

Meeting of:	Cabinet
Date of Meeting:	Monday, 08 March 2021
Relevant Scrutiny Committee:	All Scrutiny Committees
Report Title:	Draft Vale of Glamorgan Council Annual Delivery Plan (Improvement Plan Part 1) 2021-22
Purpose of Report:	To seek Cabinet endorsement of the draft Annual Delivery Plan (Improvement Plan Part 1) 2021-22
Report Owner:	Executive Leader and Cabinet Member for Performance & Resources
Responsible Officer:	Rob Thomas - Managing Director
Elected Member and Officer Consultation:	The Annual Delivery Plan is relevant to all wards, individual member consultation has not been undertaken. Consultation has been undertaken on the draft Annual Delivery Plan including the Well-being Objectives. This included public consultation, staff consultation, consultation with all Scrutiny Committees and consultation with partners.
Policy Framework:	This is a matter for Executive decision by Cabinet and thereafter for consideration and approval by Council. The Annual Delivery Plan sets out the Council's priorities for year 2 of the Corporate Plan and informs annual service planning processes.
<p>Executive Summary:</p> <ul style="list-style-type: none"> • The report sets out how the draft Annual Delivery Plan (ADP) has been developed including the feedback received during the consultation and scrutiny of the draft plan. • The Annual Delivery Plan is the Improvement Plan (Part 1) for 2021-22 and is aligned to the Council's four Well-being Objectives. • The Plan details the activities that will be undertaken in 2021-22 to deliver these objectives within the context of the current COVID-19 pandemic and the Council's Recovery Strategy. • The commitments within the Annual Delivery Plan will be reflected in annual Service Plans together with service improvement targets which will detail how different Council services will contribute to the delivery of our four Well-being Objectives. • Work has commenced to develop the Service Plans which will be presented to the relevant Scrutiny Committees in March together with proposed service improvement targets for 2021-22. These will be considered by Cabinet following Scrutiny Committees' review. 	

- Publishing our Well-being Objectives at the start of the financial year will enable us to meet our statutory obligations in the Local Government (Wales) Measure 2009 and the Well-being of Future Generations (Wales) Act 2015 (WFGA), both of which place specific duties on the Council in relation to objective setting and reporting. Under the Well-being of Future Generations (Wales) Act, the Council is required to publish its Well-being Objectives by 31 March each year and to keep these under review. Under the Local Government Measure, the Council also has to set annual Improvement Objectives and publish these as soon as possible at the start of the financial year.

Recommendations

1. That Cabinet endorses the draft Annual Delivery Plan (Appendix A) and refer to Council for consideration and approval.
2. That Cabinet notes the approach taken this year to draft the Annual Delivery Plan and the relationship with annual Service Plans.

Reasons for Recommendations

1. To ensure that the Annual Delivery Plan can be presented to Council in April for consideration and endorsement as part of the Improvement Plan (Part 1) for 2021-22.
2. To ensure that Cabinet are aware of how the Coronavirus Recovery Strategy and other key documents have informed the ADP which will provide the framework for annual Service Plans.

1. Background

- 1.1 The Local Government (Wales) Measure 2009 and the Well-being of Future Generations (Wales) Act 2015 (WFGA), both place specific duties on the Council in relation to objective setting and reporting duties. Under the Well-being of Future Generations (Wales) Act, the Council is required to publish its Well-being Objectives by 31 March each year and to keep these under review. Under the Local Government Measure, the Council also has to set annual Improvement Objectives and publish these as soon as possible at the start of the financial year.
- 1.2 The Local Government & Elections Bill will replace the performance provisions associated with the Local Government Measure and will place similar duties on Local Authorities. The final performance report from the Measure will be published by 31st October 2021 in the Council's Annual Review of Performance (Part 2 Improvement Plan) 2020/21. As the Bill is still progressing through its final approval stages, it is felt prudent to ensure the Annual Delivery Plan (ADP) meets the existing duties prescribed by the Local Government Measure and the latest guidance associated with the Local Government & Elections (Wales) Bill.
- 1.3 The Council published a new Corporate Plan 2020-25 in April 2020. The Corporate Plan details actions that will be taken over a five-year period to deliver four Well-being/Improvement Objectives, these are:
 - To work with and for our communities
 - To support learning, employment and sustainable economic growth
 - To support people at home and in their community
 - To respect, enhance and enjoy our environment

- 1.4** In response to feedback during the engagement and consultation stages of developing the Corporate Plan the Council adopted a new approach to enhance the transparency of achieving its Well-being Objectives. This has resulted in an Annual Delivery Plan (ADP) being produced each year which sets out the actions to be taken in the year ahead to deliver the Well-being Objectives and the overarching five-year Corporate Plan.
- 1.5** The ADP 2021-2022 (Appendix A) details the key activities to be undertaken in year 2 of the Corporate Plan and will be published in the Spring 2021. This Plan is also the key means of meeting our statutory obligations under the Local Government (Wales) Measure and the Well-being of Future Generations (Wales) Act and directly informs individual Service Plans, our corporate framework of performance measures and service improvement targets which are also produced annually.
- 1.6** Annual Service Plans detail how the priorities in the ADP will be developed and delivered each year. Progress is and will continue to be regularly scrutinised by all five of the Council's Scrutiny Committees and Cabinet.
- 1.7** Audit Wales undertakes work throughout the year to ensure that the Council is delivering on the commitments within the Corporate Plan and effectively monitoring and reporting progress. The ADP is an essential part of this work.
- 1.8** The current ADP ends in March 2021 and therefore a new plan needs to be approved and published setting out the Council's priorities for the coming year. This report provides Cabinet with an overview of the process undertaken to develop the new plan and seeks endorsement from Cabinet members for the draft plan to be presented to Council.

2. Key Issues for Consideration

- 2.1** The Corporate Plan is the Council's key strategic document. The plan sets out how the Council's vision of Strong Communities with a Bright Future will be delivered over a five-year period. The commitments contained within the plan set the tone for the way in which the organisation will respond to opportunities and challenges and provides a vehicle to align other actions undertaken to pursue our proposed Well-being Objectives.
- 2.2** The ADP provides a bridge between the five-year Corporate Plan and the annual Service Plans and sets out clearly what people can expect in the year ahead and how the Well-being Objectives will be delivered.
- 2.3** In line with our duties under the WCFG Act, we continually review the relevance of our Well-being Objectives and the current objectives were agreed in 2020 as part of the development on the Corporate Plan 2020-25. These objectives have

been reviewed as part of work to develop the Council's Coronavirus Recovery Strategy and as a result we are confident that our Well-being Objectives and the associated commitments outlined in the appended draft Annual Delivery Plan 2021/2022 are relevant in delivering improved outcomes for Vale residents and contribute to the national Well-being Goals.

- 2.4** Under the Well-being of Future Generations (Wales) Act, the Council is required to publish its Well-being Objectives by 31 March each year. Although our Well-being Objectives have been subject to an internal review as part of the consultation on the draft ADP we also consulted on our Well-being Objectives.
- 2.5** The ADP has been developed through a series of detailed discussions with the Senior Leadership Team. The ADP reflects how services are changing, our Recovery Strategy and the work that is ongoing to respond to the pandemic. Throughout the pandemic the Council has undertaken work to understand the impact on the economy and the impact on the community.
- 2.6** The actions detailed in the ADP reflect the complexity and breadth of services delivered by the Council which range from safeguarding our most vulnerable residents, encouraging play and sports development, waste management and supporting local businesses as well as the continued investment in our schools and in our children's future.
- 2.7** The structure of the ADP follows the same structure as the Corporate Plan and the Objectives and actions are not in order of importance or delivery. All four objectives and their associated actions are of equal importance.
- 2.8** In drafting the plan for 2021-22 the following have been considered:
- Council performance and expected progress in delivering actions in the ADP 2020-21
 - Corporate Risk Register
 - Statutory duties
 - Resources
 - Future Generations Commissioner's Future Generations Report
 - COVID-19 Community Impact Assessment
 - COVID-19 Economic Impact Assessment
 - Coronavirus Recovery Strategy
 - Findings from the work of our regulators
 - Views of residents and partners
- 2.9** As part of work undertaken to develop the Council's Coronavirus Recovery Strategy a Community Impact Assessment and an Economic Impact Assessment were undertaken. These have informed the ADP and the Equality Impact Assessment. Cabinet will note that on the agenda for this meeting, an updated Community Impact Assessment is being reported. This highlights issues for people of different ages, including mental well-being, isolation, financial impacts and food poverty and recognises that the full impacts of the pandemic are not

yet known. The Council's Well-being Objectives provide the structure for the Impact Assessment which emphasises how the pandemic has affected peoples lives in many different ways and how it has exacerbated issues around inequalities and well-being. The actions in the ADP take account of the Impact Assessment which will be refreshed during the year and which will continue to provide an evidence base for our work.

- 2.10** Consultation on the draft plan was undertaken from the 5th December until the 26th January. The original end date for the consultation was extended due to the low response rate and in response to requests from Town and Community Councils for more time to consider the draft plan. The feedback to the consultation is attached to this report as Appendix B. The consultation was promoted via social media and details of the consultation were sent to a wide range of partners and networks including the Public Services Board, Town and Community Councils, Headteachers and Chairs of School Governors and the Equalities Forum.
- 2.11** The draft plan was also considered by all five Scrutiny Committees during December and their comments are also detailed in Appendix B.
- 2.12** There were 28 responses to the survey and overall support for the Well-being Objectives and proposed activities. However, there were a number of comments about the need for actions to be more specific and also some comments that there were too many actions in the plan. Other comments related to school budgets, dog fouling and recycling bags. Specific feedback has been forwarded to relevant service areas and the Senior Leadership Team have reviewed actions in the plan in light of the feedback and with consideration to what the priorities are for the next 12 months and what is achievable. This work has been undertaken in parallel to the work on annual Service Plans to ensure synergy across plans.
- 2.13** An Equality Impact Assessment has also been undertaken and this also reflects the feedback from the consultation and the Community Impact Assessment. The Equality Impact Assessment is attached as Appendix C.
- 2.14** The Council continues to work with other public and third sector organisations as part of the Public Services Board and other key partnerships including the Regional Partnership Board and Safer Vale. The Council's Well-being Objectives align with Public Service Board's Well-being Objectives and the actions detailed in this ADP will contribute to their delivery.
- 2.15** Cabinet are requested to consider the ADP and how it has been developed and to refer the Plan to Council in April for approval.

3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?

