

Economy, Residents, Communities and Governance Scrutiny Committee

Meeting Venue
**Committee Room A - County Hall,
Llandrindod Wells, Powys**

Meeting Date
Monday, 13 January 2020

Meeting Time
2.00 pm



County Hall
Llandrindod Wells
Powys
LD1 5LG

For further information please contact
**Wyn Richards, Scrutiny Manager and
Head of Democratic Services**
wyn.richards@powys.gov.uk

07/01/2020

Mae croeso i chi siarad yn Gymraeg neu yn Saesneg yn y cyfarfod. Rhowch wybod pa iaith rydych am ei defnyddio erbyn hanner dydd, ddau ddiwrnod gwaith cyn y cyfarfod.

You are welcome to speak Welsh or English in the meeting. Please inform us of which language you wish to use by noon, two working days before the meeting.

AGENDA

1.	APOLOGIES
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To receive apologies for absence.

2.	MINUTES OF PREVIOUS MEETINGS
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To authorise the Chair to sign the minutes of the previous meeting(s) held as follows as a correct record:

25 November 2019

(Pages 3 - 8)

3.	DECLARATION OF PARTY WHIPS
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To receive disclosures of prohibited party whips which a Member has been given in relation to the meeting in accordance with Section 78(3) of the Local Government Measure 2011.

(NB: Members are reminded that under Section 78 Members having been given a prohibited party whip cannot vote on a matter before the Committee.)

4.	DISCLOSURES OF INTEREST
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Any disclose of interests by Members relating to items to be considered at the meeting.

5.	REVISED PROTOCOL FOR AUTHORISING MOTOR VEHICLE EVENTS AFFECTING FOOTPATHS, BRIDLEWAYS AND RESTRICTED BYWAYS UNDER S.33 ROAD TRAFFIC ACT 1988
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To undertake a pre-decision scrutiny of the draft Protocol for Motorsports Events. The report of the Portfolio Holder for Finance, Countryside and Transport is attached.

(Pages 9 - 46)

6.	WELSH LIBRARY STANDARDS REPORT
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To undertake a pre-decision scrutiny of the Welsh Library Standards Report. The report of the Portfolio Holder for Young People and Culture is attached.

(Pages 47 - 90)

7.	LDP WORKING GROUP - APPOINTMENT OF MEMBER AS AN OBSERVER
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County Councillor Phil Pritchard (who was the Committee's Observer Member on the Working Group) has been appointed by Montgomeryshire Members to replace County Councillor Heulwen Hulme, following her appointment to the Cabinet.

The Committee is asked to appoint a Member as the Observer on the LDP Working Group to replace Councillor Pritchard.

8.	WORKING GROUP RECOMMENDATIONS
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To receive the recommendations of the following Working Groups together with the responses of the Cabinet:

(i) Digital Powys Strategy – 20.11.2019

(Pages 91 - 92)

9.	SCRUTINY WORK PROGRAMME
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To receive a copy of the Scrutiny Forward Work Programme and to make any suggestions for items to be added or deleted for consideration by the Co-ordinating Committee.

(Pages 93 - 100)

MINUTES OF A MEETING OF THE ECONOMY, RESIDENTS, COMMUNITIES AND GOVERNANCE SCRUTINY COMMITTEE HELD AT COUNCIL CHAMBER, COUNTY HALL - COUNTY HALL ON MONDAY, 25 NOVEMBER 2019

PRESENT: County Councillor M J Dorrance (Chair)
County Councillors K W Curry, D O Evans, G Jones, I McIntosh and J Pugh

Officers: Gwilym Davies (Head of Property, Planning, and Public Protection),
Wyn Richards (Scrutiny Manager and Head of Democratic Services), Clive Jones
(Professional Lead - Trading Standards, Community Safety and Emergency Planning)
and Fay Smith (Community Safety Partnership Co-ordinator)

1.	APOLOGIES
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Apologies for absence were received from County Councillors L. George, J. Gibson-Watt, P. Pritchard, D. Selby, M. Barnes and from County Councillor J. Evans (Portfolio Holder for Economic Development, Housing and Regulatory Services)

2.	MINUTES OF PREVIOUS MEETINGS
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The Committee noted that an apology from County Councillor K. Curry had not been included in the minutes of the previous meeting.

Subject to the addition of Councillor Curry's apology, the Chair was authorised to sign the minutes of the previous meeting held on 14 October, 2019 as a correct record.

3.	DECLARATION OF PARTY WHIPS
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There were no declaration of party whips in accordance with Section 78(3) of the Local Government Measure 2011.

4.	DISCLOSURES OF INTEREST
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There were no disclosures of interest from Members relating to items to be considered at the meeting.

5.	CRIME AND DISORDER
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The Committee received the report of the Community Safety Partnership Co-ordinator. (Copy filed with signed minutes)

The Safer Communities Programme – The Welsh Government's Programme had been established in 2017 which was a vision for community safety in Wales and was supported by six key principles and 11 commitments. The programme was being taken forward by a multi-agency programme board with a number of workstreams. However little had come out of the programme to date which directly affected the Community Safety Partnership.

Commission for Justice in Wales Report – This was essentially about the devolution of criminal justice from Westminster to Welsh Government which was published in October 2019.

Question / Comment: Cautions for youngsters which was raised with the Police and Crime Commissioner previously – are there any changes proposed to reduce the number issued?

Response: These reports are more about strategic issues. The changes to the criminal justice system are very aspirational.

Question / Comment: Is there a way the Committee can make representations regarding cautions?

Response: The Committee was reminded that the election of the Police and Crime Commissioner would be held in 2020, so it was uncertain what could be achieved prior to that. The Community Safety Co-ordinator suggested that she and the Member prepared a submission to send to the Police and Crime Commissioner for consideration.

Question / Comment: The Council needs to promote a safe cycling campaign, similar to the “Be Seen” scheme, so that cyclists are visible and have correct lighting on bikes.

Response: All the Council can do is to advise and educate the public, as it cannot force individuals to comply.

Question / Comment: Why cannot the Council reuse the “Be Seen” campaign? What about Council staff? Could there not be a communications campaign for staff that cycle to work

Question / Comment: With the issue of substance misuse in schools, is there more the Council can do to deter people?

Response: Crime and disorder is not devolved in Wales, and action on substance misuse is dealt with as a public health issue. The Council has commissioned two organisations to deal with substance misuse (Kaleidoscope for Adults and Cais for Young People). Cais do go into schools along with Police schools liaison officers. The Community Safety Partnership is doing as much as it can in relation to preventative work. More work has also been going on especially due to “county lines”. The Partnership will consider doing more where there is a specific action that it can undertake.

Question / Comment: With regard to “county lines” and the Home Office’s Serious Crime Strategy, how effective is this?

Response: The strategy was launched this year. There is a regional group responsible for the strategy which is a multi agency group, and in addition there are local groups in the county. There are seven serious organised crime groups operating in Powys, but these are low level groups, as groups supplying drugs in Powys have been the subject of action by the police. Police action has also changed since Operation Regent with earlier action being taken. The success of Operation Regent was that the Police took a tactical approach which involved close liaison with other groups and agencies such as the Council. Serious crime is also not just relating to drugs but also about rogue traders

where Trading Standards would be involved e.g. sale of tobacco.

Question / Comment: Is the public health approach in Wales the right approach to dealing with serious organised crime relating to substance misuse? Is there evidence this is working?

Response: Public health is part of the approach but the economy also plays an important part as serious organised crime has an impact on the stability of communities. Travelling crime does have an impact on Powys. An internal audit review of enforcement action relating to serious organised crime is ongoing which is the responsibility of all enforcement teams in the Council.

Question / Comment: As today is White Ribbon day, what is being done to reduce offending?

Response: There is currently a lack of analytical capability to analyse data from agencies at present. The figures for violence against the person come from the police and it is difficult to drill down into this data. There are also no trends in relation to violence against the person, although the figure is increasing. In relation to domestic abuse and VAWDASV, there is a group operating under the Safeguarding Board which links to the Community Safety Partnership (CSP). However the CSP only has a part role to play in VAWDASV with other groups undertaking the remaining work.

Question / Comment: How does the Council fill in the gap in analytical analysis?

Response: This is a matter being pursued by the Police and Crime Commissioner in consultation with Welsh Government.

Question / Comment: The Probation Service is being reunified on Monday. What opportunities will come from this?

Response: The National Probation Service has always been engaged with the Community Safety Partnership. The Wales Community Rehabilitation Company has not been so engaged due to the level of offenders that they were dealing with. The reunification of the service was believed to be a positive move forward.

Question / Comment: Smart Water – is this still used? Are there still records available and does the police have access to these and use them to trace items which have been stolen?

Response: Yes smart water is still operational. A bid has been made to provide smart water to protect quad bikes under the rural crime initiative. However its use is not being promoted as much as it used to be. The police have access to ultra violet lights which is used with smart water but again it is not certain how much these are used. Whilst there are cheaper versions of smart water available on the internet, the Council could only promote the use of “smarter by design” products. It would be possible to speak to the police about how many instances of smart water recognition were used as part of prosecutions.

Question / Comment: ANPR (Automated Number Plate Recognition) Cameras – is there data on how successful these have been in terms of dealing with serious organised crime and car theft?

Response: This information is not known for general crime but would be known for serious organised crime which falls within the remit of the Community Safety Partnership. Under Crime and Disorder, ANPR cameras are accessible to other enforcement agencies such as Trading Standards when dealing with travelling criminality or individuals of interest.

Question / Comment: Quad bikes and trackers. There is an increased theft of quad bikes. However there is no difference in levels of insurance premiums whether the vehicle is fitted with a tracker or not. Can the Council work with insurance companies or others to encourage owners to buy and fit trackers.

Response: This will be raised with the rural crime group which includes representatives of farming unions to encourage owners to buy trackers.

Question / Comment: Can the Council encourage the use of trackers for other types of machinery / equipment on farms?

Response: Yes. The theft of quad bikes and farm machinery as well as livestock worrying and theft have seen increases in numbers recently and have been the subject of police action.

Outcomes:

- (i) **That the Community Safety Partnership Co-ordinator and Cllr J. Pugh prepare a submission to the Police and Crime Commissioner regarding reducing the number of cautions being handed out to young people.**
- (ii) **That the Community Safety Partnership Co-ordinator raise the promotion of the use of trackers on farm vehicles and equipment as well as the issue of insurance levels for quad bikes with / without trackers with the rural crime group**

6. PROSECUTION ENFORCEMENT POLICY

The Committee received the draft Prosecution Enforcement Policy for pre-Cabinet Scrutiny. (Copy filed with signed minutes)

This was an update to the policy which provided the framework for enforcement to ensure that the Council is fair and proportionate in its enforcement activity. It was confirmed that the policy would meet the National Enforcement Priorities for Wales, the Principles of Good Regulation and the golden rules for guidance on Regulation.

In addition, a separate policy on proceeds of crime has been included within the policy framework which is a standard policy used across the UK. The principles of enforcement is bringing people to compliance, making people trade well and stopping serious breaches.

Question / Comment: Whilst prosecutions are taken in the public interest, are they also based on cost effectiveness?

Response: The Council is under a duty to enforce legislation. The policy covers evidence and whether a case can be won. Operation Gleam was a landmark case and Powys have secured proceeds of crime monies of around £180k. However the Council does not just prosecute cases where it

can secure such monies, but it is about taking out criminal gangs and the money they have gained illegally.

Question / Comment: Is the Council spending excessive amounts of money on prosecutions?

Response: The Council has no choice but to pursue prosecutions in order to stop criminality. It also has to assess the level of criminality and there may be funding sources to assist the Council to undertake prosecutions and in other cases the Council may hand the case to others to take forward.

Question / Comment: Powys should not be footing the bill for large cases and we should seek to be working with partners.

Response: The Council does seek to use partners where possible.

Outcomes:

The Committee had no comment to make on the draft policy.

7. FOOD JUSTICE

The Committee noted the Motion which had been considered by the Council at its meeting on 11 July, 2019. The Committee was asked how to take the motion forward.

It was suggested that work would need to be undertaken to assess the extent of the issue in Powys and would need to involve partners in the third sector, food banks and community groups. The Working Group established to consider this issue should involve County Councillor Joy Jones who had been appointed by Full Council to be the lead member to deliver food justice in view of her role as Poverty Champion.

Outcomes:

- (i) That a Working Group be established comprising County Councillor M. Dorrance, J. Jones and 3 other Members to assess the scale of the food poverty issue in Powys.**
- (ii) That the Committee and non-scrutiny Members be canvassed for expressions of interest to join the Working Group.**

8. WORKING GROUP RECOMMENDATIONS

The Committee noted that there were no reports from Working Groups for consideration.

9. SCRUTINY WORK PROGRAMME

The Committee received a copy of the Scrutiny Forward Work Programme. (Copy filed with signed Minutes)

HOWPS Working Group – the Committee noted that the information required for consideration by the Working Group was delayed. The Chair agreed to raise this with the Corporate Director, Environment and Economy.

Y Gaer – The Committee expressed concern that the revised business case had not been considered by scrutiny prior to the agreement being completed. An updated position would be sought from the Head of Service.

Car Parking Charges Working Group – the Scrutiny Manager reported that information has been sought. Councillor I McIntosh who raised the issue originally agreed to contact the Head of Service to pursue this matter.

Outcomes:

- (i) HOWPS Working Group - Chair to raise this with the Corporate Director, Environment and Economy**
- (ii) Y Gaer - An updated position to be sought from the Head of Service**
- (iii) Car Parking Charges Working Group - Councillor I McIntosh to contact the Head of Service regarding the provision of information.**

County Councillor M J Dorrance (Chair)

CYNGOR SIR POWYS COUNTY COUNCIL.

CABINET EXECUTIVE
Monday, 13 January 2020

REPORT AUTHOR: County Councillor Aled Davies
Deputy Leader and Portfolio Holder for Finance,
Countryside and Transport

SUBJECT: Revised Protocol for authorising motor vehicle events
affecting footpaths, bridleways and restricted byways
under s.33 Road Traffic Act 1988

REPORT FOR: Decision

1. Summary

1.1 The Council recognises that motorsport events bring benefits to the local economy and that mid-Wales has a reputation as an excellent venue for hosting such events. These motorsport events will frequently need to utilise footpaths, bridleways and restricted byways as part of their routes.

1.2 The Council has a direct role in providing section 33 Road Traffic Act 1988 (s.33 RTA88) authorisations to motorsport events that cross or pass along public footpaths, bridleways and restricted byways. That includes authorisations for the parts of the Brecon Beacons National Park area that are within Powys.

1.3 In 2012 the Cabinet approved a protocol for the authorisation of motorsport events (Appendix 1). Issues have been raised by officers, members and the motor sport industry as to the effectiveness and operation of that protocol. It was agreed that there should be a review of the protocol, so as to safeguard the future of motor sports within the county, whilst at the same time ensuring statutory compliance. The concerns about the existing protocol relate to management of public safety during an event and the associated liabilities.

1.4 The purpose of this report is to recommend revisions to the protocol which address those issues raised. The revised protocol has been drafted following the receipt of independent legal advice and discussions with Welsh Government. There has been extensive consultation with the Motorsport UK, Auto Cycle Union (ACU) and the Land Access Recreation Association (LARA) as motorsport representatives.

1.5 Races and trials of speed are subject to a separate process under section 12(A) of the Road Traffic Act 1988. This allows for the making of 'motor race Orders.' In addition to a 'motor race Order', authorisation under section 33 of the Road Traffic Act 1988 will be required for these events, if

they affect a public footpath, bridleway or restricted byway. This protocol will apply to the section 33 authorisation aspect of a race or trial of speed. Any temporary closure that is needed for a race or trial of speed will be dealt with separately.

2. **Proposal**

- 2.1 A timetable and guidance note will be issued to guide prospective organisers in procedures for making their applications. An application form will be made available on the Council website (appendix 3.)
- 2.2 Organisers will need to comply with a number of requirements and procedures, as set out in appendix 4.
- 2.3 If authorisation is granted under section 33 of the Road Traffic Act 1988, in the majority of circumstances the Council will suspend public use of the public right(s) of way affected. However, the Council will exercise its discretion, as this may not always be necessary; an example would be where a public right of way is coincident with a county road that remains open for public use during an event, where drivers and pedestrians would normally expect to encounter each other. The public rights of way will be temporarily closed to the public under Section 14(2) Road Traffic Regulation Act 1984. This prevents other highway users from using the highway at the same time as the motorsport event.
- 2.4 There will be a stepped fee structure for these authorisations. The fee level will be determined by:
- The number of public rights of way impacted by the event; and
 - Whether the applicant undertakes to erect and remove the statutory notices.

These costs are set out in paragraph 2.4 below; the fees will be reviewed periodically and revised in the light of current costs.

2.5 Application fee if the **Council** erects and remove s.14 RTRA84 notices.

	s.14 Costs	s.33RTA Costs	Total Costs
Band One	£240	£30	£270
Band Two	£750	£30	£780

Application fee if the **Organisers** erect and remove s.14 RTRA84 notices.

	s.14 Costs	s.33RTA Costs	Total Costs
Band One	£50	£30	£80
Band Two	£117	£30	£147

Band One: Where no more than two public rights of way are affected.

Band Two: Where three or more public rights of way are affected.

- 2.6 The s.33 RTA88 authorisation will contain conditions (as set out in Appendix 3) that will be reviewed from time to time.
- 2.7 In the event of a breach of the conditions, then the following will apply:
- (i) A report will be made to Motorsport UK; or
 - (ii) In the event that Motorsport UK is not the authorising body, to the authorising body first and then to Motorsport UK if the issue is not satisfactorily resolved.
 - (iii) A report will be made to the Portfolio Holder, who will decide on the appropriate action or approach to future applications.

3. Options Considered / Available

3.1 The options are that:

One - The Council could choose not to review the current protocol relating to authorising motoring events under section 33 of the Road Traffic Act 1988. This option would not resolve the issues being brought forward by Officers and motorsport organisers, and it would not streamline and provide clarity on the processes involved; or

Two - The Council could review the protocol as described above.

4. Preferred Choice and Reasons

- 4.1 The preferred choice is Option Two as it provides a reasonable balance, to ensure that motorsport and motoring events are able to take place safely, whilst ensuring the Council is able to discharge its legal obligations when authorising events under section 33 of the Road Traffic Act 1988. There will be a 6-month grace period following the adoption of the new protocol, to allow event organisers time to plan for and implement the changes. The implementation date will be 6 months from the date of a Cabinet decision to adopt the protocol.
- 4.2 Queen's Counsel advice was sought in relation to these proposals. It should be noted that the Queen's Counsel (QC) advised that temporary closure of the affected public rights of way could be achieved under either section 16(A) or section 14(2) of the Road Traffic Regulation Act 1984. The QC expressed a preference for use of s.16(A) closures, but did not advise against use of closures under section 14(2.) The proposal to use section 14(2) has been fully considered and is supported by the Solicitor to the Council.
- 4.3 The Queen's Counsel also advised that there should be evidence that the event is "properly authorised" by Motorsport UK, before authorisation could be issued under section 33 of the Road Traffic Act 1988. As this raised significant concerns with event organisers, it is instead proposed that a condition of consent is put in place, whereby the onus is on event

organisers to provide “route authorisation” either before the event, or within three working days after the event. This approach has been fully considered and is supported by the Solicitor to the Council.

