have choice about what I can eat and drink any time I wish and will be given support with eating and drinking if I need it • My skin will be looked after and not damaged • I will be able to get to the toilet when I need it but if I am incontinent I can expect to feel clean, comfortable and dry (quickly) • If I have difficulty understanding or expressing myself this will be recognised. I will be listened to and supported to make choices and decisions by appropriately trained staff • I will be able to move about easily and safely, or be helped to do this 	<p>needs should be accommodated at all times i.e. physical, cultural, religious, lifestyle choice etc.</p> <ul style="list-style-type: none"> • Staff have an awareness that residents with dementia may experience a range of problems with eating and drinking and where this occurs, can demonstrate solutions to overcome these problems. • Residents', relatives' and staff's food and drink allergy or tolerance needs must be accommodated at all times e.g. nut allergy; lactose intolerance 		
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	<p>comfortably</p> <ul style="list-style-type: none">• I will have the right medicine at the right time• My care will take account of any sight or hearing loss I may have			
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<p>High Level Outcome B.</p> <p>The physical and mental health and wellbeing of residents is maintained and promoted</p> <p>Outcome Indicator B4.</p> <p>Medication is managed safely</p> <p>Summary</p> <p>Most residents are in need of medication interventions. The management of medication and having the necessary recording and communication systems in place is vital.</p> <p>Also, taking and administering medication is a small but important part of a person's day. It should not be a main event,</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Maintaining identity • Improving health and healthcare <p>Senses framework</p> <ul style="list-style-type: none"> • Security <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Respecting people • Ensuring safety • Promoting independence • Ensuring comfort • Alleviating pain <p>National outcomes framework</p> <ul style="list-style-type: none"> • Well-being • Physical and mental health and emotional well-being <p>The Andrews report</p> <ul style="list-style-type: none"> • I will be treated with dignity, care and compassion and supported to feel safe at all times • If I am in pain or discomfort it will be recognised and I will 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • All medication should be stored appropriately i.e. <ul style="list-style-type: none"> - non- prescription medication will be controlled by the resident, where appropriate - prescription and controlled medications should be kept securely • Accurate records should be kept of all medication delivery, administration and return/ disposal • Arrangements should be in place with a local pharmacy for safe delivery and return/ disposal of medications • Appropriate staff should be trained in up to date medication administration methods and requirements • Regular appropriate Medication 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Residents and their relatives should be enabled and supported to engage in their medication regime where the staff have responsibility for medication management. • Where and when appropriate, staff, residents and relatives will work together to maintain accurate medication records • The use of an appropriate Pain Tool should be evident for each resident as appropriate 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • Where appropriate and when willing, relatives should be supported to access appropriate training to enable them to assist with specialist medication/ treatment e.g. oxygen therapy • Medication support and administration should at all times be done in a non-institutional way i.e. not a main feature of the day; without medication trolleys etc.

<p>but handled in such a way that promotes dignity.</p>	<ul style="list-style-type: none"> • I will have help to manage it • I will have choice about what I can eat and drink any time I wish and will be given support with eating and drinking if I need it • My skin will be looked after and not damaged • I will be able to get to the toilet when I need it but if I am incontinent, I can expect to feel clean, comfortable and dry (quickly) • If I have difficulty understanding or expressing myself, this will be recognised. I will be listened to and supported to make choices and decisions by appropriately trained staff • I will be able to move about easily and safely, or be helped to do this comfortably • I will have the right medicine at the right time • My care will take account of any sight or hearing loss I may have 	<p>Observations are in place and records kept.</p> <ul style="list-style-type: none"> • Medication temperatures to be maintained below 25 degrees centigrade and recorded twice daily • An appropriate recognised pain tool should be used to assess pain and rationalise the use of PRN pain medication 		
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<p>High Level Outcome B.</p> <p>The physical and mental health and wellbeing of residents is maintained and promoted</p> <p>Outcome Indicator B5.</p> <p>Infection control is effective</p> <p>Summary</p> <p>Strict infection control is required in an environment that is home to residents who have high levels of frailty, illness and disability.</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> Improving health and healthcare <p>Senses framework</p> <ul style="list-style-type: none"> Security <p>Fundamentals of care</p> <ul style="list-style-type: none"> Personal hygiene appearance and foot care Ensuring safety <p>National outcomes framework</p> <ul style="list-style-type: none"> Well-being Physical and mental health and emotional well-being <p>The Andrews report</p> <ul style="list-style-type: none"> I will be treated with dignity, care and compassion and supported to feel safe at all times If I am in pain or discomfort, it will be recognised and I will have help to manage it 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> All staff must be trained in the up to date methods and requirements around infection control All staff must use the appropriate Personal Protective Equipment (PPE) when necessary i.e. supporting personal care, preparing food, cleaning etc. Where and when possible, residents are supported to use effective hand cleaning techniques Appropriate hand sanitizers and prompt notices are placed appropriately throughout the home to ensure residents/staff and visitors have easy access to these. Effective wound management 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> Champions from within the staff team monitor infection control practices and offer advice on infection control. Bathing/showering is available to all residents at times convenient to them more than once a day The home is proactive in its relationship with health professionals regarding infection control 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> Visitors are given information on infection control and their role within this

	<ul style="list-style-type: none"> • I will have choice about what I can eat and drink any time I wish and will be given support with eating and drinking if I need it • My skin will be looked after and not damaged • I will be able to get to the toilet when I need it but if I am incontinent I can expect to feel clean, comfortable and dry (quickly) • If I have difficulty understanding or expressing myself, this will be recognised. I will be listened to and supported to make choices and decisions by appropriately trained staff • I will be able to move about easily and safely, or be helped to do this comfortably • I will have the right medicine at the right time • My care will take account of any sight or hearing loss I may have 	<p>techniques are used and explained to residents to ensure infection control.</p> <ul style="list-style-type: none"> • Daily bathing/showering is available to all residents. • Appropriate waste management equipment is available and used correctly. • When clothing is cleaned and laundered by the home, personal clothing is returned promptly, hygienically cleaned and in the same serviceable condition where possible. • Managers will work closely with internal and external health professionals to ensure the highest standards 		
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<p>High Level Outcome B.</p> <p>The physical and mental health and wellbeing of residents is maintained and promoted</p> <p>Outcome Indicator B6.</p> <p>Manual handling is respectful and safe</p> <p>Summary</p> <p>Many residents need a helping hand in getting about and taking care of themselves throughout the day (and night). This may involve the use of equipment or maybe just an arm to link with. As well as working in line with training, guidance and legislation, we must also carry out such tasks showing full</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Creating community • Improving health and healthcare <p>Senses framework</p> <ul style="list-style-type: none"> • Security • Significance <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Respecting people • Ensuring safety • Ensuring comfort, alleviating pain <p>National outcomes framework</p> <ul style="list-style-type: none"> • Well-being • Physical and mental health and emotional well-being <p>The Andrews report</p> <ul style="list-style-type: none"> • I will be treated with dignity, care and compassion and supported to feel safe at all times • If I am in pain or discomfort, it will be 	<p>Examples of outcome measures to show how gradings are awarded</p>		
<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • All members of staff have fully certificated up to date training in manual handling for their area(s) of work • Staff carry out all manual handling tasks in accordance with their training and latest legislation and guidance • All manual handling tasks are undertaken by the necessary number of staff for that task • Manual handling equipment is clean, maintained and has maintenance schedules 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Full and clear communication is maintained with the resident(s) during manual handling manoeuvres • The home is proactive in its relationship with health professionals regarding manual handling 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • The manual handling of residents is carried out showing full dignity and respect toward the resident(s) • Relatives are involved in manual handling procedures if they wish to be • Relatives receive manual handling training in order to assist staff if they are willing 		

<p>respect and dignity to each resident. This will show an understanding of how a resident may feel when being supported in this way</p>	<p>recognised, and I will have help to manage it</p> <ul style="list-style-type: none"> • I will have choice about what I can eat and drink any time I wish and will be given support with this if I need it • My skin will be looked after and not damaged • I will be able to get to the toilet when I need it, but if I am incontinent, I can expect to feel clean, comfortable and dry (quickly) • If I have difficulty understanding or expressing myself this will be recognised. I will be listened to and supported to make choices and decisions by appropriately trained staff • I will be able to move about easily and safely, or be helped to do this comfortably • I will have the right medicine at the right time • My care will take account of any sight or hearing loss I may have 			
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<p>High Level Outcome B.</p> <p>The physical and mental health and wellbeing of residents is maintained and promoted</p> <p>Outcome Indicator B7.</p> <p>Measures are taken to prevent falls</p> <p>Summary</p> <p>The residents we support in care homes are often vulnerable and physically frail. In having a safe place to live and work in, we cannot and should not attempt to get rid of all risks. However, the care home needs to be a place where residents can live without fear of falling. Staff members must also be able to work in a safe environment.</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> Improving health and healthcare <p>Senses framework</p> <ul style="list-style-type: none"> Security <p>Fundamentals of care</p> <ul style="list-style-type: none"> Personal hygiene, appearance and foot care Ensuring safety Promoting independence <p>National outcomes framework</p> <ul style="list-style-type: none"> Well-being Physical and mental health and emotional well-being <p>The Andrews report</p> <ul style="list-style-type: none"> I will be treated with dignity, care and compassion and supported to feel safe at all times If I am in pain or discomfort it will be recognised and I will have help to manage it 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> All members of staff have fully certified up to date training in falls prevention The home must be kept in good repair to reduce the risks of falls Risk assessments must be carried out to assess the risk of falls for new residents Residents must be re-risk assessed if their mobility needs have increased Residents must be encouraged to wear suitable footwear in the home depending on their needs and activities 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> The home is proactive in its relationship with health professionals regarding falls prevention Falls prevention includes the assessment of how we support residents in tasks and activities e.g. <ul style="list-style-type: none"> taking time in supporting a resident to walk not rushing them to finish a task/ activity The Home has an appropriate setting, staffing level and environment to allow for observations of residents at high risk of falls 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> Residents are supported to identify and highlight trip hazards and circumstances that might lead to falls

	<ul style="list-style-type: none"> • I will have choice about what I can eat and drink any time I wish and will be given support with eating and drinking if I need it • My skin will be looked after and not damaged • I will be able to get to the toilet when I need it but if I am incontinent I can expect to feel clean, comfortable and dry (quickly) • If I have difficulty understanding or expressing myself this will be recognised. I will be listened to and supported to make choices and decisions by appropriately trained staff • I will be able to move about easily and safely, or be helped to do this comfortably • I will have the right medicine at the right time • My care will take account of any sight or hearing loss I may have 			
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<p>High Level Outcome B.</p> <p>The physical and mental health and wellbeing of residents is maintained and promoted</p> <p>Outcome Indicator B8.</p> <p>Skin integrity is managed effectively</p> <p>Summary</p> <p>The high level of frailty amongst care home residents regularly means that skin integrity is a health priority. If skin integrity is not maintained, this may lead to other serious health conditions.</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> Improving health and healthcare <p>Senses framework</p> <ul style="list-style-type: none"> Security <p>Fundamentals of care</p> <ul style="list-style-type: none"> Ensuring safety Ensuring comfort, alleviating pain Personal hygiene, appearance and foot care Preventing pressure sores <p>National outcomes framework</p> <ul style="list-style-type: none"> Well-being Physical and mental health and emotional well-being <p>The Andrews report</p> <ul style="list-style-type: none"> I will be treated with dignity, care and compassion and supported to feel safe at all times If I am in pain or 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> All members of staff have fully certified up to date training in skin integrity All staff are made aware of skin integrity issues of residents in relation to how activities may compromise these issues Skin integrity assessments are carried out when a residents condition/ health worsens 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> The home is proactive in its relationship with health professionals regarding skin integrity Staff are able to demonstrate knowledge of the risk factors associated with skin integrity 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <p>Residents and their families are supported to identify and highlight skin integrity issues</p>

	<p>discomfort, it will be recognised, and I will have help to manage it</p> <ul style="list-style-type: none"> • I will have choice about what I can eat and drink any time I wish and will be given support with eating and drinking if I need it • My skin will be looked after and not damaged • I will be able to get to the toilet when I need it but if I am incontinent I can expect to feel clean, comfortable and dry (quickly) • If I have difficulty understanding or expressing myself this will be recognised. I will be listened to and supported to make choices and decisions by appropriately trained staff • I will be able to move about easily and safely, or be helped to do this comfortably 			
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	<ul style="list-style-type: none">• I will have the right medicine at the right time• My care will take account of any sight or hearing loss I may have			
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<p>High Level Outcome B.</p> <p>The physical and mental health and wellbeing of residents is maintained and promoted</p> <p>Outcome Indicator B9.</p> <p>Residents have sufficient rest and sleep</p> <p>Summary</p> <p>Sufficient rest and sleep are essential good health and well-being. The amount of time resting and sleeping will differ for each resident. However, we must support each resident to have sufficient rest and sleep for them.</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> Improving health and healthcare <p>Senses framework</p> <ul style="list-style-type: none"> Security <p>Fundamentals of care</p> <ul style="list-style-type: none"> Rest and sleep Ensuring comfort, alleviating pain <p>National outcomes framework</p> <ul style="list-style-type: none"> Well-being Physical and mental health and emotional well-being <p>The Andrews report</p> <ul style="list-style-type: none"> I will be treated with dignity, care and compassion and supported to feel safe at all times If I am in pain or discomfort it will be recognised and I will have help to manage it I will have choice about what I can eat 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> All staff are made aware of rest and sleep issues of residents in relation to how activities may compromise these issues Residents are supported to rest and sleep whenever they choose to. (This must be balanced with the residents' other needs.) 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> The home's call bell/ alarm system does not compromise a resident's rest and sleep 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> Residents are supported to access rest and sleep that helps them engage fully in their chosen and needed activities

	<p>and drink any time I wish and will be given support with eating and drinking if I need it</p> <ul style="list-style-type: none">• My skin will be looked after and not damaged• I will be able to get to the toilet when I need it but if I am incontinent I can expect to feel clean, comfortable and dry (quickly)• If I have difficulty understanding or expressing myself, this will be recognised. I will be listened to and supported to make choices and decisions by trained staff• I will be able to move about easily and safely, comfortably• I will have the right medicine at the right time• My care will take account of any sight or hearing loss I may have			
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<p>High Level Outcome B.</p> <p>The physical and mental health and wellbeing of residents is maintained and promoted</p> <p>Outcome Indicator B10.</p> <p>Pain and other symptoms are managed effectively</p> <p>Summary</p> <p>Pain and other uncontrolled symptoms take away from a person's well-being and quality of life. By understanding how each resident reacts to pain and discomfort we can understand how to best support them.</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> Improving health and healthcare Keeping the workforce fit for purpose Maintaining identity Sharing decision making <p>Senses framework</p> <ul style="list-style-type: none"> Security Significance Purpose Achievement <p>Fundamentals of care</p> <ul style="list-style-type: none"> Ensuring safety Ensuring comfort, alleviating pain Preventing pressure sores Communication and information Respecting people Personal hygiene, appearance and foot care Oral health and hygiene 	<p>Examples of outcome measures to show how gradings are awarded</p>		
<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> A pain tool appropriate to the individual resident is used at the Home All members of staff have up to date training in pain and symptom management appropriate to their role All staff are made aware of the pain management issues of residents in relation to how activities may compromise these issues Pain and symptom management assessments are carried out when a resident's condition/ health worsens Pain assessments are carried out when behaviour changes are noticed in those unable to verbally 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> The home is proactive in its relationship with health professionals regarding pain and symptom management All staff are aware of the concept of total pain and how pain manifests itself with each resident 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> Staff understand residents' pain and other symptoms and their manifestations i.e. behaviour due to pain is understood not managed 		

	<p>National outcomes framework</p> <ul style="list-style-type: none"> • Well-being • Physical and mental health and emotional well-being • Protection from abuse and neglect • Securing rights and entitlements <p>The Andrews report</p> <ul style="list-style-type: none"> • I will be treated with dignity, care and compassion and supported to feel safe at all times • If I am in pain or discomfort it will be recognised and I will have help to manage it • I will have choice about what I can eat and drink any time I wish and will be given support with eating and drinking if I need it • My skin will be looked after and not damaged • I will be able to get to the toilet when I need 	<p>report or express pain (Abbey Pain Scale)</p> <ul style="list-style-type: none"> • Appropriate action is taken in a timely manner following the assessments • Assessments are performed regularly and efficacy of interventions reviewed 		
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	<p>it but if I am incontinent, I can expect to feel clean, comfortable and dry (quickly)</p> <ul style="list-style-type: none">• If I have difficulty understanding or expressing myself this will be recognised. I will be listened to and supported to make choices and decisions by appropriately trained staff• I will be able to move about easily and safely, or to be helped to do this comfortably• I will have the right medicine at the right time• My care will take account of any sight or hearing loss I may have• If I am anxious or depressed staff will recognise my mood			
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<p>High Level Outcome C.</p> <p>There is a dynamic leadership style that inspires and motivates a competent staff team</p> <p>Outcome Indicator C1.</p> <p>The leadership and motivation of staff is effective</p> <p>Summary</p> <p>Leading a care home means more than managing the service. Leadership includes:</p> <ul style="list-style-type: none"> • having a clear vision and mission for the home • providing a good example for staff • continually looking to develop your services • stimulating and motivating the staff to develop • Appropriately challenging poor practice and deal with concerns regarding 	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Keeping workforce fit for purpose • Promoting a positive culture <p>Senses framework</p> <ul style="list-style-type: none"> • Security • Belonging • Continuity • Achievement • Purpose • Significance <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Promoting independence • Relationships 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • Regular staff meetings are held (at least bi-monthly) • Supervision sessions with all staff members are held (every six – eight weeks) • Group supervision sessions are held with all teams (at least bi-monthly) • A stated mission and vision for the care home is in place • The manager and all senior staff spend time on ‘the floor’ every day • The manager meaningfully engages with residents and families every day • The manager ensures staffing arrangements are sufficient to meet needs and are determined according to national guidelines on staffing levels and 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • All members of staff are encouraged to contribute ideas in developing the home • A Development Group is set up to discuss new ideas and suggestions, and then implementation decided. (This group should include: <ul style="list-style-type: none"> - The manager - Residents - Relatives - Two or three members of staff from different teams 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • Engagement takes place with other care home managers at provider events to learn of new initiatives and projects e.g. forums; network events; conferences etc. • High professional standards are demonstrated and the desire to promote this within the whole team through regular observations /role-shadowing/ monitoring of practice and audit of record systems – followed by sensitive feedback and proactive encouragement of improvement. • The manager will

standards in a timely and sensitive manner.		skills required to meet the physical and emotional needs of older people (see 5.2 of OPCfW action plan)		attain a recognised qualification in leadership and management
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<p>High Level Outcome C.</p> <p>There is a dynamic leadership style that inspires and motivates a competent staff team</p> <p>Outcome Indicator C2.</p> <p>A values-based culture is promoted and developed</p> <p>Summary</p> <p>A values-based culture means a person and relationship led care home. Putting relationships first and focussing on quality of life and experience for residents, relatives and staff, will lead to a close community.</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Keeping workforce fit for purpose • Promoting a positive culture <p>Senses framework</p> <ul style="list-style-type: none"> • Security • Belonging • Continuity • Achievement • Purpose • Significance <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Respecting people • Relationships • Promoting independence <p>National outcomes framework</p> <ul style="list-style-type: none"> • Well-being • Physical, mental health and emotional well-being • Contribution made to society 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • The manager or a member of the management team should be available to staff at all times • Residents are encouraged to get involved in their own care as much as is possible and as appropriate • Relatives are encouraged to get involved in their relative’s care as much as is possible and appropriate • Relatives are encouraged to get involved in all aspects of the Home’s life • Staff reporting must be strengths and not needs led 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Decision making is shared with residents, relatives and staff members e.g. recruitment; training, activities etc. • Activities are resident-led in design and actioned as is possible 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • Care plans will be person and relationship centred with quality of life the focus and not care tasks

<p>High Level Outcome C.</p> <p>There is a dynamic leadership style that inspires and motivates a competent staff team</p> <p>Outcome Indicator C3.</p> <p>The workforce is developed and competent</p> <p>Summary</p> <p>Well trained and motivated staff who are valued in their role, are one of the key factors in making sure that residents are supported to enjoy the best quality of life possible for them.</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Keeping workforce fit for purpose • Promoting a positive culture <p>Senses framework</p> <ul style="list-style-type: none"> • Security • Belonging • Continuity • Achievement • Purpose • Significance 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • Recruitment processes should not only take into consideration an applicant's experience but also their personality and suitability for the role • All members of staff (after working their probationary period) should hold the relevant qualification for their role, or at least be working towards it • Staff through supervision, should be encouraged to comment on how their training is going and what benefit it is to them and identify other training and learning opportunities relevant to them and their role • All staff receive an 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Induction for new staff to include non- care role e.g. working with the Activities Co-ordinator • Feedback is given to residents on training for staff when it has been completed e.g. who has done what; levels of qualification achieved etc. • Continuous Professional Development (CPD) portfolios are maintained for all staff 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • Residents and relatives are involved in identifying, shaping and possibly delivering and evaluating the training required for staff e.g. responding to residents/ relatives' comments that manual handling may be carried out in a better way etc.

		<p>annual appraisal, which includes a skills gap and training needs analysis to inform their personal development</p> <ul style="list-style-type: none"> • All care home employees undertake dementia training (see 3.2 of OPCfW action plan) • A system is in place to assess against, and support staff to attain the mandatory skills and values based competencies developed by the Care Council for Wales (see 5.3 of the OPCfW action plan). • The care home has at least one dementia champion • Systems for supporting staff and developing a competent workforce adequately address dementia care specifically (including systems for induction, supervision, training and appraisal). 		
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<p>High Level Outcome C</p> <p>There is a dynamic leadership style that inspires and motivates a competent staff team</p> <p>Outcome Indicator C4.</p> <p>A person/relationship centred approach is promoted</p> <p>Summary</p> <p>Supporting residents to enjoy the best quality of life that they can is the goal for care homes. This can be achieved by focussing on the resident and those who impact on their quality of life.</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Keeping workforce fit for purpose • Promoting a positive culture <p>Senses framework</p> <ul style="list-style-type: none"> • Security • Belonging • Continuity • Achievement • Purpose • Significance 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • Enable all staff to get to know residents and their families. • Encourage relationships to develop between residents, relatives and staff. • Managers and senior staff should lead by example in being person/ relationship centred • Managers and staff should look for opportunities to ensure that residents are at the heart of the service, and promote voice, choice and control 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Learning opportunities and materials are made available to all staff to support a person/ relationship centred approach. • Appropriate training is available for all staff in person/ relationship centred approaches 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • Staff engage with support programmes/ organisations to support the development of a person/ relationship centred approach e.g. NAPA; My Home Life Cymru. • Families are engaged with promoting a person/ relationship centred approach in the home

<p>High Level Outcome C</p> <p>There is a dynamic leadership style that inspires and motivates a competent staff team</p> <p>Outcome Indicator C5.</p> <p>Continuous improvement is promoted</p> <p>Summary</p> <p>The leadership within in the home understands and effectively communicates that the desire to give the best always pushes us on to continually improve and that each person can play their part in this.</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Promoting a positive culture <p>Senses framework</p> <ul style="list-style-type: none"> • Security • Belonging • Continuity • Achievement • Purpose • Significance 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • There is an overt method of implementing new regulation, guidance, innovative care philosophies and methods. • A critical/analytical approach to appraising possible inclusion of new information into day to day practice is developed. • There is a clear method of collating and implementing improvements. • Rigorous methods are in place to ensure change takes root and that there is not a return to former ways. 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • At any one time leadership in the home has a plan to implement changes derived from regulation, guidance, care philosophies etc. • Each staff member contributes improvement ideas which all are responded to with a clear outcome from the home leadership (even if declined). 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • There is evidence of responding and implementing change to individual staff, residents and or their family’s improvement suggestions. • Leadership can demonstrate adoption or adaption of a change management methodology e.g. PDSA or LEAN 6 Sigma

High Level Outcome D	Cross References	Examples of outcome measures to show how gradings are awarded		
<p>End of life care is dignified and supportive</p> <p>Outcome Indicator D1.</p> <p>A dignified end of life is enabled</p> <p style="text-align: center;">Summary</p> <p>End of life care is now a very regular part of care home life. Increasing frailty, illness and disability mean that we are now regularly supporting people at the end of their lives and also supporting families and staff members through bereavement and loss</p>	<p>My Home Life themes</p> <ul style="list-style-type: none"> • Supporting good end of life <p>Senses framework</p> <ul style="list-style-type: none"> • Security • Belonging • Continuity • Achievement • Purpose • Significance <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Relationships • Ensuring comfort, alleviating pain • Communication and information • Ensuring safety • Respecting people • Oral health & hygiene <p>National outcomes framework</p> <ul style="list-style-type: none"> • Well-being • Domestic, family and personal relationships • Securing rights and entitlements • Protection from neglect and abuse 	<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • A quiet area is provided for families and staff to ask questions and reflect • The resident's and their families' wishes are followed as to their End of Life Care plan and arrangements - as per Advanced Care Planning. • The appropriate and approved end of life priorities must be initiated with agreement from all stakeholders at the correct time • Staff have knowledge of Specialist health professionals and involve appropriately • Staff will attend Foundation level communication training as per NICE guidance 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Residents, other relatives and staff are made aware of the situation concerning a resident's end of life care with the consent of the resident and their family • Other residents and their families are encouraged to offer support to the dying resident and their family as appropriate • Family and friends are able to visit without restriction and can remain with the individual after death 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • The Home facilitates the availability of staff members who may be closest to the resident to provide support and comfort • Spiritual, Religious and Cultural views/ beliefs are appropriately accommodated • Staff will attend Intermediate level communication training

	<p>The Andrews report</p> <ul style="list-style-type: none">• If I am anxious or depressed, staff will recognise my mood, listen to me, and my carers, and support me to feel as well as possible• If I am at the end of my life my wishes and spiritual beliefs and those of my carers will be assessed and met wherever possible• I will be treated with dignity, care and compassion and supported to feel safe at all times• I will have the right medicine at the right time• If I am in pain or discomfort it will be recognised and I will have help to manage it			
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<p>High Level Outcome D</p> <p>End of life care is dignified and supportive</p> <p>Outcome Indicator D2.</p> <p>Residents, relatives and staff feel supported throughout the end of life stage</p> <p>Summary</p> <p>Everyone reacts differently to the reality of end of life. Some will react very differently to others. Whether resident, relative or staff member, all of these people will need very individual support. For some, this support will be needed well after a funeral has taken place.</p>	<p>Cross References</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> Supporting good end of life Creating community <p>Senses framework</p> <ul style="list-style-type: none"> Security Belonging Continuity Achievement Purpose Significance <p>Fundamentals of care</p> <ul style="list-style-type: none"> Relationships Ensuring comfort, alleviating pain Communication and information Ensuring safety Respecting people <p>National outcomes framework</p> <ul style="list-style-type: none"> Well-being Domestic, family and personal relationships Securing rights and entitlements Protection from abuse and neglect 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> All Staff will attend Palliative and End of life training Ensure time is available for residents, relatives and staff to talk to the manager and senior team about the situation Provide a quiet area for families to ask questions and reflect Inform other residents and their families appropriately of the situation of their fellow resident with the consent of the individual and their family Ensure that the resident and their family are aware of the change in their condition 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> Ensure clinical supervision is available for all staff members Support staff members and residents to attend the funeral. If this is not possible, hold an appropriate service at the home (with the families agreement) Staff are aware of the impact of grief on individuals and are able to offer support appropriate to their role. Residents who wish to remember another resident are facilitated to do so, as some may prefer a memorial bench or plant in a memorial 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> Enable staff to participate in recognised credited courses including those taught in universities and the charitable sector Provide support to all by appropriate signposting e.g. bereavement counselling Encourage bereaved relatives and friends with the opportunity to keep up their good relationship with the home by volunteering Staff are aware of the reactions grief may cause both prior to and after death and are able to offer support appropriate to their role.

	<ul style="list-style-type: none"> • Securing rights and entitlements <p>The Andrews report</p> <ul style="list-style-type: none"> • If I am anxious or depressed staff will recognise my mood, listen to me, and my carers and support me to feel as well as possible • If I am at the end of my life my wishes and spiritual beliefs and those of my carers will be assessed and met wherever possible • I will be treated with dignity and care • If I am in pain or discomfort it will be recognised and I will have help to manage it • If I have difficulty expressing myself this will be recognised 		<p>garden</p> <ul style="list-style-type: none"> • An annual memorial service is held for all those who passed away over the last twelve months 	
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High Level Outcome D	Cross references	Examples of outcome measures to show how gradings are awarded		
<p>End of life care is dignified and supportive</p> <p>Outcome Indicator D3.</p> <p>Multi-disciplinary working is effective</p> <p>Summary</p> <p>Working closely with health professions at this time is vital in ensuring that the best care and support is given to the resident. This is true whether the home offers nursing care or not. Although nursing homes will have qualified staff on the premises, they should utilise other health professionals in the community as appropriate.</p>	<p>My Home Life themes</p> <ul style="list-style-type: none"> • Supporting good end of life • Improving health care • Sharing decision making <p>Senses framework</p> <ul style="list-style-type: none"> • Security • Belonging • Continuity • Achievement • Purpose • Significance <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Relationships • Ensuring comfort, alleviating pain • Communication and information • Ensuring safety • Respecting people <p>National outcomes framework</p> <ul style="list-style-type: none"> • Well-being • Domestic, family and personal relationships • Securing rights and entitlements 	<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • All relevant health professionals must be informed and engaged with as appropriate • The appropriate Welsh End of Life Priorities / Care Decisions Guidance must be initiated and followed with agreement from all relevant professionals in a timely manner • All staff will attend End of Life training to enable them to recognise that the individual is dying • Registered Nurses will be competent in symptom assessment and management • All Registered Nurses will be competent in the management of medication via Syringe Driver and will attend annual training. • Residents will be 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Resources from external organisations are used to help support the home e.g. National Council for Palliative Care; Dying Matters, Macmillan Cancer Support • Staff are enabled to receive appropriate training from health professionals • Medications for common symptoms at the end of life are prescribed and are available for use 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • Staff engage in annual multi-disciplinary training with other professionals • Spiritual, religious and cultural views/ beliefs are appropriately accommodated • Staff attend Intermediate level communication training • Consideration has been given to the residents' choice of preferred place of death • Registered nurses are aware of 'just in case boxes' and encourage prescribing for individual residents in a timely manner

	<p>The Andrews report</p> <ul style="list-style-type: none"> • If I am anxious or depressed, staff will recognise my mood, listen to me, and my carers, and support me to feel as well as possible • If I am at the end of my life, my wishes and spiritual beliefs, and those of my carers, will be assessed and met wherever possible • I will have the right medicine at the right time • If I am in pain or discomfort it will be recognised and I will have help to manage it • If I have difficulty understanding or expressing myself this will be recognised and I will be listened to 	<p>discussed with the Primary Health Care Team during Palliative Care meetings as per the Palliative Care register</p>		
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<p>High Level Outcome D</p> <p>End of life care is dignified and supportive</p> <p>Outcome Indicator D4.</p> <p>End of life planning is effective and timely</p> <p>Summary</p> <p>Many residents who now move into the care home are extremely frail and ill. Although we treat the issue of end of life care with compassion, communication with the individual cannot be put off for another day. These issues must be discussed in a timely fashion.</p>	<p>Cross references</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> Supporting good end of life Maintaining identity Sharing decision making <p>Senses framework</p> <ul style="list-style-type: none"> Security Belonging Continuity Achievement Purpose Significance <p>Fundamentals of care</p> <ul style="list-style-type: none"> Relationships Ensuring comfort, alleviating pain Communication and information Ensuring safety Respecting people <p>National outcomes framework</p> <ul style="list-style-type: none"> Well-being Domestic, family and personal relationships Securing rights and entitlements 	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> The wishes of an individual at their end of life should be explored, although not necessarily fully discussed at the time of assessment and transition into the home Residents’ choices must be gathered and clearly recorded to cover their views and wishes on end of life matters, including treatment; place of care; place of death; resuscitation; funeral plans; organ donation etc. The appropriate and approved end of life priorities guidance must be initiated with agreement from the resident, their family and all relevant professionals at the correct time 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> The home works closely with the resident’s family to ensure that the resident’s wishes are identified, agreed, recorded and shared appropriately with the resident’s permission i.e. Advance Decision to Refuse Treatment 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> The home works closely with health professionals in providing timely support and information to the resident, their family and staff members Residents and their families may appropriately be put in touch with and discuss this topic with families who have been in this situation in the home

	<ul style="list-style-type: none"> • Physical and emotional and mental health <p>The Andrews report</p> <ul style="list-style-type: none"> • If I am anxious or depressed staff will recognise my mood, listen to me and my carers and support me to feel as well as possible • If I am at the end of my life my wishes and spiritual beliefs, and those of my carers, will be assessed and met wherever possible • I will be treated with dignity, care and compassion • If I have difficulty understanding or expressing myself this will be recognised and I will be listened to 	<ul style="list-style-type: none"> • Residents' and their families views and wishes are reviewed at regular intervals and also as the residents' physical health deteriorates 		
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<p>High Level Outcome D</p> <p>End of life care is dignified and supportive</p> <p>Outcome Indicator D5.</p> <p>A positive environment is maintained</p> <p>Summary</p> <p>Despite the delicate nature of end of life care and support, a positive environment must be maintained within the home. This should be done in a respectful and dignified way, showing empathy and consideration to all involved.</p>	<p>Cross references</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> Supporting good end of life Promoting a positive culture Creating community <p>Senses framework</p> <ul style="list-style-type: none"> Security Belonging Continuity Achievement Purpose Significance <p>Fundamentals of care</p> <ul style="list-style-type: none"> Relationships Ensuring comfort, alleviating pain Communication and information Ensuring safety Respecting people <p>National outcomes framework</p> <ul style="list-style-type: none"> Well-being Domestic, family and personal relationships Securing rights and 	<p>Examples of outcome measures to show how gradings are awarded</p>		
<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> With the consent of the individual and their family, residents, other relatives and staff are made aware of the situation concerning a resident's end of life care Information is provided to residents and their families to support them and make them aware of what will/ may happen, including the care they will receive Family and friends are able to visit without restriction and remain with the resident after death. Resident/ family preferences are respected and acknowledged in the home at this time e.g. type and level of 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> Relatives and staff are supported to help deal with bereavement and loss Residents and staff are enabled to observe/ take part in the funeral as they and the bereaved family may wish e.g. attend the funeral; start a book of remembrance etc. 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> Resources from external organisations are used to help support the home e.g. CRUSE; National Council for Palliative Care; Dying Matters, MacMillan Cancer Support etc. 		

