



DINAS A SIR CAERDYDD
CITY AND COUNTY OF CARDIFF

GWYS Y CYNGOR

DYDD IAU, 23 MAWRTH 2017

COUNCIL SUMMONS

THURSDAY, 23 MARCH 2017,

Fe'ch gwysir I fynychu cyfarfod **CYNGOR SIR DINAS A SIR CAERDYDD**, a gynhelir yn Siambr y Cyngor, Neuadd y Ddinas, Parc Cathays, Caerdydd on Dydd Iau, 23 Mawrth 2017 at 4.30 pm I drafod y materion a nodir yn yr agenda atodedig.

Davina Fiore
Cyfarwyddwr Llywodraethu a Gwasanaethau
Cyfreithiol

Neuadd y Sir
Caerdydd
CF10 4UW

Dydd Gwener, 17 Mawrth
2017

Hyrwyddo cydraddoldeb a pharch at eraill Gwrthrychedd a priodoldeb Anhunaoldeb a stiwardiaeth
Uniondeb Dyletswydd i gynnal y gyfraith Atebolrwydd a bod yn agored

<i>Eitem</i>		<i>Tua Amser</i>	<i>Max Amser</i>
1	Ymddiheuriadau am absenoldeb <i>Derbyn ymddiheuriadau am absenoldeb.</i>	4.30 pm	5 mins
2	Datgan Buddiannau <i>Derbyn datganiadau buddiannau (i'w gwneud yn unol â Chod Ymddygiad yr Aelodau).</i>		
3	Cofnodion <i>(Tudalennau 1 - 18)</i> <i>Cadarnhau bod cofnodion cyfarfod 23 Chwefror 2017 yn gywir.</i>		
4	Deisebau <i>Derbyn deisebau gan Aelodau Etholedig i'r Cyngor.</i>	4.35 pm	5 mins
5	Cwestiynau gan y Cyhoedd <i>Derbyn cwestiynau a nodwyd yn flaenorol gan y Cyhoedd.</i>	4.40 pm	15 mins
6	Cyhoeddiadau'r Arglwydd Faer <i>Derbyn cyhoeddiadau'r Arglwydd Faer gan gynnwys Cydnabyddiaethau a Gwobrau.</i>	4.55 pm	5 mins
7	Panel Dyfarnu Cymru – Hysbysiad o Benderfyniad <i>(Tudalennau 19 - 22)</i> <i>Nodi penderfyniad Panel Dyfarnu Cymru</i> <i>Adroddiad y Cyfarwyddwr Llywodraethiant a Gwasanaethau Cyfreithiol.</i>	5.00 pm	5 mins
8	Cyngor Dinas Caerdydd Caerdydd Ddwyieithog: Strategaeth 5 Mlynedd yr Iaith Gymraeg 2017-2022 <i>(Tudalennau 23 - 120)</i> <i>Cymeradwyo argymhellion y Cabinet 16 Mawrth 2017.</i>		

9	<p>Asesiad Anghenion Poblogaeth Caerdydd a Bro Morgannwg (Tudalennau 121 - 268)</p> <p><i>Cymeradwyo argymhellion y Cabinet 16 Mawrth 2017.</i></p>	5.20 pm	15 mins
10	<p>Datganiad Polisi Tâl Blynyddol 2017/18. (Tudalennau 269 - 296)</p> <p><i>Cytuno ar Ddatganiad Polisi Tâl Blynyddol ar gyfer 2017/18, yn unol â gofynion Deddf Lleoliaeth 2011.</i></p>	5.35 pm	15 mins
11	<p>Diwygiadau i'r cyfansoddiad - Pwyllgor y Cyfansoddiad 2 Mawrth 2017 (Tudalennau 297 - 314)</p>	5.50 pm	15 mins
12	<p>Datganiadau</p> <p><i>Derbyn datganiadau gan yr Arweinydd ac Aelodau'r Cabinet.</i></p>	6.05 pm	45 mins
Hysbysiad Cynnig			
13	<p>Cynnig 1</p> <p>Mae adroddiad diweddar gan Inrix, un o asiantaethau mwyaf blaengar y byd ar ddadansoddi traffig, wedi dadansoddi traffig a thagfeydd mewn dros 1000 o ddinasoedd ledled y byd – yr astudiaeth fwyaf o'i bath erioed.</p> <p>Daeth ymchwilwyr i'r casgliad bod tagfeydd traffig yn cael mwy o effaith negyddol ar fusnesau yng Nghaerdydd nag mewn unrhyw ddinas arall yn y DU.</p> <p>Adroddodd hefyd fod:</p> <ul style="list-style-type: none"> • Tagfeydd yn ystod y dydd i'w gweld yng Nghaerdydd 15% o'r amser • Gyrwyr yn treulio 32 awr y flwyddyn ar gyfartaledd wedi eu dal mewn tagfeydd yn yr oriau brig. <p>Daw'r adroddiad hwn ar adeg pan fo Cynllun Corfforaethol 2017/19 yn tanlinellu rhagolygon cynnydd yn y boblogaeth o hyd at 26%, yr uchaf o blith unrhyw ddinas yn y DU ac ar adeg pan fo lefelau llygredd yn achos pryder gwirioneddol.</p>	6.50 pm	30 mins

Mae'r Cyngor yn galw ar y weinyddiaeth nesaf i herio amcangyfrifon poblogaeth Llywodraeth Cymru ar gyfer Caerdydd. Bydd hyn yn angen rheidiol yng nghyd-destun yr ymadawiad o'r UE sydd ar fin digwydd ac yn sgil hynny y rhyddhau o rwymedigaethau ei bolisiâu ffiniau agored. Byddai asesiad newydd gan weithwyr proffesiynol o ragolygon twf poblogaeth yn rhoi ystyriaeth i'r ffactorau newydd a phwysig hyn.

Ymhellach mae'n galw am gael ailystyried y rhagolygon tai sy'n codi o'r rhagolygon poblogaeth hyn. Dylai unrhyw addasu ar broffwydo twf poblogaeth gael eu hadlewyrchu yng nghynlluniau'r ddinas i ddyroddi tir glas ar gyfer datblygu. Bydd hefyd yn cael effaith amlwg ar y defnydd ar gerbydau, llygredd a phwysau ar ein ffyrdd.

I orffen, mae'r cyngor yn gwrthod unrhyw gynnig i gyflwyno codi tâl am dagfeydd yn y ddinas. Byddai polisi o'r fath yn cael effaith negyddol ar lewyrch y ddinas ac yn rhwystro mewnfuddsoddiad ar adeg pan fydd y Fargen Ddinesig yn ceisio annog creu cyfoeth a thwf cyflogaeth ledled De Cymru.

Cynigiwyd gan: Y Cynghorydd David Walker

Eiliwyd gan: Y Cynghorydd Dianne Rees

14

Cynnig 2

7.20 pm

30 mins

Yn nodi'r toriad sylweddol mewn termau real i gyllideb y Cyngor dros y 4 blynedd diwethaf, sef hyd at £120 miliwn o arbedion, ac ymhellach yn nodi bod hyn yn ganlyniad uniongyrchol i strategaeth o gynni bwriadol a roddwyd ar waith gan lywodraeth dan arweiniad Ceidwadol Y DU.

Yn nodi oherwydd y strategaeth ariannol a ddilynwyd gan Lywodraeth Lafur Cymru, bod effaith y torri ar wariant wedi bod yn sylweddol llai yng Nghymru nag yn Lloegr a'r Alban.

Yn croesawu'r ffaith nad yw'r setliad ariannol terfynol gan Lywodraeth Cymru ar gyfer Blwyddyn Ariannol 17/18 cynddrwg ag y rhagwelwyd, sydd wedi caniatáu buddsoddiad hanfodol mewn meysydd megis gwasanaethau cymdeithasol, glanhau'r strydoedd a phrifyrdd.

Yn diolch i'w gyflogeion am eu hymroddiad a'r gwydnwch a ddangoswyd ganddynt yng ngwyneb cynni na welwyd ei

	<p>debyg, ac yn llongyfarch holl staff y Cyngor am eu gwaith caled, sydd wedi golygu gwelliannau nas gwelwyd o'r blaen o ran perfformiad, cyfraddau ailgylchu, canlyniadau addysg ac sydd wedi cynorthwyo Caerdydd i fod yn un o'r dinasoedd gorau yn Ewrop i fyw ynddi.</p> <p>Ymrwymo i barhau i gefnogi ein staff trwy aros yn gyflogwr cyflog byw, drwy sicrhau bod pob aelod o staff yn cael eu trin â pharch a thrwy barhau i flaenoriaethu gwasanaethau rheng flaen.</p> <p>Yn ymrwymo i bwysu ar Lywodraeth Cymru i barhau i leddfu effaith lloriol cynni bwriadol llywodraeth San Steffan, er mwyn galluogi Cyngor Caerdydd barhâi i adeiladu ar gynlluniau a mentrau a wnaed dros y 5 mlynedd diwethaf.</p> <p>Cynigiwyd gan: Cynghorydd Huw Thomas</p> <p>Eiliwyd gan: Cynghorydd Christopher Weaver</p>		
<p>15</p>	<p>Cynnig 3</p> <p>Mae'r Cyngor hwn yn nodi'r canlynol:</p> <ul style="list-style-type: none"> · Fod ei Gynllun Datblygu Lleol wedi ymrwymo i gyrraedd shifft modal 50:50 rhwng teithiau a wneid gan geir a theithiau a wneir trwy gerdded, beicio a thrafnidiaeth gyhoeddus erbyn 2026. · Canfu Arolwg Holi Caerdydd fod cyfran y teithiau i'r gwaith ar fws wedi gostwng 2% rhwng 2005 a 2015 o 12.7% i 10.7%. · Mae'r weinyddiaeth Lafur ar fin torri'r amserlen i gael gorsaf fysiau canolog erbyn Rhagfyr 2017. Felly mae'n debygol na fydd gan Gaerdydd orsaf fysiau am o leiaf 3 blynedd. · Argymhellodd yr adroddiad ar gais cynllunio cyfnewidfa drafnidiaeth y dylid "cyfyngu nifer y bysiau oedd yn defnyddio'r gyfnewidfa" fel dewis i leihau effaith ansawdd awyr y cynigion. · Mae'n anodd iawn i deithwyr sy'n gadael Gorsaf Reilffordd Canolog Caerdydd i wybod pa fws i'w ddal i gyrraedd pen draw eu taith. <p>Felly mae'r Cyngor hwn yn galw am:</p> <ul style="list-style-type: none"> · Fwy o safleoedd Parcio a Theithio wedi eu lleoli yn dda ar lwybrau strategol i mewn i'r ddinas. · Gorsaf fysiau canolog addas at y diben i gael ei adeiladu cyn gynted ag y bo modd. · Gweithio gyda darparwyr bysiau i annog defnyddio 	<p>7.50 pm</p>	<p>30 mins</p>

	<p>bysiau mwy cyfeillgar i'r amgylchedd sy'n lleihau llygredd awyr.</p> <ul style="list-style-type: none"> · Gweithio gyda Network Rail i sefydlu gorsafoedd rheilffordd newydd yn Mynachdy, Sain Ffagan a Llanelwyr sy'n cysylltu'n dda â gwasanaethau bysiau. · Gwell arweiniad o lawer i deithwyr posib sy'n defnyddio gwasanaethau bws Caerdydd. · Gwell gwasanaeth trên ar y City Line, gan gynnwys mwy o gerbydau ar wasanaethau teithwyr a chyflwyno gwasanaeth ar y Sul. <p>Dylid paratoi adroddiad ar y mater i'r Weithrediaeth a/neu'r Cyngor ei ystyried fel sy'n briodol</p> <p>Cynigiwyd gan: Y Cynghorydd Elizabeth Clark</p> <p>Eiliwyd gan: Y Cynghorydd Nigel Howells</p>		
16	Cwestiynau Llafar	8.20 pm	90 mins
	<i>Derbyn cwestiynau llafar i'r Arweinydd, Aelodau'r Cabinet, Cadeiryddion Pwyllgorau a/neu Aelodau enwebedig o'r Awdurdod Tân..</i>		
17	Materion Brys	9.50 pm	5 mins
Materion y Cyngor nas Gwrthwynebir			
18	Penodi Llywodraethwyr Ysgol yr Awdurdod Lleol (Tudalennau 315 - 320)	9.55 pm	5 mins
	<i>Cymeradwyo argymhellion Panel Llywodraethwyr yr Awdurdod Lleol 9 Medi 2017</i>		
	<i>Adroddiad y Cyfarwyddwr Llywodraethiant a Gwasanaethau Cyfreithiol.</i>		
19	Cwestiynau Ysgrifenedig		
	<i>Yn unol â Rheolau Gweithdrefn y Cyngor, Rheol 17(f), caiff Cwestiynau Ysgrifenedig eu hystyried a'r ymateb ei gynnwys fel cofnod yng nghofnodion y cyfarfod.</i>		

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Mae'r dudalen hon yn wag yn fwriadol

THE COUNTY COUNCIL OF THE CITY & COUNTY OF CARDIFF

The County Council of the City & County of Cardiff met at County Hall, Cardiff on 23 February 2017 to transact the business set out in the Council summons dated Friday, 17 February 2017.

Present: County Councillor Walsh (Lord Mayor)

County Councillors Ali Ahmed, Manzoor Ahmed, Dilwar Ali, Aubrey, Bale, Bowden, Boyle, Bradbury, Bridges, Carter, Chaundy, Clark, Richard Cook, Cowan, Chris Davis, De'Ath, Derbyshire, Elsmore, Evans, Ford, Goddard, Goodway, Gordon, Govier, Graham, Groves, Hill-John, Hinchey, Holden, Howells, Hudson, Hunt, Hyde, Keith Jones, Joyce, Kelloway, Knight, Lent, Lloyd, McEvoy, McGarry, Merry, Michael, Mitchell, Murphy, Patel, Phillips, Rea, David Rees, Dianne Rees, Robson, Sanders, Stubbs, Thomas, Ben Thomas, Graham Thomas, Lynda Thorne, Walker, Weaver, Wild, Darren Williams and Woodman

137 : APOLOGIES FOR ABSENCE

Apologies were received from Councillors Burfoot, Ralph Cook, Kirsty Davies-Warner, Marshall, McKerlich, Parry and Simmons.

138 : DECLARATIONS OF INTEREST

The Lord Mayor reminded Members of their responsibility under Article 10 of the Members' Code of Conduct to declare any interest, at the commencement of the item of business.

The following declarations were made enbloc in relation to the Budget Proposals 2017/18:

(a) Cardiff and Vale Pension Scheme

1. Cllr Tariq Awan
2. Cllr Phil Bale
3. Cllr Joe Boyle
4. Cllr Ed Bridges
5. Cllr Paul Chaundy
6. Cllr Elizabeth Clark
7. Cllr Richard Cook
8. Cllr Jayne Cowan
9. Cllr Daniel De'Ath
10. Cllr Jonathan Evans
11. Cllr Lisa Ford
12. Cllr Russell Goodway
13. Cllr David Groves
14. Cllr Gavin Hill-John
15. Cllr Gareth Holden
16. Cllr Nigel Howells

17. Cllr Lyn Hudson
18. Cllr Bill Kelloway
19. Cllr Sam Knight
20. Cllr Julia Magill
21. Cllr Sarah Merry
22. Cllr Michael Michael
23. Cllr Georgina Phillips
24. Cllr Dianne Rees
25. Cllr Adrian Robson
26. Cllr Eleanor Sanders
27. Cllr Benjamin Thomas
28. Cllr Huw Thomas
29. Cllr David Walker
30. Cllr Monica Walsh
31. Cllr Caro Wild
32. Cllr Tariq Awan
33. Cllr Phil Bale
34. Cllr Joe Boyle
35. Cllr Ed Bridges
36. Cllr Paul Chaundy

(b) Local Authority School Governors

COUNCILLOR

Cllr Ali Ahmed

Cllr Ali Ahmed

Cllr Ashley Govier

Cllr Benjamin Thomas

Cllr Bill Kelloway

Cllr Caro Wild

Cllr Christopher Weaver

Cllr Daniel De'Ath

Cllr Daniel De'Ath

Cllr Darren Williams

Cllr David Groves

Cllr David Walker

Cllr Dianne Rees

Cllr Dianne Rees

Cllr Dilwar Ali

Cllr Dilwar Ali

Cllr Edward Stubbs

Cllr Edward Stubbs

Cllr Elaine Simmons

Cllr Elaine Simmons

Cllr Eleanor Sanders

Cllr Elizabeth Clark

Cllr Fenella Bowden

Cllr Gareth Aubrey

Cllr Garry Hunt

Cllr Garry Hunt

GOVERNING BODY

St Mary The Virgin C/W Primary School

Ysgol Gynradd Gymraeg Hamadryad

Ninian Park Primary School

Tongwynlais Primary School

Marlborough Primary School

Kitchener Primary School

Gladstone Primary

Albany Primary School

Roath Park Primary School

Lansdowne Primary School

Coryton Primary School

Llysfaen Primary School

Pontprennau Primary School

St Mellons C/W Primary School

Gabalfa Primary School

Hawthorn Primary School

Moorland Primary School

Willows High School

The Glyn Derw Michaelston Federation

Trelai Primary School

Llanishen Fach Primary School

Cathays High School

Birchgrove Primary School

Danescourt Primary School

Coed Glas Primary School

The Court School

COUNCILLOR

Cllr Georgina Phillips
Cllr Graham Hinchey
Cllr Graham Hinchey
Cllr Huw Thomas
Cllr Huw Thomas
Cllr Iona Gordon
Cllr James Murphy

Cllr James Murphy
Cllr Jayne Cowan
Cllr Joe Boyle
Cllr Joe Boyle
Cllr Joseph Carter
Cllr Kate Lloyd
Cllr Kate Lloyd
Cllr Keith Hyde
Cllr Lyn Hudson
Cllr Lynda Thorne
Cllr Lynda Thorne
Cllr Manzoor Ahmed
Cllr Mary McGarry
Cllr Mary McGarry
Cllr Nigel Howells
Cllr Nigel Howells
Cllr Paul Chaundy
Cllr Paul Chaundy
Cllr Paul Mitchell
Cllr Paul Mitchell
Cllr Peter Bradbury
Cllr Peter Bradbury
Cllr Ramesh Patel
Cllr Ramesh Patel
Cllr Richard Cook
Cllr Robert Derbyshire
Cllr Sam Knight
Cllr Susan Elsmore
Cllr Susan Elsmore
Cllr Susan Goddard
Cllr Susan Goddard
Cllr Susan Lent
Cllr Susan Lent

GOVERNING BODY

Pontprennau Primary School
Birchgrove Primary School
Ton Yr Ywen Primary School
Willows High School
Ysgol Glan Morfa
Severn Primary School
Cardiff West Community High School
(tem0)p)
Hywel Dda Primary School
Greenhill School
Howardian Primary School
Springwood Primary School
Llanedeyrn Primary School
Lakeside Primary School
Rhydypenau Primary School
Bryn Celyn Primary School
Ton Yr Ywen Primary School
Grangetown Nursery School
Ninian Park Primary School
Adamsdown Primary School
Albany Primary School
St Peter's RC Primary School
Adamsdown Primary School
Stacey Primary School
St Philip Evans RC Primary School
St David's CiW Primary School
Cantonian High School
Fairwater Primary School
Millbank Primary School
Ty Gwyn School
Fitzalan High School
Lansdowne Primary School
Radnor Primary School
Rumney Primary School
Cathays High School
Radnor Primary School
Ysgol Gymraeg Treganna
Ely and Caerau Children's Centre
St Francis RC Primary School
Howardian Primary School
Roath Park Primary School

(c) Joint Committees

BODY

Glamorgan Archives

COUNCILLOR NAME

Cllr Jayne Cowan
Cllr Adrian Robson
Cllr Huw Thomas

278

Cardiff Bay Advisory Committee	Cllr Peter Bradbury Cllr Bob Derbyshire
Public Services Board	Cllr Phil Bale
Prosiect Gwyrdd	Cllr Bob Derbyshire Cllr Graham Hinchey
Welsh Purchasing Consortium	Cllr Graham Hinchey
Central South Consortium Joint Education Service Joint Committee	Cllr Sarah Merry
Regulatory Services Joint Committee	Cllr Daniel De'Ath
Vale, Valleys and Cardiff Regional Adoption Collaborative Joint Committee	Cllr Sue Lent
Cardiff and Vale Health Board	Cllr Susan Elsmore

(d) Joint Boards

BODY	COUNCILLOR NAME
Cardiff Bus	Cllr Gareth Aubrey Cllr Garry Hunt Cllr Adrian Robson Cllr Elaine Simmons Cllr Ben Thomas
LGA - Community Wellbeing Board	Cllr Phil Bale
LGA – General Assembly	Cllr Phil Bale Cllr Susan Elsmore Cllr Nigel Howells
South Wales Fire & Rescue Service	Cllr Dilwar Ali Cllr Keith Hyde Cllr Georgina Phillips
WLGA – Co-ordinating Committee	Cllr Phil Bale
WLGA Council	Cllr Phil Bale Cllr Peter Bradbury Cllr Dan De'Ath Cllr Bob Derbyshire Cllr Susan Elsmore Cllr Graham Hinchey

The following additional personal interests were declared

<u>Councillor</u>	<u>Item</u>	<u>Interest</u>
Councillor Dilwar Ali	Item 8 Budget Proposals 2017/18	Member of PRU
Councillor Bradbury	Item 8 Budget Proposals 2017/18	Member of Co-operative Council's Innovation Network Ely & Caerau Sports Trust – support given other than as a Ward Councillor.
Councillor Boyle	Item 7 Corporate Plan	Dependent has statement of ALN which is referenced in the Corporate plan.
Councillor Clark	Item 7 Corporate Plan & Item 8 Budget Proposals 2017/18	Family Member in receipt of Care Services
Councillor Goddard	Item 8 Budget Proposals 2017/18	Member of Tenants Association
Councillor Groves	Item 7 Corporate Plan	Councillor and spouse in receipt of Direct Payments
Councillor Hudson	Item 7 Corporate Plan & Item 8 Budget Proposals 2017/18	Family Member in receipt of Care Services
Councillor Joyce	Item 8 Budget proposals 2017/18	Tenant of a Council property
Councillor Mitchell	Item 7 Corporate Plan & Item 8 Budget proposals 2017/18	Dependent is an employee of the Council
Councillor Sanders	Item 8 Budget Proposals 2017/18	Chair of Trustees of Cardiff Foodbank
Councillor Woodman	Item 7 Corporate Plan & Item 8 Budget Proposals 2017/18	Honorary President of Diverse Cymru

139 : MINUTES

Minutes of the meeting held on 26 January 2017 were approved as a correct record and signed by the Chairperson.

140 : PUBLIC QUESTIONS

Public Question: *Samsunear Ali*

How is the council combatting hate crime?

Reply: *County Councillor De'Ath*

Everyone has a part to play in combatting hate crime in Cardiff. We take this responsibility very seriously and we've assured there are robust police and partnership processes in place to identify, manage, and investigate all reported hate crime in the city.

Immediately following the Brexit referendum vote last year, a cross-party statement was issued that reiterated the commitment of all political parties represented here of Cardiff being an open, inclusive city, with zero tolerance of hate crime. The statement recognised that our diverse communities have, in part, contributed historically to the city's growth and success.

We also established a multi-agency task group immediately following the referendum. And this group continued to provide a horizon-scanning function and proactive response to key events, such as the anticipated triggering of Article 50 by the UK Government at the end of March.

We continue to provide hate-crime training for staff, in partnership with victim support and we actively support Hate Crime Awareness Week, which helps to raise awareness of the impact that hate crime can have on communities and the importance of reporting.

Neighbourhood Partnership Officers work closely and local schools to raise awareness of hate crime and the impact they can have on people. In addition, information is regularly distributed in areas where hate crime has occurred and ongoing engagement takes place at community events.

We also place great importance on challenging attitudes and promoting diversity in our schools and communities. We will continue to work with partner organisations to counteract any xenophobia, Islamophobia, and hostility in Cardiff that is aimed at particularly vulnerable groups, such as people with a disability and those targeted because of their sexual orientation or transgender status.

Supplementary question: *Samsunear Ali*

I have been talking to residents of the Llanedeyrn area during my canvassing in the recent months and one of the things that's of concern at the moment is that there has been recent arson attacks in the area and the residents are fearful of their security at the moment and they also feel that the police aren't doing enough to resolve or investigate. And I think the Council needs to work closely with them to resolve this.

Would you be willing to come and meet with the residents yourself to build more confidence and show more partnership working to resolve the matters going forward?

Reply: *County Councillor De'Ath*

I can't comment on the particular instances of the situations you've described but I'm more than happy to come and meet with your residents and try and find a way forward and reassure them that it is something that we all here take extremely seriously and are determined to stamp out in Cardiff.

141 : PETITIONS

The following petitions were presented to Council: -

1. Councillor Lent - 107 signatures concerns regarding traffic speed and pedestrian safety in Inverness Place and requesting that the Council undertake speed surveys with a view to traffic calming measures being introduced.
2. Councillor Ben Thomas – 552 residents (52 signed petitioners and 500 Change.org) of Wauntreoda Road, Whitchurch and surrounding roads calling for additional road safety measures at Wauntreoda Road particularly following a serious road traffic collision on 29 January 2017.
3. Councillor Richard Cook – 131 signatures calling on the Council to undertake a retrospective impact assessment following the redevelopment of the Victoria Park splash pad facility to consider visitor and resident safety; traffic flow; availability of on-street parking; litter enforcement; provision of refuse facilities; and frequency of collection - as all of these have adversely impacted on the locality and residents.

142 : LORD MAYOR'S ANNOUNCEMENTS

St David's Day

The annual St David's Day Civic Service will take place on Wednesday 1st March at 10.45am at The City Parish Church of St. John the Baptist, St. John Street, Cardiff.

Lord Mayor's Charity

The Lord Mayor was pleased to announce that since the last meeting a donation of £10,000 had been received from the Waterloo Foundation. The total raised so far this year is just over £76,000.

The following fundraising events are arrange in March:

- Sunday the 5th of March the St David's Day Fun Run in Bute Park; and
- Friday the 24th of March a Civic Dinner at the Mansion House.

Recognition and Awards

International Mother Language Day - Cardiff's diverse network of communities came together to mark International Mother Language Day on Tuesday, 21st February 2017 at City Hall. The event was sponsored by NAID charity organisation in partnership with International Mother Language Monument Project Committee Cardiff and was organised by Councillor Dilwar Ali.

After a decade of campaigning, the Celebration and fundraising night was a great success and funds were raised by the whole community via pledges from the Founder members, Life Members, Members and friends of International Mother Language Monument (all names will be displayed on plaque boards nearby the monument). Over £95,000 was raised with auctions and raffles.

British Sign Language Charter - This month the Council became the second Council in Wales to sign the British Deaf Association's BSL Charter. This agreement sets out key pledges to improve access and the rights of deaf people. As part of this commitment the Council pledges to consult with the local deaf community on a regular basis.

The BSL Charter was signed by Dr Terry Riley Chair of the British Deaf Association, Chief Executive Paul Orders, Leader of City of Cardiff Council Councillor Phil Bale and Stuart Parkinson a youth worker and trustee of Cardiff Deaf Centre.

Mentor of the Year - Congratulations to our colleague, Councillor Fenella Bowden on winning the Business Wales Excellence in Mentoring Award - 'Mentor of the Year 2017 – Supporting Language & Culture' at last month's Wales Business Awards.

The award is recognition for all her hard work as a mentor under the Welsh Government's Diversity in Democracy programme, which provides mentoring to prospective candidates for 2017 Council elections in Wales.

Anti-bullying awards - The Inspire Awards 2016/17 were held last month at St David's Hall to recognise those who take a stand against bullying across our schools and communities.

Established in 2009 to recognise the contribution children, young people and adults make to enhance the lives of others through their selfless acts of kindness and support, the Inspire Awards are organised by Cardiff Against Bullying, the council's anti-bullying team funded by the Welsh Government's Families First programme.

Ninian Park Primary School - has been recognised for a significant rise in standards.

A report by Wales' education watchdog Estyn gave the school a good rating, the second highest possible, in four out of the five areas the inspectorate looked at.

The full report is available online via the Estyn website - www.estyn.gov.uk - and the Welsh Government's school categorisations at mylocalschool.wales.gov.uk

Forest Farm Nature Reserve - went to the Rural Oscars last month as a Welsh finalist in the Tourism Enterprise category and came away 'highly commended.'

The Awards are the Countryside Alliance's annual celebration of rural produce, skills, enterprise and heritage and the finalists were chosen from over 7,500 public nominations.

143 : CORPORATE PLAN 2017 - 2019

(Members declarations of interest under Article 10 of the Members' Code of Conduct as set out in Minute Number 138 were noted)

The Council was requested to consider the draft Corporate Plan 2017-2019 to enable it to be agreed and finalised for publication. Minor amendments to the Corporate Plan which would be updated after the meeting were included on the amendment sheet.

The Lord Mayor invited the Leader to propose the Corporate Plan and this was seconded by Councillor Merry.

The Leader set out his ambition for Cardiff within the current financial position; increasing demands and the need for the Council to be realistic in that the Council needs to change what it does and deliver services better in the future.

The plan focusses on four key priorities: -

- i. Raising Standards in schools;
- ii. Protecting the most vulnerable citizens
- iii. Creating an economy that benefits everyone; and
- iv. Working to transform and modernise Council services

The Leader reflected on what the administration had succeeded in delivering over the last 5 years in relation to its key priorities of education; reducing the number of young people not in education, employment or training; supporting disadvantaged communities; offering work placements opportunities to looked after children and care leavers. The leader focused on the provision of affordable homes; commitments to bringing forward a new rough sleepers strategy and support for the homeless; developing a strong economy and driving prosperity across the region and for Wales; the need for a sustainable approach to developing the city; jobs; its infrastructure and the City Deal for the Cardiff Capital Region will secure £1.2billion. This Council also introduced the Living Wage.

Looking forward work would continue on investing in resilient and sustainable services; programme of multi-agency Community Hubs; better facilities and buildings; online services; new approaches to service delivery; stabilisation of performance and improvement.

The Corporate Plan 2017 – 2019 was the roadmap for future progress and Delivery

In seconding the report Councillor Merry, Cabinet Member for Education detailed the progress and achievements to date in Education across the City; apprenticeships and partnerships. The aim of the Corporate Plan was to build on achievements so far and provide an inclusive education framework for the future.

The Lord Mayor invited debate on the Corporate. Members made a number of comments in relation to performance in particular in relation to education and skills development; funding; redesigning of services in particular around neighbourhood partnerships; the importance of partnerships and shared outcomes; ensuring infrastructure it is fit for purpose of a growing city; and sustainable development plans. Members recognised the growing demands on Social Services; the need to protect the most vulnerable in the city; providing open spaces and services to help with future wellbeing of citizens and meet the ambition of being a 'liveable City'

The Leader responded to matter raised before the recommendations were put to the vote.

RESOLVED – That

1. the Corporate Plan 2017-2019 was approved including the minor updates which were included on the amendment sheet circulated at Council;
2. delegated authority was approved for the Chief Executive in consultation with the Leader of the Council to make any consequential amendments to the Corporate Plan following consideration by Council on 25 February 2016.

(Following this item there was a break in proceedings and following the break the Deputy Lord Mayor, Councillor Georgina Phillips took the Chair and the Lord Mayor left the meeting)

144 : BUDGET PROPOSALS 2017 - 18

(Members declarations of interest under Article 10 of the Members' Code of Conduct as set out in Minute Number 138 were noted)

The Council was requested to consider and approve the Cabinet Budget Proposals for 2017- 18.

The Lord Mayor reminded Members of the agreed conduct of debate for the consideration of the Cabinet Budget Proposals 2017-18. Two alternative budget proposals had been received in accordance with the Council Procedure Rules and included necessary Statutory Officer advice and had been circulated as part of the Amendment Sheet.

The Lord Mayor invited the Cabinet Member, Corporate Services and Performance, Councillor Hinchey to propose the Cabinet Budget. This was seconded by Councillor Bale.

The Cabinet Member, Corporate Services and Performance, Councillor Hinchey presented the budget to Council and Cabinet colleagues; Scrutiny Chairs, opposition

Leaders, Trade Union colleagues, and the Chief Executive and Corporate Director Resources for their knowledge, and support over the past year and, indeed, their support over the course of the last five years in bringing together a budget. .

The budget preparation had been a year-long effort, starting again in April, just two months after finalising last year's budget, and involved consultation with citizens; directorates; staff and partners. .

The better than expected settlement from Welsh Government provided additional resources to help bridge the funding gap for the coming year only. The Council still faces a budget shortfall of £81m over the next three years, and the Cabinet Secretary had warned that it may be much worse than this.

The Cabinet Member detailed the financial position and the need to bridge a £25m budget gap, on top of £213m shortfall that had already been found over the last decade. The increase proposed in the Council Tax would only address 18% of the £25m gap but meant that services will continue services that might otherwise have had to cut.

The Cabinet Member drew attention to areas that were being protected or receiving additional funding which included over £1m on cleaning the streets and fixing roads. This additional investment builds on our work over the last four and five years; Wedal Road Household Waste Recycling Centre would stay open until a new reuse/recycling centre has been opened in the city, providing an improved and better service; protection for schools and social services; provision of community hubs and services; fewer but better buildings and facilities; building on partnerships, better use of technology, being more commercial; and investing in our staff.

The budget continues our transformation agenda, and also focuses resources on improving frontline services for our citizens. The Cabinet Member commended the budget to Council.

The Leader in seconding the Budget Proposals highlighted the investment being made in cleaning and fixing the streets; improving schools and education; greater investment in social services; developing new and sustainable transport infrastructure; supporting new strategies; hosting large scale events; developing new partnerships; protecting jobs and improving services. The progress made over the last five years has been based on the values and principles held by the administration and a vision, drive and leadership to take the city forward.

The Lord Mayor invited the proposer and seconder of each of the amendments to formally move their proposal and speak.

Councillor Howells formally proposed the Liberal Democrat alternative proposal and spoke on the proposal.

Councillor Clark formally seconded the Liberal Democrat alternative proposal and reserved the right to speak later the proposal.

Councillor McEvoy formally proposed the Plaid Cymru alternative proposal and spoke on the proposal.

Councillor Holden formally seconded the Liberal Democrat alternative proposal and reserved the right to speak later the proposal.

The Deputy Lord Mayor invited the Conservative Group Finance Spokesperson for this meeting, Councillor Robson to speak before opening up the debate to all Members in accordance with the Budget Procedure Rules. Group Leaders spoke as part of the general debate.

The debate dealt with issues in relation to the allocation of the additional funding. A number of members believed it was important to have continued access to household waste recycling centres to combat littering and fly tipping in communities. Members noted the work to safeguard and streamline services; provision of play centre; funding of community facilities; additional funding to highway maintenance; education and social services; and how all these issues had to be balanced against the funding available. The proposed increase in Council Tax of 3.7% to ensure that the budget could be balanced was debated

During the Cabinet Member contributions to the debate a Closure Motion was moved by Councillor Carter and seconded by Councillor Bridges under rule 26 (a) (ii) that the question be now put.

The Deputy Lord Mayor having taken advice of the Monitoring Officer put the Closure Motion to the Vote the Vote was CARRIED.

In accordance with Council Procedure Rule 26 (c) the Deputy Lord Mayor gave the proposer of the original motion a right of reply.

At this point the Deputy Lord Mayor asked the Monitoring Officer to clarify the procedure rule in relation to a Closure Motion and the meeting was advised that in accordance with Rule 26 (c) following the right of reply the original proposal on the Budget would be put to the vote.

A motion to adjourn the meeting for 5 minutes to enable the position to be clarified with Party Group Whips was proposed by Councillor Robson and seconded by Councillor Cowan.

The Motion to adjourn was put to the vote and LOST.

The Lord Mayor invited the Cabinet Member Corporate Services and Performance to respond to matters raised during the debate.

The Cabinet Proposal as set out in the report was put to the vote and the recommendations were CARRIED.

RESOLVED – That

1.0 the Council, having taken account of the comments of the Corporate Director Resources in respect of the robustness of the budget and the adequacy of reserves as required under Section 25 of the Local Government Act 2003 that the Revenue, Capital and Housing Revenue Account budgets including all proposals and increasing the Council Tax by 3.7% as set out in this report be approved and that the Council resolve the following terms: - .

2.0 note that at Cabinet meeting on 15 December 2016 the Council calculated the following amounts for the year 2017/18 in accordance with the regulations made under Section 33(5) of the Local Government Finance Act 1992:-

a) 143,032 being the amount calculated in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) (Wales) Regulations 1995, as amended, as its Council Tax base for the year.

b)	Lisvane	2,350
	Pentyrch	3,258
	Radyr	3,651
	St. Fagans	1,295
	Old St. Mellons	1,400
	Tongwynlais	823

being the amounts calculated in accordance with Regulation 6 of the Regulations as the amounts of its Council Tax base for the year for dwellings in those parts of its area to which special items relate.

2.1 agree that the following amounts be now calculated by the County Council of the City and County of Cardiff for the year 2017/18 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:-

a) Aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a) to (d) (including Community Council precepts totalling £309,600). £1,077,570,600

b) Aggregate of the amounts which the Council estimates for items set out in Section 32(3)(a) and (c). £492,127,791

c) Amount by which the aggregate at 2.1(a) above exceeds the aggregate at 2.1(b) above calculated in accordance with Section 32(4) as the budget requirement for the year. £585,442,809

d) Aggregate of the sums which the Council estimates will be payable for the year into its Council Fund in respect of Revenue Support Grant and redistributed Non-Domestic Rates. £428,216,560

e) The amount at 2.1(c) above less the amount at 2.1(d) (net of the amount for discretionary relief of £350,000), all divided by the amount at 2.0(a) above,

calculated in accordance with Section 33(1) as the basic amount of Council Tax for the year.

£1,101.69

f) Aggregate amount of all special items referred to in Section 34(1).
£309,600

g) Amount at 2.1(e) above less the result given by dividing the amount at 2.1(f) above by the amount at 2.0(a) above, in accordance with Section 34(2) of the Act, as the basic amount of Council Tax for the year for dwellings in those parts of the area to which no special items relate.

£1,099.52

h) The amounts given by adding to the amount at 2.1(g) above the amounts of special items relating to dwellings in those part of the Council's area mentioned below, divided in each case by the amount at 2.0(b) above, calculated in accordance with Section 34(3) as the basic amounts of Council Tax for the year for dwellings in those parts of the area to which special items relate.

	£
Lisvane	1,113.99
Pentyrch	1,127.45
Radyr	1,132.39
St. Fagans	1,113.42
Old St. Mellons	1,119.23
Tongwynlais	1,122.61

i) The amounts given by multiplying the amounts at 2.1(g) and 2.1(h) above by the number which in the proportion set out in the Council Tax (Valuation Bands) (Wales) Order 2003 is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D calculated in accordance with Section 36(1) of the Act as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

VALUATION BANDS

Area	A £	B £	C £	D £	E £	F £	G £	H £	I £
Lisvane	742.66	866.43	990.21	1,113.99	1,361.54	1,609.10	1,856.64	2,227.98	2,599.31
Pentyrch	751.63	876.90	1,002.18	1,127.45	1,378.00	1,628.55	1,879.08	2,254.90	2,630.72
Radyr	754.92	880.74	1,006.57	1,132.39	1,384.03	1,635.68	1,887.31	2,264.78	2,642.24
St. Fagans	742.28	865.99	989.71	1,113.42	1,360.85	1,608.28	1,855.70	2,226.84	2,597.98
Old St. Mellons	746.15	870.51	994.87	1,119.23	1,367.96	1,616.68	1,865.39	2,238.47	2,611.55
Tongwynlais	748.40	873.14	997.87	1,122.61	1,372.08	1,621.55	1,871.01	2,245.21	2,619.42
All other parts of the	733.01	855.18	977.35	1,099.52	1,343.86	1,588.20	1,832.53	2,199.04	2,565.55

Council's
Area

- 2.2 note that for the year 2017/18, the Police and Crime Commissioner for South Wales has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992 for each of the categories of dwelling shown below:-

VALUATION BANDS

A	B	C	D	E	F	G	H	I
£	£	£	£	£	£	£	£	£
145.50	169.75	193.99	218.24	266.74	315.24	363.74	436.49	509.24

- 2.3 Having calculated the aggregate in each case of the amounts at 2.1(i) and 2.2 above, the County Council of the City and County of Cardiff in accordance with Section 30(2) of the Local Government Finance Act 1992 hereby sets the following amounts as the amounts of Council Tax for the year 2017/18 for each of the categories of dwellings shown below:-

Part of Council's Area

VALUATION BANDS

	A	B	C	D	E	F	G	H	I
	£	£	£	£	£	£	£	£	£
Area									
Lisvane	888.16	1,036.18	1,184.20	1,332.23	1,628.28	1,924.34	2,220.38	2,664.47	3,108.55
Pentyrch	897.13	1,046.65	1,196.17	1,345.69	1,644.74	1,943.79	2,242.82	2,691.39	3,139.96
Radyr	900.42	1,050.49	1,200.56	1,350.63	1,650.77	1,950.92	2,251.05	2,701.27	3,151.48
St. Fagans	887.78	1,035.74	1,183.70	1,331.66	1,627.59	1,923.52	2,219.44	2,663.33	3,107.22
Old St. Mellons	891.65	1,040.26	1,188.86	1,337.47	1,634.70	1,931.92	2,229.13	2,674.96	3,120.79
Tongwynlais	893.90	1,042.89	1,191.86	1,340.85	1,638.82	1,936.79	2,234.75	2,681.70	3,128.66
All other parts of the Council's Area	878.51	1,024.93	1,171.34	1,317.76	1,610.60	1,903.44	2,196.27	2,635.53	3,074.79

- 2.4 the Corporate Director Resources be authorised to make payments under Section 38 of the Local Government (Wales) Act 1994 from the Council Fund by equal instalments on the last working day of each month from April 2017 to March 2018 in respect of the precept levied by the Police and Crime Commissioner for South Wales in the sum of £31,215,904.
- 2.5 the Common Seal be affixed to the said Council Tax.
- 2.6 the Common Seal be affixed to precepts for Port Health Expenses for the period 1 April 2017 to 31 March 2018 namely

	£
The County Council of the City and County of Cardiff	113,755
The Vale of Glamorgan County Borough Council	12,846

- 2.7 notices of the making of the said Council Taxes signed by the Chief Executive be given by advertisement in the local press under Section 38(2) of the Local Government Finance Act 1992.
- 3.0 approve the Prudential Indicators for 2017/18, 2018/19 & 2019/20 delegating to the Section 151 Officer the authority to effect movement between the limits for borrowing and long term liabilities within the limit for any year.
- 4.0 the Treasury Management Strategy for 2017/18 in accordance with the Local Government Act 2013 and the Local Authority (Capital Finance & Accountancy) (Wales) Regulations 2003 and subsequent amendments be approved.
- 5.0 the Minimum Revenue Provision Policy for 2017/18 be approved.
- 6.0 the Section 151 Officer be authorised to raise such funds as may be required to finance capital expenditure by temporary or long term borrowing within the limits outlined in the strategy above and to bring forward or delay schemes within the Capital Programme.
- 7.0 the current Council Tax Reduction Scheme as set out in the report be maintained.

145 : WALES INVESTMENT POOL - JOINT GOVERNANCE COMMITTEE

The report presented by the Cabinet Member Corporate Services and Performance Councillor Hinchey sought Council's approval to establish a Joint Governance Committee for the Wales Investment Pool with other Local Authorities which will oversee the pooling of the investments of the eight Local Government Pension Scheme funds in Wales. A draft Inter Authority Agreement was attached to the report. Carmarthenshire County Council would be appointed as the host authority for the Joint Governance Committee.

The proposal was seconded by Councillor Elsmore.

There was no debate on this matter.

RESOLVED – That the Council

1. Notes the content of the draft Inter Authority Agreement (IAA) and delegated authority be granted to the Corporate Director Resources in consultation with the Chair of the Pensions Committee and the Director of Governance and Legal Services to approve and sign the final version of the IAA.
2. Approves the establishment of a joint committee (hereinafter referred to as the Joint Governance Committee) on conclusion of the IAA referred to in recommendation 1 above and on the basis of the terms of reference attached.

3. delegates the exercise of certain functions to the Joint Governance Committee as set out in the terms of reference and notes those functions that are reserved to Council.
4. Approves the appointment of the Chair of the Pensions Committee or his/her nominated Deputy to the Joint Governance Committee as The City of Cardiff representative.
5. delegates to the nominated representative of the City of Cardiff authority to act within the terms of reference of the Joint Governance Committee to enable the exercise of any delegated function.
6. approves that Carmarthenshire County Council (Dyfed Pension Fund) acts as Host Council with the responsibilities set out in the Inter Authority Agreement.
7. delegates authority to the Corporate Director Resources in consultation with the Director of Governance and Legal Services to agree any further minor amendments to the IAA.

146 : URGENT BUSINESS

147 : APPOINTMENT OF LOCAL AUTHORITY SCHOOL GOVERNORS

The Council was requested to approve the recommendations of the Local Authority Governor Panel 8 November 2016.

RESOLVED – That the following appointments be approved to existing vacancies

School	Ward	Start of vacancy	Appointment
Riverbank Special School	Caerau	13/06/2016 29/06/2016	Mr David French Mrs Pam Bannister
Ysgol Gymraeg Melin Gruffydd	Whitchurch	04/10/2015	Miss Maegan Davies-John

148 : POLITICAL BALANCE AND ALLOCATION OF COMMITTEE SEATS

The Council received a report setting out the current political balance arrangements and identifying the Committee vacancies. No nominations had been received from Party Groups to any vacancies.

RESOLVED – That

- (1) the change in the political composition of the Council was noted;
- (2) the composition of Committees and the allocation of seats was noted.

149 : URGENT DECISION TAKEN IN RESPECT OF GLYN DERW AND
MICHAELSTON FEDERATION - APPOINTMENT OF ADDITIONAL
GOVERNOR

The Council received for information in accordance with the Council's Scrutiny Procedure Rule 13(a), the urgent officer decisions taken in respect of Glyn Derw and Michaelston Federation to appoint Mr. Hefin Jones as an additional governor and the nomination of Mr. Jones to be Chair of the Governing Body with effect from 10 February 2017.

The decision was taken in consultation with the Cabinet Member with portfolio responsibility for Education and Local Ward Members, who were all fully supportive of the decision; and the Monitoring Officer and the Chair of the Children and Young People agreed the decision should be taken on an urgent basis.

(The meeting closed at 9.20pm)

Chair: _____

Date: _____

**DINAS & SIR CAERDYDD
CITY & COUNTY OF CARDIFF**



COUNCIL

23 MARCH 2017

**REPORT OF THE DIRECTOR OF GOVERNANCE AND LEGAL
SERVICES AND MONITORING OFFICER**

ADJUDICATION PANEL FOR WALES – NOTICE OF DECISION

Reason for this Report

1. To inform Council of the recent decision of the Adjudication Panel for Wales (APW) in relation to a complaint against Councillor McEvoy.

Background

2. In August 2015 the Council's Monitoring Officer referred to the Public Services Ombudsman for Wales a number of complaints she had received from staff members, members of the public and other Councillors alleging that Councillor Neil McEvoy's conduct on and about Thursday 23rd July 2015 had breached the Members' Code of Conduct and put Council employees at risk.
3. The Ombudsman investigated the complaints and issued a report of his findings under section 69 of the Local Government Act 2000. The Ombudsman's finding was that the report of his investigation should be referred to the President of the Adjudication Panel for Wales for adjudication by a tribunal.

Issues

4. A Case Tribunal was convened by the President of the Adjudication Panel for Wales and a public hearing was held on Thursday 2nd and Friday 3rd March 2017 at the Cardiff and Vale Magistrates Court.
5. The Case Tribunal "*found by unanimous decision that Councillor McEvoy failed to comply with Cardiff Council's Code of Conduct*" and "*that Councillor McEvoy should be suspended from acting as a member of Cardiff Council for a period of one month*". A copy of the APW's Notice of Decision dated 3rd March 2017 is appended as **Appendix A** to this report. Members will note that Councillor McEvoy has the right to seek the leave of the High Court to appeal against the decision. Permission to appeal must be requested by filing a notice at the High Court within 21 days from the date of the decision (Civil Procedure Rules, Rule 52.12(2) (b)).

6. The APW's full Decision Report has also now been published on the APW website dated 14th March 2017 at <http://apw.gov.wales/decision/refs1-decisions/ref-apr16-mar17/cllr-neil-mcevoy-final/?lang=en>
7. The implications of the Adjudication Panel's decision are that Councillor McEvoy is suspended from the Office of Councillor for 1 month from 3 March 2017 to 3 April 2017. The suspension means that his allowance as Councillor has been stopped; his email account suspended; and a note put on the website to advise of his suspension. Mr McEvoy may raise matters in his role as Assembly Member or as a member of the public during his suspension period.

Legal Implications

8. Under Part III of the Local Government Act 2000 ("the Act"), the Public Services Ombudsman may investigate complaints of misconduct by elected Members. Following such an investigation, the Ombudsman may determine that the matters which are the subject of the investigation should be referred to the president of the Adjudication Panel for Wales for adjudication by a tribunal falling within section 76(1) of the Act ("a case tribunal").
9. This is the first time Cllr McEvoy has been found to be in breach of the Code of Conduct. If there were to be any further breaches of the code, this breach would be taken into account in deciding on an appropriate sanction.

Financial Implication

10. There are no direct financial implications arising from the content of this report.

Recommendations

The Council notes the findings of the Adjudication Panel for Wales in relation to this case.

DAVINA FIORE
DIRECTOR OF GOVERNANCE AND LEGAL SERVICES AND MONITORING
OFFICER
15 March 2017

Appendix A – Adjudication Panel for Wales, Notice of Decision, Tribunal Case Reference APW/002/2016-017/CT, dated 3rd March 2017

Background Paper

Adjudication Panel for Wales, Decision Report, Tribunal Case Reference APW/002/2016-017/CT, dated 14th March 2017
<http://apw.gov.wales/decision/refs1-decisions/ref-apr16-mar17/cllr-neil-mcevoy-final/?lang=en>

Panel Dyfarnu Cymru Adjudication Panel for Wales

NOTICE OF DECISION

TRIBUNAL REFERENCE NUMBER: APW/002/2016-017/CT

RESPONDENT: Councillor Neil McEvoy

RELEVANT AUTHORITY: Cardiff Council

1. A Case Tribunal convened by the President of the Adjudication Panel for Wales has considered a reference in respect of the above Respondent.
2. In a letter dated 9 November 2016 the Adjudication Panel for Wales received a referral from the Public Services Ombudsman for Wales ("the Ombudsman") in relation to allegations made against Cllr McEvoy. The allegations were that Cllr McEvoy had breached Cardiff Council Code of Conduct by way of his conduct towards an officer of the council following a court hearing at the Cardiff Civil and Family Justice Centre on 23 July 2015.
4. At a hearing on Thursday 2 and Friday 3 March 2017 at the Cardiff and the Vale Magistrates Court, the Case Tribunal found by unanimous decision that Cllr McEvoy failed to comply with Cardiff Council's Code of Conduct as follows:
 - 4.1 Paragraph 4(b) of the Code of Conduct states that [You must] show respect and consideration for others.
 - 4.2 The Case Tribunal found that Cllr McEvoy breached this paragraph by directing the words "I can't wait until May 2017 when the restructure of the Council happens" to Mrs Deborah Carter, a finance team manager of Cardiff Council in a manner designed to upset her and cause her to be afraid her job was at risk while she was performing her duties on behalf of the Council.
 - 4.3 Paragraph 4(c) of the Code of Conduct states that [You must] not use bullying behaviour or harass any person.
 - 4.4 The Case Tribunal found that Cllr McEvoy had bullied Mrs Carter, but not harassed her, when behaving as outlined above.
 - 4.5 The Case Tribunal found that Cllr McEvoy had not breached Paragraph 6.1 (a) of the Code of Conduct, in that his conduct did not bring his office or authority into disrepute.
5. The Case Tribunal decided by unanimous decision that Cllr McEvoy should be suspended from acting as a member of Cardiff Council for a period of one month with effect from the date of this notice.
6. Cardiff Council and its Standards Committee are notified accordingly.

7. The Respondent has the right to seek the leave of the High Court to appeal the above decision.

Signed..... 

Date..... 3.3.17

Claire Sharp
Chairperson of the Case Tribunal

Susan Hurds
Panel Member

Glenda Jones
Panel Member

CYNGOR DINAS CAERDYDD

CYNGOR: 23 MAWRTH 2017



CYNNIG CABINET

CYNGOR DINAS CAERDYDD CAERDYDD DDWYIEITHOG: STRATEGAETH 5 MLYNEDD YR IAITH GYMRAEG 2017-2022

Rhesymau dros yr Adroddiad hwn

1. I gytuno a chymeradwyo cynnwys Strategaeth Caerdydd Ddwyeithog 2017-2022 (**atodiad 1**) yn unol â Rheoliadau Safonau'r Gymraeg (rhif 1) 2015 dan Fesur yr Iaith Gymraeg (Cymru) 2011

Cefndir

2. Sefydlodd Mesur y Gymraeg (Cymru) 2011 fframwaith cyfreithiol i osod dyletswyddau ar sefydliadau penodol i gydymffurfio â safonau mewn perthynas â'r Gymraeg trwy is-ddeddfwriaeth (Rheoliadau Safonau'r Gymraeg (Rhif 1) 2015). Rhestrir y safonau a gyflwynwyd i Gyngor Dinas Caerdydd yn 'Hysbysiad Cydymffurfio Cyngor Dinas Caerdydd - Adran 44 Mesur y Gymraeg (Cymru) 2011 (**atodiad 2**).
3. Mae Safon 145 Rheoliadau Safonau'r Gymraeg (Rhif 1) 2015 yn mynnu bod y Cyngor yn cynhyrchu a chyhoeddi strategaeth 5 mlynedd erbyn 30 Medi 2016 sy'n sefydlu sut y byddwn yn hyrwyddo a hwyluso'r defnydd o'r Gymraeg. Mae'r strategaeth yn cynnwys targed i gynyddu nifer y siaradwyr Cymraeg yng Nghaerdydd yn ogystal â chamau penodol i hwyluso'r defnydd o'r iaith yn unol â Strategaeth y Gymraeg 2012 - 17 Llywodraeth Cymru a strategaeth ddrafft Llywodraeth Cymru: *miliwn o siaradwyr Cymraeg erbyn 2050* (a gyhoeddwyd er mwyn ymgynghori arno yn Awst 2016).

Mae Safon y Gymraeg 145 yn datgan:

Rhaid i chi lunio, a chyhoeddi ar eich gwefan, strategaeth 5 mlynedd sy'n esbonio sut yr ydych yn bwriadu mynd ati i hybu'r Gymraeg ac i hwyluso defnyddio'r Gymraeg yn ehangach yn eich ardal; a rhaid i'r strategaeth gynnwys (ymysg pethau eraill) - (a) targed (yn nhermau canran y siaradwyr yn eich ardal) ar gyfer cynyddu neu gynnal nifer y siaradwyr Cymraeg yn eich ardal erbyn diwedd y cyfnod o 5 mlynedd dan sylw, a (b) datganiad sy'n esbonio sut yr ydych yn bwriadu cyrraedd y targed hwnnw; a rhaid i chi adolygu'r strategaeth a chyhoeddi fersiwn ddiwygiedig ohoni ar eich gwefan o fewn 5 mlynedd i ddyddiad cyhoeddi'r strategaeth (neu ddyddiad cyhoeddi fersiwn ddiwygiedig ohoni).

4. Dros y 25 mlynedd diwethaf, mae nifer y siaradwyr Cymraeg yng Nghaerdydd wedi mwy na dyblu gyda ffigyrau Cyfrifiad 2011 yn dangos bod dros 16% o boblogaeth y ddinas yn meddu ar un neu fwy o sgiliau yn y Gymraeg. Wrth i'r ddinas dyfu, nod y strategaeth hon yw cynyddu nifer a chanran y siaradwyr a dysgwyr Cymraeg yng Nghaerdydd., yn ogystal â chynyddu'r defnydd ar y Gymraeg yn y ddinas.
5. Mae strategaeth iaith bresennol Llywodraeth Cymru, *iaith byw: iaith fyw*, yn dirwyn i ben ar 31 Mawrth 2017. Ym mis Awst 2016 cyhoeddodd Llywodraeth Cymru, er mwyn ymgynghori arno, strategaeth iaith ddrafft gyda tharged o filiwn o siaradwyr Cymraeg erbyn 2015. Mae'r cyfnod ymgynghorol ar gyfer y strategaeth ddrafft bellach wedi dod i ben a disgwylir i'r strategaeth newydd gael ei chyhoeddi yn ddiweddarach eleni. Byddwn yn ymdrechu i sicrhau bod ein strategaeth yn cytgordio â blaenoriaethau a gweithredoedd strategaeth newydd Llywodraeth Cymru, a all olygu y bydd angen adolygiad yn 2017-18 er mwyn alinio'r strategaeth hon ymhellach gyda'r ddogfen genedlaethol newydd.
6. Mae dyletswydd statudol ar y Cyngor dan safon 145 i gynnwys targed yn y strategaeth i gynyddu neu gynnal niferoedd y siaradwyr Cymraeg erbyn diwedd y cyfnod 5 mlynedd dan sylw. I gefnogi gweledigaeth Llywodraeth Cymru i gael miliwn o siaradwyr Cymraeg erbyn 2050, ac er mwyn i Gaerdydd chwarae ei rhan yn y gwaith o gyflawni'r weledigaeth hon, byddai angen i ni gynyddu nifer y siaradwyr Cymraeg (3+ oed) yng Nghaerdydd gan 15.9% o 36,735 (Cyfrifiad 2011) i 42,584 (Cyfrifiad 2021). Mae'r targed hwn wedi ei gynnwys yn Strategaeth Caerdydd Ddwieithog.
7. Y fethodoleg a ddefnyddiwyd ar gyfer y targed hwn oedd defnyddio'r cynnydd canrannol sydd ei angen bob blwyddyn yn nifer y siaradwyr Cymraeg i gyrraedd y miliwn erbyn 2050 (i fyny o 562,016 yng nghyfrifiad 2011). Byddai'r cynnydd blynyddol o 1.5% o'i osod ar Gaerdydd yn cynyddu nifer y siaradwyr Cymraeg i 42,584 erbyn Cyfrifiad 2021; cynnydd o 15.9% ar ffigwr Cyfrifiad 2011.
8. Mae'r dull a fabwysiadwyd yn Strategaeth Caerdydd Ddwieithog wedi ei strwythuro i adlewyrchu'r meysydd strategol a amlinellwyd yn strategaeth iaith bresennol Llywodraeth Cymru, yn benodol y Teulu, Plant a Phobl Ifanc, y Gymuned, Seilwaith, y Gweithle a Gwasanaethau Iaith Gymraeg.
9. Yn dilyn ymgynghori, mae'r meysydd strategol a nodwyd uchod wedi eu cyfuno i greu 3 maes strategol 1) Y Teulu, Plant a Phobl Ifanc 2) Cymuned a seilwaith a 3) Gwasanaethau Iaith Gymraeg a'r Gweithle. Mae strategaeth ddrafft Caerdydd Ddwieithog yn nodi ein blaenoriaethau strategol dan bob un o'r meysydd hyn, ac yn nodi'r newid y bydd angen i ni ei wneud i gyflawni'r weledigaeth a sefydlwyd gan y strategaeth.
10. Mae cefnogi pobl ifanc, teuluoedd a chymunedau i ddysgu a siarad Cymraeg hefyd wrth wraidd y gwaith o gyflawni ein huchelgeisiau. Yn ddiweddar mae cynnydd sylweddol wedi bod yn nhwf addysg Gymraeg

yn y ddinas, gyda chynnydd parhaus yn nifer y plant a phobl ifanc sy'n cael addysg Gymraeg. Bydd y system addysg a Chynllun Strategol Cymraeg mewn Addysg y Cyngor yn chwarae rôl allweddol yn sicrhau twf yr iaith yn y dyfodol wrth i ni geisio cynyddu nifer y plant – a'r rhieni - sy'n cael y cyfle i ddysgu a siarad Cymraeg, a chael cyfleoedd i ddefnyddio'r iaith y tu allan i glwydi'r ysgol.

11. Mae hon yn strategaeth i'r ddinas gyfan, nid i un sefydliad yn unig. Bydd cyflawni'r strategaeth yn dibynnu ar weithio mewn partneriaeth: rhwng partneriaid sector cyhoeddus, rhwng y sectorau cyhoeddus, preifat ac addysg yn ogystal â'r dinasyddion. Mae llwyddiant y strategaeth yn dibynnu ar gydweithio cryf rhwng partneriaid, gweler Atodiad 2 y strategaeth am restr lawn o sefydliadau partner.
12. Trwy gyfrwng y strategaeth hon byddwn yn dechrau ar daith i hyrwyddo a hwyluso'r iaith Gymraeg yng Nghaerdydd, ac yn ail ymweld â'r strategaeth er mwyn gosod targedau pellach. Deallir na ellir cyflawni gweledigaeth y Cyngor o greu Caerdydd ddwyieithog o fewn 5 mlynedd yn unig.

Cynllun Strategol Cymraeg mewn Addysg 2017-2020

13. Bob tair blynedd mae gofyn i bob awdurdod lleol yng Nghymru gyflwyno Cynllun Strategol Cymraeg mewn Addysg (CSCA) tair blynedd. Mae CSCA yn gynllun sy'n manylu ar gyfeiriad strategol ar gyfer cynllunio a rhoi addysg cyfrwng Cymraeg ac addysg Gymraeg yn yr awdurdod.
14. Mae Cynllun Strategol Cymraeg mewn Addysg Caerdydd yn cwmpasu'r cyfnod 2017-2020. Strategaeth Addysg cyfrwng Cymraeg (Ebrill 2010) bresennol Llywodraeth Cymru yw sail y cynllun ynghyd â datganiad polisi ar gyfer 2015-16 (Mawrth 2016). Mae hefyd yn rhan greiddiol o Strategaeth 5 Mlynedd yr Iaith Gymraeg (2017-2022) Caerdydd Ddwyieithog.
15. Caiff y targed i gynyddu nifer y siaradwyr Cymraeg yng Nghaerdydd yn unol â gweledigaeth Llywodraeth Cymru ei chyflawni i raddau helaeth trwy gyfrwng y CSCA a'r system Addysg. Mae'r dyheadau o fewn CSCA Caerdydd yn unol â strategaeth bum mlynedd Caerdydd Ddwyieithog ac fe gaiff hyn ei adlewyrchu yn y ffaith fod y gweledigaethau a aliniwyd a chamau gweithredu penodol i'w gweld yn y ddwy ddogfen fel ei gilydd.
16. Mae'r ddwy strategaeth yn rhannu'r un weledigaeth sef sicrhau gweledigaeth Llywodraeth Cymru o gyrraedd miliwn o siaradwyr Cymraeg yng Nghymru erbyn 2050 ac i ddatblygu Caerdydd ddwyieithog gydag addysg cyfrwng Cymraeg a gofal plant Cymraeg ar gael i bawb, a lle caiff yr iaith Gymraeg ei hamddiffyn a'i meithrin er mwyn i genedlaethau'r dyfodol ei defnyddio a'i mwynhau.
17. Mae'r Gweinidog dros Ddysgu Gydol Oes a'r Iaith Gymraeg wedi nodi ei fwriad i adolygu'r cynlluniau CSCA fel rhan o adolygiad ehangach ar gyfer fframwaith ddeddfwriaethol yr iaith Gymraeg. (*Pwyllgor Diwylliant,*

18. Ar ben hynny, mae Llywodraeth Cymru nawr wedi cynnwys Addysg fel un o'r chwe maes strategol yn ei Strategaeth y Gymraeg ddrafft a fydd yn disodli Strategaeth Addysg flaenorol a oedd ar wahân. Unwaith i'w Strategaeth y Gymraeg gael ei chadarnhau a'i chyhoeddi yn hwyrach eleni fe fydd cyfle i'r Cyngor adolygu Strategaeth Caerdydd Ddwieithog a chynnwys Addysg/CSCA fel rhan o honno.

Ymgynghoriad

19. Cyn yr ymgynghoriad cyhoeddus cynhaliwyd digwyddiad ymgynghori mewnol ar ffurf gweithdy gyda Chydlynwyr y Gymraeg, Hyrwyddwyr y Gymraeg a swyddogion polisi i ffurfio prif flaenoriaethau'r strategaeth. Yn dilyn y digwyddiad hwn cyhoeddwyd arolwg ymgynghori mewnol ar fewnrwyd y Cyngor er mwyn cael barn ein cyflogeion ac er mwyn datblygu ein blaenoriaethau strategol ymhellach. Cafodd y strategaeth ddrafft ei hystyried gan yr Uwch Dîm Rheoli a Grŵp Aelodau Caerdydd Ddwieithog cyn cyhoeddi'r Strategaeth ddrafft ar 30 Medi 2016.
20. Dechreuodd y cyfnod ymgynghori cyhoeddus ar 30 Medi 2016, gan bara am 6 wythnos ac yn ystod y cyfnod hwn cafodd y Strategaeth ei hystyried gan y Pwyllgor Craffu Adolygu Polisi a Pherfformiad.
21. Fel rhan o'r ymgynghoriad cynhaliwyd gweithdy ar 20 Hydref gyda 26 o'n prif bartneriaid a rhanddeiliaid. Ymhlith y mynychwyr roedd Llywodraeth Cymru, Comisiynydd y Gymraeg, Prifysgol Caerdydd, sefydliadau'r Bwrdd Gwasanaethau Cyhoeddus, Menter Caerdydd ac Urdd Gobaith Cymru.
22. Derbyniwyd 254 o ymatebion yn ystod y cyfnod ymgynghori. O'r ymatebion a dderbyniwyd i'r ymgynghoriad cyhoeddus (223 ymateb) roedd **70.3%** yn cytuno'n gryf neu'n tueddu i gytuno â'r weledigaeth o Gaerdydd wirioneddol ddwyeithog. Roedd **53.2%** yn cytuno â'n targed i gynyddu nifer y siaradwyr Cymraeg yng Nghaerdydd.

Er mwyn cefnogi gweledigaeth Llywodraeth Cymru o filiwn o siaradwyr Cymraeg erbyn 2050, byddai angen cynyddu nifer y siaradwyr Cymraeg (3+ oed) yng Nghaerdydd gan 15.9% o 36,735 (Cyfrifiad 2011) i 42,584 (Cyfrifiad 2021). Ydych chi'n cytuno â'n targed dros dro?

Ydw	118	(53.2%)
Nac ydw – mae'n rhy uchel	72	(32.4%)
Nac ydw – mae'n rhy isel	32	(14.4%)

Ydych chi'n cytuno gyda'r weledigaeth yn gyffredinol ar gyfer Caerdydd wirioneddol ddwyeithog?

Cytuno'n Gryf	126	(56.8%)
Tueddu i Gytuno	30	(13.5%)
Y naill na'r llall	11	(5.0%)

Tueddu i Anghytuno	18	(8.1%)
Anghytuno'n Gryf	35	(15.8%)
Ddim yn Gwybod	2	(0.9%)

* Nid yw'r canrannau'n rhoi 100% yn sgil gwall talgrynnu.

Rhoi ar Waith a Monitro

23. Mae Safon 146 yn mynnu bod y Cyngor yn asesu i ba raddau y mae'r targedau a'r camau gweithredu yn y strategaeth wedi eu cyrraedd 5 mlynedd wedi cyhoeddi'r strategaeth. Bydd yr asesiad yn cynnwys y niferoedd diweddaraf o siaradwyr Cymraeg a'u hoedrannau a rhestr o weithgareddau y mae'r awdurdod wedi cytuno i'w trefnu neu eu hariannu yn ystod y 5 mlynedd blaenorol er mwyn hyrwyddo'r defnydd o'r Gymraeg.

Mae Safon 146 yn Nodi:

Bum mlynedd wedi cyhoeddi strategaeth yn unol â safon 145 rhaid i chi -

(a) asesu i ba raddau y llwyddoch i ddilyn y strategaeth honno a chyrraedd y targed a osodwyd, a

(b) cyhoeddi'r asesiad ar eich gwefan, gan sicrhau ei fod yn cynnwys y wybodaeth ganlynol -

(i) nifer y siaradwyr Cymraeg yn eich ardal, ac oed y siaradwyr hynny;

(ii) rhestr o'r gweithgareddau a drefnwyd neu a ariannwyd gennych yn ystod y 5 mlynedd blaenorol er mwyn hyrwyddo'r defnydd ar y Gymraeg.

24. Gan fod hon yn strategaeth ar gyfer y ddinas gyfan, nid i un sefydliad yn unig, bydd cyflawni'r strategaeth yn dibynnu ar gydweithio partneriaid, rhwng y sectorau cyhoeddus, preifat ac addysg. Mae'r holl bartneriaid a restrwyd yn y strategaeth hon wedi cytuno i roi'r cynllun ar waith a monitro cynnydd yn erbyn adrannau perthnasol y cynllun gweithredu.
25. Caiff adolygiad allanol annibynnol ei drefnu o'r strategaeth cyn diwedd y flwyddyn wedi i strategaeth y Gymraeg newydd Llywodraeth Cymru gael ei chyhoeddi i sicrhau fod cynllun gweithredu'r Strategaeth Ddwylieithog yn cyflawni'r blaenoriaethau o fewn y 3 maes strategol.
26. Ar ben hynny, mae Fforwm Iaith Gymraeg hir-sefydlog Caerdydd, a ailenwyd yn Fforwm Caerdydd Ddwylieithog, sy'n cynnwys cynrychiolaeth gan yr holl bartneriaid a restrwyd o fewn y Strategaeth, wedi cytuno i roi'r strategaeth ar waith a'i monitro ar ran ei sefydliadau ei hun tra bydd tîm Caerdydd Ddwylieithog yn arwain ar hwyluso'r Strategaeth o safbwynt y Cyngor.

27. Mae disgwyl i Grŵp Aelodau Caerdydd Ddwieithog gwrdd ar 13 Mawrth 2017. Byddwn yn ymgynghori â nhw ar eu barn ar drefniadau llywodraethu i'r dyfodol ar gyfer y strategaeth hon. Yn dilyn y cyfarfod hwn, bydd y Cabinet yn cael diweddariad ar lafar. Yn amodol ar eu barn nhw, argymhellir y dylai Craffu gymryd cyfrifoldeb llywodraethu dros y strategaeth yn y dyfodol.

Cyfleodd Ariannu Posibl

28. Ar 18 Hydref 2016, cyhoeddodd Llywodraeth Cymru fod yr iaith Gymraeg i dderbyn £5 miliwn yn ychwanegol o gyllid. Ers hynny maent wedi cadarnhau y caiff £3 miliwn o hwn ei fuddsoddi yn y Ganolfan Dysgu Cymraeg Genedlaethol i wella a chynyddu'r defnydd o'r Gymraeg yn y gweithle. Y bwriad yw y bydd y buddsoddiad hwn yn galluogi'r Ganolfan Dysgu Cymraeg Genedlaethol i gynnig cefnogaeth ymarferol i gyrff, gan eu rhoi mewn sefyllfa i gynnig gwasanaeth dwyieithog rhagorol i'r cyhoedd a chydymffurfio â Safonau'r Gymraeg. Bydd yr ariannu hwn yn cynorthwyo i gyflawni'r blaenoriaethau a nodwyd o safbwynt maes 3 y Strategaeth, yn benodol y Gweithle a Gwasanaethau Iaith Gymraeg.
29. Caiff gweddill y £2m ei neilltuo i hyrwyddo a hwyluso'r Gymraeg; fodd bynnag ni chafwyd hyd yma unrhyw gyhoeddiad ffurfiol ynghylch union natur y buddsoddiad hwn.

Rhesymau dros yr Argymhellion

30. Mae Safon 145 Rheoliadau Safonau'r Gymraeg (Rhif 1) 2015 yn mynnu bod y Cyngor yn cynhyrchu a chyhoeddi strategaeth 5 mlynedd sy'n nodi sut y byddwn yn hyrwyddo a hwyluso'r defnydd o'r Gymraeg. Cyhoeddwyd y strategaeth ddrafft er mwyn ymgynghori arno ar 30 Medi 2016 a chynhyrchwyd y cynllun gweithredu canlynol gyda phartneriaid yn dilyn y cyfnod ymgynghori.

Goblygiadau Cyfreithiol

31. Mae Safon 145 Safonau'r Gymraeg yn mynnu bod y Cyngor yn cynhyrchu, a chyhoeddi ar ei wefan, strategaeth 5 mlynedd sy'n nodi sut mae'n bwriadu hyrwyddo'r Gymraeg ac i hwyluso'r defnydd ar y Gymraeg yn ehangach yn y Cyngor. Rhaid i'r Strategaeth gynnwys (ymhlith materion eraill) –
- a) targed (o safbwynt canran y siaradwyr yng Nghaerdydd) i gynyddu neu gynnal nifer y siaradwyr Cymraeg yng Nghaerdydd erbyn diwedd y cyfnod 5 mlynedd, a
 - b) datganiad sy'n sefydlu sut y bwriada'r Cyngor gyrraedd y targed hwnnw:

Rhaid i'r Cyngor adolygu'r Strategaeth a chyhoeddi fersiwn ddiwygiedig ar ei wefan o fewn 5 mlynedd i gyhoeddi'r Strategaeth (neu o gyhoeddi Strategaeth ddiwygiedig)

32. Bum mlynedd wedi cyhoeddi'r Strategaeth rhaid i'r Cyngor –
- a) asesu i ba raddau y mae wedi dilyn y Strategaeth a chyrraedd y targed a osodwyd, a
 - b) cyhoeddi'r asesiad hwnnw ar wefan y Cyngor, gan sicrhau ei fod yn cynnwys y wybodaeth ganlynol –
 - (i) nifer y siaradwyr Cymraeg yng Nghaerdydd a'u hoedrannau;
 - (ii) rhestr o weithgareddau y mae'r cyngor wedi eu trefnu neu eu hariannu yn ystod y bum mlynedd blaenorol er mwyn hyrwyddo defnydd ar yr iaith.
33. Gall methu â chydymffurfio â'r gofynion hyn arwain at ymchwiliad gan Gomisiynydd y Gymraeg, gyda'r posibilrwydd o wynebu camau gorfodi ac yn y pen draw gosb droseddol.
34. Mae strategaethau a pholisïau call yn seiliedig ar ymgynghori digonol gyda rhanddeiliaid a cheir disgrifiad o'r ymgynghori a gafwyd ym mharagraffau 19-22 yr Adroddiad hwn.
35. Wrth wneud penderfyniadau rhaid i'r Cyngor gyflawni ei ddyletswyddau sector cyhoeddus dan Ddeddf Cydraddoldeb 2010. Rhaid i'r Cyngor dalu sylw i'r angen
- (1) gwaredu gwahaniaethu anghyfreithlon, (2) hyrwyddo cyfle cyfartal, a
 - (3) meithrin perthnasau da ar sail nodweddion a ddiogelir.
- Nodweddion a ddiogelir yw:
- Oedran
 - Ailbennu Rhywedd
 - Rhyw
 - Hil – gan gynnwys gwreiddiau ethnig neu genedlaethol, lliw neu genedligrwydd
 - Anabledd
 - Beichiogrwydd a Mamolaeth
 - Priodas a Phartneriaeth Sifil
 - Cyfeiriadedd Rhywiol
 - Crefydd neu gred – gan gynnwys diffyg cred
36. Mae'r Adroddiad yn nodi fod Asesiad o'r Effaith ar Gydraddoldeb wedi ei gwblhau. Diben Asesiad o'r Effaith ar Gydraddoldeb yw sicrhau bod y Cyngor wedi deall effaith bosib y cynnig yn nhermau cydraddoldeb fel y gall sicrhau ei fod yn gwneud penderfyniadau rhesymol a chymesur gan dalu sylw dyledus i'w ddyletswydd cydraddoldeb sector cyhoeddus. Rhaid i'r cyngor dalu sylw dyledus i'r Asesiad o'r Effaith ar Gydraddoldeb wrth wneud ei benderfyniad.

Goblygiadau Ariannol

37. Mae'r adroddiad hwn yn sefydlu Strategaeth 5 mlynedd y Gymraeg. Mewn sefyllfa lle bydd angen cam gweithredu o ganlyniad i gynnwys y Strategaeth yna byddai gofyn talu unrhyw gostau cysylltiedig o ddyraniad yr adnoddau cyllidebol presennol neu gan ffynonellau allanol. Lle caiff ffynonellau cyllido allanol eu nodi yna dylid rhoi ystyriaeth i unrhyw delerau ac amodau sydd ynghlwm wrth yr arian a'r cyngor hwnnw a geisiwyd.

Asesiad o'r Effaith ar Gydraddoldeb

38. Mae Asesiad o'r Effaith ar Gydraddoldeb wedi ei gwblhau ac yn dod i'r casgliad y byddai Strategaeth 5 Mlynedd y Gymraeg Caerdydd Ddwyeithog yn cael effaith gadarnhaol ar ddatblygiad yr iaith Gymraeg (**atodiad 3**)

YSTYRIAETH GAN Y CABINET

Ystyriodd y Cabinet yr adroddiad hwn ar 16 Mawrth 2017 a chytunodd i adolygiad allanol annibynnol o'r strategaeth a'r cynllun gweithredu.

CYNNIG CABINET

Argymhellir i'r Cyngor y canlynol:

- 1) Cymeradwyo Strategaeth 5 Mlynedd yr Iaith Gymraeg Caerdydd Ddwyeithog 2017-2022 i gael ei hystyried yn y Cyngor llawn.
- 2) Argymhell y dylai'r gwaith o graffu ar Strategaeth Caerdydd Ddwyeithog gael ei gynnwys yn benodol yng nghylch gorchwyl y Pwyllgor Craffu sy'n ymdrin â pholisi a phartneriaethau.

Y CABINET

16 Mawrth 2017

Atodir yr Atodiadau canlynol:

Atodiad 1 – Strategaeth 5 Mlynedd yr Iaith Gymraeg Caerdydd Ddwyeithog 2017-2022

Atodiad 2 – Hysbysiad Cydymffurfio Cyngor Dinas Caerdydd – Isadran 44 Mesur y Gymraeg (Cymru) 2011

Atodiad 3 – Asesiad o'r Effaith ar Gydraddoldeb

Atodiad 4 - Offeryn Sgrinio Statudol

Atodiad 1

Strategaeth 5 Mlynedd yr Iaith Gymraeg

2017 - 2022

Caerdydd
Ddwyieithog

Bilingual
Cardiff

Page 31

Wedi'i pharatoi yn unol â gofynion Safon
145 yr Iaith Gymraeg dan Reoliadau
Safonau'r Gymraeg (Rhif 1) 2015



Caerdydd Ddwyeithog Strategaeth 5 Mlynedd yr Iaith Gymraeg

Strategaeth Caerdydd Ddwyeithog yw'r strategaeth hyrwyddo'r iaith Gymraeg gyntaf ar gyfer Cyngor Dinas Caerdydd. Mae'n sefydlu ein blaenoriaethau i hwyluso a hyrwyddo'r iaith Gymraeg yng Nghaerdydd ar y cyd â'n partneriaid, gan ddechrau ar y daith i fod yn brifddinas gwirioneddol ddwyieithog ar gyfer Cymru.

Mae'r iaith bellach yn rhan cymaint mwy o'n dinas na phan oeddwn i'n tyfu fyny, ac mae hyn yn rhywbeth i'w ddathlu. Er nad wyf yn siaradwr Cymraeg rhugl, rwyf fi, fel llawer o bobl eraill, yn ymfalchïo'n fawr ein bod yn byw mewn dinas cynyddol amrywiol ag iddi ddwy iaith swyddogol – a thros 100 o ieithoedd answyddogol.

Dros y blynyddoedd diweddar, mae naid wedi bod yn niferoedd siaradwyr y Gymraeg yn y ddinas, yn benaf oherwydd twf addysg cyfrwng Cymraeg, gyda niferoedd cynyddol a pharhaus o blant a phobl ifanc yn derbyn eu haddysg drwy gyfrwng y Gymraeg.