5. Impact Assessment

- 5.1 Is an impact assessment required? Yes
- 5.2 If yes is it attached? Yes

6. Corporate Improvement Plan

- 6.1 Motoring events that require section 33 of the Road Traffic Act 1988 authorisation can have local, regional or international importance, providing a direct link to developing a vibrant economy.

Use of public rights of way also has a link to developing a vibrant economy, through tourism and contributes to improved physical and mental wellbeing. The protocol aims to reach a balance between allowing motorsport events to be managed effectively, and ensuring that users of the public rights of way network have safe alternative routes to follow during an event.

7. Local Member(s)

- 7.1 This report covers the whole county.

8. Other Front Line Services

Does the recommendation impact on other services run by the Council or on behalf of the Council?

Yes – This impacts on the Highways, Transport and Recycling service due to the crossover with the Motor Race Orders process. The Traffic and Travel Manager has been consulted and no concerns have been raised.

9. Communications

Have Communications seen a copy of this report? Yes

Have they made a comment? Yes - Communications comment: The report is of public interest and requires proactive communications action to publicise the recommendation/decision.

10. Support Services (Legal, Finance, Corporate Property, HR, ICT, Business Services)

- 10.1 Legal:
The recommendation can be supported from a legal point of view.

10.2 Finance:

The Finance Business Partner notes the contents of the report and confirms that the proposal does not have any direct budgetary implications and may be reviewed accordingly.

10.4 HR:

There is unlikely to be any foreseeable impact on employees of the council based on the report. However, any changes to terms or conditions that may subsequently occur would be managed through the appropriate employment policies of the council.

11. Scrutiny

To be completed by the report author

Has this report been scrutinised? Yes / No?

If Yes what version or date of report has been scrutinised?

Please insert the comments.

What changes have been made since the date of Scrutiny and explain why Scrutiny recommendations have been accepted or rejected?

12. Data Protection

12.1 The comments of the Data Protection Officer are that:

The personal data of applicants and respondents will be processed to deliver the proposed service, and as such appropriate notices and documentation will be developed to ensure compliance with data protection legislation.

13. Statutory Officers

(The views of both the Strategic Director Resources (Section 151 Officer) and the Monitoring Officer **must** be set out below)

13.1 The Head of Legal and Democratic Services (Monitoring Officer) has commented as follows: “ I note the legal comment and have nothing to add to the report”.

14. Members’ Interests

The Monitoring Officer is not aware of any specific interests that may arise in relation to this report. If Members have an interest they should declare it at the start of the meeting and complete the relevant notification form.

Recommendation:	Reason for Recommendation:
1. That the revised Protocol and Guidance as set out in Appendices 3 and 4 of the Report are approved and to be put into effect on or before 31 st July 2020 2. That the fees set out in paragraph 2.5 are approved. 3. That the further arrangements set out in paragraphs 2.7 and 2.8 of the report are approved.	To safeguard the future of motor sports within the county, whilst at the same time ensuring statutory compliance and managing public safety during an event.

Relevant Policy (ies):			
Within Policy:	N	Within Budget:	Y

Relevant Local Member(s):	(Countywide)
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Person(s) To Implement Decision:	Countryside Services and Outdoor Recreation team
Date By When Decision To Be Implemented:	Within 6 months of Cabinet decision

Is a review of the impact of the decision required?	Y
If yes, date of review	December 2020
Person responsible for the review	Sian Barnes
Date review to be presented to Portfolio Holder/ Cabinet for information or further action	11th February 2021

Contact Officer:	Sian Barnes, Acting Professional Lead, Countryside Access and Recreation
Tel:	01597 827595
Email:	sian.barnes@powys.gov.uk

Background Papers used to prepare Report:

- Appendix 1 – Cabinet report 17th April 2012, Protocol for authorising motor vehicle events affecting footpaths, bridleways and restricted byways.
- Appendix 2 – Application form for authorisation under section 33 Road Traffic Act 1988
- Appendix 3 – Conditions of consent
- Appendix 4 – Requirements and procedures for seeking section 33 consent
- Appendix 5 – Summary of responses to consultation with path user groups and motorsport organisations and representatives
- Appendix 6 – Impact Assessment

CYNGOR SIR POWYS COUNTY COUNCIL

CABINET REPORT
17th April 2012

REPORT AUTHOR: County Councillor Wynne Jones
Portfolio Holder for Leisure and Recreation

SUBJECT: Protocol for authorising motor vehicle events affecting
footpaths, bridleways and restricted byways

REPORT FOR: Decision

Summary

The County Council has a direct role in giving authorisation to those motor vehicle events which may cross or pass along public footpaths, bridleways and restricted byways. The law relating to such 'authorisations' is less than satisfactorily set-out in the legislation, as to how the Council is meant to perform its duties in considering and providing such authorisations.

In addition to interpreting the legislation specifically dealing with this issue, namely the Road Traffic Act 1988 (RTA 1988), other legislation also has a direct bearing on how authorisations are managed and conditions applied, namely the duty to conserve biodiversity under the Natural Environment and Rural Communities (NERC) Act 2006 and duty to safeguard the authority and public in discharging its duties under the Health & Safety at Work Act 1974 and in meeting the Council's duty to 'assert and protect the rights of the public' under the Highways Act 1980.

As a central theme within the Powys Change Plan, the Council is committed to supporting projects which drive Regeneration of the local economy within Powys. It is recognised that events affected by the paper can contribute significantly to this work, and in particular the larger national and international events with major stages in Powys and Mid Wales.

A trial of speed and races represent events where competitors compete with one another, as quickly as possible to complete a circuit or route. In the majority of applications received however, applications are for 'trials of average speed', where competitors are not required to complete a course in the fastest times but to do so within defined time controls, and these events are determined to be lawful by the Motor Sports Association. However, in some case the applications are less than clear as to the nature of the proposed event.

It is the duty of the County Council to ensure that for any event, where it affects a footpath, bridleway or restricted byway, that assessments and measures are put into place by the event organiser that fully safeguard the use of these public rights of way. It is intended that conditions regarding health and safety and safeguarding the local biodiversity are made explicitly clear in the authorisation of an event.

Where a motor sport event does not intersect with any public rights of way, the organiser has no need to seek a s.33 TRA authorisation from the County Council.

In setting out safe methods of work, the Council already expect that adequate control measures are put in place to safeguard rights of way users. This may include appropriate signage or marshalling. Concerns over signage are outstanding and representations should be made to the Governing bodies to improve and agree suitable wording.

Organisers are also required to put right any damage to the highway resulting from an event.

In order to ensure that local rights of way and local biodiversity interests are being fully safeguarded, random event monitoring will take place. Event organisers will be asked for copies of their Risk Assessments and evidence of appropriate mitigation measures.

Whilst s.16A of the Road Traffic Regulations Act 1984 does provide measures for a road to be closed by either the secretary of state or County Council, this does not represent an easy or affordable way to manage this issue.

In addition to safeguarding the public who may use local rights of way, the NERC Act requires the Council to formally consider how its actions affect wildlife. The NERC Act, Wildlife & Countryside Act 1981, and Habitats & Species Regulations 2010 also specifically protect a range of habitats and species, which the Council has a duty to ensure are not threatened by its actions. To this end, organisers will need to consult with the Countryside Council for Wales to identify areas of concern and agree ways to safeguard them.

Conditions will be set-out in authorisation letters, which will require full consultation having taken place with the CCW, that any areas of concern which relate to protected species or habitats have been discussed, mitigation measures agreed and put in place on the day/s of the event. Conditions will in each case require that any event organiser adheres to the advice and requirements for management of events as set out in either the Motor Sports Association (MSA) or Auto Cycle Union (ACU) handbooks.

To support the conditions, guidance notes will be produced which will advise organisers of their biodiversity responsibilities. Guidance will also include contact details in relation to the protection of ancient monuments (see Appendix 1).

Whilst not considered to be a routine occurrence, where an application crosses or is close to land designated as an Site of Special Scientific Interest (SSSI), or EU designated Special Protection Area (SPA) or Special Area for Conservation (SAC), the Council must consult with the CCW, and where required to do so will request additional information from applicants. This might include ecological assessments and proposed mitigation measures. Any measures required by the CCW as management or mitigation will be set-out as conditions in any authorisation.

Where a SSSI is directly affected by an application, Schedule 2, Part 4, Class B.1(c)(i) Town and Country Planning (General Permitted Development Order) 1995 also requires that planning permission would be required to allow an event to take place, which would separately involve full consultation with the CCW.

Applicant guidance will set out the need to undertake prior consultation with the CCW to ensure such issues are identified and fully discussed prior to any application being made to the Council.

In cases of EU designations, the Council is also required to ensure that an 'appropriate assessment' is undertaken of the assessments and mitigation measures provided by the

applicant, and these will be provided to the CCW, who will need to provide consents before any authorisation can take place.

In circumstances such as these, applicant guidance will set-out that adequate time is set-aside to allow consultation, assessment and mitigation issues to be properly considered prior to submitting an application and before any determination can take place.

Proposal

That suitable procedures will be put in place, alongside clear conditions to safeguard biodiversity and the public using local rights of way, supported by guidance notes.

The approach set out acknowledges the economic opportunities that such events bring to the area, but also seeks to balance the needs to secure public safety and biodiversity.

The County Council formally supports the Countryside Service in taking a pragmatic approach when managing and giving authorisations which ensures that the Council complies with its statutory obligations and that the public interests and those of the Council are safeguarded as far as is reasonably practicable.

Where a breach of condition is found, a report to the Council's Cabinet will follow.

Powys Change Plan

Regeneration is a central theme in the PCP, and this approach will continue to support this, whilst securing public safety and biodiversity interests.

The proposal supports the delivery of One Powys, notably 'People in Powys benefit from a thriving diverse economy' for which would be a deliverable under the regeneration strategy.

Options Considered/Available

Proposal

- A. Applications under s.33 Road Traffic Act 1988 for a race or trial of speed will be refused.
- B. Applications under s.33 Road Traffic Act 1988 for average trial of speed or other events which are not trials of speed or races will be approved subject to the following –
 - (i) Full compliance with the protocol (Appendix 1) as attached.
 - (ii) That organisers comply with guidance as set out in the current Motor Sport Association or Auto Cycle Union handbooks, including signage.
 - (iii) Applicants who are not members of either governing body will be expected to follow guidance as set out by MSA or ACU, as relevant for their event.
 - (iv) If MSA/ACU signage is not used, personalised signage must be agreed by the County Council in advance of the event.
 - (v) That in authorising an application, the Council will issue a letter containing conditions which the authority think fit (section 33 RTA 1988), which will specifically require compliance with guidance on Health and Safety, and Biodiversity.
 - (vi) That full prior consultation will have taken place between an applicant and the CCW where the event may affect a SSSI or EU designated conservation site, with additional consultation taking place between the Council and the CCW upon receipt of such an application.

- (vii) The Council being satisfied that it is not likely to have a significant effect on a European site or having ascertained, following an appropriate assessment, that it will not adversely affect the integrity of a European site.
- (viii) The Council will carry out monitoring on a random basis and without notice, to ensure that any conditions are adhered to and that where events are found to be in serious breach –
 - (a) a report will be made to the ACU/MSA as appropriate.
 - (b) a report will be made to the County Council Cabinet, who will decide upon appropriate sanctions or approach to future applications.
- (ix) A timetable will be issued to guide prospective organisers in procedures for making their applications.
- (x) On receipt of an application, the Council will endeavour to determine an application within 4 weeks. In the event of failure to meet this deadline, the applicant will be advised of the reasons.

Proposal 2

To make representations to the ACU and MSA on improvements to national signage, to ensure that any signage advises the public on an event, but also ensures that wording is neither false or misleading, nor seeking to directly deter legitimate use of a public right of way.

Preferred Choice and Reasons

It is recommended that Proposal 1 and 2 are adopted as protocol. These provide for simple but clear expectations upon event organisers to meet their statutory and civil duties in safeguarding the public and biodiversity.

Sustainability and Environmental Issues/Equalities/Crime and Disorder/Welsh Language/Other Policies etc

Powys County Council has signed up to the Welsh Government's Sustainability Charter committing the Authority to make sustainable development its central organising principle. A sustainable future for Wales includes a commitment '*to support healthy, biologically diverse and productive ecosystems, by actively recognising and supporting our environmental assets including land, water and biodiversity*'. This proposal mirrors recommendations in the accompanying guidance document for embedding sustainability across the organisation. This further adds to the duty under the NERC Act 2006 and Wildlife & Countryside Act 1981 (as amended) which requires the Council to consider biodiversity in exercising its functions and in safeguarding protected species and habitats.

The proposal would not impact upon Welsh language, Equalities or Crime and Disorder policies.

Children and Young People's Impact Statement - Safeguarding and Wellbeing

The proposal would not impact on securing the safety and protection of children and young people and supporting the promotion of their wellbeing.

Local Member(s) N/A

Other Front Line Services

If the event runs through a Special Site of Scientific Interest, then planning permission is required under Schedule 2, Part 4, Class B.1(c)(i) Town and Country Planning (General Permitted Development Order) 1995. It states within this section that development is not permitted if the land is, or is within, a site of special scientific interest and the use of the land is for motor sports.

Alan Southerby comments: 'There are no specific comments from the Development Management team that deals with planning applications other than to confirm that in the event of a planning application being submitted, this would be processed in the normal way giving any interested parties the opportunity to comment and make representations before any final decision is taken.'

Support Services (Legal, Finance, HR, ICT, BPU)

Finance - The Principal Accountant for Community, Skills and Learning comments that each application made under s.33 RTA1988 is already subject to a fee of £100.

The proposal does not have any direct budgetary implications and may be reviewed accordingly.

Legal - The comments of the Principal Solicitor (Shire) have been incorporated in the report.

Local Service Board/Partnerships/Stakeholders etc

Although the Countryside Council for Wales and the Brecon Beacons National Park Authority are Local Service Board Members, they are already included in consultations and this report does not affect their interests as LSB members.

Communications

Proactive news release required following decision taken by Cabinet.

Statutory Officers

The Strategic Director, Law & Governance (Monitoring Officer) comments "I am content with the report."

Recommendation:	Reason for Recommendation:
To approve Proposals 1 & 2 as set out	Safeguard Authority position and officer interests and role

Relevant Policy (ies):	
Within Policy:	Y
Within Budget:	Y


Relevant Local Member(s):	None
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Person(s) To Implement Decision:	Chris Jones
Date By When Decision To Be Implemented:	Immediate effect

Contact Officer Name:	Tel:	Fax:	Email:
Stuart Mackintosh	01597 827583	01597 827555	Stuart.mackintodh@powys.gov.uk

Background Papers used to prepare Report:

1. *Guidance for Public Authorities on Implementing the Biodiversity Duty* (2007) Department for Environment, Food and Rural Affairs.
2. Background legislation (extracts from the Road Traffic Act 1988 (s.12,13 and 33))
3. Appendix 1 - Guidance Note: Conservation of Wildlife And Heritage

APPENDIX 2 APPLICATION FOR AUTHORISATION UNDER SECTION 33 OF THE ROAD TRAFFIC ACT 1988 TO CONDUCT A TRIAL OF MOTOR VEHICLES ON A FOOTPATH, BRIDLEWAY OR RESTRICTED BYWAY.																	
Name of event:																	
Location of event:																	
Event start date:		Event finish date:															
Name of applicant:																	
Contact details: (e-mail preferred)																	
<table border="1"> <thead> <tr> <th>PLEASE SUPPLY</th> <th>Please Tick</th> </tr> </thead> <tbody> <tr> <td>1 copy of an Ordnance Survey map scaled 1:25,000, showing locations of footpaths, bridleways and restricted byways.</td> <td></td> </tr> <tr> <td>1 fee (as appropriate)</td> <td></td> </tr> <tr> <td>1 copy of landowner and occupier consent(s) cross referencing where they relate to a footpath, bridleway or restricted byway.</td> <td></td> </tr> <tr> <td>1 copy of Natural Resources Wales response. All details of necessary mitigation <i>affecting a footpath, bridleway or restricted byway</i> required to safeguard a SSSI, SAC or SPA to be provided <i>(if applicable)</i>.</td> <td></td> </tr> <tr> <td>1 copy of MSA route authorisation under the Motor Vehicle (Competition and Trials) Regulations 1969 (as amended) <i>(or to be provided no more than 3 working days after the event)</i>.</td> <td></td> </tr> <tr> <td>1 completed application for closing a Footpath, Bridleway or Restricted byway.</td> <td></td> </tr> </tbody> </table>				PLEASE SUPPLY	Please Tick	1 copy of an Ordnance Survey map scaled 1:25,000, showing locations of footpaths, bridleways and restricted byways.		1 fee (as appropriate)		1 copy of landowner and occupier consent(s) cross referencing where they relate to a footpath, bridleway or restricted byway.		1 copy of Natural Resources Wales response. All details of necessary mitigation <i>affecting a footpath, bridleway or restricted byway</i> required to safeguard a SSSI, SAC or SPA to be provided <i>(if applicable)</i> .		1 copy of MSA route authorisation under the Motor Vehicle (Competition and Trials) Regulations 1969 (as amended) <i>(or to be provided no more than 3 working days after the event)</i> .		1 completed application for closing a Footpath, Bridleway or Restricted byway.	
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1 completed application for closing a Footpath, Bridleway or Restricted byway.																	
Please return this form to: Countryside Services and Outdoor Recreation, Powys County Council, The Gwalia, Ithon Road, Llandrindod Wells, Powys, LD1 6AA or rights.of.way@powys.gov.uk																	
APPLICATION FORM WILL BE RETURNED IF ANY MANDATORY INFORMATION IS NOT SUPPLIED. APPLICATION MAY BE REFUSED IF SUPPLIED LESS THAN TWO MONTHS BEFORE THE EVENT.																	

Undertaking

That the event being authorised under s.33 Road Traffic Act 1988 is authorised and held in accordance under the Motor Vehicle (Competition and Trials) Regulations 1969 (as amended).

That I hereby agree to place and remove the legal notices to close any footpath, bridleway or restricted byway should I agree to undertake this work and pay the appropriate fee.

Signed: Dated:

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Section 33 Road Traffic Act 1988

The organiser is reminded that the event must have a route authorisation from the Royal Automobile Club Motor Sports Association for this authorisation to be effective.