	<p>entitlements</p> <p>The Andrews report</p> <ul style="list-style-type: none"> • If I am anxious or depressed staff will recognise my mood, listen to me and my carers and support me to feel as well as possible • If I am at the end of my life my wishes and spiritual beliefs and those of my carers will be assessed and met wherever possible • If I am in pain or discomfort it will be recognised and I will have help to manage it • I will be treated with dignity, care and compassion • If I have difficulty understanding or expressing myself this will be recognised and I will be listened to 	<p>activities in the home; room curtains/ blinds opened/ closed etc</p>		
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<p>High Level Outcome E</p> <p>The benefits of effective partnership working are recognised and promoted</p> <p>Outcome Indicator E1.</p> <p>Positive relationships with residents, relatives and friends are developed</p> <p>Summary</p> <p>The basis of a relationship centred approach is the positive way we work with and support residents, their families and friends and staff members.</p>	<p>Cross references</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Promoting a positive culture • Creating community <p>Senses framework</p> <ul style="list-style-type: none"> • Security • Belonging • Continuity • Achievement • Purpose • Significance <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Communication and information • Respecting people • Relationships <p>National outcomes framework</p> <ul style="list-style-type: none"> • Well-being • Domestic, family and personal relationships <p>The Andrews report If I have carers their needs will be taken into account and they will be involved in my care and discharge planning with</p>	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • Staff know who all their residents are, their family members and regular visitors. • The manager is available to residents, their families and friends when at all possible. • External phone calls are answered within a time frame to meet the needs and engagement of relatives and friends. 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Families and friends are invited to work with the home in forging strong links with the community at large. • Families and friends are encouraged to volunteer within the home • Families and friends are involved fully in care planning (with the consent of the resident), life story and reminiscence work with the resident 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • Appropriate training is offered to families and friends e.g. dementia; stroke; Parkinson’s disease etc. • Relatives’ and friends’ skills are used within the home e.g. leading and/ or suggesting activities

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<p>High Level Outcome E</p> <p>The benefits of effective partnership working are recognised and promoted</p> <p>Outcome Indicator E2.</p> <p>Communication with residents, friends and professionals is effective</p> <p>Summary</p> <p>Communication is the lifeblood of a relationship. How can we develop and maintain good relationships with everyone, but especially those who may be difficult to reach due to a dementia or other difficulty? Seeing the person first and valuing them as an individual is key.</p> <p>Our relationships with others including relatives and professionals associated with the</p>	<p>Cross references</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> Promoting a positive culture Creating community <p>Senses framework</p> <ul style="list-style-type: none"> Security Belonging Continuity Achievement Purpose Significance <p>Fundamentals of care</p> <ul style="list-style-type: none"> Communication and information Respecting people Relationships <p>National outcomes framework</p> <ul style="list-style-type: none"> Well-being Domestic, family and personal relationships <p>The Andrews report If I have carers their</p>	<p>Examples of outcome measures to show how gradings are awarded</p> <p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> Staff work closely with each other and relatives to get to know the resident as well as possible Communication is carried out in a positive way, using a positive tone, body language and facial expression (some residents may not communicate in the way that other residents do but are able to hear language and pick up on tone of voice) Relatives are encouraged to get involved in the care and support of the resident Staff are encouraged to use every <p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> Dementia friendly tools are used to support residents e.g. talking mats etc. Staff are supported to have time to discuss the support needs of residents Families and friends of residents should be informed of positive aspects relating to the resident as well as concerns <p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> Support and training is provided to relatives and friends in supporting residents e.g. dementia, specific conditions and approaches Facilitate good relationships and communication between relatives and professionals where appropriate and possible in supporting their loved one e.g. health professionals 		
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<p>residents are also crucial. Communication must be clear, accessible, accurate and timely.</p>	<p>needs will be taken into account, and they will be involved in my care and discharge planning with my consent</p>	<p>opportunity for interaction as an opportunity to communicate and engage with residents</p> <ul style="list-style-type: none"> • A resident's family and friends are given timely, clear, accessible and accurate information when needed and requested • Written records must be clear accurate and accessible • Hand-over sessions must include the views of all present, sharing important and vital information • Communication with relevant professionals e.g. GP's and nurses, must be clear and as regular as the resident's needs dictate 		
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<p>High Level Outcome E.</p> <p>The benefits of effective partnership working are recognised and promoted</p> <p>Outcome Indicator E3.</p> <p>The Home works closely with health/social care professionals</p> <p>Summary</p> <p>Good working relationships with other professionals who impact on our services is essential in optimising the potential for quality of life for the people we support and work with.</p>	<p>Cross references</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Promoting a positive culture • Creating community <p>Senses framework</p> <ul style="list-style-type: none"> • Security • Belonging • Continuity • Achievement • Purpose • Significance <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Communication and information • Respecting people • Relationships <p>National outcomes framework</p> <ul style="list-style-type: none"> • Well-being • Domestic, family and personal relationships <p>The Andrews report If I have carers; their needs will be taken into account, and they will be involved in my care and discharge planning with</p>	<p>Examples of outcome measures to show how gradings are awarded</p>		
<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • The home is positive and proactive in its communication with local GP's and health/social care professionals e.g. community nurses; social workers, nurse specialists; local hospital staff etc. • The home engages positively with commissioners, demonstrates a willingness to share information and participate at relevant meetings and events e.g. local provider fora • The manager spends time with these professionals when in the home (as appropriate) and on other occasions • Clinical governance is in place for qualified nurses 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Visiting professionals are updated on changes to procedures or activities within the home • Appropriate staff are registered with Care Council for Wales 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • The manager keeps up to date with health and social care sector developments through relevant channels e.g. Care Forum Wales; newsletters/ journals; conferences/ events. • Good practice is shared with sector peers 		

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<p>High Level Outcome E.</p> <p>The benefits of effective partnership working are recognised and promoted</p> <p>Outcome Indicator E4.</p> <p>Innovation and development is encouraged within the Home</p> <p>Summary</p> <p>Innovation can come from a variety of sources and can affect every aspect of care home life. It can also be developed by working closely with other individuals and organisations.</p>	<p>Cross references</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Promoting a positive culture • Creating community <p>Senses framework</p> <ul style="list-style-type: none"> • Security • Belonging • Continuity • Achievement • Purpose • Significance <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Communication and information • Respecting people • Relationships <p>National outcomes framework</p> <ul style="list-style-type: none"> • Well-being • Domestic, family and personal relationships <p>The Andrews report If I have carers their needs will be taken into</p>	<p>Examples of outcome measures to show how gradings are awarded</p>		
		<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • Residents, relatives and staff are encouraged to submit ideas for changes/developments to the manager • Mechanisms are in place that can be used to collect ideas e.g. suggestion box, staff/ resident/ relatives meetings/ discussions • Suggestions that are workable are followed through on • Feedback is provided to those giving suggestions • The care home has systems to ensure the quality of life of older people is understood and to ensure issues raised are acted upon. • The care home produces an annual 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Innovation Champions are appointed and supported to proactively seek views from residents/ staff/visitors on potential improvements/ innovations 	<p>Gold • (Goal of excellence has been achieved)</p> <p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • Residents, relatives and staff members are involved in the development and delivery of innovation • Good practice examples from the sector are shared with residents, relatives and staff e.g. trade journals; My Home Life resources etc

	<p>account and they will be involved in my care and discharge planning with my consent</p>	<p>report for all relevant stakeholders to explain how systems for analysing quality are used to drive continuous improvement.(see 6.2 OPCfW action plan)</p> <ul style="list-style-type: none"> • The care home produces an annual report on the delivery of quality of life and care for older people measured against the Standard Quality Framework and Supporting Specification (to include levels and skills of staff, staff turnover, use of agency staff and investment in training, number of POVA referrals, complaints, improvement notices and full details of improvement action when a home is in escalating concerns (see 6.10 OPCfW action plan). 		
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<p>High Level Outcome E.</p> <p>The benefits of effective partnership working are recognised and promoted</p> <p>Outcome Indicator E5.</p> <p>Sector support mechanisms are utilised</p> <p>Summary</p> <p>All care homes need support. This can come from within e.g. Manager, owner/ proprietor/ organisation. However, there is also support available throughout the care sector and beyond.</p>	<p>Cross references</p> <p>My Home Life themes</p> <ul style="list-style-type: none"> • Promoting a positive culture • Creating community <p>Senses framework</p> <ul style="list-style-type: none"> • Security • Belonging • Continuity • Achievement • Purpose • Significance <p>Fundamentals of care</p> <ul style="list-style-type: none"> • Communication and information • Respecting people • Relationships <p>National outcomes framework</p> <ul style="list-style-type: none"> • Well-being • Domestic, family and personal relationships <p>The Andrews report If I have carers; their needs will be taken into account, and they will be involved in my care and discharge planning with</p>	<p>Examples of outcome measures to show how gradings are awarded</p>		
<p>Bronze • (The threshold – basic compliance)</p> <ul style="list-style-type: none"> • The manager and/ or senior members of staff attend the local Provider Fora in their area. • The home is actively looking to engage with the local authority and local health board in developing its services e.g. SCWDP/ Training, Contract and Commissioning teams 	<p>Silver • (Certain milestones achieved, more progress to be made)</p> <p>All Bronze points and the following:</p> <ul style="list-style-type: none"> • Engagement takes place with the My Home Life Cymru programme and/ or other support organisations e.g. Dementia Care Matters, MacMillan Cancer Support • Membership of Care Forum Wales or another like organisation is in place • Subscription is made to trade journals e.g. Caring UK 	<p>Gold • (Goal of excellence has been achieved)</p>	<p>All Bronze and Silver points and the following:</p> <ul style="list-style-type: none"> • The home makes use of the support offered by sector agencies and beyond e.g. CSSIW; Care Council for Wales; Care Forum Wales; My Home Life Cymru; Local authority (contracting and commissioning/ training/ SCWDP); ABMU Health Board Long Term Care Team; RCN; RNIB Cymru; Action on Hearing Loss Cymru etc. 	

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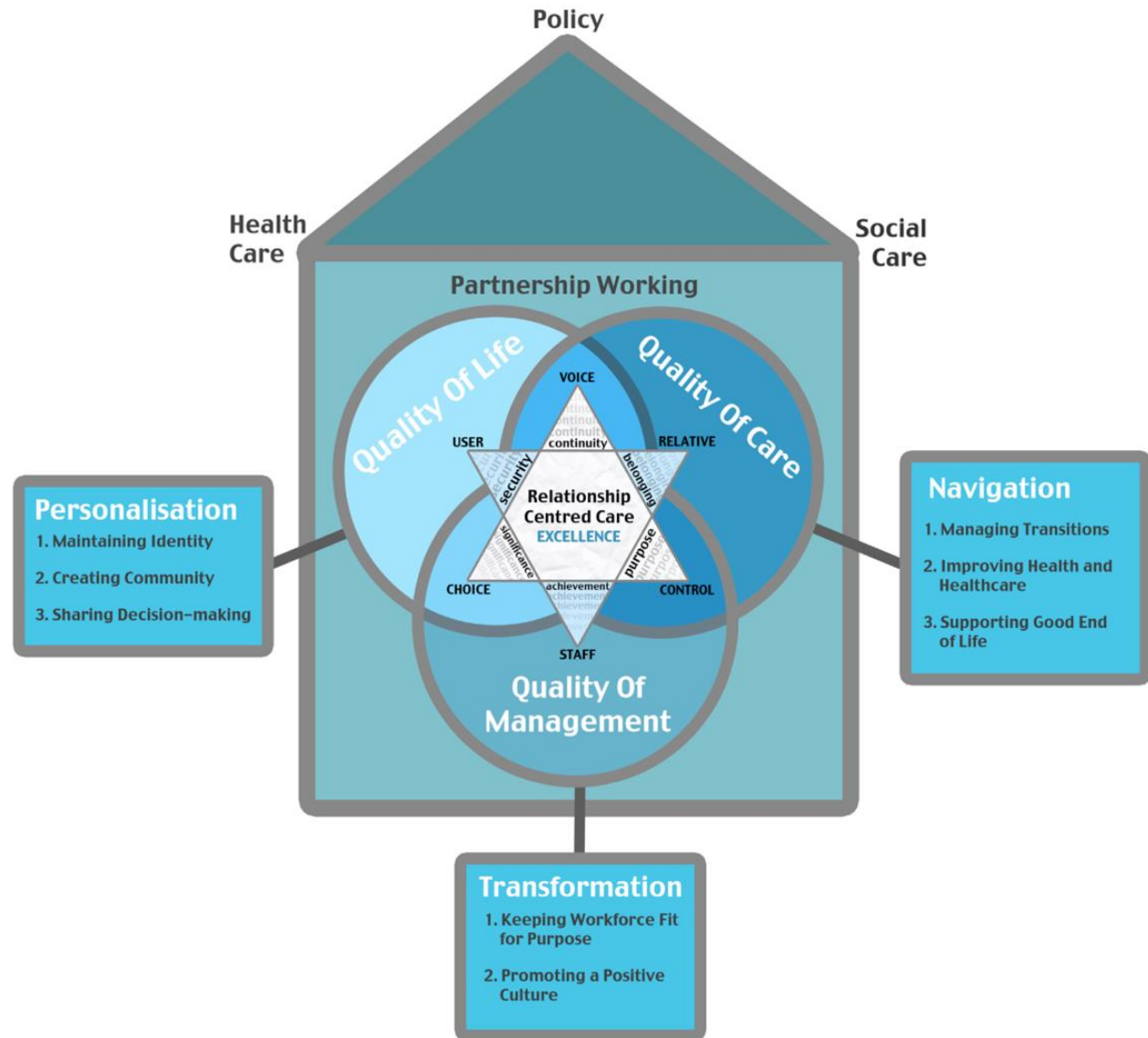
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Appendix 1 - My Home Life

My Home Life is all about working in partnership with the care home sector, celebrating best practice and supporting whole systems change.

Its vision is that care homes are supported to deliver expert evidence-based practice, are valued and trusted by external professionals and cherished by the wider community for the increasingly vital role that they play.



¹ NCHR&D Forum (2007) *My Home Life: Quality of life in care homes – Literature review*, London: Help the Aged (available at: www.myhomelife.org.uk)

Appendix 2 – The My Home Life themes¹

Personalisation	Navigation	Transformation
<p>1. Maintaining identity</p> <p>Working creatively with residents to maintain their sense of personal identity and engage in meaningful activity.</p>	<p>4. Managing transitions</p> <p>Supporting people both to manage the loss and upheaval associated with moving into a care home and to move forward.</p>	<p>7. Keeping workforce fit for purpose</p> <p>Identifying and meeting ever-changing training needs with the care home workforce.</p>
<p>2. Sharing decision making</p> <p>Facilitating informed risk-taking and the involvement of residents, relatives and staff in shared decision-making in all aspects of home life.</p>	<p>5. Improving health and healthcare</p> <p>Ensuring adequate access to healthcare services and promoting health to optimise resident quality of life.</p>	<p>8. Promoting a positive culture</p> <p>Developing leadership, management and expertise to deliver a culture of care where care homes are seen as a positive option.</p>
<p>3. Creating community</p> <p>Optimising relationships between and across staff, residents, family, friends and the wider local community. Encouraging a sense of security, continuity, belonging, purpose, achievement and significance for all.</p>	<p>6. Supporting good end of life</p> <p>Valuing the ‘living’ and ‘dying’ in care homes and helping residents to prepare for a ‘good death’ with the support of their families.</p>	

¹ NCHR&D Forum (2007) *My Home Life: Quality of life in care homes – Literature review*, London: Help the Aged (available at: www.myhomelife.org.uk)

Appendix 3 – The Senses Framework



³ Nolan, M., Brown, J., Davies, S., Nolan, J. and J. Keady. (2006). *The Senses Framework: Improving care for older people through a relationship-centred approach*. University of Sheffield. ISBN 1-902411-44-7

Appendix 4 - Fundamentals of care: Guidance for Health and Social Care Staff - Improving the quality of fundamental aspects of health and social care for adults

Practice Indicators			
<p>1. Communication and information</p> <p>1.1 Health, personal and social care needs are assessed and set out in a regularly reviewed plan of care. This plan is agreed by the service user and the people caring for them. The plan is only shared with others with the service user's consent. <i>The plan of care is agreed by the service user and made available to them. The assessment, plan of care and its implementation are recorded and monitored. The plan of care is reviewed to ensure services remain appropriate to the service user's needs.</i></p> <p>1.2 Assistance or specialist aids are provided to those with speaking, sight or hearing difficulties, special needs or learning disabilities, enabling them to receive and respond to information.</p> <p>1.3 If necessary, people are provided with access to a</p>	<p>2. Respecting people</p> <p>2.1 People are treated with respect, courtesy and politeness. <i>Staff receive training to support this.</i></p> <p>2.2 People are able to access free and independent advice so that they can make choices about their care and lifestyle. <i>This may be provided through advocacy services or voluntary agencies such as the Citizen's Advice Bureau.</i></p> <p>2.3 Individuals are addressed by their preferred name.</p> <p>2.4 Confidentiality and privacy are respected as far as possible, especially in hospital wards, public spaces and reception areas.</p> <p>2.5 Mail is always given unopened unless otherwise requested. <i>Where a person is unable to open their post, appropriate arrangements are made with</i></p>	<p>3. Ensuring safety</p> <p>3.1 People receive support free from abuse, neglect and inappropriate care.</p> <p>3.2 People are protected against verbal, physical, sexual and financial abuse.</p> <p>3.3 The service user's environment is clean, properly maintained, safe and secure. Their independence and personal choice are respected.</p> <p>3.4 Equipment is clean, properly maintained and stored safely.</p> <p>3.5 People are assessed for risks to their own safety and the safety of others. A plan for managing risk is agreed between the person being cared for and those caring for them.</p> <p>3.6 Staff receive appropriate information, training and supervision to ensure that people and their carers are safe. <i>This relates to moving skills, use of equipment, abusive and challenging behaviour,</i></p>	<p>4. Promoting independence</p> <p>4.1 Time is available to support and encourage people to care for themselves.</p> <p>4.2 Ongoing assessment, involving all those relevant to the person's care, forms the basis of the plan of activities and care. This takes account of the person's requirements, strengths, abilities and potential.</p> <p>4.3 Where possible, people are shown different ways of doing things to help them to be independent. <i>Staff refer to physiotherapists or occupational therapists for specialist advice.</i></p> <p>4.4 If appropriate, people are offered equipment to help them walk, move, eat, hear and see. This equipment is well maintained.</p> <p>4.5 Equipment provided for a specific person is kept for their own use.</p> <p>4.6 To promote people's</p>

<p>translator or a member of staff with appropriate language skills. <i>If a translator is needed, they must be thoroughly briefed on the context of the information they convey and on the requirement for confidentiality.</i></p> <p>1.4 People are consulted about any treatment and care they are to receive. A suitably knowledgeable person explains treatment or care options so that people can make informed choices. Their consent or refusal is clearly and accurately recorded.</p> <p><i>Some people may have a limited capacity to understand e.g. people with learning disabilities or mental illness. In such cases, every effort is made to help them comprehend what is being said and to involve them in the decision making process with their carer or next of kin.</i></p> <p>1.5 People's personal records are regularly updated and available to them. To ensure confidentiality, they are kept secure and comply with the Data Protection Act 1998.</p> <p><i>Where care is delivered by a multi-disciplinary team,</i></p>	<p><i>their carers.</i></p> <p>2.6 People's feelings, needs and problems are actively listened to, acknowledged and respected.</p> <p>2.7 Information and care are always provided with compassion and sensitivity.</p> <p>2.8 Spiritual and cultural needs are acknowledged and respected.</p>	<p><i>medication, first aid, infection control, waste disposal, handling of valuables and general security.</i></p> <p>3.7 People are encouraged to develop or maintain the level of independence they wish, striking a responsible balance between risk and safety.</p> <p>3.8 People are able to summon help easily at all times, using a telephone, bell or other convenient means.</p> <p><i>If unable to do so their needs will be checked regularly.</i></p>	<p>independence and ability to care for themselves, their environment is as accessible, comfortable and safe as possible, in accordance with their wishes.</p> <p>4.7 People are encouraged to be active, through work, taking appropriate exercise and/or recreation as far as their condition allows.</p>
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<p><i>information needs to be shared amongst team members and records may be accessed and used by all. In some circumstances, information may be shared with other staff involved in the care of the individual, if the caring role of the colleague could not be undertaken effectively without knowledge or information relating to the person receiving care. In certain circumstances there is an additional requirement to share information i.e. when information is required by a court order and when it can be justified as being in the interests of protecting the public.</i></p> <p>1.6 Time is taken to listen and actively respond to any questions and concerns that the service user or their relatives may have.</p> <p><i>If the person providing care does not have sufficient knowledge to answer questions adequately, they refer them to the appropriate colleague.</i></p> <p>1.7 People are given information explaining how to comment on their care or make a complaint. If requested, information is also</p>			
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<p>given on how to obtain independent advice and support.</p>			
<p>5. Relationships</p> <p>5.1 People are able to receive visitors within reasonable hours, sensitive to the needs of others. <i>Consideration is given to the condition of the person. Where they are unable to make a decision for themselves regarding visitors, those close to that person should be consulted. Equally if a person wishes to restrict visiting at any time, staff support their decision.</i></p> <p>5.2 A comfortable area such as a visitors' room is available for private telephone calls or for people to spend time with relatives and friends.</p> <p>5.3 People are encouraged and enabled to be part of the community.</p> <p>5.4 The person decides how much their family and any informal carers are involved in their care.</p> <p>5.5 If someone becomes critically ill, arrangements are made to ensure that a relative or friend can stay overnight, either</p>	<p>6. Rest and sleep</p> <p>6.1 Noise is minimised and levels of heat, light and ventilation are controlled to help people sleep at night.</p> <p>6.2 Televisions and radios in shared sleeping areas have earphones to enable individual listening.</p> <p>6.3 Waking, sleeping and resting times are as flexible as possible to meet people's needs and preferences.</p> <p>6.4 Where beds and bedding are provided, efforts are made to ensure the person's comfort.</p> <p>6.5 If a person's sleep is disturbed, they are made comfortable and offered the support they need. <i>This could include sleep management and relaxation techniques. Care should be taken to guard against the danger of inappropriate medication.</i></p>	<p>7. Ensuring comfort, alleviating pain</p> <p>7.1 People are encouraged and given the opportunity to express pain, discomfort or emotional distress with support or assistance offered promptly. <i>People's personal environments and abilities to effectively communicate are also considered when discussing interventions that make them feel comfortable.</i></p> <p>7.2 If a person needs special aids or equipment in order to maintain a comfortable position, these are provided and they are helped to use them correctly.</p> <p>7.3 The person's level of discomfort, pain or distress is assessed. A plan for controlling or relieving their pain or distress is agreed, taking into account their preferences. <i>It may be appropriate to use assessment tools to provide effective and appropriate treatment. Results of decisions</i></p>	<p>8. Personal hygiene, appearance and foot care</p> <p>8.1 People's personal hygiene, appearance and foot care are discussed with them and any assistance is based on their needs.</p> <p>8.2 People are helped as necessary to keep their feet comfortable to enable them to be as mobile and independent as possible.</p> <p>8.3 Facilities and equipment for all aspects of personal hygiene and appearance are accessible, clean and well maintained. This includes washing, shaving, bathing, the use of make-up, care of hair and nails, dressing and undressing.</p> <p>8.4 Wash bowls and towels are provided for personal use as necessary. Toiletries are provided to meet any short-term needs. <i>After use, bowls are promptly cleaned, dried and inverted for storage.</i></p> <p>8.5 Care is discreet and</p>

<p>in the same place or in local accommodation.</p> <p>5.6 People are offered support with verbal and written communication, particularly if separated from family and friends in their home culture or country of origin.</p> <p>5.7 People are put in touch with relevant voluntary organisations if they want them to provide a visiting service.</p> <p>5.8 People are able to discuss their sexual health needs and are supported in planning to meet those needs.</p>		<p><i>are recorded for continuity of care.</i></p> <p>7.4 People have access to a range of appropriate pain relieving therapies and drugs in accordance with an assessment of their needs.</p> <p>7.5 Specialist advice is sought if their symptoms or emotional distress are not controlled or relieved.</p>	<p>sensitive, ensuring privacy.</p> <p>8.6 People are referred to a State Registered Podiatrist / Chiropodist for assessment if they have a condition or illness which may require specialist foot care. A plan of care is then agreed with the person and their carer.</p> <p>8.7 People are encouraged and helped to select, purchase and wear their own clothes and shoes.</p> <p>8.8 Arrangements can be made for people's clothes to be laundered and maintained.</p>
<p>9. Eating and drinking</p> <p>9.1 People's nutritional needs and physical ability to eat and drink are regularly assessed. If necessary, they are provided with specialist advice and support.</p> <p>9.2 People are encouraged to eat nutritious, varied, balanced meals, hygienically prepared and served at regular times.</p> <p>9.3 Food and drink are served in an acceptable setting. They are at the right temperature and attractively presented.</p> <p>9.4 If a meal is missed,</p>	<p>10. Oral health and hygiene</p> <p>10.1 Following assessment, a plan of care to keep the person's mouth healthy and comfortable is agreed with them. <i>For guidance on suitable assessment tools, please see the section Assessment tools below.</i></p> <p>10.2 People are encouraged and helped to care for their mouths with all procedures and routines explained in advance and support available when needed.</p> <p>10.3 A toothbrush and</p>	<p>11. Toilet needs</p> <p>11.1 People's need of assistance to get to or use the toilet are assessed and if appropriate they are enabled to use the toilet (or commode) independently.</p> <p>11.2 A person who has difficulty in controlling their bladder or bowel functions is offered an assessment by a professional health worker and a plan of care is agreed.</p> <p>11.3 Toilet facilities are clean and appropriately equipped with toilet paper, soap and fresh</p>	<p>12. Preventing pressure sores</p> <p>12.1 People are assessed for risk of pressure sores and if considered at risk, they receive further assessment by a registered nurse and a plan of care is drawn up.</p> <p>12.2 People are made aware of the risks of pressure sores and shown ways of preventing them. They and those caring for them are encouraged and advised on appropriate care procedures.</p> <p>12.3 Appropriate beds, chairs and other equipment are made</p>

<p>alternative food is offered and/or snacks and drinks can be accessed at any time.</p> <p>9.5 Fresh drinking water is available at all times, except when restrictions are required as part of treatment.</p> <p>9.6 People are provided with special diets in accordance with their medical needs.</p> <p><i>This also includes modified food.</i></p> <p>9.7 If eating and/or drinking cause people difficulties, they receive prompt assistance, encouragement and appropriate aids or support.</p> <p><i>People with swallowing difficulties are assessed by a speech and language therapist and where necessary training in assisting people to swallow food or drink safely is given.</i></p>	<p>toothpaste or denture brush and bowl are provided to meet short term needs.</p> <p>10.4 If appropriate, people are able to have their dentures identified with their name in case they are lost and they are stored safely when not in use.</p> <p>10.5 If someone has no teeth or dentures, they still receive support to ensure their mouth is comfortable and healthy.</p> <p>10.6 If people have any specific problems with their mouth, teeth, dentures or gums arrangements are made for them to see a dentist, if necessary in their own home.</p> <p>10.7 People are offered appropriate check-up appointments with a dentist in accordance with their needs.</p>	<p>hand towels.</p> <p>11.4 Toilet facilities shared by others have clear signs and provide privacy.</p> <p>11.5 If required, people are helped to manage their bladder and bowel functions with privacy and dignity, maintaining their continence and giving them as much independence as possible.</p> <p>11.6 If necessary, people are aware of and have easy access to methods for calling assistance.</p> <p>11.7 Body waste is hygienically disposed of promptly, appropriately and with sensitivity.</p> <p>11.8 People have access to hand washing facilities after using the toilet or equivalent equipment e.g. a commode.</p> <p><i>Particular attention is given to infection control.</i></p>	<p>available to reduce the risks of pressure sores. More specialist preventative equipment such as special mattresses and cushions are also available if necessary. All equipment is clean and properly maintained.</p> <p>12.4 Correct moving techniques are encouraged, including regular turning and appropriate self-care, helping people to avoid pressure sores, increasing their well-being, independence and dignity.</p> <p>12.5 If a person is at risk, their skin is checked at least once daily, preferably when their personal hygiene is attended to.</p> <p>12.6 A person who is at risk or who has a pressure sore has access to advice from a registered nurse. This includes assessment and a plan of care based on recognised best practice.</p>
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Appendix 5 - National Outcomes Framework for (older) people who need care and support and carers who need support, 2014-15

Well-being		Physical and mental health and emotional well-being		Protection from abuse and neglect	
What people expect	What we will measure	What people expect	What we will measure	What people expect	What we will measure
<p>I know and understand what care, support and opportunities are available to me</p> <p>I get the help I need, when I need it, in the way I want it</p>	<ul style="list-style-type: none"> • Percentage of people reporting they have the right information about how to lead a healthy life • Percentage of people who think that good social care services are available in their local area • Percentage of people whose quality of life has improved from the care and support they have received • Percentage of people that received the right information or advice when they needed it • Percentage of people who feel satisfied with the 	<p>I am healthy</p> <p>I am happy</p>	<ul style="list-style-type: none"> • Self reported status of physical and mental health • Healthy life expectancy at 65 • Self reported happiness score • Percentage of adults with high life satisfaction scores 	<p>I am safe and protected from abuse and neglect</p>	<ul style="list-style-type: none"> • Proportion of referrals where the risk has been removed or reduced for the alleged victim • Incidence of domestic abuse • Incidence of sexual crime • Percentage of people reporting that they feel safe

	<p>people that provided their help, care and support</p> <ul style="list-style-type: none"> • Percentage of people who feel satisfied with the care and support they have received 				
Education, training and recreation		Domestic, family and personal relationships		Contribution made to society	
What people expect	What we will measure	What people expect	What we will measure	What people expect	What we will measure
<p>I can learn and develop to my full potential</p> <p>I can do the things that matter to me</p>	<ul style="list-style-type: none"> • Percentage of people reporting that they can learn and develop to their full potential • Percentage of people reporting that they can do the things that matter to them 	<p>I belong</p> <p>I have safe and healthy relationships</p>	<ul style="list-style-type: none"> • Percentage of people who feel that they belong to their local area • Percentage of people who think that their local area is a place where people from different backgrounds get on well together • Percentage of people who think that people in their local area treat each other with respect and consideration 	<p>I can engage and participate</p> <p>I feel valued in society</p>	<ul style="list-style-type: none"> • Things I do in my life are worthwhile • Percentage of people who feel safe walking alone in their area after dark • Percentage of people reporting that they often feel lonely • Percentage of people reporting that they feel valued in society

Securing rights and entitlements		Social and economic well-being		Suitability of living accommodation	
What people expect	What we will measure	What people expect	What we will measure	What people expect	What we will measure
<p>My rights are respected</p> <p>I have voice and control</p> <p>I am involved in making decisions that affect my life</p> <p>My individual circumstances are considered</p> <p>I can speak for myself or have someone who can do it for me</p> <p>I get care through the Welsh language if I need it</p>	<ul style="list-style-type: none"> • Percentage of people who felt involved in decisions about their life • Percentage of people reporting that they are in control of their daily life as much as they can be • Percentage of people who felt that they were treated with respect • Percentage of people who used the Welsh language to communicate with health or social care staff 	<p>I am supported to work</p> <p>I have a social life and can be with the people that I choose</p> <p>I do not live in poverty</p>	<ul style="list-style-type: none"> • Percentage of people satisfied with the amount of time they have to do things they like doing • Percentage of materially deprived households 	<p>I have suitable living accommodation that meets my needs</p>	<ul style="list-style-type: none"> • Percentage of people reporting that their accommodation is suitable for their needs

Appendix 6 – The Andrews report - Standards for care for older people in hospital¹

Draft Standards of care for older people in hospital - September 2014		
<ul style="list-style-type: none"> I will be treated with dignity, care and compassion and supported to feel safe at all times 	<ul style="list-style-type: none"> If I have carers; their needs will be taken into account, and they will be involved in my care and discharge planning with my consent 	<ul style="list-style-type: none"> If I am in pain or discomfort, it will be recognised, and I will have help to manage it
<ul style="list-style-type: none"> I will have choice about what I can eat and drink any time I wish and will be given support with eating and drinking if I need it 	<ul style="list-style-type: none"> My skin will be looked after and not damaged 	<ul style="list-style-type: none"> If I am anxious or depressed, staff will recognise my mood, listen to me, and my carers, and support me to feel as well as possible
<ul style="list-style-type: none"> I will be able to get to the toilet when I need it, but if I am incontinent, I can expect to feel clean, comfortable and dry (quickly) 	<ul style="list-style-type: none"> If I have difficulty understanding or expressing myself, this will be recognised, I will be listened to and supported to make choices and decisions by appropriately trained staff 	<ul style="list-style-type: none"> I will be able to move about easily and safely, or to be helped to do this comfortably
<ul style="list-style-type: none"> I will have the right medicine at the right time 	<ul style="list-style-type: none"> My care will take account of any sight or hearing loss I may have 	<ul style="list-style-type: none"> If I am at the end of my life, my wishes and spiritual beliefs, and those of my carers, will be assessed and met wherever possible

¹ Andrews.J., Butler.M. (2014) *Trusted to care - An independent Review of the Princess of Wales Hospital and Neath Port Talbot Hospital at Abertawe Bro Morgannwg University Health Board.*

Appendix 7 – The quality domains cross referenced to the My Home Life themes, the Senses Framework, the Fundamentals of Care and the National Outcomes Framework

Domains	A. Knowing the resident, living a full life in an enriched environment	B. Maintaining and promoting health and wellbeing	C. Effective leadership leading	D. End of life care	E. Working in partnership
My Home Life themes	<ul style="list-style-type: none"> • Maintaining identity • Managing transitions • Creating community 	<ul style="list-style-type: none"> • Improving health and healthcare • Maintaining identity 	<ul style="list-style-type: none"> • Promoting a positive culture • Workforce fit for purpose 	<ul style="list-style-type: none"> • Supporting good end of life • Maintaining identity • Creating community 	<ul style="list-style-type: none"> • Creating community • Sharing decision making
Senses Framework	<ul style="list-style-type: none"> • Security • Belonging • Purpose • Continuity 	<ul style="list-style-type: none"> • Security • Significance • Achievement 	<ul style="list-style-type: none"> • Security • Continuity • Belonging • Purpose • Achievement • Significance 	<ul style="list-style-type: none"> • Security • Significance • Purpose 	<ul style="list-style-type: none"> • Security • Continuity • Belonging • Purpose • Achievement • Significance
Fundamentals of care	<ul style="list-style-type: none"> • Communication and information • Respecting people • Ensuring safety • Promoting independence • Relationships • Ensuring comfort, alleviating pain • Toilet needs 	<ul style="list-style-type: none"> • Communication and information • Promoting independence • Relationships • Rest and sleep • Ensuring comfort, alleviating pain • Personal hygiene, appearance and foot care • Eating and drinking • Oral health and hygiene • Toilet needs • Preventing pressure sores 	<ul style="list-style-type: none"> • Communication and information • Respecting people • Promoting independence • Relationships 	<ul style="list-style-type: none"> • Communication and information • Respecting people • Ensuring safety • Promoting independence • Relationships • Rest and sleep • Ensuring comfort, alleviating pain 	<ul style="list-style-type: none"> • Communication and information • Respecting people • Ensuring safety • Promoting independence • Relationships

National Outcomes Framework	<ul style="list-style-type: none"> • Well-being • Physical and mental health and emotional well-being • Protection from abuse and neglect • Education, training and recreation • Domestic, family and personal relationships • Contribution made to society • Securing rights and entitlements • Social and economic well-being • Suitability of living accommodation 	<ul style="list-style-type: none"> • Well-being • Physical and mental health and emotional well-being • Protection from abuse and neglect 	<ul style="list-style-type: none"> • Domestic, family and personal relationships • Securing rights and entitlements • Suitability of living accommodation 	<ul style="list-style-type: none"> • Securing rights and entitlements 	<ul style="list-style-type: none"> • Physical and mental health and emotional well-being • Contribution made to society • Securing rights and entitlements
The Andrews report	<ul style="list-style-type: none"> • I will be treated with dignity, care and compassion and supported to feel safe at all times • I will have choice about what I can eat and drink any time I wish and will be given support with eating and drinking if I need it • If I am anxious or depressed, staff will recognise my mood, listen to me, and my carers, and 	<ul style="list-style-type: none"> • I will be treated with dignity, care and compassion and supported to feel safe at all times • If I am in pain or discomfort, it will be recognised, and I will have help to manage it • I will have choice about what I can eat and drink any time I wish and will be given support with eating and drinking if I need it 		<ul style="list-style-type: none"> • If I am anxious or depressed, staff will recognise my mood, listen to me, and my carers, and support me to feel as well as possible • If I am at the end of my life, my wishes and spiritual beliefs, and those of my carers, will be assessed and met wherever possible 	<ul style="list-style-type: none"> • If I have carers; their needs will be taken into account, and they will be involved in my care and discharge planning with my consent

	<p>support me to feel as well as possible</p> <ul style="list-style-type: none"> • If I have difficulty understanding or expressing myself, this will be recognised, I will be listened to and supported to make choices and decisions by appropriately trained staff • I will be able to move about easily and safely, or to be helped to do this comfortably 	<ul style="list-style-type: none"> • My skin will be looked after and not damaged • I will be able to get to the toilet when I need it, but if I am incontinent, I can expect to feel clean, comfortable and dry (quickly) • If I have difficulty understanding or expressing myself, this will be recognised, I will be listened to and supported to make choices and decisions by appropriately trained staff • I will be able to move about easily and safely, or to be helped to do this comfortably • I will have the right medicine at the right time • My care will take account of any sight or hearing loss I may have 			
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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 JUNE 2015

REPORT OF THE CORPORATE DIRECTOR, SOCIAL SERVICES AND WELLBEING

NEW ASSESSMENT FRAMEWORK AND ALL WALES ELIGIBILITY UNDER THE SOCIAL SERVICES AND WELLBEING (WALES) ACT 2014 UPDATE FOLLOWING FURTHER CONSULTATION

1. Purpose of Report

1.1 The purpose of this report is to:

- Update Cabinet on the further consultation and engagement with stakeholders, about the changes that the Social Services and Wellbeing (Wales) Act 2014 will bring and the implications of the new proposed National Eligibility Criteria for managed care and support services;
- Update on the confirmation of the new National Eligibility Criteria announced by the Minister for Health and Social Care on 11th May 2015;
- Seek approval to proceed with the Cabinet decision of 3rd February 2015 to raise the Eligibility Criteria from moderate to that of substantial and critical.

