



CYNGOR BWRDEISTREF SIROL
RHONDDA CYNON TAF
COUNTY BOROUGH COUNCIL

**Bydd cyfarfod o'r CABINET yn cael ei gynnal
ar 10.30 am**

**Dolen gyswllt: Hannah Williams – Uned Busnes y Cyngor
(Rhif ffôn. 07385401954)**

Os bydd cynghorwyr neu aelodau o'r cyhoedd yn dymuno cael cyfle i annerch y Cabinet am unrhyw fater ar yr agenda isod, rhaid iddyn nhw ofyn am gael gwneud hynny erbyn canol Dydd Gwener 12 Mai 2023. Rhaid iddyn nhw hefyd gadarnhau ai yn y Gymraeg neu yn y Saesneg y byddan nhw'n annerch.

Nodwch mai'r Cadeirydd biau'r penderfyniad i ganiatáu'r cais am annerch y Cabinet. Bydd pob cais yn cael ei ystyried ar sail y materion sy'n cael eu trafod ar yr agenda, buddiant y cyhoedd/y Cynghorydd ynglŷn â phob mater, a'r gofynion o ran y materion sydd i'w trafod ar y diwrnod hwnnw. I wneud cais, anfonwch e-bost i UnedBusnesGweithredolaRheoleiddiol@rctcbc.gov.uk

MATERION I'W TRAFOD

1. DATGAN BUDDIANT

Derbyn datganiadau o fuddiannau personol gan Aelodau, yn unol â gofynion y Cod Ymddygiad.

Nodwch:

1. Mae gofyn i Aelodau ddatgan rhif a phwnc yr agendwm y mae eu buddiant yn ymwneud ag ef a mynegi natur y buddiant personol hwnnw; a
2. Lle bo Aelodau'n ymneilltuo o'r cyfarfod o ganlyniad i ddatgelu buddiant sy'n rhagfarnu, rhaid iddyn nhw roi gwybod i'r Cadeirydd pan fyddan nhw'n gadael.

2. COFNODION

Cadarnhau cofnodion o gyfarfod y Cabinet a gynhaliwyd ar 27 Mawrth 2023 yn rhai cywir.

(Tudalennau 5 - 12)

**3. CYNLLUN GWEITHLE STRATEGAETH SWYDDFEYDD Y CYNGOR:
ADDAS AT Y DYFODOL A MODEL GWEITHREDU A PHOLISI
TREFNIADAU GWEITHIO CYNGOR BWRDEISTREF SIROL
RHONDDA CYNON TAF**

Derbyn adroddiad y Prif Weithredwr, sy'n ceisio cymeradwyaeth y Cabinet i gytuno ar Gynllun Gweithle Strategaeth Swyddfeydd y Cyngor: Addas at y Dyfodol ar gyfer y cyfnod 2023-2030 a Model Gweithredu a Pholisi Trefniadau Gweithio y Cyngor.

(Tudalennau 13 - 80)

4. RHAGLEN WAITH Y CABINET

Derbyn adroddiad y Cyfarwyddwr Gwasanaeth – Gwasanaethau Democrataidd a Chyfathrebu, sy'n rhoi'r rhestr arfaethedig o faterion y mae angen i'r Cabinet eu hystyried yn ystod Blwyddyn 2023-24 y Cyngor.

(Tudalennau 81 - 98)

**5. RHAG-GRAFFU: ARLWY'R GWASANAETHAU ORIAU DYDD –
ANABLEDDAU DYSGU**

Derbyn adroddiad y Cyfarwyddwr Gwasanaeth – Gwasanaethau Democrataidd a Chyfathrebu, sy'n rhoi adborth a sylwadau'r Pwyllgor Craffu - Gwasanaethau Cymuned i'r Cabinet yn dilyn rhag-graffu ar Arlwy'r Gwasanaethau Oriau Dydd – Anableddau Dysgu yn ei gyfarfod ar [24 Ebrill 2023](#).

(Tudalennau 99 - 154)

**6. CYFLEOEDD POSIBL I GREU MAN CYNNAL ACHLYSURON
YCHWANEGOL YM MHARC COFFA YNYSANGHARAD**

Derbyn adroddiad y Cyfarwyddwr Materion Ffyniant a Datblygu, sy'n gofyn am gymeradwyaeth y Cabinet i gymryd camau pellach o ran y cyfle ailddatblygu posibl i greu man cynnal achlysuron ym Mharc Coffa Ynysangharad fydd yn cefnogi gwaith cynnal achlysuron mawr a mynd ati i gyflwyno cais ffurfiol am gyllid i Raglen Pethau Pwysig Croeso Cymru.

(Tudalennau 155 - 160)

**7. CYNLLUN CREU LLEOEDD PONTYPRIDD – Y DIWEDDARAF AM
BROSIECT PORTH Y DE**

Derbyn adroddiad y Cyfarwyddwr Materion Ffyniant a Datblygu, sy'n rhoi'r diweddaraf i Aelodau'r Cabinet am ddatblygiad prosiectau yn ardal Porth y De o Gynllun Creu Lleoedd Pontypridd; a'r camau arfaethedig nesaf.

(Tudalennau 161 - 172)

8. Y DIWEDDARAF AM ADOLYGIAD YR AWDURDOD O'R STRATEGAETH RHEOLI PERYGL LLIFOGYDD LLEOL A'R CYNLLUN GWEITHREDU

Derbyn adroddiad Cyfarwyddwr y Gwasanaethau Rheng Flaen, sy'n rhoi'r diweddaraaf i Aelodau'r Cabinet am adolygiad yr Awdurdod o'r Strategaeth Rheoli Perygl Llifogydd Lleol (LFRMS) a'r Cynllun Gweithredu diwygiedig (sef Cynllun Rheoli Perygl Llifogydd yn flaenorol), fel sy'n ofynnol o dan Adran 10 o Ddeddf Rheoli Llifogydd a Dŵr 2010; a rhoi gwybodaeth bellach i Aelodau am y rhaglen waith ddiwygiedig sydd ei hangen i adolygu'r LFRMS a Chynllun Gweithredu presennol, yn unol ag amserlen statudol ddiweddaraaf Llywodraeth Cymru.

(Tudalennau 173 - 182)

9. RHAGLEN YSGOLION YR 21AIN GANRIF: ENWI'R YSGOLION NEWYDD

Derbyn adroddiad y Cyfarwyddwr Addysg a Gwasanaethau Cynhwysiant, sy'n rhoi'r cyfle i'r Cabinet drafod argymhellion y cyrff llywodraethu dros dro mewn perthynas ag enwau ar gyfer yr ysgolion newydd sy'n cael eu creu yn rhan o gynigion trefniadaeth ysgolion Pontypridd.

(Tudalennau 183 - 210)

10. YMGYNGHORIAID AR Y CYNIGION I AD-DREFNU DARPARIAETH DOSBARTHIADAU CYNNAL DYSGU PRIF FFRWD – ANGHENION DYSGU YCHWANEGOL YN RHONDDA CYNON TAF

Derbyn adroddiad y Cyfarwyddwr Addysg a Gwasanaethau Cynhwysiant, sy'n rhoi cyfle i Aelodau'r Cabinet drafod cynigion ar gyfer ad-drefnu darpariaeth Dosbarthiadau Cynnal Dysgu prif ffrwd yn Rhondda Cynon Taf.

(Tudalennau 211 - 286)

11. ACHREDIAD CYFLOG BYW GWIRIONEDDOL

Derbyn adroddiad Cyfarwyddwr Materion Adnoddau Dynol, sy'n rhoi'r diweddaraaf i'r Cabinet o ran gweithredu'r Cyflog Byw Gwirioneddol a cheisio cymeradwyaeth i gyflwyno cais i ddod yn gyflogwr Cyflog Byw Gwirioneddol achrededig.

(Tudalennau 287 - 292)

12. TRAFOD CADARNHAU'R CYNIG ISOD YN BENDERFYNIAD

“Bod y cyfarfod hwn yn cadw aelodau o'r wasg ac aelodau o'r cyhoedd allan o ystafell y cyfarfod, dan Adran 100A(4) o Ddeddf Llywodraeth Leol (fel y'i diwygiwyd), yn ystod trafod yr eitem nesaf, ar y sail y byddai'n debygol o olygu datgelu gwybodaeth eithriedig yn ôl diffiniad paragraffau 14 ac 18 o Ran 4 o Atodlen 12A i'r Ddeddf.”

13. Y DIWEDDARAF MEWN PERTHYNAS Â STRATEGAETH GOFAL PRESWYL 2022 I 2027: PLANT SY'N DERBYN GOFAL

Derbyn adroddiad Cyfarwyddwr Dros Dro y Gwasanaethau Cymdeithasol, sy'n rhoi gwybodaeth i'r Cabinet am gynlluniau'r Gwasanaethau i Blant i leihau nifer y plant sy'n cael eu lleoli mewn lleoliadau 'Gweithredu heb Gofrestru (OWR)' yn rhan o Strategaeth Trawsnewid Gofal Preswyl 2022 i 2027: Plant sy'n Derbyn Gofal.

(Tudalennau 293 - 300)

14. MATERION BRYN

Trafod unrhyw faterion sydd, yn ôl doethineb y Cadeirydd, yn faterion brys yng ngoleuni amgylchiadau arbennig.



Cyfarwyddwr Gwasanaeth y Gwasanaethau Democrataidd a Chyfathrebu

Cylchrediad:-

Y Cyngorwyr: Y Cyngorydd A Morgan (Cadeirydd)
Y Cyngorydd M Webber (Is-gadeirydd)
Y Cyngorydd G Caple
Y Cyngorydd A Crimmings
Y Cyngorydd R Lewis
Y Cyngorydd C Leyshon
Y Cyngorydd M Norris
Y Cyngorydd B Harris

Swyddogion: Paul Mee, Prif Weithredwr
Barrie Davies, Cyfarwyddwr Gwasanaethau Cyllid a Digidol
Andy Wilkins, Cyfarwyddwr y Gwasanaethau Cyfreithiol
David Powell, Cyfarwyddwr Materion Eiddo'r Cyngor
Gaynor Davies, Cyfarwyddwr Addysg a Gwasanaethau Cynhwysiant
Louise Davies, Cyfarwyddwr – Iechyd a Diogelwch y Cyhoedd, a Gwasanaethau'r Gymuned
Richard Evans, Cyfarwyddwr - Materion Adnoddau Dynol
Simon Gale, Cyfarwyddwr Materion Ffyniant a Datblygu
Roger Waters, Cyfarwyddwr Gwasanaeth – Gwasanaethau Rheng-flaen
Christian Hanagan, Cyfarwyddwr Gwasanaeth y Gwasanaethau Democrataidd a Chyfathrebu
Paul Griffiths, Cyfarwyddwr Gwasanaeth – Gwasanaethau Cyllid a Gwella
Derek James, Cyfarwyddwr Gwasanaeth – Materion Ffyniant a Datblygu
Neil Elliott, Cyfarwyddwr Dros Dro'r Gwasanaethau Cymdeithasol

PWYLLGOR CABINET CYNGOR RHONDDA CYNON TAF CABINET

Cofnodion o gyfarfod hybrid y Cabinet a gynhaliwyd Dydd Llun, 27 Mawrth 2023 am 10.30am.

Cafodd y cyfarfod yma ei ddarlledu'n fyw, ac mae modd gweld y manylion [yma](#)

Y Cyngorwyr Bwrdeistref Sirol - Cabinet Aelodau oedd yn bresennol:-:-

Y Cyngorydd A Morgan (Cadeirydd)

Y Cyngorydd M Webber Y Cyngorydd G Caple
Y Cyngorydd R Lewis Y Cyngorydd C Leyshon
Y Cyngorydd M Norris Y Cyngorydd B Harris

Swyddogion oedd yn bresennol

Mr P Mee, Prif Weithredwr
Mr B Davies, Cyfarwyddwr Gwasanaethau Cyllid a Digidol
Mr A Wilkins, Cyfarwyddwr y Gwasanaethau Cyfreithiol
Mr D Powell, Cyfarwyddwr Materion Eiddo'r Cyngor
Ms G Davies, Cyfarwyddwr Addysg a Gwasanaethau Cynhwysiant
Mr R Evans, Cyfarwyddwr - Materion Adnoddau Dynol
Mr S Gale, Cyfarwyddwr Materion Ffyniant a Datblygu
Mr R Waters, Cyfarwyddwr Gwasanaeth – Gwasanaethau Rheng-flaen
Mr C Hanagan, Cyfarwyddwr Gwasanaeth y Gwasanaethau Democrataidd a Chyfathrebu
Mr P Griffiths, Cyfarwyddwr Gwasanaeth – Gwasanaethau Cyllid a Gwella
Mr N Elliott, Cyfarwyddwr Dros Dro'r Gwasanaethau Cymdeithasol
Ms C Jones, Pennaeth Materion Mynediad a Chynhwysiant
Mr P Mortimer, Rheolwr Cyllid a Gweithredu
Ms A Richards, Cyfarwyddwr Dros Dro – Ysgolion yr 21ain Ganrif a Materion Trawsnewid
Ms M Warburton, Ymgynghorydd Adnoddau Dynol – Carfan Materion Cydraddoldeb ac Amrywioldeb

117 Datgan Buddiant

Cafodd y datganiadau o fuddiant personol canlynol eu gwneud mewn perthynas ag Eitem 7 – Rhaglen Gyfalaf Arfaethedig Addysg a Gwasanaethau Cynhwysiant 2023-2024:

- Y Cyngorydd Morgan OBE – Llywodraethwr yr AALI yn Ysgol Gynradd Glenbói a enwir yn yr adroddiad.
- Y Cyngorydd Webber – Llywodraethwr yr AALI yn Ysgol Gynradd Maes-y-coed a enwir yn yr adroddiad.
- Y Cyngorydd Leyshon – Llywodraethwr yr AALI yn Ysgol Gynradd Maes-y-coed ac Ysgol Gynradd Trehopcyn a enwir yn yr adroddiad.
- Y Cyngorydd Lewis – Llywodraethwr yr AALI yn Ysgol Gynradd Gymraeg Abercynon a enwir yn yr adroddiad.

- Y Cyngorydd Caple – Llywodraethwr yr AALI yn Ysgol Gynradd yr Hafod a enwir yn yr adroddiad.

118 Cofnodion

PENDERFYNWYD cymeradwyo cofnodion cyfarfod y Cabinet a gynhaliwyd ar 28 Chwefror 2023.

119 Cynllun Llesiant Cwm Taf Morgannwg 2023-2028

Cyflwynodd y Prif Weithredwr 'Cynllun Llesiant Cwm Taf Morgannwg 2023-2028' y Bwrdd Gwasanaethau Cyhoeddus i'r Cabinet yn unol â gofynion Deddf Llesiant Cenedlaethau'r Dyfodol.

Nododd yr asesiad llesiant anghydraddoldebau ledled y cymunedau a nododd y cynllun drafft fwriad y Bwrdd Gwasanaethau Cyhoeddus i gydweithio i leihau'r anghydraddoldebau yma er mwyn gwella llesiant pobl sy'n byw yn y rhanbarth ac anelu at ddyfodol teg. Roedd y cynllun wedi cynnig dau brif amcan:

1. Cymdogaethau lleol iach;
2. Cymdogaethau lleol cynaliadwy a chydnerth

Siaradodd yr Aelod o'r Cabinet ar faterion iechyd a Gofal Cymdeithasol yn gadarnhaol am y Cynllun Llesiant gan nodi y byddai gwaith integreiddio a gwaith ar y cyd yn angenrheidiol ar gyfer gwella llesiant economaidd a diwylliannol cymunedau. Nodwyd bod hyn wedi cael ei drafod am nifer o flynyddoedd ond roedd bellach yn ofyniad brys ar gyfer mesur gwaith gweithredu a chyflawni, a fyddai'n gwella bywydau pobl.

Siaradodd yr Aelod o'r Cabinet am fynychu achlysur dadorchuddio mainc goffa er cof am ddyn ifanc a oedd wedi cyflawni hunanladdiad o ganlyniad i iechyd meddwl a dibyniaeth. Pwysleisiodd yr Aelod o'r Cabinet fod unigolion a theuluoedd sydd angen cymorth gan wasanaethau cyhoeddus yn yr holl ystadegau a data.

Adleisiodd y Dirprwy Arweinydd sylwadau'r Cyngorydd gan nodi mai bwriad y Cynllun Llesiant drafft yw gwella tegwch darpariaeth i bawb sy'n byw ac yn gweithio yn rhanbarth Cwm Taf Morgannwg.

PENDERFYNODD y Cabinet:

1. Nodi a chymeradwyo Cynllun Llesiant Cwm Taf Morgannwg fel sydd wedi'i amlinellu yn Atodiad A yr adroddiad;
2. Argymhell mabwysiadu'r Cynllun i'r Cyngor Llawn yn ei gyfarfod ar 29 Mawrth, 2023.

120 Deddf Rheoleiddio Pwerau Ymchwilio (RIPA) 2000 a Deddf Pwerau Ymchwilio (IPA) 2016 – Defnydd Cyngor Bwrdeistref Sirol Rhondda Cynon Taf o Bwerau Ymchwilio yn ystod 2022

Cyflwynodd Cyfarwyddwr y Gwasanaethau Cyfreithiol a Democrataidd yr adroddiad a roddodd gyfle i Aelodau adolygu defnydd y Cyngor o Ddeddf Rheoleiddio Pwerau Ymchwilio 2000 (fel y'i diwygiwyd) ar gyfer y cyfnod rhwng 1 Ionawr a 31 Rhagfyr 2022; defnydd y Cyngor o Gaffael Data Cyfathrebu o dan

Ddeddf Pwerau Ymchwilio 2016 ar gyfer yr un cyfnod; a'r diwygiad arfaethedig i'r Polisi Corfforaethol a'r Ddogfen Gweithdrefnau ar Ddeddf Rheoleiddio Pwerau Ymchwilio.

Rhoddodd y Dirprwy Arweinydd ddiolch i'r Cyfarwyddwr am yr adroddiad ac er nad oedd defnydd o wylidwriaeth awdurdodedig yn ystod y cyfnod, nododd ei bod yn adnodd defnyddiol iawn i'r Cyngor, os bydd angen. Roedd y Dirprwy Arweinydd yn falch o nodi bod pryniannau prawf ar gyfer gwerthu alcohol a thybaco i bobl dan oed yn ôl ar waith.

PENDERFYNODD y Cabinet:

1. Nodi cynnwys yr adroddiad;
2. Cydnabod bod pwerau ymchwilio mewn perthynas â goruchwyllo cudd a chaffael data cyfathrebu wedi cael eu defnyddio mewn modd priodol sy'n gyson â pholisïau RIPA ac IPA y Cyngor yn ystod y cyfnod rhwng 1 Ionawr a 31 Rhagfyr 2022;
3. Cymeradwyo'r diwygiad i Atodiad 1 y Polisi Corfforaethol a'r Ddogfen Gweithdrefnau ar Ddeddf Rheoleiddio Pwerau Ymchwilio.

121 Adroddiad Cydraddoldeb Blynyddol 2021-2022

Rhoddodd y Rheolwr Amrywiaeth a Chynhwysiant wybodaeth i Aelodau'r Cabinet am Adroddiad Cydraddoldeb Blynyddol y Cyngor ar gyfer y flwyddyn 2021-2022.

Rhoddodd y Cyfarwyddwr Gwasanaeth – Gwasanaethau Democrataidd a Chyfathrebu adborth y Pwyllgor Trosolwg a Chraffu 2022-2027, a drafododd yr adroddiad yn ei gyfarfod a gynhaliwyd ar 21 Mawrth 2023. Roedd llythyr ffurfiol wedi cael ei anfon at Aelodau'r Cabinet cyn y cyfarfod.

Manteisiodd y Dirprwy Arweinydd ar y cyfle i ddiolch i swyddogion am yr holl waith llunio'r Adroddiad Cydraddoldeb Blynyddol, ac i Aelodau'r Pwyllgor Trosolwg a Chraffu am eu trafodaethau a sylwadau. Roedd y Dirprwy Arweinydd yn falch o nodi'r gydnabyddiaeth yn yr adroddiad mewn perthynas ag agenda amrywiaeth mewn democratiaeth a dyletswydd gyfartal Aelodau Etholedig mewn perthynas â'r Cynllun Cydraddoldeb Strategol.

Siaradodd yr Aelod o'r Cabinet ar faterion yr Hinsawdd a Gwasanaethau Corfforaethol yn gadarnhaol am yr adroddiad, gan nodi y byddai camau gweithredu'n cael eu cymryd lle roedd heriau wedi'u nodi.

PENDERFYNODD y Cabinet:

1. Trafod yr wybodaeth oedd wedi ei chynnwys yn yr adroddiad;
2. Nodi sylwadau ac arsylwadau'r Pwyllgor Trosolwg a Chraffu, a hynny'n dilyn gwaith cyn y cam craffu ar yr Adroddiad Cydraddoldeb Blynyddol ar 21 Mawrth 2023;
3. Cyhoeddi Adroddiad Cydraddoldeb Blynyddol 2021/22.

122 Diweddariad am gynigion i atgyfnerthu'r continwmm o ddarpariaeth mewn ysgolion ar gyfer disgyblion sydd ag Anawsterau Cymdeithasol, Emosiynol ac Ymddygiadol (SEBD)

Rhoddodd Pennaeth Gwasanaethau Cynhwysiant yr wybodaeth ddiweddaraf i Aelodau am gynllun peilot dau gam ar gyfer dyrannu cyllid i ysgolion uwchradd

er mwyn sefydlu darpariaeth cam 4 cwricwlwm amgen yn yr ysgol ar gyfer disgyblion sydd â SEBD sylweddol.

Rhoddodd yr adroddiad drosolwg o effaith y darpariaethau sydd wedi'u sefydlu hyd yn hyn o ran gwella gallu ysgolion i fodloni anghenion eu disgyblion sydd â SEBD, wrth fabwysiadu dull cynhwysol o atgyfnerthu'r continwmm o ddarpariaeth SEBD yng Nghyngor Bwrdeistref Sirol Rhondda Cynon Taf. Mae hyn yn unol â'r ethos sydd wrth wraidd deddfwriaeth a chanllawiau statudol Anghenion Dysgu Ychwanegol diweddar Llywodraeth Cymru mewn perthynas â datblygu dull ysgol gyfan tuag at gefnogi lles. Roedd yr adroddiad hefyd yn ceisio cymeradwyaeth i ddefnyddio cronfa wrth gefn bresennol a glustnodwyd er mwyn i ysgolion barhau i roi darpariaethau Cam 4 ar waith yn rhan o'u hymateb graddedig i fodloni anghenion y disgyblion sydd â SEBD.

Pwysleisiodd yr Aelod o'r Cabinet ar faterion Addysg, Cyfranogiad Pobl Ifainc a'r Gymraeg bwysigrwydd y ddarpariaeth Cam 4 o ran y galw cynyddol i ddarparu ymyraethau addas a chwricwlwm cynhwysol i ddisgyblion sydd ag anawsterau cymdeithasol, emosiynol ac ymddygiadol. Nododd yr Aelod o'r Cabinet fod y ffigurau'n dangos bod pwysau a galw'r maes yma wedi cynyddu; ac aeth ati i gydnabod y dyletswyddau ychwanegol sydd ar yr Awdurdod Lleol o dan ddeddfwriaeth Deddf Anghenion Dysgu Ychwanegol a'r Tribiwnlys Addysg. Roedd yr Aelod o'r Cabinet yn cydnabod bod hyn yn flaenoriaeth allweddol a nododd fod cyllid gwerth £2.645 miliwn wedi'i fuddsoddi mewn darpariaethau Cam 4 ers 2020.

Adleisiodd y Dirprwy Arweinydd sylwadau blaenorol ac roedd yn falch o nodi bod yr adroddiad wedi cydnabod pwysigrwydd llais y disgybl.

PENDERFYNODD y Cabinet:

1. Nodi'r cynnydd hyd yn hyn o ran y cynllun peilot Cam 4 (Cyfran 1 a Chyfran 2);
2. Cymeradwyo'r cynnig i gefnogi ysgolion uwchradd/pob oed i gynnal eu darpariaeth Cam 4 bresennol neu sefydlu darpariaeth Cam 4 newydd fel sydd wedi'i nodi yn yr adroddiad;
3. Nodi bod y cyllid gwerth £500k y flwyddyn o fis Medi 2023 tan fis Awst 2025 eisoes yn ei le i gefnogi'r cynigion newydd yma;
4. Nodi y byddai'r cyllid newydd yma'n ychwanegol at gyllid gwerth £2.645 miliwn sydd eisoes wedi'i fuddsoddi mewn darpariaethau Cam 4 ers 2020.

123 Rhaglen Gyfalaf Arfaethedig Addysg a Gwasanaethau Cynhwysiant 2023-2024

Rhoddodd y Cyfarwyddwr Gwasanaeth – Ysgolion yr 21ain Ganrif a Materion Trawsnewid fanylion i Aelodau mewn perthynas â gwaith cyfalaf sydd i'w gymeradwyo ar gyfer 2023/24 yn rhan o Raglen Gyfalaf tair blynedd y Cyngor, yn ogystal â gwybodaeth bellach mewn perthynas â Grant Cyllid Cyfalaf ychwanegol wedi'i ddyfarnu gan Lywodraeth Cymru ar gyfer 2022/23.

Croesawodd yr Aelod o'r Cabinet ar faterion Addysg, Cyfranogiad Pobl Ifainc a'r Gymraeg y cyllid ychwanegol a nododd fod gan y Cabinet hanes cadarnhaol o fuddsoddi mewn ysgolion er mwyn sicrhau bod gan ddisgyblion a chymunedau

yr amgylchedd dysgu gorau posibl.

Croesawodd yr Arweinydd a'r Dirprwy Arweinydd y cyllid ychwanegol gan Lywodraeth Cymru, oedd yn ychwanegol at ddyraniad cyllid y Cyngor.

PENDERFYNODD y Cabinet:

1. Cymeradwyo cynlluniau blaenoriaeth y Rhaglen Gyfalaf Addysg ar gyfer 2023/24 fel sydd wedi'u hamlinellu yn Atodiadau 1-11 a chymeradwyo cychwyn y cynllun;
2. Nodi derbyn £4.052 miliwn o gyllid cyfalaf gan Lywodraeth Cymru trwy Grant Cyllid Cyfalaf;
3. Cymeradwyo'r prosiectau a amlinellwyd yn yr adroddiad a'u dynodi'n flaenoriaeth ar gyfer 2023/24 fel sydd wedi'i nodi yn Atodiad 12, a chymeradwyo cychwyn y cynllun.

124 Rhaglen Gyfalaf Atodol 2023-2024 ar gyfer y Priffyrdd, Trafnidiaeth a Chynlluniau Strategol

Rhoddodd Cyfarwyddwr y Gwasanaethau Rheng Flaen y Rhaglen Gyfalaf fanwl ar gyfer y Priffyrdd, Trafnidiaeth a Chynlluniau Strategol i'r Cabinet, a hynny'n dilyn cymeradwyo Rhaglen Gyfalaf tair blynedd y Cyngor 2023/24 - 2025/26 ar 8 Mawrth 2023 yng nghyfarfod y Cyngor.

Roedd yr Arweinydd o blaid y cynigion a oedd gerbron yr Aelodau ac esboniodd fod y rhestr yn un o raglenni cynnal a chadw mwyaf y Cyngor, gydag ychydig dros £10 miliwn o gyllid y Cyngor ar gyfer priffyrdd, strwythurau a gosod wyneb newydd ar ffyrdd; a thua £20 miliwn ar gyfer difrod Storm Dennis dros y flwyddyn nesaf. Rhoddodd yr Arweinydd wybod am gadarnhad Llywodraeth Cymru mewn perthynas â'r cymorth parhaus ar gyfer gwaith atgyweirio pontydd.

Rhoddodd yr Arweinydd wybod i'r Cabinet fod y Cyngor wedi cyflwyno nifer o geisiadau am grantiau Llywodraeth Cymru ar gyfer prosiectau trafndiaeth mewn perthynas â'r canlynol:

- Rhoi menter 20 mya Llywodraeth Cymru ar waith
- Refeniw diogelwch y ffyrdd
- Llwybrau Diogel yn y Gymuned
- Teithio Llesol
- Cronfa Trafnidiaeth Leol (gan gynnwys Ffyrdd Cydnerth)

Nododd y Dirprwy Arweinydd ei bod yn hanfodol buddsoddi mewn strwythurau i sicrhau bod y Fwrdeistref Sirol yn barod i'r dyfodol.

Adleisiodd yr Aelod o'r Cabinet ar faterion lechyd a Gofal Cymdeithasol sylwadau blaenorol gan nodi bod y lefel uchelgeisiol yma o fuddsoddi yn glod i'r Cyngor, a hynny er gwaethaf pwysau ariannol. Siaradodd yr Aelod o'r Cabinet am y ffordd ger pen pellaf ffordd osgoi Trehafod lle byddai llifogydd yn digwydd yn rheolaidd ac roedd yn falch o nodi y byddai gwaith yn cael ei gynnal i liniaru'r problemau.

PENDERFYNODD y Cabinet:

1. Nodi a chymeradwyo'r Rhaglen Gyfalaf Atodol ar gyfer y Priffyrdd, Trafnidiaeth a Chynlluniau Strategol yn unol â'r manylion yn yr adroddiad;

2. Nodi bod y dyraniadau presennol yn rhan o raglen gyfalaf 3 blynedd a dirprwyo awdurdod i Gyfarwyddwr y Gwasanaethau Rheng Flaen, mewn ymgynghoriad ag Arweinydd y Cyngor, Dirprwy Brif Weithredwr a'r Cyfarwyddwr Cyllid a Gwasanaethau Digidol a Rheng Flaen, ymestyn gweithgarwch i gyflawni prosiectau ychwanegol yn ystod y flwyddyn ariannol lle mae capasiti yn bodoli ar gyfer cyflwyno carlam yn unol â phwrpas y rhaglen ehangach, neu atal rhaglenni/prosiectau dros dro ac ailddyrrannu cyllid er mwyn gwneud y budd gorau.

125 Adroddiad Cyflawniad y Cyngor – 31 Rhagfyr 2022 (Chwarter 3)

Rhoddodd y Cyfarwyddwr Gwasanaeth – Materion Cyllid a Gwella fanylion cyflawniad ariannol a gweithredol y Cyngor adeg 31 Rhagfyr 2022, i'r Cabinet.

Aeth yr Aelod o'r Cabinet ar faterion yr Hinsawdd a Gwasanaethau Corfforaethol ati i gydnabod yr heriau sydd wedi'u nodi yn yr adroddiad, gan gynnwys yr argyfwng costau byw parhaus ac effaith Covid-19, a adlewyrchwyd yn sefyllfa cyllideb refeniw Chwarter 3. Y rhagolwg yw y bydd gorwariant blwyddyn gyfan o £10.469 miliwn. Roedd yr Aelod o'r Cabinet yn falch o nodi'r sefyllfa well o ran y cynnydd yn nifer y bobl sydd ag aelodaeth Hamdden am Oes, sydd wedi dychwelyd i lefelau cyn y pandemig.

Rhoddodd yr Arweinydd ddiolch i swyddogion am y gwaith dros y 12 mis diwethaf o ran nodi arbedion, er gwaethaf y pwysau eithradol, a nododd fod y Cyngor mewn sefyllfa well.

Ailadroddodd y Dirprwy Arweinydd sylwadau'r Arweinydd gan fanteisio ar y cyfle i ddiolch i swyddogion ar draws pob maes am eu cefnogaeth barhaus. Nododd y Dirprwy Arweinydd fod Pobl, Lle a Blaenoriaeth yn parhau i fod yn allweddol ond nododd fod hynny'n dod yn fwy anodd yn ystod yr hinsawdd ariannol. Canmolodd y Dirprwy Arweinydd Is-bwyllgor y Cabinet ar faterion yr Hinsawdd a'i waith, a fyddai'n parhau i fod yn ganolbwynt allweddol.

PENDERFYNODD y Cabinet:

- I. Nodi cyd-destun gwasanaethau'r Cyngor sydd wrthi'n mynd i'r afael ag effeithiau parhaus cymunedau'n adfer o'r pandemig a'r argyfwng costau byw ledled y DU, sydd ill dau'n cyfrannu at gynnydd o ran y galw am lawer o wasanaethau a phwysau sylweddol ar gostau chwyddiant.

Refeniw

- II. Nodi a chytuno ar sefyllfa alldro refeniw Cronfa Gyffredinol y Cyngor fel y mae ar 31 Rhagfyr 2022 (Adran 2 o'r Crynodeb Gweithredol).

Cyfalaf

- III. Nodi sefyllfa alldro cyfalaf y Cyngor fel y mae ar 31 Rhagfyr 2022 (Adrannau 3a-e o'r Crynodeb Gweithredol). Nodi manylion y Dangosyddion Materion Darbodusrwydd Cylch Rheoli'r Trysorlys fel y mae ar 31 Rhagfyr 2022 (Adran 3f o'r Crynodeb Gweithredol).

Blaenoriaethau'r Cynllun Corfforaethol

- IV. Nodi diweddariadau cynnydd Chwarter 3 ar gyfer blaenoriaethau Cynllun Corfforaethol y Cyngor (Adrannau 5a i 5c o'r Crynodeb Gweithredol).

- V. Nodi'r diweddariad cynnydd i wella ymateb tymor byr a thymor hir y Cyngor i ddigwyddiadau tywydd eithafol (Adran 6 o'r Crynodeb Gweithredol).
- VI. Nodi'r diweddariad cynnydd mewn perthynas ag ymateb y Cyngor i fynd i'r afael â Newid yn yr Hinsawdd (Adran 7 o'r Crynodeb Gweithredol).

126 Adolygu Cymorth Ariannol ar gyfer Busnesau

Ceisiodd y Pennaeth Materion Adfywio gymeradwyaeth y Cabinet i ddiwygio rhai o'r cynlluniau grant Adfywio presennol sydd ar gael i fusnesau lleol er mwyn gwneud yn fawr o'r cyfleoedd ariannu sydd ar gael trwy Grant Creu Lleoedd Trawsnewid Trefi Llywodraeth Cymru a Chronfa Ffyniant Gyffredin Llywodraeth y DU.

Tynnodd y swyddog sylw'r Aelodau at Adran 5 yr adroddiad, lle amlinellwyd cynigion y grant cymorth i fusnesau. Byddai'r cynlluniau wedi'u hamlinellu'n darparu rhaglen fuddsoddi strwythuredig gwerth £4 miliwn ar gyfer busnesau lleol, gan gynnwys cyllid gan Lywodraeth y DU, Llywodraeth Cymru a Rhaglen Gyfalaf y Cyngor.

Siaradodd yr Aelod o'r Cabinet ar faterion Ffyniant a Datblygu yn gadarnhaol am y cynigion gan nodi y byddai diwygio a chynyddu grantiau yn atal dyblygu ac yn gwella eu heffeithiolrwydd. Croesawodd yr Aelod o'r Cabinet gyfanswm y cymorth, sef tua £4 miliwn, i fusnesau lleol oedd wedi ei chael hi'n anodd yn ddiweddar, yn enwedig gyda'r cynnydd diweddar mewn costau ynni. Hefyd, croesawodd y grantiau graddfa fawr a fyddai'n helpu i adnewyddu eiddo gwag.

Ailadroddodd yr Aelod o'r Cabinet ar faterion Iechyd y Cyhoedd a Chymunedau sylwadau blaenorol a chroesawodd y cynigion.

Croesawodd yr Arweinydd yr adroddiad ac esboniodd y gallai'r cyfraniadau cyllid cyfatebol sy'n cael eu gwneud gan ymgeisydd y sector preifat ysgogi miliynau o bunnoedd. Ychwanegodd yr Arweinydd fod y Grant Cynnal Canol Trefi wedi cael ei ymestyn a byddai'n helpu busnesau i barhau i fod yn fywiog yng nghanol y trefi.

PENDERFYNODD y Cabinet:

1. Cytuno ar y pecyn o gymorth wedi'i amlinellu ym mharagraffau 5.1 - 5.8 yr adroddiad.

Daeth y cyfarfod i ben am 11.20 am

**Y Cyng M Webber
Cadeirydd.**

tudalen wag



RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CABINET

15th MAY 2023

THE COUNCIL'S OFFICE ACCOMMODATION STRATEGY

WORKSPACE PLAN: FIT FOR THE FUTURE

&

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL OPERATING MODEL AND WORKING ARRANGEMENTS POLICY

**REPORT OF THE CHIEF EXECUTIVE IN DISCUSSION WITH THE LEADER OF THE
COUNCIL, COUNCILLOR ANDREW MORGAN OBE AND THE DEPUTY LEADER
OF THE COUNCIL, COUNCILLOR MAUREEN WEBBER**

1. PURPOSE OF THE REPORT

- 1.1 The purpose of the report is to seek approval from Cabinet to agree the Council's Office Accommodation Strategy, Workspace Plan: Fit for the Future, for the period 2023-2030 and the Council's Operating Model and Working Arrangements Policy.

2. RECOMMENDATIONS

It is recommended that Cabinet

- 2.1 Approves the Office Accommodation Strategy (2023-2030) at Appendix I, which includes:
- i. Relocating the Council's headquarters into the heart of Pontypridd town centre, utilising vacant floor space at Llys Cadwyn;
 - ii. Exploring the feasibility of releasing the site at the Pavilions, Clydach Vale for the redevelopment of the site for a new Special School (n.b. Any proposal would be subject to the requirements set out in Welsh Government 's School Organisation Code (011/2018));
 - iii. Relocating services and staff currently at Ty Trevithick, Abercynon; Rhondda PSSO, Berw Road, Tonypany; Municipal Offices Pentre and Rock Grounds,



Aberdare, by either disposing of or repurposing the assets to generate capital receipts, reduce operating costs or secure community/social value and support regeneration within our communities;

- iv. Relocating services and staff currently located at Ty Sardis, Pontypridd (excluding the Housing Solutions Services); and
 - v. Retaining Ty Sardis as the Council's Housing Advice and Support Centre and facilitating the co-location of other specialist support and transitional housing accommodation provision currently in Pontypridd at a single, improved location.
- 2.2 Authorise the Chief Executive to assign suitable and sufficient office accommodation to services and staff to meet service requirements and support the needs of staff.
- 2.3 Authorise the Head of Democratic Services to assign suitable and sufficient office accommodation and services to meet the resource and facility requirements of Elected Members.
- 2.4 Approves the Rhondda Cynon Taf County Borough Council Operating Model and Working Arrangements Policy as detailed at Appendix II.
- 2.5 Note the overall revenue savings of £0.435M generated as a result of this proposal plus the removal of a backlog maintenance liability of £2.9M.

3. REASONS FOR RECOMMENDATIONS

- 3.1 The Office Accommodation Strategy provides the vision and clear objectives for the continued rationalisation and modernisation of the Council's office accommodation. The Council is committed to making the best use of its assets, providing value for money, and taking action to mitigate the risks of Climate Change. The Office Accommodation Strategy provides a framework to facilitate those commitments.
- 3.2 The proposed accommodation strategy is designed to deliver the requirements of the Council's proposed Operating Model and Working Arrangements Policy, alongside reducing costs and providing for a more efficient organisation.

4. BACKGROUND

- 4.1 Under the previous office accommodation strategy, which focused on a smaller number of sites with a preference for owning rather than leasing assets, the Council has successfully reduced the size of its office accommodation by over 33% since 2016 which already delivered annual savings of circa £513k and reduced our annual carbon footprint by 809 tonnes of CO₂. During the pandemic, previously vacated office space was, by necessity, reoccupied to facilitate social distancing recommendations across the estate and to distribute essential home working equipment. As a result, the use and occupation levels of our office accommodation has changed significantly over the past two years. The Council's principal office accommodation is currently contained in 21 of its operational sites.
- 4.2 The pandemic transformed the way people work. A proportion of staff are working in a hybrid way, combining working from home and the office effectively, supported by digital methods of communication. This has created an opportunity to do things differently. There is a continued need for face-to-face communication, necessary for effective management and supervision, collaboration, project work, one to ones and staff well-being to complement the working from home arrangements. It also fundamentally supports our ability to ensure that our residents, businesses and communities receive first class public services. In April 2022, the Council introduced an Interim Hybrid Working Policy to support staff and managers as we recovered from the pandemic and considered the more longer-term operating model.
- 4.3 In March 2022 Welsh Government published its "Smarter Working: a Remote Strategy for Wales", encouraging remote working across Wales, under which Welsh Government want to see 30% of the workforce remotely working on a regular basis. In the Ministerial foreword of the strategy, Lee Waters MS, Deputy Minister for Climate Change states "*This type of working can strengthen local communities and bring benefit for the climate and for well-being as we lessen the dependence on the traditional commute and we are in no doubt that less commuting can be a key contributor to achieving our net zero targets by 2050.*"
- 4.4 In light of the change in working arrangements and the associated change in how staff use the office, a comprehensive review of the Council's current office accommodation was undertaken. Data on the running costs, total backlog maintenance, condition and the amount of carbon generated from the buildings was gathered and analysed. The results of manager consultation and well-being questionnaires have also been considered alongside feedback from the public.

4.5 The move towards agile and hybrid working as an essential part of the Council's working practices, promoting high productivity, a healthy work life balance and reducing the Council's Carbon footprint, means that less office space is required to deliver the Council's services. It is though recognised that the Council needs to maintain face to face services where our residents require.

4.6 We need to remain focused on the long-term sustainability of the Council, maintaining the positive culture and ethos which we have established and ensure that residents, businesses, and our communities are central to our service design and operating arrangements.

5. THE DRAFT OFFICE ACCOMMODATION STRATEGY 2023-2030

5.1 The Draft Office Accommodation Strategy can be seen at Appendix I. The Draft Strategy seeks to build upon the progress made since 2016 and responds to the changing working practices introduced in response to the Covid pandemic and the Council's proposed Working Arrangements and Operating Model.

5.2 The changes made to working practices in response to the Covid pandemic, increasing digitisation of services and some staff able to work from home, provides an opportunity to reduce the back office / support service office accommodation footprint further, reducing running and backlog maintenance costs and the Council's carbon footprint.

5.3 This Strategy looks ahead over the next 7 years to 2030 within the context of longer-term sustainability. The strategic objectives will be kept under review over the plan period to ensure that the plan reflects and is aligned with the developing corporate priorities and changing service needs. The strategy will be supported and flexed over time by the Service Asset Management Plans and service led initiatives.

5.4 To achieve this vision, the Strategy is supported by four complementary strategic objectives that will drive its delivery:

- Reducing the size of the office accommodation to deliver value through the creation of flexible multi-use hub/workspaces and corporate meeting spaces.
- Creating economic growth and community benefit by focusing office accommodation into town centre locations where possible. This will include utilising vacant space and sites to deliver other key public services, for example: new schools, Extra Care facilities, and specialist housing provision.
- Contributing to our net zero carbon target.
- Supporting service delivery and meeting customer expectations by managing the office accommodation portfolio strategically.

5.5 By delivering Objective 1- **reducing the size of the office accommodation portfolio to deliver value through the creation of flexible hub workspaces and corporate meeting spaces** - we will achieve the following outcomes:

- **Reduce by 43%** the Gross Internal Area (GIA) floor space of the existing office accommodation by decreasing the number of Council offices
- **Reduce by circa £435k** the annual running costs generating savings and efficiencies
- **Reduce by circa £2.9m** the backlog maintenance costs generating savings and efficiencies.
- **Reduce by circa 41% the total annual CO2 emissions**, and contribute to our net zero carbon target, by reducing the total amount of space we occupy and improving the environmental performance and condition of the rationalised portfolio.
- **Continue** to appraise the remaining office accommodation to identify, and propose to Cabinet, further opportunities to reduce the office accommodation portfolio in light of changing service need.
- **Transform working environments** by providing office accommodation that is fit for purpose, supporting current and future service needs by creating modern flexible multi-use workspaces that support collaboration and creativity reinforcing the key ambitions within the Council's Workforce Plan 2023-2028
- **Improve staff well-being** by providing modern, accessible, and well-located workspaces which can also assist in retaining and attracting staff to work for the Council
- **Collaborate with other Public Sector bodies** and facilitate added community benefit by **working with the Third Sector**, making best use of the estate

5.6 By delivering Objective 2 – **creating economic growth and community benefit by focussing office accommodation into town centre locations** -we will achieve the following outcomes:

- **Resident, business and community focused services** designed and delivered within our communities with the Council seen to be leading the way, stimulating opportunities for prosperity and community well-being
- **Generate footfall into town centres** by increasing the number of staff working at or visiting offices in town centre locations
- **Relocate the Council's Headquarters from The Pavilions, Clydach Vale** into a town centre location easily accessible by public transport which will be of benefit to staff and residents and improve involvement and engagement between the Council and residents
- **Create opportunities for regeneration** through alternative uses of vacant sites by the rationalisation of the estate
- **Generate Capital Receipts or add community value for the residents of RCT by disposing of vacant sites** or by transferring properties to community groups under the Community Asset Transfer policy

- **Create workspaces that are more accessible for staff using public transport** that will contribute to accessibility and carbon reduction targets and improve staff well-being supporting key ambitions within the Council's Workforce Plan 2023-2028
- 5.7 By delivering Objective 3 – **Contributing to our Net Zero Carbon Target** – we will achieve the following outcomes:
- **Reduce carbon emissions by circa 41%** through a reduced portfolio of more energy efficient buildings
 - **Improve the condition** of the revised office accommodation portfolio
 - **Demonstrate our commitment to Net Zero Carbon** thereby contributing to job seekers seeing the Council as a responsible employer
- 5.8 By delivering Objective 4 – **Supporting service delivery by managing the office accommodation portfolio strategically** – we will achieve the following outcomes:
- **Improve efficiency** in the use of the office accommodation portfolio, maximising the use of the assets
 - **Enhance communication** between Corporate Estates and the service areas
 - **Reduce the need for staff to travel by car** by providing offices close to public transport and providing flexible workspace hubs and “spokes” and corporate meeting spaces available to all services across the County Borough
 - **Provide good condition, well maintained office accommodation** that supports effective service delivery for the residents of RCT
 - **Provision of office accommodation that is fit for purpose** supporting current and future service needs by transforming working environments, creating flexible multi-use workspaces supporting collaboration and creativity which supports key ambitions within the Council's Workforce Plan 2023-2028. Modern accessible and well-located workspaces can also contribute to staff well-being and can assist in attracting staff to work for the Council
 - **Enhance the Council's existing Housing Advice and Support Centre** at Ty Sardis to facilitate the co-location of other specialist support and transitional housing accommodation provision currently in Pontypridd at a single, improved location, subject to feasibility and funding. [Cabinet Report](#).
 - **A new special school** development on the site in The Pavilions, Clydach Vale in accordance with [Cabinet decision](#) on the 26th September, subject to feasibility, funding and consultation in accordance with the Welsh Government's School Organisation Code(011/2018).
6. **OPERATING MODEL AND WORKING ARRANGEMENTS**
- 6.1 Within Rhondda Cynon Taf County Borough Council, it is very clear that our workforce is committed to provide first class services to the residents of the County Borough. This has never been more evident than during the pandemic



period and beyond where our staff have been innovative, collaborative, resilient and resourceful in the face of extreme pressure on many fronts.

- 6.2 Aligned to our vision for sustainable development which places an emphasis on the importance of the health and well-being of our employees, economic growth, and de-carbonisation, we are committed to developing and resourcing different working arrangements across our Council to meet these needs.
- 6.3 Using the categorisations below, the Senior Leadership Team has undertaken work to identify which service areas fall under which operating model. These models will be kept under review and changes will be made where the business need necessitates.

FRONTLINE SERVICES WORKING (FL)

Employees operating under this model, provide a direct front facing role to residents and communities and are necessarily located and deployed either across the County Borough or at physical locations from which our services are provided and / or residents / users visit. Examples of service areas that would operate under this model include residential homes, homecare, streetcare, cleaning, leisure, libraries, theatres, reception, one for all, registrars, etc.

DIRECT SUPPORT / MANAGEMENT OF FRONTLINE SERVICES (DSFL)

Employees operating under this model, undertake roles which are wholly or partly enabling the front-line services to be delivered effectively and co-location with service is essential. The expectation is that these roles will be in the workplace 5 days per week, with any exceptions subject to local agreement by the Employing SLT Director, with the minimum 2 day per week rule to apply in line with the Hybrid Office model below. An example of such a reduction, could be if there are specific and one-off packages of work which can be undertaken from home which does not have a detrimental impact on front line service provision.

HYBRID OFFICE WORKING (HOFF)

Employees operating under this model, are predominantly within the workplace environment (e.g., administration, transactional, professional, and associated management). Employees will be allocated an operating site, and this will be regarded as their fixed centre. This model has a minimum requirement of 2 days in the workplace, with the remaining time spent at home.

Attendance will be structured around a rolling rota system, co-located with 'Service Team', allocated workstation space but shared with other Service Areas on alternate days, to maximise accommodation/technology usage. In terms of the allocated operating site and rota system, there will be occasions where due to the nature of their role, staff will have to attend other sites for meetings, projects, etc. These events could also take place on days different to those allocated by the rota system and where this occurs, then these days may be counted within the minimum workplace attendance of 2 days.

In terms of workplace attendance, any employee wishing to use the office more than the team structured arrangement described above (e.g., for well-being requirements) may do so without limit, with appropriate space being made available by managers.

AGILE WORKING (AGILE)

Employees operating under this model undertake the majority of their work in the community, however some ancillary duties can be undertaken at home/workplace location. The employee will be allocated a fixed workplace location, albeit they may undertake the ancillary duties from home more efficiently.

At the allocated base, a workstation provision will be bookable through 'hot desk'/Team meeting room arrangements and will also be available across several Council locations. It is anticipated that these employees would still require structured face to face Team meetings, and these can be arranged at the allocated base or other council facilities.

Examples of service areas that would operate under this model include environmental health, trading standards, social care (social work, OT's, etc), educational psychologists.

- 6.4 The full Operating Model and Working Arrangements Policy can be seen at Appendix II. It is proposed that the new operating model and working arrangements are phased in from September 2023 onward in alignment with the delivery of the Office Accommodation Strategy to allow a managed transition from current working arrangements and maintaining service delivery.
- 6.5 Subject to Cabinet agreement, it is proposed that the Chief Executive now prepares a full implementation plan and that the plan and progress against it is reported to Cabinet on a 6 monthly basis as we transition toward and through the new operating model.