Mae twf addysg cyfrwng Cymraeg yn y ddinas yn golygu fod mwy o'n plant a'n pobl ifanc yn derbyn cyfle i ddod yn oedolion dwyieithog hyderus. Ond ni ddylid cyfyngu'r cyfle hwn i rai sy'n mynychu addysg cyfrwng Cymraeg yn unig; dylai pob plentyn boed nhw'n mynychu addysg cyfrwng Cymraeg neu Saesneg adael yr ysgol yn meddu ar sgiliau yn y Gymraeg. Bydd Cynllun Strategol Cymraeg mewn Addysg 2017-2020 y Cyngor yn chwarae rhan allweddol yn hwyluso twf addysg Gymraeg yn ogystal a chynyddu safonau'r Gymraeg ledled ysgolion y ddinas.

Mae'r strategaeth hon yn cynnwys targed i gynyddu nifer y siaradwyr Cymraeg yng Nghaerdydd dros gyfnod o bum mlynedd yn unol â gweledigaeth

Llywodraeth Cymru o gael miliwn o siaradwyr y Gymraeg erbyn 2050. Er mwyn i Gaerdydd chwarae ei rhan yn cyflawni'r weledigaeth hon, ein dyhead yw gweld dyblu nifer siaradwyr Cymraeg y ddinas erbyn 2050. Fel prifddinas Cymru rydym yn dymuno arwain y ffordd wrth greu gwlad gyfoes gwirioneddol ddwyieithog sy'n ymhyfrydu yn ei threftadaeth ddiwylliannol ac ieithyddol gyfoethog.

Yn ogystal â chynyddu niferoedd y siaradwyr a'r dysgwyr Cymraeg, un o'r prif flaenoriaethau trwy gyfrwng Strategaeth Caerdydd Ddwyeithog yw i ymestyn cyfleoedd i ddefnyddio'r Gymraeg yn ein cymunedau. Rydym yn croesawu'r Eisteddfod Genedlaethol yn 2018 ac Eisteddfod yr Urdd y flwyddyn ddilynol, gan arddangos yr iaith a'r diwylliant Cymraeg ar ei gorau yng nghanol y ddinas. Bydd yr Eisteddfod Genedlaethol yn ddigwyddiad unigryw gan mai dyma fydd y tro cyntaf y bydd yr Eisteddfod yn cael ei chynnal heb Faes yn yr ystyr arferol gan ei gwneud yn fwy hygyrch nag erioed i gynulleidfaoedd newydd a chynnig cyfle heb ei ail i'r iaith Gymraeg gyrraedd cymaint yn fwy o bobl.

Mae hon yn strategaeth i'r ddinas gyfan, nid i un sefydliad yn unig. Mae'r sefyllfa ariannol bresennol sy'n wynebu pob awdurdod lleol yn golygu y bydd cyflawni canlyniadau'r strategaeth hon yn heriol, ond mae hefyd yn cynnig cyfleoedd mawr a seiliau cadarn i ni greu a meithrin partneriaethau cryfion fydd yn cynorthwyo'r Gymraeg i dyfu a llewyrchu yn ein prifddinas.

Diolch yn fawr

Y Cynghorydd Phil Bale
Arweinydd, Cyngor Dinas Caerdydd

Cynnwys

Caerdydd Ddwyeithog	2
Proffil Iaith Caerdydd	3
Cyd-destun Polisi	5
Gweithio gyda Phartneriaid	7
Maes Strategol 1: Teuluoedd, Plant a Phobl Ifanc	8
Maes Strategol 2: Y Gymuned a Seilwaith	9
Maes Strategol 3: Gwasanaethau Cymraeg a'r Gweithle	10
Atodiad I: Caerdydd Ddwyeithog: Cynllun Gweithredu Strategaeth 5 Mlynedd	11
Atodiad II: Partneriaid Arweiniol	21

Trosolwg

Sefydlodd Mesur y Gymraeg (Cymru) 2011 fframwaith cyfreithiol i osod dyletswyddau ar sefydliadau penodol i gydymffurfio â safonau mewn perthynas â'r Gymraeg trwy is-ddeddfwriaeth (Rheoliadau Safonau'r Gymraeg (Rhif 1) 2015). Rhestrir y safonau a gyflwynwyd i Gyngor Dinas Caerdydd yn 'Hysbysiad Cydymffurfio Cyngor Dinas Caerdydd - Adran 44 Mesur y Gymraeg (Cymru) 2011'.

Mae Safon 145 yn mynnu bod y Cyngor yn cynhyrchu a chyhoeddi strategaeth 5 mlynedd erbyn 30 Medi 2016 sy'n nodi sut y byddwn yn hyrwyddo a hwyluso'r defnydd o'r Gymraeg. Bydd y strategaeth hon yn cynnwys targed i gynyddu nifer y siaradwyr Cymraeg yng Nghaerdydd yn ogystal â ddamau penodol i hwyluso'r defnydd o'r iaith yn unol â Strategaeth y Gymraeg 2012 - 17 a strategaeth ddrafft Llywodraeth Cymru: miliwn o siaradwyr Cymraeg erbyn 2050 (cyhoeddwyd ym mis Awst 2016).

CYSWLLT

Am fwy o wybodaeth cysylltwch â
Caerdydd Ddwyieithog
Cyngor Dinas Caerdydd
Ystafell 400 Neuadd y Sir
Glanfa'r Iwerydd
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CF10 4UW

E-bost: caerdydd-ddwyieithog@caerdydd.gov.uk
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Mae Safon y Gymraeg 145 yn datgan:

Rhaid i chi lunio, a chyhoeddi ar eich gwefan, strategaeth 5 mlynedd sy'n esbonio sut yr ydych yn bwriadu mynd ati i hybu'r Gymraeg ac i hwyluso defnyddio'r Gymraeg yn ehangach yn eich ardal; a rhaid i'r strategaeth gynnwys (ymysg pethau eraill) - (a) targed (yn nhermau canran y siaradwyr yn eich ardal) ar gyfer cynyddu neu gynnal nifer y siaradwyr Cymraeg yn eich ardal erbyn diwedd y cyfnod o 5 mlynedd dan sylw, a (b) datganiad sy'n esbonio sut yr ydych yn bwriadu cyrraedd y targed hwnnw; a rhaid i chi adolygu'r strategaeth a chyhoeddi fersiwn ddiwygiedig ohoni ar eich gwefan o fewn 5 mlynedd i ddyddiad cyhoeddi'r strategaeth (neu ddyddiad cyhoeddi fersiwn ddiwygiedig ohoni).

Caerdydd Ddwyieithog

Datganiad Cenhadaeth

Gweithio gyda phartneriaid i ddyblu nifer y siaradwyr Cymraeg yng Nghaerdydd erbyn 2050 drwy Strategaeth Caerdydd Ddwyieithog yn unol â gweledigaeth Llywodraeth Cymru

Gweledigaeth

Ein gweledigaeth yw datblygu Caerdydd gwbl ddwyieithog. Caerdydd lle gall ein dinasyddion fyw, gweithio a chwarae yn ogystal â manteisio ar wasanaethau a chymorth yn Gymraeg neu Saesneg yn yr un modd. Prifddinas lle mae dwyieithrwydd yn cael ei hyrwyddo fel rhywbeth cwbl naturiol, a lle mae'r iaith Gymraeg yn cael ei diogelu a'i meithrin i genedlaethau'r dyfodol ei mwynhau a'i defnyddio.

Mae Caerdydd yn newid yn gyflym. Mae prifddinas Cymru yn un o'r dinasoedd mawr sy'n tyfu gyflymaf ym Mhrydain, ac mae'n tyfu'n gyflymach nag unrhyw awdurdod lleol arall yng Nghymru. Dros y 25 mlynedd ddiwethaf, mae nifer y siaradwyr Cymraeg yng Nghaerdydd wedi mwy na dyblu gyda ffigyrau'r Cyfrifiad diwethaf yn dangos bod dros 16% o boblogaeth y ddinas yn meddu ar un neu fwy o sgiliau yn y Gymraeg.

Wrth i'r ddinas dyfu, nod y strategaeth hon yw cynyddu nifer a chanran y siaradwyr a dysgwyr Cymraeg yng Nghaerdydd. I gefnogi gweledigaeth Llywodraeth Cymru i gael miliwn o siaradwyr Cymraeg erbyn 2050, ac er mwyn i Gaerdydd chwarae ei rhan yn y gwaith o gyflawni'r weledigaeth hon, byddai angen i ni gynyddu nifer y siaradwyr Cymraeg (3+ oed) yng Nghaerdydd gan 15.9% o 36,735 (Cyfrifiad 2011) i 42,583 (Cyfrifiad 2021).

Mae'r dull gweithredu a nodir yn y ddogfen hon wedi'i strwythuro i adlewyrchu'r meysydd strategol a amlinellir yn strategaeth Gymraeg Llywodraeth Cymru. Mae'r strategaeth hon wedi'i strwythuro o

amgylch 3 maes strategol sydd wedi'u nodi gyda'r nod o gynyddu defnydd o'r Gymraeg. Mae strategaeth Caerdydd Ddwyieithog yn nodi ein blaenoriaethau strategol dan bob un o'r meysydd hyn, ac yn nodi'r newid y bydd angen i ni ei wneud i gyflawni ein gweledigaeth o Gaerdydd ddwyieithog.

Mae hon yn strategaeth i'r ddinas gyfan, nid i un sefydliad yn unig. Bydd cyflawni'r strategaeth felly yn dibynnu ar weithio mewn partneriaeth: rhwng partneriaid sector cyhoeddus, rhwng y sectorau cyhoeddus, preifat ac addysg ac, yn bwysicach na dim, gyda phobl Caerdydd. Mae'r platfform ar gyfer gwneud hyn yn ei le yn barod. Daeth cynhadledd Caerdydd Ddwyieithog, a drefnwyd gan y Cyngor, â phartneriaid ynghyd o bob rhan o'r ddinas, ac arweiniodd at gyfleuster pwrpasol yn y ddinas a fyddai'n arddangos yr iaith Gymraeg a diwylliant Cymru yn ogystal â chreu cyfleoedd newydd i bobl gymdeithasu, cyfranogi a mynegi eu hunain mewn awyrgylch dwyieithog. O ganlyniad, agorodd Yr Hen Lyfrgell, Canolfan Gymraeg Caerdydd, ym mis Chwefror 2016 yn adeilad yr Hen Lyfrgell. Bydd y ganolfan hon – a'r bartneriaeth y mae'n ei chynrychioli – yn chwarae rôl allweddol yn y gwaith o hybu'r Gymraeg yn y ddinas a gweithredu blaenoriaethau'r strategaeth hon.

Bydd cefnogi pobl ifanc, teuluoedd a chymunedau i ddysgu a siarad Cymraeg hefyd wrth wraidd y gwaith o gyflawni ein huchelgeisiau. Yn ddiweddar mae cynnydd sylweddol wedi bod yn nhwf addysg Gymraeg yn y ddinas, gyda chynnydd parhaus yn nifer y plant a phobl ifanc sy'n cael addysg Gymraeg. Bydd y system addysg a Chynllun Strategol Cymraeg mewn Addysg y Cyngor yn chwarae rôl allweddol yn sicrhau twf yr iaith yn y dyfodol wrth i ni geisio cynyddu nifer y plant – a'r rhieni - sy'n cael y cyfle i ddysgu a siarad Cymraeg, a chael cyfleoedd i ddefnyddio'r iaith y tu allan i glwydi'r ysgol.

Ifddinas Ddwyieithog: Proffil Iaith Caerdydd

Caerdydd yw'r ddinas fawr sy'n tyfu gyflymaf ym Mhrydain heblaw Llundain. Rhwng 2002 a 2013 tyfodd poblogaeth y ddinas gan 13% a disgwylir i'r twf hwn barhau. Rhagwelir twf o 26% erbyn 2036.

Caerdydd yw awdurdod lleol mwyaf Cymru, a hefyd dyma lle bu'r twf mwyaf yn y boblogaeth dros y 10 mlynedd ddiwethaf, a disgwylir i'r ddinas dyfu'n gyflymach o lawer nag unrhyw ardal yng Nghymru dros y blynyddoedd nesaf.

Mae'r ddinas hefyd wedi gweld cynnydd sylweddol yn nifer a chanran y siaradwyr Cymraeg, gyda niferoedd yn dyblu dros yr 20 mlynedd rhwng cyfrifiadau 1991 a 2011. Mae cyfrifiad 2011 yn dangos bod gan 16.2% o boblogaeth Caerdydd un neu fwy o sgiliau yn y Gymraeg (y gallu i ddarllen, ysgrifennu a/neu ddeall Cymraeg) ac mae 36,735 neu 11.1% o boblogaeth y sir yn siaradwyr Cymraeg.

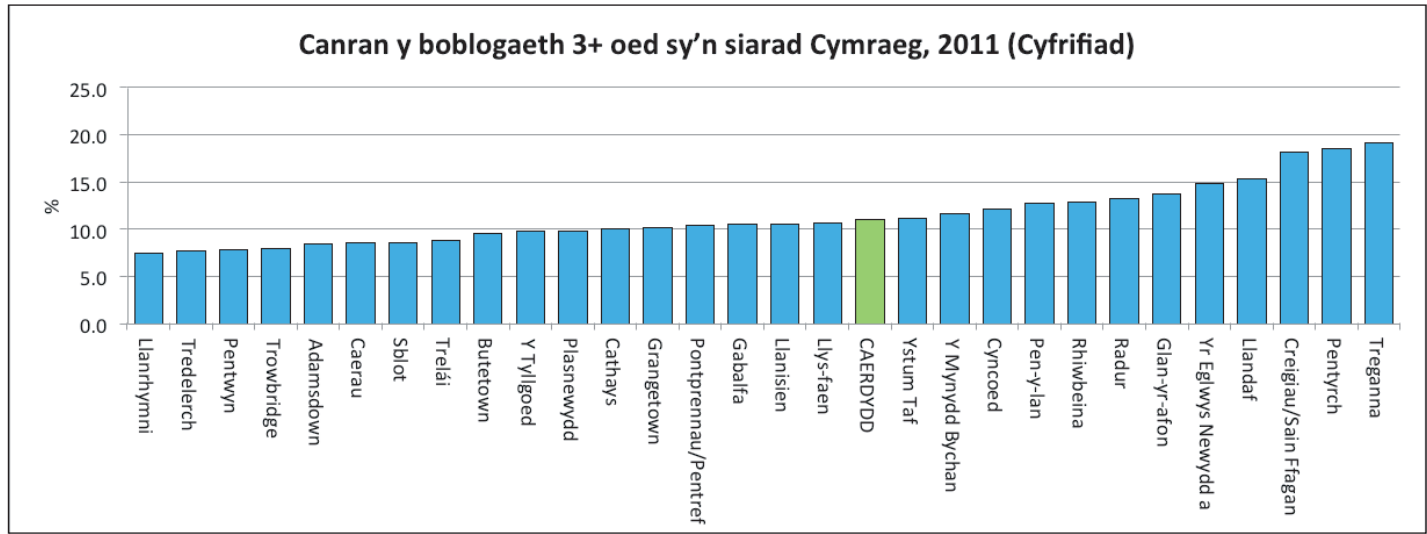
Cymhariaeth yn nifer a chanran y siaradwyr Cymraeg rhwng 1991 a 2011¹

	1991	2001	2011
Caerdydd	18,071 (6.6%)	32,504 (11%)	36,735 (11.1%)

Caerdydd yw'r awdurdod lleol sydd â'r pedwerydd nifer uchaf o siaradwyr Cymraeg, ac mae wedi gweld cynnydd cyson yn nifer a chanran y siaradwyr Cymraeg dros y 25 mlynedd ddiwethaf. Mae'r crynodiad o siaradwyr Cymraeg wedi'i ddsbarthu'n eithaf cyfartal ledled wardiau etholiadol y ddinas.



¹Cyfrifiad 2011 yw'r data diweddaraf ar nifer y siaradwyr Cymraeg yn y ddinas.

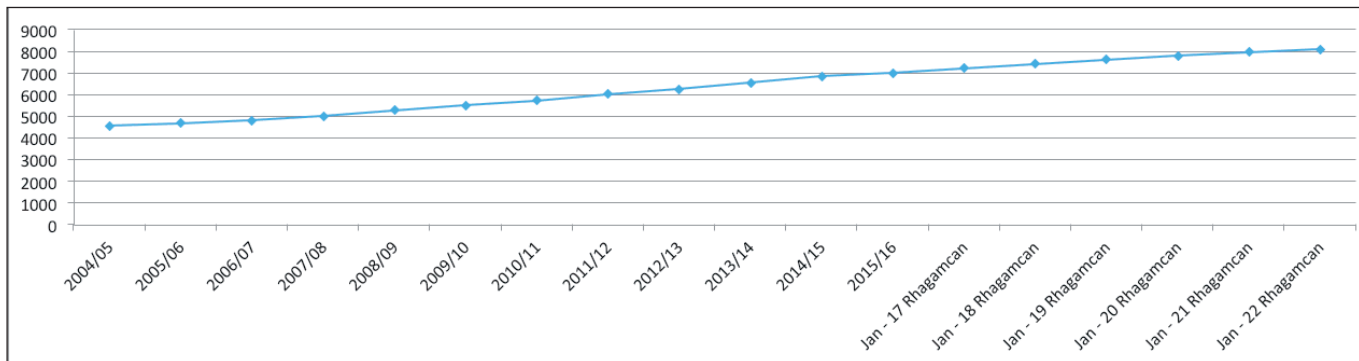


Mae twf o'r fath yn nifer y siaradwyr Cymraeg yn adlewyrchu dwy duedd amlwg. Yn gyntaf, mae'r chwarter canrif diwethaf wedi gweld llawer o siaradwyr Cymraeg yn mewnfudo i Gaerdydd o ardaloedd eraill yng Nghymru. Yn ail, mae'n adlewyrchu arferion a pholisïau ymrwymedig mewn perthynas ag addysg Gymraeg mewn ysgolion cynradd ac uwchradd yng Nghaerdydd.² Ar hyn o bryd mae 3 ysgol uwchradd Gymraeg a 17 o ysgolion cynradd Cymraeg yn y ddinas (mae dwy ohonynt yn ysgolion cynradd dwy

ffrwd). Mae'r data diweddaraf yn dangos bod 4567 o ddisgyblion yn mynychu ar lefel gynradd a 2248 o ddisgyblion 11-16 oed ar lefel uwchradd (Hydref 2016).

I gael rhagor o wybodaeth am broffil yr iaith Gymraeg yng Nghaerdydd ewch i <http://www.mentercaerdydd.org/files/downloads/about/2016/pr-offil-iaith-caerdydd-2016-english.pdf>

Nifer y myfyrwyr sydd wedi cofrestru mewn addysg Gymraeg 2004/5 – 2022 (rhagamcan)



² Gweler Cynllun Strategol Cymraeg mewn Addysg 2017-2020 Cyngor Dinas Caerdydd

Cyd-Destun Polisi

Er bod y strategaeth 5 mlynedd hon yn ofyniad statudol newydd yn Rheoliadau Safonau'r Gymraeg (Rhif 1) 2015, mae'n adeiladu ar y gwaith sydd eisoes wedi'i wneud yng Nghaerdydd i fodloni anghenion siaradwyr Cymraeg, dysgwyr a'n cymunedau. Drwy'r strategaeth hon byddwn hefyd yn sicrhau ein bod yn bodloni un o'r saith nod 'lles' yn Neddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015 – Cymru â diwylliant bywiog lle mae'r iaith Gymraeg yn ffynnu.

Mae'r adran ganlynol yn nodi'r fframwaith statudol a pholisi y mae'r strategaeth newydd hon yn eistedd y tu mewn iddo:

Rheoliadau Safonau'r Gymraeg (Rhif 1) 2015

Yn 30 Mawrth 2016, mae dyletswydd ar bob awdurdod lleol yng Nghymru i gydymffurfio â rheoliadau newydd Safonau'r Gymraeg sy'n esbonio sut y dylai, fel sefydliad, ddefnyddio'r Gymraeg mewn gwahanol sefyllfaoedd.

Mae'r dyletswyddau sy'n deillio o'r safonau yn golygu na ddylai sefydliadau drin y Gymraeg yn llai ffafriol na'r Saesneg, ynghyd â hyrwyddo a hwyluso'r defnydd o'r Gymraeg.

Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015

Nod y Ddeddf hon yw gwella llesiant cymdeithasol, economaidd, amgylcheddol a diwyllianol Cymru. Bydd y Ddeddf yn gwneud i'r cyrff cyhoeddus a restrir yn y Ddeddf feddwl mwy am y tymor hir, gweithio'n well gyda phobl a chymunedau a chyda'i gilydd, ceisio atal problemau a defnyddio dull gweithredu mwy cydlynol.

Un o'r saith nod Lles a restrir yn y Ddeddf yw "Cymru â diwylliant bywiog lle mae'r iaith Gymraeg yn ffynnu".

Strategaeth y Gymraeg Llywodraeth Cymru Iaith fyw: iaith byw – Strategaeth y Gymraeg 2012 i 2017 **

Dyma strategaeth Llywodraeth Cymru ar gyfer hybu a hwyluso'r defnydd o'r Gymraeg fel rhan o fywyd bob dydd. Gweledigaeth Llywodraeth Cymru yw gweld yr iaith Gymraeg yn ffynnu yng Nghymru. I gyflawni hynny, nod y strategaeth yw gweld cynnydd yn nifer y bobl sy'n siarad a defnyddio'r iaith.

**** Ar 1af o Awst 2016, cyhoeddodd Llywodraeth Cymru eu strategaeth ddrafft newydd ar gyfer ymgynghoriad, sef 'Miliwn o siaradwyr Cymraeg erbyn 2050'. Byddwn yn ymdrechu i sicrhau y bydd ein strategaeth yn cysylltu â blaenoriaethau a gweithrediadau'r strategaeth hon, a allai olygu y bydd angen adolygiad yn 2017 er mwyn alinio'r strategaeth hon ymhellach gyda'r ddogfen genedlaethol newydd.**



Llywodraeth Cymru: Mwy na Geiriau

Y fframwaith strategol ar gyfer gwasanaethau Cymraeg yn y maes iechyd a gofal cymdeithasol

'Mwy na Geiriau' yw fframwaith strategol Llywodraeth Cymru ar gyfer gwella gwasanaethau Cymraeg yn y maes iechyd, gwasanaethau cymdeithasol a gofal cymdeithasol. Mae hyn yn hollbwysig o ran sicrhau canlyniadau llesiant cadarnhaol ar gyfer unigolion, rhywbeth sy'n sail i Ddeddf Gwasanaethau Cymdeithasol a Llesiant (Cymru) 2014.

Mae'r Codau Ymarfer dan y Ddeddf yn ei gwneud yn ofynnol i awdurdodau lleol sicrhau bod gwasanaethau Cymraeg yn rhan o'r gwaith o gynllunio a darparu gwasanaethau ac y caiff gwasanaethau eu cynnig yn Gymraeg i siaradwyr Cymraeg heb fod angen iddynt wneud cais am hynny yn unol â'r 'Cynnig Rhagweithiol'.

Cynllun Corfforaethol Cyngor Dinas Caerdydd 2016-18 a Strategaeth Partneriaeth Integredig Beth sy'n Bwysig

The City of Cardiff Council's Corporate Plan sets out what the Mae



Cynllun Corfforaethol Cyngor Dinas Caerdydd yn nodi'r hyn y bydd y Cyngor yn ei wneud i wireddu ei weledigaeth o fod y brifddinas oriau i fyw ynddi yn Ewrop. Bydd gweithio i gyflawni'r weledigaeth hon hefyd yn cyfrannu at strategaeth partneriaeth integredig Caerdydd – Beth sy'n Bwysig – a'i saith canlyniad y mae partneriaid gwasanaethau cyhoeddus a thrydydd sector wedi cytuno arnynt. Mae'r Cynllun Corfforaethol yn cael ei ddiwygio bob blwyddyn a chaiff y Strategaeth Beth sy'n Bwysig ei disodli gan Gynllun Llesiant newydd yn 2017, fel y gorchmynnwyd gan Ddeddf Llesiant Cenedlaethau'r Dyfodol.

Cyngor Dinas Caerdydd:

Cynllun Strategol Cymraeg mewn Addysg

Mae Deddf Safonau a Threfniadaeth Ysgolion (Cymru) (2013) yn rhoi gofyniad statudol ar awdurdodau lleol i baratoi a chyflwyno Cynllun Strategol Cymraeg mewn Addysg (WESP). Mae'r Ddeddf yn galluogi Gweinidogion Cymru i gymeradwyo'r Cynllun a gyflwynwyd, cymeradwyo'r Cynllun ag addasiadau neu wrthod y Cynllun a gofyn i'r awdurdod baratoi un arall. Mae'r WESP yn canolbwyntio ar y targedau yn y Strategaeth Addysg Gymraeg a disgwylir i awdurdodau lleol adrodd yn flynyddol ar eu perfformiad yn erbyn y targedau hyn.

Cyngor Dinas Caerdydd: Strategaeth 2020

Mae 'Caerdydd 2020' yn adeiladu ar y cynnydd a wnaed o ran gwella addysg dros y blynyddoedd diwethaf, gan osod rhaglen uchelgeisiol i sicrhau bod pob plentyn a pherson ifanc yng Nghaerdydd yn cael y cyfle i lwyddo. Bwriad y strategaeth yw creu lle gwyh i fyw, gweithio a chwarae ynddo ar gyfer plant a phobl ifanc. Mae hefyd yn golygu sicrhau bod modd manteisio ar amrywiaeth o weithgareddau diwylliannol yn Gymraeg a Saesneg.

Gweithio Gyda Phartneriaid

Fel strategaeth ar gyfer y Ddinas gyfan, mae llwyddiant gweledigaeth Caerdydd Ddwieithog fel yr amlinellir yn y strategaeth hon yn dibynnu ar gydweithio gyda'n partneriaid a'n rhanddeiliaid.

Rydyn ni wedi gweld llwyddiant a phwysigrwydd cydweithio yn ddiweddar gyda'r Cyngor yn gweithio mewn partneriaeth â rhanddeiliaid i greu Canolfan Gymraeg ('Yr Hen Lyfrgell') a agorodd ym mis Chwefror 2016. Mae'r ganolfan yn hyrwyddo a dathlu'r Gymraeg fel iaith fyw yn y brifddinas mewn canolfan gyfeillgar a chroesawgar sydd ar agor i holl drigolion Caerdydd ac yn hwelwyr. Mae'r Hen Lyfrgell yn cynnig amrywiaeth o gyfleusterau a gweithgareddau mewn awyrgylch cymdeithasol a chynhwysol lle mae'r iaith Gymraeg a diwylliant Cymreig wrth ym mlaidd popeth. Bydd y ganolfan yn allweddol i ddatblygu a hyrwyddo'r iaith yng Nghaerdydd ac yn hwyluso gweithredoedd penodol a fydd yn datblygu o'r strategaeth hon.

Dros y blynyddoedd diwethaf mae'r Cyngor wedi gweithio'n effeithiol gyda Menter Caerdydd i ddarparu nifer o wasanaethau Cymraeg i blant, pobl ifanc ac oedolion. Mae'r rhain yn cynnwys sesiynau chwarae Cymraeg i blant, gofal gwyliau, cyrsiau hyfforddi a chefnogi gŵyl Tafwyl sydd wedi datblygu'n un o brif ddigwyddiadau Cymraeg Cymru.

Mae Fforwm Iaith Gymraeg hir-sefydlog Caerdydd, a ailenwyd yn Fforwm Caerdydd Ddwieithog, sy'n cynnwys cynrychiolaeth gan

partneriaid Caerdydd Ddwieithog, wedi cytuno i roi'r strategaeth ar waith a'i monitro ar ran eu sefydliadau tra bydd tîm Caerdydd Ddwieithog yn arwain ar hwyluso'r Strategaeth o safbwynt y Cyngor.

Yn ogystal â gweithio gyda phartneriaid sefydledig, mae cymunedau chwaraeon a chelfyddydau'r ddinas yn rhanddeiliaid pwysig y byddwn yn ceisio gweithio gyda nhw i ddatblygu a hyrwyddo'r Gymraeg yn y ddinas. Gweler atodiad II am y partneriaid arweiniol.



Maes Strategol 1: Teuluoedd, Plant a Phobl Ifanc

Gweledigaeth:	Mae teuluoedd, plant a phobl ifanc yn cael digon o gyfleoedd i ddefnyddio'r Gymraeg bob dydd.
Canlyniad:	Mae teuluoedd, plant a phobl ifanc yn dewis defnyddio'r Gymraeg y tu allan i'r ysgol ac mewn lleoliad cymdeithasol.
Meysydd Blaenoriaeth:	<ul style="list-style-type: none">• Hyrwyddo'r manteision o addysg Gymraeg i holl gymunedau Caerdydd a gweithredu'r Cynllun Strategol Gymraeg mewn Addysg.• Gwella darpariaeth a safonau mewn ysgolion Cymraeg ac ysgolion Saesneg drwy'r Cynllun Strategol Gymraeg mewn Addysg.• Hyrwyddo'r manteision o drosglwyddo'r Gymraeg o fewn y teulu a rhoi'r cyfle i blant a phobl ifanc fod yn oedolion dwyieithog hyderus.• Rhoi cyfleoedd i deuluoedd ddefnyddio'r Gymraeg gyda'i gilydd.• Cynyddu'r ddarpariaeth o weithgareddau a chyfleoedd allgyrsiol Cymraeg i blant a phobl ifanc ddefnyddio'r Gymraeg y tu allan i gatiâu'r ysgol.• Datblygu cyfleoedd i blant a phobl ifanc mewn lleoliadau Saesneg ymwneud yn gadarnhaol â'r iaith Gymraeg.• Gwella cyfraddau dilyniant rhwng y blynyddoedd cynnar ac addysg ôl-16.• Sicrhau bod yr iaith Gymraeg yn cael ei hystyried yn sgîl gwerthfawr mewn hyfforddiant a chyflogaeth.

Maes Strategol 2: Cymuned a Seilwaith

Gweledigaeth:	A city with a fully bilingual linguistic landscape which has the Welsh language as an integral part of its social and civic activities
Canlyniad:	The position and visibility of the Welsh language in the community is strengthened and supported.
Meysydd Blaenoriaeth:	<ul style="list-style-type: none"> • Hyrwyddo'r Gymraeg fel pwynt gwerthu unigryw i Gaerdydd fel prifddinas a dinas graidd, a hyrwyddo'r brand 'Caerdydd Ddwyieithog'. • Cynyddu'r defnydd o'r Gymraeg ym mhob digwyddiad mawr, proffil uchel a gynhelir yng Nghaerdydd, cefnogi digwyddiadau cymunedol Cymraeg sydd eisoes yn bodoli a rhannu arfer da. • Sicrhau bod yr iaith Gymraeg yn fwy gweladwy yn y ddinas i adlewyrchu 'Caerdydd Ddwyieithog' trwy fecanweithiau cynllunio sydd eisoes yn bodoli. • Cyflwyno'r Gymraeg i gymunedau newydd a chymunedau sy'n dod i'r amlwg fel ffordd o gyfleu diwylliant Cymreig, a hyrwyddo dysgu Cymraeg ac addysg Gymraeg. • Cefnogi'r Hen Lyfrgell, Canolfan Gymraeg Caerdydd, i gynyddu gweithgareddau sy'n estyn allan a datblygu cyfleoedd i arddangos hanes a threftadaeth Gymraeg helaeth Caerdydd.



Maes Strategol 3: Gwasanaethau Cymraeg a'r Gweithle

Gweledigaeth:	Mae gwasanaethau o ansawdd ar gael yn Gymraeg a Saesneg yn yr un modd.
Canlyniadau:	Cynyddu'r defnydd o wasanaethau Cymraeg.
Meysydd Blaenoriaeth:	<ul style="list-style-type: none">• Cynyddu nifer/canran y siaradwyr Cymraeg o fewn sefydliadau partner Caerdydd Ddwieithog a galluogi a chefnogi staff rhugl, yn ogystal â staff sy'n dysgu, i ddefnyddio'r Gymraeg yn y gweithle, ac annog sefydliadau partner Caerdydd Ddwieithog i ddefnyddio'r un dull.• Annog sefydliadau partner Caerdydd Ddwieithog i ddarparu hyfforddiant Cymraeg a hyfforddiant ymwybyddiaeth iaith i'r holl Uwch Reolwyr a staff.• Gweithrediad y safonau iaith gan sefydliadau Caerdydd Ddwieithog perthnasol yn arwain at gynyddu argaeledd a'r defnydd a wneir o wasanaethau Cymraeg• Dangos ymrwymiad cryf i'r iaith Gymraeg mewn trefniadau cydweithredu a dogfennau comisiynu a chontractau 3ydd parti a sicrhau bod ystyriaethau o ran y Gymraeg yn cael eu cynnwys o'r cychwyn.• Cynyddu cyfleoedd i bobl ddefnyddio gwasanaethau Iechyd a Gofal Cymdeithasol yn Gymraeg.• Archwilio'r ffordd y mae ein gwasanaethau'n cael eu cynnig i'r cyhoedd a gweithio gydag arbenigwyr mewn pensaerniaeth dewis iaith i sicrhau dewis iaith teg.

Atodiad I: Caerdydd Ddwyieithog: Cynllun Gweithredu Strategaeth 5 Mlynedd

Teulu, Plant a Phobl Ifanc

BLAENORIAETHAU	CAM GWEITHREDU	TARGED / AMSERLEN	PARTNERIAID ARWEINIOL
Hyrwyddo'r manteision o addysg Gymraeg i holl gymunedau Caerdydd a gweithredu'r Cynllun Strategol Cymraeg mewn Addysg.	Gweithredu Cynllun Strategol Cymraeg mewn Addysg 2017-2020	Cynyddu nifer y myfyrwyr sy'n mynychu ysgolion Cymraeg gan 12.3% erbyn 2022.	Cyngor Dinas Caerdydd – Addysg a Dysgu Gydol Oes.
	Hyrwyddo manteision addysg Gymraeg drwy roi gwybodaeth i bob teulu yng Nghaerdydd ar wefan y Cyngor, yn y llyfryn derbyn i ysgolion ac mewn cylchlythyron perthnasol (e.e. Primary Times, Ein Caerdydd ac ati)	Adran benodol i'w chynnwys yn Llawlyfr Derbyn i Ysgolion 2018/19 ac ar wefan y Cyngor erbyn mis Hydref 2018 a bob blwyddyn wedi hynny.	Cyngor Dinas Caerdydd – Addysg a Dysgu Gydol Oes.
	Sefydliadau Caerdydd Ddwyieithog i hyrwyddo a chefnogi Mudiad Meithrin i gyflwyno rhaglen 'Cymraeg i Blant' Llywodraeth Cymru ledled Caerdydd.	Dechrau Mawrth 2018	Mudiad Meithrin, Llywodraeth Cymru, Cyngor Dinas Caerdydd, Bwrdd Iechyd Caerdydd a'r Fro
Gwella darpariaeth a safonau mewn ysgolion Cymraeg ac ysgolion Saesneg drwy'r Cynllun Strategol Cymraeg mewn Addysg.	Gweithredu Cynllun Strategol Cymraeg mewn Addysg 2017-2020	Cynyddu canran y dysgwyr ar ddiwedd Cyfnod Allweddol 4 sy'n cyflawni graddau A*-C mewn TGAU Cymraeg iaith gyntaf i 85% erbyn 2020.	Cyngor Dinas Caerdydd – Addysg a Dysgu Gydol Oes.
		Cynyddu canran y dysgwyr sy'n astudio'r cwrs llawn TGAU Cymraeg ail iaith i o leiaf 80% erbyn 2020.	Cyngor Dinas Caerdydd – Addysg a Dysgu Gydol Oes.

		Cynyddu canran y cohort blwyddyn 11 sy'n cyflawni graddau A*-C mewn TGAU Cymraeg ail iaith i 40% erbyn 2020.	Cyngor Dinas Caerdydd – Addysg a Dysgu Gydol Oes.
Hyrwyddo'r manteision o drosglwyddo'r Gymraeg o fewn y teulu a rhoi'r cyfle i blant a phobl ifanc fod yn oedolion dwyieithog hyderus.	Datblygu sesiynau wyneb yn wyneb cynhwysfawr ledled Caerdydd i deuluoedd yn crynhoi manteision dwyieithrwydd yn ogystal â rhoi gwybodaeth ar feithrinfeydd ac ysgolion Cymraeg.	4 sesiwn y flwyddyn o fis Medi 2018 ymlaen.	Menter Caerdydd, Cyngor Dinas Caerdydd – Addysg a Dysgu Gydol Oes a Caerdydd Ddwyieithog, Dechrau'n Deg, Mudiad Meithrin, Gwasanaeth Gwybodaeth i Deuluoedd
	Asesu'r galw a, lle nodir hynny, roi cyfleoedd ffurfiol ac anffurfiol i rieni ddysgu Cymraeg mewn ysgolion Cymraeg a lleoliadau ledled y ddinas.	Asesu'r galw i lywio cyfleoedd hyfforddiant Cymraeg yn y dyfodol erbyn mis Gorffennaf 2018.	Cyngor Dinas Caerdydd – Addysg a Dysgu Gydol Oes, Ysgol y Gymraeg (Prifysgol Caerdydd), Prifysgol Caerdydd, Y Ganolfan Dysgu Cymraeg Genedlaethol
	Creu rhwydwaith cefnogaeth i rieni nad ydynt yn siarad Cymraeg sy'n anfon eu plant i ysgolion Cymraeg	0 fis Medi 2018.	Cyngor Dinas Caerdydd, Ysgolion Cyfrwng Cymraeg
Rhoi cyfleoedd i deuluoedd ddefnyddio'r Gymraeg gyda'i gilydd.	Datblygu a hyrwyddo calendr o ddigwyddiadau a gweithgareddau Cymraeg ar gyfer teuluoedd er mwyn i blant a rhieni allu dysgu Cymraeg gyda'i gilydd.	0 fis Medi 2017 a bob blwyddyn wedi hynny.	Menter Caerdydd, Urdd Gobaith Cymru, Mudiad Meithrin, Ysgol y Gymraeg (Cymraeg i Oedolion), Prifysgol Caerdydd, Urdd Gobaith Cymru
	Cynyddu nifer y sesiynau darllen yn uchel neu weithgareddau Cymraeg eraill i rieni a phlant ym mhob un o hybiau a llyfrgelloedd Caerdydd.	0 fis Medi 2018 a bob blwyddyn wedi hynny. Cynnydd o 25% erbyn 2022.	Cyngor Dinas Caerdydd, Menter Caerdydd, Mudiad Meithrin
	Cynnig cyfleoedd am weithgareddau teuluol anffurfiol am ddim ar gyfer dysgu Cymraeg.	0 fis Medi 2018 a bob blwyddyn wedi hynny.	Ysgol y Gymraeg (Cymraeg i Oedolion), Prifysgol Caerdydd, Y Ganolfan Dysgu Cymraeg Genedlaethol, Cyngor Dinas Caerdydd, Menter Caerdydd, Urdd Gobaith Cymru, Mudiad Meithrin

	Cynyddu nifer y digwyddiadau Cymraeg yng Ngŵyl Llên Plant Caerdydd gan 30%.	O fis Mawrth 2018	Llenyddiaeth Cymru, Cyngor Dinas Caerdydd, Ysgol y Gymraeg, Prifysgol Caerdydd
Cynyddu'r ddarpariaeth o weithgareddau a chyfleoedd allgyrsiol Cymraeg i blant a phobl ifanc ddefnyddio'r Gymraeg y tu allan i gatiâu'r ysgol.	Cynllunio, cyd-drefnu a hysbysebu calendr cydlynol o weithgareddau Gofal, Chwarae a Hamdden i blant rhwng 4 a 11 oed a rhwng 11 a 18 oed.	O fis Medi 2017 a bob blwyddyn wedi hynny.	Menter Caerdydd, Urdd Gobaith Cymru, Gwasanaeth Ieuencid Cyngor Dinas Caerdydd
	Cynllunio a chyd-drefnu gweithgareddau gyda'r Hen Lyfrgell, ysgolion Cymraeg a rhanddeiliaid i gefnogi a hyrwyddo'r Eisteddfod Genedlaethol yng Nghaerdydd 2018.	O fis Medi 2017 i fis Awst 2018.	Eisteddfod Genedlaethol Cymru, Yr Hen Lyfrgell, Menter Caerdydd, Urdd Gobaith Cymru, Mudiad Meithrin
	Defnyddio'r Diwrnod Cerddoriaeth Gymraeg fel ffordd o ddenu pobl ifanc i gymryd rhan yn gymdeithasol ac fel artistiaid yn y Sîn Gerddoriaeth Gymraeg	Chwefror 2018	Llywodraeth Cymru
Datblygu cyfleoedd i blant a phobl ifanc mewn lleoliadau Saesneg ymwneud yn gadarnhaol â'r iaith Gymraeg.	Ymchwilio i'r posibilrwydd o ddatblygu cyfleoedd gefeillio rhwng ysgolion Cymraeg a Saesneg i weithio ynghyd ar brojectau penodol	Ionawr 2018	Cyd-wasanaeth Addysg Consortiwm Canolbarth y De, Ysgolion Cymraeg, Ysgolion Saesneg.
	Cynnal astudiaeth ymarferoldeb i ymchwilio i'r posibilrwydd o ddarparu clybiau ar ôl ysgol ddwyieithog a gofal plant ddwyieithog yn ystod y gwyliau i blant sy'n mynychu ysgolion Saesneg, ac ymateb i'r galw.	Cwblhau'r astudiaeth ymarferoldeb erbyn mis Rhagfyr 2017.	Pob ysgol Saesneg, Menter Caerdydd, Urdd Gobaith Cymru.
	Asesu'r posibilrwydd o gynnal Eisteddfod Ddwyieithog Caerdydd i ysgolion Cymraeg a Saesneg Caerdydd cyn Eisteddfod Genedlaethol 2018.	Cwblhau'r astudiaeth ymarferoldeb erbyn Medi 2017.	Cyngor Dinas Caerdydd, Cyd-wasanaeth Addysg Consortiwm Canolbarth y De, Eisteddfod Genedlaethol, Urdd Gobaith Cymru.



Gwella cyfraddau dilyniant rhwng y blynyddoedd cynnar ac addysg ôl-16.	Gweithredu Cynllun Strategol Cymraeg mewn Addysg 2017-2020	Cynyddu nifer y plant saith oed a addysgir trwy'r Gymraeg gan 1.2%, o 15.2% yn Ionawr 2016 i 16.4% erbyn 2020.	Cyngor Dinas Caerdydd a'r Fforwm Addysg Gymraeg
		Cynyddu nifer y dysgwyr ym mlwyddyn naw a asesir yn Gymraeg (Iaith Gyntaf) gan 1.5% i 14.4% erbyn 2020.	Cyngor Dinas Caerdydd a'r Fforwm Addysg Gymraeg
		Cynyddu canran y dysgwyr 17 oed sy'n astudio 2 neu ragor o bynciau trwy'r Gymraeg gan 4% i 95% erbyn 2020.	Cyngor Dinas Caerdydd a'r Fforwm Addysg Gymraeg
Sicrhau bod yr iaith Gymraeg yn cael ei hystyried yn sgil gwerthfawr mewn hyfforddiant a chyflogaeth.	Cynnig gwybodaeth gyfoes a chyson i bobl ifanc am gyfleoedd swyddi a phrentisiaethau sydd angen sgiliau dwyieithog.	Datblygu strategaeth ar y cyd erbyn Ebrill 2018	Coleg Cymraeg Cenedlaethol, Ysgol y Gymraeg Prifysgol Caerdydd, Prifysgol De Cymru, Colegau Cymru, Cyngor Dinas Caerdydd
	Datblygu adnodd i holl bartneriaid Caerdydd Ddwyieithog i hysbysebu swyddi Cymraeg hanfodol mewn cyfeirlyfr canolog a hygyrch.	Adnodd ar gael o fis Medi 2018.	Coleg Cymraeg Cenedlaethol, Ysgol y Gymraeg Prifysgol Caerdydd, Prifysgol De Cymru, Colegau Cymru, Cyngor Dinas Caerdydd, Menter Caerdydd.
	Sefydliadau partner Caerdydd Ddwyieithog i ddatblygu cynlluniau profiad gwaith a phrentisiaethau Cymraeg o fewn eu sefydliadau.	I ddechrau Medi 2018	Coleg Cymraeg Cenedlaethol, Ysgol y Gymraeg Prifysgol Caerdydd, Prifysgol De Cymru, Colegau Cymru, Cyngor Dinas Caerdydd

Y Gymuned a Seilwaith

Page 47

BLAENORIAETHAU	CAM GWEITHREDU	TARGED / AMSERLEN	PARTNERIAID ARWEINIOL
Hyrwyddo'r Gymraeg fel pwynt gwerthu unigryw i Gaerdydd fel prifddinas a dinas graidd, a hyrwyddo'r brand 'Caerdydd Ddwyieithog'.	Datblygu brand 'cyrchfan Caerdydd' cwbl ddwyieithog i hyrwyddo Caerdydd yng Nghymru ac yn rhyngwladol.	Brand wedi'i ddatblygu erbyn Rhagfyr 2018 ac yna'i dderbyn a'i weithredu'n briodol	Tîm Twristiaeth Cyngor Dinas Caerdydd i gael ei fabwysiadu gan yr holl bartneriaid
	Sicrhau bod gwybodaeth farchnata economaidd, busnes a thwristiaeth yn cynnwys cyfeiriad at Gaerdydd fel dinas ddwyieithog.	Rhagfyr 2018	Tîmau Caerdydd Ddwyieithog, Twristiaeth, Datblygu Economaidd Cyngor Dinas Caerdydd
	Annog busnesau preifat sy'n cefnogi'r iaith Gymraeg i ddangos neu arddangos y brand Caerdydd Ddwyieithog yn eu siopau neu fusnesau.	Deunyddiau wedi'u cynhyrchu erbyn Ebrill 2017. Ymgyrch codi ymwybyddiaeth o fis Medi 2017. Busnesau a sefydliadau perthnasol i ddefnyddio'r logo Caerdydd Ddwyieithog o fis Ebrill 2018	Tîm Caerdydd Ddwyieithog Cyngor Dinas Caerdydd, Menter Caerdydd, Yr Hen Lyfrgell
Cynyddu'r defnydd o'r Gymraeg ym mhob digwyddiad mawr, proffil uchel a gynhelir yng Nghaerdydd, cefnogi digwyddiadau cymunedol Cymraeg sydd eisoes yn bodoli a rhannu arfer da.	Sicrhau bod yr angen i hyrwyddo'r Gymraeg mewn unrhyw ymgyrchoedd a deunyddiau yn ddwyieithog yn cael ei gynnwys mewn unrhyw gontract, tendr, trwydded neu unrhyw gytundeb cyfreithiol arall gyda threfnwyr digwyddiadau a bod yr holl ddigwyddiadau yn ddwyieithog.	I'w gwblhau erbyn Mawrth 2018. Cynhelir archwiliad o ddigwyddiadau rhwng Mawrth 2018 a Mawrth 2019.	Cyngor Dinas Caerdydd - Digwyddiadau, Twristiaeth a Caerdydd Ddwyieithog, Llywodraeth Cymru.
	Annog a gweithio mewn partneriaeth â rhanddeiliaid digwyddiadau mawr i arddangos Caerdydd fel dinas ddwyieithog sy'n ffynnu.	O Ebrill 2017	Cyngor Dinas Caerdydd - Digwyddiadau, Twristiaeth a Caerdydd Ddwyieithog, Llywodraeth Cymru.
	Casglu gwybodaeth am yr holl ddigwyddiadau Cymraeg a'r holl bartneriaid i hyrwyddo gwefan 'Gymraeg' Llywodraeth Cymru.	Holl bartneriaid Caerdydd Ddwyieithog i roi gwybodaeth am eu digwyddiadau Cymraeg i Lywodraeth Cymru o fis Medi 2017 ymlaen.	Llywodraeth Cymru, holl bartneriaid Caerdydd Ddwyieithog

Sicrhau bod yr iaith Gymraeg yn fwy gweladwy yn y ddinas i adlewyrchu 'Caerdydd Ddwieithog' trwy fecanweithiau cynllunio sydd eisoes yn bodoli.	Ymchwilio, a lle y bo'n briodol, nodi dulliau cynllunio i sicrhau bod ceisiadau cynllunio ar gyfer datblygiadau mawr fel siopau cadwyn, archfarchnadoedd a manwerthwyr yn ystyried yr angen i godi arwyddion a hysbysiadau dwieithog.	Canllaw Blaen Siop ac Arwyddion a Chanllaw Cynllunio Atodol i'w cwblhau erbyn Rhagfyr 2017. Yn weithredol o Ionawr 2018.	Cyngor Dinas Caerdydd – Cynllunio
	Ymchwilio, a lle y bo'n briodol, nodi dulliau cynllunio i sicrhau bod ceisiadau cynllunio ar gyfer datblygiadau tai newydd yn ystyried yr angen i ddefnyddio enwau dwieithog a chodi arwyddion a hysbysiadau dwieithog.	Canllaw Blaen Siop ac Arwyddion a Chanllaw Cynllunio Atodol i'w cwblhau erbyn Rhagfyr 2017. Yn weithredol o Ionawr 2018.	Cyngor Dinas Caerdydd – Cynllunio
	Cyngor Dinas Caerdydd i fabwysiadu'r egwyddor fod y Gymraeg yn dod gyntaf ar unrhyw ddeunydd y mae'r Cyngor yn ei gynhyrchu.	O fis Medi 2017	Cyngor Dinas Caerdydd
Cyflwyno'r Gymraeg i gymunedau newydd a chymunedau sy'n dod i'r amlwg fel ffordd o gyfleu diwylliant Cymreig, a hyrwyddo dysgu Cymraeg ac addysg Gymraeg.	Cydgysylltu â'r trydydd sector i ddatblygu dosbarthiadau Cymraeg ar gyfer cymunedau newydd a rhai sy'n dod i'r amlwg, gan gynnwys ffoaduriaid ac ymfudwyr, i nodi cyfleoedd pellach i gymunedau newydd yn y ddinas ddysgu Cymraeg	Nifer o ddsbarthiadau blasu Cymraeg ar gael erbyn Ionawr 2018	Ysgolion Cymraeg (wedi'u hwyluso gan Gyngor Dinas Caerdydd – Addysg a Dysgu Gydol Oes), Prifysgol Caerdydd (Cymraeg i Oedolion).
	Gweithgareddau allgymorth gan ysgolion Cymraeg mewn cymunedau lleol.	O fis Medi 2019	Ysgolion Cymraeg (wedi'u hwyluso gan Gyngor Dinas Caerdydd – Addysg a Dysgu Gydol Oes), Prifysgol Caerdydd (Cymraeg i Oedolion).

Cefnogi'r Hen Lyfrgell, Canolfan Gymraeg Caerdydd, i gynyddu gweithgareddau sy'n estyn allan a datblygu cyfleoedd i arddangos hanes a threftadaeth Gymraeg helaeth Caerdydd.	Yr Hen Lyfrgell i gynllunio, cydlynu a hysbysebu calendr o weithgareddau allgymorth i gyflwyno'r iaith Gymraeg a'i hanes a threftadaeth helaeth i gynulleidfaoedd newydd.	O fis Medi 2019	Yr Hen Lyfrgell, Ysgol y Gymraeg Prifysgol Caerdydd, Menter Caerdydd, Cyngor Dinas Caerdydd, Amgueddfa Genedlaethol Cymru.	
	Datblygu cyfleoedd i gynyddu ymwybyddiaeth o'r iaith Gymraeg mewn dulliau arloesol, ar sail llwyddiannau diweddar Cymdeithas Bêl-droed Cymru yn y maes hwn, a'u cyflwyno i holl bartneriaid Caerdydd Ddwyieithog i sicrhau mwy o gefnogaeth a pherchnogaeth o'r Gymraeg.	Paratoi cynllun gweithredu erbyn Medi 2018. Gweithredu'r cynllun o fis Medi 2019.		Cyngor Dinas Caerdydd - Caerdydd Ddwyieithog, Ysgol y Gymraeg, Prifysgol Caerdydd, Cymdeithas Bêl-droed Cymru, holl bartneriaid Caerdydd Ddwyieithog.
	Cynnig cyrsiau blasu Cymraeg byr i holl ymwelwyr YHL yn ystod Ffeinal Cynghrair y Pencampwyr UEFA 2017 i hyrwyddo'r iaith mewn goleuni cadarnhaol a chodi ymwybyddiaeth	Mehefin 2017		Ysgol y Gymraeg (Cymraeg i Oedolion), Y Ganolfan Dysgu Cymraeg Genedlaethol, Cymdeithas Bêl-droed Cymru

Gwasanaethau Cymraeg a'r Gweithle

Cynyddu nifer/canran y siaradwyr Cymraeg o fewn Cyngor Dinas Caerdydd a galluogi a chefnogi staff rhugl, yn ogystal â staff sy'n dysgu, i ddefnyddio'r Gymraeg yn y gweithle, ac annog sefydliadau partner Caerdydd Ddwyieithog i ddefnyddio'r un dull.	Cynyddu nifer y staff dwyieithog yng Nghyngor Dinas Caerdydd i adlewyrchu'r ganran o siaradwyr Cymraeg yn y gymuned ac annog sefydliadau cyhoeddus eraill Caerdydd Ddwyieithog i fabwysiadu'r un dull.	Erbyn 2022, cynyddu nifer y staff sydd â sgiliau Cymraeg yng ngweithlu'r Cyngor gan 50%. Rhannu arfer da gyda sefydliadau cyhoeddus eraill erbyn Ebrill 2022.	Cyngor Dinas Caerdydd, Coleg Cymraeg Cenedlaethol, Prifysgol De Cymru, Ysgol y Gymraeg, Prifysgol Caerdydd, Colegau Cymru, Asiantaethau Recriwtio
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	Creu swydd tiwtor Cymraeg yng Nghyngor Caerdydd sy'n gyfrifol am ddarparu rhaglen hyfforddiant gynhwysfawr i staff.	Creu'r swydd erbyn Ebrill 2018.	Cyngor Dinas Caerdydd
	Drwy'r fforwm Caerdydd Ddwieithog, gweithio gyda sefydliadau partner Caerdydd Ddwieithog i gynyddu'r defnydd o'r Gymraeg yn y gweithle.	O Ionawr 2018	Cyngor Dinas Caerdydd, holl sefydliadau Caerdydd Ddwieithog
Annog sefydliadau partner Caerdydd Ddwieithog i ddarparu hyfforddiant Cymraeg a hyfforddiant ymwybyddiaeth iaith i'r holl Uwch Reolwyr a staff.	Sicrhau bod staff Cyngor Caerdydd a rheolwyr yn mynychu cyrsiau ymwybyddiaeth iaith ac annog sefydliadau cyhoeddus eraill Caerdydd Ddwieithog i fabwysiadu'r un dull	Adrodd yn flynyddol ar nifer a chanran y staff sydd wedi derbyn hyfforddiant.	Cyngor Dinas Caerdydd, Bwrdd Gwasanaethau Cyhoeddus, Ysgol y Gymraeg, Prifysgol Caerdydd
	Cyngor Dinas Caerdydd i ddarparu cyrsiau dysgu a gwella'r Gymraeg i'r holl staff sy'n delio â'r cyhoedd ac annog sefydliadau cyhoeddus eraill Caerdydd Ddwieithog i fabwysiadu'r un dull.	Adrodd yn flynyddol ar nifer a chanran y staff sydd wedi derbyn hyfforddiant.	Cyngor Dinas Caerdydd, Bwrdd Gwasanaethau Cyhoeddus, Ysgol y Gymraeg, Prifysgol Caerdydd
Gweithrediad y safonau iaith gan sefydliadau Caerdydd Ddwieithog perthnasol yn arwain at gynyddu argaeledd a'r defnydd a wneir o wasanaethau Cymraeg	Gweithredu'r safonau iaith a chynorthwyo sefydliadau Caerdydd Ddwieithog eraill i gyflawni'r un peth.	O'r dyddiadau cydymffurfiaeth statudol perthnasol.	Holl bartneriaid Caerdydd Ddwieithog.
	Paratoi Cyfeirlyfr Caerdydd Ddwieithog yn amlinellu'r holl wasanaethau cyhoeddus Cymraeg sydd ar gael yng Nghaerdydd a hyrwyddo i gynyddu'r defnydd o'r gwasanaethau Cymraeg sydd ar gael.	Paratoi cyfeirlyfr erbyn Mawrth 2018	Menter Caerdydd, Llywodraeth Cymru, Cyngor Dinas Caerdydd, Bwrdd Gwasanaethau Cyhoeddus

Dangos ymrwymiad cryf i'r iaith Gymraeg mewn trefniadau cydweithredu a dogfennau comisiynu a chontractau 3ydd parti a sicrhau bod ystyriaethau o ran y Gymraeg yn cael eu cynnwys o'r cychwyn.	Annog holl bartneriaid cyhoeddus Caerdydd Ddwyieithog i sicrhau bod ystyriaethau o ran y Gymraeg yn rhan allweddol o ddatblygu polisiau ac o fewn asesiadau effaith.	O'r dyddiadau cydymffurfiaeth statudol perthnasol.	Cyngor Dinas Caerdydd, Bwrdd Gwasanaethau Cyhoeddus, holl bartneriaid Caerdydd Ddwyieithog.
	Paratoi canllawiau ar ofynion yr iaith Gymraeg i'r holl gontractwyr 3ydd parti sy'n gweithio o fewn y sector cyhoeddus.	Medi 2017	Cyngor Dinas Caerdydd, Bwrdd Gwasanaethau Cyhoeddus, holl bartneriaid Caerdydd Ddwyieithog.
	Cynnwys capasiti dwyieithog mewn datrysiadau TG newydd sydd ar gael i'r cyhoedd, gan gynnwys rhyngwynebau sy'n cynnig dewis iaith.	O'r dyddiadau cydymffurfiaeth statudol perthnasol.	Cyngor Dinas Caerdydd, Bwrdd Gwasanaethau Cyhoeddus, holl bartneriaid Caerdydd Ddwyieithog.
Pwyntu cyfleoedd i bobl defnyddio gwasanaethau Iechyd a Gofal Cymdeithasol yn Gymraeg.	Sicrhau bod Cynnig Actif o wasanaethau Cymraeg yn cael ei rannu â holl staff y Gwasanaethau Cymdeithasol ac o fewn gwasanaethau a gomisiynir.	Mawrth 2018	Cyngor Dinas Caerdydd, Bwrdd Iechyd Caerdydd a'r Fro
	Cynnwys gwasanaeth Cymraeg o fewn manylion contract, cytundebau lefel gwasanaeth a phrosesau cyllid grant trydydd sector ac annibynnol lle bo angen.	Mawrth 2018	The City of Cardiff Council, Cardiff & Vale Health Board
	Sicrhau ein bod yn gallu darparu cymaint o wasanaethau â phosibl yn Gymraeg. Lle nodir bylchau o ran capasiti'r gweithlu i ddarparu gwasanaethau yn Gymraeg dylai'r rhain gael eu hadlewyrchu yn Strategaeth Sgiliau Dwyieithog y sefydliad.	Mawrth 2018	Cyngor Dinas Caerdydd, Bwrdd Iechyd Caerdydd a'r Fro





<p>Archwilio'r ffordd y mae ein gwasanaethau'n cael eu cynnig i'r cyhoedd a gweithio gydag arbenigwyr mewn pensaerniaeth dewis iaith i sicrhau dewis iaith teg.</p>	<p>Cynnal arbrofion drwy gynnig gwasanaethau ar-lein neu gyfrifiadurol y Cyngor drwy ddulliau pensaerniaeth dewis iaith gwahanol er mwyn pennu'r dull mwyaf tebygol o sicrhau'r defnydd mwyaf posibl o'r Gymraeg.</p>	<p>Ionawr 2018</p>	<p>Ysgol y Gymraeg, Prifysgol Caerdydd</p>
	<p>Cynnal ymchwil gyda rhieni plant cyn ysgol i bennu'r dulliau pensaerniaeth dewis iaith a/neu yr ystyriaethau y gallai fod angen i'r Cyngor eu gweithredu i gynyddu nifer y plant mewn addysg Gymraeg yng Nghaerdydd.</p>	<p>Ionawr 2018</p>	<p>Ysgol y Gymraeg, Prifysgol Caerdydd, Cyngor Dinas Caerdydd</p>

Atodiad II : Partneriaid arweiniol

Fel strategaeth ar gyfer y Ddinas gyfan, mae llwyddiant gweledigaeth Caerdydd Ddwyeithog fel yr amlinellir yn y strategaeth hon yn dibynnu ar gydweithio gyda'n partneriaid a'n rhanddeiliaid. Mae'r holl bartneriaid canlynol wedi cytuno i roi'r cynllun ar waith a monitro cynnydd yn erbyn adrannau perthnasol y cynllun gweithredu.

Bwrdd Gwasanaethau Cyhoeddus Caerdydd

Fel rhan o weithrediad Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015, rhaid i bob awdurdod lleol yng Nghymru sefydlu Byrddau Gwasanaethau Cyhoeddus (BGCau). Mae BGCau yn dod â chyfrff cyhoeddus a thrydydd sector ynghyd i weithio mewn partneriaeth i wella llesiant economaidd, cymdeithasol, amgylcheddol a diwylliannol.

Mae aelodau statudol BGC fel a ganlyn:

- Cyngor Dinas Caerdydd
- Bwrdd Iechyd Prifysgol Caerdydd a'r Fro
- Gwasanaeth Tân ac Achub De Cymru
- Cyfoeth Naturiol Cymru

Rhaid i aelodau'r Bwrdd hefyd gynnwys nifer o bartneriaid eraill sy'n cyfrannu at ei weithgareddau fel 'cyfranogwyr a wahoddir'. Mae cynrychiolwyr o'r canlynol yn BGC Caerdydd:

- Gweinidogion Cymru
- Prif Gwnstabl Heddlu De Cymru
- Comisiynydd yr Heddlu a Throseddau De Cymru
- Y Gwasanaeth Prawf Cenedlaethol a'r Cwmni Adsefydlu Cymunedol
- Cyngor Trydydd Sector Caerdydd

Gall partneriaid eraill sy'n cyflawni swyddogaethau o natur gyhoeddus

hefyd fod yn rhan o'r gwaith.

Mae dyletswydd ar BGCau dan y Ddeddf Llesiant Cenedlaethau'r Dyfodol i asesu lles economaidd, cymdeithasol, amgylcheddol a diwylliannol yr ardal leol a llunio cynllun lles lleol yn nodi amcanion lles a fydd yn cyfrannu at gyflawni 7 nod llesiant Llywodraeth Cymru. Ceir rhagor o wybodaeth am y nodau hyn yma.

Nodyn: Gwnaeth Bwrdd Gwasanaethau Cyhoeddus Caerdydd, a gynhaliodd ei gyfarfod cyntaf ym mis Mai 2016, ddisodli Bwrdd Partneriaeth Caerdydd a Chyd-fwrdd Gwasanaethau Lleol Caerdydd a'r Fro.

Coleg Cymraeg Cenedlaethol

Mae'r Coleg Cymraeg Cenedlaethol yn gweithio drwy ganghennau sydd wedi'u lleoli mewn saith prifysgol yng Nghymru. Nod y canghennau yw cefnogi gwaith y Coleg a gweithredu fel pwynt cyswllt lleol i fyfyrwyr.

Mae'r dewis o gyrsiau Cymraeg wedi ehangu'n sylweddol dros y blynyddoedd diwethaf. Ar hyn o bryd mae dros 1,000 o gyrsiau i fyfyrwyr Cymraeg, ynghyd â dros 150 o ysgoloriaethau israddedig sy'n cael eu rhoi i fyfyrwyr bob blwyddyn.

Mae gwaith y Coleg Cymraeg Cenedlaethol yn cynnwys:

- Sicrhau mwy o gyfleoedd astudio i fyfyrwyr Cymraeg - mewn partneriaeth â'r prifysgolion
- Hyfforddi, datblygu ac ariannu darlithwyr Cymraeg ar gyfer y dyfodol
- Ariannu ysgoloriaethau israddedig ac ôl-raddedig

- Cefnogi myfyrwyr sy'n astudio cwrs drwy gyfrwng y Gymraeg
- Cynyddu nifer y myfyrwyr sy'n dewis astudio eu cwrs cyfan neu ran o'u cwrs drwy gyfrwng y Gymraeg
- Datblygu modiwlau, cyrsiau ac adnoddau o ansawdd ar gyfer myfyrwyr Cymraeg.

ColegauCymru

ColegauCymru yw'r elusen addysgol genedlaethol sy'n cynrychioli 14 o golegau addysg bellach (AB) a sefydliadau AB dynodedig Cymru. Mae'r Bwrdd yn cynnwys penaethiaid colegau a chadeiryddion corfforaethau, a benodir gan golegau sy'n aelodau. Mae hefyd yn gweithio'n agos gydag amrywiaeth o bartneriaid yn y maes addysg, hyfforddiant a sgiliau ôl-16.

Drwy ColegauCymru, mae colegau'n cael eu cynrychioli ar amrywiaeth o bwyllgorau a grwpiau sy'n dylanwadu ar bolisi addysgu ôl-16 a dysgu gydol oes. Yn ardal Caerdydd rydyn ni'n gweld twf yn y galw am gyfleoedd academaidd, galwedigaethol a dysgu seiliedig ar waith ôl-16 Cymraeg/dwyieithog, ac mae cynnwys colegau'n allweddol i ddatblygu cynlluniau WESP cymunedol llwyddiannus. Mae Coleg Caerdydd a'r Fro, Coleg Catholig Dewi Sant a Choleg Cymunedol WEA YMCA yn ymateb i'r cynnydd hwn yn y galw am addysg, hyfforddiant a sgiliau ôl-16 Cymraeg. Gallant oll gynnig gwasanaeth dwyieithog, ac maent yn awyddus i ehangu'r ddarpariaeth hon drwy bartneriaeth.

Mae prif-ffrydio'r Gymraeg mewn colegau addysg bellach yn un o nodau strategol ColegauCymru. Mae'r colegau wedi cynyddu eu canran o ddarpariaeth ddwyieithog yn sylweddol yn ddiweddar, gan ragori ar dargedau a osodwyd gan Lywodraeth Cymru yn ei Strategaeth Addysg Gymraeg (2010). Yn 2010/11, roedd 5.7% o weithgareddau dysgu mewn colegau addysg bellach yn cael eu

darparu'n ddwyieithog neu'n Gymraeg. Y targed oedd 7% erbyn 2015 a 10% erbyn 2020. Mae adroddiad blynyddol Llywodraeth Cymru ar y Strategaeth (Gorffennaf 2015) yn dangos bod colegau wedi cyrraedd 8.5% erbyn 2013/14 – sy'n uwch na tharged 2015 ac ar y trywydd cywir i fwrw targed 2020.

Mae ColegauCymru yn gweithio'n agos gyda Sgiliaith, canolfan ddatblygol ac arloesol o fewn Grŵp Llandrillo Menai a ariennir gan Lywodraeth Cymru. Mae'n cynnig hyfforddiant a chymorth i golegau addysg bellach a darparwyr eraill er mwyn cynyddu sgiliau addysgu dwyieithog a Chymraeg.

Eisteddfod Genedlaethol Cymru

Mae Eisteddfod Genedlaethol Cymru'n un o wyliau diwylliannol mwyaf y byd ac fe'i cynhelir bob blwyddyn yn wythnos gyntaf mis Awst. Mae'n cael ei chynnal yng ngogledd a de Cymru bob yn ail. Cynhelir gŵyl 2018 yng Nghaerdydd am y tro cyntaf ers 2008. Mae'r wyl, sy'n denu 150,000 o ymwelwyr, yn dathlu'r Gymraeg a diwylliant Cymru mewn ffordd gynhwysol ac eclecticig. Gwnaed llawer o waith dros y degawd diwethaf i ddatblygu'r wyl fel digwyddiad hygyrch i'r teulu cyfan, sy'n datblygu ac yn newid o flwyddyn i flwyddyn wrth ymweld â rhannau gwahanol o Gymru.

Fe'i disgrifir fel project adfywio symudol mwyaf Cymru. Mae hi'n benllanw ar broject cymunedol dwy flynedd, sy'n gweld pobl leol yn dod ynghyd i godi ymwybyddiaeth ac arian i'r digwyddiad. Mae'r gwaith hwn wedi dechrau yng Nghaerdydd, ac mae digwyddiadau a gweithgareddau'n cael eu trefnu ar draws y ddinas. Mae'r digwyddiadau yn dod â phobl o bob oedran a chefnidir ynghyd. Er y caiff ei threfnu i hyrwyddo'r Eisteddfod, yr iaith a diwylliant Cymru, mae'r digwyddiadau'n amrywiol, sy'n dod â phobl ynghyd i ddathlu a pharatoi at ymweliad yr wyl.

Gan weithio gydag ystod eang o sefydliadau, mae'r Eisteddfod yn gatalydd ar gyfer datblygiadau, gyda gwaddol y project a'r wyl yn cael ei gydnabod yn y meysydd canlynol:

- Cymunedol: cynnydd yn nifer y gweithgareddau cymunedol a gynhelir ar draws y rhanbarth yn ystod y ddwy flynedd yn arwain at yr wyl ei hun;
- Iaith: cynnydd yn y diddordeb yn yr iaith ac yn nifer yr oedolion sy'n dechrau gwarsi Cymraeg;
- Diwylliant: cynnydd yn nifer y grwpiau a sefydlwyd i gystadlu, yn nifer yr artistiaid yn creu gwaith a llyfrau a cherddoriaeth a gyhoeddir yn Gymraeg i'r Eisteddfod;
- Economi: cadarnhawyd yn annibynnol bod gwerth economaidd wythnos yr Eisteddfod rhwng £6m ac £8m yn lleol (ffigurau: Cyngor Sir Caerdydd 2008);
- Gwirfoddoli: cynnydd yn nifer y bobl sy'n gwirfoddoli'n Gymraeg ac yn fodlon gweithio gyda'r sefydliadau eraill ar ôl ymweliad yr Eisteddfod.

Cynhelir Eisteddfod 2018 ym Mae Caerdydd, a bydd yn wyl heb ffens amdani. Mae hon yn ffordd gwbl newydd o gynnal Eisteddfod, gan gyfuno'r defnydd o adeileddau dros dro ac adeiladau'r ardal, gan ddwyn ynghyd holl elfennau'r Eisteddfod draddodiadol mewn dull gwahanol.

Llenyddiaeth Cymru

Llenyddiaeth Cymru yw'r cwmni cenedlaethol ar gyfer datblygu llenyddiaeth yng Nghymru. Mae'n credu bod llenyddiaeth ar gyfer pawb ac y gellir dod o hyd iddi yn unrhyw le. Mae projectau a gweithgareddau amrywiol y sefydliad yn cynnwys Llyfr y Flwyddyn Cymru, Bardd Cenedlaethol Cymru, Bardd Plant Cymru a Bardd

Llawryfog y Bobl Ifanc, mentrau Twristiaeth Lenyddol, y cynllun ariannu Ysgrifenydd ar Daith, cyrsiau ysgrifennu creadigol yng Nghanolfan Ysgrifennu Tŷ Newydd, Gwasanaethau i Ysgrifenydd (gan gynnwys Bwrsariaethau a Mentora) a Charfannau Ysgrifennu Pobl Ifanc. Y Prif Weithredwr yw Lleucu Siencyn.

Mae Llenyddiaeth Cymru yn elusen gofrestrdedig (rhif 1146560) ac yn gweithio gyda chefnogaeth Cyngor Celfyddydau Cymru a Llywodraeth Cymru.

Llywodraeth Cymru

Llywodraeth Cymru yw Llywodraeth ddatganoledig Cymru. Mae'n gweithio i wella bywydau pobl Cymru a gwneud ein cenedl yn lle gwell i fyw a gweithio ynddo. Mae'r Llywodraeth yn gyfrifol am feysydd datganoledig megis iechyd, addysg a'r amgylchedd.

Mae'r Gymraeg yn un o feysydd cyfrifoldeb Llywodraeth Cymru – mae Adran 61(k) Deddf Llywodraeth Cymru 2006 (GOWA 2006) yn galluogi Gweinidogion Cymru i wneud unrhyw beth y maen nhw'n ei ystyried yn briodol i gefnogi'r Gymraeg.

Nod Llywodraeth Cymru yw gweld y Gymraeg yn ffynnu, ac mae wedi amlinellu ei gweledigaeth i weld miliwn o siaradwyr Cymraeg erbyn 2050.

Mae'r Strategaeth Iaith Gymraeg gyfredol: Iaith fyw, iaith byw 2012-2017 yn amlinellu 6 maes strategol i ganolbwyntio arnynt:

- Y teulu
- Plant a Phobl Ifanc
- Y gymuned
- Y gweithle
- Gwasanaethau
- Technoleg a seilwaith.

Menter Caerdydd

Sefydlwyd Menter Caerdydd ym mis Mehefin 1998 gyda'r nod o hyrwyddo ac ehangu'r defnydd o'r Gymraeg yng Nghaerdydd drwy greu cyfleoedd i drigolion y ddinas ddefnyddio'r iaith y tu allan i'r gwaith a'r ysgol. Heddiw, Menter Caerdydd yw un o Fentrau Iaith mwyaf llwyddiannus Cymru, gyda mwy na 40,000 o ddefnyddwyr.

Mae Menter Caerdydd yn cynnig gwasanaethau drwy weithio mewn partneriaeth â nifer o sefydliadau Cymraeg yng Nghaerdydd, yn ogystal â sefydliadau eraill y mae eu ffocws y tu hwnt i gynnig gweithgareddau Cymraeg. Prif bartneriaid Menter Caerdydd yw Llywodraeth Cymru a Chyngor Dinas Caerdydd, sy'n gyfrifol am ariannu nifer o wasanaethau sy'n cael eu cynnig yn Gymraeg yn y Ddinas. Mae'n elusen gofrestrdig ac yn Gwmni Cyfyngedig drwy Warant.

Mae gwaith craidd Menter Caerdydd yn cynnwys chwe blaenoriaeth, sef:

- Hyrwyddo a chreu cyfleoedd i ddefnyddio'r Gymraeg.
- Magu hyder a newid agwedd pobl tuag at y Gymraeg.
- Atgyfnerthu'r Gymraeg a'r defnydd ohoni o fewn teuluoedd.
- Datblygu cyfleoedd cyflogaeth a hyfforddiant i bobl ifanc ac oedolion.
- Datblygu Gwyliau Cymraeg i godi ymwybyddiaeth o'r Gymraeg.
- Sicrhau bod gan y Gymraeg blatfform amlwg ar lefel ddigidol.

Mae gwasanaethau a gweithgareddau Menter Caerdydd yn cynnwys arwain prosiect Yr Hen Lyfrgell – Canolfan Gymraeg

Caerdydd, cydlynu cyfleoedd hyfforddiant a gwirfoddoli i fyfyrwyr 16+ yn Gymraeg, cydlynu Tafwyl - gŵyl Gymraeg Caerdydd, trefnu clybiau wythnosol i blant, cyfleoedd chwarae a gweithdai am ddim a Chynlluniau Gofal yn ystod y gwyliau, trefnu cyfleoedd cymdeithasol a gweithgareddau i ddysgwyr a theuluoedd, ac arwain Fforwm Iaith Gymraeg y Ddinas.

Drwy ganolbwyntio ar y prif flaenoriaethau hyn, mae Menter Caerdydd yn mynd i'r afael â phrif flaenoriaethau strategol Llywodraeth Cymru a Chyngor Dinas Caerdydd o ran iaith, teuluoedd, plant a phobl ifanc, y gymuned a'r gweithle.



Mudiad Meithrin

Mudiad Meithrin: sefydliad gwirfoddol cenedlaethol o Gylchoedd Meithrin, Cylchoedd Ti a Fi, gofal cofleidiol, sesiynau meithrin a meithrinfeydd Cymraeg sy'n cynnig profiadau yn y blynyddoedd cynnar, gofal plant ac addysg o ansawdd i tua 22,000 o blant bob wythnos.

Mae Cylchoedd Meithrin, meithrinfeydd dydd, Cylchoedd Ti a Fi a chlybiau ar ôl ysgol yn rhai enghreifftiau o'r math o leoliadau sy'n aelodau o Mudiad Meithrin. Maent ym mhob rhan o'r wlad, gyda 288 yn y gogledd-orllewin, 186 yn y gogledd-ddwyrain, 260 yng nghanolbarth Cymru, 186 yn y de-orllewin a 249 yn y de-ddwyrain.

Prifysgol Caerdydd (Ysgol y Gymraeg)

Mae Ysgol y Gymraeg ym Mhrifysgol Caerdydd yn uned academaidd o'r radd flaenaf sydd ag enw da yn fyd-eang. Mae'n arbenigo mewn amrywiaeth o feysydd sy'n ymwneud â'r iaith Gymraeg a'i diwylliant, gan gynnwys llenyddiaeth, ieithyddiaeth, cymdeithaseg iaith, cyfieithu, addysg, cynllunio a pholisi. Mae ganddi gysylltiadau rhyngwladol cryf, yn arbennig gyda gwledydd sy'n gartref i ieithoedd lleiafrifol, fel Canada, Catalonia, Gwlad y Basg ac Iwerddon. Mae staff yr ysgol hefyd yn arbenigo mewn agweddau amrywiol ar yr iaith Gymraeg a'i diwylliant yng Nghaerdydd a'r cyffiniau.

Mae arolygon cenedlaethol yn dangos bod yr Ysgol yn rhagori mewn addysgu, ymchwil ac effaith ei hymchwil y tu allan i'r maes academaidd. Mae'n cynnig addysg o'r radd flaenaf o lefel israddedig i lefel PhD. Mae Cymraeg i Oedolion Caerdydd yn rhan o'r Ysgol, ac mae'n darparu cyrsiau i fwy na 2,000 o fyfyrwyr yn y brifddinas. Mae'r Ysgol hefyd yn gyfrifol am y cynllun Cymraeg i Bawb (sy'n rhoi'r cyfle i gannoedd o fyfyrwyr Prifysgol Caerdydd



ddysgu Cymraeg am ddim) ac mae'n un o ganolfannau'r Cynllun Sabothol Cenedlaethol (sy'n datblygu sgiliau Cymraeg ymarferwyr addysg).

Mae Ysgol y Gymraeg yn rhan o Brifysgol Caerdydd, sy'n brifysgol uchelgeisiol ac arloesol â gweledigaeth feiddgar a strategol. Cafodd ei henwi yn y 5ed safle am ymchwil ac yn yr 2il safle am effaith o blith holl brifysgolion y DU yn Fframwaith Rhagoriaeth Ymchwil 2014. Mae'r brifysgol yn cynnig profiad addysgol rhagorol i'w myfyrwyr. Mae Prifysgol Caerdydd, wedi'i llywio gan greadigrwydd a chwilfrydedd, yn gwneud popeth yn ei gallu i gyflawni ei rhwymedigaethau cymdeithasol, diwylliannol ac economaidd i Gaerdydd, Cymru a'r byd.

Urdd Gobaith Cymru

Yr Urdd yw sefydliad ieuencid mwyaf Cymru i blant a phobl ifanc, gyda mwy na 50,000 o aelodau. Mae 30% o holl siaradwyr Cymraeg Cymru rhwng 8 a 25 oed yn aelodau. Mae gan yr Urdd 260 o staff, 100 o wirfoddolwyr a 900 o ganghennau, gyda 200 o ganghennau yn y gymuned. At hynny, mae 150 o glybiau chwaraeon sy'n cwrdd yn wythnosol.

Nod Urdd Gobaith Cymru yw rhoi'r cyfle i blant a phobl ifanc yng Nghymru, drwy gyfrwng y Gymraeg, dyfu'n unigolion cyflawn, gan ddatblygu sgiliau personol a chymdeithasol a fydd yn eu galluogi i wneud cyfraniad cadarnhaol at y gymuned.

Y Ganolfan Dysgu Cymraeg Genedlaethol

Mae'r Ganolfan yn gorff cenedlaethol sy'n gyfrifol am bob agwedd ar y rhaglen addysg Cymraeg i Oedolion. Mae'n gweithredu fel cwmni hyd braich i'r Llywodraeth, ac mae ganddi weledigaeth glir ar gyfer y dyfodol.

Bydd y Ganolfan yn:

- sefydliad amlwg yn gosod cyfeiriad strategol cenedlaethol ar gyfer y sector Cymraeg i Oedolion.
- rhoi arweiniad i ddarparwyr Cymraeg i Oedolion.
- codi safonau mewn addysgu a dysgu Cymraeg i Oedolion.
- datblygu cwricwlwm cenedlaethol diddorol, priodol ac o ansawdd ac yn cynhyrchu adnoddau addas ar gyfer pob math o ddysgwyr.