Whereas an application has been made to Powys County Council for an authorisation to the holding of a trial on a public footpath, bridleway or restricted byway involving the use of motor vehicles under the Motor Vehicles (Competitions and Trials) Regulations 1969. The Council has been assured by the organiser/s that the consent in writing has been given by all of the owners and occupiers of land over which that length of footpath, bridleway or restricted byway runs, and **the trial is not a race or a trial of speed** consent is hereby granted subject to such conditions as are specified hereunder:-

**On behalf of
Powys County Council**

CONDITIONS

1. The Council will be indemnified by the organisers against any claims or damages that may arise in consequence of the granting of this authorisation and the organisers shall have in place a suitable policy indemnifying the authority to a minimum sum as required by the Royal Automobile Club Motor Sports Association Limited.
2. The Royal Automobile Club Motor Sports Association Limited has authorised the event, and it complies with the Motor Vehicle (Competition and Trials) Regulations 1969 (as amended). That the route authorisation and documentation has been provided to the Council before the event, or at least three working days after the event.
3. Any damage to the public highway caused in consequence of the holding of the event will be met or made good to the satisfaction of the Council.
4. Organisers must have in place appropriate risk assessments to ensure public safety is maintained.
5.
 - a) That appropriate Motorsport UK signs are placed at junctions of footpaths, bridleways and restricted byways in addition to any legal notices where public traffic has been suspended under s.14 Road Traffic Regulation Act 1984.
 - b) If Motorsport UK /ACU approved signage is not used, personalised signage must be agreed by the Council in advance of the event.
6. That consent in writing by all landowners and occupiers where the event coincides with footpaths, bridleways and restricted byways has been provided to the Council by the event organiser/applicant.
7. That where any part of an event takes place on land on or within a Special Site of Scientific Interest, planning consent has been granted by the Council or Brecon Beacons National Park (as applicable) as required under The Town and Country Planning (General Permitted Development) Order 1995.

8. That appropriate consultation with the Natural Resources Wales (NRW) has been undertaken prior to the event. Further, that any response by NRW has been provided to the Council.
9. That the event does not adversely affect a Special Site of Scientific Interest, a Special Area of Conservation, Special Protection Area or notifiable species and that any agreed mitigation measures are implemented.
10. That the event is compliant with the protection afforded to species cited in the Wildlife and Countryside Act 1981 (as amended), the Conservation of Species and Habitats 2010 (as amended) and the Protection of Badgers Act 1992, and there is no adverse impact on any species or habitat listed by the Welsh Government under s.42 Natural Environment and Rural Communities Act 2006.
11. That the Council may randomly monitor events to ensure that conditions for the event are being complied with.
12. Any debris, litter or waymarking shall be removed within 48 hours after the event, but in the event of extreme weather then contact the Council.
13. Details of any complaint, damage or claims are notified promptly in writing by the organisers to the Council and the results of investigations which the organisers have undertaken to be made available to the Council.

Title or Description of Event:

Date of event:

Authorised by:

Date Issued:

Appendix 4 – Requirements and procedures for seeking authorisation for motorsport events under section 33 of the Road Traffic Act 1988:

Organisers of motorsport events are required to use the application form on the Council's website, when applying to Powys County Council for consent under section 33 of the Road Traffic Act 1988.

The following requirements apply:

1. An application for authorisation must be made at least 8 weeks in advance of the event. Application forms will be acknowledged within 5 working days of receipt.
2. On receipt of a duly made application, the Council will endeavour to determine an application within 5 weeks.
3. To be duly made, an application must be accompanied by all of the following:
 - a. A clear Ordnance Survey plan (or equivalent.) Ordinarily, this must be to a scale no greater than 1:25,000. If the organiser wishes to provide a plan of a smaller scale e.g. 1:50,000, they must contact the Council in advance of submitting an application and explain their reasoning for proposing this. If this is considered acceptable, the Council will agree an alternative scale in writing. The route must be accurately and clearly drawn on the map with the location of footpaths, bridleways and restricted byways annotated. Electronic or hard copy formats will be accepted if legible.
 - b. Landowner and occupier consent in writing, which must be cross-referenced with the route map.
 - c. Payment for the appropriate fee.

If any of these items are not included, or there is a lack of clarity e.g. in relation to the way in which the route is drawn on the map, then the application will be returned within 5 working days of receipt without being processed. The organiser's attention will be drawn to any such problems so that they can be rectified.

4. A copy of the Motorsport UK route authorisation under the 1969 Regulations shall be included with every application, or provided to the Council within three working days after the event.
5. Organisers must fully comply with the Motor Vehicle (Competition and Trials) Regulations 1969 (as amended) unless authorised as a race or trial of speed under the 2018 Regulations. The regulations are interpreted within guidance as set out in the current Motorsport UK or ACU handbooks. Where there is conflict, the 1969 Regulations will take precedence.
6. Organisers are encouraged to consult Natural Resources Wales prior to making an application for authorisation under section 33 of the Road Traffic Act 1988. The Council is obliged to consult Natural Resources Wales when considering these applications. If a response from NRW is included with the application, together with details of any mitigation measures suggested by them, this will

allow the Council to process the application more quickly. The section 33 authorisation will include a condition to deliver protected site protection measures as agreed, and any mitigation suggested by the NRW at the Council's discretion.

7. If Motorsport UK/ACU signage (or similar) is not used, personalised signage must be agreed by the Council in advance of the event.
8. Where a footpath, bridleway or restricted byway proposed to be used by an event is on, or within land that is a SSSI, planning permission will be required under Schedule 2, Part 4, Class B.1(c)(i) B2 Town and Country Planning (General Permitted Development Order) 1995.
9. Where an event route lies in whole or in part in a National Park, the event organiser must consult with the National Park Authority, as required under section 10(3) of The Motor Vehicles (Competition and Trials) Regulations 1969.

Appendix 5 - Revised protocol for authorisation of motorsport events under section 33 of the Road Traffic Act 1988
Summary of responses to consultation with path user groups and motorsport organisations and representatives

Comments made by consultee:	Officer response:
<p>We consider use of public rights of way to stage motorsport to be generally detrimental to the health and wellbeing of the legitimate users of public rights of way through inconvenient suspension of rights, commonly at a time those users would want access to the rights of way and, too frequently, damage to surfaces or the need to 'improve' surfaces which makes bridleways and byways less safe for equestrians in particular and may change the character of the way completely. When the damage is done is too late.</p>	<p>It is recognised that both motorsport events and outdoor recreation tourism bring benefits to the local economy of mid-Wales. Given this, a balance must be met between the need for correct authorisation of motorsport events and any detrimental impact on the public rights of way network. The revised protocol aims to achieve that in a number of ways.</p>
<p>Non-motorised users are severely compromised in their wish to travel without pollution but with scant provision for active travel away from motorised traffic. The lack of available routes free from motor traffic reduces every year at the same time as the danger to vulnerable road users increases on roads where enforcement of considerate and safe driving is neglected by lack of police force and penalty.</p>	<p>Currently, public rights of way are not suspended for the duration of a motorsport event. Whilst this allows continued public access, it is likely that being in close proximity to a motorsport event will render the experience less enjoyable for at least some path users. Under the revised protocol, when an application is made for a temporary closure affected paths, consideration must be given to provision of an alternative route. This will allow the Council to work more pro-actively with event organisers to identify suitable, off-road alternative routes that are impacted much less by the event, to ensure continued and enjoyable public access.</p>
<p>We consider that taking public rights of way from non-motorised users to deliver motorsport, which is severely environmentally damaging, is contrary to the position we would expect Powys to be taking on reducing environmental impact and encouraging provision for active travel on foot, horse, cycle and horse-drawn carriage.</p>	<p>Under the revised protocol, motorsport event organisers would be encouraged to consult Natural Resources Wales at a much earlier stage than is currently the case. This will allow sufficient time for appropriate mitigation against environmental impacts to be identified and implemented, well in advance of the event.</p>
<p>XXXX is against motorsport on byways and bridleways and would urge Powys County Council to create a protocol which</p>	<p>In practice, there are likely to be few locations where a public right of way needs to be closed more than once per year for a</p>

<p>discourages it. Should this not be considered possible, mitigation would be from:</p> <ol style="list-style-type: none"> 1. No bridleway or byway to be closed more than one day per year 2. No bridleway or byway to be used for motorsport if it could result in damage to the surface or change in the character of the way. 	<p>motorsport event. However, on the small number of sites where it is known that events take place more than once per year, the Council will work with event organisers to identify more permanent solutions to mitigate against inconvenience.</p> <p>A requirement to meet the costs of any damage that the event may cause to the surface of public rights of way is highlighted in the event authorisation form (appendix 3, point 3.)</p>
<p>There is a requirement under section 10(3) of The Motor Vehicles (Competition and Trials) Regulations 1969 to consult with a National Park Authority where the route lies in whole or in part in a National Park. There is nothing in the application form or in the conditions about this.</p>	<p>A reminder to organisers has been added to the notes about the procedures and requirements.</p>
<p>[1.3] Last sentence, make it ‘the council’s concerns ...’</p> <p>[2.1] “<i>A timetable and guidance note will be issued to guide prospective organisers in procedures for making their applications. An application form will be made available on the Council website (Appendix 3.)</i>” This should agree and specify sufficient lead-time to cope with holidays, communication glitches, etc.</p> <p>[2.3] “<i>If authorisation is granted under section 33 of the Road Traffic Act 1988, the Council will suspend public use of the public right(s) of way affected.</i>” Blanket closure goes against our view and policy. We ask that “will suspend ...” is changed to “may suspend ...” and that will do, if actioned in accordance with protocols to be agreed.</p> <p>[2.6(i)] Breach of a s.33 condition would be better first referred to the event permitting body. Otherwise Motorsport UK is going to have to be the investigative and enforcement authority for,</p>	<p>The concerns are not limited to being those of the Council only.</p> <p>The 8-week period specified is considered sufficient, as long as event organisers provide all of the specified information with the initial application. Event organisers are invited to contact the Council at the earliest possible opportunity, but 8 weeks is considered the minimum period needed to ensure that the application is processed in advance of the event date.</p> <p>This has been amended; the usual position will be that public rights of way are suspended, but the Council will apply discretion and local knowledge to decide where that is not the most appropriate course of action for an individual path.</p> <p>This has been amended so that where Motorsport UK is not the event permitting body, the breach would first be reported to the permitting body for resolution.</p>

e.g., ACU events. Suggest – make the process two stage, with MotorsportUK stepping in only if there is no parent body resolution.

[4.1] “*There will be a 6-month grace period following the adoption of the new protocol, to allow event organisers time to plan for and implement the changes.*” We ask that this recommendation to the portfolio holder should include a ‘commencement date’ (to be agreed) and add a reference to ‘transitional provisions’ for already-fixed events inside the 12 months from commencement.

Powys’ Appendix 2 (and 4). These refer to 1:25,000 OS Plans. Motorsport UK route authorisation uses 1:50,000, and therefore asking for 1:25,000 is unreasonable. Suggest caveat the use of 1:50,000 with something like “sufficient to identify” or similar wording.

Powys’ Appendix 3. Head statement: “*The organiser is reminded that the event must have been authorised by the Royal Automobile Club Motor Sports Association for this*

The revised protocol would apply to applications for authorisation that are received after the commencement date, so no transitional period should be needed for those received or authorised at an earlier date. However, event organisers are encouraged to ensure that all required information is included with applications submitted in the interim, to ensure that the application can be considered in good time for the event.

The plan supplied with an application must contain sufficient detail for officers to be able to identify individual public rights of way affected. That includes enough detail to be clear about any significant points on the route e.g. start and finish areas. On the basis of past experience, whilst a plan at 1:50,000 scale may be sufficient for the purpose of Motorsport UK authorisation, it may not always provide the detail needed by officers for authorisation under section 33. The procedure notes have been amended so that the general requirement is that the plan be at no less than 1:25,000 and Ordnance Survey based; if an organiser has good reason for providing a plan of a different scale, they must contact the Council in advance of submitting an application to explain this. Officers can then consider their request and decide whether an alternative scale would be appropriate; if so, that will be agreed in writing.

This has been amended.

<p><i>authorisation to be effective.</i>” That may be read in the context of ‘permitting’ an event. Use the term ‘route authorisation’ in the context of the Motorsport UK authorisation process.</p> <p>There should be a review after say 18 months of operation.</p> <p>The protocol should state an ‘annual repeat’ process for carrying-over applications for the same event, year-on-year. This will save a lot of administration time for all concerned.</p>	<p>If matters arise that suggest that significant changes to the protocol are required, then a review will be carried out. However, it is not considered necessary to specify a review period at this stage.</p> <p>It is recognised that there will be some information that can be resubmitted in consecutive years by the organiser to save administration e.g. route plans, if unchanged. However, the extent of carry-over is likely to be limited, in practice. As a minimum, new landowner consents would be required every year for every event, as the Council must be content that each affected landowner’s consent is still forthcoming. Natural Resources Wales would also need to be consulted each year.</p>
<p>Our concern with the new protocol is on club events that closing every path used / crossed is simply not necessary as the rights of way are unused or even unusable</p>	<p>As noted above, the revised protocol has been amended to allow an element of discretion. However, the fact that a path is not perceived to be in use, or is obstructed, does not remove the rights of the public to try to use the path and so come into contact with the event, with the attendant risks and liabilities. As such, these paths will not automatically be exempted from the need for a temporary closure during a motorsport event.</p>
<p>I know little about the legislation referred to in the paperwork but I am surprised by the decision not to follow the advice given by a QC in paras 4.2 and 4.3 of the proposal. I therefore think you need to set out why you have decided against the QC’s preference given in para 4.2. Para 4.3 suggests the decision to go against the QC’s advice is because event organisers don’t like it. That cannot be right. It also seems rather odd to say that it is ok for MSA authorisation to be retrospective. In these</p>	<p>The advice provided by the Queen’s Counsel is subject to legal privilege and so cannot be appended to this report. In response to the points raised, whilst the QC advised that affected paths should be subject of a temporary closure during an event and suggested that this could be achieved under section 16(A) of the Road Traffic Regulation Act 1984, they did not advise that it <u>must</u> be achieved under this section of the Act. Neither did they advise against use of a closure under section 14 of the Road</p>

<p>circumstances it would help if the QC's advice on both points was attached as a further appendix.</p> <p>It would be useful to be clear about whether these arrangements cover any events within the BBNP.</p> <p>There is nothing in the proposal about arrangements in other rural Counties and it would be useful to know whether they are along the same lines, in particular, the proposed charges.</p> <p>Can some more information be given please on how the proposed costs have been calculated. They do not seem very high to me bearing in mind the amount of officer time that will be taken up in managing the processes and paperwork.</p> <p>Apologies if I missed it but I could not see anything in the paperwork making reference to the event organisers agreeing to meet the cost of repairing the damage to any rights of way they use. I assume there should be. In addition it would not seem unreasonable to require a deposit to be paid to guard against organisers not meeting such costs.</p> <p>As indicated above I know little about the legislation in these matters and it would be helpful to know whether local authorities are required to consult with other users of rights of way before agreeing to suspend public use for a motor vehicle event. Whether or not is provided for in legislation, it would seem to me to be good practice to consult user representative</p>	<p>Traffic Regulation Act 1984. The Council has opted to use section 14 to allow for the occasions where the same path may be affected by an event more than once per year. However, as noted above, more permanent solutions will be explored with the event organiser where that is the case.</p> <p>Yes, these arrangements cover the areas of the Brecon Beacons National Park that are within Powys.</p> <p>The charges are set in line with the actual costs incurred by Powys County Council. Those take into account local officer costs and overheads, so will vary between counties. The costs are in line with the Council's charges for other notices under section 14 affecting public rights of way and have been calculated using the same hourly rate. It should be noted that for a closure by notice under section 14, no newspaper advert is required, so the costs are lower than for an Order and less officer time is needed for administration.</p> <p>A requirement to meet the costs of any damage that the event may cause to the surface of public rights of way is highlighted in the event authorisation form (appendix 3, point 3.)</p> <p>As a matter of good practice, the Council does already consult with path user groups about proposed temporary closures of a public right of way, where the need for a closure is known and planned in advance and not for an unplanned emergency e.g. landslip. That will apply to motorsport events, so path users will have opportunity to highlight any particular concerns.</p>
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bodies on whether the proposed use is likely to cause any unreasonable damage to the rights of way in question and, more practically, to make sure there is no clash with any other events, walking festivals.

Para 1.5 says there will be a separate process for handling 'speed' events. Is it the intention of the should be reviewed as well? It would seem reasonable to do them both at the same time.

These are dealt with via the 'Motor race Order' process which has its own legal provisions. These provisions only came into effect in 2018 and a separate protocol is required.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Please read the accompanying guidance before completing the form.

This **Impact Assessment (IA)** toolkit, incorporates a range of legislative requirements that support effective decision making and ensure compliance with all relevant legislation.

Draft versions of the assessment should be watermarked as "Draft" and retained for completeness. However, only the final version will be made publicly available. Draft versions may be provided to regulators if appropriate. In line with Council policy IAs should be retained for 7 years.

Service Area	Countryside Services & Outdoor Recreation	Head of Service	Nina Davies	Director	Nigel Brinn	Portfolio Holder	Cllr Aled Davies
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Proposal	To adopt a revised protocol for authorisation of motorsport events affecting public rights of way, under section 33 of the Road Traffic Act 1988
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Outline Summary / Description of Proposal

The Council recognises that motorsport events bring benefits to the local economy and that mid-Wales has a reputation as an excellent venue for hosting such events. These motorsport events will frequently need to utilise footpaths, bridleways and restricted byways as part of their routes. The Council has a direct role in providing section 33 Road Traffic Act 1988 (s.33 RTA88) authorisations to motorsport events that cross or pass along public footpaths, bridleways and restricted byways.

It is proposed that a revised protocol be implemented for authorising these events. The revisions are being made to safeguard the future of motor sports within the county, whilst at the same time ensuring statutory compliance. The concerns about the existing protocol relate to management of public safety during an event and the associated liabilities.

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1. Version Control (services should consider the impact assessment early in the development process and continually evaluate)

Version	Author	Job Title	Date
1	Sian Barnes	Acting Professional Lead, Countryside Access and Recreation	17/11/2019

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£N/A	£ N/A	£ N/A	£ N/A	£ N/A	£ N/A

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Public consultation required	Consultation with public rights of way user groups, motorsport organisations and representatives has already been completed.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



4. Impact on Other Service Areas

Does the proposal have potential to impact on another service area? (Have you considered the implications on Health & Safety and Corporate Parenting?)
PLEASE ENSURE YOU INFORM / ENGAGE ANY AFFECTED SERVICE AREAS AT THE EARLIEST OPPORTUNITY

Adult Services <input type="checkbox"/>	Education <input type="checkbox"/>	Legal and Democratic Services <input checked="" type="checkbox"/>
Children's Services <input type="checkbox"/>	Finance <input type="checkbox"/>	Property, Planning and Public Protection <input type="checkbox"/>
Commissioning <input type="checkbox"/>	Highways, Transportation and Recycling <input checked="" type="checkbox"/>	Strategy, Performance and Transformation Programmes <input type="checkbox"/>
Customers and Communications <input type="checkbox"/>	Housing and Community Development <input type="checkbox"/>	Workforce and OD <input type="checkbox"/>

Data Protection Impact Assessment

Will the proposal involve processing the personal details of individuals? Yes ☒ No ☐

Is Powys County Council the data controller? Yes ☒ No ☐

If you have answered yes to either of the above you will be required to complete, as a minimum, the screening questions on the data protection impact assessment.
 For further advice please contact the Data Compliance Team.