6.6 The Council's Digital Strategy 2022-2026 is fully aligned and will support the proposed operating model. The Strategy sets out our vision of being a truly "Digitally Driven Council," that provides excellent services, which are efficient, effective and designed with the person and modern customer expectations at their heart and delivered by a digitally empowered workforce.

7. EQUALITY AND DIVERSITY IMPLICATIONS / SOCIO-ECONOMIC DUTY

7.1 To ensure that we meet the requirements of equality, diversity, and the socio-economic duty we have undertaken an Impact Assessment to assess the effects of the Office Accommodation Strategy and Operating Model.

7.2 There are many positive impacts to groups that are covered in the Equality Impact Assessment. The Office Accommodation Strategy and Operating Model will support protected groups and allow people to participate fully. The delivery of the Office Accommodation Strategy will be built on user centred design principles and where possible will be fully accessible and support equality and accessibility.

7.3 We will take steps to mitigate any negative impacts by ensuring that the recommendations of the Equality and Socio-economic Impact Assessments are integrated into the individual action plans aligned to the overarching Implementation Plan.

7.4 In summary, the Equality Impact Assessment identifies positive impacts and no negative impacts upon the protected characteristics.

- The office accommodation with modern flexible workspace hubs and spokes will ensure that everyone regardless of age, gender, disability, race, sexual orientation, sex, pregnancy or maternity, religion or belief, marriage or civil partnership, and/or gender reassignment feel safe and secure working in a positive environment that supports service delivery for the residents of RCT.
- The impact on all the protected characteristics (except for marriage or civil partnership which is neutral) is positive as the flexible workspace hubs and spokes offer flexible, modern workspaces that benefit staff across RCT including staff and public with protected characteristics.
- The office accommodation will be developed and designed to meet the needs of staff and residents of RCT and will be flexible, responsive, and adaptable to meet changing needs.
- The Operating Model supports the above.

8. WELSH LANGUAGE IMPLICATIONS

8.1 To ensure that we meet the requirements of the Measure we have undertaken a Welsh Language Impact Assessment to assess the effects of the Office Accommodation Strategy on the Welsh Language.

8.2 We will take steps to mitigate any negative impacts and actively promote the Welsh language by ensuring that the recommendations of the Welsh Language Impact Assessments are integrated into the individual actions plans aligned to the overarching Implementation Plan.

8.3 The main findings of the Welsh Language Impact Assessment are as follows:

In relation to the Welsh language our strategy objectives are cross cutting but will be designed to support Welsh language and bilingual provision by providing more collaborative workspaces across the County Borough accessible by all employees regardless of service area.

The Office Accommodation Strategy provides an opportunity to further promote the use of the Welsh language in RCT by:

- Specifically creating spaces within which the Welsh language can flourish e.g. clusters of hot desks available for Welsh speakers and learners
- Allowing staff to work alongside other Welsh speaking staff and not being curtailed by designated office environments (subject to manager approval and service productivity) widening access to other Welsh speakers across the Council
- Promoting the availability of Welsh tools and services
- Creating Corporate Meeting Spaces which can be used by the Welsh Language Unit to deliver skills and learning activities through the medium of Welsh
- Receiving and acting upon recommendations made by the Welsh Language Unit through the Welsh Language Unit's participation in the Corporate Asset Management Working Group
- Complying with the Council's Statutory Welsh language Standards

9. CONSULTATION / INVOLVEMENT

9.1 To inform the development of the accommodation strategy several engagement activities were carried out, including service area consultation and Manager's Briefings. Further consultation will be required as actions within the strategy are delivered.

9.2 In respect of both the strategy and the operating model, the recognised trade unions have been consulted.

- 9.3 A communication plan will be formulated to ensure that the public are fully appraised of any service moves which have implications upon service users and on those who wish to engage in the Council's democratic processes.

10. FINANCIAL IMPLICATIONS

- 10.1 The downsizing proposed in the accommodation strategy would enable the Council to release direct premises related costs associated with 6 current office accommodation locations, namely Ty Sardis, Ty Trevithick, The Pavilions Clydach Vale, Rock Grounds, Rhondda PSSO (Tonypandy) and the Municipal Offices (Pentre). It would also remove the backlog maintenance costs associated with these premises which amount to £2.9M.
- 10.2 The proposed strategy would deliver annual and recurring revenue savings of £435k. This level of saving is supported by rental income generated at Llys Cadwyn now being in excess of that assumed in the original business case enabling the Council to benefit from this.
- 10.3 Fit out costs are to be determined and will be funded from a combination of existing office accommodation budgets, any capital receipts generated from the delivery of the strategy and the annual revenue savings in the short term.

11. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED

- 11.1 The Council's power to dispose of land and buildings is contained in Section 123 of the Local Government Act 1972
- 11.2 The Council's power to acquire land and buildings is contained in Section 120 of the Local Government Act 1972

12. LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT.

- 12.1 The Office Accommodation Strategy and the proposed operating model and working arrangements policy contribute towards the priorities in the Corporate Plan:
- Ensuring **People: are independent, healthy and successful;**
 - Creating **Places: where people are proud to live, work and play;**
 - Enabling **Prosperity: creating the opportunity for people and businesses to: be innovative; be entrepreneurial; and fulfil their potential and prosper**

12.2 The Well-being goals which are particularly relevant to the Office Accommodation Strategy include:

- **A Healthier Wales:** a society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood
- **A Globally Responsible Wales:** a nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being
- **A More Equal Wales:** a society that enables people to fulfil their potential no matter what their background or circumstances (including their socio-economic circumstances)

12.3 The Office Accommodation Strategy is consistent with the sustainable approach promoted by the with the five ways of working:

- Long term – the strategic approach takes into account that factors can change over time, we will continue to evaluate and monitor trends and will utilise a range of effective interventions to support our objectives for the long term
- Prevention – the strategic framework recognises that the Council needs to protect its assets to ensure that the land and building portfolio does not deteriorate or fall into disrepair and complies with statutory requirements. We will collaborate and share data and experiences with other public bodies to encourage early intervention
- Integration – a key feature of the Council's strategic approach to asset management is to ensure it is joined up, integrated, and coordinated with the Council's Digital and Workforce plans and the Council's Town Centre Regeneration Strategy
- Collaboration – intrinsic to the vision and objectives is collaboration with other public services and third sector organisations to make the best use of the public estate
- Involvement – communities and Council services will be involved with the delivery of objectives and have their say

13. **CONCLUSION**

13.1 The Council's Office Accommodation Strategy and Operating Model & Working Arrangements Policy sets out a clear direction of travel and framework for our longer-term ambitions for the Council's office accommodation portfolio for the period 2023/2030.



LOCAL GOVERNMENT ACT 1972

AS AMENDED BY

THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CABINET

15th MAY 2023

REPORT OF THE CHIEF EXECUTIVE IN DISCUSSION WITH THE LEADER OF THE COUNCIL, COUNCILLOR ANDREW MORGAN OBE, AND THE DEPUTY LEADER OF THE COUNCIL, COUNCILLOR MAUREEN WEBBER

Item: Office Accommodation Strategy – Workspace Plan: Fit for the Future 2023-2030 & Rhondda Cynon Taf County Borough Council Operating Model and Working Arrangements Policy

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- David Powell, Director for Corporate Estates
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Appendix I

Joint Office Accommodation Strategy Workspace Plan: Fit for the Future 2023-2030

Appendix II

Rhondda Cynon Taf County Borough Council Operating Model and Working Arrangements Policy

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Rhondda Cynon Taf County Borough Council

Joint Office Accommodation Strategy

Workspace Plan: Fit for the Future 2023-2030

Corporate Estates, Digital Services,
Human Resources,

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EXECUTIVE SUMMARY

Our Office Accommodation Strategy: Workspace Plan Fit for the Future 2023-2030, sets out what we are going to achieve and our vision to maximise the use of the Council's office accommodation to benefit our communities, our staff, visitors, elected members, businesses, and residents.

The Office Accommodation Strategy supports the effective delivery of services to the residents of RCT. The aim of this strategy is to provide fit for the future workspaces, delivering savings, supporting economic regeneration and reducing the Council's carbon footprint.

In 2015 the Council accelerated the rationalisation of its office accommodation portfolio and as a result, the Council had significantly reduced its footprint by 2020. We are now looking to the future to build upon what has already been achieved and to rise to the challenges of the current financial pressures and tackling Climate Change.

This strategy supports the priorities in the Council's Corporate Plan 2020-2024 "Making a Difference". By focusing our office accommodation in town centre locations we can increase footfall and provide support to the local economy ***"creating vibrant, thriving places people wish to live, work and socialise"***.

In response to the significant financial challenges we continue to face we need to "sweat our assets". By making the best use of every available space we can effectively use existing assets to benefit a modern workforce and spend more efficiently by forward thinking. Service areas will be challenged under this strategy to reduce the amount of space they require for effective service delivery. ***"We must live within our means, taking every opportunity to reduce the Council's running costs and carbon footprint"***.

Opportunities must be maximised by making use of digital and evolving technology. The workspace plan cannot be undertaken in isolation and is intrinsically linked with the Council's Digitisation Plan, making greater and better use of ICT, and the Workforce Plan which helps ensure that we plan ahead to make the most of our workforce to deliver the Council's vision and priorities.

Introduction and Context

In response to the COVID-19 pandemic, staff have been encouraged to work from home where it suits work and personal circumstances. ICT equipment, including laptops and mobile phones, desks, chairs, and footstools have been provided to staff where necessary, to ensure staff can work from home effectively.

In light of the changing working practices, a comprehensive review of the Council's current office accommodation provision has been undertaken. Data on the running costs, total backlog maintenance, condition and the amount of carbon generated from fossil fuels has been gathered and analysed. The results of manager consultation and well-being questionnaires have been considered. The consultation revealed that services could continue to operate successfully within a blended modern way of working.

It is recognised that our Office Accommodation Strategy must work hand in hand with other Council strategic plans, specifically Digital, Finance, and Workforce plans, to ensure we maximise outcomes. The ability of the Council to succeed is underpinned by a well-supported workforce which is fit for the future. The workforce is diverse, operating a range of working styles in delivering a range of services to the residents of RCT.

This Strategy has been prepared as a result of the changes to working practices, introduced as a result of COVID-19, the outcome of the review of built assets and the results of the service consultation. This has demonstrated that desk-based work in office locations can be done effectively from home in most cases, when combined with workspaces for collaboration, and face to face communication.

The Council has embraced a hybrid working model with Digital Services, Human Resources, and Corporate Estates working closely together, to lead its implementation through the introduction of an Interim Hybrid Working Policy and a Hybrid Flexitime Hours Working Policy, developing shared working spaces and digital solutions to support staff and managers.

The response to COVID-19 is driving and reinforcing many of the changes. There has been a far greater use of technology to support service delivery, an increased focus on productivity rather than presenteeism, and a potential requirement for less

office space for service delivery. We need to continue to be ready to respond to changes in the current trend.

This Strategy looks ahead over the next 7 years to 2030. The objectives will be kept under review over the plan period to ensure that the plan reflects and is aligned with the developing corporate priorities. It sets out the vision, strategic objectives and outcomes for the Council's office accommodation portfolio, embedding the requirements of the Well-being of Future Generations Act.

The Strategy will be supported and flexed over time by the Service Asset Management Plans, corporate priorities and service led initiatives. This flexibility will ensure that the strategy reflects changes in corporate and service priorities.

Our Scope

The Council's Estate

The Council holds 1413 operational sites¹, excluding schools, to deliver its services. The sites are spread across the County Borough, including libraries, depots and waste disposal sites, leisure centres, office accommodation, homes for the elderly and theatres. The estate is diverse in quality, condition, and sustainability.

The Council's Current Office Accommodation portfolio

By March 2020 the Council had reduced its office accommodation footprint by over 33%, from 39,732 sq. metres in March 2016 to 25,950 sq. metres by vacating 10 offices. This exceeded the 20% office accommodation footprint reduction target in the Council's Corporate Plan 2016-2020 - "The Way Ahead".

During the pandemic, to enable services to meet their needs and to facilitate social distancing arising from COVID-19 restrictions, previously vacated office space was, by necessity, reoccupied at low density levels, for example a contact centre and ICT distribution centre operated from Ty Bronwydd.

A new baseline for the Council's principal office accommodation has been set and consists of 21 sites as detailed in Table 1 below comprising 36,028.02 sq. m² from which approximately 2,808 members of staff operate. The new baseline will be used to set targets and monitor results in future years.

Property	Sq. Metres	Staff Nos. ³	Occupiers
10-12 Gelliwastad Road Pontypridd	492.47	6	Legal Services- Elections Adult Services- Access Carers and Home Support
Ashgrove House Upper Church Street Pontypridd	258.08	17	Community Protection and Housing
Cynon Valley PSSO Llewellyn Street Trecynon	833.85	93	Adult Services
Glyncornel Nant y Gwyddon Road Llwynypia	199.65	56	Children Services
Municipal Buildings Gelliwastad Road Pontypridd	1,497.79	34	Human Resources- Occupation Health Public Health and Protection – Registrars
Municipal Office Llewellyn Street Pentre	461.64	45	Adult Services

¹ Data correct as of the 13th October 2022

² GIA of buildings or parts of buildings where the principal use is for office purposes (excluding depot, leisure facilities library, community use and day centre, leased out, etc)

³ Data correct as of Desk Audit 2019 – updated to reflect vacation of Ty Bronwydd in 2020

Porth Plaza Pontypridd Road Porth	816.34	35	Finance - Procurement
Rhondda Fach Sports Centre East Street Tylorstown	485.32	114	ICT and Digital Services
Rhondda PSSO Berw Road Tonypandy	769.67	91	Children Services
Rock Grounds High Street Aberdare	998.34	48	Adult services – Training Unit Arts Culture and Libraries
The Pavilions Cambrian Park Clydach Vale	2,660.67	119	Member Services/Legal Services/ /Community and Welsh Language Services
Ty Bronwydd High Street Cymmer	4,885.00	0	Vacant
Ty Elai Dinas Isaf Industrial Estate Williamstown	8,003.27	896	Adult Services/ Community and Welsh Language Services/CfW/ICT and Digital Services – Contact Centre/ Human Resource/Prosperity and Development / PHP and Regulatory Services
Ty Glantaf Bridge Road Pontypridd	1,203.53	68	Highways and Engineering / Streetcare/Fleet Services, Parking and Enforcement/ Corporate Estates- Facilities cleaning
Ty Oldway Porth Street Porth	1,547.80	270	Finance
Ty Penygawsi Talbot Road Llantrisant	309.00	0	Vacant
Ty Sardis Sardis Road Pontypridd	2,584.01	229	Community Protection and Housing/ Finance - Business Support/Highways and Engineering/ Street Lighting and Traffic Management/ Highways Development Control/ RASWA/ Road Safety and Transportation/ Prosperity and Development/ TEMD/ Housing/ Countryside
Ty Trevithick Cilfynydd Road Abercynon	4,020.49	610	Corporate Estates/Children Services/ Education/ Finance- Business Support
Unit 1 (Ty Catrin) Maritime Business Park Pontypridd	433.16	38	Children Services/ Finance- Business Support
Unit 2 Maritime Business Park Pontypridd	449.65	39	Children Services/ Finance – Business Support
Valleys Innovation Centre Navigation Park Abercynon	771.05	0	Vacant
	36,028.02	2,808	

Table 1: The Council's principal office accommodation

Our Vision for the future

Our Vision:

“To transform the office accommodation into modern, fit for purpose workspaces for staff, supporting town centre regeneration and improving sustainability”.

Central to the vision, is the ability to create digitally smart, modern workspaces for effective service delivery, whilst supporting the regeneration of town centres. The vision will help to rejuvenate and sustain town centres, growing the local economy by increasing footfall, as staff and public are encouraged to use and visit offices in town centre locations.

Our vision supports the Council’s goal of becoming a Carbon Neutral Council by 2030, as set out in the Council’s Climate Change Strategy “Think Climate RCT” [Cabinet Report MTSP One4aLL LG \(moderngov.co.uk\)](#) by investing in the sustainability of the transformed office accommodation and improving the accessibility of the office accommodation by locating the office accommodation close to public transport.

The workspace fit for the future will be environments designed and adapted to provide dynamic work settings, to create more responsive, efficient and effective ways of working. We believe this will improve performance, collaboration and knowledge sharing, leading to greater staff and service user satisfaction, enhancing outcomes for staff and the residents of RCT.

Our vision will encourage closer working with our public sector and third sector partners to further enhance service delivery for local residents by sharing space when opportunities arise.

Our Strategy

To achieve this vision this strategy is supported by four complementary strategic objectives that will drive its delivery:

- **Reducing the size of the office accommodation portfolio to deliver value through the creation of flexible hub workspaces and corporate meeting spaces**
- **Creating economic growth and community benefit by focusing office accommodation in town centre locations. This will include utilising vacant space and sites to deliver other key public services, for example: new schools, Extra Care facilities, and specialist support and advice provision**
- **Contributing to our net zero carbon target**
- **Supporting service delivery and meeting customer expectations by managing the office accommodation portfolio strategically**

Strategic Objective 1: To reduce the size of the office accommodation portfolio to deliver value through the creation of flexible hub workspaces and corporate meeting spaces

Our Office Accommodation Strategy will make better use of our spaces and seek to maximise available resources.

The office accommodation portfolio is largely Freehold, with varying condition and levels of sustainability. Pre COVID-19, 75% of the Council's office accommodation was at maximum capacity or over capacity, due to desk sharing and agile working. As a result of the changing work patterns, accelerated by COVID-19 and the introduction of the Council's Interim Hybrid Working Policy, some buildings are now standing largely empty, as many job roles can be undertaken from home or by agile working.

The Council faces significant financial challenges together with pressures on services. The total backlog maintenance figure for the office accommodation is circa £5.8m, annual running costs are circa £2.7m and building related annual CO₂ is circa 1.5m tCO₂e. ⁴The effective use of the Council's property portfolio will help enable the Council to meet its financial challenges through asset disposal, generation of capital receipts, reduction in outgoings and maintenance costs through the rationalisation and improved efficiency of its estate.

Our workplaces will become hybrid workspaces encouraging the use of technology and enabling digital ways of working.

What do we need to do?

- We will continually assess the need for workspace to inform strategic planning to maximise efficiency opportunities making best use of the available space.

⁴ Data correct as of September 2020

- We will work with service areas to manage the transition to the hybrid way of working.
- We will consolidate the office accommodation provision into fewer buildings by maximising use of fewer assets thereby reducing the size of the office accommodation footprint.
- We will maximise the use of digital technology, to make our office accommodation more efficient and sustainable, becoming SMART buildings
- We will review accommodation requirements, working with service areas to introduce fit for purpose workspace environments to reflect collaborative and activity-based work.
- We will seek opportunities to share available space with other Public Sector bodies and the Third Sector.
- We will consider the health, safety and well-being of our staff and the people using our buildings.
- We will be flexible and forward thinking, reflecting the diversity of our workforce and the services we provide, enabling us to continue to adapt to changing circumstances.
- We will ensure that the workspaces are inclusive of all and reflect the diverse staff groups and individual needs and will not adopt a “one size fits all” approach.
- We will design workspaces and ways of working that encourage team and social interaction, collaboration, innovation, and creativity which help build working relationships whilst protecting confidentiality and safeguarding.

<h2>How are we going to do it?</h2>

We will achieve this objective by:

- Vacating the following 6 office buildings:
 - Rhondda PSSO, Berw Road, Tonypany
 - Municipal Offices, Pentre
 - Ty Trevithick, Abercynon
 - Rock Grounds, Aberdare

- The Pavilions, Clydach Vale
 - Ty Sardis, Pontypridd (floors 2-6)
- Relocating circa 1,100 staff from the above-mentioned office buildings to equally suitable or better accommodation.
 - Disposing of or repurposing vacant sites to generate capital receipts or added community value for the residents of RCT.
 - Building a dialogue through the Service Asset Management Plan process to ensure the strategy remains fit for purpose over the 7 year plan period
 - Introducing flexible workspace hubs across the remaining portfolio with multiple types of workspace provision for different office-based activities including one to one pods, quiet zones for confidential / concentrated work and touch down provision for visiting staff to support effective service delivery.
 - Introducing a suite of corporate meeting space facilities, comprising conference, training, and meeting rooms available to all service areas. We will provide meeting facilities of different sizes and with a variety of facilities in locations throughout the County Borough, available to all and neutral to service areas to make the best use of available space. A meeting space booking system will be introduced for the effective use and management of the facilities.
 - Introducing integrated digital solutions to enable the more effective and efficient management of buildings. For example, meeting space and desk booking systems, occupancy monitoring, security controls, energy and environmental management.
 - Drawing real or near real time data from the new sources of SMART technology and Internet of Things (IOT) sensors to create business intelligence and further inform our delivery.
 - Supporting the flexible workspace hubs with the provision of “Spoke” locations. The Spoke locations will be created using existing Council sites such as libraries, community hwbs, and leisure centres for staff to touch down to check and answer emails and make phone calls, to reduce the need for travel, improve productivity and building usage.
 - Reducing costs by utilising fewer, better assets, which will result in savings in revenue costs, such as energy, cleaning, rates, repairs, servicing and maintenance. Investing in the retained assets will minimise future revenue expenditure. We will proactively manage vacant office space, minimising financial risk and maximising opportunities.

- Keeping under review the remaining buildings and identify further longer-term rationalisation opportunities with a focus on buildings with high levels of backlog maintenance and running costs.

Outcomes

By delivering **Strategic Objective 1** – reducing the size of the office accommodation to **deliver value** through the creation of flexible hub workspaces and corporate meeting spaces - we will achieve the following outcomes:

Reduce by 43% the GIA floor space of the existing office accommodation by decreasing the number of Council offices in the short term (1-2 years) to medium term (3-5 years) of this Strategy

- **Reduce by circa £435k the annual running costs** thereby generating savings and efficiencies.
- **Reduce by circa £2.9m the backlog maintenance costs** circa thereby generating savings and efficiencies.
- **Reduce by circa 41% the total annual CO2 emissions**, and contribute to our net zero carbon target, by reducing the total amount of space we occupy and improving the environmental performance and condition of the rationalised portfolio.
- **Agree further reduction targets** with Cabinet in the longer term (5-8 years) by continuing to appraise the remaining office accommodation to identify further opportunities to reduce the office accommodation portfolio.
- **Transform working environments** by providing office accommodation that is fit for purpose, supporting current and future service needs by creating modern flexible workspaces that support collaboration and creativity reinforcing the key ambitions within the Council's Workforce Plan 2023-2028.
- **Improve staff well-being** by providing modern, accessible and well-located workspaces which can also assist in retaining and attracting staff to work for the Council.
- **Collaborate with other Public Sector bodies** and facilitate added community benefit by **working with the Third Sector**, making best use of the estate.

Strategic Objective 2 – To create economic growth and community benefit by focussing office accommodation in town centre locations

The generation of economic growth and community benefit will be achieved through the rationalisation of the Council's estate. Vacant sites will be sold to obtain capital receipts, repurposed for alternative Council uses, or utilised for community benefit to add social value to the residents of Rhondda Cynon Taf.

Our town centres are currently facing many challenges. The Council has already made significant improvements and continues to build upon what has already been achieved. By focussing the majority of office accommodation in town centre locations we can increase footfall, supporting the economic growth of our town centres, encouraging staff and residents to visit our town centres.

What do we need to do?

- We will maximise the use of the offices in town centre locations wherever it is economically viable to do so.
- We will relocate staff from the out-of-town office locations to town centres when it is practical and supports service delivery.
- We will actively pursue opportunities to repurpose suitable properties in town centre locations when necessary.
- We will identify vacant space in the existing town centre office accommodation portfolio to accommodate displaced staff.

How are we going to do it?

We will achieve this ambition by:

- Relocating the Council Headquarters to the heart of Pontypridd, utilising vacant floor space at Llys Cadwyn, by relocating the Council Chamber and services from The Pavilions, Clydach Vale.
- Releasing the site at The Pavilions, Clydach Vale for consideration of redevelopment of the site for a new Special School subject to a consultation in accordance with the Welsh Government's School Organisation Code (011/2018).
- Relocating services and staff from Ty Trevithick, Abercynon to alternative locations and repurpose or dispose of the site in accordance with the Council's Disposal Procedures Manual.
- Relocating services and staff from Rock Grounds Aberdare into more suitable, energy efficient accommodation and repurpose or dispose of Rock Grounds Aberdare in accordance with the Council's Disposal Procedures Manual.
- Relocating services and staff from the Municipal Office, Pentre to an alternative location and repurpose or dispose of the site in accordance with the Council's Disposal Procedures Manual
- Relocating services and staff from the Rhondda Principal Social Service Office, Tonypany which, although located in a town centre, is in a poor condition and not fit for purpose, with the aim of negotiating the transfer of the property to a Housing Association.
- Relocating services and staff from Ty Sardis Pontypridd (excluding the Housing Solutions Services) and repurposing Ty Sardis as the Council's Housing Advice and Support Centre, facilitating the co-location of other specialist support and transitional housing accommodation provision currently in Pontypridd at a single, improved location.

Outcomes

By delivering Strategic Objective 2 – creating economic growth and community benefit by focussing our office accommodation in town centre locations – we will achieve the following outcomes:

- **Generate footfall in town centres** by increasing the number of staff working at or visiting offices in town centre locations.
- **Relocate the Council’s Civic Headquarters** from The Pavilions, Clydach Vale to a town centre location easily accessible by public transport which will be of great benefit to staff and residents and improve involvement and engagement between the Council and residents.
- **Create opportunities for regeneration** through alternative uses for the vacant sites by the rationalisation of the estate.
- **Dispose of the vacant sites** to generate capital receipts or add community value for the residents of Rhondda Cynon Taf by transfer under the Community Asset Transfer policy.
- **Create workspaces that are more accessible for staff using public transport** that will contribute to accessibility and improve staff well-being supporting key ambitions within the Council’s Workforce Plan 2023-2028.

Strategic Objective 3: To Contribute to our Net Zero Carbon Target

With the declaration of a “Climate Emergency” by Welsh Government, Rhondda Cynon Taf County Borough Council is clear that it must play its part in taking action to mitigate the risks of Climate Change. The Council has recognised the fundamental changes that are needed and has committed to becoming a Carbon Neutral Local Authority by the target date of 2030.

The Council’s office accommodation portfolio generates over 1,500 tonnes of carbon emissions from fossil fuels per annum. There are opportunities to reduce the amount of carbon emissions by rationalisation of the office accommodation portfolio and improving the condition and efficiency of the remaining portfolio.

What do we need to do?

- We will reduce the total amount of space we occupy and improve the environmental performance and condition of the portfolio.
- We will improve the condition and sustainability of the buildings that are being kept for the long term where this will provide good value for money.
- We will aim to design and construct all major refurbishments of the office accommodation portfolio to meet net zero carbon targets when it is economically practical to do so and plans for reducing carbon emissions as standard.
- We will develop plans for renewable energy sources whenever possible for the office accommodation.

How are we going to do it?

We will achieve this ambition by:

- Having fewer assets to improve which will enable resources to be applied to the buildings that are to be retained in the longer term.
- Disposing of those properties that are not environmentally efficient and would be uneconomical to invest in energy saving measures.
- Increasing the use of offices in town centre locations in close proximity to public transport to encourage staff to use public transport instead of driving to work.
- Enabling staff to access the most convenient space and location to suit the work that is being undertaken, reducing commuting distance instead of travelling back to their designated office.

Outcomes

By delivering Strategic Objective 3 –Contributing to our Net Zero Carbon Target – we will achieve the following outcomes:

- **Reduce the carbon emissions by circa 41%**
- **Improve the condition** of the revised office accommodation portfolio

- **Demonstrate our commitment to Net Zero Carbon** to job seekers who will view the Council as a responsible employer to assist in recruitment which supports key ambitions within the Council's Workforce Plan 2023-2028

Strategic Objective 4: To support service delivery by managing the office accommodation portfolio strategically

The purpose of the office accommodation portfolio is to support effective Service Delivery. This requires a synergy between the office locations and facilities and the services that will use them.

Corporate Estates already provides a full range of services to the Council departments however we are always looking to improve and want to do things better.

What do we need to do?

- We will manage the office accommodation strategically, optimise space utilisation across service areas, exploit new business intelligence, improve data quality and introduce a fresh approach to the management of the estate.
- We will create places to work that are flexible, enable smarter ways of working, support current and future service needs, aid collaboration and creativity and improve facilities for public facing offices.
- We will provide service delivery focused workplaces and we will listen to service area needs, measuring service area satisfaction with workplace facilities to create a sense of corporate unity and belonging.
- We will improve the facilities for public facing offices to ensure that the public facing offices are in the best location and easily accessible by users.
- We will transform vacant office space into flexible workspace hubs and provide great places to work and support staff well-being.

How are we going to do it?

We will achieve this ambition by:

- Improving our use of data by exploiting new sources of SMART technology and Internet of Things (IOT) sensors to create business intelligence and further inform our delivery.
- Improving data quality by introducing regular space audits to record occupancy levels across the office accommodation portfolio.
- Using the data to optimise space utilisation across service areas and seeking opportunities to share accommodation with public and third sector partners.
- Enabling wider access across the office portfolio for staff by fob/swipe card and providing a digital booking system for the meeting/ collaboration spaces
- Improving communication and service delivery by introducing digital self service via the Council's staff portal to report minor site defects and faults, to request changes to occupancy and storage requirements, to report plans to alter, refurbish, or redevelop space to assist service delivery and to help answer any queries about the office accommodation, flexible workspace hubs or corporate meeting spaces.
- Routinely inspecting the office accommodation including grounds maintenance to proactively check general condition and tidiness.
- Providing a dedicated enquiry/ support portal that will help answer any queries managers have about the office accommodation, flexible workspace hubs and the corporate meeting space facilities. Our Estates Team will take responsibility for managing the enquiry through to resolution.
- Increasing physical and online resources to facilitate the day-to-day operation of the workspaces to safeguard the health and safety of staff and the smooth running of the facilities where necessary.
- Approaching changes with flexibility when it is difficult to predict future space requirements and proactively look for opportunities to collaborate with our public sector partners.

- Setting out annual key performance indicators (KPIs) to develop targets and benchmarks to measure our performance
- Promoting the use of the dedicated One Stop Shop team to deal with urgent requests such as no water in the building, power failure, smell of gas, lift breakdown and alarm sounding.
- Developing an Occupation Handbook that will help service areas understand their statutory obligations in relation to the building, such as fire safety, first aid, managing legionella and asbestos risks and security.
- Introducing digital self service via the Council's staff portal for an Occupancy Change portal for managers to use to inform us of any changes to their occupancy requirements. The portal can be used to inform us if a service is expanding and requires more space, service reduction therefore requiring less space, or if the service area no longer requires the property asset. Effective management of the estate is reliant on good communication between service areas and Corporate Estates.
- Helping service areas if they have plans to alter, refurbish or redevelop space. This is especially important if the space is leasehold and a licence to alter is required.
- Developing a programme of inspections to check the condition of the accommodation including grounds maintenance. Our aim is to provide good quality office accommodation.

<h2>Outcomes</h2>

By delivering Strategic Objective 4 – Supporting service delivery by managing the office accommodation portfolio strategically – we will achieve the following outcomes:

- **Improve efficiency** in the use of the office accommodation portfolio, maximising the use of the assets
- **Enhance communication** lines between Corporate Estates and the service areas
- **Reduce the need for staff to travel** by car by providing offices close to public transport and providing flexible workspace hubs and “spokes” and corporate meeting spaces available and accessible to all services across the County Borough so that the right location can be chosen
- **Provide good condition, well maintained office accommodation** that supports effective service delivery for the residents of Rhondda Cynon Taf
- **Provision of office accommodation that is fit for purpose** supporting current and future service needs by transforming working environments, creating flexible workspaces and supporting collaboration and creativity which supports key ambitions within the Council’s Workforce Plan 2023-2028. Modern accessible and well-located workspaces can also contribute to staff well-being and can assist in attracting staff to work for the Council

GOVERNANCE

To oversee the delivery of this Strategy a Corporate Asset Management Board will be formed that is championed by the Cabinet Member for Climate Change and Corporate Services. The Board will:

- Oversee, guide and monitor progress of the Implementation Plan
- Strategically review the performance of the office accommodation portfolio based on sustainability measures, condition, space usage and property costs as a percentage of total expenditure
- Identify opportunities for further rationalisation and effective use of the Office accommodation portfolio to meet emerging and changing needs
- Consult with stakeholders including but not limited to, elected members, residents and staff when necessary

- Receive recommendations from the Corporate Asset Management Working Group
- Ensure that the recommendations of the Equality and Socio-economic Impact Assessments and the Welsh Language Impact Assessments are integrated into the individual action plans aligned to the overarching Implementation Plan

The Corporate Asset Management Board will ensure that progress reports will be provided to Scrutiny Committee, Cabinet, and the Council's Senior Leadership Team

WELL-BEING OF FUTURE GENERATIONS

In preparing this Office Accommodation Strategy the Council has taken account of the Well-Being of Future Generations (Wales) Act 2015, making decisions and taking actions today that are not at the expense of the generations that follow us.

The Act focuses on improving the social, economic, environmental and cultural well-being of Wales. It makes public bodies, such as the Council, think more about the long term, work better with people and communities and each other, look to prevent problems and take up a more joined up approach. To make sure we are all working towards the same vision, to create a Wales that we all want to live in now and in the future, the Act puts in place seven national Well-being Goals:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture and thriving Welsh language
- A globally responsible Wales

The Council's approach to the Well-being of Future Generations Act is to embed its requirements into the Council's business including the way we manage its property assets.

This strategy sets out the vision and objectives that will continue to maximise the Council’s contribution to the seven national Well-being Goals. The national goals, together with the five Ways of Working will continue to be incorporated into the detailed implementation plans that will deliver the Council’s Office Accommodation Strategy.

NEXT STEPS	
Consult Service areas at the right time	To achieve the best results, we will consult with service areas to ensure that the office environment is fit for purpose, supports effective service delivery, and promotes a positive and inclusive workplace.
Consult the residents of RCT at the right time	To ensure that the decisions that are being made have due regard to differing needs and our approach is inclusive of everyone and improves inequality of outcomes.
Put in place effective delivery arrangements	To ensure that there is minimal disruption to service delivery during office relocations.
Monitor and evaluate processes and outcomes	To ensure that we are able to improve delivery by learning from challenges and building upon good practices.
Consider new opportunities and priorities	We will continue to review opportunities identified and be ready to respond to changes to corporate and service priorities and current trends.
Consultation on the new Special School	In accordance with the Welsh Government’s School Organisation Code (011/2018)

GLOSSARY	
Capital Receipts	Money received from asset sales the use of which is normally restricted to funding other capital expenditure or paying off debt
Community Hwbs	Hubs that support communities and residents
Condition B	A measure of building maintenance that indicates a building is sound operationally safe and exhibits only minor deterioration
Corporate Meeting Room	A meeting room available to staff across the Council that may or may not be in their designated office location
Designated Office	An office that is the contractual fixed base for staff
Flexible Workspace Hub	An office that can be booked and used by staff across the Council which provides
Freehold	Outright legal ownership
GIA	Gross Internal Area – the area of a building measured to the internal face of the perimeter walls at each floor level
IOT	Internet of Things – physical objects with sensors that connect and exchange data over the Internet or other communication networks
Leasehold	Legal ownership for a fixed period of time
Licence to Alter	Consent from a landlord to carry out works of alteration
Meeting Space and Desk Booking System	A digital solution for booking meeting rooms and desks
Net Zero	Equal balance in the amount of greenhouse gases being emitted and removed from the atmosphere
Occupancy Change Portal	A digital solution for managers to report changes in occupancy needs
One Stop Shop	A team within Corporate Estates that process requests for maintenance and repair
One to One pods	A small, acoustic seating arrangement that provides space for staff to take phone calls, TEAMS meetings, meet with a colleague
SMART	The integration and implementation of emerging and innovative tools or techniques to strengthen social, environmental and economic needs

Spoke	A satellite building (not an office) from which staff can be productive eg libraries, leisure centres, community hwbs
Touch Down	A space where staff can work from laptops quickly and efficiently

Appendix 1 – Map of Current Office Accommodation

Appendix 2 – Map of Future Office Accommodation

Appendix 3 – Map of Future Office Accommodation with Proposed Spoke Locations

Appendix 4 – How our approach to the management of the office accommodation contributes to the seven national Well-being Goals and aligns with the 5 ways of working

National Well-being Goal	The Corporate Asset Management Plan supports the 7 national Well-being goals by:
Prosperous Wales	<ul style="list-style-type: none"> • supporting the regeneration of Town Centres by focussing office accommodation in town centre locations that will benefit communities and will drive economic and social regeneration • working to identify future opportunities for stimulating sustainable development and economic growth • delivering an annual capital receipts programme by ensuring surplus assets are disposed of or repurposed
Resilient Wales	<ul style="list-style-type: none"> • designing and building energy efficient buildings, systems and equipment, encouraging the reduction of carbon emissions • investing in measures to improve the energy efficiency of its premises • installing telemetry systems to monitor water consumption to detect leaks early
Healthier Wales	<ul style="list-style-type: none"> • providing environments that are comfortable, safe and provide a healthy place to work through the modernisation of the office accommodation portfolio • working on restoration projects to improve air quality • keeping buildings safe by ensuring statutory compliance levels are on target and well maintained
More Equal Wales	<ul style="list-style-type: none"> • ensuring that the office accommodation is suitable for everyone to support effective service delivery • encouraging participation in decision making and influencing the outcome of the decisions made • ensuring the front facing offices are in the right enabling easier public access to Council services
Wales of Cohesive Communities	<ul style="list-style-type: none"> • enabling residents to be more active in their communities by making surplus buildings suitable for Community Asset Transfer • Identifying buildings suitable for Community Hubs • Working with public sector partners to ensure communities are robustly supported
A Wales of Vibrant Culture & Welsh Language	<ul style="list-style-type: none"> • ensuring buildings comply with the Welsh Standards by erecting bilingual signage • providing workplaces that support the use and development of the Welsh language

National Well-being Goal	The Corporate Asset Management Plan supports the 7 national Well-being goals by:
Globally Responsible Wales	<ul style="list-style-type: none"> • managing our assets responsibly and sustainably • developing and delivering key energy generation projects and carbon reduction initiatives • developing an Electric Vehicle Charging strategy

Alignment with the 5 ways of working:

Long Term: we are aware that factors can change over time, so we will continue to be flexible and monitor and analyse trends to support our long term aims and objectives

Prevention: we will work with service areas and other Public Sector bodies to share information, data and insights to encourage early intervention


Integration: we have adopted a whole Council approach and we are addressing the future of town centres by targeting town centres as office locations

Collaboration: we have worked with service areas to develop this Strategy and we will continue to work with services, public bodies, and Welsh Government to deliver this Strategy

Involvement: we want the residents of RCT to be involved and have their say


Current Position

Cynon Valley PSSO




UPRN	13025
GIFA	833.85 m ²
Service Areas Occupying	Adult Services

Rock Grounds




UPRN	4030
GIFA	998.34 m ²
Service Areas Occupying	Adult Services and Arts, Culture and Libraries

Rhondda Fach Sports Centre




UPRN	10024
GIFA	485.32 m ²
Service Areas Occupying	ICT and Digital Services

Porth Plaza




UPRN	4134
GIFA	816.34 m ²
Service Areas Occupying	Finance

Ty Trevthick




UPRN	T0012
GIFA	4020.49 m ²
Service Areas Occupying	Corporate Estates, Children Services and Education

Pentre Municipal Office




UPRN	4111
GIFA	461.64 m ²
Service Areas Occupying	Adult Services

Glyncornel




UPRN	8013
GIFA	199.65 m ²
Service Areas Occupying	Children Services

Rhondda PSSO




UPRN	4557
GIFA	769.67 m ²
Service Areas Occupying	Children Services

The Pavilions




UPRN	4001
GIFA	2660.67 m ²
Service Areas Occupying	Member Services, Legal Services and Community and Welsh Language Services

Ty Oldway




UPRN	4148
GIFA	1547.80 m ²
Service Areas Occupying	Finance

Ty Bronydd




UPRN	4113
GIFA	4885.00 m ²
Service Areas Occupying	Vacant

Ty Elai




UPRN	T0009
GIFA	9003.27 m ²
Service Areas Occupying	Adult Services, Community and Welsh Language Services, CIW, ICT, Human Resources, Prosperity and Development and Public Health and Protection

Ty Catrin




UPRN	4139
GIFA	433.16 m ²
Service Areas Occupying	Children Services

Ty Penygawsi




UPRN	13057
GIFA	309.00 m ²
Service Areas Occupying	Vacant

Unit 2 Maritime




UPRN	4139
GIFA	449.65 m ²
Service Areas Occupying	Children's Services

Valleys Innovation Centre




UPRN	4125
GIFA	771.05 m ²
Service Areas Occupying	No RCT Staff

Pontypridd Municipal Office




UPRN	4010
GIFA	1487.79 m ²
Service Areas Occupying	Human Resources and Public Health and Protection

Gellwastad Road Offices




UPRN	4007
GIFA	492.47 m ²
Service Areas Occupying	Legal Services, Adult Services

Ty Sardis




UPRN	4120
GIFA	2584.01 m ²
Service Areas Occupying	Housing, Highways and Engineering, Development Control, RASWA, Prosperity and Development and Countryside

Ashgrove House



UPRN	4018
GIFA	258.08 m ²
Service Areas Occupying	Community Protection and Housing

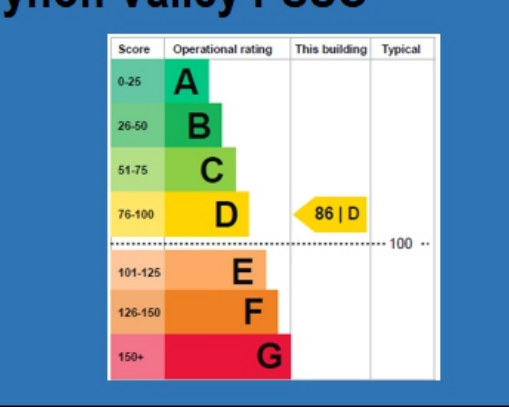

Ty Glantaff



UPRN	T0052
GIFA	1203.53 m ²
Service Areas Occupying	Highways, Streetcare, Fleet Services and Facilities Cleaning

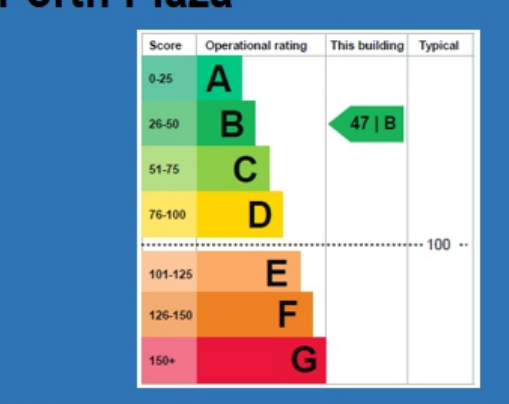

Future Office Accommodation

Cynon Valley PSSO

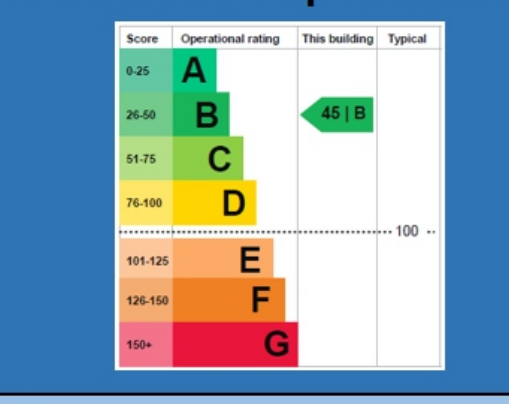

UPRN	13025
GIFA	833.85 m2

Porth Plaza

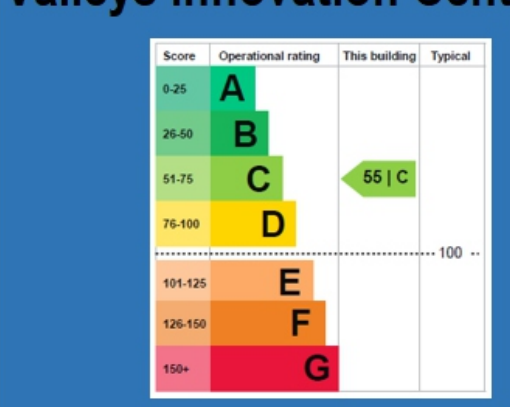

UPRN	4134
GIFA	816.34 m2

Rhondda Fach Sports Centre

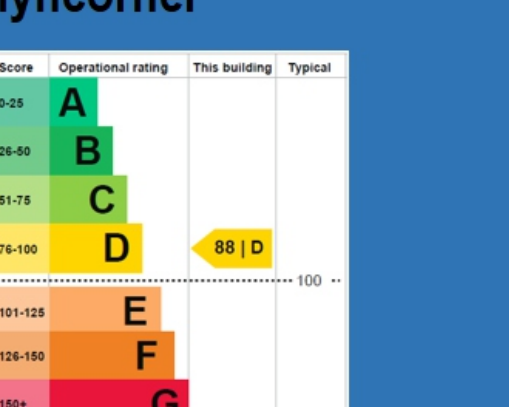

UPRN	10024
GIFA	485.32 m2

Valleys Innovation Centre


UPRN	4125
GIFA	771.05 m2

Glyncornel

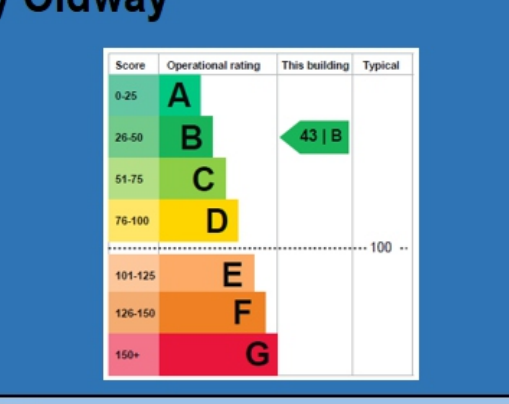

UPRN	8013
GIFA	199.65 m2

Llys Cadwyn



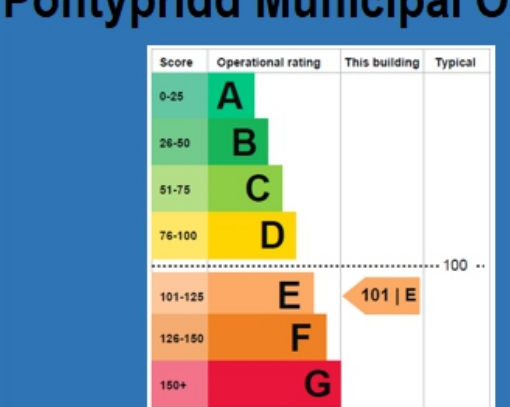

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GIFA	2347.24 m2

Ty Oldway

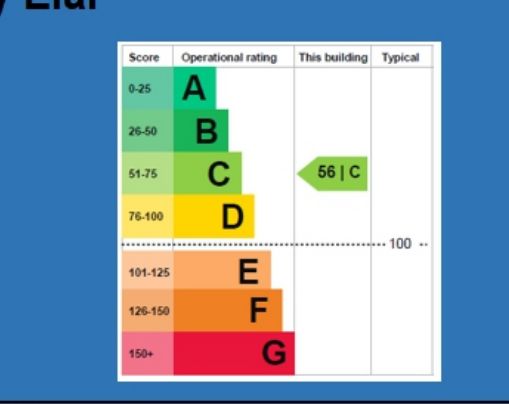

UPRN	4148
GIFA	1547.80 m2

Pontypridd Municipal Office

UPRN	4010
GIFA	1497.79 m2

Ty Elai

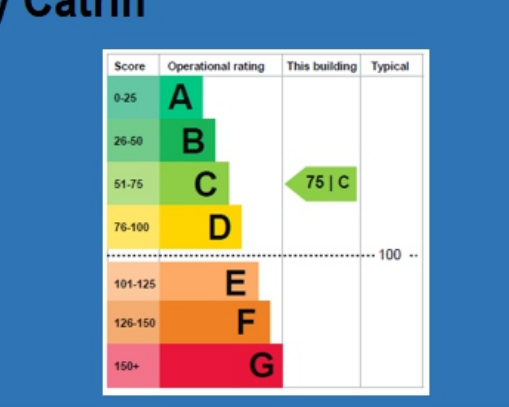

UPRN	T0009
GIFA	8003.27 m2

Gelliwastad Road Offices



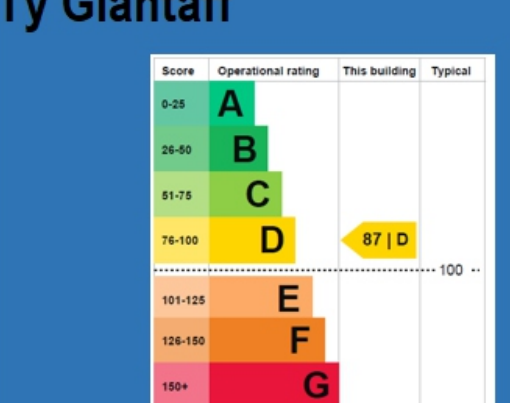


UPRN	4007
GIFA	492.47 m2

Ty Catrin

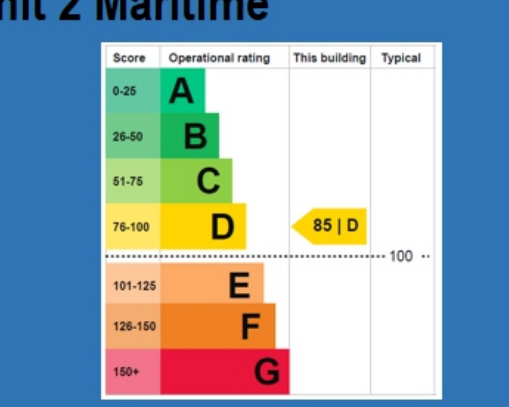

UPRN	4138
GIFA	433.16 m2

Ty Glantaff



UPRN	T0052
GIFA	1203.53 m2

Unit 2 Maritime



UPRN	4139
GIFA	449.65 m2

Ty Penygawsi

UPRN	13057
GIFA	309.00 m2

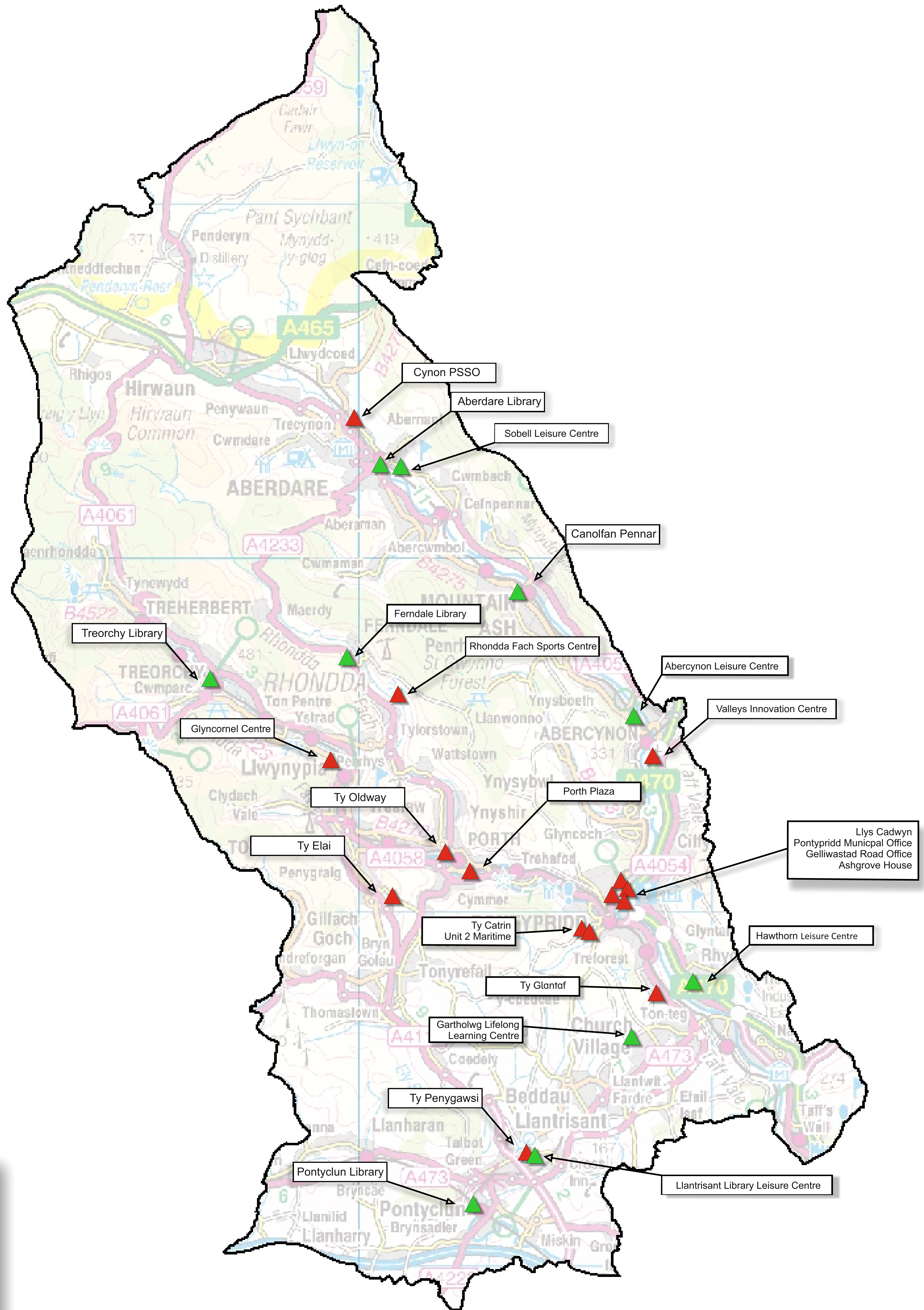
Ashgrove House

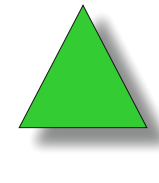
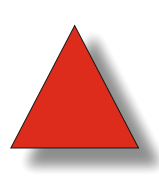
UPRN	4018
GIFA	258.08 m2



Future Office Accommodation with Proposed Spoke Locations



Key

- Spoke 
- Office 

Version	EN1
Last Revision Date	May 2023 (Policy Launch)

Y Berthynas Waith
Cyngor Rhondda Cynon Taf, gweithio gyda chi, gweithio gyda'n gilydd

gweithio'nwell
workwell

Employee Relations
Rhondda Cynon Taf Council, working with you, working together

RHONDDA CYNON TAF COUNCIL OPERATING MODEL AND WORKING ARRANGEMENTS Policy

Mae'r ddogfen hon ar gael yn Gymraeg/This document is also available in Welsh



DOCUMENT CONTROL	
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1. INTRODUCTION

Within Rhondda Cynon Taf Council, it is very clear that our workforce is committed to provide first class services to the residents of the County Borough. This has never been more evident than during the pandemic period and beyond where our staff have been innovative, collaborative, resilient and resourceful in the face of extreme pressure on many fronts.