Prifysgol Caerdydd yw darparwr y Ganolfan Dysgu Cymraeg Genedlaethol yng Nghaerdydd.

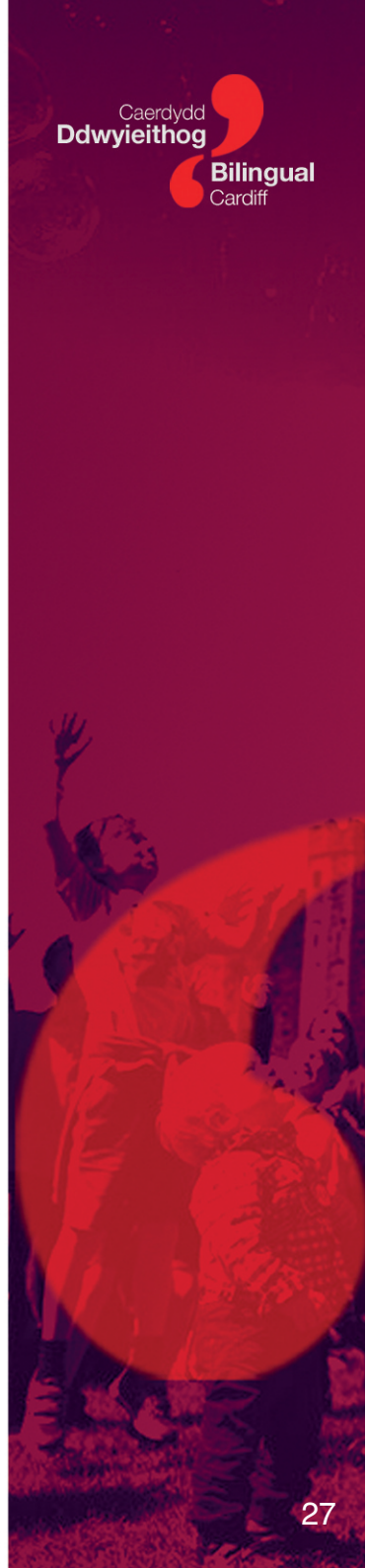
Yr Hen Lyfrgell

Agorodd Canolfan Gymraeg Caerdydd ('Yr Hen Lyfrgell') yn adeilad yr Hen Lyfrgell ym mis Chwefror 2016. Nod y ganolfan yw hyrwyddo a dathlu'r Gymraeg fel iaith fyw yn y brifddinas mewn canolfan gyfeillgar a chrosawgar sydd ar agor i holl ddinasyddion Caerdydd ac ymwelwyr. Mae'r Hen Lyfrgell yn cynnig amrywiaeth o gyfleusterau a gweithgareddau mewn awyrgylch cymdeithasol a

chynhwysol lle mae'r iaith Gymraeg a diwylliant Cymreig wrth wraidd popeth.

Mae yna gaffi, bar a bwyty sy'n gweini bwyd a diod o Gymru, siop yn gwerthu nwyddau Cymreig o ansawdd, siop lyfrau, crèche i blant, ystafelloedd addysgu yn cynnig cyrsiau i ddysgwyr Cymraeg, ardal berfformio ac arddangos hyblyg, ac Amgueddfa Stori Caerdydd.

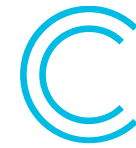
Yn arddangos 'y gorau o Gaerdydd a Chymru', mae'r Hen Lyfrgell yn ganolfan egniol ac arloesol sydd â'r nod o ddenu siaradwyr Cymraeg a'r di-Gymraeg fel ei gilydd, o Gaerdydd a thu hwnt. Mae'n atyniad unigryw i ymwelwyr lle defnyddir y Gymraeg i ddathlu popeth sy'n wych am Gymru a'i phrifddinas – eu diwylliant, eu treftadaeth a'u pobl. Mae'r Hen Lyfrgell yn bosibl drwy bartneriaeth effeithiol gyda Llywodraeth Cymru, Cyngor Dinas Caerdydd a sefydliadau yng Nghaerdydd – Menter Caerdydd, Prifysgol Caerdydd, y Ganolfan Dysgu Cymraeg Genedlaethol, Amgueddfa Stori Caerdydd, Mudiad Meithrin, Mela a Bodlon.



Caerdydd
Ddwyieithog

Bilingual
Cardiff





HYSBYSIAD CYDYMFFURFIO – ADRAN 44 MESUR Y GYMRAEG (CYMRU) 2011

Cyngor Dinas Caerdydd – Dyddiad Dyroddi: 30/09/2015

Safonau y bydd yn ofynnol i gydymffurfio â hwy o fewn 6 mis.

Rhif Safon	Dosbarth o Safon	Safon	Diwrnod Gosod
1	Cyflenwi Gwasanaethau	Os byddwch yn cael unrhyw ohebiaeth yn Gymraeg oddi wrth berson, rhaid ichi ateb yn Gymraeg (os oes angen ateb), oni bai bod y person wedi dweud nad oes angen ateb yn Gymraeg.	30/03/2016
2	Cyflenwi Gwasanaethau	Pan fyddwch yn gohebu ag unigolyn ("A") am y tro cyntaf, rhaid ichi ofyn i A a yw'n dymuno cael gohebiaeth oddi wrthyich yn Gymraeg, ac os yw A yn ymateb i ddweud ei fod yn dymuno hynny rhaid ichi - (a) cadw cofnod o ddymuniad A, (b) gohebu yn Gymraeg ag A wrth ohebu ag A o hynny ymlaen, ac (c) anfon unrhyw ffurflenni y byddwch yn eu hanfon at A o hynny ymlaen yn Gymraeg.	30/03/2016
3	Cyflenwi Gwasanaethau	Pan fyddwch yn anfon gohebiaeth a gyfeirir at ddau unigolyn sy'n aelodau o'r un aelwyd (er enghraifft, rhieni plentyn) am y tro cyntaf, rhaid ichi ofyn i'r unigolion hynny a ydynt yn dymuno cael gohebiaeth oddi wrthyich yn Gymraeg, ac os - (a) yw'r ddau unigolyn yn ymateb i ddweud eu bod yn dymuno hynny, rhaid ichi gadw cofnod o'u dymuniad, a gohebu yn Gymraeg o hynny	30/03/2016

		ymlaen pan fyddwch yn anfon gohebiaeth a gyfeirir at y ddau unigolyn hynny; (b) yw un o'r unigolion (ond nid y ddau) yn ymateb i ddweud ei fod yn dymuno hynny, rhaid ichi gadw cofnod o'i ddymuniad, a darparu fersiwn Gymraeg o ohebiaeth o hynny ymlaen pan fyddwch yn anfon gohebiaeth a gyfeirir at y ddau unigolyn hynny.	
4	Cyflenwi Gwasanaethau	Pan fyddwch yn anfon yr un ohebiaeth at nifer o bersonau, rhaid ichi anfon fersiwn Gymraeg o'r ohebiaeth ar yr un pryd ag y byddwch yn anfon unrhyw fersiwn Saesneg ohoni.	30/03/2016
5	Cyflenwi Gwasanaethau	Os nad ydych yn gwybod a yw person yn dymuno cael gohebiaeth oddi wrthy ch yn Gymraeg rhaid ichi ddarparu fersiwn Gymraeg o'r ohebiaeth pan fyddwch yn gohebu â'r person hwnnw.	30/03/2016
6	Cyflenwi Gwasanaethau	Os byddwch yn llunio fersiwn Gymraeg a fersiwn Saesneg gyfatebol o ohebiaeth, rhaid ichi beidio â thrin y fersiwn Gymraeg yn llai ffafriol na'r fersiwn Saesneg (er enghraifft, os yw'r fersiwn Saesneg wedi ei llofnodi, neu os oes manylion cyswllt wedi eu darparu ar y fersiwn Saesneg, rhaid i'r fersiwn Gymraeg gael ei thrin yn yr un modd).	30/03/2016
7	Cyflenwi Gwasanaethau	Rhaid ichi ddatgan - (a) mewn gohebiaeth, a (b) mewn cyhoeddiadau a hysbysiadau swyddogol sy'n gwahodd personau i anfon ymateb neu i anfon gohebiaeth atoch, eich bod yn croesawu cael gohebiaeth yn Gymraeg, y byddwch yn ateb gohebiaeth yn Gymraeg, ac na fydd gohebu yn Gymraeg yn arwain at oedi.	30/03/2016
8	Cyflenwi Gwasanaethau	Pan fydd person yn cysylltu â chi ar eich prif rif ffôn (neu ar un o'ch prif rifau ffôn), neu ar unrhyw rifau llinell gymorth neu rifau canolfan alwadau, rhaid ichi gyfarch y person yn Gymraeg.	30/03/2016
9	Cyflenwi Gwasanaethau	Pan fydd person yn cysylltu â chi ar eich prif rif ffôn (neu ar un o'ch	30/03/2016

		prif rifau ffôn), neu ar unrhyw rifau llinell gymorth neu rifau canolfan alwadau, rhaid ichi roi gwybod i'r person bod gwasanaeth Cymraeg ar gael.	
10	Cyflenwi Gwasanaethau	Pan fo person yn cysylltu â chi ar eich prif rif ffôn (neu ar un o'ch prif rifau ffôn), neu ar unrhyw rifau llinell gymorth neu rifau canolfan alwadau, rhaid ichi ddelio â'r alwad yn Gymraeg yn ei chyfanrwydd os yw'r person yn dymuno hynny (gan drosglwyddo'r alwad i aelod o staff sy'n gallu delio â'r alwad yn Gymraeg os yw hynny'n angenrheidiol).	30/03/2016
12	Cyflenwi Gwasanaethau	Pan fyddwch yn hysbysebu rhifau ffôn, llinellau cymorth neu wasanaethau canolfannau galwadau, rhaid ichi beidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg.	30/03/2016
14	Cyflenwi Gwasanaethau	Pan fyddwch yn cyhoeddi eich prif rif ffôn, neu unrhyw rifau sydd gennych ar gyfer llinellau cymorth neu wasanaethau canolfannau galwadau, rhaid ichi nodi (yn Gymraeg) eich bod yn croesawu galwadau yn Gymraeg.	30/03/2016
15	Cyflenwi Gwasanaethau	Os oes gennych ddangosyddion perfformiad ar gyfer delio â galwadau ffôn, rhaid ichi sicrhau nad yw'r dangosyddion perfformiad hynny yn trin galwadau ffôn a wneir yn Gymraeg yn llai ffafriol na galwadau a wneir yn Saesneg.	30/03/2016
16	Cyflenwi Gwasanaethau	Rhaid i'ch prif wasanaeth (neu wasanaethau) ateb galwadau ffôn roi gwybod i bersonau sy'n galw, yn Gymraeg, fod modd gadael neges yn Gymraeg.	30/03/2016
17	Cyflenwi Gwasanaethau	Pan na fo gwasanaeth Cymraeg ar gael ar eich prif rif ffôn (neu ar un o'ch prif rifau ffôn), ar unrhyw rifau llinell gymorth neu rifau canolfan alwadau, rhaid ichi roi gwybod i'r personau sy'n galw (pa un ai drwy gyfrwng neges wedi ei hawtomeiddio neu fel arall) pryd y bydd gwasanaeth Cymraeg ar gael.	30/03/2016

18	Cyflenwi Gwasanaethau	Os bydd person yn cysylltu ag un o'ch adrannau ar rif ffôn llinell uniongyrchol (gan gynnwys ar rifau llinell uniongyrchol aelodau staff), a bod y person hwnnw'n dymuno cael gwasanaeth Cymraeg, rhaid ichi ddarparu'r gwasanaeth hwnnw yn Gymraeg yn ei gyfanrwydd (os yw'n angenrheidiol drwy drosglwyddo'r alwad i aelod o staff sy'n gallu delio â'r alwad yn Gymraeg).	30/03/2016
20	Cyflenwi Gwasanaethau	Pan fydd person yn cysylltu â chi ar rif llinell uniongyrchol (pa un ai ar rif llinell uniongyrchol adran neu ar rif llinell uniongyrchol aelod o staff), rhaid ichi sicrhau nad yw'r Gymraeg yn cael ei thrin yn llai ffafriol na'r Saesneg wrth gyfarch y person.	30/03/2016
21	Cyflenwi Gwasanaethau	Pan fyddwch yn ffonio unigolyn ("A") am y tro cyntaf, rhaid ichi ofyn i A a yw'n dymuno cael galwadau ffôn oddi wrthyich yn Gymraeg; ac os yw A yn ymateb i ddweud ei fod yn dymuno hynny, rhaid ichi gadw cofnod o'i ddymuniad, a chynnal galwadau ffôn a wneir i A o hynny ymlaen yn Gymraeg.	30/03/2016
22	Cyflenwi Gwasanaethau	Rhaid i unrhyw system ffôn wedi ei hawtomeiddio sydd gennych ddarparu'r gwasanaeth cyfan wedi ei awtomeiddio yn Gymraeg.	30/03/2016
24	Cyflenwi Gwasanaethau	Os byddwch yn gwahodd un person ("P") yn unig i gyfarfod, rhaid ichi ofyn i P a fyddai'n dymuno defnyddio'r Gymraeg yn y cyfarfod, a hysbysu P y byddwch, os oes angen, yn darparu gwasanaeth cyfieithu o'r Gymraeg i'r Saesneg at y diben hwnnw.	30/03/2016
24A	Cyflenwi Gwasanaethau	Os byddwch wedi gwahodd un person ("P") yn unig i gyfarfod, a bod P wedi eich hysbysu ei fod yn dymuno defnyddio'r Gymraeg yn y cyfarfod, rhaid ichi drefnu bod gwasanaeth cyfieithu ar y pryd o'r Gymraeg i'r Saesneg ar gael yn y cyfarfod (os nad ydych yn cynnal y cyfarfod yn Gymraeg heb gymorth gwasanaeth cyfieithu).	30/03/2016
26	Cyflenwi Gwasanaethau	Os byddwch yn gwahodd unigolyn ("A") i gyfarfod, a bod y cyfarfod yn ymwneud â llesiant A, rhaid ichi ofyn i A a yw'n dymuno	30/03/2016

		defnyddio'r Gymraeg yn y cyfarfod, a hysbysu A y byddwch, os oes angen, yn darparu gwasanaeth cyfieithu o'r Gymraeg i'r Saesneg ac o'r Saesneg i'r Gymraeg at y diben hwnnw.	
26A	Cyflenwi Gwasanaethau	Rhaid ichi drefnu bod gwasanaeth cyfieithu ar y pryd o'r Gymraeg i'r Saesneg ac o'r Saesneg i'r Gymraeg ar gael mewn cyfarfod- (a) os yw'r cyfarfod yn ymwneud â llesiant unigolyn ("A") a wahoddwyd, a (b) os yw A wedi eich hysbysu ei fod yn dymuno defnyddio'r Gymraeg yn y cyfarfod; os nad ydych yn cynnal y cyfarfod yn Gymraeg heb gymorth gwasanaeth cyfieithu.	30/03/2016
27	Cyflenwi Gwasanaethau	Os byddwch yn gwahodd mwy nag un person i gyfarfod (nad yw'n ymwneud â llesiant un neu ragor o'r unigolion a wahoddir), rhaid ichi ofyn i bob person a yw'n dymuno defnyddio'r Gymraeg yn y cyfarfod.	30/03/2016
27A	Cyflenwi Gwasanaethau	Os byddwch wedi gwahodd mwy nag un person i gyfarfod (nad yw'n ymwneud â llesiant un neu ragor o'r unigolion a wahoddir), a bod o leiaf 10% (ond llai na 100%) o'r gwahoddedigion wedi eich hysbysu eu bod yn dymuno defnyddio'r Gymraeg yn y cyfarfod, rhaid ichi drefnu bod gwasanaeth cyfieithu ar y pryd o'r Gymraeg i'r Saesneg ar gael yn y cyfarfod.	30/03/2016
27D	Cyflenwi Gwasanaethau	Os byddwch wedi gwahodd mwy nag un person i gyfarfod (nad yw'n ymwneud â llesiant un neu ragor o'r unigolion a wahoddir), a bod pawb a gafodd wahoddiad wedi eich hysbysu eu bod yn dymuno defnyddio'r Gymraeg yn y cyfarfod, rhaid ichi drefnu bod gwasanaeth cyfieithu ar y pryd o'r Gymraeg i'r Saesneg ar gael yn y cyfarfod (os nad ydych yn cynnal y cyfarfod yn Gymraeg heb gymorth gwasanaeth cyfieithu).	30/03/2016
29	Cyflenwi Gwasanaethau	Os byddwch yn gwahodd mwy nag un person i gyfarfod, a bod y	30/03/2016

		cyfarfod hwnnw yn ymwneud â llesiant un neu ragor o'r unigolion a wahoddwyd, rhaid ichi - (a) gofyn i'r unigolyn hwnnw neu i bob un o'r unigolion hynny a yw'n dymuno defnyddio'r Gymraeg yn y cyfarfod, a (b) hysbysu'r unigolyn (neu'r unigolion hynny) y byddwch, os oes angen, yn darparu gwasanaeth cyfieithu o'r Gymraeg i'r Saesneg ac o'r Saesneg i'r Gymraeg at y diben hwnnw.	
29A	Cyflenwi Gwasanaethau	Rhaid ichi ddarparu gwasanaeth cyfieithu ar y pryd o'r Gymraeg i'r Saesneg ac o'r Saesneg i'r Gymraeg mewn cyfarfod - (a) os ydych wedi gwahodd mwy nag un person i'r cyfarfod, (b) os yw'r cyfarfod yn ymwneud â llesiant un neu ragor o'r unigolion a wahoddwyd, ac (c) os oes o leiaf un o'r unigolion hynny wedi eich hysbysu ei fod yn dymuno defnyddio'r Gymraeg yn y cyfarfod; os nad ydych yn cynnal y cyfarfod yn Gymraeg heb gymorth gwasanaeth cyfieithu.	30/03/2016
30	Cyflenwi Gwasanaethau	Os byddwch yn trefnu cyfarfod sy'n agored i'r cyhoedd rhaid ichi ddatgan ar unrhyw ddeunydd sy'n ei hysbysebu, ac ar unrhyw wahoddiad iddo, fod croeso i unrhyw un sy'n bresennol ddefnyddio'r Gymraeg yn y cyfarfod.	30/03/2016
31	Cyflenwi Gwasanaethau	Pan fyddwch yn anfon gwahoddiadau i gyfarfod yr ydych yn ei drefnu sy'n agored i'r cyhoedd rhaid ichi eu hanfon yn Gymraeg.	30/03/2016
32	Cyflenwi Gwasanaethau	Os byddwch yn gwahodd personau i siarad mewn cyfarfod yr ydych yn ei drefnu sy'n agored i'r cyhoedd rhaid ichi - (a) gofyn i bob person a wahoddir i siarad a yw'n dymuno defnyddio'r Gymraeg, a (b) os yw'r person hwnnw (neu o leiaf un o'r personau hynny) yn eich hysbysu ei fod yn dymuno defnyddio'r Gymraeg, darparu gwasanaeth cyfieithu ar y pryd o'r Gymraeg i'r Saesneg at y diben	30/03/2016

		hwnnw (os nad ydych yn cynnal y cyfarfod yn Gymraeg heb wasanaeth cyfieithu).	
33	Cyflenwi Gwasanaethau	<p>Os byddwch yn trefnu cyfarfod sy'n agored i'r cyhoedd, rhaid ichi sicrhau bod gwasanaeth cyfieithu ar y pryd o'r Gymraeg i'r Saesneg ar gael yn y cyfarfod, a rhaid ichi hysbysu'r rheini sy'n bresennol ar lafar yn Gymraeg -</p> <p>(a) bod croeso iddynt ddefnyddio'r Gymraeg, a</p> <p>(b) bod gwasanaeth cyfieithu ar y pryd ar gael.</p> <p>Rhaid cydymffurfio â safon 33 ymhob amgylchiad, ac eithrio:</p> <ul style="list-style-type: none"> ○ pan fo gwahoddiad neu hysbyseb i'r cyfarfod wedi gofyn i bersonau eich hysbysu a ydynt yn dymuno defnyddio'r Gymraeg, a bod dim un person wedi eich hysbysu ei fod yn dymuno defnyddio'r Gymraeg yn y cyfarfod. 	30/03/2016
34	Cyflenwi Gwasanaethau	Os byddwch yn arddangos unrhyw ddeunydd ysgrifenedig mewn cyfarfod yr ydych yn ei drefnu sy'n agored i'r cyhoedd, rhaid ichi sicrhau bod y deunydd hwnnw'n cael ei arddangos yn Gymraeg, a rhaid ichi beidio â thrin unrhyw destun Cymraeg yn llai ffafriol na'r testun Saesneg.	30/03/2016
35	Cyflenwi Gwasanaethau	Os byddwch yn trefnu digwyddiad cyhoeddus, neu'n ariannu o leiaf 50% o ddigwyddiad cyhoeddus, rhaid ichi sicrhau nad yw'r Gymraeg yn cael ei thrin yn llai ffafriol na'r Saesneg wrth hybu'r digwyddiad (er enghraifft, o ran y ffordd y mae'r digwyddiad yn cael ei hysbysebu neu y rhoddir cyhoeddusrwydd i'r digwyddiad).	30/03/2016
36	Cyflenwi Gwasanaethau	Os byddwch yn trefnu digwyddiad cyhoeddus, neu'n ariannu o leiaf 50% o ddigwyddiad cyhoeddus, rhaid ichi sicrhau nad yw'r Gymraeg yn cael ei thrin yn llai ffafriol na'r Saesneg yn y digwyddiad (er enghraifft, mewn perthynas â gwasanaethau a gynigir i bersonau sy'n	30/03/2016

		bresennol yn y digwyddiad, mewn perthynas ag arwyddion a arddangosir yn y digwyddiad, ac mewn perthynas â chyhoeddiadau sain a wneir ynddo).	
37	Cyflenwi Gwasanaethau	Rhaid i unrhyw ddeunydd cyhoeddusrwydd neu ddeunydd hysbysebu yr ydych yn ei lunio gael ei lunio yn Gymraeg, ac os byddwch yn llunio'r deunydd hysbysebu yn Gymraeg ac yn Saesneg, rhaid ichi beidio â thrin y fersiwn Gymraeg yn llai ffafriol na'r fersiwn Saesneg.	30/03/2016
38	Cyflenwi Gwasanaethau	Rhaid i unrhyw ddeunydd yr ydych yn ei arddangos yn gyhoeddus gael ei arddangos yn Gymraeg, a rhaid ichi beidio â thrin unrhyw fersiwn Gymraeg o'r deunydd yn llai ffafriol na'r fersiwn Saesneg.	30/03/2016
41	Cyflenwi Gwasanaethau	Os byddwch yn llunio'r dogfennau a ganlyn rhaid ichi eu llunio yn Gymraeg - (a) agendâu, cofnodion a phapurau eraill sydd ar gael i'r cyhoedd, sy'n ymwneud â chyfarfod o fwrdd rheoli neu gabinet; (b) agendâu, cofnodion a phapurau eraill ar gyfer cyfarfodydd, cynadleddau neu seminarau sy'n agored i'r cyhoedd. Rhaid cydymffurfio â safon 41 (a) ymhob amgylchiad, ac eithrio: <ul style="list-style-type: none">○ papurau eraill sydd ar gael i'r cyhoedd yn ymwneud â chyfarfod o fwrdd rheoli neu gabinet. Rhaid cydymffurfio â safon 41 (b) ymhob amgylchiad, ac eithrio: <ul style="list-style-type: none">○ papurau eraill ar gyfer cyfarfodydd sy'n agored i'r cyhoedd.	30/03/2016
42	Cyflenwi Gwasanaethau	Rhaid i unrhyw drwydded neu dystysgrif yr ydych yn ei llunio gael ei llunio yn Gymraeg.	30/03/2016
43	Cyflenwi Gwasanaethau	Rhaid i unrhyw lyfryn, taflen, pamffled neu gerdyn yr ydych yn ei lunio neu ei llunio er mwyn darparu gwybodaeth i'r cyhoedd gael ei lunio	30/03/2016

		neu ei llunio yn Gymraeg.	
45	Cyflenwi Gwasanaethau	Rhaid i unrhyw reolau yr ydych yn eu cyhoeddi sy'n gymwys i'r cyhoedd gael eu cyhoeddi yn Gymraeg.	30/03/2016
46	Cyflenwi Gwasanaethau	Pan fyddwch yn rhyddhau unrhyw ddatganiad i'r wasg, rhaid ichi ei ryddhau yn Gymraeg, ac os oes fersiwn Gymraeg a fersiwn Saesneg o ddatganiad, rhaid ichi ryddhau'r ddwy fersiwn ar yr un pryd.	30/03/2016
47	Cyflenwi Gwasanaethau	Os byddwch yn llunio dogfen at ddefnydd y cyhoedd, a phan nad oes safon arall wedi ei gwneud yn ofynnol ichi ei llunio yn Gymraeg, rhaid ichi ei llunio yn Gymraeg - (a) os yw pwnc y ddogfen yn awgrymu y dylid ei llunio yn Gymraeg, neu (b) os yw'r gynulleidfa a ragwelir, a'u disgwyliadau, yn awgrymu y dylid llunio'r ddogfen yn Gymraeg.	30/03/2016
48	Cyflenwi Gwasanaethau	Os byddwch yn llunio dogfen yn Gymraeg ac yn Saesneg (pa un ai ydynt yn fersiynau ar wahân ai peidio), rhaid ichi beidio â thrin unrhyw fersiwn Gymraeg yn llai ffafriol na'r fersiwn Saesneg.	30/03/2016
49	Cyflenwi Gwasanaethau	Os byddwch yn llunio fersiwn Gymraeg a fersiwn Saesneg o ddogfen ar wahân, rhaid ichi sicrhau bod y fersiwn Saesneg yn datgan yn glir bod y ddogfen hefyd ar gael yn Gymraeg.	30/03/2016
50	Cyflenwi Gwasanaethau	Rhaid i unrhyw ffurflen yr ydych yn ei llunio at ddefnydd y cyhoedd gael ei llunio yn Gymraeg.	30/03/2016
50A	Cyflenwi Gwasanaethau	Os byddwch yn llunio fersiwn Gymraeg a fersiwn Saesneg o ffurflen ar wahân, rhaid ichi sicrhau bod y fersiwn Saesneg yn datgan yn glir bod y ffurflen hefyd ar gael yn Gymraeg.	30/03/2016
50B	Cyflenwi Gwasanaethau	Os byddwch yn llunio ffurflen yn Gymraeg ac yn Saesneg (pa un ai ydynt yn fersiynau ar wahân ai peidio), rhaid ichi sicrhau nad yw'r fersiwn Gymraeg yn cael ei thrin yn llai ffafriol na'r fersiwn Saesneg,	30/03/2016

		a rhaid ichi beidio â gwahaniaethu rhyngddynt o ran unrhyw ofynion sy'n berthnasol i'r ffurflen (er enghraifft mewn perthynas ag unrhyw ddyddiad cau ar gyfer cyflwyno'r ffurflen neu mewn perthynas â'r amser a ganiateir ar gyfer ymateb i gynnwys y ffurflen).	
52	Cyflenwi Gwasanaethau	<p>Rhaid ichi sicrhau -</p> <p>(a) bod testun pob tudalen ar eich gwefan ar gael yn Gymraeg,</p> <p>(b) bod pob tudalen Gymraeg ar eich gwefan yn gweithredu'n llawn, ac</p> <p>(c) nad yw'r Gymraeg yn cael ei thrin yn llai ffafriol na'r Saesneg ar eich gwefan.</p> <p>Rhaid cydymffurfio â safon 52 ymhob amgylchiad, ac eithrio:</p> <ul style="list-style-type: none"> ○ gwybodaeth catalog a contract ar y gwasanaeth gwe e-fasnach Basware. 	30/03/2016
55	Cyflenwi Gwasanaethau	<p>Os oes gennych dudalen Gymraeg ar eich gwefan sy'n cyfateb i dudalen Saesneg, rhaid ichi nodi'n glir ar y dudalen Saesneg bod y dudalen hefyd ar gael yn Gymraeg, a darparu dolen uniongyrchol at y dudalen Gymraeg ar y dudalen Saesneg gyfatebol.</p> <p>Rhaid cydymffurfio â safon 55 ymhob amgylchiad, ac eithrio:</p> <ul style="list-style-type: none"> ○ gwybodaeth catalog a contract ar y gwasanaeth gwe e-fasnach Basware. 	30/03/2016
56	Cyflenwi Gwasanaethau	<p>Rhaid ichi ddarparu'r rhyngwyneb a'r dewislenni ar bob tudalen ar eich gwefan yn Gymraeg.</p> <p>Rhaid cydymffurfio â safon 56 ymhob amgylchiad, ac eithrio:</p> <ul style="list-style-type: none"> ○ gwybodaeth catalog a contract ar y gwasanaeth gwe e-fasnach Basware. 	30/03/2016

57	Cyflenwi Gwasanaethau	Rhaid i bob ap yr ydych yn ei gyhoeddi weithredu'n llawn yn Gymraeg, a rhaid ichi beidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg o ran yr ap hwnnw.	30/03/2016
58	Cyflenwi Gwasanaethau	Pan fyddwch yn defnyddio'r cyfryngau cymdeithasol, rhaid ichi beidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg.	30/03/2016
59	Cyflenwi Gwasanaethau	Os bydd person yn cysylltu â chi drwy'r cyfryngau cymdeithasol yn Gymraeg, rhaid ichi ateb yn Gymraeg (os oes angen ateb).	30/03/2016
60	Cyflenwi Gwasanaethau	Rhaid ichi sicrhau bod unrhyw beiriannau hunanwasanaeth sydd gennych yn gweithio'n llawn yn Gymraeg, a rhaid peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg mewn perthynas â'r peiriant hwnnw.	30/03/2016
61	Cyflenwi Gwasanaethau	Pan fyddwch yn gosod arwydd newydd neu'n adnewyddu arwydd (gan gynnwys arwyddion dros dro) rhaid i unrhyw destun sy'n cael ei arddangos ar yr arwydd gael ei arddangos yn Gymraeg (pa un ai ar yr un arwydd sy'n arddangos y testun cyfatebol yn Saesneg neu ar arwydd ar wahân); ac os yw'r un testun yn cael ei arddangos yn Gymraeg ac yn Saesneg, rhaid ichi beidio â thrin y testun Cymraeg yn llai ffafriol na'r testun Saesneg.	30/03/2016
62	Cyflenwi Gwasanaethau	Pan fyddwch yn gosod arwydd newydd neu'n adnewyddu arwydd (gan gynnwys arwyddion dros dro), a bod yr arwydd hwnnw'n cyfleu yr un wybodaeth yn y Gymraeg a'r Saesneg, rhaid i'r testun Cymraeg gael ei roi mewn safle fel mai hwnnw sy'n debygol o gael ei ddarllen yn gyntaf.	30/03/2016
63	Cyflenwi Gwasanaethau	Rhaid ichi sicrhau bod y testun Cymraeg ar arwyddion yn gywir o ran ystyr a mynegiant.	30/03/2016
64	Cyflenwi Gwasanaethau	Rhaid i unrhyw wasanaeth derbynfa yr ydych yn ei roi ar gael yn Saesneg hefyd fod ar gael yn Gymraeg, a rhaid i unrhyw berson sydd am gael gwasanaeth derbynfa Cymraeg beidio â chael ei drin yn llai	30/03/2016

		<p>ffafriol na pherson sydd am gael gwasanaeth derbynfa Saesneg.</p> <p>Rhaid cydymffurfio â safon 64 mewn perthynas â'r isod erbyn 30 Mawrth 2016:</p> <ul style="list-style-type: none"> ○ Prif wasanaeth derbynfa'r corff <p>Rhaid cydymffurfio â safon 64 mewn perthynas â'r isod erbyn 30 Medi 2016:</p> <ul style="list-style-type: none"> ○ Pob gwasanaeth derbynfa arall. 	
67	Cyflenwi Gwasanaethau	Rhaid ichi arddangos arwydd yn eich derbynfa sy'n datgan (yn Gymraeg) fod croeso i bersonau ddefnyddio'r Gymraeg yn y dderbynfa.	30/03/2016
68	Cyflenwi Gwasanaethau	Rhaid ichi sicrhau bod staff yn y dderbynfa sy'n gallu darparu gwasanaeth derbynfa Cymraeg yn gwisgo bathodyn sy'n cyfleu hynny.	30/03/2016
69	Cyflenwi Gwasanaethau	Rhaid i unrhyw hysbysiad swyddogol yr ydych yn ei gyhoeddi neu ei arddangos gael ei gyhoeddi neu ei arddangos yn Gymraeg, a rhaid ichi beidio â thrin unrhyw fersiwn Gymraeg o'r hysbysiad yn llai ffafriol na fersiwn Saesneg ohono.	30/03/2016
70	Cyflenwi Gwasanaethau	Pan fyddwch yn cyhoeddi neu'n arddangos hysbysiad swyddogol sy'n cynnwys y testun Cymraeg yn ogystal â'r testun Saesneg, rhaid i'r testun Cymraeg gael ei roi mewn safle fel mai hwnnw sy'n debygol o gael ei ddarllen yn gyntaf.	30/03/2016
71	Cyflenwi Gwasanaethau	Rhaid i unrhyw ddogfennau yr ydych yn eu cyhoeddi sy'n ymwneud â cheisiadau am grant gael eu cyhoeddi yn Gymraeg, a rhaid ichi beidio â thrin fersiwn Gymraeg o'r dogfennau hynny yn llai ffafriol na fersiwn Saesneg ohonynt.	30/03/2016
72	Cyflenwi Gwasanaethau	Pan fyddwch yn gwahodd ceisiadau am grant, rhaid ichi ddatgan yn y	30/03/2016

		gwahoddiad y caniateir i geisiadau gael eu cyflwyno yn Gymraeg ac na fydd unrhyw gais a gyflwynir yn Gymraeg yn cael ei drin yn llai ffafriol na chais a gyflwynir yn Saesneg.	
72A	Cyflenwi Gwasanaethau	Rhaid ichi beidio â thrin ceisiadau am grant a gyflwynir yn Gymraeg yn llai ffafriol na cheisiadau a gyflwynir yn Saesneg (gan gynnwys, ymysg pethau eraill, mewn perthynas â'r dyddiad cau ar gyfer cael ceisiadau, ac mewn perthynas ag amseriad rhoi gwybod i ymgeiswyr am benderfyniadau).	30/03/2016
74	Cyflenwi Gwasanaethau	Os byddwch yn cael cais am grant yn Gymraeg, a bod angen cyf-weld ag ymgeisydd fel rhan o'ch asesiad o'r cais rhaid ichi - (a) cynnig darparu gwasanaeth cyfieithu o'r Gymraeg i'r Saesneg er mwyn i'r ymgeisydd allu defnyddio'r Gymraeg yn y cyfweiliad, a (b) os yw'r ymgeisydd yn dymuno defnyddio'r Gymraeg yn y cyfweiliad, darparu gwasanaeth cyfieithu ar y pryd at y diben hwnnw (os nad ydych yn cynnal y cyfweiliad yn Gymraeg heb wasanaeth cyfieithu).	30/03/2016
75	Cyflenwi Gwasanaethau	Pan fyddwch yn rhoi gwybod i ymgeisydd beth yw'ch penderfyniad mewn perthynas â chais am grant, rhaid ichi wneud hynny yn Gymraeg os cyflwynwyd y cais yn Gymraeg.	30/03/2016
76	Cyflenwi Gwasanaethau	Rhaid i unrhyw wahoddiadau i dendro am gontract yr ydych yn eu cyhoeddi gael eu cyhoeddi yn Gymraeg, a rhaid ichi beidio â thrin fersiwn Gymraeg o unrhyw wahoddiad yn llai ffafriol na fersiwn Saesneg ohono. Rhaid cydymffurfio â safon 76 yn yr amgylchiadau isod: (a) Os yw pwnc y gwahoddiad i dendro am gontract yn awgrymu y dylid ei gyhoeddi yn Gymraeg, neu (b) Os yw'r gynulleidfa a ragwelir, a'u disgwyliadau, yn awgrymu	30/03/2016

		y dylid cyhoeddi'r gwahoddiad yn Gymraeg.	
77	Cyflenwi Gwasanaethau	Pan fyddwch yn cyhoeddi gwahoddiadau i dendro am gontract, rhaid ichi ddatgan yn y gwahoddiad y caniateir i dendrau gael eu cyflwyno yn Gymraeg, ac na fydd tendr a gyflwynir yn Gymraeg yn cael ei drin yn llai ffafriol na thendr a gyflwynir yn Saesneg.	30/03/2016
77A	Cyflenwi Gwasanaethau	Rhaid ichi beidio â thrin tendr a gyflwynir yn Gymraeg yn llai ffafriol na thendr a gyflwynir yn Saesneg (gan gynnwys, ymysg pethau eraill, mewn perthynas â'r dyddiad cau ar gyfer cael tendrau, ac mewn perthynas ag amseriad rhoi gwybod i dendrwr am benderfyniadau).	30/03/2016
79	Cyflenwi Gwasanaethau	Os byddwch yn cael tendr yn Gymraeg, a bod angen cyf-weld â thendrwr fel rhan o'ch asesiad o'r tendr rhaid ichi - (a) cynnig darparu gwasanaeth cyfieithu o'r Gymraeg i'r Saesneg fel bod modd i'r tendrwr ddefnyddio'r Gymraeg yn y cyfweiliad, a (b) os yw'r tendrwr yn dymuno defnyddio'r Gymraeg yn y cyfweiliad, darparu gwasanaeth cyfieithu ar y pryd at y diben hwnnw (os nad ydych yn cynnal y cyfweiliad yn Gymraeg heb wasanaeth cyfieithu).	30/03/2016
80	Cyflenwi Gwasanaethau	Pan fyddwch yn rhoi gwybod i dendrwr beth yw'ch penderfyniad mewn perthynas â thendr, rhaid ichi wneud hynny yn Gymraeg os cyflwynwyd y tendr yn Gymraeg.	30/03/2016
81	Cyflenwi Gwasanaethau	Rhaid ichi hybu unrhyw wasanaeth Cymraeg a ddarperir gennych, a hysbysebu'r gwasanaeth hwnnw yn Gymraeg.	30/03/2016
82	Cyflenwi Gwasanaethau	Os byddwch yn darparu gwasanaeth yn Gymraeg sy'n cyfateb i wasanaeth yr ydych yn ei ddarparu yn Saesneg, rhaid i unrhyw gyhoeddusrwydd neu ddogfen yr ydych yn ei llunio, neu wefan yr ydych yn ei chyhoeddi, sy'n cyfeirio at y gwasanaeth Saesneg nodi bod gwasanaeth cyfatebol ar gael yn Gymraeg.	30/03/2016
83	Cyflenwi Gwasanaethau	Pan fyddwch yn llunio, yn diwygio neu'n cyflwyno eich hunaniaeth gorfforaethol, rhaid ichi beidio â thrin y Gymraeg yn llai ffafriol na'r	30/03/2016

		Saesneg.	
84	Cyflenwi Gwasanaethau	Os byddwch yn cynnig cwrs addysg sy'n agored i'r cyhoedd, rhaid ichi ei gynnig yn Gymraeg. Rhaid cydymffurfio â safon 84 ymhob amgylchiad, ac eithrio: ○ pan fo asesiad a gynhaliwyd yn unol â safon 86 yn dod i'r casgliad nad oes angen i'r cwrs hwnnw gael ei gynnig yn Gymraeg.	30/03/2016
86	Cyflenwi Gwasanaethau	Os byddwch yn datblygu cwrs addysg sydd i'w gynnig i'r cyhoedd, rhaid ichi asesu'r angen i'r cwrs hwnnw gael ei gynnig yn Gymraeg; a rhaid ichi sicrhau bod yr asesiad wedi ei gyhoeddi ar eich gwefan.	30/03/2016
87	Cyflenwi Gwasanaethau	Pan fyddwch yn cyhoeddi neges dros system annerch gyhoeddus, rhaid ichi wneud y cyhoeddiad hwnnw yn Gymraeg, ac os yw'r cyhoeddiad yn cael ei wneud yn Gymraeg ac yn Saesneg, rhaid i'r cyhoeddiad gael ei wneud yn Gymraeg yn gyntaf.	30/03/2016
88	Llunio Polisi	Pan fyddwch yn llunio polisi newydd, neu'n adolygu neu'n addasu polisi sydd eisoes yn bodoli, rhaid ichi ystyried pa effeithiau, os o gwbl (pa un ai yw'r rheini'n bositif neu'n andwyol) y byddai'r penderfyniad polisi yn eu cael ar - (a) cyfleoedd i bersonau ddefnyddio'r Gymraeg, a (b) peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg.	30/03/2016
89	Llunio Polisi	Pan fyddwch yn llunio polisi newydd, neu'n adolygu neu'n addasu polisi sydd eisoes yn bodoli, rhaid ichi ystyried sut y gellid llunio'r polisi (neu sut y gellid newid polisi sydd eisoes yn bodoli) fel y byddai'r penderfyniad polisi'n cael effeithiau positif, neu effeithiau mwy positif, ar - (a) cyfleoedd i bersonau ddefnyddio'r Gymraeg, a (b) peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg.	30/03/2016

90	Llunio Polisi	Pan fyddwch yn llunio polisi newydd, neu'n adolygu neu'n addasu polisi sydd eisoes yn bodoli, rhaid ichi ystyried sut y gellid llunio'r polisi (neu sut y gellid newid polisi sydd eisoes yn bodoli) fel na fyddai'r penderfyniad polisi'n cael effeithiau andwyol, neu fel y byddai'n cael effeithiau llai andwyol, ar - (a) cyfleoedd i bersonau ddefnyddio'r Gymraeg, a (b) peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg.	30/03/2016
91	Llunio Polisi	Pan fyddwch yn cyhoeddi dogfen ymgynghori sy'n ymwneud â phenderfyniad polisi, rhaid i'r ddogfen honno ystyried a cheisio barn ynghylch yr effeithiau (pa un ai yw'r rheini'n bositif neu'n andwyol) y byddai'r penderfyniad polisi o dan ystyriaeth yn eu cael ar - (a) cyfleoedd i bersonau ddefnyddio'r Gymraeg, a (b) peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg.	30/03/2016
92	Llunio Polisi	Pan fyddwch yn cyhoeddi dogfen ymgynghori sy'n ymwneud â phenderfyniad polisi, rhaid i'r ddogfen honno ystyried a cheisio barn ynghylch sut y gellid llunio neu addasu'r polisi o dan ystyriaeth fel y byddai'n cael effeithiau positif, neu effeithiau mwy positif, ar - (a) cyfleoedd i bersonau ddefnyddio'r Gymraeg, a (b) peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg.	30/03/2016
93	Llunio Polisi	Pan fyddwch yn cyhoeddi dogfen ymgynghori sy'n ymwneud â phenderfyniad polisi, rhaid i'r ddogfen honno ystyried a cheisio barn ynghylch sut y gellid llunio neu addasu'r polisi o dan ystyriaeth fel na fyddai'n cael effeithiau andwyol, neu fel y byddai'n cael effeithiau llai andwyol, ar - (a) cyfleoedd i bersonau ddefnyddio'r Gymraeg, a (b) peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg.	30/03/2016
94	Llunio Polisi	Rhaid ichi lunio a chyhoeddi polisi dyfarnu grantiau (neu, pan fo'n briodol, ddiwygio polisi sydd eisoes yn bodoli) sy'n ei gwneud yn	30/03/2016

		<p>ofynnol ichi ystyried y materion a ganlyn pan fyddwch yn gwneud penderfyniadau ynghylch dyfarnu grant -</p> <p>(a) pa effeithiau, os o gwbl (a pha un ai yw'r rheini'n bositif neu'n andwyol), y byddai dyfarnu grant yn eu cael ar -</p> <p>(i) cyfleoedd i bersonau ddefnyddio'r Gymraeg, a</p> <p>(ii) peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg;</p> <p>(b) sut y gellid gwneud neu weithredu penderfyniad (er enghraifft, drwy osod amodau grant) fel y byddai'n cael effeithiau positif, neu effeithiau mwy positif, ar -</p> <p>(i) cyfleoedd i bersonau ddefnyddio'r Gymraeg, a</p> <p>(ii) peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg;</p> <p>(c) sut y gellid gwneud neu weithredu penderfyniad (er enghraifft, drwy osod amodau grant) fel na fyddai'n cael effeithiau andwyol, neu fel y byddai'n cael effeithiau llai andwyol ar -</p> <p>(i) cyfleoedd i bersonau ddefnyddio'r Gymraeg, a</p> <p>(ii) peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg;</p> <p>(ch) a oes angen ichi ofyn i'r ymgeisydd am grant am unrhyw wybodaeth ychwanegol er mwyn eich cynorthwyo i asesu effaith dyfarnu grant ar -</p> <p>(i) cyfleoedd i bersonau ddefnyddio'r Gymraeg, a</p> <p>(ii) peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg.</p>	
95	Llunio Polisi	<p>Pan fyddwch yn comisiynu neu'n gwneud gwaith ymchwil y bwriedir i'ch cynorthwyo i wneud penderfyniad polisi, rhaid ichi sicrhau bod yr ymchwil yn ystyried pa effeithiau, os o gwbl (a pha un ai ydynt yn rhai positif neu'n rhai andwyol), y byddai'r penderfyniad polisi sydd o dan ystyriaeth yn eu cael ar -</p> <p>(a) cyfleoedd i bersonau ddefnyddio'r Gymraeg, a</p> <p>(b) peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg.</p>	30/03/2016

96	Llunio Polisi	Pan fyddwch yn comisiynu neu'n gwneud gwaith ymchwil y bwriedir i'ch cynorthwyo i wneud penderfyniad polisi, rhaid ichi sicrhau bod yr ymchwil yn ystyried sut y gellid gwneud y penderfyniad polisi sydd o dan ystyriaeth fel y byddai'n cael effeithiau positif, neu effeithiau mwy positif, ar - (a) cyfleoedd i bersonau ddefnyddio'r Gymraeg, a (b) peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg.	30/03/2016
97	Llunio Polisi	Pan fyddwch yn comisiynu neu'n gwneud gwaith ymchwil y bwriedir i'ch cynorthwyo i wneud penderfyniad polisi, rhaid ichi sicrhau bod yr ymchwil yn ystyried sut y gellid gwneud y penderfyniad polisi sydd o dan ystyriaeth fel na fyddai'n cael effeithiau andwyol, neu fel y byddai'n cael effeithiau llai andwyol, ar - (a) cyfleoedd i bersonau ddefnyddio'r Gymraeg, a (b) peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg.	30/03/2016
98	Gweithredu	Rhaid ichi ddatblygu polisi ar ddefnyddio'r Gymraeg yn fewnol, gyda'r bwriad o hybu a hwyluso defnyddio'r Gymraeg, a rhaid ichi gyhoeddi'r polisi hwnnw ar eich mewnrwyd.	30/03/2016
99	Gweithredu	Pan fyddwch yn cynnig swydd newydd i unigolyn, rhaid ichi ofyn i'r unigolyn hwnnw a yw'n dymuno i'r contract cyflogaeth neu gontract am wasanaethau gael ei ddarparu yn Gymraeg; ac os yw'r unigolyn yn dymuno hynny rhaid ichi ddarparu'r contract yn Gymraeg.	30/03/2016
100	Gweithredu	Rhaid ichi - (a) gofyn i bob cyflogai a fyddai'n dymuno cael unrhyw ohebiaeth bapur sy'n ymwneud â'i gyflogaeth, ac sydd wedi ei chyfeirio ato'n bersonol, yn Gymraeg, a (b) os yw cyflogai yn dymuno hynny, ddarparu unrhyw ohebiaeth o'r fath iddo yn Gymraeg.	30/03/2016
105	Gweithredu	Os byddwch yn cyhoeddi polisi ynghylch ymddygiad yn y gweithle,	30/03/2016

		rhaid ichi ei gyhoeddi yn Gymraeg.	
106	Gweithredu	Os byddwch yn cyhoeddi polisi ynghylch iechyd a lles yn y gweithle, rhaid ichi ei gyhoeddi yn Gymraeg.	30/03/2016
107	Gweithredu	Os byddwch yn cyhoeddi polisi ynghylch cyflogau neu fuddion yn y gweithle, rhaid ichi ei gyhoeddi yn Gymraeg.	30/03/2016
108	Gweithredu	Os byddwch yn cyhoeddi polisi ynghylch rheoli perfformiad, rhaid ichi ei gyhoeddi yn Gymraeg.	30/03/2016
109	Gweithredu	Os byddwch yn cyhoeddi polisi ynghylch absenoldeb o'r gwaith, rhaid ichi ei gyhoeddi yn Gymraeg.	30/03/2016
110	Gweithredu	Os byddwch yn cyhoeddi polisi ynghylch amodau gwaith, rhaid ichi ei gyhoeddi yn Gymraeg.	30/03/2016
111	Gweithredu	Os byddwch yn cyhoeddi polisi ynghylch patrymau gwaith, rhaid ichi ei gyhoeddi yn Gymraeg.	30/03/2016
112	Gweithredu	Rhaid ichi ganiatáu i bob aelod o'ch staff - (a) gwneud cwynion ichi yn Gymraeg, a (b) ymateb i unrhyw gŵyn a wnaed amdano ef yn Gymraeg.	30/03/2016
112A	Gweithredu	Rhaid ichi ddatgan mewn unrhyw ddogfen sydd gennych sy'n nodi eich gweithdrefnau ar gyfer gwneud cwynion y caiff pob aelod o staff - (a) gwneud cwyn ichi yn Gymraeg, a (b) ymateb i gŵyn a wnaed amdano ef yn Gymraeg; a rhaid ichi hefyd roi gwybod i bob aelod o staff am yr hawl honno.	30/03/2016
114	Gweithredu	Os byddwch yn cael cwyn gan aelod o staff neu'n cael cwyn ynghylch aelod o staff, a bod angen cyfarfod â'r aelod hwnnw o staff, rhaid ichi - (a) gofyn i'r aelod o staff a yw'n dymuno defnyddio'r Gymraeg yn y cyfarfod;	30/03/2016

		(b) esbonio y byddwch yn darparu gwasanaeth cyfieithu o'r Gymraeg i'r Saesneg at y diben hwnnw os yw'n ofynnol; ac os yw'r aelod o staff yn dymuno defnyddio'r Gymraeg, rhaid ichi ddarparu gwasanaeth cyfieithu ar y pryd o'r Gymraeg i'r Saesneg yn y cyfarfod (os nad ydych yn cynnal y cyfarfod yn Gymraeg heb wasanaeth cyfieithu).	
115	Gweithredu	Pan fyddwch yn rhoi gwybod i aelod o staff beth yw'ch penderfyniad mewn perthynas â chŵyn a wneir gan yr aelod hwnnw, neu mewn perthynas â chŵyn a wneir amdano ef, rhaid ichi wneud hynny yn Gymraeg os yw'r aelod hwnnw o staff - (a) wedi gwneud y gŵyn yn Gymraeg, (b) wedi ymateb yn Gymraeg i gŵyn amdano ef, (c) wedi gofyn bod cyfarfod ynglŷn â'r gŵyn yn cael ei gynnal yn Gymraeg, neu (ch) wedi gofyn am gael defnyddio'r Gymraeg mewn cyfarfod ynglŷn â'r gŵyn.	30/03/2016
116	Gweithredu	Rhaid ichi ganiatáu i bob aelod o staff ymateb yn Gymraeg i honiadau a wneir yn ei erbyn mewn unrhyw broses ddisgyblu fewnol.	30/03/2016
116A	Gweithredu	Rhaid ichi - (a) datgan mewn unrhyw ddogfen sydd gennych sy'n nodi eich trefniadau ar gyfer disgyblu staff y caiff unrhyw aelod o staff ymateb yn Gymraeg i unrhyw honiadau a wneir yn ei erbyn, a (b) os byddwch yn dechrau gweithdrefn ddisgyblu mewn perthynas ag aelod o staff, rhoi gwybod i'r aelod hwnnw o staff am yr hawl honno.	30/03/2016
118	Gweithredu	Os byddwch yn trefnu cyfarfod ag aelod o staff ynghylch achos disgyblu mewn perthynas â'i ymddygiad, rhaid ichi - (a) gofyn i'r aelod o staff a yw'n dymuno defnyddio'r Gymraeg yn y	30/03/2016

		cyfarfod, a (b) esbonio y byddwch yn darparu gwasanaeth cyfieithu at y diben hwnnw os yw'n ofynnol; ac, os yw'r aelod o staff yn dymuno defnyddio'r Gymraeg, rhaid ichi ddarparu gwasanaeth cyfieithu ar y pryd o'r Gymraeg i Saesneg yn y cyfarfod (os nad ydych yn cynnal y cyfarfod yn Gymraeg heb wasanaeth cyfieithu).	
119	Gweithredu	Pan fyddwch yn rhoi gwybod i aelod o staff beth yw'ch penderfyniad yn dilyn proses ddisgyblu, rhaid ichi wneud hynny yn Gymraeg os yw'r aelod hwnnw o staff - (a) wedi ymateb i honiadau yn ei erbyn yn Gymraeg, (b) wedi gofyn bod cyfarfod ynglŷn â'r broses ddisgyblu yn cael ei gynnal yn Gymraeg, neu (c) wedi gofyn am gael defnyddio'r Gymraeg mewn cyfarfod ynglŷn â'r broses ddisgyblu.	30/03/2016
120	Gweithredu	Rhaid ichi ddarparu meddalwedd gyfrifiadurol ar gyfer gwirio sillafu a gramadeg y Gymraeg i'ch staff, a darparu rhyngwynebau Cymraeg ar gyfer meddalwedd (pan fo rhyngwyneb ar gael).	30/03/2016
122	Gweithredu	Rhaid ichi sicrhau - (a) bod testun hafan eich mewnrwyd ar gael yn Gymraeg, (b) bod unrhyw destun Cymraeg ar hafan eich mewnrwyd (neu, pan fo'n berthnasol, bod hafan Gymraeg eich mewnrwyd) yn gweithredu'n llawn, ac (c) nad yw'r Gymraeg yn cael ei thrin yn llai ffafriol na'r Saesneg mewn perthynas â hafan eich mewnrwyd.	30/03/2016
124	Gweithredu	Os oes gennych dudalen Gymraeg ar eich mewnrwyd sy'n cyfateb i dudalen Saesneg, rhaid ichi nodi'n glir ar y dudalen Saesneg bod y dudalen hefyd ar gael yn Gymraeg, a rhaid darparu dolen	30/03/2016

		uniongyrchol i'r dudalen Gymraeg ar y dudalen Saesneg gyfatebol.	
125	Gweithredu	Rhaid ichi neilltuo a chynnal tudalen (neu dudalennau) ar eich mewnwyd sy'n darparu gwasanaethau a deunydd cymorth i hybu'r Gymraeg ac i gynorthwyo eich staff i ddefnyddio'r Gymraeg.	30/03/2016
126	Gweithredu	Rhaid ichi ddarparu'r rhyngwyneb a'r dewislenni ar eich tudalennau mewnwyd yn Gymraeg.	30/03/2016
127	Gweithredu	Rhaid ichi asesu sgiliau Cymraeg eich cyflogeion.	30/03/2016
130	Gweithredu	Rhaid ichi ddarparu cyfleoedd yn ystod oriau gwaith - (a) i'ch cyflogeion gael gwersi Cymraeg sylfaenol, a (b) i gyflogeion sy'n rheoli pobl eraill gael hyfforddiant ar ddefnyddio'r Gymraeg yn eu rôl fel rheolwyr.	30/03/2016
131	Gweithredu	Rhaid ichi ddarparu cyfleoedd i'ch cyflogeion sydd wedi cwblhau hyfforddiant Cymraeg sylfaenol gael hyfforddiant pellach yn rhad ac am ddim er mwyn datblygu eu sgiliau yn yr iaith.	30/03/2016
132	Gweithredu	Rhaid ichi ddarparu cyrsiau hyfforddi er mwyn i'ch cyflogeion ddatblygu - (a) ymwybyddiaeth o'r Gymraeg (gan gynnwys ymwybyddiaeth am hanes yr iaith a'i lle yn niwylliant Cymru); (b) dealltwriaeth o'r ddyletswydd i weithredu yn unol â safonau'r Gymraeg; (c) dealltwriaeth am y modd y gellir defnyddio'r Gymraeg yn y gweithle.	30/03/2016
133	Gweithredu	Pan fyddwch yn darparu gwybodaeth i gyflogeion newydd (er enghraifft, fel rhan o broses ymsefydlu), rhaid ichi ddarparu gwybodaeth er mwyn codi eu hymwybyddiaeth o'r Gymraeg.	30/03/2016
134	Gweithredu	Rhaid ichi ddarparu geiriad neu logo ar gyfer llofnodion e-bost eich staff sy'n eu galluogi i ddynodi a ydynt yn siarad Cymraeg yn rhugl	30/03/2016

		neu'n dysgu'r iaith.	
135	Gweithredu	Rhaid ichi ddarparu geiriad ar gyfer eich cyflogeion fydd yn eu galluogi i gynnwys fersiwn Gymraeg o'u manylion cyswllt mewn negeseuon e-byst, ac i ddarparu fersiwn Gymraeg o unrhyw neges sy'n hysbysu pobl eraill nad ydynt ar gael i ateb negeseuon ebost.	30/03/2016
136	Gweithredu	Pan fyddwch yn asesu'r anghenion ar gyfer swydd newydd neu swydd wag, rhaid ichi asesu'r angen am sgiliau yn y Gymraeg, a'i chategoreiddio fel swydd pan fo un neu ragor o'r canlynol yn gymwys - (a) bod sgiliau yn y Gymraeg yn hanfodol; (b) bod angen dysgu sgiliau yn y Gymraeg pan benodir rhywun i'r swydd; (c) bod sgiliau yn y Gymraeg yn ddymunol; neu (ch) nad yw sgiliau yn y Gymraeg yn angenrheidiol.	30/03/2016
136A	Gweithredu	Os byddwch wedi categoreiddio swydd fel un sy'n gofyn bod sgiliau yn y Gymraeg yn hanfodol, yn ddymunol neu fod angen eu dysgu, rhaid ichi - (a) pennu hynny wrth hysbysebu'r swydd, a (b) hysbysebu'r swydd yn Gymraeg.	30/03/2016
137	Gweithredu	Pan fyddwch yn hysbysebu swydd, rhaid ichi ddatgan y caniateir i geisiadau gael eu cyflwyno yn Gymraeg, ac na fydd cais a gyflwynir yn y Gymraeg yn cael ei drin yn llai ffafriol na chais a gyflwynir yn Saesneg.	30/03/2016
137A	Gweithredu	Os byddwch yn cyhoeddi - (a) ffurflenni cais am swyddi; (b) deunydd esboniadol ynghylch eich proses ar gyfer ymgeisio am swyddi; (c) gwybodaeth am eich proses gyf-weld, neu am unrhyw ddulliau	30/03/2016

		asesu eraill wrth ymgeisio am swyddi; (ch) swydd-ddisgrifiadau; rhaid ichi eu cyhoeddi yn Gymraeg a rhaid ichi sicrhau nad ydych yn trin unrhyw fersiynau Cymraeg o'r dogfennau yn llai ffafriol na fersiynau Saesneg ohonynt.	
137B	Gweithredu	Rhaid ichi beidio â thrin cais am swydd a wneir yn Gymraeg yn llai ffafriol na chais a wneir yn Saesneg (gan gynnwys, ymysg pethau eraill, o ran y dyddiad cau yr ydych yn ei osod ar gyfer cael ceisiadau, ac o ran amseriad rhoi gwybod i unigolion ynghylch penderfyniadau).	30/03/2016
139	Gweithredu	Rhaid ichi sicrhau bod eich ffurflenni cais am swyddi - (a) yn rhoi lle i unigolion nodi eu bod yn dymuno defnyddio'r Gymraeg mewn cyfweiliad neu ddull arall o asesiad, a (b) yn esbonio y byddwch yn darparu gwasanaeth cyfieithu o'r Gymraeg i'r Saesneg at y diben hwnnw os oes angen; ac, os yw'r unigolyn yn dymuno defnyddio'r Gymraeg yn y cyfweiliad neu'r asesiad, rhaid ichi ddarparu gwasanaeth cyfieithu ar y pryd yn y cyfweiliad neu asesiad (os nad ydych yn cynnal y cyfweiliad neu'r asesiad yn Gymraeg heb y gwasanaeth cyfieithu hwnnw).	30/03/2016
140	Gweithredu	Pan fyddwch yn rhoi gwybod i unigolyn beth yw'ch penderfyniad mewn perthynas â chais am swydd, rhaid ichi wneud hynny yn Gymraeg os gwnaed y cais yn Gymraeg.	30/03/2016
141	Gweithredu	Pan fyddwch yn gosod arwydd newydd neu'n adnewyddu arwydd yn eich gweithle (gan gynnwys arwyddion dros dro), rhaid i unrhyw destun sy'n cael ei arddangos ar yr arwydd gael ei arddangos yn Gymraeg (pa un ai ar yr un arwydd sy'n arddangos y testun Saesneg cyfatebol neu ar arwydd ar wahân), ac os yw'r un testun yn cael ei arddangos yn Gymraeg ac yn Saesneg, rhaid ichi beidio â thrin y	30/03/2016

		testun Cymraeg yn llai ffafriol na'r testun Saesneg.	
142	Gweithredu	Pan fyddwch yn gosod arwydd newydd neu'n adnewyddu arwydd yn eich gweithle (gan gynnwys arwyddion dros dro), a bod yr arwydd hwnnw'n cyfleu yr un wybodaeth yn Gymraeg ac yn Saesneg, rhaid i'r testun Cymraeg gael ei roi mewn safle fel mai hwnnw sy'n debygol o gael ei ddarllen yn gyntaf.	30/03/2016
143	Gweithredu	Rhaid ichi sicrhau bod y testun Cymraeg ar arwyddion a arddangosir yn eich gweithle yn gywir o ran ystyr a mynegiant.	30/03/2016
144	Gweithredu	Pan fyddwch yn gwneud cyhoeddiadau dros offer sain yn eich gweithle, rhaid i'r cyhoeddiad hwnnw gael ei wneud yn Gymraeg, ac os gwneir y cyhoeddiad yn Gymraeg ac yn Saesneg, rhaid i'r cyhoeddiad gael ei wneud yn Gymraeg yn gyntaf.	30/03/2016
147	Cadw Cofnodion	Rhaid ichi gadw cofnod, mewn perthynas â phob blwyddyn ariannol, o nifer y cwynion yr ydych yn eu cael sy'n ymwneud â'ch cydymffurfedd â'r safonau.	30/03/2016
148	Cadw Cofnodion	Rhaid ichi gadw copi o unrhyw gŵyn ysgrifenedig yr ydych yn ei chael sy'n ymwneud â'ch cydymffurfedd â'r safonau yr ydych o dan ddyletswydd i gydymffurfio â hwy.	30/03/2016
149	Cadw Cofnodion	Rhaid ichi gadw copi o unrhyw gŵyn ysgrifenedig yr ydych yn ei chael sy'n ymwneud â'r Gymraeg (pa un ai yw'r gŵyn yn ymwneud â'r safonau yr ydych o dan ddyletswydd i gydymffurfio â hwy ai peidio).	30/03/2016
150	Cadw Cofnodion	Rhaid ichi gadw cofnod o'r camau yr ydych wedi eu cymryd i sicrhau y cydymffurfir â'r safonau llunio polisi yr ydych o dan ddyletswydd i gydymffurfio â hwy.	30/03/2016
151	Cadw Cofnodion	Rhaid ichi gadw cofnod (yn dilyn asesiadau o sgiliau iaith Gymraeg eich cyflogeion a wnaed gennych yn unol â safon 127), o nifer y	30/03/2016

		cyflogeion sy'n meddu ar sgiliau yn y Gymraeg ar ddiwedd pob blwyddyn ariannol a, phan fo hynny'n wybyddus ichi, rhaid ichi gadw cofnod o lefel sgiliau'r cyflogeion hynny.	
153	Cadw Cofnodion	Rhaid ichi gadw cofnod o bob asesiad a gynhaliwch (yn unol â safon 136) mewn cysylltiad â'r sgiliau Cymraeg y gallai fod eu hangen mewn perthynas â swydd newydd neu swydd wag.	30/03/2016
154	Cadw Cofnodion	Rhaid ichi gadw cofnod, mewn perthynas â phob blwyddyn ariannol o nifer y swyddi newydd a'r swyddi gwag a gategoreiddiwyd (yn unol â safon 136) fel swyddi sy'n gofyn (a) bod sgiliau yn y Gymraeg yn hanfodol; (b) bod angen dysgu sgiliau yn y Gymraeg unwaith y penodir rhywun i'r swydd; (c) bod sgiliau yn y Gymraeg yn ddymunol; neu (ch) nad oedd sgiliau yn y Gymraeg yn angenrheidiol.	30/03/2016
155	Atodol - Cyflenwi Gwasanaethau	Rhaid ichi sicrhau bod dogfen sy'n cofnodi'r safonau cyflenwi gwasanaethau yr ydych o dan ddyletswydd i gydymffurfio â hwy, a'r graddau yr ydych o dan ddyletswydd i gydymffurfio â'r safonau hynny, ar gael - (a) ar eich gwefan, a (b) ym mhob un o'ch swyddfeydd sy'n agored i'r cyhoedd.	30/03/2016
156	Atodol - Cyflenwi Gwasanaethau	Rhaid ichi - (a) sicrhau bod gennych weithdrefn gwyno sy'n delio â'r materion a ganlyn - (i) sut yr ydych yn bwriadu delio â chwynion ynglŷn â'ch cydymffurfedd â'r safonau cyflenwi gwasanaethau yr ydych o dan ddyletswydd i gydymffurfio â hwy, a (ii) sut y byddwch yn darparu hyfforddiant i'ch staff ynglŷn â delio â'r cwynion hynny,	30/03/2016

		<p>(b) cyhoeddi dogfen sy'n cofnodi'r weithdrefn honno ar eich gwefan, ac</p> <p>(c) sicrhau bod copi o'r ddogfen honno ar gael ym mhob un o'ch swyddfeydd sy'n agored i'r cyhoedd.</p>	
157	Atodol - Cyflenwi Gwasanaethau	<p>Rhaid ichi -</p> <p>(a) sicrhau bod gennych drefniadau ar gyfer</p> <p>(i) goruchwyllo'r modd yr ydych yn cydymffurfio â'r safonau cyflenwi gwasanaethau yr ydych o dan ddyletswydd i gydymffurfio â hwy,</p> <p>(ii) hybu'r gwasanaethau a gynigir gennych yn unol â'r safonau hynny, a</p> <p>(iii) hwyluso defnyddio'r gwasanaethau hynny,</p> <p>(b) cyhoeddi dogfen sy'n cofnodi'r trefniadau hynny ar eich gwefan, ac</p> <p>(c) sicrhau bod copi o'r ddogfen honno ar gael ym mhob un o'ch swyddfeydd sy'n agored i'r cyhoedd.</p>	30/03/2016
158	Atodol - Cyflenwi Gwasanaethau	<p>(1) Rhaid ichi lunio adroddiad ("adroddiad blynyddol"), yn Gymraeg, mewn perthynas â phob blwyddyn ariannol, sy'n delio â'r modd y bu ichi gydymffurfio â'r safonau cyflenwi gwasanaethau yr oeddech o dan ddyletswydd i gydymffurfio â hwy yn ystod y flwyddyn honno.</p> <p>(2) Rhaid i'r adroddiad blynyddol gynnwys nifer y cwynion a gawsoch yn ystod y flwyddyn honno a oedd yn ymwneud â'ch cydymffurfedd â'r safonau cyflenwi gwasanaethau yr oeddech o dan ddyletswydd i gydymffurfio â hwy.</p> <p>(3) Rhaid ichi gyhoeddi'r adroddiad blynyddol heb fod yn hwyrach na 30 Mehefin yn dilyn y flwyddyn ariannol y mae'r adroddiad yn ymwneud â hi.</p> <p>(4) Rhaid ichi roi cyhoeddusrwydd i'r ffaith eich bod wedi cyhoeddi adroddiad blynyddol.</p>	30/03/2016

		(5) Rhaid ichi sicrhau bod copi cyfredol o'ch adroddiad blynyddol ar gael - (a) ar eich gwefan, a (b) ym mhob un o'ch swyddfeydd sy'n agored i'r cyhoedd.	
159	Atodol - Cyflenwi Gwasanaethau	Rhaid ichi gyhoeddi dogfen ar eich gwefan sy'n esbonio sut yr ydych yn bwriadu cydymffurfio â'r safonau cyflenwi gwasanaethau yr ydych o dan ddyletswydd i gydymffurfio â hwy.	30/03/2016
160	Atodol - Cyflenwi Gwasanaethau	Rhaid ichi ddarparu unrhyw wybodaeth y bydd Comisiynydd y Gymraeg yn gofyn amdani sy'n ymwneud â'ch cydymffurfedd â'r safonau cyflenwi gwasanaethau yr ydych o dan ddyletswydd i gydymffurfio â hwy.	30/03/2016
161	Atodol - Llundio Polisi	Rhaid ichi sicrhau bod dogfen sy'n cofnodi'r safonau llunio polisi yr ydych o dan ddyletswydd i gydymffurfio â hwy, a'r graddau yr ydych o dan ddyletswydd i gydymffurfio â'r safonau hynny, ar gael - (a) ar eich gwefan, a (b) ym mhob un o'ch swyddfeydd sy'n agored i'r cyhoedd.	30/03/2016
162	Atodol - Llundio Polisi	Rhaid ichi - (a) sicrhau bod gennych weithdrefn gwyno sy'n delio â'r materion a ganlyn - (i) sut yr ydych yn bwriadu delio â chwynion ynglŷn â'ch cydymffurfedd â'r safonau llunio polisi yr ydych o dan ddyletswydd i gydymffurfio â hwy, a (ii) sut y byddwch yn darparu hyfforddiant i'ch staff ynglŷn â delio â'r cwynion hynny, (b) cyhoeddi dogfen sy'n cofnodi'r weithdrefn honno ar eich gwefan, ac (c) sicrhau bod copi o'r ddogfen honno ar gael, ym mhob un o'ch swyddfeydd sy'n agored i'r cyhoedd.	30/03/2016

163	Atodol - Llundain Polisi	<p>Rhaid ichi -</p> <p>(a) sicrhau bod gennych drefniadau ar gyfer goruchwylio'r modd yr ydych yn cydymffurfio â'r safonau llunio polisi yr ydych o dan ddyletswydd i gydymffurfio â hwy,</p> <p>(b) cyhoeddi dogfen sy'n cofnodi'r trefniadau hynny ar eich gwefan, ac</p> <p>(c) sicrhau bod copi o'r ddogfen honno ar gael ym mhob un o'ch swyddfeydd sy'n agored i'r cyhoedd.</p>	30/03/2016
164	Atodol - Llundain Polisi	<p>(1) Rhaid ichi lunio adroddiad, ("adroddiad blynyddol"), yn Gymraeg, mewn perthynas â phob blwyddyn ariannol, sy'n delio â'r modd y bu ichi gydymffurfio â'r safonau llunio polisi yr oeddech o dan ddyletswydd i gydymffurfio â hwy yn ystod y flwyddyn honno.</p> <p>(2) Rhaid i'r adroddiad blynyddol gynnwys nifer y cwynion a gawsoch yn ystod y flwyddyn a oedd yn ymwneud â'ch cydymffurfedd â'r safonau llunio polisi yr oeddech o dan ddyletswydd i gydymffurfio â hwy.</p> <p>(3) Rhaid ichi gyhoeddi'r adroddiad blynyddol heb fod yn hwyrach na 30 Mehefin yn dilyn y flwyddyn ariannol y mae'r adroddiad yn ymwneud â hi.</p> <p>(4) Rhaid ichi roi cyhoeddusrwydd i'r ffaith eich bod wedi cyhoeddi adroddiad blynyddol.</p> <p>(5) Rhaid ichi sicrhau bod copi cyfredol o'ch adroddiad blynyddol ar gael -</p> <p>(a) ar eich gwefan, a</p> <p>(b) ym mhob un o'ch swyddfeydd sy'n agored i'r cyhoedd.</p>	30/03/2016
165	Atodol - Llundain Polisi	<p>Rhaid ichi gyhoeddi dogfen ar eich gwefan sy'n esbonio sut yr ydych yn bwriadu cydymffurfio â'r safonau llunio polisi yr ydych o dan ddyletswydd i gydymffurfio â hwy.</p>	30/03/2016

166	Atodol - Llundain Polisi	Rhaid ichi ddarparu unrhyw wybodaeth y bydd Comisiynydd y Gymraeg yn gofyn amdani sy'n ymwneud â'ch cydymffurfedd â'r safonau llunio polisi yr ydych o dan ddyletswydd i gydymffurfio â hwy.	30/03/2016
167	Atodol - Gweithredu	Rhaid ichi sicrhau bod dogfen sy'n cofnodi'r safonau gweithredu yr ydych o dan ddyletswydd i gydymffurfio â hwy, a'r graddau yr ydych o dan ddyletswydd i gydymffurfio â'r safonau hynny, ar gael - (a) ar eich gwefan, a (b) ym mhob un o'ch swyddfeydd sy'n agored i'r cyhoedd.	30/03/2016
168	Atodol - Gweithredu	Rhaid ichi - (a) sicrhau bod gennych weithdrefn gwyno sy'n delio â'r materion a ganlyn - (i) sut yr ydych yn bwriadu delio â chwynion ynglŷn â'ch cydymffurfedd â'r safonau gweithredu yr ydych o dan ddyletswydd i gydymffurfio â hwy, a (ii) sut y byddwch yn darparu hyfforddiant i'ch staff ynglŷn â delio â'r cwynion hynny, a (b) cyhoeddi dogfen sy'n cofnodi'r weithdrefn honno ar eich mewnwyd.	30/03/2016
169	Atodol - Gweithredu	Rhaid ichi - (a) sicrhau bod gennych drefniadau ar gyfer (i) goruchwylio'r modd yr ydych yn cydymffurfio â'r safonau gweithredu yr ydych o dan ddyletswydd i gydymffurfio â hwy, (ii) hybu'r gwasanaethau a gynigir gennych yn unol â'r safonau hynny, a (iii) hwyluso defnyddio'r gwasanaethau hynny, a (b) cyhoeddi dogfen sy'n cofnodi'r trefniadau hynny ar eich mewnwyd.	30/03/2016
170	Atodol - Gweithredu	(1) Rhaid ichi lunio adroddiad ("adroddiad blynyddol"), yn Gymraeg,	30/03/2016

		<p>mewn perthynas â phob blwyddyn ariannol, sy'n delio â'r modd y bu ichi gydymffurfio â'r safonau gweithredu yr oeddech o dan ddyletswydd i gydymffurfio â hwy yn ystod y flwyddyn honno.</p> <p>(2) Rhaid i'r adroddiad blynyddol gynnwys yr wybodaeth a ganlyn (pan fo'n berthnasol, i'r graddau yr ydych o dan ddyletswydd i gydymffurfio â'r safonau y cyfeirir atynt) -</p> <p>(a) nifer y cyflogeion sy'n meddu ar sgiliau yn y Gymraeg ar ddiwedd y flwyddyn o dan sylw (ar sail cofnodion a gadwasoch yn unol â safon 151);</p> <p>(b) nifer yr aelodau o staff a fynychodd gyrsiau hyfforddi a gynigiwyd gennych yn y Gymraeg yn ystod y flwyddyn (ar sail cofnodion a gadwasoch yn unol â safon 152);</p> <p>(c) os cynigiwyd fersiwn Gymraeg o gwrs gennych yn ystod y flwyddyn, y ganran o gyfanswm nifer y staff a fynychodd y cwrs a fynychodd y fersiwn Gymraeg (ar sail cofnodion a gadwasoch yn unol â safon 152);</p> <p>(ch) nifer y swyddi newydd a'r swyddi gwag a hysbysebwyd gennych yn ystod y flwyddyn a gategoreiddiwyd fel swyddi sy'n gofyn -</p> <p>(i) bod sgiliau yn y Gymraeg yn hanfodol</p> <p>(ii) bod angen dysgu sgiliau yn y Gymraeg pan benodir i'r swydd,</p> <p>(iii) bod sgiliau yn y Gymraeg yn ddymunol, neu</p> <p>(iv) nad oedd sgiliau yn y Gymraeg yn angenrheidiol, (ar sail y cofnodion a gadwasoch yn unol â safon 154);</p> <p>(d) nifer y cwynion a gawsoch yn ystod y flwyddyn a oedd yn ymwneud â'ch cydymffurfedd â'r safonau gweithredu yr oeddech o dan ddyletswydd i gydymffurfio â hwy.</p> <p>(3) Rhaid ichi gyhoeddi'r adroddiad blynyddol heb fod yn hwyrach na 30 Mehefin yn dilyn y flwyddyn ariannol y mae'r adroddiad yn</p>	
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		<p>ymwneud â hi.</p> <p>(4) Rhaid ichi roi cyhoeddusrwydd i'r ffaith eich bod wedi cyhoeddi adroddiad blynyddol.</p> <p>(5) Rhaid ichi sicrhau bod copi cyfredol o'ch adroddiad blynyddol ar gael -</p> <p>(a) ar eich gwefan, a</p> <p>(b) ym mhob un o'ch swyddfeydd sy'n agored i'r cyhoedd.</p>	
171	Atodol - Gweithredu	Rhaid ichi gyhoeddi dogfen ar eich gwefan sy'n esbonio sut yr ydych yn bwriadu cydymffurfio â'r safonau gweithredu yr ydych o dan ddyletswydd i gydymffurfio â hwy.	30/03/2016
172	Atodol - Gweithredu	Rhaid ichi ddarparu unrhyw wybodaeth y bydd Comisiynydd y Gymraeg yn gofyn amdani sy'n ymwneud â'ch cydymffurfedd â'r safonau gweithredu yr ydych o dan ddyletswydd i gydymffurfio â hwy.	30/03/2016
175	Atodol - Cadw Cofnodion	Rhaid ichi sicrhau bod dogfen sy'n cofnodi'r safonau cadw cofnodion yr ydych o dan ddyletswydd i gydymffurfio â hwy, a'r graddau yr ydych o dan ddyletswydd i gydymffurfio â'r safonau hynny, ar gael -	30/03/2016
		<p>(a) ar eich gwefan, a</p> <p>(b) ym mhob un o'ch swyddfeydd sy'n agored i'r cyhoedd.</p>	
176	Atodol - Cadw Cofnodion	Rhaid ichi ddarparu unrhyw gofnodion a gadwasoch yn unol â'r safonau cadw cofnodion yr ydych o dan ddyletswydd i gydymffurfio â hwy i Gomisiynydd y Gymraeg, os bydd y Comisiynydd yn gofyn am y cofnodion hynny.	30/03/2016

Safonau y bydd yn ofynnol i gydymffurfio â hwy o fewn blwyddyn.