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4a Geographical Locations

What geographical area(s) will be impacted by the proposal? (Chose all those applicable)			
Powys <input checked="" type="checkbox"/>	Brecon <input type="checkbox"/>	Llandrindod and Rhayader <input type="checkbox"/>	Machynlleth <input type="checkbox"/>
North <input checked="" type="checkbox"/>	Builth and Llanwrtyd <input type="checkbox"/>	Llanfair Caereinion <input type="checkbox"/>	Newtown <input type="checkbox"/>
Mid <input checked="" type="checkbox"/>	Crickhowell <input type="checkbox"/>	Llanfyllin <input type="checkbox"/>	Welshpool and Montgomery <input type="checkbox"/>
South <input checked="" type="checkbox"/>	Hay and Talgarth <input type="checkbox"/>	Llanidloes <input type="checkbox"/>	Ystradgynlais <input type="checkbox"/>
	Knighton and Presteigne <input type="checkbox"/>		

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



5. How does your proposal impact on the council's strategic vision?

Council Priority	How does the proposal impact on this priority?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	The overall impact would be neutral. Motorsport events are known to bring economic benefits to the county, through increased visitor numbers and jobs directly and indirectly associated with the event. The proposal safeguards the future of those events and ensures that safety and liability concerns are addressed. The proposals would result in some increased cost for event organisers for temporary closures, but these are considered modest and not likely to impact on the viability of events. Temporary closures for affected public rights of way could negatively impact on the local economy, via reduced tourism due to the inconvenience that may be caused.	Neutral	Alternative routes will be considered for affected public rights of way to ensure that safe and enjoyable routes are available to the public during an event, to minimise inconvenience.	Good
Health and Care We will lead the way in effective, integrated rural health and care	The proposal would result in suspension of public rights of way for short periods during a motorsport event, so could have an adverse impact on preventive healthcare by reducing opportunities for physical activity in the outdoors.	Poor	The suspension of public rights of way would be short term – no more than 5 days – and alternative routes will be identified wherever possible to mitigate against adverse impacts.	Neutral
Learning and skills We will strengthen learning and skills		Unknown		Choose an item.

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Council Priority	How does the proposal impact on this priority?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Residents and Communities We will support our residents and communities	The impacts for residents may be positive, if they enjoy watching or taking part in motorsport events, or benefit from a job associated with the event or the tourism that it brings, as they would safeguard the event. Alternatively, residents may feel that an event in their locality causes them inconvenience. However, the proposals do not change the frequency of events or their locations. The proposals ensure that safety requirements in relation to public paths are more actively considered and alternatives provided, so the overall impact is considered to be neutral as compared to the existing situation.	Neutral		Choose an item.
Source of Outline Evidence to support judgements				
Consultation responses from path user groups, motorsport organisations and representatives .GOV.UK website article about motorsport events at https://www.gov.uk/government/news/motor-racing-boost-to-english-tourism The Economic Impact of Outdoor Activity Tourism in Wales report, Final Report, Visit Wales, March 2014 Regulatory Impact Assessment: Proposal to Authorise Motor Sport Events on Public Roads (12 th May 2014) at https://www.gov.uk/government/consultations/proposal-to-authorise-motor-sport-events-on-public-roads				

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6. How does your proposal impact on the Welsh Government's well-being goals?

Well-being Goal	How does proposal contribute to this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
A prosperous Wales: An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.	The overall impact would be neutral. Motorsport events are known to bring economic benefits to the county through increased visitor numbers and jobs directly and indirectly associated with the event. The proposal safeguards the future of those events and ensures that safety and liability concerns are addressed. The proposals would result in some increased cost for event organisers for temporary closures, but these are considered modest and not likely to impact on the viability of events. Temporary closures for affected public rights of way could negatively impact on the local economy via reduced tourism due to the inconvenience that may be caused.	Neutral	Alternative routes will be considered for affected public rights of way to ensure that safe and enjoyable routes are available to the public during an event, to minimise inconvenience.	Good
A resilient Wales: A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).	Motorsport events may impact adversely on designated sites e.g. SSSIs and are already subject of statutory consultation with Natural Resources Wales to identify impacts and mitigation. The proposals do not change this, so are considered to have a neutral impact on biodiversity as compared to the current situation.	Neutral	Natural Resources Wales would be consulted at an earlier stage under the new protocol, so allowing more time to identify adverse impacts and put mitigation in place.	Good
A healthier Wales: A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood. Public Health (Wales) Act, 2017: Part 6 of the Act requires for public bodies to undertake a health impact assessment to assess the likely effect of a proposed action or decision on the physical or mental health of the people of Wales.	The impact of suspending public rights of way during an event could have a negative impact on physical and mental wellbeing, by reducing the opportunities for physical activity in the outdoors.	Poor	The suspension of public rights of way would be short term – no more than 5 days – and alternative routes will be identified wherever possible to mitigate against adverse impacts.	Choose an item.

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Well-being Goal	How does proposal contribute to this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	The overall impact is neutral. Motorsport events may take place in remote, rural areas e.g. forestry or may have stages that start in, or pass through towns or villages. Events can form a focus for communities that allow for involvement and enjoyment, thus increasing community cohesion. However, suspension of public rights of way may have a negative effect, if popular local paths are closed and this impacts on tourism and local use.	Neutral	Suspension of public rights of way will be of very short duration – generally not more than one day – and alternative routes will be provided wherever possible. Path user groups and others will be consulted prior to the suspension taking effect, to allow opportunity for particular concerns to be raised and resolved and for the community to make preparations for any adverse impact.	Good
A globally responsible Wales: A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being. Human Rights - is about being proactive (see guidance) UN Convention on the Rights of the Child: The Convention gives rights to everyone under the age of 18, which include the right to be treated fairly and to be protected from discrimination; that organisations act for the best interest of the child; the right to life, survival and development; and the right to be heard.	Motorsport events may have a negative impact on emissions and resource use, through increased activity by motor vehicles in remote, rural areas. The events may cause damage to the surface of public rights of way, which could negatively impact on opportunities for low-carbon travel.	Poor	The protocol includes a requirement that event organisers meet the cost of any damage to the surface of public rights of way that is caused by their event. The revised protocol will not increase the number of motorsport events held per year in itself; it will simply ensure that they are managed more safely in relation to public access.	Neutral
A Wales of vibrant culture and thriving Welsh language: A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.				
Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language	The signage for temporary closures of public paths is bilingual. Guidance notes for the new protocol will be produced in Welsh.	Neutral		Choose an item.
Opportunities to promote the Welsh language		Unknown		Choose an item.

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Well-being Goal	How does proposal contribute to this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>People are encouraged to do sport, art and recreation.</i>	By safeguarding the future of motorsport events in the county, the impact on the ability of people to enjoy motorsport as recreation (as a spectator or participant) will be positive. The impact on users of public rights of way may be negative if paths are temporarily closed, so the overall impact is poor.	Poor	Alternative routes will be provided wherever possible for public rights of way that are closed. These will be located to minimise adverse effects of the event on enjoyment of the paths.	Neutral
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
<i>Age</i>		Unknown		Choose an item.
<i>Disability</i>	In choosing alternative routes for public rights of way that are temporarily closed, least restrictive access principles will be applied.	Neutral		Choose an item.
<i>Gender reassignment</i>		Unknown		Choose an item.
<i>Marriage or civil partnership</i>		Unknown		Choose an item.
<i>Race</i>		Unknown		Choose an item.
<i>Religion or belief</i>		Unknown		Choose an item.
<i>Sex</i>		Unknown		Choose an item.
<i>Sexual Orientation</i>		Unknown		Choose an item.
<i>Pregnancy and Maternity</i>		Unknown		Choose an item.

Source of Outline Evidence to support judgements

Consultation responses from path user groups, motorsport organisations and representatives
 .GOV.UK website article about motorsport events at <https://www.gov.uk/government/news/motor-racing-boost-to-english-tourism>
 The Economic Impact of Outdoor Activity Tourism in Wales report, Final Report, Visit Wales, March 2014
 Regulatory Impact Assessment: Proposal to Authorise Motor Sport Events on Public Roads (12th May 2014) at <https://www.gov.uk/government/consultations/proposal-to-authorise-motor-sport-events-on-public-roads>
 Rights of Way Improvement plan consultation responses

7. How does your proposal impact on the council's other key guiding principles?

Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Sustainable Development Principle (5 ways of working)				
Long Term: Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.	The revised protocol provides an approach that is resourced through full cost recovery, so can be sustained in the longer term. It allows for motorsport events to continue in a more sustainable and safe way, with the ongoing economic benefits and allows for active consideration of the impact of events on public rights of way with appropriate mitigation through alternative routes.	Good		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	The impact is positive; a significant amount of consultation and collaboration has taken place with path user groups, motorsport organisations and representatives in preparing this protocol, to understand their views. Dialogue will be ongoing; under the revised protocol, path user groups and others will be consulted about all section 33 authorisations, which is not currently the case.	Good		Choose an item.

Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them.</i>	Stakeholders have been involved through the process of revising this protocol. Motorsport organisations and representatives have been instrumental in developing it. Other path user groups have been consulted to ensure that they have opportunity to contribute ideas.	Neutral	Key stakeholders will continue to be involved once the revised protocol comes into effect, as they will be consulted about any paths to be suspended each time an application is made for section 33 authorisation. They also have opportunity to contribute their views via the Powys Local Access Forum, Byways User Group and Countryside Services and Outdoor Recreation team's stakeholder working group.	Good
Prevention: <i>Understanding the root causes of issues to prevent them from occurring.</i>	Management of health and safety of motorsport events in relation to public rights of way is an ongoing concern, as path users are coming into close proximity to these events. By suspending existing public rights of way and providing alternative routes for the duration of the event, the revised protocol will address that issue to prevent problems occurring in the future.	Good		Choose an item.
Integration: <i>Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.</i>	There are potential tensions between motorsport events and users of public rights of way already. Event organisers may feel that members of the public using the paths during an event impacts on event management. Users of the public rights of way network are likely to feel that the event impacts on the convenience and enjoyment with which they can use public rights of way. The proposal aims to reduce these tensions by providing pro-active management of the impact of events on public rights of way and vice versa, including provision of alternative routes.	Good		Choose an item.

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Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	By safeguarding the future of motorsport events within the county, the proposal would ensure the ongoing contribution that these events make to the local economy and so help to provide job opportunities, either directly or through tourism. The proposals may have a negative impact on job opportunities associated with outdoor recreation tourism associated with public rights of way, due to inconvenience caused by temporary suspension.	Neutral	Alternative routes will be provided wherever possible for public rights of way that are temporarily suspended, to mitigate against any adverse impact.	Good
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account		Unknown		Choose an item.
Safeguarding: Preventing and responding to abuse and neglect of children, young people and adults with health and social care needs who can't protect themselves.		Unknown		Choose an item.
Powys County Council Workforce: What Impact will this change have on the Workforce?	The process of authorising motorsports events will become more involved and time-consuming, which will have an adverse impact on staff workloads. However, legal protection to staff members would be afforded by implementing temporary closures of the affected public rights of way. There is currently a liability and corporate manslaughter risk for Council staff associated with authorising these events. This change would have a positive impact on the workforce by reducing that risk.	Neutral	Costs will be recovered for the time spent, releasing resources for other work. Event organisers will be required to submit fuller information at the outset, which will ease some pressure on officer time.	Good

Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Payroll: Will this change impact negatively or positively on salary, or any overtime/enhanced payments etc? Does this proposal comply with the Councils Single Status Terms and Conditions? If the pay element for the member of staff changes, does this affect any particular group of employees? (Male/Female dominated workforce) Does this proposal comply with the Councils Single Status Terms and Conditions?	No	Neutral		Choose an item.
Welsh Language impact on staff	N/A	Neutral		Choose an item.
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	N/A	Unknown		Choose an item.
Source of Outline Evidence to support judgements Discussions with staff involved in authorising motorsport events under section 33 of the Road Traffic Act 1988 Legal advice from Queen's Counsel about legal implications and options for authorisation of these events and temporary suspension of public rights of way Consultation responses from path user groups, motorsport organisations and representatives .GOV.UK website article about motorsport events at https://www.gov.uk/government/news/motor-racing-boost-to-english-tourism The Economic Impact of Outdoor Activity Tourism in Wales report, Final Report, Visit Wales, March 2014 Regulatory Impact Assessment: Proposal to Authorise Motor Sport Events on Public Roads (12 th May 2014) at https://www.gov.uk/government/consultations/proposal-to-authorise-motor-sport-events-on-public-roads				

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8. What is the impact of this proposal on our communities?

Severity of Impact on Communities	Scale of impact	Overall Impact
Medium	Medium	Medium
Mitigation		
Those communities that regularly host motorsport events will be most heavily impacted by these proposals, both positively through increased income from tourism and negatively through any inconvenience caused by temporary closure of public rights of way. However, the impact of the events and any temporary closures of public rights of way will be very short term in duration, being usually one day and no more than 5 days in length. Prior consultation with community councils about temporary closures of public rights of way will help to mitigate against these impacts.		

9. How likely are you to successfully implement the proposed change?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Medium	Medium	Medium
Mitigation		
The proposal is not difficult to implement, as current systems and processes can be adapted. However, the need to temporarily close public rights of way will impose additional workload on the service. As such, administrative systems will need to be in place to ensure that the processing of these applications is as efficient as possible.		

What are the risks to service delivery or the council following implementation of this proposal? (To be included within project risk register)

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
Legal challenge to temporary closure of a public right of way	Medium	Early communication with stakeholders and identifying suitable alternative routes	Low
Insufficient staff time to process section 33 applications and implement temporary closures in advance of an event	Medium	Ongoing review of process; ensure that full costs are met and consider whether additional staff time can be bought using income if required.	Low
Failure of event organisers to provide sufficient information to allow for authorisation of events in advance of the planned date, leading to events being cancelled and adverse publicity	Medium	Ensure good communications strategy to ensure that all events organisers are aware of the protocol. Early communication of potential problems to organisers and Council events team and escalate to senior management if required. Ongoing review of process with stakeholders to address issues and streamline process.	Low

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The integrated approach to support effective decision making



10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The proposals would safeguard the future of motorsport events in the County, whilst allowing for more pro-active management of the health and safety risks associated with members of the public using public rights of way across the event site. Temporary closure of public rights of way would cause some short term inconvenience to public rights of way users, which would be mitigated through provision of alternative routes. The proposals would significantly reduce the liability and corporate manslaughter risks to Council staff associated with authorising these events. Overall, the impact of the changes would be positive.	
Overall Risk Judgement:	Medium

11. Is there additional evidence to support the Impact Assessment (IA)?

What additional evidence and data has informed the development of your proposal?
Officer expertise and experience in processing these applications for authorisation and management of the public rights of way network

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Ongoing, periodic discussions and review of impacts with: - Local Access Forum - Countryside Services & Outdoor Recreation team's stakeholder working group - Motorsport organisers and representatives - Powys byways user group. Ad hoc review of feedback from members of the public and tourism providers.
Please state when this Impact Assessment will be reviewed.
December 2020

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Sian Barnes		
Head of Service:	Nina Davies		
Director:	Nigel Brinn		
Portfolio Holder:	CLlr Aled Davies		

14. Governance

Decision to be made by	Date required
Cabinet	11 th February 2020

FORM ENDS

CYNGOR SIR POWYS COUNTY COUNCIL.**CABINET EXECUTIVE****21 January 2020**

REPORT AUTHOR: County Councillor Rachel Powell
Portfolio Holder for Young People and Culture

SUBJECT: Welsh Public Library Standards report for 2019/20

REPORT FOR: Information

1. Summary

- 1.1 The purpose of the report is to receive and give consideration to the Annual Report from the Welsh Government on the Library Service, for the year 2018/19, as required under the Welsh Public Library Standards (6th Framework).
- 1.2 The Welsh Government has a supervisory and monitoring role in relation to the 22 Library Authorities in Wales.
- 1.3 Welsh Public Library Standards (WPLS) were first developed in 2002. The period 2018/19 is covered by a sixth performance framework, "Connected and Ambitious Libraries". Under this framework, the Authority's performance was measured against a revised set of 12 Core entitlements and 16 key Performance Indicators, which includes impact and outcome measures, in order to demonstrate the wide range of benefits that result from public library use, such as improvements to people's literacy skills, digital skills and health and wellbeing.
- 1.4 The Standards are intended to help define the responsibilities of library authorities in providing a "comprehensive and efficient" service under the Public Libraries and Museums Act 1964. The performance framework aims to:
 - enable the Minister for Culture and Sport to fulfil the statutory requirements of the 1964 Act in respect of superintending the provision of a 'comprehensive and efficient' library service by local authorities;
 - provide a robust assessment of the performance of library services;
 - have clear links to the Welsh Government's agenda, to ensure credibility across local government in Wales;
 - incorporate outcome measures to show the benefits of using libraries;

- act as a driver for improvements to library services and local communities

1.5.1 For the year 2018/19, Powys Library Service met 11 of the 12 core entitlements in full, and partially achieved the 12th.

The framework has 16 quality indicators, of which 10 have measurable targets; for those with targets, Powys met 7 in full, 1 in part, and failed to meet two.

The key performance indicators of library visits per thousand population (actual and virtual) continue to be above the Welsh median, proving benefit to Powys citizens. The full report is attached at Appendix A.

2. Proposal

2.1 It is proposed that the outcomes in the Welsh Public Library Standards Annual Report from Welsh Government on Powys Library Service 2018/19 are duly noted and considered in forward planning, so that the library service strives to maintain performance at this level.

3. Options Considered / Available

3.1 The Authority is obliged to comply with the reporting requirements of the Welsh Public Library Standards, and to pay due regard to concerns raised in the Welsh Government's Annual Report 2018/19 in forward planning of service delivery amidst budgetary constraints

4. Preferred Choice and Reasons

4.1 To note the contents of the Welsh Public Library Standards report in order to inform forward planning of the Library Service and to aid compliance with the Welsh Public Library Standards in the future

5. Impact Assessment

5.1 Is an impact assessment required? No

6. Corporate Improvement Plan

6.1 The library service continues to contribute strongly to corporate objectives, drawing people to the town centres and offering valued support to residents and communities through provision of literacy,

learning and skills development, digital connectivity and citizenship opportunities in a safe trusted environment, where residents can get help from trained, friendly and knowledgeable library staff.

- 6.2 Through providing a free service at the point of delivery, the library service contributes to the poverty agenda and an equality of access, and boosts mental health and overall wellbeing through social interactions, provision of information and resources, and support.
- 6.3 Public recognition of the value of the library service to life opportunities in Powys, particularly for very young, elderly, vulnerable and isolated residents, was clearly shown in the outcomes of the public consultation around the future of the service, conducted during spring 2019. Libraries are clearly recognised as community hubs with a strong contribution to holistic wellbeing and prevention agendas.

7. Local Member(s)

- 7.1 Not applicable

8. Other Front Line Services

Does the recommendation impact on other services run by the Council or on behalf of the Council? Yes

- 8.1 Customer Services: Powys County Council Library service provides front-line, face to face support for many customers that wish to access council services. For the year 2018-2019 the libraries dealt with 34,000 enquires. They support our customers accessing services through our telephony channel and via our web-site. They also scan and verify documents as well as taking payments. Unaided many of our customers would struggle to access some services, the support provided by our libraries is invaluable.