Aligned to our vision for sustainable development which places an emphasis on the importance of the health and well-being of our employees, economic growth and de-carbonisation, we are committed to developing and resourcing different working arrangements across our Council to meet these needs.

We also need to remain focused on the long term sustainability of the Council, maintaining the positive culture and ethos which we have and ensure that residents, businesses and our communities are central to our service design and operating arrangements.

Using the categorisations below, the Council has undertaken work to identify which service areas fall under which operating model. These models will of course be kept under review and changes will be made where the business need necessitates.

- i) Frontline Services Working (FL)
- ii) Direct Support / Management of Frontline Services (DSFL)
- iii) Hybrid Office Working (HoFF)
- iv) Agile Working (AGILE)

2. FRONTLINE SERVICES WORKING (FL)

Employees operating under this model, provide a direct front facing role to residents and communities and are necessarily located and deployed either across the County Borough or at physical locations from which our services are provided and / or residents / users visit. Examples of service areas that would operate under this model include residential homes, homecare, streetcare, cleaning, leisure, libraries, theatres, reception, one for all, registrars, etc.

3. DIRECT SUPPORT / MANAGEMENT OF FRONTLINE SERVICES (DSFL)

Employees operating under this model, undertake roles which are wholly or partly enabling the front-line services to be delivered effectively and co-location with service is essential. The expectation is that these roles will be in the workplace 5 days per week, with any exceptions subject to local agreement by the Employing SLT Director, with the minimum 2 day per week rule to apply in line with the Hybrid Office model below. An example of such a reduction, could be if there are specific and one-off packages of work which can be undertaken from home which does not have a detrimental impact on front line service provision.

4. HYBRID OFFICE WORKING (HOFF)

Employees operating under this model, are predominantly within the workplace environment (e.g. administration, transactional, professional and associated management). Employees will be allocated an operating site, and this will be regarded as their fixed centre. This model has a minimum requirement of 2 days in the workplace, with the remaining time spent working at home.

Attendance will be structured around a rolling rota system, co-located with 'Service Team', allocated workstation space but shared with other Service Areas on alternate days, to maximise accommodation/technology usage. In terms of the allocated operating site and rota system, there will be occasions where due to the nature of their role, staff will have to attend other sites for meetings, projects, etc. These events could also take place on days different to those allocated by the rota system and where this occurs, then these days may be counted within the minimum workplace attendance of 2 days.

In respect of the rolling rota system, all staff will be treated the same regardless of their contract. This is best illustrated by the following example, albeit there will of course be other operating patterns to consider.

Example

Member of staff works 3 days per week Monday, Tuesday & Friday. The 4-week rolling rota for their service area may be Week 1 – Mon & Tues; Week 2 – Tues & Wed; Week 3 – Wed & Thurs and Week 4 – Thurs & Fri. On week 1, they will be in the office on Monday and Tuesday - the same as a member of staff that works 5 days a week (a 5 day a week worker can be either full or part time). On week 2, they will be in the office on Tuesday. On week 3, they do not work on a Wed or a Thurs so they would not be in work. On week 4, they will be in the office on a Friday.

In terms of workplace attendance, any employee wishing to use the office more than the team structured arrangement described above (e.g. for well-being requirements) may do so without limit, with appropriate space being made available by managers.

Finally, where staff do not wish to operate under this model, then arrangements will be made for them to attend their office location on their normal working days, in accordance with their existing contract of employment.

5. AGILE WORKING (AGILE)

Employees operating under this model undertake the majority of their work in the community, however some ancillary duties can be undertaken at home/workplace location. The employee will be allocated a fixed workplace location, albeit they may undertake the ancillary duties from home more efficiently.

At the allocated base, a workstation provision will be bookable through 'hot desk'/Team meeting room arrangements and will also be available across several Council locations. It is anticipated that these employees would still require structured face to face Team meetings, and these can be arranged at the allocated base or other council facilities.

Examples of service areas that would operate under this model include environmental health, trading standards, social care (social work, OT's, etc), educational psychologists.

6. WORKING ARRANGEMENTS FOR HOFF & AGILE

In order to ensure that we provide the best possible services we can to our communities, the Council aims to support staff to do their best work, have a good work life balance, work flexibly whilst staying connected and being effective in our roles. This Policy supports the Council's key ambition to be carbon neutral by 2030.

i) What is HoFF & AGILE Working?

These models are, **subject to the needs of the business**, designed to give staff more choice over deciding when and where they work best in a way that balances the needs of the Council, their team and them. It offers a mix of working remotely at home and working in an office environment. Where, when and how you work might depend on the task you are doing and the kind of role you have.

1.1 Key Principles of these Models

- It is based on trust. We trust you to balance your own needs and the needs of your team when operating in these models.
- Working in either of these models should not detrimentally impact the level or quality of service to customers or your colleagues.
- It is open to everyone who has a suitable role regardless of how long they have worked for the Council and whether they are permanent or temporary.
- Physical presence does not equal great performance. Your performance will be evaluated during your 121's, supervision and annual performance reviews and will be assessed on the impact you have and the outcomes you deliver
- We will work with you and your needs to help get the right technology and equipment to support you to work in this way. Please note that if your **role** requires specialist equipment and software this may preclude you from working in a hybrid manner.
- The majority of the Council's policies will apply in every location you work from including your home.
- Community and connection are important for your wellbeing. We will continue to provide safe office spaces for you to collaborate and connect with each other.
- When visiting or working from any Council office you should familiarise yourself with the relevant health and safety procedures for that location, including for fire, first aid and the current measures to comply with COVID restrictions (if applicable).

Some key things to remember about this work:

- Your manager will work with you to explore which model applies to your role and your team, based on the needs of the business. In accordance with these models, this may include (not an exhaustive list):
 - Rota to cover service calls and queries at key times throughout the day, either virtually or face to face
 - Availability to meet Service customers/citizens/partners, face to face
 - Availability to meet colleagues face to face, for development sessions
 - Block attendance at the office for focussed project work
 - Focus sessions to deal with Service demand and performance

It won't work for or be available to everyone. It will depend on the kind of role you do, the part of the Council, the level of supervision you need in your role, any minimum levels of physical cover required as well as the technology and environment you have available to you. (availability/accessibility to customers). It follows therefore, that our teams will function in different ways depending upon the role they undertake driven by the needs of the business.

- Working in this way will not change your contractual terms and conditions of employment in respect of working hours or normal location of work. The policy may be changed from time to time depending on business needs and any public health concerns.
- The expenses you can claim will be unchanged and are in accordance with the Travel Expenses scheme of the Council.
- For employees with disabilities, both of these models may be considered as a reasonable adjustment.
- Just so you know, we will always try to support this way of working if we can and if your role is suitable. **However, please remember that any such arrangement is subject to the ongoing agreement of management and sometimes might need to be changed for business reasons. It is an option and not an entitlement.**

ii) Things To Think About

1.1 Working Hours and Keeping in Touch

Subject to business needs, we want to empower you to flex the times you work. We trust you to manage your own time and make sure you work the hours you are contracted to do. However, there are some important things we would like you to be aware of:

- You must make yourself available to others during office hours when you are needed by your team.
- For AGILE employees, we may ask you to be available at certain times to meet the needs of the business, to physically be in the office to collaborate or attend training/team development sessions.
- Your working times should not result in extra work for other members of the team or compromise the objectives of your team.
- If you choose to work late outside core Council hours, please be courteous and respectful to your colleagues. Be mindful that your colleagues are not expected to respond outside core Council hours.
- We recognise in the Council we have many unpaid carers and working from home can give some caregivers the flexibility to better manage these responsibilities. This policy is intended to support the flexibility that is required for unpaid carers and works alongside existing policies.
- Just so you know you won't be automatically entitled to any overtime if you choose to work outside Core Council hours or more hours than you are contracted to do. **Any such additional time accrued will be compensated either under the flexi working hours or time off in lieu arrangements.**
- We know that modern life is complicated and that working in this way can help you balance your home and work life. However, these models of working are not to be used as a way of managing sickness or for long-term childcare solutions. Please refer to relevant policies to assist you in how the Council can support you to address your specific needs.

1.2 Conducting online Meetings

- When conducting online meetings (whether at home or within the workplace) employees must be suitably dressed. Online meetings must also be free of distractions, again whether at home or within the workplace. Unless there are connection issues, cameras should remain on for the duration of the meetings.

- The Council will develop and deploy a corporate background which must be used.
- On-line meetings are subject to the same expectations of personal and professional conduct as you would expect in the workplace.

1.3 Telephony systems

- All employees who are designated ICT users will be issued with on-line telephony facilities and a direct dial (land-line) number through their laptop.
- It is the responsibility of all members of staff to ensure that calls are answered during office hours;
- Where employees are not working (annual leave) then call forwarding must be activated to an officer / group of officers who will be available to take calls;
- Landline numbers **should not be** forwarded to mobile numbers;
- All employees are responsible for ensuring their contact details as recorded on Inform are correct, these details will be synchronised with outlook based contact information;
- All staff who are issued with Council mobile phones should ensure that these are included on Inform;
- **No personal mobile phones should be included.**

1.4 Equipment and Environment

- It is important for us to know that wherever you are working from, you have the equipment and environment you need to do your job effectively and that you feel safe, well and comfortable.
- All staff who work in part from home, will be able to request a foldable desk, office chair, foot rest and can request any further bespoke requirements through their line manager. **Just so it is clear, you won't be able to claim expenses for any equipment that you decide to buy yourself.**
- All IT equipment needs to be ordered through [Ordering Hardware and Software](#). Similarly if you find you need any extra equipment to help you do your job, you should again use the above link. **Please discuss any technical or supportive equipment requirements that you have with your line manager before ordering as approval will be required.**
- If you already have reasonable adjustments in place it is important that a conversation takes place with your manager prior to commencing hybrid working arrangements, to ensure appropriate adjustments are available in workplace locations. You may want to familiarise yourself with the work location prior to a return to ensure the equipment and environment are accessible to your needs. The Reasonable Adjustments Scheme will support this conversation.

1.5 Display Screen Equipment

- If you are setting yourself up to working remotely or at home, you will need to complete the [Guidance on Working from Home with DSE](#). This will support you to make sure that your place of work is safe, supportive, free from risk and that any access to confidential information or data is treated with care.
- Colleagues working remotely or at home must ensure they have a secure, private and appropriately lit and heated space to work in, with a reliable and secure internet connection. For more information about [HS11 Display Screen Equipment](#) and [HS11A Scheme – Eye and Eyesight Tests and Special Corrective Appliance](#) policies and keeping yourself safe please use the above links.
- When working outside of your normal office location, please be mindful of any potential confidentiality or IT security risks. To read more about keeping information safe and confidential please refer to the [Protecting Information – ICT Security](#) and [Data Protection Awareness](#) e-Learning modules on RCT Source.
- If you have a disability and need any reasonable adjustments to be made to your workstation whether in the office or in another location, please discuss your needs with your line manager.
- If any equipment gets lost, damaged or stolen, you will need to let your line manager know as soon as possible. You should also inform your home insurance provider that you are working from your home as any changes to use could potentially invalidate the policy.

When working from a Council premises, please make sure that you know how to evacuate the building (including the place of assembly and who you need to report to) in the case of an emergency and that you are aware of how to contact the first aider on site.

iii) **Your Wellbeing**

We know that for many of you, working under these models can boost your wellbeing, however there are still some important things for you to be aware of. It can be easy to lose track of time and work more hours than you usually would when working remotely. It is important that to remember to take regular rest breaks; of not less than 30 consecutive minutes if working for 6 hours or more and make time to switch off. Where working for long spells at a screen make sure you take regular breaks away from your screens. Working in this way should not significantly change how many hours you usually work.

Workers have the right to either:

- an uninterrupted 24 hours without any work each week
- an uninterrupted 48 hours without any work each fortnight
- These models should not be used as a way of carrying on working when you are sick. If you are ill, then you would need to take time off until you have recovered and follow our Sickness Absence Policy.
- We know that collaboration, connection and having a sense of belonging can help you stay well. We encourage you to think about what this means for you and to actively make time to connect with your colleagues. To find out what support the Council offers to support you wellbeing contact our wellbeing line (Tel: 01443 424100 e-mail wellbeingHelpline@rctcbc.gov.uk)

iv) Expenses And Costs

Your contractual normal location of work won't change when you adopt either of these models of working, so your entitlement to claim will travel expenses will remain the same.

Travelling time

Where an employee spends part of a day on site and either travels directly from home to site or directly from site to home, the time recorded should reflect the provisions of the Scheme for payment of travel expenses and redeployment e.g., if travelling to or from staff's fixed centre, the working day starts and ends at the fixed centre. Alternatively, if travelling to another base or from home, then the shorter distance and time rule will apply.

Similarly, staff cannot claim flexi time, or expenses for travelling to and from their fixed base for part of a day e.g., if starting the day working from home, travelling to their fixed base for a meeting, returning to work from home following the meeting – the time spent travelling cannot be claimed as flexi and travel expenses cannot be claimed.

Travel expenses are in-line with the Council's expense policy, that is only official business mileage will be reimbursed. For clarity, no mileage should be claimed or will be reimbursed for journeys that are constituted as a commute:

- initial/home journey to and from your fixed base
- initial/home journey to a temporary workplace utilised under the flexibility of this policy
- note that if you are required to attend on-site business meetings (excluding your fixed base) with colleagues outside of your immediate service area, then the usual 'shortest distance' claimable rule will continue to apply as per Council expense policy

For more information you can read the Council's expenses policy. Just so you know, any costs for wi-fi, heating, lighting and electricity and commuting costs to your designated place of work will always be a personal expense.

We would also advise that you check that there isn't anything that would prevent you working from home, for example in your mortgage agreement, lease or insurance. You should also get confirmation of cover from your home insurer should work equipment cause any damage to your home.

v) Technical Issues

On occasions where you experience instances of technical system 'downtime' which prevents you from undertaking your role at home, the following actions should be taken:

- should your laptop fail, you must immediately inform your manager and log a call with the ICT Service desk. Where a new laptop is required then arrangements should be made to either attend a suitable office with pc facilities or you can request to take leave until a replacement laptop is available.
- where you may experience a prolonged downtime with your home wi-fi, again you should inform your manager and arrangements should be made to either attend a suitable office or another secure environment with the appropriate connections.
- where your operating system is taken down for maintenance (planned maintenance scheduled outside core working hours where possible), you may be required to attend your fixed base so that alternative work or team development can be undertaken.

vi) At The Workplace

- When working in offices, staff are asked to maintain the clear desk policy introduced during the pandemic to ensure desks/workspaces/meeting rooms are available for use by other colleagues when not in use.
- Personal belongings are not to be left on desks, any lockers are to be kept locked when not in use and staff are asked to wipe down the desk/facilities before and after use.
- All staff rota'd to work from the office will be provided with a locker. A keyboard and mouse will also be provided for their personal use on days when they are in the office which should be placed in lockers at the end of each working day.
- All office desks will be configured with a docking station and multi-screens.

vii) Working From Outside the UK & Holiday Homes

- Due to the potential complex legal and tax implications, wider compliance issues around access to systems and data security, particularly from countries with a greater 'cyber' threat, working from abroad is not allowed in any circumstances.
- Similarly, unless there are exceptional circumstances staff should not work from holiday homes, holiday caravans or other peoples' homes within the UK area. Any exceptional circumstances request must be agreed by your SLT Director in discussion with the Director of Human Resources.

viii) If You Need Further Support

Remember we have an employee wellbeing line & HR support.

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RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CABINET

15th MAY 2023

CABINET WORK PROGRAMME: 2023- 24 MUNICIPAL YEAR.

REPORT OF THE SERVICE DIRECTOR, DEMOCRATIC SERVICES & COMMUNICATIONS IN DISCUSSIONS WITH THE LEADER AND DEPUTY LEADER OF THE COUNCIL.

1. PURPOSE OF THE REPORT

- 1.1 To present, for Cabinet Members' comment and approval, an update on the Cabinet Work Programme on the proposed list of matters requiring consideration by Cabinet over the 2023-2024 Municipal Year. The Work Programme will guide and direct the activities of other arms of the Council, as well as the Cabinet itself.

2. RECOMMENDATIONS

- 2.1 It is recommended that the Cabinet approve the Work Programme for the 2023-2024 Municipal Year (with appropriate amendment where necessary) and receive a further update on a 3 monthly basis.

3. REASONS FOR RECOMMENDATIONS

- 3.1 At the Council AGM on the 25th May 2022, it was agreed that going forward a detailed Cabinet Work Programme be published allowing sufficient notice and opportunity for consultation and / or pre scrutiny. Amendments to paragraph 12.1 (Part 4) of the Council's Constitution were amended to reflect this position, although still allowing updated versions of the programme to be provided on a 3 monthly cycle to the Cabinet.
- 3.2 The Local Government & Elections (Wales) Act 2021, provides that information about forthcoming executive decisions must be made available to the Overview and Scrutiny Committee, to ensure these Committees are best informed to undertake and better plan their work. Although the Council are already well placed in respect of this duty, it is important to ensure the development of an accurate and robust

Cabinet work programme, outlining consideration of Key Decisions which will strengthen the robust Governance arrangements intended to be taken forward.

- 3.3 The updated Work Programme is attached to this report for Members' consideration and covers the 2021-22 Municipal Year.
- 3.4 For ease of reference the work programme will also be available on the main Cabinet [webpage](#) for Members and members of the public information.

4. CABINET REPORTS

- 4.1 The proposed work programme is a rolling work programme for the 2023-2024 Municipal Year, which is reported to Cabinet on a 3 month cycle to allow for regular updates and amendments.
- 4.2 An updated work programme is attached as Appendix 1 to this report.
- 4.3 During the period outlined, the Work Programme may be subject to further change to take into account any additional/deletion reports, including any new consultative documents or legislative initiatives from the Welsh Government, which require urgent attention.
- 4.4 In accordance with paragraph 2.5 (Part 4) of the Council's Constitution, any Member of the Council may also request the Leader to put an item on the agenda of a Cabinet meeting. There is also the ability for a resolution to be made by the Overview and Scrutiny Committee or the full Council that an item be considered by the Cabinet, which could alter the forward Work Programme.
- 4.5 In addition to publishing the Cabinet work programme on the main Cabinet web page, the Work Programme is will also be published on a standalone 'Work Programme page' on the website to again assist Members of the public, by improving transparency.

5. CONSULTATION / INVOLVEMENT

- 5.1 The work programme has been compiled by members of the Senior Leadership Team in discussion with the relevant portfolio holder(s) and has been consulted upon with the relevant scrutiny committees in respect of pre-scrutiny.

6. EQUALITY AND DIVERSITY IMPLICATIONS / SOCIO-ECONOMIC DUTY

- 6.1 An Equality Impact Assessment including the socio-economic duty is not needed because the contents of the report are for information purposes only.

7. WELSH LANGUAGE IMPLICATIONS

- 7.1 Not applicable. Any implications to the Welsh language will be presented within each of the reports outlined within the work programme.

8. CONSULTATION / INVOLVEMENT

- 8.1 The work programme has been compiled by members of the Senior Leadership Team in discussion with the relevant portfolio holder(s) and has been consulted upon with the relevant scrutiny committees in respect of pre-scrutiny.

9. FINANCIAL IMPLICATION(S)

- 9.1 There are no financial implications aligned to this report.

10. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED

- 10.1 The report has been prepared in accordance with paragraph 12.1 (Part 4) of the Council's Constitution and the future requirements of the Local Government & Elections (Wales) Act 2021.

11. LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT.

- 11.1 The Cabinet work programme encompasses all of the Council priorities as it indicates reports coming forward across the Directorates which may impact upon the Council's corporate priorities and others. It also embraces the Future Generations Acts as all future decisions taken by the Cabinet seek to improve the social, economic, environmental and cultural well-being of the County Borough.

12. CONCLUSION

- 12.1 An updated Cabinet work programme for the 2023-2024 Municipal Year is attached.

Other Information:-

Relevant Scrutiny Committee – Overview & Scrutiny Committee

LOCAL GOVERNMENT ACT 1972

AS AMENDED BY

THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CABINET

15th MAY 2023

REPORT OF THE SERVICE DIRECTOR DEMOCRATIC SERVICES & COMMUNICATION IN DISCUSSIONS WITH THE LEADER AND DEPUTY LEADER OF THE COUNCIL.

Item: CABINET WORK PROGRAMME: 2023-24 MUNICIPAL YEAR.

Background Papers

- Paragraph 12.1 (Part 4) of the Council's Constitution.



Cabinet Work Programme

Forward plan of proposed Cabinet Business for the 2023/24 Municipal Year

Specific Period: May 2023 – May 2024

(Summary of proposed Key Decisions coming forward for Cabinet Members consideration)

N.B – The work programme is subject to change to take account of any additional / deletion of reports, including any new consultative documents or legislative initiatives from the Welsh Government, which require urgent attention.

Contact: Hannah Williams (Tel No. 07385401954)

Date	Report	Officer	Cabinet Member	Open/ Exempt	Relevant Scrutiny Committee
MAY 2023	Leader's Scheme of Delegation and associated matters arising from the AGM	Christian Hanagan, Service Director Democratic Services and Communication	Deputy Leader and Cabinet Member for Council Business	Open	
	Cabinet Work Programme	Christian Hanagan, Service Director Democratic Services and Communication	Deputy Leader and Cabinet Member for Council Business	Open	Overview and Scrutiny Committee
	The Council's Office Accommodation Strategy Workspace Plan: Fit for the Future and Rhondda Cynon Taf County Borough Council Operating Model and Working Arrangements Policy	Chief Executive	Leader and Deputy Leader and Cabinet Member for Council Business	Open	Overview and Scrutiny Committee
	Pontypridd Placemaking Plan	Simon Gale, Director of Prosperity and Development	Cabinet Member for Prosperity & Development	Open	Climate Change, Prosperity and Frontline Services Scrutiny Committee
	Ynysangharad War Memorial Park Funding	Simon Gale, Director of Prosperity and Development	Cabinet Member for Prosperity & Development	Open	Climate Change, Prosperity and Frontline Services Scrutiny Committee

	Pre Scrutiny: Learning Disability Day Strategy	Christian Hanagan, Service Director Democratic Services and Communication Neil Elliott, Interim Director of Social Services	Cabinet Member for Health & Social Care	Open	Community Services Scrutiny Committee
	An Update in relation to the Looked After Children: Residential Care Transformation Strategy 2022-2027	Neil Elliott, Interim Director of Social Services	Cabinet Member for Health & Social Care	Open	Community Services Scrutiny Committee
	Real Living Wage Accreditation	Richard Evans, Director of Human Resources	Deputy Leader and Cabinet Member for Council Business	Open	Overview and Scrutiny Committee
	Report on progress of the Authority's review of the Local Flood Risk Management Strategy and Action Plan	Roger Waters, Director Frontline Services	Leader and Cabinet Member for Infrastructure and Investment	Open	Climate Change, Prosperity and Frontline Services Scrutiny Committee
	21st Century Schools Programme: Naming of New Schools *	Gaynor Davies, Director of Education and Inclusion Services	Cabinet Member for Education, Youth Participation and Welsh Language		Education and Inclusion Scrutiny Committee
	Consultation on the Proposals to realign Additional Learning Needs Mainstream Learning Support Class Provision within Rhondda Cynon Taf	Gaynor Davies, Director of Education and Inclusion Services	Cabinet Member for Education, Youth Participation and Welsh Language		Education and Inclusion Scrutiny Committee

*deferred from February 2023.

JUNE 2023	Review of Dog Control PSPO	Andrew Wilkins, Director of Legal and Democratic Services	Deputy Leader and Cabinet Member for Council Business	Open	Overview and Scrutiny Committee
	Draft Town Centre Strategy for Aberdare	Simon Gale, Director of Prosperity and Development	Cabinet Member for Prosperity & Development	Open	Climate Change, Prosperity and Frontline Services Scrutiny Committee
	Corporate Asset Management Plan Update	David Powell, Director of Corporate Estates	Cabinet Member for Climate Change & Corporate Services	Exempt	Climate Change, Prosperity and Frontline Services Scrutiny Committee
	Proposal to Improve the Education Provision for a New Special School in RCT	Gaynor Davies, Director of Education and Inclusion Services	Cabinet Member for Education, Youth Participation and Welsh Language		Education and Inclusion Scrutiny Committee
	Estyn Report	Gaynor Davies, Director of Education and Inclusion Services	Cabinet Member for Education, Youth Participation and Welsh Language		Education and Inclusion Scrutiny Committee

JULY 2023	Council's Performance Report	Barrie Davies, Deputy Chief Executive & Group Director of Finance, Digital & Frontline Services	Cabinet Member for Climate Change and Corporate Services	Open	Overview and Scrutiny Committee
	Medium Term Financial Plan Update	Barrie Davies, Deputy Chief Executive & Group Director of Finance, Digital & Frontline Services	Cabinet Member for Climate Change & Corporate Services	Open	Overview and Scrutiny Committee
	To commence formal statutory consultation on the Draft LFRMS	Roger Waters, Director Frontline Services	Leader and Cabinet Member for Infrastructure and Investment	Open	Climate Change, Prosperity and Frontline Services Scrutiny Committee
	RCT SACRE Annual Report	Gaynor Davies, Director of Education and Inclusion Services	Cabinet Member for Education, Youth Participation & Welsh Language	Open	Education and Inclusion Scrutiny Committee
	School Reorganisation Proposals	Gaynor Davies, Director of Education and Inclusion Services	Cabinet Member for Education, Youth Participation and Welsh Language		Education and Inclusion Scrutiny Committee
	Director of Social Services Annual Report	Neil Elliott, Interim Director of Social Services	Cabinet Member for Health & Social Care	Open	Community Services Scrutiny Committee

	Adult Services Strategy	Neil Elliott, Interim Director of Social Services	Cabinet Member for Health & Social Care	Open	Community Services Scrutiny Committee
SEPTEMBER 2023	Cabinet Work Programme	Christian Hanagan, Service Director Democratic Services and Communication	Deputy Leader and Cabinet Member for Council Business	Open	Overview and Scrutiny Committee
	Review of Dog Control PSPO	Andrew Wilkins, Director of Legal and Democratic Services	Deputy Leader and Cabinet Member for Council Business	Open	Overview and Scrutiny Committee
	Council Corporate Plan - Investment Priorities	Barrie Davies, Deputy Chief Executive & Group Director of Finance, Digital & Frontline Services	Cabinet Member for Climate Change & Corporate Services	Open	Overview and Scrutiny Committee
	Council's Performance Report	Barrie Davies, Deputy Chief Executive & Group Director of Finance, Digital & Frontline Services	Cabinet Member for Climate Change & Corporate Services	Open	Overview and Scrutiny Committee
	Cwm Taf Carer's Annual Report	Neil Elliott, Interim Director of Social Services	Cabinet Member for Health & Social Care	Open	Community Services Scrutiny Committee
	Cwm Taf Safeguarding Board Annual Report	Neil Elliott, Interim Director of Social Services	Cabinet Member for Health & Social Care	Open	Community Services Scrutiny Committee

OCTOBER 2023	Corporate Parenting Board Annual Report 2022-2023	Christian Hanagan, Service Director Democratic Services and Communication And Neil Elliott, Interim Director of Social Services	Cabinet Member for Health & Social Care	Open	Community Services Scrutiny Committee
	Budget Consultation Report	Christian Hanagan, Service Director Democratic Services and Communication	Deputy Leader and Cabinet Member for Council Business	Open	Overview and Scrutiny Committee
	Public Services Ombudsman for Wales - Annual Report and Letter 2022-2023	Andrew Wilkins, Director of Legal and Democratic Services	Deputy Leader and Cabinet Member for Council Business	Open	Overview and Scrutiny Committee
	Cynon Valley Waste Disposal Company Limited and Amgen Rhondda Limited – Annual General Meeting	Andy Wilkins, Director of Legal and Democratic Services	Leader and Cabinet Member for Infrastructure and Investment	Exempt	
	Director Social Services Annual Report (Draft)	Neil Elliott, Interim Director of Social Services	Cabinet Member for Health & Social Care	Open	Community Services Scrutiny Committee
	Social Services Annual Complaints and Compliments Report	Neil Elliott, Interim Director of Social Services	Cabinet Member for Health & Social Care	Open	Community Services Scrutiny Committee
	Community Infrastructure Levy Annual Report	Simon Gale, Director of Prosperity and Development	Cabinet Member for Prosperity & Development	Open	Climate Change, Prosperity & Frontline Services

					Scrutiny Committee
	HMO Licensing Report	Louise Davies, Director of Public Health, Protection and Community Services	Cabinet Member for Public Health & Communities	Open	Community Services Scrutiny Committee
NOVEMBER 2023	Council's Performance Report	Barrie Davies, Deputy Chief Executive & Group Director of Finance, Digital & Frontline Services	Cabinet Member for Climate Change & Corporate Services	Open	Overview and Scrutiny Committee
	Council Tax Base 2023/24	Barrie Davies, Deputy Chief Executive & Group Director of Finance, Digital & Frontline Services	Leader and Cabinet Member for Infrastructure & Investment	Open	Overview and Scrutiny Committee
	Highways, Transportation and Strategic Projects – Supplementary Capital Programme	Roger Waters, Director Frontline Services	Leader and Cabinet Member for Infrastructure and Investment	Open	Overview and Scrutiny Committee
	Corporate Asset Management Plan Interim Update	David Powell, Director of Corporate Estates	Cabinet Member for Climate Change & Corporate Services	Exempt	Overview and Scrutiny Committee
	Cabinet Work Programme	Christian Hanagan, Service Director Democratic	Deputy Leader and Cabinet Member for Council Business	Open	Overview and Scrutiny Committee

		Services and Communication			
DECEMBER 2023	Irrecoverable Debts	Barrie Davies, Deputy Chief Executive & Group Director of Finance, Digital & Frontline Services and Digital Services	Cabinet Member for Climate Change & Corporate Services	Exempt	
JANUARY 2024	Council Fees and Charges	Barrie Davies, Deputy Chief Executive & Group Director of Finance, Digital & Frontline Services	Leader and Cabinet Member for Infrastructure and Investment	Open	Overview and Scrutiny Committee
	Budget Report	Barrie Davies, Deputy Chief Executive & Group Director of Finance, Digital & Frontline Services	Leader and Cabinet Member for Infrastructure and Investment	Open	Overview and Scrutiny Committee
FEBRUARY 2024	Regulation of Investigatory Powers Act 2000 (RIPA) - Use of RIPA by RCTCBC	Andrew Wilkins, Director of Legal and Democratic Services	Deputy Leader and Cabinet Member for Council Business	Open	Overview and Scrutiny Committee
	Cabinet Work Programme	Christian Hanagan, Service Director Democratic	Deputy Leader and Cabinet Member for Council Business	Open	Overview and Scrutiny Committee

		Services and Communication			
	Capital Programme	Barrie Davies, Deputy Chief Executive & Group Director of Finance, Digital & Frontline Services	Leader and Cabinet Member for Infrastructure and Investment	Open	Overview and Scrutiny Committee
	Council's Revenue Budget	Barrie Davies, Deputy Chief Executive & Group Director of Finance, Digital & Frontline Services	Leader and Cabinet Member for Infrastructure and Investment	Open	Overview and Scrutiny Committee
	Council's Corporate Plan	Barrie Davies, Deputy Chief Executive & Group Director of Finance, Digital & Frontline Services	Leader and Cabinet Member for Infrastructure and Investment	Open	Overview and Scrutiny Committee
	Non-Domestic Rates Report	Barrie Davies, Deputy Chief Executive & Group Director of Finance, Digital & Frontline Services	Leader and Cabinet Member for Infrastructure and Investment	Open	Overview and Scrutiny Committee
MARCH 2024	Education Supplementary Capital Programme	Gaynor Davies, Director of Education and Inclusion Services	Cabinet Member for Education, Youth Participation & Welsh Language	Open	Education and Inclusion Scrutiny Committee

	Highways, Transportation and Strategic Projects – Supplementary Capital Programme	Roger Waters, Director Frontline Services	Leader and Cabinet Member for Infrastructure and Investment	Open	Overview and Scrutiny Committee
	Annual Equality Report	Richard Evans, Director of Human Resources	Deputy Leader and Cabinet Member for Council Business	Open	Overview and Scrutiny Committee
	Corporate Asset Management Plan Update	David Powell, Director of Corporate Estates	Cabinet Member for Climate Change & Corporate Services	Exempt	Climate Change, Prosperity and Frontline Services Scrutiny Committee
	Climate Change Cabinet Sub-Committee Annual Report	Christian Hanagan, Service Director Democratic Services and Communication	Cabinet Member for Climate Change & Corporate Services	Open	Climate Change, Prosperity and Frontline Services
	Council's Performance Report	Barrie Davies, Deputy Chief Executive & Group Director of Finance, Digital & Frontline Services	Cabinet Member for Climate Change & Corporate Services	Open	Overview and Scrutiny Committee
APRIL 2024					
MAY 2024					

Ongoing Updates

Date	Report	Officer	Cabinet Member	Relevant Scrutiny Committee
Ongoing Updates	Processing Of Mixed Kerbside Recycling	Roger Waters, Director Frontline Services	Cabinet Member for Infrastructure and Investment	Climate Change, Prosperity and Frontline Services Scrutiny Committee
	Highways Investment Scheme	Roger Waters, Director Frontline Services	Cabinet Member for Infrastructure and Investment	Climate Change, Prosperity and Frontline Services Scrutiny Committee
	Review of Mainstream School Transport Provision	Roger Waters, Director Frontline Services	Cabinet Member for Environment and Leisure	Climate Change, Prosperity and Frontline Services Scrutiny Committee
	Coal Tips	Roger Waters, Director Frontline Services	Cabinet Member for Environment and Leisure	Climate Change, Prosperity and Frontline Services Scrutiny Committee
	Update on Aberdare – Hirwaun Passenger Rail Services Study	Roger Waters, Director Frontline Services	Leader and Cabinet Member for Infrastructure and Investment	Overview and Scrutiny Committee

Update on North West Cardiff – RCT Transport Corridor Study	Roger Waters, Director Frontline Services	Leader and Cabinet Member for Infrastructure and Investment	Overview and Scrutiny Committee
Digital Strategy	Barrie Davies, Deputy Chief Executive & Group Director of Finance, Digital & Frontline Services	Cabinet Member for Climate Change & Corporate Services	Overview and Scrutiny Committee
Modernisation of Residential Care and Day Care for Older People – Consultation feedback	Neil Elliott, Interim Director of Social Services	Cabinet Member for Health and Social Care	Community Services Scrutiny Committee
Extra Care Strategy	Neil Elliott, Interim Director of Social Services	Cabinet Member for Health and Social Care	Community Services Scrutiny Committee
Local Air Quality Management Reports	Louise Davies, Director Public Health, Protection & Community Services	Cabinet Member for Prosperity and Development	Community Services Scrutiny Committee
21st Century School Transformation Programme	Gaynor Davies, Director of Education and Inclusion Services	Cabinet Member for Education, Youth Participation & Welsh Language	Education and Inclusion Scrutiny Committee
Cardiff Capital Region - City Deal	Chief Executive	Leader and Cabinet Member for Infrastructure and Investment	Overview and Scrutiny Scrutiny Committee
Staff Panel Report	Richard Evans, Director of Human Resources	Deputy Leader and Cabinet Member for Council Business	Overview and Scrutiny Committee

	Scrutiny Recommendations	Christian Hanagan Service Director Democratic Services and Communications		

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CABINET

15TH MAY 2023

PRE-SCRUTINY – LEARNING DISABILITY DAY SERVICES OFFER

REPORT OF THE SERVICE DIRECTOR OF DEMOCRATIC SERVICES AND COMMUNICATION

1. PURPOSE OF THE REPORT

- 1.1 The purpose of the report is to provide the feedback and comments of the Community Services Scrutiny Committee following its pre scrutiny of the Learning Disability Day Services Offer at its meeting on the [24th April 2023](#).

2. RECOMMENDATIONS

It is recommended that Members:

- 2.1 Note the comments and observations of the Community Services Scrutiny Committee as advised within section 5 of the report; and
- 2.2 Subject to any further comment by Cabinet Members, endorse the recommendations outlined within the Learning Disability Day Services Offer as attached to the report as Appendix A, and for ease of reference listed below
- 2.1 considers the information provided in this report and, in particular, the feedback from the engagement activity undertaken in the development of a new co-produced Day Services Strategy and operating model proposal for people with a learning disability;
 - 2.2 approves to undertake targeted consultation on a new co-produced draft learning disability Day Services Strategy and operating model proposal, as set out in Section 5 of the report, with people who use day services, their families and carers, staff and other associated stakeholders;
 - 2.3 approves to undertake targeted consultation with service users, their families and carers, staff and other associated stakeholders on a proposal to permanently decommission Treforest Day Centre with the continuation of the existing current provision received by people who previously accessed the Centre prior to its temporary closure in February 2020, as set out in paragraph 5.7 of the report;

- 2.4 subject to 2.2 and 2.3 above, agrees to receive a further report detailing the outcome of the proposed targeted consultation, including an updated full Equality Impact Assessment prior to any final decision being made in relation to the future of day services for people with a learning disability in Rhondda Cynon Taf.

3. REASONS FOR RECOMMENDATIONS

- 3.1 The need for Members to be aware of the comments and observations of the Community Services Scrutiny Committee prior to their consideration of the Learning Disability Day Services Offer.

4. BACKGROUND

- 4.1 At its meeting on 20th July 2021, Cabinet considered a report on the Council's Learning Disability Day Service Offer.

- 4.2 The report provided key information, including feedback from engagement activity already undertaken by Cwm Taf People First, which evidences the need to transform the Council's Day Service Offer for people with a learning disability. This information included:

- The current offer appears to be service focused and based on the existing services available, including where the person lives with less focus on the specific aspirations and outcomes of the individual.
- There is a sense of a lack of progression for people with a learning disability and a sense of risk aversion and a culture of paternalism that can impact the opportunities for people and their family progression.
- Whilst there have been efforts to transform the Council's Day Service offer this has been challenging and slower than anticipated - it has also been in isolation from the rest of the health and social care system.
- Within the Council's Day Service, the current high numbers of people supported in groups will often translate to a lower focus on individual skills development and progression – there is also a need to be mindful of repetitive processes that can result in fatigue and time wasting for the person and duplication of resources for the organisations concerned.

- 4.3 As a result, Cabinet agreed:

- the on-going engagement with people with a learning disability, their families and carers, staff and partners and the proposals to co-produce a new day opportunities strategy to transform the Council's current Day Service offer and future service provision in Rhondda Cynon Taf
- to receive a further report that presents the co-produced draft Day Services Strategy for people with a learning disability for approval prior to formal public consultation

5. PRE-SCRUTINY OF THE LEARNING DISABILITY DAY SERVICES OFFER.

- 5.1 The Community Services Scrutiny Committee met on the [24th April 2023](#), to consider the Learning Disability Day Services Offer.
- 5.2 At the meeting Members welcomed the draft strategy outlined in the report acknowledging the extensive engagement carried out to date and the need to move away from the current model considering the powerful feedback provided from service users, staff, parents, and carers to provide more meaningful activities and opportunities
- 5.3 Some Members expressed concern that Children transitioning into adult services sometimes can 'slip through' and with limited contact. Members looked for reassurance of how the proposed strategy would ensure inclusion for all.
- 5.4 Members discussed the impact of Community Hubs and the opportunities they can provide for activities, employment, and volunteering. Members were pleased to see the addition of this aspect following discussion at the previous meeting of the Community Services Scrutiny Committee on [20th March 2023](#) and felt it was important to utilise the links available in the community.
- 5.5 Members considered the impact of the strategy and felt it was important to have processes in place to monitor the success and progress of individuals within the service area. Members welcomed the opportunity to be kept up to date with progress and the results of any future engagement.
- 5.6 Some Members spoke of the importance of ensuring individuals are supported with travel as part of the strategy, noting how this can be a barrier to accessing employment, activities, and volunteering opportunities.
- 5.7 Engagement with employees was also another area identified by the Committee. Members discussed the process for ensuring employers are engaged with and supported highlighting the significance meaningful employment appeared as a theme from previous consultation results. Members felt the strategy should seek to break down barriers in all areas of employment and be inclusive.
- 5.8 In conclusion, Committee highlighted several local community groups and sought assurance that the strategy would be able to utilise projects like this who are already recognised and well trusted in community.

6. EQUALITY AND DIVERSITY IMPLICATIONS

- 6.1 An Equality Impact Assessment is not needed because the contents of the report are for information purposes only.

7. CONSULTATION/INVOLVEMENT

- 7.1 The involvement of the Community Services Scrutiny Committee in the pre-scrutiny exercise will contribute to the quality and robustness of Cabinet decision-making.

8. FINANCIAL IMPLICATION(S)

- 8.1 There are no financial implications aligned to this report

9. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED

9.1 The report has been prepared in accordance with paragraph Part 4 of the Constitution (Overview & Scrutiny Procedure)

10. CONCLUSION

10.1 It is recognised that scrutiny is a vital component of good governance and improves Councils' decision making, service provision and cost effectiveness.

10.2 The undertaking of pre-scrutiny by the Community Services Scrutiny Committee in this area will strengthen accountability and assist Cabinet Members in taking any future decisions on these matters.

LOCAL GOVERNMENT ACT 1972

AS AMENDED BY

THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CABINET

15TH MAY 2023

PRE-SCRUTINY – LEARNING DISABILITY DAY SERVICES OFFER

**REPORT OF THE SERVICE DIRECTOR OF DEMOCRATIC SERVICES AND
COMMUNICATION**

Background Papers

[Community Services Scrutiny Committee Minutes – 20th March 2023.](#)

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RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CABINET

15TH MAY 2023

**LEARNING DISABILITY DAY SERVICES STRATEGY AND
OPERATING MODEL**

**REPORT OF INTERIM DIRECTOR OF SOCIAL SERVICES IN DISCUSSION
WITH CLLR G CAPLE, CABINET MEMBER FOR HEALTH & SOCIAL CARE**

Author: Alex Beckham, Head of Service for Learning Disability, Mental Health, and Substance Misuse

1. PURPOSE OF THE REPORT

- 1.1 This report provides the Cabinet with an update on the engagement activity undertaken in the development of a new co-produced draft Day Services Strategy and operating model proposal for people with a learning disability and seeks approval to undertake targeted consultation on the proposals to enable the Cabinet to make informed decisions on the future of the Council's Day Services in Rhondda Cynon Taf.

2. RECOMMENDATIONS

It is recommended that Cabinet:

- 2.1 considers the information provided in this report and, in particular, the feedback from the engagement activity undertaken in the development of a new co-produced Day Services Strategy and operating model proposal for people with a learning disability;
- 2.2 approves to undertake targeted consultation on a new co-produced draft learning disability Day Services Strategy and operating model proposal, as set out in Section 5 of the report, with people who use day services, their families and carers, staff and other associated stakeholders;
- 2.3 approves to undertake targeted consultation with service users, their families and carers, staff and other associated stakeholders on a proposal to permanently decommission Treforest Day Centre which

has been temporarily closed since February 2020, as a result of significant damage sustained by Storm Dennis and the continuation of the existing current provision received by people who previously accessed the Centre prior to its temporary closure, as set out in paragraph 5.7 of the report;

- 2.4 subject to 2.2 and 2.3 above, agrees to receive a further report detailing the outcome of the proposed targeted consultation, including an updated full Equality Impact Assessment prior to any final decision being made in relation to the future of day services for people with a learning disability in Rhondda Cynon Taf.

3. REASONS FOR RECOMMENDATIONS

- 3.1 Whilst over recent years there has been some positive progress in relation to the Council's current Day Service offer to people with a learning disability, the Council now needs to set out a longer term strategy and operating model taking into account national and local strategic priorities and drivers for change. The current Day Service offer is predominantly building based and follows a traditional day centre led model that provides services for adults with a learning disability with limited scope to offer choice and control and raise aspiration for people - a more innovative and diverse provision is required.
- 3.2 [In July 2021](#), the Cabinet agreed to continue with community engagement activity which had been ongoing during the Covid-19 pandemic to support the development of a co-produced Day Services Strategy and help shape the future service offer to ensure that services are arranged and delivered in a way that achieves the best possible individual outcomes for people and make the best use of Council resources. This engagement activity has supported the development of a new co-produced draft Day Services Strategy and operating model proposal for people with a learning disability.
- 3.3 Treforest Day Centre has remained temporarily closed due to the serious flooding and damage in February 2020. Service users' care and support needs, who previously accessed the Centre, are now being met through alternative service provision and it is considered as no longer needed.
- 3.4 Such proposals to make changes to the Council's Day Service provision and offer requires consultation with those directly affected, including service users, their families and carers, staff and other associated stakeholders to ensure that their views can be taken into account when a final decision is made.

- 3.5 A further report following the conclusion of the proposed targeted consultation is recommended to ensure that the Cabinet is fully informed of the outcome of the consultation and Equality Impact Assessment when it decides on the future of Day Services for people with a disability in Rhondda Cynon Taf.

4. **BACKGROUND**

- 4.1 [In July 2021](#), Cabinet considered a report on the Council's Learning Disability Day Service Offer. The report provided key information, including feedback from engagement activity already undertaken by Cwm Taf People First, which evidenced the need to transform the Council's Day Service offer for people with a learning disability. This information included:

- The current offer appears to be service focused and based on the existing services available, including where the person lives with less focus on the specific aspirations and outcomes of the individual.
- There is a sense of a lack of progression for people with a learning disability and a sense of risk aversion and a culture of paternalism that can impact the opportunities for people and their family progression.
- Whilst there have been efforts to transform the Council's Day Service offer this has been challenging and slower than anticipated - it has also been in isolation from the rest of the health and social care system.
- Within the Council's Day Service, the current high numbers of people supported in groups will often translate to a lower focus on individual skills development and progression – there is also a need to be mindful of repetitive processes that can result in fatigue and time wasting for the person and duplication of resources for the organisations concerned.