2. Connection to Corporate Improvement Plan / Other Corporate Priority

2.1 The report links to the following improvement priorities in the Corporate Plan:

- Working together to help vulnerable people to stay independent;
- Working together to tackle health issues and encourage healthy lifestyles;
- Working together to make the best use of our resources.

2.2 The Social Services and Wellbeing (Wales) Act 2014 places a duty on local authorities to provide and or arrange, preventative services that will reduce the need for care and support in its areas.

3. Background

3.1 On 3rd February 2015, Cabinet approved the proposal to raise the Council's eligibility criteria from moderate to that of substantial and critical subject to further consultation. As a result, a number of consultation and engagement events have been carried out. These events have focussed on groups representing the interests of older and disabled people, and their families and carers, to ensure that they are aware and understand the changes that the new Act will bring, especially the new Assessment Framework and the implications of the new proposed National Eligibility Criteria for managed care and support services.

3.2 A number of stakeholder groups have received presentations on the new Act, and Eligibility Criteria and they include: The Carers Forum; County SHOUT (the voice of older people in Bridgend) Porthcawl Shout; The Third Sector Health Social Care and Wellbeing Forum; with mental health stakeholders. Events have also been planned with the Coalition of Disabled People and the Parents Federations.

Furthermore a briefing was prepared and sent out in the March 2015 edition of the Health Social Care and Wellbeing Bulletin. In that publication, all 57 third sector recipients were invited to contact the Directorate if they wished to have a presentation on the Act and the new Eligibility Criteria, and the interim proposals to raise the existing Eligibility Criteria. Organisations were asked to feedback and contact the Directorate with their views; to date we have received no requests for further presentation, nor any feedback on the proposals.

- 3.3 On 11th May 2015, the Minister for Health and Social Services announced the new National Eligibility Criteria, details attached as **Appendix 1** for information.
- 3.4 The new eligibility process is made up of two-parts: the first part of the eligibility process is to assess if care and support intervention can address the need, risk or barrier, or enhance the resources that will enable the individual to achieve their personal well-being outcomes. The second part of the process is the determination that the individual's well-being outcomes cannot be met, or cannot be sufficiently met, solely through care and support co-ordinated by themselves, their family or carer, or others. If this is the case, the individual requires support through a care and support plan, to co-ordinate their care and support or to manage it completely. This is similar to the Eligibility Criteria as anticipated in the previous Cabinet report, and therefore the interim arrangements to develop a new approach are still required.
- 3.5 In addition work has continued within the Directorate in preparation for the implementation of the new National Eligibility Criteria. This has included further analysis of existing service users currently in the 'moderate' category for eligibility to services. When work commenced on analysing people within the moderate criteria of eligibility, 267 people were identified; because of changes in circumstances such as cases being closed, people moving out of the County Borough, hospital admissions, deaths, reassessment and reablement, the number of people in the moderate category, as of the 21st May 2015 reduced to 205.
- 3.6 Further analysis has suggested that of these moderate cases, 73 have been incorrectly categorised and the Directorate is currently in the process of reallocating those service users to appropriate eligibility criteria. This leaves 132 cases in the moderate eligibility criteria, and all these people will be reviewed, by the Transformation Team and Review Team, to ensure that they all receive an appropriate strengths-based assessment of their needs, to support them in attaining their wellbeing outcomes.

4. Current Situation/Proposal

- 4.1 The Social Services and Wellbeing (Wales) Act 2014 received Royal Assent in May 2014 and will be fully implemented in April 2016; at this point the new National Eligibility process will be applied to all people requiring managed care and support services
- 4.2 The consultation and engagement process has continued, and since the last Cabinet report, stakeholders have specifically been asked to make the Directorate aware of any concerns about the proposed change in eligibility criteria. No particular concerns have been raised. In addition there have been no contacts for

either further information or concerns raised as a result of Health Social Care and Wellbeing Bulletin being sent to third sector partners.

- 4.3 The process of reviewing the remaining people in the moderate eligibility criteria is progressing. As previously reported it is planned that, all service users will be reviewed using a strengths-based approach proposed within the Act. A full analysis of people who have moderate needs has been completed and it is envisaged that all people within this category will have review assessments completed using the new assessment principles. As part of the continued consultation and engagement, these reviews will be on an individual basis and will include information on the new assessment criteria to ensure that the service users are appropriately informed.

5. Effect upon Policy Framework and Procedure Rules.

- 5.1 The new National Eligibility Criteria will amend the current policy from April 2016.

6. Equality Impact Assessment.

- 6.1 An equality impact screening on the assessment framework was completed in December 2013 and refreshed as a result of the 2014 Act. Indications from the screening suggest that attention will need to be paid to the result of the scoping and findings of the proposed prevention and wellbeing strategy; with particular consideration being given to gaps in universal service provision to groups with protected characteristics. In addition the impact on all service users of the implementation of the determination that the individual's well-being outcomes cannot be met, or cannot be sufficiently met, solely through care and support coordinated by themselves, their family or carer, or others will only be full understood once the process of review assessment is completed.

- 6.2 A full Equality Impact Assessment will need to be completed as part of the programme of change and will assess the relevance of this work to the Authority's public equality duties and potential impact on protected equality characteristics.

7. Financial Implications.

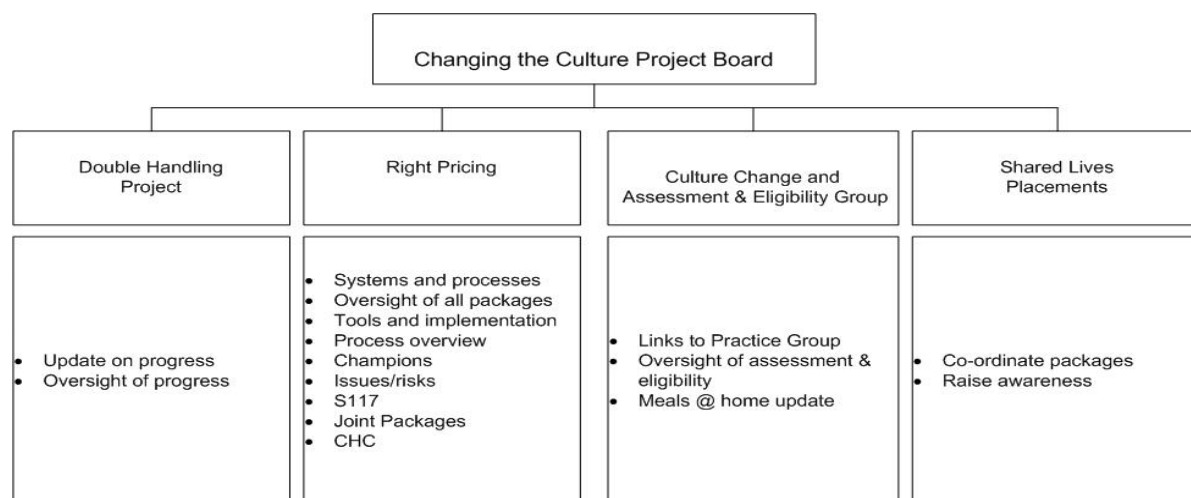
- 7.1 The target savings set in the MTFs against the implementation of the Integrated Assessment Framework for the three years starting 2014-15 are illustrated in the chart below.

	2014/15	2015/16	2016/17	Total
Budget /Savings	30,000	1,399,000	1,155, 000	2,584,000

- 7.2 A Changing the Culture Project Board has been established and is chaired by the Head of Adult Social Care, with a view to delivering a consistent monitoring tool for all changes in ways of working. The Board will monitor progress on the right sizing of high cost packages and complex care packages to achieve the significant cost savings associated with the change of practice; as well as monitoring of the culture change in assessment and care planning; as well as the changes to eligibility criteria, and the coordination of packages for the shared lives scheme.

- 7.3 The management and monitoring of progress in delivering these efficiencies will be monitored through the Changing the Culture Project Board and its associated

projects.. The chart below illustrates the four key projects for the Board and includes the Double Handling project, Right Pricing project, Culture Change, Assessment and Eligibility project, and Shared Lives placement project.



7.4 The impact of changing the criteria is difficult to quantify but it is anticipated some level of savings will be achieved and will contribute towards the MTFs savings requirements set out at paragraph 7.1. It is acknowledged that until the reassessment of all service users is completed, it will not be possible to say with any certainty what the actual impact will be on delivering the savings in the MTFs. It also should be noted that the majority of these individuals are long-standing service users and their numbers have and will continue to reduce over time, and it is therefore likely that the savings contribution will accumulate over a period of time. The outcome of the comprehensive review assessments of all people in this category need to be completed before any changes to eligibility can be discussed; this will give a clear indication of the impact on existing users and the authority's finances. It should be noted, that by the nature of the frail people in services, reassessment may mean some people's risks have increased since they were last reviewed and potentially their needs may be critical or substantial. This assessment of eligibility is crucial in determining the financial impact of no longer providing services to those with a moderate category.

7.5 As well as the cost of reviewing each existing service user, there are also other costs to be considered, such as the continued and extended investment in preventative services, such as welfare rights, third sector brokerage, as well as running existing services in the period of reducing demand.

7.6 The overall saving will be achieved via a range of actions, not just reviewing the eligibility criteria. This will include changes to the assessment process, seeking to signpost individuals to more appropriate services than local authority as well as anticipating additional income from client contributions. The service, through its Changing the Culture Project Board, has in place robust monitoring arrangements to ensure achievement of savings targets.

8. Recommendation.

8.1 It is recommended that Cabinet:-

- Note the new National Eligibility Criteria announced by Welsh Government on 11th May 2015 attached as Appendix 1;
- Note the consultation and engagement that has been undertaken to date; and proceed with Cabinet's original decision of 3rd February 2015 and approve the proposal to raise the Council's eligibility criteria from moderate to that of substantial and critical.

Susan Cooper
Corporate Director, Social Services and Wellbeing
21st May 2015

9. Contact Officers: Carmel Donovan
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10. Background documents:
Welsh Government Ministerial Announcement by the Minister for Health and Social care 11th May 2015

Report to Cabinet - 3rd February 2015

Welsh Government Ministerial Announcement by the Minister for Health and Social care 11th May 2015

New rules to put people in control of their care and support needs unveiled

Major changes to the way people's needs are assessed to decide if they need a package of care and support in Wales have been unveiled by Health and Social Services Minister, Mark Drakeford.

Under the changes to the eligibility criteria for social care, which have been laid before the National Assembly for Wales, the rules will be simplified so that people receive the right care, in the right place, at the right time, that's appropriate to their circumstances and needs.

The current approaches to eligibility and assessment of people across Wales are often inconsistent. The new model is designed to bring these processes under one framework while recognising the different needs of children and adults

The new eligibility model will remove the current cliff-edge decisions where people receive care and support services only when their needs are at or near crisis point. This will be replaced with a more individualised approach that will require local authorities to put in place an appropriate and wherever possible, preventive response for each individual.

The new arrangements will focus on local authorities working with people and their carers and families to identify strengths, capacity and capability to maximise an individual's wellbeing and independence. This approach will ensure that people can stay in control of decisions made about their care and support.

The changes are being introduced as part of the most wide-ranging reforms to social care law in Wales in 60 years, when the Social Services and Well-being (Wales) Act 2014 comes into force in April 2016.

Mark Drakeford said:

"The new Social Services and Well-being (Wales) Act does not just change a few rules here and there. The changes being outlined today will ensure people have much stronger control over the care and support they need to live their lives. This is not simply a case of adjusting what we do now.

"It replaces and rewrites the legislative basis for care and support in Wales. It represents a new social care landscape in Wales. It is a wide-ranging reform of which Wales should be proud.

"At its core is an approach that focusses on people, in a way which strengthens their voice and gives them more control over their lives. It focuses on people's abilities as well as needs – acknowledging that people themselves want to stay in control of what happens to them.

“The proposed changes are crucial to enable current and future generations to live their lives as fully as possible, providing the correct level of support to promote their wellbeing and to help sustain them in their families, networks and communities.”

The new approach will reduce the number of people who require a care and support plan by introducing opportunities to help people retain independence, and access early intervention and prevention services, without the need for a formal plan. Intervening in the right way, at the right time will mean that many people can be supported in their own communities outside the formal social care system, and families can be supported to stay together.

ENDS

NOTES TO EDITORS

Policy detail

How the new eligibility criteria will work

- When someone needs help from social services, local authorities will need to begin by understanding what matters to that person, what their circumstances are and what they are trying to achieve.
- The first part of the eligibility process is to assess if care and support intervention can address the need, risk or barrier, or enhance the resources that will enable the individual to achieve their personal well-being outcomes.
- The second part of the process is the determination that the individual's well-being outcomes cannot be met, or cannot be sufficiently met, solely through care and support co-ordinated by themselves, their family or carer, or others. If this is the case, the individual requires support through a care and support plan, to co-ordinate their care and support or to manage it completely.

Other provisions

- For many people there will be community-based services that can help, often run by voluntary agencies or by people themselves, and the assessment might show that the person can achieve the outcomes they want by accessing services like these. There are many examples in place already.
- People may not know about these services so during the assessment local authorities will be required to provide information, advice and assistance to help people access the support they need.
- People will be able to use **direct payments** to pay for the care and support they consider is right for them. The rules will mean that the use of direct payments will be extended to other forms of care and support (for example for long term residential care) and to individuals who are currently excluded from receiving direct payments (for example people with drug or alcohol problems).

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 JUNE 2015

REPORT OF THE DIRECTOR OF EDUCATION AND TRANSFORMATION

ARCHBISHOP MCGRATH OUTCOME OF ESTYN FOLLOW-UP INSPECTION

1. Purpose of Report

1.1 The purpose of this report is to advise Cabinet of the outcome of the Estyn Follow-Up Inspection of Archbishop McGrath Catholic High School, undertaken in March 2015, and the measures being taken to help the school improve.

2. Connection to Corporate Improvement Objectives / Other Corporate Priorities

2.1 The information in this report relates to the strategic priority 2 in the Corporate Plan 'Working Together to Raise Ambitions and Drive Up Educational Achievement'.

3. Background

3.1 Archbishop McGrath School was inspected by Estyn in February 2013 and the report was published in April 2014. The full text of the report is available on the Estyn website: www.estyn.gov.uk

3.2 In 2013, Inspectors reached the following judgements:

Current Performance	Adequate
Prospects for Improvement	Adequate
How good are outcomes?	Adequate
Standards	Adequate
Wellbeing	Adequate
How good is provision?	Adequate
Learning experiences	Adequate
Teaching	Adequate
Care, support and guidance	Good
Learning environment	Good
How good are leadership and management?	Adequate
Leadership	Adequate
Improving quality	Adequate
Partnership working	Good
Resource management	Adequate

3.3. A Post Inspection Action Plan (PIAP) was drawn up to address the recommendations made by Estyn in order to improve services as follows:-

- R1 Raise standards and improve performance at key stage 3 and key stage 4
- R2 Improve pupils' attendance
- R3 Improve the consistency of provision for developing pupils' skills in literacy, numeracy, ICT skills across the curriculum
- R4 Improve the quality of teaching

- R5 Develop the leadership skills of middle leaders
- R6 Strengthen line management arrangements to provide suitable support and challenge to raise standards
- R7 Improve self-evaluation procedures to inform development planning, and to set clear and appropriate priorities and targets for improvement

4. Current situation / proposal

4.1 These recommendations provide the structure for the Post Inspection Action Plan (the PIAP).

4.2 Progress against the PIAP has been monitored by the Challenge Adviser from Central South Consortium and monitoring reports have been made to the Local Authority.

4.3 Although the Estyn inspection team noted at least satisfactory progress in all recommendations and strong progress in relation to attendance and developing the leadership skills of middle leaders, they judged that the school has made insufficient progress to be removed from the Estyn monitoring category and the school remains in the monitoring category with the recommendation that the school 'should continue to make the level of progress it has already made, and continue to address those inspection recommendations where further progress is required'.

4.4 In summary, Estyn judged the progress made towards each of the recommendations by March 2015 as follows:

- R1 Raise standards and improve performance at key stage 3 and key stage 4
Satisfactory progress
- R2 Improve pupils' attendance **Strong progress**
- R3 Improve the consistency of provision for developing pupils' skills in literacy, numeracy, ICT skills across the curriculum **Satisfactory progress**
- R4 Improve the quality of teaching **Satisfactory progress**
- R5 Develop the leadership skills of middle leaders **Strong progress**
- R6 Strengthen line management arrangements to provide suitable support and challenge to raise standards **Satisfactory progress**
- R7 Improve self-evaluation procedures to inform development planning, and to set clear and appropriate priorities and targets for improvement **Satisfactory progress**

4.5 Her Majesty's Chief Inspector of Education and Training in Wales is maintaining the level of follow-up activity. Estyn inspectors will continue to monitor the school and will ask the school to provide a report on the progress made against the recommendations in the Autumn Term 2015.

4.6 Archbishop McGrath School will continue to receive support from the Local Authority and from Central South Consortium in order to maintain and embed the progress being made to bring further improvements.

5. Effect upon Policy Framework and Procedure Rules.

5.1 There is no impact on the Council's policy framework or procedure rules.

6. Equality Impact Assessment

6.1 There are no equality impact implications arising from this report.

7. Financial Implications

7.1 There are no financial implications arising directly from this information report.

8. Recommendation

8.1 It is recommended that Cabinet note the content of this report and receives a further update report following Estyn's judgement of progress in the Autumn term 2015.

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Background documents

Estyn Follow-Up Report, March 2015

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BRIDGEND COUNTY BOROUGH COUNCIL

CABINET REPORT

16 JUNE 2015

REPORT OF THE CORPORATE DIRECTOR – EDUCATION AND TRANSFORMATION

SCHOOL MODERNISATION PROGRAMME: Outcome Of Public Notice On The Proposal To Close Mynydd Cynffig Infants School As At 31st August 2015 And Extend The Age Range Of Mynydd Cynffig Junior School From A 7-11 To A 3-11 School To Create An All Through Primary With Effect From 1st September 2015

1 Purpose of Report

1.1 This report is to inform Cabinet of the outcome of the public notice on the proposal to close Mynydd Cynffig Infants School with effect from 31st August 2015 and extend the age range of Mynydd Cynffig Junior School from 7-11 to 3-11 to create an all through primary school with effect from 1st September 2015.

2 Connection to Corporate Plan / Other Corporate Priorities

2.1 The school modernisation programme supports many of the corporate priorities and in particular:

- Working together to raise ambitions and drive up educational achievement

3 Background

3.1 In September 2006, the Council adopted a policy of providing continuity of education from ages 3 to 11 where possible. On 3rd March 2015, Cabinet approval was received for the Council to adopt revised principles as a framework for school organisation in Bridgend. Five key principles were set out to inform the organisation and modernisation of our schools:

- i. Commitment to high standards and excellence in provision.
- ii. Equality of opportunity, so that all pupils can access quality learning opportunities, regardless of which school they attend.
- iii. Inclusive schools, which cater for the learning needs of all their pupils.
- iv. Community focussed schools, where the school actively engages with its local community.
- v. Value for money.

3.2 The Policy and Planning Framework sets out 17 areas where these principles should be applied in practice.

3.3 The principles which are particularly relevant in the context of this proposal concern the size of primary schools (to ensure that “all Bridgend’s primary schools are large enough to make the full range of necessary provision”) and value for money, efficiency and effectiveness (“narrowing the gap between the most and the least expensive provision currently”).

- 3.4 In order to create an all through primary school, it was proposed to close Mynydd Cynffig Infants School as a separate establishment and make a regulated alteration to Mynydd Cynffig Junior School to create a 3-11 primary school. The Published Admission Number for the school would be 47. The infant provision would continue to operate on its current site until such time as that provision can be accommodated on the same site as the junior provision.
- 3.5 On 31st March 2015 Cabinet approved the consultation report regarding the outcome of the consultation process and approved the publication of a statutory notice in respect of the proposal.

4 Current situation

- 4.1 The statutory public notice was issued on 16th April 2015 and the closing date for objections was 13th May 2015. The public notice sets out the details of a proposal to allow the public to comment generally or on specifics. A period of 28 days must elapse to allow any comments or objections to be made. Any objections made within this period must be submitted in writing to the Council. The Council must then publish an objections report summarising the statutory objections together with the Council's response to those objections.
- 4.2 No objections were received during the statutory public notice period. Cabinet is, therefore, now able to determine the implementation of the proposal.

5 Effect upon Policy Framework and Procedure Rules

- 5.1 There is no effect upon the policy framework or procedure rules.

6 Equality Impact Assessment

- 6.1 An Equality Impact Assessment has been undertaken; the assessment has concluded that there is no negative impact on the duties of the Council towards protected groups.

7 Financial Implications

- 7.1 The cost of accommodating the new Mynydd Cynffig Primary School on one school site would be met from the Welsh Government's 21st Century Schools Programme, for which we have had 'approval in principle' and the Council's capital programme as approved by Council in February 2012. Subject to the outcome of the statutory process, the authority will progress the necessary business case procedures in line with Welsh Government requirements.
- 7.2 As a consequence of the proposal, there would be minimum annual savings to the delegated schools budget of £71,926, subject to the Formula Funding values allocated for 2015-16. However, there will be some additional costs incurred while the school is operating, in effect, on separate sites, which will need to be met from the additional split site allowance that the school will receive as part of its funding formula. This is currently £25k.
- 7.3 There may be an opportunity for the school to make some savings on running costs but until such time as the head teacher and governing body have been able to

assess the organisational changes needing to be made, it is not possible to quantify fully those costs or savings.

7.4 Any savings resulting from this proposal will be redistributed within the protected individual schools budget during the formula funding process.

8 Recommendations

8.1 Cabinet, having given full consideration to the outcome of the consultation and public notice process, is recommended to determine to:

- a) close Mynydd Cynffig Infants School as at 31st August 2015; and
- b) create Mynydd Cynffig Primary School by extending the age range of what was Mynydd Cynffig Junior School from a 7-11 to a 3-11 school with effect from 1st September 2015.

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Background documents

Council Report 13th September 2006: "LEARNING COMMUNITIES – SCHOOLS OF THE FUTURE – STRATEGY, PRINCIPLES, POLICY AND PLANNING FRAMEWORK"

Cabinet Report 12th December 2006: "Learning Communities: SCHOOLS OF THE FUTURE" – SCHOOL MODERNISATION PROPOSALS"

Cabinet Report 2nd November 2010: "THE SCHOOL MODERNISATION PROGRAMME OVERVIEW AND BRIDGEND'S 21ST CENTURY SCHOOLS' STRATEGIC OUTLINE PROGRAMME SUBMISSION TO Welsh Assembly Government"

Cabinet report 21st February 2012: "SCHOOL MODERNISATION PROGRAMME: BRIDGEND'S 21ST CENTURY SCHOOLS' STRATEGIC OUTLINE PROGRAMME REVISED BAND A SUBMISSION TO Welsh Government"

Cabinet report 9th December 2014: "SCHOOL MODERNISATION PROGRAMME: PROPOSAL TO CONSULT ON THE PROPOSED CLOSURE OF MYNYDD CYNFFIG INFANTS AND EXTEND THE AGE RANGE OF MYNYDD CYNFFIG JUNIOR SCHOOL FROM 7-11 TO 3-11 TO ESTABLISH AN ALL THROUGH PRIMARY SCHOOL

Bridgend County Borough Council Consultation Paper, 30th January 2105: "PROPOSAL TO CLOSE MYNYDD CYNFFIG INFANTS SCHOOL AS AT 31ST AUGUST 2015 AND EXTEND THE AGE RANGE OF MYNYDD CYNFFIG JUNIOR SCHOOL FROM A 7-11 TO A 3-11 SCHOOL TO CREATE AN ALL THROUGH PRIMARY SCHOOL WITH EFFECT FROM 1ST SEPTEMBER 2015"

Cabinet Report 3rd March 2015 "PRINCIPLES DOCUMENT"

Cabinet report 31st March 2015 : "SCHOOL MODERNISATION PROGRAMME: OUTCOME OF CONSULTATION ON THE PROPOSAL TO CLOSE MYNYDD CYNFFIG INFANTS SCHOOL AS AT 31ST AUGUST 2015 AND EXTEND THE AGE RANGE OF MYNYDD CYNFFIG JUNIOR SCHOOL FROM A 7-11 TO A 3-11 SCHOOL TO CREATE AN ALL THROUGH PRIMARY SCHOOL WITH EFFECT FROM 1ST SEPTEMBER 2015"

BRIDGEND COUNTY BOROUGH COUNCIL

CABINET REPORT

16 JUNE 2015

REPORT OF THE CORPORATE DIRECTOR – EDUCATION AND TRANSFORMATION

SCHOOL MODERNISATION PROGRAMME: OUTCOME OF CONSULTATIONS ON PROPOSAL TO MAKE A REGULATED ALTERATION TO YSGOL GYNRADD GYMRAEG CWM GARW BY RELOCATING THE SCHOOL

1 Purpose of Report

- 1.1 This report is to inform Cabinet of the outcome of the consultation on the proposal to make a regulated alteration to Ysgol Gynradd Gymraeg Cwm Garw by relocating the school to a new school building on the existing Betws Primary School site - and to present to Cabinet the findings of the consultation in a detailed consultation report (see Appendix A).

2 Connection to Corporate Plan / Other Corporate Priorities

- 2.1 The school modernisation programme supports many of the corporate priorities, in particular:
- Working together to raise ambitions and drive up educational achievement

3 Background

- 3.1 On 3rd March 2015, Cabinet approval was received for the Council to adopt revised principles as a framework for school organisation in Bridgend; five key principles were set out to inform the organisation and modernisation of our schools:
- i. Commitment to high standards and excellence in provision.
 - ii. Equality of opportunity, so that all pupils can access quality learning opportunities, regardless of which school they attend.
 - iii. Inclusive schools, which cater for the learning needs of all their pupils.
 - iv. Community focussed schools, where the school actively engages with its local community.
 - v. Value for money.
- 3.2 The Policy and Planning Framework sets out 17 areas where these principles should be applied in practice.
- 3.3 The principles which are particularly relevant in the context of this proposal concern the size of primary schools (to ensure that “all Bridgend’s primary schools are large enough to make the full range of necessary provision”) and value for money, efficiency and effectiveness and the provision of local schools, planning new provision to reflect changes in the distribution of the population.
- 3.4 Welsh-medium primary school provision for the north east of the county borough is currently provided at Ysgol Gynradd Gymraeg Cwm Garw, which is located in

Pontycymer. This school is typical of a number of valley schools, being built on a hillside and with poor access for disabled pupils and visitors. It is not suitable for delivery of today's curriculum and its condition is graded 'Poor' (exhibiting major defects and/or not operating as intended) with an estimated £700,000 backlog of repairs and maintenance.

- 3.5 The current capacity of the school is 210 with 123 (4-11) on roll as of January 2015, resulting in 87 surplus places. The number on roll is projected to rise to 161 in 2022, which would mean that surplus places would be 49. It is the ambition of the Council to increase the numbers of parents choosing Welsh medium education for their children and this needs balancing with the number of surplus places being held. Whilst there are surplus places in this school and our other Welsh-medium provision in the north of the county borough, Ysgol Cynwyd Sant, we have a deficit of places in the south.
- 3.6 Mobile classroom units were installed at both Ysgol Gymraeg Bro Ogwr in December 2013 and Ysgol Y Ferch O'r Sger in 2014 to meet the immediate sufficiency issues, but a longer term solution is required and this proposal will reduce the pressure on Ysgol Gymraeg Bro Ogwr. The relocation of YGG Cwm Garw closer to the Valleys Gateway area would make the school more accessible, as it would be more centrally located. The school would allow for growth in demand for Welsh medium education and accommodate extra pupils coming from an enlarged catchment.
- 3.7 This relocation proposal would facilitate a change to the school's catchment area to encompass an area north of Bridgend town, which would reduce the pressure on places at Ysgol Gymraeg Bro Ogwr in Bridgend, which is nearing its full capacity and will not be able to meet the expected needs of housing developments in the Bridgend and Valley Gateways areas in the near future. This balancing of Welsh-medium places across the county borough would also make YGG Cwm Garw a more viable size in terms of education provision and provide a school that is fit for purpose and more efficient in terms of operating costs.
- 3.8 This report outlines the responses to the consultation in respect of the proposed relocation and seeks approval to continue the process to the next stage.

4 Current situation

- 4.1 In order to progress the proposal, consultation was carried out between 25th April and 1st June 2015 in accordance with the statutory School Organisation Code. A copy of the consultation document was also made available during this time on the Council's website:

<http://www1.bridgend.gov.uk/services/consultation/hub/ygg-cwm-garw.aspx>

- 4.2 The consultation document invited views and opinions to be submitted in respect of the proposal to open the school on 1st April 2018.
- 4.3 Following receipt of advice from technical officers of the authority the construction programme for the proposed new build is such that the school would be ready for occupation on 1st September 2018, which is a change to the proposed opening date. The views of the school governing body have been sought with this regard

and we are awaiting a response, which will be reported verbally at the Cabinet meeting if received in time.

4.4 If approved by Cabinet, the next stage of the process is to publish a statutory notice outlining the proposals which would need to be published for a period of 28 days and any formal written objections would be invited during this time.

4.5 If there are no objections during the Public Notice period, then Cabinet can consider whether to determine to implement the proposal.

4.6 If there are objections at this Public Notice stage, an 'objections report' will be presented to Cabinet for consideration and subsequently published summarising the objections and the authority's response to those objections. Cabinet will need to consider the proposal in light of any objections. Cabinet could then accept, reject or modify the proposal.

4.7 Summary Responses to consultation

4.8 The attached consultation report (Appendix A) sets out in detail a summary of the issues raised by consultees and the authority's responses to these.

5 Effect upon Policy Framework and Procedure Rules

5.1 There is no effect upon the policy framework or procedure rules.

6 Equality Impact Assessment

6.1 An Equality Impact Assessment has been carried out as part of the consultation stage and has been further informed by responses to the consultation papers. The assessment has concluded that there is no negative impact on the duties of the Council towards protected groups (Appendix 2). The existing YGG Cwm Garw School is predominantly inaccessible to disabled pupils and visitors with mobility issues. It is anticipated, therefore, that accessibility of provision will be significantly improved upon occupation of the new build school on the current Betws site (since the new build would be designed with due regard to Building Regulations).