9. Communications

Have Communications seen a copy of this report? Yes

Have they made a comment? If Yes insert here.

10. Support Services (Legal, Finance, Corporate Property, HR, ICT, Business Services)

(Comments from Legal and Finance officers must be set out here along with comments from Corporate Property, HR and ICT if applicable)

- 10.1 Legal - The Professional Lead-Legal notes the compliance obligations that the Library Service has to follow and has no comment to make concerning this report

- 10.2 Finance - The Finance Business Partner notes the contents of the report which has no budgetary implications
- 10.3 Corporate Property (if appropriate)
- 10.4 HR (if appropriate)
- 10.5 ICT (if appropriate)

11. Scrutiny

To be completed by the report author

Has this report been scrutinised? Yes / No

If Yes what version or date of report has been scrutinised? 13/01/2020

Please insert the comments.

What changes have been made since the date of Scrutiny and explain why Scrutiny recommendations have been accepted or rejected?

11.1

12. Data Protection

If the proposal involves the processing of personal data then the Data Protection Officer must be consulted and their comments set out below.

N/A

13. Statutory Officers

(The views of both the Strategic Director Resources (Section 151 Officer) and the Monitoring Officer **must** be set out below)

The Head of Finance (Section 151 Officer) notes the content of the report.

The view of the Monitoring Officer will be stated in the meeting.

14. Members' Interests

(To be completed by the Monitoring Officer)

The Monitoring Officer is not aware of any specific interests that may arise in relation to this report. If Members have an interest they should declare it at the start of the meeting and complete the relevant notification form.

15. Future Status of the Report

(This section must be completed if the report is a confidential/exempt report)

Members are invited to consider the future status of this report and whether it can be made available to the press and public either immediately following the meeting or at some specified point in the future.

The view of the Monitoring Officer is that:

Recommendation:	Reason for Recommendation:
That the outcomes in the Welsh Public Library Standards Annual Report from Welsh Government on Powys Library Service 2018/19 are duly noted and considered in forward planning.	In order that Powys Library Service continues to provide a quality service to residents, maintains its performance under the 6 th Framework of Welsh Public Library Standards, and seeks to address as far as possible those areas which do not currently meet Welsh Government's standard.

Relevant Policy (ies):			
Within Policy:	Y/N	Within Budget:	Y

Relevant Local Member(s):	
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Person(s) To Implement Decision:	Principal Librarian
Date By When Decision To Be Implemented:	immediately

Is a review of the impact of the decision required?	N
If yes, date of review	
Person responsible for the review	
Date review to be presented to Portfolio Holder/ Cabinet for information or further action	

Contact Officer: Kay Thomas Tel: 01597 826864 Email: kay.thomas@powys.gov.uk

Background Papers used to prepare Report:

“Connected and ambitious libraries”; the 6th quality framework of Welsh Public Library Standards 2017-2020 (included at Appendix C)

Appendices:

Appendix A: Powys Library Service; annual report from Welsh Government 2018/19

Appendix B: letter to Chief Executive Nov 2019

CABINET REPORT TEMPLATE VERSION 6

Welsh Public Library Standards 2017-2020: Powys

Annual Assessment Report 2018/19

This report has been prepared based on information provided in Powys' annual return, case studies and narrative report submitted to the Museums, Archives and Libraries Division of the Welsh Government.

1 Executive summary

Powys met 11 of the 12 core entitlements in full, and partially met 1.

Of the 10 quality indicators which have targets, Powys achieved 7 in full, 1 in part and did not achieve 2.

Powys library service continues to deliver well for its dispersed communities, with improvements across a number of areas, evidenced by a thorough and detailed return. Opening hours have been maintained, and the service has extended its provision in terms of training, events and activities, and in the development of shared reading services. The contribution of partners and volunteers is however integral to these developments. Proportionally expenditure on materials is still very low, but the service has improved its investment in Welsh language resources, enabling achievement of the standard here, and also now meets the requirements in relation to supply of requests. There remain indications that budgets may reduce, with a service review and public consultation planned for 2019/20, feeding in to the development of a revised service strategy, and the implementation of new delivery models. Careful account will need to be taken of how any changes to the current delivery infrastructure will impact on Powys' more rural communities, and their access to a full range of library services.

- All service points provide full support for individual development, and support for health and well-being has been extended in 2018/19. Customer satisfaction is generally strong with 94% of adults rating the library as 'good' or 'very good' overall.
- Attendance at formal training sessions has more than doubled, although performance here remains below the median level for Wales.
- Attendance at events and activities has also increased on 2017/18, however average attendance figures are still among the lowest per capita in Wales.
- Library use has improved in some areas and declined in others; adult borrowing levels remain comparatively high, and the service continues to perform well in relation to take-up of electronic resources.
- Expenditure on resources remains proportionally among the lowest in Wales, but improved investment in Welsh language materials has enabled achievement of QI 10 in 2018/19. Powys is also now meeting the targets for supply of requests (QI 12).
- Staffing levels have fallen slightly on 2018/19, but Powys continues to meet the stipulated target for qualified staff, one of only six authorities now to do so. The service continues to benefit strongly from the contribution of its volunteers.

2 Performance against the standards

The standards framework comprises of core entitlements, quality indicators with targets, quality indicators with benchmarks and impact measures. Section 2 summarises

achievements against these areas. A narrative assessment of the authority's performance is provided in Section 3.

2.1 Core entitlements

Powys continues to meet 11 of the 12 core entitlements in full, and partially meets CE6, where charges are applied for inter-library loans from other authorities in Wales (reflecting the costs involved with no regional ILL scheme covering the county). Continuing work with a wide range of partner organisations and volunteers enables access to services, activities and resources. A service review and public consultation has taken place in 2019/20, and this will feed in to the development of a revised service strategy.

2.2 Quality indicators with targets

There are 16 quality indicators (QIs), of which ten have constituent targets. Of these, Powys is achieving 7 in full, one in part and does not achieve 2 of the indicators.

Quality Indicator	Met?	
QI 3 Support for individual development:		Met in full
a) ICT support	✓	
b) Information literacy and skills training	✓	
c) E-government support	✓	
d) Reader development	✓	
QI 4 (a) Support for health and well-being		Met in full
i) Book Prescription Wales scheme	✓	
ii) Better with Books scheme	✓	
iii) Designated health & well-being collection	✓	
iv) Information about healthy lifestyles and behaviours	✓	
v) Signposting to health & well-being services	✓	
QI 6 all static service points offer events/activities for users with special requirements	x	Not met
QI 7 Location of service points	✓	Met in full
QI 9 Up-to-date and appropriate reading material		Not met
Acquisitions per capita	x	
or Materials spend per capita	x	
QI 10 Welsh Language Resources		Met in full
% of material budget spent on Welsh	✓	
or Spend on Welsh per capita	x	
QI 11 Online access:		Met in full
a) i) Public access to Internet	✓	
ii) Wi-Fi provision	✓	
QI 12 Supply of requests		Met in full
a) % of requests satisfied within 7 days	✓	
b) % of requests satisfied within 15 days	✓	
QI 13 Staffing levels and qualifications:		Partially met
i) Staff per capita	x	
ii) Qualified staff per capita	✓	

iii) Head of service qualification/training	✓	
iv) CPD percentage	✓	
QI 16 Opening hours per capita	✓	Met in full

Powys has improved its performance on 2017/18, with the requirements for Welsh language resources (QI 10) and supply of requests (QI 12) now fully met.

2.3 Impact measures

The framework includes three indicators aimed at assessing the impact of library use on people's lives. These indicators do not have targets, and authorities are only required to carry out user surveys for QI 1 once over the three-year period of the framework. The summary figures (lowest, median and highest) are therefore based on those authorities indicating they completed their user survey during 2017/18 or 2018/19. Rankings reflect the numbers of respondents, where 1 is the highest scoring authority.

Powys completed its user survey for adults in November 2018 and is planning to complete its young people's survey in autumn 2019. The service was again unable to report figures for user evaluation of its training offer, citing staff capacity and the high number of events run by external partners.

Performance indicator		Rank	Lowest	Median	Highest
QI 1 Making a difference					
b) % of young people who think that the library helps them learn and find things out:	n/a		60%	94%	97%
e) % of adults who think that the library has made a difference to their lives:	88%	8/15	38%	88%	95%
QI 5 b) % of attendees of training sessions who said that the training had helped them achieve their goals:	n/a		80%	97%	100%

Authorities are also asked to provide up to four case studies describing the impact which the library service has had on an individual or on a group of individuals during the year. Powys provided four such case studies:

- The Reading Offer – the impact of 'Book Bingo', a reader development activity for adults, which was held across all libraries to encourage parents to join in with the Summer Reading Challenge. For one reader it was an opportunity to try new genres, and engage with local history, literature and language – a great literary adventure.
- The Digital Offer – the benefits of the support provided by the library for one individual using library resources to seek employment. Library staff helped her with her CV, and with using the computer and printing facilities; having a 'professional' CV boosted her confidence and helped her succeed at interview.
- The Health Offer – a project to set up shared reading sessions, with external funding enabling the training of staff / volunteers to hold sessions in libraries, community venues and people's homes. A number of groups have been established and contact made with partner organisations, targeting support for people living with dementia.
- The Cultural Offer – the well-being benefits of an initiative at one local library to open on Christmas morning and invite the community in. Over sixty people attended, many of them older people with no family locally – for one attendee the opportunity to gather with friends and neighbours, made their day.

2.4 Quality indicators and benchmarks

The remaining indicators do not have targets, but allow services to monitor and benchmark their performance over time, in comparison with other authorities. The following table summarises Powys' position for 2018/19. Ranks are included out of 22, where 1 is the highest, and 22 the lowest scoring authority, unless stated otherwise. Indicators where fewer than 22 authorities supplied data are those where relevant data was not available to some authorities. Figures from the first year of the sixth framework or relevant previous surveys have also been included for comparison. Indicators 'per capita' are calculated per 1,000 population unless otherwise noted.

Performance indicator		Rank	Lowest	Median	Highest	2017/18
QI 1 Making a difference						[Framework 5]
a) % of adults who think that using the library has helped them develop new skills	68%	10/15	24%	82%	96%	76%
c) health and well-being	57%	=11/15	33%	62%	94%	69%
d) enjoyable, safe and inclusive	97%	=7/15	90%	97%	100%	99%
QI 2 Customer satisfaction						[Framework 5]
a) 'very good' or 'good' choice of books	81%	14/14	81%	91%	98%	74%
b) 'very good' or 'good' customer care	95%	13/14	93%	99%	100%	90%
c) 'very good' or 'good' IT facilities	78%	=10/13	65%	91%	95%	
d) 'very good' or 'good' overall	94%	=12/14	93%	97%	99%	95%
e) users aged 16 & under rating out of ten	n/a		8.5	9.3	9.5	8.8
QI 5 User training						
a) attendances per capita	24	=16/22	13	30	208	11
c) informal training per capita	93	18/22	15	199	433	98
QI 6 attendances at events per capita	153	20/22	91	295	689	97
QI 8 Library use ¹						
a) visits per capita	4,042	10/22	2,596	3,969	7,170*	4,065
b) virtual visits per capita	1,367	5/22	345	885	2,205	1,346
c) active borrowers per capita	165	7/22	58	150	251	147
QI 10 Welsh issues per capita ²	780	9/22	95	602	1,424	512
QI 11 Online access						
b) Computers per capita ³	11	6/22	5	10	14	9
c) % of available time used by the public	17%	=20/22	14%	25%	63%	19%
QI 13 Staffing levels and qualifications						
(v) a) total volunteers	128	3/21	3	30	214	113
b) total volunteer hours	3,500	4/21	90	1,477	9,806	2,490
QI 14 Operational expenditure						
a) total expenditure per capita	£13,570	8/22	£7,181	£12,145	£19,449	£15,749
b) % on staff,	58%	15/22	47%	62%	78%	49%
% on information resources	8%	22/22	8%	13%	21%	8%
% on equipment and buildings	2%	18/22	0.4%	4%	25%	5%
% on other operational costs	32%	4/22	0.3%	16%	37%	37%
c) capital expenditure per capita	£2,095	6/22	£0	£467	£8,829	£699
QI 15 Net cost per visit	£1.39	=17/22	£1.18	£1.82	£2.52	£1.52

¹ figures for co-located services are marked with an asterisk; performances for these services are likely to reflect higher footfall, and will not therefore be directly comparable with stand-alone library provision

² per 1,000 Welsh speaking resident population; figures from 2017/18 reports corrected following a calculation error

³ per 10,000 resident population

QI 16 Opening hours ⁴						
(iii) a) % hours unplanned closure of static service points	0.17%	20/22	0.00%	0.00%	0.25%	0.61%
b) % mobile stops / home deliveries missed	2.03%	16/20	0.00%	0.28%	7.99%	4.79%

⁴ Rankings here have been reversed, so that 1 is the lowest scoring (best performing) authority.

3 Analysis of performance

The core entitlements and quality indicators can be divided into four key areas. This section of the report outlines performance under these areas, and compares this performance with the first year of the sixth framework (2017/18).

3.1 Meeting customer needs (QI 1-5)

Powys completed its user survey for adults in November 2018 and is planning to complete its young people's survey in autumn 2019. Satisfaction rates remain generally strong, with particular improvement in the rating for IT provision (up from 45% in 2015 to 78%); 94% of adults think the library is 'good' or 'very good' overall. All static service points continue to provide full support for individual development, and good support for health and well-being, with an extension of provision for shared reading groups in particular. Attendance at formal training sessions has more than doubled in 2018/19, although still below the median level for Wales, and take-up of informal training remains at a similar level.

3.2 Access and use (QI 6-8)

Powys continues to meet the target for access to service points, with 16 libraries open 10+ hours per week serving its dispersed population. It remains, however, one of a small number of library authorities not able to provide events / activities for users with special requirements in all these libraries. The service aims for inclusivity, but the difficulties of providing such support over a large number of small library service points, particularly for sparsely populated rural authorities, is acknowledged. While attendance at events and activities has increased on 2017/18, average attendance figures are still among the lowest per capita in Wales. Visits to library premises, adult book issues, and library membership have also fallen, although adult borrowing levels remain comparatively strong. In contrast, website use, numbers of active borrowers, and children's loans have all increased, as has use of electronic resources (a trend seen across Wales) with average downloads per capita notably high, reflecting well on promotional work in this area.

3.3 Facilities and services (QI 9-12)ⁱ

There has been an apparent decline in materials expenditure on 2017/18, however this is noted as reflecting issues with year-end financial reporting, and the service believes that actual expenditure was broadly maintained. The proportion of the budget spent on materials remains notably low in comparison with other authorities however, and the targets here are still not met. Increased investment in Welsh language resources has enabled achievement of QI 10 in 2018/19, with an associated rise in Welsh language issues, and expenditure on materials for children has also improved, in line with noted service priorities. Figures for PC provision are higher, as the service reports on a wider range of PC facilities not included in last year's return, but usage levels continue to fall, a trend seen elsewhere as increasing use is made of Wi-Fi provision. Issues with supply of requests have been resolved in 2018/19, and the targets here are now met, enabling achievement of QI 12.

3.4 Expertise and capacity (QI 13-16)

Staffing levels have fallen slightly on 2018/19, but Powys continues to meet the stipulated target for qualified staff, one of only six authorities now to do so. Qualified leadership is in place, and the service is also meeting the requirements for staff training / development. Numbers of volunteers and volunteer hours have continued to rise, with recruitment here supporting delivery of shared reading sessions for people living with dementia.

Total revenue expenditure on the service has decreased, but this appears largely to relate to operational costs other than staffing and materials. Aggregate opening hours have broadly been maintained, with performance meeting the stipulated requirements.

4 Strategic context

As part of the return authorities are asked to report on how the library service contributes to wider Welsh Government priorities and strategic goals. Powys continues to report on its contribution under the Welsh Government's cross-cutting themes, referencing a range of established services and initiatives: supporting employment opportunities and access to services (*Prosperous and Secure*); working with partners to support health and well-being, including new Reading Well for Dementia provision in 2018 (*Healthy and Active*); providing learning opportunities for all ages (*Ambitious and Learning*); and continuing to provide access to all through its network of libraries and mobile services (*United and Connected*).

5 Future direction

Reporting on the authority's future direction and plans for the library service over the following year, Powys continues to highlight the challenges of the financial context in which it operates, with an emphasis on joint working within the council and with third sector and community partners. The likelihood of further restructuring and streamlining of services to meet budget requirements is however noted. The service continues to explore new income streams, and is also looking at the potential to move to trust status. Elsewhere in the return, reference is made to the completion of a service review and public consultation during 2019/20, which will inform development of a revised service strategy and implementation of new delivery models from 2021.

6 Conclusion

Powys library service continues to deliver well for its dispersed communities, with improvements across a number of areas, evidenced by a thorough and detailed return. Opening hours have been maintained, and the service has extended its provision in terms of training, events and activities, and in the development of shared reading services. The contribution of partners and volunteers is however integral to these developments. Proportionally expenditure on materials is still very low, but the service has improved its investment in Welsh language resources, enabling achievement of the standard here, and also now meets the requirements in relation to supply of requests. There remain indications that budgets may reduce, with a service review and public consultation planned for 2019/20, feeding in to the development of a revised service strategy, and the implementation of new delivery models. Careful account will need to be taken of how any changes to the current delivery infrastructure will impact on Powys' more rural communities, and their access to a full range of library services.

ⁱ E-resources purchased through centrally-funded subscriptions have been excluded from acquisitions figures for QI 9 in 2018/19 to ensure that the standard accurately reflects individual authority strategy, investment and performance. In some cases this has impacted on achievement against the standard in comparison with 2017/18. CIPFA Statistics Returns continue to include figures for centrally-procured resources.



Llywodraeth Cymru
Welsh Government

Dr Caroline Turner
Prif Weithredwr
Cyngor Sir Powys
Neuadd y Sir
Llandrindod
LD1 5LG

7 Tachwedd 2019

Annwyl Caroline

Chweched Fframwaith Asesu Safonau Llyfrgelloedd Cyhoeddus Cymru: Datganiad Blynyddol 2018/19

Mae Deddf Llyfrgelloedd ac Amgueddfeydd Cyhoeddus 1964 yn nodi dyletswyddau statudol awdurdodau llyfrgelloedd cyhoeddus i ddarparu gwasanaethau llyfrgell cynhwysfawr ac effeithlon. Mae hefyd yn gosod dyletswydd ar Weinidogion Cymru i arolygu a hyrwyddo gwelliannau i wasanaethau llyfrgelloedd cyhoeddus yng Nghymru. Yn unol â'r gofynion statudol hyn, mae Llywodraeth Cymru wedi cyflawni asesiad o Ddatganiad Blynyddol gwasanaeth llyfrgell eich awdurdod ar gyfer 2018/19 ac mae'r adroddiad llawn ynghlwm wrth y llythyr hwn.