- 4.2 As a result, Cabinet agreed:

- the on-going engagement with people with a learning disability, their families and carers, staff and partners and the proposal to co-produce a new day opportunities strategy to transform the Council's current Day Service offer and future service provision in Rhondda Cynon Taf

- to receive a further report that presents the co-produced draft Day Services Strategy for people with a learning disability for approval prior to formal public consultation

4.3 Through the work of the Learning Disability Transformation Programme established during the Covid Pandemic, the need to focus on what the Council’s Day Service does well has been identified in ongoing engagement activity, i.e. focusing upon specialist support for those with complex need. Having embraced the opportunities presented by the Covid Pandemic, this has allowed the Council to consider how it reshapes and redesigns its Day Service offer and operating model to focus on specific groups of people with higher support needs and complexities, including autism. This preferred option has started to develop in a smaller area and will be the key proposed change in how we deliver services moving forward, coupled with supporting the development of the wider market to support those who do not require specialist support.

4.4 A key focus of the Learning Disability Transformation Programme is the commitment to working in partnership with other key stakeholders and with people with a learning disability, their families and carers to support the delivery of people’s identified outcomes through co-production. This has included the implementation and development of:

- a Multi-Agency Transformation Partnership “Governance” Board to be joint chaired by an individual with a learning disability and the Director of Adult Services; and
- a Citizens Panel (RCT Transformers) to engage with the wider learning disability community

4.5 In November 2020, Cwm Taf People First started working on their “My Day My Way” project, in response to the Covid Pandemic and this work highlighted that people were ready for a change of support during their day:

“87% of people with a learning disability engaged in the project indicated that they would like to change something about their day as things move out of lockdown and back to some form of normality”

4.6 Spending time with family and friends were key priorities identified by people and whilst some of them advised that they wished to return to the Council’s Day Services to see their friends, others advised that the break from traditional day services allowed them to consider alternatives such as volunteering or working opportunities.

- 4.7 Building upon the engagement work of People First, the Council continued with the “My Day My Way” theme and started a new engagement process, as agreed by the Cabinet in July 2021, which ran from August 2021 to November 2021. The new engagement process involved young people aged 16+ and adults with learning disabilities, their families and carers, and a range of other key stakeholders, including care staff, Health, commissioned and Third Sector providers, and members of the RCT Transformers.
- 4.8 On 20th September 2021, the Health and Wellbeing Scrutiny Committee were provided with the opportunity to contribute to the engagement process and development of a new draft Learning Day Services Strategy and operating model.
- 4.9 In total, there were 858 responses received during the engagement process.
- 4.10 Listening to the views of people with learning disabilities and their families and carers through the various events and surveys on what is good, what is missing and what could be done to improve the Council’s offer further reinforced the need to change. Some examples of what people were telling us are shown below:

“I’d like to get out of the house more and get involved in more groups. I like to take lots of opportunities and to try new things. I’d like to meet and get to know more people from different walks of life. I like to make friends and arrange to go out for meals with them. I’d like to try some woodwork.”

“More organised group activities in my local area for me and my friends to take part in.”

“Finding the right job to suit my interest and skills, interview support, job searching support.”

“Meet new people to build more friendships so I have a wider circle of people to socialise with.”

- 4.11 Examples of other issues raised, include:
- A lack of social situations outside of day centre and daytime opportunities meant people with a learning disability can sometimes find it difficult to maintain friendships and relationships outside of these times.
 - Parents, carers, and staff feel that more accessible situations would mean people with learning disabilities could build friendships and relationships outside of daytime provision.

- Parents and carers feel they would like more activities and opportunities for the person they care for which involves more socialising in the community, to meet people and build relationships (social or romantic).

4.12 Staff were actively involved in the “My Day My Way” engagement process and they are best placed to deliver its outcomes. We have been able to learn about their ideas which offered sustainable and effective support for people with learning disabilities. Furthermore staff are supportive of the programme and wish to achieve change for the people they support to achieve their potential and outcomes, as identified below:

“My aspirations as a staff member would be to work together to provide a more community-based service rather than sat in day centres under stimulated.”

“My idea of how the service should be is where each and every individual has control and choice in what happens in their lives.”

“I think the transformation programme is well overdue and needed for individuals, the old ways of working are not suitable for today’s lifestyles.”

4.13 The feedback received from the engagement activity has informed the Council’s Day Services offer that people want, resulting in more community opportunities and help to promote independence and social inclusion. The outcomes from the engagement process re-enforced the need for change, to offer better outcomes and opportunities for people enabling them to have more choice, control, and autonomy.

4.14 Following the engagement activity a series of workshops and activities were held during July and August 2022, for people involved in the engagement activity to share their thoughts on the themes, and to give ideas on how the Council’s Day Services Strategy and operating model should look for Rhondda Cynon Taf in the future.

4.15 The priorities people have told us that they want to be addressed, include:

- people feel safe and healthy
- building community connections
- maximising digital engagement and building and improving connections
- providing more accessible options for during the daytime, evening and weekends

- people receive the best support to suit their needs, including more paid employment and volunteering opportunities
- improving access to public transport which meets people's needs
- people have a good place to live

4.16 A copy of the “My Day My Way” engagement activity and feedback can be viewed at https://www.youtube.com/watch?v=T75_c3RNi1A.

5. NEW CO-PRODUCED DRAFT DAY SERVICES STRATEGY AND OPERATING MODEL PROPOSAL

Co-produced draft Day Services Strategy

5.1 To respond to what people have told us through the “My Day My Way” engagement activity, it is proposed that Rhondda Cynon Taf refocusses the delivery of the Council’s Day Services based on this feedback as well as national and local priorities and good practice evidence. The proposal is to move away from approaches of solely providing ‘day care in centres’ to instead focus on key strategic priorities for people with a learning disability and support the way in which the Council provides and commissions day services for the future.

5.2 A new co-produced draft Day Services Strategy, as shown in the infographic below, has therefore been developed from what people told us during the “My Day My Way” engagement and sets out the priorities needed to shape the Council’s Day Services offer.



Co-produced draft Day Services operating model

- 5.3 The regaining and developing of new skills, as well as the promotion of independence and wellbeing are essential elements within the draft Strategy. It is also recognised that people benefiting from Day Services will have different levels of need and that this might change over time as people's needs increase due to age or illness or as people gain independence. Therefore, it is proposed that there are three levels of support in acknowledgement that some people require a relatively short period of support to realise their aspirations whereas others may need longer term specialist intensive support.
- 5.4 It is anticipated that those who require lower levels of support will primarily access opportunities within their communities. Those requiring more specialist provision or higher levels of support may continue to require building-based provision to support their needs most effectively, but the aspiration will remain that everyone should be able to access support in their communities if they choose to. Provision of support will be built around the strengths of the individual, in a person centred manner within an inclusive society where mainstream community based activities and employment support is accessible to

people who access care and support and that through, for example, Shared Lives and Direct Payments they are able to access this how they want, when they want. Support will be responsive to changes in personal circumstances such as a desire to access work, ageing with a learning disability or a change in the needs of carers due to their health or ageing needs. Wherever possible planning will be carried out in advance of these life events to ensure appropriate transition is carried out.

- 5.5 The proposed three levels of support for the new co-produced draft Day Services operating model are illustrated in the diagram below:

Draft Operating Model



Level 1: Community and Employment Offer

- 5.5.1 At this stage people will be encouraged to recognise their existing strengths and support networks and / or community support options to maintain their health and wellbeing. This offer would promote independence, sustainability and prevent a reliance on longer-term or more intensive support provision. This offer would include the routine use of community resources such as leisure services, libraries, and open access groups to provide activities and social contacts for people within a community setting.
- 5.5.2 This offer would also focus on the use of community resources to provide activities such as training, volunteering, and employment for people within their local community. Subject to consultation and Cabinet approval, it is proposed to review and recommission, if appropriate, the Council's current learning disability work-based projects to refocus these as social enterprises and / or ongoing work opportunities through Vision Products or other community settings instead of at present through the Council's Day Service provision. This offer would be suitable for people with low support needs.

Level 2: Maximising Community Connections

- 5.5.3 At this stage there would be a focus on enabling individuals to regain their independence, with support for them to connect to their communities over a period of time. This could involve a programme of support which enables people to lead on developing their own services and deliver more themselves, including within a day centre environment which aims to enable people to achieve greater independence.
- 5.5.4 This phase would be suitable for people with higher support needs and may involve development of microenterprises, pooling direct payments and supporting the community hubs. A differing commissioning approach is needed to achieve fundamental changes and based upon delivering an outcome focused approach and maximising what the community can offer.

Level 3: Council's Offer

- 5.5.5 At this stage there would be a focus on developing specialist support for people with complex needs, including those with physical and multiple learning disabilities. This would involve care and support with a focus on an individual's health and wellbeing with the involvement of multi-disciplinary teams (e.g., health, care management). Individuals would be supported to be able to access community-based groups like everyone else but may also involve an element of centre-based support. This offer would be suitable for people with more complex communication needs, in which dedicated staff would provide person-centred communication support, whilst offering choices and activities to enhance people's outcomes. The Complex Autism Service is a good example of how such tailored specialist support offers a preventative approach whilst individuals move through pathways into less intensive support.
- 5.5.6 Subject to consultation and Cabinet approval, it is proposed that the Council's offer would move to two bespoke day centre provisions in the East and West of the County Borough along with some smaller community-based groups based on need and demand.
- 5.6 As the Cabinet will be aware, Treforest Day Centre was seriously flooded and damaged during Storm Dennis in February 2020 and immediate action taken to temporarily close. Since then Treforest Day Centre has remained temporarily closed due to it being unfit for use and pending development of the draft Day Services Strategy being reported back to Cabinet for approval. During this time, Adult Services have continued to work with service users and their families and carers who were previously accessing Treforest Day Centre to support them to utilise different methods of achieving what matters to them.

- 5.7 As a result of this work and the proposals set out in this report, it is proposed that Treforest Day Centre would be permanently decommissioned, subject to consultation, with the continuation of the existing current provision received by people who previously accessed the Centre prior to its temporary closure in February 2020.

Proposed commissioning intentions and market developments

- 5.8 To deliver the co-produced draft Day Services Strategy and operating model proposal and address the “My Day My Way” engagement priorities, the following proposed commissioning intentions and market developments have been identified and would form the basis of an action plan for implementation, if approved by the Cabinet:

5.8.1 **To ensure people feel safe and healthy we will:**

- Reduce inequalities by providing improved and equitable services across Rhondda Cynon Taf.
- Provide access to high quality, safe and effective support.
- Promote the importance of maintaining friendships and relationships to reduce loneliness.

5.8.2 **To continue building connected communities we will:**

- Maximise opportunities within the Community Hubs.
- Develop partnership working with all areas of the Council.
- Develop micro and social enterprises.
- Provide more paid employment and volunteering opportunities.

5.8.3 **To maximise digital engagement and build and improve connections we will:**

- Produce accessible, easy-read information.
- Develop an accessible website.
- Promote and encourage use of the Insight App.
- Improve our offer for technology skills using assistive technology and technology support sessions.

5.8.4 **To improve access to public transport which meets people's needs we will:**

- Expand the travel training opportunity.
- Maximise opportunities with representative groups to share experiences to travel together.
- Influence public transport providers to recognise people's needs. Including accessibility of timetables.

5.8.5 To provide more accessible options for opportunities during the day, evenings and weekends we will:

- Maximise what the community can offer for example, Community Hubs and other resources.
- Support our stakeholders to develop more opportunities and options that ensure collaboration and coproduction.
- Establish and promote what is available.

5.8.6 To ensure people receive the best support to suit their needs we will:

- Provide specialist care and support for people with complex needs, including those with autism and physical and multiple learning disabilities.
- Explore with our existing partners and providers to develop a tailored service within the community and establish wider community connections.
- Provide tailored support for employment and volunteering.

5.8.7 To ensure people have a good place to live we will:

- Embed co-production in the service redesign and delivery of the next stage of the Learning Disability Transformation programme “My Home My Way” in respect of our upcoming tender of supported living accommodation, building upon what people are already telling us in order to support people to have a good place to live.

5.9 In the event that the proposals are agreed following the consultation, all existing day service users and their families and carers would be fully supported with individual plans to meet their assessed needs. It is important to note that people who currently use the Council’s Day Service, would continue to be supported under the proposed new service model based on their assessed need and risk. For example, people with high needs would be able to access the specialist Council run day service provision. For others with lower needs, we would work with them on an individual basis to identify alternative choices in the community that would make for a stimulating and enjoyable day in line with the new co-produce draft Day Services Strategy and operating model proposal. The overall impact of the implementation of the proposals, if approved, would be mitigated through a proposed phased co-produced approach and implementation plan.

6. CONSULTATIONS / INVOLVEMENT

6.1 Engagement activity has already been undertaken as part of our co-production approach in the development of a new co-produced draft

Day Services Strategy and operating model proposal for people with a learning disability is outlined within the report.

- 6.2 Subject to approval, it is proposed that the consultation on the proposals will take place between 29th May 2023 and 30th June 2023.
- 6.3 We will support service users and their families and carers to understand and engage with the consultation process and the potential implications for them by offering face to face consultations, where requested, and creating an information pack for service users to ensure the relevant information is presented in an accessible and clear format. We also propose engaging with our employees as part of the consultation exercise to share their experiences and views on the proposals.
- 6.4 Subject to this report being approved and the consultation exercise undertaken it is anticipated that, once the consultation responses have been considered and an EIA completed, a further report will be presented to Cabinet regarding the proposed next steps.

7. EQUALITY AND DIVERSITY IMPLICATIONS / SOCIO-ECONOMIC DUTY

- 7.1 The need to modernise and continually improve adult social care services is a key priority for Rhondda Cynon Taf and over the last six years the Council has transformed the way in which it delivers adult social care; with the focus shifting to supporting independence so that people are supported to remain in their own homes for as long as possible.
- 7.2 The Council must satisfy its public sector duties under the Equalities Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties Councils must in making decisions, have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations based on protected characteristics.
- 7.3 The Council's Equality Impact Assessment process ensures that due regard is paid to the above. It also ensures due regard is had to the Socio-economic duty as it applies to public bodies in Wales.
- 7.4 A draft Equality Impact Assessment (EIA) has been prepared and is attached as Appendix 1. The EIA will be published on the Council's website, together with a consultation document that outlines the proposals in further detail.

- 7.5 The Council has a duty to recognise and mitigate the impact of any changes it proposes upon people in protected groups. The key potential impacts of the proposals on people with protected characteristics particularly people with disabilities and carers are set out in the EIA. Whilst there are changes to the Council's Day Service provision and offer for people with a learning disability currently supported by Adult Services, the focus will continue to be on meeting assessed care and support needs through existing and, if relevant, new care and support provision so any potential impact will be minimalised.
- 7.6 The Council will take account of any challenges which the people potentially affected by the proposals in this report face, both in terms of participation in the consultation and in ensuring that the impact of any changes is mitigated as detailed in the impact assessment, if they are to be implemented.
- 7.7 Subject to Cabinet agreeing to undertake a consultation on the proposals, the EIA will be reviewed and updated to include any mitigated risks, if relevant, following the consultation process.

8. WELSH LANGUAGE IMPLICATIONS

- 8.1 There are no immediate Welsh Language implications relating to the proposals within this report. A draft Welsh Language Assessment has been prepared and is attached as Appendix 2. The Council will ensure compliance with Welsh Language Standards if a consultation process is initiated in relation to the proposals outlined within this report. All recommended proposals if implemented will comply with Welsh Government's "More Than Just Words" Strategic Framework in Health and Social Care.

9. FINANCIAL IMPLICATIONS

- 9.1 The proposals set out in this report have the primary focus of delivering improved quality of care and support outcomes for people with a learning disability and their families and carers.
- 9.2 Notwithstanding this, the pandemic has had a significant financial impact on the Council's care and support provision and continues to result in overall increased cost pressures for Adult Services. The proposed new Strategy and Operating Model should provide more cost-effective and sustainable solutions, the implications of which will be considered as part of the proposed action planning and factored into the Medium Term Financial Plan as appropriate.

10. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED

- 10.1 There is a legal requirement to consult with service users and their families and carers and consult with staff affected by proposals resulting in changes to current and future provision of services.
- 10.2 Where consultation is undertaken it should be done when proposals are at a formative stage; give sufficient reasons for any proposal so that respondents can make an informed response and allow adequate time for consideration and response. Cabinet would then be required to consider the outcome of the consultation process prior to any decision(s) being made on any proposals.
- 10.3 Any future provision of services would need to be considered in accordance with the Social Services and Wellbeing (Wales) Act 2014. Local Authorities have a general duty under the Act to promote wellbeing. This duty applies when considering decisions in respect of an individual but also when considering broader strategic issues that do not relate to an individual. In doing so, the overall purpose is to produce a sustainable and diverse range of care and support services to deliver better, innovative and cost-effective services and support and promote the wellbeing of every person, and carer, with the need of care and support. The recommendations made in this report above and consideration of future options aims to deliver the highest standards of care and support and is consistent with the above duty.
- 10.4 In addition, the Social Services and Wellbeing (Wales) Act 2014 and accompanying Part 4 Code of Practice sets out that where an Authority has carried out an assessment which has revealed that the person has needs for care and support then the local authority must decide if those needs meet the eligibility criteria, and if they do, it must meet those needs. The recommendations put forward in this report will allow the Council to ensure that going forward Rhondda Cynon Taf can meet all eligible needs.
- 10.5 Any workforce implications arising from the proposals will be the subject of further reports on the conclusion of consultation. Staff will be included in the consultation and separate engagement with, and support for, all staff that are the subject of this report will be carried out as part of any consultation exercise.

11. LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELLBEING OF FUTURE GENERATIONS ACT.

- 11.1 This report supports two of the Council's corporate priorities, namely:
- People - promoting independence and positive lives for everyone.

- Living within our means - where services are delivered efficiently to achieve value for money for the taxpayer.

11.2 The proposals in this report, subject to approval, would allow the Council to meet the requirements of the Social Services and Wellbeing (Wales) Act 2014 and the Wellbeing of Future Generations (Wales) Act 2015. They meet the needs of people with a learning disability and their families and carers, including those with more complex needs are more sustainable and increases focus on the services offered, which promote choice, wellbeing, and independence, resulting in the wellbeing goals of a Wales of cohesive communities, a healthier Wales and more equal Wales are supported. Due regard has also been made to the five ways of working, included in the Wellbeing of Future Generations (Wales) Act 2015.

12. ELECTORAL WARDS AFFECTED

12.1 Subject to approval, the recommended proposals will most likely impact on people with a learning disability, their families and carers, and staff from across the County Borough.

13. CONCLUSIONS

13.1 The need to improve adult social care services is a key priority for Rhondda Cynon Taf and without transforming the way that services are provided, it would not be possible to meet people's changing expectations and needs within the resources available.

13.2 This report provides key information evidencing the need to transform the Council's Day service offer for people with a learning disability in order to:

- respond to the engagement feedback from people who use services and their families and carers as to what they would like day services to look like and deliver now and in the future
- meet the current and future increasing need and complexity of the people we support and develop sustainable opportunities for them
- meet the expectations from people we support and their families and carers for more outcome based opportunities focused on individual progression and achievement that promotes independence not dependence

- recognise people's abilities, not disabilities, and that everyone with a learning disability can make a positive contribution to the community in which they live
- improve the delivery of the day service offer, including the current day centre buildings in the most efficient and cost effective way
- response to the impact of Covid-19

13.3 In order to achieve the above level of transformation required and ensure the Council's new Day Service offer meets the aspirations of current and future people with a learning disability and their families and carers, a new co-produced draft Day Services Strategy and operating model has been developed from what people told us during extensive "My Day, My Way" engagement activity to help shape the future service offer to ensure that services are arranged and delivered in a way that achieves the best possible individual outcomes for people and make the best use of Council resources.

LOCAL GOVERNMENT ACT 1972
AS AMENDED BY
THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CABINET

15TH MAY 2023

**LEARNING DISABILITY DAY SERVICES STRATEGY AND OPERATING
MODEL**

**REPORT OF INTERIM DIRECTOR OF SOCIAL SERVICES IN DISCUSSION
WITH CLLR G CAPLE, CABINET MEMBER FOR HEALTH & SOCIAL CARE**

Background Papers

Cabinet: 20th July 2021

**Officer to contact: Alex Beckham, Head of Service for Learning Disability,
Mental Health, and Substance Misuse**

EQUALITY IMPACT ASSESSMENT FORM INCLUDING SOCIO-ECONOMIC DUTY

(Revised March 2021)

Please refer to the current Equality Impact Assessment guidance when completing this document. If you would like further guidance, please contact the Diversity and Inclusion Team on 01443 444529.

An equality impact assessment **must** be undertaken at the outset of any proposal to ensure robust evidence is considered in decision making. This documentation will support the Council in making informed, effective and fair decisions whilst ensuring compliance with a range of relevant legislation, including:

- Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011
- Socio-economic Duty – Sections 1 to 3 of the Equality Act 2010.

This document will also contribute towards our duties to create a More Equal Wales within the

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

The [‘A More Equal Wales – Mapping Duties’](#) guide highlights the alignment of our duties in respect of the above-mentioned legislation.

SECTION 1 – PROPOSAL DETAILS

Lead Officer: Alexandra Beckham

Service Director: Neil Elliott

Service Area: Community and Children's Services

Date: 25/08/2022

1.a) What are you assessing for impact?

Strategy/Plan	Service Re-Model/Discontinuation of Service	Policy/Procedure	Practice	Information/Position Statement
√	X <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1.b) What is the name of the proposal?

Learning Disabilities Day services operating model and strategy

1.c) Please provide an overview of the proposal providing any supporting links to reports or documents.

This Equality Impact Assessment is for a Learning Disabilities Day services operating model and strategy that has been co-produced following extensive engagement with a range of stakeholders including people with Learning Disabilities, carers and family members, staff, services, commissioned services and Health. Engagement findings have been collated in a easily accessible document embedded below.



Learning Disability
Programme (Easy Re

- 1.d) Please outline where delivery of this proposal is affected by legislation or other drivers such as code of practice.

The proposals in this report would allow the Council to meet the requirements of the Social Services and Wellbeing (Wales) Act 2014 and the Wellbeing of Future Generations (Wales) Act 2015. By providing a model of care that meets the needs of people with a learning disability and their families/carers, including those with more complex needs that is sustainable and increases focus on service offered, which promote choice, wellbeing and independence, the wellbeing goals of a Wales of cohesive communities, a healthier Wales and more equal Wales are supported.

Social Services and Wellbeing Act 2014

Any future provision of services would need to be considered in accordance with the Social Services and Wellbeing (Wales) Act 2014. Local Authorities have a general duty under the Act to promote wellbeing. This duty applies when considering decisions in respect of an individual but also when considering broader strategic issues that do not relate to an individual. In doing so, the overall purpose is to produce a sustainable and diverse range of care and support services to deliver better, innovative, and cost-effective services and support and promote the wellbeing of every person, and their carer, with the need of care and support. The recommendations made in Section 2 above aim to deliver the highest standards of care and support and is consistent with the above duty.

In addition the Act and the accompanying Part 2 of the Code of Practice general duties in the provision of preventive services and promotion of service user led services and development of the third sector provision the operating model and strategy will allow the Council to Ensure that Going forward Rhondda Cynon Taf will be at the forefront of this ongoing development.

In addition, the Act and the accompanying Part 4 of the Code of Practice sets out that where an Authority has carried out an assessment which has revealed that the person has needs for care and support then the local authority must decide if those needs meet the eligibility criteria, and if they do, it must meet those needs either by commissioning services from independent organisation or by providing the service directly. The Council's Day Service forms part of this provision. The recommendations put forward will allow the Council to ensure that going forward Rhondda Cynon Taf can meet all eligible needs.

Due regard has also been made to the five ways of working, included in the Wellbeing of Future Generations (Wales) Act 2015. The following is a summary to show how the five ways of working to achieve the wellbeing goals have been considered:

Wellbeing of Future Generations Act (2015) (page 6):

<https://gov.wales/sites/default/files/publications/2019-08/well-being-of-future-generations-wales-act-2015-the-essentials.pdf>

“A healthier Wales: A society in which people’s physical and mental wellbeing is maximised and in which choices and behaviours that benefit future health are understood.” (p. 6)

“A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio-economic background and circumstances)”. (p. 6)

- **Long Term** – social services is demand led and there is a requirement to meet the needs of people in the longer term and, because of rising demographics and increasing complexity, the transformation of services continues to be a priority as we seek to achieve long term sustainable change to our care and support offer.

The Council’s commitment to developing daytime opportunities represents a focus on the long-term wellbeing of individuals using the service and the sustainability of social care by supporting carers and reducing demand on alternative care and support at home.

- **Prevention** – the report highlights proposals to reduce reliance on traditional services and move to a model focussing on the need to develop more progressive community-based services aimed at reducing loneliness and enhancing wellbeing through more volunteering and paid employment opportunities.
- **Integration** – the implementation of the proposal requires the Council to work with partners, particularly within Health to ensure the service offer and future service delivery of care and support for people with a learning disability meets their assessed needs.
- **Collaboration** – the proposed operating model and strategy outlined in this report have and will be developed with current and new partner organisations, including third sector organisations and wider communities.
- **Involvement** – the key stakeholders are people with a learning disability and their families and carers who use social care. There has already been engagement with people in the development of service proposals and models outlined in this report. If these proposals are agreed by Cabinet, then further involvement will be undertaken to ensure that all stakeholders have an opportunity to shape care and support provision to ensure benefits and wellbeing opportunities are maximised.

And in addition to the above, there are several other national priorities, which will help influence the transformation of day services for people with a learning disability, including:

- The **Statement of Policy and Practice for Adults with Learning Disability published by Welsh Government in 2007** describes the vision, key principles, and outcomes that the Welsh Assembly Government believes are desirable - this is Welsh Government's latest guidance, and it is still relevant today.
- The **Welsh Government Learning Disability - Improving Lives Programme** communicates an ambition to create a society across Wales that has a desire for change and 'Prosperity for All' improving the opportunities and life outcomes for all people with a learning disability aligning to key equality and human rights principles.
- The **Additional Learning Needs and Education Tribunal (ALNET) Act 2018** and its associated statutory **ALN Code** will bring transformational change to the way local authorities in Wales make statutory provision to meet the needs of learners with Special Educational Needs (SEN)/Additional Learning Needs (ALN) over a new extended age range of 0 to 25 years. The change in legislation will have clear implications for adult and education services to work collaboratively to ensure that, where appropriate, young people have access to further education and training opportunities in addition to any other social care needs they may have.

1.e) Please outline who this proposal affects:

- Service users x
- Employees x
- Wider community x

SECTION 2 – SCREENING TEST – IS A FULL EQUALITY IMPACT ASSESSMENT REQUIRED?

Screening is used to determine whether the initiative has positive, negative or neutral impacts upon protected groups. Where negative impacts are identified for protected groups then a full Equality Impact Assessment is required.

Please provide as much detail as possible of how the proposal will impact on the following groups, this may not necessarily be negative, but may impact on a group with a particular characteristic in a specific way.

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

The Public Sector Equality Duty requires the Council to have “due regard” to the need to eliminate unlawful discrimination, harassment and victimisation; advance equality of opportunity between different groups; and foster good relations between different groups. Please take an intersectional approach in recognising an individual may have more than one protected characteristic.

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
Age (<i>Specific age groups i.e. young people or older people</i>)	<u>Positive</u>	Broader opportunities for those with Learning Disabilities from aged 16 years plus, and throughout adulthood to develop new skills, take up wider opportunities and benefit from individualised care and support proportionate to their needs and outcomes sought.	Cwm Taf Statement of Strategic Intent The outcome of our engagement findings with people supported the need for change and the subsequent model
Disability (<i>people with visible and non-visible disabilities or long-term health conditions</i>)	<u>Positive</u>	People with Learning Disabilities are likely to self-identify as having a disability. Through the Strategy, support to individuals and their unpaid carers will mitigate the risk of disabled people facing barriers to wider opportunities.	Cwm Taf Statement of Strategic Intent The outcome of our engagement findings with people supported the need

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
			<p>for change and the subsequent model</p> <p>By using easy read and technology we were able to engage with a range of individuals to ensure every voice is heard</p>
<p>Gender Reassignment <i>(anybody who's gender identity or gender expression is different to the sex they were assigned at birth including non-binary identities)</i></p>	<p><u>Neutral</u></p>	<p>Currently, there is no evidence to suggest that this group will be disproportionately affected by the introduction of the new support.</p>	<p>There is a lack of data about people with Learning Disabilities who have different gender identities to the sex they were assigned at birth.</p>
<p>Marriage or Civil Partnership <i>(people who are married or in a civil partnership)</i></p>	<p><u>Positive</u></p>	<p>One of our engagement themes was Friendships and Relationships, people told us how they would like to meet people and develop friendships including getting married</p>	<p>Cwm Taf Statement of Strategic Intent</p> <p>The outcome of our engagement findings with people supported the need for change and the subsequent model developed, will support people to develop social networks and friendships. By working with all stakeholders</p>

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
			to develop and co-produce meaningful activity which in turn will support with the development of friendships.
Pregnancy and Maternity <i>(women who are pregnant/on maternity leave)</i>	<u>Neutral</u>	There is a lack of data about pregnancy and there is no evidence that the strategy will impact this group.	Currently, there is no evidence to suggest that this group will be disproportionately affected by the Strategy.
Race <i>(ethnic and racial groups i.e. minority ethnic groups, Gypsy, Roma and Travellers)</i>	<u>Positive</u>	With the Strategy promoting improved training and development for people with Learning Disabilities, independence can be expected to increase for people of all races.	The outcome of our engagement findings with people supported the need for change and the subsequent model developed and will ensure that all people with a learning disability will be positively impacted by the strategy and proposed operating model.
Religion or Belief <i>(people with different religions and philosophical beliefs including people with no beliefs)</i>	<u>Neutral</u>	There is no evidence to suggest that this group will be disproportionately affected by the Strategy. Individuals of any religion or belief should be able to access support.	The outcome of our engagement findings with people supported the need for change, people will be supported to develop their own user led services which include people with different religions, beliefs etc.

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
Sex <i>(women and men, girls and boys)</i>	<u>Positive</u>	Introducing new support options to promote greater independence and skill development of people with Learning Disabilities through the Strategy will help remove barriers for all sexes.	The outcome of our engagement findings with people supported the need for change and the subsequent model developed, will support people to develop social networks, working and volunteering opportunities which will be available for all
Sexual Orientation <i>(bisexual, gay, lesbian, straight)</i>	<u>Neutral</u>	Currently, there is no evidence to suggest that this group will be disproportionately affected by the introduction of the Strategy. Individuals of any sexual orientation should be able to access the support set out in it.	Individuals of any sexual orientation will be able to access the support set out in the operating model.

In addition, due to Council commitments made to the following groups of people we would like you to consider impacts upon them:

	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
Armed Forces Community <i>(anyone who is serving, has</i>	<u>Neutral</u>	Currently, there is no evidence to suggest that this group will be disproportionately affected	

<i>served, family members and the bereaved)</i>		by the introduction of the new Strategy.	
Carers <i>(anyone of any age who provides unpaid care)</i>	<u>Positive</u>	Unpaid carers are more likely to have intersecting identities that could mean they experience compounded barriers. Therefore, the Strategy will have a positive impact on people who have protected characteristics as improving opportunities for people with Learning Disabilities will result in greater skill development, confidence and opportunities for many which in turn reduce reliance on carers.	The engagement findings included carers views which often supported those expressed by individuals with Learning Disabilities, the proposed operating model will support carers in ensuring that those they care for receive the right support at the right time but also by undertaking carers assessment in line with the social services and well being the model will support in meeting their needs,

If the initial screening test has identified negative impacts then a full equality impact assessment (section 4) **must** be undertaken. However, if after undertaking the above screening test you determine a full equality impact assessment is not relevant please provide an adequate explanation below:

No negative impacts have been identified.

Are you happy you have sufficient evidence to justify your decision?

Yes

No

Name: Alexandra Beckham

Position: Head of Service – Learning Disabilities, Mental Health and Substance Misuse

Date: 21/03/2023

Please forward a copy of this completed screening form to the Diversity and Inclusion Team.

PLEASE NOTE – there is a separate impact assessment for Welsh Language. This must also be completed for proposals. Section 3 Socio-economic Duty needs only to be completed if proposals are of a strategic nature or when reviewing previous strategic decisions. Definition of a ‘strategic nature’ is available on page 6 of the Preparing for the Commencement of the Socio-economic Duty Welsh Government Guidance.

SECTION 3 – SOCIO-ECONOMIC DUTY (STRATEGIC DECISIONS ONLY)

The Socio-economic Duty gives us an opportunity to do things differently and put tackling inequality genuinely at the heart of key decision making. Socio-economic disadvantage means living on a low income compared to others in Wales, with little or no accumulated wealth, leading to greater material deprivation, restricting the ability to access basic goods and services.

Please consider these additional vulnerable groups and the impact your proposal may or may not have on them:

<ul style="list-style-type: none">• Single parents and vulnerable families• Pensioners• Looked after children• Homeless people• Students• Single adult households	<ul style="list-style-type: none">• People living in the most deprived areas in Wales• People with low literacy and numeracy• People who have experienced the asylum system• People misusing substances• People of all ages leaving a care setting• People involved in the criminal justice system
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<u>Socio-economic disadvantage</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
Low Income/<u>Income Poverty</u> <i>(cannot afford to maintain regular payments such as bills, food, clothing, transport etc.)</i>	<u>Positive</u>	Individuals with Learning Disabilities receive a range of significant benefits, and will be able to also secure part time employment enhancing their income .	The development of the operating model will support those who are able to secure volunteer or employment opportunities. People with Learning disabilities who are employed report that they are financially secure. Greater support to teach skills such as numeracy, literacy can promote budgeting and handling money for people with a learning disability.
Low and / or No Wealth <i>(enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provisions for the future)</i>	<u>Positive</u>	Whilst individuals with Learning Disabilities often have regular benefits and can access money when they ask, the majority do not control their own Finances. Greater support to teach skills such as numeracy, literacy can promote budgeting and handling money for some.	The outcome of our engagement findings with people supported the need for change and the subsequent model developed, social networks, working and volunteering opportunities which will be available for all Greater support to teach skills such as numeracy, literacy can promote budgeting and handling money for people with a learning disability

<u>Socio-economic disadvantage</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
<u>Material Deprivation</u> <i>(unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, hobbies etc.)</i>	<u>Positive</u>	The proposed operating model and strategy will raise skills, expectations, and possibilities for people.	Greater support to teach skills such as numeracy, literacy can promote budgeting and handling money for people with a learning disability. By promoting people's independence through the operating model will support people in having a safe place to live as identified within the engagement feedback

<u>Socio-economic disadvantage</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
<u>Area Deprivation</u> <i>(where you live (rural areas), where you work (accessibility of public transport)</i>	<u>Positive</u>	The Strategy promotes wider access to community resources by those with Learning Disabilities therefore increasing the disposable income spent locally.	The outcome of our engagement findings with people supported the need for change and the subsequent model developed, social networks, working and volunteering opportunities which will be available for all and will increase people's disposable income.

<p>Socio-economic background <i>(social class i.e. parents education, employment and income)</i></p>	<p><u>Positive</u></p>	<p>Promoting greater opportunities for people will result in higher expectations and attainment and greater socio-economic mobility</p>	<p>By offering meaningful activities and supporting peoples to develop their own services as identified within the feedback will ensure people have access to education employment and subsequent income</p>
<p>Socio-economic disadvantage <i>(What cumulative impact will the proposal have on people or groups because of their protected characteristic(s) or vulnerability or because they are already disadvantaged)</i></p>	<p><u>Positive</u></p>	<p>The Strategy seeks to offer people with Learning Disabilities an ordinary life, similar to that others in their community can expect or even take for granted. It seeks to redress disadvantage.</p>	

SECTION 4 – FULL EQUALITY IMPACT ASSESSMENT

You should use the information gathered at the screening stage to assist you in identifying possible negative/adverse impacts and clearly identify which groups are affected.

- 4.a) In terms of disproportionate/negative/adverse impacts that the proposal may have on a protected group, outline the steps that will be taken to reduce or mitigate the impact for each group identified.

No negative or adverse impacts on a protected group have been identified. Therefore, a separate action plan has not been completed.

- 4.b) If ways of reducing the impact have been identified but are not possible, please explain why they are not possible.

- 4.c) Give sufficient detail of data or research that has led to your reasoning, in particular, the sources used for establishing the demographics of service users/staff.

- Cwm Taf Statement of Strategic Intent
- My Day My Way Engagement Findings
- My Day My Way Workshop Findings

- 4.d) Give details of how you engaged with service users/staff on the proposals and the steps taken to avoid any disproportionate impact on a protected group. Explain how you have used feedback to influence your decision.

My Day My Way Engagement

The My Day My way engagement process as identified in the attachment in 1c was across all stakeholders and we received 858 responses which supported in the development of the co-produced operating model.

Views were sought in a variety of ways to encourage participation such as:

- Videos of people with Learning Disabilities introducing the themes
- Easy Read versions of web based questionnaire
- Easy Read paper copies
- Use of Assistive technology Eye Gaze sessions for those with non-verbal communication at both day centres and schools
- Stakeholder sessions with individuals they support
- Virtual sessions

My Day My Way Findings

The My Day My Way findings were collated by a group comprising a wide range of stakeholders including those with a learning disability, these findings were shared in person including at the Peoples First Annual Conference. Around 300 people were involved in the feedback sessions

My Day My Way Workshops

We held in person Workshops for all stakeholders, around 150 people participated

- 4.e) Are you satisfied that the engagement process complies with the requirements of the Statutory Equality and Socio-economic Duties?

Yes

No

SECTION 5 – MONITORING, EVALUATING AND REVIEWING

5a) Please outline below how the implementation of the proposal will be monitored:

Reviews will be held annually in keeping with the following:

Purchasing and contracts monitoring and reviews of Service Level Agreements

Individual care and support plan / care and treatment plan reviews

Provider service reviews

5b) When is the evaluation of the proposal due to be reviewed?

As the draft strategy and operating model continues to evolve, individuals with lived experience and their carers will contribute to evaluation and service design and developments

5c) Who is responsible for the monitoring and review of the proposal?

Transformation Programme Strategic Lead, Programme Lead, Business Officer and Co-production Officer

5d) How will the results of the monitoring be used to develop future proposals?

Best practice will shape future design, engagement and approaches to attaining outcomes sought

SECTION 6 – REVIEW

For all policy proposals, whether it is a Significant Key Decision or not, you are required to forward this assessment to Diversity and Inclusion team – equality@rctcbc.gov.uk and the Consultation and Engagement team – consultation@rctcbc.gov.uk in the first instance for some initial guidance and feedback.

As part of the Welsh Language, Equalities and Socio Economic Duty Impact Assessment Process all proposals that fall within the definition of Significant Key Decision should present at the Officer Review Panel. This panel is made up of officers from across Council Services and acts as a critical friend before your report is finalised and published for SLT/Cabinet approval.

If this proposal is a Key Strategic Decision please forward your completed impact assessment, policy proposal/report and consultation report to CouncilBusiness@rctcbc.gov.uk for an Officer Review Panel to be organised to discuss your proposal. See our guidance document for more information on what a Significant Key Decision is.

It is important to keep a record of this process so that we can demonstrate how we have considered and built in equality/Socio economic considerations wherever possible. Please ensure you update the relevant sections below in collaboration with the relevant departments

Diversity and Inclusion team Comments	Date Considered	Brief description of any amendments made following Officer Review Panel considerations
Consultation Comments	Date Considered	Brief description of any amendments made following consultation
Officer Review Panel Comments	Date Considered	Brief description of any amendments made following Officer Review Panel considerations

SECTION 7 – SUMMARY OF IMPACTS FOR THE PROPOSAL

Provide below a summary of the impact assessment, to include some of the main positive and negative impacts along with an overview of actions taken since the impact assessment to better contribute to more positive impacts. This summary must be included in the Equality Considerations section of the SLT/Cabinet report template. It is not suitable to only write 'please see full report at Appendix x' in the body of the report. The impact assessment must be published alongside the report.

An Equality Impact Assessment has been completed and the main findings are as follows:-

A broader range of positive opportunities for individuals with Learning Disabilities from age 16 years plus will be offered, by developing our operating model on a three-level approach will support and enhance people's outcomes and promote meaningful opportunities for people and supporting them to deliver on their own services.

These include an enhanced level of support for these with the most complex needs including improved communication via assistive technology such as eye gaze programmes and other technology opportunities to enhance support provision.

For those with potential to move to a community approach, support will be tailored to aid the transition and new ways of pooling direct payments and commissioning bespoke groups and activities of interest to smaller number of people will facilitate access and choices.

Resources will be used more effectively as the market is shaped to optimise skills sets and specialities to avoid duplicate and offer timely suitable support and intervention.

SECTION 8 – AUTHORISATIONS

Lead Officer:

Name:

Position:

Date:

I recommend that the proposal:

- Is implemented with no amendments
- Is implemented taking into account the mitigating actions outlined
- Is rejected due to disproportionate negative impacts on protected groups or socio-economic disadvantage

Head of Service/Director Approval:

Name:

Position:

Date:

Please submit this impact assessment with any SLT/Cabinet Reports.

WELSH LANGUAGE IMPACT ASSESSMENT TOOL

This Welsh Language Impact Assessment (WLIS) tool enables RCT Council to consider the principles and requirements of the [Welsh Language Standards \(No.1\) Regulations 2015](#) to ensure compliance with the [Welsh Language \(Wales\) Measure 2011](#).

Stage 1 – Information Gathering	
NOTE: As you complete this tool you will be asked for evidence to support your views . Please see Welsh Language Impact Assessment Guidance for more information on data sources.	
Proposal Name:	Learning Disability Day services Offer
Department	Adult Social Services
Service Director	Neil Elliott
Officer Completing the WLIA	Alexandra Beckham
Email	Alexandrabeckham@rctcbc.gov.uk
Phone	07384 537270
Brief Description	<p>New proposal to implement the Day Services Strategy and operating model proposal</p> <p><u>Level 1: Community and Employment Offer</u></p> <p>This offer would promote independence, sustainability and prevent a reliance on longer-term or more intensive support provision. This offer would include the routine use of community resources such as leisure services, libraries, and open access groups to provide activities and social contacts for people within a community setting.</p> <p>This offer would also focus on the use of community resources to provide activities such as training, volunteering, and employment for people within their local community. Subject to consultation and Cabinet approval, it is proposed to review and recommission, if appropriate, the Council's current learning disability work-based projects</p>

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	<p>to refocus these as social enterprises and / or ongoing work opportunities through Vision Products or other community settings instead of at present through the Council's Day Service provision. This offer would be suitable for people with low support needs.</p> <p><u>Level 2: Maximising Community Connects</u></p> <p>This will focus on enabling individuals to regain their independence, with support for them to connect to their communities over a period of time. This could involve a programme of support which enables people to lead on developing their own services and deliver more themselves, including within a day centre environment which aims to enable people to achieve greater independence.</p> <p>This phase would be suitable for people with higher support needs and may involve development of microenterprises, pooling direct payments and supporting the community hubs. A differing commissioning approach is needed to achieve fundamental changes and focus upon delivering an outcome focused approach and maximising what the community can offer.</p> <p><u>Level 3: Council's Offer</u></p> <p>The council's offer will focus upon developing specialist support for people with complex needs, including those with physical and multiple learning disabilities. This would involve care and support with a focus on an individual's health and wellbeing with the involvement of multi-disciplinary teams (e.g., health, care management). Individuals would be supported to be able to access community-based groups like everyone else but may also involve an element of centre-based support. This offer would be suitable for people with more complex communication needs, in which dedicated staff would provide person-centred communication support, whilst offering choices and activities to enhance people's outcomes. The Complex Autism Service is a good example of how such tailored specialist support offers a preventative approach whilst individuals move through pathways into less intensive support.</p>
Date	26/04/2023
Please outline who this proposal affects? (Service Users, Employees, Wider Community)	<p>Current and future service users</p> <p>Parents and Carer</p> <p>Employees</p> <p>Stakeholders and wider community resource</p>

<p>What are the aims of the policy, and how do these relate to the Welsh Language?</p>	<p>The aim is to consult with people with a learning disability, parents and carers, staff and all stakeholders in respect of the proposed operating model and key priorities. The consultation will be undertaken in both Welsh and English and in accordance with the requirements of the Welsh Language (Wales) Measure 2011. All Correspondence will be produced in easy read format as per our commitment within the Learning disability Transformation programme throughout all engagement all materials used have been produced both in Welsh and English.</p>
<p>Who will benefit / Could the policy affect Welsh language groups? If so, list them here.</p>	<p>Welsh language groups such as service users, employees and the wider community will continue to be able to contact the Council in the Welsh language, if they choose to do so, as this will provide continuity of service delivery. As above all documentation will be produced in easy read format in both Welsh and English and we support all with individuals with a learning disability in their chosen way to communicate be that through eye gaze technology, Makaton etc.</p>
<p>Current linguistic profile of the geographical area(s) concerned</p>	<p>The 2011 census indicated that of the 225,555 residents living in the County Borough of Rhondda Cynon Taf, 12.3% (27,779) were able to speak Welsh, whilst the remaining 87.6% (197,776) were not able to speak Welsh. This can be compared to the All-Wales figures that showed, of the 2,955,841 residents living in Wales, 19.0% (562,016) were able to speak Welsh, whilst the remaining 81.0% (2,393,825) were not able to speak Welsh.</p> <p>Mwy Na Geiriau 2022 -2027 ('More than Just Words') is the Welsh Government's strategic framework for improving and promoting Welsh language services in health, social services and social care. The aim of the framework is to ensure that organisations recognise that language is an intrinsic part of people's care and the offer of Welsh language services to people is so important. Ensuring positive well-being outcomes for individuals, is something which underpins the Social Services and Well Being (Wales) Act 2014. The Codes of Practice under the Act require local authorities to ensure Welsh language services are built into service planning and delivery and that services are offered in Welsh, to Welsh speakers, without them having to request it as required by the 'Active.</p> <p>Legislation and policy in Wales require that Welsh language services in social care are:</p> <ul style="list-style-type: none"> • Of the same standard and are as easily and promptly available as English medium services • As wide-ranging and thorough • Organisations shouldn't assume English as the default languages when providing their services • Welsh speakers should not be required to ask for a service in Welsh.
<p>Other relevant data or research</p>	

Stage 2 – Impact Assessment

In this section you need to consider the impact, the evidence and any action you are taking for improvement. This is to ensure that the opportunities for people who choose to live their lives and access services through the medium of Welsh are not inferior to what is afforded to those choosing to do so in English, in accordance with the requirement of the Welsh Language (Wales) Measure 2011.

Please note there is a separate impact assessment for Equality and Socio-Economic duty that must also be completed for policy proposals.

Remember that effects that are positive for some groups could be detrimental to others - even among Welsh language groups. Consider the effects on different groups. For example, a proposal may be beneficial to Welsh learners, but not to Welsh speakers.

Previous Welsh Language Impact Assessments can be found on Inform by [clicking here](#).

Will the proposed action affect any or all of the following?

	Does the proposal have any positive, negative or neutral impacts?	Describe why it will have a positive/negative or neutral impact on the Welsh language.	What evidence do you have to support this view?	What action(s) can you take to mitigate any negative impacts or better contribute to positive impacts?
<p>Opportunities for persons to use the Welsh language</p> <p>e.g. staff, residents and visitors</p> <p>The rights of Welsh speakers and learners to use Welsh when dealing with the council and for staff to use Welsh at Work</p>	Positive	The proposal will have a positive impact on service users, staff and the wider community, to use the Welsh language, by engaging around the proposed strategy and operating model, we can support individuals to lead upon developing their own services and promoting the use of the Welsh language in doing so, should learners of Welsh and	Welsh language Level 1 skills/ training forms part of the Social Care Wales Induction Framework and is also incorporated into the Social Care Wales registration process. Whilst at present Day service staff do not have to register, with Social Care Wales as yet however we follow the above induction	To actively offer Welsh language services to ensure that people's needs are understood and met, and individuals with a learning disability, their parents and carers and staff will be supported to meet their identified outcomes and will be supported to do so in the right way and at the right time. As outlined in Mwy Na

		<p>Welsh speakers wish to lead on developing their own services.</p> <p>Existing and new staff and our stakeholders are being encouraged to begin Welsh language lessons and continue on their language journey.</p> <p>We will also Recruit Welsh speakers to increase face-to-face Welsh language service provision</p>	framework as standard within all of our services.	Geiriau 2022 -2027 ('More than Just Words') is the Welsh Government's strategic framework for improving and promoting Welsh language services in health and social care.
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Stage 2 – Impact Assessment

Will the proposed action affect any or all of the following?