6.2 A Welsh Impact Assessment has been carried out as part of the consultation. (Appendix 3)

6.2 A Community Impact Assessment has been carried out as part of the consultation. (Appendix 4)

7 Financial Implications

7.1 The project is one part of the Garw Valley South scheme and the anticipated cost of the new school will be funded by the Council and Welsh Government under the 21st Century Schools Programme for which the Authority has received '*approval in principle*'. The project is included within the Council's capital programme as approved by Council in February 2012. The total approved budget for the Garw Valley Scheme is £10 million. The financial profile for the scheme has been revised and approved by Welsh Government to reflect the construction programme. The

total cost of the scheme will be reviewed in the context of the proposed changes outlined above.

- 7.2 Any additional revenue costs arising following the transfer to the new school site, such as non domestic rates, will be met from within the schools' delegated budget. However, it is anticipated that, by providing the two schools on one site, there should be opportunities to make efficiencies through shared facilities.
- 7.3 There are currently three buses transporting pupils to YGG Cwm Garw (one from the Nantymoel area, one from the Blackmill area and one from Betws/Llangeinor area). The current cost of this bus service is £63,000. A school bus service, with sufficient capacity to transport the required projected number of pupils to the Betws site would cost approximately £92,000 per academic year. Additionally, should there be a change in the school catchment area to incorporate the Valleys Gateway area and subsequently relieve pressure on YG Bro Ogwr, one additional bus would be required which is estimated to cost £20,000 per academic year. Therefore, total transport costs relating to this proposal could amount to an estimated £112,000, which is £49,000 more than current transport costs. This additional cost will be funded from existing budgets.

8 Recommendations

8.1 Cabinet is therefore recommended to:

- 1) consider the outcome of the consultation with all parties as detailed in the attached consultation report and appendices;
- 2) approve the consultation report for publication;
- 3) authorise the publication of a Public Notice on the proposal with a modified opening date of 1st September 2018.

Hard Copies of this report are available on request.

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Cabinet report 21st February 2012: "SCHOOL MODERNISATION PROGRAMME: BRIDGEND'S 21ST CENTURY SCHOOLS' STRATEGIC OUTLINE PROGRAMME REVISED BAND A SUBMISSION TO WELSH GOVERNMENT"

Cabinet Report 17th SEPTEMBER 2013: "SCHOOL MODERNISATION PROGRAMME: GARW VALLEY NURSERY PROVISION"

Cabinet Report 4th MARCH 2014: "SCHOOL MODERISATION PROGRAMME: OUTCOME OF CONSULTATIONS ON PROPOSAL TO MAKE A REGULATED ALTERATION TO YSGOL GYNRADD GYMRAEG CWM GARW BY RELOCATING THE SCHOOL"

Cabinet Report 27th MAY 2014: "SCHOOL MODERNISATION PROGRAMME: OUTCOME OF CONSULTATIONS ON PROPOSAL TO MAKE A REGULATED ALTERATION TO YSGOL GYNRADD GYMRAEG CWM GARW BY RELOCATING THE SCHOOL – DRAFT OBJECTIONS REPORT" – DECISION NOTICE

Bridgend County Borough Council Consultation Paper 8th September 2014: "PROPOSAL TO MAKE A REGULATED ALTERATION TO YSGOL GYNRADD GYMRAEG CWM GARW IN THE FORM OF AN ENLARGEMENT"

Cabinet Report 14th NOVEMBER 2014: "SCHOOL MODERNISATION PROGRAMME: OUTCOME OF THE CONSULTATIONS ON PROPOSAL TO MAKE A REGULATED ALTERATION TO YSGOL GYNRADD GYMRAEG CWM GARW IN THE FORM OF AN ENLARGEMENT"

Cabinet Report –Decision Notice 3rd February 2015: 'SCHOOL MODERNISATION PROGRAMME – PROPOSED ENLARGEMENT OF YSGOL GYNRADD GYMRAEG CWM GARW – OUTCOME OF PUBLIC NOTICE'

Cabinet Report 3rd March 2015: "PRINCIPLES DOCUMENT"

GARW VALLEY OPTIONS APPRAISAL

Cabinet Report 31st March 2015: "SCHOOL MODERNISATION PROGRAMME: GARW VALLEY SOUTH SCHEME (BETWS PRIMARY AND YSGOL GYNRADD GYMRAEG CWM GARW)

BRIDGEND COUNTY BOROUGH COUNCIL**CONSULTATION REPORT****REPORT OF THE CORPORATE DIRECTOR - CHILDREN****SCHOOL MODERNISATION PROGRAMME: Outcome of consultations on proposal to make a regulated alteration to Ysgol Gynradd Gymraeg Cwm Garw by relocating the school****1 Purpose of report**

- 1.1 This public report is to inform of the outcome of the consultation on the proposal to make a regulated alteration to Ysgol Gynradd Gymraeg Cwm Garw by relocating the school to a new school building on the Betws Primary School site.

2 Connection to Corporate Plan / Other Corporate Priorities

- 2.1 The school modernisation programme supports many of the corporate priorities, in particular:
- Working together to raise ambitions and drive up educational achievement

3 Background

- 3.1 On 3rd March 2015, Cabinet approval was received for the Council to adopt revised principles as a framework for school organisation in Bridgend; five key principles were set out to inform the organisation and modernisation of our schools:
- vi. Commitment to high standards and excellence in provision.
 - vii. Equality of opportunity, so that all pupils can access quality learning opportunities, regardless of which school they attend.
 - viii. Inclusive schools, which cater for the learning needs of all their pupils.
 - ix. Community focussed schools, where the school actively engages with its local community.
 - x. Value for money.
- 3.2 The Policy and Planning Framework sets out 17 areas where these principles should be applied in practice.
- 3.3 The principles which are particularly relevant in the context of this proposal concern the size of primary schools (to ensure that “all Bridgend’s primary schools are large enough to make the full range of necessary provision”) and value for money, efficiency and effectiveness and the provision of local schools, planning new provision to reflect changes in the distribution of the population.
- 3.4 Welsh-medium primary school provision for the north east of the county borough is currently provided at Ysgol Gynradd Gymraeg Cwm Garw, which is located in Pontycymer. This school is typical of a number of valley schools, being built on a hillside and with poor access for disabled pupils and visitors. It is not suitable for

delivery of today's curriculum and its condition is graded 'Poor' (exhibiting major defects and/or not operating as intended) with an estimated £700,000 backlog of repairs and maintenance.

- 3.5 The current capacity of the school is 210 with 123 (4-11) on roll as of January 2015, resulting in 87 surplus places. The number on roll is projected to rise to 161 in 2022, which would mean that surplus places would be 49. It is the ambition of the Council to increase the numbers of parents choosing Welsh medium education for their children and this needs balancing with the number of surplus places being held. Whilst there are surplus places in this school and our other Welsh-medium provision in the north of the county borough, Ysgol Cynwyd Sant, we have a deficit of places in the south.
- 3.6 Mobile classroom units were installed at both Ysgol Gymraeg Bro Ogwr in December 2013 and Ysgol Y Ferch O'r Sger in 2014 to meet the immediate sufficiency issues, but a longer term solution is required and this proposal will reduce the pressure on Ysgol Gymraeg Bro Ogwr. The relocation of YGG Cwm Garw closer to the Valleys Gateway area would make the school more accessible, as it would be more centrally located. The school would allow for growth in demand for Welsh medium education and accommodate extra pupils coming from an enlarged catchment.
- 3.7 This relocation proposal would facilitate a change to the school's catchment area to encompass an area north of Bridgend town, which would reduce the pressure on places at Ysgol Gymraeg Bro Ogwr in Bridgend, which is nearing its full capacity and will not be able to meet the expected needs of housing developments in the Bridgend and Valley Gateways areas in the near future. This balancing of Welsh-medium places across the county borough would also make YGG Cwm Garw a more viable size in terms of education provision and provide a school that is fit for purpose and more efficient in terms of operating costs.
- 3.8 This report outlines the responses to the consultation in respect of the proposed relocation

4 Current situation

- 4.1 In order to progress the proposal, consultation was carried out between 25th April and 1st June 2015 in accordance with the statutory School Organisation Code. A copy of the consultation document was also made available during this time on the Council's website:

<http://www1.bridgend.gov.uk/services/consultation/hub/ygg-cwm-garw.aspx>

- 4.2 The consultation document invited views and opinions to be submitted in respect of the proposal to open the school on 1st April 2018.
- 4.3 Following receipt of advice from technical officers of the authority the construction programme for the proposed new build is such that the school would be ready for occupation on 1st September 2018, which is a change to the proposed opening date. The views of the school governing body have been sought with this regard and we are awaiting a response, which will be reported verbally at the Cabinet meeting if received in time.

- 4.4 If approved by Cabinet, the next stage of the process is to publish a statutory notice outlining the proposals which would need to be published for a period of 28 days and any formal written objections would be invited during this time.
- 4.5 If there are no objections during the Public Notice period, then Cabinet can consider whether to determine to implement the proposal.
- 4.6 If there are objections at this Public Notice stage, an 'objections report' will be presented to Cabinet for consideration and subsequently published summarising the objections and the authority's response to those objections. Cabinet will need to consider the proposal in light of any objections. Cabinet could then accept, reject or modify the proposal.

5 Summary Responses to consultation

- 5.1 Key points from the consultation exercises were as follows, with full details appended at the end of this report.

5.2 Pupil Consultation

BCBC representatives met with the School Council of Ysgol Gynradd Gymraeg Cwm Garw 11th May 2015 and the School Council of Ysgol Gymraeg Bro Ogwr on 15th May 2015 to discuss the proposal. Details of the meetings are included in this report at Appendix 1.

- 5.3 Subsequent to the question and answer sessions held at both schools pupils were asked to raise their hands if they thought the relocation of YGG Cwm Garw was a good idea; at both schools all pupils raised their hands bar one. The concern for both pupils related to travel distances. Namely, both children thought that relocating the school would impact on the travel distance for those pupils that currently live near the existing school.

5.4 Summary of on-line survey

Four people accessed the online survey of which two responded:

One respondent, a parent, provided the following comment:

'I strongly object to the proposal going ahead, if the proposal goes ahead my son will not attend that school ever !!! We live in bettws and I choose never to send him to that school so if proposal goes ahead you want have my child attending!!! Why don't you ask the parents of the pupils attending cwm garw if they would send the child on a bus to go to bettws school NO YOU WONT!!! WHY because you already know they were not attend that school.. Cwm garw is a fab school and should be kept where it is!!! Why can't you ask the parents before spending ridiculous amount of money on a school that's not feasible, also where are the kids going to play? You are building on playing ground field'

The other respondent, a local resident, commented:

'I am very much against the proposed move of Ysgol Cwm Garw to a new site in Bettws. The upper villages in the Garw valley already have many issues with accessing services and so to move a school which is central to the community would worsen this situation. Bettws, as a communities first and flying start area

receives much funding from different agencies to tackle issues in the area but Pontycymmer and Blaengarw receive no such funding even though they are areas of deprivation and suffer isolation. The public transport links between Pontycymmer and Bettws are very poor and so it would be very difficult for parents to travel to the school without access to a car. Improving the public transport between the two areas appears to be a costly option as it is very unlikely to be utilised well, as a few people will generally have a need to regularly travel between the two villages and incorporating Bettws on the regular bus route to Bridgend would considerably lengthen the journey time. The time it takes to travel from Blaengarw to Bridgend by bus is already too long so lengthening this further would negatively affect all the local people that use this means of transport on a day to day basis. Some of the streets immediately surrounding the school suffer particularly with issues of deprivation and so removing the school from this community and leaving a derelict, would only make this worse. There are enough empty buildings in Pontycymmer already. I attended Cwm Garw school myself and went on to go to Llanhari school for my secondary Welsh medium education. I had full intention of sending my children to Cwm Garw school but if the school moves to Bettws I won't be choosing this option but would rather send them to the local English school. I know a lot of ex-pupils feel the same. I would be so disappointed if this happened as I would love my children to attend a Welsh medium school. Being able to communicate in Welsh has no doubt helped me in my career in the NHS to date. But moving the school to Bettws would not be practical for me at all and I feel it's another example of where the heads of the valley areas are missing out to benefit those living closer to the M4 corridor.'

5.5 **Direct correspondence**

Two items of direct correspondence were received during the consultation period regarding the proposal. Responses were sent to the originators of items of correspondence thanking them for their submissions and stating that their comments would be taken into consideration in the report submitted to Cabinet.

5.6 The first piece of direct correspondence is detailed below:

'...I am a parent to one child currently at Cwm Garw and two children due to start this September as well as the following September. I'm out of the catchment area and still choose to send my children there. I think the school (teaching) is amazing. I just wanted to know if Sarn will be part of the catchment area after the move. Also, I've read about 1.5 and 1 form entry, but none of the parents I've spoken to seem to know what that means. With the April 2018 start, I would have 3 children at the school in reception, year 1 and year 2. Would they be on different sites and if so, for how long roughly?'

Authority's response:

The catchment boundary for the school has not yet been set and will be the subject of a separate consultation. We hope to seek approval to proceed to a public consultation on the catchment boundary in September when interested parties will have the opportunity to comment on the proposal thereafter.

The expression 'form entry' refers to the number of classes a school has per year group. So for example a one form entry school would have one class per year group and so on.

When the new school opens in 2018 the school will not operate on a split site basis, so all pupils will attend the new school in Bettws together.

- 5.7 The second piece of direct correspondence is from the Regional AM, Suzy Davies, and is detailed below (responses by the Local Authority are identified below in bold)

I would be grateful if the following observations could be taken into account in the above consultation.

The proposed new school will now be smaller than originally anticipated, following the outcome of the judicial review of the earlier consultation period.

However, a new school is an attractive prospect and the capacity is still for 315 f/t places, double the existing roll at the Pontycymmer site; this is intended to accommodate pupils from North Bridgend who would, on current catchment boundaries, attend YG Bro Ogwr.

The change in catchment area is planned in order to relieve pressure on YG Bro Ogwr, which is currently oversubscribed and likely to be subject to increased demand from development in Coity.

1. What recalculation of the number of f/t and nursery places was carried out following the judicial review and has the new catchment boundary been adjusted to accommodate the smaller school?

Work is currently ongoing to evaluate the growth the necessary school places for the catchments of both YGG Cwm Garw and YGG Bro Ogwr to ensure that any catchment changes reflect the demand for Welsh Medium provision in the area served by both schools. We hope to begin consultation in the 2015-16 academic year.

2. What direct engagement have you had with families in north Bridgend, who are likely to be changing catchment area, and what answers have you had about:

(a) whether they believe that attending school in Bettws will mean that their children will be receiving their WM education in a different community;

Although this specific question was not asked at part of the consultation specific views have been taken into account where they were provided.

(b) whether that will deter them from sending their children to Bettws in favour of a nearer EM school;

Parents have a right to express a preference for the school they feel is appropriate for their children. Moving the school to a new location, in particular if it's a different village, may affect a parent's decision for their child to attend their catchment school. The impact on community cohesion and identity has been highlighted in the Equalities Impact Assessment that accompanies the consultation report being reported to Cabinet on 16 June 2015. To support Welsh Medium education across the County Borough of Bridgend the proposed change to the LAs Learner Travel Policy proposes that pupils in Welsh Medium schools living 2 miles or further for primary schools and 3 miles or further for secondary schools would receive free transport regardless of whether the school is the nearest suitable school.

(c) whether sending their children to a different community for their WM education reduces their own prospect of using Welsh as adults in their own community; and **One of the potential benefits of siting the school adjacent to the Bettws Primary school on the same site would be the opportunity for greater integration between pupils in the same communities wishing to learn through the medium of Welsh with those wishing to learn through the medium of English.**

(d) whether the children are more likely to associate the use of Welsh just with their school rather than as a medium of everyday communication which has a place in their own community?

The LA and school would look for opportunities to ensure that there would not be any erosion of the Welsh language, especially at a community level. It is the ambition of the Council to increase the numbers of parents choosing Welsh medium education for their children. One of the benefits of locating the school in the gateway to the valleys area is to ensure that the area of demand for Welsh medium education is served by sufficient provision.

3. Do the replies to these questions reflect the responses to the same questions put to the families in the Garw Valley?

Beyond the formal consultation, the LA has not asked the specific questions you have outlined to consultees.

4. Do the replies reflect the existing experience and feelings of the families and children from the Ogmere Valley currently making the journey to the Pontycymmer site (a different community)? Relocating the school will clearly make their journey shorter, but will those families still consider their children receiving their education in Bettws to still be receiving their education outside their community?

RhAG have expressed concerns over the proposal impacting on the ability of the inhabitants of the Garw Valley to access WM education within their locality and they feel this would hinder any hope of language renewal in the valley.

Of the three responses received from the public all were generally negative about the proposal objecting to the proposal on the basis of:-

- **Distance to the new school from the valleys area and overall accessibility;**
- **Impact on community cohesion due to the loss of the school in the current community;**
- **The current school is a good school.**

5. If the school is relocated to Bettws, nearer Ogmere Valley residents, how many families will consider starting/moving their children into WM education who would not have done so while the provision was in Pontycymmer?

The current capacity of the school is 210 with 123 (age 4-11) on roll as of January 2015, resulting in 87 surplus places. The number on roll is projected to rise to 161 in 2022, which would mean that surplus places would be 49. It is the ambition of the Council to increase the numbers of parents choosing Welsh medium education for their children and this needs balancing with the number of surplus places being held. Whilst there are surplus places in this school and our other Welsh-medium provision in the north of the county borough, Ysgol Cynwyd Sant, we have a deficit of places in the south.

[I raise these points as **it is WG policy** for greater access to be available to WM early years and primary provision **within the children's community**. Do families believe that this relocation achieves this?)

6. Of the families in north Bridgend who expressed interest in the relocated school, (a) how many were aware of plans for a new-build EM school in Brynmenyn; and (b) how many sent their children to EM schools on the basis that YG Bro Ogwr was 'full'? (The WESP report states that all parents requiring WM education for their children were receiving it)

These specific questions were not asked at part of the consultation but views have been taken into account where they were provided.

7. The projected growth in demand for WM education is not impressive and anticipated to level off within two years. This should not be the limit of BCBC's ambition, especially in the Garw and Ogmores Valleys. **WG policy** is for demand to be created not just managed.

The Local Authority monitors and evaluates parental demand and availability of places within the Welsh-medium sector to ensure that all children who received Welsh-medium education during the early years are able to access Welsh-medium provision in the primary phase. In 2013 all pupils who requested Welsh-medium provision in the primary phase were able to access it.

Why hasn't Ti & Fi/Ysgol Feithrin provision meant higher, or more consistent, transfer across to WM primary provision and why hasn't the over-stimulated demand been mirrored in the North

(a) is it the location and number of the primary schools; or

(b) is it a failure in the promotion carried out by BCBC, (i) will leaders in the over-subscribed schools be looking for new pupils and (ii) should school leaders be the only major players in fulfilling the statutory duty to promote the Welsh language; this hardly conveys a whole-council ethos in support of WM education?

(c) If more targeted effort produces new demand in the north of the borough, what are your ideas for provision in the Garw and Ogmores Valleys? (You mention a longer view for the Porthcawl/Cynffig area)

Currently 8.72% of children aged 7 years are taught through the medium of Welsh in four Welsh-medium primary schools. All parents who require Welsh-medium education for their children aged 7 years are able to access this provision.

Projected numbers indicate an increase in the actual number and percentage of children aged 7 being taught through the medium of Welsh for the academic years 2014-15, and then a slight increase in the number but a levelling off in the percentage 2015-17

To address the imbalance in capacity the proposal to move YGG Cwm Garw further south would enable a better balance of pupil numbers across our four primary schools. YGG Cwm Garw currently has 87 surplus places and the current building is in poor condition (Grade C).

The proposed development would also allow for growth in demand for Welsh medium education and accommodate extra pupils coming from an enlarged catchment which will meet the anticipated demand from the new housing developments within the Valleys Gateway area of the County Borough. The re-drawing of catchment areas will assist in releasing places at YG Bro Ogwr

which is the catchment school for the new Parc Derwen development in Coity (1500 houses).

A long term solution is currently being looked into for the Porthcawl and Cynffig catchment area. There are possibilities of a starter unit in Porthcawl being developed. However, this is at the very start of the planning process, and will not be for another 2-3 years if this comes to fruition.

Work will continue to explore options to expand capacity in the west of the county where it is known that demand is rising. If the provision in the west of the county (i.e around the Porthcawl area close to where Ysgol y Ferch O'Sger is situated) is increased that will, in time, impact on the numbers of children coming through to be assessed through the medium of Welsh by Year 9.

The LA will continue to monitor the percentage of year 9 learners in Welsh-medium education and will also continue to undertake work to predict, with greater certainty, the demand for Welsh language education and plan accordingly, especially given the pressure on capacity in two of our Welsh-medium primary schools and surplus places in the other two.

8. In 2013, WG told BCBC that it was not appropriate to use the Cwm Garw footprint in order to increase WM places for those living in the town of Bridgend. How has BCBC overcome that view?

The Local Authority is currently looking at the potential of a establishing a WM starter class in the south of the County Borough and a project team has been authorised and has already commenced scoping and evaluating a range of options.

- 5.8 One item of direct correspondence was received from on RhAG on 3rd June, after the closing date for the consultation process. Unfortunately due to the strict timescales involved in preparation of the Cabinet and consultation reports we have not been able to respond directly to RhAG yet, but have nevertheless included their response in Appendix 1a, which includes both RhAG's comments and alongside it the Local Authority's responses to those comments. The Authority will respond directly to RhAG very shortly. Furthermore, a meeting has been arranged with the RhAG and the Director of Education and Transformation to discuss the issues raised in their response to the proposal.

6 The view of Estyn, her Majesty's Inspectors of Education and Training in Wales

Estyn response to the proposal to make regulated alterations to Ysgol Gynradd Gymraeg Cwm Garw, Bridgend County Borough Council. Her Majesty's Inspectors of Education and Training in Wales have prepared this report. Under the terms of the School Standards and Organisation (Wales) Act 2013 and its associated Code, proposers are required to send consultation documents to Estyn. However, Estyn is not a body that is required to act in accordance with the Code and the Act places no statutory requirements on Estyn in respect of school organisation matters. Therefore as a body being consulted, Estyn will provide their opinion only on the overall merits of school organisation proposals.

Estyn has considered the educational aspects of the proposal and has produced the following response to the information provided by the proposer and other additional information such as data from Welsh Government and the views of the Regional

Consortium, which deliver school improvement services to the schools within the proposal.

Introduction

The proposal is that Bridgend County Borough Council make regulated alterations to Ysgol Gynradd Gymraeg Cwm Garw by relocating the school to a new school building on the Betws Primary School site

Summary

The local authority's proposal is to improve the school premises at Ysgol Cwm Garw, in order to meet the DDA requirements for access for pupils with disability and to provide a better setting for teaching and learning to meet current curriculum needs. The local authority has graded the current condition of the school as '*poor*' and DDA compliance as '*Non Compliance, and cannot be made so without major expense if at all*', which means that there are major defects to the premises.

This is a Welsh medium school and currently has in the region of 87 (40%) surplus places. However, the local authority states that although there is a surplus here, there is a deficit of Welsh medium places in the south of the County Borough. The proposed relocation of this school into the Valleys Gateway Area is expected to reduce pressure for places upon another Welsh medium school, Ysgol Gymraeg Bro Ogwr, through a reconfiguration of current catchment areas for Welsh medium provision.

This proposal is consistent with the local authority's strategy for school re-organisation and is likely to improve access to Welsh medium education.

It is expected that this proposal will help increase the number of Welsh medium school places and is likely to benefit pupils at Ysgol Cwm Garw through the provision of more accessible premises, with a modern teaching and learning environment. It is Estyn's opinion that a move to a new school building is likely to at least maintain the quality of the outcomes and provision in the area.

Description and benefits

The proposer has given a clear rationale for the proposal. This rationale includes addressing the issues of surplus places in Welsh medium primary education in the north of the county, and addressing over subscription in the south. It also includes addressing the declining standard of school buildings and the lack of disability access at Ysgol Cwm Garw, as well as meeting some of the demand for additional school places arising from housing developments in the Valleys Gateway Area.

The proposer clearly defines the expected benefits of the proposal. These appear to be reasonable and include the provision of modern learning facilities, and DDA compliant access for pupils with disabilities. The proposal also asserts reasonably that the establishment of a geographically more central school with a revised catchment area will reduce the pressure for places in the oversubscribed Welsh medium school.

The proposer has provided clear evidence to show that it has considered other alternatives to this proposal. These include redevelopment on the existing Ysgol Cwm Garw site as well as alternative locations for the new school. It has provided

good reasons as to why these have been discounted and why the preferred option is chosen.

The proposal also identifies the need for changes to the catchment for this school and for Ysgol Gymraeg Bro Ogwr in Bridgend. The local authority states that Ysgol Bro Ogwr will not be able to meet the expected needs of housing developments in the Bridgend and Valley Gateways areas in the near future, and therefore a change of catchment for Ysgol Cwm Garw would reduce the pressure on places.

The proposer has suitably considered the impact of the proposal on learner travel arrangements. The new school will be sited approximately 4.7 miles from the existing school, which will require increased school transport provision. The local authority has costed the impact of the proposal on school transport, and has shown an increase of c£49K in transport costs.

The proposal identifies one disadvantage and seven potential risks. The single disadvantage arises from potential disruption to Betws Primary school arising from construction work taking place alongside it. The proposed control measures appear to be appropriate and are likely to manage the disruption. The seven risks identified are all theoretical with no substantial or likely risk identified. The proposed risk control measures all appear to be appropriate and are likely to manage the risks should they arise. The proposer has undertaken an equality impact assessment, and a community impact assessment, which appear to address the main issues.

Educational aspects of the proposal

- The proposer refers to the most recent Estyn inspection report for Ysgol Cwm Garw (October 2010) where standards at the school, along with leadership and management were judged to be excellent.
- The proposal clearly states that current performance for most Foundation Phase pupils is improving, but with weaker performance for more able pupils. The proposal also clearly states that current performance for key stage 2 pupils is declining, both at expected level and for pupils that are more able. However pupil outcomes generally compare well with schools with similar E-FSM levels.
- The proposal does not set out the support category for the school based on the national school categorisation system. However, the local authority has evaluated the school's leadership and has judged that the school is well led, is sufficiently self-critical to drive improvement, and teacher performance is good.

Local Authority Response

The school is currently in an amber support category.

- The proposer states that the 'environment for teaching and learning is very poor' but does not evidence what this means in practice.

Local Authority Response

The school was built in 1910 and has high repairs and maintenance requirements, with certain external spaces not conducive to outdoor activities

nor can the internal learning spaces be adapted easily to the requirements of learning fit for the 21st century, reducing the learning opportunities for pupils.

- It is Estyn's opinion that a move to a new school building is likely to at least maintain the quality of the outcomes and provision in the area.

7 Equality Impact Assessment

7.1 An Equality Impact Assessment has been carried out as part of the consultation stage and has been further informed by responses to the consultation papers. The assessment has concluded that there is no negative impact on the duties of the Council towards protected groups. (Appendix 2)

The existing YGG Cwm Garw School is predominantly inaccessible to disabled pupils and visitors with mobility issues. It is anticipated, therefore, that accessibility of provision will be significantly improved upon occupation of the new build school on the current Betws site (since the new build would be designed with due regard to Building Regulations).

7.2 A Welsh Impact Assessment has been carried out as part of the consultation. (Appendix 3)

7.3 A Community Impact Assessment has been carried out as part of the consultation. (Appendix 4)

8 Financial Implications

8.1 The project is one part of the Garw Valley South scheme and the anticipated cost of the new school will be funded by the Council and Welsh Government under the 21st Century Schools Programme for which the Authority has received '*approval in principle*'. The project is included within the Council's capital programme as approved by Council in February 2012. The total approved budget for the Garw Valley Scheme is £10 million. The financial profile for the scheme has been revised and approved by Welsh Government to reflect the construction programme. The total cost of the scheme will be reviewed in the context of the proposed changes outlined above.

8.2 The Garw Valley South scheme is not linked to any MTFs budget proposal.

8.3 There are currently three buses transporting pupils to YGG Cwm Garw (one from the Nantymoel area one from the Blackmill area and one from Betws/Llangeinor area). The current cost of this bus service is £63,000. A school bus service, with sufficient capacity to transport the required projected number of pupils to the Betws site would cost approximately £92,000 per academic year. Additionally, should there be a change in the school catchment area to incorporate the Valleys Gateway area and subsequently relieve pressure on YG Bro Ogwr, one additional bus would be required which is estimated to cost £20,000 per academic year. Therefore, total transport costs relating to this proposal could amount to an estimated £112,000, which is £49,000 more than current transport costs. It has not yet been identified how this additional cost will be funded.

9 Statutory process in determining proposals

9.1 Provisional timetable:

Report to Cabinet on the outcomes of the consultation (**16th June 2015**)

Publish Consultation Report on BCBC website, hard copies of the report will be available on request (**23rd June 2015**)

If agreed by the Cabinet of Bridgend County Borough Council, a Public Notice will be published (**24th June 2015**) and there will be a period of 28 days in which to submit any objections to the proposal in writing

End of Public Notice period (**22nd July 2015**)

If there are no objections Cabinet can decide whether to proceed or not. If there are any objections, an Objections Report will be forwarded to Cabinet for their consideration and subsequent determination and subsequently published (**9th September 2015**)

Hard Copies of this report are available on request from:

*Ellen Franks
c/o Corporate Director – Education and Transformation
Children’s Directorate,
Civic Offices
Angel Street
Bridgend
CF31 4WB*

Telephone number: (01656) 642617

Or by e-mail from: ellen.franks@bridgend.gov.uk

YGG Cwm Garw Consultation
12 May 2015 , YGG Cwm Garw
In Attendance:
YGG Cwm Garw School Council Mr Webb Gaynor Thomas Sarah Lee

1	<p>An overview was given explaining that the previous proposal to develop a larger school on the Betws Site has been abandoned. This consultation was to request views and enable questioning on the proposal to develop a 210 + 45 Nursery school on the current Betws site. It was explained that a potential change to the Bro Ogwr catchment may be required but this is still under discussion by Children's Department and this will require a separate consultation.</p> <p>Questions were invited about the proposal and these are minuted below:</p>
1.1	<ul style="list-style-type: none"> • Will the English Medium school and Welsh Medium School be separate or in one building? The schools will be separate but on the 1 Betws Site. • Will Tynyrheol Primary be moving there as well? No, Tynyrheol Primary School will remain in Llangeinor. • Have we got the same amount for rooms as now? Yes, you will have the same size school in terms of pupil places but the spaces will be configured differently. You would have 1 hall. You will have a 'street' which is a large corridor that can be divided up into designated zones and all classrooms would be located off the 'street'. Nursery would have their own teaching space. • Will there be a special needs resource base? Betws School will have nurture space and a space for the hearing impaired. You will have the same number of spaces so potentially these rooms can be used for SEN but this is for the school to decide e.g. These could be used as withdrawal/ group rooms. • Will we have a nature reserve? Yes and green spaces • Will we be sharing anything with the other schools? Only the parking; bus drop off; and the nature reserve. All the rest will be in two separate buildings. • Where will parking be? At the front of the school, by the main road. • When will we move in? April 2018. • What will the colour of the school be? We will come and have a chat with you and develop mood boards to get your views on this during the design phase. • Will there be sport storage facilities? Yes, one off the hall for PE and an outdoor store for equipment. • Will there be changing rooms? Yes, 1 which will probably need to be timetabled • Will we have a chance for staff and children to go and see Pen-y-Fai again? Yes we can arrange that.

- **Will there be lifts?** No, the school is single story so everything is on 1 level. The school will be DDA compliant and have wheelchair access; a medical inspection room; and disabled toilets. If there is a difference in level then there may be a need for a platform lift.
- **Will classes be joined physically?** No, you will have access to another classroom via a cloakroom which the two classes will share. This will be suitable for two classes.
- **Can children from other schools join this school?** Potentially, but it would be for the Head and parents to decide as there could be language issues.

A child mentioned that this would be a positive because potentially some English children could learn Welsh.

- **Will there be bike storage?** Yes. Highways department are looking at all aspects of road safety.
- **What will happen to this school?** This is unknown at the moment. Cabinet will make a decision if they decide that this proposal should go ahead.
- **Will there be music storage?** Yes, the street or group rooms can include a music area.
- **What will happen with our furniture?** We have a budget that covers the build and some furnishing. Good furniture will be moved to the new site and any old furniture will be offered up to other schools on a first come, first served basis.
- **Will we have a church to sing in?** Not onsite but this is something that can be arranged by the school.
- **Will there be a computer room and library?** There would not be a designated computer/library room, but there will be a designated area in the 'street' and there will be computers in classrooms.
- **Will there be water fountains?** Yes, drinking water will be available
- **Are the schools very close?** The schools would be a distance apart and there are different levels on the site so at Betws and so one school would be set higher than the other. The school's pitch would be at a lower level to the school building.
- **What is the layout of the 'street'?** The designers would need to work with the school to agree a layout. The 'street' will form a long central corridor down the middle of the school and all the classrooms will come off this. Playgrounds will be directly accessible from the classrooms.
- **How big is the school in area?** Approximately 1500m²
- **Will there be a fence around the school?** Yes there would be a perimeter fence.