Rhif Safon	Dosbarth o Safon	Safon	Diwrnod Gosod
13	Cyflenwi Gwasanaethau	Os byddwch yn cynnig gwasanaeth Cymraeg ar eich prif rif ffôn (neu ar un o'ch prif rifau ffôn), ar unrhyw rifau llinell gymorth neu rifau	30/09/2016

		canolfan alwadau, rhaid i rif ffôn y gwasanaeth Cymraeg fod yr un peth â rhif ffôn y gwasanaeth Saesneg cyfatebol.	
44	Cyflenwi Gwasanaethau	Os byddwch yn llunio'r dogfennau a ganlyn, a'u bod ar gael i'r cyhoedd, rhaid ichi eu llunio yn Gymraeg - (a) polisïau, strategaethau, adroddiadau blynyddol a chynlluniau corfforaethol; (b) canllawiau a chodau ymarfer; (c) papurau ymgynghori.	30/09/2016
51	Cyflenwi Gwasanaethau	Os byddwch yn mewnosod gwybodaeth ar fersiwn Gymraeg o ffurflen (er enghraifft, cyn ei hanfon at aelod o'r cyhoedd er mwyn iddo wirio'r cynnwys neu er mwyn iddo lenwi gweddill y ffurflen), rhaid ichi sicrhau bod yr wybodaeth yr ydych yn ei mewnosod yn cael ei mewnosod yn Gymraeg.	30/09/2016
101	Gweithredu	Rhaid ichi ofyn i bob cyflogai a fyddai'n dymuno cael unrhyw ddogfennau sy'n amlinellu anghenion neu ofynion ei hyfforddiant yn Gymraeg; ac os yw'n dymuno hynny rhaid ichi ddarparu unrhyw ddogfennau o'r fath iddo yn Gymraeg.	30/09/2016
102	Gweithredu	Rhaid ichi ofyn i bob cyflogai a fyddai'n dymuno cael unrhyw ddogfennau sy'n amlinellu ei amcanion perfformiad yn Gymraeg; ac os yw'n dymuno hynny rhaid ichi ddarparu unrhyw ddogfennau o'r fath iddo yn Gymraeg.	30/09/2016
103	Gweithredu	Rhaid ichi ofyn i bob cyflogai a fyddai'n dymuno cael unrhyw ddogfennau sy'n amlinellu neu'n cofnodi ei gynllun gyrfa yn Gymraeg; ac os yw'n dymuno hynny rhaid ichi ddarparu unrhyw ddogfennau o'r fath iddo yn Gymraeg.	30/09/2016
104	Gweithredu	Rhaid ichi ofyn i bob cyflogai a fyddai'n dymuno cael unrhyw ffurflenni sy'n cofnodi ac yn awdurdodi - (a) gwyliau,	30/09/2016

		(b) absenoldebau o'r gwaith, ac (c) oriau gwaith hyblyg, yn Gymraeg; ac os yw'n dymuno hynny rhaid ichi ddarparu unrhyw ffurflenni o'r fath iddo yn Gymraeg.	
123	Gweithredu	Bob tro y byddwch yn cyhoeddi tudalen newydd neu'n diwygio tudalen ar eich mewnwyd, rhaid ichi sicrhau - (a) bod testun y dudalen honno ar gael yn Gymraeg, (b) bod unrhyw fersiwn Gymraeg o'r dudalen yn gweithredu'n llawn, ac (c) nad yw'r Gymraeg yn cael ei thrin yn llai ffafriol na'r Saesneg mewn perthynas â thestun y dudalen honno.	30/09/2016
128	Gweithredu	Rhaid ichi ddarparu hyfforddiant yn Gymraeg yn y meysydd a ganlyn, os ydych yn darparu hyfforddiant o'r fath yn Saesneg - (a) recriwtio a chyf-weld; (b) rheoli perfformiad; (c) gweithdrefnau cwyno a disgyblu; (ch) ymsefydlu; (d) delio â'r cyhoedd; ac (dd) iechyd a diogelwch.	30/09/2016
129	Gweithredu	Rhaid ichi ddarparu hyfforddiant (yn Gymraeg) ar ddefnyddio'r Gymraeg yn effeithiol mewn - (a) cyfarfodydd; (b) cyfweiliadau; ac (c) gweithdrefnau cwyno a disgyblu.	30/09/2016
145	Hybu	Rhaid ichi lunio, a chyhoeddi ar eich gwefan, strategaeth 5 mlynedd sy'n esbonio sut yr ydych yn bwriadu mynd ati i hybu'r Gymraeg ac i hwyluso defnyddio'r Gymraeg yn ehangach yn eich ardal; a rhaid i'r strategaeth gynnwys (ymysg pethau eraill) -	30/09/2016

		<p>(a) targed (yn nhermau canran y siaradwyr yn eich ardal) ar gyfer cynyddu neu gynnal nifer y siaradwyr Cymraeg yn eich ardal erbyn diwedd y cyfnod o 5 mlynedd o dan sylw, a</p> <p>(b) datganiad sy'n esbonio sut yr ydych yn bwriadu cyrraedd y targed hwnnw;</p> <p>a rhaid ichi adolygu'r strategaeth a chyhoeddi fersiwn ddiwygiedig ohoni ar eich gwefan o fewn 5 mlynedd i ddyddiad cyhoeddi'r strategaeth (neu i ddyddiad cyhoeddi fersiwn ddiwygiedig ohoni).</p>	
146	Hybu	<p>Bum mlynedd ar ôl cyhoeddi strategaeth yn unol â safon 145 rhaid ichi -</p> <p>(a) asesu i ba raddau yr ydych wedi dilyn y strategaeth honno ac wedi cyrraedd y targed a osodwyd ganddi, a</p> <p>(b) cyhoeddi'r asesiad ar eich gwefan, gan sicrhau ei fod yn cynnwys yr wybodaeth a ganlyn -</p> <p>(i) nifer y siaradwyr Cymraeg yn eich ardal, ac oedran y siaradwyr hynny;</p> <p>(ii) rhestr o'r gweithgareddau a drefnwyd gennych neu a ariannwyd gennych yn ystod y 5 mlynedd flaenorol er mwyn hybu defnyddio'r Gymraeg.</p>	30/09/2016
152	Cadw Cofnodion	<p>Rhaid ichi gadw cofnod, ar gyfer pob blwyddyn ariannol, o -</p> <p>(a) nifer yr aelodau o staff a fynychodd gyrsiau hyfforddi a gynigiwyd gennych yn Gymraeg (yn unol â safon 128), a</p> <p>(b) os cynigiwyd fersiwn Gymraeg o gwrs gennych yn unol â safon 128, y ganran o gyfanswm nifer y staff a fynychodd y fersiwn honno o'r cwrs.</p>	30/09/2016
173	Atodol - Hybu	<p>Rhaid ichi sicrhau bod dogfen sy'n cofnodi'r safonau hybu yr ydych o dan ddyletswydd i gydymffurfio â hwy, a'r graddau yr ydych o dan ddyletswydd i gydymffurfio â'r safonau hynny, ar gael -</p>	30/09/2016

		(a) ar eich gwefan, a (b) ym mhob un o'ch swyddfeydd sy'n agored i'r cyhoedd.	
174	Atodol - Hybu	Rhaid ichi ddarparu unrhyw wybodaeth y bydd Comisiynydd y Gymraeg yn gofyn amdani sy'n ymwneud â'ch cydymffurfedd â'r safonau hybu yr ydych o dan ddyletswydd i gydymffurfio â hwy.	30/09/2016

Safonau y bydd yn ofynnol i gydymffurfio â hwy o fewn 3 blynedd.

Rhif Safon	Dosbarth o Safon	Safon	Diwrnod Gosod
121	Gweithredu	Rhaid ichi sicrhau - (a) bod testun pob tudalen ar eich mewnwyd ar gael yn Gymraeg, (b) bod pob tudalen Gymraeg ar eich mewnwyd yn gweithredu'n llawn, ac (c) nad yw'r Gymraeg yn cael ei thrin yn llai ffafriol na'r Saesneg ar eich mewnwyd.	30/09/2018

Meri Huws

Meri Huws
Comisiynydd y Gymraeg

Dyddiad: 30/09/2015

CYNGOR CAERDYDD

Asesiad o'r Effaith ar Gydraddoldeb
Templed Asesu Corfforaethol

Polisi/Strategaeth/Project/Gweithdrefn/Gwasanaeth/Swyddogaeth: Strategaeth Iaith Gymraeg 5 mlynedd Caerdydd Ddwieithog Cyngor Dinas Caerdydd 2017-2022
Newydd/Presennol/Diweddaru/Addasu:

Pwy sy'n gyfrifol am lunio a gweithredu'r Polisi/Strategaeth/Project/Gweithdrefn/Gwasanaeth/Swyddogaeth?	
Enw: Ffion Gruffudd	Teitl y Swydd: Pennaeth Caerdydd Ddwieithog
Tîm Gwasanaeth: Caerdydd Ddwieithog	Gwasanaeth: Llywodraethiant a Gwasanaethau Cyfreithiol
Dyddiad Asesu: 16-02-2017	

1. Beth yw amcanion y Polisi/Strategaeth/Project/Gweithdrefn/Gwasanaeth/Swyddogaeth?

Mae Strategaeth Iaith Gymraeg 5 mlynedd Caerdydd Ddwieithog Cyngor Dinas Caerdydd yn un o ofynion statudol Safonau'r Gymraeg (rhif 1) a gyflwynwyd i Gyngor Dinas Caerdydd dan Adran 44 Mesur y Gymraeg (Cymru) 2011. Mae hon yn strategaeth ar gyfer y ddinas gyfan sy'n nodi blaenoriaethau'r Cyngor ar gyfer hyrwyddo a datblygu'r iaith Gymraeg yng Nghaerdydd.

Gweledigaeth y strategaeth hon yw datblygu Caerdydd gwbl ddwieithog. Caerdydd lle gall ein dinasyddion fyw, gweithio a chwarae yn ogystal â manteisio ar wasanaethau a chymorth yn Gymraeg neu Saesneg yn yr un modd. Prifddinas lle mae dwieithrwydd yn cael ei hyrwyddo fel rhywbeth cwbl naturiol, a lle mae'r iaith Gymraeg yn cael ei diogelu a'i meithrin i genedlaethau'r dyfodol ei mwynhau a'i defnyddio.

2. Rhowch wybodaeth gefndirol am y Polisi/Strategaeth/Gweithdrefn/Gwasanaeth/Swyddogaeth ac unrhyw waith ymchwil sydd wedi'i wneud [e.e. data defnyddwyr gwasanaeth yn erbyn ystadegau demograffig, AEGau tebyg wedi'u gwneud ayyb.]

Sefydlodd Mesur y Gymraeg (Cymru) 2011 fframwaith cyfreithiol i osod dyletswyddau ar sefydliadau penodol i gydymffurfio â safonau mewn perthynas â'r Gymraeg trwy is-ddeddfwriaeth (Rheoliadau Safonau'r Gymraeg [Rhif 1] 2015). Rhestrir y safonau a gyflwynwyd i Gyngor Dinas Caerdydd yn 'Hysbysiad Cydymffurfio Cyngor Dinas Caerdydd - Adran 44 Mesur y Gymraeg (Cymru) 2011'.

CYNGOR CAERDYDD

Asesiad o'r Effaith ar Gydraddoldeb
Templed Asesu Corfforaethol

Mae Safon 145 Rheoliadau Safonau'r Gymraeg (Rhif 1) 2015 yn mynnu bod y Cyngor yn cynhyrchu a chyhoeddi strategaeth 5 mlynedd erbyn 30 Medi 2016 sy'n nodi sut y byddwn yn hyrwyddo a hwyluso'r defnydd o'r Gymraeg. Mae'r strategaeth yn cynnwys targed i gynyddu nifer y siaradwyr Cymraeg yng Nghaerdydd yn ogystal â chymau penodol i hwyluso'r defnydd o'r iaith yn unol â Strategaeth y Gymraeg 2012 - 17 Llywodraeth Cymru a strategaeth ddrafft Llywodraeth Cymru: *miliwn o siaradwyr Cymraeg erbyn 2050* (a gyhoeddwyd er mwyn ymgynghori arno yn Awst 2016).

Cyhoeddwyd strategaeth ddrafft Caerdydd Ddwieithog ar gyfer ymgynghoriad cyhoeddus ar 30 Medi yn unol â'r gofynion ac ers hynny mae cynllun gweithredu manwl ar gyfer y strategaeth wedi'i ddatblygu gyda'n partneriaid er mwyn cyflawni'r blaenoriaethau a nodwyd.

Mae Safon y Gymraeg 145 yn datgan:

Rhaid i chi lunio, a chyhoeddi ar eich gwefan, strategaeth 5 mlynedd sy'n esbonio sut yr ydych yn bwriadu mynd ati i hybu'r Gymraeg ac i hwyluso defnyddio'r Gymraeg yn ehangach yn eich ardal; a rhaid i'r strategaeth gynnwys (ymysg pethau eraill) - (a) targed (yn nhermau canran y siaradwyr yn eich ardal) ar gyfer cynyddu neu gynnal nifer y siaradwyr Cymraeg yn eich ardal erbyn diwedd y cyfnod o 5 mlynedd dan sylw, a (b) datganiad sy'n esbonio sut yr ydych yn bwriadu cyrraedd y targed hwnnw; a rhaid i chi adolygu'r strategaeth a chyhoeddi fersiwn ddiwygiedig ohoni ar eich gwefan o fewn 5 mlynedd i ddyddiad cyhoeddi'r strategaeth (neu ddyddiad cyhoeddi fersiwn ddiwygiedig ohoni).

Mae'r strategaeth yn cynnwys targed i gynyddu nifer y siaradwyr Cymraeg yng Nghaerdydd dros gyfnod o bum mlynedd yn unol â gweledigaeth Llywodraeth Cymru am filiwn o siaradwyr Cymraeg erbyn 2050. Er mwyn i Gaerdydd chwarae ei rhan yn cyflawni'r weledigaeth hon, rydym wedi gosod targed i gynyddu nifer y siaradwyr Cymraeg yng Nghaerdydd gan 15.9% i 42,584 erbyn Cyfrifiad 2021. Cyflawnir hyn yn bennaf drwy'r Cynllun Strategol Cymraeg mewn Addysg 2017-2020.

O'r ymatebion a dderbyniwyd i'r ymgynghoriad cyhoeddus (223 ymateb) roedd **70.3%** yn cytuno'n gryf neu'n tueddu i gytuno â'r weledigaeth o Gaerdydd wirioneddol ddwyieithog. Roedd **53.2%** yn cytuno â'n targed i gynyddu nifer y siaradwyr Cymraeg yng Nghaerdydd.

Bydd Strategaeth Caerdydd Ddwieithog yn cyfrannu at y saith amcan lles cenedlaethol yn y Ddeddf Llesiant Cenedlaethau'r Dyfodol, yn arbennig 'Cymru â diwylliant bywiog lle mae'r iaith Gymraeg yn ffynnu fel iaith fyw.'

CYNGOR CAERDYDD

**Asesiad o'r Effaith ar Gydraddoldeb
Templed Asesu Corfforaethol**

Mae'r meysydd strategol a'r weledigaeth ganlynol wedi'u cynnwys yn y strategaeth

Maes Strategol 1: Teuluoedd, Plant a Phobl Ifanc

Mae teuluoedd, plant a phobl ifanc yn cael digon o gyfleoedd i ddefnyddio'r Gymraeg bob dydd.

Maes Strategol 2: Cymuned a Seilwaith

Dinas hollol ddwyieithog lle mae'r iaith Gymraeg yn rhan annatod o weithgareddau cymdeithasol a dinesig.

Maes Strategol 3: Gwasanaethau Gymraeg a'r Gweithle

Mae gwasanaethau o safon ar gael yn Gymraeg a Saesneg yn yr un modd.

3 Asesu Effaith ar y Nodweddion a Ddiogelir**3.1 Oedran**

A fydd y Polisi/Strategaeth/Project/Gweithdrefn/Gwasanaeth/Swyddogaeth dan sylw yn cael **effaith wahaniaethol [gadarnhaol/negyddol]** ar bobl iau/hŷn?

	Bydd	Na fydd	Dd/B
Hyd at 18 mlwydd oed	X		
18 – 65 mlwydd oed	X		
Dros 65 mlwydd oed	X		

Rhowch fanylion/canlyniadau'r effaith wahaniaethol, a rhowch dystiolaeth ategol, os oes ar gael.

Mae un o'r meysydd strategol yn y strategaeth yn ymwneud â Theuluoedd, Plant a Phobl Ifanc yn ogystal â Chymunedau a Seilwaith. Mae'r cynllun gweithredu sy'n dod gyda'r strategaeth hon yn amlinellu'r camau penodol sy'n ymwneud â phlant, pobl ifanc a'r gymuned ehangach. Bydd strategaeth Caerdydd Ddwyeithog yn cael effaith arbennig o gadarnhaol ar bobl o bob oedran drwy gynyddu cyfleoedd i fyfyrwyr oedran ysgol ddefnyddio eu sgiliau Gymraeg yn ogystal â chyfleoedd i'r gymuned ehangach ymwneud â'r iaith Gymraeg.

Pa gam(au) allwch chi eu cymryd i fynd i'r afael â'r effaith wahaniaethol?

Dd/B

CYNGOR CAERDYDD

**Asesiad o'r Effaith ar Gydraddoldeb
Templed Asesu Corfforaethol**

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3.2 Anabledd

A fydd y Polisi/Strategaeth/Project/Gweithdrefn/Gwasanaeth/Swyddogaeth dan sylw yn cael **effaith wahaniaethol [gadarnhaol/negyddol]** ar bobl anabl?

	Bydd	Na fydd	Dd/B
Nam ar y Clyw		X	
Nam Corfforol		X	
Nam ar y Golwg		X	
Anabledd Dysgu		X	
Salwch neu Gyflwr Iechyd hirdymor		X	
Iechyd Meddwl		X	
Camddefnyddio Sylweddau		X	
Arall		X	

Rhowch fanylion/canlyniadau'r effaith wahaniaethol, a rhowch dystiolaeth ategol, os oes ar gael.

Dim effaith wahaniaethol wedi'i nodi.

Pa gam(au) allwch chi eu cymryd i fynd i'r afael â'r effaith wahaniaethol?

Dim effaith wahaniaethol wedi'i nodi.

3.3 Ailbennu Rhywedd

A fydd y Polisi/Strategaeth/Project/Gweithdrefn/Gwasanaeth/Swyddogaeth yma yn cael **effaith wahaniaethol [gadarnhaol/negyddol]** ar bobl drawsryweddol?

	Bydd	Na fydd	Dd/B
Pobl Drawsryweddol (Pobl sy'n bwriadu mynd trwy, yn mynd trwy neu sydd wedi mynd trwy broses [neu ran o broses] i ailbennu eu rhyw trwy newid nodweddion ffisiolegol neu nodweddion eraill rhyw)		X	

Rhowch fanylion/canlyniadau'r effaith wahaniaethol, a rhowch dystiolaeth ategol, os oes ar gael.

CYNGOR CAERDYDD

**Asesiad o'r Effaith ar Gydraddoldeb
Templed Asesu Corfforaethol**

Dim effaith wahaniaethol wedi'i nodi.

Pa gam(au) allwch chi eu cymryd i fynd i'r afael â'r effaith wahaniaethol?

Dim effaith wahaniaethol wedi'i nodi.

3.4. Priodas a Phartneriaeth Sifil

A fydd y Polisi/Strategaeth/Project/Gweithdrefn/Gwasanaeth/Swyddogaeth yma yn cael **effaith wahaniaethol [gadarnhaol/negyddol]** ar briodas a phartneriaeth sifil?

	Byd d	Na fydd	Dd/ B
Priodas		X	
Partneriaeth Sifil		X	

Rhowch fanylion/canlyniadau'r effaith wahaniaethol, a rhowch dystiolaeth ategol, os oes ar gael.

Dim effaith wahaniaethol wedi'i nodi.

Pa gam(au) allwch chi eu cymryd i fynd i'r afael â'r effaith wahaniaethol?

Dim effaith wahaniaethol wedi'i nodi.

3.5 Beichiogrwydd a Mamolaeth

A fydd y Polisi/Strategaeth/Project/Gweithdrefn/Gwasanaeth/Swyddogaeth yma yn cael **effaith wahaniaethol [gadarnhaol/negyddol]** ar feichiogrwydd a mamolaeth?

	Byd d	Na fydd	Dd/ B
Beichiogrwydd		X	
Mamolaeth		X	

Rhowch fanylion/canlyniadau'r effaith wahaniaethol, a rhowch dystiolaeth ategol, os oes ar gael.

CYNGOR CAERDYDD

**Asesiad o'r Effaith ar Gydraddoldeb
Templed Asesu Corfforaethol**

Dim effaith wahaniaethol wedi'i nodi.

Pa gam(au) allwch chi eu cymryd i fynd i'r afael â'r effaith wahaniaethol?

Dim effaith wahaniaethol wedi'i nodi.

3.6 Hil

A fydd y Polisi/Strategaeth/Project/Gweithdrefn/Gwasanaeth/Swyddogaeth dan sylw yn cael **effaith wahaniaethol [gadarnhaol/negyddol]** ar y grwpiau canlynol?

	Bydd	Na fydd	Dd/B
Gwyn		X	
Grwpiau Cymysg / Aml-ethnig		X	
Asiaidd / Asiaidd Prydeinig		X	
Du / Affricanaidd / Caribiaidd / Du Prydeinig		X	
Grwpiau Ethnig Eraill		X	

Rhowch fanylion/canlyniadau'r effaith wahaniaethol, a rhowch dystiolaeth ategol, os oes ar gael.

Dim effaith wahaniaethol wedi'i nodi.

Mae'r strategaeth yn cynnwys 2 flaenoriaeth sydd â'r nod o hyrwyddo'r iaith Gymraeg mewn cymunedau newydd a rhai sy'n dod i'r amlwg.

- Normaleiddio dwyieithrwydd – amgylcheddau lle gall y ddwy iaith gael eu defnyddio'n rhydd a'u dathlu gan bobl o bob diwylliant a chefnidir gan hyrwyddo perchnogaeth o'r iaith a chydlynid cymunedol.
- Cyflwyno'r iaith Gymraeg i gymunedau newydd a rhai sy'n dod i'r amlwg fel modd o ddod â diwyllianau Cymru ynghyd a hyrwyddo dysgu Gymraeg ac addysg Gymraeg.

Pa gam(au) allwch chi eu cymryd i fynd i'r afael â'r effaith wahaniaethol?

3.7 Crefydd, Cred neu Ddiffyg Cred

A fydd y Polisi/Gwasanaeth/Swyddogaeth hwn yn **cael effaith wahaniaethol [gadarnhaol/negyddol]** ar bobl o grefyddau, credoau neu ddiffyg cred gwahanol?

	Bydd	Na	Dd/B

CYNGOR CAERDYDD

Asesiad o'r Effaith ar Gydraddoldeb
Templed Asesu Corfforaethol

		fydd	
Bwdhyddion		X	
Cristnogion		X	
Hindwiaid		X	
Dyneiddwyr		X	
Iddewon		X	
Mwslimiaid		X	
Siciaid		X	
Arall		X	

Rhowch fanylion/canlyniadau'r effaith wahaniaethol, a rhowch dystiolaeth ategol, os oes ar gael.

Dim effaith wahaniaethol wedi'i nodi.

Pa gam(au) allwch chi eu cymryd i fynd i'r afael â'r effaith wahaniaethol? Dd/B

3.8 Rhyw

A fydd y Polisi/Strategaeth/Project/Gweithdrefn/Gwasanaeth/Swyddogaeth yma yn cael **effaith wahaniaethol [gadarnhaol/negyddol]** ar ddynion a/neu ferched?

	Byd d	Na fydd	Dd/ B
Dynion		X	
Merched		X	

Rhowch fanylion/canlyniadau'r effaith wahaniaethol, a rhowch dystiolaeth ategol, os oes ar gael.

Dim effaith wahaniaethol wedi'i nodi.

Pa gam(au) allwch chi eu cymryd i fynd i'r afael â'r effaith wahaniaethol?

Dim effaith wahaniaethol wedi'i nodi.

3.9 Cyfeiriadedd Rhywiol

A fydd y Polisi/Strategaeth/Project/Gweithdrefn/Gwasanaeth/Swyddogaeth dan sylw yn cael **effaith wahaniaethol [gadarnhaol/negyddol]** ar y grwpiau canlynol?

CYNGOR CAERDYDD

Asesiad o'r Effaith ar Gydraddoldeb
Templed Asesu Corfforaethol

	Bydd	Na fydd	Dd/B
Deurywiol		X	
Dynion Hoyw		X	
Merched Hoyw/Lesbiaid		X	
Heterorywiol/Syth		X	

Rhowch fanylion/canlyniadau'r effaith wahaniaethol, a rhowch dystiolaeth ategol, os oes ar gael.

Dim effaith wahaniaethol wedi'i nodi.

Pa gam(au) allwch chi eu cymryd i fynd i'r afael â'r effaith wahaniaethol?

Dim effaith wahaniaethol wedi'i nodi.

3.10 Y Gymraeg

A fydd y Polisi/Strategaeth/Project/Gweithdrefn/Gwasanaeth/Swyddogaeth dan sylw yn cael **effaith wahaniaethol [gadarnhaol/negyddol]** ar y Gymraeg?

	Bydd	Na fydd	Dd/B
Y Gymraeg	X		

Rhowch fanylion/canlyniadau'r effaith wahaniaethol, a rhowch dystiolaeth ategol, os oes ar gael.

Mae hon yn strategaeth ar gyfer y ddinas gyfan sydd â'r nod o hyrwyddo a hwyluso'r iaith Gymraeg ledled Caerdydd. Bydd yn cael ei darparu gan Gyngor Dinas Caerdydd a phartneriaid allanol eraill i gynyddu'r cyfleoedd i bobl ddefnyddio ac ymwneud â'r iaith Gymraeg. Bydd y strategaeth hon yn cael effaith gadarnhaol ar yr iaith Gymraeg yng Nghaerdydd.

Pa gam(au) allwch chi eu cymryd i fynd i'r afael â'r effaith wahaniaethol?

4. Ymgynghori a Chysylltu

Pa drefniadau sydd wedi eu gwneud i ymgynghori/cysylltu â'r amryw Grwpiau Cydraddoldeb?

CYNGOR CAERDYDD

**Asesiad o'r Effaith ar Gydraddoldeb
Templed Asesu Corfforaethol**

Cyhoeddwyd Strategaeth Caerdydd Ddwyeithog ar 30 Medi am 6 wythnos.

Cyn y cyhoeddiad drafft, ymgynghorwyd yn fewnol, gan gynnwys gyda Chydlynwyr y Gymraeg a'r Grŵp Hyrwyddo, rhwydweithiau cydraddoldeb mewnol, Gweithgor Aelodau Caerdydd Ddwyeithog a'r Pwyllgor Adolygu Polisi a Pherfformiad. Cynhaliwyd arolwg staff hefyd. Ymgynghorwyd â dros 26 o bartneriaid allanol gan gynnwys Prifysgol Caerdydd, Menter Caerdydd, Mudiad Meithrin, Comisiynydd y Gymraeg a Llywodraeth Cymru.

5. Crynodeb y Camau Gweithredu [Rhestrir yn yr Adrannau uchod]

Grwpiau	Gweithredoedd
Oedran	
Anabledd	
Ailbennu Rhywedd	
Priodas a Phartneriaeth Sifil	
Beichiogrwydd a Mamolaeth	
Hil	
Crefydd/Cred	
Rhyw	
Cyfeiriadedd Rhywiol	
Y Gymraeg	
Cyffredinol [perthnasol i'r holl grwpiau uchod]	Bydd y Strategaeth Caerdydd Ddwyeithog 5 mlynedd yn cael effaith gadarnhaol ar ddatblygiad yr iaith Gymraeg.

6. Camau Gweithredu Pellach

Dylech gynnwys unrhyw argymhellion ar gyfer camu gweithredu yr ydych yn bwriadu eu cymryd o ganlyniad i'r Asesiad o'r Effaith ar Gydraddoldeb (a restrir yn y Crynodeb o Gamau Gweithredu) fel rhan o Gynllun Busnes eich gwasanaeth i'w fonitro'n rheolaidd.

7. Awdurdodi

Dylai Prif Swyddog y Polisi/Strategaeth/Project/Swyddogaeth gwblhau'r Templed a dylai Rheolwr pob Gwasanaeth ei gymeradwyo.

Cwblhawyd gan: Dylan Hughes	Dyddiad:
Swydd: Caerdydd Ddwyeithog	16-02-2017
Cymeradwywyd gan: Ffion Gruffudd	16-02-2017

CYNGOR CAERDYDD

**Asesiad o'r Effaith ar Gydraddoldeb
Templed Asesu Corfforaethol**

Swydd: Caerdydd Ddwieithog	16-02-2017
Gwasanaeth: Llywodraethiant a Gwasanaethau Cyfreithiol	16-02-2017

- 7.1 Ar ôl i'r Asesiad hwn gael ei gwblhau, sicrhewch fod y Ffurflen yn cael ei phostio ar Dudalen eich Cyfarwyddiaeth ar CIS - *Cyngor Cyfan/Systemau Rheoli/Asesiadau o'r Effaith ar Gydraddoldeb* - fel bod cofnod ar gael o bob asesiad a wnaed gan y Cyngor.

Am ragor o wybodaeth neu gymorth, cysylltwch â'r Tîm Canolbwyntio ar Ddinasyddion ar 029 2087 3059 neu e-bostiwch canolbwyntioarddinasyddion@caerdydd.gov.uk



Cyngor Dinas Caerdydd

Canllaw Adnodd Sgrinio Statudol

Os ydych yn datblygu strategaeth, polisi neu weithgaredd sy'n debygol o effeithio ar bobl, cymunedau neu ddefnydd tir mewn unrhyw ffordd, mae nifer o ofynion statudol perthnasol. Gall peidio â chydymffurfio â'r gofynion hyn neu beidio â dangos ystyriaeth ddyledus, olygu bod y Cyngor yn agored i her gyfreithiol neu gerydd ar ffurf arall.

Er enghraifft, bydd hyn yn berthnasol i strategaethau (h.y. Y Strategaeth Tai a'r Strategaeth Pobl Anabl), polisiau (h.y. Y Polisi Caffael) neu weithgareddau (h.y. datblygu ardal chwarae newydd).

Bydd cwblhau'r Adnodd Sgrinio Statudol yn sicrhau bod holl strategaethau, polisiau a gweithgareddau Cyngor Dinas Caerdydd yn cydymffurfio â'r gofynion a'r cyfrifoldebau statudol perthnasol. Os oes angen ystyried mater mewn mwy o fanylder, bydd yr Adnodd Sgrinio Statudol yn adnabod a oes unrhyw angen asesiad effaith llawn, fel y bo'n berthnasol.

Mae'r prif ofynion statudol y mae'n rhaid i strategaethau, polisiau neu weithgareddau eu hadlewyrchu yn cynnwys y canlynol:

- **Deddf Cydraddoldeb 2010 – Asesiad o'r Effaith ar Gydraddoldeb**
- **Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015**
- **Canllaw Statudol Llywodraeth Cymru - Cydamcanu - Cydymdrechu**
- **Confensiwn y Cenhedloedd Unedig ar Hawliau'r Plentyn**
- **Egwyddorion y Cenhedloedd Unedig ar gyfer Pobl Hŷn**
- **Mesur yr Iaith Gymraeg (Cymru) 2011**
- **Asesiad o Effaith ar Iechyd**
- **Asesiad o Reoliadau Cynefinoedd**
- **Asesiad Amgylcheddol Strategol**

Mae'r Adnodd Sgrinio Statudol hwn yn caniatáu'r Cyngor i fodloni gofynion yr holl ddeddfwriaeth uchod fel rhan o ddull sgrinio integredig, ac ni ddylai gymryd mwy nag 1 awr i'w gwblhau.

Gellir cwblhau'r Adnodd Sgrinio Statudol fel hunan-asesiad neu fel rhan o sesiwn gyda hwylusydd petai angen rhagor o gymorth arnoch. Am ragor o wybodaeth neu os oes angen sesiwn gyda hwylusydd arnoch, cysylltwch â'r Rheolwr Gweithredol - Polisi, Partneriaethau a Chysylltu â'r Gymuned ar (029) 2078 8561 neu e-bostiwch: Gareth.Newell@caerdydd.gov.uk

Sylwch:

- **Mae'n rhaid cyflwyno'r Adnodd Sgrinio fel atodiad gyda'r adroddiad Cabinet.**
- **Cyhoeddir yr Adnodd Sgrinio wedi ei gwblhau ar fewnryd y Cyngor.**

Adnodd Sgrinio Statudol

Enw'r Strategaeth / Polisi / Gweithgaredd: Strategaeth Iaith Gymraeg 5 mlynedd Caerdydd Ddwyeithog Cyngor Dinas Caerdydd 2017-2022	Dyddiad Sgrinio: Chwefror 2017
Gwasanaeth / Isadran: Caerdydd Ddwyeithog – Llywodraethiant a Chyfreithiol	Swyddog Arweiniol: Ffion Gruffudd
Yn bresennol: Hunan-asesu	

Beth yw amcanion y Polisi/Strategaeth/Project/Gweithdrefn/Gwasanaeth/Swyddogaeth	Rhowch wybodaeth gefndirol am y Polisi/Strategaeth/Gweithdrefn/Gwasanaeth/Swyddogaeth ac unrhyw waith ymchwil sydd wedi'i wneud [e.e. data defnyddwyr gwasanaeth yn erbyn ystadegau demograffig, AEGau tebyg wedi'u gwneud ayyb.]
<p>Mae Strategaeth Iaith Gymraeg 5 mlynedd Caerdydd Ddwyeithog Cyngor Dinas Caerdydd yn un o ofynion statudol Safonau'r Gymraeg (rhif 1) a gyflwynwyd i Gyngor Dinas Caerdydd dan Adran 44 Mesur y Gymraeg (Cymru) 2011. Mae hon yn strategaeth ar gyfer y ddinas gyfan sy'n nodi blaenoriaethau'r Cyngor ar gyfer hyrwyddo a datblygu'r iaith Gymraeg yng Nghaerdydd.</p> <p>Gweledigaeth y strategaeth hon yw datblygu Caerdydd gwbl ddwyieithog. Caerdydd lle gall ein dinasyddion fyw, gweithio a chwarae yn ogystal â manteisio ar wasanaethau a chymorth yn Gymraeg neu Saesneg yn yr un modd. Prifddinas lle mae dwyieithrwydd yn cael ei hyrwyddo fel rhywbeth cwbl naturiol, a lle mae'r iaith Gymraeg yn cael ei diogelu a'i meithrin i genedlaethau'r dyfodol ei mwynhau a'i defnyddio.</p>	<p>Sefydlodd Mesur y Gymraeg (Cymru) 2011 fframwaith cyfreithiol i osod dyletswyddau ar sefydliadau penodol i gydymffurfio â safonau mewn perthynas â'r Gymraeg trwy is-ddeddfwriaeth (Rheoliadau Safonau'r Gymraeg [Rhif 1] 2015). Rhestrir y safonau a gyflwynwyd i Gyngor Dinas Caerdydd yn 'Hysbysiad Cydymffurfio Cyngor Dinas Caerdydd - Adran 44 Mesur y Gymraeg (Cymru) 2011'.</p> <p>Mae Safon 145 Rheoliadau Safonau'r Gymraeg (Rhif 1) 2015 yn mynnu bod y Cyngor yn cynhyrchu a chyhoeddi strategaeth 5 mlynedd erbyn 30 Medi 2016 sy'n nodi sut y byddwn yn hyrwyddo a hwyluso'r defnydd o'r Gymraeg. Mae'r strategaeth yn cynnwys targed i gynyddu nifer y siaradwyr Cymraeg yng Nghaerdydd yn ogystal â champau penodol i hwyluso'r defnydd o'r iaith yn unol â Strategaeth y Gymraeg 2012 - 17 Llywodraeth Cymru a strategaeth ddrafft Llywodraeth Cymru: <i>miliwn o siaradwyr Cymraeg erbyn 2050</i> (a gyhoeddwyd er mwyn ymgynghori arno yn Awst 2016).</p> <p>Cyhoeddwyd strategaeth ddrafft Caerdydd Ddwyeithog ar gyfer ymgynghoriad cyhoeddus ar 30 Medi yn unol â'r gofynion ac ers hynny mae cynllun gweithredu manwl ar gyfer y strategaeth wedi'i ddatblygu gyda'n partneriaid er mwyn cyflawni'r blaenoriaethau a nodwyd.</p> <p>Mae Safon y Gymraeg 145 yn datgan:</p>

Rhaid i chi lunio, a chyhoeddi ar eich gwefan, strategaeth 5 mlynedd sy'n esbonio sut yr ydych yn bwriadu mynd ati i hybu'r Gymraeg ac i hwyluso defnyddio'r Gymraeg yn ehangach yn eich ardal; a rhaid i'r strategaeth gynnwys (ymysg pethau eraill) - (a) targed (yn nhermau canran y siaradwyr yn eich ardal) ar gyfer cynyddu neu gynnal nifer y siaradwyr Cymraeg yn eich ardal erbyn diwedd y cyfnod o 5 mlynedd dan sylw, a (b) datganiad sy'n esbonio sut yr ydych yn bwriadu cyrraedd y targed hwnnw; a rhaid i chi adolygu'r strategaeth a chyhoeddi fersiwn ddiwygiedig ohoni ar eich gwefan o fewn 5 mlynedd i ddyddiad cyhoeddi'r strategaeth (neu ddyddiad cyhoeddi fersiwn ddiwygiedig ohoni).

Mae'r strategaeth yn cynnwys targed i gynyddu nifer y siaradwyr Cymraeg yng Nghaerdydd dros gyfnod o bum mlynedd yn unol â gweledigaeth Llywodraeth Cymru am filiwn o siaradwyr Cymraeg erbyn 2050. Er mwyn i Gaerdydd chwarae ei rhan yn cyflawni'r weledigaeth hon, rydym wedi gosod targed i gynyddu nifer y siaradwyr Cymraeg yng Nghaerdydd gan 15.9% i 42,584 erbyn Cyfrifiad 2021. Cyflawnir hyn yn bennaf drwy'r Cynllun Strategol Cymraeg mewn Addysg 2017-2020.

O'r ymatebion a dderbyniwyd i'r ymgynghoriad cyhoeddus (223 ymateb) roedd **70.3%** yn cytuno'n gryf neu'n tueddu i gytuno â'r weledigaeth o Gaerdydd wirioneddol ddwyieithog. Roedd **53.2%** yn cytuno â'n targed i gynyddu nifer y siaradwyr Cymraeg yng Nghaerdydd.

Bydd Strategaeth Caerdydd Ddwyieithog yn cyfrannu at y saith amcan lles cenedlaethol yn y Ddeddf Llesiant Cenedlaethau'r Dyfodol, yn arbennig 'Cymru â diwylliant bywiog lle mae'r iaith Gymraeg yn ffynnu fel iaith fyw.'

Rhan 1: Effaith ar ganlyniadau ac ystyriaeth ddyledus i Ddatblygu Cynaliadwy

Defnyddiwch y raddfa ganlynol wrth ystyried pa gyfraniad mae'r gweithgaredd yn ei wneud:		
+	Cadarnhaol	Cyfraniad cadarnhaol at y canlyniad
-	Negyddol	Cyfraniad negyddol at y canlyniad Cyfraniad niwtral at y canlyniad
ntrl	Niwtral	Ansicr a oes unrhyw gyfraniad at y canlyniad
Ansicr	Ddim yn siŵr	

	A ystyriwyd sut y bydd y Strategaeth/Polisi/Gweithgaredd yn effeithio ar un neu ragor o'r 7 Canlyniad sy'n Canolbwyntio ar Ddinasyddion Caerdydd?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
		+	-	Ntrl	Ansicr	
Page 110	1.1 Mae pobl yng Nghaerdydd yn iach; <i>Ystyriwch yr effaith bosibl ar:</i> <ul style="list-style-type: none"> • <i>hybu iechyd da, atal ymddygiad niweidiol, hyrwyddo bwyta'n dda/bywyd actif a.y.b.</i> • <i>dinasyddion sy'n agored i niwed ac ardaloedd gydag amddifadedd lluosog</i> • <i>mynd i'r afael ag achosion o anghydraddoldeb iechyd</i> 	X				<p>Mae cynllun gweithredu Strategaeth Caerdydd Ddwieithog yn cynnwys camau yn ymwneud â gweithgareddau chwarae a hamdden i blant a phobl ifanc rhwng 4-11 ac 11-18 oed.</p> <p>Mae Menter Caerdydd ac Urdd Gobaith Cymru yn ddau bartner sy'n arbenigo mewn cynnig gweithgareddau chwarae a hamdden Cymraeg i blant ac oedolion ledled Caerdydd.</p> <p>Mae'r cynllun gweithredu yn cynnwys cam i gynyddu cyfleoedd i bobl gael gwasanaethau lechyd a Gofal Cymdeithasol yn Gymraeg.</p>
	1.2 Amgylchedd glân, deniadol a chynaliadwy i bobl yng Nghaerdydd; <i>Ystyriwch yr effaith bosibl ar:</i> <ul style="list-style-type: none"> • <i>achosion a chanlyniadau Newid yn yr Hinsawdd a chreu dinas carbon isel</i> • <i>annog cerdded, beicio a defnyddio trafndiaeth gyhoeddus a gwella mynediad i'r wlad a mannau agored</i> • <i>gostwng llygredd amgylcheddol (tir, aer, sŵn a dŵr)</i> • <i>gostwng defnydd o ynni ac annog gostwng gwastraff, aildefnyddio ac adfer</i> • <i>annog bioamrywiaeth</i> 			X		
	1.3 Mae pobl Caerdydd yn ddiogel ac yn teimlo'n ddiogel; <i>Ystyriwch yr effaith bosibl ar:</i>			X		

	A ystyriwyd sut y bydd y Strategaeth/Polisi/Gweithgaredd yn effeithio ar un neu ragor o'r 7 Canlyniad sy'n Canolbwyntio ar Ddinasyddion Caerdydd?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
		+	-	Ntrl	Ansic r	
	<ul style="list-style-type: none"> ostwng trosedd, ofn trosedd a gwella diogelwch unigolion mynd i'r afael ag ymddygiad gwrthgymdeithasol diogelu oedolion a phlant sy'n agored i niwed yng Nghaerdydd rhag niwed neu gamdriniaeth 					
1.4	<p>Mae gan Gaerdydd economi sy'n ffynnu a llewyrchu; Ystyriwch yr effaith bosibl ar:</p> <ul style="list-style-type: none"> gystadleurwydd economaidd (gweithgarwch menter, mentrau cymdeithasol, enillion cyfartalog, gwella cynhyrchedd) helpu'r rhai nad ydynt mewn Addysg, Cyflogaeth na Hyfforddiant denu a chadw gweithwyr (swyddi a chyfleoedd hyfforddi newydd, cynyddu gwerth cyflogaeth) hybu cyfleoedd caffael lleol neu wella gallu cwmnïau lleol i gystadlu 			X		
	<p>Mae pobl Caerdydd yn cyflawni eu llawn botensial; Ystyriwch yr effaith bosibl ar:</p> <ul style="list-style-type: none"> hyrwyddo a gwella mynediad i ddysgu gydol oes yng Nghaerdydd codi lefelau sgiliau a chymwysterau rhoi'r dechrau gorau i blant gwella'r ddealltwriaeth o gynaliadwyedd mynd i'r afael â thlodi plant (tlodi ariannol, diffyg mynediad a diffyg cyfranogi) Confensiwn y Cenhedloedd Unedig ar Hawliau'r Plentyn ac Egwyddorion ar gyfer Pobl Hŷn 	X				<p>Mae'r strategaeth yn cynnwys y blaenoriaethau canlynol a fydd yn helpu pobl Caerdydd i gyrraedd eu llawn botensial:</p> <ul style="list-style-type: none"> Gwella cyfraddau dilyniant rhwng y blynyddoedd cynnar ac addysg ôl-16. Datblygu cyfleoedd i blant a phobl ifanc mewn lleoliadau Saesneg ymwneud yn gadarnhaol â'r iaith Gymraeg. Rhoi cyfleoedd i deuluoedd ddefnyddio'r Gymraeg gyda'i gilydd. Cynyddu'r ddarpariaeth o weithgareddau a chyfleoedd allgyrsiol Cymraeg i blant a phobl ifanc i'w galluogi i ddefnyddio'r Gymraeg y tu allan i gatiâu'r ysgol. Sicrhau bod yr iaith Gymraeg yn cael ei hystyried yn sgîl gwerthfawr mewn hyfforddiant a chyflogaeth. Sicrhau bod yr iaith Gymraeg yn fwy gweladwy yn y ddinas i

	A ystyriwyd sut y bydd y Strategaeth/Polisi/Gweithgaredd yn effeithio ar un neu ragor o'r 7 Canlyniad sy'n Canolbwyntio ar Ddinasyddion Caerdydd?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
		+	-	Ntrl	Ansic r	
						<p>adlewyrchu 'Caerdydd Ddwyeithog' trwy fecanweithiau cynllunio sydd eisoes yn bodoli.</p> <ul style="list-style-type: none"> Cyflwyno'r iaith Gymraeg i gymunedau newydd a rhai sy'n dod i'r amlwg fel modd o ddod â diwylliannau Cymru ynghyd a hyrwyddo dysgu Gymraeg ac addysg Gymraeg. Cefnogi'r Hen Lyfrgell – Canolfan Gymraeg Caerdydd i gynyddu gweithgareddau allgymorth a datblygu cyfleoedd i arddangos hanes a threftadaeth Gymraeg gyfoethog Caerdydd.
1.6	<p>Mae Caerdydd yn lle gwych i fyw, gweithio a chwarae ynddo</p> <p><i>Ystyriwch yr effaith bosibl ar:</i></p> <ul style="list-style-type: none"> hybu amrywiaeth ddiwylliannol Caerdydd hybu cyfranogiad a mynediad i weithgarwch corfforol, hamdden a diwylliant i bawb cyfleoedd chwarae ar gyfer plant a phobl ifanc diogelu a gwella'r dirwedd a threftadaeth hanesyddol Caerdydd hyrwyddo cysylltiadau rhyngwladol y ddinas 					<p>Mae'r strategaeth yn cynnwys y blaenoriaethau canlynol a fydd yn cael effaith gadarnhaol ar Gaerdydd fel lle i fyw, gweithio a chwarae.</p> <ul style="list-style-type: none"> Cyflwyno'r iaith Gymraeg i gymunedau newydd a rhai sy'n dod i'r amlwg fel modd o ddod â diwylliannau Cymru ynghyd a hyrwyddo dysgu Gymraeg ac addysg Gymraeg. Rhoi cyfleoedd i deuluoedd ddefnyddio'r Gymraeg gyda'i gilydd. Normaleiddio dwyieithrwydd – amgylcheddau lle gellir defnyddio'r ddwy iaith yn hawdd a'u dathlu gan bob cefndir a diwylliant gan hyrwyddo perchnogaeth dros yr iaith a chydlynid cymunedol. Hyrwyddo'r Gymraeg fel pwynt gwerthu unigryw i Gaerdydd fel prifddinas a dinas graidd, a hyrwyddo'r brand 'Caerdydd Ddwyeithog'.
1.7	<p>Mae Caerdydd yn gymdeithas deg, gyfiawn a chynhwysol.</p> <p><i>Ystyriwch yr effaith bosibl ar:</i></p> <ul style="list-style-type: none"> ddileu gwahaniaethu, aflonyddu neu erlid ar gyfer grwpiau cydraddoldeb a yw'r gymuned neu'r rhanddeiliaid wedi ymwneud â datblygu'r strategaeth/polisi/gweithgarwch? sut yr anogir cyfranogiad dinasyddion (gan annog gweithredoedd a fydd yn ystyried gwahanol ffurfiau ar 					<p>Gweler yr Asesiad o'r Effaith ar Gydraddoldeb isod ac wedi ei atodi.</p> <p>Mae'r strategaeth yn cynnwys y blaenoriaethau canlynol yn ymwneud â grwpiau cydraddoldeb.</p> <ul style="list-style-type: none"> Normaleiddio dwyieithrwydd – amgylcheddau lle gall y ddwy iaith gael eu defnyddio'n rhydd a'u dathlu gan bobl o bob diwylliant a chefnidir gan hyrwyddo perchnogaeth o'r iaith a
2.C.PPCF.002	Issue: 3	Date: Mar 16	Process Owner: Gareth Newell		Authorisation: Head of Performance and Partnerships	Page 6 of 8

A ystyriwyd sut y bydd y Strategaeth/Polisi/Gweithgaredd yn effeithio ar un neu ragor o'r 7 Canlyniad sy'n Canolbwyntio ar Ddinasyddion Caerdydd?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
	+	-	Ntrl	Ansic r	
<i>ymgyngori trwy ymgysylltu'n fwy trylwyr i sicrhau cyfranogiad llawn o ran datblygu a darparu gwasanaeth)?</i>					<p>chydlyniad cymunedol.</p> <p>Ymgynghori â'r Gymuned a Rhanddeiliaid</p> <ul style="list-style-type: none"> • Ymgynghoriad Cyhoeddus Ar-lein – 223 o ymatebion i gyd • Ymatebion Staff - 28 • Digwyddiad ymgynghori mewnol ar 11 Awst – 20 yn bresennol • Digwyddiad rhanddeiliaid ar 20 Hydref – 34 yn bresennol o 26 o sefydliadau • 8 Chwefror 2017 – Fforwm Iaith Gymraeg • 10 Chwefror – Partneriaid yr Hen Lyfrgell <p>Derbyniwyd 254 o ymatebion yn ystod y cyfnod ymgynghori. O'r ymatebion a dderbyniwyd i'r ymgynghoriad cyhoeddus (223 ymateb) roedd 70.3% yn cytuno'n gryf neu'n tueddu i gytuno â'r weledigaeth o Gaerdydd wirioneddol ddwyieithog. Roedd 53.2% yn cytuno â'n targed i gynyddu nifer y siaradwyr Cymraeg yng Nghaerdydd.</p>
<i>A fydd y Polisi/Strategaeth/Project yn cael effaith wahaniaethol ar unrhyw rai o'r canlynol?</i>					<i>Nodwch unrhyw fanylion/goblygiadau i'r effaith wahaniaethol (cadarnhaol a negyddol) a pha gam(au) y gallwch chi eu cymryd i fynd i'r afael ag unrhyw oblygiadau negyddol.</i>
<ul style="list-style-type: none"> • Oed (yn cynnwys plant a phobl ifanc 0-25 a phobl hŷn dros 65 oed yn unol â Chonfensiwn y Cenhedloedd Unedig) 	X				<p>Un o feysydd strategol Strategaeth Caerdydd Ddwyieithog yw Teuluoedd, Plant a Phobl Ifanc. Ein gweledigaeth yw i deuluoedd, plant a phobl ifanc gael digon o gyfleoedd i ddefnyddio'r Gymraeg bob dydd.</p> <ul style="list-style-type: none"> • Hyrwyddo'r manteision o addysg Gymraeg i holl gymunedau Caerdydd a gweithredu'r Cynllun Strategol Cymraeg mewn Addysg.

A ystyriwyd sut y bydd y Strategaeth/Polisi/Gweithgaredd yn effeithio ar un neu ragor o'r 7 Canlyniad sy'n Canolbwyntio ar Ddinasyddion Caerdydd?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru	
	+	-	Ntrl	Ansic r		
					<ul style="list-style-type: none"> Hyrwyddo'r manteision o drosglwyddo'r Gymraeg o fewn y teulu a rhoi'r cyfle i blant a phobl ifanc fod yn oedolion dwyieithog hyderus. Rhoi cyfleoedd i deuluoedd ddefnyddio'r Gymraeg gyda'i gilydd. Cynyddu'r ddarpariaeth o weithgareddau a chyfleoedd allgyrsiol Cymraeg i blant a phobl ifanc i'w galluogi i ddefnyddio'r Gymraeg y tu allan i gatiâu'r ysgol. Datblygu cyfleoedd i blant a phobl ifanc mewn lleoliadau Saesneg ymwneud yn gadarnhaol â'r iaith Gymraeg. Gwella cyfraddau dilyniant rhwng y blynyddoedd cynnar ac addysg ôl-16. Sicrhau bod yr iaith Gymraeg yn cael ei hystyried yn sgîl gwerthfawr mewn hyfforddiant a chyflogaeth. 	
• Anabledd			X			
• Ailbennu rhywedd			X			
• Priodas a Phartneriaeth Sifil			X			
• Beichiogrwydd a Mamolaeth			X			
• Hil			X		<p>Mae'r strategaeth yn cynnwys y blaenoriaethau canlynol yn ymwneud â grwpiau cydraddoldeb.</p> <p>Cyflwyno'r iaith Gymraeg i gymunedau newydd a rhai sy'n dod i'r amlwg fel modd o ddod â diwyllianau Cymru ynghyd a</p>	
2.C.PPCF.002	Issue: 3	Date: Mar 16	Process Owner: Gareth Newell		Authorisation: Head of Performance and Partnerships	Page 8 of 8

A ystyriwyd sut y bydd y Strategaeth/Polisi/Gweithgaredd yn effeithio ar un neu ragor o'r 7 Canlyniad sy'n Canolbwyntio ar Ddinasyddion Caerdydd?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru	
	+	-	Ntrl	Ansic r		
					hyrwyddo dysgu Cymraeg ac addysg Gymraeg.	
• Crefydd/Cred			X			
• Rhyw			X			
• Cyfeiriadedd rhywiol			X			
• Y Gymraeg	X				<p>Mae hon yn strategaeth ar gyfer y ddinas gyfan sy'n nodi blaenoriaethau'r Cyngor ar gyfer hyrwyddo a datblygu'r iaith Gymraeg yng Nghaerdydd. Felly, bydd cyflawni'r strategaeth yn dibynnu ar weithio mewn partneriaeth: rhwng partneriaid sector cyhoeddus; rhwng y sectorau cyhoeddus, preifat ac addysg.</p> <p>Mae'r strategaeth yn cynnwys targed i gynyddu nifer y siaradwyr Cymraeg yng Nghaerdydd dros gyfnod o bum mlynedd yn unol â gweledigaeth Llywodraeth Cymru am filiwn o siaradwyr Cymraeg erbyn 2050. Er mwyn i Gaerdydd chwarae ei rhan yn cyflawni'r weledigaeth hon, rydym wedi gosod targed i gynyddu nifer y siaradwyr Cymraeg yng Nghaerdydd gan 15.9% i 42,584 erbyn Cyfrifiad 2021.</p> <p>Mae'r holl bartneriaid a restrwyd yn y strategaeth hon wedi cytuno i roi'r cynllun ar waith a monitro cynnydd yn erbyn adrannau perthnasol y cynllun gweithredu.</p> <p>Ar ben hynny, mae Fforwm Iaith Gymraeg hir-sefydlog Caerdydd, a ailenwyd yn Fforwm Caerdydd Ddwieithog, sy'n cynnwys cynrychiolaeth gan yr holl bartneriaid a restrwyd o fewn y Strategaeth, wedi cytuno i roi'r strategaeth ar waith a'i monitro ar ran ei sefydliadau ei hun tra bydd tîm Caerdydd Ddwieithog yn arwain ar hwyluso'r Strategaeth o safbwynt y Cyngor.</p> <p>Trwy gyfrwng y strategaeth hon byddwn yn dechrau ar daith i hyrwyddo a hwyluso'r iaith Gymraeg yng Nghaerdydd, ac yn ailymweld â'r strategaeth er mwyn gosod targedau pellach. Deallir na ellir cyflawni gweledigaeth y Cyngor o greu Caerdydd ddwyeithog o fewn 5 mlynedd yn unig.</p>	
2.C.PPCF.002	Issue: 3	Date: Mar 16	Process Owner: Gareth Newell		Authorisation: Head of Performance and Partnerships	Page 9 of 8

	A ystyriwyd sut y bydd y Strategaeth/Polisi/Gweithgaredd yn effeithio ar un neu ragor o'r 7 Canlyniad sy'n Canolbwyntio ar Ddinasyddion Caerdydd?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
		+	-	Ntrl	Ansic r	
		Oes		Nac oes		
	Oes angen Asesiad llawn o'r Effaith ar Gydraddoldeb?	X				
	Oes angen Asesiad llawn o'r Effaith ar Hawliau'r Plentyn?			X		
1.8	<p>Mae'r Cyngor yn sicrhau canlyniadau cadarnhaol ar gyfer y ddinas a'r dinasyddion trwy bartneriaethau cryf</p> <p><i>Ystyriwch yr effaith bosibl ar:</i></p> <ul style="list-style-type: none"> atgyfnerthu partneriaethau gyda'r sectorau busnes a gwirfoddol yr agenda gydweithio a'r potensial ar gyfer gwasanaethau a rennir, gweithio trawsffiniol ac arbedion effeithlonrwydd 	X				<p>Mae hon yn strategaeth ar gyfer y ddinas gyfan sy'n nodi blaenoriaethau'r Cyngor ar gyfer hyrwyddo a datblygu'r iaith Gymraeg yng Nghaerdydd. Felly, bydd cyflawni'r strategaeth yn dibynnu ar weithio mewn partneriaeth: rhwng partneriaid sector cyhoeddus; rhwng y sectorau cyhoeddus, preifat ac addysg.</p> <p>Mae'r holl bartneriaid a restrwyd yn y strategaeth hon wedi cytuno i roi'r cynllun ar waith a monitro cynnydd yn erbyn adrannau perthnasol y cynllun gweithredu.</p>

CRYNODEB O'R GWERTHUSIAD (amlygu effeithiau cadarnhaol a negyddol y polisi/cynllun/project a asesir, dangos sut y mae'n cyfrannu at gynaliadwyedd economaidd, cymdeithasol ac amgylcheddol y ddinas):

Un o ofynion Safonau'r Gymraeg oedd bod pob awdurdod lleol yng Nghymru yn llunio ac yn cyhoeddi strategaeth 5 mlynedd erbyn 30 Medi 2016 sy'n nodi sut y byddwn yn hyrwyddo ac yn hwyluso'r defnydd o'r Gymraeg. Mae'r safon hon (145) hefyd yn ei gwneud yn ofynnol i awdurdodau lleol gynnwys targed i gynyddu neu gynnal nifer y siaradwyr Cymraeg yn eu hardal.

Cyhoeddwyd strategaeth ddrafft Caerdydd Ddwieithog ar gyfer ymgynghoriad cyhoeddus ar 30 Medi yn unol â'r gofynion ac ers hynny mae cynllun gweithredu manwl ar gyfer y strategaeth wedi'i ddatblygu gyda'n partneriaid er mwyn cyflawni'r blaenoriaethau a nodwyd.

Mae hon yn strategaeth ar gyfer y ddinas gyfan sy'n nodi blaenoriaethau'r Cyngor ar gyfer hyrwyddo a datblygu'r iaith Gymraeg yng Nghaerdydd. Felly, bydd cyflawni'r strategaeth yn dibynnu ar weithio mewn partneriaeth: rhwng partneriaid sector cyhoeddus; rhwng y sectorau cyhoeddus, preifat ac addysg. Ym mis Hydref, cynhaliodd y Cyngor weithdy ymgynghori llwyddiannus gyda dros 26 o sefydliadau partner sy'n ein helpu i weithredu'r strategaeth hon.

Mae'r strategaeth yn cynnwys targed i gynyddu nifer y siaradwyr Cymraeg yng Nghaerdydd dros gyfnod o bum mlynedd yn unol â gweledigaeth Llywodraeth Cymru am filiwn o siaradwyr Cymraeg erbyn 2050. Er mwyn i Gaerdydd chwarae ei rhan yn cyflawni'r weledigaeth hon, rydym wedi gosod targed i gynyddu nifer y siaradwyr Cymraeg yng Nghaerdydd gan 15.9% i 42,584 erbyn Cyfrifiad 2021.

Trwy gyfrwng y strategaeth hon byddwn yn dechrau ar daith i hyrwyddo a hwyluso'r iaith Gymraeg yng Nghaerdydd, ac yn ail-ymweld â'r strategaeth er mwyn gosod targedau pellach. Deellir na ellir cyflawni gweledigaeth y Cyngor o greu Caerdydd ddwyieithog o fewn 5 mlynedd yn unig.

PA GAMAU GWEITHREDU SYDD WEDI EU NODI NEU PA NEWIDIADAU SYDD WEDI EU GWNEUD I'R POLISI/CYNLLUN/PROJECT O GANLYNIAD I'R GWERTHUSIAD?

Cynhaliwyd y gweithgareddau ymgynghori ac ymgysylltu canlynol, ac mae'r cynllun gweithredu wedi'i ddatblygu mewn partneriaeth â'n partneriaid arweiniol a fydd yn helpu'r Cyngor i gyflawni blaenoriaethau'r strategaeth er mwyn cyflawni ein gweledigaeth o 'Gaerdydd wirioneddol ddwyieithog'.

- Ymgynghoriad Cyhoeddus Ar-lein – 223 o ymatebion i gyd
- Arolwg Staff mewnol
- 11 Awst – digwyddiad ymgynghori mewnol
- Digwyddiad rhanddeiliaid 20 Hydref - Ymhlith y mynychwyr roedd Llywodraeth Cymru, Comisiynydd y Gymraeg, Prifysgol Caerdydd, sefydliadau'r Bwrdd Gwasanaethau Cyhoeddus, Menter Caerdydd ac Urdd Gobaith Cymru.

Rhan 2: Asesiad Amgylcheddol Strategol (AAS)

		Ydy	Nac ydy
2.1	Ydy'r cynllun neu raglen yn nodi'r fframwaith ar gyfer cydsynio i ddatblygu yn y dyfodol?		X
2.2	Ydy'r cynllun neu raglen yn debygol o gael effaith amgylcheddol arwyddocaol, cadarnhaol neu negyddol?		X

Oes angen Asesiad Amgylcheddol Strategol Llawn?		Oes	Nac oes
<ul style="list-style-type: none"> ▪ Os yw'r atebion i gwestiynau 2.1 a 2.2 ill dau yn 'Ydy', yr ateb yw 'Oes' ▪ Os oes angen AAS Llawn, cysylltwch â'r Uned Datblygu Cynaliadwy er mwyn trefnu (manylion isod) 			X

Os nad ydych yn siŵr o'ch atebion i'r cwestiynau uchod, cysylltwch â'r Uned Datblygu Cynaliadwy am gyngor ar (029) 2087 3228 neu e-bostiwch: datblygucynaliadwy@caerdydd.gov.uk

Rhan 3: Asesiad Rheoliadau Cynefinoedd (ARhC)

		Bydd	Na fydd	Ddim yn siŵr
3.1	Fydd y cynllun, project neu raglen yn arwain at weithgaredd sy'n effeithio ar safle Ewropeaidd, megis Aber Afon Hafren neu Goedwigoedd Ffawydd Caerdydd?		X	
3.2	Fydd y cynllun, project neu raglen yn arwain y datblygiad tuag at ardal sy'n cynnwys safle Ewropeaidd, megis Aber Afon Hafren neu Goedwigoedd Ffawydd Caerdydd, neu'n effeithio'n anuniongyrchol ar safle Ewropeaidd?		X	
3.3	A fydd angen ARhC llawn?			

Anfonir manylion y strategaeth at Ecolegydd y Sir yng ngham cwblhau'r broses er mwyn penderfynu a oes angen Asesiad Rheoliadau Cynefinoedd. Am ragor o wybodaeth, ffoniwch (029) 2087 3215 neu e-bostiwch bioamrywiaeth@caerdydd.gov.uk

Rhan 4: Mesur yr Iaith Gymraeg (Cymru) 2011

		Ydw/ Ydy	Nac ydw / Nac ydy	Ddim yn siŵr
4.1	Ydych chi wedi ystyried sut gallai'r polisi gael ei lunio fel bod y penderfyniad yn cael effaith gadarnhaol neu'n cynyddu effeithiau cadarnhaol o ran cyfleoedd i bobl ddefnyddio'r iaith Gymraeg?	X		
4.2	Yw'r polisi'n sicrhau bod y Gymraeg yn cael ei thrin yn gyfartal â'r Saesneg?	X		

Os nad ydych yn siŵr o'ch atebion i'r cwestiynau uchod, cysylltwch â thîm Caerdydd
Ddwyieithog am gyngor ar (029) 2087 2527 neu e-bostiwch: caerdydd-
ddwyieithog@caerdydd.gov.uk

2.C.PPCF.002	Issue: 3	Date: Mar 16	Process Owner: Gareth Newell	Authorisation: Head of Performance and Partnerships	Page 13 of 8
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Atodiad 1 – Gofynion Statudol

Mae'n bosibl y bydd yr Adnodd Sgrinio Statudol yn nodi'r angen i gynnal asesiadau statudol penodol:

- **Asesiad o'r Effaith ar Gydraddoldeb:** Mae'r asesiad hwn yn ofynnol dan Ddeddf Cydraddoldeb 2010 a Rheoliadau Cydraddoldeb 2011 Llywodraeth Cymru.
- **Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru):** Mae'r Ddeddf hon yn ei gwneud yn ofynnol i ddatblygu cynaliadwy fod yn brif egwyddor drefniadol ar gyfer y sefydliad. Golyga hyn fod dyletswydd i ystyried datblygu cynaliadwy mewn penderfyniadau strategol.
- **Canllaw Statudol Llywodraeth Cymru - Cydamcanu – Cydymdrechu:** Mae Llywodraeth Cymru yn ei gwneud yn ofynnol i awdurdodau lleol lunio cynllun integredig sengl i fodloni gofynion statudol dan amrywiaeth o ddeddfwriaeth. Felly, rhaid i Gyngor Dinas Caerdydd ddangos ei gyfraniad at gynllun integredig Caerdydd ei hun: "Beth sy'n Bwysig".
- **Confensiwn y Cenhedloedd Unedig ar Hawliau'r Plentyn:** Mae canllawiau Deddf Plant 2004 i Gymru yn ei gwneud yn ofynnol i awdurdodau lleol a'u partneriaid ystyried Confensiwn y Cenhedloedd Unedig ar Hawliau'r Plentyn.
- **Egwyddorion y Cenhedloedd Unedig ar gyfer Pobl Hŷn:** Mae'r egwyddorion yn gofyn am ystyriaeth o annibyniaeth, cyfranogiad, gofal, hunan-foddhad ac urddas.
- **Mesur y Gymraeg (Cymru) 2011:** Mae'r Mesur yn cadarnhau statws swyddogol y Gymraeg, Comisiynydd y Gymraeg a'r rhyddid i siarad Cymraeg.
- **Asesiad o Effaith ar Iechyd:** Mae AEI yn ystyried effeithiau posibl polisiau, rhaglenni neu brojectau ar iechyd poblogaeth.
- **Asesiad Rheoliadau Cynefinoedd:** Mae Rheoliadau Gwarchod Cynefinoedd (Cynefinoedd Naturiol &c.) (Diwygio) 2007 yn ei gwneud yn ofynnol i gynnal Asesiad Rheoliadau Cynefinoedd (ARhC) o gynlluniau defnydd tir.
- **Asesiad Amgylcheddol Strategol:** Mae Asesiad Amgylcheddol Strategol (AAS) yn Gyfarwyddeb Ewropeaidd ar gyfer cynlluniau, rhaglenni a pholisiau sydd â goblygiadau o ran defnydd tir ac effeithiau amgylcheddol sylweddol.

**DINAS A SIR CAERDYDD
CITY & COUNTY OF CARDIFF**



COUNCIL: 23 MARCH 2017

CABINET PROPOSAL

POPULATION NEEDS ASSESSMENT FOR CARDIFF AND THE VALE OF GLAMORGAN

Reason for this Report

1. The Social Services and Well-being (Wales) Act 2014 (SSWB Act) requires the local authorities and the Local Health Board within each region to jointly prepare and publish before April 2017 an assessment of the care and support needs of their population, including carers who need support. A report of the assessment for the Cardiff and Vale of Glamorgan region is attached at Appendix 1. The local authorities and the Local Health Board are required formally to approve the population assessment report. This needs to be done by the Board of the Local Health Board and, in the case of the local authority, by the full Council on submission by the executive so that the information contained within the report is considered at the most senior levels within these organisations.

Background

2. The SSWB Act 2014 introduced a duty on local authorities and the Local Health Board within each region to jointly prepare and publish an assessment of the care and support needs of the population, including carers who need support. A report of the assessment for the Cardiff and Vale of Glamorgan region is attached at Appendix 1. Before final publication, the document will have a small amount of professional graphic design work done.
3. The report must be formally signed off by both Councils and the Cardiff & Vale University Health Board and published before April 2017.
4. The Part 2 Code of Practice (General Functions) of the SSWB Act sets out how a population needs assessment should be undertaken. Part 2 also requires the statutory Regional Partnership Board (RPB) to exercise the principal governance role in overseeing the production of the needs assessment. The Cardiff and Vale RPB is chaired by the City of Cardiff Council's Cabinet member for Health, Housing and Wellbeing
5. The assessment must identify:
 - the extent to which those needs are not being met;

- the range and level of services required to meet those needs;
 - the range and level of services required to deliver the preventative services required in section 15 of the Act; and
 - how these services will be delivered through the medium of Welsh.
6. The purpose of the population needs assessment is to ensure that local authorities and Local Health Boards jointly produce a clear and specific evidence base in relation to care and support needs and carers' needs to underpin the delivery of their statutory functions and inform planning and operational decisions. This will ensure services are planned and developed in an efficient and effective way by public sector partners, in order to promote the well-being of people with care and support needs. A population needs assessment is intended to drive change, partly by enabling both local authorities and Local Health Boards to focus on preventative approaches to care and support needs. It will provide the information required to support resource and budgetary decisions; ensuring services and outcomes are targeted, sustainable, effective and efficient. It will underpin the integration of services and particularly support the duties set out in Part 9 of the Act which deals with collaborative working.
 7. Upon completion, population needs assessment reports must be published on the websites of all local authorities and Local Health Boards involved in their production. A copy of the report must also be sent to Welsh Ministers at the time of publication. The report should be drafted using accessible language so that it can be considered by members of the public. It is important that the report explains clearly how the local authorities and the Local Health Board have arrived at their decision in relation to the needs identified and the level of services required to meet those needs.
 8. Local authorities and Local Health Boards must produce one assessment report per local government electoral cycle. They must be forward looking and consider the needs for care and support and needs for carers for the whole period up until the next population assessment is due for publication.
 9. However, given that circumstances may change, the partnership arrangement established to carry out the assessment must keep it under review. The report should be reviewed as required but at least once mid-way through the population assessment period. If this review identifies a significant change in the needs for care and support or the needs of carers, an addendum should be produced and similarly be published and sent to Welsh Ministers.
 10. In addition to supporting other statutory planning processes, the assessment should inform local the production of an Area Plan for the region, setting out the region's response to the needs identified in the assessment; this will be prepared during the period Apr 2017-Mar 2018.

Issues

11. The assessment was undertaken at the same time as the Well-being Assessments in each local authority area, required under the Well-being of Future Generations (Wales) Act 2015. Wherever possible, evidence from the assessments has been shared and the assessments inform each other.
12. The Act and associated statutory guidance require that the report is presented under a number of themed headings. The report includes information on the methods used to undertake the assessment, as well as information on care and support needs, assets, and prevention needs under each topic area. Specific findings for each topic are given in the relevant chapter.
13. A number of overarching care and support needs emerged which were identified in more than one topic area. These were:
 - **Improving information and access to services** including access to information about support and services available; timely access to mental health and primary care services; accessibility of services and information; transport to aid access to services; improving awareness, signposting and access to different forms of advocacy
 - **Tackling social isolation and loneliness** across our populations, but especially older people
 - **Support for carers** including support for young and adult carers, and respite for young and adult carers
 - **Improving transitions** between children's and adult services
 - **Links with education** including improving involvement and engagement with schools; and vocational educational opportunities, apprenticeships and adult learning
 - **Appropriate housing** to meet individuals' varied needs, and to enable people to remain independent as they age
 - **Community involvement** including increasing engagement with individual care and support plans; engagement with service planning and design; and supporting volunteers and volunteering
 - **Dementia** meeting the needs of people with dementia and their carers
 - **Joining up / integrating services** across the statutory sector and working with the third sector, including improved communication between services
 - **Substance misuse** including responding to changing patterns of misuse
14. Key prevention issues identified were:
 - **Building healthy relationships** including emotional and mental health, sexual health; prevention of child sexual exploitation (CSE); support for children and young people affected by parental relationship breakdown
 - **Practical life skills** including financial skills (for all ages)
 - **Healthy behaviours** including tobacco use, alcohol, diet and physical activity
 - **Healthy environment and accessible built environment** including tackling air pollution, and making it easier for people, particularly older

people and those with disabilities or sensory impairment, to get around

15. Key assets identified were:

- **Social capital** including positive social interactions, dementia-friendly communities, volunteers, self-care
- **Buildings and services** including community hubs, one-stop shops and libraries, Dewis Cymru
- **Organisations** including third sector organisations, community groups, statutory services including community pharmacies, multi-stakeholder partnerships
- **Physical environment** including access to green space

Local Member consultation (where appropriate)

16. In contrast to the Well-being Assessment, formal consultation on this assessment is not required. However, guidance clearly states that engagement with the local population should be a core part of the assessment. Care and support services must act in a way that strengthens the voice of residents.
17. A broad range of individuals, groups and organisations have been involved in the process of undertaking the assessment. Significant new engagement with residents through surveys and focus groups has taken place, in addition to engagement with relevant corporate and partner stakeholders (including the third and independent sectors).
18. A draft assessment report was shared and discussed with the Regional Partnership Board and its Strategic Leadership Group, as well as all other stakeholders who have contributed to the process to date. This ensures that the final document represents a balanced and accurate view of the care and support needs of our communities.

Reasons for Recommendations

19. To ensure that Cabinet members can exercise oversight of a key planning document for social care and well-being services and agree future priorities.
20. To secure approval by the full Council as required by the statutory framework for producing the assessment.

Financial Implications

21. There are none at this stage. The requirement for Area Plans to be subsequently developed and implemented, taking into account the findings of the assessment, will have potential resource implications. The priorities for action and detailed plans to address them, along with consequent financial implications, should be discussed and agreed as part of the Area Planning process

Legal Implications

22. The development and publication of a population needs assessment is a legal requirement under the Social Services and Well-being (Wales) Act 2014.
23. A number of key population groups must be covered by the assessment, as specified in the Act. The assessment must identify how services will be delivered through the medium of Welsh. There is also a responsibility for an equality impact assessment to be undertaken on the assessment and the subsequent plans to meet needs. Information on equalities and Welsh language is included in relevant sections throughout the document, with additional information in Section C. The impact assessment process will continue and be completed during the development of the Area Plans.

HR Implications

24. There are none at this stage. The requirement for Area Plans to be subsequently developed and implemented, taking into account the findings of the assessment, may have potential HR implications.

CABINET CONSIDERATION

The Cabinet considered this report on 16 March 2017 and noted the content and findings of the population needs assessment.

CABINET PROPOSAL

Council is recommended to approve the population needs assessment.

THE CABINET

16 March 2017

The following appendices are attached:

Appendix 1 – Population needs assessment for Cardiff and the Vale of Glamorgan

The following background papers have been taken into account

Social Services and Wellbeing (Wales) Act 2014 Part 2 Code of Practice (General Functions)

Mae'r dudalen hon yn wag yn fwriadol



Cardiff and the Vale of Glamorgan

Population needs assessment

for the Social Services and Wellbeing (Wales) Act 2014

An assessment of the care and support needs of people
living in Cardiff and the Vale of Glamorgan,
by listening to residents and local professionals
and reviewing service and population data

Version control

Version no.	Date	Comments
Draft	13 Feb 2017-3	Final draft of text. For approval by Cardiff Council and Vale of Glamorgan Council.

Contents

Executive summary.....	3
A1. Background to the assessment	7
A2. How the assessment was undertaken	9
A3. What happens next	13
A4. Background demography	14
A5. General findings and housing need.....	20
B1. Children and young people	28
B2. Older people.....	44
B3. Health and physical disabilities	55
B4. Learning disability and autism.....	64
B5. Adult mental health and cognitive impairment	69
B6. Adult carers	80
B7. Sensory loss and impairment	87
B8. Violence against women, domestic abuse and sexual violence.....	95
B9. Asylum seekers and refugees.....	101
B10. Offenders.....	106
B11. Veterans	111
B12. Substance misuse	115
B13. Cross-cutting findings.....	121
C. Equality profile and Welsh language.....	123
Appendix.....	133
Acknowledgements	134
Glossary	135
References.....	137

Executive summary

Background to the assessment

The Social Services and Wellbeing (Wales) Act 2014 introduced a duty on local authorities and Local Health Boards to prepare and publish an assessment of the care and support needs of the population, including carers who need support. This is a report of the that assessment, for the region covering Cardiff and the Vale of Glamorgan. The Act and its statutory guidance requires the presentation of the report under a number of themed headings.

The assessment was undertaken at the same time as the Wellbeing Assessments in each local authority area, required under the Wellbeing of Future Generations (Wales) Act 2015. Wherever possible evidence from the assessments has been shared and the assessments inform each other.

How the assessment was undertaken

The assessment was undertaken between February 2016 and January 2017. The aim was to identify the key care and support needs, prevention issues, and assets (such as people, buildings, organisations or services which contribute to enhancing or maintaining wellbeing) in the region.

Information was brought together from a number of sources: public surveys tailored to the audience; focus group interviews with local residents; a survey of local professionals and organisations providing care or support, including the third sector; service and population data; key documents, and previous work. Engagement work was carried out under the 'Let's Talk' brand.

A series of workshops with lead professionals in the area were held in November 2016 to start to collate and interpret the findings.

The work was overseen by representatives from the City of Cardiff Council and the Vale of Glamorgan Council, and Cardiff and Vale University Health Board, and reported to the Regional Partnership Board for Cardiff and the Vale of Glamorgan. Learning from the assessment process is included in the future recommendations in the document.

Background demography

In 2015 there were estimated to be 357,160 people living in Cardiff, and 127,592 living in the Vale of Glamorgan. The population of the Vale is projected to increase by around 1% over the next 10 years; however this masks significant growth in the number of people aged 65 or over. The population of Cardiff is projected to increase by around 10% over the next 10 years, or around 35,000 additional people. While much of this growth is among people aged 65 or over, there is also projected to be considerable growth in the number of children and young people aged under 16.

The population of South Cardiff is ethnically very diverse compared to the rest of Wales. Cardiff is an initial accommodation and dispersal centre for asylum seekers.

There are stark and persistent inequalities in Cardiff and the Vale of Glamorgan. A man living in one of the most deprived parts of Cardiff can expect to live 24 fewer years in good health compared with someone in one of the least deprived areas. In the Vale of Glamorgan a man living in one of the most deprived areas can expect to live 21 fewer years in good health compared with someone in one of the least deprived areas.

Key findings

Detailed findings across eleven population groups are presented in the main report. A number of findings were common to one or more of these groups, and addressing these is recommended as a priority. Underlying each of these issues is the broader and persistent issue of **inequality** between and within our communities. The cross-cutting findings are:

Care and support needs

- **Improving information and access to services** including access to information about support and services available; timely access to mental health and primary care services; accessibility of services and information; transport to aid access to services; improving awareness, signposting and access to different forms of advocacy
- **Tackling social isolation and loneliness** across our populations, but especially older people
- **Support for carers** including support for young and adult carers, and respite for young and adult carers
- **Improving transitions** between children's and adult services
- **Links with education** including improving involvement and engagement with schools; and vocational educational opportunities, apprenticeships and adult learning
- **Appropriate housing** to meet individuals' varied needs, and to enable people to remain independent as they age
- **Community involvement** including increasing engagement with individual care and support plans; engagement with service planning and design; and supporting volunteers and volunteering
- **Dementia** meeting the needs of people with dementia and their carers
- **Joining up / integrating services** across the statutory sector and working with the third sector, including improved communication between services
- **Substance misuse** including responding to changing patterns of misuse

Prevention issues

- **Building healthy relationships** including emotional and mental health, sexual health; prevention of child sexual exploitation (CSE); support for children and young people affected by parental relationship breakdown
- **Practical life skills** including financial skills (for all ages)
- **Healthy behaviours** including tobacco use, alcohol, diet and physical activity
- **Healthy environment and accessible built environment** including tackling air pollution, and making it easier for people, particularly older people and those with disabilities or sensory impairment, to get around

Assets

- **Social capital** including positive social interactions, dementia-friendly communities, volunteers, self-care
- **Buildings and services** including community hubs, one-stop shops and libraries, Dewis Cymru
- **Organisations** including third sector organisations, community groups, statutory services including community pharmacies, multi-stakeholder partnerships
- **Physical environment** including access to green space

What happens next

The scale and breadth of the care and support needs and prevention issues identified in this assessment are significant and should not be under-estimated. Part of the next stage in addressing the issues presented will be to understand the best mechanisms for delivering action against each. This will feed into corporate planning processes, Area Plans, and other mechanisms as appropriate.

It will be necessary to flesh out what is achievable, and in what time frame, for each issue; as well as whether the issue aligns with existing statutory responsibility for delivery.

There will also be a need to prioritise what the public sector itself has the capacity and resource to directly deliver. This assessment and the Social Services and Wellbeing Act itself present a new opportunity to work increasingly closely with third sector organisations including charities, social enterprises and co-operatives, and communities themselves by building on their assets, to jointly meet the needs of the population.

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Section A.