	Does the proposal have any positive, negative or neutral impacts?	Describe why it will have a positive/negative or neutral impact on the Welsh language.	What evidence do you have to support this view?	What action(s) can you take to mitigate any negative impacts or better contribute to positive impacts?
<p>Numbers and / or percentages of Welsh speakers</p> <p>e.g Welsh Medium Education / Study Opportunities. Links with the Welsh Government's Cymraeg 2050 Strategy / RCTCBC Five Year Welsh Language Strategy</p>	Neutral	The proposal would have a neutral impact on the numbers and/or percentages of Welsh speakers with service users, employees, and the wider community.	All new staff who don't already meet Level 1 Welsh requirements undertake online Level 1 training, (2-hour online course). This process is incorporated into our Employee Induction Framework.	<p>Staff training to enhance learners' bilingual skills</p> <p>Work with the relevant departments/ services to Provide online course for beginners that's tailored to those working in within</p>

	Neutral	<p>The Cabinet report outlines a proposal to consult on the proposed strategy and operating model, it focuses upon the offer being in three distinct areas community and employment, maximising community connections and the councils offer. As outlined 12.3 % residents of RCT are able to speak Welsh by focusing upon the community development we will be able to support individuals to lead on developing their own services in a co-productive way and promote the Welsh language as part of this.</p> <p>Staff are actively encouraged and supported to learn Welsh and speak Welsh in work.</p>	<p>Welsh speaking residents and staff will also be able to access all consultation documentation in the Language of Welsh in an accessible and easy read format.</p> <p>Individuals with a learning disability, parents and carers, staff and all stakeholders who are Welsh speaking will have the option as part of the consultation being discussed with them in the medium of Welsh</p> <p>RCTs 5-year strategy requires the Council to increase Welsh language skills of our workforce. In addition, the Welsh Government Cymraeg 2050 strategy wants a million Welsh Speakers by 2050.</p>	<p>the proposed operating model</p> <p>Advise people with a learning disability, parents and carers and staff the opportunity to converse in the medium of Welsh if they choose to do so.</p> <p>Recruiting Welsh speakers will contribute to creating this environment and would increase opportunities to use the Welsh language.</p>
<p>Opportunities to promote the Welsh language e.g. status, use of Welsh language services, use of Welsh in everyday life in work and in the community</p> <p>Actively encourage and promote the use of our services in Welsh to see an increase in demand over time</p>	Positive	<p>The proposed strategy and operating model will have a positive effect on opportunities for people to use the Welsh language no less favourably than the English language. It promotes co-production and people leading on developing their own services</p> <p>Legislation places a duty on Council's to consider the Welsh language in accessing,</p>	<p>Consultation documentation is published in hard copy and online in both Welsh and English and in an accessible and easy read format. It will include an accessible and easy read response proforma to enable collection of the views of individuals with a learning disability, parents and carers, staff and all stakeholders.</p>	<p>Service Users, staff and the wider community will be able to use the Welsh language, when they are given the opportunity to express their views on the proposal during the consultation process.</p> <p>Supporting access to Welsh language for service users/staff via</p>

		<p>commissioning, and delivering care to individuals in order to ensure that they experience the best possible outcomes.</p> <p>Welsh language preference has been incorporated into our pre-admission checklist for individuals' who access the service</p>	<p>All communication is bilingual. Enquiries / comments/ complaints, emails /out of office notifications are bilingual, and if Welsh is the preferred language, they will be responded to in Welsh.</p>	<p>radio, television, and books.</p> <p>Review promotional materials when consulting with residents to ensure compliance with Welsh Language Standards.</p> <p>Service to explore opportunities to deliver Welsh medium co-produced services within the proposed strategy and operating model.</p>
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Stage 2 – Impact Assessment

Will the proposed action affect any or all of the following?

	Does the proposal have any positive, negative or neutral impacts?	Describe why it will have a positive/negative or neutral impact on the Welsh language.	What evidence do you have to support this view?	What action(s) can you take to mitigate any negative impacts or better contribute to positive impacts?
<u>Compliance with the Council's Statutory Welsh Language Standards</u> e.g	Positive	Continue to monitor and improve systems in place to ensure that the Welsh language is treated no less favourably than the English language	The consultation process will follow the Welsh Language standards as will all correspondence with service users and staff.	The service supports Welsh speaking staff to communicate with Welsh speaking individuals with a learning disability,

<p>increasing or reducing the Council's ability to deliver services through the Medium of Welsh.</p> <p>Consider the rights of Welsh speakers to use Welsh when dealing with the Council and for staff to use Welsh at Work</p>		<p>Welsh Language is embedded into the Social Care Wales Induction Framework which the service follows as standard within all settings. Regular staff session are held with people to ensure their wellbeing needs are met.</p>	<p>Job descriptions / advertisements are presented in a bilingual and easy read format.</p> <p>Social care staff participate in the Welsh language training sessions in line with the SCW Induction Framework</p> <p>Staff are encouraged to greet service users in Welsh and use the Welsh Language in work</p>	<p>parents and carers in their preferred way of communication.</p>
<p>Treating the Welsh language, no less favourably than the English language</p>	<p>Positive</p>	<p>All service communications, whether via letter, website or telephony is bilingual, with Welsh text first or to the left of English text - this will remove the risk of isolating individuals who communicate in Welsh by failing to provide services in their preferred language.</p>	<p>Promotional materials, website, and all subsequent correspondence available bilingually and in accessible and easy read format.</p>	<p>Ensure greater consistency in terms of the Welsh language services on offer and improve their quality across the service.</p> <p>Staff will be supported to utilise technology to enable them to access Welsh language sessions, this will enable them to access the training in a more flexible and convenient means.</p> <p>Promote Welsh speaking staff via our rolling advertisement for support workers</p>

Stage 3 - Strengthening the proposal

Having listed actions in section 2 which may mitigate any negative impacts or better contribute to positive impacts – please record below which ones you will imbed into the policy proposal and who will be responsible for them.

Also consider is the proposal necessary? Would it be possible to meet demand without any new developments? Could other existing provision be used? Where should the development be?

What are you going to do?	When are you going to do it?	Who is responsible?
As part of the proposed strategy and operating model, we will co-produce services with all our stakeholders, which will include the promotion of Welsh. We will support staff to develop their Welsh language skills by the use of technology and the offer of activities in Welsh.	On-going	Head of Service
The service will continue to promote Welsh speaking staff and support staff to develop their Welsh language skills	On-going	Day services managers

If ways of reducing the impact have been identified but are not possible to implement, please explain why. Give sufficient detail of data or research that has led to your reasoning.

What was identified?	Why is it not possible?

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Stage 4 – Review

For all policy proposals, whether it is a Significant Key Decision or not, you are required to forward this assessment to Welsh Language services – welshlanguageofficer@rctcbc.gov.uk and the Consultation and Engagement team – consultation@rctcbc.gov.uk in the first instance for some initial guidance and feedback.

As part of the Welsh Language, Equalities and Socio Economic Duty Impact Assessment Process all proposals that fall within the definition of Significant Key Decision should present at the Officer Review Panel. This panel is made up of officers from across Council Services and acts as a critical friend before your report is finalised and published for SLT/Cabinet approval.

If this proposal is a Key Strategic Decision please forward your completed (Stage 1>6) impact assessment, policy proposal/report and consultation report to CouncilBusiness@rctcbc.gov.uk for an Officer Review Panel to be organised to discuss your proposal. [See our guidance document](#) for more information on what a Significant Key Decision is.

It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable Welsh language considerations wherever possible. Please ensure you update the relevant sections below in collaboration with the relevant departments.

Welsh Language Services Comments	Date Considered	Brief description of any amendments made following Welsh Language Services feedback
Officer Review Panel Comments	Date Considered	Brief description of any amendments made following Officer Review Panel considerations
Consultation Comments	Date Considered	Brief description of any amendments made following consultation

Stage 5 – Monitoring, Evaluating and Reviewing

How and who will you monitor the impact and effectiveness of the proposal?

If Cabinet decide to progress with a public consultation on the above proposals, it is proposed that this would take place between 29th May 2023 -30th June 2023 and a further report will be given at cabinet following this.

We will continue to monitor, evaluate and review impact by ensuring EIAs are continually updated in line with decision making and further consultation. There will be on going project monitoring of overarching project plan to ensure project is delivered in line with objective and any adverse impacts mitigated.

Stage 6 – Summary of Impacts for the Proposal

Provide below a summary of the impact assessment, to include some of the main positive and negative impacts along with an overview of actions taken since the impact assessment to better contribute to more positive impacts. This summary must be included in the Welsh Language Considerations section of the SLT/Cabinet report template. It is not suitable to only write 'please see full report at Appendix x' in the body of the report. The impact assessment must be published alongside the report.

A Welsh Language Impact Assessment has been completed and the main findings are as follows –

The recommendation to Cabinet to initiate consultation with regards the proposed day service strategy and operating model following this a further report will be shared highlighting feedback and development opportunity. This does not have any direct impact on the Welsh Language. Opportunities for the service to continue to promote and upskill Welsh speaking staff will remain a high priority.

Mwy Na Geiriau 2022 -2027 ('More than Just Words') is the Welsh Government's strategic framework for improving and promoting Welsh language services in health, social services and social care. The aim of the framework is to ensure that organisations recognise that language is an intrinsic part of people's care and the offer of Welsh language services to people is so important. Ensuring positive well-being outcomes for individuals, is something which underpins the Social Services and Well Being (Wales) Act 2014. The Codes of Practice under the Act require local authorities to ensure Welsh language services are built into service planning and delivery and that services are offered in Welsh, to Welsh speakers, without them having to request it as required by the 'Active Offer'.

Stage 7 – Sign Off			
Name of Officer completing the WLIA	Alexandra Beckham	Service Director Name:	Neil Elliott
Position	Head of Learning Disability, Substance misuse and Mental Health	I recommend that the proposal: (Highlight decision)	Is implemented with no amendments
			Is implemented taking into account the mitigating actions outlined
			Is rejected due to disproportionate negative impacts on the Welsh language
Signature		Service Director Signature	
Date	27/04/2023	Date	



RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CABINET

15th MAY 2023

POTENTIAL TO CREATE AN ADDITIONAL EVENT SPACE AT YNYSSANGHARAD WAR MEMORIAL PARK

REPORT OF THE DIRECTOR OF PROSPERITY & DEVELOPMENT

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to seek approval from the Cabinet on progressing the potential redevelopment opportunity for an event space within Ynysangharad War Memorial Park which will support the delivery of major events and to submit a formal application for funding to the Visit Wales Brilliant Basics Programme.

2. RECOMMENDATIONS

It is recommended that Cabinet:

- 2.1 Consider the concept design proposal presented in the report and to authorise officers to proceed with its further development and submit a formal application for funding to the Visit Wales Brilliant Basics Programme.

3. REASONS FOR RECOMMENDATIONS

- 3.1 To ensure that the Council can make the best possible use of Ynysangharad War Memorial Park for major events and provide local communities with useable green spaces and take advantage of the funding opportunity provided by the Brilliant Basics Programme.

4. BACKGROUND

4.1 In order to consider ways to maximise the space available to host events at Ynysangharad War Memorial Park, a feasibility report on the potential to introduce an Events Space at the large green area adjacent to the bridge access from the Llys Cadwyn development has been produced.

4.2 The area of the park under consideration, was previously the site of a pitch-n-putt golf course and was later used for footgolf. It has not been formally used for some time and currently offers little amenity value due to the undulating topography designed for golf.



4.3 The space has the potential to facilitate an events area and community gatherings that can be enjoyed by all whilst retaining as much useable green space as possible.

4.4 The option described in section 5 below was considered by the Ynysangharad War Memorial Park Cabinet Sub-Committee on 15th March 2023.

4.5 Subsequently, Visit Wales have invited the Council to submit a formal application for financial support for the project to their Brilliant Basics Fund. The objectives of the fund are to:

- Invest in basic infrastructure that benefits both communities and visitors in strategically important tourism locations.
- Develop high quality infrastructure projects that support the wider tourism offer in destinations giving visitors a memorable experience throughout their stay.
- Improve access to facilities and project an inclusive view of Wales.
- Support basic facilities to remain open all year and cater for visitors well into the evening.
- Contribute to strategically important tourism products e.g. The Wales Coast Path.
- Encourage clean, green destinations for example through sustainable infrastructure improvements.

4.6 It is considered that the event space proposals outlined below meet all the objectives of the fund.

4.7 The update on the proposals were considered by the Ynysangharad War Memorial Park Cabinet Sub-Committee at its meeting on 11th May 2023.

5. EVENT SPACE PROPOSALS

5.1 A feasibility report and a concept design has been developed for the event space. Establishing this space is essential to expand the existing facilities to host large events within the park and provide an additional option to avoid disrupting the regular users of the park when events take place.

5.2 The proposal is for the upper plateau of the former Pitch and Putt course to be flattened out with a soft landscaping solution to generally make a more useable green space and give the ability for the space to be used for events and other similar activities. It is also proposed that new, small but necessary footways and seating areas be introduced to improve accessibility and the amenity of the park.

5.3 The computer generated images below give an idea of how the space would look and it should be noted that every effort has been made to maintain the maximum amount of green space. Further work will be undertaken as part of the detailed design stage to ensure that the loss of any trees is also minimised. The current design thinking is that any trees lost (if any) would be those smaller trees that form part of the golf course and not any of the mature trees that flank the main footways. A thorough assessment of any tree affected will form part of the detailed design process and proposals for additional tree planting will also be developed as part of the design.





6. PROJECT TIMESCALES AND DELIVERY IMPLICATIONS

- 6.1 The proposed concept design outlined above has the potential to be completed by the summer season of 2024. However, the design and tendering process must be initiated by late summer 2023 to ensure a timely start on-site in the autumn of 2023. This will align with appropriate planting seasons, enabling optimal growing conditions before use.
- 6.2 In addition, as it is proposed that the upper plateau will be levelled and therefore re-seeded to allow it to be used as a temporary event space this will require a settling-in period before it can be used.
- 6.3 Once the detailed design is complete an assessment can be undertaken around what planning and related consents, if any, are necessary. It is also proposed to engage with the public and key stakeholders once detailed design proposals become available.

7. FUNDING OPPORTUNITIES

- 7.1 To support the delivery of this project, the Visit Wales Brilliant Basics Fund is a potential funding source. The purpose of Brilliant Basics is to deliver basic small-scale tourism infrastructure improvements across all of Wales to ensure that visitors have a positive and memorable experience throughout all aspects of their stay.
- 7.2 It is currently estimated that proposed works will cost around £249k. The Brilliant Basics Fund is capital-only, and grants are available up to a maximum of £300,000 with a maximum intervention rate of 80%. The remaining 20% would be met from existing regeneration investment budgets. The 2023/24 round of funding is currently open with a deadline for the submission of formal applications being 1st June 2023.

8. EQUALITY AND DIVERSITY IMPLICATIONS / SOCIO-ECONOMIC DUTY

- 8.1 An Equality Impact Assessment will be considered as part of the project design and development should it proceed.

9. WELSH LANGUAGE IMPLICATIONS

- 9.1 The Welsh Language implications will be considered as part of the project design and delivery should it proceed.



10. CONSULTATION / INVOLVEMENT

- 10.1 There is no requirements for consultation in respect of this report. Should the project proceed to detailed design and development, it is proposed to engage with the public and key stakeholders on the basis of the detailed design proposals.

11. FINANCIAL IMPLICATIONS

- 11.1 A successful single application to the Visit Wales Brilliant Basics Fund would enable the design and delivery of the concept design, along with a match funding contribution from RCT CBC's own resources as set out in Paragraph 7 of the report.

12. LEGISLATION CONSIDERED

- 12.1 These will be considered in detail as part of the project design and development process should it proceed.

13. LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT.

- 13.1 The regeneration project detailed in the report will collectively boost the local economy and provide job opportunities for local people.
- 13.2 The development will directly contribute to the goals of the Well Being of Future Generations Act. In particular, the economic and environmental well-being of Wales, supporting the delivery of a prosperous Wales, a more resilient Wales, and a Wales of cohesive communities.

14. CONCLUSION

- 14.1 This report provides information seeking approval from Cabinet on whether to progress the concept design option for the potential redevelopment opportunity in Ynysangharad Park and seek funding from the Brilliant Basics Fund to support the project design and delivery.

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RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CABINET

15th MAY 2023

PONTYPRIDD PLACEMAKING PLAN – SOUTHERN GATEWAY PROJECT PROGRESS UPDATE

REPORT OF THE DIRECTOR FOR PROSPERITY AND DEVELOPMENT IN DISCUSSIONS WITH THE RELEVANT PORTFOLIO HOLDER (CLLR MARK NORRIS)

1. PURPOSE OF THE REPORT

The purpose of the report is to:

- 1.1 Provide an update on the development of projects within the Southern Gateway area of the Pontypridd Placemaking Plan.
- 1.2 Outline the proposed next steps and seek Cabinet approval to move to the next development stages on the projects within the Southern Gateway area (as set out in Section 6)
- 1.3 Seek Cabinet approval to carry out publicity with the community and key stakeholders on the agreed next steps.

2. RECOMMENDATIONS

It is recommended that Cabinet:

- 2.1 Note the progress made on project development and delivery at the former M&S and Dorothy Perkins/Burttons buildings, the former Bingo Hall site.
- 2.2 Endorse the design and redevelopment options for the Southern Gateway area, including the Bingo Hall Site and M&S and Dorothy Perkins/Burttons buildings.
- 2.3 Authorise Officers to progress implementation of the development options set out in this report, including the proposal to carry out publicity with the community and key stakeholders on the agreed next steps.

3. REASONS FOR RECOMMENDATIONS

- 3.1 To inform Cabinet of the status of ongoing projects in the Pontypridd Southern Gateway area and the progress made to date.

4. BACKGROUND

- 4.1 The 'Pontypridd Town Centre Placemaking Plan' was approved by Cabinet in June 2022.
- 4.2 The Placemaking Plan builds upon the foundations of what has already been delivered and provides a framework for delivering new development and investment to further improve the prosperity of Pontypridd, enhance the townscape and make it even more resilient to future change and challenges.
- 4.3 The Cabinet approval was given following a 4-week public consultation exercise on the draft Placemaking Plan, with a particular focus on the early ideas for the redevelopment of the former M&S and Dorothy Perkins/Burtons buildings and former Bingo Hall site. These sites sit within what the Placemaking Plan defines as the 'Southern Gateway' area of Pontypridd Town Centre. The majority of public response to the consultation was positive.

5. SOUTHERN GATEWAY

- 5.1 The Placemaking Plan sets out the aims for the Southern Gateway and the concept masterplan, which formed the basis of the public consultation, included key prominent sites such as the former Bingo Hall site and Marks and Spencer/Dorothy Perkins stores and proposes enhanced links between the station and the high street and an improved public realm that opens the entrance to the town and establishes a riverside plaza.
- 5.2 Redevelopment of this 'Southern Gateway' area is proposed to be the next phase of the implementation of the Placemaking Plan.
- 5.3 Members may recall that in February 2022 Cabinet agreed that officers could move to the formal procurement stage to secure a development partner to deliver a hotel-led development on the site of the former Bingo Hall.
- 5.4 Officers reached the final stages of preparing the necessary documentation to undertake the procurement exercise in the Autumn of last year, but unfortunately, this coincided with the financial crisis and market instability caused by the UK Government's mini-budget in late September 2022. At that time, it was not considered prudent to seek a contract with a development partner for a major construction project, given the uncertainty in the market. Since then, as Members will be aware, the economy has experienced a downturn, high inflation has prevailed, affecting construction supply costs, and a general cost-of-living crisis has ensued. As a result, it has become evident that the

viability gap in delivering a hotel at the site has increased significantly and that the amount of public sector grant that would be needed to deliver the development has rendered the project unviable and difficult to justify against other competing priorities.

- 55 As a result, alternative design proposals are currently being considered for the site, and these are set out in section 6 below.
- 56 At the February 2022 meeting, it was also agreed by Cabinet that a funding application should be submitted to Welsh Government to demolish the vacant and dilapidated M&S and Dorothy Perkins/Burtons buildings and to commence the demolition process if and when funding and any necessary statutory consents are in place. An update on this project and the proposed development solution is outlined in section 6 below.

6. PROJECT PROGRESS UPDATE

- 6.1 As noted previously, implementation of the Southern Gateway projects is proposed to form the next phase of the implementation of the overall Pontypridd Placemaking Plan. Redevelopment of the key sites and premises detailed below will kickstart the transformation of this part of the town.

6.2 Former Marks & Spencer and Dorothy Perkins / Burtons Buildings

- 6.3 Further to Cabinet's approval, as outlined in paragraph 5.7, a funding application was submitted to Welsh Government to support the demolition of the M&S and Dorothy Perkins/Burtons buildings. The buildings have been vacant for some time, are unsightly, and their demolition would help to clear the site for future development.
- 6.4 Welsh Government formally approved the funding application in March 2023, providing a grant of £1,283,745 to support the demolition of the buildings, which represents 70% of the total project cost of £1,833,923 and 30% (£550,178) is funded from the Council's own existing resources. This funding has enabled the project to move forward and ultimately will bring much-needed improvements to the urban environment in Pontypridd.
- 6.5 A demolition contractor has been appointed, and preparatory work commenced on site on 28th March 2023. The contractor has started with disconnecting services and the soft strip out of internal fixtures and fittings. In addition, the contractor is working on the segregation of waste streams, and all waste is being removed to off-site recycling centres.
- 6.6 The demolition works are scheduled to commence in June of this year following the approval of demolition consent by Welsh Government and are expected to be completed by the Winter 2023. The contractor will use specialist equipment and techniques to carry out the demolition work safely and efficiently, ensuring that any potential risks to nearby properties and people are managed. The design also incorporates boundary treatments to ensure the structural integrity of adjacent structures.

- 6.7 A comprehensive communication plan has been developed and is currently being implemented for the project. As part of this initiative, the contractor has produced a newsletter which has been distributed to all businesses in the town centre. A press release has been published as part of the communication strategy.
- 6.8 The demolition of the buildings will allow for a new area of public realm to be created, creating better connections between the high street and the riverside and also opening up views to the park and creating a much stronger route to the entrance to the park when compared to the existing narrow, side lane. This concept was tested in the 2022 formal consultation exercise with support coming from an overwhelming majority of respondents.
- 6.9 Since then, a multi-disciplinary team has been assembled to create a design proposal for the site that has had to respond to the additional technical evidence and knowledge that has been gathered and recognising that the vast majority of the site effectively sits on stilts over the River Rhondda. Nevertheless, the current option is both functional and aesthetically pleasing and will succeed in revitalising the area and making it more attractive for residents and visitors. (The current concept plan for the proposal is shown in Appendix 1).
- 6.10 Furthermore, the public realm will be equipped with ducting and infrastructure that will facilitate the hosting of pop-up markets, street food outlets and the installation of low-maintenance, sturdy street furniture and green landscaping features. The design will also be refined to take into account the flood modelling that the design team is currently undertaking to ensure it remains safe for users and where possible, adds protection to the surrounding area from flood events in the future.

6.11 Former Bingo Hall / Angharads Nightclub

- 6.12 As explained in Section 5 above, it has not been possible to proceed with the procurement of a hotel development at this site, and instead, the project team has been developing alternative options for the site. These include the development of a bus interchange and the creation of a high quality public realm area that opens up the high street and town to visitors and commuters. (The current concept plans are attached at Appendix 2.)
- 6.13 Whilst the potential for a hotel at the Bingo Hall site did receive support in the 2022 formal consultation exercise, a number of respondents suggested that the site be developed for public realm and open space as it would open up the top end of the town and potentially improve air quality. The following excerpts have been taken from the consultation report.

“The prominence of the former bingo hall means revamping this site will have huge benefits for the overall visual impact upon entering the town from the south.”

“The bingo Hall site should be left open, so the town is “opened up” to

public, natural light & pollution free high street please!”

- 6.14 Transport for Wales (TfW) is delivering the electrification of the Core Valley Lines which will provide high-frequency rail services with 24 trains/hour arriving at Pontypridd Rail Station throughout the day. This marks a step-change in the accessibility and connectivity of Pontypridd. In addition, proposals are evolving regarding bus franchising and pilots are being undertaken for integrated ticketing between bus and rail. Opportunities for interchange between bus and rail are limited.
- 6.15 The Bingo Hall site provides a unique opportunity to introduce a two-bay bus layby opposite the railway station which will improve bus/rail integration and provide a new focal point for bringing visitors and commuters into Pontypridd. Initial discussions with TfW indicates a willingness to work together to improve transport interchange at the station forecourt to enable a more holistic approach to be taken. This also gives rise to the potential to explore enhancements to linkages between the station and the high street and linkages to wider active travel networks.
- 6.16 In light of this unique opportunity to enhance sustainable transport infrastructure and interchange in Pontypridd, the Cardiff Capital Region Transport Authority (CCRTA) made regional funding available during the final weeks of the 2022/23 financial year to develop initial proposals and has also submitted a regional bid to Welsh Government for Local Transport Fund grant to continue design and commence delivery in the current financial year. The outcome of the bid is expected in May 2023.
- 6.17 The CCRTA bid is for £0.93M. The cost of providing the bus bays to the South Side of Sardis Road and the public realm works, which will potentially require significant structural changes to the former Bingo Hall site, is initially estimated to be in the order of £1.5-2M, subject to ground investigations and structural surveys. Additional grant funding will therefore be required to complement CCRTA transport
- 6.18 As such and recognising that these proposals fall squarely within the positive responses to the 2022 formal consultation, it is not considered that any further formal consultation is necessary. However, it is important the Council continues to engage with the community on its Placemaking Plans for Pontypridd, and it is recommended that subject to Cabinet’s approval, an extensive publicity exercise is undertaken on the proposals prior to the redevelopment proposals being delivered. (It should be noted that Cabinet have already agreed to the demolition of the Marks & Spencer and Burtons buildings, and this will proceed as outlined in section 6.)
- 6.19 Despite not proceeding with the development of a hotel on the Bingo Hall site, the need for hotel space in the town is still recognised and the Council will work with partners and the private sector to enable alternative provision elsewhere within the town with a focus on using existing buildings within the town centre. Members may already be aware of proposals being prepared to convert the former HSBC bank which may include the refurbishment of the former Butcher’s Arms Hotel space above. This project will in part be funded through a loan under Welsh Government’s Transforming Towns programme.
- 6.20 Members are advised that in their current form it is considered the

proposals at both sites can be delivered under the Permitted Development Rights afforded to the Council under the Town & Country Planning (General Permitted Development) Order (as amended) and therefore no formal planning application need be submitted.

7. EQUALITY AND DIVERSITY IMPLICATIONS / SOCIO-ECONOMIC DUTY

- 7.1 An Equality Impact Assessment screening form was prepared prior to the consultation exercise being undertaken in 2022. The results of the consultation have been used to complete the full equality impact assessment and to determine any amendments to the Placemaking Plan.

8. WELSH LANGUAGE IMPLICATIONS

- 8.1 The results of the consultation have been used to complete the Welsh Language Impact Assessment and to determine any amendments that need to be made to the Placemaking Plan.

9. CONSULTATION / INVOLVEMENT

- 9.1 The public consultation exercise was undertaken during the period 1st March to 29th March 2022 in respect of the draft Pontypridd Town Centre Placemaking Plan including a focus on this Southern Gateway area. Further engagement is proposed on detailed plans as they are developed.

10. FINANCIAL IMPLICATION(S)

- 10.1 As detailed in 6.4 above, the funding for the demolition of the M&S/Dorothy Perkins/Burtons site has been approved by Welsh Government, with match funding from the Council's own existing resources.
- 10.2 External funding opportunities will continue to be explored for the development of both the M&S/Dorothy Perkins/Burtons and Bingo Hall sites, and, where necessary, will be supported by funding already secured through the Shared Prosperity Fund and / or the Council's own resources (core capital funding and/or infrastructure reserve).

11. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED

- 11.1 There are no current legal implications, but as the opportunities are developed, the legal implications will be fully assessed.

12. LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT

12.1 The Placemaking Plan has been developed in accord with the Council's Corporate Plan 2020-2024 'Making a Difference' which highlights that its town centres will be vibrant, thriving places where people wish to live, work and socialise and with Welsh Government's 'Town Centres First' approach, aimed at putting the health of town centres at the heart of the decisions taken by the public sector, businesses and communities.

12.2 All proposed developments will contribute to the goals of the Well Being of Future Generations Act. In particular, the economic and environmental well-being of Wales, supporting the delivery of a prosperous Wales, a more resilient Wales and a Wales of cohesive communities.

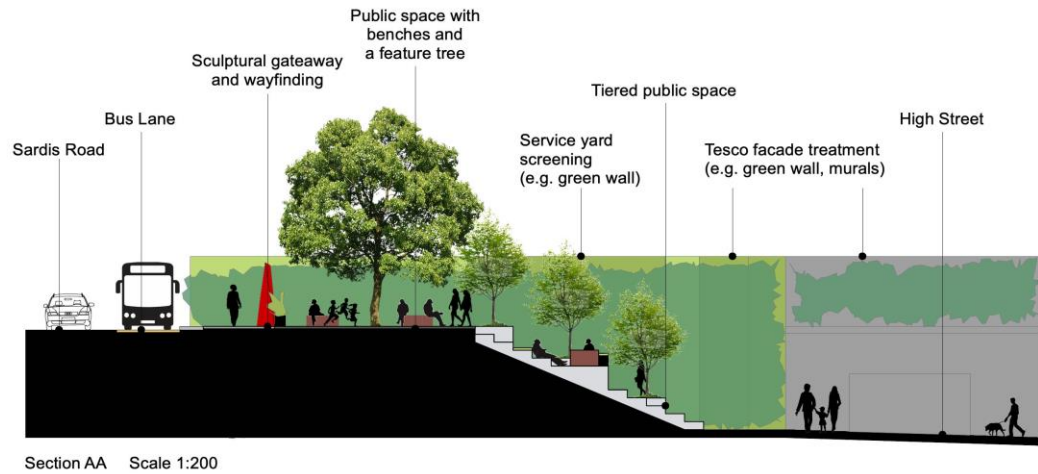
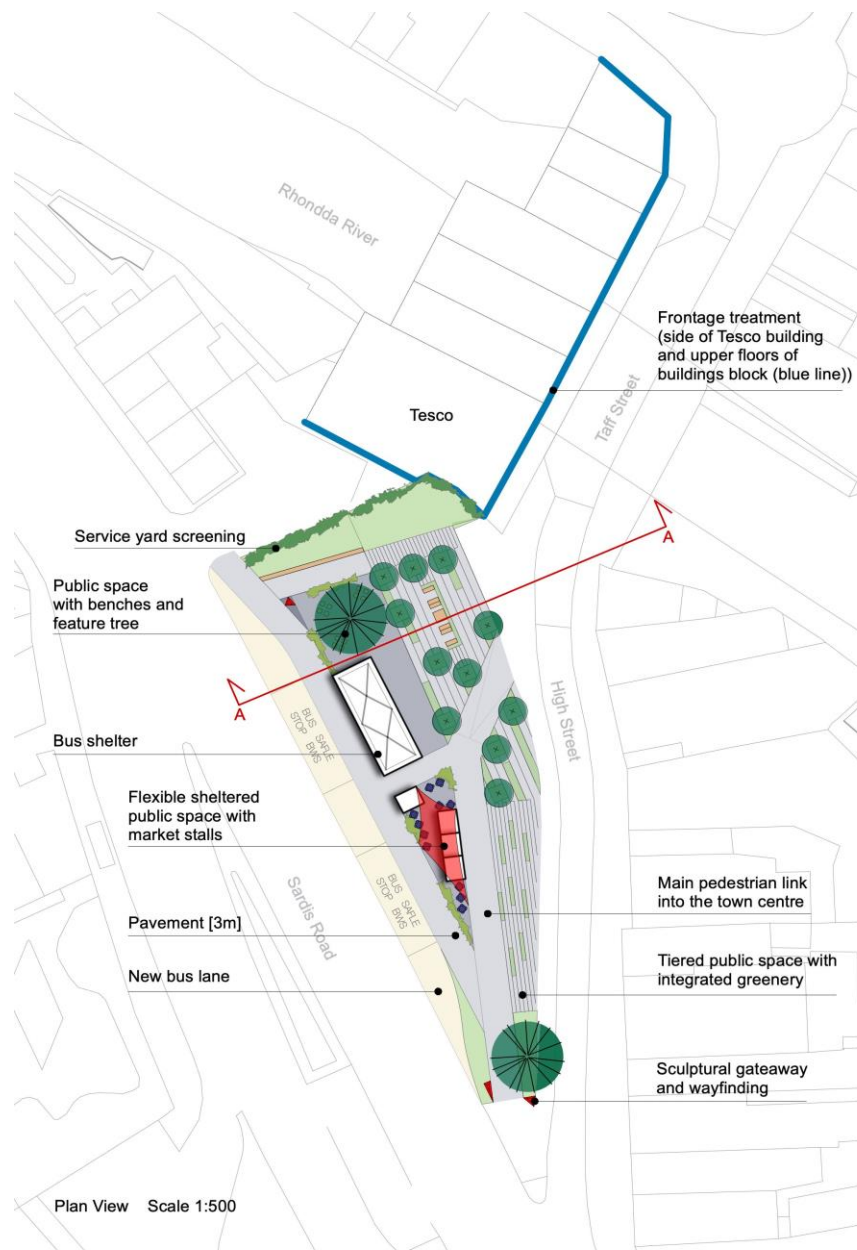
13. STRATEGIC OR RELEVANT TO ELECTORAL WARDS

13.1 Successful implementation of the Placemaking Plan and its associated projects are of strategic significance to Rhondda Cynon Taf and the wider South East Wales region.

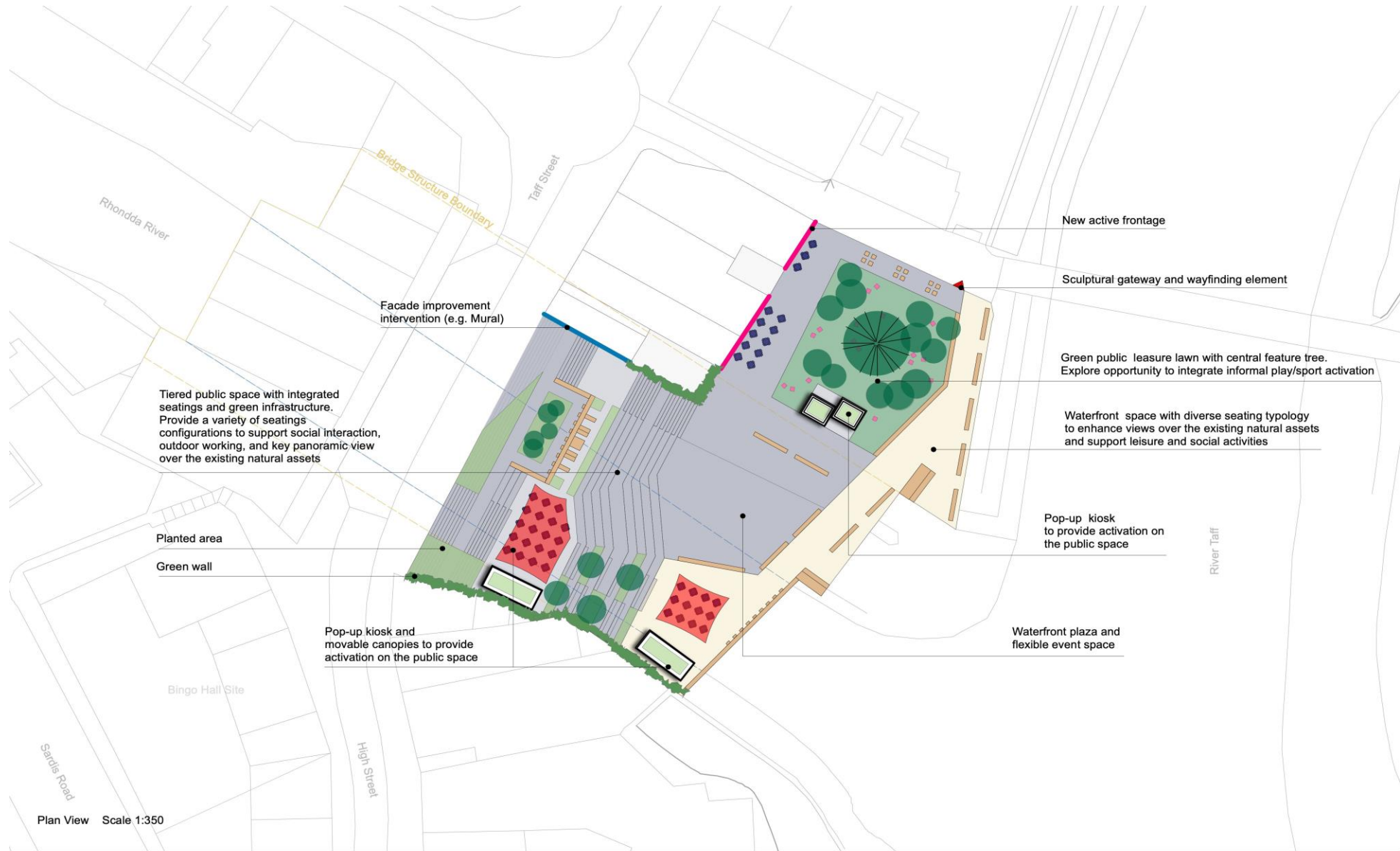
14. CONCLUSION

14.1 The proposal put forward provide a high quality entrance to the town, enhancing the setting within the Conservation Area, and a clear and legible route from the top of the town, Sardis car park and train station through to the town centre itself. The proposals will also open up the town to the green, riverside area and provide a much more inviting access into Ynysangharad Park and the National Lido.

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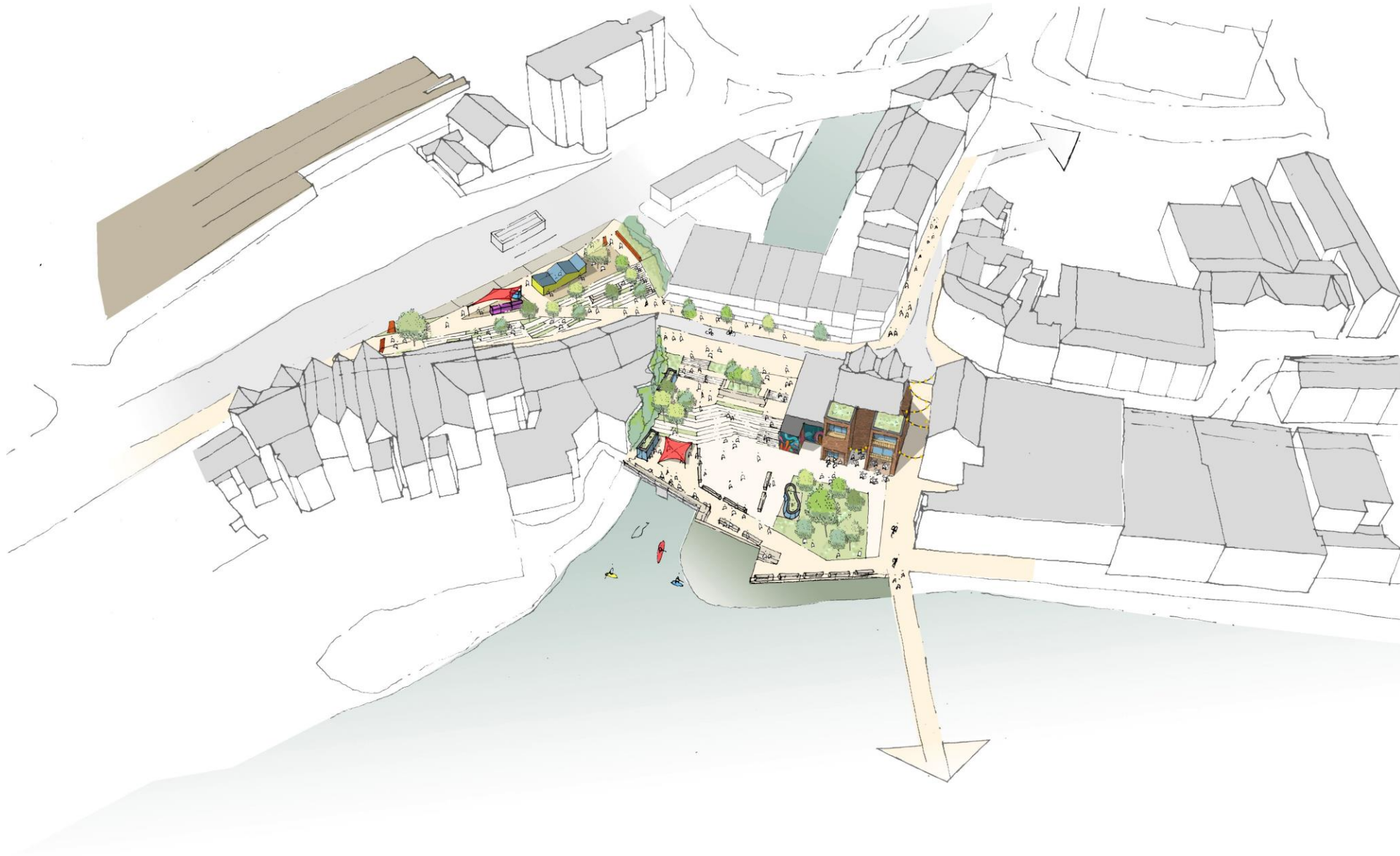
Drawing Title: Conceptual Design [A3]
 Project: Bingo Hall Site - Pontypridd
 Date: 28.04.2023



Plan View Scale 1:350



Drawing Title: Conceptual Design [A3]
Project: Marks & Spencer Site - Pontypridd
Date: 28.04.2023



Drawing Title: Conceptual Design - Illustrative Visualisation [A3]
Project: Bingo Hall and Marks & Spencer Sites - Pontypridd
Date: 28.04.2023

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RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CABINET

15th MAY 2023

REPORT ON PROGRESS OF THE AUTHORITY'S REVIEW OF THE LOCAL FLOOD RISK MANAGEMENT STRATEGY AND ACTION PLAN

**REPORT OF DIRECTOR OF FRONTLINE SERVICES IN DISCUSSIONS
WITH THE RELEVANT PORTFOLIO HOLDER; THE LEADER OF THE
COUNCIL; CLLR ANDREW MORGAN OBE.**

**AUTHOR(s): Andrew Stone, Head of Flood Risk Management and
Strategic Projects
Catrin Evans, Flood Risk Management Officer**

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to provide members with an update on progress of the Authority's review of the revised Local Flood Risk Management Strategy (LFRMS) and Action Plan (formerly known as a Flood Risk Management Plan), as required under Section 10 of the Flood and Water Management Act (FWMA) 2010.
- 1.2 The report will further advise members of the revised programme of work required to deliver the review of the current LFRMS and Action Plan, in accordance with the updated statutory timeframe stipulated by Welsh Government.

2. RECOMMENDATIONS

- 2.1 To note the results and review of the initial public engagement exercise on the revised LFRMS and Action Plan, which was presented to the Climate Change, Frontline Services & Prosperity Scrutiny Committee on 22nd March 2023 as per the programme of work which was agreed by Cabinet on 29th November 2022.
- 2.2 To note the revised indicative timescales, actions and reports being brought to Cabinet and Scrutiny in Appendix 1.

3. REASONS FOR RECOMMENDATIONS

- 3.1 To enable members to consider the results and CCFSP Scrutiny Committee's review of the initial public engagement exercise on the revised LFRMS and Action Plan.
- 3.2 To consider the revised timetable, actions and reports being brought to Cabinet in Appendix 1 following the updated statutory timeframe stipulated by Welsh Government.

4. BACKGROUND

- 4.1 The publication of the second iteration of the National Strategy for Flood and Coastal Erosion (FCERM) in Wales in October 2020¹ triggers the requirements under Section 10 (5) of the FWMA 2010 for the Council as the Lead Local Flood Authority (LLFA) to review its current LFRMS and publish a revised version within 2 years of the National Strategy publication. The original date advised by the Welsh Government (WG) for the publication of the revised LFRMS was October 2023.
- 4.2 It has since been confirmed by the WG however, that the date for publication of the revised LFRMS and Action Plan has been revised from October 2023 to March 2024.
- 4.3 The decision to commence with the review of the LFRMS and Action Plan was agreed by Cabinet Members on 29th November 2022.
- 4.4 Following notification from the WG that the statutory publication date for the revised LFRMS and Action Plan has been revised to March 2024, the LLFA have revised their high-level programme and timeline, from that previously agreed by Cabinet Members on 29th November 2022, to reflect the 6-month delay to the publication date. The revised high-level programme and timeline for the implementation of the review of the LFRMS and Action Plan is included in Appendix 1.
- 4.5 The revised programme and timetable will provide the LLFA with greater capacity to continue its progress on the drafting of the revised LFRMS and Action Plan and accompanying environmental reports (Strategic Environmental Assessment (SEA) and Habitat Regulations Assessment

¹ [National Strategy for Flood and Coastal Erosion Risk Management in Wales \(English\) \(gov.wales\)](https://www.gov.wales)



(HRA)), taking into consideration more data, which is constantly being refined and updated.

5. CCFSP REVIEW OF THE INITIAL PUBLIC ENGAGEMENT EXERCISE

- 5.1 As part of the agreed programme of works required to deliver the review of the existing LFRMS and Action Plan, an initial non-statutory public engagement exercise has been undertaken. The results were published prior to the drafting of the revised LFRMS to identify what key themes the constituents of RCT want the revised LFRMS and Action Plan to focus and improve on.
- 5.2 The initial public engagement exercise was conducted in-house and ran for a period of six weeks, from 13th December 2022 to 24th January 2023.
- 5.3 The results and feedback provided via the initial public engagement exercise was presented to the CCFSP Scrutiny Committee on 22nd March 2023. This provided Members the opportunity to consider the responses and enable them to help shape and inform the drafting of the revised LFRMS and Action Plan. The CCFSP Scrutiny report and 'Initial Public Engagement Report' can be found on the Council's website²
- 5.4 Key considerations raised by respondents as part of the initial public engagement exercise include:
- Improving the communication of flood risk, flood risk management, the roles and responsibilities of RMAs and non-RMAs and the support capabilities/resources available to raise awareness and build preparedness within communities and individuals:
 - Promoting sustainable flood risk management techniques such as SuDS, retrofitting green infrastructure into the urban environment, utilising NFM methods and adopting a catchment-based approach to flood risk management:
 - Adaptation and building resilience into both physical assets and the community to help address the risks associated with climate change. Measures and actions including asset maintenance and improvements, installation of property resilience measures, promoting NFM and raising awareness:

² [Agenda for Climate Change, Frontline Services & Prosperity Scrutiny Committee on Wednesday, 22nd March, 2023, 5.00 pm - Rhondda Cynon Taf County Borough Council \(moderngov.co.uk\)](#)

- Utilising a risk-based approach to prioritise flood risk management activities and investment to reduce the number of people living in high and medium flood risk areas.
- 5.5 The considerations raised by respondents closely align with the objectives set out within the Welsh Government's National Strategy for FCERM and which the revised LFRMS must also align with.
- 5.6 Comments received from members of the CCFSP Scrutiny Committee on 22nd March 2023 were positive, with members commenting on the level of detail within the report.
- 5.7 As the unitary authority with the greatest surface water flood risk in Wales (according to the Communities at Risk Register (CaRR)), the LLFA recognise that managing the risk of flooding is a priority in RCT now and in the future. The results from the CaRR specifically highlighted that RCT has 25 communities within the top 5% in Wales, at highest risk of surface water flooding. This was raised in response to one of the members questions. The LLFA therefore recognise the importance and necessity of having a thorough analysis and detailed report of how considerations raised during the public engagement exercise will be embedded into the revised LFRMS and Action Plan.
- 5.8 Furthermore, comments were raised by members regarding to what extent the Council were communicating flood risk to the constituents of RCT. This included raising awareness within the community through encouraging the participation of Flood Action groups and providing residents with information on how they can contribute to managing their local flood risk, in addition to the Climate Change agenda. In response, it was advised that each point raised by the members will be embedded within the revised LFRMS and Action Plan.
- 5.9 Finally, a member questioned the potential of incurring skewed results through the public engagement exercise, as a result of the respondents having varying degrees of interest in flood risk management. In response, it was noted that although the response rate was low considering the number of residents impacted by flooding in recent storm events, the results were still valuable and reinforce many of the themes already contained in the current LFRMS and what the LLFA can enhance within our revised LFRMS and Action Plan.
- 5.10 Following discussion, members of the CCFSP Scrutiny Committee resolved to acknowledge the contents of the Scrutiny report and for the comments of the Scrutiny Committee to be fed into the revised LFRMS and Action Plan.

6. UPDATE ON PROGRESS TO DATE & REVISED PROGRAMME AND TIMETABLE

- 6.1 As stated in 4.4 above, the WG has revised the statutory publication date for the revised LFRMS and Action Plan to March 2024. The LLFA has used the opportunity to review and revise the high-level programme and timeline, previously agreed by Cabinet Members on 29th November 2022, to reflect the 6-month delay to the publication date. The revised high-level programme and timeline is included in Appendix 1.
- 6.2 As stated in 4.5 above, the revised programme and timetable (Appendix 1) has provided the LLFA with greater time and resource capacity to continue its progress on the drafting of the revised LFRMS and Action Plan and accompanying environmental reports (Strategic Environmental Assessment and Habitat Regulations Assessment). This will enable the LLFA to produce a revised LFRMS and Action Plan taking into consideration refined and updated data.
- 6.3 The key considerations raised by the public (listed in 5.4) and reinforced by members of the CCFSP Scrutiny Committee, are currently being incorporated and enhanced within the objectives, measures and actions detailed within the revised LFRMS and Action Plan.
- 6.4 The LLFA are undertaking an updated and thorough assessment of flood risk across the borough, utilising the best available datasets and tools to determine where in RCT the highest local flood risk areas are located.
- 6.5 The accompanying environmental assessments (i.e., SEA and HRA) are being revised to incorporate the updated environmental strategies, plans, documents and programmes relevant to the requirements of the SEA and HRA.

7. EQUALITY AND DIVERSITY IMPLICATIONS

- 7.1 An Equality Impact Assessment (EIA) screening form will be prepared prior to the drafting of the LFRMS and the associated statutory consultation.

8. CONSULTATIONS

- 8.1 An initial non-statutory public engagement exercise via a questionnaire was conducted in-house and ran for a period of six weeks from 13th December 2022 to 24th January 2023.
- 8.2 Full details on the public engagement exercise results are provided in the 'Initial Public Engagement Report' available on the Council's website².
- 8.3 It is a requirement of the Flood and Water Management Act 2010 for the LLFA to consult on the LFRMS and accompanying environmental documents (SEA and HRA) with the public and risk management authorities that may be affected by the strategy. A further opportunity will be provided for the public to consult on the draft LFRMS and Action Plan (Appendix 1, item 10).

9. FINANCIAL IMPLICATION(S)

- 9.1. The costs associated to the review of the LFRMS and Action Plan, and to facilitate the consultations, is supported by Revenue grant funding provided by the WG.
- 9.2 The measures and actions placed as part of the LFRMS and Flood Action Plan will incur costs over the life cycle of the LFRMS. In developing the LFRMS and Action Plan, the costs and benefits of the measures and actions will be reviewed as part of the drafting process and submitted to Cabinet for approval as part of report for Draft LFRMS, SEA & HRA (Appendix 1, item 9).

10. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED

- 10.1 There are legal implications, and the relevant legislation has been considered in Section 4.1.

11. LINKS TO THE COUNCILS CORPORATE PLAN / OTHER CORPORATE PRIORITIES / FUTURE GENERATIONS – SUSTAINABLE DEVELOPMENT

- 11.1 The development of the LFRMS will identify how the detailed flood risk objectives, measures and actions align with local policies such as the Council's Corporate Plan "Making a Difference" 2020-2024, the



Council's former LFRMS and FRMP produced in 2013 and 2015, respectively and reflect the sustainable development principles of the Well-being for Future Generations Act and will contribute to all seven national goals.