1.2	A show of hands was requested to see if they thought it was a good idea. 1 child thought not because a lot of children that live close to the current school will have to travel further. It was explained that there are currently no safe routes to Betws so it is likely that these children will qualify for free school transport.
YGG Cwm Garw Consultation	
15 May 2015 , Ysgol Gymraeg Bro Ogwr	
In Attendance:	
Ysgol Gymraeg Bro Ogwr School Council Gaynor Thomas Sarah Lee	

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1.1	<ul style="list-style-type: none"> • Will there be an English Medium School and Welsh Medium School on site? Yes, the schools will be separate but on the 1 Betws Site. The old Betws School will be demolished and YGG Cwm Garw built there. • Will the school be the same size as now? Yes both Betws and YGG Cwm Garw will remain the same size but YGG Cwm Garw currently have less pupils than they have room for so they may gain more pupils if the potential change to the YG Bro Ogwr catchment takes place. <p>Children's Directorate will review the catchments to meet the demand of the current development in Parc Derwen and any potential future developments in order to remove the pressure for places on Ysgol Gymraeg Bro Ogwr and in doing so reduce the surplus places in YGG Cwm Garw.</p> <ul style="list-style-type: none"> • What will happen to the current YGG Cwm Garw Building? A decision will be required from Cabinet. • Will the two schools share football pitches? No, they must have their own pitches. YGG Cwm Garw will have an all-weather pitch. • How big are the Pitches? 2500m² • When will catchments be decided? There will be a separate consultation process which will probably take place after this current process, approximately September time. • When the design process starts, do the school get a say? Yes. There is a standardised design for the school but the school inputs into the scheme. Consultation will take place not only on the design but also in respect of the colour schemes and designated areas in the street, furniture etc. • When will the school be open? April 2018 so the children will remain where they are until then, and they will then transfer over. • Which current year groups will get to experience the new school? Year 3's and younger but the older children can still help inform on the design and they will be invited

	back to see the school once it is complete.
1.2	A show of hands was requested to see if they thought it was a good idea. All were in agreement that it was good but one child raised the the potential issue that it may lead to transport issues for some children that live close to the current YGG Cwm Garw school.

Correspondence from RhAG

RhAG Pen-y-bont's comments to Bridgend County Borough Council on the proposal to make a regulated alteration to Ysgol Gynradd Gymraeg Cwm Garw by relocating the school to a new school building on the Betws Primary School site.

CONSULTATION PAPER

21 April 2015

Background

RhAG would be grateful if BCBC could give consideration to the following comments as part of this consultation.

RhAG has consistently stated in a number of submissions that WM provision needs to be retained in the Garw Valley, a position which we adhere to in this submission.

i.e. comments submitted in response to the Council's draft WESP (February 2012):

"We foresee that the proposed reorganisation of schools in the Garw Valley area could have implications for WM provision in the north of the authority."

"We would urge that considerations such as location, travel times and distances are central factors in order to ensure that equality issues are addressed. In terms of WM provision, more often than not, the location of provision rather than actual buildings has a greater impact on demand for WM education." (February, 2012)

RhAG has consistently maintained the need to develop and expand Welsh-medium provision across the LA as a whole. We have pushed for the LA to develop new and additional provision as opposed to only reconfiguring current provision. Time after time we have emphasised that a key factor for the WM sector is the availability of local provision. Location and distances are key issues for parents – especially for families from more disadvantaged

Local Authority response

The proposed re-location site ie Bettws, is in the Garw valley. The LA accepts that it is in the lower part of the valley and the current school is in the upper part of the valley.

A long term solution to support the growth of Welsh medium education is currently being considered and a project is being led by Mark Jones (Head of YGG Llangynydd) to consider options around starter units in the central area of the borough, where demand for welsh medium provision is at its highest.

Work will continue to explore options to expand capacity in the west of the county where it is known that demand is rising. If the provision in the west of the county (i.e around the Porthcawl area close to where Ysgol y Ferch O'Sger is situated) is increased that will, in time, impact on the numbers of children coming through to be assessed through the medium of Welsh by Year 9.

The LA will undertake work to predict, with greater certainty, the demand for Welsh language education and plan accordingly,

<p>backgrounds without access to their own transport and these are factors which we have urged the LA to consider at all times.</p> <p>It is notable that the last Welsh-medium primary school established in the LA was in fact Ysgol Gynradd Gymraeg Cwm Garw in 1988, in stark contrast to neighbouring local authorities.</p>	<p><i>especially given the pressure on capacity in two of our Welsh-medium primary schools and surplus places in the other two.</i></p> <p><i>The LA has already begun preparatory work to undertake a new survey on the demand for Welsh Medium education in the county borough later in 2015.</i></p>
<p>The consultation process</p> <p>During this second consultation we note that the LA did not conduct meetings with parents, governors, staff and stakeholders as was arranged during the original consultation. As a result, parents feel that they have not been properly consulted, have not been equipped with the full facts behind the proposed changes or the consequences of those changes or been given an opportunity to air their views in relation to this new proposal.</p> <p>It is fair to say that was general support for the proposal of a larger school housed in a brand new modern building but this diluted proposal is now considered to be a very different proposition. Given this, the governing body of Ysgol Cwm Garw have confirmed to RhAG their objection to this new proposal</p> <p>Can the LA explain why the view was taken not to carry out what is generally considered as good practice in terms of consultation processes by consultation meetings and information sessions during this second consultation?</p> <p>This is clearly not the same proposal with a few modifications – it is a completely new and different proposal with new implications. RhAG must query that due process has not been carried out in relation to this new proposal.</p>	<p>Local Authority response</p> <p><i>The school and governing body confirmed that it did not require further direct consultation beyond that which was undertaken as part of the earlier proposal. A public consultation did take place and was available online on the Local Authority's website and advertised in line with the requirements of the School Organisational Code. There is no requirement in the Code to hold consultation meetings.</i></p>
<p>The proposal</p> <p>RhAG maintains its opposition to the relocation of Cwm Garw to Betws as was expressed as part of the original consultation held in 2013. Our opposition in regards to this revised proposal is even greater due to the proposal of a smaller school - 1 FE as opposed to 1.5 FE – which will mean less capacity and flexibility for increasing reasonable and convenient access to WM education in the area and within the LA as a</p>	<p>Local Authority response</p> <p><i>There is sufficient capacity in YGG Cwm Garw to support the re-profiling of WM education in the North of the County Borough. The current capacity of the school is 210 with 123 (age 4-11) on roll as of January 2015, resulting in 87 surplus places. The number on roll is projected</i></p>

<p>whole.</p> <p>We strongly disagree with a number of the suggested advantages mentioned in the consultation paper if the proposal went ahead: with particular reference to the following:</p> <ul style="list-style-type: none"> ➤ Allow for growth in demand of Welsh Medium Education in the county borough. ➤ Reduced Pressure on Ysgol Gymraeg Bro Ogwr as a result of future housing developments in the Bridgend and Valley Gateways areas. ➤ Community provision could be incorporated into new school build <p>We will expand on our objection to these points in due course.</p>	<p><i>to rise to 161 in 2022, which would mean that surplus places would be 49. It is the ambition of the Council to increase the numbers of parents choosing Welsh medium education for their children but this needs balancing with the number of surplus places being held..</i></p>
<p>The original proposal put forward a plan for two new schools in Betws – one EM and one WM - which would share core services, e.g. central block, heating systems and a kitchen. Following the outcome of the judicial review of the previous consultation period and the fact that Tynyrheol is not now part of the overall reorganisation, we would suggest that this change in circumstance fundamentally changes the whole thinking behind the original submission for Welsh Government funding.</p> <p>We would argue that there is now no real justification or rationale to continue to include Betws and Cwm Garw as part of the same proposal.</p> <p>Parents and governors were given assurances that the outcome of the judicial review would not hinder or affect the Cwm Garw proposals, however this is clearly not the case. The fact that the original commitment cannot be honoured is an unfortunate development and tarnishes the whole proposal.</p>	<p>Local Authority response <i>There are significant benefits to siting both schools on the Bettws site. It would:-</i></p> <ul style="list-style-type: none"> • <i>ensure that our schools are fit for purpose to deliver a first class education to children and young people in the 21st Century;</i> • <i>provide opportunity for greater integration between pupils in the same communities wishing to learn through the medium of Welsh with those wishing to learn through the medium of English</i> • <i>be located in the best place to serve local communities;</i> • <i>reduce surplus places and achieve best value for money</i> • <i>allow opportunity to collaborate with other service providers to ensure every opportunity is taken to make schools an integral part of the life and learning of their communities</i> • <i>meet the demand for</i>

	<p><i>Welsh Medium education in the north east of the county borough and support the increasing demands in other parts of the county borough for Welsh Medium education</i></p> <ul style="list-style-type: none"> • <i>improve educational provision and raise standards through having more curriculum opportunities opened up through provision of larger capacity schools</i> • <i>Provide opportunities for the English medium school to share the excellent practice in the teaching of Welsh language more effectively.</i>
<p>Furthermore RhAG understands that a land survey recently carried out on the proposed Betws site has revealed major issues which will require that a significant part of the designated budget must now be diverted from the actual build to groundworks. We must ask why such a fundamental issue was not highlighted beforehand? This raises serious questions in terms of the original business case put forward to WG and is a significant oversight on the part of the LA.</p>	<p>Local Authority response <i>There is always the potential for additional groundworks to be required when taking forward investigative works for significant capital builds such as this. The extent of groundworks required to support the development of the site would not have been known in detail at the business case stage regardless of the proposal. However, the fact that the site is occupied by and existing English medium primary school provides some assurance of the ability of the site to support such a development. There is currently no significant risk to the design of the proposed schools as a result of any additional groundwork.</i></p>
<p>Could we ask what future plans the LA has in mind for Ffaldau and Blaen Garw schools within the next 5 years? We are aware that both buildings are also nearing the end of their lifespan and will either need significant investment or be rehoused in new-builds in the not too distant future.</p>	<p>Local Authority response <i>The Local Authority currently have no to develop or change either school.</i></p>
<p>We are aware that there is a parcel of land in Blaengarw which might be deemed as a suitable</p>	<p>Local Authority response <i>An evaluation has taken place in</i></p>

<p>site for a new school.</p> <p>Could we ask whether or not any work has been carried out to explore options which could offer a new-build for current EM and WM provision on this possible site, either with money from Band A or the next round of 21 Century Schools funding? This could be a way of ensuring 21st Century School standards of education but also retaining both EM and WM provision in the valley and offering true parity of local choice for parents.</p> <p>There is a general concern that this proposal is being driven forward by the fear of losing the 21st Century Schools funding which has already been agreed in principle. RhAG is concerned that this is not the right motivation and that pushing ahead with this proposal would on balance have a more adverse than positive effect both in the short and longer term.</p>	<p><i>respect of the three options immediately available to the Local Authority i.e., redevelop the site of the existing school, develop the existing Bettws Primary school site or develop the site at David Street Blaengarw. A range of criteria were used in this evaluation and this information has supported the identification of the Bettws Primary School site as the best option moving forward.</i></p>
<p>There is reference in the consultation document to new housing developments, but no actual detail about what new developments are planned for the area in line with the Authority's LDP.</p> <p>What work has been undertaken to assess how these additional new houses will impact demand for overall school places across the LA, with specific reference to demand for WM places, and in the South of the borough in particular, where there is already a shortage of WM places?</p>	<p>Local Authority response <i>Housing development identified in the LDP and those the subject of planning application/permission are taken into account to inform the LA's detailed methodology to project demand for school places.</i></p>
<p>We would also ask the following questions:</p> <ul style="list-style-type: none"> i. What new housing developments are planned for areas nearby? Are there any planning gain opportunities which might become available? ii. Are there any school reorganisation plans proposed or likely to be proposed for those areas? 	<p>Local Authority response</p> <ul style="list-style-type: none"> i. <i>The areas zoned for residential development are identified in the Council's LDP. Any non-planned planning applications/windfall developments, are considered on their own merits at the point of submission. Opportunities for Section 106 agreements are considered in line with each application and on their own merits.</i> ii. <i>The Council will continuously review the provision of both Welsh medium and English medium education in the</i>

	<p><i>county borough and under the auspices of the Schools Task Group the LA is currently working with schools to develop a sustainable strategy for the provision of both English and Welsh medium education in Bridgend.</i></p>
<p>If so, what if any consideration has been given to this proposal in light of those developments? We would suggest therefore that this proposal is now not fit-for-purpose as it doesn't take into consideration the wider picture in terms of the likely increased demand for WM provision across the borough as a whole.</p> <p>It is pertinent to refer to the Council's own policy about 'community focused schools, where the school actively engages with its local community' as mentioned on pp.5-6 of the consultation document.</p> <p>Ysgol Gymraeg Cwm Garw is already a community based school serving the local area and with a significant number of the children walking to school. It is right in the heart of the community and plays a pivotal role in the identity, culture and the language of not only the village but the surrounding areas. Its relocation would be a retrograde step and would cease this at once. This proposal would take away the ability of the inhabitants of the Garw Valley to access WM education within their locality and would hinder any hope of language renewal in the valley.</p> <p>In its last inspection ESTYN deemed the school as Excellent which reinforces the fact that educational standards at the school are of the highest level (October 2010)</p> <p>The LA's own projections confirm that the school is also growing with 162 (4-11) on roll as of September 2015 with this projected to rise to 177 in September 2019, which would mean that any surplus places would fall even further.</p> <p>The information below is taken from the original consultation document held between 19th November 2013 to 30th December 2013 which shows that numbers on roll have already</p>	<p>Local Authority response <i>The proposed development would allow for growth in demand for Welsh medium education and accommodate extra pupils coming from an enlarged catchment which will meet the anticipated demand from the new housing developments within the Valleys Gateway area of the County Borough. The LA and school would look for opportunities to ensure that there would not be any erosion of the Welsh language, especially at a community level. It is the ambition of the Council to increase the numbers of parents choosing Welsh medium education for their children. One of the benefits of locating the school in the gateway to the valleys area is to ensure that the area of demand for Welsh medium education is served by sufficient provision. The most recent (2015) LA projections for the school indicate only a slow growth in pupil numbers to 2021 of 157 pupils age 4-11.</i></p>

increased from 2013 and a disparity in terms of projected growth, with current forecasts showing this happening sooner rather than later.

School	Sep-13			Sep-21 Projected		
	Capacity	NOR	+/-	Capacity	NOR 4-11	+/-
YGG Cwm Garw	223	139	84	223	174	49

This also throws into question the ability of any proposed new 1FE school to be able to cope in the longer term with any significant growth from other areas, be that through increasing the catchment area and/or any new housing developments.

These are certainly not arguments for relocating the school but rather for reinforcing and investing in the school's future at its current location.

In reference to the fact that the building has been graded as 'Poor', current educational standards and attainment are obviously not greatly hindered by the condition of the building itself. WM schools have more often or not been housed in large Victorian buildings which traditionally have generally been located in less accessible areas. The percentage of surplus places which consequently exists is then used either as a reason not to establish new provision or to relocate provision to a more central location. Both policies are to the detriment of the growth of WM provision. This unique context must be a consideration within any strategic forward-planning of school places.

Local Authority response

When considering a range of options for the provision of education within Bridgend and the sustainability of individual schools to support proposals under the 21st Century School Modernisation Programme, the repairs and maintenance of our school buildings is an important variable in that determination. Furthermore, older schools sites generally do not offer the opportunity for redevelopment, often posing difficulties in respect of available land, access arrangements and adaptability amongst others. This is the case with both Welsh Medium and English Medium schools and the LA therefore has to assimilate a range of information in order to make an informed judgement on suitable schemes in line with physical constraints to development and available budgets. Proposals need to be beneficial to the overall strategy for the provision of 21st Century schools, achievable and value for money.

<p>You will be aware that one of the Welsh Government's objectives in its Welsh-medium Education Strategy (WMES), is to 'encourage greater access to Welsh-medium early years and primary provision within the child's community.' (p.13). In its original draft WESP (2012) the Council included the intention to establish 'community based Welsh-medium schools in parts of the County Borough where Access is currently more constrained and in response to parental wishes.' However it appears that this aspiration has been dropped which is of great disappointment to RhAG. Catchment areas of current WM schools are far greater and their size disproportionate to those of EM schools in BCBC. This has implications on travel times and distances for pupils and parents alike and raises a number of equality issues. RhAG would urge the authority to implement this policy not only in regards to this proposal but also as a key strand in any future strategic planning.</p>	<p>Local Authority response <i>The Local Authority considers that access to Welsh Medium provision in the County Borough is not currently balanced to the right areas as discussed earlier. Provision is limited in the south of the county borough and there is surplus capacity in the north. We will look at opportunities to expand provision in the south.</i></p>
<p>RhAG strongly believes that this proposal undermines a number of central planks underpinning the vision of BCBC's current WESP include the following:</p> <ul style="list-style-type: none"> • deliver the key principles of equality, choice and opportunity for all; • be consistent with the national aspirations set out in the Welsh Government's Welsh-medium Education Strategy (WMES) • ensure that Welsh-medium education is available to all children of pre-school age and above whose parents / carers wish them to receive their education through the medium of Welsh, and this within reasonable travelling distance from children's homes; <p>When considering the demand for Welsh-medium education, the Council needs to take into account the distances that children, at the tender age of five or even less, must travel to school. Past experience has shown time and time again, that where a Welsh-medium school has been established within a local community, demand has been overwhelming, and it is not long before it is full. Distance to school is a main factor for any parent making a choice of school. No one</p>	<p>Local Authority response <i>There are currently three contracted bus services to the school:-</i></p> <p><i>B59 Bus BETTWS, Llangeinor, Pontyrhyl</i> <i>B60 Bus NANTYMOEL, Ogmore Vale, Lewistown, Pantyravel</i> <i>B60A Bus BLACKMILL</i></p> <p><i>Significantly, there are more than twice as many pupils travelling on the Nantymoel service than on the Bettws and Blackmill services combined. As the school is proposed to be located in Bettws, the distances travelled by the vast majority of pupils receiving free transport will therefore be several miles less.</i></p>

<p>wants their child to have to travel long distances.</p> <p>Distance and travel times are currently the main factors hindering all BCBC parents from having true parity of choice for the language medium of their child’s education and if this relocation goes ahead, the Garw Valley families would also be adversely affected.</p> <p>Currently perhaps one of the worst examples within the LA is Nantymoel, where children are expected to travel down the Ogmere Valley and the back up the Garw to Pontycymmer. Bettws is only slightly nearer, and would continue to involve the vast majority of its pupils being bussed to school, in addition to the bussing of most Garw Valley children.</p> <p>Travel distances for a number of children living at the furthest extremities of the Garw Valley would be a minimum 12 mile round trip per day, with some possibly travelling more.</p> <p>This proposal will mean that an increased number of children would have to travel increased distances to access WM education</p>	
<p>It also raises the question about other choices for parents in the Garw Valley. Three EM schools would remain including Blaengarw Primary School; Ffaldau Primary School and Pontycymer Nursery School. Faced with no local WM choice it is concerning that parents would be faced with no other option than EM provision due to convenience, accessibility and practicality issues.</p> <p>If the LA were to push ahead with alterations to the Home to School Transport Policy, as was consulted upon earlier this year, this could also possibly exclude a number of families who will be caught out by any changes in current policy. The move to increase the threshold to 2 miles could have significant implications within this proposal, particularly for less well off families of those who don’t possess their own transport.</p> <p>In areas which are more economically challenged, such as the Garw Valley, the availability of local provision is a fundamental consideration. Where families do not have access to their own transport the ability to access local provision is crucial. Furthermore, because</p>	<p>Local Authority response <i>The proposal does not restrict choice, it brings Welsh medium education closer to the areas of greatest demand. To support access to Welsh Medium education across the County Borough of Bridgend.</i></p> <p><i>The proposed change to the LAs Learner Travel Policy proposes that pupils in Welsh Medium schools living 2 miles or further for primary schools and 3 miles or further for secondary schools would receive free transport regardless of whether the school is the nearest suitable school.</i></p>

<p>transport is not statutory in the pre-school sector, then the availability of localised provision is even greater. Linguistic progression is another key cornerstone of the WMES which could also be adversely impacted.</p>	
<p>The consultation paper makes reference to the relocation as ‘balancing’ the distribution ‘of Welsh-medium places across the county borough’ (p.2). We would strongly refute this suggestion as moving Cwm Garw would lead to the whole of the north east of the authority devoid of any local WM provision. New provision is what is needed, but this should not be at expense of current successful provision.</p>	<p>Local Authority response <i>The location of the current school in the head of a linear valley which has restricted access does not support improved accessibility to Welsh medium education for where there is increasing demand. The proposed relocation of the school in the valleys gateway area aims to redress that imbalance.</i></p>
<p>The policy of centralisation cannot be pursued as a fair and equitable option for the development of WM provision within the authority at the expense of outer lying communities The consultation document makes reference to Community, Welsh Language and Equality Impact Assessments carried out as part of the consultation process.</p> <p>We would question the initial assessment which suggests that it is anticipated the move would have a positive effect in terms of the Welsh Language and would provide Welsh-medium education to a wider catchment area. The goal should be to decrease the already disproportionately bigger catchment areas which WM schools must contend with at present.</p>	<p>Local Authority response <i>The local authority has recently initiated a work stream under the auspices of the aforementioned Schools Task Group to both develop a robust methodology in respect of the identification of catchment boundaries and to evaluate all catchment boundaries across the county borough in line with a range of factors, not least the variable patterns of demand.</i></p>
<p>We would also urge that a full equalities impact assessment is carried out as a matter of urgency before any preferred option is taken to statutory consultation.</p>	<p>Local Authority response <i>A full Equalities Impact Assessment has been completed and will be reported to Cabinet on the outcome of the consultation on 16 June 2015.</i></p>
<p>The increasing pressures on the capacity of Ysgol Gymraeg Bro Ogwr has shown the need for additional WM places, however solutions to alleviate this situation must be based on plans for new provision in Bridgend itself (the Laleston / Bryntirion areas in particular) rather than the realignment of current catchment areas. We would argue that reconfiguration of catchment</p>	<p>Local Authority response <i>In any proposal for a catchment change, protection for families would factor as an important consideration in respect of admissions to school. For example, as part of the decision to change the catchment areas</i></p>

<p>areas is merely a short-term measure and isn't a strategic solution to satisfy demand in the long-term. One significant problem which we foresee is that it will force families to send siblings to two different schools, which would be a negative unintended consequence.</p>	<p><i>of Maes yr Haul Primary and Trelales Primary Schools in September 2013, the Council agreed a transitional arrangement for those families with older siblings already attending Maes yr Haul Primary School. For families living in the affected area and with older children at the school the transitional arrangements afford them equal status to those parents living within the revised catchment area. Should the school be oversubscribed, parents living in the affected area would not be disadvantaged and their application for a place at Maes yr Haul Primary School would be treated as if they are resident within the catchment area.</i></p>
<p>As a member of the BCBC Welsh-medium Education Forum, we receive copies of Welsh Government correspondence which relate to the LA's WESP, and would refer in particular to point 8 of their response to the Council's draft WESP in April 2013:</p> <p>"To stimulate growth in the sector, we would ask the authority to give careful consideration to the establishment of a starter class in Porthcawl. Also, we would want the authority to show us their plans for increasing capacity in Ysgol Bro Ogwr. We do not think it is appropriate to use the Cwm Garw blueprint to increase capacity for Welsh-medium education places for those living in the town of Bridgend." (18 April 2013)</p> <p>Could we ask how BCBC has overcome this view in light of the current proposal?</p>	<p>Local Authority response <i>The Local Authority is currently looking at the potential of establishing a WM starter class in the south of the County Borough and a project team has been authorised and has already commenced scoping and evaluating a range of options.</i></p>
<p>The School Standards Act (Wales) 2013 now places an expectation on LAs to create demand and not just cater for it. This is a fundamental shift in role which BCBC needs to recognise and proactively execute. The Welsh Government was explicit in its objection to this proposal being used to increase capacity in the Bridgend area and RhAG also fervently hopes that the Council will now rethink its intentions as part of a more balanced and progressive approach to the strategic planning of WM school places across</p>	<p>Local Authority response <i>The Head of service and deputy Leader met with representatives of RhAG on 9 June 2015 to discuss the issues raised. RhAG confirmed that following that meeting they were satisfied with the LA's responses to all the issues raised.</i></p>

the whole of the authority.

We hope that you will give your full consideration to the issues raised and would welcome the opportunity to further discuss our concerns.

We thank you for your submission.

Full Equality Impact Assessment

Name of project, policy, function, service or proposal being assessed	Proposal to relocate YGG Cwm Garw (as a 1 form entry school i.e., 210 pupils plus 45 place nursery provision) to the existing Betws Primary School site.
Date assessment completed	03/06/15

An initial EIA screening was completed in March 2015

The Council has previously proposed to relocate the Welsh medium primary provision of Ysgol Gynradd Gymraeg (YGG) Cwm Garw to the existing Betws Primary School site. In May 2014 Cabinet determined to relocate the school to a new Welsh medium school on the site currently occupied by Betws Primary School. The proposal was to co-locate YGG Cwm Garw with the new English medium primary school serving the south of the Garw Valley. In February 2015 Cabinet further determined that the relocated YGG Cwm Garw should be a 1.5 form entry. However, following the outcome of the Judicial Review that quashed Cabinet’s decision to close Tynyrheol and Bettws Primary Schools, it has become necessary to reconsider the whole Garw Valley South scheme with the current proposal that the school be relocated to the Bettws school site as per the original proposal but just as a one form entry school.

At this stage you will need to re-visit your initial screening template to inform your discussions on consultation and refer to [guidance notes on completing a full EIA](#)

1. Consultation

		Action Points
Who do you need to consult with (which equality groups)?	Within each of the protected characteristic groups the council	The consultation tools and mechanisms to be used should

	will need to consult with those parties identified within section 3.2 of the School Organisation Code 2013	include: Focussed Meetings, Public Meetings, a consultation document and associated questionnaire, publication of all information on the council's website.
How will you ensure your consultation is inclusive?	<p>The Local Authority is mindful that as wide a range of consultation and engagement activities and tools as possible need to be deployed in order to reach as wide an audience of consultees as possible.</p> <p>Consultation and engagement must be maximised in order that public views and concerns are “heard and considered” by the council.</p> <p>Methods of consultation will include (where appropriate) bilingual (Welsh / English) materials, information produced in languages other than English and Welsh, and by request large print documents, easy read versions of information, provision of audio information and will include a mix</p>	

	of hard copy documents and provision of online forms and information. The council recognises that, key to the council's consultation and engagement strategy is the commitment to visiting the public and other consultees in their own locations / communities at times that are convenient to them.	
What consultation was carried out? Consider any consultation activity already carried out, which may not have been specifically about equality but may have information you can use	A full public consultation took place from the 21 April 2015 to the 1 June 2015. Consultation meetings with the school Council's of both YGG Cwm Garw and YG Bro Ogwr took place and are detailed in the following section.	

Record of consultation with people from equality groups

Group or persons consulted	Date, venue and number of people	Feedback, areas of concern raised	Action Points
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General meeting with the school council of YGG Cwm Garw	12 May 2015 YGG Cwm Garw Representatives of the school council attended.	General comments raised nothing specifically referenced in respect of equality groups	
General meeting with the school council of YG Bro Ogwr	15 May 2015 YG Bro Ogwr Representatives of the school council attended.	General comments raised nothing specifically referenced in respect of equality groups	n/a

2. Assessment of Impact

Based on the data you have analysed, and the results of consultation or research, consider what the potential impact will be upon people with protected characteristics (negative or positive). If you do identify any adverse impact you **must**:

- a) **Liaise with the Equalities Team who may seek legal advice as to whether, based on the evidence provided, an adverse impact is or is potentially discriminatory, and**
- b) **Identify steps to mitigate any adverse impact – these actions will need to be included in your action plan.**

There is unlikely to be any direct negative impact on any protected group other than a physical move of the school to a new location. The new school will be fully DDA compliant and will therefore have disabled facilities to support all disabled learners, staff and visitors. This is therefore considered to be a positive impact which will

ensure that all learners, including those with disabilities have access to a learning environment to support their needs.

The proposed school together with associated future catchment boundary changes will help ensure that pupils (and their families) with a desire to be taught in the medium of Welsh have good opportunity to do so particularly in the heart of the valleys area as the new location will be more accessible to where there is currently a large demand for Welsh medium education. However, there is potential when relocating schools which have been integral to their local communities for many decades and then moved, to cause some initial anxiety within the local community and for community cohesion to be impacted. Therefore, we would seek to ensure that the benefits of the development are effectively communicated to all stakeholders and they are also able to play their role in the development and rebranding of the new school on the Bettws site. The LA would seek to support the school in building positive relationships to mitigate any anxiety if forthcoming as outlined in the action plan below.

As the location of the new school in Bettws will be further away by approximately 4.5miles there is a potential for there to be an impact on families in the north of the valley, particular those who would now need to be transported by the LA to their new school in Bettws but conversely those in the valleys gateway area may lose their eligibility to free transport if there is no safe route to school, as they would be within the distance identified in the current or proposed future learner travel policy.

Gender	Impact or potential impact	Actions to mitigate
Identify the impact/potential impact on women and men.	None envisaged as this will be a relocation of the current school to a new site.	None envisaged
Disability	Impact or potential impact	Actions to mitigate

Identify the impact/potential impact on disabled people (ensure consideration of a range of impairments, e.g. physical, sensory impairments, learning disabilities, long-term illness).	The existing YGG Cwm Garw School is predominantly inaccessible to disabled pupils and visitors with mobility issues. It is anticipated, therefore, that accessibility of provision will be significantly improved upon occupation of the new build school on the current Betws site as the school would be fully DDA compliant and will therefore have disabled facilities to support all disabled learners, staff and visitors. This is therefore seen as a positive impact.	None envisaged
Race	Impact or potential impact	Actions to mitigate
Identify the impact/potential impact of the service on Black and minority ethnic (BME) people.	None envisaged as this will be a relocation of the current school to a new site.	None envisaged
Religion and belief	Impact or potential impact	Actions to mitigate
Identify the impact/potential	None envisaged as this will be a	None envisaged

impact of the service on people of different religious and faith groups.	relocation of the current school to a new site.	
Sexual Orientation	Impact or potential impact	Actions to mitigate
Identify the impact/potential impact of the service on gay, lesbian and bisexual people.	None envisaged as this will be a relocation of the current school to a new site.	None envisaged
Age	Impact or potential impact	Actions to mitigate
Identify the impact/potential impact of the service on older people and younger people.	Children in the school will be impacted more given this proposal relates to the relocation of the school to a different village. Additionally, pupils, parents, carers and guardians may feel affected by the loss of the identity of the current school once it is disposed of with concern that this might affect community cohesion. Nevertheless, the proposal will ensure that all learners, including those with disabilities have access	Reassurance of the positive benefits of the development have already taken place. Rebranding of the school will also take place with full pupil and community involvement.

	to a learning environment fit for the 21 st century to support their needs. Pupils from the local communities in the valleys area in particular will share the same school site with both English and Welsh medium education taking place on the Bettws site and this may therefore support greater community cohesion in the long term.	
Pregnancy & Maternity	Impact or potential impact	Actions to mitigate
	None envisaged	None envisaged
Transgender	Impact or potential impact None envisaged	Actions to mitigate
Marriage and Civil Partnership	Impact or potential impact None envisaged	Actions to mitigate

It is essential that you now complete the action plan. Once your action plan is complete, please ensure that the actions are mainstreamed into the relevant Thematic Service Development Plan.

3. Action Plan

Action	Lead Person	Target for completion	Resources needed	Service Development plan for this action
Reassurance of the positive benefits that the development will have on pupils/parents. Rebranding of the school on the new Bettws site will also take place with full involvement of pupils.	Head teacher	Ongoing until school is proposed to open in 2018	Pupil and community participation	Communication with school.

Please outline the name of the independent person (someone other the person undertaking the EIA) countersigning this EIA below:

Nicola Echanis (Head of Strategy Partnerships and Commissioning)

Please outline how and when this EIA will be monitored in future and when a review will take place:

The EIA will be monitored via the 21st Century school programme and specifically via the project to develop the school i.e., via the Garw Valley (YGG Cwm Garw) Project Board who will review the EIA and ensure adequate monitoring and controls are in place.

Signed: R J Davies

Date: 03/06/2015

4. Publication of your results and feedback to consultation groups

It is important that the results of this impact assessment are published in a user friendly accessible format.

It is also important that you feedback to your consultation groups with the actions that you are taking to address their concerns and to mitigate against any potential adverse impact.

Please send completed EIA form to the [Equalities Team](#)

Welsh Language Impact Assessment

YGG Cwm Garw

Proposal to make a regulated alteration to Ysgol Gynradd Gymraeg Cwm Garw, by relocating the school to a new school building on the Betws Primary School site

It is proposed to make a regulated alteration to YGG Cwm Garw in the form of relocating and building a Welsh-medium primary school on the current Betws Primary School site, which is a distance of 4.7 miles. This would create a school capacity of 210 pupils plus a nursery of 45 full time equivalent pupils. It would also allow for growth in demand for Welsh medium education and accommodate extra pupils coming from an enlarged catchment. The Published Admissions Number for the new school would be 30.

As the proposed relocated Welsh medium school would continue as is but in a different location and pupils at the school. Welsh would continue to be taught through the curriculum.

The authority will comply with its Welsh language policy by making sure that all signage used within the school sites are bilingual.

It is the ambition of the Council to increase the numbers of parents choosing Welsh medium education for their children. One of the benefits of locating the school in the gateway to the valleys area is to ensure that the area of demand for Welsh medium education is served by sufficient provision.

One of the potential benefits of siting the school adjacent to the Bettws Primary school on the same site would be the opportunity for greater integration between pupils in the same communities wishing to learn through the medium of Welsh with those wishing to learn through the medium of English. However, the LA and school would look for opportunities to ensure that there would not be any erosion of the Welsh language, especially at a community level. Moving the school to a new location, in particular if it's a different village, may affect a parent's decision for their child to attend their catchment school. The impact on community cohesion and identity has been highlighted in the Equalities Impact Assessment that accompanies the consultation report being reported to Cabinet on 16 June 2015.

Work is currently ongoing to evaluate the growth the necessary school places for the catchments of both YGG Cwm Garw and YGG Bro Ogwr to ensure that any catchment changes reflect the demand for Welsh Medium provision in the area served by both schools. We hope to begin consultation in the 2015-16 academic year.

Concerns are expected to be raised over the proposal potentially impacting on the ability of the inhabitants of the Garw Valley to access Welsh medium education within their locality and may hinder the sustainability of the Welsh language in the valley.

The Local Authority monitors and evaluates parental demand and availability of places within the Welsh-medium sector to ensure that all children who received Welsh-medium education during the early years are able to access Welsh-medium provision in the

primary phase. In 2013 all pupils who requested Welsh-medium provision in the primary phase were able to access it.

Currently 8.72% of children aged 7 years are taught through the medium of Welsh in four Welsh-medium primary schools. All parents who require Welsh-medium education for their children aged 7 years are able to access this provision.

Projected numbers indicate an increase in the actual number and percentage of children aged 7 being taught through the medium of Welsh for the academic years 2014-15, and then a slight increase in the number but a levelling off in the percentage 2015-17

To address the imbalance in capacity the proposal to move YGG Cwm Garw further south would enable a better balance of pupil numbers across our four primary schools.