Hon yw'r ail flwyddyn o asesiadau dan y chweched fframwaith. Canfu'r dilyswr allanol, mewn ymgynghoriad â Grŵp Cyfeirio yn cynnwys swyddogion Llywodraeth Cymru a thri phennaeth gwasanaethau llyfrgell:

- Gwnaeth Powys fodloni 11 o'r 12 hawl graidd yn llawn, a bodloni un ohonynt yn rhannol.
- O'r 10 dangosydd ansawdd sy'n cynnwys targedau, cyflawnodd Powys 7 ohonynt yn llawn ac 1 ohonynt yn rhannol, a methodd â chyflawni 2 ohonynt.
- Mae gwasanaeth llyfrgell Powys yn parhau i gyflawni'n dda ar gyfer ei gymunedau wasgaredig, gyda gwelliannau wedi'u gwneud mewn nifer o feysydd, y mae tystiolaeth ohonynt i'w gweld mewn datganiad manwl a thrylwyr. Cynhaliwyd yr oriau agor, ac mae'r gwasanaeth wedi ehangu ei ddarpariaeth o ran hyfforddiant, digwyddiadau a gweithgareddau, ac wrth ddatblygu gwasanaethau darllen ar y cyd. Mae cyfraniad partneriaid a gwirfoddolwyr yn hanfodol i'r datblygiadau hyn fodd bynnag. Mae'r gwariant cymesurol ar ddeunyddiau yn dal i fod yn isel iawn, ond mae'r gwasanaeth wedi gwella ei fuddsoddiad mewn adnoddau Cymraeg, gan ei alluogi i gyrraedd y safon, ac mae hefyd yn bodloni'r gofynion o ran bodloni ceisiadau. Erys arwyddion y gallai'r cyllidebau grebachu, gydag adolygiad o'r gwasanaeth ac ymgynghoriad cyhoeddus wedi'u cynllunio ar gyfer 2019/20, gan fwydo i'r gwaith o ddatblygu strategaeth gwasanaethau diwygiedig, a rhoi modelau gwasanaeth newydd ar waith. Bydd angen rhoi ystyriaeth ofalus i'r effaith a gaiff unrhyw newidiadau i'r seilwaith cyflawni cyfredol ar gymunedau mwy gwledig Powys, a'u mynediad at ystod lawn o wasanaethau llyfrgell.

Rwy'n ddiolchgar i'ch gwasanaeth llyfrgell am gyflwyno'r datganiad eleni ac am gydweithio â'r asesydd annibynnol a swyddogion Llywodraeth Cymru ar y gwaith pwysig hwn.

Mae'r llythyr hwn hefyd i'ch hysbysu yn dilyn trafodaethau â Chymdeithas Prif Lyfrgellwyr Cymru, rwy'n cynnig ymestyn y Fframwaith Safonau cyfredol Llyfrgelloedd *Cysylltiedig ac Uchelgeisiol; chweched fframwaith ansawdd Safonau Llyfrgelloedd Cyhoeddus Cymru 2017-20* am flwyddyn arall, gyda'r flwyddyn adrodd olaf yn 2020/21. Rwy'n fodlon bod y Fframwaith yn parhau i fod yn addas at y diben ac o ran cynllunio a chyflenwi gwasanaeth, y byddai'r gwasanaethau llyfrgell yn elwa ar y parhad hwn yn y Safonau.

Os oes gennych unrhyw gwestiynau ynghylch yr adroddiad neu'r broses asesu, cysylltwch â Mary Ellis, y Pennaeth Datblygu Archifau drwy anfon e-bost at: mary.ellis@gov.wales

Yn gywir



Dr Nicky Guy

Dirprwy Gyfarwyddwraig – Is-adran Amgueddfeydd, Celfyddydau, Archifau a Llyfrgelloedd



BUDDSODDWYR | INVESTORS
MEWN POBL | IN PEOPLE

Is-Adran Amgueddfeydd, Archifau a Llyfrgelloedd
Llywodraeth Cymru, Rhodfa Padarn, Aberystwyth, Ceredigion, SY23 3UR.

Ffôn: 0300 062 2112

E-bost: MALD@llyw.cymru

Gwefan: <http://gov.wales/topics/culture-tourism-sport/museums-archives-libraries/>

Rydym yn croesawu gohebiaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg a ni fydd gohebu yn Gymraeg yn achosi oedi.



Llywodraeth Cymru
Welsh Government

Dr Caroline Turner
Chief Executive
Powys County Council
County Hall
Llandrindod Wells
LD1 5LG

7 November 2019

Dear Caroline

**Sixth Assessment Framework for Welsh Public Library Standards:
Annual Return 2018/19**

The Public Libraries and Museums Act 1964 sets out the statutory duties of public library authorities to "*provide a comprehensive and efficient library service*" and makes it a duty of the Welsh Ministers "*to superintend and promote the improvement*" of public library services in Wales. In accordance with these statutory requirements the Welsh Government has completed its assessment of your authority's library service Annual Return for 2018/19, and the full report is attached to this letter.

This is the second year of assessment under the sixth framework. The external validator, in consultation with a Reference Group comprising Welsh Government officials and three heads of library services, found that:

- Powys met 11 of the 12 core entitlements in full, and partially met 1.
- Of the 10 quality indicators which have targets, Powys achieved 7 in full, 1 in part and did not achieve 2.
- Powys library service continues to deliver well for its dispersed communities, with improvements across a number of areas, evidenced by a thorough and detailed return. Opening hours have been maintained, and the service has extended its provision in terms of training, events and activities, and in the development of shared reading services. The contribution of partners and volunteers is however integral to these developments. Proportionally expenditure on materials is still very low, but the service has improved its investment in Welsh language resources, enabling achievement of the standard here, and also now meets the requirements in relation to supply of requests. There remain indications that budgets may reduce, with a service review and public consultation planned for 2019/20, feeding in to the development of a revised service strategy, and the implementation of new delivery models. Careful account will need to be taken of how any changes to the current delivery infrastructure will impact on Powys' more rural communities, and their access to a full range of library services.

I am grateful for the support from your library service in submitting this year's return and liaising with officials on this important piece of work.

This letter is also to inform you that following discussions with the Society of Chief Librarians Wales, I am proposing to extend the current Framework of Standards *Connected and Ambitious Libraries: the sixth quality framework of Welsh Public Library Standards 2017-20* for a further year with the last year of reporting being 2020/21. I am content that the Framework remains fit for purpose and, in terms of term of planning and service delivery, library services would benefit from this continuity in the Standards.

Should you have any queries concerning the report or the assessment process, please contact Mary Ellis, email: mary.ellis@gov.wales

Yours sincerely



Dr Nicky Guy
Deputy Director – Museums, Arts, Archives and Libraries Division



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Museums, Archives and Libraries Division
Welsh Government, Rhodfa Padarn, Aberystwyth, Ceredigion, SY23 3UR.

Tel: 0300 062 2112

E-mail: MALD@gov.wales

Website: <http://gov.wales/topics/culture-tourism-sport/museums-archives-libraries/>

We welcome correspondence in Welsh. Correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.



Llywodraeth Cymru
Welsh Government

Connected and Ambitious Libraries:

The sixth quality framework of Welsh Public Library Standards 2017-2020

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Foreword

Public libraries connect people, information and culture. The Welsh Government and local authorities have an established record of working well together to achieve ambitious goals for our library services. I am delighted to be working collaboratively with local authorities on a new framework of Welsh Public Library Standards, to ensure that we continue to provide the citizens of Wales with high quality public library services.

As library users know, libraries provide everyone with a wealth of information, resources, activities and cultural opportunities. They are places of ambition and learning where people can gain new skills, leading to job success and prosperity; they encourage people to be active and healthy through a range of health information services and partnerships; and they connect and unite people, not only with each other and local communities, but also with culture and the world beyond Wales. They also make a valuable contribution to the seven goals of the Well-being of Future Generations Act.

All parts of the public sector are facing considerable financial pressure, including public library services. The expectations of citizens, for a high quality library service, need to be balanced with what is practical and possible to deliver, alongside the statutory requirement to provide a "comprehensive and efficient" service as specified in the Public Libraries and Museums Act 1964.

The Welsh Public Library Standards framework provides a mechanism to enable service providers to plan their provision, and for the public to know what they can expect from their library service. The framework also enables me to assess provision and performance of Welsh public library services as part of my statutory duty under the Public Libraries and Museums Act 1964.

I am pleased that this new framework increases the emphasis on outcome and impact measures to help identify the wider benefits of using the library service. In conjunction with promoting the Standards to make our library services as sustainable and efficient as possible, further consideration will also be given to the regional consortia model which was outlined in the Expert Review of Public Libraries and the Scoping a New Future for Welsh Public Libraries report.

I welcome this new framework of the Standards and the opportunities that it provides to continue the positive partnership between the Welsh Government and local authorities to continue to deliver an outstanding connected and ambitious public library service in Wales.

Ken Skates, AM

Cabinet Secretary for
Economy and Infrastructure



1. Introduction

“Freedom, Prosperity and the Development of society and individuals are fundamental human values. They will only be attained through the ability of well-informed citizens to exercise their democratic rights and to play an active role in society. Constructive participation and the development of democracy depend on satisfactory education as well as on free and unlimited access to knowledge, thought, culture and information.

“The public library, the local gateway to knowledge, provides a basic condition for lifelong learning, independent decision-making and cultural development of the individual and social groups.”¹

1.1. The benefits of using public libraries

Library service engagement with individuals and with the wider community drives benefits in many of the Welsh Government's priority areas such as prosperity, resilience, equality, cohesive communities, culture, learning and health and well being. How the library interacts with its stakeholders – chiefly the users (and potential users) of the service – is key to the provision of a quality service. User perceptions of the services available derive from their experiences.

Libraries which engage appropriately with their customers will provide the maximum benefits both for individuals and the community. As well as providing training and learning support for individuals, libraries contribute to society in other ways, such as providing access to computers and e-government for digitally excluded members of the community.

The public library has a key role in social inclusion. It may be the only place in the community where users can spend time in a safe and neutral environment. Supporting job-seekers in their search for work contributes to the local – and

national – economy. By providing specialist facilities and services for those in the community who might have special needs, libraries contribute to health and well-being. Such benefits will only be achieved if the library provides equality of access for all. Much information is now more easily accessible online – indeed, some is only available online – and libraries are uniquely positioned to facilitate access to resources which may be too costly for individuals (e.g. the cost of the basic hardware, Internet access or the resource subscription).

Libraries play a key role in providing information, promoting knowledge and developing skills for people of all ages and all walks of life. From children's first steps in listening to stories and learning to read, to providing quiet spaces for study, and supporting older people in using new technologies, libraries contribute to the delivery of literacy targets, information literacy and digital inclusion.

Good libraries play an important part in shaping people's views of local government. In order to deliver quality,



sustainable services to the public, libraries need active leadership and a programme for development enabling them to respond in a timely way to the changing information and cultural needs of their local communities. Staff must have the skills, knowledge and confidence to deliver services and meet customer needs, demonstrated by appropriate professional qualifications. Libraries have the opportunity to contribute to a range of wider local and national government agendas, but this will only happen if the library is pro-active in promoting its role, based on a strong vision linked to those agendas.

1.2. What this means for the people of Wales

The sixth framework of Welsh public library standards builds on the developments in the fifth framework. It comprises 12 core entitlements and 16 quality indicators to monitor how well library services realise these benefits for the people of Wales. The mapping between benefits and indicators is not a simplistic one, as measuring outcomes and impacts at a service-wide level cannot be achieved directly, but must be inferred from broader indicators.

The table below shows the indicators in this framework which are most directly related to some of the key benefits of using public libraries. Libraries which perform well on these indicators will be engaging appropriately with their customers to make a difference to their lives.

Outcomes and impacts	Core entitlements	Quality indicators
People in Wales will be able to increase their knowledge / skills having used the library	2, 3	1, 3, 5
People in Wales will be able to take part in reading and other cultural events organised by the library service	3	4, 6, 9, 10, 12
People in Wales will feel part of a community using the library service	3, 11	1, 7, 8
People in Wales will be able to take advantage of the opportunities offered in the digital world using the library service	2, 6, 7	4, 9, 11
Personal health and well-being is enhanced by using the library	3, 4	1, 4
People in Wales can participate more fully in local affairs via the facilities in the library	3, 6	3, 11

Other core entitlements and quality indicators are concerned with the effective management of services, which underpins the effective delivery of the outcomes and impacts. All can be related to one or more of the seven goals of the Well-being of Future Generations Act; details are given in Section 5.

1.3. Fulfilling the statutory duty

The Public Libraries and Museums Act 1964² makes it a duty of the relevant Welsh Ministers (currently the Cabinet Secretary for Economy and Infrastructure) **“to superintend and promote the improvement of the public library service provided by local authorities and to secure the proper discharge by local authorities of the functions in relation to libraries conferred upon them as library authorities under this Act”**.

² Available at <http://www.legislation.gov.uk/ukpga/1964/75/contents>

Under the same Act, library authorities are required to **“provide a comprehensive and efficient library service for all persons desiring to make use thereof”**.

Since 2002, the Welsh Ministers have fulfilled this duty through the Welsh Public Library Standards (WPLS, or, the Standards). The first framework ran from 2002 to 2005 with subsequent frameworks covering the periods 2005-08, 2008-11, 2011-14 and 2014-17. Each individual framework evolved to reflect the changing needs and expectations of public library users. In addition to the fulfilment of statutory duties, the WPLS framework plays a valuable role in supporting the development of public library services.

There is general consensus among stakeholders concerned with the provision of public library services in Wales that these performance measurement frameworks, introduced and administered

by the Welsh Government for the sector, have helped public library services to improve in a number of ways and in key areas. For example, as a result of the Standards, there have been significant improvements in service areas such as the delivery of requests and provision of ICT facilities and services, leading to enhanced outcomes for library customers.

Local authorities have a statutory duty (under section 7 of the Act) to provide a library service and encourage both adults and children to make full use of that library service. The performance indicators listed here will assist the Welsh Government in assessing whether or not local authorities in Wales are fulfilling their duties under the 1964 Act, and in assessing the comprehensiveness and efficiency, in terms of the manner of delivery, of library services in Wales.



1.4. Community managed libraries

Since about 2014 the number of independent and semi-independent libraries in Wales, frequently referred to as community managed libraries, has increased. Guidance issued by the Welsh Government in 2015 on community managed libraries has now been updated and is included here, at Section 6, rather than in a separate document, as previously. It includes criteria to be fulfilled in order that a community managed library might be included in the library service's annual return as part of the statutory service, and details of the data to be provided on all community managed libraries.

1.5. The sixth quality framework

The aims of this sixth framework of Welsh Public Library Standards are to:

- enable the Cabinet Secretary for Economy and Infrastructure to fulfil the statutory requirements of the 1964 Act in respect of superintending the provision of a 'comprehensive and efficient' library service by local authorities;
- provide a robust assessment of the performance of library services;
- have clear links to the Welsh Government's programme for government³, to ensure credibility across local government in Wales;
- be relevant and useful to all local authority library services in Wales;
- be transparent, easily understood and accepted by all stakeholders;
- incorporate outcome measures to show the benefits of using libraries;
- act as a driver for improvements to library services and local communities; and
- minimise the burden of data collection on library authorities.

³ Taking Wales Forward 2016-2021, available at <http://gov.wales/docs/strategies/160920-taking-wales-forward-en.pdf>

The framework has been based largely on the fifth framework, updated to take account of the changed local authority environment within which library services must work, and continues to provide opportunities for libraries to deliver services in innovative ways and the flexibility to make best use of the resources available to them. It will come into operation on 1st April 2017, and libraries will make their first report against its requirements in the summer of 2018. This document describes the new framework in detail.

Section 2 lists the 12 core entitlements, and self-assessment prompts will be provided in the guidance for library staff.

Section 3 describes the 16 quality indicators, which are of three broad types.

- Input indicators are concerned primarily with what the library service will provide for the citizens of Wales in key areas in order that the core entitlements can be delivered.
- Output indicators are concerned with levels of use. When considered alongside input indicators, they can give an indication of the efficiency of delivery of the service.
- Outcome and impact indicators measure the direct or indirect effects of the library service on its users, and on the wider community. They show the difference libraries make to people's lives.

Most indicators will be reported every year; some may be reported once in the three year period, for example, where user survey data are required. For some indicators, formal targets are set, although such targets are not appropriate in all cases.

Libraries will be expected to compare their performance on all indicators with previous years, and to meet the targets where these are set. Benchmarking of authorities will be possible when all results are available.

⁴ See <http://gov.wales/topics/culture-tourism-sport/museums-archives-libraries/?lang=en> for details



The nature of the geography, distribution of population and other factors within individual authorities can cause significant variations in the approaches necessary to the planning and delivery of library services. For this reason, Welsh library authorities are offered alternatives against which to measure their services in some of the indicators described, and should choose the most appropriate to reflect their circumstances.

Definitions of the various terms and guidance on methods of data collection are not specified in this document; however these will be included with the reporting template provided to library services, and are available on request⁴. In all cases, detailed guidance on data collection and calculation will be provided to library authorities to ensure consistency and



comparability. Existing data will be utilised wherever practicable. Where appropriate, international standard definitions and methods have been adopted.

Section 4 of this document details the reporting requirements, which include an element of self evaluation and descriptive reporting in addition to key service statistics and the performance indicators, and describes the monitoring and assessment process. A holistic view of assessment will be taken.

Library performance will be judged on all the aspects of the framework, including compliance with the core entitlements, ranking on the quality indicators, how many quality indicators are met in full and in part, and the narrative providing

evidence of the impact of the service on individuals and the community.

Library provision spans a range of Welsh Government outcomes, offering a range of services which often support two or more of the outcomes simultaneously. The Well-being of Future Generations Act⁵ lists seven broad areas of priority, and **Section 5** of this framework document aligns the core entitlements and quality indicators with these areas, giving examples of the contribution the library service makes.

⁵ See <http://gov.wales/topics/people-and-communities/people/future-generations-act/?lang=en> for details

2. Core entitlements

A set of core library entitlements for Welsh citizens was first incorporated into Making a Difference, the fifth quality framework of Welsh Public Library Standards. These entitlements have been revised and refocused for this sixth framework, to enable the public to know what they can expect from their public library service.

These entitlements are initially self-assessed by each authority. A number of questions are specified in the Guidance document, which the authority is required to take into account when making their self-assessment. It is not necessary to be able to answer every question positively to meet the core entitlement, but justification for the assessment, which could refer to other relevant provision, should be provided in the return. The self-assessment will be moderated by MALD, the Independent Adviser, and a small Reference Group of senior librarians to ensure consistency between authorities.

WPLSCE 1 Libraries in Wales will be free to join, and open to all.

WPLSCE 2 Libraries in Wales will ensure friendly, knowledgeable and qualified staff are on hand to help.

WPLSCE 3 Libraries in Wales will provide access to a range of services, activities and high quality resources in a range of formats to support lifelong learning, personal well-being and development, community participation, and culture and recreation.

WPLSCE 4 Libraries in Wales will provide appropriate services, facilities and information resources for individuals and groups with special requirements.

WPLSCE 5 Libraries in Wales will provide appropriate safe, attractive and accessible physical spaces with suitable staffed opening hours.

WPLSCE 6 Libraries in Wales will lend books for free, and deliver free access to information, including online information resources available 24 hours a day.

WPLSCE 7 Libraries in Wales will provide free use of the Internet and computers, including Wi-Fi.