- 11.2 The development of the LFRMS will also identify opportunities to align with emerging local policies such as the Council's revised Local Development Plan and the Council's Tackling Climate Change Strategy³.

12. CONCLUSION

- 12.1 Since the adoption of our LFRMS in 2013, RCTCBC has been subject to significant rainfall and widespread flooding. This includes the storm events of February 2020, which saw over 1500 properties flooded, damages to critical highway and drainage infrastructure and major disruption to the communities of RCT.
- 12.2 Following the publication of the Welsh Government's National Strategy on FCERM in October 2020, triggering the requirement under S10 of the FWMA for the Council as LLFA to review and update its LFRMS, there is now a huge opportunity within this review to set a sustainable strategy to manage flood risk and build resilience and facilitate adaptation for future generations.
- 12.3 The results from the initial public engagement exercise, in addition to the comments raised by CCFSP Scrutiny Committee on 22nd March 2023, has been valuable and these will be embedded and enhanced with our revised LFRMS and Action.
- 12.4 In response to the notification from the WG that the statutory publication date for the revised LFRMS and Action Plan has been delayed until March 2024, the LLFA have proposed a revision to their high-level programme and timeline for the review of the LFRMS and Action, which was agreed by Cabinet Members on 29th November 2023, to reflect the 6-month delay to the publication date and to allow the LLFA greater capacity to use more data within the revised LFRMS and Action Plan.

³ Think Climate RCT - [Pdf \(browsealoud.com\)](https://www.browsealoud.com)

Appendix 1: Revised High-level Programme & Timeline

ID	Task Name	Description	Timescale	Status
1	Report to SLT/Cabinet - Commencement of the Authority's revised Local Flood Risk Management Strategy (LFRMS) & Action Plan	To advise members of the requirements to produce a revised LFRMS and Action Plan, as required under Section 10 of the Flood and Water Management Act 2010, and to acknowledge the commencement of the revised LFRMS and Action Plan.	Oct – Nov 2022	Completed
2	Initial Public Engagement for the revised LFRMS (non-statutory)	<p>The initial public engagement exercise for the revised LFRMS is intended to understand what key themes the public want the revised LFRMS to focus and improve on.</p> <p>The engagement exercise will also provide the LLFA with an understanding of the public's perception of flood risk in RCT. The consultation period will last 4-6 weeks.</p>	Dec – Jan 2023	Completed
3	Consider initial public engagement exercise responses	The responses received by the public will help inform the drafting of the revised LFRMS and Action Plan.	Jan 2023	Completed
4	Draft LFRMS & Action Plan	The drafting of the revised LFRMS and Action Plan	Jan – Jul 2023	Ongoing
5	Scoping Report for Strategic Environmental Assessment (SEA)	The drafting of the revised SEA	Jan – Jul 2023	Ongoing
6	Habitats Regulations Assessment (HRA)	The drafting of the revised HRA	Jan – Jul 2023	Ongoing
7	Report to Climate Change, Frontline Services & Prosperity Scrutiny Committee	To provide the committee with an overview of the initial public engagement exercise responses and show how they will be included in the Draft LFRMS	Jan – Mar 2023	Completed

8	Report to SLT/Cabinet on progress of the Authority's revised LFRMS & Action Plan	To note the results and CCFSP Scrutiny's review of the initial public engagement exercise and to update members on the revised program of work in accordance with the updated statutory publication date stipulated by Welsh Government.	April – May 2023	Ongoing
9	Report to SLT/Cabinet for Approval for Draft LFRMS, SEA & HRA	To commence formal statutory consultation on the Draft LFRMS and Action Plan, the Strategic Environment Assessment and the Habitats Regulation Assessment.	Jun - Jul 2023	Programmed
10	Statutory Public Consultation on Draft LFRMS, SEA, HRA & EIA	Following approval from Cabinet, the draft LFRMS and Action Plan, along with accompanying documents, will be published for statutory consultation for a period of 6 weeks.	Aug – Sep 2023	Programmed
11	Consider consultation responses	The responses received inform the re-drafting of the revised LFRMS and Action Plan (if required).	Sep - Oct 2023	Programmed
12	Report to Climate Change, Frontline Services & Prosperity Scrutiny Committee	To provide the committee with an overview of the statutory public consultation responses and show how they will be included in the Final LFRMS	Oct – Nov 2023	Programmed
13	Final LFRMS, SEA, HRA & EIA	Complete the final LFRMS and accompanying documents.	Nov – Dec 2023	Programmed
14	Report to Cabinet for Approval for Final LFRMS, SEA, HRA, EIA	To adopt the LFRMS and to submit the LFRMS and accompanying reports to the WG for Ministerial approval.	Dec 2023 – Jan 2024	Programmed
15	Submit Final LFRMS for Welsh Government approval	Submit the LFRMS and accompanying reports to the WG for Ministerial approval.	Jan - Feb 2024	Programmed
16	Publish Final LFRMS	Publish LFRMS onto the Council's website.	Mar 2024	Programmed

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RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CABINET

15th MAY 2023

21ST CENTURY SCHOOLS PROGRAMME – NAMING OF THE NEW SCHOOLS

REPORT OF THE DIRECTOR OF EDUCATION AND INCLUSION SERVICES IN DISCUSSIONS WITH THE CABINET MEMBER FOR EDUCATION, YOUTH PARTICIPATION AND WELSH, COUNCILLOR RHYS LEWIS

Author: Miss Non Morgan, Senior Manager for Governor Support & Emergency Planning

1. PURPOSE OF THE REPORT

- 1.1 The purpose of the report is to consider the recommendations made by the temporary governing bodies in relation to the names for the new schools being created as a part of the greater Pontypridd school organisation proposals.

2. RECOMMENDATIONS

It is recommended that the Cabinet:

- 2.1 Agree to the name put forward by the temporary governing body of the new 3-16 School in Hawthorn, which is due to open in September 2024 – the name put forward is Ysgol Afon Wen.
- 2.2 Agree to the name put forward by the temporary governing body of the new 3-16 School in Pontypridd, which is due to open in September 2024 – the name put forward is Ysgol Bro Taf.
- 2.3 Agree to the name put forward by the temporary governing body of the new Welsh Medium Primary School in Rhydyfelin, which is due to open in September 2024 – the name put forward is Ysgol Gynradd Gymraeg Awel Taf.

3. REASONS FOR RECOMMENDATIONS

- 3.1 Following a statutory school organisation consultation undertaken in accordance with Welsh Government's School Organisation Code, in 2019 Cabinet resolved to approve the proposals as consulted upon, which sought to reorganise schools in the greater Pontypridd area. These schools are due to open in September 2024.

3.2 The process for naming these new schools has been undertaken in line with a protocol document written by the Director of Education and agreed by Cabinet in April 2012. This protocol document is attached for information, as Appendix 1. The temporary governing bodies have followed due process as outlined in this protocol.

4. BACKGROUND

4.1 Cabinet agreed at their meeting held on 18th July 2019 to formally approve the proposals to create new 3–16 ‘all through’ schools at Hawthorn and Pontypridd, and a new Welsh Medium Primary School in Rhydyfelin. These decisions followed a robust statutory consultation process and the publication of statutory notices, all conducted in accordance with statutory guidance contained in the Welsh Government’s School Organisation Code.

4.2 As a part of the formal process to create the new schools, temporary governing bodies were established. Since then, the temporary governing bodies have undertaken a number of tasks including appointing the new headteachers for the three schools. It is anticipated that the process of appointing all other staff will commence in earnest in the Summer Term 2023, following the consultation and adoption of the agreed staffing structures.

4.3 In addition to the work undertaken by the governing bodies, and as a part of their role to establish the new schools, the headteachers are required to prepare the documentation and policies for their respective schools. As a part of this remit, work to develop the ‘branding’ of the new schools is vitally important, including the designing of school signage and logos, school uniforms etc. Evidently, this work is dependent upon the determination of the new school names.

4.4 As a part of the process to name the schools, and in line with the protocol referenced in paragraph 3.2 and included at Appendix 1, the headteachers met with pupil representatives from each of the six schools directly affected by the creation of the new schools. The protocol states, “Best practice suggests that pupils of the school should play the lead role in determining a suitable school name” and as such this process was pupil led. Engagement sessions were held with the school councils of the schools directly involved, to note the role and responsibilities of each school council is to represent the pupils of their respective schools.

4.5 Following these engagement sessions, feedback was provided to the headteachers via the School Councils from each of the schools listed below:

New school	School councils inputting into proposals
New 3-16 School, Hawthorn	Hawthorn Primary School Heol-y-Celyn Primary School Hawthorn High School
New 3-16 School, Pontypridd	Cilfynydd Primary School Pontypridd High School
New Welsh Medium Primary	Heol-y-Celyn Primary School

4.6 These pupil engagement sessions were then followed by sessions held with staff and culminated in a wider, community consultation hosted on the Council's website, with the consultation link also being shared with all relevant associated schools. The process followed for each of the new schools is outlined below.

4.7 New 3-16 School, Hawthorn

4.7.1 The following long list of proposed names were presented to the temporary governing body by the headteacher following engagement with pupils from Hawthorn Primary School, Heol-y-Celyn Primary School and Hawthorn High School:

- Ysgol Afon Wen
- Ysgol Glan Dwr
- Ysgol Cae Celyn
- Hawthorn Inclusive School
- Ysgol Cae llan
- Ysgol Glan yr Afon (already in existence in Mold)
- Ysgol Morgannwg Ganol
- Ysgol Gymunedol y Ddraenen Wen
- Ysgol Afon Taf (already in existence in Merthyr)
- Ysgol Glan Taff Campus

4.7.2 The headteacher informed the governing body that consultation on the long list of proposed names had been undertaken with the relevant school councils and staff at the three schools, with the majority of both pupils and staff voting for Ysgol Afon Wen as their preferred choice.

4.7.3 Members of the temporary governing body gave careful consideration to the names proposed by the pupils, and the votes cast by both pupils and staff members, and agreed to consult with wider stakeholders on the proposed names of:

- Ysgol Afon Wen
- Ysgol Glan Dwr
- Ysgol Cae Celyn
- Ysgol Cae llan

4.8 New 3-16 School, Pontypridd

4.8.1 The consensus between both schools was to have a Welsh name to show their appreciation of the school's location, the language and their heritage. The following long list of proposed names were presented to the temporary governing body by the headteacher following engagement with pupils of Cilfynydd Primary School and Pontypridd High School.

- Ysgol Cwm Taf / Bro Taf
- Albion Community School
- Ysgol Pontypridd

- Ysgol Pont Newydd
- Ysgol Coedylan

4.8.2 The headteacher informed the governing body that consultation on the long list of proposed names had been undertaken with the relevant school councils and staff at the two schools, with the majority of both pupils and staff voting for Ysgol Bro Taf as their preferred choice.

4.8.2 Members of the temporary governing body gave careful consideration to the names proposed by the pupils, and the votes cast by both pupils and staff members, and agreed to consult with wider stakeholders on the proposed names of:

- Ysgol Gymunedol Bro Taf
- Ysgol Bro Taf
- Ysgol Gymunedol Pontypridd
- Ysgol Pontypridd

4.9 New Welsh Medium Primary School, Rhydyfelin

4.9.1 The following long list of proposed names was presented to the temporary governing body by the headteacher following engagement with pupils of Heol-y-Celyn Primary School and Ysgol Gynradd Gymraeg Pont Sion Norton:

- Ysgol Gynradd Gymraeg Glyndwr
- Ysgol Gynradd Gymraeg Tir y Glo
- Ysgol Gynradd Gymraeg Dyffryn y Gamlas
- Ysgol Gynradd Gymraeg Ynys Angharad
- Ysgol Gynradd Gymraeg Heol y Bryn
- Ysgol Gynradd Gymraeg Awel y Taf
- Ysgol Gynradd Gymraeg Nant Corrwg
- Ysgol Gynradd Gymraeg yr Hen Gamlas
- Ysgol Gynradd Gymraeg Dyffryn Corrwg
- Ysgol Gynradd Gymraeg yr Hen Gamlas
- Ysgol Gynradd Gymraeg Nant Corrwg
- Ysgol Gynradd Gymraeg Dyffryn y Gamlas

4.9.2 Governors also proposed Ysgol Rhyd-y-Bont and Ysgol Eglwys Ilan as additional options to be included on the long list.

4.9.3 The headteacher informed the governing body that consultation on the long list of proposed names had been undertaken with the pupils and staff at the two schools, with the majority of both pupils and staff voting for Ysgol Gynradd Gymraeg Awel y Taf as their preferred choice.

4.9.4 Members of the temporary governing body discussed the outcomes and it was proposed to add one additional name for consideration – YGG Bro Ilan. Governors agreed to proceed with the following four names for the wider consultation:

- YGG Awel y Taf
- YGG Dyffryn Corrwg

- YGG Dyffryn y Gamlas
- YGG Bro llan

4.10 New school names proposed

4.10.1 Following a consultation process via the Council's website, the temporary governing body of the new 3-16 School in Hawthorn reviewed the outcome of the consultation and noted that Ysgol Afon Wen had received the highest number of votes (36%) – please see Appendix 2. This outcome was reflective of the result of the consultation carried out with pupils and staff at the three affected schools. As such, Governors wish to recommend Ysgol Afon Wen as the name of the new 3-16 school in Hawthorn.

4.10.2 Following a consultation process via the Council's website, the temporary governing body of the new 3-16 School in Pontypridd reviewed the outcome of the wider consultation and noted that Ysgol Pontypridd had received the highest number of votes (40%) followed by Ysgol Bro Taf (17%) – please see Appendix 3. This was not reflective of the results of the consultation carried out with pupils and staff of both schools which identified Ysgol Bro Taf as the preferred choice. As such, Governors wish to recommend Ysgol Bro Taf as the name of the new 3-16 school in Pontypridd.

4.10.3 Following a further consultation process via the Council's website, the temporary governing of the new Welsh Medium Primary School reviewed the outcome of the consultation and noted that Ysgol Gynradd Gymraeg Awel Y Taf had received the highest number of votes (52%) – please see Appendix 4. Governors noted in the meeting that the grammatically correct name would be Awel Taf. This outcome was reflective of the result of the consultation carried out with pupils and staff of both schools. As such, Governors wish to recommend Ysgol Gynradd Gymraeg Awel Taf as the name of the new Welsh Medium school in Rhydyfelin.

4.10.4 During the engagement process additional issues were raised in relation to the cost of new uniforms and branding. These concerns will be further discussed in line with the remit of the temporary governing bodies during the summer term 2023, and due process will be followed in line with all Welsh Government guidance. Concerns were also raised regarding the locations of some of the new schools – these concerns were consulted upon and addressed previously in the statutory school organisation consultation which was subsequently approved by Cabinet in July 2019.

5. EQUALITY AND DIVERSITY IMPLICATIONS / SOCIO-ECONOMIC DUTY

5.1 The Council has to satisfy its public sector duties under the Equality Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties Councils must in making decisions have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics.

5.2 An Equality Impact Assessment has been prepared in respect of these proposals.

6. WELSH LANGUAGE IMPLICATIONS

- 6.1 A Welsh Language Impact Assessment has been prepared for these proposals. The new Welsh Medium Primary School that will open in September 2024 will have excellent facilities and will increase the capacity of Welsh medium education in RCT supporting the delivery of Cymraeg 2050 and the outcomes of the Council's Welsh in Education Strategic Plan.

7. CONSULTATION / INVOLVEMENT

- 7.1 Although there is no statutory requirement to undertake consultation for these proposals, the Council has undertaken an online community consultation, hosted via the Council's website. The process for naming these new schools has been undertaken in line with a protocol document written by the Director of Education and agreed by Cabinet in April 2012. This protocol document is attached for information, as Appendix 1. The temporary governing bodies have followed due process as outlined in this policy, with the process being pupil led.

8. FINANCIAL IMPLICATION(S)

- 8.1 There are no financial implications for the Council in respect of this issue. All costs associated with the 'rebranding' of the schools, such as design of logos and badges, new uniforms etc will be met from the delegated budgets of the schools themselves.

9. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED

- 9.1 There are no legal implications in respect of decisions on school names.
- 9.2 New Instruments of Government will be required for the three new schools. These will be prepared in the summer 2024, in readiness for the opening of the schools in September 2024.

10. LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT

- 10.1 <https://www.futuregenerations.wales/about-us/future-generations-act/>

The proposal will also support the Well-being of Future Generations Act, in particular "A Wales of Vibrant Culture and Thriving Welsh Language. The New Welsh Medium Primary School will develop skills, increase opportunities and respect our status as a bilingual nation. The three schools having Welsh names will also promote bilingualism.

- 10.2

<https://www.rctcbc.gov.uk/EN/Council/WelshServices/Relateddocs/ActionPlanforWelshLanguage>
<https://www.rctcbc.gov.uk/EN/Council/WelshServices/Relateddocs/ComplianceNoticeStandards.pdf> [gePromotionalStrategy.pdf](#)

This proposal will support Priority 1 – Increasing the number of Welsh speakers by establishing a new Welsh Medium Primary School, therefore strengthening the statutory education system which will increase the number of confident Welsh speakers.

11. STRATEGIC OR RELEVANT TO ELECTORAL WARDS

- 11.1 The new Welsh Medium Primary School sits in the electoral wards of Upper Rhydyfelin and Glyntaf.
- 11.2 The new 3-16 school in Hawthorn sits in the electoral wards of Hawthorn and Lower Rhydyfelin.
- 11.3 The new 3-16 school in Cilfynydd, Pontypridd sits in the electoral ward of Cilfynydd.

12. CONCLUSION

- 12.1 Members are asked to consider the names that have been put forward for the three schools detailed in this report by their respective temporary governing bodies, and to agree to their implementation, noting that all the appropriate consultation that is required has been undertaken.

Other Information:-

Relevant Scrutiny Committee

Education and Inclusion Services Scrutiny

Contact Officer

Non Morgan, Senior Manager for Governor Support & Emergency Planning

LOCAL GOVERNMENT ACT 1972

AS AMENDED BY

THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CABINET

15th MAY 2023

REPORT OF THE DIRECTOR OF EDUCATION AND INCLUSION SERVICES IN DISCUSSIONS WITH THE CABINET MEMBER FOR EDUCATION, YOUTH PARTICIPATION AND WELSH, COUNCILLOR RHYS LEWIS

Item: 21ST CENTURY SCHOOLS PROGRAMME – NAMING OF THE NEW SCHOOLS

Officer to contact: Non Morgan, Senior Manager for Governor Support & Emergency Planning

Appendix 1

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL POLICY ON THE SETTING AND CHANGING OF SCHOOL NAMES

1. This policy relates to the official names of schools meaning the name set out in the Instrument of Government (“IOG”).
2. School names must be consistent with legal requirements the Government of Maintained Schools (Wales) Regulations 2005. Paragraph 35 of the Government of Maintained Schools (Wales) Regulations 2005 is especially relevant: a copy is attached as part of this policy.
3. School names must not be misleading. Therefore, the Council shall expect that:
 - Where a school is a voluntary school and has a religious character, this is clear from the school’s name
 - Where a school serves all or part of the primary age-range (ages 5-11), and
 - is not a special school, one of the following phrases is used:
 - Infant School
 - Junior School
 - Primary School
 - Where a school has “Primary” in its name it will serve all age-groups in nursery, Key Stage One and Key Stage Two
 - Any implication or perceived implication in the school’s name is accurate;
 - Where a school is relocated, on a permanent basis, from a location in one electoral ward and/or community to a different electoral ward and/or community, the Council will request that the governing body review the IOG and the name of the school and shall not retain a name linked to its previous location that may mislead or confuse any interested parties. The governing body will have 60 calendar days to complete the review of the IOG
 - If the governing body determines that there should be no change to the IOG and school name, it is required to inform the Council of the reasons why. Where the Council’s Cabinet has concerns over the proposed name, or if it does not meet the requirements in the Council’s policy, it will refer the matter back to the governing body for reconsideration with an explanation of their decision.
 - If the governing body does not comply with this request, the Council will review the IOG and recommend to the governing body a suitable new name for the school. The Council will notify the governing body of the proposed change to the school name and the reasons for the change. The governing body will have 90 calendar days or at the discretion of the Council “reasonable time” to discuss the proposed changes with the Council in order to come to an agreement on the name. If no agreement can be reached the Council’s Cabinet will determine the change of name of the school

4. If the governing body decides that the name of the school should be changed it has to consult with pupils, parents and other stakeholders, all consultees shall be informed that the new name must not mislead or confuse anyone as to the schools location. Best practice suggests that pupils of the school should play the lead role in determining a suitable school name. After a period of consultation with pupils, parents and other stakeholders the process for determining a school's name shall be as follows:
 - a) An item shall be placed on the agenda of a meeting of the full governing body making clear that a change of the school's name is proposed and specifying the proposed new name (or options)
 - b) A change to a school name must be decided by the governing body
 - c) Where the school is a voluntary school, the new name must also be approved by the relevant diocesan authority (for Church of Wales and Roman Catholic Schools)
 - d) If the governing body agrees to the proposed school name, they shall inform the Council so that the Instrument of Government can be changed
 - e) Where the above stages have been completed satisfactorily, the Council's Cabinet will consider the proposed new name in accordance with the Council's policy and arrange for the school's Instrument of Government to be changed
 - f) Where the Council's Cabinet has concerns over the proposed new name, or if it does not meet the requirements in the Council's policy, it will refer the matter back to the governing body for reconsideration, with an explanation of their decision.

5. For new schools, the role of the governing body outlined in 4(a) – (f) above shall be undertaken by the temporary governing body until the permanent governing body has been set up.

Extract from the Government of Maintained Schools (Wales) Regulations 2005

Review of instruments of government

35. (1) The governing after it is made.

- (2) Where on anybody or the local education authority may review the instrument of government at any time review the governing body or the local education authority decides that the instrument of government should be varied, the governing body or (as the case may be) the local education authority must notify the other of its proposed variation together with its reasons for proposing such a variation.
- (3) Where the governing body has received notification under paragraph (2), it must inform the local education authority as to whether or not it is content with the proposed variation and, if not content, its reasons.
- (4) Where the school has foundation governors, the governing body must not—
 - (a) give the local education authority any notification under paragraph (2), or
 - (b) inform the authority under paragraph (3) that it is content with the authority's proposed variation, unless the persons listed in regulation 34(2) have approved the proposed variation.
- (5) If—
 - (a) whichever of the governing body and the local education authority is the recipient of a notification under paragraph (2) agrees with the proposed variation, or
 - (b) there is agreement between the local education authority, the governing body and (if the school has foundation governors) the other persons listed in regulation 34(2) that some other variation should be made instead, the local education authority must vary the instrument of government accordingly.
- (6) If, in the case of a school which has foundation governors, at any time the persons listed in regulation 34(2) disagree with the proposed variation any of those persons may refer it to the National Assembly for Wales; and on such a reference the National Assembly for Wales must give such direction as it thinks fit having regard, in particular, to the category of school to which the school belongs.
- (7) If neither sub-paragraphs (a) and (b) of paragraph (5) applies in the case of a school which does not have foundation governors, the local education authority must—
 - (a) inform the governing body of the reasons—
 - (i) why it is not content with the governing body's proposed variation, or as the case may be,
 - (ii) why it wishes to proceed with its own variation, and
 - (b) give the governing body a reasonable opportunity to reach agreement with it with regard to the variation; and the instrument of government must be varied by it either in the manner agreed between it and the governing body or (in the absence of such agreement) in such manner as it thinks fit

having regard, in particular, to the category of school to which the school belongs.

- (8) Nothing in this regulation is to be taken as requiring the local education authority to vary the instrument of government if it does not consider it appropriate to do so.
- (9) Where an instrument of government is varied under this regulation—
 - (a) the instrument must set out the date on which the variation takes effect; and
 - (b) regulation 33(3) applies in relation to any variation relating to the manner in which the governing body is to be constituted as if it referred to the date when the variation is made rather than the date when the instrument is made.

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL POLICY ON THE SETTING AND CHANGING OF SCHOOL NAMES

1. This policy relates to the official names of schools meaning the name set out in the Instrument of Government (“IOG”).
2. School names must be consistent with legal requirements the Government of Maintained Schools (Wales) Regulations 2005. Paragraph 35 of the Government of Maintained Schools (Wales) Regulations 2005 is especially relevant: a copy is attached as part of this policy.
3. School names must not be misleading. Therefore, the Council shall expect that:
 - Where a school is a voluntary school and has a religious character, this is clear from the school’s name;
 - Where a school serves all or part of the primary age-range (ages 5-11) and is not a special school, one of the following phrases is used:
 - Infant School
 - Junior School
 - Primary School
 - Where a school has “Primary” in its name it will serve all age-groups in nursery, Key Stage One and Key Stage Two;
 - Any implication or perceived implication in the school’s name is accurate;
 - Where a school is relocated, on a permanent basis, from a location in one electoral ward and/or community to a different electoral ward and/or community, the Council will request that the governing body review the IOG and the name of the school and shall not retain a name linked to its previous location that may mislead or confuse any interested parties. The governing body will have 60 calendar days to complete the review of the IOG.
 - If the governing body determines that there should be no change to the IOG and school name, it is required to inform the Council of the reasons why. Where the Council’s Cabinet has concerns over the proposed name, or if it does not meet the requirements in the Council’s policy, it will refer the matter back to the governing body for reconsideration with an explanation of their decision.
 - If the governing body does not comply with this request, the Council will review the IOG and recommend to the governing body a suitable new name for the school. The Council will notify the governing body of the proposed change to the school name and the reasons for the change. The governing body will have 90 calendar days or at the discretion of the Council “reasonable time” to discuss the proposed changes with the Council in order to come to an agreement on the name. If no agreement can be reached the Council’s Cabinet will determine the change of name of the school;

4. If the governing body decides that the name of the school should be changed it has to consult with pupils, parents and other stakeholders, all consultees shall be informed that the new name must not mislead or confuse anyone as to the schools location. Best practice suggests that pupils of the school should play the lead role in determining a suitable school name. After a period of consultation with pupils, parents and other stakeholders the process for determining a school's name shall be as follows:
 - a) An item shall be placed on the agenda of a meeting of the full governing body making clear that a change of the school's name is proposed and specifying the proposed new name (or options);
 - b) A change to a school name must be decided by the governing body.
 - c) Where the school is a voluntary school, the new name must also be approved by the relevant diocesan authority (for Church of Wales and Roman Catholic Schools);
 - d) If the governing body agrees to the proposed school name, they shall inform the Council so that the Instrument of Government can be changed;
 - e) Where the above stages have been completed satisfactorily, the Council's Cabinet will consider the proposed new name in accordance with the Council's policy and arrange for the school's Instrument of Government to be changed;
 - f) Where the Council's Cabinet has concerns over the proposed new name, or if it does not meet the requirements in the Council's policy, it will refer the matter back to the governing body for reconsideration, with an explanation of their decision.
5. For new schools, the role of the governing body outlined in 4(a) – (f) above shall be undertaken by the temporary governing body until the permanent governing body has been set up.

Extract from the Government of Maintained Schools (Wales) Regulations 2005

Review of instruments of government

35. (1) The governing after it is made.

(2) Where on any body or the local education authority may review the instrument of government at any time review the governing body or the local education authority decides that the instrument of government should be varied, the governing body or (as the case may be) the local education authority must notify the other of its proposed variation together with its reasons for proposing such a variation.

(3) Where the governing body has received notification under paragraph (2), it must inform the local education authority as to whether or not it is content with the proposed variation and, if not content, its reasons.

(4) Where the school has foundation governors, the governing body must not—

(a) give the local education authority any notification under paragraph (2),
or

(b) inform the authority under paragraph (3) that it is content with the authority's proposed variation,

unless the persons listed in regulation 34(2) have approved the proposed variation.

(5) If—

(a) whichever of the governing body and the local education authority is the recipient of a notification under paragraph (2) agrees with the proposed variation, or

(b) there is agreement between the local education authority, the governing body and (if the school has foundation governors) the other persons listed in regulation 34(2) that some other variation should be made instead,

the local education authority must vary the instrument of government accordingly.

(6) If, in the case of a school which has foundation governors, at any time the persons listed in regulation 34(2) disagree with the proposed variation any of those persons may refer it to the National Assembly for Wales; and on such a reference the National Assembly for Wales must give such direction as it thinks fit having regard, in particular, to the category of school to which the school belongs.

(7) If neither sub-paragraphs (a) and (b) of paragraph (5) applies in the case of a school which does not have foundation governors, the local education authority must—

(a) inform the governing body of the reasons—

(i) why it is not content with the governing body's proposed variation, or as the case may be,

(ii) why it wishes to proceed with its own variation, and

(b) give the governing body a reasonable opportunity to reach agreement with it with regard to the variation;

and the instrument of government must be varied by it either in the manner agreed between it and the governing body or (in the absence of such agreement) in such manner as it thinks fit having regard, in particular, to the category of school to which the school belongs.

(8) Nothing in this regulation is to be taken as requiring the local education authority to vary the instrument of government if it does not consider it appropriate to do so.

(9) Where an instrument of government is varied under this regulation—

(a) the instrument must set out the date on which the variation takes effect; and

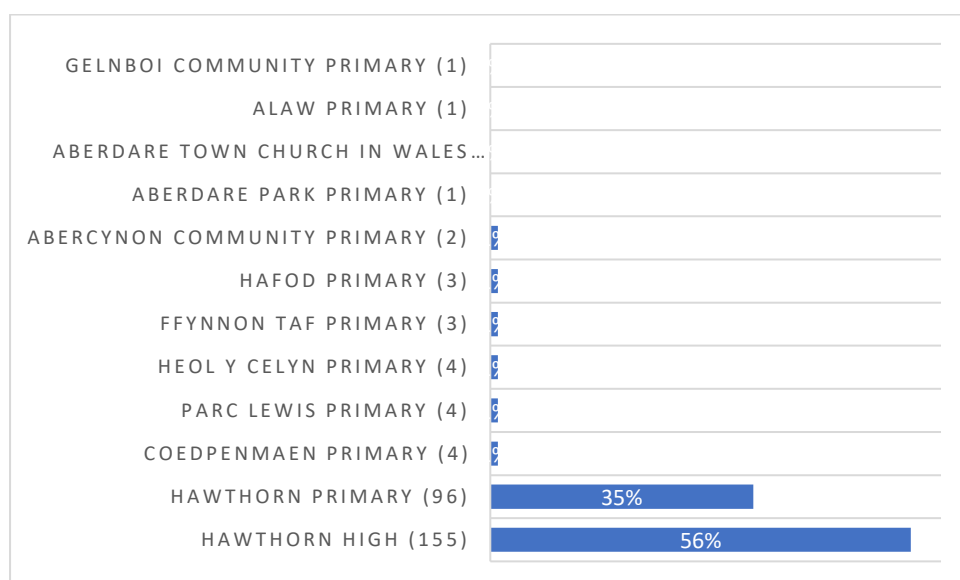
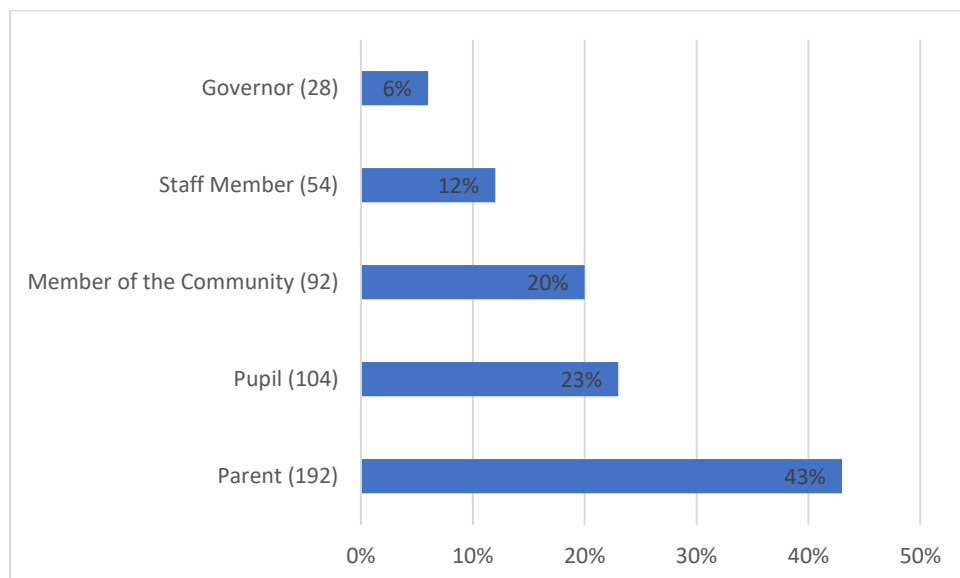
(b) regulation 33(3) applies in relation to any variation relating to the manner in which the governing body is to be constituted as if it referred to the date when the variation is made rather than the date when the instrument is made.

New Hawthorn 3 - 16 School

This report was generated on 04/04/23. Overall 454 respondents completed this questionnaire.

The postcode section was not mandatory and 73 respondents left this section blank.

I am completing this survey as a (Please tick the applicable boxes):



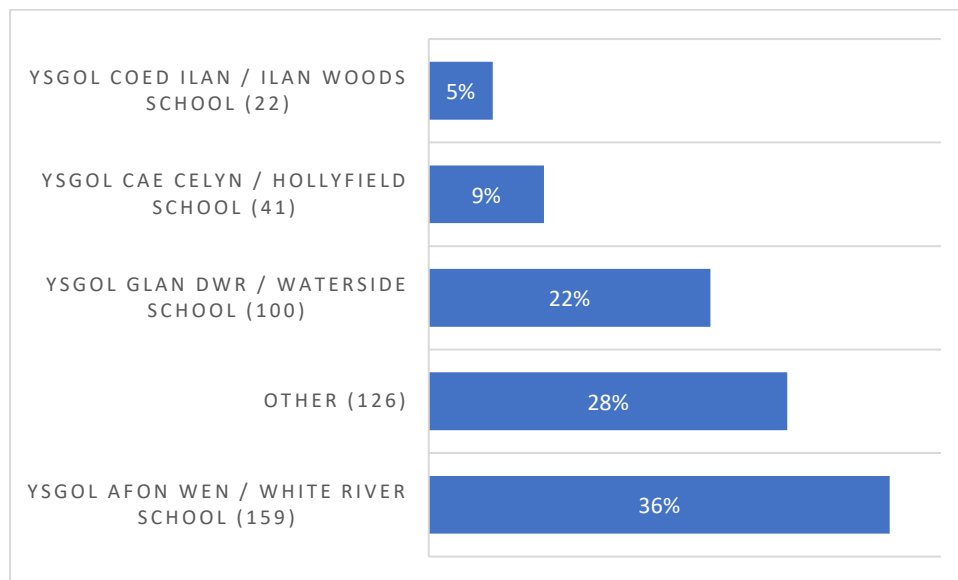
What is your postcode?

CF37 4RL, CF15 7RW, CF15 7QA, CF37 4DL, CF15 7QA, CF37 5DF, CF37 1RS, CF37 5LR, CF37 5HG, CF15 7SW, CF37 5DP, CF37 1RQ, CF37 3PS, CF15 7SA, CF15 7QA, CF38 1RW, CF37 1NW, CF37 5AL, CF37 4SG, CF38 1DP, CF37 5AN, CF37 5AN, CF57 4EN, CF37 5AL, CF37 5AU, CF37 1AE, CF37 2DL, CF37 5NY, CF37 4AU, CF37 5RR, CF37 5NH, CF46 5LD, CF15 7SW, CF37 3NY, CF38 1AJ, CF37 5AL, CF37 5BD, CF37 1RN, CF37 1TY, CF37 5BN, CF37 5AP, CF45 3RA, CF37 2DH, CF37 5PR, CF46 6NP,

CF37 5AG, CF37 5AL, CF37 5AL, CF37 5AL, CF37 5AL, CF37 5AL, CF37 5AL, CF37 5NB, CF37 5NB, CF37 5EN, CF37 5EP, CF37 4LR, CF37 5EP, CF11 6QZ, CF37 5BA, CF37 5AL, CF37 4PE, CF37 2DH, CF37 3LN, CF37 4DA, CF37 4FG, CF37 1LD, CF15 7PL, CF37 5HY, CF15 7AT, CF37 5BA, CF37 5AZ, CF23 8AL, CF37 5AR, CF37 5AS, CF37 5AS, CF37 5PH, CF37 5AL, CF37 5AL, CF37 4RD, CF37 5AU, CF37 5RY, CF37 5NN, CF37 5AP, CF37 5AU, CF37 5AU, CF37 5AE, CF37 5LS, CF37 5AU, CF37 5HH, CF37 5NL, CF37 5AZ, CF37 5AT, CF37 1RE, CF37 5BD, CF37 5AD, CF37 5NW, CF37 4AU, CF37 5DA, CF37 5AR

The new name for the new Hawthorn 3-16 School must not mislead or confuse anyone as to the school's location. Please vote for one of the following options:

The English translations are for information only - please note your decision should be in relation to the Welsh version of the name only as this is the preferred name that has been selected by learners.



If you selected 'Other', please insert your comment below:

Ysgol Ddraenen Wen / Hawthorn School 3-16
 Should inc Hawthorn and Community in name
 Hawthorn School
 Ysgol ddraenen wen
 Ysgol y Ddraenen Wen - Hawthorn school
 Hawthorn School (in English!)
 Hawthorn high
 Keep to Hawthorn High
 None of these bear any relation to the school!
 It should have hawthorn in the name
 Ysgol y ddraenen wen
 Hawthorn school
 Hawthorn High school
 Hawthorn Super School
 Hawthorn
 it should be called hawthorn super school
 Hawthorn School - Ysgol Hawthorn

Ysgol Hawthorn

[REDACTED] - Redacted due to potentially offensive content

Hawthorn

remain hawthorn

Hawthorn Community School

Hawthorn or Draenen Wen - reflecting its history

Hawthorn school

Hawthorn..makes no sense to change it.. HAWTHORN..

Ysgol Gyfun Y ddraenen wen

Hawthorn

Hawthorn School

Hawthorn School

Keep the name as Hawthorn.

Hawthorn high school

Keep it as HAWTHORN!!! Don't ruin history

New Hawthorn High

I object to all of these names

leave it hawthorn

ysgol y ddraenen wen hawthorn school

If it's going to remain in hawthorn, keep the name

Why not call it Ysgol Draenei Wen?

Ysgol ddraenen

Ysgol ddraenen

Hawthorn School

Hawthorn

It should be kept as Hawthorn

Hawthorn School

Hawthorn school. There is no other name for this s

Ysgol Y Ddraenen Wen

Hawthorn

Ysgol Y Ddraenen Wen/The Hawthorn School

Hawthorn School

ysgol gymunedol y ddraenen wen

Hawthorn/ Ysgol y ddraenen wen

Hawthorn school / Ysgol y ddraenen wen - link to the Taf or Y ddraenen wen

Hawthorn High School

Cwm ilam

Keeping the school as Hawthorn is best.

Hawthorn. We r an English school in hawthorn.

What's wrong with hawthorn high

Should remain as Hawthorn school

Keep as Hawthorn School

Current four options have no link to the area

Hawthorn

Hawthorn school

Ysgol ddraenen wen

Hawthorn

Hawthorn

Stay as hawthorn

Don't like any of 4 suggestions

Ysgol Neil Jenkins

Greenleaf school

Ysgol Tiegan

Greenleaf high school

Hawthorn

Hawthorn

Hawthorn school

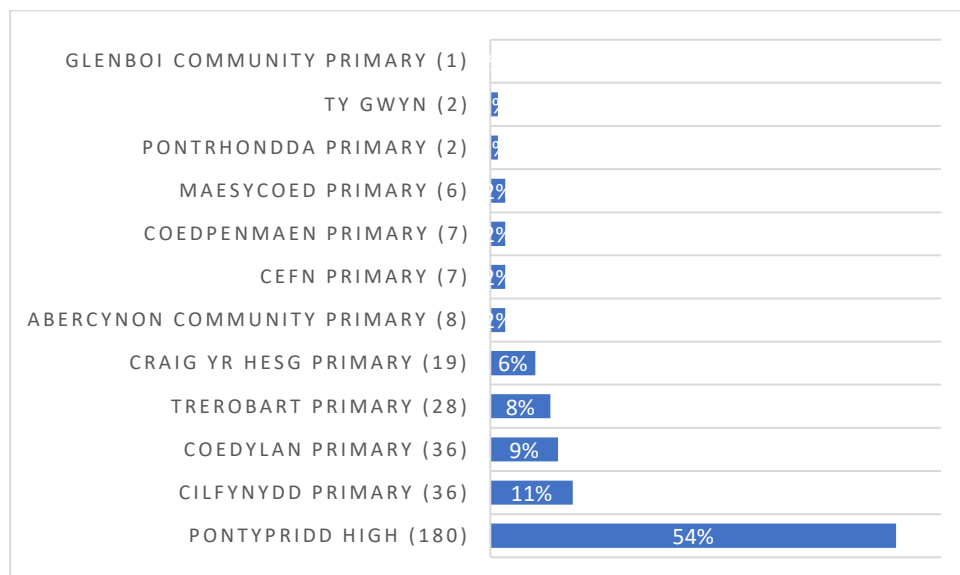
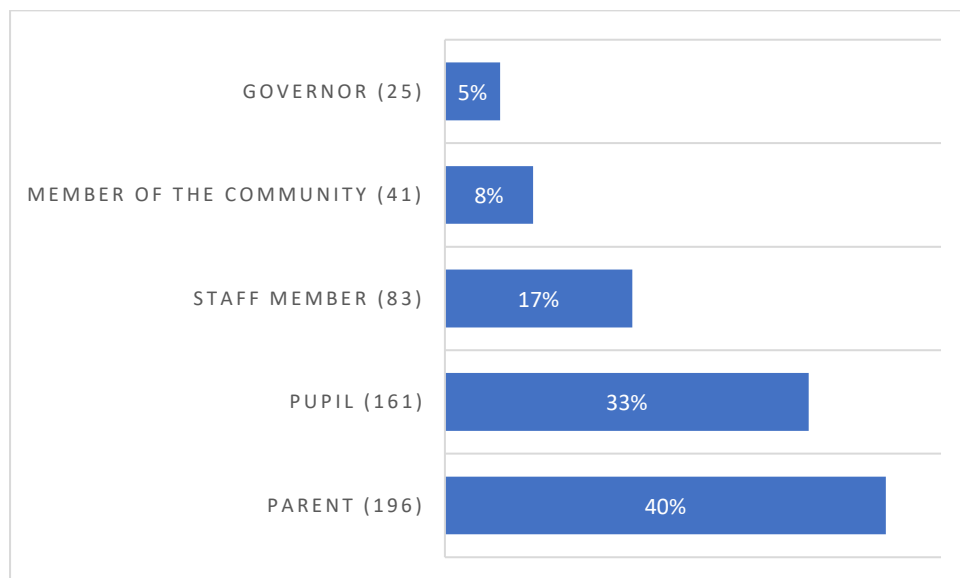
Hawthorn School
Hawthorn School
Hawthorn School
Hawthorn Community School/ Ysgol Y Ddraenen Wen
Hawthorn
keep it the same, no need to change it
Hawthorn
Ysgol ddraenen Wen
Hawthorn
Hawthorn School
Ysgol Hawthorn
Leave it Hawthorn
Hawthorn Community School
Hawthorn school
Hawthorn School
Hawthorn School - like Pontypridd school is option
Hawthorn
Hawthorn
Keep to Hawthorn High so there is no confusion
Keep to Hawthorn then there is no confusion
HAWTHORN the school has not moved
Hawthorn school
Leave as hawthorn high Or hawthorn super school
Hawthorn School
It is in Hawthorn so should be called Hawthorn

New Pontypridd 3 - 16 School

This report was generated on 04/04/23. Overall 493 respondents completed this questionnaire.

Providing a postcode was not mandatory. 112 postcodes were not provided.

I am completing this survey as a (Please tick the applicable boxes):



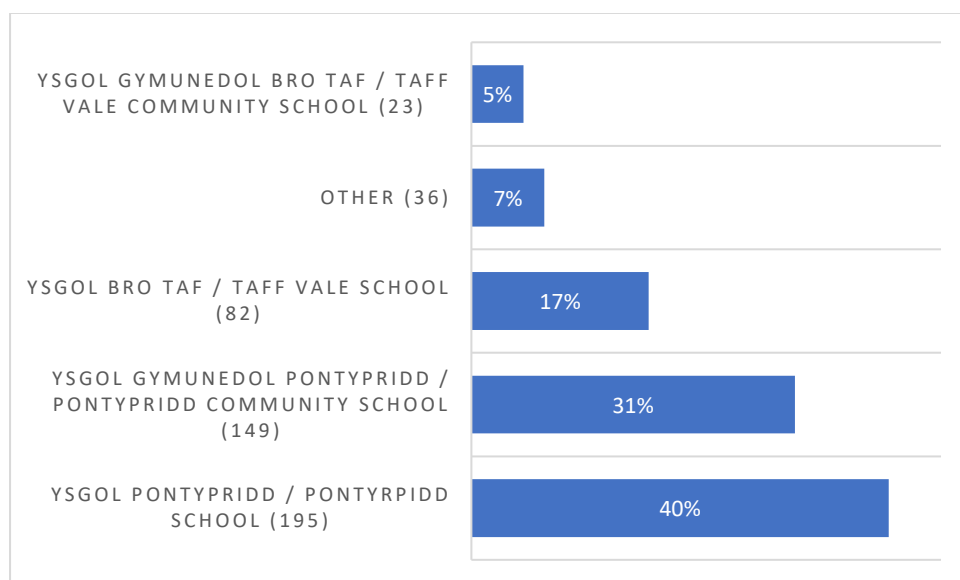
What is your postcode?

CF37 4NU, CF45 4LS, CF45 4RE, CF37 3BS, CF37 3DA, CF37 3AW, CF37 1HP, CF37 1EW, CF37 2NS, CF37 3AD, CF37 1LP, CF37 3JJ, CF37 2NP, CF37 4HF, CF37 4HY, CF37 3LD, CF37 3DA, CF37 3BP, CF37 2NS, CF37 3HR, CF37 3AY, CF37 1EB, CF37 1HT,

CF37 4HA, CF37 3AS, CF37 2RR, CF37 4SF, CF37 4SS, CF37 4SF, CF45 3DH, CF37 4FF, CF37 4FF, CF37 4SF, CF37 4SF, CF37 2RL, CF47 4SF, CF37 4SF, CF37 4FF, CF37 4FF, CF37 4SF, CF37 4SF, CF37 4NH, CF37 3HR, CF37 3LE, CF37 2DH, CF37 3DY, CF34 4NG, CF34 6TT, CF37 3BD, CF37 4SG, CF37 3BP, CF37 3BP, CF37 2EB, CF46 6NP, CF37 4NA, CF37 2BU, CF37 5BN, CF45 3RA, CF37 1EW, CF72 9ZB, CF38 1UH, CF37 3JH, CF38 1SL, CF37 3JH, CF37 2HB, CF37 3BW, CF37 4SF, CF37 2HG, CF38 1NU, CF23 5QG, CF37 3ES, CF37 4AN, CF37 3JJ, CF23 9NS, CF39 8BY, NP11 7HU, CF72 9FU, CF37 3JL, CF37 3EF, CF37 4RD, CF37 3BA, CF37 3BU, CF37 4EY, CF37 4NP, CF37 2DH, CF37 4PE, CF37 4EY, CF37 4PU, CF37 3BP, CF37 3BP, CF37 3BP, CF37 3PB, CF37 3BP, CF37 3PB, CF37 3PB, CF37 3BP, CF37 3PB, CF37 2SQ, CF37 5NL

The new name for the new Pontypridd 3-16 School must not mislead or confuse anyone as to the school's location. Please vote for one of the following options:

The English translations are for information only - please note your decision should be in relation to the Welsh version of the name only as this is the preferred name that has been selected by learners.



If you selected 'Other', please insert your comment below:

- Albion Community School
- None of these are reflective of actual site
- Ysgol gymunedol Albion / Albion Community school
- Any of the above as 'School' rather than 'Ysgol'
- Pontypridd community School
- Pontypridd high school
- Albion community school
- Ponty hill school
- Ponty hills school
- Radnor Splash Community School
- Ponty hill school
- [Redacted] - Redacted due to potentially offensive content
- [Redacted] - Redacted due to potentially offensive content
- Pontypridd high school

Pontypridd High School

Pontypridd high school

[REDACTED] Redacted due to potentially offensive content

[REDACTED] - Redacted due to potentially offensive content

Pontypridd high

Cilfynydd High School

[REDACTED] - Redacted due to potentially offensive content

Abercynon centre

Saint josh high school

Josh lewis high school

Albion school

[REDACTED] – Redacted due to potentially offensive content

Pontypridd high

Pontypridd High School

[REDACTED] - Redacted due to potentially offensive content

The friendly community school

The pontyPridd academy

Wizard school

Supper school

Ponty Academy School

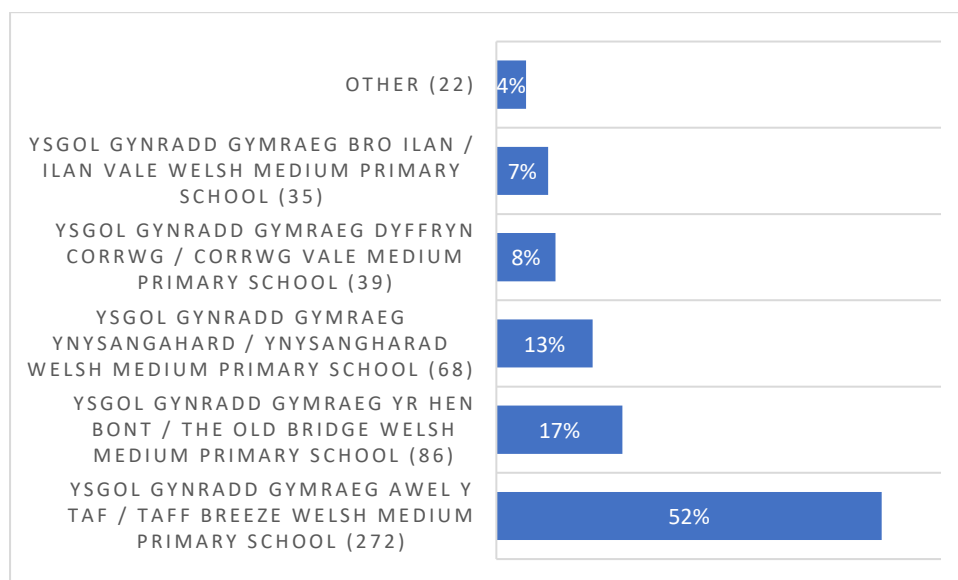
Ponty Academy School

tudalen wag

CF37 4ND, CF37 4ND, CF37 4ND, CF37 4ND, CF37 4ND, CF37 4ND, CF37 4ND, CF37 4ND, CF37 4ND, CF37 4ND, CF46 6NP, CF37 4ND, CF37 4ND, CF37 4ND, CF37 4ND, CF37 4ND, CF37 4ND, CF37 4ND, CF37 4ND, CF37 4HF, CF37 4ND, CF37 4ND, CF37 4ND, CF37 4ND, CF37 4ND, CF47 4ND, CF47 4ND, CF37 3PR, CF37 4NR, CF37 4NR, CF37 1BS, CF37 5PQ, CF37 4ES, CF37 4EN, CF37 4LN, CF37 4NR, SA20 0ED, CF37 4EG, CF37 4HG, CF37 3AS, CF37 4HJ, CF37 3LA, CF37 3DW, CF37 4AB, CF37 4AB, CF37 3LN, CF37 3NN, CF37 4PF, CF37 4NA, CF37 4EY, CF37 4DN, CF37 4AG, CF37 4ND, CF37 4ND, CF37 4ND, CF37 4ND, CF37 4ND, CF37 4ND, CF37 4ND, CF37 5PJ, CF37 5DG, CF37 5PU, CF37 5SD, CF37 5RH, CF37 5RS, CF37 4DE, CF37 5NL

The new name for the new Welsh Primary School in Rhydyfelin must not mislead or confuse anyone as to the school's location. Please vote for one of the following options:

The English translations are for information only - please note your decision should be in relation to the Welsh version of the name only as this is the preferred name that has been selected by learners.