The proposed development would also allow for growth in demand for Welsh medium education and accommodate extra pupils coming from an enlarged catchment which will meet the anticipated demand from the new housing developments within the Valleys Gateway area of the County Borough. The re-drawing of catchment areas will assist in releasing places at YG Bro Ogwr which is the catchment school for the new Parc Derwen development in Coity (1500 houses).

A long term solution is currently being looked into for the Porthcawl and Cynffig catchment area. There are possibilities of a starter unit in the south of the County Borough being developed. However, this is at the very start of the planning process, and will not be for another 2-3 years if this comes to fruition.

Work will continue to explore options to expand capacity in the west of the county where it is known that demand is rising.

G Thomas

5 June 2015

Community Impact Assessment

Name of proposal:

Proposal to make a regulated alteration to Ysgol Gynradd Gymraeg Cwm Garw by relocating the school to a new school building on the Betws Primary School site, creating a 1FE school plus 45 Nursery with effect from 1st April 2018.

Who will make the decision? :

Cabinet

Who has been involved in developing the proposal? :

Corporate Director – Education and Transformation
 Head of Strategy Partnerships and Commissioning – Children's
 Project Manager - Property Services

Aims and objectives:

Proposal to make a regulated alteration to Ysgol Gynradd Gymraeg Cwm Garw by relocating the school to a new school building on the Betws Primary School site, creating a 1FE school plus 45 Nursery with effect from 1st April 2018

Whilst we have surplus places in the north of the county borough for Welsh Medium Provision, there is a deficit of places in the south. There will be a subsequent separate exercise regarding a proposed catchment area change to encompass an area north of Bridgend town, which would reduce the pressure on places at Ysgol Gymraeg Bro Ogwr in Bridgend, which is at capacity and will not be able to meet the expected needs of housing developments in the Bridgend and Valley Gateways areas in the near future.

Key actions:

- Statutory procedure to relocating the school to a new school building on Betws Primary school Site
- A separate exercise to consult on proposed catchment area changes - this will be undertaken at a later date.

Expected outcomes: YGG Cwm Garw relocates to the Betws Primary School site and opens as a 1FE school plus 45 place nursery in April 2018.

Who will be affected: Staff, governors, pupils, parents and the community

Approximately how many people will be affected: potentially in excess of 1000 people

Expected date of decision: September 2015

Scope/focus of the assessment: Consideration given to

- the existing use of the schools by the community;
- accessibility to pupils, staff, parents and the community;
- impact of moving a primary school
- impact on the school building
- impact on the extended community

Relevant data and/or research:

- information provided by YGG Cwm Garw and Meithin Play group in terms of community use of the existing school premises
- information provided by YGG Cwm Garw School in terms of after school clubs offered at each school
- 2015 BCBC report entitled 'Principles Document'
- pupil projections, capacity, building conditions

Findings:**Community Use:**

YGG Cwm Garw

- Breakfast club: 8-8:50 every day.
- Tuesday after school -Gobaigh Cymru 3:30-4:30
- Thursday after school- Football 3:30-4:30

Community Use

- Welsh Thursday – Welsh 9:30-11:30 every week.
- Every day - Meithin Play group 9:15-1:15. Registered 20 children but only have 15 attend.
- TRV (Welsh Mother and Toddler group) 1:15-2:45 every day

Primary Policy:

- This proposal aligns with the Council's 2015 Education Principles Document

Pupil projections, capacity, building condition:

- The pupil projections affecting primary schools in the Garw Valley (covering YGG Cwm Garw, Ysgol Bro Ogwr, Betws Primary, Blaengarw Primary and Ffaldau Primary) show a decrease – set to fall from 1154 (on role Jan 15) to 1145 (Jan 22).
- Building conditions in respect of YGG Cwm Garw and Betws Primary are category C (Poor -exhibiting major defects and/or not operating as intended)
- Accessibility of YGG Cwm Garw and Betws Primary are categorised as D (Inaccessible. Non Compliance with DDA and cannot be made so without major expense if at all).

Impact on extended community

- If changed, the catchment will impact the areas which are served by YGG Cwm Garw and potentially the Valleys Gateway area.
- Areas within the Garw Valley have very different communities in terms of character. All have strengths and offer positive support. However they are geographically spread out it would be of benefit for the catchment to be redrawn to allow the children and their families to access their school more easily.
- There will be a positive impact in terms of modern, accessible community facilities on the new site although as identified in the consultation there is also significant strength of feeling that moving the school would potentially have a detrimental impact on community cohesion and also potentially affect the character and identity of the communities. Furthermore, there is a concern that Welsh Medium education would be eroded in the north of the valleys area even though there is high demand in the south.

- A Cylch Meithrin currently operates from the existing YGG Cwm Garw site. The Authority would work with the provider to identify suitable alternative accommodation if necessary.

Impact on other schools

- It may well be that parents would prefer their children in the Blaengarw/Pontycymmer area, to go to the local English schools rather than their children traveling south to the proposed location of the Welsh Medium School.
- It may be that parents in the Valleys Gateway area will not welcome the proposed change in catchment, choosing for their children to be taught in an alternative school (possibly English medium), should the proposal go ahead. The impact on the Welsh language may therefore be impacted as a result.
- Transport links may be of concern to parents/community however, free school transport is provided to and from the site. The school may be able to put measures in place to deal with instances where pupils need collection at nonstandard times e.g. sickness.

How will the decision affect people with different protected characteristics? :

There would likely be a positive impact given that the new school would be fully DDA compliant and support all pupils, staff, visitors etc.

Consultation

Has there been specific consultation on this decision (if not, state why not and/or when this may happen):

Yes

What were the results of the consultation? :

See attached report

Across the protected characteristics, what difference in views did analysis of the consultation reveal?

None

What conclusions have been drawn from the analysis on how the decision will affect people with different protected characteristics?

No differential impact anticipated.

Assessment of impact on staff

Please give details of impact on staff, including staffing profile if/as appropriate:

The proposal may have an impact on teaching and non-teaching staff. Determination of this is a matter for the governing body once they understand the needs of the individual schools and the budget available to them in order to determine the staffing structures required.

Assessment of impact on wider community

Please give details of any impacts to the community as a whole:

The community may not wish for the YGG Cwm Garw to be located on the Betws Primary School site due to potential increase of traffic in the local area and the potential impact on

the Welsh language if parents do not agree with the proposals. However, pupils will be provided with school transport and there will be designated areas within the site for parking.

Analysis of impact by protected characteristics

Please summarise the results of the analysis:

It is considered that the characteristics affected could be that of age and disability (anticipated positive impact)

Assess the relevance and impact of the decision to people with different characteristics Relevance = High/Low/None Impact = High/Low/Neutral

Characteristic	Relevance	Impact
Age	High	Low
Disability	High	Low
Gender reassignment	None	Neutral
Marriage and civil partnership	None	Neutral
Pregnancy and maternity	None	Neutral
Race	None	Neutral
Religion or belief	None	Neutral
Sex	None	Neutral
Sexual orientation	None	Neutral
Other socially excluded groups (include health inequalities)	None	Neutral

Where any negative impact has been identified, please outline the measures taken to mitigate against it:

Subject to the outcome of consultation on this proposal and a further consultation on proposed catchment changes, the Authority will:

- Work with the governing body and school to support them in determining staffing structures.
- Encourage and support the school in the continued provision of community use of the school buildings.
- Ensure a smooth transition by working closely with the school.

Signed:

G Thomas

Date:

02/06/15

BRIDGEND COUNTY BOROUGH COUNCIL

CABINET REPORT

16 JUNE 2015

REPORT OF THE CORPORATE DIRECTOR – EDUCATION AND TRANSFORMATION

SCHOOL MODERNISATION PROGRAMME: OUTCOME OF CONSULTATION ON PROPOSAL TO MAKE A REGULATED ALTERATION IN THE FORM OF AN ENLARGEMENT TO BRYNMENYN PRIMARY SCHOOL AND RELOCATE IT INTO A NEW BUILDING ON SURPLUS LAND ADJACENT TO COLEG CYMUNEDOL Y DDERWEN

1 Purpose of Report

- 1.1 This report is to inform Cabinet of the outcome of the consultation on the proposal to make a regulated alteration in the form of an enlargement to Brynmenyn Primary School and relocate it into a new building on surplus land adjacent to Coleg Cymunedol Y Dderwen (CCYD) - and to present to Cabinet the findings of the consultation in a detailed consultation report (see Appendix A) intended for publication.

2 Connection to Corporate Plan / Other Corporate Priorities

- 2.1 The school modernisation programme supports many of the corporate priorities and in particular:
- Working Together To Raise Ambitions And Drive Up Educational Achievement
- 2.2 We aim to help all young people to thrive and make the best of their talents. As part of this, there is a serious need to modernise our schools.

3 Background

- 3.1 In September 2006, the Council adopted a policy of providing continuity of education from ages 3 to 11 where possible. On 3rd March 2015, Cabinet approval was received for the Council to adopt revised principles as a framework for school organisation in Bridgend; five key principles were set out to inform the organisation and modernisation of our schools:
- i. Commitment to high standards and excellence in provision.
 - ii. Equality of opportunity, so that all pupils can access quality learning opportunities, regardless of which school they attend.
 - iii. Inclusive schools, which cater for the learning needs of all their pupils.
 - iv. Community focussed schools, where the school actively engages with its local community.
 - v. Value for money.
- 3.2 The Policy and Planning Framework sets out 17 areas where these principles should be applied in practice.

- 3.3 The principles which are particularly relevant in the context of this proposal concern the size of primary schools (to ensure that “all Bridgend’s primary schools are large enough to make the full range of necessary provision”) and value for money, efficiency and effectiveness and the provision of local schools, planning new provision to reflect changes in the distribution of the population.
- 3.4 There is growing pressure on the number of school places in the Valleys Gateway Area of the County Borough due to recent, current and planned housing developments in the area. The three primary schools serving the Valleys Gateway area are:
- Brynmenyn Primary School
 - Bryncethin Primary School
 - Tondu Primary School
- 3.5 The relocation and enlargement of Brynmenyn Primary is considered to be the preferred means available to the Council in order to address growing pressure on the number of school places in the Valleys Gateway Area.
- 3.6 The relocation and enlargement, should it go ahead, would also require changes to the existing catchments of the three schools to take the pressure off both Bryncethin Primary and Tondu Primary. Consultation on catchment area changes would be undertaken as a separate exercise and would not affect those pupils already attending either of those primary schools. This would mean that Bryncethin Primary could continue as it currently is with 235 places 4-11 plus nursery and Tondu Primary could be brought together on one site, as a one form entry school.
- 3.7 This report outlines the responses to the consultation and seeks approval to continue the process to the next stage.

4 Current situation

- 4.1 In order to progress the proposal, consultation exercises were carried out between 23rd March 2015 and 5th May 2015 with staff, governors, parents, pupils and also the wider community in accordance with the statutory School Organisation Code. A copy of the consultation document was also made available during this time on the Councils website:

<http://www1.bridgend.gov.uk/services/consultation/hub/brynmenyn-consultation.aspx>

- 4.2 The consultation document invited views and opinions to be submitted in respect of the proposal to open the school in September 2017.
- 4.3 Following receipt of advice from technical officers, the construction programme for the proposed new build is such that the school would be ready for occupation on 1st January 2018, which is a change to the proposed opening date. The views of the school governing body have been sought with this regard and the Chair, although disappointed in the modified opening date, accepts the alternative timescale.
- 4.4 Under the Statutory Code referred to above, the Council is required to publish a consultation report summarising any issues raised by consultees and including its own response and setting out Estyn’s view of the overall merit of the proposals.

- 4.5 If approved by Cabinet, the next stage of the process is to publish a statutory notice outlining the proposals which would need to be published for a period of 28 days and any formal written objections would be invited during this time.
- 4.6 If there are no objections during the Public Notice period then Cabinet can consider whether to determine the proposal.
- 4.7 If there are objections at this Public Notice stage, an objections report will be published summarising the objections and the Council's response to those objections. Cabinet will need to consider the proposal in light of objections. Cabinet could then accept, reject or modify the proposal.

Summary of responses to consultation

- 4.8 Key points from the consultation exercises were as follows, with full details appended to this report.
- 4.9 **Pupil consultation**
The Brynmenyn Primary School Council met with BCBC Council representatives on 30th May 2015 to discuss the proposal. Subsequent to discussions and a question and answer session (detailed at Appendix i), pupils were asked to raise their hands if they thought the amalgamation was a good idea; all pupils raised their hands bar one.
- 4.10 BCBC representatives met with the Tondu Primary School Council on 30th May 2015 to discuss the proposal. Subsequent to discussions and a question and answer session (detailed at Appendix i), pupils were asked to raise their hands if they thought the amalgamation was a good idea. A show of hands was taken to see what the children thought of the proposed change; everybody present thought it was a good idea.
- 4.11 BCBC representatives met with the Bryncethin Primary School Council on 30th May 2015 to discuss the proposal. Subsequent to discussions and a question and answer session (detailed at Appendix i), pupils were asked to raise their hands if they thought the proposal was a good idea; everybody thought it was not a good idea to locate a primary next to a comprehensive site.

Parent, community and interested party consultation

- 4.12 A consultation "drop in" session to discuss the proposal with Council representatives for parents, carers, members of the local community and all other interested parties was held on 30th April 2015. No parents, carers, members of the local community or any other interested parties attended (see Appendix ii).

Governing body and School staff consultation

- 4.13 A consultation meeting was held with Brynmenyn Primary Staff and Governors on Monday 27th April 2015. Questions were raised concerning potential staffing impacts of the proposal and future pupil to staff ratios. Council representatives explained that the local authority has previously worked with staff and governors regarding a smooth transition. (Full details of the meeting discussions and responses/clarifications given are detailed in Appendix iii).

- 4.14 A consultation meeting was held with the Bryncethin Primary School Staff and Governors on Wednesday 29th April 2015. The main concerns expressed centred around issues of job security for staff. Council representatives explained that, as the other school (the relocated Brynmenyn Primary) grows if there are any individuals at risk we would look to safeguarding those jobs in areas where teachers and support staff are needed. Staff were advised that their feedback would be incorporated into this Consultation Report. Staff were fully informed of the process which would flow from this report which is set out in paragraphs 4.4 to 4.7 above. (Full details of the meeting discussions and responses/clarifications are detailed in Appendix iv).
- 4.15 A consultation meeting was held with Tondu Primary Staff and Governors on Wednesday 22nd April 2015. The main concerns expressed related to issues regarding the impact of the proposal on staffing structures. (Full details of the meeting discussions and responses/clarifications given are detailed in Appendix v).

Summary of written representations

- 4.16 One item of direct correspondence was received during the consultation period expressing concerns regarding highway issues surrounding the proposed site (see Appendix vi).
- 4.17 A response was sent to the originator of the correspondence thanking them for their submission and stating that their comments would be taken into consideration in the report submitted to Cabinet.
- 4.18 Three responses to the consultation were received via the BCBC website online survey facility. The comments were as follows:
- If children are already attending Tondu Primary School but live closer to the proposed new site will they be forced to move? (*Authority response – No*).
 - “I would like to fully support the proposal to move Brynmenyn School to a new purpose built facility adjoining CCYD. I am an ex pupil and I was a governor at Brynmenyn for over 25 years. The school, over the past few years, has developed and become very popular and successful with numbers growing year on year. The nursery was oversubscribed every year but we were restricted as to what numbers we could take into the reception class. Our PAN being only 22. The school has changed very little since my school days in the late 1950's. Prefab classes were erected just after the war as a temporary provision but are still in use today. If you visit the school you will see that it is now too”.
 - “I would welcome the move to a new school site. At present the pupils have no green outdoor space and the classroom is well utilised but very limited. I feel a larger school that is better fit for purpose would benefit both staff and pupils”.

The view of Estyn, her Majesty’s Inspectors of Education and Training in Wales

- 4.19 Estyn has considered the educational aspects of the proposal (see Appendix vii) and has commented as follows on the information provided:

Summary

- 4.20 The local authority’s proposal arises from the pressing need to provide more school places within the Valleys Gateway Area, and to reduce pressure for places upon two other ‘gateway’ schools. This proposal is consistent with the local authority’s strategy for school re-organisation.

- 4.21 It is Estyn's opinion that this proposal will help increase the number of school places available, and benefit pupils at Brynmenyn through the provision of a modern, and less crowded teaching and learning environment.
- 4.22 The proposal generally sets out well the rationale for the proposed action and the advantages and disadvantages arising. However, these are not laid out clearly enough to easily assess them or identify the overall weighting of the proposal.
- 4.23 The overall impact of the proposal on pupil performance data is difficult to assess. The proposal clearly states that there is currently an adverse impact on pupils and staff arising from the overcrowding at the school. However, it only outlines the advantages that would arise from a larger school building. The proposal does not explain clearly the expected improvements that better teaching and learning space may have on the curriculum, on pupil performance, or on provision for more vulnerable pupils including children with Special Educational Needs.

The Local Authority Response

It is expected that the improvements to the school will impact positively on standards with regard to outcomes and wellbeing. The inclusion of a library will improve opportunities for more literacy interventions across the curriculum; improved outdoor provision will provide wider experiences particularly for children in the Foundation Phase. It will assist with literacy, numeracy interventions and helps to increase children's knowledge of the world and increase their confidence. Increased classroom space in line with pupil numbers will remove the issues associated with overcrowding and will allow sufficient room for children to move about as appropriate learning activities. Family learning facilities will impact positively on the learning experiences, teaching, care support and guidance provided to assist with vulnerable groups.

- 4.24 However, the most recent Estyn inspection report and monitoring report both indicate that standards at the school, along with leadership and management are improving, and therefore a change to a new and larger school should at least maintain standards should the proposal go ahead.

5 Effect upon Policy Framework and Procedure Rules

- 5.1 There is no effect upon the policy framework or procedure rules.

6 Equality Impact Assessments

- 6.1 An Equality Impact Assessment has been carried out as part of the consultation stage and has been further informed by responses to the consultation papers. The assessment has concluded that there is no negative impact on the duties of the Council towards protected groups. (Appendix ix)
- 6.2 A Welsh Language Impact Assessment has been carried out as part of the consultation. It is considered that the proposal would have no impact on the Welsh language provision currently experienced by pupils. (Appendix x)
- 6.3 A Community Impact Assessment has been carried out as part of the consultation. There will be no adverse effect on the proposal; the authority will work with the

governing body and school to support them in determining a staffing structure and will also encourage and support the primary school in developing community use of the buildings. (Appendix xi)

7 Financial Implications

7.1 The anticipated cost of the new school will be met from the Welsh Government's 21st Century Schools Programme, for which we have had approval in principle, and the Council's capital programme as approved initially by Council in February 2012. We will progress the necessary business case procedures in line with Welsh Government requirements during the development and design stages.

8 Recommendations

8.1 Cabinet is therefore recommended to:

- 1) consider the outcome of the consultation with all parties as detailed in the attached consultation report and appendices;
- 2) approve the consultation report for publication;
- 3) authorise the publication of a Public Notice on the proposal with a modified opening date of 1st January 2018.

Deborah McMillan
Director of Education and Transformation

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Background documents

Council Report 13th September 2006: "LEARNING COMMUNITIES – SCHOOLS OF THE FUTURE – STRATEGY, PRINCIPLES, POLICY AND PLANNING FRAMEWORK"

Cabinet Report 12th December 2006: "LEARNING COMMUNITIES: SCHOOLS OF THE FUTURE" – SCHOOL MODERNISATION PROPOSALS"

Cabinet Report 2nd November 2010: "THE SCHOOL MODERNISATION PROGRAMME OVERVIEW AND BRIDGEND'S 21ST CENTURY SCHOOLS' STRATEGIC OUTLINE PROGRAMME SUBMISSION TO WELSH ASSEMBLY GOVERNMENT"

Cabinet Report 21st February 2012: "SCHOOL MODERNISATION PROGRAMME: BRIDGEND'S 21ST CENTURY SCHOOLS' STRATEGIC OUTLINE PROGRAMME REVISED BAND A SUBMISSION TO WELSH GOVERNMENT"

Cabinet Report 13th January 2015: "SCHOOL MODERNISATION PROGRAMME: PROPOSAL TO CONSULT ON PRIMARY PROVISION IN THE VALLEYS GATEWAY AREA"

Cabinet Report 3rd March 2015: "PRINCIPLES DOCUMENT"

Consultation Document 23rd March 2015: "Proposal to make a regulated alteration in the form of an enlargement to Brynmenyn Primary School and relocate it into a new building on surplus land adjacent to Coleg Cymunedol Y Dderwen"

BRIDGEND COUNTY BOROUGH COUNCIL

PUBLIC CONSULTATION REPORT

REPORT OF THE CORPORATE DIRECTOR – EDUCATION AND TRANSFORMATION

SCHOOL MODERNISATION PROGRAMME: Outcome of Consultation on Proposal to make a regulated alteration in the form of an enlargement to Brynmenyn Primary School and relocate it into a new building on surplus land adjacent to Coleg Cymunedol Y Dderwen

1 Purpose of report

1.1 This report is to inform the outcome of the consultation on the proposal to make a regulated alteration in the form of an enlargement to Brynmenyn Primary School and relocate it into a new building on surplus land adjacent to Coleg Cymunedol Y Dderwen.

2 Connection to Corporate Plan / Other Corporate Priorities

2.1 The school modernisation programme supports many of the corporate priorities and in particular:

- Working Together To Raise Ambitions And Drive Up Educational Achievement

2.2 We aim to help all young people to thrive and make the best of their talents. As part of this, there is a serious need to modernise our schools.

3 Background

3.1 In September 2006, the Council adopted a policy of providing continuity of education from ages 3 to 11 where possible. On 3rd March 2015, Cabinet approval was received for the Council to adopt revised principles as a framework for school organisation in Bridgend; five key principles were set out to inform the organisation and modernisation of our schools:

- i. Commitment to high standards and excellence in provision.
- ii. Equality of opportunity, so that all pupils can access quality learning opportunities, regardless of which school they attend.
- iii. Inclusive schools, which cater for the learning needs of all their pupils.
- iv. Community focussed schools, where the school actively engages with its local community.
- v. Value for money.

3.2 The Policy and Planning Framework sets out 17 areas where these principles should be applied in practice.

- 3.3 The principles which are particularly relevant in the context of this proposal concern the size of primary schools (to ensure that “all Bridgend’s primary schools are large enough to make the full range of necessary provision”) and value for money, efficiency and effectiveness and the provision of local schools, planning new provision to reflect changes in the distribution of the population.
- 3.4 There is growing pressure on the number of school places in the Valleys Gateway Area of the County Borough due to recent, current and planned housing developments in the area. The three primary schools serving the Valleys Gateway area are:
- Brynmenyn Primary School
 - Bryncethin Primary School
 - Tondu Primary School
- 3.5 The relocation and enlargement of Brynmenyn Primary is considered to be the preferred means available to the Council in order to address growing pressure on the number of school places in the Valleys Gateway Area.
- 3.6 The relocation and enlargement, should it go ahead, would also require changes to the existing catchments of the three schools to take the pressure off both Bryncethin Primary and Tondu Primary. Consultation on catchment area changes would be undertaken as a separate exercise and would not affect those pupils already attending either of those primary schools. This would mean that Bryncethin Primary could continue as it currently is with 235 places 4-11 plus nursery and Tondu Primary could be brought together on one site, as a one form entry school.
- 3.7 This report outlines the responses to the consultation and seeks approval to continue the process to the next stage.

4 Current situation

- 4.1 In order to progress the proposal, consultation exercises were carried out between 23rd March 2015 and 5th May 2015 with staff, governors, parents, pupils and also the wider community in accordance with the statutory School Organisation Code. A copy of the consultation document was also made available during this time on the Councils website:

<http://www1.bridgend.gov.uk/services/consultation/hub/brynmenyn-consultation.aspx>

- 4.2 The consultation document invited views and opinions to be submitted in respect of the proposal to open the school in September 2017.
- 4.3 Following receipt of advice from technical officers, the construction programme for the proposed new build is such that the school would be ready for occupation on 1st January 2018, which is a change to the proposed opening date. The views of the school governing body have been sought with this regard and the Chair, although disappointed in the modified opening date, accepts the alternative timescale.
- 4.4 Under the statutory Code referred to above, the Council is required to publish a consultation report summarising any issues raised by consultees and including its own response and setting out Estyn’s view of the overall merit of the proposals.

- 4.5 If approved by Cabinet, the next stage of the process is to publish a statutory notice outlining the proposals which would need to be published for a period of 28 days and any formal written objections would be invited during this time.
- 4.6 If there are no objections during the Public Notice period then Cabinet can consider whether to determine the proposal.
- 4.7 If there are objections at this Public Notice stage, an objections report will be published summarising the objections and the Council's response to those objections. Cabinet will need to consider the proposal in light of objections. Cabinet could then accept, reject or modify the proposal.

Summary of responses to consultation

- 4.8 Key points from the consultation exercises were as follows, with full details appended to this report.

4.9 Pupil consultation

The Brynmenyn Primary School Council met with BCBC Council representatives on 30th May 2015 to discuss the proposal. Subsequent to discussions and a question and answer session (detailed at Appendix i), pupils were asked to raise their hands if they thought the amalgamation was a good idea; all pupils raised their hands bar one.

- 4.10 BCBC Council representatives met with the Tondu Primary School Council on 30th May 2015 to discuss the proposal. Subsequent to discussions and a question and answer session (detailed at Appendix i), pupils were asked to raise their hands if they thought the amalgamation was a good idea. A Show of hands was taken to see what the children thought of the proposed change; everybody present thought it was a good idea.

- 4.11 BCBC Council representatives met with the Bryncethin Primary School Council on 30th May 2015 to discuss the proposal. Subsequent to discussions and a question and answer session (detailed at Appendix i), pupils were asked to raise their hands if they thought the proposal was a good idea; everybody thought it was not a good idea to locate a primary next to a comprehensive site.

Parent, community and interested party consultation

- 4.12 A consultation "drop in" session to discuss the proposal with Council representatives for parents, carers, members of the local community and all other interested parties was held on 30th April 2015. No parents, carers, members of the local community or any other interested parties attended (see Appendix ii).

Governing body and School staff consultation

- 4.13 A consultation meeting was held with Brynmenyn Primary Staff and Governors on Monday 27th April 2015. Questions were raised concerning potential staffing impacts of the proposal and future pupil to staff ratios. Council representatives explained that the local authority has previously worked with staff and governor regarding a smooth transition. (Full details of the meeting discussions and responses/clarifications given are detailed in Appendix iii).

- 4.14 A consultation meeting was held with the Bryncethin Primary School Staff and Governors on Wednesday 29th April 2015. The main concerns expressed centred around issues of job security for staff. Council representatives explained that, as the other school (the relocated Brynmenyn Primary) grows if there are any individuals at risk we would look to safeguarding those jobs in areas where teachers and support staff are needed. Any feedback will be incorporated into a Consultation Report which will be going to Cabinet on 16th June. Cabinet can decide to amend or approve the draft report. Stakeholders will be informed of the outcome of the consultation. If the proposal is agreed a Public Notice will be published and will run for 28 days. This is an opportunity for people to object to the proposal. If there are objections, an Objection Report will go to Cabinet in September and they will decide if to go ahead with the proposal. (Full details of the meeting discussions and responses/clarifications are detailed in Appendix iv).
- 4.15 A consultation meeting was held with Tondu Primary Staff and Governors on Wednesday 22nd April 2015. The main concerns expressed related to issues regarding the impact of the proposal on staffing structures. (Full details of the meeting discussions and responses/clarifications given are detailed in Appendix v).

Summary of written representations

- 4.16 One item of direct correspondence was received during the consultation period expressing concerns regarding highway issues surrounding the proposed site (see Appendix vi).
- 4.17 A response was sent to the originator of the correspondence thanking them for their submission and stating that their comments would be taken into consideration in the report submitted to Cabinet.
- 4.18 Three responses to the consultation were received via the BCBC website online survey facility. The comments were as follows:
- If children are already attending Tondu Primary School but live closer to the proposed new site will they be forced to move? (*Authority response – No*).
 - “I would like to fully support the proposal to move Brynmenyn School to a new purpose built facility adjoining CCYD. I am an ex pupil and I was a governor at Brynmenyn for over 25 years. The school, over the past few years, has developed and become very popular and successful with numbers growing year on year. The nursery was oversubscribed every year but we were restricted as to what numbers we could take into the reception class. Our PAN being only 22. The school has changed very little since my school days in the late 1950's. Prefab classes were erected just after the war as a temporary provision but are still in use today. If you visit the school you will see that it is now too”.
 - “I would welcome the move to a new school site. At present the pupils have no green outdoor space and the classroom is well utilised but very limited. I feel a larger school that is better fit for purpose would benefit both staff and pupils”.

The view of Estyn, her Majesty's Inspectors of Education and Training in Wales

- 4.19 Estyn has considered the educational aspects of the proposal (see Appendix vii) and has commented as follows on the information provided:

Summary

- 4.20 The local authority's proposal arises from the pressing need to provide more school places within the Valleys Gateway Area, and to reduce pressure for places upon two other 'gateway' schools. This proposal is consistent with the local authority's strategy for school re-organisation.
- 4.21 It is Estyn's opinion that this proposal will help increase the number of school places available, and benefit pupils at Brynmenyn through the provision of a modern, and less crowded teaching and learning environment.
- 4.22 The proposal generally sets out well the rationale for the proposed action and the advantages and disadvantages arising. However, these are not laid out clearly enough to easily assess them or identify the overall weighting of the proposal.
- 4.23 The overall impact of the proposal on pupil performance data is difficult to assess. The proposal clearly states that there is currently an adverse impact on pupils and staff arising from the overcrowding at the school. However, it only outlines the advantages that would arise from a larger school building. The proposal does not explain clearly the expected improvements that better teaching and learning space may have on the curriculum, on pupil performance, or on provision for more vulnerable pupils including children with Special Educational Needs.

The Local Authority Response

It is expected that the improvements to the school will impact positively on standards with regard to outcomes and wellbeing. The inclusion of a library will improve opportunities for more literacy interventions across the curriculum; improved outdoor provision will provide wider experiences particularly for children in the Foundation Phase. It will assist with literacy, numeracy interventions and helps to increase children's knowledge of the world and increase their confidence. Increased classroom space in line with pupil numbers will remove the issues associated with overcrowding and will allow sufficient room for children to move about as appropriate learning activities. Family learning facilities will impact positively on the learning experiences, teaching, care support and guidance provided to assist with vulnerable groups.

- 4.24 However, the most recent Estyn inspection report and monitoring report both indicate that standards at the school, along with leadership and management are improving, and therefore a change to a new and larger school should at least maintain standards should the proposal go ahead.

5 Equality Impact Assessment.

- 5.1 An Equality Impact Assessment has been carried out as part of the consultation stage and has been further informed by responses to the consultation papers. The assessment has concluded that there is no negative impact on the duties of the Council towards protected groups. (Appendix ix)
- 5.2 A Welsh Impact Assessment has been carried out as part of the consultation. It is considered that the proposal would have no impact on the Welsh language provision currently experienced by pupils. (Appendix x)
- 5.2 A Community Impact Assessment has been carried out as part of the consultation. The authority will work with the governing body and school to support them in

determining a staffing structure and will also encourage and support the primary school in developing community use of the buildings. (Appendix xi)

6 Financial Implications

- 6.1 The anticipated cost of the new school will be met from the Welsh Government's 21st Century Schools Programme, for which we have had approval in principle, and the Council's capital programme as approved initially by Council in February 2012. We will progress the necessary business case procedures in line with Welsh Government requirements during the development and design stages.

7 Statutory process in determining proposals

Provisional timetable:

Report to Cabinet on the outcomes of the consultation (**16th June 2015**)

Publish Consultation Report on BCBC website, hard copies of the report will be available on request (**23rd June 2015**)

If agreed by the Cabinet of Bridgend County Borough Council, a Public Notice will be published (**24th June 2015**) and there will be a period of 28 days in which to submit any objections to the proposal in writing

End of Public Notice period (**22nd July 2015**)

If there are no objections Cabinet can decide whether to proceed or not. If there are any objections, an Objections Report will be forwarded to Cabinet for their consideration and subsequent determination and subsequently published (**9th September 2015**)

Hard Copies of this report are available on request from:

Ellen Franks

c/o Corporate Director – Education and Transformation

Children's Directorate,

Civic Offices

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Or by e-mail from: ellen.franks@bridgend.gov.uk

Appendix i

Brynmenyn Primary Consultation
30 May 2015 Brynmenyn , Tondu, Bryncethin Primary's
In Attendance:
Brynmenyn Primary School Council Gaynor Thomas- Senior Project Manager Sarah Lee- Project Manager

1	<p>An overview was given explaining how catchments work and about the proposal to make a regulated alteration in the form of an enlargement to Brynmenyn Primary School and relocate it into a new building on surplus land adjacent to Coleg Cymunedol Y Dderwen. Questions were invited and these are minuted below:</p>
1.1	<ul style="list-style-type: none"> • When will the school be finished? The school would be finished in 2017; however we are not in the design phase yet. Those of you that will be in the primary during the design phase will be involved in the design process and you can give your views. • Will there be any stairs like at Pen Y Fai? Yes the building will probably be two storey build with the ground floor for the infants and the junior children upstairs. • Will there be fencing dividing the comprehensive from the Primary? Yes. • Will the school have a library? There may be an area for the library in the 'street' which is a wide corridor with designated zones e.g. for ICT, creative investigatory work and the library. <p>At this point the head teacher expresses the desire to have a designated library room because the school has not had one before. They would like it named after Sarah Jayne Howell, the school heroine.</p> <ul style="list-style-type: none"> • How many classrooms will there be? The school is a 2 FE school which means 14 classes (2 for each year) plus nursery rooms. • Will toilets be separate to the cloakroom? They will be the same standardised design as Pen-y-Fai • Will the yard be accessible? The nursery and infant children will most likely have direct access to the yard. The juniors would come down the stars to outside areas. • Will there be disabled provision if the building is 2 storeys? Yes there will be 1 or 2 lifts to the upper floor. There will also be disabled parking spaces in the carpark and the site is flat. We will need to segregate pedestrians from traffic. • Will there be changing rooms for PE? Possibly- we need to be mindful of funding. When we look at the floor area during the design phase, every m² has a value attached to it so we need to look at the size of the floor and outer ground area as well as accounting for additional costs such as paying fees for designers and engineers and then furnishing the building. • How many yards will there be? There will be dedicated, infant, nursery and junior yards. • Where will delivery drop offs go? There will be a service delivery yard so that there is no contact with children. • Will there be fire exits? Yes and the travel distance which is the distance you have to walk to the exits will meet legislation. You will also have a sprinkler system in the building • Will PE be in the hall and separate to the dining room? You will have a main hall and a studio hall.