- 3.1** The draft Corporate Plan details how the Council will contribute to the national Well-being Goals as required by the Well-being of Future Generations Act through the delivery of the Well-being Objectives contained in the plan. The draft Annual Delivery Plan details how the Council will contribute to the national Well-being Goals through delivery of its year 2 commitments in the Corporate Plan 2020-2025.
- 3.2** The draft plan has been developed in accordance with the five ways of working and they are also reflected in the content of the plan. There is a strong emphasis on collaboration as the Council recognises the need to work with partners to deliver services and improve local well-being. The plan reflects the importance of prevention and many of the activities in the plan contribute to longer term issues e.g. tackling deprivation, economic recovery, climate change, physical and mental well-being.

The involvement of partners and stakeholders in the delivery of the plan is critical to its success as is the need to work in a more integrated way, recognising the connections across Council services and with other partners.

4. Resources and Legal Considerations

Financial

- 4.1** In determining its commitments in the draft Annual Delivery Plan 2020/2021, the Council has been mindful of the economic situation locally and nationally and taken into account legislation changes and government policy. Key Well-being Objectives set out in the Corporate Plan 2020-2025 and the ADP 2021-22 either have resources committed to their achievement (Medium Term Financial Plan and annual budget review) or the likely prospect of such resources being made available in the period of the plan.
- 4.2** All annual Service Plans will include information relating to the use of financial, asset, ICT and people resources and how these are being deployed to support the delivery of the Council's Well-being Objectives.

Employment

- 4.3** There are no direct employment implications associated with this report.

Legal (Including Equalities)

- 4.4** The Local Government (Wales) Measure 2009 requires the Council to identify and publish its annual Improvement Objectives and report progress against them.
- 4.5** The Well-being of Future Generations (Wales) Act 2015 requires the Council to set and publish annual Well-being Objectives that maximise its contribution to achieving the Well-being Goals for Wales and report its progress in meeting these.
- 4.6** The ADP details a series of commitments which the Council intends to focus its attention on during 2021-22 in order to improve the well-being of Vale of Glamorgan citizens. The commitments in the ADP 2021-22 will impact on; everyone who receives a service from the Council; Vale of Glamorgan residents; unemployed adults; Looked After Children, vulnerable young people; adults in receipt of care; older people; children and adults with a disability, school children, housing tenants. The Equality Impact Assessment which has been informed by the consultation and the COVID-19 Community Impact Assessment will continue to shape the content and delivery of the ADP.
- 4.7** Individual commitments and planned service activities within the Annual Delivery Plan will give due consideration to the impact, directly or indirectly on Vale citizens overall. In line with Council policy, any changes to services and policies across all Council services will be the subject of more detailed equality impact assessments which will need to explore any potential impact.

5. Background Papers

Vale of Glamorgan Council Corporate Plan April 2020

https://www.valeofglamorgan.gov.uk/en/our_council/achieving_our_vision/Corporate-Plan.aspx

COVID-19 Economic impact dashboard

<https://sway.office.com/42O9mKln3kJHNPOp?ref=Link>

COVID-19 full economic impact assessment

<https://sway.office.com/RaF4BMtpuGz3dEf1?ref=Link>

Community Impact Assessment September 2020

<https://sway.office.com/xogVh7qEsh2mM3h7?ref=Link>

Community Impact Assessment March 2021

<https://sway.office.com/sP1hfUEFoZD8jC8w>

Vale of Glamorgan Council Coronavirus Recovery Strategy Cabinet 21st September 2020

[https://www.valeofglamorgan.gov.uk/Documents/ Committee%20Reports/Cabinet/2020/20-09-21/Coronavirus-Recovery-Strategy.pdf](https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2020/20-09-21/Coronavirus-Recovery-Strategy.pdf)

Future Generations Report - Future Generations Commissioner May 2020

<https://www.futuregenerations2020.wales/english>

Appendix A

A copy of the Plan is available in Welsh.



Annual Delivery Plan

2021-2022

Foreword

We are without doubt living and working in difficult times. The past year has been one of unprecedented challenge and as we look ahead to 2021-22 there is still much uncertainty about the effects COVID-19 will continue to have. However, there is also a sense of optimism as we see the roll out of the mass vaccination programme across the country and the huge effort being made to keep people safe.

I continue to be immensely proud of the community I serve and of the Council and all its staff. We have all been touched in some way by the effects of this virus and its impact will be with us for some time to come. However, across the Vale communities have pulled together and Council staff have worked together to adapt and deliver services in the most challenging of circumstances.

The Annual Delivery Plan 2021-22 has been written at a time of great change. Last year we published a new Corporate Plan 2020-25 – Working Together for a Brighter Future. This Annual Delivery Plan for 2021-22 details the actions we will take this year to contribute to the delivery of our Corporate Plan. The Annual Delivery Plan reflects how services are changing, our Recovery Strategy and the work that is ongoing to respond to the pandemic. The Council continues to be ambitious in its plans for the future, we remain committed to the delivery of our Objectives and to achieving our vision of ***‘strong communities with a bright future’***.

Although it has not been possible to undertake the usual levels of engagement during the year we have continued to listen to our residents and partners and the Plan has been shaped by what people have told us are the most important issues for them.

We know that people value having access to parks and being outdoors, that they are concerned about the economy and their own financial security, that there are concerns about the impact of COVID-19 on some of our most deprived communities and on the BAME community. Throughout the pandemic the Council has undertaken work to understand the impact on the economy and the impact on the community. We recognise that the changes over the past year will have a lasting impact on us all, but particularly on the well-being of children and young people and their education. We also recognise the impact of the virus on the elderly and on our care homes and are working with partners to keep people safe.

The Council’s four Well-being Objectives continue to be relevant to the work that we do and what we want to achieve. The majority of the Council’s budget is spent on social care and education and these remain priorities for us. The 21st Century Schools programme continues to be a flagship programme in the Vale, ensuring we have first class education facilities, providing opportunities for employment and training and forming a key element of our work to tackle climate change.

This Annual Delivery Plan reflects the complexity and breadth of services delivered by the Council which range from safeguarding our most vulnerable residents, encouraging play and sports development, waste management and supporting local businesses as well as the continued investment in our schools and in our children’s future.

Much has changed in the last year and difficult decisions have had to be made, but we have responded with confidence and by always putting the safety and well-being of our residents first. We will continue to work with our partners to deliver the very best outcomes we can for Vale communities.

A handwritten signature in black ink that reads "Neil Moore". The signature is written in a cursive style with a period at the end.

Neil Moore
Leader of the Council

Introduction to the Annual Delivery Plan

This is the second Annual Delivery Plan (ADP) for the Council's Corporate Plan 2020-2025, ***Working Together for a Brighter Future***. The commitments detailed in our Corporate Plan are long-term in nature and to provide focus and demonstrate progress we set out the steps we will take to meet them in an ADP each year. This plan sets out the steps we will take in 2021-22.

The actions we will take over the coming year will contribute to the delivery of our four Well-being Objectives and our vision of Strong Communities with a Bright Future. Our plans have been shaped by the Well-being of Future Generations Act and you can read more about this in the [Corporate Plan](#). The Objectives also provide the framework to demonstrate how we will secure continuous improvement and report on our progress as required by the Local Government Measure.

Our four Well-being (improvement) Objectives are:

- To work with and for our communities
- To support learning, employment and sustainable economic growth
- To support people at home and in their community
- To respect, enhance and enjoy our environment

These Objectives have been reviewed and in light of the COVID-19 pandemic they remain as important as ever:

- We need to be resilient, innovative and responsive to the needs of our customers. We cannot be an organisation that stands still. The activities we will undertake to deliver our Objective ***to work with and for our communities*** reflect the importance of effective involvement, communication and engagement to understand and respond to the diverse needs of the community. The need for social distancing and other COVID-19 measures and guidance have changed how we engage and although we can achieve a great deal online we are also mindful that this can exclude some. Work that we have undertaken to understand the impact of COVID-19 has also highlighted inequalities and the new socio-economic duty means that we will continue to strive to better understand issues of inequality and the actions needed. In taking forward this objective we will be mindful of the different needs and aspirations of people of all ages and from all areas of the Vale. We understand that to be an effective organisation we need to be a responsible employer and that our staff are one of our greatest assets and that our Councillors need to be supported to represent their communities.
- We recognise that for many the best route out of poverty or financial difficulties is through employment and we will work with a range of partners to promote economic recovery and growth for the area. The activities that will be undertaken to deliver our Objective ***to support learning, employment and sustainable economic growth*** recognise the importance of providing appropriate learning and development

opportunities to people of all ages. We will invest in our schools, prioritise pupil well-being and support people to achieve their best. COVID-19 continues to have a significant impact on the economy and we will continue to support local businesses during these uncertain times. We will also work with our partners to ensure that advice and support are available and easy to access.

- Our Objective ***to support people at home and in their community*** recognises that people need to feel safe and have confidence that advice, care and support are available when they need it. For many of us and our families this is perhaps more important now than ever before. We recognise the importance of prevention and early intervention to improve and maintain well-being and to tackle health inequalities. We will build on the strong partnership arrangements in place across health and social care services and also recognise the vital role housing has in peoples' well-being. The Council will continue to promote active and healthy choices through leisure and cultural activities and to encourage people to consider how their transport choices impact on their health and the environment. We will continue to work with our partners in response to the COVID-19 pandemic to keep people informed and safe. We have also recognised that the pandemic has had a significant effect on peoples' mental and physical well-being. We will continue to work with partners to provide support to people of all ages recognising the difficulties that people of all ages have experienced in the past year.
- How we live our lives and how we deliver services has an impact on the environment and it is important that we work together ***to respect, enhance and enjoy our environment***. The environment is one of our greatest assets and we have a duty to protect and enhance it for future generations. Access to parks and green space locally is perhaps even more important now than ever and health and well-being are inextricably linked with the environment. We also believe it is important to enjoy where we live and to make the most of living and working in such a beautiful area as the Vale. We will take steps to minimise our negative impact on the environment and to influence others to follow our lead and consider how their actions may impact on the natural and built environment. We will continue to encourage residents, visitors and business to minimise waste, reduce carbon emissions and to consider how their actions may contribute to pollution. We want people to be able to safely enjoy our parks, towns, countryside and coastal areas and to respect the local area, its residents and visitors.

The actions set out in this year's ADP have been developed in consultation with residents, partners, elected members and staff. The actions reflect our recovery strategy, the findings from the work of our regulators, the information in our Annual Report (2019/20), the

Council's performance in the national context, results from consultations and the [Future Generations Report](#) published in May 2020. The Council works with other public and third sector organisations as part of the Public Services Board. The Council's well-being objectives have been developed to align with Public Service Board's Well-being Objectives and the actions detailed in this ADP will contribute to their delivery.