Background, methods and general findings

A1. Background to the assessment

Legal requirement

The Social Services and Wellbeing (Wales) Act 2014 introduced a duty on local authorities and Local Health Boards to prepare and publish an assessment of the care and support needs of the population, and carers who need support.^{d82} Areas should also identify assets which benefit and support wellbeing in the community.

This assessment should inform local plans for provision of care and support services, and measures to prevent and delay care and support needs. The Act requires the first population needs assessment to be published by the end of March 2017. There will then be a one year period from April 2017 to March 2018 for local areas to prepare their plans in response to this assessment.

There is also a legal duty on statutory bodies for this assessment to inform routine planning, such as Health Board Integrated Medium Term Plans, and local Homelessness Strategies.

The Region

Population needs assessments (PNAs) should be undertaken at a 'regional' level. For us, the region is defined as Cardiff and the Vale of Glamorgan, although the assessment should include information at lower geographic levels where available, including local authority level.

A statutory Regional Partnership Board (RPB) has been set up for Cardiff and the Vale of Glamorgan, including representation from the City of Cardiff Council, Vale of Glamorgan Council, Cardiff and Vale University Health Board (UHB), the third sector and County Voluntary Councils. The RPB has a duty to oversee implementation of the Act including the population needs assessment and subsequent plans.

Core themes

The Act and its statutory guidance requires us to publish the findings under certain core themes (such as Children and young people, Older people, etc.), although we are also allowed to add further themes as relevant to our population. In Cardiff and the Vale of Glamorgan we have therefore added Asylum seekers and refugees, Veterans, and Substance Misuse as important additional areas.

The themes presented here are:

- Children and young people
- Older people
- Health and physical disabilities
- Learning disability and autism
- Mental health
- Sensory loss and impairment
- Carers who need support
- Violence against women, domestic abuse and sexual violence
- Offenders
- Asylum seekers & refugees
- Veterans
- Substance Misuse

It is recognised that many individuals and their needs will fall into two or more of these themes and sometimes needs do not neatly relate to a particular aspect of an individual's background or history. Therefore the grouping into themes should be treated as one particular way to describe the population but many others are valid. Each theme chapter suggests other chapters which are likely to contain related needs.

A glossary at the end of the report explains acronyms and some technical terms which you may come across in this document.

Welsh language and equality profile

The Act requires that as part of the process of the PNA and subsequent planning, Welsh language needs are taken into account and plans are put in place for Welsh medium provision of services as required.

The Act also requires that an Equality Impact Assessment is undertaken on the process of the assessment and subsequent planning.

Within this PNA, therefore, an equality profile including information on Welsh language and needs specific to particular groups with protected characteristics, is also presented. An assessment of the impact of specific plans, and description of planned Welsh medium provision to meet the needs identified, will be undertaken as part of the subsequent area planning process.

Wellbeing of Future Generations (Wales) Act 2015

Following a similar timescale to the population needs assessment, local areas are also required to produce a Wellbeing Assessment in support of the Wellbeing of Future Generations (Wales) Act 2015.^{d83} Wellbeing Assessments have a wider focus than the PNA, including a broader social, environmental, cultural and economic assessment, and consider a longer time period of 10-20 years. There will however be some overlap between the Wellbeing Assessment and the PNA, and each should inform the other.

Wellbeing Assessments are overseen by Public Services Boards (PSBs). In our area there are two PSBs, one for Cardiff and one for the Vale, and two Wellbeing Assessments in preparation.

Wherever possible the processes for this PNA and the Wellbeing Assessments has been aligned to reduce duplication of effort. For more information see section A2, How the assessment was undertaken. The main findings from the Wellbeing assessments are summarised in section A5.

A2. How the assessment was undertaken

Timeframe

This assessment was undertaken during the period February 2016-January 2017.

Methods used

A number of methods and sources were used to gather information for this assessment, to give a balanced and rounded view of the main care and support needs and assets in Cardiff and the Vale of Glamorgan.

These were:

- public surveys, for adults and for young people
- focus group interviews with local residents
- a survey for local professionals and organisations providing care or support
- service and population data
- information from key documents and previous work
- a series of workshops for professional leads

These are described below. In many cases there are technical documents available which go into more detail about each of the methods and their findings. A single brand for engagement activities, 'Let's Talk', was agreed and used across both the PNA and the Wellbeing assessments being undertaken during a similar time frame.

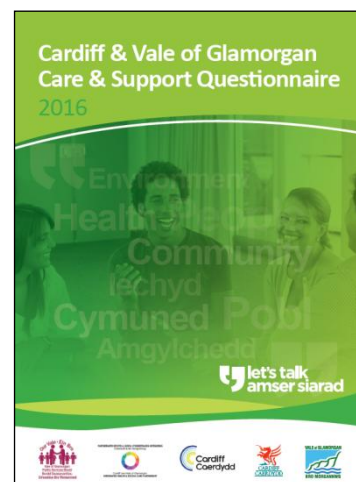
In the context of this assessment, 'assets' are people, buildings, organisations or services which contribute to enhancing or maintaining wellbeing.

a. public surveys, for adults and for young people

Two public surveys were developed, one for adults and the other for young people.

The adult survey was for people resident in Cardiff and the Vale of Glamorgan. It was made available online and in paper form, in English and Welsh, and distributed at public venues across the two counties. The survey was live between 14 September 2016 until 25 November 2016. Awareness of the survey was raised through press releases, council, Health Board and third sector websites, and 4,000 hard copies of the survey in public locations.

Direct links to the electronic survey were also sent to Citizens' Panels run by Cardiff Council (approx. 6,000 people) and Vale of Glamorgan Council (approx. 1,200 people). People completing the survey were asked to say whether they were completing the survey for themselves or on behalf of someone else, for example someone they cared for.



A total of 1,278 surveys were completed. Of those specifying where they lived (four in five respondents), around 83% were from Cardiff, and 17% from the Vale of Glamorgan. This indicates a slight over-representation of people from Cardiff, who represent 74% of the combined population of Cardiff and the Vale. One in five people did not say which area they came from. Analysis of the findings for both Cardiff and the Vale was undertaken by Cardiff Research Centre. Further detail on the breakdown of people who answered the survey is available in a separate report. 456 respondents said they would like to receive information on the outcomes of the assessment; and 432 indicated they would be interested in getting involved in future engagement work.

The surveys were complemented with a postcard to raise awareness of the assessment and asking three general questions about care, support and wellbeing in Cardiff and the Vale of Glamorgan.

The children and young people's survey was developed in conjunction with a group of young people, and made available online. Awareness of the survey was raised via Twitter and 'the Sprout', a news and event website for young people in Cardiff but accessed across Cardiff and the Vale. A total of 78 surveys were completed online.

b. focus group interviews with local residents

Twenty five bespoke focus group interviews were carried out with local residents. 18 of these were carried out by a commissioned market research organisation, Beaufort Research, on behalf of the statutory organisations. A separate detailed report is available giving more information about the focus groups and the information gleaned from them. A list of the main focus groups commissioned is given in the Appendix. Third sector organisations across Cardiff and Vale were also invited via the County Voluntary Councils (GVS and C3SC) to participate in collecting views from local residents, and free training on running focus groups was offered to prospective organisations, resulting in a small number of additional focus groups (see Appendix).

In addition at all stages of the PNA existing engagement information, such as that collected for previous exercises but still valid and relevant, has been sought. This has been included where available.

c. a survey for local professionals and organisations providing care or support

This survey was for professionals and organisations working with people in Cardiff and the Vale of Glamorgan, and who provide care, support or advice. It was made available online in English and Welsh. Awareness of the survey was raised by cascaded email and organisational intranets within the statutory organisations, and via the County Voluntary Councils to third sector organisations, and to social enterprises and private service providers.

145 surveys were completed. Just over half of these were completed on behalf of an organisation, with two in five completed by individual professionals representing their own views. Over 80 different organisations were represented in responses. The most common responses were from the third sector (36.9%), local authorities (21.5%), the NHS (17.4%), and independent care providers (10.1%). 8 in 10 organisations (79.9%) served people in Cardiff, while half (49.3%) served the Vale.

Analysis of the findings was undertaken by Cardiff Research Centre. Further detail on the breakdown of professionals and organisations who answered the survey is available in a separate report.

d. service and population data

Relevant service and population data were collated and analysed. A starting point was the all-Wales data catalogue developed by the Welsh Local Government Data Unit for the population needs assessments. Professional leads were also asked to identify any additional datasets which were available which told us about local care and support needs.

e. information from key documents and previous work

Relevant background strategy, policy and needs documents were identified by professional stakeholders for their relevant area, and by web searches for relevant topics. Key messages relevant to our population were identified. In many cases national (Wales or UK) work is quoted which can help either in confirming

local findings, or filling a gap in our local knowledge. In this case an assumption has to be made that similar issues are found locally.

f. a series of workshops of professional leads

Three half-day workshops were held out in November 2016 to agree the key needs, assets and actions in each themed area. Professional statutory leads, relevant third sector partners, the Community Health Council were invited to the workshops. Each workshop focused on 3-5 of the key themes and attendees used initial information available from the surveys, quantitative datasets, and focus group engagement, to agree the main findings and also any outstanding gaps and additional data sources to include.

Suggested areas for action

Suggested areas for action to address the needs identified were discussed and agreed at the professional workshops held in November 2016 and are given in the relevant topic chapter.

Under the Social Services and Wellbeing (Wales) Act population needs assessments should include the needs, assets and prevention issues in the first section of the report, with the range and level of services required to address these identified in section two. To aid readability of this report, each themed chapter includes information required for both sections 1 and 2 of the Act for that topic.

The recommendations begin to identify the areas of service and support provision which require review. These recommendations are not exhaustive or conclusive, and a more detailed assessment of the range and level of services required to meet the needs identified will be formalised and confirmed as part of the Area planning process (see A3, What happens next?) over the next year. A set of over-arching, cross-cutting recommendations are described in chapter B13.

Oversight of assessment

The assessment process was overseen by an operational Steering Group which met fortnightly and reported to the Regional Partnership Board. At the start of the process an Engagement sub-group with wider membership was convened to agree the overall approach to engagement. It was from this subgroup that the idea for a single engagement 'brand' across the PNA and the Wellbeing assessments originated and was agreed.

The Steering Group included lead representatives from the statutory agencies responsible for collating the assessment, with the overall lead agency agreed by the RPB to be Cardiff and Vale UHB. A Consultant in Public Health Medicine in Cardiff and the Vale chaired the Steering Group.

Alignment between the PNA process and the simultaneous Wellbeing assessment process being undertaken in both local authority areas was discussed at each meeting, to ensure that wherever possible information and processes were shared and aligned between the two assessments.

Critique and limitations of assessment

Within the timeframe given for the assessment it is felt that the views sought and included here through the engagement approaches described represent a good cross-section of local residents and professionals. However, it became clear during the engagement process that trying to engage with service users, the third sector, statutory organisations, and local residents over the summer period presented a challenge due to the holiday period.

The use of focus groups across a variety of population groups provided a rich source of information about local needs and assets and would definitely be recommended for future assessments. In terms of planning these, commissioning an external organisation to undertake this work was successful. Third sector organisations kindly helped with arranging the logistics for many of these focus groups. An earlier approach, of offering free training in running focus groups and asking third sector organisations if they could help with this process, had mixed results. Although many organisations were keen to support this approach and attended training, ultimately because of understandable capacity issues in these often small organisations, it was difficult for them to run the groups within the timeframe of the assessment.

The public survey had a good response rate, although lower than some similar surveys, possibly due to the time of year it was taking place. Fewer responses were received from people living in the Vale of Glamorgan compared with Cardiff than would be expected, with 17.4% of responses coming from the Vale, which makes up around 26.3% of the population of the region. Older people aged 75 and over were also under-represented in the survey responses.

Some population groups of interest proved difficult to arrange focus groups within the time available. These included older carers, prisoners, and people who accessed or wished to access services in the Welsh language.

The Social Services and Wellbeing Act introduced a number of new duties on local authorities, in addition to the requirement to carry out this assessment. As many of these other duties (for example duties around carers, and new data collection processes) are still in the initial phase of implementation, this assessment process is too early to report on their impact. However, they should be picked up in future assessments.

Recommendations on future assessment process

The overall approach taken to the assessment seemed successful, but to improve future assessments the following are recommended:

- Scope a co-ordinated function across public sector bodies in the region, and the third sector, to maintain an up-to-date knowledge of current and recent engagement exercises, with a complementary function of maintaining a bank of questions local policymakers would like answered. This would make it easier to identify existing engagement material, where the gaps are, and how best to undertake and log new activity
- Agree the frequency and nature of future updates to this assessment. While the Act requires one mid-term refresh and then a new assessment in 5 years' time, the value of a maintaining an up-to-date, 'live', resource which represents the current state of knowledge on local care and support needs, should be reviewed

A3. What happens next

Taking forward the suggested actions

The actions at the end of each chapter in this assessment ('Suggested areas for action') are an initial response to the findings presented. At this stage they deliberately do not identify the organisations best placed to deliver on these actions, or how to co-ordinate and oversee their implementation. A set of priority cross-cutting findings is given in chapter B13.

The scale and breadth of the care and support needs and prevention issues identified in this assessment are significant and should not be under-estimated. Part of the next stage in addressing the issues presented will be to understand the best mechanisms for delivering action against each. Some of these may optimally sit with the Regional Partnership Board itself, while others may be better delivered through the Public Services Boards, or other partnership mechanisms. This will feed into corporate planning processes, Area Plans, and other mechanisms as appropriate. Area plans must be agreed by each region by April 2018 in response to this assessment.

It will be necessary to flesh out what is achievable, and in what time frame, for each issue; as well as whether the issue aligns with existing statutory responsibility for delivery.

There will also be a need to prioritise what the public sector itself has the capacity and resource to directly deliver. This assessment and the Social Services and Wellbeing Act itself present a new opportunity to work increasingly closely with third sector organisations including charities, social enterprises and co-operatives, and communities themselves by building on their assets, to jointly meet the needs of the population.

A4. Background demography

Population structure and growth

In 2015 there were estimated to be 357,160 people living in Cardiff, and 127,592 living in the Vale of Glamorgan.^{d74}

The population age structure of the Vale of Glamorgan is very similar to the Wales average, with the exception of a slightly lower number of young adults (20-24yrs). The population of the Vale will increase modestly over the next 10 years, by around 1% or 1,255 people. However, this masks significant growth in the over 65s category.^{d35}

The Vale has a relatively stable population size which reflects a low net migration rate, and roughly equal birth and death rates.

The population of Cardiff is growing rapidly in size, currently projected to increase by 10% between 2016-26, significantly higher than the average growth across Wales and the rest of the UK. An extra 35,000 people will live in and require access to health and wellbeing services.^{d35}

The Cardiff population is relatively young compared with the rest of Wales, with the proportion of infants (0-4 yrs) and young working age population (20-39yrs) significantly higher than the Wales average. This reflects in part a significant number of students who study in Cardiff. There will be significant increases in particular in people aged 0-16 and the over 65s.^{d35}

Table. Projected percentage increase in population of (a) Cardiff; and (b) the Vale of Glamorgan, by broad age group, over 3, 5 and 10 years from 2016. Source: StatsWales (2014-based projections)

(a) Cardiff

Age group	Projection year		
	2019	2021	2026
0-4	1.1	3.8	11.7
5-16	6.4	10.3	16.0
17-64	1.5	2.5	5.4
65-84	5.7	9.5	23.1
>84	7.2	12.5	26.6
All	2.7	4.6	9.8

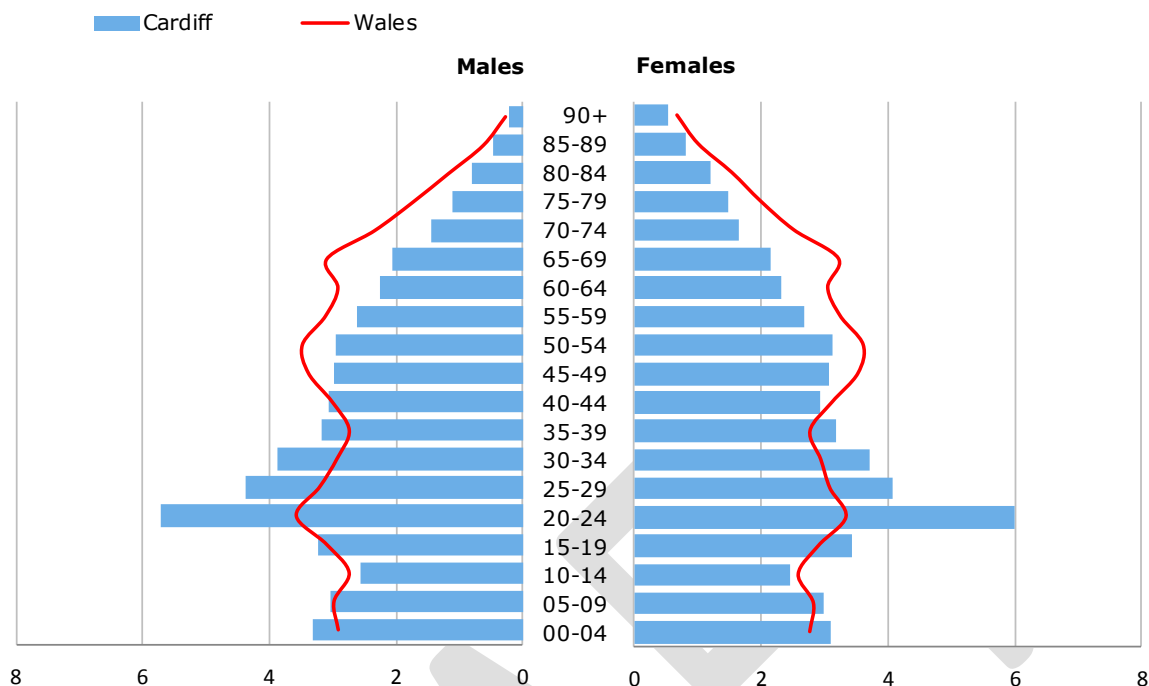
(b) Vale of Glamorgan

Age group	Projection year		
	2019	2021	2026
0-4	-3.2	-3.4	-3.8
5-16	1.4	2.2	-0.3
17-64	-1.6	-2.8	-5.5
65-84	5.9	9.7	19.5
>84	7.1	13.0	36.2
All	0.3	0.6	1.0

Figure. Percentage of population by age and sex, (a) Cardiff and (b) Vale of Glamorgan (2015)

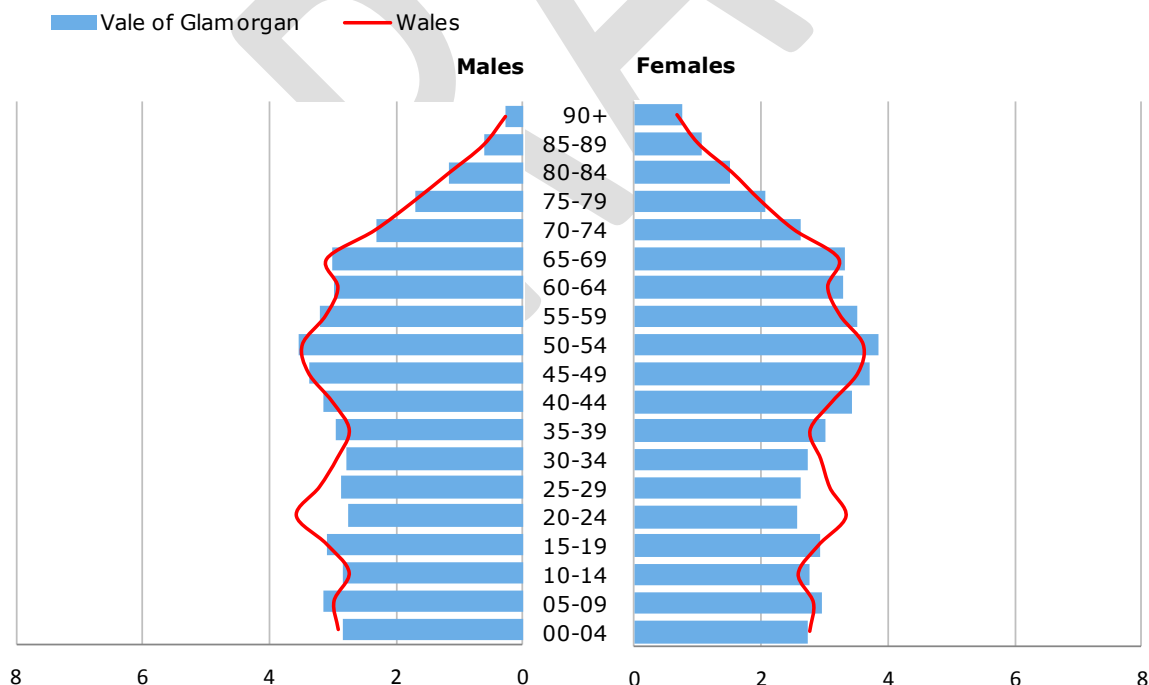
Percentage of population by age and sex, Cardiff and Wales, 2015

Produced by Public Health Wales Observatory, using MYE (ONS)



Percentage of population by age and sex, Vale of Glamorgan and Wales, 2015

Produced by Public Health Wales Observatory, using MYE (ONS)



The significant increase in the size of the population in Cardiff is driven principally by a birth rate which exceeds the death rate, contributing to around 0.5% growth each year, and net in-migration, which contributes around 0.3% growth annually. In-migration rates have over recent years declined slightly in Cardiff, and is running at around 1000-2000 people per year (net).

The population of South Cardiff is ethnically very diverse, particularly compared with much of the rest of Wales, with a wide range of cultural backgrounds and languages spoken. Arabic, Polish, Bengali and Chinese are the four most common languages spoken after English and Welsh. Cardiff is an initial accommodation and dispersal centre for asylum seekers.^{d35}

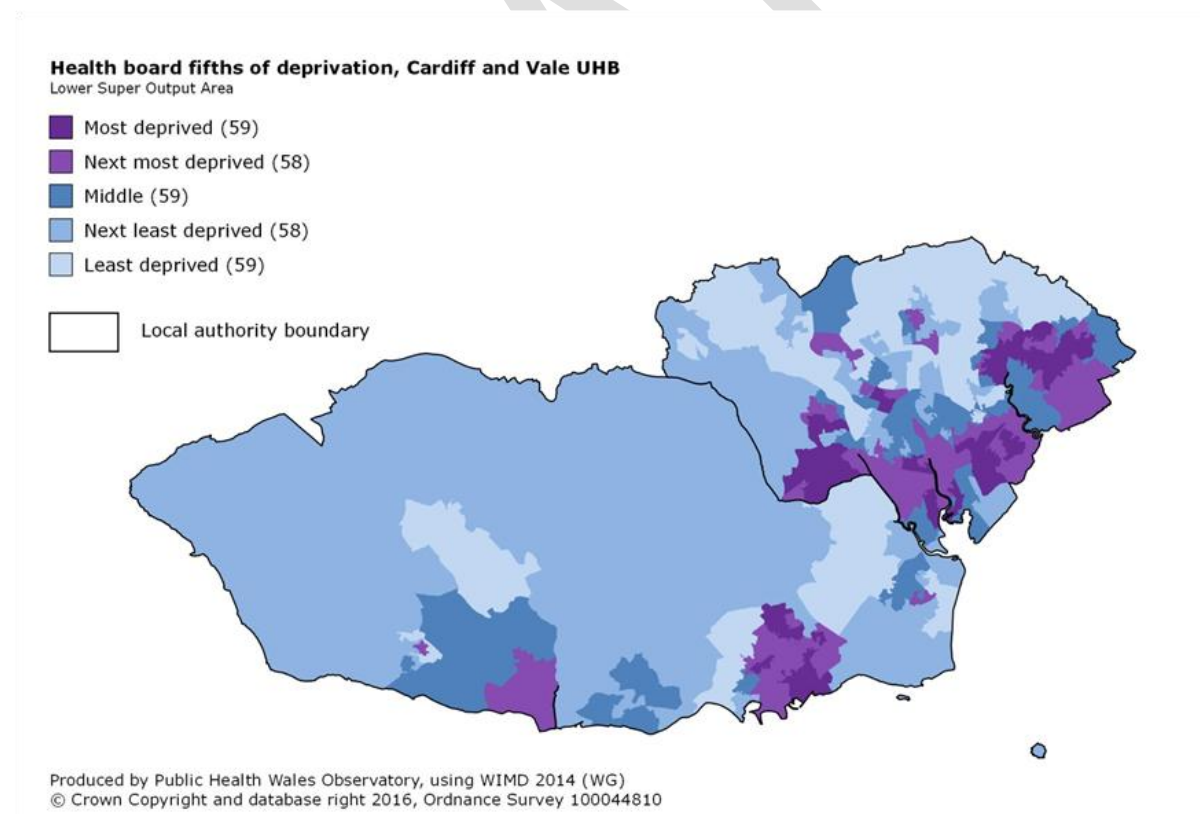
Inequalities

There are stark and persistent inequalities in Cardiff and the Vale of Glamorgan.^{d21} While both Cardiff and the Vale are home to some of the most affluent parts of Wales, they each also have areas of significant deprivation. The gap between the most and least deprived shows no sign of reducing. The Wellbeing assessments for Cardiff and the Vale of Glamorgan both highlight inequality as a key issue in our communities.^{d125,d129}

Cardiff has the third highest proportion of most deprived local areas out of all local authorities in Wales, behind Blaenau Gwent and Newport, with over 1 in 6 (17.6%) people in Cardiff living in these areas.^{d43} For young people under 18, this proportion rises to nearly a quarter (23.1%). Many of the more deprived areas are in and around south Cardiff, contrasting with the northern half of the City.

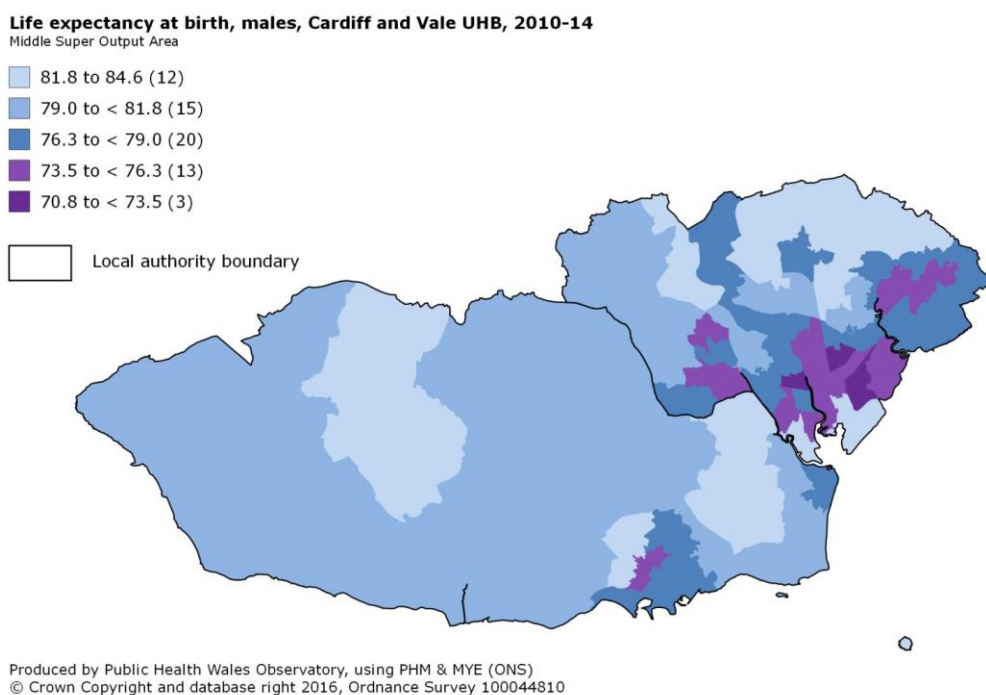
Within the Vale of Glamorgan 14% of local areas are among the most deprived in Wales, clustered in the central Vale around Barry, but there are also significant pockets in the Western Vale too.

Figure. Fifths of deprivation across Cardiff and the Vale of Glamorgan (2014 data)



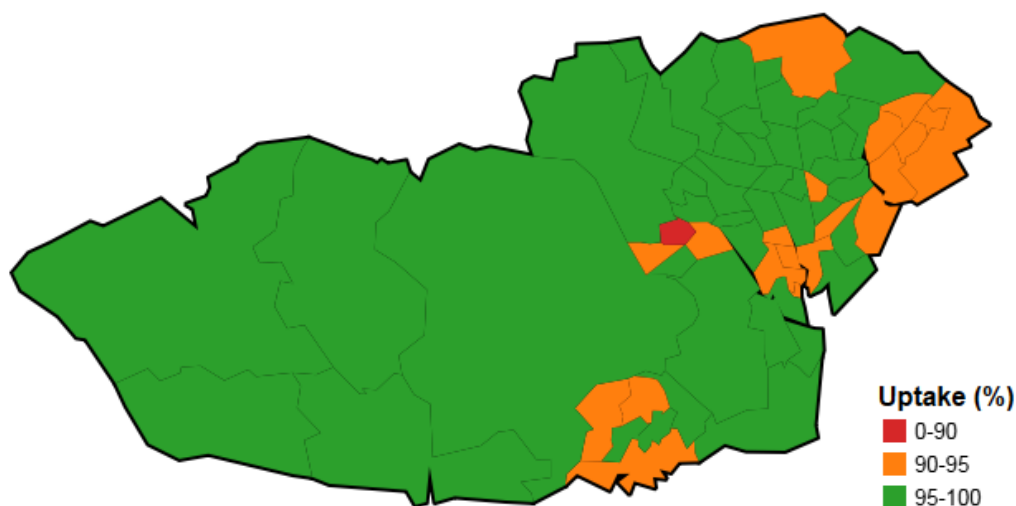
Within Cardiff, men in the most deprived areas can expect to live on average 11 years less than those in the least deprived areas. For healthy life expectancy the gap is even wider, with 24 fewer years of healthy life experienced by men in the most deprived areas. For the Vale of Glamorgan, the gap is 8 years and 21 years respectively. See figure.

Figure. Life expectancy at birth for males across Cardiff and the Vale of Glamorgan (2010-14)



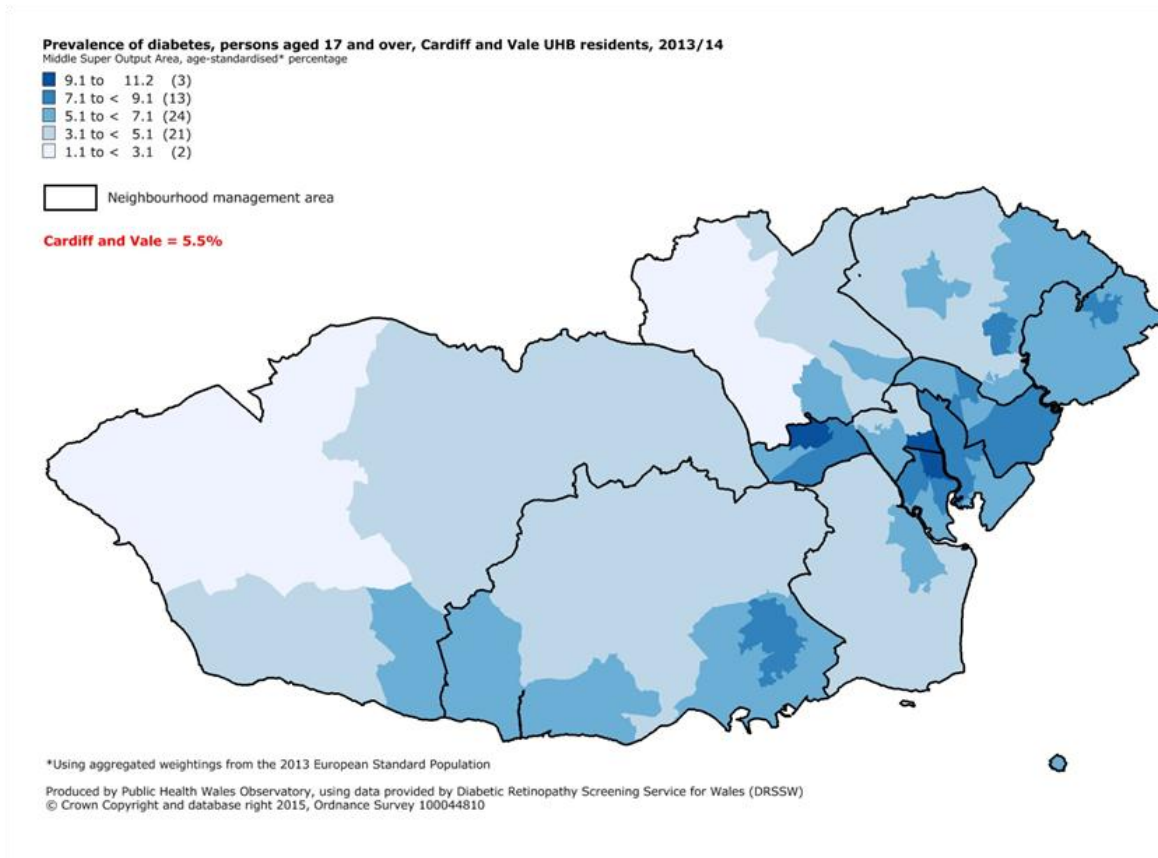
Inequalities are seen across health behaviours and outcomes, too. For childhood immunisations, for example, there is a significant variation in uptake by area of residence:

Figure. Uptake of the 5 in 1 primary immunisation in resident children reaching one year of age between Oct 2015-Sep 2016, Cardiff and the Vale of Glamorgan. (Source: Vaccine Preventable Disease Programme, Public Health Wales)



Rates of many chronic diseases are also higher in more deprived areas, such as diabetes:

Figure. Prevalence of diabetes among adults across Cardiff and the Vale of Glamorgan (2013/14)

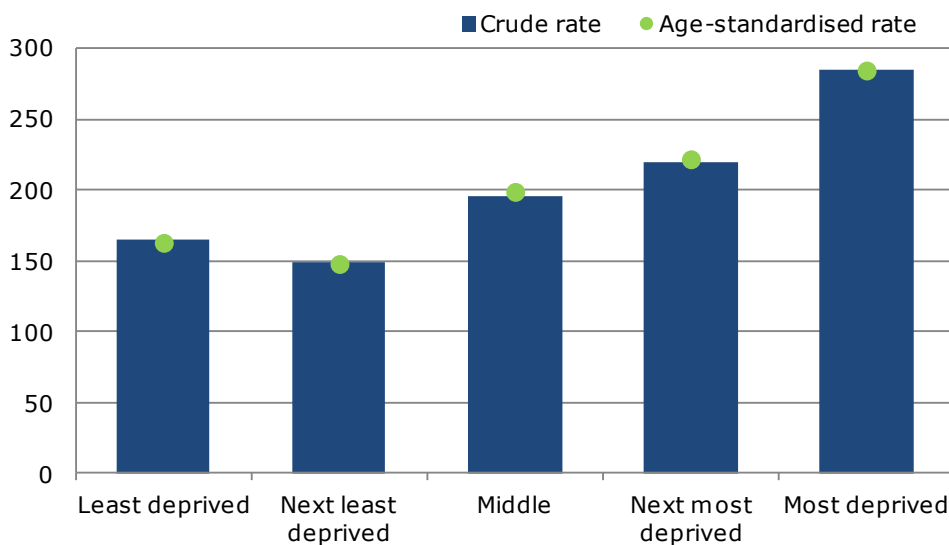


People living in more deprived areas are more likely to attend the Emergency Department than those in less deprived areas:

Figure. Attendances at Emergency Unit, University Hospital of Wales, by deprivation fifths (2013)

Emergency Unit attendances, University Hospital of Wales, crude and European age-standardised rate per 1,000, Cardiff and Vale residents by deprivation fifth, 2013

Produced by Public Health Wales Observatory, using WIMD (WG), MYE (ONS) and UHW EU dataset (Cardiff & Vale UHB Information Dept.)



Recognition of these inequalities - which reflect differing community needs at a neighbourhood and locality level within Cardiff and the Vale of Glamorgan - is vital to addressing needs successfully. Because of this, many of the actions and issues identified in this assessment will require a bespoke approach to be taken in each neighbourhood and locality area, based on the importance of the issue is in that area and the local assets and resources available.

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A5. General findings and housing need

5.1 General information from local residents and service users

Overall level of wellbeing was reported as 'very good' by nearly 2 in 5 respondents (38.1%) from Cardiff, compared to a quarter (25.4%) from the Vale of Glamorgan. Three-fifths of respondents reported having 'full control' over their daily life, although this figure was lower in the Vale of Glamorgan (53.8% compared with 61.1% in Cardiff). Physical ability, emotional or mental health, and lack of money, were the most commonly cited factors preventing individuals having control over their life.

Around two-fifths of respondents (43.1%) felt there was somewhere (e.g. a place, club, community group etc.) in their community which made a positive difference to their wellbeing. There were many diverse answers given but the most common were local gyms, leisure centres and exercise facilities; religious centres; parks and open spaces; and volunteering as an activity. Of people who wished to use community facilities, the main reasons given for not accessing them were a lack of information; finances; emotional or mental health; transport; physical difficulties; nothing currently available; and unsuitable times.

More than half the respondents (54.8%) had received help, advice or support with the aim of preventing or reducing problems in the future. The most common of these were immunisation; exercise/keeping active; counselling; and care services. More than half of respondents specified that the help they had received had come from their GP (commonest responses given in table).

Table. Source of preventive advice, service or support among respondents to public survey in Cardiff and the Vale of Glamorgan (2016)

Source of preventive advice, service or support	No.	%
GP	301	55.3
Hospital	138	25.4
Somewhere else	112	20.6
Other Health Services	90	16.5
Internet	71	13.1
Charity, volunteer or community group	70	12.9
Family/friends or neighbour	60	11.0
Social worker	54	9.9
Library or Community Hub	39	7.2
Pharmacist	36	6.6
Education Services	31	5.7

Nearly one in five respondents (19.8%) found it difficult or very difficult to find information and advice on the help available to them.

In terms of services which people felt were not currently available to them, but which would benefit their independence and wellbeing, the commonest responses related to: mental health and counselling; practical help with things like gardening and shopping; transport; community based social activities; accessible advice services; and clear signposting to where help can be found.

Nearly half the survey respondents (46.4%) identified themselves as belonging to one or more of the population groups in part B of this report. A third reported a long term health condition or physical disability.

Just over 1 in 10 (12%) of all respondents were currently in receipt of care and support services or had previously received them. Of those who received services, 7 in 10 (69.3%) reported they were happy with the services they received. 6 in 10 (59%) felt they were sufficiently involved in decisions about their care and support, with a further quarter (23.7%) saying they were sometimes involved. 1 in 10 (10.8%) did not feel sufficiently involved in these decisions.

5.2 General information from professionals

In the survey of professionals and organisations carried out for this assessment, the most commonly cited reasons for people having difficulty accessing services and groups in their community were: lack of information; emotional or mental health issues; availability of local services; transport; and finances.

In terms of advice, services or support which is not currently available which professionals felt would benefit the wellbeing of the people they support, common responses included mental health, counselling and emotional support services, and transport.

Professionals felt their service users were most likely to seek advice from their GP; family/friends or neighbour; the internet; third sector organisations; social workers; and libraries or Community Hubs.

Nearly two thirds of respondents (63.8%) felt that the public would find it difficult to find information on advice and help available to them. Interestingly this is higher than the small but still significant proportion of respondents to the public survey identifying this as an issue.

Among professionals, 7 in 10 (70.3%) thought their service users were sufficiently involved in decisions about their care, slightly higher than the 6 in 10 reported by service users (see above).

5.3 General information from other sources

Accessing information about advice, support and services

A report by Citizens Advice on accessing and paying for social care in Wales^{d38} found that there was a general lack of awareness of how the social care system works and people don't know how to access care, felt confused about the process and didn't feel able to challenge decisions. There was strong support for a single centralised source of information for advice about accessing care. Although this report was Wales-wide, this is a similar finding to the responses to the survey and focus groups in our area.

Dewis Cymru (www.dewis.wales) is a new pan-Wales website which aims to be a single point of information for care and support, for both the public and professionals. The website was formally launched in June 2016 but is not yet widely recognised by members of the public, with only one in six (16.9%) aware of the website, while only 1 in 20 had actually used the site. Awareness and use of the site were higher in the Vale of Glamorgan than Cardiff.

According to Ofcom, which regularly reviews household use of the internet across the UK, 86% of adults in Wales regularly use the internet, similar to the 87% across the UK as a whole.^{d107} Among people aged under 45, regular use of the internet exceeds 95% across the UK, but drops to 72% among 65-74 year olds and to 42% among over 75s. Of people who use the internet regularly in Wales, nearly half (47%) seek information on health-related issues, higher than the UK average of 44%. A third (33%) seek information or services on

Government or council websites. Interestingly this figure is significantly lower than a similar question asked in the National Survey for Wales which found that, out of internet users in Wales, nearly two thirds (62%) had sought information on government or public service websites. This figure is higher among owner occupiers (64%) compared with people living in social housing (52%).^{d108} Figures in the National Survey for Wales also suggest household access to the internet is 15% lower (71% compared with 86%) in the most deprived areas in Wales compared with the least deprived.

Tackling Poverty Programmes

Four major tackling poverty programmes funded by Welsh Government are run in local authorities across Wales. These are Families First, Communities First, Flying Start and Supporting People.

Families First provides early help and prevention for families with children, particularly those on low incomes or who are vulnerable in some other way.

The grants received by local authorities to commission Families First projects was reduced in 2016/17, with a consequent impact on service provision. Welsh Government has now given local authorities notification of indicative funding at the same level for 2017/18. Interim guidance on commissioning the next Families First programme has been released, focusing on parenting and youth support, further building the Team Around the Family (TAF) model, and with continued support for families affected by disability. Under this approach some existing elements of the current programmes which could potentially be supported via other routes, including services such as childcare, support into work, financial education and sexual health education, may no longer be funded by Families First.

Communities First is a community-focused programme to reduce persistent poverty. Communities First Delivery Teams work with residents, community organisations, business and other key partners in geographical areas called 'Clusters'. Clusters are drawn from the most deprived areas in Wales and cover a population of 10,000-15,000 people. The focus is on achieving the long-term sustainability and wellbeing of communities.

Within Cardiff and Vale there are 5 Communities First clusters, one in the Vale of Glamorgan (Barry) and four in Cardiff (Caerau and Ely; Splott, Tremorfa, Adamsdown and Roath; Butetown, Grangetown and Riverside; and East Cardiff, Llanedeyrn and Pentwyn).

It has recently been announced by Welsh Government that the Communities First programme will be reviewed, with a new approach focusing on employment, early years and empowerment.^{d44}

Flying Start supports parents of children under the age of 4 in more deprived areas by providing health advice, learning skills support and practical ideas to help them give the best possible start to their children. The core elements of Flying Start are free part-time quality childcare; parenting support; intensive health visitor support; and support for early language and literacy.

In Cardiff, Flying Start is offered to eligible families in 43 lower superoutput areas (LSOAs) across the City, which include 8 primary school catchment areas. 4,901 0-3 year olds are supported in these areas. The Flying Start programme in Cardiff receives an overall budget of £10.3m from Welsh Government.

In the Vale of Glamorgan, Flying Start is offered to eligible families in 17 lower superoutput areas (LSOAs), although only 7 of these are covered in their entirety, across the ward areas of Gibbonsdown, Buttrills, Cadoc, Castleland, Court, and Illtyd. Six primary schools are included in these areas. 1,200 0-3 year olds are

supported in these areas. The Flying Start programme in the Vale receives an overall budget of £2.6m from Welsh Government.

Supporting People is a national framework for planning, delivering and monitoring housing related support services.

5.4 Housing need

Cardiff

In the public survey, two thirds (67.4%) of respondents in Cardiff felt their home met their needs very well.

The Cardiff Housing Strategy 2016-21 describes housing need in the City.^{d32} The Council and Housing Associations have in total around 24,000 units of social rented accommodation. Demand for housing is high across all wards, with new units planned for popular wards near the City centre. An average of 1,644 lets are made by social landlords in Cardiff each year. In 2014/15 there were around 9,500 applicants waiting for housing in Cardiff. Of these people, less than 1% (0.3%) had an immediate need (38 applications), with a further 6.4% (577 applications) banded as an 'urgent need'. Of those on the waiting list, a quarter (26%) had a medical need, and nearly a third (29%) of the households were living in overcrowded conditions. There were nearly 2,000 applicants on the waiting list aged 50 and over. The weekly average of rough sleepers in Cardiff is 42, of whom on average 15 are long-term rough sleepers who refuse or whose lifestyle is too chaotic, to access provision. The number of rough sleepers varies significantly over the course of the year. The household Benefit Cap is being reduced in 2016/17, affecting 500 households in Cardiff.

The Welsh Housing Quality Standard in Social Housing was introduced in 2002 to provide a minimum standard that all social housing should meet. In 2012 Cardiff became the first local authority area in Wales to meet the WHQS.

For the Gypsy and Traveller community, there are 43 households on the waiting list for Council-operated sites in Cardiff. An accommodation needs assessment was undertaken in 2015 of the two sites to plan for future development, which demonstrated a clear need in Cardiff for the provision of additional permanent and transit socially rented Gypsy and Traveller accommodation.^{d114}

The most common specific needs among people accessing Supporting People funding were: age (older or young person); mental health; domestic abuse; refugee issues; and learning disabilities. The Cardiff Supporting People Team annual grant is £16.3m.

Housing advice is available at the Community Hubs in Cardiff in St Mellons, Ely, Llanrumney, Grangetown, Butetown, Fairwater, and a partnership hub in Rumney. These Hubs provide information and support on a variety of public services. A new hub in Llandaff North has recently opened, and planned future hubs include Splott, Llanedeyrn and Llanishen.

In July 2016, CSSIW recorded that there were 38 care homes for older people in Cardiff, of which 18 offered nursing care. In November 2016 there were 63 domiciliary care providers in Cardiff.

Vale of Glamorgan

In the public survey, nearly three quarters (73.7%) of respondents in the Vale of Glamorgan felt their home met their needs very well.

The Vale of Glamorgan Local Housing Strategy 2015-20 describes housing need in the county.^{d89} The average house price in the Vale of Glamorgan is high, and second only to Monmouthshire among local authorities in Wales. This does however vary significantly within the Vale. In terms of housing need, the households in the Vale most likely to find private housing unaffordable are lone parents, single people and single pensioners; in the rural Vale families with children are most likely to be priced out of the market. 7.2% of households are living in unsuitable housing, and in April 2014 151 households were living in temporary accommodation. The key outcome of the Local Housing Market Assessment in 2010 was that there was a need for 915 additional units of affordable housing per year in the Vale, mostly in Barry and Penarth areas (including Dinas Powys and Sully). The quality, suitability, adaptability and affordability of housing for older people are recognised as key factors enabling individuals to continue to live independently for as long as possible. Among over 65s in the Vale, the majority are owner occupiers, with around one in ten (11.9%) living in social housing and a minority (4.1%) in private rented accommodation. In 2015 nearly half (47.5%) the homes owned by social landlords in the Vale met the Welsh Housing Quality Standard. An assessment of the need for Gypsy and Traveller accommodation was undertaken in the Vale of Glamorgan in 2013, identifying a need for 18 permanent pitches to be provided in the Vale.

In the Vale the number of people assessed for homelessness varies between around 270-430 per year. The most common reasons for homelessness are the loss of rented or tied accommodation; being asked to leave friends' or families' homes; moving on from institutional care; and fleeing domestic abuse. Most people accepted as homeless are single people.

The Vale of Glamorgan Supporting People Team annual grant is £3.5m. Over 2500 service users are supported every week and 95% of users were happy with the support they received.^{d89} Priorities for new services include supported housing for people with personality disorders; people experiencing domestic abuse; fully wheelchair accessible accommodation; adult placements for people with learning difficulties or mental health issues; and ExtraCare clients who require additional support and care but wish to live independently.

In July 2016, CSSIW recorded that there were 22 care homes for older people in the Vale of Glamorgan, of which 8 offered nursing care. In July 2016 there were 39 domiciliary care providers in the Vale of Glamorgan.

Housing need among children & young people

Both Cardiff and the Vale of Glamorgan have 'one stop shops' for young people who are at risk of homelessness. In each area the 'one stop shop' is made up of third sector organisations and Children's Services. In Cardiff there is also representation from the Housing Department and Careers Wales.

Both areas also have mediation services for young people over the age of 13 and Supported Housing and specialist Floating Support Services funded by Supporting People for young people aged over 16.

In October 2015 the Young Person's Gateway was launched in Cardiff, with the aim of offering housing solutions for young people aged between 16 and 21. The service is offered to clients who are under a duty of Children's Services or homelessness legislation, or those who are in need of supported accommodation within a young person project.

Fuel poverty

A household in Wales is defined as being in fuel poverty if they spend 10% or more of their income on energy costs, including Housing Benefit, Income Support or Mortgage Interest or council tax benefits on

energy costs. People who struggle to keep their homes warm usually have low incomes and are often the most vulnerable people in our communities.

Of the 52,100 households in the Vale of Glamorgan, it is estimated that just over 1 in 5 (22.4%, 11,692) are living in fuel poverty.^{d100} In Cardiff, nearly a quarter (23.8%, 33,060) of households are estimated to experience fuel poverty.

There is a growing body of evidence to show that there is a close association between cold homes, fuel poverty, and poor health. This includes impacts on both physical and mental health, and on illness and death rates, in younger and older people.^{d99} By taking action on fuel poverty and cold homes, the burden on the health and social care system can be reduced, as well as helping to address both the causes and effects of climate change.

5.5 Wellbeing assessments

Headline needs identified in the Wellbeing assessments in Cardiff and the Vale of Glamorgan which are relevant to this assessment are listed below.^{d125,d129}

Cardiff

- Over the next 20 years Cardiff is projected to grow faster than all major British cities apart from London. It will put pressure on the city's physical and social infrastructure and public services. There will be a need for more health services. The growth in the city's older population will mean greater demand on health and care services
- Large inequalities exist within the city. Some of the poorest wards in Wales are to be found within walking distance of some of the most affluent
- Levels of wellbeing vary significantly across the city, with stark differences in how prosperous, safe, healthy, skilled, clean and green Cardiff is in the most affluent and more deprived communities
- Housing, a central component of quality of life, remains relatively unaffordable in Cardiff and recent years have seen a substantial increase in the number of people who are homeless or sleeping rough
- After 10 years of continual growth in Cardiff's total economic output in the years preceding the economic crash, economic output per capita is only now returning to pre-crisis levels. The proceeds of economic growth have not been felt by all the city's residents. The large disparities in levels of unemployment, household poverty and workless households closely align with health, crime and educational inequalities across the city
- Cardiff is a comparatively safe city. Over the last 10 years crime has fallen dramatically. However there has not been an equivalent fall in the fear of crime. The city's deprived communities are more likely to suffer the effects of crime
- A small number of people - particularly children and women - are subject to abuse, violence and exploitation
- There is a significant and growing gap in healthy life expectancy between those in the least and most deprived areas of the city, which now stands at over 20 years. In terms of healthy lifestyles, more than half of the population are overweight, obese or underweight, comparatively few people undertake physical activity and there is a high number of people smoking and drinking to excess
- Too many young people are failing to make transition from school into education, employment or training
- Over 60% of residents think that transport in the city is a serious or very serious problem

Vale of Glamorgan

- Clear inequalities between the 'haves' and the 'have nots' often masked by local authority level statistics
- The largest inequality gap in healthy life expectancy in Wales for females
- High levels of alcohol consumption particularly by older people in rural areas
- Green spaces may not always be found in the areas where they are needed most to have a positive impact on well-being
- Engaging with harder to reach groups still proves challenging and new innovative ways to reach all of our population must be considered
- A risk of isolating those in rural areas who find it difficult to access services
- A lack of data in relation to a number of equality groups to better understand the needs and assets of all of our population
- Long term economic impacts of the EU referendum result are unknown, residents of the Vale are concerned about this
- High house prices which may become unaffordable to local people and the impact this has on a feeling of belonging and community cohesion
- The impact of further welfare reforms increasing the divide between those in the most and least deprived areas
- An increased demand for services due to an ageing population at a time of financial austerity
- Linked to an ageing population particularly in rural areas an increased risk of social isolation due to concerns around transport links in rural communities
- The impact of Adverse Childhood Experiences on life chances with high levels of harmful behaviours concentrated in the most deprived areas

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Section B.

Findings by population theme

Guide to information presented in each chapter

Each of the chapters B1-B12 in this section are laid out in the same way so that information can be found readily. B13 is a summary of themes common to more than one population group

Summary *A brief summary of the key needs, preventive needs and assets for the group*

What do we know about this group?

Information from population and service data *Including information from statutory services where relevant, national surveys and the Census*

Information from residents and service users *Including information from the public survey and focus groups.*

Quotes from residents and service users show this symbol: 

Information from professionals working with this group *Including information from the professional and provider survey, and professional workshops*

Information from other sources *Including information from relevant government strategies, policies and research*

Gaps in our knowledge

Main needs *Key care and support needs identified in the group*

Prevention recommendations *Key prevention recommendations identified for the group*

Assets *Key assets which support the wellbeing of the group*

Suggested areas for action *Actions for consideration in the region. The mechanism for this will vary for each action; for more details see A3, 'What happens next?'*

B1. Children and young people

Including carers who are children or young people; and mental health of children and young people

Note: In general this chapter uses the legal definition of 'child', which includes all individuals between birth and 18 years old. However, in some specific circumstances services use other definitions, for example catering for individuals up to 21 or 25 years old. These groups are included here where relevant

Other chapters of relevance: Asylum seekers and refugees; health and physical disabilities; learning disability and autism; mental health; offenders; sensory loss and impairment; violence against women, domestic abuse and sexual violence

Summary Children and young people

Care and support needs Support for children and young people affected by parental relationship breakdown and domestic violence; access to services including primary care and mental health; support for people with ADHD and autism; access to services for looked after children and children in need; support for young carers; more involvement of children in decisions about them; smoother transitions from child to adult services; accommodation; vocational education and apprenticeships; increasing complexity of needs; specific needs of children and young people with a disability

Prevention issues Building healthy relationships; practical life skills including financial skills; healthy lifestyles including healthy eating, physical activity and play; increased focus on adverse childhood experiences (ACEs); actions to reduce proportion of children becoming not in education, employment or training (NEET), especially in Cardiff

Assets Positive social interactions; respite care for young carers; counselling services; positive physical environment; careers advice; Families First projects and Flying Start; arrangements for engaging with children and young people; bespoke support for individuals; Family group conferencing (Cardiff); paid and volunteer workforce; funding for children and young people with a disability

1.1 What do we know about this group?

1.1.1 Information from population and service data

The population of Cardiff is relatively young compared with the rest of Wales, with the proportion of infants (0-4yrs) significantly higher than the Wales average. There will be an increase in the next 10 years in the number of people aged 5-16.^{d15} The proportion of young people in the Vale of Glamorgan is similar to the Wales average.

The rate of referrals to children's services in Cardiff is in line with the Wales rate, while the rate in the Vale of Glamorgan is lower. Given Cardiff's higher proportion of young people in the population compared with Wales in practice this suggests a lower rate than the Wales age-adjusted average for Cardiff too.

Safeguarding and child protection

Social Services have a statutory responsibility to investigate situations where a child or young person may be suffering abuse or neglect, or is at risk of suffering abuse or neglect. Referrals are received from a number of sources including families themselves, the police, schools, health visitors, GPs, hospitals and members of the public.

In Cardiff in March 2016 there were 340 children on the child protection register. In the Vale of Glamorgan the figures was 100. Over the course of the year the number of children on the register increased by 33.7% in Cardiff and 12.2% in the Vale, compared with a Wales average increase of 4.2%, although with relatively small numbers (from a statistical perspective) some variation would be expected. In both Cardiff (46) and the Vale (37) the rate of children on the protection register out of 10,000 people aged under 18 was below the all-Wales average of 49.^{d121}

In Cardiff, 58% of children were on the child protection register due to neglect; 25% due to emotional abuse; 16% physical abuse; and 1% sexual abuse. In the Vale of Glamorgan the corresponding figures were 57% emotional abuse; 35% neglect; 8% physical abuse; and 1% sexual abuse. Further information on child sexual exploitation is given in chapter B8, Violence against women, domestic abuse and sexual violence.

Looked after children and children in need

A child who is being looked after by their local authority is known as a looked after child. They might be living: with foster parents; at home with their parents under the supervision of social services; in residential children's homes; other residential settings like schools or secure units. They may have been placed in care voluntarily by parents struggling to cope, or Children's Services may have intervened because a child was at significant risk of harm.

Looked after children are more likely to have a statement of special educational needs, be excluded from school, and to leave school with no qualifications, compared with children in the general population. Looked after children are also more likely to experience emotional and mental health issues.

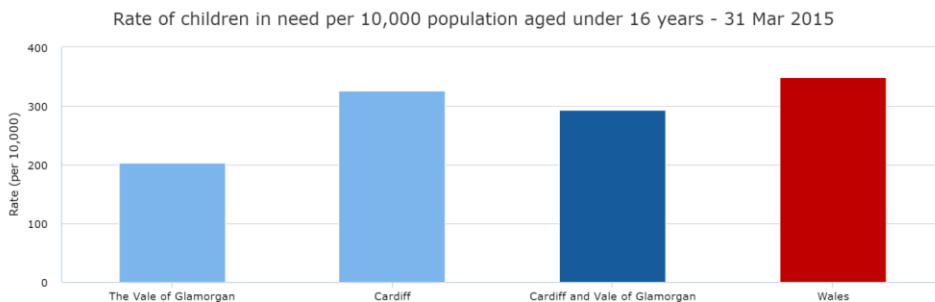
In Cardiff in 2015 there were a total of 2,135 children in need, including 620 looked after children. In the Vale of Glamorgan there were 480 children in need, including 120 looked after children.^{d74}

In 2017 a Corporate Parenting Strategy is being introduced across the Cardiff partnership to set out how looked after children will be cared for.^{d52} In the Vale of Glamorgan a cross-party Corporate Parenting Panel actively considers issues affecting looked after children.^{d124}

In 2015 in both Cardiff (91%) and the Vale of Glamorgan (90%), school attendance rates of children in need were marginally below the all-Wales average of 92%.^{d74} Across Wales, 35% of children in need achieve 5 or more A*-G GCSE passes. In Cardiff the rate was 31% and in the Vale it was 37%.

Figures for the number of children seen by Youth Offending Services is given in chapter B10, Offenders.

Figure. Rate of children in need per 10,000 population aged under 16, Cardiff and Vale of Glamorgan (2015)



	31 Mar 2015
The Vale of Glamorgan	203
Cardiff	327
Cardiff and Vale of Glamorgan	294
Wales	349

Source: Welsh Government (WG)

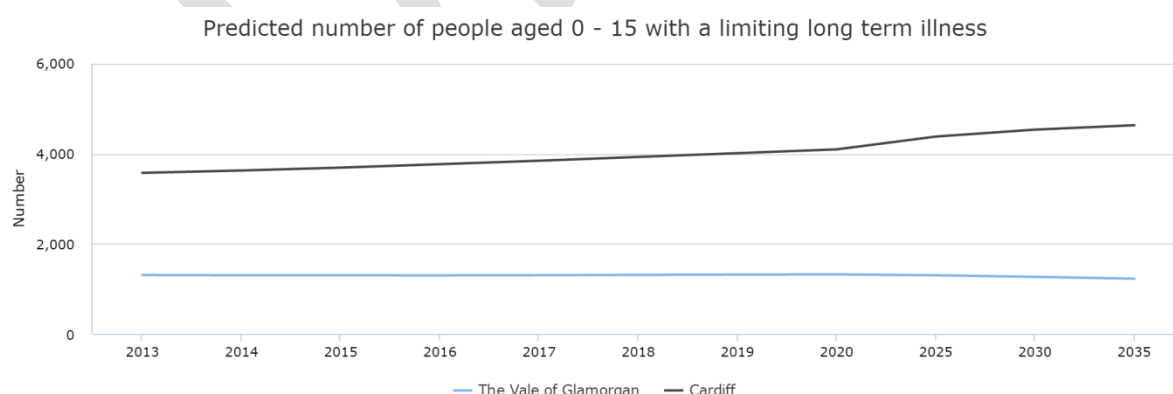
Care leavers

During 2015/16, there were 20 care leavers reaching the age of 19 in the Vale of Glamorgan, of whom 10 were not in education, employment or training (NEET), and the remainder were. In Cardiff, there were 65 care leavers reaching the age of 19, of whom 30 were NEET (note numbers are rounded for confidentiality purposes).^{d74}

Long term illness and disability among children and young people

The number of people aged 15 and under with a long term illness is predicted to increase significantly over the next 20 years, with a period of particularly high growth starting in 2020. A similar increase is projected for rates of severe disability in Cardiff. The rates of both long term illness and severe disability in the Vale of Glamorgan are projected to be stable.

Figure. Predicted number of children and young people with a limiting long term illness, Cardiff and Vale of Glamorgan



Source: Welsh Government (WG)

In the Vale of Glamorgan, 393 children and young people were registered on the voluntary index of children and young people with disabilities and additional needs in March 2016. In the previous year, 107 new registrations had been added and 39 children removed. Over half (51%) are between 4 and 11 years old, and a third (34%) are involved with Social Services. Nearly half (45%) live in Barry. The primary reason

for registration in nearly a third (31%) is autism spectrum disorder (ASD).^{d2} The Disability Index was extended to Cardiff in September 2016, as a regional approach to understanding the needs of disabled children and young people in our area. 90 children and young people were registered on the index in Cardiff in January 2017, with registrations expected to rise over the next 2 years in Cardiff as the approach is embedded.

In Cardiff, there has been a shift in the threshold in recent years at which children with disabilities receive support from the local authority, with fewer children now receiving support, whereas caseloads in the Vale of Glamorgan have remained roughly similar. Increases have been seen in Cardiff in the number of children with disabilities and their families accessing services through Families First.

Education

In 2015/16 in Cardiff there were 53,744 pupils. This included 33,086 in primary schools, 19,821 in secondary school, and 552 in special schools.^{d74} In the Vale of Glamorgan there were 22,184 pupils in total, including 12,575 in primary schools, 8,104 in secondary school, and 234 in special schools.^{d74}

In 2010/11 there 50,361 pupils in schools in Cardiff, and 21,892 pupils in schools in the Vale. This represents an increase of 6.7% in Cardiff and 1.3% in the Vale.

Not in education, employment or training (NEET)

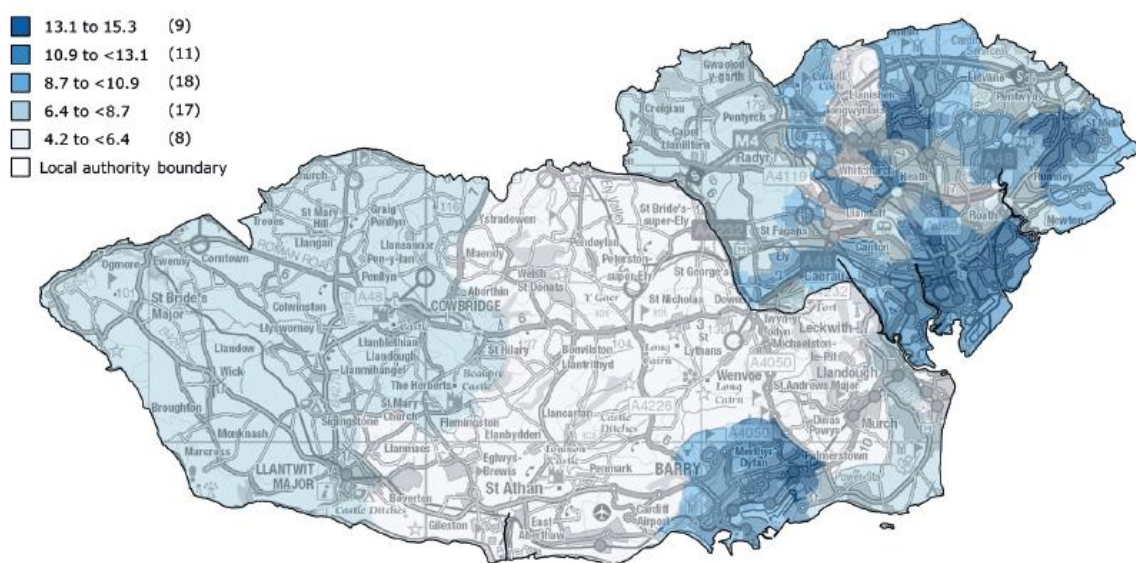
In the Vale of Glamorgan, the percentage of year 11 pupils who go on to be not in education, employment or training (NEET) continues to decrease year on year, and is below the Welsh average.^{d5} Levels in Cardiff have also declined but remain high compared with the rest of Wales.^{d43}

Preventive health needs

Many children are developing unhealthy behaviours in terms of physical activity and diet.^{d35} Teenage pregnancies, while falling in Cardiff, remain above the Wales average; teenage pregnancies in the Vale are below the average.^{d79}

In a Europe-wide survey of the health behaviour of school aged children in 2013/14, 3% of young people in Cardiff and Vale aged 11 to 16 reported smoking at least once a week, and 4% reported drinking alcohol.^{d136} 8% reported taking any drugs. Over a third (36%) reported being bullied in the past two months. 18% reported trying e-cigarettes occasionally or regularly, higher than the Wales average of 12%. 44% reported walking or cycling to school, the highest rate in Wales.

Figure. Proportion of children who are obese, 3 years combined data, 2012/13-2014/15, Children aged 4 to 5 years, Cardiff and Vale UHB



Due to smaller sample sizes at MSOA level, caution should be taken when making comparisons between areas.

Produced by Public Health Wales Observatory, using CMP data (NWIS)
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Families First in Cardiff

Families First in Cardiff has service users throughout the City, with the highest number in Ely, Caerau, Grangetown, Trowbridge, Splott, Pentwyn and Riverside.^{d25} The highest proportion of service users were in the Child and Youth Engagement; Emotional Health and Wellbeing; and Early Years packages. The highest proportion of referrals were in the 12-16 age group, followed by 8-11 and 0-4 year olds. 15.2% of service users were children with a disability, 4.7% adults with a disability, with the remainder not experiencing a disability. Over 500 families with more complex needs were referred in 2014-15 for support, an increase of over 200 on the previous year.^{d27} Nearly all (98%) of these families said the services involved met their needs.

In terms of sources of referrals, schools and education, and self-referrals were the principal sources, although the source varied considerably by Package. Third sector organisations and health visitors also made a significant number of referrals. The Families First Freephone telephone line is an important central point of information and support to access services, used by professionals and families. Parenting is one of the services in greatest demand.

Families First in the Vale of Glamorgan

The Vale of Glamorgan Families First programme consists of a series of interlinked commissioned projects supporting a centralised Team Around the Family (TAF), branded as the FACT team.^{d90} In 2015/16, 2,717 individuals accessed and benefited from the programme in the Vale, representing a small increase (0.8%) compared with the previous year. Over half the individuals (1,551) were children and young people themselves, 1,166 were family members, and 145 were professionals.

In common with TAF services across Wales, FACT are experiencing cases of increasing complexity, longer periods of intervention and more children bordering on 'children on need' rather than early prevention.

1 in 10 (9.5%) of individuals accessing the programme were in contact with the TAF, a decrease on the previous year. It is thought this was in response to the implementation of the Families First Freephone Advice line which was accessed by 2.5% (68).

Nearly 1 in 5 (18%) of people accessing Families First accessed a Disability Strand Project, and 2 in 5 (40%) accessed specific projects commissioned as part of Families First to meet families' needs.

Integrated Family Support Service (IFSS)

The Vale of Glamorgan and Cardiff IFSS undertakes intensive direct work with families through time-limited, family-focused interventions, as well as providing advice to practitioners and agencies on engaging with complex families with parental substance misuse. During 2015/16 the IFSS received 137 referrals and worked with 93 families, 71 in Cardiff and 22 in the Vale of Glamorgan. This was a significant increase compared with the previous year, when the IFSS worked with 36 families.^{d124}

Young carers

A young carer is someone aged 18 or under who helps look after a relative who has a condition, such as a disability, illness, mental health condition, or a drug or alcohol problem. Most young carers look after one of their parents or care for a brother or sister.

At the 2011 Census, 1,579 young carers were identified in Cardiff and the Vale of Glamorgan,^{d46} although the Census is recognised as underestimating the number of young carers when compared with surveys of schoolchildren across the UK in which they are asked if they have caring responsibilities.

Young adult carers are defined as carers aged 18-25. This group is particularly vulnerable to transition on leaving school, and are more likely to be not in education, employment or training (NEET), or experience difficulties balancing caring with college or university.^{d126}

1.1.2 Information from local residents and service users

In a survey for this PNA of young people across Cardiff and Vale the commonest issues which were reported to affect young people in their everyday lives (most common first) were: emotional and mental health; body image; family issues; school; relationship problems; housing; discrimination; and sexual health.

Friends, parents and schools/colleges were the main source of help and support, followed by the doctor, siblings, grandparents and online support. One in six had sought help at school/college but not been able to get it.

In terms of what makes someone useful to turn to for support, the commonest answer given was that they were open minded and non-judgemental. Having knowledge/experience and being caring and kind were also key attributes (Box 1A).

Box 1A. What makes someone useful to turn to for support



Understanding, not patronising, takes you seriously, patient, open-minded, always readily available, confidential, compassionate, kind, personal, adaptable approach (C&YP survey)

Non-judgmental listening. Helps if someone has been through similar experiences (C&YP survey)

An open mind. Patience. Experience (C&YP survey)

In terms of what could make a positive difference to health and wellbeing in their community, young people answering the survey came up with a variety of answers, including youth centres, 'more talk about mental health in schools' and better access to GP facilities.

Assets identified by young people in focus groups included positive social interactions and activities with friends (box 1B), and respite care (1C)

Box 1B. Positive social interactions and activities



Being with my mates, my best friend [is important to me]. (Young person with disability / learning difficulties)

Box 1C. Respite care for young carers



We get the opportunity to do what we want when we go to youth club because without that opportunity we'd be having day to day troubles but thanks to the [charity] we get the support we need and we get time off and get to relax. (Young carer)

Other assets identified include support by third sector organisations to develop social skills and self-confidence; the ability to get involved with activities including sport, leisure and trips; the influence of access to a positive environment on wellbeing (Box 1D); and counselling services (although it was separately raised that access to services could be difficult). For one young person careers' advice they received was really valued, although for others who were not in education, employment or training (NEET) they thought more could have been done to ensure there was a clear pathway for them when they left education.

Box 1D. Impact of access to environment on wellbeing



I'd just say getting out of my local area makes me feel a lot better. Being around nice areas in the countryside, things like that. . . . My father, when he's off, he takes us up the coastal areas whenever he can. (NEET)

One focus group participant, who was a carer for her child, highlighted how she had finally found someone who is trying to find the right solution for her child's particular needs, rather than a predetermined 'off the shelf' solution (Box 1E). Others also highlighted that services need to be more flexible with a recognition that 'one size doesn't fit all'.

Box 1E. Tailored support for children



I've finally got the authorities to accept that there is no provision for my [child] in Wales. So the last couple of weeks, I've had somebody working with me, who for the first time is going not, 'Here's the box, how do you fit [the child] in it?' But, 'What are [the child's] needs and how do we accommodate them?' . . . [The child] has for the first time in two years actually engaged with somebody, albeit for an hour or so in a day. So the last two weeks have been better probably, certainly than the last two years. (Parent carer)

In terms of needs identified in the focus groups, reduced support and availability of some services was highlighted, particularly around respite and mental health services. Better support for young people who cared for other members of their family was also highlighted. (Box 1F)

Box 1F. Reduced support and availability of some services



The social worker [was someone we could turn to]. They're good and there's this one person on Thursday they normally come to the house and work with my brother but they've stopped now because they finished their course. . . . (Young carer)

There's people there who really need help, but then they just can't, they can't access it, because it's just too late by that point, and... they're low on psychiatrists or therapists. When I went there was only the psychiatrist and one therapist out of the whole service in Cardiff and Vale I think. (Mental health young people)

Some young people indicated they could not be as independent as they would like, or as involved in decision making as they would like (Box 1G). A pilot consultation was undertaken in 2016 by Cardiff and Vale substance misuse Area Planning Board into the views of young people aged 16-18 in Cardiff and Vale.^{d3} One of the key findings of the survey was that a major barrier to young people accessing services was a perception that professionals didn't always listen to and respect young people. This was followed by lack of confidence, embarrassment and anxiety.

Box 1G. Lack of independence and involvement in decision making



I didn't really know what was going on when I was getting support, it was just kind of going with it, and I think I didn't really have much of a voice or as much control as I would like. There was a time where the psychiatrist kicked me out of the room to speak to my parents on my behalf. (Mental health illness)

In my house at the moment, I've got to say this, not enough privileges that I get because, like, say I want to go out with my mates, . . . they have to do all risk assessments and everything. . . . It's all the risk assessments they have to do for me and it's just absolutely rubbish. Everything. One thing, oh, I'll go down to the shop for munch, and stuff like that, they have to do a risk assessment just for going to the shop. (NEET)

At a day long youth conference in December 2015, young people from high schools, colleges, universities and others, discussed the main challenges facing Cardiff and suggested actions to address these.^{d26} Key challenges young people identified included:

- Obesity, alcohol use, smoking
- Transport - more reliable public transport
- Level of pupil support across schools, quality of work experience, variety of course options in year 9
- Health services including waiting times and mental health service access
- Gender inequalities, support for people with disabilities, poverty

Assets identified in Cardiff included its facilities, events, parks and open spaces; shopping and activities in the City Centre, and its culture and diversity. Libraries and youth centres were also identified. There needs to be an increased awareness of what health services are available, and services should be available in local areas.

Both Cardiff and the Vale took part in the youth participation 'Make Your Mark' campaign in 2016. In Cardiff over 9,500 young people took part, with the top issues voted for being: 'a curriculum which prepares us for life', tackling racism and religious discrimination, and first aid education.

In the Vale over 4,100 young people took part, with the top issues vote for being: 'a curriculum which prepares us for life', votes at 16 and transport. In the Vale of Glamorgan the Vale Youth Cabinet enables young people to voice their opinions about local issues and influence policy decisions.^{d31}

Transport, managing money and 'life skills' were also themes in the focus group discussions (Box 1H), as well as difficulty with the transition from children's to adult services.

Box 1H. Managing money and 'life skills'



Participant 1: They can teach us how to learn to read and write but they don't teach us about money or financial education. They don't really teach that. Participant 2: School didn't help me at all. (NEET)

I'd like [schools] to ask us about jobs when we are older. I want lessons where they are asking us about what we want to do and stuff [others in group agree]. And how you use your

money and stuff. (Young people)

Thinking about what you said about the transition to adulthood I guess, I can't really see the harm in having a couple of lessons to give to Year 11s in school, because I think that's the last year they're officially in school, after that they have their choice then, and I think what's the harm in teaching them a few life skills. (Mental health young people)

Long waiting lists for NHS mental health services for children were highlighted (Box 1I).

Box 1I. Waiting lists for child mental health services



[NHS mental health service] are not very good because they take forever don't they? Like my brother was supposed to get a diagnosis in the summer [for a child] and they've pushed it back again. (Parent carer)

One participant explained that advocacy services were extremely difficult to access for children. There was a suggestion for a single point of contact to 'navigate through this quagmire'. This seemed to be the case particularly for children with complex needs. (Box 1J)

Box 1J. Children with complex needs



Where it really comes unstuck seemingly is when there's complex needs. So all I get all the time is, 'Oh [the child] is complex. We don't have a diagnosis so we don't know what it is, but we all think it's comorbidity or something'. . . . If there's a linear line where you get a referral from a GP into [a young person's mental health service], there's a diagnosis, it seems to be better. (Parent carer)

Initial findings were available from new survey data collected under the Social Services and Wellbeing Act from children and young people accessing Social Services in the Vale of Glamorgan.^{d137} This information wasn't yet available for Cardiff. In the Vale, most young people responding to the survey were happy with where they live, with a few exceptions. They are also satisfied with the people they live with and are able to do most of the things they like to do. Some regretted not living with their parents but they were still happy with the people they live with. There was generally a good level of awareness of support they can access if they feel they need to. Young people generally felt listened to, and mostly had the information and advice they need, and are satisfied with the support they receive.

Care leavers

A listening event in 2016 with care leavers in Cardiff^{d55} found that young people would like more council housing to be available to avoid reliance on the private rented sector; more children's residential homes as an alternative to foster care and supported lodgings; better out of hours social workers/personal advisors

for young people, and out of hours advice and support services to be widely promoted; clear guidance on what care leavers are entitled to when leaving care and further education. Fears of young people preparing to leave care included budgeting and money, needing emotional support and loneliness.

Young carers

Engagement with young carers in Cardiff and the Vale in 2015/16 identified that, in terms of support, improvements could be made in communication, having someone to talk to, and in improving awareness of what young carers do and how they can be supported, for example by schools and colleges.^{d56} Many get information and support through the Young Carers' Project, family members, other carers and the internet, and would like more information available through school and the health service (hospitals, pharmacies and doctors). Nearly 6 in 10 (57%) say they are never or are only sometimes given the right support at school, and half would like more school.

1.1.3 Information from professionals working with this group

7 in 10 (70.3%) of respondents to the professional survey identified that sexual health advice as a significant need. Just over half (55.1%) also suggested better access to parenting classes as a need.

In the PNA workshops, professionals working with children and young people highlighted the following key needs and assets:

Key needs (including preventative)	Key assets
Building healthy relationships - role of education in supporting resilience, emotional and mental health and wellbeing, and sexual health, and prevention of child sexual exploitation (CSE)	The Sprout (Cardiff)
Practical life skills including financial skills, online safety	Families First projects
Support for C&YP affected by parental relationship breakdown or domestic violence	Arrangements for listening to voice of C&YP
Support for young carers including respite	Family group conferencing (Cardiff)
Enabling smoother transitions from child to adult services	Paid and volunteer workforce including education services, social services, health
Improved support for people with ADHD and autism	Integrated autism service funded by WG
Safe, secure and appropriate accommodation	Neurodevelopment service funded through Together for Children and Young People
Vocational educational opportunities and apprenticeships	
Healthy lifestyles including healthy eating, physical activity and play	
Youth mentoring and school-related support	
Access to appropriate services in a timely fashion (including specialist mental health services)	

Children and young people with a disability

In professional feedback, it has been highlighted that in Cardiff following the change in support thresholds there are families who don't meet the threshold but are still significantly affected by disability. Another effect of the change in threshold is that it is more difficult to understand the needs and outcomes of disabled children in the area as a whole, making it harder to plan for them. This is in contrast to the Vale of

Glamorgan where caseloads within the Child Health and Disability Team have remained static and the register for disabled children well embedded.

Across the region there are a number of parent-led groups that bring together parents of children with disabilities who form their own support network and arrange activities. These groups have a strong voice in supporting the development of services and are open to engagement. However, these groups do not capture the wider voice of all disabled children. The Cardiff and Vale Parents' Federation provide some support in this area, and has a focus on both children and adults with disabilities.

Transition for young people with disabilities

There are approximately 30–40 young people with disability who transition from Child Health and Disability Teams to adult services every year in Cardiff. Case studies from recent years highlight both good practice alongside ongoing improvements that need to be made to support more effective transitions. There is a strong case for developing lifespan services to enhance the experience of the young person, reduce duplication and reduce disruption. Transition planning responsibilities within Cardiff Child Health and Disability Team are held with each social worker, with transition meetings held across Children and Adults Services to support effective communication. There is a transition 'team' within adult learning disabilities services in Cardiff who receive the majority of cases moving into adult services.

Two additional social workers have been funded through the Intermediate Care Fund to support an early approach to transition planning with young people aged 16–25 years in Cardiff with the most complex needs.

In the Vale of Glamorgan, between 12–18 young people with disability transition each year between Children's and Adult services. There is a dedicated transition team within Child Health and Disability Team in the Vale who plan every young person's transition, and who liaise on a quarterly basis with all adult services to support long term planning into adult services. There is a transition team in adult services in the Vale.

The Vale of Glamorgan have embedded a Transition Management System (TRIG) which provides a formal forum to ensure that all young people transitioning from Children's Services are effectively supported into adulthood.

Through the regional Disability Futures Programme, this Transition Management System will be rationalised across Cardiff and the Vale of Glamorgan to provide a consistent approach for those young people with disabilities moving into adult hood.