- **Will there be a safe route to get to the school?** Our colleagues in highways look at the way children get to school. The school is close to a cycle path so this may be a possible route.
- **Will there be a 1st aid room?** You will have a sick bay near the office and a medical inspection room.
- **Which road will trucks come in from?** The road next to the caretaker's bungalow is the probable entry point. This will bypass the comprehensive school and straight through to the primary school
- **Will there be an ICT room?** There will most likely be an ICT area dedicated in the 'street' space
- **Will there be bike racks to encourage pupils to cycle? In Brackla they have them away from the carpark, with a cover.** Yes they will probably be located at the front of the school
- **When will building start?** 2016
- **Will there be football and rugby fields?** Yes, but it is not known whether the pitch will be all weather or grass as yet.
- **Will there be storage for footballs?** Yes there will be a place to store outdoor play equipment and each classroom will have its own storage cupboard
- **Will there be sheltered outdoor areas?** There will be some covered areas but where they will be is not known yet.
- **Will there be a bigger carpark?** Yes because the school will be bigger and there will be more staff than at present.
- **Will there be water fountains?** Yes, drinking water will be available
- **Will there be CCTV?** Yes, both outside and inside the school. Also on the perimeter for vulnerable areas and at the main entrance.
- **Will there be fobs?** There will be a push button or fob as a secure access method from reception to the school teaching area. Only staff will have fobs.
- **Will there be banking?** No the site is flat
- **Will there be nurture rooms and choir room?** Room allocation is for the head teacher to decide.
- **Will there be a visitor's book?** Yes as well as drop off spaces
- **Will there be a nap room?** No but there will be a quiet room for the infants
- **Will there be a staff room?** Yes there will be a separate staff room
- **Will there be drink storage?** This depends on the budget but there will be fridges
- **Will we have more technology than now?** There has been no decision made but there will be ICT equipment. This is a decision for the local authority and the school to make
- **Will the staff remain the same?** The school and staff will remain the same but it will be bigger and have more staff
- **If there is a school catchment change, what does this mean?** Children that currently go to the school can attend the new one. Anyone that currently attends and has a little brother or sister- they may be able to attend the school. Then a decision on who can attend is based on the distance that children live from the school.
- **Do we have to reapply for the school?** No, the school would be the same just becoming larger and relocating.
- **Will there be a garden connected to the school?** Yes and we will work with the school to decide how we will segregate areas out.

1.2 A Show of hands was taken to see what the children thought of the change. Everybody bar

1	thought that it was a good idea.
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Brynmenyn Primary Consultation	
30 May 2015 Brynmenyn , Tondu, Bryncethin Primary's	
In Attendance:	
Tondu School Council Gaynor Thomas- Senior Project Manager Sarah Lee- Project Manager	

1	An overview was given explaining how catchments work and about the proposal to make a regulated alteration in the form of an enlargement to Brynmenyn Primary School and relocate it into a new building on surplus land adjacent to Coleg Cymunedol Y Dderwen. Questions were invited and these are minuted below:
1.1	<ul style="list-style-type: none"> • What will the catchment look like? We do not know what the catchment will look like yet but all of the Pandy site would close and all pupils would attend the site in Meadow Street. • What will happen to Aberkenfig if a big school is built? Catchments are still being explored by the Childrens Directorate and so we don't know where the catchment boundaries will be as yet. I would have thought that Aberkenfig children would still attend Tondu Primary School as they so now. • How big will the school be? It will be a 420 Primary school plus 60 Nursery. This means that it will be 2 form entry and have 14 classes plus 2 nursery classes. • Will there be new resources? The project would be funded by Welsh Government and from the capital programme. As the school would have more space for pupils more children will be attending and therefore they will need more resources. • Do we have to change schools? No you do not have to move schools • Can we have money to develop the outdoors from the sale of the Pandy site because we will need to make allowances to bring more children over to this site? We will take this back to our colleagues and look into it. • Can we choose to move school? You and your parents can choose if they wish you to change schools • Why can't Tondu have the extra children? The problem with the Tondu site is the access into the school. The size of the site is large but highways will not allow development as it will cost over £1 million to put a road into the site. From an ecological view, woodland would need to be taken down and protected species and wildlife would be disturbed. Also, Brynmenyn is more central to the area. • Will the carpark be bigger? Yes because the school is being enlarged and there will be more staff
1.2	A Show of hands was taken to see what the children thought of the change. Everybody thought it was a good idea.

Brynmenyn Primary Consultation

30 May 2015 Brynmenyn , Tondu, Bryncethin Primary's

In Attendance:

Bryncethin School Council
 Gaynor Thomas- Senior Project Manager
 Sarah Lee- Project Manager

1	<p>An overview was given explaining how catchments work and about the proposal to make a regulated alteration in the form of an enlargement to Brynmenyn Primary School and relocate it into a new building on surplus land adjacent to Coleg Cymunedol Y Dderwen. Questions were invited and these are minuted below:</p>
1.1	<ul style="list-style-type: none"> • Why don't you spend money on the NHS rather than this school because there are lots of schools already? There are a lot of schools but there will be housing developments taking place and we need to make enough space for the additional children as a result of these developments. Brynmenyn is too small for its current numbers. • Will the older children have an effect on the younger children? There will be a school car park and playing fields between the schools as well as a boundary fence so we do not think so. • If 6th formers are taking drugs and smoking, will this interfere with the Nursery? Well carers/parents will physically be taking their children into the school which will prevent 6th formers from contacting nursery children. There is a carpark and a playing fields between the two school and it may be that we stagger the starting times of the primary and the comprehensive school • The main road outside the comprehensive site is already very busy and if there are more children at the site this will increase traffic. Young children may try crossing the road to get to the park. We have done a traffic assessment to see what the impact is on the roads and will be working with our highways colleagues to put traffic calming and control measures in. It may be that we stagger the start and end times of the school days. • I am concerned with fighting and other bad behaviour that may take place at the comprehensive. Little children may see and copy. This is down to the management of the school and we will raise this with our Director of Education • How is a new school going to improve the quality of Childrens education? It should do - research has shown that both attainment and grades increase from giving teachers the right space, equipment and resources to teach. There will be the correct size rooms; More up-to-date resource such as ICT equipment. A sustainable building helps children learn about environmental issues. There are more opportunities for smaller groups to be taken out of class to get extra support. Children will also have direct access to outdoor space such as playing fields that they do not have at the moment. There will be gardening opportunities and access to the outdoors for the foundations phase such as for soft play. • I do not think it should be built on the comprehensive site because some students use bad language and this may impact on the smaller children. Children will be supervised on their breaks. We will look at the timings of the school day. • If parent park over the road will this not be a safety issue? Guardians/Parents

should have control of their children, especially when crossing the road. We will ensure the school site is safety features e.g. CCTV, suitable fencing.

- **Are pupils happy with the move?** Pupils and staff of Brynmenyn are. Moving the school makes it more central to Brynmenyn catchment so it will be easier to get to for more people. We are yet to find out parents views.
- **What are the advantages?** There are not sufficient numbers of places for children in the area and a new build will remove overcrowding. It will also mean that there are a better standard of facilities. There is currently a backlog on maintenance of the current building.
- **I think the move is a positive thing because there is too much traffic outside the current Brynmenyn School.**
- **What will happen to the old Brynmenyn site?** This is unknown until cabinet make a decision as to whether Brynmenyn will move.
- **Will the carpark be bigger?** Yes. Our highways team will make as much parent drop places onsite as possible
- **Will the Lorries and diggers be dangerous when the school is being built?** When contractors come to build a school we say when they can and cannot deliver to site. We will tell them to do no vehicle movement at the start and the end of the day to make sure the area is safe.
- **I am worried that big children may hang out on the primary site and trash it.** The site will be secure and will have internal and external CCTV to help prevent this
- **What are the potential disadvantages?** This depends on people's views; some parents may prefer to send their children to a smaller school but some may prefer a larger school. Larger schools have more money to spend on the curriculum and resources. Another perceived disadvantage may be that it will be located next to a secondary school.
- **Will the building work not distract children?** The old Ynysawdre School was built directly next to Coleg Cymunedol Y Dderwen School. We will work with the secondary school to locate exams away from the building work to minimise noise.
- **What size is the school?** 420 primary plus 60 nursery children so there will be 14 classrooms and 2 Nursery rooms. There will be a street that can create extended spaces for activities such as science, art, craft and Investigatory work.
- **How much are you planning on spending?** £ 8.7 million which covers Design work, building work, survey work as well as paying for a range of engineers etc. IT, furniture and equipment will be included.
- **How much did Coleg Cymunedol Y Dderwen cost?** £39 million
- **What happened if this school is not built?** We will need temporary mobile classrooms at the current schools.
- **What happens if parents disagree?** Cabinet will decide whether to proceed and if not we will need to think how we can meet the demand for places as a result of the projected increase in pupil numbers.
- **Will the bungalow at Coleg Cymunedol Y Dderwen be demolished?** No – this will remain for the caretaker.
- **I think a new school should be built because the current rooms are too small at Brynmenyn but build it on a different open space.** The land next to Brynmenyn is common land so we cannot build there. The current Brynmenyn site is not big enough and there is nowhere to put children in the meantime. Tondu Primary was looked at but the access to the site is too small. The comprehensive was the preferred site.

	<ul style="list-style-type: none">• Why not build an extra part to Brynmenyn elsewhere? It is easier to have all children under one roof rather than being on a split site.
1.2	A Show of hands was taken to see what the children thought of the change. Everybody thought it was not a good idea to locate a primary next to a comprehensive site.



**Brynmenyn Primary Consultation Drop
in Session with Parents / Interested
Parties
Thursday 30th April 2015**

Present: Nicola Echanis, Head of Strategy Partnerships and Commissioning
Gaynor Thomas, Senior Project Manager, Property Section

No parents / interested parties attended the meeting.



**Brynmenyn Primary Consultation
Meeting with Staff and Governors
Monday 27th April 2015**

Present: Robin Davies, Group Manager, Business Strategy and Performance
Alison Gwyther, Senior Advisor, Human Resources
Gaynor Thomas, Senior Project Manager, Property Section
Clare Dale, Headteacher
5 members of staff and governing body

Robin Davies introduced the consultation session and set out the purpose of the meeting, nature and process of the consultation and outlined the proposal.

Questions/Issues

From our point of view we have read the consultation document and are well aware of reasoning behind it. It is a no brainer, we have to do it. My one, not even a concern, it's more a consideration, is how fast we expand? Will we move with the numbers as they are, will numbers expand on a yearly basis? We are concerned how we manage the growth and speed of the growth. With the new catchment there will be different socially deprived areas to consider. At the moment there is such a good ethos in the school. The concern is how fast we grow, we don't want to grow too fast and don't want to lose the ethos.

How would somebody go about applying to the school, would it be the same as the year before or six months before?

Will the school be able to take 420 pupils straight away if the school is already up and running? Where are these pupils coming from?

Is there a financial exchange for a bigger school?

Answer/Comments

On the day of opening the new school, September 2017, it will be a two form entry, 420 school.

Yes it would be exactly the same. It depends if a child is in catchment or not. If they are within the catchment they will be eligible to admit to the school. It is parental choice. If they are not within catchment they will not get school transport.

There are new developments within the area. We don't expect all the children to come from the new housing developments on day one and for the school to immediately be at capacity.

We have pupil projections up to 2022 currently and what the projections say, taking into consideration all the housing

On 1st September 2017, say there are 300 pupils, how do we prepare for extra teachers on that day?

So in September 2017 there will be 8 classes for year groups. We are currently over PAN for year 4. There are straight year groups for every class. We are in a deficit budget position this year for the first time in 5 years due to the current economic climate. We have made cuts across the school, not staffing but cuts pulled from other places. Next year we don't want to be looking for staff cuts and don't want to lose any skilled staff if we need to replace staff in 6 – 8 month time.

On paper it may look as if the school we are over-staffed at the moment.

That is a big concern.

The rest is just excitement.

There have been rumblings in the community. The building has a history and we would like to take some of the history with us. This is the biggest concern with the community.

Sarah Jane Howells is part of the school and the noticeboard would have to go to the new school.

developments in the area, is that we need a two form entry school. The school will get paid per pupil, via the funding formula. The school should have enough teachers for those pupils. There will be incremental growth for the increased demand. At first the school may not occupy all the teaching spaces.

As we approach 2017, we will have a better idea of the likely numbers for day one.

Twice yearly the finances would be amended - January PLASC and September estimate. There shouldn't be a position whereby you have a number of pupils more than a staffing allocation. It will take a number of years to develop the school to its maximum capacity.

The authority will work closely with the headteacher to address any issues in terms of staffing the local authority will assist.

This is a question for the Director to respond regarding the sustainability for the staffing growth in the school. RD provided some assurances but agreed to take back and pick up with the Corporate Director and return the answer to the question.

AG explained the local authority has previously worked with staff and governor regarding a smooth transition. The last thing we want to do is lose staff.

It is the same in a number of our schools. In the new school there will be space for a single class structure.

Yes, we understand your concern.

We are pleased.

In terms of identity, it is an important issue particularly in a community school. In the past we have allowed important items or features of the old school to be taken to new locations.

Familiarisation and links are important for pupils and staff.

Initially pupils were dead against the new school and then we started to drip feed them. The School Council have a list of questions.

Is it a done deal or what happens if there are objections?

When people object what happens?

The transition for pupils from nursery to comprehensive school will be much easier when you are in the one area.

In terms of potential objections, we are only aware of the Facebook page which has died a death. None of the page said how it would affect the children. It was just about the building. People misread the consultation and then dropped out of the objection.

There is nothing else, just get on and build us a new school!

We are assuming everything goes smoothly and it is approved.

What happens if the school is not ready in September 2017 and there are 400 pupils?

It is critical pupils have a voice and can express themselves.

The consultation period closes on 5th May, we then report back to Cabinet on views and responses that have come in. We present a report to Cabinet on 16th June and after the meeting if they agreed to proceed, a Consultation report is published and available on the BCBC website. On 24th June a Public Notice is issued and will be live for 28 days. Members of the public can object within that period. A Cabinet report is produced on the determination of the notice in September 2015. A project team has been set up and they are meeting tomorrow.

It is up to Cabinet to decide if an objection is received. It is easier if people object with a reason.

Yes.

We are waiting for the finalised programme off the technical officers. Surveys have been completed under the feasibility study. The first project meeting is taking place tomorrow and will give details of the programme. The start on site is February 2016 and this may have slipped. We have been working on the standardized design and should be straight forward.

If there is an increased demand we would have to put in mobile classrooms to accommodate the additional pupils, not here

There is obviously a contingency built into that?

but elsewhere.

I would hope so. We do use the SEWSCAP framework in collaboration with 10 other authorities and are within a standstill period at the moment. The contractor will already be known to us. There are 6 lots and will know what lot the scheme is under shortly.

I should imagine it will be a 2 storey school; very much like Penyfai.

Some of the outdoor facilities will be shared. There will be a 10,000 sq metre grass pitch at the school. Y Dderwen has an all-weather and 3G pitch next door and the school may be able to use those facilities.

Away from the school talking about the catchment changes what are these?

It would be a separate consultation. At the moment we are working through a methodology trying to apply to all our schools. The catchment boundary will need to change to reflect the changes in the locality. We are working through the process. The main focus of the population will need to be in the new school. The catchment consultation will not be until later in the year.

At the moment we have 50 – 70% of pupils out of catchment.

We will need to look at a lot of different variables.

There are a lot of odd catchment area e.g. Bryn Road – odds and evens.

We need to review our catchment areas.

At the moment the school transport policy is under review and will be going to Cabinet in June. The proposal is to change the statutory distance from 1.5 miles to 2 miles for primary aged pupils.

If you are changing the catchments you have to be careful.

In some schools catchment children have transport as there is no safe route to their school. We don't transport out of catchment children. We want to try to minimise the impact on pupils as much as possible.

We plot from the outside of a pupil's property using the closest safe route. It is currently 1.5 miles for primary pupils but in the future they will not get transport. No child will lose their statutory right to school transport if they are already in receipt of it. If a child is coming into nursery then they will not receive transport,

We don't have any transported children currently in the school

Would there be any additions to the new building.

Attendees agreed they were happy to conclude the meeting.

The meeting closed at 4.50 pm.

but if they have a sibling in the school they would receive transport.

But that might change in the future.

There are not any in the proposal. There might be something in the future for an SEN class to be located in the new school, but nothing planned at the moment.



**Bryncethin Primary Consultation
Meeting with Staff and Governors
Wednesday 29th April 2015**

Present: Susan Roberts, Group Manager School Improvement
Julie Jones, Senior Advisor, Human Resources
Andrea Wood, Headteacher
19 members of staff and governing body

Susan Roberts introduced the consultation session and set out the purpose of the meeting, nature and process of the consultation and outlined the proposal.

Questions/Issues

Is there going to be change in the catchment structure?

The change of the catchment will affect people's view tonight. If Tyn y Coed Estate was the catchment change we would have more questions.

There are a lot of nursery aged pupils on the Tyn y Coed estate.

You cannot really comment. It all fully depends on how you change the catchment and how full the school will be in 5 years times. New families have a different perspective.

Parental choice is everything. So catchment is very important and will have a big impact if you have an attractive new school down the road. You don't want numbers to drop here and Tondu over time. The idea is to make every school function properly. As it is now, pan numbers means nothing right through the school we are bursting in all classes. The

Answer/Comments

A catchment change will be needed in order for Brynmenyn Primary to take in 420 school pupils and 60 nursery places. The catchment area change is a separate consultation.

Robin Davies and his team are currently looking at the catchment area and where those changes can be made. There is nothing we can share at this moment in time.

I understand where you are coming from the catchment area has not been determined. This school will stay the same size to administer the same number of the pupils.

Any comments you have regarding the catchment change will be recorded and included in our Consultation Report.

There will be conversation with the heads and chair of governors regarding the catchment change.

It will take some pressure off the schools here as there will be an alternative.

admissions policy means nothing.

I would say we cannot take extra children here in Bryncethin Primary and we have been told that we have to take them. We are still managed by transfer and admissions from the authority.

Will there be an impact on numbers and jobs in the future. If the catchment or admissions is managed inappropriately we are going to land up with numbers dropping in certain schools. That is the concern I feel.

When will the school be completed and up and running.

There are a lot of people paying community charges in this area the consultation proposal says that 50% of funding comes from BCBC.

Is there a proposal to sell Brynmenyn Primary School?

If the number of children is predicated to increase why was the decision made not to expand here in Bryncethin?

You would have the same problem in Y Derwen with traffic. What is going to happen when the new school opens?

Those are things we cannot answer the consultation is regarding the enlargement of Brynmenyn Primary School.

That was also raised by the staff and governors in Tondu. The authority does look at safe routes to school and would not want children crossing over the dual carriageway to get to school. Over a period of time there will not be large number losses in the schools.

HR response - if any staff are at risk we look at safeguarding positions in the new build or any other vacancies in the authority and that practice will continue. We are looking at a longer period of time and that will be a phased approach.

September 2017.

The programme will be funded through the capital programme and capital receipts in order to generate the 50% funding for the programme.

The phase 1 site at Ysgol Bryn Castell has been sold as well as the Ogmre Comprehensive school playing fields. Any education land or property sold is ring fenced to education and reinvested in the school modernisation programme.

A decision has not been made to sell the site yet. Once we know the outcome of the proposal, then Property Section can take it forward and Cabinet has to decide what to do with the site.

We needed a bigger school within the valley gateway area and the old Archbishop McGrath site was available. We have built an early years building here. There are problems with the highway access here.

We have not started to design the school and are working with highways colleagues. A traffic impact assessment has been commissioned

When we came from the old Sarn Nursery School I asked for a copy of the traffic impact assessment. They came back and said it was a busy road, but there had been no fatalities.

Headteacher – we did agree zig zag lines outside the drop off area and this has not been implemented. It is something we are waiting to happen. We need to consider the safety of our children.

We have been nearly 2 years without a lollipop crossing control person. There were located by the Memorial Hall.

At one time this road was not as busy as it is now. All these new estates are generating more traffic on the road, it is crazy.

Going back to job security. On January 2015 the current number is 241, we are more than that number.

The early year's unit was built for a lot more than that. This proposal is to make it down to a one form entry school, why when we have a nursery unit to hold 60 children.

Will job security be for a number of years?

and we are waiting for the response.

The road is horrendous with traffic.

GT agreed to check out with the Traffic Management and Road Safety Section.

Yes, it is busy.

The figure would be without the nursery aged pupils. The capacity of the school is calculated on 4 – 11. You have to add 60 nursery places on top.

31 full time and 18 part time. You could have 60 in one room.

As the other school grows if there are any individuals at risk we would look to safeguarding those jobs in areas where teachers and support staff are needed.

Any feedback will be incorporated into a Consultation Report which will be going to Cabinet on 16th June. Cabinet can decide to amend or approve the draft report. Stakeholders will be informed of the outcome of the consultation. If the proposal is agreed a Public Notice will be published and will run for 28 days. This is another opportunity for people to object to the proposal. If there are objections an Objection Report will go to Cabinet in September and they will decide if to go ahead with the proposal.

It is difficult for people to make comments when there is no design. Local residents might have objections to the building on highway and safety grounds.

You talked about complete by 2017 this is rather soon.

There will be a process. Once the design has been submitted to Planning Department the local residents will have an opportunity to object.

We are working on a standardized design - 2 storey school with classrooms and pods in the centre. All schools look different. The standardize design all have the same design principals.

The project will take 15 – 16 months to build and if approved will be completed in 2 years.

The meeting closed at 4.40 pm.



**Tondu Primary Consultation Meeting
with Staff and Governors
Wednesday 22nd April 2015**

Present: Nicola Echanis, Head of Strategy, Partnerships and Commissioning
Julie Jones, Human Resources
Sue Roberts, Group Manager School Improvement
Sue Pilcher, Headteacher
12 members of staff and governing body

Nicola Echanis introduced the consultation session and set out the purpose of the meeting, nature and process of the consultation and outlined the proposal.

Questions/Issues

There was a petition on the internet about protecting Brynmenyn Primary School has anything come from that?

All the current parents of Brynmenyn Primary pupils just want a new school for their children.

If there are objections will that effect the date for the new school opening?

Is there a date for the new school opening?

I have to say this is not a surprise in this school. We are completely aware of our situation and the situation in other schools and it is just the timing of when it will effect our catchment.

We are predicting losing a class by about 2018/19/20 and a further class in 2020/2023. The railway sidings on the road to Maesteg are potentially a very large development area and would sit with Tondu and this is a big concern. Once we have all the projections in we would potentially managing our way around that.

The school is already creaking. We are over pan in one of our cohorts and up to

Answer/Comments

I offered to meet with them but they never actually contacted me back and I believe the Facebook site has been taken down.

Only if we are challenged by a judicial review. I would hope that we would not be in that position as the rational is different.

September 2017.

As a local authority we have to invest. We want to work with the schools to make sure the catchment makes sense. There is some logical sense in some of the catchment areas and this will be subjected to a separate consultation. The data section is consistent in predicting numbers for the future.

There is always parental choice.

pan with another.

The social nature of the catchment going from two areas of 91% of social deprivation. You want all three schools to remain successful. It does need to be looked at carefully as you could be changing the nature of the three schools. Any funding around the FSM will have to be taken into account.

It is going to be a lovely new building and we are worried that our children will miss out on somethings the Brynmenyn children have. We want to make sure all the schools in the cluster have the same access as the Brynmenyn children have.

Would they change the name of the school?

That school will grow and develop.

Are there things that we need to be aware of and take in mind as we go through the process?

Bringing in the nursery provision, the current accommodation is not suitable. When the catchment and numbers are looked at then the accommodation assessed. I would rather be thinking, discussing and planning now as it is no time at all.

Will there be any additional funding for the school?

Would Tondu get that money?

Section 106 agreement funding regarding the Llanmore site has always been floating. We would be interested to know if it has come into play?

Do you actually have planning permission

We are doing some work on the rational for catchment at the moment.

In other local authorities where they have co-located primary schools it has had an impact with other cluster schools in the area.

I don't think so as there is no reason to do so. There is obviously a history to the school.

Yes, it should be a gradual process.

This is a very strong cluster. The new school will be a benefit to all of the primary schools within the cluster.

We know if we put in a catchment change we have a school year. We don't imagine any real changes to the school for 3 / 4 years. We may have to apply for a short term extension to the mobile classrooms.

There will be no funding from the 21st Century School Modernisation Funding. We have tried to make sure schools are not disadvantaged when we make any changes. There would be monies from the sale of the Pandy site.

No, any monies from the sale of the Pandy site would go into the capital receipts and be ring-fenced to Education.

I would guess the money went into Y Dderwen. At the moment any Section 106 money would have been spent. One of the issues we have is we cannot draw down any funding until developers develop a site.

No, we have not applied as we have not had a

to build a new school?

The main worry is whether any staff in Tondu would lose their jobs?

Would staff in Tondu have priority to new jobs in Brynmenyn?

We would like to know if there is to be any redundancies then Brynmenyn would be asked to consider members of staff. I have talked about our modelling and have gone for a worst case scenario, it is incremental and does not bite us for about 5 years.

Is the development in the area being considered?

If the proposal comes off there will continue to be pressure on places in the area.

The biggest fear for parents who have pupils in the school is the local authority will go through a sifting system. Will the admissions policy in terms of siblings be reflective?

Will Tondu have the state of the art facilities as well as Brynmenyn Primary School? If it doesn't then we have concerns that parents will send their children to the new Brynmenyn Primary School.

Is there any funding toward upgrading of computers etc?

Will you be able to sell the Pandy site due to the flood plain?

The meeting closed at 4.40 pm

decision to build the new school. We are a long way ahead of that at the moment.

There is no reason for anybody to lose their job.

Normally it is ring-fenced.

There does not appear to be any lack of children for this area.

The issue is we cannot build into our calculation anything that we have not got planning permissions for and this is our best projections we have.

Essentially we are talking about children that have not been born yet. A percentage of those parents will send their children to Welsh medium or faith schools.

That is the principal we have adopted in the local authority. Siblings will have the same rights and that will not change.

It is not what we have experienced in other schools. It did not happen in Ogmere or Caerau. Generally parents stick with what they know.

Once the Pandy site is sold we may be able to make some investment and will work with the school.

We are asking for £90k for the site. The land sale is ring-fenced towards to the local authority commitment to the 21st Century School Modernisation Programme. It will make this school more viable and easier to run.

Pro forma

Pro forma - Proposal to make a regulated alteration in the form of an enlargement to Brynmenyn Primary School and relocate it into a new building on surplus land adjacent to Coleg Cymunedol Y Dderwen.

Name:

Contact details:

Are you (please tick):

- School governor
- Parent/guardian
- School pupil
- School staff
- Other interested party (please specify)

Comment/suggestions/requests/questions:

The surplus land adjacent to Coleg Cymunedol Y Dderwen (CCYD) would appear to be the best option although Pandy Park also has its merits. Both sites would affect the local communities and the following issues need to be considered.

1. **Highway Access** – I note that the consultation document refers to potential traffic problems associated with enlarging or providing a new school in Aberkenfig. In regard to the CCYD /Pandy Park options the report says "For highway reasons the preferred site was the land adjacent to Coleg Cymunedol Y Dderwen". This gives the impression that the current road layout can cope with the increased volume of traffic generated by the new school. I do not think that it can. From personal observations, the number of vehicles which are parked near Brynmenyn Primary School at leaving time is at least 50. If this is projected on a pro-rata basis it equates to around 140 vehicles for the new school. These vehicles would presumably be expected to use a new car park by the school using the present access road to CCYD. Another factor is the expected development of the remaining plots of land next to CCYD and an adjoining field and disused railway track (LDP item PLA3(13) refers) with the possibility of the construction of 100 houses as well as other buildings. The

potential increase in traffic needs to be quantified now and a road structure put in place to cope with it. It will be too late if it is found in a couple of years time that the present access road is inadequate and there is no land available to improve it.

A particular traffic problem concerns the junction of Heol Yr Ysgol and Bryn Road. The section of Bryn Road from west of the junction to near the river bridge operates in effect as a single lane carriageway due to the parking on both sides of the road. This means that vehicles travelling along Bryn Road towards Aberkenfig are often queuing across the junction preventing cars from turning right from Bryn Road into Heol Yr Ysgol. In the rush hour this junction is often nearly gridlocked. It is also a hazardous place for pedestrians to cross the road. The junction needs to be altered to cope with the expected increase in traffic generated by the proposed new school and other local developments. I suggest that a mini-roundabout is constructed. The cost of highway improvements as well as the land required needs to be taken into account in calculating the overall cost of the project.

- 2. Parking on streets adjacent to the new school** – CCYD has a bus/car park and the intention was that all children would be dropped off/ picked up from that area. Whilst most staff/parents seem to comply with this advice, it is not heeded by all as the signs on the gates of Glanyrafon Resource Centre illustrate (ie "No School Parking" and "No Turning This is Not a School Car Park"). There are also several cars parked all day in Heol Adare which appear to be associated with CCYD. Also I recently observed at school closing time about 16 cars parked on streets leading off Heol yr Ysgol to pick up children. There seems to be little that can be done to eliminate the problem, but if the exit road from CCYD becomes more congested then it is to be expected that the problem will get worse.

From a highway perspective it seems to me that the Pandy Park option may be better, although the Heol Yr Ysgol /Bryn Road junction would still need to be improved.

- 3. Restoring Car Parking For Users Of Ynysawdre Community Hall And Gospel Hall**- For over 40 years the users of the above facilities were able to use the bus park opposite as a parking area, as did some residents of Bryn Road, but the area was cleared in the CCYD development. The only convenient nearby parking is now adjacent to the halls themselves but this is very limited and it also has an entrance/ exit with poor visibility. It would be a good idea if the new car park for the new school was designed so that it was convenient to be also used by attendees of the Ynysawdre Community Hall and Gospel Hall.

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4. **Public Transport-** Heol Yr Ysgol and Bryn Road are poorly served by public transport. The only bus services run half-hourly travelling between Betws and Sarn. This means that there are no buses serving most of Brynmenyn (ie east of Penybryn Road) or serving Aberkenfig (ie west of the Heol Yr Ysgol/ Bryn Road junction). The lack of a bus service which links Brynmenyn and Aberkenfig has been a matter of concern for the community for many years. Perhaps this could be addressed as part of this scheme. Also the Corporate Plan 2015-16 Improvement Priority 1 is relevant.
 5. **Pedestrian Routes-** The following hazards on walking routes to the proposed school need to be addressed :
 - a. Lane between Caelbryn Terrace and Onslow Terrace – This road is likely to see an increased amount of use by pedestrians. It is a single width one-way carriageway with no pavement or verges. The safety of pedestrians could be improved by warning signs for motorists, prohibiting parking/loading on west side of approach road (ie to improve visibility for motorists and pedestrians) and the cutting back of overgrowing vegetation on property adjoining the lane.
 - b. Junction of Haulfryn and Bryn Road- The present pavement/ dropped kerbs layout do not enable/encourage pedestrians to take a direct route across the entrance to Haulfryn and as a result pedestrians usually walk on the road for a distance of 20-30 metres. Additional pavements/dropped kerbs are needed to make a continuous safe pedestrian route.

Request- Please let me have a copy of the consultation report when published.

Authority response
Highway Access

The report indicating that the CCYD site would be preferable to the Pandy Park site “for highway reasons” was determined as a result of the current issues that are being experienced by residents in the area of Pandy Park. The reasoning was as a result of a high level observation out of the current road layouts around CCYD and Pandy Park and it does not conclude that the roads around CCYD would be able to cope with any increase in vehicular traffic. This evidence could only be obtained from an in depth study and as such a comprehensive Traffic Assessment by an external consultant has been commissioned. The area of study will include Bryn Road/Heol Yr Ysgol as well as the wider area surrounding Brynmenyn. This will ensure that any increase in traffic as a result of relocation of Brynmenyn Primary School will be considered and suitable mitigation suggested.

Parking on streets adjacent to the new school.

Again, the Traffic Assessment currently being carried out, as detailed above, will consider the issue of on-street parking and traffic movements during the drop off and pick up times. The finding of the assessment will be considered by the Councils traffic management section and road safety officer to ensure any mitigation measures would be effective.

Car parking for Ynysawdre Community Hall.

It is intended that the new school is located at the rear of the parcel of land for development as such it is considered that any school car park will be too far away for use by users of the Community Hall. It is likely that they will park in the new and existing residential streets.

Public transport

Service No. 76 (formerly Service No. 13) and Service No. 77 (formerly Service No. 11) operates half hourly from Bridgend to Bettws (via Sarn and Ynysawdre) between 08:40 to 18:01.

Service No. 67 (formerly Service No. 4) operates from Bridgend to Bryncethin (via Pen-y-Fai, Aberkenfig and Sarn) between 07:20 to 18:30. This provides a vital link to Pen-y-Fai and Aberkenfig residents attending the Surgery in Sarn. Also provides a connection for Ynysawdre residents wishing to travel to Aberkenfig/Pen-y-Fai.

Service No. 72 (formerly Service No. 12) operates every twenty minutes from Bridgend to Blaengarw (via Brynmenyn, Llangeinor and Pontycymmer) between 06:20 to 19:36.

Service No. 73 (formerly Service No. 14) also operates via Ynysawdre early morning and late evening (Bridgend to Blaengarw).

In addition, Service No. 16 (operated by Easyway Minibus Ltd) operates from Bridgend to Blaengarw (via Sarn, Bryncethin, Brynmenyn and Bettws) approximately every hour and a half between 07:10 to 19:40.

However, there is currently no recognised bus service that operates via Bryn Road.

Pedestrian Routes.

As part of the Traffic Assessment it will include a section in the report which details walking routes that will potentially be used by users of the proposed school and the catchment

areas that have been included. These routes will be assessed for the safety of pedestrians and mitigating measures suggested to overcome the identified hazards. This section of the report will then be considered by the Road Safety Officer.

Estyn response to the proposal to make regulated alterations to Brynmenyn Primary School, Bridgend County Borough Council

Her Majesty's Inspectors of Education and Training in Wales have prepared this report. Under the terms of the School Standards and Organisation (Wales) Act 2013 and its associated Code, proposers are required to send consultation documents to Estyn. However, Estyn is not a body that is required to act in accordance with the Code and the Act places no statutory requirements on Estyn in respect of school organisation matters. Therefore as a body being consulted, Estyn will provide their opinion only on the overall merits of school organisation proposals.