We continue to embed the five ways of working across all our activities and they remain integral to the development and delivery of the ADP. We are confident that the actions we set out will not only contribute to the delivery of our Well-being Objectives but will also contribute to the national Well-being Goals and reflect our role locally, regionally and nationally.

The ADP sets out for each of our Well-being Objectives the commitments we make in the Corporate Plan and the steps we will take in 2021-22 to work towards achieving Strong Communities with a Bright Future. Each year as we draft our plans for the year ahead we are used to balancing the work we must undertake, the improvements and innovations we want to take forward within the context of uncertainty around finances, legislative, policy and political changes and issues such as Brexit and the climate emergency. However, developing the plan for 2021-22 has proved even more challenging as we continue to respond to the pandemic, plan our recovery and consider how we can best deliver the services our residents need.

The following pages set out the actions we want to take over the next twelve months to deliver our Objectives. The Objectives and actions are not in order of importance or delivery and we are mindful that we may need to suspend or defer activities in order to respond to urgent challenges. However, we remain ambitious for the future and confident in our ability to respond, recover and to take strength from the challenges we face.

OBJECTIVE ONE

To work with and for our communities

We are a modern and forward-looking Council which embraces innovation and works in partnership to ensure services meet the needs of our residents and local communities. We are committed to meeting the needs of the current generation and to leaving a positive legacy for future generations.

Our Corporate Plan commitments are to:

- **Improve how we involve, engage and communicate with others about our work and decisions**
- **Work innovatively, using technology, resources and our assets to transform our services so they are sustainable for the future**
- **Develop our strong culture of good customer service aligned to the Council's values of being ambitious, open, together and proud**
- **Promote equality of opportunity and work with the community to ensure we are responsive to the diverse needs of our customers**
- **Promote the use of the Welsh Language and contribute to the Welsh Government target of 1 million Welsh speakers by 2050**
- **Support the development and well-being of our staff and recognise their contribution to the work of the Council**
- **Ensure we have robust governance and scrutiny arrangements in place and support our elected members to fulfil their roles**

In 2021-22 we will:

1. Make effective use of technology to improve how we provide information and communicate with people.
2. Involve, engage and consult our residents and other stakeholders including the voluntary sector and town and community councils in redesigning services, ensuring that those who are seldom heard have the opportunity to be involved.
3. Explore different and more innovative methods for undertaking Council business including scrutiny activities and options for greater public engagement.
4. Use our property and land assets to support changes in service delivery, including agile working, tackling climate change and achieving financial savings.
5. Deliver ICT infrastructure improvements within schools in line with the Welsh Government's Education Digital agenda and to support new ways of working resulting from COVID-19.
6. Develop more online services and improve the responsiveness of services including the use of assistive technology.
7. Monitor and tackle the financial impact that coronavirus will continue to have on the Council's finances.
8. Develop the next iteration of the Council's Transformational Change Programme to respond to current and future organisational challenges.

9. Work with our partners and engage our citizens to respond to the impact of Brexit to ensure our services and communities are effectively prepared for change.
10. Develop the role of outreach services to further support the inclusion of children and young people with social, emotional and mental health difficulties in all educational settings, including working with the Health Board to develop a range of services to support learners with these additional needs.
11. Provide local youth services for young people aged 11-25 which support their well-being and provide a range of programmes and activities to meet diverse needs including Welsh Language and support for those who are more vulnerable or marginalised.
12. Deliver year two of the Council's Strategic Equality Plan including the new Socio-Economic Duty, responding to emerging community needs as a result of COVID-19 and the Black Lives Matters movement and a review of the Equality Consultative Forum.
13. Review recruitment practices to increase diversity within the Council's workforce.
14. Work with our partners to achieve Age Friendly status for the Vale.
15. Harness the power of volunteering and work with third sector partners and community groups to build a legacy for Vale Heroes.
16. Introduce a staff volunteering policy.
17. Promote the support available under the Armed Forces Covenant.
18. Enhance and promote Welsh Language Services and increase the Welsh Language skills of Council staff, with a particular focus on Social Services in response to the More Than Just Words Framework.
19. Implement the Vale of Glamorgan Welsh in Education Strategic Plan (WESP).
20. Implement a new HR strategy, with a particular focus on diversity and staff well-being, assisting staff to work at home and in different ways.
21. Implement a new Employee Development Programme.
22. Respond to the changes introduced by the Local Government and Elections (Wales) Bill, including new performance monitoring arrangements to support the Corporate Plan.
23. Strengthen the Council's approach to information governance to ensure our systems are robust, fit for purpose and compliant with current legislative requirements.
24. Undertake and utilise a range of assessments and data analysis to enhance our insight and understanding of customer needs and to inform service improvements.

OBJECTIVE TWO

To support learning, employment and sustainable economic growth

We are a Council that understands the importance of a well-educated and skilled population, supporting people of all ages to develop and learn. We are committed to encouraging people's ambitions and to ensuring that individuals and communities are able to prosper and achieve their best.

Our Corporate Plan commitments are to:

- **Ensure there is appropriate access to quality early years, nursery and education provision enabling people to achieve their best possible outcomes whatever their age**
- **Invest in our schools to provide the right learning environment for the 21st century and facilities which benefit the wider community**
- **Work with schools, families and others to improve the services and support for those with additional learning needs**
- **Work with education, training providers, businesses and other agencies to provide a range of advice, support and training opportunities which improve people's skills and readiness for work**
- **Work with partners to ensure people can access appropriate money advice, information and debt support relating to housing, benefits, education, training and employment**
- **Support and promote volunteering and community learning recognising the range of benefits to individuals and the community**
- **Work as part of the Cardiff Capital Region to progress strategic planning and transport initiatives and promote sustainable economic growth and employment**
- **Support economic growth through regeneration, improved infrastructure and support for town centres, tourism and industry**

In 2021-22 we will:

1. Work in partnership with the Central South Consortium Joint Education Service to prepare our schools for the introduction of the new education curriculum in 2022.
2. Work in partnership to address issues arising from the impact of COVID-19 measures on schools, ensuring continuity of learning and that the specific needs of vulnerable learners are addressed.
3. In readiness for Additional Learning Need (ALN) reform, provide training to school staff to facilitate the roll out of person-centred planning and Individual Development Plans in a range of educational settings.
4. Deliver 21st Century Schools Programme improvements (Band B) including the expansion of Ysgol Y Deri, work on new school buildings across the Vale, expansion of primary school capacity in Cowbridge and development of a Centre of Learning and Well-being and specialist ALN resource base at Whitmore High School.
5. Expand the Council's Apprenticeship Scheme to provide a greater number and range of opportunities and engage proactively with the Kick Start scheme.
6. Work with others including key businesses to support employment and the development of skills for the future including the delivery of initiatives for young people such as Inspire to Work (I2W) and Inspire to Achieve (I2A).

7. Enhance people's skills and readiness for work through community investment opportunities including the Council housebuilding programme, Supporting People Scheme and 21st Century Schools Programme training and work opportunities.
8. In readiness for ALN reform, collaborate with further education and training providers to develop and promote education and training opportunities for young people 16-25 with additional learning needs.
9. Establish a one stop shop to provide residents with money advice, information and debt support on a range of issues including housing, benefits, employment and training.
10. Work across the Council and with partners to support residents as changes to the welfare system are rolled out.
11. Explore opportunities for transport, planning and regeneration improvements throughout the Vale of Glamorgan in conjunction with Welsh Government and the Cardiff Capital Region.
12. Work with partners to progress plans for a transport interchange for Barry.
13. Work with partners including the Cardiff Capital Region, Welsh Government and landowners to develop sustainable transport links to the airport including cycle, bus and rail links.
14. Work with partners including the Cardiff Capital Region and Welsh Government to support the recovery and ultimately growth of the Enterprise Zone at St Athan and Cardiff Airport.
15. Deliver an Economic Recovery and Growth Plan for the Vale and support local businesses to trade in a safe, environmentally sustainable and financially viable manner reflective of the economic situation.
16. Reshape procurement practices and policies to ensure our procurement activities contribute to the national Well-being Goals, support work around climate change and build on the foundational economy project.
17. Support our town centres to recover and adapt to the effects of COVID-19, including improving public realm and the development of a mix of business premises and homes.
18. Work with partners to support the ongoing recovery and regeneration of Barry, Barry Waterfront and the further development of the Innovation Quarter ensuring a diversity of both business and education facilities.
19. Implement a road and pavement surfacing programme for 2021/2022.
20. Review the Capital Programme and the use made of the Council's assets to support recovery and economic growth including the development of an investment strategy for the Council.

OBJECTIVE THREE

To support people at home and in their community

We are a pro-active Council that works in partnership to maximise people's physical and mental well-being to ensure they are safe at home and in the community and are able to make choices that support their overall well-being. We are a Council which ensures people have the necessary advice, care and support when they need it.

Our Corporate Plan commitments are to:

- **Encourage people of all ages to have active and healthy lifestyles to promote better physical and mental well-being**
- **Provide more opportunities for cycling and walking and develop a range of travel options to encourage people out of their cars**
- **Promote leisure, art and cultural activities which meet a diverse range of needs**
- **Work in partnership to provide more seamless health and social care services**
- **Provide care and support to children and families in need which reflects their individual strengths and circumstances**
- **Provide person-centred care and support to adults in need**
- **Work with our partners to ensure timely and appropriate mental health and emotional well-being support**
- **Undertake our safeguarding duties to protect people from harm**
- **Work in partnership to develop cohesive communities and promote community safety**
- **Keep people safe through strong and resilient emergency planning and regulatory services which protect the public, consumers and business**
- **Increase the supply of good quality, accessible and affordable housing by working in partnership to address housing need**
- **Provide housing advice and support to prevent homelessness**

In 2021-22 we will:

1. Work in partnership to respond to the COVID-19 pandemic including delivery of the Test, Trace and Protect (TTP) service, supporting a programme of mass vaccination and supporting our care homes, schools and vulnerable residents.
2. Administer the requirements set out in the national Public Health response plan for Coronavirus, including enforcement of the regulations in place at any particular time, supporting partners in the management of outbreaks and leading on all matters pertaining to the control of communicable disease.
3. Develop the range of recreational and educational activities available to citizens at our country parks, community green spaces, the heritage coast and schools and encourage people to exercise outdoors.
4. Work in partnership to facilitate and promote inclusive opportunities for play and sports development with a particular focus on tackling inequalities, working with groups/in areas with low participation rates.
5. Work in partnership with the Public Services Board to implement the Move More, Eat Well Plan with a focus on workplace settings and schools.