If you selected 'Other', please insert your proposed name below:

Ysgol Gynradd Gymraeg Heol y Bont
 Ysgol Gynradd Gymraeg Golygfa Taf / Taff View
 Ysgol gynradd gymraeg pen y Bryn
 Ysgol Gynradd Gymraeg Pont Y Celyn
 Rhydyfelin Welsh Medium Primary School
 Cwm Celyn or Dyffryn (y) Celyn,
 Ysgol Gynradd Gymraeg Pont-y-celyn
 Should remain as Ysgol Heol Y Celyn
 Rhydyfelin Welsh medium primary school
 Ysgol Gynradd Gymraeg Pont-Y-Celyn
 Ysgol Gynradd Gymraeg Pont-y-Celyn
 Ysgol pont -y-celyn
 Ysgol Gynradd Gymraeg Pont -y-celyn
 Ygg Pont-y-Celyn
 Ysgol Gynradd Gymraeg Pont y Celyn
 Ysgol Gynradd Gymraeg y Gamlas Felin

Riverside community school
Ysgol gynradd gymraeg Ossian Glyndwr
ysgol gymradd gymraeg pont sion nortonheol celyn 2
Awel Taf (gwell na Awel y Taf)
Ysgol Heol Y Celyn

tudalen wag



RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CABINET

15TH MAY 2023

CONSULTATION ON THE PROPOSALS TO REALIGN ADDITIONAL LEARNING NEEDS MAINSTREAM LEARNING SUPPORT CLASS PROVISION WITHIN RHONDDA CYNON TAF

REPORT OF THE DIRECTOR OF EDUCATION AND INCLUSION SERVICES IN DISCUSSIONS WITH THE CABINET MEMBER FOR EDUCATION, YOUTH PARTICIPATION AND WELSH LANGUAGE, COUNCILLOR RHYS LEWIS

Author: Ceri Jones, Head of Inclusion Services

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to provide Members with an opportunity to consider proposals for the realignment of mainstream Learning Support Class (LSC) provision within Rhondda Cynon Taf (RCT).

2. RECOMMENDATIONS

It is recommended that members consider:

- 2.1 The information contained within this report.
- 2.2 Proposals for the realignment of Additional Learning Needs (ALN) mainstream LSC provision within the context of the School Organisation Code (2018), the 21st Century School Modernisation Programme and the Additional Learning Needs and Educational Tribunal (ALNET) Act (Wales) 2018.
- 2.3 Formal approval to commence consultation on the following proposals:
- 2.3.1 To relocate the Observation and Assessment LSC at Penrhiwceiber Primary School to Abercynon Community Primary School taking effect from April 2024.
- 2.3.2 To transfer the LSC for pupils in Years 3-6 with Autistic Spectrum Disorder (ASD) at Abercynon Community Primary School to create a through provision in the Primary Phase at Perthcelyn Primary School taking effect from April 2024.

- 2.3.3 To establish one Early Years Assessment and Intervention LSC for pupils under statutory school age with significant presenting needs at Abercynon Primary School. The proposal will take effect from April 2024.
- 2.3.4 To establish two Welsh medium primary phase LSCs at the new Welsh medium primary school in Rhydyfelin for pupils with significant ALN. The proposal will take effect from September 2024.
- 2.3.5 To establish one LSC for pupils in Years 7-11 with ASD at the new 3-16 school on the Hawthorn Primary/High School site taking effect from September 2024.
- 2.4 To receive a further report in 2023/24 (academic year) on proposals to establish three Social, Emotional and Behavioural Difficulties (SEBD) LSCs provisions for pupils in Years 7-11, utilising funding already set aside following the suspension of a previous statutory consultation which was started prior to the pandemic. The earliest the provisions will be operational will be September 2024.

3. REASONS FOR RECOMMENDATIONS

- 3.1 To progress the proposal in accordance with the process outlined in the School Organisation Code (011/2018) so that an improved continuum of Welsh and English medium Additional Learning Needs (ALN) provision can be achieved in RCT and to ensure that the Council undertakes its statutory duties in relation to the ALNET Act and the Welsh Government's requirement for the Council to implement an effective Welsh in Education Strategic Plan (WESP).

4. BACKGROUND

- 4.1 Considerable changes were made in Wales in relation to the statutory provision required to meet the needs of pupils with additional learning needs (ALN). The Additional Learning Needs and Education Tribunal (Wales) (ALNET) Act was introduced in January 2018. The Act requires local authorities to keep under review the arrangements for supporting pupils with ALN within their area and consider whether these are sufficient. This includes a statutory requirement to take all reasonable steps to create a bilingual system of support for pupils with ALN. The Act is supported by a new statutory Additional Learning Needs Code (2021). The Code is based on the following principles:
- meeting the needs of pupils with ALN should be part of a whole school approach to school improvement;
 - pupils must be supported to participate in mainstream education and in the National Curriculum as fully as possible wherever this is feasible.
- 4.2 For pupils with more significant needs for whom it is challenging to make appropriate learning provision within mainstream education, more specialist placements are required. RCT has a range of specialist provisions which

includes: 45 LSCs, 2 Pupil Referral Units (PRUs) and 4 Special Schools. These placements are agreed by Access and Inclusion Service panels.

- 4.3 RCT has an excellent range of LSC provisions attached to mainstream schools. However, it has become increasingly apparent that the range of LSC provisions currently available is disproportionate to the level of need in some areas. In view of this, an in-depth data analysis exercise was undertaken to inform proposals for change.
- 4.4 Currently, there is only one LSC providing Welsh medium provision for pupils in Years 7-11 with significant ALN. The local authority does not have discreet Welsh medium LSC for pupils in the primary phase. In light of the requirements of the ALNET Act, it is vital that this shortfall is addressed, and approval is sought to create additional specialist LSC provision for pupils with significant ALN in the primary phase.
- 4.5 Data analysis confirms that:
- there is currently insufficient provision in the secondary sector for pupils with ASD;
 - the absence of cross phase specialist provision on some school sites means that some learners experience unnecessary transitions;
 - one LSC would benefit from relocation to fully accessible schools that have benefited from the Sustainable Communities for Learning investment;
 - there is insufficient provision to meet the needs of learners in the early years.

In light of these findings, the proposals for change seek to achieve the following aims:

- developing a robust continuum of provision that effectively addresses a wide range of need across all year groups;
- avoiding unnecessary transition across schools by establishing cross phase specialist provisions within individual schools where possible;
- establishing LSC provisions in fully accessible settings that provide a learning environment fit for the 21st Century.

5. CURRENT POSITION

- 5.1 RCT spends in the region of £4.7M annually on the provision of LSCs. There are currently approximately 403 pupils accessing the 45 LSC provisions within RCT across a range of needs. Table 1 outlines the range of mainstream LSCs currently available:

Table 1: Current Mainstream Learning Support Classes

ALN Learning Support Classes	Academic Years	Number of classes	Percentage of Overall LSCs
Autistic Spectrum Disorder (ASD)	Reception - Year 2	5	38%
	Years 3-6	6	
	Years 7-11	6	
Significant ALN (Welsh Medium)	Years 7-11	1	2%
Complex Learning Difficulties	Reception - Year 2	3	27%
	Years 3-6	6	
	Years 7- 11	3	
Hearing Impairment	Primary Phase	1	2%
Observation & Assessment	Nursery – Year 2	1	7%
Early Years Assessment and Intervention	Nursery	2	
Nurture	Reception - Year 2	2	17%
Social, Emotional & Behavioural Difficulties	Years 3-6	4	
	Years 7-11	2	
Speech and Language Difficulties	Primary Phase	2	7%
	Years 7- 11	1	
Total		45	100%

- 5.2 Since the inception of the Early Years Forum in September 2021 to comply with the new statutory requirements of the ALNET Act for children aged 0-3 years data as at 30th January 2023 demonstrates that 294 pupils have been discussed by the Forum. Of these pupils, 40 have been allocated placements within specialist settings and an additional 14 pupils have changed placement from mainstream to specialist provision following a period of assessment. It has been identified that the LA needs to establish additional Early Years LSC provision to support pre-statutory school age pupils with significant ALN.
- 5.3 Currently Welsh medium pupils with significant additional learning needs who would meet the criteria for LSC provision within English medium settings are supported by a specialist peripatetic team. The team, which includes a Welsh medium specialist teacher and two learning support assistants, provide support through an inclusive delivery model whereby pupils are provided with specialist support within their mainstream Welsh medium settings.
- 5.4 During the academic year 2022/23, the Welsh Complex Needs Team supported 12 pupils with an age range of Year 2 to Year 11 of which:
- 1 attended reception – Year 2 (formerly Foundation Phase);
 - 4 attended Year 3-6 (formerly Key Stage 2);

- 7 attended Year 7-11 (formerly Key Stage 3/4).

5.5 However, despite positive feedback regarding the provision made by the Welsh medium Complex Needs Team, pupils with very significant and complex ALN are unable to access full time specialist Welsh medium provision in the primary phase.

5.6 Table 2 shows the capacity of LSC provision for pupils with ASD and the current number of placements deemed optimal for these provisions. The shortfall of provision is most notable in Years 7-11 as the classes currently exceed their optimal capacity and will continue to do so in 2023/24.

Table 2: Learning Support Class Provision for Pupils with ASD

ASD	
Current number of classes	17
Optimal placements available	172
Current number of pupils attending ASD provision	184
Difference in placements to pupils	-12
Current Year to 2023/24 Transition	
Optimal places available – Years 7-11 in 2023/24	3
Potential number of children transitioning in 2023/24 (Year 6 to Year 7) without Year 7 placement	14
Difference in placements	-11

5.7 In December 2019, Cabinet agreed to the Access and Inclusion Service undertaking a consultation on proposals to enhance LSC provision for pupils with Social Emotional and Behavioural Difficulties (SEBD) within RCT during the spring term 2020. However, due to the impact of restrictions incurred by the COVID-19 pandemic at both a local and national level, it was not practical to progress with the consultation process and in March 2020, the Cabinet Member for Education, approved a delegated decision to redirect the £330k funding set aside to establish three new SEBD LSCs to enhance a pilot to enable a second tranche of mainstream secondary schools to establish their own alternative curriculum provision (Step 4 provision) or pupil referral unit for learners with significant social, emotional and behavioural needs.

6. PROPOSAL FOR CHANGE

6.1 Following the data analysis above, the proposals for change are as follows in summary:

- 43 Mainstream LSCs remain unaltered
- 2 Mainstream LSCs are relocated

- 4 additional Mainstream LSCs are opened
- Total number of LCSs to increase from 45 to 49.

6.2 It is proposed the following **LSC relocations** take place from April 2024:

- Observation and Assessment LSC at Penrhiwceiber Primary to relocate to Abercynon Community Primary School. This LSC will continue to support pupils aged 3-7 years old
- LSC for pupils in Years 3-6 with ASD at Abercynon Community Primary School to relocate to create a through Primary Phase provision at Perthcelyn Primary School.

6.3 It is proposed to relocate the LSC from Penrhiwceiber Primary to Abercynon Community Primary to premises which are more accessible and better equipped to meet a range of needs. The proposal will ensure greater compliance with the Equality Act 2010 and relocation to significantly improved premises which have benefited from the 21st Century Schools Modernisation Programme and investment. There are currently 8 pupils attending the Observation and Assessment LSC. It is proposed that these pupils transfer to the new setting once the class has been relocated.

6.4 The proposal to relocate the class at Abercynon Community Primary to Perthcelyn Primary will minimise unnecessary transition for pupils with ASD, provide continuity in their educational placement and ensure that a higher number of specialist LSC provisions provide equity for pupils in LSCs to remain in one setting until transition to secondary provision in line with their mainstream peers. There are currently 8 pupils accessing the LSC for pupils in Years 3–6 with ASD and these pupils will move to the new hosting school once it has been established.

6.5 It is proposed new **LSCs are established** as follows:

- The establishment of one Early Years Assessment and Intervention LSC at Abercynon Primary School taking effect from April 2024. This LSC will support pre-school aged pupils.
- The establishment of two primary phase Welsh medium LSCs for pupils with significant ALN at the new Welsh medium primary school in Rhydyfelin taking effect from September 2024.
- The establishment of one LSC for pupils in Years 7-11 with ASD at the new 3-16 school on the Hawthorn Primary/High School site taking effect from September 2024.

6.6 The LA has only one dedicated LSC provision to support pupils with additional learning needs via the medium of Welsh. Since September 2021, the ALNET Act has placed a statutory duty upon LAs to work proactively towards establishing a fully bi-lingual ALN system and therefore it is imperative that the above Welsh medium provision is put in place as soon as possible.

- 6.7 Through its data analysis of current pupil data and future placement prediction data the LA has identified the need for an increase in both Year 7-11 ASD and Early Years LSCs. Therefore, it is proposed that new provisions are established to address gaps in existing provisions.
- 6.8. Based on the continued need for an effective continuum of SEBD provision within RCT, it is proposed that Cabinet consider providing approval to Access and Inclusion to revisit the proposal to establish additional SEBD LSCs during academic year 2023/24.

7. EQUALITY AND DIVERSITY IMPLICATIONS / SOCIO-ECONOMIC DUTY

- 7.1 The Council has to satisfy its public sector duties under the Equalities Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties Councils must in making decisions have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics.
- 7.2 Equality and Community Impact Assessments are being prepared in respect of this proposal and will be published on the Council's website as a part of the Consultation Documentation in accordance with the requirements of Welsh Government's School Organisation Code (2nd Edition) (011/2018) (the "Code"). These will be shared with the review panel as a part of the consultation process.

8. WELSH LANGUAGE IMPLICATIONS

- 8.1 A Welsh Language Impact Assessment will be prepared in respect of this proposal and will be published on the Council's website as a part of the Consultation Documentation in accordance with the requirements of Welsh Government's School Organisation Code (2nd Edition) (011/2018) (the "Code"). This will also be shared with the review panel as a part of the consultation process.

9. CONSULTATION / INVOLVEMENT

- 9.1 The consultation process in respect of this proposal will be undertaken under the arrangements outlined in the Welsh Government's School Organisation Code (011/2018). These arrangements stipulate that consultation must be undertaken when the proposal is at a formative stage and that a consultation document must be prepared and circulated to prescribed consultees, as well as being published on the Council's website.
- 9.2 The consultation document for the proposal outlined in this report is attached as Appendix 1 to this report. The consultation period, if it is agreed to progress this matter, will run from the 5th June 2023 until 14th July 2023.

9.3 The proposed potential timetable for completion of the statutory process is set out in the following table:

Table 3: Proposed Timetable

Action	Detail	Dates
Cabinet permission to consult	Cabinet to consider this proposal and give approval to commence consultation.	15 th May 2023
Statutory public consultation	Consultation document to be published on the Council website for a minimum of 6 weeks.	5 th June – 14 th July 2023
Report back to Cabinet	Cabinet to consider the consultation report and determine whether to publish the report and approve the publication of the proposal in the form of a statutory notice.	September 2023
Publish Statutory Notice	Statutory Notice to be published for a 28-day period (if approved by Cabinet).	September/October 2023
Decision by Cabinet	Cabinet to consider a report on the outcome of the statutory notice period including details of objections received, and an appropriate recommendation.	October/November 2023
Implementation	In accordance with Cabinet decision, continue with status quo or implement proposal.	April or September 2024

The Consultation Document attached is in draft subject to Cabinet approval.

10. FINANCIAL IMPLICATION(S)

10.1 Subject to the outcome of the consultation process, the additional costs of the proposals total £424k plus transportation. Funding has already been set aside for this purpose via resources built into the Council’s Medium Term Financial Plan alongside maximising available grant funding opportunities.

11. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED

11.1 Section 316A of the Education Act 1996 specifies that children with SEN/ALN should normally be educated in mainstream schools if this is compatible with them receiving the special educational/additional learning provision that their learning difficulty requires; the efficient education of other children, and the efficient use of resources.

11.2 Section 315 of the Education Act 1996 also requires local authorities to ensure that SEN/ALN provision is kept under review. The ALN Code for Wales (2021) places a statutory duty upon the LA to keep under review the overall Additional

Learning Provision (ALP) available in its area and supporting arrangements, to ensure provision is sufficient to meet the overall needs of its population of learners with ALN and that provision is available in Welsh.

12. LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT

12.1 The proposals will ensure that two of the Council's three key priorities will be met. These include:

- Economy: Building a strong economy
- People: Promoting independence and positive lives for everyone.

12.2 There are links to RCTCBC's Education and Inclusion Services Strategic Plan for 2022 to 2025 and its mission: '*To deliver equity and excellence in Education and enhanced well-being for all*'. The proposal will also support delivery against the five strategic priorities, most notably:

- Strategic Priority 2: Supporting educational settings to deliver a transformational curriculum, high quality teaching and learning and improved outcomes for all.
- Strategic Priority 3: Ensuring equity and support for vulnerable learners and their families
- Strategic Priority 4: Delivering 21st Century Learning Environments and innovative services for our learners and communities.

12.3 The proposals will ensure there is renewed capacity to focus on prevention which is a key statutory requirement of the Wellbeing and Future Generations Act and a key element of the Council's Corporate Plan.

12.4 The information in the report contributes to the priorities within RCTCBC's Corporate Plan, 'Making a Difference'.

12.5 The proposals will also assist the directorate in achieving Outcome 6 of the Welsh in Education Strategic Plan (WESP) annual workplan.

13. STRATEGIC OR RELEVANT TO ELECTORAL WARDS

13.1 Given the considerable changes in Wales in relation to the statutory provision required to meet the needs of learners with the implementation of the ALNET Act (2018) and the ALN Code (2021) the above proposals to secure additional capacity and resources will ensure that the Council successfully delivers on its statutory obligations, and as such is a strategic proposal relevant to all wards.

14. CONCLUSION

14.1 Section 315 of the Education Act 1996 and the statutory ALN Code for Wales requires LAs to regularly review arrangements for supporting pupils with ALN

and to ensure that provision is sufficient, meets the needs of its communities and is available in Welsh.

- 14.2 The priority for the Education and Inclusion Services Directorate is to continue to focus on driving up standards in schools and to improve the outcomes for all children and young people. In light of the Welsh Government ALN Transformation Agenda and the Council's vision to increase the number of Welsh medium learners in its schools by responding proactively to both national and local strategies such as the Welsh Government Welsh Language Strategy: Cymraeg 2050, Rhondda Cynon Taf's Welsh in Education Strategic Plan it is essential to enhance current Welsh medium ALN provision within RCT.
- 14.3 The proposed additional LSCs will increase the available provision to support pupils with a range of ALN in mainstream settings. The proposed additional LSCs will also ensure that the Council has an enhanced focus on providing more effective mainstream inclusion opportunities for Welsh medium pupils with significant Additional Learning Needs. The importance of mainstream inclusion for pupils with ALN is reflected in the Estyn Common Inspection Framework which highlights that judgements of achievement for all learners including those with additional learning needs should take account of progress made in relation to agreed learning goals from individual starting points. The framework also recognises the positive impact that the expertise within a LSC can have on enhancing practice and improving outcomes for learners with ALN across the whole school.
- 14.4 It is recommended therefore, that approval is given to commence consultation on the proposed realignment of RCT's current mainstream LSC provision so that we can urgently address the demand for of Welsh medium, Early Years and ASD Years 7-11 LSC provision within RCT thus ensuring that the Council is able to fulfil its statutory duties as laid down in the new ALN legislation.

Other Information:-

Relevant Scrutiny Committee

Education and Inclusion Services Scrutiny

Contact Officer

Ceri Jones, Head of Inclusion Services

LOCAL GOVERNMENT ACT 1972

AS AMENDED BY

THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CABINET

15TH MAY 2023

REPORT OF THE DIRECTOR OF EDUCATION AND INCLUSION SERVICES IN DISCUSSIONS WITH THE CABINET MEMBER FOR EDUCATION, YOUTH PARTICIPATION AND WELSH LANGUAGE, COUNCILLOR RHYS LEWIS

Item: CONSULTATION ON THE PROPOSALS TO REALIGN ADDITIONAL LEARNING NEEDS MAINSTREAM LEARNING SUPPORT CLASS PROVISION WITHIN RHONDDA CYNON TAF

Background Papers:

Officer to contact: Ceri Jones, Head of Inclusion Services



CYFLAWNI **TEGWCH** A RHAGORIAETH MEWN **ADDYSG** A **GWELL**
LLES I BAWB

EQUITY AND **EXCELLENCE** IN **EDUCATION** AND **ENHANCED**
WELLBEING FOR ALL

CONSULTATION ON THE PROPOSALS TO RECONFIGURE ADDITIONAL LEARNING NEEDS MAINSTREAM LEARNING SUPPORT CLASS PROVISION WITHIN RHONDDA CYNON TAF

MAY 2023

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Section 1

Introduction

Rhondda Cynon Taf (RCT) County Borough Council wishes to seek the views of a wide range of stakeholders on proposals for the reconfiguration of mainstream Learning Support Class (LSC) provision within RCT.

The proposals will address capacity pressures in relation to pupils with significant ALN in the Early Years and Years 7–11 (formerly Key Stage 3/4), reduce the number of transitions necessary for pupils accessing Primary Phase LSC provision and ensure a higher number of LSCs are situated within 21st Century School environments. The proposals also seek to address the need to create additional Welsh medium specialist LSC provision, in line with the requirements of the Additional Learning Needs Education Tribunal (ALNET) Act (2018) to develop a bilingual Additional Learning Needs (ALN) system.

The proposals seek to achieve the following aims:

- reducing unnecessary transition across schools by establishing cross phase specialist provisions within individual schools where possible
- developing a robust continuum of provision that effectively addresses a wide range of need across all year groups and builds upon effective early intervention and prevention approaches.
- establishing LSC provisions in fully accessible settings that provide a learning environment fit for the 21st Century.
- enhance specialist Welsh-medium provision to facilitate the learning of pupils with significant ALN in the Primary Phase.

To achieve these aims, the proposals include:

1. Relocation of provision

It is proposed that the following relocations take effect from April 2024:

- Observation and Assessment LSC at Penrhiwceiber Primary School to relocate to Abercynon Community Primary School.
- LSC for pupils Years 3-6 with Autistic Spectrum Disorder (ASD) at Abercynon Primary Community School to relocate to Perthcelyn Primary School to create a through Primary Phase provision.

2. Proposed new provisions

It is proposed that the following classes are established to take effect from September 2024:

- One Early Years Assessment & Intervention LSC for pupils under statutory school age with significant presenting needs at Abercynon Primary School.
- Two Primary Phase Welsh medium LSCs at the new Welsh medium primary school at Rhydyfelin for pupils with significant ALN.
- One Autistic Spectrum Disorder LSC provision for pupils in Years 7–11 at the new 3-16 school on the Hawthorn Primary/High School site.

Who will we consult?

We are seeking the views of the following stakeholders:

- The Governing Bodies, parents/carers and staff of the respective schools.
- Governing Bodies, parents/carers of pupils attending primary schools within the catchment area of the proposed host secondary school
- The Church in Wales and Roman Catholic Diocesan Authorities
- The Governing Body of Coleg Y Cymoedd
- The Governing Body of the University of South Wales
- Welsh Ministers including Welsh Minister for Education and Skills
- Menter Iaith
- Assembly Members and members of Parliament for all constituencies and regional areas serving Rhondda Cynon Taf
- Estyn
- Cwm Taf Morgannwg Local Health Board
- Teaching and Support staff trade unions
- Central South Consortium Joint Education Service
- South Wales Police and Crime Commissioner
- The Early Years and Childcare Partnership
- South East Wales Transport Association
- The local Communities First Partnerships
- The Welsh Language Commissioner
- Neighbouring local authorities
- SNAP Cymru

What will the consultation process entail?

The consultation will start on the 5th June 2023 and will be completed at 5pm on 14th July 2023. Feedback from the consultation will be collated and summarised and a report presented to the Council's Cabinet in September 2023. This consultation report will be available for all persons to view on the Council website and copies can be obtained on request from the address detailed on www.rctcbc.gov.uk.

The Council's Cabinet will consider the report, based on the feedback, and decide whether to proceed with the proposals, make changes to the proposal or not to proceed with the proposal. If the Cabinet decides not to proceed, that will be the end of these proposals for the foreseeable future.

If the Cabinet decides to proceed with the proposals, Statutory Notices will be published in September/October 2023 providing a 28-day notice period for objections.

The School Organisation Code (011/2018) requires that anyone wishing to make objections to a school organisation proposal has the opportunity to do so. To be considered as statutory objections, objections **must** be made in writing or by email, and sent to the Council within 28 days of the date on which the proposal was published.

If there are objections, the Council's Director of Education & Inclusion Services will publish an objection report providing a summary of the objections and her response to them within 7 days of the determination decision by the Council's Cabinet. This report will also be available for all persons to view on the Council's website and copies can be obtained on request from the address detailed in Appendix 1.

If the Council's Cabinet approve the proposal, the proposal will be implemented in accordance with the date given in the statutory notice or any subsequently modified date. In the case of these proposal, the implementation date is the April 2024 and September 2024.

What do you now have to consider?

The remainder of the consultation document sets out the rationale for the proposed reconfiguration of current LSC provision.

We would like you to consider the information contained within this document and to hear your views as to whether or not you support the proposal.

How do you make your views known?

A consultation questionnaire is attached (Appendix 1) and is also available on the Council's internet site at www.rctcbc.gov.uk. The questionnaire also enables consultees to register their wish to be notified of the publication of the consultation report to the Council's Cabinet. Schools will also be offered opportunities to consult with pupils and are advised to consult with School Council representatives to seek pupil views. You are also entitled to put your views in writing to:

**Director of Education and Inclusion Services,
Education Directorate,
Ty Trevithick,
Abercynon
CF45 4UQ**

Telephone: (01443) 744333 E-mail: A&IService@rctcbc.gov.uk

All correspondence should be received **14th July 2023**

Please note that responses to the consultation will not be counted as objections to the proposal. Objections can only be forwarded following the publication of the

Statutory Notice. The consultation documentation will be distributed in both English and Welsh.

Consultation events will be held, and you are welcome to attend the appropriate meeting.

Consultation Events

The following consultation events have been arranged:

School Affected	Group-Pupils/ Staff/Parents	Time	Date	Venue
Abercynon Primary Community School	School Council	14:15 – 15:00pm	12 th June 2023	Abercynon Primary Community School
	Parents	15:15 – 16:00pm		
	Staff/Governing Body	16:00 – 16:45pm		
Perthcelyn Primary School	School Council	14:15 – 15:00pm	13 th June 2023	Perthcelyn Primary School
	Parents	15:15 – 16:00pm		
	Staff/Governing Body	16:00 – 16:45pm		
Penrhiwceiber Primary School	School Council	14:15 – 15:00pm	14 th June 2023	Penrhiwceiber Primary School
	Parents	15:15 – 16:00pm		
	Staff/Governing Body	16:00 – 16:45pm		
New 3-16 school on the Hawthorn Primary/High School site	School Council	14:15 – 15:00pm	15 th June 2023	TBC
	Parents	15:15 – 16:00pm		
	Staff/Governing Body	16:00 – 16:45pm		
New Welsh medium School	School Council	14:15 – 15:00pm	16 th June 2023	TBC
	Parents	15:15 – 16:00pm		
	Staff/Governing Body	16:00 – 16:45pm		

Section 2

Background

RCT has an excellent range of ALN provisions which allows the majority of pupils to attend schools near to where they live. These include 45 LSCs attached to mainstream settings, 4 special schools and 2 Pupil Referral Units (PRUs). However, RCT currently only has 1 Welsh medium specialist provision.

In addition to this, £7.25M is delegated Enhanced Capacity Funding (ECF) annually to support pupils with severe and persistent needs in mainstream settings. This is in line with RCT's vision for inclusive education and the right for children with ALN to be educated in their local mainstream school where appropriate.

The Additional Learning Needs Education Tribunal (ALNET) Act provides detailed guidance on the duties and responsibilities of local authorities (LAs) in meeting the ALN of children and young people. Children and young people have ALN if they have a learning difficulty which calls for an additional learning provision to be made for them. A learning difficulty is evident when children and young people have:

- significantly greater difficulty in learning than the majority of children and young people of the same age; or
- a disability which prevents or hinders them from making use of educational facilities of a kind generally provided for children and young people of the same age in schools within the area of the locality.

The ALN Code for Wales (2021) recommends that Early Years and school settings adopt a graduated response to meeting ALN. A graduated response means that progressively greater expertise and support can be brought in to address the difficulties a child or young person may be experiencing. Additional or different provision should be made depending on the severity of the child/young person's level of need.

Section 316A of the Education Act 1996 specifies that children with ALN should normally be educated in mainstream schools so long as this is compatible with them receiving the additional learning provision that their learning difficulty calls for, the efficient education of other children, and the efficient use of resources. For those pupils who have very significant needs, more specialist placements are required, and this might result in a placement in one of our specialist provisions. These placements are agreed by the Access & Inclusion Service panels.

Despite the wide range of LSC provisions attached to mainstream schools, in light of the requirements of the ALNET Act (2018) it is felt necessary to enhance the current

LSC provision to address the current gap in provision and to ensure the LA complies with its new legislative duty. Whilst the LA does provide Welsh medium peripatetic support it is evident that this should now be enhanced.

In the context of the above, the proposals for change seek to achieve the following aims:

- To realign current provision to match the current profile of needs of children with ALN.
- To establish additional Welsh medium LSCs to enable pupils with significant ALN to access full time specialist Welsh medium provision.
- To reduce the number of transitions between placements for some of our most vulnerable pupils
- To enhance Early Years provision to meet the rising demands for early intervention.

Overview of the Proposal

RCT County Borough Council wishes to seek the view of a wide range of stakeholders on the proposals to:

- To relocate the Observation and Assessment LSC at Penrhiwceiber Primary School to Abercynon Community Primary School with effect from April 2024.
- To transfer the LSC for pupils in Years 3–6 with Autistic Spectrum Disorder (ASD) at Abercynon Community Primary School to create a through Primary Phase provision at Perthcelyn Primary School taking effect from April 2024.
- To establish one Early Years Assessment and Intervention LSC for pupils under statutory school age with significant presenting needs at Abercynon Primary School. The proposal will take effect from April 2024.
- To establish two Primary Phase Welsh medium LSCs at the new Welsh medium primary school in Rhydyfelin for pupils with significant ALN. The proposal will take effect from September 2024.
- To establish one LSC for pupils in Years 7–11 with ASD at the new 3-16 school on the Hawthorn Primary/High School site taking effect from September 2024.

What is the basis for this proposal?

Section 315 of the Education Act 1996 requires LAs to regularly review arrangements for supporting pupils with ALN and to ensure that provision is sufficient and meets the needs of its communities.

The priority for the Education and Inclusion Service Directorate is to continue to focus on driving up standards in schools and to improve the outcomes for all children and young people. In light of the Welsh Government ALNET Act and the Council's vision to increase the number of Welsh medium learners in its schools by responding

proactively to both national and local strategies, such as the Welsh Government Welsh Language Strategy: Cymraeg 2050, Rhondda Cynon Taf's Welsh in Education Strategic Plan and the current 21st Century Schools plan to increase and improve Welsh medium provision RCT, it is essential to enhance current Welsh medium ALN provision within RCT. The proposed additional Welsh medium LSCs will ensure that the LA has an enhanced focus on providing more effective mainstream inclusion opportunities for Welsh medium pupils with significant ALN.

The proposed relocations and establishment of LSCs will ensure that the LA has an enhanced focus on providing more effective mainstream inclusion opportunities for pupils with a wide range of ALN. The proposals ensure that the best possible use of resources and a more equitable continuum of provision is achieved for pupils with significant ALN.

The importance of mainstream inclusion for pupils with ALN is reflected in the Estyn Common Inspection Framework which highlights that judgements of achievement for all learners including those with additional learning needs should take account of progress made in relation to agreed learning goals from individual starting points. The framework also recognises the positive impact that the expertise within a LSC can have on enhancing practice and improving outcomes for learners with ALN across the whole school.

What is the educational case for the proposal to create additional LSC provision?

The advantages of implementing the proposed changes includes:

- an enhanced focus on improved mainstream LSC provision which provides improved life chances for our most vulnerable learners;
- appropriate continuum of provision which is well matched to pupils' primary needs;
- improved educational outcomes and pupil engagement due to effectively meeting pupil needs;
- greater opportunities for mainstream inclusion in local community schools;
- ensuring that LSC provision is situated within education settings that are accessible and appropriate for the needs of pupils with wide ranging needs, including physical and medical needs;
- improving the range and quality of facilities and learning resources available to the benefit of all pupils;
- LSC provisions hosted by schools that have the capacity for the development of an additional class due to surplus spaces and can accommodate the additional pupils who will be placed in the school.

What are the financial implications of the proposal?

The LA proposal if agreed will have a positive impact on pupils with ALN across RCT as it will mean that the funding will be directed to establish provisions that address identified areas of need. The proposal will ensure that the County Borough Council continues in its commitment to meeting the needs of learners with ALN effectively by future proofing its existing provision in terms of quality and sufficiency.

The schools will be delegated sufficient funding to establish the proposed provision. The funding will cover staffing and capitation costs. The proposal does not involve any transfer or disposal of land.

The creation of the new LSCs will incur a transportation cost in line with the Council's Learner Travel Policy. However, this increase in cost is seen as a necessity in order to enhance provision for RCT's most vulnerable pupils. Costs cannot be predicted at this time as placements are pupil led.

What is the likely impact of the proposals on school pupils?

It is anticipated that the proposals will have a significantly positive impact on pupils with significant ALN by providing an inclusive model of specialist provision hosted by mainstream schools whereby pupils have their needs met within their local community.

Transportation would be provided in line with the Council's Learner Travel Policy and placement made in the nearest and most appropriate specialist setting. If placed within a LSC pupils may be required to travel out of catchment although Access & Inclusion will endeavour to place pupils in the nearest appropriate LSC to their home address.

The Welsh Government and the Council has adopted the UN Convention on the Rights of the Child which is expressed in seven core aims that all children and young people:

1. Have a flying start in life;
2. Have a comprehensive range of education and learning opportunities;
3. Enjoy the best possible health and are free from abuse, victimisation and exploitation;
4. Have access to play, leisure, sporting and cultural activities;
5. Are listened to, treated with respect, and have their race and cultural identity recognised;
6. Have a safe home and a community which supports physical and emotional wellbeing;
7. Are not disadvantaged by poverty.

We consider that this proposal benefits children in their communities in accordance with the seven core aims set out above.

What is the likely impact of the proposal on the staff of the LSCs?

There will be no negative impact on existing LSC staff as current LSCs will be unaffected by the proposal. The proposal will have a positive impact creating 4 LSC teaching posts and 5 learning support assistant LSC posts. Those staff working in a LSC that is proposed to be relocated will move with the LSC pupils to ensure their expertise is maintained and that the pupils have continuity of staff supporting them.

What is the likely impact of the proposal on the local communities?

A Community Impact Assessment has been completed and is included as an appendix. These proposals will not have any significant impact on the local community as more local children will be able to access specialist provision within their local community and the new provision will address a gap in existing provision. The schools will make effective use of any surplus space within the school and develop a resource that will be of benefit to vulnerable children and young people and their parents/carers. The proposed establishment of the LSCs will enhance the overall capacity of the host school to meet a diverse range of needs as there will be further specialist ALN expertise within the school.

In addition, Equality Impact and Welsh Language Assessments have been completed for these proposals and are attached as appendices. These will be updated after the consultation has been completed to ensure that they include pertinent issues that have arisen and need to be taken into account. The assessments will be presented to the Council's Cabinet in the report that sets out the consultation feedback received in respect of the proposals.

What are the disadvantages of this proposal?

Implementing this plan will be of benefit to pupils with significant ALN across RCT and will ensure greater equality and access to specialist provision.

LSC re-alignment will inevitably cause some disruption and uncertainty for parents and pupils for a period of time, although experience shows that this can be kept to a minimum and the children's education and wellbeing does not suffer. Access & Inclusion will provide support to eradicate or minimise any potential negative impact.

The relocation of the named LSCs could potentially cause some limited disruption to the proposed host schools. However, it is recognised that hosting a specialist LSC provision has a positive impact on enhancing practice and improving outcomes for pupils with ALN across the whole school.

The relocation of the LSC provision aims to provide more continuity for our most vulnerable learners to access cross phase specialist provision, reduce unnecessary

transition and travel with the opportunity to provide through provision for all primary ages.

The Council considers that the educational advantages of the proposals outweigh the short-term impact of the changes for the pupils and parents.

What alternative options have been considered?

In light of the requirements of the ALNET Act to do nothing would mean that RCT would not be meeting its statutory duty to meet the identified ALN of some of its most vulnerable pupils.

There is clearly identified need for this provision within RCT and it would be in children and young people's best interest to address this. Some consideration was given to re-directing resources to further enhance the capacity of mainstream schools to meet need in local community schools. However, in so doing this could make the continuum of provision more fragmented.

Whilst alternative options have been considered, these have not been pursued given the obvious benefits of implementing these changes. These are summarised as follows:

- *Proposed relocations:* the proposed relocations have been specifically selected as they allow for greater opportunities for ALN/SEN pupils to access high quality cross phase educational provision within accessible school environments that have benefited from school modernisation and investment programmes.
- *Proposed new provisions:* alternative schools could be approached to establish a specialist provision. However, Abercynon Community Primary School, the new Welsh medium primary school at Rhydyfelin and the new 3-16 school planned for the Hawthorn Primary/High School site were selected because of their inclusive practice and success in supporting pupils with ALN/SEN in the mainstream and/or significant investment from the 21st Century Schools Modernisation Programme. Furthermore, the location of the settings will address local needs. Establishing these provisions will reduce the demand for special school placements which can then be safeguarded for pupils with more complex learning, medical and physical needs.

Community, Equality and Welsh Language Impact Assessments

Community Impact, Equality Impact and Welsh Language Assessments have been prepared in respect of the proposals and are attached as appendices. Copies will also be published on the Council's website hard copies can be obtained by emailing a request to A&IService@rctcbc.gov.uk or by telephoning 01443 744333.

Section 3

Proposed Relocation of LSCs

- RCT proposes to relocate the Observation and Assessment LSC hosted at Penrhiwceiber Primary School to Abercynon Community Primary School with effect from April 2024 accommodating 8 pupils with significant presenting ALN
- RCT County Borough Council proposes to relocate the LSC for pupils in Years 3–6 with ASD hosted at Abercynon Community Primary School to Perthcelyn Primary School with effect from April 2024 accommodating 10 pupils with ASD

Background to the relocation of LSC's

Improving the quality of education and raising standards is one of the Council's key priorities. It is considered that improving standards and educational outcomes for some of our most vulnerable pupils will improve their life chances, access to the world of work and other education pathways. Ensuring that our provisions are well matched to the needs of pupils is central to pupils achieving positive outcomes. The relocation of the LSC provision provides a more coordinated approach and improved continuum of ASD provision for pupils in the Cynon Valley. The move will allow pupils who meet criteria to remain at Perthcelyn Primary School throughout the Primary Phase if appropriate.

Relocating the LSC currently hosted at Penrhiwceiber Primary School will ensure the pupils have access to suitable outdoor play areas which is fundamental to Early Years learning. It is proposed that creation of the Early Years Assessment & Intervention LSC and the relocation of Observation and Assessment LSC at Abercynon Community Primary School will support Early Years pupils with significant presenting needs from both the Cynon Valley and Taf areas.

By locating specialist provision within mainstream settings, pupils will have the opportunity for increased inclusion. This is supported by the Estyn Common Inspection Framework, which highlights the positive impact that the expertise within a LSC can have on enhancing practice and improving outcomes for learners with ALN across the whole school.

Information on the schools affected by the proposal

Penrhiwceiber Primary School

General Information

Penrhiwceiber Primary is located in Church Street, Penrhiwceiber, Mountain Ash, CF45 3YD. The school is an English-medium school established in 2004, providing

education to Primary Phase pupils The site is split level. The school buildings consist of 2 main blocks. The nursery block is located at the southeast of the site and the junior block at the Northwest of the site. Both buildings are single storey and are of traditional stone / masonry construction with a pitched slate roof. At the upper level of the site there is a detached timber-framed building which acts as both an educational building and a community centre for functions and facilities outside of the school remit. In addition to this the upper level of the site also contains one single and one double demountable classroom which are now redundant and are falling into disrepair. The school has received multiple works in accordance with the 21st Century Schools guidelines. Unfortunately, there is insufficient outside play area for our pupils from the LSC to access. Therefore, in line with new curriculum requirements, the LSC would be better placed in Abercynon Community Primary School which has sufficient space to accommodate the pupils.

Pupil Projections

The pupil numbers and forecast information for Penrhiwceiber Primary School from 2022/23 are shown below and are obtained from the statutory PLASC which is undertaken in January each year. The pupil forecasts for Penrhiwceiber Primary School are calculated in accordance with guidance issued by Welsh Government.

Penrhiwceiber Primary	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
School Total N1-Y6	157	144	154	142	134	137	130	135	126	126
Total (R-Y6)	127	127	132	124	115	118	111	117	107	108
Excl. LSC Pupils	124	124	129	121	112	115	108	114	104	105

The numbers shown exclude nursery age pupils, as required by Welsh Government's Statutory School Organisation Code.

Pupil Numbers and forecast information:
Capacity: 141

Quality and Standards

Penrhiwceiber Primary School was last inspected by Estyn in June 2015. The inspection comments were summarised as follows:

Inspection Area	Judgement
The School's Current Performance	Good
The School's Prospects for Improvement	Good

Unfortunately, there is insufficient out-door space to support the required learning through the play element of the curriculum for pupils attending the provision. There are currently 8 pupils attending the Observation and Assessment LSC. It is proposed that these pupils transfer to the new setting once the class has been relocated. The LSC will continue to support pupils aged 3-7 years.

Abercynon Community Primary School

General Information

Abercynon Community Primary School is located on 26 Ynysmeurig Rd, Abercynon, Mountain Ash CF45 4SY. The school is an amalgamation of three schools: Abercynon Infants, Abertaf Primary School and Carnetown Primary school. The brand new school opened in September 2013 on the site of the old infants school.

Pupil Projections

The pupil numbers and forecast information for Abercynon Community Primary School 2022/23 are shown below and are obtained from the statutory PLASC which is undertaken in January each year. The pupil forecasts for Abercynon Community Primary School are calculated in accordance with guidance issued by Welsh Government. The numbers shown exclude nursery age pupils, as required by Welsh Government's Statutory School Organisation Code.

Pupil Numbers and forecast information:

Abercynon Primary	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
School Total (N1-Y6)	341	336	349	337	333	322	316	296	291	278
Total (R-Y6)	296	290	304	297	301	285	278	260	254	242
Excl. LSC Pupils	291	285	299	292	296	280	273	255	249	237

Capacity: 325

Quality and Standards

Abercynon Community Primary School was last inspected by Estyn in March 2015. The inspection comments were summarised as follows:

Inspection Area	Judgement
The School's Current Performance	Good
The School's Prospects for Improvement	Good

There are currently 8 pupils accessing the LSC for pupils in Years 3–6 with ASD and these pupils will move to the new hosting school once it has been established. This proposal provides continuity in their educational placements and ensures that a higher number of specialist LSC provisions provide equity for pupils in LSCs so that they remain in one setting until transition to secondary provision in line with their mainstream peers.

Perthcelyn Community Primary School

General Information

Perthcelyn Primary School is located at Glamorgan Street, Perthcelyn, Mountain Ash, CF45 3RJ. The school is an English-medium school established 1999. **Perthcelyn Primary School is a white curvilinear formed school, with a playground and steep parkland below and a banked-up terrace with a games pitch above.**

Pupil Projections

The pupil numbers and forecast information for Perthcelyn Community Primary School 2022/23 are shown below and are obtained from the statutory PLASC which is undertaken in January each year. The pupil forecasts for Perthcelyn Community Primary School are calculated in accordance with guidance issued by Welsh Government. The numbers shown exclude nursery age pupils, as required by Welsh Government's Statutory School Organisation Code.

Pupil Numbers and forecast information:

Perthcelyn Primary	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
N1-Y6	123	124	128	117	118	118	117	119	121	121
Total (R-Y6)	109	107	113	101	98	101	100	101	104	103
Excl. LSC Pupils	102	100	106	94	91	94	93	94	97	96

Capacity: 160

Quality and Standards

Perthcelyn Community Primary School was last inspected by Estyn in April 2018. The inspection comments were summarised as follows:

Inspection Area	Judgement
Standards	Good
Wellbeing and attitudes to learning	Excellent
Teaching and learning experiences	Good
Care, support and guidance	Good
Leadership and management	Good

The school currently hosts a LSC for pupils Reception – Year 2 with ASD. The proposals will create an enhanced through provision which will ensure pupils are not

required to undertake any additional transitions and will allow those pupils who meet the criteria for the LSC to remain at the provision until the end of Year 6.

Section 4

Proposed New Provision

- RCT proposes to create a new Early Years Assessment LSC provision with effect from April 2024 for pupils with significant ALN at Abercynon Primary School accommodating 8 pre-school aged pupils.
- RCT proposes to create two new Primary Phase Welsh-medium LSC provisions with effect from September 2024 for pupils with significant ALN at the new Welsh medium primary school in Rhydyfelin accommodating 18 Primary Phase pupils.
- RCT proposes create a new LSC for pupils in Years 7–11 with ASD with effect from September 2024 at the new 3-16 school on the Hawthorn Primary/High School site accommodating 14 pupils.

Background to the opening of new LSC's

Improving the quality of education and raising standards is one of the Council's key priorities. It is considered that improving standards and educational outcomes for some of our most vulnerable pupils will improve their life chances, access to the world of work and other education pathways. Ensuring that our provisions are well matched to the needs of pupils is central to pupils achieving positive outcomes.

One of the main targets outlined in the Council's Welsh in Education Strategic Plan (WESP) is to increase the number of children receiving education through the medium of Welsh. This will assist the local authority in working towards the Cymraeg 2050 Welsh Government target of having 1 million people in Wales able to speak Welsh by 2050. We consider that this proposal will address the existing lack of Welsh medium LSC provision, allowing Primary Phase Welsh medium pupils with significant ALN to remain in a Welsh medium education setting, thus supporting the Council's WESP. The establishment of the additional Welsh medium LSC provision for pupils with significant ALN will address a current gap in LSC provision.

By locating specialist provision within mainstream settings, pupils will have the opportunity for increased inclusion. This is supported by the Estyn Common Inspection Framework, which highlights the positive impact that the expertise within a LSC can have on enhancing practice and improving outcomes for learners with ALN across the whole school.

Information on the schools affected by the proposal

Abercynon Community Primary School

General Information

Abercynon Community Primary School is located on 26 Ynysmeurig Rd, Abercynon, Mountain Ash CF45 4SY. The school is an amalgamation of three schools: Abercynon Infants, Abertaf Primary School and Carnetown Primary school. The brand new school opened in September 2013 on the site of the old infants school.

Pupil Projections

The pupil numbers and forecast information for Abercynon Community Primary School from 2022/23 are shown below and are obtained from the statutory PLASC which is undertaken in January each year. The pupil forecasts for Abercynon Community Primary School are calculated in accordance with guidance issued by Welsh Government. The numbers shown exclude nursery age pupils, as required by Welsh Government's Statutory School Organisation Code.

Pupil Numbers and forecast information:

Abercynon Primary	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
School Total (N1-Y6)	341	336	349	337	333	322	316	296	291	278
Total (R-Y6)	296	290	304	297	301	285	278	260	254	242
Excl. LSC Pupils	291	285	299	292	296	280	273	255	249	237

Capacity: 325

Quality and Standards

Abercynon Community Primary School was last inspected by Estyn in March 2015. The inspection comments were summarised as follows:

Inspection Area	Judgement
The School's Current Performance	Good
The School's Prospects for Improvement	Good

There are currently 8 pupils accessing the LSC for pupils in Years 3–6 with ASD and these pupils will move to the new hosting school April 2024.

If the proposal is progressed, the new Early Years Assessment & Intervention LSC will support 8 pre-statutory school aged pupils with significant presenting needs.

New Welsh medium primary school at Rhydyfelin

General Information

The new Welsh medium primary school is currently being built in Rhydyfelin, Pontypridd

Pupil Projections

At present it is not possible to project pupil numbers and forecast information for the new Welsh medium school. Capacity has been built into the new building design to accommodate the proposed LSCs.

Quality and Standards

As this will be a new education setting there are no Estyn reports currently available. This proposal does not adversely impact any children as it is proposed that the provision is established to meet an identified need. The proposal will ensure that the current gap in primary LSC provision for Welsh medium pupils with significant ALN is addressed.

New 3-16 school on the Hawthorn Primary/High School site.

The new 3-16 all through school will be built on the current Hawthorn Primary/High School grounds, School Lane, Hawthorn, Pontypridd, CF37 5AL by September 2024.