WPLSCE 8 Libraries in Wales will provide access to services, cultural activities and high quality resources in the Welsh language.

WPLSCE 9 Libraries in Wales will work in partnership to share catalogues and facilitate access to the resources of all Welsh libraries.

WPLSCE 10 Libraries in Wales will work with a range of partners to promote and deliver services to new and diverse audiences, enabling more people to benefit from those services.

WPLSCE 11 Libraries in Wales will regularly consult users to gather their views on the service and information about their changing needs.

WPLSCE 12 Libraries in Wales will provide access to the library service's strategy, policies, objectives and vision, in print and online, in a range of languages appropriate for the community.



3. Quality indicators



The quality indicators in this sixth framework build on the previous framework, and include additional measures covering the outcomes and impact of the library service. They fall into two broad types; those which are provided for monitoring and benchmarking performance over time and between authorities, and those which have specific targets.

WPLSQI 1 Making a difference

This selection of indicators assesses the impact of library use on people's lives in a variety of ways. Although some are relevant to other areas of this framework, they are grouped together here as being key to the overall customer experience.

Authorities will report, at least once in the three year period:

- a) the percentage of adults who think that using the library has helped them develop new skills;
- b) the percentage of young people who think that the library helps them learn and find things out;
- c) the percentage of adults who have found helpful information for health and well-being at the library;
- d) the percentage of adults who experience the library as an enjoyable, safe and inclusive place;
- e) the percentage of adults who think that the library has made a difference to their lives.

Data will be collected from user surveys of adults and of children, which should be conducted in accordance with good statistical practice, at least once during

the three-year period of this framework. Authorities will be given guidance on the conduct of the survey and wording of questions to ensure comparability. Respondents answering 'not applicable' or 'don't know' should be excluded from the calculation.

Authorities may conduct more frequent surveys if they wish to do so and report accordingly.

WPLSQI 2 Customer satisfaction

Customer satisfaction is a key element of library performance. As with the indicators concerned with library impact (QI 1), some of these are relevant to other areas of this framework, but are grouped together here as being key to the overall customer experience.

Authorities will report:

- a)** the percentage of adults who think that the choice of books available in the library they use is 'very good' or 'good';
- b)** the percentage of adults who think that the standard of customer care in the library they use is 'very good' or 'good';
- c)** the percentage of adults who think that the IT facilities provided in the library they use are 'very good' or 'good';
- d)** the percentage of adults who think that overall the library they use is 'very good' or 'good';
- e)** the average overall rating out of ten awarded by users aged 16 or under for the library they use.

Data will be collected from user surveys of adults and of children, which should be conducted in accordance with good statistical practice, at least once in the three-year period of this framework.

It is appreciated that not all authorities wish to use the CIPFA PLUS suite of survey instruments (from which the above indicators are drawn), and guidance will be issued to ensure that authorities which

choose to use their own surveys will have comparable results. Authorities may conduct more frequent surveys if they wish to do so and report accordingly.

WPLSQI 3 Support for individual development

Libraries shall ensure that the following services are offered in all static service points open for 10 hours per week or more:

- a)** basic support in the use of the ICT infrastructure provided (including Wi-Fi) and in accessing the range of electronic information resources available;
- b)** training to improve literacy, numeracy, information and digital skills, and assistance in developing or enhancing capabilities to identify and access appropriate resources efficiently and effectively; critically evaluate information; and apply information appropriately to further objectives, such as educational, employment, health and well-being.

Training programmes may be developed and delivered with appropriate partners outside the library service;

- c)** support for users to access local and national e-government resources;
- d)** reader development programmes/ activities for both adults and children.

The format of the support offered and frequency of any specific timetabled sessions should be appropriate both for the size of the service point and local community needs.

WPLSQI 4 Support for health and well-being

- a)** Libraries shall ensure that the following services are offered in all static service points open for 10 hours per week or more:
 - i. Book Prescription Wales scheme
 - ii. Better with Books scheme



- iii. Designated health and well-being collection
- iv. Information about healthier lifestyles and healthy behaviours - leaflets, books etc
- v. Signposting to health and well-being services

b) Authorities will report the number of static service points open for 10 hours per week or more in which the following services are available on a regular basis

- i. Shared Reading groups (reading aloud together)
- ii. Book clubs (discussion of chosen book)
- iii. Macmillan cancer or other health information partnerships
- iv. Dementia Friendly services
- v. Mental health awareness activities

WPLSQI 5 User training

This indicator assesses the extent to which sessions offered match local need, and the impact of those sessions for the participants. Reader development sessions; literacy, numeracy, information and digital skills sessions; ICT sessions, etc., should all be included. Include sessions arranged in collaboration with partner agencies. User training may have a general audience, or be targeted towards specific sub-groups of the population e.g. children, carers, unemployed persons, etc.

Sessions may require advance registration, or be open to all on a drop-in basis. Include sessions also reported under WPLSQI 4.

Authorities will report:

- a)** the total number of attendances at pre-arranged training sessions organised and/or hosted by the library service at its own service points or at other locations within the authority during the year, divided by the resident population, multiplied by 1,000;



- b)** the percentage of attendees at such sessions who said that attendance helped them to achieve their goals;
- c)** the number of customers helped by means of informal training during the year, divided by the resident population, multiplied by 1,000.

Part b) of this indicator should ideally be derived from a simple feedback form offered to all attendees, but may be based on sessions during one or more sample periods.

Part c) of the indicator may be derived by sampling. Authorities will be provided with guidance to ensure consistency of reporting.

WPLSQI 6 User attendances at library events

The purpose of this indicator is to estimate the attraction of library events for the library's population to be served, and the extent to which such events meet local need.

- a)** Authorities will report the total number of attendances at events and activities organised by the library service at its own service points or at other locations within the authority during the year, divided by the resident population, multiplied by 1,000.

Include events with literary, cultural or educational intent, e.g. author visits, reading groups, literary discussions, digital and information literacy workshops, genealogy workshops, health literacy, financial literacy, job seeking etc.

Events specifically for children are included, such as storytelling, poetry, music. Include events delivered by partner organisations in collaboration with the library service.

- b)** Libraries shall ensure that events or activities for those who have special requirements are offered in all static service points open for 10 hours per week or more. The events or activities may be promoted specifically for an intended group, or open to all, but with a clear target group in mind.

Special requirements can include physical and health impairment, economic disadvantage (e.g. long-term unemployed), cultural difference (e.g. non-native speakers, new arrivals), educational background, or other circumstances that require special library services. Authorities should provide specific examples of such events and list joint working with relevant social inclusion organisations and partners.

WPLSQI 7 Location of service points

No stipulation is made with regard to minimum opening hours of static libraries (on a site by site basis) however, authorities are asked to consider the viability of service points which are open for fewer than 10 hours per week. Equally, no stipulation is made with regard to length or frequency of mobile library stops, however it is expected that mobile libraries will visit each scheduled stop at least 12 times per year.

Authorities shall ensure that they meet the following criteria for the location of service points and mobile library stops, according to their population density:

Population density	% of households	Distance from library
20 or more persons per hectare	At least 95%	Within 2 miles of a static service point
More than 1 but fewer than 20 persons per hectare	At least 75%	Within 2.5 miles (or 10 minutes travelling time by public transport) of a static service point, or within ¼ mile of a mobile library stop
1 person or fewer per hectare	At least 70%	Within 3 miles (or 15 minutes travelling time by public transport) of a static service point, or within ¼ mile of a mobile library stop

WPLSQI 8 Library use

Seven measures of use of the library are required, covering the physical and the electronic resources provided. Together, they assess the library's success in attracting users to its services.

Authorities will report:

- a) the total number of visits to library premises during the year divided by the resident population, multiplied by 1,000;
- b) the total number of external visits to the library's website during the year divided by the resident population, multiplied by 1,000;
- c) the total number of active borrowers divided by the resident population, multiplied by 1,000.
- d) the total number of library members
- e) the total number of book issues (adult and children separate)
- f) the total number of audio-visual issues
- g) the total number of electronic downloads

The data used should be those as reported to CIPFA for the public library actuals return.

WPLSQI 9 Up-to-date and appropriate reading material

This and the next indicator are designed to ensure adequate investment and an appropriate balance of resources across various sections of the community.

- a) Library authorities should achieve
 - either a minimum of 243 items acquired per 1,000 resident population or a minimum spend of £2,180 per 1,000 resident population annually.

Books and e-books, periodicals, audio-visual material and electronic resources are all included.

Authorities should include their contribution to consortium purchases where relevant.

- b) Library authorities will report
 - The percentage of the material budget spent on resources for children.

WPLSQI 10 Welsh language resources

This indicator is designed to ensure materials in Welsh are provided in line with local requirements and the socio-demographic characteristics of the population.

a) Authorities should achieve:

Either a minimum of 4% of the material budget, or, a minimum of £750 per 1,000 Welsh speaking resident population.

Authorities will also report:

b) Total issues of resources in the Welsh language per 1,000 Welsh speaking resident population.

WPLSQI 11 Online access

a) Every static library should provide

- i. A minimum of one device giving public access to the Internet and networked digital content. Computers, laptops, tablets, and other mobile devices are all included.
- ii. Wi-Fi access for users to bring their own laptops or mobile devices.

b) Authorities will report the total number of devices giving public access to the Internet

- i. Available in static libraries, per 10,000 resident population
- ii. Available in mobile libraries.

Computers, laptops, tablets, and other mobile devices are all included.

c) Authorities will report the percentage of available time allocated for use of public access ICT equipment actually taken up by users. This should be aggregated across all libraries in the authority, including mobiles.

WPLSQI 12 Supply of requests

This indicator measures the efficiency of the public library service in responding to requests for material which is not immediately available.

Authorities should achieve:

- a) A minimum of 64% of requests for material to be notified to the user as being available within 7 calendar days of the request being made;
- b) A minimum of 79% of requests for material to be notified to the user as being available within 15 calendar days of the request being made.

Requests for pre-publication material shall be counted from the date of publication. Material which is not owned by the library but must be acquired by purchase or by inter-library loan is included in the calculations.

WPLSQI 13 Staffing levels and qualifications

- i. Library authorities shall achieve total establishment staffing levels for the service of 3.6 (full time equivalent) per 10,000 resident population. Staff who do not work directly in service provision, e.g. cleaners, are excluded. Include only those staff paid from the library service budget.
- ii. The total number of staff (full time equivalent) holding recognised qualifications in librarianship, information science or information management per 10,000 resident population should not fall below 0.65. Staff with qualifications in cognate areas, such as ICT, heritage or leisure management or education and learning may be included in the calculations if they occupy posts on the library staff establishment which require those qualifications, and when the qualifications held are relevant to their current roles and functions within the library service.



Include only those staff paid from the library service budget.

- iii. The designated operational manager of the library service shall, either be the holder of recognised qualifications in librarianship, information science or information management, or, have undertaken relevant library management training within the last 3 years.

Authorities will also report:

- a) where this post sits within the local authority management structure;
- b) the post held by the most senior professional librarian (where different); and
- c) where that post sits within the local authority management structure.
- iv. A minimum of 1% of aggregate staff working hours should be spent in training and personal / professional development during the year. All library staff should

be encouraged to undertake training and development relevant to their role and responsibilities, and to improve their skills.

- v. Library authorities may offer members of the community the opportunity to volunteer, to support additional services in libraries managed and run by the library authority. Such opportunities can, for example, enhance the life skills and employability of individuals, contributing to tackling poverty outcomes.

Where there is community involvement in delivering the library service at a branch level, we expect there to be paid staff working alongside the volunteers in the libraries, for some of the time.

Library authorities that use volunteers to deliver additional services 'in house' (as opposed to community managed libraries) shall ensure:

- a designated volunteer coordinator

from the library service's permanent professional staff coordinates those parts of the service involving volunteer workers;

- each volunteer receives a written role description;
- legal requirements are met for each volunteer in relation to their role;
- both induction training and continuing training is provided for all volunteers;
- volunteers are appropriately supervised; and
- they have achieved, or are actively working towards, Investing in Volunteers accreditation⁶.

Authorities will report:

- a) the total number of volunteers across the year;
- b) the total number of volunteer hours during the year;
- c) whether they have accreditation status relating to the NOS or are working towards this accreditation.

Note that in order to meet this indicator in part, the service must achieve at least three of the five elements, including (iii), relating to the qualifications of the operational manager.

WPLSQI 14 Operational expenditure

In the current economic climate it is not thought appropriate to set a target for overall library expenditure, but spending on the public library service will continue to be scrutinised closely.

Authorities will report:

- a) the total revenue expenditure per 1,000 resident population;
- b) the percentages of this total spent on staff, materials and information resources, maintenance, repair and replacement of equipment and buildings, and other operational costs;

⁶ See <http://iiv.investinginvolunteers.org.uk/inyourcountry/iiv-wales> for more information



- c) total capital expenditure per 1,000 resident population.

Authorities which complete the CIPFA public library actuals return should use the same data here.

WPLSQI 15 Cost per visit

This indicator is useful for justifying expenditure of public funds, giving a proxy for value for money, but it must be interpreted in conjunction with demographic indicators and quality indicators relating to use. It measures the cost of the library service related to the number of library visits, including virtual visits.

Authorities will report:

- The total expenditure on library staff and materials, net of generated income, divided by the sum of the number of physical visits to library premises (including mobiles) plus the number of visits to the library web site during the year.

Authorities which complete the CIPFA public library actuals return should use the same data here. The ratio will be automatically calculated from data provided for other indicators.

WPLSQI 16 Opening hours

- i. Welsh public libraries should achieve a level of aggregate staffed (paid staff and/or volunteers) opening hours across all service points administered by the authority of no less than 120 hours per annum per 1,000 resident population.
- ii. Authorities will report the total number of unstaffed opening hours across all service points administered by the authority per 1,000 resident population.
- iii. This part of the indicator is concerned with the adequacy of the library service's maintenance programme and staffing strategy. Authorities will report:
 - a) the total number of hours of unplanned and emergency closure of static service points as a result of building failure or staff unavailability as a percentage of the total planned opening hours of all static service points during the year;
 - b) the number of mobile library stops and/or home delivery services missed as a result of vehicle failure or staff unavailability, as a percentage of the total number of planned mobile library stops and/or home delivery services during the year.

Scheduled opening hours not open as a result of adverse weather conditions, or any other cause beyond the library's control, are not included.



4. Reporting, monitoring and assessment

The statutory requirements of public library service provision in Wales are enshrined in the Public Libraries and Museums Act 1964. The performance indicators listed here will assist the Welsh Government in assessing whether or not local authorities in Wales are fulfilling their duties under the 1964 Act, and in assessing the efficiency of the manner of delivery of library services in Wales.

4.1. Reporting requirements

Each year, local authorities will be required to report their performance against the various elements of the framework. The return will include a compliance rating against the core entitlements – indicating whether these are fully met, partially met, or not met, with appropriate description / explanation. For all entitlements which are not fully met, the return should also include a strategy for improvement in the following year.

Individual authority returns will also include data showing performance against the quality indicators included in this framework, together with a comparison for the previous year. Where performance has declined, the return should include the authority's strategy to halt the decline. Where targets are not met, the return should include a narrative outlining proposals and a timescale to achieve these targets. These data will be drawn together to provide an overview of Welsh public library services as a whole, to assist with identification of good practice, and of areas where action may be required to bring about improvements.

Measurement of the impact of public library services – the difference those services make to people's lives – is not easily quantifiable. For this reason, a qualitative element will be included in the reporting.

Each authority's return should include at least one, but no more than four, specific case studies describing the impact which the library service has had on an individual, or on a group of individuals, during the year. This is expected to describe not only the service provided and the use made of that service, but also the outcomes for the individuals or members of group as a consequence. Guidance will be provided on the format of the case studies and appropriate material to include. Such case studies will build into a valuable source of evidence of impact and value, and will further promote the spread of good practice across Wales.

A second qualitative element of reporting will be a narrative that demonstrates how the library service is contributing towards both local authority agendas and wider Welsh Government priorities and strategic goals, including any relevant legislative frameworks. The purpose of this strand of reporting is to encourage libraries to be aware of the wider social drivers (e.g. health and well-being; digital inclusion including information literacy; literacy, including reading and the connection with digital literacy; community engagement and community benefits, including families, children and young people, older people, welfare reform; Welsh language and culture), to which their service should be able to demonstrate a contribution, and to make explicit their relevance and value to policy makers at local, regional and national level.

A short description of the authority's future direction and plans for the library service over the following year will be included. Authorities will also be required to confirm that feedback in the form of opinion on the year's performances achieved by each library service has been

adequately considered by the member with responsibility for library services and by the relevant management, scrutiny and performance monitoring procedures.

A reporting template will be provided to authorities to ensure that reporting is consistent and comparable across Wales.

4.2. Monitoring and assessment procedures

The process of monitoring and assessing will be led by MALD: Museums Archives and Libraries division of the Welsh Government, and will follow the pattern established in earlier frameworks. Annual returns should be submitted by the deadline each year, and will be scrutinised for completeness by an independent reviewer and a peer reference group. The independent reviewer will then prepare a formal written feedback report, covering all aspects of the framework, including all quality indicators and narrative elements, which will be delivered to each authority in the autumn, in time to address any issues raised as part of their formal service planning process. This feedback will be formally disseminated to library authority chief executives and also to council leaders, scrutiny officers or performance managers as well as to the managers of library services. The annual reports will be made public, via the MALD web pages.

The independent reviewer will prepare a summary overview each year, including an analysis of overall performances, and significant trends within those performances, against the entitlements and quality indicators. The highest, lowest and median performances in Wales will be calculated for each indicator where this is possible. The overall analysis will be disseminated to all local authorities, usually during an annual seminar. At the end of the framework period a summary report will be published via the MALD web site.

The findings of these processes will be brought to the attention of the relevant Minister annually, highlighting achievements and trends and also problem areas, such as

declining performances, incidences of non-compliance or recurring failure, together with a diagnosis of the causes wherever possible. Noteworthy improvements in performances and improving trends will also be drawn to the Minister's attention.

The core entitlements and quality indicators set out in this framework deal with aspects of the library service which are considered by the Welsh Government to be necessary – but are not necessarily sufficient – for the delivery of a comprehensive and efficient library service under the terms of Section 10 of the Public Libraries and Museums Act 1964.

As the ultimate sanction in the cases of failure to deliver a comprehensive and efficient library service, the Welsh Government can institute an inquiry, issue a direction and transfer the library functions of a library authority to itself or to another authority/organisation. Sanctions would be invoked in cases where, for example, a significant number of the core entitlements and performance targets are not reached, there is a failure consistently to reach the average performance of comparable Welsh authorities with no evidence of improvement over time, or performance across the service as a whole is consistently falling year on year.

To date, it has not been necessary to implement any of these sanctions due to constructive discussion between the relevant parties.

5. The Well-being of Future Generations Act



Libraries have a clear contribution to make to the seven goals of the Well-being of Future Generations Act.

5.1. A prosperous Wales

Development of a skilled and well-educated population is a fundamental aspect of public libraries' activity. Examples of how this is achieved include providing access to a world of lifelong learning through relevant book stock and online information, and the provision of free IT equipment, broadband and Wi-Fi, which supports education, small businesses and job seeking. Core entitlements 2, 3, 6 and 7, and quality indicators 1, 3, 5, 7, 8, 9, 12, 13 and 15 all monitor aspects of public libraries' contribution to this goal.