6. Implement the Community Investment Strategy to improve our tenants' quality of life and well-being through the development of a single gateway for employability advice and support, the investigation of digital timebanking opportunities and a review of Social Value clauses.
7. Encourage and support sustainable changes to people's travel patterns and increase safe walking, cycling and public transport infrastructure in existing areas and new housing developments.
8. Deliver the nextbike programme in Penarth and explore the potential for expansion of the scheme to Sully and Barry as part of promoting active travel and a review of existing Active Travel Routes.
9. Work on a more regional basis via the Regional Transport Authority (RTA) to further progress transport schemes which have a regional dimension.
10. Review the support given to the Greenlinks Community Transport service to transport passengers around the Vale seeking to provide a service which better matches customer demand.
11. Deliver safe events that support the economy of town centres, resorts and country parks by working in partnership with providers in line with recommendations by the Welsh Government Events Taskforce.
12. Respond to the outcome of the consultation on the Council's Arts Strategy.
13. Develop the Makerspace project in Penarth and identify further opportunities to expand the use of local creative spaces in communities across the Vale.
14. Collaborate with partners to promote our schools and libraries as community and well-being hubs and increase the diversity of leisure, art and cultural learning opportunities available including digital opportunities.
15. Implement a sustainable approach to meeting the needs of older people in accommodation with care to support greater independence.
16. Agree a regional care home contract with the Health Board and providers to improve outcomes for adults who need care and support.
17. Support integrated services operated jointly with the Health Board as part of the 'Healthier Wales' agenda.
18. Develop more integrated models of care that provide increased choice and reduce dependence.
19. Implement a regional strategy that supports carers and recognises their contribution.
20. Seek further opportunities through the Children and Communities Grant and Housing Support Grant to target interventions for children and young people and their families ensuring that services adapt in response to issues arising from COVID-19.
21. Work with partners to implement a new way of working with children and their families that maximises their strengths to improve outcomes and enhance their well-being.

22. Increase the number of foster carers through improved recruitment and retention to enhance placement stability for children and young people in need of care and support.
23. Develop new models of joint working with the Health Board with a particular focus on sustainable integrated services.
24. Support residents whose physical or mental health has been negatively impacted by COVID-19.
25. Work with schools to implement trauma-informed approaches to meet the social, emotional and mental health needs of pupils.
26. Work with people to address issues arising from the temporary suspension of preventative, early intervention and support services by safely restarting or putting in place new service models.
27. Work in partnership to protect vulnerable citizens from the adverse effects of rogue trading, scams, harmful substances and products, slavery and exploitation.
28. Deliver the Wales Safeguarding Procedures and the Regional Safeguarding Board priorities and embed a consistent approach to safeguarding our citizens.
29. Implement the Corporate Safeguarding Work Plan.
30. Work with partners and the community to address issues of social cohesion and to implement the Vale of Glamorgan Community Safety Strategy and the Regional Violence against Women, Domestic Abuse and Sexual Violence Strategy (VAWDASV).
31. Work with partners to implement the Youth Offending Service Recovery Plan to enhance young people's outcomes.
32. Deliver a public awareness campaign and programme of inspections to ensure retailers are complying with the Minimum Unit Pricing (MUP) controls for alcohol that came into force in the Spring of 2020.
33. Complete Holm View Phase 1 and commence development of over 100 new Council Homes at 5 sites across the Vale of Glamorgan including Barry, Penarth and the rural Vale.
34. Explore options to Identify a potential Gypsy and Traveller site.
35. Implement a five-year Local Housing strategy to address housing need.
36. Increase the supply of good quality, accessible and affordable housing by maximising opportunities through the planning system and by working in partnership with housing associations.
37. Work with partners to sustain the reduction in homelessness achieved during the crisis and implement a Housing Support Programme Strategy.

OBJECTIVE FOUR

To respect, enhance and enjoy our environment

We are a Council which sets ambitious standards for ourselves, partners and communities. We understand how our environment contributes to individual, community and global well-being and are committed to protecting and enhancing our environment to ensure we can all be proud of the legacy we will leave for future generations.

Our Corporate Plan commitments are to:

- **Work to reduce the organisation's carbon emissions to net zero before 2030 and encourage others to follow our lead as part of minimising the negative impact of our activities on the environment**
- **Work with and empower community groups and other partners to sustain local facilities including public toilets, libraries, parks, play areas and community centres**
- **Protect, preserve and where possible enhance our natural and built environment and cultural heritage**
- **Work with the community and partners to ensure the local environment is clean, attractive and well managed**
- **Work with the community, developers and others to ensure that new developments are sustainable and that developers mitigate their impacts, integrate with local communities and provide necessary infrastructure**
- **Provide effective waste management services and work with our residents, partners and businesses to minimise waste and its impact on the environment**
- **Minimise pollution recognising the detrimental impact it may have on the environment and people's wellbeing**
- **Work to reduce the impact of erosion, flooding and pollution on our coastal areas and watercourses**

In 2020-21 we will:

1. Work with our partners to take collective action to tackle the climate emergency and implement our Climate Emergency Action Plan.
2. Develop a more environmentally sustainable fleet including the use of electric and hybrid vehicles.
3. Improve existing school buildings and deliver new buildings for St Davids and Llancarfan Primary Schools, making them low carbon and where possible zero carbon buildings to operate and create an adaptable and scalable school design in partnership with the construction industry.
4. Deliver near zero carbon, or at a minimum A rated new Council homes and utilise Optimised Retrofit Programmes that include Modern Methods of Construction and off-site manufacturing to meet carbon reduction targets for the existing Council housing stock.
5. Complete the LED Street Lighting Replacement programme.
6. Use the Strong Communities Fund to support community projects with a focus on recovery and resilience within the community.
7. Develop a "Local Pantry Scheme" to reduce food poverty and further develop an Education Centre and Plastic bottle Green House at the Margaret Avenue garden project.
8. Review and implement options for other organisations to operate facilities such as sports grounds, parks, open spaces, allotments and public conveniences.

9. Invest in education, sustainable transport and community facilities as a result of negotiating Section 106 payments from developers, including a new primary school for St. David's CiW Primary School in Colwinston and Ysgol Sant Baruc at Barry Waterfront, proposals for footway/cycleway and public transport improvements in Dinas Powys, Colwinston, Rhoose, Wick and Llantwit Major and a number of community/open space/public art enhancements across the Vale.
10. Develop a Green Infrastructure Strategy which will focus on promoting and developing green assets including the development of a tree strategy and a response to Ash Dieback.
11. Work with partners to provide safe and accessible public spaces recognising the value placed on these during the COVID-19 restrictions.
12. Implement the Biodiversity Forward Plan with a particular emphasis on increasing staff awareness about the importance of embedding biodiversity across the work of the Council.
13. Establish a Local Nature Partnership to work together to improve the local natural environment.
14. Work with the community and our partners to deliver a variety of activities to improve Local Environmental Quality (LEQ) including litter prevention and awareness raising.
15. Deliver a range of improvements to waste management including the creation of a Re-Use Facility, completion of the Resource Recovery Centre and the development of a Household Waste Recycling Centre in the Western Vale.
16. Roll out new recycling arrangements in Penarth to complete the introduction of the source separated recycling system for the Vale.
17. Work with our communities to re-energise and re-focus our commitment to reduce, reuse and recycle.
18. Review the Enforcement Policy and priorities for the Enforcement Team including Civil Parking Enforcement, environmental enforcement and the use of a camera car.
19. Implement a range of parking regulation orders, resident parking arrangements and revised parking management systems in Penarth (Cosmeston), Ogmore by Sea, Barry Island and Cowbridge to address road safety and environmental concerns.
20. Implement the Shoreline Management Plan including coastal monitoring and revise the Local Flood Risk Management Strategy.

Delivery & Monitoring The Plan

The Annual Delivery Plan actions are reflected in the Council's Service Plans showing how each Council department will work to contribute to our Well-being Objectives. Targets are set for delivering these actions.

The Council's work on the Corporate Plan is regularly monitored through an assessment of progress against our actions and performance indicators to allow councillors to scrutinise and oversee progress. This is reported to our Scrutiny Committees and Cabinet each quarter. Service Plans are also used to develop Team Plans and to inform our staff appraisals through the #itsaboutme process.

We publish all of the information about our Corporate Plan, Annual Delivery Plan and other performance reports on our website www.valeofglamorgan.gov.uk. Information is also available at our offices and libraries.

Getting Involved

There are lots of ways to influence decision making in the Council. You can get involved by joining our citizens' panel, [Vale Viewpoint](#), and participate in consultations on our work and that of our partners.

Our Scrutiny Committees are open to the public and provide an opportunity to become involved in the Council's activities. You can request a service area or matter to be considered by a Committee by completing a [form](#). You can also register to speak at Scrutiny Committees by following the information on the Council's [website](#). More information about the Council's Scrutiny Committees and how you can get involved is available [here](#).

We welcome feedback about our work and you can contact us at:

improvements@valeofglamorgan.gov.uk

Policy & Business Transformation Service, Vale of Glamorgan Council, Civic Offices, Holton Road, Barry. CF63 4RU.

01446 700111

Draft Vale of Glamorgan Annual Delivery Plan 2021-22

Consultation and Engagement Feedback Log

Introduction

This log gives an overview of the feedback received through the 6-week consultation period (December – January 2020/21) on the Vale of Glamorgan Council's draft Annual Delivery Plan (ADP) 2021-22. This feedback has been received through formal consultation responses, through the Draft Annual Delivery Plan 2021-22 and Budget Consultation Survey and through discussions across the extended 6-week period.

Where possible, feedback received has been taken into account and reflected in the final Annual Delivery Plan 2021-22.

Who Have We Engaged With?

This year due to COVID-19 restrictions we have not been able to utilise all our traditional methods of engagement. Despite these challenges the consultation and engagement feedback used to inform the development of the draft ADP 21/22 involved various stakeholders, partners and organisations involved in work in the Vale of Glamorgan as shown below. The Council hosted an online social media conversation, hosted an online survey and circulated the draft Plan to networks and partners to provide an opportunity to feed into the development of the final Plan.