It is anticipated the Additional Learning Needs (ALN) Bill will also have a significant impact in this area when implemented.^{d86} The ALN Bill places support for learners in Further Education (FE) Institutions on a more equal footing with support for learners in schools and should therefore improve transition between school and post-16 education. In some cases local authorities will need to secure specialist post-16 education or training for a young person to meet their needs for additional learning provision.

1.1.4 Information from other sources

Mental wellbeing

Across Wales, while the majority of children and young people enjoy good levels of mental wellbeing, around 1 in 5 report low life satisfaction.^{d4} Just under 1 in 3 children and young people reported two or more physical symptoms per week which could indicate poor mental wellbeing, and it is estimated that

around 1 in 8 10-15 year olds has a mental health problem. While a majority of young people can rely on the support of family and peers when things go wrong, around a third do not feel that is the case. There is a consistent and significant relationship between reported low levels of mental wellbeing and family affluence; young people from less affluent backgrounds are more likely to report poorer wellbeing. Bullying is reported by just over 1 in 10 children in Wales and is associated with higher levels of anxiety, depression, underachievement and substance misuse.^{d4}

Children who are looked after or in need are known to be at greater risk of mental health problems.^{d4} There is a potential for a greater role for school nurses in supporting mental and emotional health with school age children. A national report has also identified a lack of connectivity between different policy and service areas working in children's mental health.^{d4} Rates of admission to hospital where there is a mention of mental or behavioural issues related to the admission has risen significantly over the last 5 years across Wales.^{d4}

Together for Mental Health is the Welsh Government 10 year strategy to improve mental health and wellbeing.^{d33} Many of the themes identified here are included in the strategy, including supporting the resilience and emotional wellbeing of children and young people; supporting children and young people with additional learning needs, including those with mental health needs; and ensuring timely access to services for people with neurodevelopmental conditions (including autism spectrum disorder and attention deficit hyperactivity disorder).

Child and adolescent mental health services (CAMHS) have recently been reviewed in Cardiff and Vale, including the introduction of a new Emotional Wellbeing Service providing emotional wellbeing support and brief interventions for young people up to 18 years of age. The review noted an increasing recognition of stress, anxiety, depression and behavioural issues including risk taking among children and young people. Access to timely risk assessment and specialist services were also highlighted.^{d127} Primary mental health support has transferred to the Community Child Health department, and a new neurodevelopmental disorder service has also been introduced.

In the Vale of Glamorgan a number of schools have been using a web-based system ('Selfie') to survey pupils about their wellbeing. Since its introduction in 2015, over 9,000 children in Vale schools have been surveyed. This has helped identify children with lower levels of wellbeing and helped target action plans to improve their wellbeing. It has also been possible to identify whole school issues with bullying, worry and social experiences and work with headteachers to explore this further. Information is also available from the detailed Schools Super Survey.

Young people not in education, employment or training (NEET)

In terms of reducing the number of young people who are not in education, employment or training, a review of the literature suggests that working across organisational and geographic boundaries, and basing interventions on features of other successful programmes, are recommended.^{d6} In addition the review found support for: acting early (strategies implemented before age 16); tackling barriers and obstacles; working with local employers; and tracking people and monitor progress;

Sexual health

Regarding sexual health services, NICE guidance recommends offering culturally appropriate, confidential advice tailored to the young person; ensuring young people understand their information will be treated confidentially; providing contraceptive services after pregnancy and abortion; encouraging the use of

condoms as well as other forms of contraception; and advises how schools and other education settings can provide contraceptive services.^{d7}

Parenting support

Welsh Government guidance on parenting sets out a number of recommended evidence-based parenting programmes for local implementation.^{d116}

Transition

There is best practice guidance from NICE on transitions from children's to adult services for young people using health and social care services.^{d9} There is additional evidence on best practice from the Social Care Institute for Excellence on mental health service transitions for young people.^{d10}

Housing and homelessness

Safe, secure and appropriate accommodation is a basic need. The profile of statutorily homeless households in Wales changed significantly between 2009/10 and 2014/15, with an increase in the number of people fleeing domestic abuse (up 19%) and people with poor mental health or learning disabilities (up 24%).^{d14}

Adverse Childhood Experiences (ACEs)

Adverse Childhood Experiences (ACEs) are stressful experiences occurring during childhood that directly harm a child (e.g. sexual or physical abuse) or affect the environment in which they live (e.g. growing up in a house with domestic violence). Nearly half (47%) of adults in Wales experienced at least one ACE during childhood, and 14% suffered 4 or more. Compared to people with no ACEs, people with 4 or more ACEs are 6 times more likely to smoke; 6 times more likely to have had underage sex; 15 times more likely to have committed violence against another person in the previous year; 16 times more likely to have used heroin or crack cocaine; and 20 times more likely to be incarcerated during their lifetime.^{d28}

In Wales, a quarter (23%) of adults were exposed to verbal abuse as a child; a fifth (20%) to parental separation; 17% to physical abuse; 16% to domestic violence; 14% to mental illness; 14% to alcohol abuse; 10% to sexual abuse; and 5% each to drug use or incarceration of a parent. Figures at local authority level are not currently available.

1.1.5 Gaps in our knowledge

- Voices of children with a disability who are not accessing services
- It has been noted that recorded rates of disability among children are dependent on whether the rate reflects those who meet a particular threshold to receive services (a threshold which can vary between local authorities), or self-identified needs

1.2 Main needs

- Increased support for children and young people affected directly or indirectly by parental relationship breakdown and domestic violence
- Access to appropriate services in a timely fashion, including primary care and mental health services, and services and support for young people with ADHD and autism
- Access to appropriate services for looked after children and children in need, recognising increased rates of emotional and mental health issues

- Increased support for young carers including respite, and increased awareness of what young carers do
- Increased involvement by children and young people in decisions made about them
- Enabling smoother transitions from child to adult services
- Safe, secure and appropriate accommodation
- Vocational educational opportunities and apprenticeships
- Increasing complexity of needs
- Children and young people with a disability
 - Recommissioning of services which are bespoke to needs and delivered regionally
 - Transition across services and through difficult periods
 - Access to timely support from relevant services to meet needs
 - Awareness of needs particular to this group at a strategic level, especially during times of austerity

1.3 Prevention recommendations

- Building healthy relationships
 - Supporting resilience, emotional and mental health and wellbeing, sexual health, and healthy relationships
 - Prevention of child sexual exploitation
 - Body image
 - Discrimination
 - Youth mentoring and school-related support
 - Potentially increased role for schools and education in this
- Practical life skills including financial skills, online safety
- Healthy lifestyles including healthy eating, physical activity and play
- Increased focus on decreasing adverse childhood experiences (ACEs) in order to improve children's prospects
- Continued actions to reduce the proportion of young people going on to be not in education, employment or training (NEET), especially in Cardiff

1.4 Assets

- Positive social interactions with friends and family, and help and support from schools
- Respite care for young carers
- Counselling services
- Positive physical environment
- Careers advice
- Families First projects and Flying Start
- Arrangements for engaging with children and young people
- Bespoke support for individuals
- Family group conferencing (Cardiff)
- Paid and volunteer workforce
- Children and young people with a disability
 - Ring fenced disability funding (Welsh Government and Families First)

- Intermediate Care Fund support for children with complex needs, with strong links to regional adult learning disabilities services
- Engaging families who are able to articulate needs
- Opportunities to redesign services across a regional footprint under the Local Safeguarding Children Board
- Healthy Schools and Healthy and Sustainable Pre-School scheme

1.5 Suggested areas for action

- Increase engagement and involvement with schools around preventing future care and support needs, including healthy relationships (emotional, mental and sexual health), practical life skills, online safety, and promoting healthy lifestyle choices
- Increase support for young carers including access to respite
- Improve timely access to services
- Recognise the diversity of children and young people and tailor services to meet individual needs
- Improve parenting and family support and family wellbeing
- Improve experience of transition from children's to adult services, across service areas
- Provide complementary support in targeted services for vulnerable groups e.g. young carers at risk of homelessness
- Support sustainable services for children and young people with disabilities, and their carers
- Support young people at risk of child sexual exploitation (CSE)
- Support bespoke and vocational education and training opportunities and apprenticeships
- Increase engagement of young people in decisions about them, and in planning services
- Take advantage of technology to communicate with children and young people where appropriate

B2. Older people

Other chapters of relevance: Asylum seekers and refugees; adult carers; health and physical disabilities; learning disability and autism; adult mental health and cognitive impairment; offenders; sensory loss and impairment; veterans; violence against women, domestic abuse and sexual violence

Summary Older people

Care and support needs Maintenance and sustainability of key services; access to information and advice; integrated management of mental health and physical health issues; integration of health, housing and social care; social isolation and loneliness while maintaining independence; practical help with day-to-day tasks; needs of those with dementia and their carers; suitable housing for life; accessible built environment; increased consistency and quality of care home places commissioned; improved transport; access to different types of advocacy; digital inclusion; intergenerational integration in communities

Prevention issues Financial management; healthy environment and behaviours; falls prevention; outcomes-based commissioning for domiciliary care

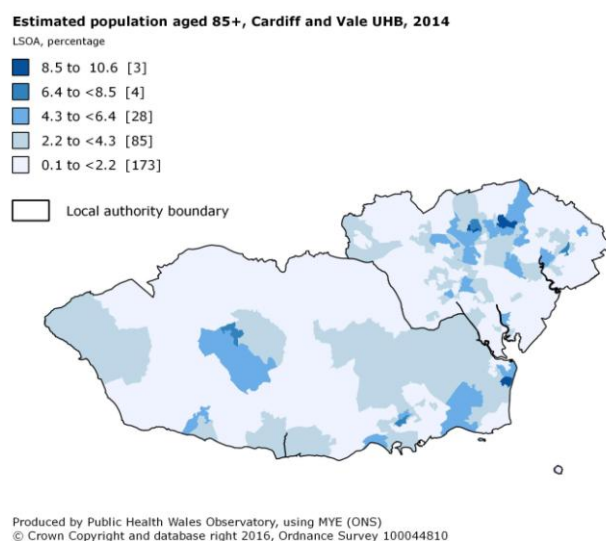
Assets Social interactions; physical activity and green spaces; volunteering; community centres, lunch clubs, churches; dementia strategy and supportive communities; relationships with third sector partners; intermediate care fund; unpaid carers; private sector; social enterprises and alternative delivery models; independent living services; telecare

2.1 What do we know about this group?

2.1.1 Information from population and service data

The demography of Cardiff and the Vale of Glamorgan differ considerably. In general, Cardiff has a younger population while the Vale's population has a larger older age population more in line with the Wales average. In both areas however there is projected to be a continued increase in the number of people aged over 65, and over 85. The areas with the highest proportion of people aged over 85 are shown below:^{d11}

Figure. Estimated population aged 85 and over, Cardiff and Vale of Glamorgan (2014)



The tables illustrate that the proportion of the population aged over 65 will increase across Wales, including in both Cardiff and the Vale of Glamorgan.^{d74}

Table. Projected population age structure, (a) Cardiff and (b) Vale of Glamorgan (2015)

Age (yrs)	Proportion of population			
	2015		2025 (projected)	
	All Wales	Cardiff	All Wales	Cardiff
0-4	5.9%	6.6%	5.4%	6.4%
5-16	13.2%	12.8%	13.7%	14.0%
17-64	60.8%	66.9%	58.3%	64.7%
65-84	17.5%	11.7%	19.1%	12.6%
>85	2.6%	2.0%	3.5%	2.3%

Age (yrs)	Proportion of population			
	2015		2025 (projected)	
	All Wales	Vale	All Wales	Vale
0-4	5.9%	5.6%	5.4%	5.2%
5-16	13.2%	13.9%	13.7%	13.7%
17-64	60.8%	60.2%	58.3%	56.8%
65-84	17.5%	17.5%	19.1%	20.5%
>85	2.6%	2.8%	3.5%	3.8%

Dementia

The number of people living with dementia is also projected to rise significantly.^{d15} The driver for this is mostly the increase in the over 85 population (see above). There is evidence that the risk of developing dementia at any given age is actually starting to fall, but this decline does not sufficiently offset the rise in the population size. Similarly to diabetes, there are thought to be many people currently living with dementia whose condition has not yet been diagnosed.

Table. Estimated number of people with dementia in Cardiff and Vale, 2015 to 2025 (Source: Daffodil Cymru)^{d88}

Age group	Year		
	2015	2020	2025
30-64 yrs (early onset dementia)	109	116	121
65-69 yrs	282	269	291
70-74 yrs	465	576	554
75-79 yrs	813	894	1,110
80-84 yrs	1,262	1,375	1,540
85 yrs and over	2,565	2,875	3,355
65 yrs and over (total)	5,387	5,988	6,849

For more information on the needs of people with dementia please see chapter B5, Adult mental health and cognitive impairment, and for the needs of their carers see chapter B6, Adult carers.

Multi-morbidity and risk factors for disease

As described in chapter B3, Health and physical disabilities, the number of people with 2 or more chronic illnesses is increasing, and as people age they are more likely to experience multiple conditions at the same time ('multi-morbidity'). Unhealthy behaviours are common in older people too, just as with the rest of the population. In particular there is concern over significant numbers of older people who drink excessive alcohol.^{d135}

Frailty

Whether someone is frail is affected by many factors, especially the presence or absence of long-term illness. A detailed modelling exercise has been undertaken across Cardiff and the Vale of Glamorgan which suggests that overall, the number of frail older people is estimated to be higher in Cardiff North and West (3,550 people) and the Vale (2,280) compared with Cardiff South and East (1,780).^{d30} However, this represents a far higher proportion of older people in Cardiff South and East, because more have long-term illness. The model projects that, based on frailty, demand for services will increase by 31% in the Vale over the next 10 years, 25% in Cardiff North and West, and 18% in Cardiff South and East. The number of older people with both frailty and dementia is estimated as 1,271, with the proportion of older people in this cohort increasing with age.

Delayed transfers of care

For information on delayed transfers of care (DTOC) please see chapter B3, Health and physical disabilities.

2.1.2 Information from local residents and service users

Just over a quarter (26.7%, 330 people) of responses to the public survey were from people aged 65 or over.

In focus groups, older people highlighted the benefits to wellbeing of social interaction with others (Box 2A).

Box 2A. The impact of social interaction on wellbeing



I think belonging to a number of organisations that involves a lot of different meetings [is important to well-being]. (Older person)

I'll talk to anyone and everybody because people are so interesting. Really that gives you something else to think about besides yourself, to put my life in a nutshell. (Older person)

The benefits of physical activity and green spaces were also highlighted by participants (Box 2B)

Box 2B. Physical activity and green spaces



Exercise, sometimes if you're not well yourself you go along to these groups and you get inspired by other people. . . . That's what I get out of it personally and the exercise as well. (Older person)

You're with the trees, the nature, it's quiet and you meet people and have a chat with them. You don't know them, but you stop and have a nice chat. So it's a big part of my quality of life. (Older person)

In terms of independence, access to the bus network and free bus pass helped, as did living near amenities. Volunteering also had a positive impact on wellbeing (Box 2C)

Box 2C. Volunteering



Volunteering I think is wonderful because you just meet so many different people. (Older person)

I really believe that what we are, what our identity is actually a reflecting back of our contact with other people. You're learning about them and they're learning about you. (Older person)

A number of statutory and third sector services were also mentioned by older people in the focus groups as services which help maintain their wellbeing. Services which help with home adaptations are welcomed, increasing confidence and personal safety, with a very high level of satisfaction.^{d54}

In terms of needs identified during the focus groups, there was a perception of reductions in statutory services supporting older people (Box 2D)

Box 2D. Reductions in statutory services



Everybody in social care is rationing their services wherever they can. They're trying to put people off or signpost them somewhere else because they haven't got the money to actually provide the service. (Older person)

I get support from small voluntary or communities from the church. Little groups, but as the local authorities and to some extent the Health Service increasingly restrict what's available, then they leave it to what we call the third sector voluntary organisations. But those voluntary organisations themselves are under immense strain. . . . (Older person)

Regarding accessing services, some participants in focus groups were unhappy with the way in which they felt they were being pushed to having to interact with organisations online (Box 2E). This also applied to directories of services such as Dewis Cymru.

There were also concerns raised about the difficulty in getting through on the phone to make GP appointments, and NHS waiting times more generally.

Box 2E. Perception of push to interacting with organisations online



Everyone usually wants to correspond with you through emails. So when I said, 'I haven't got internet access at home they just say, 'Why haven't you got internet access?' . . . Council officials [said it]. 'Well you provide it and I'll have it, but at the moment I can't do those things'. (Older person)

Many older people do not use the internet so would not be able to access Dewis so wider distribution of written information is needed (Public survey)

There was feedback from participants that it would be beneficial to promote more widely services and support available for older people, for example through a 'one stop shop', and that there should be more integration between services (Box 2F)

Box 2F. 'One stop shop' and integration of services



One week I had three hospital appointments it cost me £xx pounds in taxis. Well I didn't know I could use the National Health Ambulance Service until I was told. So I couldn't claim my money back for my taxis they told me, but I didn't know I could use those ambulances. (Older person)

GPs, health authorities, councils, you've all these different departments and you can be sent to them all. One person should be in control, so you've only got to tell your story once. (Older person)

In the public survey, better transport was the most commonly cited support or service which could be made available to help with people's independence and wellbeing now or in the future. Of people responding to this section, a quarter (26.0%) mentioned transport, including references to relying more heavily on transport as one ages. (Box 2G)

Box 2G. Better transport



If I had reduced mobility I would want more community transport - perhaps volunteer drivers to take me to social activities and exercise classes - taxis are so expensive (Public survey)

In the future - reliable transport for hospital visits, GP visits and other important appointments (Public survey)

A better public transport system. I have a train station very close but the service is hideously crowded, dirty and unreliable (Public survey)

Practical and flexible help with things like gardening/shopping etc. was an area where resources were currently felt to be lacking but that assistance with these day to day tasks could make a real difference to individual wellbeing (Box 2H).

Box 2H. Practical help with gardening, shopping etc.



We care for an elderly relative with dementia and desperately want to keep her at home, but it's the juggling of the more practical things e.g. housework, garden maintenance, changing beds etc. that we find difficult alongside working and looking after our own family and home." (Public survey)

"Practical help with gardening and small repairs. I used to be able to do this all myself alone, but I can't do this now." (Public survey)

"I have a big garden and I would like some help in maintaining it as it upsets me that it is becoming overgrown now that I can't get out to tend to it." (Public survey)

2.1.3 Information from professionals working with this group

Respondents to the professional survey were keen to highlight the importance of local libraries, Hubs, community centres and cafes as these are the places that for many enable regular social interaction and combat isolation. A full, varied and accessible range of activity's based in these locations was viewed as crucial to improving individual wellbeing with dancing, singing, exercise, cooking and crafts all suggested as suitable classes (Box 2I)

Box 2I. Places and activities which have a positive impact on wellbeing



“Luncheon clubs not only bring individuals together but also ensure that individuals get a healthy meal, access to information and support.” (Professional survey)

Café 50 (Pontyclun) “offers somewhere for the older generation to go on a daily basis, to socialise, have lunch and talk to people” (Professional survey)

“Community Centre and local churches and religious organisations foster a sense of community, belonging and connectedness” (Professional survey)

In the professional survey, access to appropriate transport such as volunteer/community drivers, was suggested as something which would help older people be more independent and improve wellbeing by allowing access to doctors’ appointments and social activities.

Professionals also identified, in common with the results from the public survey, that provision of information online was not suitable for all older people.

In the PNA workshops, professionals working with older people highlighted the following key needs and assets:

Key needs (including preventative)	Key assets
Social isolation while maintaining independence	Volunteers
Needs of those with dementia and their carers	Dementia strategy
Access to information and advice	Dementia supportive communities
Financial management	Good relationships with third sector partners
Integration of health, housing and social care	Intermediate care fund
One-stop shop for all information, advice and services	Unpaid carers - ensure supported
Volunteers	Private sector e.g. corporate social responsibility
Healthy environment and behaviours	Social enterprises / alternative delivery models
Suitable housing for life e.g. when regenerating an area or new builds	
Accessible built environment	
Transport	
Access to different types of advocacy	
Digital inclusion	
Intergenerational integration in communities	

2.1.4 Information from other sources

National Strategy for Older People

In the national Strategy for Older People in Wales,^{d12} the needs of older people across Wales are summarised as: ‘I have a sense of purpose and good relationships’ (social resource), ‘I live in a community that is sensitive to my needs’ (environmental resource) and ‘I can afford a good quality of life’ (financial resource).

The Strategy also highlights: feeling like older people belong is important to them; having something to do and feeling needed and productive makes older people feel better; accessible information and advice to enable access to services and opportunities are important; carers have support so they can balance their own needs with their caring role.

Regarding the environment: cost, transport, poor pavements, lighting and lack of public toilets are typical barriers to engagement; public and community transport alone are not sufficient to meet their needs and running a car or paying for a taxi is beyond their means; and their housing needs change as they age and the home or its location needs to adapt to their changing needs.

When discussing finances, the national Strategy found older people felt: many people rely on means testing to supplement their income above the state pension; increasing costs are forcing people to use savings; older people are cutting expenditure on food and fuel, and reducing social activities; paying for energy is a particular issue for some older people; older people want more opportunities and support to find new employment.

Ageing Well in Wales sets out a number of key aims, including:^{d13} age-friendly communities; improving falls prevention; building and promoting dementia-friendly communities; continued learning and employment; reduce levels of loneliness and isolation.

Advocacy

Independent advocacy is a service for individuals to ensure their wellbeing is placed at the centre of services which support them. Across Wales there has been a pattern of advocacy services broadening their scope, with fewer focused on older people specifically, but a larger number available for people of wider age groups.^{d58} While the total number of advocates has increased in the last three years, there was a concern among advocacy providers about their long-term funding.

The Ageing Without Children charity highlights that many people who are getting older and who do not have children are concerned that they will not have anyone to speak for them or that they may be ignored or mistreated.^{d65} Themes in their research with older people without children included feeling invisible; being judged for not having children; practical support; and losing touch with other generations. Implicit assumptions may be made that people can rely on family help. The charity estimates that between 1 in 4 and 1 in 5 older people are without children, and notes that this rate is considerably higher among LGBT people, and people with disabilities.

Digital inclusion

Many older people have sight loss, and a study by RNIB across the UK among people aged 65 and over who were blind or partially sighted found that there were a series of barriers to using the internet.^{d57} These included a perception that sight loss prevents people from getting online (while it can be more difficult to use the internet, there are various tools and access technologies to enable this, although some come at a cost); fears about online safety; and a lack of awareness of the potential uses and benefits of going online. Ultimately however around half those responding in the study (51%) said they were not online because they did not want to use the internet.

Health and social care integration

Whole Systems Partnership undertook a review of community health and social care services and options for integration in 2015.^{d30} This review found a lack of clarity and consistency on out of hospital community services for older people, meaning patients were not necessarily being directed to and seen by the service which best meets their needs. In particular, it found that older people's physical and mental health problems were often managed separately. The review made a number of specific recommendations including:

- Create a single point of access across Cardiff and the Vale of Glamorgan for health, social care, third sector services, and potentially housing services too;
- ‘Virtual’ integration of many services with a single team and management of services, single assessment and case manager, operating at locality level

The review also projected future needs relating to frailty, indicating that over a 10 year period demand for services in the Vale and Cardiff North and West would outstrip population growth in over 65s alone, because of higher prevalence of frailty in this population. Over the next 4 years, the report estimates 245 additional people in Cardiff and 134 additional people in the Vale would require support in their home or a care home, compared with the current situation.

Care homes

In 2013/14 the Care and Social Services Inspectorate Wales (CSSIW) found that around a quarter of care homes in Wales did not meet the inspectorate’s requirements. The Older People’s Commissioner has found that older people living in care homes often became institutionalised, did not have their basic health needs met, were unable to access specialist services, and their emotional needs were not fully recognised.^{d39}

Information on the number of care homes in Cardiff and the Vale of Glamorgan is given in chapter A5, General findings and housing need.

Domiciliary care

A recent national review of domiciliary care by CSSIW^{d41} found that across Wales there is a serious lack of care and support capacity and the market for domiciliary care is very fragile, and this places increased pressure on delayed transfers of care from hospitals. The report calls for flexible, outcome-based commissioning and more standardised ways of working, and also further encouraging an increase in the number of people who choose to use direct payments. A linked report for Cardiff^{d42} found a positive impact of a recently adopted online purchasing system called Matrix, but risks to the sustainability of the domiciliary care market in Cardiff.

In 2016 there were 63 providers of domiciliary care in Cardiff, and 39 in the Vale of Glamorgan.

Resilience in older people

A detailed review of the literature was conducted by the Social Services Improvement Agency in Wales into factors which enable older people to be more resilient, and those which were more likely to lead to increased need for care and support.^{d109} Key factors which enhanced older people’s resilience included: having choices and being in control (including having the right to take risks); having a strong sense of identity, continuity and belonging; coping with worry and uncertainty; planning for change and transitions; and feeling socially connected. Triggers for crisis were broadly themed into: loneliness and isolation; loss of confidence; fall/accident; carer break-down/bereavement; crime or abuse; health deterioration (especially dementia); and external changes.

Reducing loneliness and isolation

AgeUK reviewed the academic literature as well as promising approaches being taken around the UK to reduce loneliness and isolation, particularly in old age.^{d64} Whilst they found a lack of high quality evidence to demonstrate the impact of interventions on loneliness, a number of approaches were felt to be promising by experts in the field. Interestingly these were not those which historically have often been implemented, such as lunch clubs and social groups, but either ‘foundation services’ (focused on individuals

at the stage before they started to access lunch clubs, book groups, etc.), or 'structural enablers' (how the community itself rather than formal services respond to the challenge of loneliness). It also recognised 'gateway services' including transport and technology, which play a critical role in enabling new social connections to be made, and existing ones to be maintained. Traditional interventions ('direct interventions') such as group-based and one-to-one services were not dismissed but it was felt other opportunities were being missed if the focus was solely on these. Foundation services included data sharing between public services to enable targeted home visits to individuals at highest risk of loneliness, to offer them a menu of support options. Structural enablers include a neighbourhood environment approach, asset-based community development, and promoting volunteering. The research highlighted a gap in knowledge on effective interventions for BME and LGBT communities.

An additional review into the triggers of loneliness and some of the interventions people would find helpful has recently been published.^{d134} Triggers included intrinsic factors (such as health, income), community factors (such as ability to socialise, transport infrastructure), work/life balance and the rise of digital and online engagement.

2.1.5 Gaps in our knowledge

No significant gaps have been identified.

2.2 Main needs

- Maintenance and sustainability of key services supporting older people
- Access to information and advice, not just online, e.g. 'one stop shop' model
- Integrated management of mental health and physical health issues
- Integration of health, housing and social care
- Social isolation and loneliness while maintaining independence
- Practical help with day-to-day tasks such as shopping and gardening
- Needs of those with dementia and their carers
- Suitable housing for life e.g. when regenerating an area or new builds
- Accessible built environment, including good lighting and toilets
- Increased consistency and quality of care home places commissioned
- Improved transport
- Access to different types of advocacy
- Digital inclusion
- Intergenerational integration in communities

2.3 Prevention recommendations

- Financial management
- Healthy environment and behaviours
- Falls prevention
- Outcomes-based commissioning for domiciliary care

2.4 Assets

- Social interactions
- Physical activity and green spaces
- Volunteering

- Community centres, lunch clubs, churches
- Dementia strategy
- Dementia-friendly communities
- Good relationships with third sector partners
- Intermediate care fund
- Unpaid carers - ensure supported
- Private sector e.g. corporate social responsibility
- Social enterprises / alternative delivery models
- Independent living services
- Telecare

2.5 Suggested areas for action

- Tackle social isolation in communities, while helping people maintain independence
- Improve access to information and advice through a number of mechanisms, including 'offline' mechanisms
- Recognise diversity of people within the 'older people' group and tailor services to meet individual needs
- Manage people's mental and physical health conditions together in a holistic way
- Increase focus on prevention, including identifying joint working strategies around lifestyle behaviours such as alcohol use
- Improve access to high quality domiciliary care
- Ensure new building developments are fit for a growing older population, and provide a variety of housing options to meet different needs
- Support older people to remain independent at home for as long as possible
- Support and expand dementia-friendly communities
- Increase access and signposting to advocacy
- Pilot inter-generation projects in communities, e.g. self-sustaining communities, street parties etc.
- Make optimal use of community resources and assets, e.g. GP surgeries, Hubs etc.
- Promote and support social enterprises and co-operatives as an alternative model of service delivery
- Tackle environmental pollution (action in conjunction with Public Services Boards)
- Improve transport for older people (action in conjunction with Public Services Boards)
- Scope use of pooled budgets to allow for joint long term planning, projects and developments

B3. Health and physical disabilities

Other chapters of relevance: Asylum seekers and refugees; adult carers; children & young people; learning disability and autism; adult mental health and cognitive impairment; offenders; older people; sensory loss and impairment; veterans; violence against women, domestic abuse and sexual violence

Summary Health and physical disabilities

Care and support needs Access to information and services; maintaining and increasing provision and sustainability of community services and support; improved flexibility of services, including services closer to home; transition points; joining up services; vulnerable groups; transport & social isolation; better use of existing public sector buildings; appropriate housing; unhealthy behaviours widespread; increasing prevalence of long term conditions

Prevention issues Reduce social isolation; ensuring adequate nutrition; immunisations, sexual health, stop smoking support; improved access to counselling; falls prevention; improve air quality

Assets Home adaptations; volunteering and time credits; self care; community Hubs, libraries; community groups; dementia-friendly communities; prevention services e.g. self management classes

3.1 What do we know about this group?

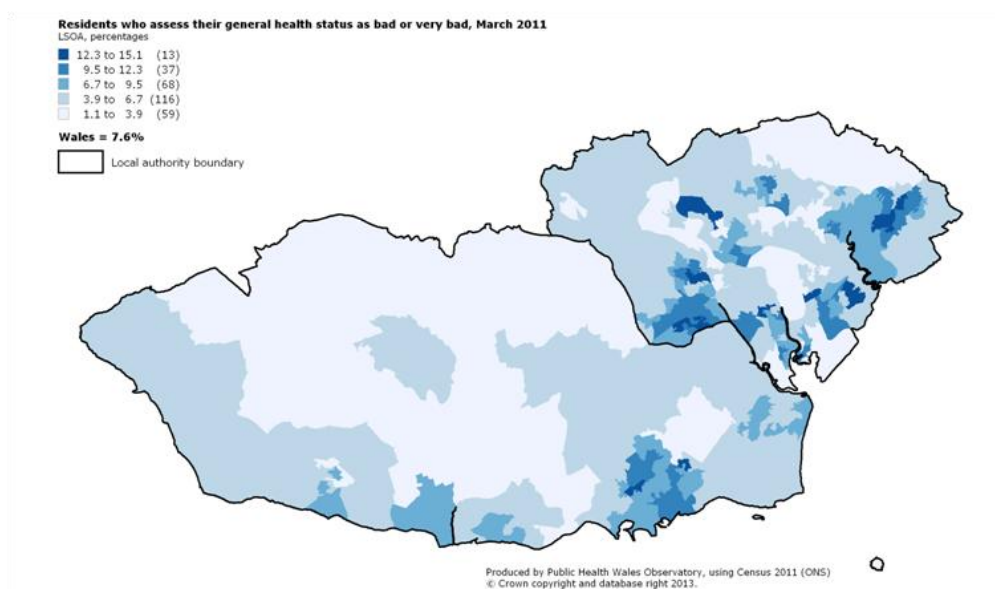
3.1.1 Information from population and service data

Over 30,000 people in Cardiff and the Vale of Glamorgan classified themselves in 'bad' or 'very bad' health, a rate of 6.4%.

Within local neighbourhoods in Cardiff the proportion of residents reporting bad or very bad health ranged from 1.2% in the Cathays area (LSOA 032C) to 15% in the Rumney area (LSOA 016A). However these are crude percentages only and do not take into account the age structure of the population. The areas with the highest percentages are found in the Rumney and Llanrumney areas of Cardiff.

Within the Vale of Glamorgan the areas with the highest proportion of people reporting bad or very bad health are found in the Cadoc and Buttrills areas.

Figure. Self-reported general health status, Cardiff and Vale (2011)



This compares with the Wales average of 7.6%. Across Cardiff and Vale, the broad ethnic group with the most people rating themselves in 'bad' or 'very bad' health is white, at 6.7%; all other ethnic groups are below the average of 6.4%, with Asian/British Asian ranking the lowest, with 3.7% rating their health as bad.

The proportion of people who self report 'bad' or 'very bad' health is lower in Cardiff and Vale among people who can read, write and speak Welsh (1.9%) compared with people without Welsh language skills (7.4%).^{d84}

Around 1 in 7 (15%) of the adult population in Cardiff and Vale considered their day-to-day activities were limited a lot by a long-term health problem or disability. A third (32%) had a limitation of any sort. These rates are slightly lower than the Wales average of 16% and 34% respectively.

Burden of disease across Primary Care Clusters

Recorded chronic illness varies across the area.^{d15} Within Cardiff, many parts of South Cardiff have higher recorded rates of disease than the Wales average, with particularly high rates of diabetes recorded in Cardiff City and South. In the Vale of Glamorgan, Eastern and Western Vale have lower rates of chronic illness than the Wales average, in marked contrast to Central Vale which is above the average for all chronic diseases with the exception of heart failure. It should be noted that while recorded rates are a helpful guide to actual illness in the population, a higher rate may reflect better diagnosis and a lower rate may mask undiagnosed cases in the community.

Heart disease, lung cancer and cerebrovascular disease are the leading causes of death in men and women.

Risk factors for disease

Unhealthy behaviours which increase the risk of disease are endemic among adults in Cardiff and the Vale, although tobacco and alcohol use are showing signs of improving.^{d35, d43} Many (but not all) of the most common chronic conditions and causes of death may be avoided by making changes in health-related behaviours.

- Two fifths drink above alcohol guidelines (42% Cardiff, 42% Vale)
- Around two thirds don't eat sufficient fruit and vegetables (64% Cardiff, 68% Vale)
- Over half are overweight or obese (52% Cardiff, 53% Vale)
- Around three quarters don't get enough physical activity (72% Cardiff, 71% Vale)
- Around one in five smoke (19% Cardiff, 18% Vale)

There is considerable variation in rates of unhealthy behaviours within Cardiff and the Vale, leading to health inequalities:^{d35}

- Smoking rates vary between 13% and 34% across Cardiff, and between 16% and 30% across the Vale
- Similar patterns are seen for other behavioural risk factors for disease
- Many children in Cardiff and Vale are also developing unhealthy behaviours
- Two thirds (67%) of under 16s don't get enough physical activity
- Over a third (34%) of under 16s are overweight or obese

Some of these are illustrated on maps in chapter A4, Background demography.

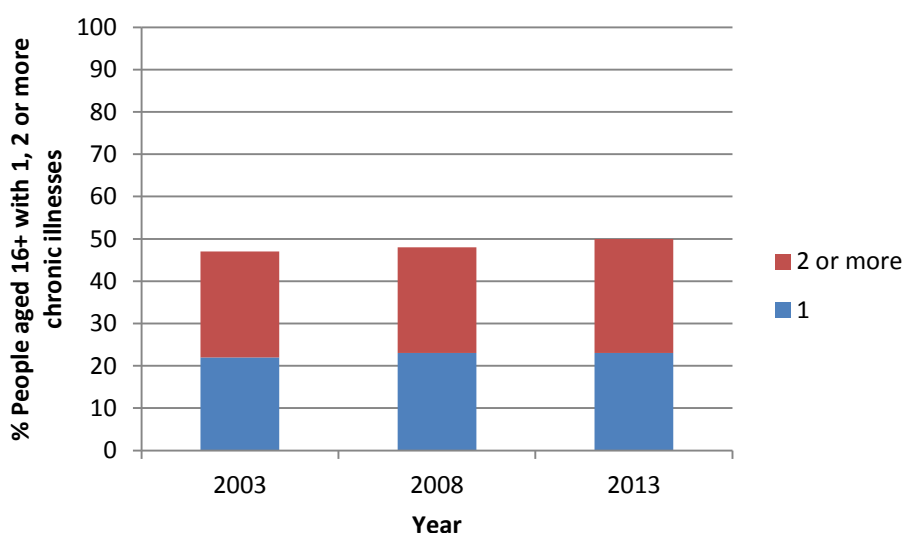
Air pollution is a significant cause of illness and deaths:^{d35}

- It is estimated 143 deaths each year in Cardiff and 53 each year in the Vale among over 25s are due to man-made air pollution. The burden and impact of environmental air pollution is worse with increased deprivation, and Cardiff has the worst air pollution measured by PM_{2.5} levels in Wales
- It is estimated that long-term exposure to man-made air pollution is responsible for 5.1% of all deaths in Cardiff and Vale

The disease profile in Cardiff and Vale is changing:^{d35}

- The number of people with two or more chronic illnesses in Cardiff and Vale has increased by around 5,000 in the last decade, and this trend is set to continue.

Figure. Percentage of individuals in Wales with 1, 2 or more illnesses by year^{d76}



- Around 1 in 7 (15%) people consider their day-to-day activities are limited by a long-term health problem or disability

- Many people with chronic conditions are not diagnosed and do not appear on official registers
- Due to changes in the age profile of the population and risk factors for disease, new diagnoses for conditions such as diabetes and dementia are increasing significantly

Food poverty

An estimated 5.6% of people aged 15 or over in the UK reported struggling to get enough food to eat and a further 4.5% report that, at least once, they went a full day without anything to eat.^{d117}

Although no official government figures exist for local areas in the UK, in 2015 in Cardiff as part of the Ask Cardiff survey, 5.4% of respondents reported that they or a family member had missed a meal in the past fortnight because of a lack of money. This figure ranged from 4.2% in Cardiff North to 7.8% in Cardiff South East.

The Trussell Trust foodbanks in the Vale of Glamorgan gave 3,200 three-day emergency food supplies to people in crisis in 2015.^{d140} In Cardiff the figure was 12,140.^{d141}

Health service use

Around 1 in 5 adults have visited their GP within a 2 week period; and nearly three quarters visit a pharmacy over a year period. The highest rates of attendance at the Emergency Department are from people living in more deprived areas of Cardiff and Vale.

In 2015-16, there were 54 delayed transfers of care (DTOCs) in the Vale of Glamorgan, and 263 in Cardiff. In December 2016, this equated to 3% (1 in 30) of Cardiff and Vale UHB beds which were occupied as a result of a delayed transfer of care.^{d74} The rate of delayed transfers of care was higher in Cardiff (17.8 per 10,000 people aged 75+) and the Vale (18.1 per 10,000 people aged 75+) compared with Wales (15.1 per 10,000 people aged 75+) The rate was particularly high for mental health beds.

The Cardiff Council Reablement service helped around three quarters (76.6%) of people achieve independence who accessed the service.^{d36} In the Vale of Glamorgan, 80% of people who access the service report increased independence.^{d93}

3.1.2 Information from local residents and service users

In the public survey, a third of respondents (33.3%, 426 people) said they had a long term health condition or physical disability.

In response to a question in the public survey over control over their daily life, just over 1 in 10 respondents (12.8%) said they had either no control (1.8%) or some control but would like more (11.0%). Of these individuals, nearly half (47.8%) identified physical ability as a factor preventing them from having sufficient control in their life, and this was also the most common factor identified.

Among people identifying with one or more of the thematic groups in this report, around a fifth (21.8%) said they sometimes or never are able to leave their home, in contrast to 1.5% of people not in these groups. Nearly 4 in 10 (39.2%) of people in these groups said they sometimes or never could get to all the places they want, compared with 5.5% of people not in these groups. Physical difficulties was also a common reason given for not being able to access places or activities in the community.

Of respondents in one of the thematic groups in this report, one in ten (10.4%) said their home meets only some of their needs or is totally inappropriate for their needs. Of these people, the commonest reasons for

this were that their home needed adaptations; had poor access (e.g. too many steps), was too small, or was in a poor state of repair. In Cardiff, demand for adaptations to housing for people with disabilities is increasing annually, with nearly 3000 adaptations carried out in Cardiff in 2014/15.³²

Nearly a third (29.7%) of respondents in one of the thematic groups reported not being able to prepare nutritious meals by themselves, and 7.3% said they didn't have enough to eat or drink.

Over a quarter of respondents in the groups (26.8%) reported feeling unsafe from falling inside or outside the home.

In the professional survey the most common answer to where people were most likely to look for advice was the GP (11%), and over half (55.3%) of respondents to the public survey said they had received advice or support from their GP practice.

The Wellbeing assessment in the Vale of Glamorgan found that local residents highlighted that improving the transport system would help with wellbeing.^{d125} This included increased and improved train and bus times to make travel to larger areas and activities easier. There were also suggestions that access to mental health support including counselling and one to one support, could be improved.

In focus group discussions, things which support health and wellbeing among people with a health issue or disability included access personal mobility solutions such as an electric wheelchair, Motability car or automatic car. Some people had also had good experiences with the bus network, although others found accessibility difficult.

Box 3A. Access to mobility



I have a Motability car, which is my Motability buggy. I did have a period of using Cardiff buses. I thought all in all a very good experience actually [with the buses]. (Physical disability)

One participant had a good experience in accessing adaptations for her home (Box 3B), although others described how they had to pay for adaptations themselves, or how they felt adaptations may have been done by the Local Authority at a higher price than was necessary.

Box 3B. Home adaptations for physical disability



There's enough help for me to access [adaptations] if I wanted to access it I think. I've been told I could get a stair lift, fitted shower. I mean I only rang up and asked if they could lower my cupboards because they were too high, because the arthritis, reaching up. I couldn't stand on a stool because of high blood pressure, and the next they come out and refitted the kitchen. You open the cupboards and down come these baskets, and touch them like that and they go up again. So there's plenty for me. No problem there I think. Everywhere I've gone has all been acceptable for my needs. (Mental health illness and physical disability)

Other factors which improved wellbeing in this group included: having access to a local library/Hub as a source of information and to meet with friends; being able to shop online and have home deliveries; being able to exercise; and volunteering.

In terms of advocacy, a request was made in one of the focus groups for a Commissioner for Disabled People in Wales in the same way there are existing commissioners for Older People and Children.

In the public survey over half of respondents said they had received help to prevent or reduce problems in the future. The most common of these was immunisation (23.4% of all respondents), with others including exercise and keeping active (12.1%) and physiotherapy (9.8%) (Box 3C).

Box 3C. Support and services which were helpful



Flu jab available promptly at pharmacy without need to book appointment or sit around waiting for long period (Public survey)

Physiotherapy services very well organised, available nearby(ish), quick to get appointment, with friendly and knowledgeable staff. Helped before & after surgery for knee issue. (Public survey)

Without the Stroke Association help, I would not have known about the council tax help I have been able to get, nor the vital assistance I eventually have been able to receive via the DWP (Public survey)

The pulmonary rehab course was very beneficial in allowing me to understand and cope with day to day issues relevant to my condition (Public survey)

The X-Pert Course to manage my Diabetes was excellent at helping me take responsibility for my own health. (Public survey)

Cardiff and Vale UHB ran a feedback exercise called 'Values into Action' in 2016, receiving nearly 700 contributions from patients.^{d63} Patients' priorities for an improved experience included: improving two-way communication between clinical teams, patients and carers; excessive waiting for appointments, test results, in clinics, for discharge; build on examples of good patient experience already happening; and improving parking, reducing anxiety, and better food.

In a focus group with homeless people and their support workers, the significance of being able to access the GP in a timely way was emphasised, with knock on impacts if this wasn't possible (Box 3D).

Box 3D. Significance of being able to access the GP in a timely way



There are repercussions based on not getting a doctor's appointment or missing one and not being able to get another one for a month... loss of sick note means loss of benefit, means loss of housing (Homelessness support worker)

3.1.3 Information from professionals working with this group

Professionals at a workshop for the PNA felt that in terms of providing easy access to information on services for the public, there were too many different systems and mechanisms to update, which was a very repetitive process. It was felt that in future Dewis may be a logical solution to this.

At the workshop, professionals working in health and with people with disabilities highlighted the following key needs and assets:

Key needs (including preventative)	Key assets
Access to information and services	Volunteering and time credits
Maintaining and increasing provision and sustainability of community services and support	Self care including Wellbeing4U and expert patient programme
Improving flexibility of services	Community hubs
Transition points (e.g. child to adult services)	Community groups
Joining up services	Dementia-friendly communities
Vulnerable groups	
Transport & social isolation	
Better use of existing buildings	
Appropriate housing	
Public health information	

In the professional survey, when asked what factors most prevent people from accessing services and groups in their community, physical ability was a common response. In terms of prevention, immunisation, sexual health advice, counselling, social interaction, physiotherapy, help to stop smoking, keeping active, and helping to prevent trips and falls, were identified as significant areas which could benefit from more availability.

Access to appropriate transport such as volunteer/community drivers, was suggested as something which would help disabled people be more independent and improve wellbeing by allowing access to doctors' appointments and social activities.

In terms of accessing information and advice, the most common source identified by respondents to the professional survey was the GP, followed by family, friends and neighbours, and the internet.

3.1.4 Information from other sources

Breaking the Barriers

An event held in 2015 to look at the barriers faced by disabled people in our area identified a host of needs, including:^{d98} disabled people's dignity and respect should be central to social services care package delivery; improved integration and multi-agency working around continuing healthcare (CHC); difficulty accessing primary care, in particular lack of availability of appointments which take into account times when a carer is able to accompany someone, and lack of availability of British Sign Language, community translation and interpreter services; improving involvement of service users in assessing their care needs; advocacy, especially for people with learning difficulties; preventative services; bullying of young disabled people in mainstream school; lack of consistency in support during education transitions; lack of disability awareness and support by public transport operators; and accessibility of the built environment.

Shaping Our Future Wellbeing strategy

During the development of the Cardiff and Vale UHB 10 year strategy, *Shaping our Future Wellbeing*,^{d128} the views of local residents on what they wanted to see from their health service were summarised and included:

- I want to know how to minimise my risk of developing disease and be supported to make any lifestyle changes that enable me to live a healthy life;
- I want to understand the available treatment options and be supported to choose one which is best for me, accounting for my personal, cultural and physical needs;
- I want services that accommodate my needs as an individual, respecting the roles I play in my personal and family life;
- I want to decide how and where my care is delivered at the end of my life;
- I need to understand my condition and its treatments so that I can be involved in the planning of my care, play a role in monitoring my condition and recognise times where I need to access health care services;
- I need rapid access to knowledgeable healthcare professionals who can advise me what to do when my health deteriorates;
- I need care which is delivered close to where I live and work, so I can continue to lead as normal a life as possible;
- I want to maintain my independence and have the best quality of life possible;
- I want to receive joined up care from a range of health professionals who communicate effectively with each other and work as a team

Adverse Childhood Experiences (ACEs)

Adverse Childhood Experiences (ACEs) are stressful experiences occurring during childhood that directly harm a child (e.g. sexual or physical abuse) or affect the environment in which they live (e.g. growing up in a house with domestic violence). Nearly half (47%) of adults in Wales experienced at least one ACE during childhood, and 14% suffered 4 or more.^{d28} Figures for ACEs are currently only available at an all-Wales level.

Compared with people with no ACEs,^{d29} people aged under 70 with 4 or more ACEs were 4 times more likely to develop type 2 diabetes, 3 times more likely to develop heart disease, and 3 times more likely to develop respiratory disease. Over a year period this group of individuals were also twice as likely to have frequently visited a GP, three times more likely to have attended A&E and three times more likely to have stayed overnight in hospital.

Making a difference

Public Health Wales summarised the priority areas for prevention including a series of 'best buy' interventions in its 2016 report, *Making a difference*.^{d146} These interventions included smoking cessation counselling; active transport strategies; promotion of physical activity and healthy eating in workplaces, schools and communities; safe green spaces; and low emissions zones.

3.1.5 Gaps in our knowledge

No significant gaps have been identified.

3.2 Main needs

- Access to information and services

- Maintaining and increasing provision and sustainability of community services and support
- Improved flexibility of services, including services closer to home
- Transition points (e.g. child to adult services)
- Joining up services
- Vulnerable groups
- Transport & social isolation
- Better use of existing public sector buildings
- Appropriate housing
- Unhealthy behaviours widespread
- Increasing prevalence of long term conditions
- Air pollution
- Food poverty

3.3 Prevention recommendations

- Reduce social isolation
- Ensuring adequate nutrition
- Immunisations, sexual health, stop smoking support
- Improved access to counselling
- Falls prevention
- Improve air quality

3.4 Assets

- Home adaptations
- Volunteering and time credits
- Self care including Wellbeing4U and expert patient programme
- Community Hubs, Libraries
- Community groups
- Dementia-friendly communities
- Prevention services e.g. self management classes
- Making every contact count (MECC)

3.5 Suggested areas for action

- Improve access and waiting times for primary and secondary care services
- Ensure information for public and service users is correct and easy to understand
- Streamline people's journey through services - ensure services are flexible to meet the needs of each individual, and people get the right service at the right time
- Further embed awareness and messages around healthy lifestyle choices
- Tackle environmental pollution
- Improve transport for people with health and physical disabilities
- Embed co-production and citizen-based approach in service design, ensuring vulnerable groups are represented
- Progress integration of services across agencies, as a way of enabling other actions
- Ensure planning is long term, sustainable, and strategic

B4. Learning disability and autism

Other chapters of relevance: Adult carers; children & young people; health and physical disabilities; adult mental health and cognitive impairment; offenders; older people; sensory loss and impairment

Summary Learning disability and autism

Care and support needs Increased accessibility of information and services; accessible and affordable transport; respite accessible for all people; complex day opportunities; enable people who require services to make decisions about their support needs; recognise and support people who fall between gaps in service provision

Prevention issues Increase routine involvement of people with learning disabilities and autism in public sector consultations

Assets Socialising; physical activity; respite funding; staff in supported accommodation; local in-house day services for complex needs; ground-floor supported living; establishment of Integrated Autism Service; Intermediate Care Fund support for children with complex needs

4.1 What do we know about this group?

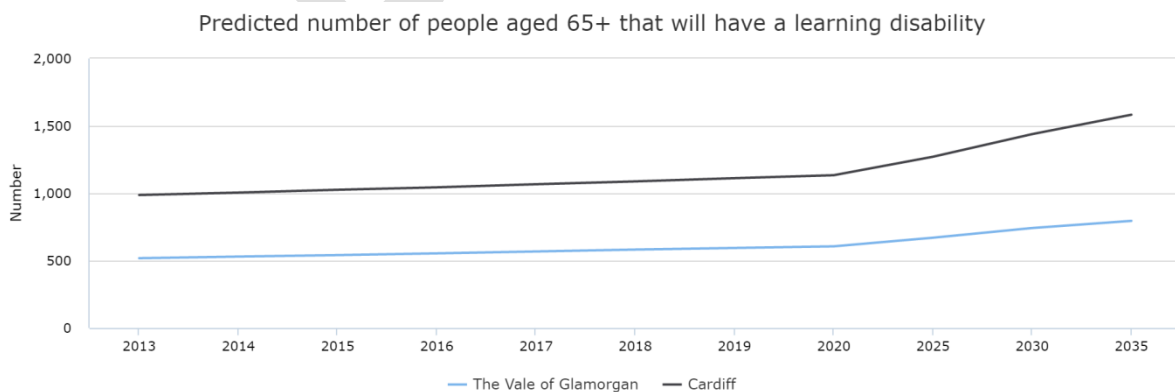
4.1.1 Information from population and service data

Learning disability

There were 1,426 people registered with learning disability in Cardiff in 2015-16, and 542 in the Vale of Glamorgan.^{d74} These numbers have stayed roughly stable in the Vale over the last 10 years but have risen significantly in Cardiff, by around 40%.

A significant increase is projected in the number of older people with learning disability in both Cardiff and the Vale of Glamorgan.

Figure. Predicted number of older people aged 65 and over with a learning disability, Cardiff and Vale of Glamorgan



Source: Welsh Government (WG)

Increases are also projected in the number of children and young people with learning difficulty or autism spectrum disorder.

As the population of young people with disabilities and life-long conditions rises, this increases the number of people transitioning from children's to adult services, and those with long-term needs as an adult.

Autism spectrum disorder (ASD)

UK research suggests that around 1.2% (116 per 10,000) of children and young people have ASD (autism spectrum disorder).^{d142} However, not all these people will be formally diagnosed.

Applied to the population of Cardiff gives an estimate of 553 children aged 5-16 with ASD, and 2,778 people aged 17-64 with ASD. In the Vale of Glamorgan this gives an estimate of 210 children aged 5-16 with ASD, and 887 people aged 17-64 with ASD.

4.1.2 Information from local residents and service users

In the focus groups, several participants talked about activities they took part in which contributed to their wellbeing (Box 4A)

Box 4A. Positive impact of socialising on wellbeing



I enjoy going out to open mic nights and karaoke. I like walking as well. (Learning disability / autism)

Swimming makes me relax, it takes away all the aches and pains. (Learning disability / autism)

What I like doing is socialising with friends and getting out and about. (Learning disability / autism)

Staff in supported accommodation and systems to help with personal finances were also described positively (Box 4B). Physical health related support included a physiotherapist, GP, dietitian and a chiropodist. Help with filling in forms and using Hubs to access Council services including housing were also mentioned.

Box 4B. Support services



My community help me because they've got intercoms in the system. And even like in the mornings, 'Are you all right, [name]?'. (Learning disability / autism)

The money situation's pretty healthy thankfully. But what happens is we do a weekly planner, I put down all the activities I'm doing and how much money I'm going to need each day. (Learning disability / autism)

In terms of needs, access to services was an issue for some people, including services which were no longer running (Box 4C), and access to the GP.

Box 4C. Access to services



I like going to the gym. I used to [go] with my physio, but I can't at the moment because he's finished. . . . I'd like to find out if someone else is doing that to help me again. (Learning disability / autism)

In the focus groups there were calls to ensure the voices of disabled and autistic people were heard by statutory authorities. There was also requests for material e.g. on consultations to be available in easy-read format. (Box 4D)

Box 4D. Consultation with people with learning disabilities and autism



Make it easier for us to have our say directly to all the major departments. That's the council departments, Hubs, buses. (Learning disability / autism)

4.1.3 Information from professionals working with this group

In the professional survey how venues welcome people with a learning disability was highlighted as a barrier to accessing services (Box 4E).

Box 4E. Accessibility of services



"Many venues are not welcoming to people with a learning disability or expect them to have a carer with them - often an individual only needs a little friendly support to ensure they are safe and welcome" (Professional survey)

At the PNA workshop, professionals working with people with learning disability and autism highlighted the following key needs and assets:

Key needs (including preventative)	Key assets
Accessible and affordable transport Respite accessible for all people Complex day opportunities Enabling people who require services to make decisions about their support needs Accessible information for all People who fall between gaps in service provision	Respite funding Local in-house day services for complex needs Ground-floor supported living

The mechanism for how specialist health support for people with learning disabilities is commissioned, with provision by Abertawe Bro Morgannwg University Health Board, was also raised as a potential issue by a professional. There was concern that there may be insufficient control over the model of provision and that this arrangement would benefit from being reviewed.

4.1.4 Information from other sources

Consultation with people with autism spectrum disorder (ASD), their carers and families

As part of an updated Welsh Government strategy to support people with ASD, their carers and families, detailed feedback and consultation was undertaken.^{d102} This found broadly similar issues among adults and children. Assessment and diagnosis in children was a major issue, specifically long waiting times, lack of information around the assessment, and insufficient information at the point of, and immediately after, diagnosis. In terms of ongoing support, issues included: support for emotional and behavioural issues; support for ASD-specific issues and life skills; and access to social and leisure opportunities within the local community. Other general issues raised included a lack of skills and knowledge among staff in generic and community services to support individuals with ASD; people with higher functioning ASD falling into gaps between mental health and learning disability services; and adaptation of generic community support to make it suitable for people with ASD. Many of these areas have planned actions to address them in the refreshed strategy which resulted.^{d101}

Integrated Autism Service

Welsh Government guidance on development of an Integrated Autism Service describes the strategic direction for the region over the next 3 years in development of services for people with autism.^{d101} Cardiff and the Vale of Glamorgan have a well embedded Autism Strategy and action plan, with a regional steering group in place overseeing the development of services. This has engagement from a wide range of services, partners and parents.

Development of integrated autism services locally will be based on a lifespan model. This will be the first service across the region to deliver in this way. This will be a new service but will encompass existing support services for people with autism delivered across Cardiff and the Vale of Glamorgan, including alignment with Adult Mental Health services and the Children's Neurodevelopment Service. Diagnostic services for adults with ASD will be aligned with NICE guideline recommendations,^{d144} with a multi-agency diagnostic process being developed.

4.1.5 Gaps in our knowledge

No significant gaps have been identified.

4.2 Main needs

- Increased accessibility of information and services
- Accessible and affordable transport
- Respite accessible for all people
- Complex day opportunities
- Enable people who require services to make decisions about their support needs
- Recognise and support people who fall between gaps in service provision

4.3 Prevention recommendations

- Increase routine involvement of people with learning disabilities and autism in public sector consultations

4.4 Assets

- Socialising
- Physical activity
- Respite funding
- Staff in supported accommodation
- Local in-house day services for complex needs
- Ground-floor supported living
- Establishment of Integrated Autism Service, launching May 2017
- Intermediate Care Fund support for children with complex needs, with strong links to regional adult learning disabilities services

4.5 Suggested areas for action

- Work with partners to make information accessible for all
- For complex health needs, improve access to day opportunities and reduce number of out of County placements
- Increase availability of accessible accommodation
- Review specialist health provision for people with learning disabilities
- Recognise and support people who fall between gaps in current service provision
- Expand education and employment project (Project SEARCH)
- Improve access to information and interventions which are autism-specific
- Work with partners to improve access to assessments without raising unrealistic expectations
- Develop better transport options for people with complex needs
- Improve mechanisms for engaging with people with learning disability and autism in partnership planning

B5. Adult mental health and cognitive impairment

'Adult mental health' here refers to individuals aged 18 and over. For young people see the Children & young people chapter.

Other chapters of relevance: Asylum seekers and refugees; adult carers; children & young people; health and physical disabilities; learning disability and autism; offenders; older people; sensory loss and impairment; veterans; violence against women, domestic abuse and sexual violence; substance misuse

Summary Adult mental health and cognitive impairment

Care and support needs Increased timely access to low level mental health services; joined up information, advice and services; loneliness and social isolation, especially among people with dementia and some BME groups; access to appropriate housing & support; continuing partnership approach between statutory agencies and with third sector; support for families of people with mental health issues; community hubs and one-stop shops; supporting GPs with decisions around referrals; dementia-specific needs and recommendations; peer support and mentoring to guide people through system

Prevention issues Self-help, behaviour change and lifestyle choices; increased social contact; training for staff on mental health to improve awareness and knowledge of how to support people

Assets Socialising; compassionate healthcare professionals; libraries, Hubs, cafes, community centres; positive environment; gyms, leisure centres; employment and volunteering; counselling (once accessed); peer support, mentoring and self-help; shared training; multi-stakeholder partnerships; community assets including social capital; online communities; third and private sector organisations providing support

5.1 What do we know about this group?

5.1.1 Information from population and service data

Self-reported mental wellbeing in Cardiff and Vale UHB area is in line with the Wales average, although this masks a slightly lower score in Cardiff compared with the Vale.^{d76} Consistent with this, UK-wide self-reported happiness scores in 2015-16 were slightly above the average of 7.5 out of 10 in the Vale of Glamorgan (7.68) but below the average in Cardiff (7.41). However, these figures are subject to considerable annual fluctuation.^{d77}

Dementia

A recent health needs assessment of people with dementia in Cardiff and Vale highlighted that dementia has overtaken heart disease as the leading cause of death among women in England and Wales.^{d73} There are estimated to be 5,000 people with dementia in Cardiff and the Vale of Glamorgan, nearly 6 in 10 (58%) of whom have a diagnosis.

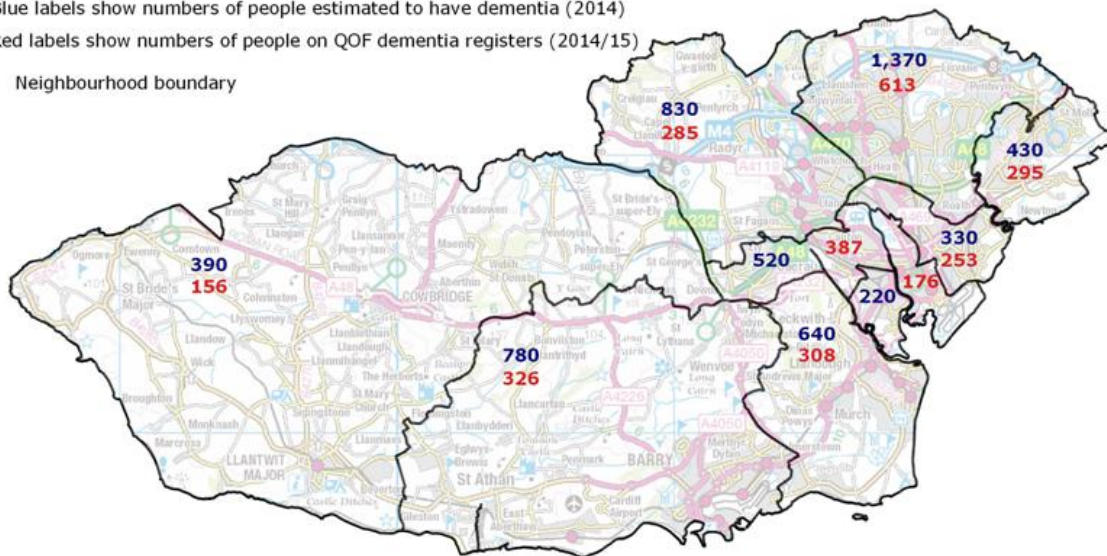
Figure. Estimated number of people with dementia in Cardiff and the Vale of Glamorgan (2016)

People with dementia, 2014 / 2014/15
Neighbourhood management areas in Cardiff & Vale UHB

390 Blue labels show numbers of people estimated to have dementia (2014)

156 Red labels show numbers of people on QOF dementia registers (2014/15)

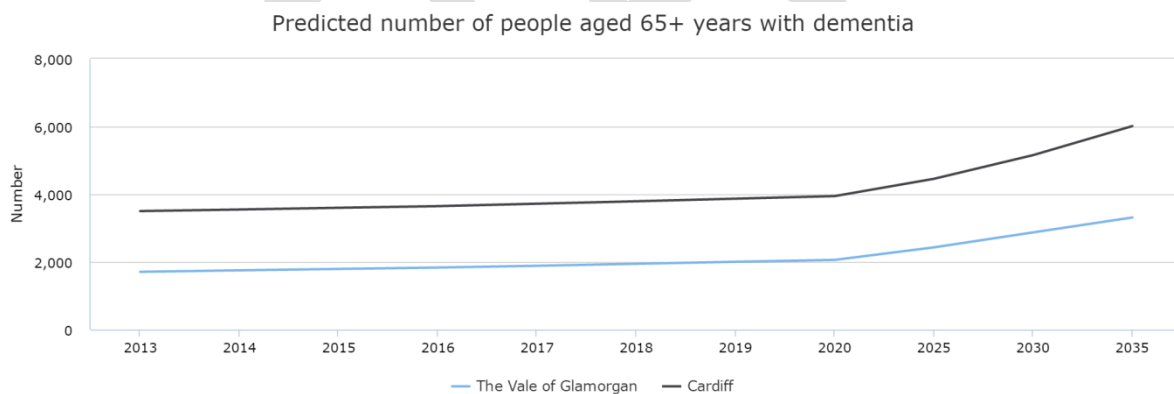
□ Neighbourhood boundary



Produced by Public Health Wales Observatory, using MYE (ONS), Daffodil & QOF (WG)
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Due to a growing and ageing population this number is expected to increase to nearly 7,000 by 2025.

Figure. Predicted number of older people aged 65 and over with dementia in Cardiff and the Vale of Glamorgan



Source: Welsh Government (WG)

Suicide

Suicide is a major cause of death amongst the 15 to 44 age group.^{d81} In Wales over the period 2010 – 2012 it accounted for almost one in five deaths in males aged 15 to 24 years and just over one in ten deaths amongst women of that age. Rates are higher in our more deprived communities and this gap appears to be widening in Wales.

NHS mental health services

Benchmarking data in 2014 showed that the Adult Community Mental Health Team caseload per 10,000 people (weighted population) was 147 within Cardiff and Vale, similar to the UK average of 140.^{d118} Within the service, there were 252 contacts per whole time equivalent member of staff, compared to 240 across

the UK. The number of admissions per 100,000 people was 245 locally, compared to 234 across the UK. Bed occupancy in Cardiff and Vale was 115%, whereas across the UK it was 91% on average.

Rates of hospital admissions for mental health issues in Cardiff and the Vale of Glamorgan (26.3 per 10,000) are below the Wales average (31.6 per 10,000 population).^{d75}

5.1.2 Information from local residents and service users

In response to a question in the public survey over control over their daily life, just over 1 in 10 of all respondents (12.8%) said they had either no control (1.8%) or some control but would like more (11.0%). Of these individuals, around two fifths (42.8%) identified emotional or mental health as a factor preventing them from having sufficient control in their life. This was the second most common response after physical ability.

Of all respondents, 1 in 7 (15.2%) said they feel lonely some (12.4%) or all/most of the time (2.8%). These proportions were around the same between Cardiff and the Vale of Glamorgan. Among people belonging to one of the thematic groups featured in this report, the proportion feeling lonely some or all of the time increased to nearly 1 in 4 (23.3%).

In terms of current support for wellbeing, participants in focus groups discussed the ability to talk with other people, support groups, courses and therapy (Box 5A).

Box 5A. Positive impact of socialising with other people



Seeing other people there that are going through the same sort of thing that I'm experiencing, because you feel alone, as much as you know you're not alone, you feel alone and you feel nobody else is around you, you're like an island. (Mental health illness)

It was about that not feeling like you're the only one, and going into a room and other people talking about their symptoms, what they were thinking, how they were feeling, and just that sense of, it's not just me then. I'm not mad. (Mental health illness)

A group in a local community centre was described which gave people the opportunity to make friends and chat, and share food with others. Participants in that group had found out about it through word of mouth. Groups run by their own members also contributed to positive wellbeing. There was also praise for some GPs (Box 5B) and community mental health services.

Box 5B. Compassionate healthcare professionals



In all fairness, the GPs have been absolutely fantastic. They've been very supportive. They've spent the time. I haven't gone in there, I've run over the 10 minutes if you like when I've had to express how I'm feeling. (Mental health illness)

Libraries and Hubs were referred to as helpful sources of information. The latter were described as being convenient, for example, to access computers, advice on seeking employment, benefits, housing and Citizens' Advice. Gym and art classes also contributed to positive wellbeing.

Green spaces, parks, woods, fishing spots and the coast were also mentioned in the focus groups as having a positive impact on wellbeing, as did physical exercise. The safety of the area was also important. In the public survey, of the 473 people who described places or activities which helped their wellbeing, a quarter (25.8%) referred to local gyms, leisure centres and exercise facilities. Churches and religious centres were mentioned by one in five (19.5%). Parks and open spaces were mentioned by one in eight (13.1%) respondents. These areas were important for walking, exercise, relaxation and contemplation. (Box 5B2) Ironically in the same survey emotional and mental health issues, including a lack of confidence, were a common barrier given to being able to access these same places, along with physical difficulties, transport and finances. There is also evidence that community regeneration programmes such as Communities First can have a positive impact on mental wellbeing and reduce inequalities in mental health.^{d59}

Box 5B2. Places which help with wellbeing



The local leisure centre - I regularly attend the gym there which helps me keep fit and well, both mentally and physically. (Public survey)

Tai chi helps with emotional and physical wellbeing (Public survey)

The church provides me with a lot of informal support and friendship (Public survey)

Bute Park. It helps me escape the city and makes for great walking (Public survey)

I also enjoy the parks and gardens, in particular Roath Park lake area - just to walk amongst the trees and see the lovely flowers lifts the spirit. (Public survey)

Employment and volunteering significantly contributed to people's wellbeing (Box 5C). In the public survey, a tenth (9.9%) of those naming places or activities which helped with their wellbeing, identified volunteering. Volunteering activity included sports clubs, befriending services, gardening and litter picks. Participation was described as providing rewards including a sense of purpose and an opportunity for social interaction.

Box 5C. Employment and volunteering



Work at the moment is helping me. It's the one that I'll get up and go to. . . . I think it's routine. (Mental health illness)

They're supporting me with moving on from social networks, social care to life... and that could be training or finding a job or volunteering and they've managed all that, so they've helped me identify a volunteering position. (Mental health illness and substance misuse)

For me at the minute it's [a Welsh Government funded programme that's most important] because I do a lot of volunteer work with them and we've done litter picks and we get time

credits and the community centre has loads of things going on. (Mental health illness)

In the public survey over half of respondents said they had received help to prevent or reduce problems in the future. This included counselling (10.2% of all respondents) and other mental wellbeing (8.8%) (Box 5C2)

Box 5C2. Support and services which helped prevent or reduce problems



I have started counselling sessions for anxiety. So far I have only had two sessions but feel much more happy and at ease already (Public survey)

The call from the Primary Mental Health Support Services was very supportive and professional and I felt reassured that someone understood my specific needs as an individual. In addition I received all the necessary information that we had talked about via the phone sent in the post (Public survey)

In terms of need, some people in the focus groups mentioned a lack of support and understanding from friends and family (Box 5D). There was also a suggestion that in some cases people struggled to receive professional help unless their situation was 'really extreme', with long waiting lists for lower-level services such as counselling.

Box 5D. Lack of support and understanding from friends and family



I've not really got anybody supporting me at the moment, I've got a disabled daughter who I support, so that's quite hard. (Mental health illness)

I don't think there is much support for families because I've found that, as I said earlier, my [ex] husband didn't understand depression at all and I think it was a real fear as though it might be catching but also embarrassed - he was really embarrassed about me having a mental illness. (Mental health illness)

A lack of information about services available was mentioned, along with long waits for general and specialist mental health treatment. Issues with accessing GP appointments were also raised. Participants described seeking private treatments such as reflexology and hypnotherapy, and requested the ability to be prescribed alternatives to medication such as yoga or meditation. One participant described how she felt mental health services focused more on what to do if she had a 'crisis' rather than ongoing support and crisis prevention (Box 5E).

Box 5E. Mental health services focused on 'crisis' rather than prevention



The problem I've found with the mental health services is that I always feel like I'm in the middle, I'm at the stage now where I'm not ill enough to be going into hospital, but I'm not well. . . . [The NHS service] have sent me a load of stuff in the post. Then it was, I had to motivate myself to go and get help. (Mental health illness)

Improved mental health services. My husband could do with support but we don't know where to turn (Public survey)

Bounced from doctor to doctor so repeatedly having to explain specific problems, resulting in no clear information. Responses from GP mostly pushed drug based solutions and wait 6 months - year to receive any counselling (Public survey)

Memory clinic waiting list was long and info didn't materialise until the diagnosis, but the info I eventually got would have been helpful earlier (Public survey)

Other participants mentioned that there was insufficient availability of counselling, with a fixed number of sessions only available. Better access to counselling was a very strong theme in the public survey and mentioned in a number of areas as something people would like, to prevent problems in the future (Box 5E2).

Box 5E2. Improved access to counselling



Initial 6 week counselling for depression via GP good but not long enough, only just started 16 week course with MIND after 10 month wait (Public survey)

Length of time taken to see counsellor (6 month waiting list so by the time I saw a counsellor the original reasons for seeking counselling were long since passed. (Public survey)

Easy access to mental health support (talking therapies) before getting to crisis stage where intervention is guaranteed i.e. preventative care before reaching breaking point. (Public survey)

I think mental health support needs to be acted on faster. I have been asking for counselling for 15 years but have repeatedly been sent away with anti-depressants which have only made my problems worse. (Public survey)

There was also a suggestion from some participants that it was better to receive firm direction on attending sessions and have pre-booked appointments, rather than leave up to individuals to make the first contact (Box 5F) There was also a request for the ability for participants to meet informally again after a course has finished, for example facilitated by a room being provided for this purpose.

Box 5F. Preference for receiving firm direction rather than relying on self-motivation



I would rather somebody said, right, this is somebody you need to speak to, we've made an appointment, you need to go there at this time, that day, that's when it is. Rather than, it's a bit flimmy flimmy, it's just 'yes here's some people who could help you, have a look and see

what you want to do'. (Mental health illness)

Opportunities for social contact were mentioned by 1 in 10 (9.5%) people in the public survey who answered a question about things which could make a positive difference to wellbeing now or in the future (Box 5G)

Box 5G. Opportunities for social contact



Companionship occasionally at home and for visits to theatres or other performances or on holidays. (Public survey)

Maybe a community centre that caters for activities such as bowls, skittles get together to have a coffee on a morning or drink an entertainment on an evening, or local sports centre for all activities. (Public survey)

Groups that bring people together are so necessary... I am surprised there seem to be no community centres where charitable groups can meet others for free. (Public survey)

During engagement with service users for the recent dementia needs assessment,^{d73} nine key themes were identified: isolation and loneliness (Box 5H); kindness and compassion; co-ordination of services; caring for carers; what to do in a crisis; moving support to primary care; inequality in access to services; dementia is everyone's business; prevention is essential. Transport was also highlighted, particularly if someone with dementia was previously able to get to places by driving themselves.

Box 5H. Living with dementia



I just miss my husband so much, and not being able to go out. I get lonely, very lonely... I just wish more people would pop in and say hello, but they have got their lives. I wish I had my car (Person with dementia, dementia needs assessment)

I love getting together with other people in groups... there is a need for people to be able to get together to do hobbies, or to talk and share even a cup of tea. (Person with dementia, dementia needs assessment)

A regular mental health 'feedback fortnight' was run in 2016 across Cardiff and the Vale.^{d62} This included an online and paper survey, focus groups held by CAVAMH and Hafal, and a 'Celebrating Recovery' event. 44 surveys were completed, and a further 128 people were involved through focus groups or the event. Themes identified included:

- Relationships: the relationship with care providers was important in whether people considered their needs were met. Where professionals have good relationships with clients this is seen as an asset; where there is a lack of understanding, sympathy or knowledge, this is a need
- Communication: communication between service users and carers/service providers was important, and communication between service providers - this meant there was less necessity for service users to repeat themselves
- Education: some people felt that the skills of some staff could be boosted with specialist training on supporting people with their mental health issues; and some people recognised their own lack of knowledge about mental health and wanted more training themselves
- Community services: service users and carers valued non-statutory support as well as statutory support, including services which were not time-limited and which operated out of hours
- Access to services: while people valued the support they got from services, there were many instances where they would value quicker access and longer periods of support

Needs raised in a discussion at the Cardiff and Vale Mental Health forum in November 2016 included:^{d61} having meaningful care and treatment plans; address financial, housing and social issues for people with mental health issues; focus on quality relationships, both within and between staff and patients, to improve recovery times; increase service user and carer involvement; improve communications, including links with third sector organisations, police, housing, and signposting from GPs. Prevention was seen as a key issue, including giving prevention more emphasis across the NHS and recognising the value of the natural environment.

5.1.3 Information from professionals working with this group

In the professional survey, when asked what factors most prevent people from accessing services and groups in their community, 'emotional and mental health issues' were the joint most popular response, corresponding to a similar finding in the public survey.

Respondents to the professional survey were also keen to highlight the importance of local libraries, Hubs, community centres and cafes as these are the places that for many enable regular social interaction and combat isolation.

Two thirds (67.6%) of professionals identified increased availability of counselling as something which would be beneficial for their client group in the future. A similar proportion (64.7%) also identified more social interaction as being beneficial for their clients in future.

In the PNA workshops, professionals working in adult mental health highlighted the following key needs and assets:

Key needs (including preventative)	Key assets
Joined up information, advice and services	Peer support, mentoring and self-help
Access to appropriate housing & support	Shared training
Self-help, behaviour change and lifestyle choices	Multi-stakeholder partnerships
Continuing partnership approach between statutory agencies and with third sector	Community assets including social capital
Community hubs, one-stop shops etc. to improve access to services	Neighbourhoods and communities of interest
Supporting GPs with decisions around referrals	Online communities
Dementia	
Peer support and mentoring to guide people through system	

5.1.4 Information from other sources

Prevention of dementia

The recent dementia needs assessment also highlighted that one in five cases of dementia may be preventable with exercise, diet, diabetes prevention, and early treatment of depression.^{d73}

Adverse Childhood Experiences (ACEs)

Adverse Childhood Experiences (ACEs) are stressful experiences occurring during childhood that directly harm a child (e.g. sexual or physical abuse) or affect the environment in which they live (e.g. growing up in a house with domestic violence). Nearly half (47%) of adults in Wales experienced at least one ACE during childhood, and 14% suffered 4 or more.^{d28}

The prevalence of low mental wellbeing in adults increases with the number of ACEs experienced in childhood.^{d34} On average, one in five (19%) adults have low mental wellbeing. This is slightly lower (14%) for people who experienced no ACEs as a child, compared with two in five (41%) of people who experienced four or more ACEs as a child.

Welsh Government strategies

Together for Mental Health is the Welsh Government 10 year strategy to improve mental health and wellbeing.^{d33} Many of the themes identified here are included in the strategy, including improving access to information and advice to promote mental wellbeing, including low-level interventions; reduce loneliness and unwanted isolation; and improving integration between public sector and third sector provision.

Talk to me 2 is the Welsh Government strategy on suicide and self-harm, which highlights the key groups who are at higher risk of suicide and self harm.⁸¹ Individual risk factors include those who: are male; are of low socioeconomic status; have restricted educational achievement; have a mental illness; have a major physical or chronic illness; experience alcohol or substance misuse. Stressful life events, including job loss and divorce/separation also put people at higher risk.

Welsh Government launched a consultation on a new dementia strategy in January 2017.^{d80} This includes a focus on: risk reduction and health promotion; recognition and identification of dementia; assessment and diagnosis; living well with dementia; and support in the community.

Access to mental health services

The report 'Is Wales Fairer?' highlights the need to improve access to mental health services, and reduce the rate of suicide especially among men.^{d39} The Cardiff and Vale Mental Health Forum principles call for 'recovery focused, person-centred services, responsive to the needs of those using services and their carers'; and that people using services must have the opportunity to be involved in the planning and delivery of services.^{d60}

Minority Ethnic Elder Advocacy (MEEA) project

MEEA provides independent advocacy services to minority ethnic elders aged 50 and over across Wales. Of over 800 people registered with the MEEA project, around 10% believe they suffer from bad or very bad mental health. These rates are even higher among Bangladeshi and mixed race participants (23% and 21%

respectively). 4 in 10 (41%) of MEEA beneficiaries report feeling lonely sometimes or often, much higher than the level found in the public survey for the PNA. However, loneliness may be a reason for participating in the MEEA project, and this group also reported a low level of oral English skills, which could also contribute to this effect.^{d40}

Five ways to mental wellbeing

Five ways to mental wellbeing is an evidence-based approach which encourages individuals to do five things each day to improve their personal wellbeing:^{d87} connect; be active; take notice; keep learning; and give.