Pupil Projections

At present it is not possible to project pupil numbers and forecast information for the new 3-16 school on the Hawthorn Primary/High School site. Capacity has been built into the new building design to accommodate the proposed LSC.

Quality and Standards

As this will be a new education setting there are no Estyn reports currently available. This proposal does not adversely impact any children as it is proposed that the provision is established to meet an identified need.

If the proposal is progressed, then the school will host a LSC for pupils in Years 7–11 with ASD alongside the current LSC for pupils in Years 7–11 with Speech and Language difficulties.

Consultation Response Pro-forma

In order to help the Council reach a decision, it would be very helpful if you could answer the following questions. This survey is anonymous, please do not provide any personal information in the free text boxes. However, if you wish to be contacted about the outcome of consultation, please provide your name and contact details below. To learn more about how the Council uses your personal information, please visit our Data Protection page at www.rctcbc.gov.uk/dataprotection

(Optional)

Name:

Address:

Email Address:

Proposal 1: Relocation of Learning Support Class Provision

It is proposed that the following **relocations** take effect from April 2024 at:

- Observation and Assessment LSC at Penrhiwceiber Primary School to relocate to Abercynon Community Primary School.
- Year 3 – Year 6 (formerly Key Stage 2) LSC for pupils with Autistic Spectrum Disorder at Abercynon Primary Community School to relocate to create Primary Phase provision at Perthcelyn Primary School (Reception – Year 6).

1. Do you agree with the proposal? Yes No Not sure

Please let us know the reasons for your choice

Proposal 2: Establishment of Learning Support Class Provision

It is proposed that the following classes are **established** to take effect from September 2024 at:

- One Early Years Assessment & Intervention LSC for pupils under statutory school age with significant presenting needs at Abercynon Primary School.
- Two Primary Phase Welsh medium LSCs at the new Welsh medium primary school in Rhydyfelin for pupils with significant ALN (1 x Reception to Year 2 and 1 x Year 3 – Year 6).
- One ASD LSC provision for pupils Years 7 – 11 at the new 3-16 school on the Hawthorn Primary/High School site.

2. Do you agree with the proposal? Yes No Not sure

Please let us know the reasons for your choice

3. Please state any alternative options, additional views or points which you would like to be taken into account (attach additional sheets if necessary)

4. Under the Equality Act 2010 and the Public Sector Equality Duties, the Council has a legal duty to look at how its decisions impact on people because they may have particular characteristics. How would the Council's proposal affect you because of your:

- a. Sex
- b. Age
- c. Ethnicity
- d. Disability
- e. Sexuality
- f. Religion / Belief
- g. Gender identity
- h. Relationship status
- i. Pregnancy
- j. Preferred language

5. With regards to the Council's proposal, and the impact it may have, please let us know: If you feel it could impact opportunities for people to use and promote the Welsh Language (Positive or Negative) and if in any way, it treats the Welsh Language less favourably than the English Language?

6. Please state how positive effects could be increased, or negative effects be decreased?

Please indicate who you are (e.g. parent of a pupil at named school, governor at named school etc.)

Thank you for taking the time to complete this questionnaire. The deadline for all responses is 5pm on 14th July 2023.

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WELSH LANGUAGE IMPACT ASSESSMENT TOOL

This Welsh Language Impact Assessment (WLIS) tool enables RCT Council to consider the principles and requirements of the [Welsh Language Standards \(No.1\) Regulations 2015](#) to ensure compliance with the [Welsh Language \(Wales\) Measure 2011](#).

Stage 1 – Information Gathering

NOTE: As you complete this tool you will be asked for **evidence to support your views**. Please see [Welsh Language Impact Assessment Guidance](#) for more information on data sources.

Proposal Name:	CONSULTATION ON THE PROPOSALS TO REALIGN ADDITIONAL LEARNING NEEDS MAINSTREAM LEARNING SUPPORT CLASS PROVISION WITHIN RHONDDA CYNON TAF
Department	Access & Inclusion Service
Service Director	Gaynor Davies
Officer Completing the WLIA	Lisa Carter
Email	Lisa.c.carter@rctcbc.gov.uk
Phone	01443 744344
Brief Description	<p>To realign current provision to meet the demand for specialist placements. This will be achieved by the following adjustments to LSC provision:</p> <ul style="list-style-type: none"> • To relocate the Observation and Assessment LSC at Penrhiwceiber Primary School to Abercynon Community Primary School taking effect from April 2024. • To transfer the LSC for pupils Year 3-6 with Autistic Spectrum Disorder (ASD) at Abercynon Community Primary School to create a through provision at Primary Phase at Perthcelyn Primary School taking effect from April 2024. • To establish one Early Years Assessment & Intervention LSC for pupils under statutory school age with significant presenting needs at Abercynon Primary School. The proposal will take effect from April 2024. • To establish two Primary Phase Welsh medium LSCs at the new Welsh medium primary school in Rhydyfelin for pupils with significant ALN. The proposal will take effect from September 2024.

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	<ul style="list-style-type: none"> To establish one LSC for pupils Year 7 – 11 with ASD at the new 3-16 school on the Hawthorn Primary/High School site taking effect from September 2024.
Date	16/03/2023
Please outline who this proposal affects? (Service Users, Employees, Wider Community)	Pupils with Additional Learning Needs requiring specialist provision, their parents/carers and the wider additional learning needs community.

What are the aims of the policy, and how do these relate to the Welsh Language?	Currently Welsh medium pupils with significant additional learning needs who would meet the criteria for English medium Primary Phase LSC provision are supported by a specialist peripatetic team, through an inclusive delivery support model. In line with the requirements of Additional Learning Needs and Education Tribunal Act (ALNET) 2018, which stipulates that all LAs must develop bilingual ALN provision, and the Council's vision to increase the number of Welsh medium learners, our proposal seeks to create additional Welsh medium LSCs to support those learners identified as meeting LSC criteria. The host school will be the new Welsh medium primary school at Rhydyfelin. The LSCs will support 18 pupils with significant additional learning needs in the Primary Phase.
Who will benefit / Could the policy affect Welsh language groups? If so, list them here.	<ul style="list-style-type: none"> Welsh medium learners with significant additional learning needs. Early Years pre-statutory school age pupils presenting significant needs. Year 7- 11 (formerly Key Stage 3/4) English medium pupils with ASD. Pupils at the hosting schools Parent/carers of pupils attending hosting schools and those with children/young people with significant additional learning needs Staff at hosting schools The hosting schools are: Abercynon Primary Community School, Perthcelyn Primary School, new Welsh medium primary school at Rhydyfelin, the new 3-16 school on the Hawthorn Primary/High School site.
Current linguistic profile of the geographical area(s) concerned	Every ten years the nation sets aside one day for the Census – a count of all people and households. The Census is a key source of information about the number of people who can speak Welsh.

The 2021 Census indicated that of the 230,316 residents and at least 3 years of age living in the County Borough of Rhondda Cynon Taf, 12.4% (28,556) were able to speak Welsh, whilst the remaining 87.6% (201,760) were not able to speak Welsh. This can be compared to the all-Wales figures that showed of the 2,867,609 residents living Wales and at least 3 years of age, 18.1% (518,977) were able to speak Welsh, whilst the remaining 81.9% (2,867,609) were not able to speak Welsh.

The table that follows illustrates the Welsh language skills of residents living in the County Borough of Rhondda Cynon Taf and is obtained from the 2021 Census.

Table 1: Welsh Language Skills of Residents – (%)

	Total Residents Living in the County Borough of Rhondda Cynon Taf	All Wales
Can Speak, Read and Write Welsh	10.1%	14.8%
Can Speak and Read but Cannot Write Welsh	0.7%	1.2%
Can Speak but Cannot Read or Write Welsh	1.4%	2.4%
Can read but cannot speak or write Welsh	1.6%	1.4%
Can write but cannot speak or read Welsh	0.2%	0.2%
Can read and write but cannot speak Welsh	0.5%	0.6%
Can Understand Spoken Welsh Only	4.0%	5.5%
Other Combination of Skills	0.1%	0.2%
No Skills	81.3%	77.1%

Total	100.0%	100.0%
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The Annual Population Survey¹ collects information about respondents' Welsh speaking ability and also includes a question on how often people speak Welsh. It is updated quarterly, so is a more up-to-date source than the Census. The most recent Annual Population Survey, for the quarter ending June 2022, reported that 20.5% of respondents living in the County Borough of Rhondda Cynon Taf said they could speak Welsh, this is compared to the all Wales percentage of 29.7% of respondents. This can be further broken down to the data contained in the table that follows:

Table 2: Welsh Language Skills of Residents – (%)

Welsh Language Skills of Residents – (%)		
	County Borough of Rhondda Cynon Taf	Wales
Can Read Welsh	17.9%	26.0%
Can Write Welsh	17.2%	24.0%
Can Understand Spoken Welsh	24.1%	33.4%

The data demonstrates that in each Welsh language skill area, the 'all Wales' percentages are notably higher than the County Borough percentages. However, the current data shows a significant increase in the number of residents that can read, write and understand spoken Welsh since the last census in 2021.

When asked about their frequency of speaking Welsh, the table that follows shows a breakdown of responses of respondents living in the County Borough of Rhondda Cynon Taf compared to the all Wales responses.

Table 3: Welsh Language Skills of Residents – (%)

¹ [Annual Population Survey](#)

Welsh Language Skills of Residents – (%)		
	County Rhondda Cynon Taf	Borough of Wales
Speak Welsh Daily	7.4%	14.8%
Speak Welsh Weekly	5.0%	5.6%
Use it Less Often	6.1%	7.6%

The data demonstrates that the percentage of respondents that speak Welsh daily is far lower for the County Borough than the all-Wales percentage.

The Welsh Language Use Survey² for the years 2013 to 2015, contains detailed information about Welsh speakers' fluency and their use of the Welsh language in a range of settings. When looking where respondents living in Wales learned to speak Welsh, the majority, 45.0%, learned to speak Welsh at home, followed by 26.0% who learned to speak Welsh at nursery school and primary school between the ages of 2 to 10 and 14.0% who learned to speak Welsh at secondary school at the age of 11 plus. The remaining 2.0% learned to speak Welsh in other settings, including at 'Welsh for Adults' courses.

Proposals such as this not only responds to this general gap but also provides targeted specialist Welsh medium LSC provision for learners with significant additional learning needs in a 21st Century School environment.

Other relevant data or research

Having reviewed internal data it was noted that due to a lack of Welsh medium LSC provision, 7% of the total number of pupils accessing specialist settings have previously attended Welsh medium provision.

² [Welsh Language Use Survey 2013 to 2015](#)

Stage 2 – Impact Assessment

In this section you need to consider the impact, the evidence and any action you are taking for improvement. This is to ensure that the opportunities for people who choose to live their lives and access services through the medium of Welsh are not inferior to what is afforded to those choosing to do so in English, in accordance with the requirement of the Welsh Language (Wales) Measure 2011.

Please note there is a separate impact assessment for Equality and Socio-Economic duty that must also be completed for policy proposals.

Remember that effects that are positive for some groups could be detrimental to others - even among Welsh language groups. Consider the effects on different groups. For example, a proposal may be beneficial to Welsh learners, but not to Welsh speakers.

Will the proposed action affect any or all of the following?

	Does the proposal have any positive, negative or neutral impacts?	Describe why it will have a positive/negative or neutral impact on the Welsh language.	What evidence do you have to support this view?	What action(s) can you take to mitigate any negative impacts or better contribute to positive impacts?
<p>Opportunities for persons to use the Welsh language</p> <p>e.g. staff, residents and visitors</p> <p>The rights of Welsh speakers and learners to use Welsh when dealing with the council and for staff to use Welsh at Work</p>	<p>Positive</p>	<p>The proposal includes the creation of new Primary Phase Welsh medium provisions for pupils with significant additional learning needs. Learners attending the provisions will be educated via the medium of Welsh.</p> <p>The LSC pupils will be able to access a range of additional extra-curricular activities.</p>		<p>Evaluate the impact of the LSCs and monitor the number of pupils referred to the Welsh medium LSC provisions with a potential view to extend Welsh medium provision within the borough if the need arises.</p> <p>Inclusion with mainstream pupils is a key principle of hosting specialist ALN</p>

				provision in a mainstream school
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Stage 2 – Impact Assessment

Will the proposed action affect any or all of the following?

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	Does the proposal have any positive, negative or neutral impacts?	Describe why it will have a positive/negative or neutral impact on the Welsh language.	What evidence do you have to support this view?	What action(s) can you take to mitigate any negative impacts or better contribute to positive impacts?
<p>Numbers and / or percentages of Welsh speakers e.g Welsh Medium Education / Study Opportunities. Links with the Welsh Government's Cymraeg 2050 Strategy / RCTCBC Five Year Welsh Language Strategy</p>	Positive	The proposed new LSCs will provide 18 specialist Welsh medium placement opportunities and 22 English medium placement opportunities for pupils with significant additional learning needs.	RCT spends in the region of £4.7 million annually on the provision of LSCs. There are currently approximately 403 pupils accessing the 45 LSC English medium provisions within RCT across a range of needs.	Evaluate the impact of the LSCs and monitor the number of pupils referred to the Primary Phase Welsh medium LSCs provision with a potential view to extend Welsh medium provision within the borough if the need arises.
<p>Opportunities to promote the Welsh language e.g. status, use of Welsh language services, use of Welsh in everyday life in work and in the community</p> <p>Actively encourage and promote the use of our services in Welsh to see an increase in demand over time</p>	Positive	Creating additional specialist Welsh medium LSCs for pupils with significant additional learning needs will enhance pupils' opportunities to continue to learn via the medium of Welsh but in a dedicated class setting alongside their peers who also have additional learning needs rather than via peripatetic teaching.	Currently Welsh medium pupils with significant additional learning needs who would meet the criteria for LSC provision within English medium settings are supported by a specialist peripatetic team. The team provide support through an inclusive delivery model whereby pupils are provided with specialist support within their mainstream settings.	Evaluate the impact of the LSCs and monitor the number of pupils referred to the Primary Phase Welsh medium LSCs provision with a potential view to extend Welsh medium provision within the borough if the need arises.

Stage 2 – Impact Assessment				
Will the proposed action affect any or all of the following?				
	Does the proposal have any positive, negative or neutral impacts?	Describe why it will have a positive/negative or neutral impact on the Welsh language.	What evidence do you have to support this view?	What action(s) can you take to mitigate any negative impacts or better contribute to positive impacts?
<p>Compliance with the Council's Statutory Welsh Language Standards e.g increasing or reducing the Council's ability to deliver services through the Medium of Welsh.</p> <p>Consider the rights of Welsh speakers to use Welsh when dealing with the Council and for staff to use Welsh at Work</p>	Positive	<p>The LSCs will have a positive impact on the Welsh Language as it will allow 18 learners to access full time Welsh medium specialist provision.</p> <p>It will also create 4 new Welsh speaking posts: 2 teaching and 2 non-teaching who will support the pupils attending the provisions, thus increasing the LA's ability to deliver services through the medium of Welsh.</p>	There is a new legislative duty under the Additional Learning Needs and Education Tribunal Wales (ALNET) Act 2018 that requires the LA to provide a bi-lingual ALN system.	Monitor demand and assess the need for specialist Welsh medium LSC provision
Treating the Welsh language, no less favourably than the English language	Positive	Whilst there are 45 English medium LSCs RCT does not currently have Primary Phase Welsh medium LSC provision	As previously noted the LA does not currently have Welsh medium Primary Phase LSC provision. This proposal seeks to rectify the inequality.	Monitor demand and assess the need for specialist Welsh medium LSC provision

for pupils with additional learning needs.

Stage 3 - Strengthening the proposal

Having listed actions in section 2 which may mitigate any negative impacts or better contribute to positive impacts – please record below which ones you will imbed into the policy proposal and who will be responsible for them.

Also consider is the proposal necessary? Would it be possible to meet demand without any new developments? Could other existing provision be used? Where should the development be?

What are you going to do?	When are you going to do it?	Who is responsible?
Consultation and engagement with stakeholders (as set out in statutory Consultation Document).	The consultation will start on 5 th June and will be completed at 5pm on 14 th July 2023. The feedback from the consultation will be collated and summarised, and a report presented to the Council's Cabinet in Sept 2023.	Access & Inclusion Service
Learners at hosting schools	<p>The Council has acknowledged that the voice of children and young people is about involving them as active participants in the development, delivery, management and improvement of their educational and learner experience.</p> <p>Children and young people have a right to express their views in all matters affecting them and for their views to be heard and given due consideration in accordance with their age and maturity. As such, the Council's Access & Inclusion Service will ensure that suitable arrangements are made to involve learners as active participants throughout this consultation process, and if a decision is made to progress the proposal, throughout the implementation process.</p>	Access & Inclusion Service

Stage 4 – Review

As part of the Welsh Language, Equalities and Socio Economic Duty Impact Assessment Process all proposals that fall within the definition of

Significant Key Decision should present at the Officer Review Panel. This panel is made up of officers from across Council Services and acts as a critical friend before your report is finalised and published for SLT/Cabinet approval.

If this proposal is a Key Strategic Decision please forward your impact assessment to CouncilBusiness@rctcbc.gov.uk for an Officer Review Panel to be organised to discuss your proposal. [See our guidance document](#) for more information on what a Significant Key Decision is.

For all policy proposals, whether it is a Significant Key Decision or not you are required to forward this assessment to Welsh Language services in the first instance for some initial guidance and feedback.

It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable Welsh language considerations wherever possible. Please ensure you update the relevant sections below

Welsh Language Services Comments	Date Considered	Brief description of any amendments made following Welsh Language Services feedback
Officer Review Panel Comments	Date Considered	Brief description of any amendments made following Officer Review Panel considerations
Consultation Comments	Date Considered	Brief description of any amendments made following consultation

Stage 5 – Monitoring, Evaluating and Reviewing

How and who will you monitor the impact and effectiveness of the proposal?

Officers from the Access & Inclusion Service will monitor the proposal throughout the consultation and implementation period.

The Access & Inclusion Service will undertake a 'Lessons Learnt' review at the end of the implementation phase and this will feed into future projects so that each project improves and benefits from lessons learnt (positive and negative) during previous projects.

Stage 6 – Summary of Impacts for the Proposal

Provide below a summary of the impact assessment. This summary should be included in the Welsh Language Considerations section of the SLT/Cabinet report template. The impact assessment should be published alongside the report.

In summary, the Welsh Language Impact Assessment identifies only positive impacts with no negative or neutral impacts upon the Welsh Language.

- The impact on Welsh medium Primary Phase pupils with significant additional learning needs is extremely positive as they will have the full benefit of being educated in Welsh medium specialist LSC provisions alongside their mainstream peers through an inclusive model, hosted by a mainstream school.
- The proposal seeks to create Welsh medium specialist LSC provision, in line with the requirements of the Additional Learning Needs and Education Tribunal (ALNET) Act (2018) to develop a bilingual Additional Learning Needs (ALN) system. It also aims to assist with the delivery of strategic priorities within RCTCBC's WESP
- There is an expectation that pupils in all LSCs will have mainstream inclusion opportunities. The LSCs are integral to the ethos of the host schools and families and pupils are treated equitably alongside mainstream peers. The development of Welsh medium LSCs will ensure the LA has LSCs based in a fully accessible and high quality educational environments that has benefited from significant 21st Century Modernisation and Investment.
- The proposals also have a positive impact for pupils attending English medium provision due to the proposed increase in Early Years and ASD placements.

Stage 7 – Sign Off			
Name of Officer completing the WLIA	Lisa Carter	Service Director Name:	Gaynor Davies
Position	Inclusion Co-ordinator	I recommend that the proposal: (Highlight decision)	Is implemented with no amendments
			Is implemented taking into account the mitigating actions outlined
			Is rejected due to disproportionate negative impacts on the Welsh language
Signature		Service Director Signature	
Date		Date	

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EQUALITY IMPACT ASSESSMENT FORM INCLUDING SOCIO-ECONOMIC DUTY

(Revised March 2021)

Please refer to the current Equality Impact Assessment guidance when completing this document. If you would like further guidance please contact the Diversity and Inclusion Team on 01443 444529.

An equality impact assessment **must** be undertaken at the outset of any proposal to ensure robust evidence is considered in decision making. This documentation will support the Council in making informed, effective and fair decisions whilst ensuring compliance with a range of relevant legislation, including:

- Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011
- Socio-economic Duty – Sections 1 to 3 of the Equality Act 2010.

This document will also contribute towards our duties to create a More Equal Wales within the

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

The [‘A More Equal Wales – Mapping Duties’](#) guide highlights the alignment of our duties in respect of the above-mentioned legislation.

SECTION 1 – PROPOSAL DETAILS

Lead Officer: Lisa Carter

Director: Gaynor Davies

Service Area: Education and Inclusion Services, Access & Inclusion

Date: 15/03/2023

1.a) What are you assessing for impact?

Strategy/Plan	Service Re-Model/Discontinuation of Service	Policy/Procedure	Practice	Information/Position Statement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1.b) What is the name of the proposal?

CONSULTATION ON THE PROPOSALS TO REALIGN ADDITIONAL LEARNING NEEDS MAINSTREAM LEARNING SUPPORT CLASS PROVISION WITHIN RHONDDA CYNON TAF

1.c) Please provide an overview of the proposal providing any supporting links to reports or documents.

Section 315 of the Education Act 1996 requires LAs to regularly review arrangements for supporting pupils with SEN/ALN and to ensure that provision is sufficient and meets the needs of its communities. The priority for the Education and Inclusion Service Directorate is to continue to focus on driving up standards in schools and to improve the outcomes for all children and young people. In light of the Welsh Government ALNET Act and the Council's vision to increase the number of Welsh medium learners in its schools by responding proactively to both national and local strategies, such as the Welsh Government Welsh Language Strategy: Cymraeg 2050, Rhondda Cynon Taf's Welsh in Education Strategic Plan and the current 21st Century Schools Programme to increase and improve Welsh medium provision RCT, it is essential to enhance ALN provision within RCT.

The proposals will address surplus capacity issues and a lack of capacity in key provisions allowing resources to be directed to enhance capacity for mainstream inclusion, early intervention and preventative approaches. In addition, the proposals will address the current imbalance between the number of primary and secondary provisions, transition and accessibility issues. The proposals also seeks to

address the need to create additional Welsh medium specialist LSC provision, in line with the requirements of the Additional Learning Needs Education Tribunal (ALNET) Act (2018) to provide a bilingual Additional Learning Needs (ALN) system.

The proposals seek to achieve the following aims:

- reducing unnecessary transition across schools by establishing cross phase specialist provisions within individual schools where possible
- developing a robust continuum of provision that effectively addresses a wide range of need across all year groups and builds upon effective early intervention and prevention approaches.
- establishing LSC provisions in fully accessible settings that provide a learning environment fit for the 21st Century.
- establish Welsh-medium provision to facilitate the learning of pupils with significant ALN in the Primary Phase.

1.d) Please outline where delivery of this proposal is affected by legislation or other drivers such as code of practice.

Section 315 of the Education Act 1996
Additional Learning Needs and Education Tribunal Act Wales (2018)

1.e) Please outline who this proposal affects:

- Service users
- Employees
- Wider community

SECTION 2 – SCREENING TEST – IS A FULL EQUALITY IMPACT ASSESSMENT REQUIRED?

Screening is used to determine whether the initiative has positive, negative or neutral impacts upon protected groups. Where negative impacts are identified for protected groups then a full Equality Impact Assessment is required.

Please provide as much detail as possible of how the proposal will impact on the following groups, this may not necessarily be negative, but may impact on a group with a particular characteristic in a specific way.

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

The Public Sector Equality Duty requires the Council to have “due regard” to the need to eliminate unlawful discrimination, harassment and victimisation; advance equality of opportunity between different groups; and foster good relations between different groups. Please take an intersectional approach in recognising an individual may have more than one protected characteristic.

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
<p>Age (<i>Specific age groups i.e. young people or older people</i>)</p> <p>Reception – Yr2 (formerly Foundation Phase) Yr 3 – 6 (formerly Key Stage 2) Yr 7 – 11 (formerly Key Stage 3&4)</p>	Positive	<ul style="list-style-type: none"> • Appropriate placements which are well matched to pupils' primary needs • Improved educational outcomes and pupil engagement due to meeting identified pupil needs more effectively. • Greater opportunities for mainstream inclusion in local community schools • Improved continuum of learning provision which improves life chances for our most vulnerable learners • Bilingual opportunity of LSC through provision for pupils with ALN 	Using provision mapping, it was identified that an increase in LSC provision is needed.

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
Disability <i>(people with visible and non-visible disabilities or long-term health conditions)</i>	Positive	The review of LSC provision will allow the LA to better meet the needs of its ALN pupils. The proposed mainstream schools hosting the LSC will be fully compliant with all disability legislation.	Delivery of new LSC provision enhances the educational opportunities for pupils with significant additional learning needs
Gender Reassignment <i>(anybody who's gender identity or gender expression is different to the sex they</i>	Neutral	N/A	There is no evidence to suggest that the proposal will have an impact on people that share this characteristic

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
<i>were assigned at birth including non-binary identities)</i>			
Marriage or Civil Partnership <i>(people who are married or in a civil partnership)</i>	Neutral	N/A	There is no evidence to suggest that the proposal will have an impact on people that share this characteristic
Pregnancy and Maternity <i>(women who are pregnant/on maternity leave)</i>	Neutral	N/A	There is no evidence to suggest that the proposal will have an impact on people that share this characteristic
Race <i>(ethnic and racial groups i.e. minority ethnic groups, Gypsy, Roma and Travellers)</i>	Neutral	N/A	There is no evidence to suggest that the proposal will have an impact on people that share this characteristic

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
Religion or Belief <i>(people with different religions and philosophical beliefs including people with no beliefs)</i>	Neutral	N/A	There is no evidence to suggest that the proposal will have an impact on people that share this characteristic
Sex <i>(women and men, girls and boys)</i>	Neutral	N/A	There is no evidence to suggest that the proposal will have an impact on people that share this characteristic
Sexual Orientation <i>(bisexual, gay, lesbian, straight)</i>	Neutral	N/A	There is no evidence to suggest that the proposal will have an impact on people that share this characteristic

In addition, due to Council commitments made to the following groups of people we would like you to consider impacts upon them:

	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?

Armed Forces Community <i>(anyone who is serving, has served, family members and the bereaved)</i>	Positive	The increase in LSC provision will provide greater opportunity for pupils with significant ALN to access specialist provision.	Increased numbers of LSC places will result in the ability to accommodate more children with significant ALN
Carers <i>(anyone of any age who provides unpaid care)</i>	Positive	Increased potential to access appropriate specialist provision. Increase opportunity for parents/carers to choose appropriate Welsh medium specialist provision.	The establishment of more LSC provision will result in the ability to support more children with significant ALN.

If the initial screening test has identified negative impacts then a full equality impact assessment (section 4) **must** be undertaken. However, if after undertaking the above screening test you determine a full equality impact assessment is not relevant please provide an adequate explanation below:

No negative impacts have been identified for protected groups. All impacts on protected groups will be either neutral or positive.

Are you happy you have sufficient evidence to justify your decision?

Yes

No

Name: Lisa Carter

Position: Inclusion Co-ordinator

Date: 15/03/2023

Please forward a copy of this completed screening form to the Diversity and Inclusion Team.

PLEASE NOTE – there is a separate impact assessment for Welsh Language. This must also be completed for proposals. Section 3 Socio-economic Duty needs only to be completed if proposals are of a strategic nature or when reviewing previous strategic decisions. Definition of a ‘strategic nature’ is available on page 6 of the [Preparing for the Commencement of the Socio-economic Duty](#) Welsh Government Guidance.

SECTION 3 – SOCIO-ECONOMIC DUTY (STRATEGIC DECISIONS ONLY)

The Socio-economic Duty gives us an opportunity to do things differently and put tackling inequality genuinely at the heart of key decision making. Socio-economic disadvantage means living on a low income compared to others in Wales, with little or no accumulated wealth, leading to greater material deprivation, restricting the ability to access basic goods and services.

Please consider these additional vulnerable groups and the impact your proposal may or may not have on them:

<ul style="list-style-type: none"> • Single parents and vulnerable families • Pensioners • Looked after children • Homeless people • Students • Single adult households 	<ul style="list-style-type: none"> • People living in the most deprived areas in Wales • People with low literacy and numeracy • People who have experienced the asylum system • People misusing substances • People of all ages leaving a care setting • People involved in the criminal justice system
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<u>Socio-economic disadvantage</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
Low Income/<u>Income Poverty</u> <i>(cannot afford to maintain regular payments such as bills, food, clothing, transport etc.)</i>	Positive	The advantages of implementing the proposed change includes: <ul style="list-style-type: none"> • an enhanced focus on improved mainstream LSC provision which provides improved life chances for our most vulnerable learners • appropriate continuum of provision which is well matched to pupils' primary needs • improved educational outcomes and pupil engagement due to effectively meeting pupil needs • greater opportunities for mainstream inclusion in a local community school 	<ul style="list-style-type: none"> • Previous establishment of new LSC provision throughout the county borough • Increase in the capacity of the LA to support pupils with additional learning needs • Positive impact of establishing the LSCs on the school and wider communities.

<u>Socio-economic disadvantage</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
<p>Low and / or No Wealth <i>(enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provisions for the future)</i></p>	<p>Positive</p>	<p>The advantages of implementing the proposed change includes:</p> <ul style="list-style-type: none"> • ensuring that LSC provision is situated within an education setting that is accessible and appropriate for pupils with wide ranging needs, including physical and medical needs • improving the range and quality of facilities and learning resources available to the benefit of all pupils • compliance with a core aim of ALNET Act to create a bilingual ALN system. • the new LSC provisions will be hosted by schools that has the capacity for the development of an additional class due to surplus spaces and can accommodate the additional pupils who will be placed in the school. 	<ul style="list-style-type: none"> • Previous establishment of new LSC provision throughout the county borough • Increase in capacity of the LA to support pupils with additional learning needs • Positive impact of establishing the LSCs on the school and wider communities.

<u>Socio-economic disadvantage</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
<p><u>Material Deprivation</u> <i>(unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, hobbies etc.)</i></p>	Positive	<p>The advantages of implementing the proposed change includes:</p> <ul style="list-style-type: none"> • an enhanced focus on improved mainstream LSC provision which provides improved life chances for our most vulnerable learners • appropriate continuum of provision which is well matched to pupils' primary needs • compliance with one of the underpinning principles of the ALNET Act that all pupils should access mainstream education where possible • improved educational outcomes and pupil engagement through effectively meeting pupils' needs • greater opportunities for mainstream inclusion in a local community school • ensuring that LSC provisions are situated within education settings that are accessible and appropriate for pupils with wide ranging needs, including physical and medical needs • improving the range and quality of facilities and learning resources available for the benefit of all pupils 	<ul style="list-style-type: none"> • Previous establishment of new LSC provision throughout the county borough • Increase in capacity of the LA to support pupils with additional learning needs • Positive impact of establishing the LSCs on the school and wider communities.

		<ul style="list-style-type: none">• compliance with a core aim of ALNET Act to create a bilingual ALN system.• the new LSC provision will be hosted by schools that has the capacity for the development of an additional class due to surplus spaces and can accommodate the additional pupils who will be placed in the school.	
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<u>Socio-economic disadvantage</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
<p><u>Area Deprivation</u> <i>(where you live (rural areas), where you work (accessibility of public transport))</i></p>	Positive	The LSC's will be hosted in an accessible location to allow pupils across the LA access to the specialist provision. Transport to the provision will be provided in line with RCT Learner Travel policy so no pupils will be adversely impacted by distance. The increase in LSCs will provide additional opportunities for pupils with significant ALN to access local LSC provision.	<ul style="list-style-type: none"> • Previous establishment of new LSC provision throughout the county borough • Increase in the capacity of the LA to support pupils with additional learning needs • Positive impact of establishing the LSCs on the school and wider communities.

<p>Socio-economic background <i>(social class i.e. parents education, employment and income)</i></p>	Positive	<p>Improving specialist provision for pupils in RCT has been at the heart of the decision-making process in relation to the proposal.</p> <p>All decisions have been made with a full understanding of the needs of the pupils and with the aim of providing high quality, fully accessible 21st Century specialist provision for pupils who require specialist provision in a LSC within a fully inclusive mainstream setting.</p>	<ul style="list-style-type: none"> • Previous establishment of new LSC provision throughout the county borough • Increase in the capacity of the LA to support pupils with additional learning needs • Positive impact of establishing the LSCs on the school and wider communities.
<p>Socio-economic disadvantage <i>(What cumulative impact will the proposal have on people or groups because of their protected characteristic(s) or vulnerability or because they are already disadvantaged)</i></p>	Positive	<p>The new LSCs will positively impact pupils with significant additional learning needs and their parents/carers.</p> <p>The proposed changes to the current and establishment of new LSC provisions provides pupils with significant learning needs the bilingual opportunity for pupils to attend LSC provision in mainstream schools.</p> <p>There is no negative impact to any individual who may be financially or materially disadvantaged, as the new provisions will provide additional opportunities for children to access Welsh medium, Early Years and Autistic Spectrum Disorder specialist provision.</p>	<ul style="list-style-type: none"> • Previous establishment of new LSC provision throughout the county borough • Increase in the capacity of the LA to support pupils with additional learning needs • Positive impact of establishing the LSCs on the school and wider communities.

	Negative	For those pupils attending provision that will be relocating there will be some short term disruption that may incur a level of anxiety to both parents and pupils. However, those affected will be supported by Access & Inclusion during the transition phase.	
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SECTION 4 – FULL EQUALITY IMPACT ASSESSMENT

You should use the information gathered at the screening stage to assist you in identifying possible negative/adverse impacts and clearly identify which groups are affected.

- 4.a) In terms of disproportionate/negative/adverse impacts that the proposal may have on a protected group, outline the steps that will be taken to reduce or mitigate the impact for each group identified. **Attach a separate action plan where impacts are substantial.**

There is no evidence to suggest that the proposal will have a disproportionate / negative / adverse impact on a protected group.

- 4.b) If ways of reducing the impact have been identified but are not possible, please explain why they are not possible.

There is no evidence to suggest that the proposal will have a disproportionate / negative / adverse impact on a protected group

- 4.c) Give sufficient detail of data or research that has led to your reasoning, in particular, the sources used for establishing the demographics of service users/staff.

There is no evidence to suggest that the proposal will have a disproportionate / negative / adverse impact on a protected group

- 4.d) Give details of how you engaged with service users/staff on the proposals and the steps taken to avoid any disproportionate impact on a protected group. Explain how you have used feedback to influence your decision.

There is no evidence to suggest that the proposal will have a disproportionate / negative / adverse impact on a protected group

- 4.e) Are you satisfied that the engagement process complies with the requirements of the Statutory Equality and Socio-economic Duties?

Yes

No

SECTION 5 – MONITORING AND REVIEW

5a) Please outline below how the implementation of the proposal will be monitored:

The Council's Access & Inclusion Service will be fully engaged in supporting the head teacher and governing body to establish the LSC provision through its well-established line management and quality assurance processes relating to its management of LSC provisions. In line with the requirements of the Additional Learning Needs and Education Tribunal Act (ALNET) and Education Act 1996, the LA will continue to keep its LSC provision under review to ensure that it meets the identified needs of its learners with ALN in RCT.

Interested parties are also welcomed to put their views in writing to:

Director of Education and Inclusion Services
Rhondda Cynon Taf County Borough Council
Ty Trevithick
Abercynon
CF45 4UQ
or e-mail ALNAS@rctcbc.gov.uk

A number of consultation events are planned for pupils, staff and the Governing Body in June 2024. Officers from the Council's Access & Inclusion Service will monitor the proposal throughout the consultation and implementation process.

5b) When is the evaluation of the proposal due to be reviewed?

Reports will be presented to Cabinet at regular intervals as the proposal progresses

5c) Who is responsible for the monitoring and review of the proposal?

Officers from the Access & Inclusion Service will monitor the proposal throughout the consultation and implementation period.

5d) How will the results of the monitoring be used to develop future proposals?

The Access & Inclusion Service will undertake a 'Lessons Learnt' review at the end of the implementation phase and this will feed into future projects so that each project improves and benefits from lessons learnt (positive and negative) during previous projects.

SECTION 6 – REVIEW

As part of the Impact Assessment process all proposals that fall within the definition of ‘Key Decisions’ must be submitted to the Review Panel. This panel is made up of officers from across Council Services and acts as a critical friend before your proposal is finalised and published for SLT/Cabinet approval.

If this proposal is a Key Decision please forward your impact assessment to Councilbusiness@rctcbc.gov.uk for a Review Panel to be organised to discuss your proposal. The EqIA guidance document provides more information on what a Key Decision is.

It is important to keep a record of this process so that you can demonstrate how you have considered equality and socio-economic outcomes. Please ensure you update the relevant sections below

Officer Review Panel Comments	Date Considered	Brief description of any amendments made following Officer Review Panel considerations
		-
Consultation Comments	Date Considered	Brief description of any amendments made following consultation

SECTION 6 – SUMMARY OF IMPACTS FOR THE PROPOSAL

Provide below a summary of the impact assessment. This summary should be included in the equality and socio-economic impact section of the Cabinet report template. The impact assessment should be published alongside the report.

In summary, the Equality Impact Assessment identifies positive and neutral impacts, and no negative impacts upon the protected characteristics.

- The impact on age is extremely positive as they will have the full benefit of being educated in specialist LSC provision based in fantastic facilities fit for the 21st Century. Providing an inclusive model of specialist provision hosted by a mainstream school that can meet their identified needs within their local community
- The buildings will be fully compliant with the Equality Act 2010 thereby ensuring that no pupil, staff member, parent/carer or member of the wider community is prevented from fully accessing the whole extent of the new facilities.
- There will be positive impact on the Welsh language as the proposal seeks to establish more Welsh medium specialist LSC provision, in line with the requirements of the Additional Learning Needs Education Tribunal (ALNET) Act (2018) to develop a bilingual Additional Learning Needs (ALN) system. It also aims to assist with the delivery of strategic priorities within RCTCBC's WESP.

There is an expectation that pupils in all LSCs will have mainstream inclusion opportunities. The LSCs are integral to the ethos of the host schools and families and pupils are treated equitably alongside mainstream peers. The realignment of LSCs and establishment of the proposed LSCs will ensure the LA has bilingually provided suitable provision to support children with ALN.

SECTION 7 – AUTHORISATIONS

Lead Officer:

Name: Lisa Carter

Position: Inclusion Co-ordinator

Date: 15/03/2023

I recommend that the proposal:

- Is implemented with no amendments
- Is implemented taking into account the mitigating actions outlined
- Is rejected due to disproportionate negative impacts on protected groups or socio-economic disadvantage

Head of Service/Director Approval:

Name: Gaynor Davies

Position: Director of Education and Inclusion Services

Date: 19th April 2023

Please submit this impact assessment with any SLT/Cabinet Reports.

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Community Impact Assessment

This Community Impact Assessment is prepared in accordance with the School Organisation Code – 2018 (011/2018). It is to be read alongside the Consultation Document, the Welsh Language Impact Assessment and the Equality Impact Assessment as the information in all documents is related and the themes within them are cross-cutting.

Section 2.3 of the School Organisation Code – 2018 refers to regulated alterations to a school which includes:

- The introduction or removal of SEN/ALN provision or any change in the type of such provision. This is where the provision is in a mainstream school but the pupils who are admitted are in addition to admission number of the school. The provision **must** also be recognised by the local authority as reserved for pupils with SEN/ALN;

The proposals include:

- To relocate the Observation and Assessment LSC at Penrhiwceiber Primary School to Abercynon Community Primary School taking effect from April 2024.
- To transfer the LSC for Years 3-6 pupils with Autistic Spectrum Disorder (ASD) at Abercynon Community Primary School to create a through provision in the Primary Phase at Perthcelyn Primary School taking effect from April 2024.
- To establish one Early Years Assessment and Intervention LSC for pupils under statutory school age with significant presenting needs Abercynon Primary School. The proposal will take effect from April 2024.
- To establish two Primary Phase Welsh medium LSCs at the new Welsh medium primary school in Rhydyfelin for pupils with significant ALN. The proposal will take effect from September 2024.
- To establish one LSC for pupils Years 7-11 with ASD at the new 3-16 school on the Hawthorn Primary/High School site taking effect from September 2024.

The proposals are to be consulted on between 5th June and 14th July 2023. A detailed Consultation Document has been circulated to all prescribed stakeholders and the Community Impact Assessment is an appendix of this main document. Copies will be forwarded to the Welsh Government in compliance with consultation and publication guidelines.

Proposal:

- 1. To relocate the Observation and Assessment LSC at Penrhiwceiber Primary School to Abercynon Community Primary School taking effect from April 2024.**

RCT is proposing to relocate its Observation and Assessment class from Penrhiwceiber to Abercynon. This proposal will ensure greater compliance with the Equality Act 2010 and relocation to significantly improved premises which

have benefited from 21st Century Schools Modernisation and Investment Programme. The provision will continue to accommodate 8 pupils aged 3-7 years old and placements within the LSC will be agreed in the Access and Inclusion ALN panels.

- 2. To transfer the LSC for pupils in Years 3-6 with Autistic Spectrum Disorder (ASD) at Abercynon Community Primary School to create a through provision at the Primary Phase at Perthcelyn Primary School taking effect from April 2024.**

The proposal to relocate the class at Abercynon to Perthcelyn will minimise unnecessary transition for pupils with ASD, provide continuity in their educational placements and ensure that a higher number of specialist LSC provisions provide equity for pupils in LSCs so that they remain in one setting until transition to secondary provision in line with their mainstream peers. The provision will continue to accommodate 10 pupils and placements within the LSC will be agreed in the Access and Inclusion ALN panels.

- 3. To establish one Early Years Assessment and Intervention LSC for pupils under statutory school age with significant presenting needs at Abercynon Primary School. The proposal will take effect from April 2024.**

RCT is proposing to enhance the Early Years Assessment and Intervention provision within the County Borough by creating an additional LSC to support pre-statutory school age pupils with significant presenting needs. The class will support 8 pre-statutory school aged pupils.

- 4. To establish two Primary Phase Welsh medium LSCs at the new Welsh medium primary school in Rhydyfelin for pupils with significant ALN. The proposal will take effect from September 2024.**

The proposal is to enhance the Welsh medium Additional Learning Needs provision within the County Borough by creating LSC provision for pupils in Reception Years 6 currently at the school, therefore creating specialist Welsh medium provision for pupils with significant ALN from Reception – Year 11. The classes will support 8 pupils within reception to Year 2 and 10 pupils in Years 3-6.

- 5. To establish one LSC for pupils in academic Years 7-11 with ASD at the new 3-16 school on the Hawthorn Primary/High School site taking effect from September 2024.**

To address the current capacity issues, it is proposed RCT opens an additional LSC for pupils in Years 7-11 with ASD at the new 3-16 school on the Hawthorn Primary/High School site. This is to ensure the LA meets the demands for specialist ASD provision in its secondary phase.

Community Impact

The reasons for consideration of these proposals are fully outlined in the consultation document that will be widely distributed; this document clearly outlines the background to the proposals and why it has been necessary to bring it forward at this point in time.

The creation of the new provisions is seen as positive. The proposals will not have any significant impact on the local communities as more local pupils will be able to access specialist provision within their local community. The LSCs will make effective use of any surplus space within the school and develop a resource that will be of benefit to vulnerable pupils and their parents/carers. The proposed establishment of the LSCs will enhance the overall ability of the host schools to meet a diverse range of needs as there will be further specialist ALN expertise within the school.

Impact on Health and Wellbeing

It is anticipated that the proposals will have a significantly positive impact on the health and wellbeing of pupils with significant ALN attending Welsh medium provision as it will enhance the current inclusive model provided by the specialist Welsh medium Peripatetic Team and address the current gap in full time specialist Welsh medium ALN provision. The relocation of classes will allow pupils to access buildings that have benefited from the modernisation programme and the creation of additional Early Years and ASD provision will meet the rising demand for specialist provision in these specific areas of need in RCT.

Current 'Out of hours' Usage

Any services currently provided by the schools to parents, pupils and the communities will remain unaltered for example; breakfast and afterschool clubs.

Transport and Travel Implications

Transportation would be provided in line with the Council's Learner Travel Policy. If placed within the LSC pupils may be required to travel out of catchment.

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RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CABINET

15th MAY 2023

REAL LIVING WAGE ACCREDITATION

REPORT OF THE DIRECTOR OF HUMAN RESOURCES IN DISCUSSIONS THE LEADER OF THE COUNCIL, CLLR ANDREW MORGAN OBE AND THE DEPUTY LEADER OF THE COUNCIL, CLLR MAUREEN WEBBER

Author(s):

**Marc Crumby – Head of Procurement &
Erin Ryan-Phillips (Graduate Procurement Officer)**

1. PURPOSE OF THE REPORT

1.1 The purpose of this report is to update Cabinet on the progress taken on the implementation of the Real Living Wage and to seek approval to apply to become a Real Living Wage accredited employer.

2. RECOMMENDATIONS

2.1 It is recommended that Cabinet:

- i) note the content of the report;
- ii) provide approval to proceed with an application for the Council to become a Real Living Wage accredited employer.

3. BACKGROUND

3.1 By law all employers must pay the National Living Wage to all employees, broken down by age – as follows:

	National Living Wage	
	Rate from April 2022	New rate from April 2023
23 years and older	£9.50	£10.42
21-22 Year Old Rate	£9.18	£10.18
18-20 Year Old Rate	£6.83	£7.49
16-17 Year Old Rate	£4.81	£5.28

- 3.2 The Real Living Wage Foundation campaigns for employees over the age of 18 to be paid a rate which is based on what is needed to live – the Real Living Wage. This rate is higher than the National Living Wage as it is calculated independently, considering wider factors that are based on what people need to get by.
- 3.3 Currently, over 17,500 employees in Wales have received a pay rise because of the Real Living Wage campaign and a wide range of employers have become accredited with the Foundation.

DIRECT EMPLOYEES

- 3.4 Whilst not yet an accredited organisation, the Council has a track record of paying the real living wage to its direct employees. In February 2022 for example, in an attempt to help staff with the cost of living the Council uplifted those on GR1 and GR2 to pay them the real living wage (£9.90), this was two months earlier than the required implementation date of 1st April 2022.
- 3.5 Following the pay award for 2022/23, the hourly rates increased (over and above £9.90). This meant that all staff directly employed by the Council received an hourly rate that exceeded the real living wage, as follows:

GRADE	NEW FTE SALARY wef 01/04/22	NEW Hourly Rate
GR1	£20,441	£10.60
GR2	£20,812	£10.79
GR3	£21,189	£10.98

- 3.6 On 22nd October 2022, the new real living wage rate of £10.90 was announced by the Real Living Wage Foundation.
- 3.7 Whether the Council becomes accredited or not, it has implemented this new rate from 1st April 2023, in line with the agreement we have in place with our trade union colleagues. Those staff within the GR1 and GR2 pay scales have benefited from this payment. However, whilst not yet confirmed, based on the initial employers offer to the trade unions, the pay award for 2023/24 will likely take the hourly rates for both of these grades over the real living wage rate again.

- 3.8 During the time that the pay award gets agreed and backdated into staff's pay, the Council will pay a supplement to those staff that come within the GR1 and GR2 banding (GR1's for example will get an extra 30p per hour).
- 3.9 When the pay award materialises during 2023/24, the amount already paid via the supplement will be deducted from the individual's pay in order to avoid any overpayments.

SUPPLY CHAIN CONSIDERATIONS

- 3.10 In addition to our direct employees, being an accredited real living wage employer will require the Council to review its supply chain and over a period of time, put arrangements in place that help ensure people who are employed by our contracted third parties are paid the real living wage.
- 3.11 The potential financial impact of any uplifts cannot be accurately determined at this stage, as it will depend very much on the nature of contracts being renewed into the future.
- 3.12 The Council will need to set out a three year plan for the Real Living Wage Foundation to show how it will review the supply chain arrangements.

4. APPLYING TO BE A REAL LIVING WAGE EMPLOYER

- 4.1 In Wales, Cynnal Cymru works in partnership with the Real Living Wage Foundation to support employers with accreditation and work towards achieving the Real Living Wage for all workers in Wales.
- 4.2 Officers have met with Cynnal Cymru and established a pathway to accreditation. The initial phase is to ensure our own employees are paid the real living wage. Due to our previous commitments, this phase has already been achieved.
- 4.3 The next phase for accreditation relates to the real living wage requirements for procured services. Cynnal Cymru have confirmed that there is no expectation for these services to pay the real living wage before the Council applies for accreditation.
- 4.4 Following accreditation, an action plan will be developed with support from Cynnal Cymru to set out the steps we will take to encourage contractors and suppliers to pay the real living wage.
- 4.5 If approval to applying for accreditation is granted, officers will continue to work with Cynnal Cymru on the application process. An application and action plan will be submitted. Officers will work with Cynnal Cymru to resolve any queries.
- 4.6 Following accreditation, the Council can use the accredited logo and will be registered on the Real Living wage Foundation's website. Accreditation is subject to annual monitoring whereby updates on progress are needed to

continue our commitment to becoming a full real living wage employer through our supply chain.

5. EQUALITY AND DIVERSITY IMPLICATIONS / SOCIO-ECONOMIC DUTY

- 5.1 There are no equality and diversity or socio-economic implications as a result of the recommendations set out in the report.

6. WELSH LANGUAGE IMPLICATIONS

- 6.1 There are no Welsh Language implications as a result of the recommendations set out in this report.

7. CONSULTATION / INVOLVEMENT

- 7.1 There are no consultation requirements emanating from the recommendations set out in the report.

8. FINANCIAL IMPLICATION(S)

- 8.1 Over future years, as contracts are renewed or new ones awarded, then in the event that any of the supply chain are not already paying the real living wage, then this will likely have an impact on the cost of our contracting arrangements. However the detail of this would have to be determined over the course of implementation (following accreditation).

9. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED

- 9.1 There are currently no legal implications associated with the application for the Council to become a real living wage Employer.

10. CONCLUSION

- 10.1 The application to get the Council recognised as an accredited Real Living Wage employer would be beneficial for the Council's reputation as an employer. If formal approval to proceed is given, officers will work with Cynnal Cymru to ensure the Council becomes an accredited Real Living Wage Employer as soon as it is practical to do so.

LOCAL GOVERNMENT ACT 1972

AS AMENDED BY

THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CABINET

15TH MAY 2023

REAL LIVING WAGE ACCREDITATION

REPORT OF THE DIRECTOR OF HUMAN RESOURCES

Author(s):

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