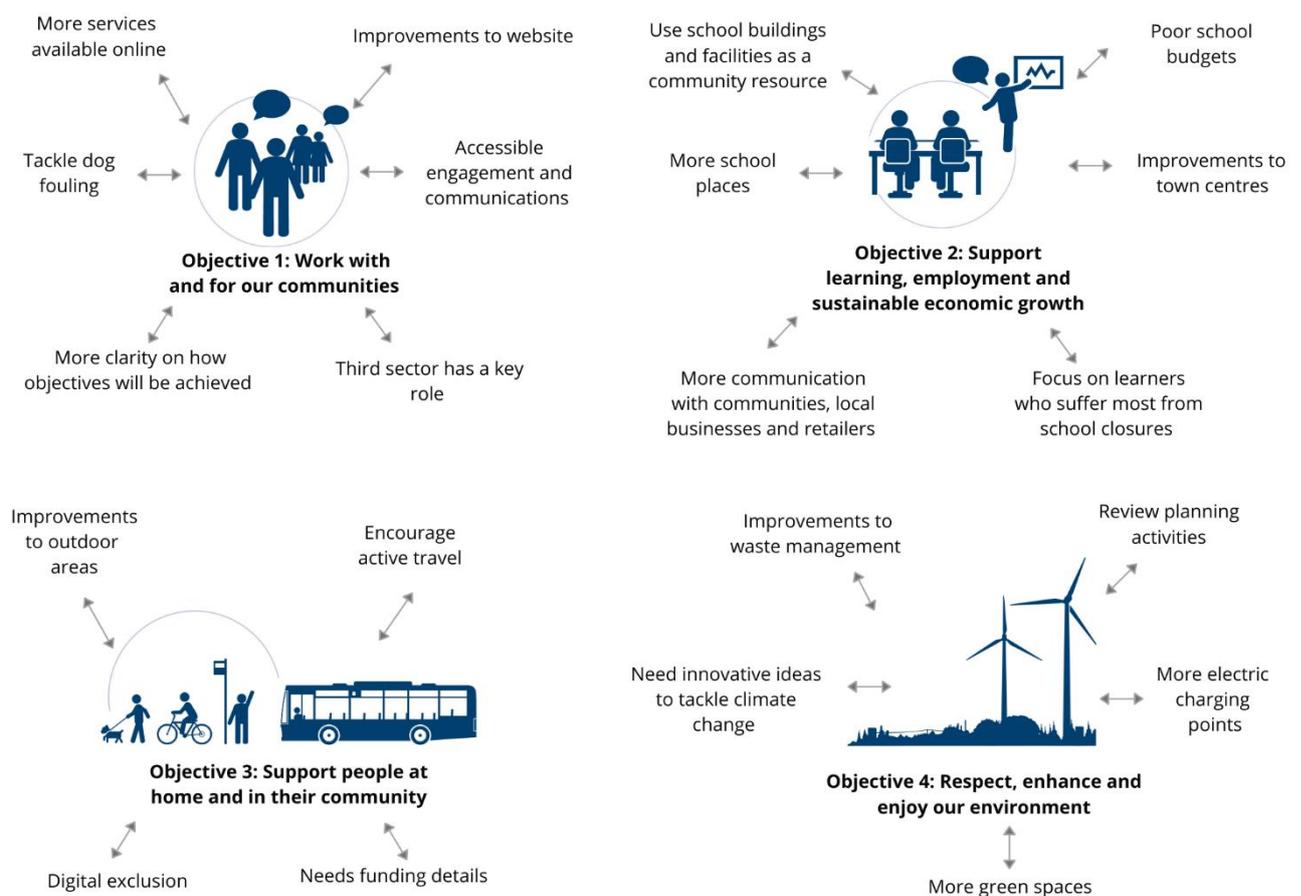
Draft Annual Delivery Plan 2021-22 Survey Methodology

To ensure all those who wished to comment on the draft ADP were able to do so, an online survey was made available from 5th December to 8th January and then extended for a further 2 weeks till the 26th to allow more time for consideration and engagement. Due to the ongoing coronavirus pandemic the consultation was run predominantly online, with an offer for residents and stakeholders to respond in writing or via telephone if they were not able to access the consultation online. In total, 28 surveys were completed

The survey detailed the Council's four draft Well-being Objectives and the draft actions intended to deliver our Objectives in 2021-22. Respondents were asked to review each of the Well-being Objectives and associated actions in turn and to assess whether they strongly agreed, agreed, disagreed or strongly disagreed with the Objective and whether the proposed actions are the right actions to help deliver the Objective.

Draft Annual Delivery Plan 2021-22 Survey Responses

Several common themes can be seen in the feedback received on the draft ADP across the various methods of engagement. Following thematic analysis on the open question survey responses and consultation feedback some comments and the most common themes are shown in the graphic below and have been considered when producing the final version.



Consultation Feedback and Reflections Log

Through the 6-week consultation period on the draft Annual Delivery Plan for 2021-22, we received a wide range of comments, suggestions and observations.

The table below sets out the comments received:

Response received from	Main aspects of response	How we have reflected feedback
Cardiff and Vale University Health Board (UHB) via email	The UHB is very pleased to see so many of the wider partnership priorities that are being implemented collectively through the PSB and RPB, reflected in the Plan. In addition, our Community Child Health Team has noted that it is good to see the comment included regarding seamless Health and Social Care supporting Pupils with Additional needs. They have further commented that it will be important for the Council to work closely with the UHB in developing plans to meet the needs of the pupils in the new primary special school and expansion of Ysgol Y Deri.	No changes required to the Plan.
Town and Community Council 1	Concern regarding the timeframe for the consultation and ability to consider and respond.	Town and Community Councils were contacted and advised that the draft ADP would be considered at the Community Liaison Committee meeting on the 26 th January and this would allow them more time to respond to the consultation. The consultation period was also extended to the 26 th January.
Town and Community Council 2	As a public document this plan sets out to set out clearly what the Council will do over the next year. The objectives have between 21 and 36 statements similar to the above, and whilst each objective is cross referenced to the Corporate Plan commitments however as a document that can be read and understood by the layman it has a number of weaknesses. Namely: 1. There are too many actions under each objective	The Annual Delivery Plan forms part of the Councils Improvement Plan together with annual plans for each service which include more details about what individual services will deliver and the expected outcomes during the year and performance

	<p>2. There is no way in this document to measure outcomes, there is reference to departmental service plans which do not seem to follow the same format so matching actions to outcomes is difficult if not impossible as I suggest most actions are cross functional and thus departments</p> <p>3. No way to measure success or progress against planned outcomes</p> <p>4. No explanation/indication as to how each objective statement will be achieved</p> <p>Without measures of outcomes and timelines. the document is a long list of what we aspire to achieve. Consideration is needed firstly reduce the number of tasks and set clear outcomes and timelines:</p> <p>For example, objective 4 statement no 35: <i>Work in partnership with housing associations to maximise opportunities to deliver additional affordable homes.</i> Could add over the next three years deliver 200 homes with Has and make xx hectares of Council land available to help deliver these homes.</p>	<p>targets. Progress is reported and analysed each quarter.</p>
Local sports club 1	<p>Sets out a comprehensive set of objectives and goals. Clubs may be well placed to help the Council to build strong communities with a bright future - have outdoor space, have active male, female and junior members, encourage volunteering, have links with schools, work with our local community, have other groups using our facilities and have scope to do more.</p> <p>There may be opportunities to harness and empower community groups/clubs to help the Council meet the goals and objectives in the ADP.</p>	<p>Forwarded to relevant colleagues but will look to discuss opportunities further with the respondent.</p>
Local sports club 2	<p>Have read the Delivery Plan and completed the Survey accordingly. The Plan seems well written and we agree with the comments and actions suggested.</p>	<p>No action required.</p>

Resident via email	Concern about levels of funding for schools and in particular the ability of schools to then meet the needs of vulnerable learners and the ability of schools to deliver the new curriculum.	The ADP includes a range of actions regarding supporting learners and the introduction of the new curriculum. The Council will continue to raise concerns with Welsh Government about the levels of funding for education in the Vale and the impact this has on learners as appropriate.
Corporate Performance and Resources Scrutiny Committee 16 th December 2020	The report was noted but it was suggested that some actions could be made more specific so outcomes are clearer.	Where possible actions have been revised to be clearer.
	Detail was requested on a number of projects listed in the plan such as the Youth Service, One Stop Shop, arts strategy consultation, the make a space project in Penarth, the electric vehicles and the Pantry scheme	Following the meeting further information was supplied to the Chair.
	Query regarding the mechanisms to be put in place to review, update and assess the plan.	This will be undertaken through the quarterly performance tracking and reporting to Committees and Cabinet.
	Use of Microsoft forms to assist feedback and consultation.	To be used as appropriate to assist engagement e.g. climate change conversation.
Learning and Culture Scrutiny Committee 10 th December 2020	Comment that it was a comprehensive report. The report was noted by the committee.	No action required.
Healthy Living and Social Care Scrutiny Committee 8 th December 2020	The draft Annual Delivery Plan was noted.	No action required.
Environment and Economic Regeneration Scrutiny Committee 17 th December 2020	The report was endorsed.	No action required.
Homes and Safe Communities Scrutiny Committee 9 th December 2020	The draft Annual Delivery Plan was noted.	No action required.

<p>Community Liaison Committee 26th January 2022</p>	<p>The Committee raised the issues of actions being more specific.</p> <p>Members of the committee were also interested in work that may be undertaken around renewable energy and support for small businesses.</p>	<p>The Council will take forward work on procurement and local supply chains over the coming months. Work around economic recovery and growth will also include work with small business.</p> <p>The Council is taking forward work to reduce its carbon emissions including work around energy,</p>
<p>Survey</p>	<p>The survey was promoted through the Council website, social media channels, and through partners and their networks. There were 28 responses received to the survey. The majority of respondents agreed the actions within the draft Plan were the right ones to help deliver the Objectives. More information on the responses received and comments made are included in the graphics on page 2 of this report.</p> <p>The response to the survey was quite low and but some of the consistent themes related to greater clarity about outcomes, consideration of what could be achieved in the current climate and effective engagement with residents.</p>	<p>Where possible actions in the plan have been made clearer.</p> <p>There are commitments in the plan to improve engagement and communication. Plans are being put in place to use consultation and engagement work throughout the year to inform the development of the ADP, in addition to the annual consultation process required.</p> <p>The actions in the plan reflect the range of services that will be taken forward across the Council and also reflects priorities within the Council's Recovery Strategy.</p>
<p>Social Media</p>	<p>The consultation was regularly promoted through social media to raise awareness about the draft Plan and encourage people to make comments. More detail on the comments and feedback received in response to the social media posts have been included above.</p> <p>Over the course of the consultation period a number of tweets and Facebook posts were made from the Council's social media accounts. The largest impression made by a related tweet was 4,072 - this is the</p>	

	<p>number of times the tweet appeared in different Twitter feeds (either for people who follow the Council's account to see or if someone else has engaged with it that can make it appear in someone's feed as well, even if they are not a follower).</p> <p>The same tweet resulted in 1,156 media views and 217 engagements. Media views are the number of people who are likely to have seen the image/GIF/Video that's attached to a tweet. Similar to the above, it is the number of people who potentially have seen it. Engagements are the number of times individuals have interacted with the tweet, either by clicking on it, clicking on the image, 'retweeting' or sharing it, responding to the tweet etc.</p>	
Comments from residents via Social Media	The format of the document needs to be easier to read on mobile devices.	Comment noted and alternative options to be considered to improve compatibility.
	Council staff need to get back to work.	Comment noted.
	Better recycling bags as blow away.	Feedback forwarded to the waste management team.
	Working streetlights.	A programme of streetlight improvements is in place.
	Flat pavements.	Improvements to pavements are included in the ADP for 21-22.
	Query regarding budget statistics.	Message sent clarifying the budget breakdown.
	Set specific, measurable, attainable, relevant and timebound (SMART) Objectives.	Comment noted.