5.1.5 Gaps in our knowledge

- Number of people receiving domiciliary care who have dementia (figure not known)
- Data completeness for coding of ethnicity within mental health databases for community and inpatient care

5.2 Main needs

- Increased timely access to low level mental health services including counselling and family support
- Joined up information, advice and services
- Loneliness and social isolation, especially among people with dementia and some BME groups (including asylum seekers and refugees)
- Access to appropriate housing & support
- Continuing partnership approach between statutory agencies and with third sector
- Support for families of people with mental health issues
- Community hubs, one-stop shops etc. to improve access to services
- Supporting GPs with decisions around referrals
- Dementia-specific needs and recommendations
- Peer support and mentoring to guide people through system

5.3 Prevention recommendations

- Self-help, behaviour change and lifestyle choices
- Increased social contact
- Up-to-date training for staff on mental health to improve their awareness and knowledge of how to support people
- Further promotion of dementia friends training and dementia-friendly cafes

5.4 Assets

- Socialising
- Compassionate healthcare professionals
- Libraries, Hubs, cafes, community centres
- Positive environment
- Gyms, leisure centres
- Employment and volunteering
- Counselling (once accessed)
- Peer support, mentoring and self-help

- Shared training
- Multi-stakeholder partnerships
- Community assets including social capital
- Online communities and tools
- Third and private sector organisations providing support

5.5 Suggested areas for action

- Improve access to low level mental health services, counselling and family support
- Scope actions to address loneliness and social isolation
- Scope provision of a single point of contact for mental health issues
- Explore where best to deliver mental health services to maximise access while reducing stigma
- Improve clarity of referral pathways and criteria, shared through partnerships and networks, and support professionals in decision-making
- Ensure provision of appropriate training of staff in mental health issues
- Explore where joint funding of services would benefit public / service user experience
- Implement recommendations from dementia health needs assessment
- Share examples of good practice between partner organisations

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B6. Adult carers

For young carers and young adult carers please see the Children and young people chapter

Other chapters of relevance: Children & young people; health and physical disabilities; learning disability and autism; adult mental health and cognitive impairment; older people; sensory loss and impairment

Summary Adult carers

Care and support needs Access to information including financial support and services available; access to services including transport; ensure discharge planning process involves consultation with carer; housing; respite care; mental health support; social isolation; raise awareness of who is a carer; improve access to carers’ assessments; transitions (child to adult); address perceptions of feeling judged by services

Prevention issues Increase and enable peer support groups for carers; ensure health and social care professionals receive appropriate training on carers’ issues

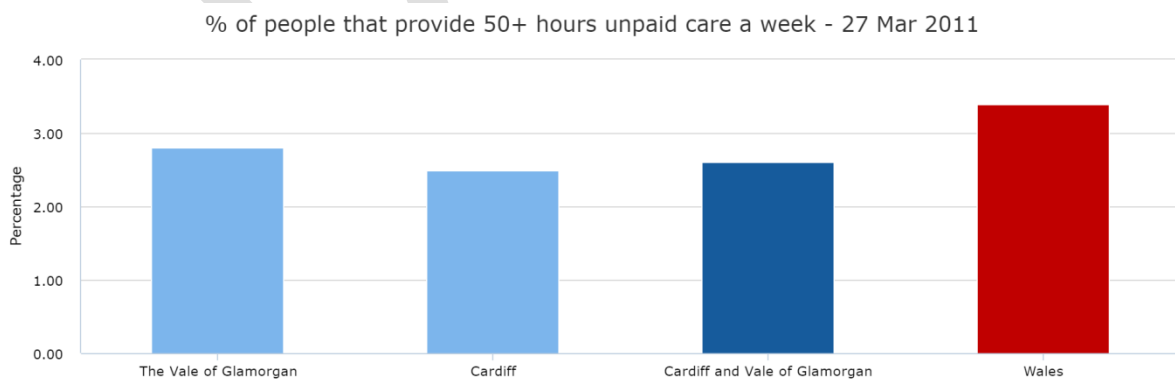
Assets Physical activity and access to outdoor space; community services including third sector; carers themselves and their social networks; GPs and community pharmacies

6.1 What do we know about this group?

6.1.1 Information from population and service data

At the 2011 Census, 50,580 carers were recorded in Cardiff and the Vale of Glamorgan. This represented a 12% rise over the number in the previous Census 10 years earlier.^{d46} The percentage of people in the population who identify as carers is below the Wales average in both Cardiff and the Vale of Glamorgan.

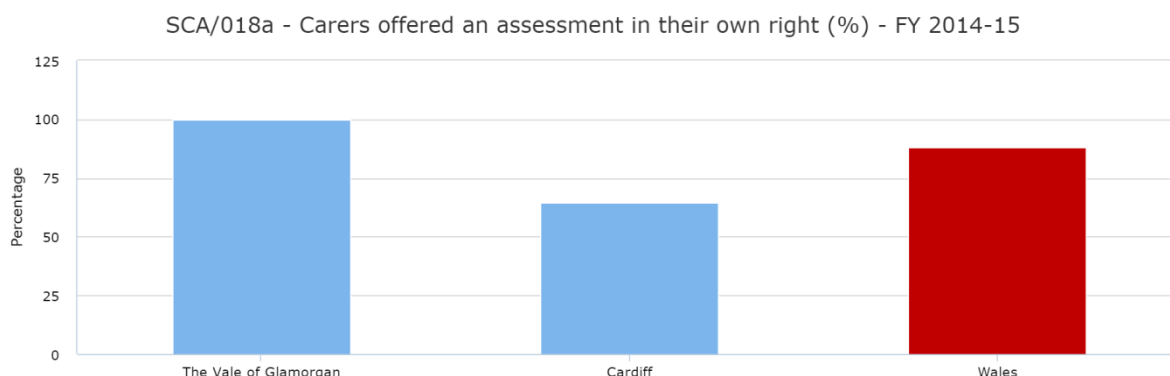
Figure. Proportion of people who provide 50 or more hours of unpaid care per week, Cardiff and Vale of Glamorgan (2011)



In 2014/15, over 6 in 10 (64%) of known carers were offered an assessment by Cardiff Council, a significant increase on the previous year, although the rate of completion of the assessment was only 1 in 4 (26.3%),

and the rate remained below the Wales average.^{d36} The rate in the Vale was reported as 100% in the same year.

Figure. Proportion of carers offered an assessment (2014/15)



A survey of adult carers in Cardiff and the Vale was undertaken in 2011, with 292 respondents.^{d47} Of the respondents, the majority were female (72%) and caring full time (72%). Most people cared for one person (87%) although over one in ten (13%) cared for two or more. Two thirds of carers (67%) had been caring for more than 5 years, including nearly half (46%) caring for over 10 years. Three quarters (77%) were aged 40 or over, including a quarter (24%) who were 75 or over.

6.1.2 Information from local residents and service users

85 people (6.7%) responding to the public survey identified themselves as a carer. Three quarters of these individuals also identified themselves as belonging to one or more of the other specified groups. Half of respondents reported spending 25 hours or more per week on unpaid caring responsibilities, whilst just over a quarter were spending 45 hours or more per week. An additional 9 people answered on behalf of someone else in a caring capacity.

Out of all respondents to the survey, 1 in 10 (10.1%) said they had unpaid help from a spouse/partner at the same address, 4.2% from another family member at the same address, 7.6% from a family member living elsewhere, and 4.1% from a friend/neighbour.

Support which enabled parents of children with a disability or learning difficulty to work was considered to have a significant effect on their wellbeing (Box 6A), as were other services to support carers. Support for siblings of children who had a parent carer was also valued.

Box 6A. Support for carers



We go to the 'forget me not' choir and the dementia cafes... they are a great support (Carer, dementia needs assessment)

Without the support I receive I would not have been able to care for my husband at home for the past 10 years (Public survey)

They pay a few days a week for [my child] to go into childcare so I can work. . . . [Also] through them [the child] goes to a youth club which obviously gives me a lovely two hours in the evening twice a week. . . . That's my most positive, because like I said where [my child]

can't go out in our area, it's somewhere else to go. Also the school holidays where I can go to work. (Parent carer)

Physical activity and access to outdoor space was mentioned by participants as providing a mental release for carers (Box 6B)

Box 6B. Physical activity and access to outdoor space



I feel refreshed and happy and you get relaxed [after swimming]. So you can continue your caring role. (Parent carer)

I love being outdoors and at the moment that's so important to me because as I said my child's pretty much nearly agoraphobic, not leaving the house. I'm an outdoor person so that's really, really hard and that's all I do have, that's my social contact is other dog walkers (Parent carer)

Social media was used as a source of information for example to identify potential support options.

In terms of needs, focus group participants described a lack of independence and guilt associated with having time to themselves, and the need for respite (Box 6C) One potential solution offered was if carers were offered more help in organising their own face-to-face support groups.

Of individuals who responded in the public survey saying they had insufficient control over their lives, a quarter (25.8%) identified responsibilities such as caring for another person, as a factor in this. One parent carer described services for her son as inflexible, causing her to have to give up work (Box 6C). A lack of emergency respite was also highlighted as an area of anxiety for carers in a Cardiff consultation with adult carers.⁴⁵

Box 6C. Lack of independence, and need for respite



We're so depended upon [as carers] it makes it difficult, the whole guilt trip about if you do have an evening out. The inability to have a night off, go away for a weekend. Lack of respite. . . It's that total 24/7 care, so independence doesn't really exist. (Parent carer)

As a mother of a disabled child, I'd love if [the child] has more respite. [The child] has only three hours in a week, and is very active and always ask to go outside. It will be good for me to have a rest and for [the child] because [the child] has a lot of energy. . . And for my well-being as well, because I have another child, so he needs time. (Parent carer)

Complete inflexibility in services provided for my son. No respite or unpaid help. Having to give up working to fight for adequate provision for my son. (Public survey response)

Carers highlighted that delays in accessing specialist services on behalf of the person they care for became a worry and concern for them as the carer too, as they were having to do the chasing up, thus affecting their wellbeing. Similarly, regular changes in staff and a lack of continuity of care meant that carers had to repeat their story often and felt rapport was lost (Box 6D) This was also echoed in the Cardiff carers' consultation.⁴⁵

Box 6D. Changes of staff and lack of continuity of service



This is through Social Services, so we got a social worker, but it's [my child's] fourth social worker, they've changed it, in a year, and [the child has] had four different people coming in now to tell the same story to. It's not good. (Parent carer)

It was felt that often it could be difficult to find information on relevant services and eligibility, for example, for the disability living allowance, and this often came about through word of mouth (Box 6E)

Box 6E. Difficulty finding information about services and conditions



It got to the age of 11 and I was like, 'What are we going to do now? [A contact in the Council] was saying, 'Well the person you want to speak to is [name]', and gives me her mobile phone number. That's how you access, it is word of mouth. (Parent carer)

I've had nothing that I haven't sourced myself through my own research on my own - there's been nothing. (Parent carer)

It would be nice to have a little booklet that told you of other people's experience. A lot of people say I wish I knew now, what I knew at the end. (Carer, dementia needs assessment)

There was a view that the third sector was often more respectful and less judgemental than Social Services, but friends could also be judgemental. Some people felt that this perception of being judged affected how they acted in front of staff (Box 6F)

Box 6F. Feeling judged



At the same time once you're involved in the voluntary sector there's a lot more support, they're more accessible. The way they deal with you is more respectful, it's less judgemental, it's more supportive and understanding. (Parent carer)

F: Constantly judged, constantly, constantly judged. . . F: Yeah constantly have to prove that it's not your mistakes that these children are having difficulties. F: And that's not just professionals, that's so-called friends. (Parent carers)

If you cry too much about how badly things are going, I think there's that very fine balance between, 'This person's struggling so we'll go and support them', compared to, 'This family's really struggling so we'll look at taking the child'. That's a concern I have at the moment. (Parent carer)

In the Cardiff carers' consultation, many carers did not know about carers' assessments or had been unsuccessful in accessing them.⁴⁵ Similarly, there was a lack of knowledge around Direct Payments, and a feeling the system was too complicated. There was also a view that the health service, especially GPs, should be more involved with supporting carers. Carers would value a 'one-stop shop' where they can get information on support and services for them from one phone number.

In a 2014 survey of carers undertaken across Wales found for Cardiff and the Vale that nearly 8 in 10 (79%) did not receive the carers' allowance, 83% haven't been offered a carers' assessment, 6 in 10 (62%) weren't registered as a carer with their GP.^{d46} Two thirds (67%) did say they felt involved in the development of social care plans for the people they cared for. An older, 2011, survey in Cardiff and Vale^{d47} found that respondents were nearly evenly split in saying they did or didn't have a positive care/life balance. Six in ten (61%) of respondents reported caring having a negative impact on their own health and wellbeing (including 47% who reported a negative impact on their mental health), 43% a negative impact on their family relationships, and 48% a negative impact on their relationships with friends. Where there had been a recent hospital admission by the person they cared for, three quarters were consulted on their discharge, but one in five (19%) reported not being consulted. While 60% felt the timing of the discharge was appropriate, a quarter (26%) felt it was too early.

The Cardiff and Vale dementia needs assessment included the needs of carers of people with dementia.^{d73} Themes from engagement with carers included: support for carers is crucial; access to information on the condition; and difficulty navigating the complex system.

A recent survey of the Cardiff and Vale UHB workforce found that only 14% of the respondents had training on carers in the last 3 years, and there was confusion over what defined someone as an adult carer, with many staff including people who look after relatives' children as carers.^{d53} This reflects a more general confusion in wider society. It also found a genuine willingness from staff across all specialities to involve carers, especially at discharge.

6.1.3 Information from professionals working with this group

In the professional survey, when asked what factors most prevent people from accessing services and groups in their community, responsibilities including caring for another person, was a common response.

In the PNA workshops, professionals working with adult carers highlighted the following key needs and assets:

Key needs (including preventative)	Key assets
Access to information including financial support and services available Respite care Raising awareness of who is a carer Accessing carers' assessments Access to services including transport Social isolation Discharge planning Housing Transitions (child to adult) Mental health support	Community services including third sector Carers themselves and their social networks GPs and community pharmacies

At a stakeholder workshop for the Wellbeing Assessment in the Vale of Glamorgan, it was noted by a professional that some carers do not come forward for an assessment because they felt that the term 'carers' assessment' meant the process would involve an assessment of a carer's competence, rather than their own needs as an individual.

6.1.4 Information from other sources

Under the Social Services and Wellbeing (Wales) Act 2014, local authorities must now offer a carer's assessment to any carer where it appears to the authority that the carer may have a need for support. This is a significant change, as previously a carer could only request a carer's assessment.^{d82}

Carers UK undertakes an annual survey of carers. Out of respondents in Wales, findings included:^{d110} three quarters (75%) of carers are concerned about the impact of caring on their health over the next year; 3 in 5 (61%) are worried about the impact their caring role will have on relationships with friends and family; over half (53%) report financial difficulties, with a third of this group reporting cutting back on essentials such as food and heating; and a quarter (23%) of working carers are worried about their ability to remain in work over the next year.

6.1.5 Gaps in our knowledge

No significant gaps have been identified.

6.2 Main needs

- Access to information including financial support and services available, e.g. from a 'one stop shop'
- Access to services including transport
- Ensure discharge planning process involves consultation with carer
- Housing
- Respite care, especially emergency respite
- Mental health support
- Social isolation
- Raise awareness of who is a carer
- Improve access to carers' assessments
- Transitions (child to adult)
- Address perceptions of feeling judged by services

6.3 Prevention recommendations

- Increase and enable peer support groups for carers
- Ensure health and social care professionals receive appropriate training on carers' issues

6.4 Assets

- Physical activity and access to outdoor space
- Community services including third sector
- Carers themselves and their social networks
- GPs and community pharmacies

6.5 Suggested areas for action

- Implement carer engagement model, based on best practice
- Raise awareness around caring and carers among public and health and social care professionals, for example through Making Every Contact Count
- Increase access to respite care including emergency respite
- Ensure hospital discharge planning processes involve carers
- Provide consistent information to carers and relatives through existing information points such as primary care, libraries
- Support the development of informal support for carers, e.g. befriending and volunteers
- Develop carer-friendly communities

For information on the care and support needs of young carers, please see chapter B1, Children and young people.

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B7. Sensory loss and impairment

Other chapters of relevance: Adult carers; children & young people; health and physical disabilities; learning disability and autism; adult mental health and cognitive impairment; older people; veterans

Summary Sensory loss and impairment

Care and support needs Accessible communication and information; mobility and rehabilitation; review purpose and use of registers for sensory impairment; social interaction including impact on mental health and wellbeing; person-centred equipment and technology; independent living; appropriate access to specialist services and assessments; partnership between the third sector and health; recognise people with complex needs with additional sensory impairment, requiring additional support; plan for increase in prevalence of people with sight loss; undiagnosed hearing impairment among older people in care homes

Prevention issues Increase awareness of day to day needs of people with sensory impairment among public and third sector staff, transport operators

Assets Social interactions; friends, families and neighbours; third sector support; advocacy; housing adaptations; access to outdoor spaces; technology including Next Generation Text; access to work programmes

7.1 What do we know about this group?

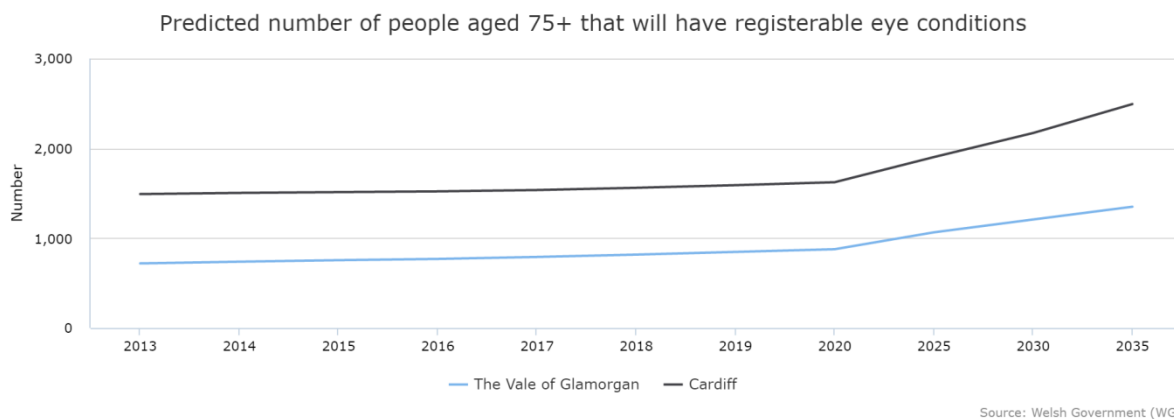
7.1.1 Information from population and service data

Sight loss

There are an estimated 9,430 people living with some degree of sight loss in Cardiff, and 4,560 people in this group in the Vale of Glamorgan.^{d22} This includes 137 people aged 0-16 in Cardiff, and 51 people in this age group in the Vale. Of these, 1,230 are living with severe sight loss in Cardiff and 610 in the Vale. In terms of registrations with the local authorities of people who are blind or partially sighted, these number 2,057 in Cardiff (2013/14) and 685 in the Vale. The rate of registrations is slightly higher in Cardiff (585 per 100,000) than the Wales average (550 per 100,000), and slightly below the average in the Vale (539 per 100,000). Around £17m is spent by the NHS in Cardiff and Vale on vision problems.^{d22}

The RNIB sight loss data tool provides estimates of the numbers of people living with sight threatening eye conditions.^{d22} This includes estimates of the number of people with early age-related macular degeneration (AMD) of 11,980 (Cardiff) and 6,030 (Vale); people living with cataracts of 2,870 (Cardiff) and 1,450 (Vale) and people with diabetic retinopathy of 7,230 (Cardiff) and 2,560 (Vale). The number of people with early stage AMD is expected to increase by nearly a third locally (30% Cardiff, 31% Vale) between 2016 and 2030. Higher rises are expected in the number of people living with cataract (40% Cardiff, 50% Vale). For diabetic retinopathy, the number is expected to rise significantly in Cardiff (17% compared with Wales average 6%), and 5% in the Vale.

Figure. Predicted number of people aged 75 or over who will have a registerable eye condition



It is estimated 40 severe falls each year are directly attributable to sight loss in Cardiff, and 20 in the Vale.

Hearing loss

It is estimated 28,900 people have a moderate or severe hearing impairment in Cardiff, and 14,100 in the Vale.^{d22}

Dual sensory loss

It is estimated that 1,840 people are living with dual sensory loss (i.e. sight and hearing) of any severity in Cardiff, and 860 in the Vale. In 2015-16 there were 73 people registered in Cardiff with severe sight impairment and hearing impairment, and 16 people in the Vale.^{d74}

7.1.2 Information from local residents and service users

Focus group participants described that much of their support was from family and friends rather than the state (Box 7A)

Box 7A. Support from friends and family



The help I get from friends like a five [out of five]. I never had no help from Social Services at all. I just have to ask people, friends. It's like next door neighbour, her mother runs a cleaning service, so she comes in fortnightly to do my cleaning for me, and they're excellent. (Sight loss participant)

Third sector support for people with sensory impairment was praised (Box 7B). One third sector organisation for people with sight loss was spoken of very highly, providing a number of benefits including: helping keep people active and independent (e.g. gardening, music, singing, rambling), education and learning new skills (e.g. computer courses); support with travel (e.g. taking a participant to a GP surgery); the ability to volunteer; and help with admin (e.g. applying for a new passport). It felt like a 'family'. A deaf participant praised the work of a number of sensory impairment third sector organisations which provided a range of support for people's wellbeing, e.g. providing financial advice, advocacy and information provided through the medium of British Sign Language (BSL).

Box 7B. Support from the third sector



F: It's not just the gardening club, they have music clubs, they have singing club. . . . M: Without CIB [Cardiff Institute for the Blind] a lot of people wouldn't have a social life at all. (Sight loss participant)

I had to go to the doctor's right, and [name] came with me because I didn't want to go on my own, so that's the girl from [the charity], which they didn't have to, but they did. (Sight loss participant)

[Advocacy in] going to the Job Centre, supporting people in the Job Centre. Because the Job Centre isn't deaf aware. (Deaf participant)

Opportunities for social interaction and being with other people who understood your situation were also a benefit to wellbeing (Box 7C).

Box 7C. Social interaction



[This deaf charity] gives opportunities for people to volunteer, and provides a service for young children and parents. They have a youth service and it's a great place for the elderly, deaf community to meet as well. (Deaf participant)

It is hard work sometimes, so it's just to relax with people who understand your situation. (Sight loss participant)

Support from third sector organisations and housing associations to ensure accommodation was suitable was beneficial, for example replacing a bath with a shower; and a non-digital thermostat instead of a digital one for a focus group participant with sight loss who couldn't use the thermostat because of the digital controls.

Some services were praised which had 'actually listened' to concerns from sight loss advocates, for example a transport provider had included information at bus stops in large print; and the Council had left streetlights on permanently when it was dark so a participant was able to cross the road without tripping.

Access to outdoor spaces, including parks, allotments and the Taff trail, were felt to contribute to wellbeing. Technology including social media were highlighted as having a positive impact on independence and wellbeing (Box 7D). Next Generation Text (NGT) was a beneficial service to deaf people as it provided 'open access for deaf-to-hearing people'.

Box 7D. Technology



I think in terms of technology, to be honest with you, Facebook has a massive effect for me and the deaf community. (Deaf participant)

Being able to work and volunteer was highlighted by some individuals as giving them a sense of self-worth. This was helped in one case by a project set up by a deaf third sector organisation which provided sign language interpreters to help overcome barriers to employment (Box 7E).

Box 7E. Working and volunteering



The access to work scheme. Without sign language interpreters. I could not communicate with my hearing colleagues. I couldn't do the work. I wouldn't be able to talk to someone and maybe express myself, and if I couldn't do that then there'd be frustrations. (Deaf participant)

Among people with sight loss, participants often commented that routine activities for sighted people regularly became difficult for those with sight loss. Examples were given of transport staff telling them to use a ticket machine or look at the front of the bus to see what number it was. In a hospital setting participants found it could be 'very distressing' waiting alone in the hospital for ambulance transport, hearing their name called but unable to make eye contact.

Challenges at home included dressing and washing, and trips and falls. Council refuse collectors sometimes left bins in different places in the block of flats one participant lived in which meant they became obstacles.

Cuts to valuable services were described, including dedicated training of social workers around sensory loss. (Box 7F)

Box 7F. Cuts to services



I do get care, care package, but it got cut the other year and one of the things I got cut on was shopping, and when with people with sight loss, that's the main thing that you need it for. . . . I like to go shopping; I don't want somebody else to go and do it for me (Sight loss participant)

The worst thing, and I think you'll all agree with me, Cardiff Council ever did, that we used to have dedicated social workers that were trained in sensory loss and they're no longer, they're just social workers. (Sight loss participant)

Lack of availability of key information in BSL was a barrier to a deaf participant. He described that the social services eligibility assessment was not accessible in full BSL, and another participant faced an 'impasse' when there was disagreement between the local authority and housing association over who should pay for a BSL interpreter (Box 7G) Another example was a GP practice refusing to provide a BSL interpreter for an appointment. Similar issues were described with private organisations such as banks and were felt to be commonplace and wearing for deaf people. Makaton is another language programme which uses signs and symbols to help people to communicate, and is often used with children and with people with learning disabilities.

Box 7G. Lack of availability of information in BSL



'We need to talk to you and then you talk to the housing association'. So, okay, what's the solution? I physically can't hear them on the phone, so what are the choices? It has to go through a third person, which they won't do, and they don't understand that I physically can't hear. It's just a lack of common sense. (Deaf participant)

Yesterday I actually went to the GP myself. It was a simple issue, I didn't require an interpreter, but I actually got to a point where I couldn't express myself because I had difficulty understanding the GP. And I felt like I came away without full information. I didn't feel good about the whole situation. (Deaf participant)

Participants felt more could be done to raise awareness of support available, mostly from third sector organisations. Other concerns which were expressed included that parents should not have to pay to learn sign language to communicate with their deaf child, and lessons should be cheaper; teachers, family members and health professionals / other service providers should be encouraged to proactively support deaf people in learning to sign from an early age; ensuring staff in hospitals know how to use loop systems (Box 7H); and ensuring specialist mental health for deaf people is available in BSL.

Box 7H. Ensuring staff understand how to use loop systems



The amount of places I've gone in and banks, even a hospital clinic and I couldn't hear what the woman was saying, and I said, 'Is your t-mode switched on?' She didn't know how to switch it on and none of the staff knew how to switch it on, and this was in an NHS hospital. (Sight loss and hearing loss participant)

7.1.3 Information from professionals working with this group

At the workshop, it was identified that throughout childhood, independent living skills for children are important, as they encourage confidence, inclusion in the community, support emotional wellbeing and mental health. They also lead to better outcomes as an adult.

In the professional survey the accessibility of services to people with hearing loss/deafness was highlighted as a barrier to accessing services (Box 7I). Similarly, there was concern about the provision of information on the internet for people with visual impairment.

Box 7I. Accessibility of services



Services are inaccessible i.e. communication barriers prevent people with hearing loss/deafness taking part (lack of BSL interpretation, lack of hearing loops etc.) (Professional survey)

Although not strictly a sensory impairment, speech and language impairment (dysphasia and/or dysarthria) such as that following a stroke also requires that communication needs are taken into account for people to easily access care, support and information.^{d143}

In the PNA workshops, professionals working with people with sensory impairment highlighted the following key needs and assets:

Key needs (including preventative)	Key assets
Access to accessible communication and information Mobility and rehabilitation Review use of registers for sensory impairment Social interaction including impact on mental health and wellbeing Equipment and technology - person-centred Independent living Specialist services and assessments Partnership between the third sector and health Recognise people with complex needs with additional sensory impairment, requiring additional support	<i>None specifically identified at workshop</i>

At a workshop held for the PNA with professionals working with people with sensory impairment, it was felt that knowledge of British Sign Language (BSL) shouldn't be assumed, particularly among black and minority ethnic groups and people who speak English as a second language.

7.1.4 Information from other sources

Older people with sight loss are almost three times more likely to experience depression than those with good vision.^{d23} Nearly half of blind and partially sighted people feel 'moderately' or 'completely' cut off from people and things around them. Some BME groups are at higher risk of glaucoma.

Older people in care homes are particularly likely to have undiagnosed deafness, hearing loss or tinnitus.^{d23}

A UK research report on the needs of the deaf community in interacting with the health service raises a number of issues.^{d66} These included: difficulty making appointments and communicating in appointments with health professionals (for example the report found 3% of deaf people want to communicate with their doctor by lipreading but 40% are forced to); poor diagnosis (for example being more likely to live with high blood pressure or high blood sugar levels without a formal diagnosis being made); and less comprehensive treatment for diagnosed conditions compared with others. Recommendations include offering deaf awareness training to all frontline staff; and ask and record patients' preferences for communication during consultations; ensure access to interpreters as required (e.g. for British Sign Language).

There is a notable gap across Wales between educational attainment of deaf children and young people, compared to children who do not have a special educational need. The percentage of children achieving the Core Subject Indicator varies by stage of education but is around 7-15% lower among deaf children. The largest gap is in Key Stage 2 when 98% of children without a special educational need achieve the Core Subject Indicator, compared with 83.6% of deaf children.^{d103}

7.1.5 Gaps in our knowledge

No significant gaps have been identified.

7.2 Main needs

- Access to accessible communication and information, including information on services available
 - Including in British Sign Language and, where appropriate to audience, Makaton

- But recognise that some may not know BSL
- Don't rely solely on internet for information dissemination
- Mobility and rehabilitation
- Review purpose and use of registers for sensory impairment
- Social interaction including impact on mental health and wellbeing
- Equipment and technology - person-centred
- Independent living
- Appropriate access to specialist services and assessments
- Partnership between the third sector and health
- Recognise people with complex needs with additional sensory impairment, requiring additional support
- Plan for increase in prevalence of people with sight loss
- Recognise and address undiagnosed hearing impairment among older people in care homes

7.3 Prevention recommendations

- Increase awareness of day to day needs of people with sensory impairment among public and third sector staff, transport operators

7.4 Assets

- Social interactions
- Friends, families and neighbours
- Support from third sector organisations
- Advocacy
- Housing adaptations
- Access to outdoor spaces
- Technology including Next Generation Text
- Access to work programmes

7.5 Suggested areas for action

- Improve access to communication, and accessibility of information throughout pathways, from information through to initial contact to service provision
- Ensure support for children with sensory impairment is flexible as child's needs change as they grow older, and that who provides support is clear
- Recognise and improve support for children and adults with complex needs and additional sensory impairment
- Recognise and improve support for children and adults with dual sensory loss
- Ensure staff carrying out specialist assessment and service provision are appropriately trained, with broad awareness training across all staff groups regarding the needs of people with sensory impairment
- Increase partnership working between statutory and third sector
- Increase support for mobility, rehabilitation and independent living
- Review the process and purpose of formal registration for sensory impairment
- Prepare services and support for projected increase in number of people with sight loss
- Scope actions to improve social interactions, mental health and wellbeing for people with sensory impairment in accordance with the Social Services and Well-being Act

- Improve availability of technology and equipment relevant to the individual's need
- Increase engagement with people with sensory impairment to understand changing needs over time
- Make equality and health impact assessments more readily available to local residents, especially those for whom there is a possible impact

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B8. Violence against women, domestic abuse and sexual violence

Other chapters of relevance: Asylum seekers and refugees; adult carers; children & young people; health and physical disabilities; adult mental health and cognitive impairment; offenders; older people; veterans

Summary Violence against women, domestic abuse and sexual violence

Care and support needs Prevention - children and schools; male role models; children in household where there is domestic abuse; adverse childhood experiences (ACEs); ensure approaches are needs-led as well as risk-led; increase accountability of perpetrators; early reporting; improve transparency in family courts; access to information on services and support; community involvement; access to appropriate housing; availability of age-appropriate counselling; 'honour'-based violence

Prevention issues Awareness-raising in schools; community involvement; information; dispersed refuge provision

Assets Third sector; Live Fear Free helpline; local research pilots; refuge provision; SARC (sexual assault referral centre); IDVAs (Independent domestic violence advisers); Free2Be; HomeStart

8.1 What do we know about this group?

8.1.1 Information from population and service data

In Cardiff during 2015/16 there were 2,362 incidents of violence against the person (either gender), 2,263 domestic incidents, and 57 sexual offences reported to South Wales Police.^{d68} In the Vale of Glamorgan the corresponding figures were 2,279 incidents of violence against the person, 1,936 domestic incidents, and 204 sexual offences reported.

Given the sizes of the respective populations, it is felt that there is likely to be under-reporting or inadequate capture of information about offences in Cardiff. The quality of data on domestic violence, abuse and sexual violence across the UK has historically been highly variable, but efforts are being made to improve its accuracy.^{d145}

In Cardiff, 3,145 referrals were made by the Police relating to domestic abuse, including 1,060 high risk referrals. During this period BAWSO received 780 calls and Cardiff Women's Aid 1,892 calls. 272 clients (all female) were supported during the year at a refuge, out of 326 referrals. 61 clients received supported housing. Of the clients supported by a refuge, over a third (37%) were aged 16-25, and in supported housing over half (53%) were in this age group.

The main needs identified by clients were: feeling safe, accommodation issues, managing money, and staying healthy mentally.

1,014 cases were referred by Independent Domestic Violence Advisors (IDVAs) to the MARAC (multi agency risk assessment conference), involving 1,489 children, and of which 17% were repeat cases. The majority of

victims were female, although 4% were male. Of high risk cases, two thirds (65%) reported feeling safer and nearly 6 in 10 (58%) feeling the risk had been reduced.

In the Vale of Glamorgan, 1936 referrals were made by the Police, including 63 high risk referrals. 46 females were supported during the year at a refuge, of whom one fifth (20%) were aged 16-24. 54 clients received supported housing, of whom just over a fifth (22%) were aged 16-24. The main needs identified by clients were: feeling safe, accommodation issues, and managing money. 216 cases were referred by the Independent domestic violence adviser (IDVA) to the MARAC. 134 (62%) were repeat cases, and 1 in 20 (5%) were males.

Children in need

Of children in need in Cardiff, 15% in 2015 had a record of domestic abuse being a factor.^{d74} In the Vale of Glamorgan this figure was much higher, at 51%. Across Wales the figure was 23%.

8.1.2 Information from local residents and service users

In the public survey, of people who were in one or more of the thematic groups in this report, one in six (16.2%) felt unsafe from verbal abuse, and one in ten (10.2%) from physical abuse.^{d67}

In a recent survey of 160 people experiencing domestic abuse in Cardiff and the Vale, just over a fifth (22.2%) were aged 16-24. 17.6% identified themselves as having a mental health issue, and less than 5% each identified as having a learning disability, physical disability, hearing impairment or visual impairment. A fifth of respondents were male. Over a quarter (28.8%) reported abuse from a current intimate partner, and nearly two thirds (64.5%) from an ex-intimate partner. Just over 1 in 10 (11.4%) reported abuse from a close relative. Two thirds of respondents reported physical abuse, nearly nine in ten (88.1%) psychological or emotional abuse, 43.1% financial abuse, 7 in 10 (70%) coercion, and a quarter (23.8%) sexual abuse.

Satisfaction among service users was highest in Cardiff for the Women's Centre, Llamau Women's services, Refuge, Bawso, Sexual Assault Referral Centre and Victim Support - Witness Support, with all users rating these as good or very good. Conversely, ratings for adult social services were poor, although the sample size was small. In the Vale of Glamorgan, satisfaction was highest for Atal y Fro, the Sexual Assault Referral Centre, Health Visitors, Live Fear Free/All Wales Domestic Abuse and Sexual violence helpline, and midwives. Satisfaction was again poor for social services.

Respondents reported most commonly telling friends, the Police, relatives or healthcare professionals, about the abuse. Of people who hadn't told anyone about the abuse, reasons given included: being ashamed, didn't know who to tell, didn't realise it was abuse, thought they wouldn't be taken seriously, people would not believe a man would be the victim.

In terms of where respondents would like to see information about domestic abuse, GP surgeries, schools/colleges/universities, hospitals, council buildings, leisure centres, police stations, shopping centres / supermarkets, public transport, pubs/bars/clubs, and dentists were all identified by over half of respondents, suggesting strong support for widespread availability of information through a number of routes.

A focus group was held with sex workers in Cardiff, most of whom usually work on the street. In terms of support which helps their wellbeing, a third sector organisation funded by Welsh Government to support sex workers was described as helping them with accessing housing, applying for benefits, lifts to appointments, and signposting and encouragement to use other services(Box 8A). Other positive support

came from faith-based organisations, including help with finding a participant something to eat when they had no money or food.

Box 8A. Help with housing



I feel quite happy at the moment because I'm in a better place than I have been for a long time. Feels good to say that. . . . I'm on script now and I'm not using as often and I've got my own property. I haven't had one for a long time so things are looking up. (Sex worker)

A lack of housing was highlighted as a significant barrier to wellbeing (Box 8B).

Box 8B. Lack of housing



If me and my ex had somewhere to live I wouldn't be where I am now. Because it put a strain on our relationship. (Sex worker)

There was also a suggestion that staff who work with sex workers or people dealing with substance misuse should have first-hand experience of the issues to better understand them. A lack of knowing what services were out there to help was also highlighted. During a discussion hearing others talk about various services, one participant acknowledged that she 'hadn't heard of half these places'.

8.1.3 Information from professionals working with this group

Just over half (55.6%) of respondents to the professional survey identified that more support for those experiencing domestic abuse is needed for the client group they support.

In the PNA workshops, professionals working in this area highlighted the following key needs and assets:

Key needs (including preventative)	Key assets
Prevention - children and schools Male role models Children in household where there is domestic abuse Adverse Childhood Experiences (ACEs) Ensure approaches are needs-led as well as risk-led Increase accountability of perpetrators Early reporting - ask & act Improve transparency in family courts Access to information on services and support Community involvement	Third sector Live Fear Free helpline Local research pilots Refuge provision SARC (sexual assault referral centre) IDVAs (Independent domestic violence advisers)

Child sexual exploitation

Sexual exploitation of children and young people under 18 involves abusive situations, contexts and relationships where they receive 'something' (e.g. affection, gifts, food, accommodation, drugs) as a result

of them performing, and/or another or others performing on them, sexual activities. The perpetrator exercises power over the victim and will often use violence or intimidation.

Not enough is currently known about the true nature and extent of child sexual exploitation in Wales. Historically victims have not been willing to speak about their abuse and in some cases did not recognise the relationship as abusive. Welsh Government released a National Action Plan to Tackle Child Sexual Exploitation in 2016,^{d123} implementation of which is a priority and led locally by the Cardiff and Vale of Glamorgan Local Safeguarding Children Board.^{d122}

8.1.4 Information from other sources

Are you listening and am I being heard?

Recommendations made by survivors of violence against women, domestic abuse and sexual violence, were reported on in the all-Wales document 'Are you listening and am I being heard?'^{d1}

- Of the 10 key recommendations made in the document, these included ensuring sufficient availability of age-appropriate counselling and therapeutic services for survivors; and also that there should be compulsory prevention education in all schools and colleges to prevent violence against women, domestic abuse and sexual violence from happening in the first place.
- The report quotes one survivor (not necessarily from Cardiff or the Vale) as saying 'It's at least 6 months or more just to get counselling... Why don't the domestic abuse services have their own counsellors for everyone woman who needs it'.
- The document also highlights the value of holistic specialist services, with survivors referring to them as a 'lifeline'. The document recommends high quality specialist support services in every area which are independent of state agencies, including community outreach and advocacy support, refuges with dedicated support for survivors and their children, age-appropriate specialist services for children and young people, perpetrator programmes with partner support; specialist services for black and minority ethnic families; and access to specialist services in a range of community locations including co-location with other agencies
- High quality specialist support services are recommended

Is Wales fairer?

Across Wales there has been an increase in the number of people who are statutorily homeless who are fleeing domestic abuse.^{d39} Young people, women, disabled people and lesbian, gay, bisexual and other people are more likely to report being a victim of sexual violence in the past 12 months than other groups.^{d39} The number of referrals from the police to the Crown Prosecution Service for 'honour' based offences of violence in Wales and England rose between 2012/13-2013/14.^{d39}

Violence against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015

The Violence against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015 was the first law of its kind in the UK.^{d104} The Act aims to improve leadership and co-ordination across the public sector in response to violence of this sort; provide a more consistent focus on the way these issues are tackled in Wales; help victims; and stop the abuse happening in the first place. The Act addresses domestic abuse and sexual violence regardless of gender or sexual orientation. There is also no age limit in the Act so it also covers children and older people.

The Act is complemented by a National Strategy in Wales.^{d106} The Strategy includes a National Training Framework to help professionals deal with disclosures of abuse, and 'Ask and Act' which requires professionals including Health Visitors and Housing Officers to identify symptoms of abuse and ask clients if they are being abused. It also addresses the issues of Female Genital Mutilation (FGM), forced marriage and 'honour'-based violence, and increases the focus on holding perpetrators to account.

IRIS and SEEDS

The IRIS (Identification and Referral to Improve Safety) programme aims to improve the identification of, and response to patients who are or have been affected by domestic violence and abuse across general practices in Cardiff and the Vale of Glamorgan. It also aims to establish care and referral pathways to specialist domestic violence services for people in Cardiff and the Vale of Glamorgan experiencing domestic violence or abuse. Training has been delivered to 26 surgeries to date, which includes 358 staff.

SEEDS (Survivors empowering and educating services) is a survivor-led project which empowers women through training and learning from each other. It has recently been established in Wales.

Human trafficking and slavery

In 2014 there were 50 recorded referrals of potential victims of trafficking in Wales. In the first six months of 2015, there were 51 referrals made. This increase is likely to be as a result of increased awareness of human trafficking and modern slavery.^{d132} Trafficking is known to be happening in our region for the purpose of sexual exploitation, labour exploitation and domestic servitude. Evidence demonstrates that trafficking is increasing, for all types and for all reasons.^{d133}

United Nations recognition of violence against women

The UN has designated 25 November each year as International Day for the Eradication of Violence Against Women. The White Ribbon Campaign started in Canada in 1991 and is now a global movement led by and aimed at men, to stop male violence against women and girls. The White Ribbon Campaign was officially launched in the UK in 2004 and has adopted 25 November each year as White Ribbon Day.^{d105} Cardiff has held White Ribbon City status for the past 2 years and is in the process of reapplying.

8.1.5 Gaps in our knowledge

Accuracy of reported figures on domestic and sexual violence.

8.2 Main needs

- Prevention - children and schools
- Male role models
- Children in household where there is domestic abuse
- Adverse Childhood Experiences (ACEs)
- Ensure approaches are needs-led as well as risk-led
- Increase accountability of perpetrators
- Early reporting - ask & act
- Improve transparency in family courts
- Access to information on services and support
- Community involvement
- Access to appropriate housing

- Availability of age-appropriate counselling
- Child sexual exploitation
- 'Honour'-based violence

8.3 Prevention recommendations

- Awareness-raising in schools
- Community involvement
- Information
- Dispersed refuge provision - gender neutral - 1 year pilot in VOG to be regional next year

8.4 Assets

- Third sector organisations
- Live Fear Free helpline
- Local research pilots
- Refuge provision
- SARC (sexual assault referral centre)
- IDVAs (Independent domestic violence advisers)

8.5 Suggested areas for action

- Improve education and awareness around VAWDASV issues, including in primary and secondary schools, further education, and among people who are not in education employment or training (NEET)
- Embed IRIS across all GP surgeries in Cardiff and the Vale of Glamorgan, and further embed the use of 'Ask and Act'
- Continue to implement National Action Plan to tackle child sexual exploitation, through Local Safeguarding Children Board
- Scope single point of contact, integrated across services
- Develop and implement perpetrator toolkits
- Scope actions to increase awareness and understanding of VAWDASV issues among public, e.g. through media, male role models
- Identify and share good practice between partners

B9. Asylum seekers and refugees

Other chapters of relevance: Children & young people; health and physical disabilities; adult mental health and cognitive impairment; older people

Summary Asylum seekers and refugees

Care and support needs Lack of fluency in English or Welsh; access to ESOL (English for speakers of other languages); routine access to interpretation for public services; access to information and accessibility of services; access to labour market; establishing links in the community; childcare; transport; engaging with schools; improved access to community mental health services

Prevention issues Training and awareness of asylum status and migration patterns for statutory and third sector partners

Assets CHAP (Cardiff Health Access Practice); third sector including Oasis, Trinity Centres, Welsh Refugee Council; wider community support; Supporting People teams; Communities First; Community centres, Hubs

9.1 What do we know about this group?

9.1.1 Information from population and service data

Cardiff is both an initial accommodation centre and dispersal centre for UK asylum seekers. The maximum potential number of new asylum seekers in Cardiff is set at a ratio of one asylum seeker per 200 people in the population as a whole. If the actual number reaches 75% of this level then a review is triggered; current numbers of entrants are below that level. Since the number of entrants is linked to the population size, with projected growth in the Cardiff population the ceiling level for new asylum seekers will also increase over time.

Many asylum seekers have complex health and social care needs.^{d15} Pregnant women, unaccompanied children, those with significant mental health problems, and those who have experienced traumatic events such as rape or torture, are likely to be particularly vulnerable. Asylum seekers are located across Cardiff, but with the highest concentration in South Cardiff. The Syrian Resettlement Programme operates in Cardiff and the Vale of Glamorgan.

At the time of the 2011 Census, 15% of people living in Cardiff were non-UK born, compared with 6% in the Vale and 7% in Wales as a whole.^{d19} About a quarter (27%) of non-UK born people in Wales lived in a household where no one reported English or Welsh as their main language.

Migrants in Wales are more likely to be newer migrants to the UK than those in England.^{d19} In terms of settling populations, individuals from the other EU15 countries (members of the EU prior to 1 May 2004) settled first (73% before 2004), then non-EU born migrants, and latterly people from EU accession countries. Between 2006-2014, over three quarters of international inflows to Wales were non-British, although only 4% of all non-British nationals arriving to the UK reported Wales as their destination. In 2015 Cardiff had the highest positive net level of international migration compared to the rest of Wales, with around 1,900 net international immigrants.

Of people using Dewis between 1 April-9 November 2016, one of the most popular searches in Cardiff (9th most searched for) was for 'Asylum seekers'.

Reported hate crimes have increased by 71% in Cardiff from 748 in 2012/13 to 1282 in 2014/15.^{d18} While it is likely that actual cases of hate crime have risen in Cardiff, it is thought that people are now more likely to report it too.

9.1.2 Information from local residents and service users

A focus group held for the Cardiff Wellbeing Assessment facilitated by the Welsh Refugee Council found that learning English was key for many participants, and that many would like to be more involved in the City through groups like the Rotary Club.^{d51} Most were not involved in social activities outside their own community, and cited family ties as a key factor in maintaining good mental health; this was helped by having family with them or by knowing other people from their country of origin. All agreed they have information on healthy behaviours to help them lead a healthy life. Many were unable to find work which reduced their links to other people and the wider community.

A focus group was held with asylum seekers in Cardiff at which community support, and security of accommodation and food were seen as contributing to wellbeing. There was a discussion in which some participants said they felt unsafe in Cardiff at times (Box 9A)

Box 9A. Feeling unsafe



Don't feel safe in Cardiff and would like to go back to London. Waiting for Home Office to relocate (Asylum seeker)

Feel scared when going outside in the dark because of people who speak very angrily to me (Asylum seeker)

Assets identified by participants included third sector organisations including Oasis, Trinity Centres and Welsh Refugee Council.

9.1.3 Information from professionals working with this group

At the workshop it was felt that there was a need for improved access to community mental health services.

Statutory and third sector partners need to better understand local migration patterns and their implications.^{d17} Implementation of the Syrian Resettlement Programme (SRP) and Afghan Relocation Scheme require support with planning, and communications to identify and mitigate any community tensions.

In the professional survey, assets included community centres and hubs; Communities First; Oasis; and Advocacy Matters. Gaps in services identified included mental wellbeing services; social interaction and clubs; and counselling. In terms of things which aren't currently available, easier access to information on local services was highlighted; along with improved access to counselling; and support for people to access work.

In terms of areas professionals in Cardiff and Vale would like more support, advice or training, asylum status was the top response.

In the PNA workshops, professionals working with asylum seekers and refugees highlighted the following key needs and assets:

Key needs (including preventative)	Key assets
ESOL (English for speakers of other languages) Access to information and accessibility of services Access to labour market Establishing links in the community - integration and community cohesion, tackling hate crime Childcare Transport Engaging with schools	CHAP (Cardiff Health Access Practice) Third sector including Oasis, Trinity Centres, Welsh Refugee Council Wider community support Supporting people teams

It should also be recognised that the needs between asylum seekers (i.e. those seeking refugee status) and refugees (i.e. people whose request to stay has been granted) can differ.

9.1.4 Information from other sources

Overall health status

There is evidence that non-UK born individuals residing in the UK have poorer outcomes for physical and mental health than other residents, although this varies by migration history.^{d49} Socioeconomic circumstances and immigration regulations affecting some migrant groups impact negatively on their access and use of health care. Rates of infectious diseases, including tuberculosis and HIV, are higher than for non-migrants.^{d49} A lack of awareness of eligibility for healthcare, language issues, and a fear of being reported to the UK Border Agency, can be barriers to accessing care.^{d49,d50}

Mental health

A 2009 report by Mind into mental health provision for refugees and asylum seekers across England and Wales found:^{d48}

- There is a variable and limited use of interpreting services within mainstream mental health services, with use of friends and family as interpreters still common
- There is a lack of cultural awareness and understanding of refugee issues among statutory and third sector staff
- There is a lack of services to address intermediate mental health needs, as well as specialist services for people who have experienced torture, and for children and young people who are refugees
- Mainstream third sector mental health services are often not accessed by refugees and asylum seekers

Local professionals feel that these issues exist currently in our area. Access to specialist services is due to be improved with a planned post-traumatic stress disorder clinic.

There is evidence of higher levels of depression and anxiety among asylum seekers and refugees compared with the national population, and much research has focused on the physical and mental impact of conflict

and war in countries of origin.^{d49} Particularly vulnerable groups are children, and women who have suffered sexual and physical abuse.

Barriers faced by vulnerable migrants

A report into the first year of an ongoing Vulnerable Migrant project run by Mind summarises some of the barriers faced by this group:^{d111} limited English language skills; limited knowledge of host country and culture; lack of cultural awareness among service providers; stigma within own community; discrimination from host community; practical issues stemming from immigration and asylum systems. 'System' challenges identified include accessing appropriate translation services; differing perceptions of mental health; and services and systems predicated on a Western view of mental health.

9.1.5 Gaps in our knowledge

Available data on migrants' health in the UK is limited, including data that distinguishes between migrants in different socioeconomic groups.^{d49}

9.2 Main needs

- Lack of fluency in English or Welsh
 - Access to ESOL (English for speakers of other languages)
 - Routine access to interpretation for public services
- Access to information and accessibility of services
- Access to labour market
- Establishing links in the community - integration and community cohesion, tackling hate crime
- Childcare
- Transport
- Engaging with schools
- Improved access to community mental health services

9.3 Prevention recommendations

- Training and awareness of asylum status and migration patterns for statutory and third sector partners

9.4 Assets

- CHAP (Cardiff Health Access Practice)
- Third sector including Oasis, Trinity Centres, Welsh Refugee Council
- Wider community support
- Supporting people teams
- Communities First
- Community centres, Hubs
- Free2Be, HomeStart

9.5 Suggested areas for action

- Provide flexible access to ESOL (English for Speakers of Other Languages) classes from day one
- Build community networks and resilience
- Improve access to specialist physical and mental health services

- Improve access to labour market and volunteering opportunities
- Increase sustainability of work, to promote community integration and cohesion
- Scope actions to reduce exploitation in labour market and housing
- Improve access to community childcare services
- Take good practice from Syrian Resettlement Programme (SRP) and apply for all asylum seeker and refugee groups
- Integrate pathways between services
- Use evidence-based approach to migration messages
- Improve access to information on hate crime, education, health and service provision by statutory and third sector organisations
- Offer training to health and social care staff in statutory and third sector organisations on asylum status, rights to services, and migration patterns
- Build capacity to meet needs of unaccompanied asylum-seeking children (UASC)
- Include vulnerable migrants in future planning and consultation in this area

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B10. Offenders

Other chapters of relevance: Children & young people; health and physical disabilities; learning disability and autism; adult mental health and cognitive impairment; older people; violence against women, domestic abuse and sexual violence

Summary Offenders

Care and support needs Access to mental health services, substance misuse, counselling post-release; increase in use of new psychoactive substances (NPS); family stability and support; housing; employment and benefits support; youth clubs; sexual health; schooling, education, socialisation; improved communication between services and partnership working; life skills; adult learning

Prevention issues Improve access to prevention services; peer education to reduce risky sexual behaviour post-release; increase awareness in primary and secondary care of prison health processes

Assets Resettlement; clinical working group for frequent attenders; sexual health / blood-borne virus services; Pact and Through the gate mentoring

10.1 What do we know about this group?

10.1.1 Information from population and service data

HMP Cardiff

A comprehensive health needs assessment was undertaken in HMP Cardiff in 2015-16.^{d70} Much of the information here is taken from that assessment, which also provides more detail on the issues.

HMP Cardiff is a local prison serving the courts and holding offenders serving sentences of up to 2 years. In December 2016 HMP Cardiff held 771 men and had an operational capacity of 820. The prison has a high turnover, or 'churn', of prisoners due to the nature of its operations. HMP Cardiff has a high proportion of prisoners who are on remand (unconvicted or convicted unsentenced prisoners) or who have short sentences. It has an average of 384 new prisoners (receptions) per month and an estimated 4,602 annually. In 2015, 36% of the prison population were on remand. This compares to around 13% of the prison population in England overall. Of those that had been sentenced, 34% of prisoners had sentences of less than 6 months in 2015 respectively.

Around half of offenders at HMP Cardiff give a home address in the Cardiff area, with fewer than 5% from the Vale of Glamorgan.^{d85}

Over half the offenders are aged 21-39, and all are male. A small number of female offenders from Cardiff are held in HMP Eastwood Park, with few from the Vale of Glamorgan.^{d85}

The National Offender Management Service (NOMS) warns that the data presented here on numbers and types of prisoners and their home address, should be taken as approximate. This is because of possible data entry or processing errors with any large administrative IT system. In addition, for prisoners' residence this information is provided by prisoners on reception into prison. Where no address is given, a prisoner's committal address is used as a proxy to determine the area in which a prisoner is resident.

Youth offending

During 2015/16, 164 offences were committed by young people seen in the Youth Offending Service in the Vale of Glamorgan, and 510 in Cardiff. The most common offences in the Vale were violence against the person, criminal damage and public order offences. In Cardiff, the most common offences were theft, violence against the person, and motoring offences.^{d112}

10.1.2 Information from offenders

Unfortunately despite efforts to arrange focus group interviews with a group of prisoners in Cardiff, this was not possible during the timeframe of the assessment.

In a focus group with homeless people, there was a discussion around how the process of leaving prison for someone with a substance misuse problem could be better supported (Box 10A)

Box 10A. Transition between prison and community with substance misuse issues



There should be a hostel for prisoner leavers as part of their licensing conditions providing drug tests and breathalysers every week, that will help you stay clean... this is a crucial period of time (Homelessness)

Going straight to a hostel from prison where there is a kick out time of 8am and an opening time of 9pm, that's a very long day, and if someone offers you drink or drugs, you do it to make the day go quicker (Homelessness)

10.1.3 Information from professionals working with this group

The HMP Cardiff health needs assessment identified a number of key issues among prisoners. Those which relate specifically to need which impacts on or is affected by the community are listed below.

Substance misuse

- A high proportion of the prisoners will have drug or alcohol need, or both
- Use of new psychoactive substances (NPS) such as 'Spice' may be increasing within the prison and their use has been linked to deaths, psychosis and aggressive behaviour. However, staff training and prisoner education on NPS is underway
- There is often limited time for substance misuse services to engage with prisoners at HMP Cardiff following their detox, due to the high churn rate and limited staff resources
- There is much variation in the provision of substance misuse services in the community for prisoners following release, but work is currently underway to harmonise this
- There is limited available substance misuse support for prisoners in the weeks immediately following release, due to difficulties in getting appointments

Mental health

- HMP Cardiff may be experiencing particularly high prevalence of anxiety and depressive disorders compared to comparator prisons
- Co-morbidity of mental health conditions is likely to be very common in the prison population

- Staff report large increases in psychiatric morbidity in recent years, particularly psychotic disorders and ADHD. However, a spot audit found prevalence of ADHD to be similar to that expected in the community
- Mental healthcare resources are felt to be unable to meet the needs of all clients, particularly in secondary care
- Mental health post-release care in the community may be delayed and not available during a critical period for prisoners when released

Sexual health

- Incidence rates of some sexually transmitted infections (STIs) are much higher at HMP Cardiff than for men in the community in Cardiff and Vale local authority areas
- The evidence base suggests that peer education may be effective in reducing risky sexual health behaviour in prisoners following release

Other issues

- There are delays in transfers to tertiary care due to high demand and insufficient resources. This has the potential to prevent prisoners receiving care prior to release
- Lack of communication between SystmOne and information systems in the community increases the risk of losing patients to follow-up
- The short sentences and remand status of a large proportion of the population of HMP Cardiff is likely to result in greater social care need following release than many other prisons
- There is felt to be a lack of understanding in general practice in the community and in hospitals regarding processes within the prison

In the PNA workshops, professionals working with offenders highlighted the following key needs and assets:

Key needs (including preventative)	Key assets
Family stability and support Housing Employment and benefits support Access to prevention services Youth clubs Primary mental health, substance misuse, counselling Sexual health Schooling, education, socialisation Improved communication between services and partnership working Life skills, adult learning	Resettlement Clinical working group for frequent attenders Sexual health / Blood-borne virus services Pact and Through the gate mentoring

10.1.4 Information from other sources

Mental health

Together for Mental Health is the Welsh Government 10 year strategy to improve mental health and wellbeing.^{d33} It includes plans to ensure timely and appropriate mental health services for people in contact with the criminal justice system.

NICE guidance on the mental health of adults in contact with the criminal justice system is due to be published in March 2017.

Youth offending

The Youth Justice Strategy for Wales has developed a tiered approach to prevention of youth offending:^{d138} tier 1 - early intervention and preventative services; tier 2 - targeted YOS prevention; tier 3 - alternatives to police charging and diversion. In the Vale of Glamorgan Youth offending prevention strategy it is noted that the majority (95%) of first time entrants to the criminal justice system had been involved in substance misuse. It also notes that many of these children and young people will have experienced inter-familial violence, and that the majority of offences committed in public will be under the influence of alcohol or illicit substances.^{d139} This has clear links with the Adverse Childhood Experiences (ACEs) research described in chapter B1, Children and young people.

10.1.5 Gaps in our knowledge

10.2 Main needs

- Access to mental health services, substance misuse, counselling post-release
- Increase in use of new psychoactive substances (NPS)
- Family stability and support
- Housing
- Employment and benefits support
- Youth clubs
- Sexual health
- Schooling, education, socialisation
- Improved communication between services and partnership working
- Life skills, adult learning

10.3 Prevention recommendations

- Improve access to prevention services
- Peer education to reduce risky sexual behaviour post-release
- Increase awareness in primary and secondary care of prison health processes

10.4 Assets

- Resettlement
- Clinical working group for frequent attenders
- Sexual health / Blood-borne virus services
- Pact and Through the gate mentoring
- Probation service
- Community rehabilitation company (CRC)

10.5 Suggested areas for action

- Improve access to, and continuity of, services including preventative services, between secure estate and community. This includes services addressing substance misuse, mental health issues, and sexual health, in adults and young people
- Strengthen preventative services to provide family stability and support, for example through Families First and addressing Adverse Childhood Experiences (ACEs)
- Provide appropriate accommodation in community on release from prison, and develop housing support in prisons to prevent homelessness on release where possible

- Continue to improve partnership working, e.g. networking, communication, joint working where appropriate

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B11. Veterans

Other chapters of relevance: Adult carers; health and physical disabilities; adult mental health and cognitive impairment; offenders; older people

Summary Veterans

Care and support needs Mental health - diagnosis and care; social isolation; housing; financial advice; ensure adequate provision for conditions other than post-traumatic stress disorder (PTSD); substance misuse and self medication; early diagnosis & preventative treatment; transition support; improved access to services; safeguarding issues relating to domestic violence

Prevention issues Increase knowledge and resilience of families to support veterans and prevent family breakdown; awareness among mainstream services of veterans' needs

Assets Veterans' NHS Wales; Welsh Veterans' Partnership

11.1 What do we know about this group?

11.1.1 Information from population and service data

There are around 5.61 veterans per 1000 residents in Cardiff and Vale, below the Wales average of 6.24 and the second lowest rate in Wales.^{d24} However, this masks a very low rate in Cardiff (3.29) compared with the highest rate in Wales in the Vale of Glamorgan, at 11.96 per 1000 residents.

The Royal British Legion (RBL) carried out an extensive household survey in 2014 of the ex-service community.^{d78} The 'ex-Service community' includes both veterans (of whom 89% are men) and their dependants (of whom 96% are women). Overall the survey estimates that around 1 in 10 (9.5-9.6%) of the total UK population are veterans. Unfortunately while it doesn't break down information at the local authority level in Wales, it does give a significant amount of information about veterans and their needs. This notes that veterans especially from Iraq and Afghanistan have a higher prevalence of heavy drinking compared with the rest of the population. PTSD (post-traumatic stress disorder) rates are around 1 in 25 (4%) of veterans.

The survey identifies that the majority of the ex-Service community are older people: nearly half are over 75 and two thirds (64%) are over 64. This corresponds to the finding that the average time since a veteran left service was 41 years. The total number of veterans is also declining in size. Among the working age ex-Service community, the survey found that unemployment rates were higher than the rest of the population (8% compared with 5%) and more likely to be economically inactive (32% compared with 22%). Working-age ex-Service community are also more likely to report long-term limiting illness compared with the rest of the population (24% compared with 13%), including higher rates of depression, back problems, limb problems, heart problems, diabetes, hearing and sight problems. Working-age veterans are also twice as likely to report having unpaid caring responsibilities than the rest of the population (23% compared with 12%).

Issues highlighted among over 75s include loneliness and isolation, mobility problems and self-care difficulties. Interestingly health problem among veterans in this age group are less common than in the rest

of the population of a similar age - in contrast to the higher rates seen among working age veterans (above).

11.1.2 Information from local residents and service users

38 people (3.3%) responding to the public survey identified as an armed forces service leaver (veteran), and 32 people (2.8%) had a veteran in their household. 14 people had a member of their household currently serving in the forces.

11.1.3 Information from professionals working with this group

In the PNA workshops, professionals working with veterans highlighted the following key needs and assets:

Key needs (including preventative)	Key assets
Mental health - diagnosis and care Social isolation Housing Financial advice Awareness Substance misuse and self medication Early diagnosis & preventative treatment Transition support	<i>None specific identified at workshop</i>

11.1.4 Information from other sources

UK Government Command paper

A UK Government Command paper in 2008 set out two overarching principles: The Armed Forces Community should not face disadvantage compared to other citizens in the provision of public or commercial services; and special consideration is appropriate in some cases, especially for those who have given most, such as the injured or bereaved.^{d71} The Armed Forces Covenant of 2011 states “Veterans receive their healthcare from the NHS and should receive priority treatment where it relates to a condition which results from their service in the Armed Forces, subject to clinical need... For those with concerns about their mental health... they should be able to access services with health professionals who have an understanding of Armed Forces culture.”^{d72}

Forces in Mind Trust report

A recent Forces in Mind Trust report for Wales makes a number of recommendations,^{d24} including:

- Armed Forces Forums and Champions to work more effectively and consistently
- A more strategic approach required to planning and commissioning across regions and sectors

A number of needs were highlighted including:^{d24}

- Insufficient capacity and sustainability of Veterans’ NHS Wales to meet the demand for care from veterans
- Reluctance of veterans to seek help and frustration at waiting times/waiting lists for treatment
- Build cultural competence of mainstream services to ensure veterans’ needs are met
- Over-emphasis on post traumatic stress disorder (PTSD)

- Multi-agency response required to complex-psychosocial needs, especially Early Service Leavers, dual diagnosis (mental health and substance misuse) patients, and veterans with mental health problems involved in the criminal justice system
- Safeguarding issues around domestic violence and long-term effect on children's mental health and wellbeing, requiring a holistic response
- Need to build capacity in families so they have knowledge and resilience to support veterans with their problems and needs, to prevent family breakdown

Mental health

Together for Mental Health is the Welsh Government 10 year strategy to improve mental health and wellbeing.^{d33} It includes plans to ensure mental health services for veterans are sustainable and able to meet needs in a timely manner.

Veterans' NHS Wales

Veterans' NHS Wales is a primary care service for veterans, with a focus on people who have, or are suspected to have, a mental health condition. A review of the service in 2014 highlighted issues with waiting times for access, and also noted female veterans, early leavers and prisoner veterans were under-represented in service use.^{d130}

11.1.5 Gaps in our knowledge

Improvements should be made to collecting more detailed information on veterans to inform long-term local planning, including data on female veterans, veterans with a dual diagnosis, veterans within the CJS, and veterans' families^{d24}

11.2 Main needs

- Mental health - diagnosis and care
- Social isolation
- Housing
- Financial advice
- Ensure adequate provision for conditions other than post-traumatic stress disorder (PTSD)
- Substance misuse and self medication
- Early diagnosis & preventative treatment
- Transition support
- Improved access to services
- Safeguarding issues relating to domestic violence

11.3 Prevention recommendations

- Increase knowledge and resilience of families to support veterans and prevent family breakdown
- Awareness among mainstream services of veterans' needs

11.4 Assets

- Veterans' NHS Wales
- Welsh Veterans' Partnership

11.5 Suggested areas for action

- Scope actions to address social isolation among veterans
- Work with Veterans NHS Wales to ensure adequate provision for veterans for conditions in addition to post-traumatic stress disorder (PTSD)
- Commission a detailed needs assessment for veterans in Cardiff and, particularly, the Vale of Glamorgan, with results feeding into NHS and local authority plans

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B12. Substance misuse

Other chapters of relevance: Asylum seekers and refugees; adult carers; children & young people; health and physical disabilities; learning disability and autism; adult mental health and cognitive impairment; offenders; older people; sensory loss and impairment; veterans; violence against women, domestic abuse and sexual violence

Please note: For a detailed description of substance misuse needs in Cardiff and the Vale of Glamorgan please refer to the Substance Misuse Area Planning Board needs assessment for Cardiff and Vale.^{d20} This chapter presents a summary of the information in that assessment, along with information collected specifically for the PNA.

Summary Substance misuse

Care and support needs Increased number of people buying illicit substances online; growing 'hidden population' misusing prescription and over the counter medication; misuse of neuropathic medications; synthetic cannabinoids and nitrous oxide; increasing awareness of dual diagnosis; increasing prevalence of alcohol-related brain damage (ARBD); growing impact of 'legal highs' on emergency services; increased distribution of more potent heroin; rising trend of older people (50+) misusing alcohol; review access to substance misuse services; improve co-ordination between services

Prevention issues Improve information on services available; review 'aftercare' arrangements for people finishing treatment and support; additional targeted information and support for older people regarding alcohol use

Assets Recovery third sector organisations; community activities, volunteering; help with employment; libraries and Hubs

12.1 What do we know about this group?

12.1.1 Information from population and service data

The number of males referred to substance misuse services in Cardiff and the Vale of Glamorgan is consistently higher than the number of females, despite there being slightly more women in the region than men.

Alcohol is the most misused substance for which referrals are made to substance misuse services in Cardiff and the Vale, followed by heroin, cannabis and cocaine. (Table)

Table. Number and proportion of substances misused, Cardiff and the Vale of Glamorgan (2011-15)

Primary Substance	2014-15		2013-2014		2012-2013		2011-2012	
	Number	%	Number	%	Number	%	Number	%
Alcohol	1600	58.6%	2870	63.2%	2312	61.5%	2465	57.5%
Heroin	640	23.4%	870	19.1%	734	19.5%	998	23.3%
Cannabis	246	9.01%	343	7.56%	277	7.36%	323	7.54%

Cocaine	132	4.83%	187	4.12%	234	6.22%	242	5.65%
Amphetamines	52	1.90%	129	2.84%	94	2.50%	156	3.64%
Other Opiates	58	2.12%	138	3.04%	108	2.87%	99	2.31%
Total	2728	100%	4537	100%	3759	100%	4283	100%

The Welsh National Database for Substance Misuse (WNDSM) reveals a slight increase (1.1%) in the combined number of young people aged 0-17 years referred to a substance misuse service between 2013/14 and 2014/15. However there were changes to how this information was collected in 2014 so caution should be used in interpreting the data.

A continuing upward trend in young people aged 0-17 in Cardiff could potentially indicate the need for increased targeted prevention education within schools and youth settings with a view to alleviating rising numbers of young people referred to more structured tiered services later on.

In 2014/15 4,679 clients were seen across Cardiff and the Vale of Glamorgan by needle exchanges. The full needs assessment includes this information broken down by site of needle exchange.

12.1.2 Information from local residents and service users

In terms of assets, focus group participants credited recovery third sector organisations with saving their lives. (Box 12A)

Box 12A. Recovery third sector organisations



Went to court Monday morning, got out of court, went straight back to [the charity], because I just didn't know what to do, where to go, and that was my only thought; I need to go and find out how to start again in a sense, and between [the two charities], I've got back on track. But if it wasn't for those places, I think I wouldn't be here now. (Recovering alcoholic)

Participants also found that keeping busy and volunteering helped them in their recovery by tackling isolation, developing a sense of self-worth, and helping them prepare for what is required to get back into paid employment. (Box 12B)

Box 12B. Keeping busy and volunteering



It gets me out of the house so I'm not lonely and bored and sat there thinking about booze, and it helps them [her supporting older people]. (Recovering alcoholic)

In a focus group with sex workers in Cardiff, help addressing substance misuse benefited some individuals' wellbeing. A substance misuse and wellbeing third sector organisation was a positive source of support with useful courses related to employment and education.

The local library and Hubs were praised as places which help with recovery (Box 12C)

Box 12C. Libraries and Hubs helping recovery



Library is my primary vehicle for communication, emails, catching up on administration aspect of my life. Then all the research I want to do while I'm here and I've got a couple of hours of gaps, libraries are close to me. (Recovering alcoholic)

I was at a loss, I felt I'd lost everything. Going there [Hub] for a bit of direction on where they can point me with money advice, legal advice, practical advice, debt management. (Recovering alcoholic)

In terms of barriers to wellbeing faced by participants in the sex worker group, reference was made to the wait in obtaining methadone on prescription, and an observation that NHS substance misuse services were overstretched. This had the effect that people sometimes found themselves with others at different stages of recovery.

In an alcohol recovery focus group, confusion over which services to access and when, and communication between services, were highlighted by participants. It was also felt that opening hours should reflect times when drinkers may be at risk of relapse, i.e. the evening. (Box 12D)

Box 12D. Confusion over what services are available and communication between services; and appropriate access times



First time I came up to Cardiff I sort of stumbled across [a charity] in a way, or get recommended from someone, and it's quite confusing about who's who. (recovering alcoholic)

There's about 50 million of them don't know what the other one's are doing at all, and in fact they've actually admitted that now and they got a big meeting together last week. (Recovering alcoholic)

Every one of us should be grateful for the services we have. Now the problem is, for a lot of people with addiction they use in the evening and there is not anywhere open in the evening for people to access. (Recovering alcoholic)

Participants also felt that there could be more 'after care' following the end of a recovery course, with ongoing access to help and support to prevent relapse (Box 12E). Some participants suggested that people in recovery might be helped to create their own peer support groups. It was also suggested that social workers didn't know enough about substance misuse.

Box 12E. Ongoing support to prevent relapse



There is a tendency to give you your cards when you haven't even proved yourself, say after maybe a couple of months of being abstinent. Bye, you're on your own now. That is terrible. There's nothing more, this is the worst feeling of despondency. . . You leave people when

they need you the most. (Recovering alcoholic)

In a focus group with homeless people who have substance misuse issues, there was a strong feeling that people with substance misuse problems are constantly judged, including by services. (Box 12F)

Box 12F. Feeling judged



Anyone with a substance misuse problem is seen as lower than lower class (Substance misuse/homelessness)

[Would like to see...] services that tackle discrimination and prejudices (Substance misuse/homelessness)

12.1.3 Information from professionals working with this group

Of respondents to the professional survey, over half (56.3%) felt that more advice on alcohol or drugs was needed now or in the future.

As part of engagement for the substance misuse needs assessment, frontline staff and practitioners were asked to identify new and emerging trends in Cardiff and Vale concerning substance misuse. These were:

- Increased number of people buying illicit substances online
- Growing 'hidden population' misusing prescription and over the counter medication
- Misuse of neuropathic medications, with alcohol and drugs
- Synthetic cannabinoids and nitrous oxide
- Increasing awareness of dual diagnosis (substance misuse and mental health issues in one individual)
- Growing impact of 'legal highs' on emergency services
- Increased distribution of more potent heroin
- Rising trend of older people (50+) misusing alcohol through loneliness and boredom

Generally speaking there are two cohorts of older people who misuse substances; those who begin misusing during adolescence and those who due to adverse changes in life events e.g. loss of partners, retirement or loneliness misuse later on.

12.1.4 Information from other sources

Older people and alcohol

In 2014 Alcohol Concern identified a growing trend in the number of older people drinking alcohol in excess of recommended unit guidelines. As a result the APB commissioned the Wallich to conduct a comprehensive needs analysis via quantitative and qualitative feedback mechanisms with older people living in Cardiff and the Vale of Glamorgan.

The report found approximately 16,902 older people are regularly consuming alcohol in excess of unit guidelines, to which there is a clear need for targeted information and awareness of services available. Of the total respondents who participated in the study, a large proportion were not engaged in any services

seemingly due to embarrassment, denial or a lack of knowledge of where to get advice and support. Cultural norms also accounted for relaxed attitudes towards daily alcohol intake.

Alcohol-related brain damage

A profile of alcohol-related brain damage (ARBD) in 2015 identified that existing services often fail to meet the needs of those with ARBD, and that its prevalence is increasing across the UK.^{d119} ARBD patients are typically males in the age range 50-60. ARBD incorporates a number of related conditions which impair thought and memory in people who have chronic exposure to alcohol, including Wernicke's encephalopathy and Korsakoff's syndrome. The review found that in some cases there was under-prescribing of the injectable vitamin thiamine, which can help prevent ARBD.

12.1.5 Gaps in our knowledge

There is evidence that people who are gay or bisexual are at substantially increased risk of recreational substance use (UK Drug Policy Commission),^{d120} being over three times more likely to misuse drugs than heterosexual people, although specific data for Wales is lacking.

12.2 Main needs

- Increased number of people buying illicit substances online
- Growing 'hidden population' misusing prescription and over the counter medication
- Misuse of neuropathic medications, with alcohol and drugs
- Synthetic cannabinoids and nitrous oxide
- Increasing awareness of dual diagnosis (substance misuse and mental health issues in one individual)
- Increasing prevalence of alcohol-related brain damage (ARBD)
- Growing impact of 'legal highs' on emergency services
- Increased distribution of more potent heroin
- Rising trend of older people (50+) misusing alcohol through loneliness and boredom
- Review access to substance misuse services, including opening hours for services
- Improve co-ordination between services

12.3 Prevention recommendations

- Improve information on services available
- Review 'aftercare' arrangements for people finishing treatment and support, to prevent relapse
- Additional targeted information and support for older people regarding alcohol use

12.4 Assets

- Recovery third sector organisations
- Community activities, volunteering
- Help with employment
- Libraries and Hubs

12.5 Suggested areas for action

- Deliver existing actions commissioned by Area Planning Board

- Update substance misuse commissioning strategy implementation plans in line with needs identified here

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B13. Cross-cutting findings

Summary Cross-cutting findings

Care and support needs Improving information and access to services; tackling social isolation and loneliness; support for carers; improving transitions; links with education; appropriate housing; community involvement; dementia; joining up and integrating services; substance misuse

Prevention issues Building healthy relationships; practical life skills; healthy behaviours; healthy environment and accessible built environment

Assets Positive social interactions; third sector organisations; community pharmacies; volunteers; self-care; physical environment and green space; community hubs, one-stop shops and libraries; Dewis Cymru; community groups; dementia-friendly communities; multi-stakeholder partnerships

A number of cross-cutting themes, both needs and assets, are common to more than one of population groups described here. These priority areas may each benefit from an overarching approach rather than a series of parallel interventions in the different topic areas. Underlying each of these issues is the broader and persistent issue of inequality between and within our communities.

Care and support needs identified in more than one group

- Improving information and access to services
 - Easy access to information about support and services available
 - Timely access to mental health services including diagnosis and counselling
 - Timely access to primary care
 - Timely access to other services
 - Accessibility of services and information
 - Transport to aid with access to services
 - Maintaining provision and sustainability of community services and support
 - Improve awareness, signposting and access to different forms of advocacy
- Tackling social isolation and loneliness
- Support for carers
 - Support for young and adult carers
 - Respite for young and adult carers
- Improving transitions
 - Enabling smoother transitions from child to adult services
- Links with education
 - Engagement with schools
 - Vocational educational opportunities and apprenticeships, adult learning
- Appropriate housing
- Community involvement
 - Engagement with service planning and design
 - Engagement with individual care and support plans
 - Support volunteers

- Dementia
 - Needs of people with dementia and their carers
- Joining up / integrating services
 - Across statutory sector and working with third sector, including improved communication between services
- Substance misuse

Prevention issues identified in more than one group

- Building healthy relationships
 - Emotional and mental health, sexual health
 - Prevention of child sexual exploitation (CSE)
 - Support for children and young people affected by parental relationship breakdown
- Practical life skills
 - Including financial skills (for all ages)
- Healthy behaviours
 - Including tobacco use, alcohol, diet and physical activity
- Healthy environment and accessible built environment

Assets identified for more than one group

- Positive social interactions
- Third sector organisations
- Community pharmacies
- Volunteers
- Self care
- Physical environment / green space
- Community hubs, one-stop shops and libraries
- Dewis Cymru
- Community groups
- Dementia-friendly communities
- Multi-stakeholder partnerships

Suggested areas for action

- Scope the best mechanism for delivering action against each of the common care and support needs and priority prevention issues, and for supporting common assets. Some may benefit from action being co-ordinated at the regional partnership level, rather than individual organisations and departments
- Ensure action is co-ordinated, where relevant, with Public Services Boards on common issues
- Ensure actions formulated as part of Area Plans prioritise approaches which reduce rather than maintain or increase inequalities

C. Equality profile and Welsh language

Summary Equality profile and Welsh language

Equality profile Information on protected characteristics is included in theme chapters where relevant. Particular issues related to protected characteristics include: child poverty; ageism; abuse and harassment against disabled people; higher levels of poverty among some minority ethnic groups; sensitivity of services to gender-specific issues. There is significant uncertainty about the number of people identifying as 'trans' in our area as this information is not officially collected

Welsh language The proportion of Cardiff and Vale residents of all ages who have one or more language skills in Welsh is 16.2%, with around 1 in 10 people in Cardiff (11.1%) and the Vale (10.8%) identifying themselves as fluent. However, over one in four young people aged 15 and under speak Welsh in our area (26.7% in Cardiff and 29.6% in the Vale of Glamorgan). It is important for services to be able to meet the needs of Welsh speakers in their language of choice.

Introduction

This profile describes how information on protected characteristics in Cardiff and the Vale of Glamorgan has been incorporated into the population needs assessment. Wherever relevant, equalities information has been analysed and included under the relevant population group chapter in section B of this document. Additional pertinent information is included below, along with information on Welsh language use in our area.

As detailed Area Plans are developed in response to the needs presented in this document (see A3, What happens next?), this process of reviewing protected characteristics will continue with an analysis of impact on each group (equality impact assessment).

Sources of information regarding protected characteristics

Individuals with protected characteristics and groups representing them have been engaged through a number of routes during the assessment process, and evidence sources relating to protected characteristics used throughout the assessment. These are described here.

Public survey

Information on protected characteristics was collected as part of the public survey.

Focus groups

The majority of focus groups included people with one or more protected characteristics. A full list of the focus groups carried out is given in the Appendix.

Organisations which helped arrange these focus groups included Diverse Cymru; Safer Wales; Disability Team Around the Family (Cardiff); YMCA; Salvation Army; Barnardos; Communities First; Change, Grow, Live; Cardiff Institute for the Blind; Disability Access Forum; Age Connects; and the Oasis Centre in Cardiff.

The findings from these groups are summarised either in the relevant topic chapter, or here.

Professional and provider survey

This survey had 145 respondents, representing 80 organisations. Population groups supported by these organisations are given in the Table. Some of the specific organisations responding included Adult Autism Advice, the Alzheimer's Society, Barnardos, the FAN charity, Vision 21, and the Welsh Refugee Council.

Table. Percentage of respondents in Cardiff and the Vale of Glamorgan replying to the professional and provider survey reporting that their organisation supports particular population groups (2016)

Group(s) supported by respondents' organisation	No.	% of respondents
Those with long term health condition or physical disability	85	60.3
Those with a Mental Health condition/s	83	58.9
Older people (Aged65+)	77	54.6
Those with sensory impairment	64	45.4
Those with a learning disability or autism	63	44.7
Those with substance misuse problems	62	44.0
Children or Young People	59	41.8
Carers	58	41.1
Those who have experienced domestic abuse or sexual violence	53	37.6
Refugees/asylum seekers	44	31.2
Adults in residential care	42	29.8
Veterans of the armed forces	33	23.4
Looked after children	31	22.0
Care leavers (aged under 24)	30	21.3
Other	18	12.8
None of the above	2	1.4

Professional workshops

Three workshops were held during November with professional leads for each of the main population groups. Each workshop had a series of tables focusing on a particular population group, so all were covered over the three workshops, and the last workshop also had a table focusing on protected characteristics and Welsh language.