5.2. A resilient Wales

Social and economic resilience is supported by encouraging and promoting individual personal development, enabling people and society to adapt to changing circumstances.

Regular consultation with users ensures that the services themselves are resilient and able to adapt to changing needs. Two core entitlements are particularly pertinent here, 3 and 11, together with quality indicators 4, 11 and 14. Examples of how this is achieved in practice include support for greater community involvement in running library services, and book stock that encourages a more resilient lifestyle with access to IT so people can self-educate about the issues.

5.3. A healthier Wales

Physical and mental well-being is a key offer of public libraries, not only by providing information on which to base informed choices for the benefit of health in the future but also designated collections and schemes such as Book Prescription Wales titles loaned through libraries, which directly benefit individuals with health concerns. Relevant core entitlements for this goal are 3 and 4; quality indicators 1, 4, and 6 monitor activity.

5.4. A more equal Wales

Libraries are welcoming, inclusive and offer pro-active outreach and public engagement activities in deprived and socially excluded communities. Support for government initiatives such as Universal Jobmatch and Universal Credit enable those without IT skills or facilities to fulfil their potential. Core entitlements 1, 2, 4, 6 and 7, and quality indicators 3, 4, 11, 13 and 14, all monitor public libraries' contribution to this goal.

5.5. A Wales of cohesive communities

Libraries offer a safe neutral place within the community which provides opportunities for people to connect with each other. The one-stop-shop or hub model being developed in many areas further connects local communities with the services they need. Other examples include support for community involvement through the provision of information about the local area. Core entitlements 1, 3 and 5, and quality indicators 1, 6, 13 and 16 monitor aspects of public libraries' contribution to this goal.

5.6. A Wales of vibrant culture and thriving Welsh language

With explicit provision in the current framework covering the provision of material in the Welsh language, libraries are well placed to contribute in this area. They promote and protect Welsh culture and language, and encourage participation in the arts and recreation through the availability of a good range of stock in Welsh, and a host of cultural events and activities. Core entitlements include 2, 3, 6, 8, 9, and 10, and quality indicators 2, 6, 8, 9 and particularly 10 are all relevant here.

5.7. A globally responsible Wales

A commitment to make the most efficient use of resources is embodied in the quality indicators. MALD works with the British Standards Institute and International Standards Organisation in developing and using quality indicators for libraries which conform to ISO 11620.

Further, the borrowing of books is a great recycling tool, reducing the impact on the environment. Libraries in Wales work together in book purchasing consortia, digital/e-book consortia and the All-Wales Library Management System. Core entitlement 12 is directly related to global good practice, while quality indicators 14 and 15 are related to the balance and efficiency of service provision.

6. Community managed libraries



Since about 2014 there has been a growing number of independent and semi-independent libraries in Wales, frequently referred to as community managed libraries. Guidance issued by the Welsh Government in 2015 on community managed libraries has now been updated and is included here rather than in a separate document, as previously.

Welsh Government guidance on community managed libraries recommends that for such libraries to be considered as part of the authority's statutory provision, they must meet the core entitlements contained within the Standards framework. For the purposes of the sixth framework of public library standards, community managed libraries which receive ongoing support from the local authority library service in terms of shared resources, qualified staff and a 'seamless' customer experience can be considered for inclusion in the return.

For example, libraries conforming to the following models may be eligible:

- Elements of resources and staff provided or co-ordinated by the local library service, with the building in community ownership and a contribution towards staffing from the community council with the staff employed by the library service.
- Limited resources and regular staffing (defined hours) provided by the local library service, the building in community ownership and assistance from volunteers.

Models involving the transfer of the building and resources to the community and entirely run by volunteers with minimal (or no) ongoing assistance from the local library service in managing the facility are not eligible for inclusion.

It is appreciated that different models may exist within a single authority, so that some community managed libraries may be included in the returns, while others may not. For full consideration of whether community managed libraries can be included in the statutory service, the following minimum criteria should be met, along with meeting all the core entitlements:

- A service level agreement with the local authority public library service to include resource sharing activities such as inter-library loans;
- Paid staff, whether funded by the local authority library service or from other sources (e.g. community councils) available for 50% of the library opening hours specified in the service level agreement;
- The provision of a range of material, e.g. books, multimedia/audio-visual, Internet access and staff to support access to and utilisation of these resources;
- Authority support for the ICT facilities, which should be free at the point of use;
- Full access to and use of the local authority's library catalogue including the ability to place reservations, for members of the public. Paid staff would be expected to have access to the LMS.

The purpose of these criteria is to ensure that the public receives a high quality, comprehensive and efficient public library service that is deemed worthy of the statutory service. It is possible for a community managed library to achieve all the proposed criteria outlined above, and if they meet these and the core entitlements, they could be considered for inclusion as part of the local authority's statutory provision of public library services.

As identified above, this is achievable by entering a partnership with their local authority public library service and/or working with community councils and groups.

6.1. Reporting and data collection

If community managed libraries are considered by the authority to be part of the statutory service and are included in the annual return, the guidance document on what data to gather and how applies to all the libraries. The same rigour should be used to gather data in community managed libraries as in other libraries.

In addition, the Welsh Government wishes to monitor the support and resources provided to community managed libraries within the authority, and the extent to which they have been included in the indicators in this framework.

All authorities will therefore be asked to provide the following information, as part of the contextual data in the return:

- a)** The number of community managed libraries for which the authority provides
 - i. Paid staff
 - ii. Full access to and use of the local authority's library catalogue for members of the public
 - iii. Support for the ICT facilities
 - iv. Shared and rotated stock services
 - v. A service level agreement including resource sharing activities such as inter-library loans
- b)** The total annual aggregate opening hours of community managed libraries within the authority.
- c)** The total number of staff hours per annum dedicated to supporting community managed libraries. Include front-line staffing and management support and administration time.

Separate figures for the above will be sought for those community managed libraries included in the return (i.e. those meeting all five bullet points above), and those not included, where available.



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Page 1: Wrexham Central Library

Page 3: Ken Skates AM (image: © Crown copyright (2017) Visit Wales)

Page 5: Top: Llanelli Library, Middle: Rhyl Library, Bottom: Torfaen Libraries

Page 7: Top: Computer training group, Prestatyn Library, Bottom: Cwmbran Library

Page 8: Llanelli Library

Page 9: Carmarthen Library

Page 11: Shared reading group at Ty Cae Nant Residential Home, Torfaen Libraries

Page 12: Reading at home service, Torfaen Libraries

Page 14: Baby and toddler group, Prestatyn Library

Page 18: Reference room, Llanelli Library

Page 19: Seren Walker, Cwmbran Library

Page 21: Welsh language discussion group, Aberkenfig Library

Page 24: School visit, Maesteg, Bridgend

Page 26: All Stitched Up, Blackwood Library

Page 28: Risca Library

Mae'r ddogfen yma hefyd ar gael yn Gymraeg.
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Joint Scrutiny Working Group

Scrutiny Observations to Cabinet on: 27 November 2019

The Joint Scrutiny Working Group met on 20 November, 2019 and considered the following documents:

- Digital Powys 2019 - 2025

The Joint Scrutiny Working Group thank the Portfolio Holder County Councillor Graham Breeze and Diane Reynolds, Interim Head of Digital Services for attending scrutiny.

Scrutiny make the following observations:

The Working Group broadly supported the Digital Strategy.

Scrutiny's Recommendation	Accept (plus Action and timescale)	Partially Accept (plus Rationale and Action and timescale)	Reject (plus Rationale)
1 There is a need to ensure that any changes to information services for customers who are digitally enabled and for those people who have a disability or have no access to digital services are developed simultaneously		<p>We will ensure that we continue to comply with legislation.</p> <p>When implementing digital solutions we will work with services areas to ensure provision and accessibility for all.</p>	
2 The Cabinet needs to be aware of the financial implications of the Strategy prior to its approval			This strategy sets a framework of intent and once approved will be used to develop plans and accurate costs for a business case.
3 That the word "Executive" (Page 13 of the Strategy – referring to executive homes)	The word "Executive" has been removed.		

	should be removed		
4	That the Strategy should indicate how the Strategy will be part of the Mid Wales Growth Deal	The strategy will work with the development of the plan across many different aspects. This funding will help enable some digital aspirations. Funding from Mid Wales growth deal is included on page 11 of the digital Powys strategy.	

In accordance with Rule 7.27.2 the Cabinet is asked to provide a written response to the scrutiny report, including an action plan where appropriate, as soon as possible or at the latest within 2 months of the date of the Cabinet meeting i.e. by 27.01.2020

Membership of the Joint Scrutiny Working Group on 20.11.2019:

County Councillors:

J. Charlton, M. Dorrance, J. Gibson-Watt and Mr G. Robson (Co-Opted Member)

Scrutiny date	Scrutiny Committee	Item	Working Group end date	Cab/Mgmt Team Date	Cab Date
2019					
NOVEMBER 2019					
08/11/19	LS WG	Early Years Working Group			
08/11/2019	School Scrutiny Panel	Schools Causing Concern			
11/11/19 - 15/11/19	ERCG WG	HOWPS - Annual Report and KPIs			
13/11/19	Children's Services WG	Children subject to a child protection plan			
		Children who are looked after - placements			
		Scrutiny of Placements and Costs			
		CLA Education - written update on PEPs			
15/11/19	Adult Services WG	Reablement Review Update			
		Quality Assurance Adult			
		Active Offer			
		Technology Enabled Care			
		Tribe/Digital First			
Mon 18/11/2019	LS	Schools Service Budget			
22/11/19	LS and FP	Briefing on Schools Finance with Full Committee if any pre-Cabinet scrutiny required			
Mon 25/11/19	ERCG	Crime and Disorder			
		Food Justice Motion - Investigate issues for Powys			
25/11/19	Finance Panel	Financial overview and forecast -October			27/11/19
		Capital report - October			
		Budget			
25/11/19	LS WG	WESP			
Fri 29/11/2019 pm	HC	Strategy for Residential Care			
		FRM			
		Detocs			
DECEMBER 2019					
04/12/2019	Adult Services WG	Service Redesign and Delivery			
		Information, Advice and Assistance			
		Carers and Respite			
11/12/19	Children's Services WG	Early Help and Eligibility Criteria			
		Section 1 - CS Improvement Plan			

Scrutiny date	Scrutiny Committee	Item	Working Group end date	Cab/Mgmt Team Date	Cab Date
12/12/19	Finance Panel	Financial overview and forecast - November			17/12/19
16/12/19	LS	Post 16 Review - pre-Cabinet scrutiny			
Thurs 19/12/2019	Audit	WAO Annual Improvement Report			
		WAO Review of misstatements and errors			
		Strategic Risk Management			
		Business continuity			
		Internal Audit - performance monitoring Q2			
		Internal audit review			
		Treasury Management			
		Economic and Financial Assessments - Review of Progress			
		Transforming Contract Management			
		Closure of Accounts			
JANUARY 2020					
09/01/2020	Children's Services WG	Children in Need of Care and support			
		Implementation Signs of Safety (IP 3.24 - 3.27)			
13/01/20	ERCG	Extra Care Housing - Brecon - update			
		Protocol for Motorsports Events (Sian Barnes)			
13/01/20	Health and Care	Children's Services Placements and Accommodation		18/12/19	21/01/20
		Child Exploitation and Programme of Work		"	"
		Fostering and Special Guardians		"	"
		Early Help Hubs		"	"
22/01/2020	LS	School Organisation			
17/01/20	Finance Panel	Financial Overview and Forecast - Period 9			21/01/20
		Capital report			
27/01/20	H&C	Budget			
30/01/20	LS	Education Budget scrutiny			
31/01/20	Adult Services WG	Care and Support in the Community: TEC Cost avoidance paper			
		Section 33Agreements (Carers, Glan Irfon, Reablement, Substance Misuse, Residential Care			
		Continuing Health Care			
		Quality Assurance			

Scrutiny date	Scrutiny Committee	Item	Working Group end date	Cab/Mgmt Team Date	Cab Date
FEBRUARY 2020					
07/02/20	Audit Committee	Strategic Risk Management			
		Business continuity			
		Internal Audit - performance monitoring Q3			
		Treasury Management Q3			
		Closure of Accounts			
		Self Assessment			
13/02/2020	Children's Services WG	Children at the edge of care			
		Children accessing support to meet identified need (IP 4.1 4.6)			
21/02/20	Finance Panel	Financial Overview and Forecast - January			03/03/20
		Capital Report			
24/02/20	ERCG	Revision of Policy - Death of a Tenant with no next of kin			
24/02/19	H&C	Children's Services Workforce Development 'Grow Your Own'		12/02/20	03/03/20
		Children's Services Early Help Strategy		"	"
		Finance and Performance			
MARCH 2020					
02/03/20	LS	Verified Standards, National Categorisation, ERW business plan			
04/03/20	Adult Services WG	Service Delivery Plan			
		Transformation of Older People's Accommodation			
		Care and Support in the Community - Financial Assessment of Providers			
		Quality Assurance			
12/03/20	Children's Services WG	Children who are looked after - Placements			
		Commissioning and Placements (IP - Section 4)			
20/03/20	Finance Panel	Financial Overview and Forecast - February			
APRIL 2020					
02/04/20	Health and Care	Children's Services Journey of Transformation		11/03/20	21/04/20
		Children's Services Early Help Strategy			
		Detoc quarterly information			
06/04/2020	LS				
06/04/20	ERCG	Further review of Workways+ Powys and CFW+			
		Progress Report - on Implementing Tenant Satisfaction Survey Action Plan			

Scrutiny date	Scrutiny Committee	Item	Working Group end date	Cab/Mgmt Team Date	Cab Date
08/04/20	Children's Services WG	Children who are looked after - support			
		Meeting the placement needs of children within Powys (IP-4.8 - 4.22)			
27/04/20	Finance Panel				
27/04/20	Adult Services WG	Digital Front Door			
		Carers			
		Care and Support in the Community - Direct Payments			
		Quality Assurance			
MAY 2020					
07/05/20	Audit	WAO - Audit Plan			
		Draft Annual Governance Statement			
		Strategic Risk Management			
		Business continuity			
		Internal Audit - Annual Plan and Performance Review			
		Treasury Management Annual Review and Q4			
		Closure of Accounts			
11/05/20	Children's Services WG	Young People Leaving Care			
		Services to care leavers in line with good practice (IP 3.36-3.38)			
18/05/20	LS	Annual Scrutiny Review and 2020/21 work programme			
18/05/20	Health and Care	Finance and Performance			
		Children's Services Intervention and Prevention Update (I)			
		Returning Children Closer to Home (I)			
		Children's Services Intervention and Prevention Update			
		Children's Services Short Breaks			
		Supported Accommodation 16+			
		Participation with children and young people			
18/05/20	ERCG	Green Waste Bins - Update Report			
		Evaluation of the impact of the roll out of full service - universal credit on HRA rent arrears			
20/05/20	Adult Services WG	Community Equipment Service			
		Care and Support in the Community - DPS and Virtual			
		Quality Assurance			
28/05/20	Finance Panel	Outturn 2019/20			02/06/20
JUNE 2020					

Scrutiny date	Scrutiny Committee	Item	Working Group end date	Cab/Mgmt Team Date	Cab Date
12/06/20	Audit Seminar	Draft SoA			
22/06/20	Adult Services WG	Service Delivery Plan Supporting People Care and support in the community - Contract monitoring and safeguarding Quality Assurance			
25/06/19	Children's Services WG	Youth Justice Safeguarding and good Core Social Work Practice (IP - Section 3)			
26/06/20	Finance Panel				
29/06/20	Health and Care	Director of Services Annual Report Detoc quarterly information Child Exploitation Prevention Strategy Children's Services Participation and MOMO (I) Children's Services Practice Standards (I) Corporate Safeguarding Glan Irfon Update			
29/06/20	ERCG				
15/06/20 - 19/06/20	Working Groups				
22/06/20 - 26/06/20	Working Groups	Proportion of revenue spend increase 2% 19/20			
29/06/20 - 03/07/20	Working Groups	Assess effectiveness of marketing programme			
	Committees	Check inward investment strategy and action plan			
JULY 2020					
06/07/20	LS				
27/07/20	Children's Services WG	Education - curriculum being mindful of the wellbeing of children			
27/07/20	Adult Services WG	Care and Support in the Community - Community Catalysts Care and Support in the Community - Reablement Quality Assurance			
29/07/20	Finance Panel				

Scrutiny date	Scrutiny Committee	Item	Working Group end date	Cab/Mgmt Team Date	Cab Date
AUGUST 2020					
13/08/20	Health and Care				
13/08/20	ERCG				
17/08/20	LS				
28/08/20	Audit Seminar				
SEPTEMBER 2020					
04/09/20	Audit	SoA including AGS			
		Annual Audit Opinion			
		WAO - Annual Improvement Report			
		Strategic Risk Management			
		Business Continuity			
		Treasury Management			
		Internal Audit - Performance Management Q1			
		Closure of Accounts			
08/09/20	Adult Services WG	Service Delivery Plan			
		Care and Support in the Community - Recruitment/Retention/Demographics			
		Quality Assurance			
11/09/20	Finance Panel	Financial Overview and Forecast - June/July			15/09/20
		Capital Report			
17/09/20	Children's Services WG				
28/09/20	Health and Care	Detox quarterly information			
		Adoption			
		EDT Out of Hours Services			
28/09/20	ERCG	Housing Estate Management Service - Progress Report			
28/09/20					

Scrutiny date	Scrutiny Committee	Item	Working Group end date	Cab/Mgmt Team Date	Cab Date
OCTOBER 2020					
02/10/20	LS	Increase % of pupils assessed in Welsh in Year 2			
05/10/20	Finance Panel	Financial Overview and Forecast -August Capital Programme			06/10/20
07/10/20	Adult Services WG	Care and Support in the Community - fee setting and living wage Quality Assurance Accommodation Options			
12/10/20	Children's Services WG				
29/10/20	Finance Panel	Financial Overview and Forecast - September Capital Report			03/11/20
NOVEMBER 2020					
01/11/20	ERCG				
02/11/20	Health and Care	Finance and Performance			
06/11/20	LS				
09/11/20	Adult Services WG	Supported Living Care and Support in the Community - home based support Quality Assurance			
19/11/20	Finance Panel	Financial Overview and Forecast - October Capital Report			24/11/20
23/11/20	Children's Services WG				
DECEMBER 2020					
09/12/20	Adult Services WG	Service Delivery Plan Care and Support in the Community -Single Handed Care Project Quality Assurance			
10/12/20	Audit	Strategic Risk Management Business continuity Internal Audit - Performance Q2 Closure of Accounts			

Scrutiny date	Scrutiny Committee	Item	Working Group end date	Cab/Mgmt Team Date	Cab Date
10/12/20	Finance Panel	Financial Overview and Forecast - November Capital Report			15/12/20
14/12/20	Health and Care				
14/12/20	ERCG				
14/12/20	LS				
	ERCG				
2021					
July	Audit	SoA by 31 July 2021			