Performance Monitoring

Performance against all Annual Delivery Plan actions outlined under each Well-being Objective will be monitored on a quarterly basis for the life course of the Plan (April 2021-March 2022). Each ADP action will be monitored through a suite of related actions and performance indicators highlighted in the Council's 2021-22 Service Plans. The Service Plans and quarterly performance reports monitoring and analysing progress made are available on the Council's website.

Equality Impact Assessment

Please click on headings to find [general guidance](#) or section guidance with an example. You will find supporting information in appendices at the end of the guidance.

When you start to assess your proposal, arrange to meet Tim Greaves, Equality Co-ordinator, for specific guidance. Send the completed form to him for a final check and so that he can publish it on our Vale of Glamorgan equality web pages.

Please also contact Tim Greaves if you need this equality impact assessment form in a different format.

1. [What are you assessing?](#)

The Council's Annual Delivery Plan 2021-22
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2. [Who is responsible?](#)

Name	Tom Bowring	Job Title	Head of Policy and Business Transformation
Team	Policy and Business Transformation	Directorate	Managing Director and Resources

3. [When is the assessment being carried out?](#)

Date of start of assessment	December 2020
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4. [Describe the proposal?](#)

<p>What is the purpose of the proposal? The Annual Delivery Plan 2021-2022 sets out our in-year commitments in relation to delivering the four Corporate Plan Well-being Objectives outlined in the Corporate Plan 2020-2025. The Annual Delivery Plan details how we will deliver our vision in year 2 of the Corporate Plan and provides the framework for annual Service Plans.</p>

<p>Why do you need to put it in place?</p>

Equality Impact Assessment

The Annual Delivery Plan for the period 2021-2022 is the second year of the new approach taken by the Council in response to feedback during the development of the Corporate Plan which suggested that the Council could enhance the transparency of achieving its Well-being Objectives by being more specific about the actions that will be taken in each year to deliver the Corporate Plan. An Annual Delivery Plan is published each Spring for the life of the Corporate Plan and will be informed by comprehensive engagement with all key stakeholders.

Do we need to commit significant resources to it (such as money or staff time)

The current Corporate Plan approved by Council on the 26th February 2020 sets out the Council's priorities for the next five years (2020-2025). The Annual Delivery Plan sets out the key activities that will be undertaken by the Council in-year to deliver on the commitments in the Corporate Plan and will be published each Spring.

The development of a robust Annual Delivery Plan requires extensive engagement across the Council and with external stakeholders. The Annual Delivery Plan reflects the Council's Corporate Plan priorities and this informs the way resources are allocated, whilst also taking account of the availability of resources to deliver it. The outcome of the Council's annual budget consultation and revenue settlement from the Welsh Government also inform the content and extent of delivery of the Annual Delivery Plan for 2021-22.

What are the intended outcomes of the proposal? The Annual Delivery Plan will detail our in-year commitments to deliver on our four Corporate Plan Wellbeing Objectives. This year the Plan also reflects our commitments outlined in the COVID-19 Recovery Plan approved by Council on 18th September 2020. The Plan will also provide the framework for how we contribute annually to the national well-being goals and improve local well-being and services.

Who does the proposal affect? The Annual Delivery Plan affects Vale residents and also those who visit and work in the Vale. The Plan outlines a variety of high-level and specific activities encompassing numerous Council services with more detailed actions included in Service Plans. Any changes to services and policies across all Council Directorates will be the subject of more detailed equality impact assessments which will need to explore any potential impact.

Note: If the proposal affects lesbian, gay, homosexual, or transgender people, ensure you explicitly include same-sex couples and use gender neutral language.

Will the proposal affect how other organisations work? Many of the activities in the Annual Delivery Plan will be delivered in partnership (internally and externally) and the Plan is aligned to the Corporate Plan and the Public Services Boards Well-being Plan. The commitments in the Plan will also shape funding awarded to external organisations who will be expected to reflect the Council's priorities in their work. A key element of the consultation is to enable the views of partners to be considered as part of the development of the ADP.

Will the proposal affect how you deliver services? The Annual Delivery Plan 2021/22 sets out the Council's commitments in year 2 of the new Corporate Plan (2020-2025) which will influence and shape service delivery across the Council.

Equality Impact Assessment

Will the proposal impact on other policies or practices? The Annual Delivery Plan 2021/22 sets out the Council's commitments in year 2 of the Corporate Plan (2020-2025) which will in turn influence policies and practices across the Council.

Can you change the proposal so that it further promotes equality of opportunity and fosters good relations? As part of the consultation on the draft Annual Delivery Plan 2021/22, we sought feedback on what changes are needed to the draft plan and what the priorities are for year 2 of the Corporate Plan.

The Annual Delivery Plan includes commitments to ensure that those who are seldom heard have the opportunity to be involved in engagement, improve how we provide information and communicate with people, enhance and promote the use of the Welsh language, improve community cohesion, build on the legacy of Vale Heroes and promote equality of opportunity.

The Plan also includes actions around access to education for all ages, support for those with additional learning needs, the provision of advice and support, physical and mental well-being of all citizens with specific reference to residents whose health has been negatively impacted by COVID-19, safeguarding and increasing the supply of accessible and affordable housing. The Plan also recognises the importance of providing safe and accessible public spaces recognising the value placed on these during the COVID-19 restrictions.

Development of the Council's Strategic Equality Objectives and consultation on the Corporate Plan 2020-2025 took place around the same time and were both informed by the findings. The Annual Delivery Plan is in line with the commitments set out within the Corporate Plan. The Annual Delivery Plan includes an action to deliver year two of the Council's Strategic Equality Plan including a review of the Equality Consultative Forum and changes arising from the new Socio-Economic Duty, responding to emerging community needs as a result of COVID-19 and the Black Lives Matters movement.

How will you achieve the proposed changes? The Annual Delivery Plan will be delivered by services across the Council working together and with the local community and other partners to ensure we deliver services that best meet the needs of the community.

Who will deliver the proposal? The Annual Delivery Plan will be delivered by Council Services.

How will you know whether you have achieved the proposal's purpose? The Annual Delivery Plan will be monitored through the Council's performance management arrangements and will be reported regularly to Senior Leadership Team, Cabinet and Scrutiny.

5. What evidence are you using?

Engagement (with internal and external stakeholders)

Equality Impact Assessment

The engagement for the draft Annual Delivery Plan this year has been limited by COVID-19 regulations. Despite changing Welsh Government regulations, the draft Plan has undergone extensive engagement with the Senior Leadership Team and remains similar to the previous year's approved Annual Delivery Plan for 2019/2020 as progress has also been impacted by COVID-19. In addition to internal engagement, the draft Plan also went out for public consultation on 5th December through a short bilingual survey. The draft Plan was shared with many key stakeholder networks and partners for their feedback.

The Annual Delivery Plan outlines the in-year progress made against the Corporate Plan which was approved in February 2020. Engagement on the Corporate Plan and previous year's Annual Delivery Plan (2019/2020) were not impacted by COVID-19 and remain relevant this year as the actions within the Annual Delivery Plan 2021/22 are based upon delivering the second year of actions to achieve the Corporate Plan and many actions from the Annual Delivery Plan 2019/20 will continue to be progressed this year. Feedback gained from the previous engagement undertaken over the course of 2019 to develop the Corporate Plan 2020-25 and the Annual Delivery Plan for 2020-21 included an online survey, face to face stakeholder events, activities and stalls were reflected in the final Corporate Plan 2020-25 and previous Annual Delivery Plan. Details of which can be found [here](#).

Consultation (with internal and external stakeholders)

Whilst consultation has been limited on the draft Annual Delivery Plan 2021-22 due to COVID-19 that draft plan has been circulated to a wide number of stakeholder networks to gather feedback. The draft Plan was circulated to all Vale Public Service Board partners, all Town and Community Councils, all Vale 50+ Strategy Forum members, Arts and Culture networks/contacts, equality and diversity networks/contacts, housing service networks/contacts, community safety networks/contacts, school inclusion networks/contacts and rural creative communities networks/contacts. The formal feedback provided by consultees and organisations, is reflected in the final Plan and captured through the consultation feedback log.

To further consult with internal and external stakeholders an electronic public survey on the draft Annual Delivery Plan was launched on 5th December. 28 responses were received to the online survey. Whilst consultation was run predominantly online due to ongoing restrictions faces by the pandemic an offer was extended for residents and stakeholders to respond in writing or via telephone if they were not able to access the consultation online. In total, 28 surveys were completed. The feedback has been reflected in the final plan and feedback log. To further promote the consultation feedback on the draft Plan the draft was promoted to staff internally via StaffNet and externally via the Council's website and social media channels. Internal stakeholders have already continuously been consulted with the draft Plan being developed, presented and discussed at several Senior Leadership Team meetings.

Findings from the previous consultation undertaken on the Corporate Plan 2020-25 and the previous Annual Delivery Plan 2020-2021 have been considered in addition to the findings from recent consultation work.

Equality Impact Assessment

National data and research

Both the Corporate Plan and Annual Delivery Plan have been developed to be reflective of national data and research. Demographic trend data such as population estimates and population projections have been fully considered in the development of the Corporate Plan which in turn has informed the draft Annual Delivery Plan. We will continue to monitor these trends to ensure that work taken to deliver the Plan will be responsive to any new data or research relevant to the actions being taken forward.