Estyn has considered the educational aspects of the proposal and has produced the following response to the information provided by the proposer and other additional information such as data from Welsh Government and the views of the Regional Consortium, which deliver school improvement services to the schools within the proposal.

Introduction

The proposal is that Bridgend County Borough Council make regulated alterations to Brynmenyn Primary School by enlarging the school to two form entry and relocating the school to a new build on land adjacent to Coleg Cymunedol Y Dderwen.

Summary

The local authority's proposal arises from the pressing need to provide more school places within the Valleys Gateway Area, and to reduce pressure for places upon two other 'gateway' schools. This proposal is consistent with the local authority's strategy for school re-organisation.

It is Estyn's opinion that this proposal will help increase the number of school places available, and benefit pupils at Brynmenin through the provision of a modern, and less crowded teaching and learning environment.

The proposal generally sets out well the rationale for the proposed action and the advantages and disadvantages arising. However, these are not laid out clearly enough to easily assess them or identify the overall weighting of the proposal.

The overall impact of the proposal on pupil performance data is difficult to assess. The proposal clearly states that there is currently an adverse impact on pupils and staff arising from the overcrowding at the school. However, it only outlines the advantages that would arise from a larger school building. The proposal does not explain clearly the expected improvements that better teaching and learning space

may have on the curriculum, on pupil performance, or on provision for more vulnerable pupils including children with Special Educational Needs.

However, the most recent Estyn inspection report and monitoring report both indicate that standards at the school, along with leadership and management are improving, and therefore a change to a new and larger school should at least maintain standards should the proposal go ahead.

Description and benefits

The proposer has given a clear rationale for the proposal, which includes addressing the issues of increasing demand for school places in the Valleys Gateway Area, as well as of the declining standard of school buildings, no disability access at the school, and large class sizes in this and other local primary schools.

The proposer clearly defines the expected benefits of the proposal. These appear to be reasonable and include the provision of modern learning facilities, better access to outdoor provision, and DDA compliant access for pupils with disabilities. The proposal also asserts reasonably that the establishment of a new school with a larger pupil population will reduce the overcrowding in the neighbouring school.

The proposer has appropriately identified advantages and disadvantages of the proposal. However, these are generally distributed across the proposal, without a summary to bring together all of those aspects considered important. This means it is difficult to assess whether all the important aspects both positive and negative have been properly considered.

The proposer has provided clear evidence to show that it has considered other alternatives to this proposal. These include maintaining the status quo, expansion of the current buildings, and alternative sites for the proposed new school. It has provided good reasons as to why these have been discounted and why the preferred option is chosen.

The proposer has suitably considered the impact of the proposal on learner travel arrangements. The new school will be sited within approximately 0.53 miles (850 metres) from the existing school site and still within its existing catchment area. If the proposal is implemented, the additional travel distance on average would be less than half a mile. The proposer therefore assumes that there will be no significant impact upon school transport requirements for this school. However, the proposal does not refer to any risk assessment of safe walking routes to school, which may arise for some pupils. The proposal could usefully set these out, or state there are none if that is the case. There may also be an adverse impact on school transport to other local primary schools, if their rolls are reduced as a result of the new and larger school. This may result in fewer pupils needing transport to these schools.

The proposer has identified that a change to the bus service may affect St Roberts RC Primary School.

The proposal also identifies the need for changes to the catchment for this school and two others (Bryncethin and Tondu). The proposal for these changes, have not yet been issued.

The proposer has provided tables showing the most recent 5-year projection of pupil population for each of the schools listed as either directly or likely to be affected by the

proposal. These suggest a growing school population for each of four out of the five primary school affected.

The proposer states that there would be no impact on the Welsh language provision currently experienced by pupils at the school.

The proposal identifies three potential risks, which appear speculative, rather than based on an analysis of actual risks. The proposal does not explore any of the risks arising from delays in the development of the site or slippage in the 'handover' date for school pupils.

The proposer has undertaken an equality impact assessment, and a community impact assessment, which appear to address the main issues.

Educational aspects of the proposal

The proposer has clearly set out the current performance of the school, and has drawn an appropriate distinction between the relatively poorer performance of Foundation Phase pupils, with that of the key stage 2 pupils where progress is good.

The proposal appropriately states the support category for the school based on the national school categorisation system, which takes into account the view of the local authority. It also refers to the most recent Estyn inspection report and the outcome of the follow up monitoring report for the school.

The proposer clearly states the impact on the pupil population and staff of the overcrowding at the current school, and outlines the advantages that would arise from a larger school building. However, these 'advantages' are only identified in passing, with little or no explanation of the impact better teaching and learning space may have on the curriculum, on pupil performance, or on provision for more vulnerable pupils including children with Special Educational Needs.

Equality Impact Assessment

Full Equality Impact Assessment

Name of project, policy, function, service or proposal being assessed	Proposal to make a regulated alteration in the form of an enlargement to Brynmenyn Primary School and relocate it into a new building on surplus land adjacent to Coleg Cymunedol Y Dderwen.
Date assessment completed	02/06/15

An initial EIA screening was completed in March 2015

At this stage you will need to re-visit your initial screening template to inform your discussions on consultation and refer to [guidance notes on completing a full EIA](#)

1. Consultation

		Action Points
Who do you need to consult with (which equality groups)?	Within each of the protected characteristic groups the council will need to consult with those parties identified within section 3.2 of the School Organisation Code 2013	The consultation tools and mechanisms to be used should include: Focussed Meetings, Public Meetings, a consultation document and associated questionnaire, publication of all information on the council's website.
How will you ensure your consultation is inclusive?	The Local Authority is mindful that as wide a range of consultation and engagement	

	<p>activities and tools need to be deployed in order to reach as wide an audience of consultees as possible. Consultation and engagement must be maximised in order that public views and concerns are “heard and considered” by the council.</p> <p>Methods of consultation will include (where appropriate) bilingual (Welsh / English) materials, information produced in languages other than English and Welsh, and by request large print documents, easy read versions of information, provision of audio information and will include a mix of hard copy documents and provision of online forms and information. The council recognises that, key to the council’s consultation and engagement strategy is the commitment to visiting the public</p>	
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	and other consultees in their own locations / communities at times that are convenient to them.	
<p>What consultation was carried out? Consider any consultation activity already carried out, which may not have been specifically about equality but may have information you can use</p>	<p>A full public consultation took place from the 23 March 2015 to the 5 May 2015.</p> <p>Those consulted included staff, governors, pupils and parents of the school, members of the local community and other interested parties.</p> <p>Consultation meetings took place and are detailed in the following section.</p>	

Record of consultation with people from equality groups

Group or persons consulted	Date, venue and number of people	Feedback, areas of concern raised	Action Points
General meeting with the staff and governing body of Mynydd Cynffig Infants School	27 April 2015 Brynmenyn Primary School	General comments raised nothing specifically referenced in respect of protected/equality groups	n/a

	5 members of staff and governing body attended		
General meeting with the school council of Brynmenyn primary school.	30 April 2015 Brynmenyn Primary School Representatives of the school council attended.	General comments raised but specifically the following question:- <i>Will there be disabled provision if the building is 2 storeys?</i>	<i>Yes there will be 1 or 2 lifts to the upper floor. There will also be disabled parking spaces in the carpark and the site is flat. We will need to segregate pedestrians from traffic.</i> <i>Full DDA compliance will be provided as part of the design of the school building</i>
General meeting with the staff and governing body of Bryncethin primary	29 April 2015 Bryncethin Primary	General comments raised nothing specifically referenced in respect of equality groups	n/a

school.	School 19 members of staff and governing body		
General meeting with the school council of Bryncethin primary school.	30 April 2015 Bryncethin Primary School Representatives of the school council attended.	General comments raised nothing specifically referenced in respect of equality groups	n/a
General meeting with the staff and governing body of Tondu primary school.	22 April 2015 Tondu Primary school 12 members of staff and governing body	General comments raised nothing specifically referenced in respect of equality groups	n/a
Meeting with the school council of Tondu primary school.	30 April 2015 Tondu Primary school Representatives of the	General comments raised nothing specifically referenced in respect of equality groups	n/a

	school council attended.		
Drop in sessions for parents, carers, members of the local community and all other interested parties.	30 April 2015 Tondu Primary school <i>No attendees</i>	n/a	n/a

2. Assessment of Impact

Based on the data you have analysed, and the results of consultation or research, consider what the potential impact will be upon people with protected characteristics (negative or positive). If you do identify any adverse impact you **must**:

- a) **Liaise with the Equalities Team who may seek legal advice as to whether, based on the evidence provided, an adverse impact is or is potentially discriminatory, and**
- b) **Identify steps to mitigate any adverse impact – these actions will need to be included in your action plan.**

There is unlikely to be any direct negative impact on any protected group other than a physical move of the school to a new location. The new school will be fully DDA compliant and will therefore have disabled facilities to support all disabled learners, staff and visitors. This is therefore considered to be a positive impact which will ensure that all learners, including those with disabilities have access to a learning environment to support their needs.

More pupils from the local communities identified by the proposal will share the same/larger school and the development would therefore support greater community cohesion. Therefore, there is likely to be a positive

impact as currently some learners are admitted to more than one school as school places are limited in the area. The larger proposed school together with proposed catchment boundary changes will help ensure that pupils from the same communities are being educated in the same schools. However, there is always the potential for schools, when they have been integral to their local communities for many decades and then moved, to cause some initial anxiety within the local community and for community cohesion to be impacted. Therefore, we would seek to ensure that the benefits of the development are effectively communicated to all stakeholders and they are also able to play their role in the development and rebranding of the new school. The LA would seek to support the school in building positive relationships to mitigate any anxiety if forthcoming.

As the location of the new school in Ynysawdre will be further away by approximately 0.6km there is a potential for there to be an impact on families in particular in transporting their children to school. There may therefore be some additional traffic displaced from Brynmenyn to Ynysawdre given the school would move to its new site and as a result of a likely catchment boundary change (although this will be managed via a separate process).

Gender	Impact or potential impact	Actions to mitigate
Identify the impact/potential impact on women and men.	None envisaged as this will be an enlargement and relocation of the current school to a new site.	None envisaged
Disability	Impact or potential impact	Actions to mitigate
Identify the impact/potential impact on disabled people (ensure consideration of a range of impairments, e.g. physical, sensory impairments, learning disabilities,	The school would be fully DDA compliant and will therefore have disabled facilities to support all disabled learners, staff and visitors. This is therefore seen as a	None envisaged

long-term illness).	positive impact.	
Race	Impact or potential impact	Actions to mitigate
Identify the impact/potential impact of the service on Black and minority ethnic (BME) people.	None envisaged as this will be an enlargement and relocation of the current school to a new site.	None envisaged
Religion and belief	Impact or potential impact	Actions to mitigate
Identify the impact/potential impact of the service on people of different religious and faith groups.	None envisaged as this will be an enlargement and relocation of the current school to a new site.	None envisaged
Sexual Orientation	Impact or potential impact	Actions to mitigate
Identify the impact/potential impact of the service on gay, lesbian and bisexual people.	None envisaged as this will be an enlargement and relocation of the current school to a new site.	None envisaged
Age	Impact or potential impact	Actions to mitigate

<p>Identify the impact/potential impact of the service on older people and younger people.</p>	<p>By the very nature of this proposal, children in the current Brynmenyn Primary School in particular will be impacted more given this relates to the relocation of the school to a different location. Additionally, pupils, parents, carers and guardians may feel affected by the loss of the identity of the current school once it is disposed of with concern that this might affect community cohesion. Nevertheless, the proposal will ensure that all learners, including those with disabilities have access to a learning environment fit for the 21st century to support their needs. More pupils from the local communities identified by the proposal will share the same school and this may therefore support greater community cohesion in the long term.</p>	<p>Reassurance of the positive benefits of the development have already taken place. Rebranding of the school will also take place with full pupil and community involvement.</p>
<p>Pregnancy & Maternity</p>	<p>Impact or potential impact</p>	<p>Actions to mitigate</p>

	None envisaged	None envisaged
Transgender	Impact or potential impact None envisaged	Actions to mitigate
Marriage and Civil Partnership	Impact or potential impact None envisaged	Actions to mitigate

It is essential that you now complete the action plan. Once your action plan is complete, please ensure that the actions are mainstreamed into the relevant Thematic Service Development Plan.

3. Action Plan

Action	Lead Person	Target for completion	Resources needed	Service Development plan for this action
Reassurance of the positive benefits that the development will have on pupils/parents.	Head teacher	Ongoing until school is proposed to open in January 2018	Pupil and community participation	Communication with school.

Rebranding of the school will also take place with full involvement of pupils.				
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Please outline the name of the independent person (someone other the person undertaking the EIA) countersigning this EIA below:

Nicola Echanis (Head of Strategy Partnerships and Commissioning)

Please outline how and when this EIA will be monitored in future and when a review will take place:

The EIA will be monitored via the 21st Century school programme and specifically via the project to develop the school i.e., via the Brynmenyn Primary School Project Board who will review the EIA and ensure adequate monitoring and controls are in place.



Signed:

Date: 02/06/2015

4. Publication of your results and feedback to consultation groups

It is important that the results of this impact assessment are published in a user friendly accessible format.

It is also important that you feedback to your consultation groups with the actions that you are taking to address their concerns and to mitigate against any potential adverse impact.

Please send completed EIA form to the [Equalities Team](#)

Welsh Language Impact Assessment

Brynmenyn Primary School

Proposal to make a regulated alteration in the form of an enlargement to Brynmenyn Primary School and relocate it into a new building on surplus land adjacent to Coleg Cymunedol Y Dderwen.

It is proposed to make a regulated alteration to Brynmenyn Primary School in the form of an enlargement from the existing school size (capacity of 136 pupils plus a 26 place nursery) to a 2 form entry school (capacity of 420 pupils plus a 60 place nursery), effective from 1st September 2017. The Published Admissions Number for the new school would be 60. It is also proposed that the school relocates from its present premises to a new build school on land adjacent to Coleg Cymunedol Y Dderwen.

As the proposed enlarged and relocated English medium school would continue as is but in a larger building it is considered that there would be no impact on the Welsh language provision currently experienced by pupils at the school. Welsh would continue to be taught through the curriculum.

The authority will comply with its Welsh language policy by making sure that all signage used within the school sites are bilingual.

GT
28th May 2015

Community Impact Assessment

Name of proposal:

Proposal to make a regulated alteration in the form of an enlargement to Brynmenyn Primary School, creating a 2FE school plus 60 place nursery with effect from September 2017 and to relocate the school to surplus land adjacent to Coleg Cymunedol Y Dderwen, Heol yr Ysgol, Tondu CF32 9EL.

Who will make the decision? :

Cabinet

Who has been involved in developing the proposal? :

Corporate Director – Education and Transformation
Head of Strategy Partnerships and Commissioning – Children's
Project Manager - Property Services

Aims and objectives: Proposal to make a regulated alteration in the form of an enlargement to Brynmenyn Primary School, creating a 2FE school plus 60 place nursery with effect from September 2017 and to relocate the school on surplus land adjacent to Coleg Cymunedol Y Dderwen, Heol yr Ysgol, Tondu CF32 9EL. There will be a subsequent separate exercise regarding a proposed catchment area change in respect of Brynmenyn, Tondu and Bryncethin Primary Schools in order to ensure there is a sufficient supply of places which are located correctly for the area.

Key actions:

- Statutory procedure to enlarge Brynmenyn Primary School
- A separate exercise to consult on proposed catchment area changes - this will be undertaken at a later date.

Expected outcomes: Brynmenyn Primary School relocates to the site adjacent to Coleg Cymunedol Y Dderwen and opens as a 2FE school plus 60 place nursery in January 2018.

Who will be affected: Staff, governors, pupils, parents and the community

Approximately how many people will be affected: potentially in excess of 3000 people

Expected date of decision: September 2015

Scope/focus of the assessment: Consideration given to

- the existing use of the schools by the community;
- accessibility to pupils, staff, parents and the community;
- impact of creating a primary school
- impact on the school building
- impact on the extended community

Relevant data and/or research:

- information provided by Brynmenyn Primary School, Bryncethin Primary School and Tondu Primary School in terms of community use of the existing school premises
- information provided by Brynmenyn Primary School, Bryncethin Primary School and Tondu Primary School in terms of after school clubs offered at each school
- 2006 BCBC report entitled 'Strategy, Principles, Policy and Planning Framework' which informs the approach for addressing strategic priorities within the County Borough
- pupil projections, capacity, building conditions

Findings:

Community Use:

- **Brynmenyn Primary School**

Language and Play;

Numeracy and Play

OLAP sessions

Reading café's

Challenge Afternoons

- **Tondu Primary School**

Nursery - Link up, Language and Play

Reception, Year 1 – Reading café, Welsh and Play, Number and Play, Family Activity Zone, Linger and Learn

Year 2 Family Activity Zone, Linger and Learn

Year 3, Year 4 Linger and Learn, drop in sessions for aspects of learning, Computer coding

Year 5, Year 6 Linger and Learn, drop in sessions for aspects of learning

- **Bryncethin Primary School**

School Clubs:

- **Brynmenyn Primary School**

A range of clubs are offered: rugby, football, netball, basketball, Eco club, choir and art

The school operates a breakfast club

- **Tondu Primary School**

A range of clubs weekly; mixed activities, sports club such as football, fencing, cookery, Eco club.

Simply After School provide paid sessional activities for parents from 3.00-6.00pm

The school has two breakfast clubs, one on Heol Persondy and one on Meadow Street.

- **Bryncethin Primary School**

A range of clubs are offered: netball, rugby, craft, science, Welsh/story café, French, ICT and orchestra

Primary Policy:

- This proposal aligns with the Council's 2006 education principles and policy regarding provision – 'Learning Communities – Schools of the Future'

Pupil projections, capacity, building condition:

- The pupil projections affecting primary schools in the Valley's Gateway area are increasing – set to rise from 644 (Jan 15) to 896 (Jan 22). In the future, additional pupil places will be required to serve the Valleys Gateway area and to meet the demand for pupil places from housing development
- Building conditions in respect of the three schools serving the area i.e. Brynmenyn, Tondu and Bryncethin Primary Schools are category B (satisfactory - performing as intended but exhibiting minor deterioration).
- Accessibility of Brynmenyn Primary School is categorised as D -inaccessible, non-compliant with DDA and cannot be made so without major expense if at all. Tondu and Bryncethin Primary Schools are categorised as B – largely accessible - largely compliant with DDA but some works still required.

Impact on extended community

- Changes to the catchment will impact on the service bus provided to Sarn. Although Sarn is within the criteria for local schools, Pandy Park is not seen as a safe route to school. The LA subsidises an escort on this service. However pupils have to be escorted to the bus by staff to ensure their safety whilst waiting for it. Tondu Primary School puts a lot of time into ensuring this, using bus cards and telephone calls to register pupils on the bus, and ensuring they wait in school at the end of the day before being taken to the bus. This reduction in use will impact on St Roberts. Whilst the reduction in numbers using the bus will be welcomed by some, it may impact on viability.
- Areas within the Valleys Gateway have very different communities in terms of character. All have strengths and offer positive support. However they are geographically spread out it would be of benefit for the catchment to be redrawn to allow the children and their families to access their school more easily.
- Highway, parking and pedestrian routes were raised as an issue during the consultation process. A Transport Impact Assessment has been commissioned which will determine suitable mitigation measures, if required.

Impact on other schools

- It may well be that parents would prefer a smaller school or not welcome the proposed change in catchment, choosing for their children to be taught in an alternative school, should the proposal go ahead.
- A change to the bus service may impact on St Roberts RC Primary School

How will the decision affect people with different protected characteristics? :

There is likely to be a positive impact for disabled groups as the proposed Brynmenyn Primary School, being a new build provision, would be DDA compliant.

For Tondu Primary School, all pupils being located on Meadow Street will improve accessibility.

Consultation

Has there been specific consultation on this decision (if not, state why not and/or when this may happen):

Yes – consultation exercise undertaken from 23rd March – 5th May 2015

What were the results of the consultation? :

The impact of this proposal was considered and further responses were requested as part of the consultation, outcome of which have been recorded and reported to Cabinet in the Consultation Report

Across the protected characteristics, what difference in views did analysis of the consultation reveal?

None

What conclusions have been drawn from the analysis on how the decision will affect people with different protected characteristics?

No differential impacts likely

Assessment of impact on staff

Please give details of impact on staff, including staffing profile if/as appropriate:

The proposal may have an impact on teaching and non-teaching staff. Determination of this is a matter for the governing body once they understand the needs of the individual schools and the budget available to them in order to determine the staffing structures required.

Assessment of impact on wider community

Please give details of any impacts to the community as a whole:

The community may not wish for the existing buildings at Brynmenyn Primary School and the building located at Heol Persondy, which is part of Tondu Primary School, to close.

Analysis of impact by protected characteristics

Please summarise the results of the analysis:

It is considered that the characteristics affected could be that of age and disability

Assess the relevance and impact of the decision to people with different characteristics Relevance = High/Low/None Impact = High/Low/Neutral

Characteristic	Relevance	Impact
Age	High	Low
Disability	High	Low
Gender reassignment	None	Neutral
Marriage and civil partnership	None	Neutral
Pregnancy and maternity	None	Neutral
Race	None	Neutral
Religion or belief	None	Neutral
Sex	None	Neutral
Sexual orientation	None	Neutral
Other socially excluded groups (include health inequalities)	None	Neutral

Where any negative impact has been identified, please outline the measures taken to mitigate against it:

Subject to the statutory procedure and the subsequent outcome of consultation on proposed catchment changes, the Authority will:

- Work with the governing bodies and schools to support them in determining staffing structures.
- Encourage and support the schools in the continued provision of community use of the school buildings.
- Ensure a smooth transition by working closely with the schools.

Please advise on the overall equality implications that should be taken into account in the final decision, considering relevance and impact:

No differential impacts likely

Signed:

G Thomas

Date:

28/05/15

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 JUNE 2015

REPORT OF THE ASSISTANT CHIEF EXECUTIVE LEGAL & REGULATORY SERVICES

EQUALITIES CABINET COMMITTEE

1. Purpose of Report .

- 1.1 The purpose of this report is to seek approval for the appointment of the Chairperson of the Equalities Cabinet Committee and invitees to attend meetings of the Equalities Cabinet Committee as nominated by each of the political groups represented on the Council.

2. Connection to Corporate Improvement Objectives / Other Corporate Priority.

- 2.1 Effective arrangements for the Authority's decision making processes and the establishment of Committees and other bodies will fulfill the requirements of the Constitution and contribute to the achievement of the Corporate Themes and Priorities.

3. Background.

- 3.1 Cabinet at its meeting on 28 April 2015 deferred consideration of the appointment of the Equalities Champion and Chairperson of the Equalities Cabinet Committee and nominations of the invitees to attend meetings of the Equalities Cabinet Committee.

4. Current situation / proposal.

- 4.1 The Leader in appointing Councillor H J Townsend as a Cabinet Member at the Annual Meeting of Council on 13 May 2015 announced that Councillor Townsend would be responsible in her portfolio for equalities issues. Subsequent to the Annual Meeting of Council Councillor Townsend has been allocated the portfolio of Cabinet Member for Children's Social Services and Equalities and it is therefore appropriate that the portfolio holder be appointed as Chairperson of the Equalities Cabinet Committee.

- 4.2 The following nominations have been received from the political groups comprising the Council to serve as invitees on the Equalities Cabinet Committee on the basis of 7 Labour Members, 2 Independent Alliance Members and 1 Independent Annibynwr Member.

Equalities Cabinet Committee - 10 Invited Members

	<u>Political Group</u>	<u>Councillors</u>
1	Labour	Councillor N Farr
2	Labour	Councillor R C Jones
3	Labour	Councillor A D Owen
4	Labour	Councillor C Reeves
5	Labour	Councillor M Reeves
6	Labour	Councillor D Sage
7	Labour	Councillor M Thomas
8	Independent Alliance	Councillor C A Green
9	Independent Alliance	Councillor D M Hughes
10	Independent Annibynwr	Councillor M Butcher

5. Effect upon Policy Framework & Procedure Rules.

- 5.1 There will be no direct effect on the Policy Framework & Procedure Rules but, if approved, the report will provide a sound structure for Executive decision making, improve corporate planning within the Authority and provide greater accessibility and understanding for the residents of the County Borough.

6. Equality Impact Assessment

- 6.1 There are no negative equality implications arising from this report.

7. Financial Implications.

- 7.1 There are no financial implications arising from this report.

8. Recommendations.

- 8.1 That the Cabinet Member for Children's Social Services and Equalities be appointed as the Chairperson of the Equalities Cabinet Committee.
- 8.5 That Cabinet approve nominations of the invitees to the Equalities Cabinet Committee on the basis of 7 Labour Members, 2 Independent / Alliance Members and 1 Independent Annibynwr Member.

P A Jolley
Assistant Chief Executive - Legal & Regulatory Services
and Monitoring Officer
1 June 2015

Contact Officer: **Andrew Rees**
Senior Democratic Services Officer – Committees

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Legal & Regulatory Services
Level 4 Civic Offices
Angel Street
Bridgend
CF31 4WB

Background documents:
None

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 JUNE 2014

REPORT OF THE ASSISTANT CHIEF EXECUTIVE, LEGAL AND REGULATORY SERVICES AND MONITORING OFFICER

REPRESENTATION ON OUTSIDE BODIES & JOINT COMMITTEES

1. Purpose of Report.

- 1.1 The purpose of this report is to seek Cabinet's approval for the appointment of Members to joint committees and the nomination of Members to outside bodies. A list of the joint committees and outside bodies concerned is appended to this report at Appendix 1.

2. Connection to Corporate Improvement Plan / Other Corporate Priority.

- 2.1 The Authority's continuing partnership working with a wide range of organisations within the County Borough contributes to the achievement of the Corporate Themes and Priorities.

3. Background.

- 3.1 The Authority is represented on a number of outside bodies and joint committees as listed in Appendix 1.

4. Current situation / proposal.

- 4.1 It is proposed that Members be appointed for a term of one year except where earlier revocation of appointment is appropriate.
- 4.2 It is proposed that where Cabinet nominates on the basis of a Member's role within the Authority the appointment be attached to the role and not to the individual Member, e.g. Scrutiny Chair, Cabinet Member.
- 4.3 All appointments are made with the assumption that appointees represent Bridgend County Borough Council. Should any appointee cease to be a Bridgend County Borough Councillor, they will cease to represent this Authority and are expected to relinquish their appointments as necessary.

5. Effect upon Policy Framework & Procedure Rules.

None

6. Equality Impact Assessment

There are no equalities impact issues arising from this report.

7. Financial Implications.

There are no financial implications.

8. Recommendation.

Cabinet is recommended to: -

- 8.1 appoint the requisite number of Members to the joint committees and other outside bodies as listed in **Appendix 1**.

P A JOLLEY

Assistant Chief Executive Legal & Regulatory Services and Monitoring Officer

19 MAY 2014

Contact Officer: Ruth Ronan
Democratic Services Officer

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Postal Address Democratic Services
Legal & Regulatory Services
Level 1
Civic Offices

Background documents

None.

JOINT COMMITTEES -CABINET

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SERIAL	ORGANISATION	REQUIRED REPRESENTATION	PROPOSED REPRESENTATION
a.	Catalogue Supplies Service – Joint Committee	One Cabinet Member and one other County Borough Councillor	<ol style="list-style-type: none"> 1. Cabinet Member – Regeneration and Economic Development 2. Chairperson – Partnerships and Governance OVSC
b.	Coychurch Crematorium Joint Committee	One Cabinet Member and five other County Borough Councillors	<ol style="list-style-type: none"> 1. Cabinet Member – Communities 2. Councillor A Owen 3. Councillor D Pugh 4. Councillor C Westwood 5. Councillor C L Jones 6. Councillor E Dodd
c.	Glamorgan Archives Joint Committee	One Cabinet Member and one other County Borough Councillor	<ol style="list-style-type: none"> 1. Cabinet Member – Regeneration and Economic Development 2. Chairperson – Partnerships and Governance OVSC
d.	Capita Glamorgan Ltd. Joint Committee	Two Cabinet Members and three other County Borough Councillors	<ol style="list-style-type: none"> 1. Cabinet Member – Communities 2. Cabinet Member - Resources 3. Chairperson – Community Environment & Leisure OVSC 4. Councillor R D Jenkins 5. Councillor G Thomas
e.	Central South Consortium Joint Committee	Deputy Leader	<ol style="list-style-type: none"> 1. Deputy Leader
f.	Margam Crematorium Joint Committee	Two County Borough Councillors	<ol style="list-style-type: none"> 1. Councillor P James 2. Councillor M Reeves
g.	Regulatory Services Joint Committee	One Cabinet Member and one other County Borough Councillor	<ol style="list-style-type: none"> 1. Cabinet Member – Regeneration and Economic Development 2. Councillor R Williams
h.	Welsh Purchasing Consortium Management Committee	One Cabinet Member	<ol style="list-style-type: none"> 1. Cabinet Member – Regeneration and Economic Development

OUTSIDE BODIES -CABINET

Page SERIAL	ORGANISATION	REQUIRED REPRESENTATION	PROPOSED REPRESENTATION
1.	Adoption Panel	1 Member	Cabinet Member – Children’s Social Services & Equalities
2.	South Wales Aggregates Working Party	1 Member	Cabinet Member - Communities
3.	The Alliance (formerly Coalfields Communities Campaign)	2 Members	Cabinet Member – Communities Councillor D White
4.	Bridgend Care Partnership	3 Members	Leader Cabinet Member – Children’s Social Services & Equalites Cabinet Member – Adult Social Care and Health & Wellbeing
5.	Bridgend Care and Repair	2 Members	Cabinet Member- Adult Social Care and Health & Wellbeing Councillor R D Jenkins
6.	Bridgend & Maesteg Citizens Advice Bureau	2 Members	Cabinet Member – Resources Cabinet Member – Communities
7.	Bridgend College	2 Members	Councillor H David Councillor M Gregory
8.	Bridgend Cultural Trust	2 Members (cross party)	Councillor J R McCarthy One opposition Member
9.	Bridgend Local Service Board	1 Member (plus 1 substitute)	Leader Cabinet Member- Adult Social Care and Health & Wellbeing
10.	Bridgend Tourism Forum	1 Member	Cabinet Member – Regeneration and Economic Development
11.	Bridgend Town Hall Trust	4 Members	Councillor E M Hughes Councillor H E Morgan Councillor G Phillips Councillor D B F White
12.	British Resorts and Destinations Association (BRADA)	1 Member	Cabinet Member – Regeneration and Economic Development
13.	Business in Focus	1 Member	Cabinet Member – Regeneration and Economic Development
14.	Cardiff International Airport Consultative Committee	1 Member	Cabinet Member – Communities
15.	C.L.A.W. (Consortium of Local Authorities in Wales)	1 (or 2) Member(s) (Most Councils have 1)	Cabinet Member – Resources

SERIAL	ORGANISATION	REQUIRED REPRESENTATION	PROPOSED REPRESENTATION
16.	Communities Partnership	1 Members	Cabinet Member - Communities
17.	ABM Community Health Council	3 Members	Councillor M Thomas Councillor E M Hughes Councillor P Davies
18.	Coity Wallia Board of Conservators	2 Members	Councillor A Owen Councillor G Thomas
19.	Cornelly Quarry Liaison Committee	2 Members	Councillor J H Tildesley Councillor M Butcher
20.	Flood Risk Management Wales	1 Member	Cabinet Member – Communities
21.	Fostering Panel	1 Member	Cabinet Member – Children’s Social Services & Equalities
22.	Four Counties Youth Music Steering Group	1 Member	Deputy Leader
23.	Glamorgan Heritage Coast Advisory Panel	1 Member	Councillor G Davies
24.	Local Access Forum	1 Member	Councillor M Thomas
25.	Margam Opencast Site Liaison Committee	2 Members	Councillor H David Councillor P James
26.	Nuclear Free Local Authorities	1 Member	Councillor E P Foley
27.	Porthcawl Regeneration Forum	1 Member	Cabinet Member – Regeneration and Economic Development
28.	Joint Council For Wales	1 Members	Cabinet Member – Resources
29.	Rest Bay Coastal Partnership	1 Member	Cabinet Member – Regeneration and Economic Development
30.	SACRE	5 Members	Councillor E P Foley Councillor C A Green Councillor R L Thomas Councillor J H Tildesley Councillor P James

SERIAL	ORGANISATION	REQUIRED REPRESENTATION	PROPOSED REPRESENTATION
31.	Environment Agency Wales -South West Wales Area Environment Group	1 Member	Cabinet Member – Communities
32.	South Wales Fire Service	2 Members	Councillor C James Councillor C Smith
33.	South West Wales Regional Waste Management Committee	3 Members	Cabinet Member – Communities Councillor H Williams Councillor G Thomas
34.	South West Wales Regional Waste Plan Forum	1 Member	Cabinet Member – Communities
35.	Sports Council for Wales – Community Chest Panel	1 Member	Cabinet Member – Adult Social Care and Health & Wellbeing
36.	Swansea/Carmarthen Bay Coastal Engineering Group	2 Members	Councillor C James Councillor G Thomas
37.	Swansea Bay Port Health Authority	2 Members	Deputy Leader Councillor G Thomas
38.	Territorial Auxiliary and Volunteer Reserve Association	1 Member	Councillor C J James
39.	University of Swansea Court of Governors	Invitation for 1 Member I Officer	Deputy Leader Corporate Director – Children
40.	Valleys to Coast Management Board	3 Members	Cabinet Member – Communities (Corporate Member) Deputy Leader Councillor J C Spanswick
41.	South Wales Valuation Tribunal - Appointments Committee	2 Members	Cllr C Westwood Cllr R C Jones
42.	Wales Council for the Blind	1 Member	Cabinet Member – Children's Social Services & Equalities
43.	Western Bay Partnership Forum	Leader and Deputy Leader as substitute	Leader Deputy Leader – Substitute
44.	Western Bay Youth Justice & Early Intervention Service Management Board	1 Member	Cabinet Member – Children's Social Services & Equalities
45.	WJEC	1 Member	Deputy Leader

SERIAL	ORGANISATION	REQUIRED REPRESENTATION	PROPOSED REPRESENTATION
46.	WLGA Council	3 Members	Leader Deputy Leader Councillor M Gregory Voting – En Bloc
47.	WLGA Co-Ordinating Committee	1 Member	Leader

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