Working in partnership with the Vale of Glamorgan Public Services Board an online Evidence Base has been developed which enables the review of demographic, economic, social and environmental data sets specific to the Vale of Glamorgan. Key indicator sets are monitored through the Evidence Base to enable the appropriate response to data trends. The evidence base can be seen at - www.valepsb.wales/en/Our-Evidence/Our-Evidence.aspx

The majority of data relevant to the protected characteristics is drawn from the national Census, as such the most up-to-date data that has informed the development of this draft Plan is from the 2011 Census. A new national Census will be undertaken in 2021, as such it will be necessary to review new data relevant to ethnicity, nationality, disability and religion and belief when this information is available and for this information to inform the implementation of this Plan as appropriate.

Local data and research

The Plan also reflects a number of areas impacted by COVID-19 as highlighted within the Vale of Glamorgan Community Impact Assessment (September 2020) which can be accessed [here](#). The Community Impact Assessment contains desk-based research assessing the impact COVID-19 has had both nationally and locally with particular reference to protected characteristics and minority groups. The 1st edition of the Community Impact Assessment was presented to Cabinet on 21st September 2020 and highlights numerous areas which have shaped the draft Annual Delivery Plan including: making effective use of technology and exploring different and more innovative methods for service delivery, working to address issues arising from the impact of COVID-19 measures on schools, ensuring continuity of learning and that the specific needs of vulnerable learners are addressed, providing residents with advice, information and support on a range of issues including housing, benefits, employment and training, supporting residents whose physical or mental health has been negatively impacted by coronavirus and working with partners to sustain the reduction in homelessness achieved during the crisis. A refresh of the Impact Assessment has been undertaken and will be presented to Cabinet in March on the same agenda as this item is being considered and this has also shaped the ADP and has highlighted issues around inequalities.

The results from the draft Annual Delivery Plan survey consultation that launched on 5th December and the annual budget consultation have been reflected in the final Plan to ensure the Plan is inline with feedback from residents. Feedback received from the most recent Corporate Plan 2020-25 and last year's Annual Delivery Plan (2019/20) consultation and engagement have also been considered when developing this year's draft Annual Delivery Plan. The information gathered through these previously related consultation and

Equality Impact Assessment

engagement in addition to results from the December/January consultation survey have been combined with data and research gathered on specific localities in the Vale of Glamorgan. This is inclusive of information at a 'Community Area' as defined by the Vale of Glamorgan Public Services Board Well-being Assessment 2017, at a Middle Layer Super Output Area Level (MSOA) and at a Lower Layer Super Output Area Level (LSOA). The Well-being Assessment can be found [here](#).

6. How robust is the evidence?

Does it show what the impact will be (positive and negative)?

The aim of the Council's work is to have a positive impact on all residents, visitors and workers in the Vale of Glamorgan. The Corporate Plan 2020-2025 and supporting Annual Delivery Plan set out clearly the priorities the Council will work towards, to ensure we improve local well-being both over the coming year and over next five years, all aimed at having a positive impact on Vale citizens.

To create this positive impact across the Vale of Glamorgan the Corporate Plan and the Annual Delivery Plan identify a number of actions that will be undertaken in-year and over the next 4 years that are reflected across 4 shared well-being objectives;

- Objective One: To work with and for our communities
- Objective Two: To support learning, employment and sustainable economic growth
- Objective Three: To support people at home and in their community
- Objective Four: To respect, enhance and enjoy our environment

The Council is confident that in working in a more integrated approach towards these 4 well-being objectives it can influence a wide range of activities and services across the Vale; making a positive difference to the well-being of residents and visitors. Working to achieve the 4 Objectives will also help maximise our contribution to delivering the national well-being goals.

The Annual Delivery Plan 2021/22 has also been developed in light of the Recovery Strategy approved for the Council to ensure the recovery from COVID-19 in the Vale is positive and strategic.

What are the gaps?

The Corporate Plan contains 35 high level commitments that outline how we will work to achieve the 4 Objectives. More detail on how the 35 commitments will be achieved are contained in the Annual Delivery Plan which includes 111 actions for the period 2021/2022. The Annual Delivery Plan actions will be translated into actions detailed in 2021/22 Service and Team plans across the Council. The performance against actions in Service Plans are monitored, reported and scrutinised on a quarterly basis.

What will you do about this?

The Annual Delivery Plan has been developed to fill any gaps left by the high-level actions outlined in the Corporate Plan to clearly outline what specific work the Council will be doing for year two of the five year Plan to achieve the high level commitments and objectives. As the Annual Delivery Plan is an annual document, each year the Annual Delivery Plan will

Equality Impact Assessment

reflect different areas of focus to ensure any gaps left by the previous years are explored ensuring actions are achieved by the end of the Plan in 2025. Areas of focus will be identified in part through the Service Planning process with Directors, Heads of Service and Operational Managers and through priorities highlighted in other strategic documents such as the Recovery Strategy.

What monitoring data will you collect?

An Annual Delivery Plan is produced on an annual basis to provide a breakdown of more detailed actions that will be undertaken throughout the year to help achieve the commitments and objectives set out in the Corporate Plan. The actions identified in the Annual Delivery Plan will be linked to Service Plans which will include lower level strategic actions that outline how we are achieving the actions in the Annual Delivery Plan and Corporate Plan. The Service Plan actions are monitored and reported against each quarter through Corporate Performance reports. These reports will also include performance monitoring of a suite of related performance indicators to provide a comprehensive overview of the performance towards achieving the 4 well-being objectives.

How often will you analyse and report on this?

The Annual Delivery Plan actions are aligned to the Corporate Plan commitments and objectives. In turn these are aligned to a Service Plan. Service Plans are annual service level planning documents that are signed off by Scrutiny, Cabinet and Full Council and detail how each service will contribute towards delivering the Annual Delivery Plan and Corporate Plan commitments. They appear on the Council's website [here](#). All actions and performance indicators within a Service Plan are monitored by the Corporate Performance Team and are analysed and reported on a quarterly basis as aligned with the Annual Delivery Plan and Corporate Plan commitments and objectives. The performance of each Service Plan action and performance indicator is reported to the relevant Scrutiny Committee and then to Cabinet. All quarterly performance reports are published on the Council's performance management webpage [here](#). Each team within the Council is also required to create a Team Plan each year which encompasses lower team level actions related to each Service Plan action in their area for the year. These are monitored by the teams themselves and inform quarterly monitoring in line with the Council's performance management framework.

Reporting on our performance on a quarterly basis will help ensure we continuously assess progress being made against our commitment in the Annual Delivery Plan and the priorities aligned to the four Corporate Plan Well-being Objectives throughout the year.

Where will you publish monitoring data and reports?

All data and reports in relation to the Annual Delivery Plan 2021/2022 will be made available on the Council's website. In addition, hard copies of the Annual Delivery Plan will be made available in public areas and Council buildings across the Vale.

7. [Impact](#)

Is there an impact?

Equality Impact Assessment

The Corporate Plan 2020-2025 and Annual Delivery Plan 2021/22 sets out the actions that will be taken to meet the Council's objectives and outcomes and support the Council's vision of 'Strong Communities with a bright future'. The Plans covers the wide breadth of services the Council provides and aims to improve the well-being of all those who reside in, work in or visit the Vale of Glamorgan. The impact from the actions and objectives outlined in the Plans will not only help to deliver our local well-being outcomes, but also contribute towards the 7 national well-being goals. There should be no negative impacts for individuals or groups with protected characteristics arising from the implementation of the Annual Delivery Plan.

If there is no impact, what is the justification for thinking this? Provide evidence.

If there is likely to be an impact, what is it?

Although not negative, the Annual Delivery Plan and the work undertaken to progress and achieve the year two commitments of the Corporate Plan is likely to have an impact on protected characteristics. A number of these likely impacts are the result of issues that have been highlighted through the previous year's consultation and engagement activities with representatives from organisations that support groups of protected characteristics, such as Diverse Cymru, that have helped inform the development of both the Corporate Plan and the previous Annual Delivery Plan and the Community Impact Assessment highlighting the impact of COVID-19 on the Vale with particular reference to those with protected characteristics. The Corporate Plan and Annual Delivery Plan have also been developed in line with the Strategic Equalities Plan and its objectives.

Age – The Annual Delivery Plan may have a positive impact on people of all ages through the focus on supporting the inclusion of children and young people with social, emotional and mental health difficulties in all educational settings, providing local youth services for young people that support their well-being and diverse needs and working to achieve Age Friendly status for the Vale outlined in Objective 1. Objective 2 may also have effects on children with references to addressing issues arising from the impact of COVID-19 measures on schools, providing support for children with additional learning needs and staff in readiness for ALN reform. Actions within Objective 3 include work to support the needs of older people in accommodation with care and agreeing a regional care home contract.

Disability – The Corporate Plan was developed in part to show the Council's contribution to the seven national Well-being Goals for Wales, one of these goals is to work towards a more equal Wales. Through the Corporate Plan and Annual Delivery Plan 2021/22, we have set out a number of commitments through which will maximise the contribution to a more equal Wales. In addition, one of the Corporate Plan's actions is to 'support and promote volunteering and community learning recognising the range of benefits to individuals and the community.' Actions within the Annual Delivery Plan 2021/22 further support this through the action to 'Harness the power of volunteering and work with third

Equality Impact Assessment

sector partners and community groups to build a legacy for Vale Heroes.’ This action will support people from all backgrounds and of all ages to have the opportunity to get involved, participate in their local communities and shape local services. This is inclusive of those who may have any disability. This work is further supported by the Corporate Plan action to ‘promote equality of opportunity and work with communities to ensure we are responsive to the diverse needs of our customers.’

Gender reassignment, including gender identity – Through the Corporate Plan and Annual Delivery Plan we will work to maximise the Council’s contribution to delivering a more equal Wales. The Plan and the steps the Council will take in delivering the actions outlined in may have an impact upon all genders.

Marriage and civil partnership (discrimination only) – Through the Corporate Plan and Annual Delivery Plan we will work to maximise the Council’s contribution to delivering a more equal Wales. The Plan should not have a discriminatory affect.

Pregnancy and Maternity – Through continued work the Corporate Plan and Annual Delivery Plan will have a positive effect on those who are pregnant, through programmes such as Flying Start and Families First the Council is providing support services and promoting the well-being of those who are pregnant in the Vale of Glamorgan.

Race – Through enabling people to get involved to participate in their local communities and shape local services it is hoped that the Corporate Plan and Annual Delivery Plan reaches, and in its work is inclusive of, people from a variety of different backgrounds. This work will help ensure people from all backgrounds and of all ages have the opportunity to participate in community life and take part in designing and delivering solutions to local issues.

Reflecting on the emerging community needs including those for BAME communities as a result of COVID-19 the Annual Delivery Plan 2021/22 includes that action to ‘Deliver year two of the Council’s Strategic Equality Plan including the new Socio-Economic Duty, responding to emerging community needs as a result of COVID-19 and the Black Lives Matters movement and a review of the Equality Consultative Forum’.

In addition, it is recognised that in some cases people from diverse backgrounds can live in some of our more deprived areas. Both the Corporate Plan and Annual Delivery Plan, under objective 2 outline actions that will help ensure education, training providers, business and other agencies provide support and opportunities to improve people’s skills and readiness for work and ensure people can access appropriate money advice, information and debt support. This work will be undertaken and help to alleviate the potential impacts upon such vulnerable groups.

Religion and belief – Through the Corporate Plan and the Annual Delivery Plan, the Council will work to maximise its contribution to the seven national well-being goals for Wales. One of the well-being goals is to work towards a Wales of cohesive communities; that is towards communities that are attractive, viable, safe and well-connected. This work can be linked to Objective 3 Corporate Plan action 9 to ‘Work in partnership to develop cohesive communities and promote community safety’ and is reflected in actions in the

Equality Impact Assessment

Annual Delivery Plan to work with partners and the community to address issues of social cohesion and implement the Vale of Glamorgan Community Safety Strategy.

Sex –The Corporate Plan and Annual Delivery Plan will work to maximise the Council’s contribution to a more equal Wales.

Sexual orientation - The Corporate Plan and Annual Delivery Plan, will work to maximise the Council’s contribution to a more equal Wales. The actions the Council will take in-year to deliver the Annual Delivery Plan may have an impact upon those of all sexual orientations.

Welsh language – Another of the seven national well-being goals for Wales is to work towards a Wales of vibrant culture and thriving Welsh language. Through the Corporate Plan and the Annual Delivery Plan, the Council will work to promote culture and heritage of the Vale of Glamorgan and to promote the Welsh language. Specific work to promote Welsh is reflected under Objective 1 Corporate Plan action 5 to ‘Promote the use of the Welsh Language and contribute to the Welsh Government target of 1 million Welsh speakers by 2050.’ The Annual Delivery Plan includes several actions to promote Welsh language including work to enhance and promote Welsh Language Services, increase the Welsh Language skills of Council staff and implementing the Vale of Glamorgan Welsh in Education Strategic Plan.

Human rights – The Corporate Plan and the commitments in the Annual Delivery Plan will work to maximise the Council’s contribution to a more equal Wales. Through both Plans, we will ensure that work is undertaken in the interests of those from all backgrounds in order to ensure all peoples Human Rights are safeguarded.

How do you know?

Explain this for each of the relevant protected characteristics as identified above.

How the Annual Delivery Plan may impact on those with protected characteristics has been outlined against each of the individual protected characteristics above.

What can be done to promote a positive impact?

Explain this for each of the relevant protected characteristics as identified above.

The impact from any of the Council’s work set out for in the Annual Delivery Plan and for the life of the Corporate Plan should be positive as the aim is to improve well-being for all across the Vale of Glamorgan. The actions identified under the 4 well-being objectives in the Corporate Plan and in the Annual Delivery Plan will help promote the positive impacts through them being progressed and achieved. The long-term actions outlined within the Corporate Plan and shorter-term actions identified in the Annual Delivery Plan and Service Plans show activities at a variety of lengths, the mixture of short and long-term activities recognises that improving well-being will not be limited to an annual timescale but that some aspects may take longer.

Equality Impact Assessment

Each year a self-assessment (Improvement Plan Part 2, Vale of Glamorgan Council Annual Report) of the Council's performance against the Corporate Plan is produced. This self-assessment along with a varied engagement timetable that includes numerous in-depth discussions with senior management and team leaders has allowed the Plans to be developed to identify realistic, yet still challenging, actions. By ensuring the capabilities of services to deliver against the well-being objectives and their related actions the Council will be able to continue to work towards achieving improved well-being for individuals and groups across the Vale, including those with protected characteristics listed in the above sections.

What can be done to lessen the risk of a negative impact?

Explain this for each of the relevant protected characteristics as identified above.

There should be no negative impacts for individuals or groups with protected characteristics arising from the implementation of the Corporate Plan and Annual Delivery Plan. There is no evidence that the Plans could discriminate against or have an adverse impact on people in any protected groups. The Plans have been developed with due regard to the Council's responsibilities and Equal Opportunities Policy, those aspects of the policy which indicate any potential impact upon any of the protected characteristics will be subject to a full equality impact assessment including appropriate consultation.

Is there a need for more favourable treatment to achieve equal outcomes? (Disability only)

The process of developing the Corporate Plan and the Annual Delivery Plan has sought to be inclusive of all groups and individuals who live in, work in or visit the Vale. It should not be necessary for any groups to be treated more favourably in order to achieve equal outcomes from the Plans.

In promoting, engaging and consulting on the draft plan however, the Council has sought to ensure that measures have been taken to enable as many people as possible to be involved despite the changing Welsh Government COVID-19 regulations impacting on the usual consultation and engagement methods. Work to ensure Council's work is accessible in future is emphasised under Objective 1 action 1 within the Annual Delivery Plan to 'Involve, engage and consult our residents and other stakeholders including the voluntary sector and town and community councils in redesigning services, ensuring that those who are seldom heard have the opportunity to be involved.'

Will the impact be positive, negative or neutral?

Explain this for each of the relevant protected characteristics as identified above.

Equality Impact Assessment

In delivering the Corporate Plan and Annual Delivery Plan, the Council will seek to improve well-being for all residents, workers and visitors across the Vale of Glamorgan. There should be no negative implications arising for any individuals or groups in the Vale as a result of the implementation of the Plans.

As has been set out in the previous sections of this impact assessment, the Council has sought to ensure that a diverse a range of people as possible have been given the opportunity to feed into, shape and influence the both the draft and final versions of the Plans with further consultation on the draft Annual Delivery Plan carried out over December and January 2021. This process has involved a range of different individuals with protected characteristics. How the Plans might impact upon these different groups has been outlined in the previous sections. In implementing the Plans, the Council will seek to continue the conversations that have been started with the groups and individuals that have been involved through consultation and engagement and will strive to specifically involve those with protected characteristics at every opportunity.

8. [Monitoring ongoing impact](#)

Date you will monitor progress

Progress against the Annual Delivery Plan will be monitored through the aligned annual Service Plan actions and related performance indicator data to ensure the long-term actions outlined in the Corporate Plan are achieved. Performance will be monitored and reported on a quarterly basis. In addition to the quarterly reporting, the Vale of Glamorgan Council's Annual Report (Annual Improvement Plan Part 2 report) will be published in October each year highlighting the progress made against Corporate Plan actions in the previous year. The performance reports will outline areas of achievement, areas of slippage and actions that will be taken to overcome any delays to bring work back on track to achieve the actions outlined in the Plans. Each objective will be awarded a Red, Amber or Green status to easily show the progress made that quarter towards achieving the actions in the Plans. All quarterly performance reports are published on the Performance Management section of Council's website [here](#).

Measures that you will monitor

Each year a suite of local and national performance indicators will be identified, agreed and monitored on a quarterly basis to allow for further analysis on progress made towards key actions in the Plan. Where applicable performance indicators will be attributed a target for the quarter/year. The performance indicators will also be awarded a Red, Amber or Green status to show performance against their targets each quarter. For national indicators a national comparison can be made analysing the Vale's performance against all other Welsh Local Authorities. Performance will be reported to the relevant Scrutiny Committees and Cabinet. A definitions library that outlines all the agreed performance indicators for the year and their calculations is published on the Performance Management section of Council's website available [here](#).

Date you will review implemented proposal and its impact

Work to achieve the objectives and commitments set out in the Corporate Plan will be ongoing until April 2025 as these have been written to last the lifespan of the Plan. The commitments in the Corporate Plan will not be changed however our commitments in the

Equality Impact Assessment

Annual Delivery Plan will be amended on an annual basis based on ongoing self-assessment through quarterly and annual performance monitoring, service planning and ongoing engagement.

Performance and impact of the Corporate Plan, Annual Delivery Plan and Service Plans will be reviewed on a quarterly basis. A more in-depth review of progress and impact each year will be published every October as the Annual Report (Part 2 of the Improvement Plan). The Corporate Plan will last until April 2025 when the 2020-2025 Plan and its objectives and actions identified for the five-year period will be reviewed as part of the development process of the next Corporate Plan 2025-2030. All quarterly monitoring reports and Improvement Plan Parts 1 and 2 are published on the Council's website once approved by Cabinet and Full Council where applicable under the Achieving our Vision section [here](#).

9. Further action as a result of this equality impact assessment

Possible Outcomes	Say which applies
No major change	No major change applies
Adjust the policy	
Continue the policy	
Stop and remove the policy	

10. Outcomes and Actions

Recommend actions to senior management team

The content of the Annual Delivery Plan 2021/2022 will be relevant to all service areas across the Council. All staff should be made aware of the Plan and any direct actions they will contribute towards. This will in part be carried out through a communications campaign on the launch of the new Plan.

Outcome following formal consideration of proposal by senior management team

The Annual Delivery Plan 2021/22 will be finalised. All staff will be made aware of the new Plans and any actions they contribute towards. Progress will be reviewed on a quarterly basis.

Equality Impact Assessment

11. Important Note

Where you have identified impacts, you must detail this in your Cabinet report when seeking approval for your proposal.

12. Publication

Where will you publish your approved proposal and equality impact assessment?

The relevant webpages will be updated on the Vale of Glamorgan Council's website include:

The Annual Delivery Plan webpage -

https://www.valeofglamorgan.gov.uk/en/our_council/achieving_our_vision/Annual-Delivery-Plan.aspx

The Service Planning webpage –

https://www.valeofglamorgan.gov.uk/en/our_council/achieving_our_vision/Service-Plans.aspx

The Performance Monitoring webpage –

https://www.valeofglamorgan.gov.uk/en/our_council/achieving_our_vision/Performance-Management.aspx

The Improvement Plan Part 1 and 2 (Annual Report) webpage -

https://www.valeofglamorgan.gov.uk/en/our_council/achieving_our_vision/Improvement-Plan.aspx

In addition to being available online in both English and Welsh, hard copies of both the Corporate Plan and Annual Delivery Plan will be available in Council offices and public libraries throughout the Vale where possible.

In addition to anywhere you intend to publish your approved proposal and equality impact assessment, you must send a copy to Tim Greaves, Equality Co-ordinator, to publish on the equality pages of the Vale of Glamorgan website.

13. Authorisation

Approved by (name)	Tom Bowring
Job Title (senior manager)	Head of Policy and Business Transformation
Date of approval	18 February 2021
Date of review	Quarterly and annually