Other evidence sources

While information relating to protected characteristics were included in a number of the documents referenced in this assessment, a smaller number looked in more depth at related issues, including 'Is Wales Fairer?'^{d39} This document looked at issues on an all-Wales basis so care needs to be taken in applying and interpreting the findings locally.

Protected characteristics

Age

Information on the age profile of the population can be found in section A4, Background demography.

Child poverty has been highlighted as a significant need across Wales, as well as the ability for older people and children to access care.^{d39} These two ends of the age spectrum - young people and older people - are

also referred to in particular across Wales as requiring protection against abuse, neglect and ill treatment.^{d39}

In the focus groups some older people described how they felt 'invisible' to others, with the feeling that sometimes cognitive ability was perceived as being lower because people were older (Box A).

Box A. Perceptions of ageism



Ageism. You know sometimes you become invisible, people talk over you. (Older person)

I'm finding as I'm getting older as a negative point, because I'm white haired and I'm looking older they think there's not a lot up there. . . . It's demoralising. (Older person)

Disability

Information and engagement relating to different types of disability can be found in sections B3 (Health and physical disabilities), B4 (Learning disability and autism), B5 (Adult mental health and cognitive impairment), B7 (Sensory loss and impairment) and B11 (Veterans).

Across Wales, the need to close the educational attainment gap has been highlighted, particularly with reference to children with Special Educational Needs.^{d39} The same report also describes increased poverty among people with a disability; increased homelessness among people with poor mental health or a learning disability; and violence, abuse and harassment against disabled people; and the need to improve access to mental health services in general.^{d39}

In the focus groups, concerns were raised over generally negative public perception of disability based on media portrayal of 'benefits scroungers' which were felt to be 'hugely damaging'.

Marriage and civil partnership

The 2011 Census recorded marital and civil partnership status, and the pattern of this is different in Cardiff and the Vale of Glamorgan.^{d84}

In Cardiff, 45% of people aged 16 and over were single, 38.5% married, 0.2% in a registered same-sex civil partnership, 2.1% were separated but still legally married or legally in a civil partnership, 8.2% were divorced, and 6% were widowers.

In the Vale of Glamorgan, 30.8% of people aged 16 and over were single, 49.1% married, 0.2% in a registered same-sex civil partnership, 2.3% were separated but still legally married or legally in a civil partnership, 10% were divorced, and 7.6% were widowers.

Pregnancy and maternity

During 2014/15 there were 4,624 births in Cardiff and 1,321 births in the Vale of Glamorgan.^{d74}

In terms of conception rates there were an estimated 72.6 per 1000 in the Vale of Glamorgan in 2014. Among under 20s, the rate was 34 per 1000. These rates include live births, stillbirths and abortions, but exclude miscarriages.

In Cardiff the conception rate was estimated as 70 per 1000 in 2014. Among under 20s the rate was 35.2 per 1000.

These rates compare with 72.9 per 1000 across Wales as a whole, and 40.3 per 1000 among under 20s, suggesting the overall birth rate is in line with the Welsh average and the teenage pregnancy rate is lower in both areas than the Welsh average.

Race

Nearly two thirds (62.8%) of respondents to the survey considered themselves to be Welsh. In terms of ethnicity, 90% of respondents (1114 people) identified themselves as White British, 3.3% White other, 1.5% White Irish, 0.5% other. All other groups had respondents, but fewer than 0.5% of the total sample size.

A question in the public survey asked if people felt services they had received were sensitive to their culture. 141 people out of 1,278 respondents answered this question. Of those answering, 4 in 10 (41.8%) said 'Yes', 5% said 'Sometimes' and 1.4% said 'No'. 46.8% answered 'not applicable'. A comment in the survey relating to single sex services and culture is shown in Box B.

Box B. Cultural identity



Women only things seem to be specifically BME. What about white women who cannot cope in mixed groups? Or men who may prefer a health related single sex group for support?
(Public survey)

Across Wales, the need to close the educational attainment gap has been highlighted, particularly with reference to Gypsy and Traveller children; higher levels of poverty among minority ethnic groups was also noted; and a higher incidence of violence, abuse and harassment against ethnic minority people and Muslim people.^{d39} The Welsh Government Community Cohesion National Delivery Plan includes a number of recommendations for action to reduce hate crimes and better understand local patterns of migration.^{d17}

Additional information on race and ethnicity can be found in section A4, Background demography.

Religion or belief (including lack of belief)

Half of respondents (50%, 617) reported not belonging to any particular religion. Of those who said they did belong to a religion (44.2%), 88.7% specified themselves as Christian, 3.7% as 'other', 2.2% as Jewish, 2% as Muslim, 2% preferred not to say, and less than 1% each specified Buddhist, Hindu, or Sikh.

In the focus groups, a number of participants reported how they received emotional support from being part of a local faith based organisation (e.g. church, mosque) One participant described a local community centre which focused on minority ethnic culture. (Box C)

Box C. Community centre focusing on minority ethnic culture



They celebrate all the festivals, like the Diwali and everything. Then they run various programmes, which are customised kind of care facilities. They teach languages, they teach mostly Hindu values. I go there every day. . . . The spiritual, it is very quiet. (Mental health illness)

Sex

In both Cardiff and the Vale of Glamorgan the number of females slightly outnumber males (50.8% Cardiff, 51.4% Vale of Glamorgan), in common with the rest of Wales (50.8%). However, significantly more than half of respondents to the public survey identified as female (706, 57.8%).

A question in the public survey asked if people felt services they had received were sensitive to their gender identity. 140 people out of 1,278 respondents answered this question. Of those answering, half (49.3%) said 'Yes', 5.7% said 'Sometimes' and 2.1% said 'No'. 37.9% answered 'not applicable'. Comments provided by those who felt that their gender identify had not always been taken into account are shown in Box D:

Box D. Gender identity



My family were asked previously if I would prefer male or female carers to attend to my personal needs, but this has not been carried out accordingly (Public survey)

Usually female carers but not too much of a problem (Public survey)

The rate of suicide is higher among men than women.^{d39}

A third sector organisation focusing on gender equality in health services in Wales, with a particular focus on the condition endometriosis, conducted an online survey with its members on issues they faced.^{d95}

Many findings were similar to the wider findings in this assessment (i.e. affecting both sexes), including: timely access to GP appointments; excessive waiting lists; access to information on services; access to mental health services; financial concerns due to long term conditions; transport; lack of social housing; lack of joined up thinking/services between statutory sector organisations; lack of advocates; easier mechanisms for feedback to statutory services. In addition there were a number of female-specific needs which were highlighted, including: lack of appropriate people in schools/workplaces with whom to discuss intimate female health concerns; diseases such as endometriosis not taken seriously despite it causing significant disability for some people; difficulty finding out about and accessing relevant specialist services; and a feeling that some physical symptoms are dismissed as psychological.^{d95}

Sexual orientation and Gender reassignment

Approximately 6 out of 7 (86.7%) respondents to the survey specified their sexual orientation as heterosexual, with 3% specifying gay man, 2.6% bisexual, 1.7% gay woman/lesbian, and 0.6% 'other'. 6.1% preferred not to say.

There are no official estimates currently available of the number of 'trans' people in the UK, or in towns or regions. UK research carried out in 2009 estimated that there are between 300,000 and 500,000 transgender people living in the UK, or between 0.6% to 1% of the population aged over 15.^{d96} If applied

directly to the Cardiff and Vale population, this would suggest there are 2,300 and 3,900 adults in our area who identify as trans, but that is only an estimate and official data collection would aid with appropriate service planning for this group.

The need to reduce violence, abuse and harassment against lesbian, gay, bisexual and transgender people has been highlighted at an all-Wales level.^{d39}

Equality impact assessment process

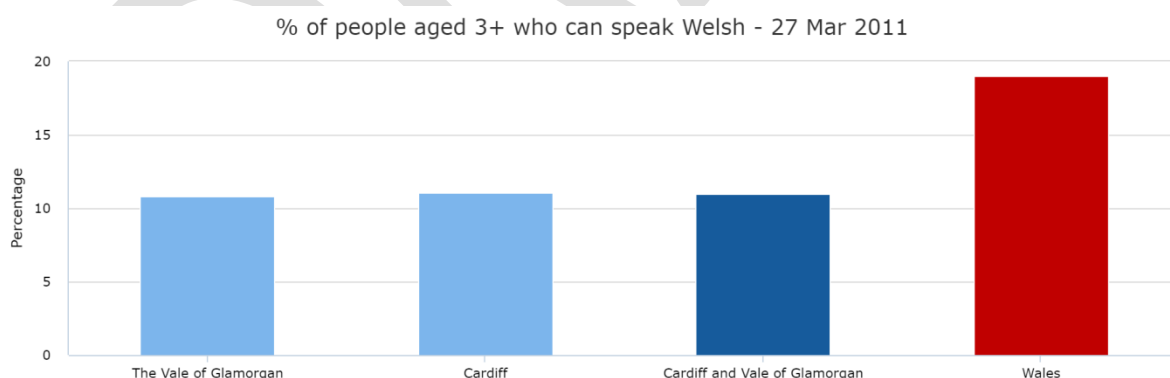
During 2017/18 as Area Plans are developed in response to this plan, the equality impact assessment process will continue, based on specific actions under consideration in the Area Plans and their impacts.

Welsh language

The public survey was available in both English and Welsh, in printed and online versions. Of the 1,278 people completing the survey, which was available online and in paper format in both Welsh and English, 31 (2.4%) chose to respond in the Welsh language.

The proportion of Cardiff and Vale residents of all ages who have one or more language skills in Welsh is 16.2%, with around 1 in 10 people in Cardiff (11.1%) and the Vale (10.8%) identifying themselves as fluent, below the Wales average of 19%. Between the 2001 and 2011 Censuses, the proportion of people who speak Welsh in the Vale dropped slightly (from 11.3% in 2001) and rose very slightly in Cardiff (from 11.0%).^{d94} However, it is important to note that these percentages represent a significant number of people (36,735 in Cardiff and 13,189 in the Vale) and that there is likely to be an increase in the number of Welsh speakers in our region in future as need for Welsh medium primary and secondary schools has increased. The ability of services to meet this increasing language need will be challenging, with fewer Welsh-speaking staff currently than other regions of Wales.

Figure. Percentage of people aged 3 and over who can speak Welsh, Cardiff and the Vale of Glamorgan (2011)

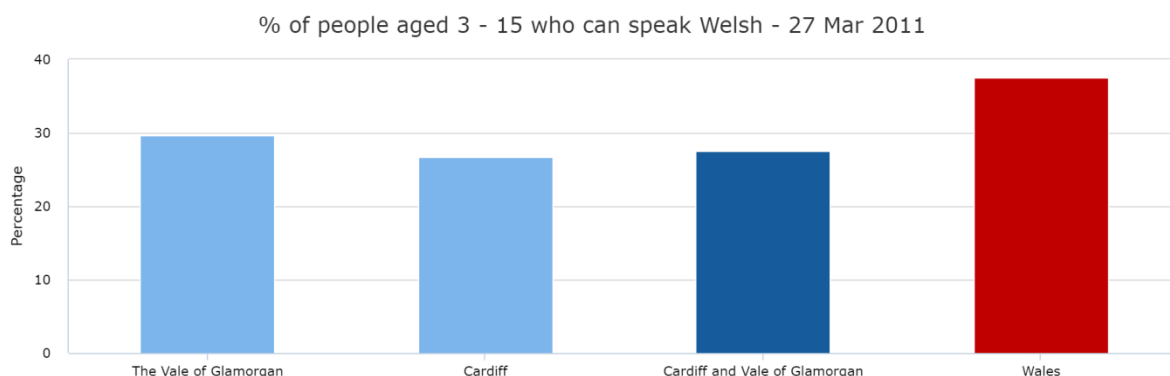


	27 Mar 2011
The Vale of Glamorgan	10.8
Cardiff	11.1
Cardiff and Vale of Glamorgan	11.0
Wales	19.0

Source: Office for National Statistics (ONS)

Notably, over one in four young people aged 15 and under speak Welsh in our area (26.7% in Cardiff and 29.6% in the Vale of Glamorgan), although this is still below the Wales average for that age group (37.6%).

Figure. Percentage of people aged 3 to 15 who can speak Welsh, Cardiff and the Vale of Glamorgan (2011)

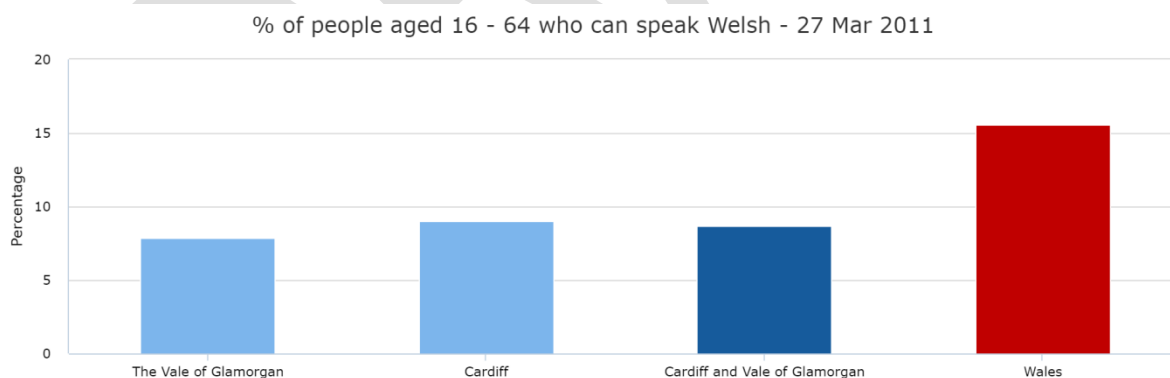


	27 Mar 2011
The Vale of Glamorgan	29.6
Cardiff	26.7
Cardiff and Vale of Glamorgan	27.5
Wales	37.6

Source: Office for National Statistics (ONS)

Among the adult population, the proportion who can speak Welsh is consistently below the all Wales average and decreases with age, with 1 in 20 people aged 65 and over able to speak Welsh in our area (5%), compared with a Wales figure of 1 in 6 (16.2%)

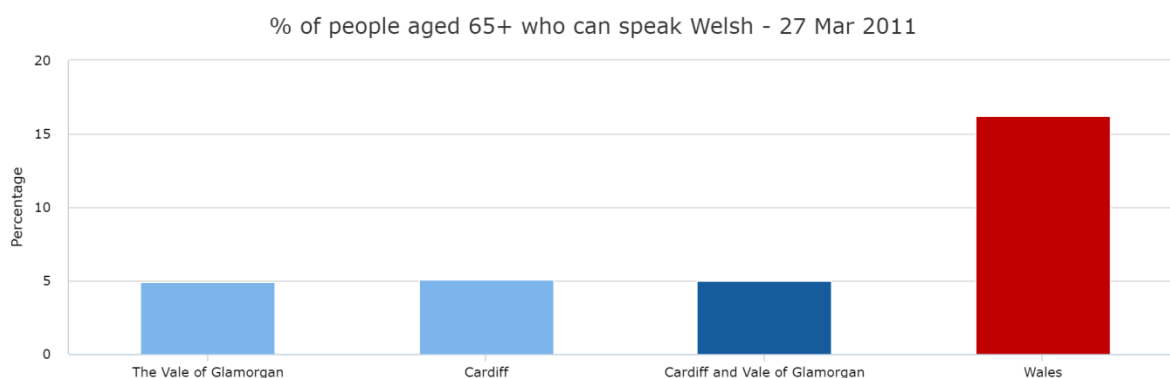
Figure. Percentage of people aged 16 to 64 who can speak Welsh, Cardiff and the Vale of Glamorgan (2011)



	27 Mar 2011
The Vale of Glamorgan	7.9
Cardiff	9.0
Cardiff and Vale of Glamorgan	8.7
Wales	15.6

Source: Office for National Statistics (ONS)

Figure. Percentage of people aged 65 and over who can speak Welsh, Cardiff and the Vale of Glamorgan (2011)



	27 Mar 2011
The Vale of Glamorgan	4.9
Cardiff	5.1
Cardiff and Vale of Glamorgan	5.0
Wales	16.2

Source: Office for National Statistics (ONS)

The proportion of people who self report 'bad' or 'very bad' health is lower in Cardiff and the Vale of Glamorgan among people who can read, write and speak Welsh (1.9%) compared with people without Welsh language skills (7.4%).^{d84}

The Welsh Language Commissioner's report into the use of Welsh in primary care in Wales had a number of significant findings relating to Welsh language use and needs:^{d94}

- Some people feel they can describe their symptoms and feelings better if they do so through the medium of Welsh
- The ability to express oneself in language of choice was particularly important in relation to mental health services, and for children whose first language was Welsh
- Similarly, the British Medical Association gave evidence to the Inquiry that since the history of an illness is an essential part of the process of making a correct diagnosis, allowing people the ability to express themselves in their first language can lead to better diagnosis and care
- In South and Mid Wales, 4 in 10 (42%) of Welsh speaking primary care users worried that they would be labelled a 'difficult person' when dealing with healthcare professionals if they requested a Welsh language service, and 6 in 10 (61%) felt it could adversely affect waiting times for services
- Two thirds (66%) of Welsh-speaking primary care users in Mid and South Wales did not know how they could find a primary care professional who spoke Welsh in their area
- Many people who spoke Welsh as their first language did not want to push the issue and accepted the English language services they were offered, but would have preferred Welsh if it had been proactively offered

Just under a quarter (23.5%) of GP surgeries in Cardiff and the Vale display the Working Welsh (Iaith Gwaith) symbol indicating consultations can be undertaken in Welsh.^{d97} Across Cardiff and Vale there are 30 GPs on the 'performers list' who are listed as Welsh speakers, out of a total of 514 (5.8%).

Although there has not been an equivalent Commissioner's review into the use of Welsh in social care, the same issues and principles will apply, particularly that being able to use your first language leads to a more accurate assessment of need and more appropriate provision of care and support. This is particularly important in relation to the safeguarding of children and adults, as outlined in Welsh Government's recently updated framework on Welsh language in health and social care, 'More than Just Words'.^{d113} Action plans from this strategy have been combined with the requirements of the Welsh Language Standards by both Cardiff and Vale of Glamorgan Councils, and will be adopted in future by Cardiff and Vale UHB when the language standards come into force for Health Boards. Organisations must plan, commission and provide health and social care services based on the 'active offer' of services in Welsh.

Priority actions

A series of priority actions were discussed at the professionals' workshop in November 2016 relating to protected characteristics and Welsh language. In summary, these were:

- Improve co-ordination of community engagement

Previous engagement mechanisms should be reviewed, good practice from other local authority areas considered, and proposals for streamlined and effective community research and engagement activities across all statutory and third sector partners should be agreed

- Develop and implement a shared vision for person-centred services

A meaningful and inclusive set of activities should be agreed for partners including the statutory and third sector to collectively identify what "person-centred services" mean to them, in the context of community diversity, and the Social Services and Wellbeing Act.

- Improve access to accessible information and mechanisms to provide feedback on services

Public services information needs to be easier to access, and methods found to make it easier for people with different communication needs to provide feedback on the services they receive. This includes for example, Braille users, British Sign Language users, speakers of other languages, and people with sensory loss and impairment, and learning disabilities.

- Improve staff diversity and inclusion awareness

Agree across partners appropriate standards and means for ensuring employees have access to appropriate development and understanding in diversity and inclusion, not just relying on training but a range of potential opportunities including shadowing in third sector organisations.

- Deliver diverse and inclusive services across current organisational boundaries

Scope increased collaboration between partner organisations on developing and supporting equality standards, policies and practices

- Increase knowledge around local transgender community and its needs

Carry out a needs assessment on local transgender community to understand estimated numbers of trans people and implications for policy and support requirements to meet their needs

- Support ageing well

Recognise increasing number of older people in Cardiff and the Vale of Glamorgan and pressures on services when planning

- Younger people

Consider in more detail the impact of employment and benefit entitlement changes, education and housing costs on younger people, and consequent support and service needs

- Develop bilingual communities

Services should be planned, commissioned and delivered to meet the needs of the projected increase in the number of people who speak Welsh, in addition to their requirements under the Welsh Language Measure (2011)

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Appendix

The following focus groups were carried out specifically for this assessment:

- Young people with a disability / learning difficulty (aged 15-22)
- Young carers (aged 13-16)
- Young people attending youth club (aged 13)
- Disengaged young people (aged 16-21)
- Young people with a mental health illness (aged 18-22)
- Parent carers of young people with a disability / learning difficulty
- Vulnerable families: parents of young children; included some parents with health illness / disability
- Adults with autism / learning disability
- Adults with sight loss
- Adults with a disability including sensory impairment
- Older people / adult with a disability
- Adults with a mental health illness (x2)
- Street based sex workers
- Alcohol misusers in recovery and an adult with a mental health illness
- Alcohol misusers in recovery
- Diversity based group: mainly older people; preventing isolation; some with health issues; some parent carers; small number of BME participants
- Well-being community group: mix of ages; preventing isolation; some with a mental health illness
- Mental health and well-being community group
- Community group with a mix of needs
- Asylum seekers and refugees
- Substance misusers who are homeless
- People who are homeless (general group)
- Older people x2

In addition, information has been included from engagement carried out with people with dementia and their carers, in a contemporaneous needs assessment.^{d73}

Acknowledgements

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Glossary

ACE(s)	Adverse Childhood Experience(s), stressful experiences during childhood which directly harm a child or affect its environment when growing up
ALN	Additional learning needs
Area Planning Board (APB)	Organisation which plans services for substance misusers
ARBD	Alcohol-related brain damage
ASD	Autism spectrum disorder
BAWSO	A third sector organisation providing specialist advice for BME communities
BME	Black and minority ethnic
BSL	British Sign Language
C&YP	Children and young people
C3SC	Cardiff Third Sector Council, the County Voluntary Council in Cardiff
CAMHS	Child and adolescent mental health services
CAVAMH	Cardiff and Vale Action for Mental Health, a local third sector organisation
CHAP	Cardiff Health Access Practice, an NHS primary care service providing essential services for some of Cardiff's most vulnerable groups
CHC	Continuing healthcare
Communities First	A Welsh Government community-focused programme to reduce persistent poverty in local areas
County Voluntary Council	Organisation bringing together and working with third sector organisations in each County
CSSIW	Care and Social Services Inspectorate Wales
Dewis Cymru	A website containing information about health, social care and wellbeing support and services available in local areas across Wales
DTOC	Delayed transfer of care
ESOL	English for speakers of other languages, an education course
EU15	Member countries of the European Union prior to 1 May 2004
FACT	Families Achieving Change Together, the Team around the Family (TAF) for Families First in the Vale of Glamorgan
Families First	A Welsh Government programme to provide early help and prevention for families with children, particularly those on low incomes or who are vulnerable
FGM	Female genital mutilation
Flying Start	A Welsh Government programme to support parents of children under the age of 4 in more deprived areas
GP	General practitioner
GVS	Glamorgan Voluntary Services, the County Voluntary Council in the Vale of Glamorgan
HMP	Her Majesty's Prison
Hub	A centre providing information and support on a variety of public services
IDVA	Independent domestic violence adviser
Looked after child (LAC)	A child who is being looked after by their local authority. They might be living: with foster parents; at home with their parents under the supervision of social services; in residential children's homes; other residential settings like schools or secure units
LGBT	Lesbian, gay, bisexual and trans people
LSOA	Lower super output area, a small geographic area covering 1,000-2,000 people
MEEA	Minority Ethnic Elder Advocacy project
NEET	Not in education, employment or training
NGT	Next Generation Text, a system to help deaf, hard of hearing and speech-impaired people communicate on the telephone
NHS	National Health Service
NICE	National Institute for Health and Care Excellence

PNA	Population needs assessment (this document)
PSB	Public Services Board. A group of partner organisations which meet in each local authority area, set up under the Wellbeing of Future Generations Act
PTSD	Post-traumatic stress disorder
Resilience	The ability of an individual, family or group of people to cope with and recover quickly from challenges faced
RPB	Regional Partnership Board
STI	Sexually transmitted infection
Supporting People	A Welsh Government framework for planning, delivery and monitoring housing related support services
SystemOne	A primary care computer system
TAF	Team around the Family, part of the Families First model
Third sector organisations	Non-profit organisations which are neither public or private, including charities, voluntary groups, members' associations, social enterprises and co-operatives
UASC	Unaccompanied asylum seeking children
UHB	University Health Board, the organisation which plans and provides local NHS services
WG	Welsh Government
YOS	Youth Offending Service

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DRAFT

Mae'r dudalen hon yn wag yn fwriadol

**CYNGOR DINAS CAERDYDD
CITY OF CARDIFF COUNCIL****COUNCIL: 23 MARCH 2017**

CABINET PROPOSAL**AGENDA ITEM:**

PAY POLICY STATEMENT 2017/18**Reason for this Report**

1. To ask the Council to agree a Pay Policy Statement for 2017/18, in accordance with the requirements of the Localism Act 2011.

Background

2. The City of Cardiff Council understands the importance of having a clear written policy on pay for employees. The Pay Policy Statement provides a framework to ensure that employees are rewarded fairly and objectively without discrimination.
3. The Council also has a statutory requirement under the Localism Act 2011 to prepare a pay policy statement on an annual basis. The first statement was in place by 31st March 2012 and they have been produced annually since. Agreement (and subsequent publication) of this sixth annual Pay Policy Statement will ensure continued compliance with this legislation.
4. The focus of the legislation is about transparency of pay for Chief Officers and how their pay compares with lower paid employees in the Council. However, in the interests of transparency and accountability the Council has chosen since 2011 to take a broader approach and produce a Pay Policy Statement covering all employee groups with the exception of teachers (as the remuneration for this latter group is set by the Secretary of State and therefore not in local authority control). This Pay Policy Statement excludes Members of the Council as they are not employees and are governed by separate legislation via the Independent Remuneration Panel for Wales.
5. The legislation also requires the Council to provide information about redundancy payments that are made to employees who leave the organisation. The Voluntary Redundancy policy was last reviewed in January 2015 with the changes taking effect from 3rd April 2015. There will be no change to the Voluntary Redundancy policy for 2017/18.

Chief Officer Pay

6. The Standing Orders (Wales) Amendment Regulations 2014 introduced a requirement that: *“The relevant authority [i.e. full Council] must determine the level, and any change in the level, of the remuneration to be paid to a Chief Officer”*.
7. Chief Officers of this Authority are employed under JNC terms and conditions which are incorporated into their contracts of employment. They are therefore contractually entitled to any JNC pay rises and the withholding of such increases, pending agreement by full Council, could result in claims against the Authority of ‘unlawful deduction from wages’ or ‘breach of contract’.
8. Due to the practical implications of this requirement, Welsh Government, agreed that the requirement could be met by full Council voting on a resolution to pay the nationally agreed pay awards, as and when determined by the JNC for Chief Officers. Such a resolution was made by full Council and a clause has been included to this effect in the 2015/16 and subsequent Pay Policy Statements. This clause can only be revoked by full Council, and if such a decision was taken, the Pay Policy Statement would need to be amended accordingly.

Redundancy Packages

9. Currently, Welsh Government guidance on Pay Policy Statements states that where a Chief Officer will be in receipt of a redundancy package above £100,000 this must be agreed by full Council. In Cardiff, the cap on redundancy payments is £21,555 from 6th April 2016 (current weekly maximum is £479, April 2017 increase to be confirmed by the Department for Business, Innovation and Skills). Therefore, a redundancy payment alone will not need to go to full Council. However, as salary paid in lieu and the full cost of early release of pension must be included in the total cost of a redundancy package there may be instances where the agreement of full Council will be required. This is incorporated into the proposed Pay Policy Statement in paragraph 53.

UK Government Changes

10. Alongside the position set out in paragraph 9 above, the UK Government is in the process of introducing a number of changes which impact on public sector exit payments:

Introduction of a £95k Exit Payment Cap

- (i) As a result of the Enterprise Act 2016, the UK Government introduced legislation which included provisions to cap the total value of public sector exit payments, (including payment of compensation and pension strain) at £95,000. HM Treasury are yet to finalise the regulations and therefore the cap is not yet in place. Welsh Government will have the power to relax the cap in relation to exit payments made by authorities that wholly or mainly exercise devolved functions, which includes local authority staff.

Until the regulations are finalised it is unclear as to how Welsh Government will operate the waiver in practice.

Wider Review of the Public Sector Exit Payment Schemes

- (ii) Concurrently, the UK Government intend to introduce a framework of changes to the terms of public sector exit payment schemes which will affect local government employees, including teachers. Although it is expected that changes will be made to the relevant schemes by June 2017 the UK Government has not provided details on their proposed approach at the current time.

Recovery of Exit Payments (Clawback)

- (iii) The final change will be the ability to recover exit payments made to employees earning over £80,000 who leave the public sector but are then re-engaged in the public sector within a 12 month period.
11. There is a clear link between the changes outlined in (i) and (ii) above. Indications are that the changes to the terms used to calculate exit payments will (most likely) be less beneficial to the employee, and the consequence of this is that the cap of £95,000 is less likely to be breached in future.

Gender Pay Gap

12. The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017, which relate to public sector employers in England and Wales, requires the publication of gender pay gap data based on a 'snapshot' date of 31st March.
13. Public sector employers are required to publish their first gender pay gap report within the period of 12 months beginning with the 'snapshot' date, and the first report is due by 31st March 2018. The plan is to include the gender pay gap report in the 2018/19 Pay Policy Statement.

Reason for Recommendation

14. To comply with the legal requirement under the Localism Act 2011 to produce a Pay Policy Statement, and at the same time to provide transparency and accountability in the Council's arrangements for rewarding its staff.

Legal Implications

15. Under Section 38 of the Localism Act 2011 the Council must prepare a Pay Policy Statement for each financial year before the commencement of that year. The Pay Policy Statement for 2017/18 must therefore be approved by 31st March 2017.

16. The Act requires that the Pay Policy Statement covers certain specific matters and the Welsh Government has issued statutory Guidance in relation to Pay Policies.
17. The proposed Pay Policy Statement for 2017/18 meets the requirements of the Act and Welsh Government Guidance.
18. The Pay Policy Statement must be published on the Council's website.
19. The Council's pay structures are considered to be compliant with Equalities legislation.

Financial Implications

20. The rates of pay and conditions set out in the Pay Policy Statement are reflected in the Council's budget for 2017/18.

Human Resource Implications

21. The recommendation will not impact on employees across the Council as it merely outlines in one policy, existing and agreed arrangements for pay and remuneration of employees.

CABINET PROPOSAL

Council is recommended to approve the attached Pay Policy Statement 2017/18 (Appendix 1) for consideration by Council on 23 March 2017.

THE CABINET

16 March 2017

The following appendices are attached:

Appendix 1 – Pay Policy Statement 2017/18

Appendix 2 – JNC for Chief Officers: Pay Award Agreement 2016/18

Appendix 3 – NJC for Local Government Services: Pay Award 2016/17

Appendix 4 – Salary scales documents detailing all Council grades.

CITY OF CARDIFF COUNCIL**PAY POLICY STATEMENT 2017/18****INTRODUCTION AND PURPOSE**

1. The City of Cardiff Council recognises the importance of managing pay fairly and consistently in a way that motivates employees to make a positive contribution to the Council's business. The decisions that are taken regarding pay are crucial to maintaining equality across the Council. The production of a Pay Policy Statement supports this approach and will provide transparency.

SCOPE

2. The Localism Act 2011 requires authorities to develop and make public a pay policy statement on all aspects of Chief Officer remuneration (including on ceasing to hold office), and that pertaining to the 'lowest paid' in the authority, explaining their policy on the relationship between remuneration for Chief Officer and other groups. However, in the interests of transparency and accountability the Council has chosen to take a broader approach and produce a policy statement covering all employee groups with the exception of teachers (as the remuneration for this latter group is set by the Secretary of State and therefore not in local authority control). This policy does not apply to Members of the Council as they are not employees and are governed by separate legislation via the Independent Remuneration Panel for Wales.

LEGISLATION

3. In determining the pay and remuneration of all its employees, the Council will comply with all relevant legislation. This includes the Equality Act 2010, Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000, Agency Workers Regulations 2010 and where relevant the Transfer of Undertakings (Protection of Employment) Regulations 2006. With regard to the Equal Pay requirements contained within the Equality Act, the Council will ensure there is no pay discrimination within its pay structures and that all pay differentials can be objectively justified through the use of equality proofed Job Evaluation mechanisms which directly relate salaries to the requirements, demands and responsibilities of the role.
4. This policy statement incorporates the Cardiff Council's Pay Policy Statement as required by the Localism Act 2011.

RESPONSIBILITY AND SCOPE

5. The Council is directly responsible for a budget of £578 million (2017/18) and for the employment of 12,994 employees (as at December 2016). The Council provides services to a total population of 346,100 residents (according to the 2011 Census). Cardiff's Liveable City Report has given an updated figure for January 2017 as 357,200, residents. In the 2016-21 Cardiff Housing Strategy report, the Council was recorded as having a Council housing stock of 13,657 and in January 2016 there were 53,774 pupils enrolled in our schools.

DEFINITIONS

6. **Chief Officer** – the Localism Act 2011 defines Chief Officer as:
 - Head of Paid Service - in Cardiff this is the Chief Executive
 - Monitoring Officer – in Cardiff this is the Director of Governance & Legal Services
 - Statutory Chief Officers – in Cardiff these are -
 - Director for Education and Lifelong Learning,
 - Director of Social Services
 - Corporate Director Resources who undertakes the role of Section 151 Officer
 - Non-statutory Chief Officers – this refers to non-statutory posts that report directly to the Head of Paid Service so in Cardiff this would be –
 - Director for Economic Development
 - Director for City Operations
 - Director for Communities, Housing and Customer Services.
 - Deputy Chief Officers – this refers to officers that report directly to statutory or non-statutory Chief Officers. In Cardiff this includes –
 - Assistant Director for Education and Lifelong Learning
 - Assistant Director for Children’s Services
 - Assistant Director for Commercial Services
 - Assistant Director for Housing and Communities
 - Assistant Director for Customer Services and Communities
 - Head of Service for Finance
 - Head of Performance and Partnership
 - Chief Officer for HR People Services
 - There are also some Operational Managers that report directly to statutory or non-statutory Chief Officers (Directors of Economic Development; Governance and Legal Services; Social Services; and City Operations) and so for the purposes of this policy these posts are included within this definition. Operational Managers are employed on the same terms and conditions as the Council’s Heads of Service and Chief Officers as indicated in paragraph 17.
7. **Lowest Paid Employees** – the Localism Act 2011 requires the Council to define its ‘lowest paid employee’ within our pay policy statement. Within the Council our lowest paid employees are those appointed on SCP6 of the NJC nationally agreed pay spine. However, since 1st September 2012 the Council has adopted the Voluntary Living Wage for its’ employees. Therefore, the minimum pay is currently £8.25 per hour. This is to rise to £8.45 per hour from 1st April 2017.
8. The Government introduced a compulsory National Living Wage for over 25 year olds at £7.20 per hour from April 2016. This did not impact on the Council as the Voluntary Living Wage had a higher hourly rate at £8.25 from 1st April 2016 and £8.45 from 1st April 2017.
9. **Pay** – the Localism Act 2011 defines remuneration as ‘salary, bonuses, charges, fees or allowances payable, any benefits in kind, increase or enhancement of pension entitlement. This definition is adopted for the term **pay** used in this policy.

KEY PRINCIPLES

10. This policy statement aims to ensure that all employees are rewarded fairly and without discrimination for the work that they do. It reflects fairness and equality of opportunity, the need to encourage and enable employees to perform to the best of their ability and the commitment to operate a transparent pay and grading structure.
11. The Council recognises that pay is not the only means of rewarding and supporting employees and offers a wider range of benefits, i.e. flexible working, access to learning, etc.
12. To ensure these principles are embedded the Council will ensure that there are clear and rational processes for setting and reviewing salaries for all employees, and that there is sufficient flexibility to take into account the pay market and recruitment and retention factors.
13. Any policy statement on pay has to be affordable and support the provision of high quality public service.

PAY DETAILS

Pay Ranges – previous ‘NJC Green Book’ and ‘JNC Craft’ Employees

14. All previous NJC Green Book and JNC Craft positions within the Council have gone through a job evaluation (JE) process using the Greater London Provincial Council (GLPC) scheme, following the signing of Collective Agreements with UNISON, GMB and Unite.(Green book) and UNISON, GMB , Unite and UCATT (JNC Craft).
15. The Council has linked the scores from the job evaluation results directly to the NJC pay structure. This national pay structure ranges from spinal column point (SCP) 6 to 49 which equates to £15,014 to £43,821 at 1st April 2017. Within Cardiff we have agreed 10 grades that span across SCPs 6-46 which equates to £15,014 to £41,025 at 1st April 2017. Each grade has a number of incremental points. More information about the GLPC Scheme and the grades of the Council can be found in the Council’s Single Status Collective Agreement. The agreed grades can be seen at Annex 1.
16. As a result of the Single Status Collective Agreement the Council ceased to use the lowest point of SCP4 from 1st April 2012, and SCP5 was deleted from 1st October 2015. This had a positive impact on the lowest paid employees of the Council. However, please note that as per paragraph 8 the Council since September 2012 has paid the Voluntary Living Wage.

Pay Ranges – Chief Officers and Operational Managers

17. Posts at Operational Manager and above are employed on JNC Chief Officer terms and conditions and pay levels for these posts have been evaluated using the Hay Job Evaluation Scheme since 1999.
18. The JNC for Chief Officers negotiates on national (UK) annual cost of living pay increases for this group, and any award of same is determined on this basis. Chief

Officers employed under JNC terms and conditions are contractually entitled to any national JNC pay rises. This Council will therefore pay these nationally agreed pay awards as and when determined unless full Council decides otherwise.

19. The following table shows the pay for the Senior Management structure:

Level	Salary*
Chief Executive	£173,417
Corporate Director Resources	£132,613
Directors	£122,412
Chief Officers, Assistant Directors	£83,240
Operational Managers	<u>Level 1</u> 5 points from £54,673 - £66,625 <u>Level 2</u> 5 points from £44,744 - £54,049

* Effective from 1st April 2017 in line with JNC for Chief Officers and JNC Chief Executive national pay agreement.

20. When evaluating Chief Officer posts, Hay are asked to provide information on salary levels based on their assessment of relative job sizes and benchmarking against market comparisons for posts of similar size and complexity. Any report from Hay on changes to salary levels would be presented to the Council's Employment Conditions Committee (ECC) which has the following functions delegated to it under the Council's Constitution:
- (i) *To consider and determine policy and issues arising from the organisation, terms and conditions of Chief Officers and Deputy Chief Officers (as defined in the Local Authorities (Standing Orders) (Wales) Regulations 2006), together with any other category of employee specified in Regulation from time to time where this is necessary, subject to the approval of Council in respect of any determination or variation of the remuneration of Chief Officers.*
 - (ii) *To decide requests for re-grading of Chief Officers and Deputy Chief Officers (as defined in the Local Authorities (Standing Orders) (Wales) Regulations 2006), together with any other category of employee specified in Regulation from time to time, whether by way of appeal by an employee against a decision to refuse a re-grading application or to decide applications for re-grading which are supported, subject to the approval of Council in respect of any determination or variation of the remuneration of a Chief Officer.*
21. Since 2009/10 the Council has published pay details for Chief Officer posts on its website, while prior to this the number of officers at each salary band over £60,000 were set out. The information can be found in the 'Statement of Accounts' which is accessed via the tab 'Your Council' and then the link to 'Council Finance'. The Chief Executive pay has been published on the website since 2010.

22. The current pay levels within the Council define the multiple between the lowest paid (full time equivalent) employee (£16,302) and the Chief Executive (£173,417) as [1:11] and; between the lowest paid employee (£16,302) and median Chief Officer (£83,240) as [1:5].

The multiple between the median full time equivalent earnings (£23,166) and the Chief Executive (£173,417) is [1:7] and; between the median full time equivalent earnings (£23,166) and median Chief Officer (£83,240) is [1:4].

These figures are based on basic salary on 1st April 2017.

23. The Council does not use performance related pay or bonuses for Chief Officers.

Pay Ranges – Employees other than Chief Officer and previous ‘Green Book’ and ‘Craft’ employees

24. The Council also has employees on other national terms and conditions, i.e. JNC Youth and Community, Soulbury and Teacher terms and conditions. Pay for these employees is based on the relevant nationally agreed rates of pay. Pay rates are included in Appendix 4 for information.

Incremental Progression – all employees

25. Incremental progression for ‘Green Book’, ‘Craft’ employees and Operational Managers is not automatic but is dependent upon a successful performance review. Following a successful performance review, increments are normally effective from the 1st April each year. For ‘Green Book’ and ‘Craft’ employees, this requirement is detailed in the relevant Single Status Collective Agreement, and for Operational Managers this is contained within their national terms and conditions.

Salary on Appointment – all employees

26. Posts are advertised on the agreed grade and the minimum and maximum salary is stated. In practice, most appointments are made at the bottom of the range, but there is discretion to appoint at a higher point on the range. This would usually be to match a candidate’s current level of pay or in particular circumstances.

Pay Review – all employees

27. All pay is reviewed in line with the national pay awards negotiated by the Local Government Employers in conjunction with the recognised Trade Unions at a national level. Please see paragraph 15.2 in relation to JNC for Chief Officer national pay awards.

Market Supplements – all employees

28. It is recognised that there will be exceptional occasions where the market rate for certain key jobs is higher than that provided for by the new pay and grading structure. In these circumstances, the grading of the post will be reviewed in accordance with the new Market Supplement Scheme agreed as part of the Council’s single status package. The scheme is applicable to all those covered by the green book, Craft

employees, JNC for Chief Officers, JNC for Youth & Community Workers and those on Soulbury terms and conditions. Proposals to pay a Market Supplement must be supported by a full evidence based business case, and follow the agreed decision making processes of the Council.

ADDITIONAL PAYMENTS

29. Employees employed under the previous 'Green Book' and 'Craft' terms and conditions are paid on the same terms and conditions and pay scales through Single Status However, a tool allowance has been retained for relevant craft posts.

NJC 'Green Book' and JNC 'Craft' Employees

30. Additional payments are made as detailed in their respective Collective Agreements. The types of additional payments made include: overtime and Saturday and Sunday working at time and a half, recalls to work attract a minimum payment of 2 hours payment, public holiday payments, car allowances, motorcycle and bicycle allowances, stand by and call out payments, night /evening /unsocial hours payments, shift work allowance, sleeping in duty payment, first aid allowance, relocation payment and payment for professional subscriptions. In order to manage a budget deficit, in the financial year 2017/18 payments for interview expenses, relocation expenses and professional subscriptions (which are not legal requirements of a post) will not be made. This is consistent with the 2016/17 financial year.

Chief Officers and Operational Managers

31. Additional payments are made include car, motorcycle and bicycle allowances which have been harmonised for all Council employees using the single rate based on the HMRC arrangements paid for business mileage, i.e. currently 45p per mile.
32. Interview Expenses and Relocation Assistance - For the financial year 2017/18 both of these will continue to cease in order to manage a budget deficit.
33. Professional Subscriptions – For the financial year 2017/18 these will continue only be paid by the Council where it is an essential requirement of the post. From 1st April 2017, there is a requirement for all Youth Workers to be registered with the Education Workforce Council (EWC). As it is a statutory requirement, the Council will be funding the £15 registration fee for the 82 Youth Workers affected.
34. Returning Officer Fees - The appointment of Electoral Registration Officer is required by S8 Representation of the People Act 1983, and the appointment of Returning officer by S35 Representation of the People Act, 1983. In Cardiff, whilst the role of Electoral Registration Officer and Returning Officer is part of the job description of the Chief Executive, it continues to be carried out by the Section 151 Officer. The fee for parliamentary, European Union, Welsh Government, Police and Crime Commissioner elections and all referenda are set by legislation. For these externally sponsored elections the fee is funded through grant awarded by the Welsh Government in respect of its election, and by Central Government in respect of the other elections. Local authorities have the discretion to set the fee for local elections. In the Council the fee for local elections (including ordinary and casual) is set in line with the fee agreed for the Welsh Government elections.

Other Employees

35. The Council is looking to negotiate with trade unions to harmonise the additional payments for JNC Youth and Community and Soulbury employees with those paid to 'Green Book' and 'Craft' employees. The Council's intention is to commence negotiations in the next financial year.

HONORARIA AND ACTING UP SCHEMES

36. The Council has schemes for the payment where an employee acts up into a post at a higher level of pay or where they undertake additional duties at a higher level of responsibility. These schemes are applicable for all Council employees however for the financial year 2017/18 use of the honoraria scheme will continue to be withdrawn in order to manage a budget deficit.

ANNUAL LEAVE

Green Book and Craft employees, Chief Officers and Operational Managers

37. The annual leave entitlement is 27 days, rising to 32 days after 5 years' service. Plus 8 bank holidays.

Other Employees

38. The annual leave entitlement for JNC Youth & Community is 30 days, rising to 35 days after 5 years' service. The Soulbury entitlement is 25 days rising to 30 days after 5 years' service. Plus 8 bank holidays and 4 extra statutory days for both groups.
39. The entitlements to annual leave are pro rata for part time employees.
40. The Council introduced an Annual Leave Purchase scheme, whereby employees can purchase up to 10 days annual leave, which is then payable by monthly deductions during the leave year. As at January 2017, 305 employees had accessed the scheme.

PENSIONS AND REDUNDANCY/ SEVERANCE PAYMENTS

41. All Council employees (with the exception of teachers) are entitled to join the local government pension scheme (LGPS) which is offered by the Local Government Employers. If employees are eligible they will automatically become a member of the scheme (to join they must have a contract for at least 3 months duration and be under the age of 75). Employees can decide to opt out of the scheme. The benefits and contributions payable under the Fund are set out in the LGPS regulations.
42. The current level of contribution to the scheme by employees is:

FTE Pay	% Employee Contribution
Up to £13,500	5.5
£13,501 to £21,000	5.8
£21,01 to £34,000	6.5
£34,001 to £43,000	6.8
£43,001 to £60,000	8.5
£60,001 to £85,000	9.9
£85,001 to £100,000	10.5
£100,001 to £150,000	11.4
More than £150,000	12.5

43. Teachers are entitled to join the Teachers' Pensions scheme. As the Teachers Pensions scheme is operated externally further information can be found on www.teacherspensions.co.uk.
44. The Council's current published statement relating to pensions was agreed by the Cabinet on 12th June 2014 for implementation in 30th June 2014 and the relevant document is available on the Council's website. A change to the way redundancy payments are calculated was agreed by Cabinet on 26th January 2015 and is detailed below in paragraph 46.
45. The document provides details of the Council's policy on making discretionary payments on early termination of employment under Regulation 7 of the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006. The document also provides details of the Council's policy on increasing an employee's total pension scheme membership and on awarding additional pension under Regulation 66 of the Local Government Pension Scheme (Administration) Regulations 2008.
46. The arrangements set out in the document referred to in paragraph 44 apply to all employees of the Council irrespective of grade or status. The most relevant sections are detailed below:
- (i) **The power to pay lump sum compensation of up to 104 weeks** - the Council's policy for utilising this discretion is that the statutory redundancy table is multiplied by a factor of 1.5 subject to a maximum of 45 weeks from 3rd April 2015.
 - (ii) **The power to Increase a Statutory Redundancy Payment** – the Council's policy for utilising this discretion is that redundancy payments to be based on actual weeks pay up to a maximum of £479 per week (as at 3rd April 2016) or actual pay whichever is the lesser. The maximum figure to be adjusted by the statutory amount for a week's pay, as announced annually by the Department of Business Innovation and Skills.

RE-EMPLOYMENT OF STAFF

47. Since 1st April 2015, the Council has had a policy regarding re-employment of employees (at any level) who take voluntary redundancy from the Council which was agreed at Cabinet on 26th January 2015.
48. The Council's agreed policy is that employees requesting voluntary redundancy have to agree to the condition that given the Council's obligation to safeguard public funds, they will be precluded from returning to employment (which includes permanent, temporary, casual and agency) within the Council (including schools) for a period of 12 months from the date of their termination.
49. The Council does not believe that it employs any individual in a manner that seeks to avoid tax.
50. Within the Council, under the pension fund discretionary policies there is generally no abatement of pension following re-employment except under the following circumstances:
 - (i) Where a person has been awarded compensatory added years (CAY's) under the LGPS Compensation Regulations the pension may be abated. This is a requirement of the compensation regulations but these will be historical cases as CAY's can no longer be granted.
 - (ii) Where a person has retired under tier 1 ill health provisions and is subsequently re-employed. This is because the certification for tier 1 supposes that the person is permanently unfit for all work. Other tiers of ill health or other retirements would not lead to abatement on re-employment.
51. Abatement, where it applies, would be based on non betterment that is the pension together with the pay in the new employment should not exceed the pay at the point of retirement (adjusted for pension increases). Under (a) the abatement would only apply to the pension from CAY's.

ACCOUNTABILITY AND DECISION MAKING

52. In accordance with the Constitution of the Council the Cabinet are responsible for decision making in terms of pay, terms and conditions and redundancy arrangements in relation to employees of the Council. The exception to this is that the Employment Conditions Committee are responsible for posts at Chief Officer level and above.
53. Any redundancy packages above £100,000 must be agreed by full Council. The redundancy package includes any redundancy payment (from 3 April 2015, statutory redundancy pay of 30 weeks plus an additional 15 weeks), contractual notice period and full cost of early release of pension (as required under Regulation 68(2) of the Local Government Pension Scheme).

54. An updated Pay Policy Statement will be agreed by the full Council annually in line with the legislation and full Council will ensure compliance with the Pay Policy Statement.

REVIEW OF THE POLICY

55. This Pay Policy Statement will be kept under review and developments considered in the light of external best practice and legislation. The Pay Policy Statement may also be reviewed as part of the Council's existing Scrutiny arrangements. The Council will ensure the Pay Policy Statement is updated on an annual basis in line with the requirement of the Localism Act 2011. The annual Pay Policy Statement will be submitted to Cabinet, and then full Council by March of each year.

Joint Negotiating Committee for Chief Executives of Local Authorities

**To: Chief Executives in England and Wales (N Ireland for information)
(copies for the Finance Director and HR Director)
Regional Directors
Members of the Joint Negotiating Committee**

24 March 2016

Dear Chief Executive,

CHIEF EXECUTIVES' PAY AGREEMENT 2016-18

Agreement has now been reached on rates of pay applicable from **1 April 2016** and **1 April 2017**.

The individual basic salaries¹ and salary scales of all officers within scope of the JNC for Chief Executives of Local Authorities should be increased by 1.0% with effect from 1 April 2016 and 1.0% with effect from 1 April 2017.

This pay agreement covers the period 1 April 2016 to 31 March 2018.

Yours faithfully,

**Sarah Messenger
Amar Dave**

Joint Secretaries

¹ Basic salary should exclude other separately identified payments such as Returning Officer fees etc.

Employers' Secretary: Sarah Messenger Local Government Association Local Government House Smith Square London SW1P 3HZ info@local.gov.uk	Officers' Secretary: Amar Dave c/o Rochford District Council South Street Rochford Essex SS4 1BW daveamar@aol.com
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Mae'r dudalen hon yn wag yn fwriadol

Joint Negotiating Committee for Chief Officers of Local Authorities

**To: Chief Executives in England and Wales (N Ireland for information)
(copies for the Finance Director and HR Director)
Regional Directors
Members of the Joint Negotiating Committee**

17 March 2016

Dear Chief Executive,

CHIEF OFFICERS' PAY AGREEMENT 2016-18

Agreement has now been reached on rates of pay applicable from **1 April 2016** and **1 April 2017**.

The individual basic salaries¹ and salary scales of all officers within scope of the JNC for Chief Officers of Local Authorities should be increased by 1.0% with effect from 1 April 2016 and 1.0% with effect from 1 April 2017. (NB: the percentage increases apply to individual salaries as well as pay points).

This pay agreement covers the period 1 April 2016 to 31 March 2018.

Yours faithfully,



Sarah Messenger



Justin Bowden

Joint Secretaries

cc Mike Short, UNISON

¹ Basic salary should exclude other separately identified payments such as Returning Officer fees etc.

Employers' Secretary: Sarah Messenger Local Government Association Local Government House Smith Square London SW1P 3HZ info@local.gov.uk	Officers' Secretary: Justin Bowden GMB 22 Stephenson Way London NW1 2HD justin.bowden@gmb.org.uk
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Mae'r dudalen hon yn wag yn fwriadol

National Joint Council for Local Government Services

Employers' Secretary:
Sarah Messenger

Trade Union Secretaries
Justin Bowden, GMB
Fiona Farmer, Unite
Heather Wakefield, UNISON

Address for correspondence:
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130 Euston Road
London NW1 2AY
Tel: 0845 3550845
localgovernment@unison.co.uk

**To: Chief Executives in England, Wales and N Ireland
(copies for the Finance Director and HR Director)
Members of the National Joint Council**

16 May 2016

Dear Chief Executive,

2016 and 2017 PAYSCALES & ALLOWANCES

The rates of pay applicable from **1 April 2016** and **1 April 2017** are attached at **Annex 1**.

The new rates for allowances up-rated in line with the headline pay increase of one per cent in each year are set out at **Annex 2**.

Agreement has been reached with the NJC Trade Union Side on these rates, (with UNISON and GMB voting to accept).

Joint Reviews of Term-Time Working and the National Pay Spine:

The NJC will shortly agree and publish Terms of Reference and timetables for these reviews.

Yours sincerely

Sarah Messenger
Justin Bowden
Fiona Farmer
Heather Wakefield

Joint Secretaries

SCP	1 April 2016		1 April 2017	
	per annum	per hour*	per annum	per hour*
6	£14,514	£7.52	£15,014	£7.78
7	£14,615	£7.58	£15,115	£7.83
8	£14,771	£7.66	£15,246	£7.90
9	£14,975	£7.76	£15,375	£7.97
10	£15,238	£7.90	£15,613	£8.09
11	£15,507	£8.04	£15,807	£8.19
12	£15,823	£8.20	£16,123	£8.36
13	£16,191	£8.39	£16,491	£8.55
14	£16,481	£8.54	£16,781	£8.70
15	£16,772	£8.69	£17,072	£8.85
16	£17,169	£8.90	£17,419	£9.03
17	£17,547	£9.10	£17,772	£9.21
18	£17,891	£9.27	£18,070	£9.37
19	£18,560	£9.62	£18,746	£9.72
20	£19,238	£9.97	£19,430	£10.07
21	£19,939	£10.34	£20,138	£10.44
22	£20,456	£10.60	£20,661	£10.71
23	£21,057	£10.91	£21,268	£11.02
24	£21,745	£11.27	£21,962	£11.38
25	£22,434	£11.63	£22,658	£11.74
26	£23,166	£12.01	£23,398	£12.13
27	£23,935	£12.41	£24,174	£12.53
28	£24,717	£12.81	£24,964	£12.94
29	£25,694	£13.32	£25,951	£13.45
30	£26,556	£13.76	£26,822	£13.90
31	£27,394	£14.20	£27,668	£14.34
32	£28,203	£14.62	£28,485	£14.76
33	£29,033	£15.05	£29,323	£15.20
34	£29,854	£15.47	£30,153	£15.63
35	£30,480	£15.80	£30,785	£15.96
36	£31,288	£16.22	£31,601	£16.38
37	£32,164	£16.67	£32,486	£16.84
38	£33,106	£17.16	£33,437	£17.33
39	£34,196	£17.72	£34,538	£17.90
40	£35,093	£18.19	£35,444	£18.37
41	£36,019	£18.67	£36,379	£18.86
42	£36,937	£19.15	£37,306	£19.34
43	£37,858	£19.62	£38,237	£19.82
44	£38,789	£20.11	£39,177	£20.31
45	£39,660	£20.56	£40,057	£20.76
46	£40,619	£21.05	£41,025	£21.26
47	£41,551	£21.54	£41,967	£21.75
48	£42,474	£22.02	£42,899	£22.24
49	£43,387	£22.49	£43,821	£22.71

*hourly rate calculated by dividing annual salary by 52.143 weeks (which is 365 days divided by 7) and then divided by 37 hours (the standard working week in the National Agreement 'Green Book')

Part 3 Paragraph 2.6(e) Sleeping-in Duty Payment:

1 April 2016	1 April 2017
£34.34	£34.68

**RATES OF PROTECTED ALLOWANCES AT 1 APRIL 2016 and 1 APRIL 2017
(FORMER APT&C AGREEMENT (PURPLE BOOK))**

Paragraph 28(3) Nursery Staffs in Educational Establishments - Special Educational Needs Allowance

1 April 2016	1 April 2017
£1,227	£1,239

Paragraph 28(14) Laboratory / Workshop Technicians

City and Guilds Science Laboratory Technician's Certificate Allowance:

1 April 2016	1 April 2017
£199	£201

City and Guilds Laboratory Technician's Advanced Certificate Allowance:

1 April 2016	1 April 2017
£145	£146

Paragraph 32 London Weighting and Fringe Area Allowances £ Per Annum

Inner Fringe Area:

1 April 2016	1 April 2017
£832	£840

Outer Fringe Area:

1 April 2016	1 April 2017
£579	£585

Paragraph 35 Standby Duty Allowance - Social Workers (1)(a)(i) Allowance - Per Session

1 April 2016	1 April 2017
£27.62	£27.90

FORMER MANUAL WORKER AGREEMENT (WHITE BOOK)

Section 1 Paragraph 3 London and Fringe Area Allowances £ Per Annum

Inner Fringe Area:

1 April 2016
£832

1 April 2017
£840

Outer Fringe Area:

1 April 2016
£579

1 April 2017
£585

Salary Scales

SCP	Job Evaluation Scores (GLPC scheme)	FTE SALARY	MONTHLY	HOURLY (National Living Wage £7.50 from 1/4/2017)	Living Wage Hourly Rate (as at 1st April 2016)
NJC for Local Government (as at 1st April 2017)					
£16,302					
GRADE 1					
6	1 - 247	15014	1251.17	7.78	8.45
7		15115	1259.58	7.83	8.45
GRADE 2					
8	248 - 286	15246	1270.50	7.90	8.45
9		15375	1281.25	7.97	8.45
10		15613	1301.08	8.09	8.45
11		15807	1317.25	8.19	8.45
GRADE 3					
11	287 - 327	15807	1317.25	8.19	8.45
12		16123	1343.58	8.36	8.45
13		16491	1374.25	8.55	
14		16781	1398.42	8.70	
15		17072	1422.67	8.85	
16		17419	1451.58	9.03	
GRADE 4					
16	328 - 369	17419	1451.58	9.03	
17		17772	1481.00	9.21	
18		18070	1505.83	9.37	
19		18746	1562.17	9.72	
20		19430	1619.17	10.07	
21		20138	1678.17	10.44	
GRADE 5					
21	370 - 409	20138	1678.17	10.44	
22		20661	1721.75	10.71	
23		21268	1772.33	11.02	
24		21962	1830.17	11.38	
25		22658	1888.17	11.74	
26		23398	1949.83	12.13	
GRADE 6					
26	410 - 454	23398	1949.83	12.13	
27		24174	2014.50	12.53	
28		24964	2080.33	12.94	
29		25951	2162.58	13.45	
30		26822	2235.17	13.90	
31		27668	2305.67	14.34	
GRADE 7					
31	455 - 499	27668	2305.67	14.34	
32		28485	2373.75	14.76	
33		29323	2443.58	15.20	
34		30153	2512.75	15.63	
35		30785	2565.42	15.96	
36		31601	2633.42	16.38	
GRADE 8					
36	500 - 544	31601	2633.42	16.38	
37		32486	2707.17	16.84	
38		33437	2786.42	17.33	
39		34538	2878.17	17.90	
40		35444	2953.67	18.37	
GRADE 9					
40	545 - 589	35444	2953.67	18.37	
41		36379	3031.58	18.86	
42		37306	3108.83	19.34	
43		38237	3186.42	19.82	
GRADE 10					
43	590 +	38237	3186.42	19.82	
44		39177	3264.75	20.31	
45		40057	3338.08	20.76	
46		41025	3418.75	21.26	
Other		0	0.00	0.00	

SCP	FTE SALARY	MONTHLY	HOURLY
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JNC CHIEF OFFICERS (as at 1st April 2017)

OM2			
1	44744	3728.67	23.19
2	47097	3924.75	24.41
3	49146	4095.50	25.47
4	51596	4299.67	26.74
5	54049	4504.08	28.02

OM1			
1	54673	4556.08	28.34
2	57710	4809.17	29.91
3	60748	5062.33	31.49
4	63620	5301.67	32.98
5	66626	5552.17	34.53

Chief Off/Asst Dir			
1	83240	6936.67	43.15

Director			
1	122412	10201.00	63.45

Corp Dir			
1	132613	11051.08	68.74

JNC CHIEF EXECUTIVE (as at 1st April 2017)

Chief Executive			
1	173417	14451.42	89.89

NATIONAL MINIMUM WAGE (as at 1st October 2016)

NMW - Point 1 (16 to 17 years of age)			
1	7717	643.08	4.00

NMW - Point 2 (18 to 20 years of age)			
2	10707	892.25	5.55

NMW - Point 3 (21 years and above)			
3	13408	1117.33	6.95

Apprentice Rate			
1	6560	546.67	3.40

Teacher (Main Pay Range)

			Daily Rate (195ths)
1	22467	1872.25	115.22
2	24243	2020.25	124.32
3	26192	2182.67	134.32
4	28207	2350.58	144.65
5	30430	2535.83	156.05
6	33160	2763.33	170.05

Teacher (Upper Pay Range)

			Daily Rate (195ths)
1	35571	2964.25	182.42
2	36889	3074.08	189.17
3	38250	3187.50	196.15

Unqualified Teacher

			Daily Rate (195ths)
1	16461	1371.75	84.42
2	18376	1531.33	94.24
3	20289	1690.75	104.05
4	22204	1850.33	113.87
5	24120	2010.00	123.69
6	26034	2169.50	133.51

Leadership Group Range

	Min	Max
Group 1	44,102	58,677
Group 2	46,335	63,147
Group 3	49,976	67,963
Group 4	53,712	73,144
Group 5	59,264	80,671
Group 6	63,779	88,984
Group 7	68,643	98,100
Group 8	75,708	108,283

* Scale points to be applied **only** to head teachers at the top of the school group range in the academic year 2015/16, indicating no uplift for 2016/17.

e.g
Headteacher on Grade 12-18 (moves to sp18 on Sept 2016)
Salary Range £51,127 - £58,677 (no uplift on point 18)

Headteacher on Grade 15-21 (moves to sp18 on Sept 2016)
Salary Range £55,049 - £63,779 (sp18 = £59,264)

Leading Practitioner Range

LP01 - LP05		LP02 - LP06		LP03-LP07	
1	38,984	2	39,960	3	40,958
2	39,960	3	40,958	4	41,978
3	40,958	4	41,978	5	43,023
4	41,978	5	43,023	6	44,102
5	43,023	6	44,102	7	45,290
LP04-LP08		LP05-LP09		LP06-LP10	
4	41,978	5	43,023	6	44,102
5	43,023	6	44,102	7	45,290
6	44,102	7	45,290	8	46,335
7	45,290	8	46,335	9	47,492
8	46,335	9	47,492	10	48,711
LP07-LP11		LP08-LP12		LP09-LP13	
7	45,290	8	46,335	9	47,492
8	46,335	9	47,492	10	48,711
9	47,492	10	48,711	11	49,976
10	48,711	11	49,976	12	51,127
11	49,976	12	51,127	13	52,405
LP10-LP14		LP11-LP15		LP12-LP16	
10	48,711	11	49,976	12	51,127
11	49,976	12	51,127	13	52,405
12	51,127	13	52,405	14	53,712
13	52,405	14	53,712	15	55,049
14	53,712	15	55,049	16	56,511
LP13-LP17		LP14-LP18			
13	52,405	14	53,712		
14	53,712	15	55,049		
15	55,049	16	56,511		
16	56,511	17	57,810		
17	57,810	18	59,264		

Leadership Pay Range

1	38,984
2	39,960
3	40,958
4	41,978
5	43,023
6	44,102
7	45,290
8	46,335
9	47,492
10	48,711
11	49,976
12	51,127
13	52,405
14	53,712
15	55,049
16	56,511
17	57,810
18*	58,677
18	59,264
19	60,733
20	62,240
21*	63,147
21	63,779
22	65,363
23	66,982
24*	67,963
24	68,643
25	70,349
26	72,089
27*	73,144
27	73,876
28	75,708
29	77,583
30	79,514
31*	80,671
31	81,478
32	83,503
33	85,579
34	87,694
35*	88,984
35	89,874
36	92,099
37	94,389
38	96,724
39*	98,100
39	99,081
40	101,554
41	104,091
42	106,699
43*	108,283

JNC YOUTH AND COMMUNITY (as at 1st September 2016)

SCP	FTE SALARY	MONTHLY	HOURLY	Living Wage Hourly Rate (as at 1st April 2016)
				£16,302
	CE2			8.45
02	15507	1292.25	8.04	
03	17241	1436.75	8.94	
04	17828	1485.67	9.24	
05	23445	1953.75	12.15	
06	23445	1953.75	12.15	
07	25194	2099.50	13.06	
08	28852	2404.33	14.95	
09	28852	2404.33	14.95	
10	34129	2844.08	17.69	

SCP	FTE SALARY	MONTHLY	HOURLY
	T00 1		
11	21467	1788.92	11.13
12	22441	1870.08	11.63
13	23445	1953.75	12.15
14	24485	2040.42	12.69

	T00 2		
18	27396	2283.00	14.20
19	28123	2343.58	14.58
20	28852	2404.33	14.95
21	29672	2472.67	15.38

	T00 3		
20	28852	2404.33	14.95
21	29672	2472.67	15.38
22	30601	2550.08	15.86
23	31505	2625.42	16.33

	T00 4		
22	30601	2550.08	15.86
23	31505	2625.42	16.33
24	32413	2701.08	16.80
25	33329	2777.42	17.28

	T00 4A		
24	32413	2701.08	16.80
25	33329	2777.42	17.28
26	34243	2853.58	17.75
27	35159	2929.92	18.22

	T00 5		
27	35159	2929.92	18.22
28	36085	3007.08	18.70
29	37005	3083.75	19.18
30	37924	3160.33	19.66

SCP	FTE SALARY	MONTHLY	HOURLY
	T00 HRLY		
02	15507	1292.25	8.04
03	16117	1343.08	8.35
04	16681	1390.08	8.65
05	17241	1436.75	8.94
06	17828	1485.67	9.24
07	18450	1537.50	9.56
08	19069	1589.08	9.88
09	19856	1654.67	10.29
10	20472	1706.00	10.61
11	21467	1788.92	11.13
12	22441	1870.08	11.63
13	23445	1953.75	12.15
14	24485	2040.42	12.69
15	25194	2099.50	13.06
16	25935	2161.25	13.44
17	26662	2221.83	13.82
18	27396	2283.00	14.20
19	28123	2343.58	14.58
20	28852	2404.33	14.95
21	29672	2472.67	15.38
22	30601	2550.08	15.86
23	31505	2625.42	16.33
24	32413	2701.08	16.80

SCP	FTE SALARY	MONTHLY	HOURLY
EAI			
01	33730	2810.83	17.48
02	34938	2911.50	18.11
03	36078	3006.50	18.70
04	37234	3102.83	19.30
05	38383	3198.58	19.89
06	39533	3294.42	20.49
07	40741	3395.08	21.12
08	41902	3491.83	21.72
09	43256	3604.67	22.42
10	44463	3705.25	23.05
11	45655	3804.58	23.66
12	46809	3900.75	24.26
13	48116	4009.67	24.94
14	49280	4106.67	25.54
15	50567	4213.92	26.21
16	51731	4310.92	26.81
17	52897	4408.08	27.42
18	54042	4503.50	28.01
19	55223	4601.92	28.62
20	55833	4652.75	28.94
21	57005	4750.42	29.55
22	58027	4835.58	30.08
23	59152	4929.33	30.66
24	60160	5013.33	31.18
25	61239	5103.25	31.74
26	62291	5190.92	32.29
27	63367	5280.58	32.84
28	64457	5371.42	33.41
29	65551	5462.58	33.98
30	66643	5553.58	34.54
31	67725	5643.75	35.10
32	68824	5735.33	35.67
33	69924	5827.00	36.24
34	71050	5920.83	36.83
35	72173	6014.42	37.41
36	73329	6110.75	38.01
37	74465	6205.42	38.60
38	75615	6301.25	39.19
39	76748	6395.67	39.78
40	77880	6490.00	40.37
41	79019	6584.92	40.96
42	80156	6679.67	41.55
43	81293	6774.42	42.14
44	82435	6869.58	42.73
45	83574	6964.50	43.32
46	84715	7059.58	43.91
47	85860	7155.00	44.50
48	86995	7249.58	45.09
49	88135	7344.58	45.68

SCP	FTE SALARY	MONTHLY	HOURLY
EDPSY A			
01	35377	2948.08	18.34
02	37173	3097.75	19.27
03	38969	3247.42	20.20
04	40764	3397.00	21.13
05	42558	3546.50	22.06
06	44353	3696.08	22.99
07	46044	3837.00	23.87
08	47734	3977.83	24.74
09	49317	4109.75	25.56

SCP	FTE SALARY	MONTHLY	HOURLY
EDPSY B			
01	44353	3696.08	22.99
02	46044	3837.00	23.87
03	47734	3977.83	24.74
04	49317	4109.75	25.56
05	50902	4241.83	26.38
06	52380	4365.00	27.15
07	52987	4415.58	27.46
08	54120	4510.00	28.05
09	55243	4603.58	28.63
10	56386	4698.83	29.23
11	57506	4792.17	29.81
12	58649	4887.42	30.40

ALLOWANCES

Single Status Contractual Allowances - NJC 37 Hours

Wage Type	Wage Type Text	£/Hours/Units	Comments
1253	Travel Allowance	£	Cash Amount. Payments will be not considered unless the additional expenditure exceeds £3.03 per week and payments should continue for a period of 1 year from the date of transfer, whichever is the shorter
1306	Protected Allowance	£	SOP Protected Allowance
1324	Dress Allowance	£	Cash Amount £21.81
1403	Secondment allowance	£	Cash Amount for External Secondment
1405	Acting Up Allowance	£	Cash Amount
1421	AMHP Payment	£	£1800 PA pro rata , amount auto populates
1510	Term Time Only Wks	Units	44 Weeks Max
1515	Term Time Leave Ent Days	Units	27 or 32 Days
1600	Contractual Overtime	Hours	SCP * 1.5
1605	Night Allowance	Hours	SCP * 1/3
1610	Shift Allowance 10%	£	10% of Annual Salary, amount auto populates
1615	Standby Duty	Units	£28.67 per session
1620	Weekend Work	Hours	SCP * 1/2
1625	SEN	£	£461.57 PA, £38.46 monthly amount auto populates
1630	First Aid Allowance	£	£172.71 PA, £14.39 monthly amount auto populates
1632	Living Wage Supplement	£	Cash amount and only payable for scp 6-12

Single Status Contractual Allowances - JNC Craft/Assoc

Wage Type	Wage Type Text	£/Hours/Units	Comments
1253	Travel Allowance	£	Cash Amount. Payments will be not considered unless the additional expenditure exceeds £3.03 per week and payments should continue for a period of 1 year from the date of transfer, whichever is the shorter
1403	Secondment allowance	£	Cash Amount for External Secondment
1405	Acting Up Allowance	£	Cash Amount
1510	Term Time Only Wks	Units	44 Weeks Max
1515	Term Time Leave Ent Days	Units	27 or 32 Days
1600	Contractual Overtime	Hours	SCP * 1.5
1605	Night Allowance	Hours	SCP * 1/3
1610	Shift Allowance 10%	£	10% of Annual Salary, amount auto populates
1615	Standby Duty	Units	£28.67 per session
1620	Weekend Work	Hours	SCP * 1/2
1630	First Aid Allowance	£	£172.71 PA, £14.39 monthly amount auto populates
1632	Living Wage Supplement	£	Cash amount and only payable for scp 6-12
1634	Tool Allowance 1	£	£175.72 PA, £14.64 monthly amount auto populates
1636	Tool Allowance 2	£	£373.86 PA, £31.16 monthly amount auto populates

Contractual Allowances - Chief Officers

Wage Type	Wage Type Text	£/Hours/Units	Comments
1253	Travel Allowance	£	Cash Amount. Payments will be not considered unless the additional expenditure exceeds £3.03 per week and payments should continue for a period of 1 year from the date of transfer, whichever is the shorter
1403	Secondment allowance	£	Cash Amount for External Secondment
1405	Acting Up Allowance	£	Cash Amount
1510	Term Time Only Wks	Units	44 Weeks Max
1515	Term Time Leave Ent Days	Units	27 or 32 Days
1630	First Aid Allowance	£	£172.71 PA, £14.39 monthly amount auto populates

Contractual Allowances - JNC Youth & Comm

Wage Type	Wage Type Text	£/Hours/Units	Comments
1253	Travel Allowance	£	Cash Amount. Payments will be not considered unless the additional expenditure exceeds £3.03 per week and payments should continue for a period of 1 year from the date of transfer, whichever is the shorter
1403	Secondment allowance	£	Cash Amount for External Secondment
1405	Acting Up Allowance	£	Cash Amount
1510	Term Time Only Wks	Units	44 Weeks Max
1515	Term Time Leave Ent Days	Units	34 or 39 Days (Actual AL are 30 or 35)
1630	First Aid Allowance	£	£172.71 PA, £14.39 monthly amount auto populates
1632	Living Wage Supplement	£	Cash amount and only payable for CE1 scp 1 - 8, CE2 scp 1-2

Contractual Allowances - Soulbury

Wage Type	Wage Type Text	£/Hours/Units	Comments
1253	Travel Allowance	£	Cash Amount. Payments will be not considered unless the additional expenditure exceeds £3.03 per week and payments should continue for a period of 1 year from the date of transfer, whichever is the shorter
1403	Secondment allowance	£	Cash Amount for External Secondment
1405	Acting Up Allowance	£	Cash Amount
1510	Term Time Only Wks	Units	44 Weeks Max
1515	Term Time Leave Ent Days	Units	29 or 34 Days (Actual AL are 25 or 30)
1630	First Aid Allowance	£	£172.71 PA, £14.39 monthly amount auto populates

Contractual Allowances - Teachers

Wage Type	Wage Type Text	£/Hours/Units	Comments
1313	Pay Supplement	£	Cash Amount
1360	SEN - Teacher	£	Cash Amount - please refer chart below
1375	First Aid - Teachers	£	£172.71 PA, amount auto populates
1376	TLR1	£	Cash Amount - please refer chart below
1377	TLR2	£	Cash Amount - please refer chart below
1378	Safeguard Payment	£	Fixed term cash amount - normally ends after 3 years
1386	TLR3	£	Fixed term cash amount - requires an end, please refer to chart below
1388	Discretionary Payment HT	£	Cash Amount

Start Date	End Date	Allowance	Min	Max
01/09/13	31/08/14	SEN - Teacher	£2,022	£3,994
01/09/14	31/08/15	SEN - Teacher	£2,043	£4,034
01/09/15	31/08/16	SEN - Teacher	£2,064	£4,075
01/09/16		SEN - Teacher	£2,085	£4,116
01/09/13	31/08/14	TLR 1	£7,397	£12,517
01/09/14	31/08/15	TLR 1	£7,471	£12,643
01/09/15	31/08/16	TLR 1	£7,546	£12,770
01/09/16		TLR 1	£7,622	£12,898
01/09/13	31/08/14	TLR 2	£2,561	£6,259
01/09/14	31/08/15	TLR 2	£2,587	£6,322
01/09/15	31/08/16	TLR 2	£2,613	£6,386
01/09/16		TLR 2	£2,640	£6,450
01/09/13	31/08/14	TLR 3	£505	£2,525
01/09/14	31/08/15	TLR 3	£511	£2,551
01/09/15	31/08/16	TLR 3	£517	£2,577
01/09/16		TLR 3	£523	£2,603

**CITY & COUNTY OF CARDIFF
DINAS A SIR CAERDYDD**



COUNCIL:

23 MARCH 2017

**REPORT OF THE DIRECTOR OF GOVERNANCE AND LEGAL
SERVICES AND MONITORING OFFICER**

**CONSTITUTION AMENDMENTS – (I) MEMBER TRAINING AND DEVELOPMENT;
AND (II) CLOSURE MOTIONS DURING FULL COUNCIL MEETINGS**

Reason for this Report

1. To enable the Council to consider the Constitution amendments recommended by the Constitution Committee in respect of: (i) Members' training and development; and (ii) Closure Motions during full Council meetings.

Background

2. The Constitution Committee at its meeting on 2nd March 2017 considered, amongst other matters, reports on (i) Member Training and Development - Constitution provisions; and (ii) Review of the Council Meeting Procedure Rules.
3. This report sets out the constitution amendments in relation to member Training and Development and closure motions recommended by Constitution Committee on 2nd March 2017, which require the approval of full Council. A further more detailed report on amendments to the Council Procedure Rules will be considered after the May 2017 Elections.

Issues

Member Training and Development

4. The Constitution Committee noted that the Wales Audit Office (WAO) Corporate Assessment Follow-On Report issued in February 2016, had included a recommendation that the Council's arrangements for Member development and learning should be strengthened to enable Members to undertake their roles more effectively (WAO Proposal for Improvement P5). Further, that in accordance with the Action Plan approved by Cabinet in March 2016 in response to the WAO Report, the Democratic Services Committee had identified in the Member Induction Programme 2017 training considered essential for Members to effectively discharge their roles. In summary this is training relating to statutory obligations where there may be legal implications which members may not be otherwise aware of. So for

example essential training includes that on the Code of Conduct; Corporate Parenting; Safeguarding; Data Protection; Equalities.

5. The Committee noted that the Constitution currently makes clear that Members are expected to undertake appropriate training to enable them to carry out their duties. However, there is no specific reference to essential training, even though it is the Council's accepted practice that members of quasi-judicial bodies, such as the Public Protection, Licensing and Planning Committees must have attended training before they participate in those committees; and the Democratic Services Committee has identified other essential Member training requirements (as noted in the paragraph above).
6. The Committee agreed that, in order to support the effectiveness of the Council's arrangements for Member training, the Constitution should be amended as set out below.

Quasi-Judicial Committees

7. The Committee noted that Member training is particularly important for the work of quasi-judicial committees, as they are required to exercise powers and procedures resembling those of a court of law or judge, which may affect the legal rights, duties or privileges of specific parties. For this reason, the Committee agreed that it would be appropriate to enshrine the essential training requirements for Members of such Committees within the Constitution.
8. It was noted that some Councils add mandatory training to their constitution as part of the terms of reference of the committee or body. With this approach, if a Committee Member participates in Committee decisions without having undertaken any relevant training, the Committee would be acting outside of its terms of reference and those decisions could be challenged on that basis. This means that members who have not attended the training would not take part in the decision making process. The Committee considered this approach to be appropriate for the quasi-judicial committees and accordingly recommended amendment of the terms of reference of those committees.
9. The recommended amendments to the committees' terms of reference are shown on **Appendix A**.

Essential Member Training & Development

10. The Committee noted that the Member Induction Plan 2017 prepared by the Democratic Services Committee identifies various training considered essential in order for Members to properly discharge their roles. Training had been designated as essential on matters such as the Members' Code of Conduct, Council Finance, the Constitution, Information Communication Technology, Data Management and Freedom of Information; and specific training for members of the Audit Committee and the Appointments Committee. The Constitution Committee members agreed that training should be mandatory on such matters, as they involved legal responsibilities; and this should be enshrined within the Constitution, in order to encourage Member

engagement and support the effectiveness of the Council's Member development arrangements.

11. It was noted that the Cardiff Undertaking (incorporated in the Constitution, Part 5), which all Councillors are asked to annually reaffirm, currently includes a commitment to undertake appropriate training. Constitution Committee have recommended that this Undertaking should be widened by inserting the underlined amendment as follows:

*'In order to enable me to carry out my duties, I further undertake that I will commit to appropriate training, **to include all training which has been identified as essential in the Member Induction Programme / Member Training and Development Plan, or equivalent,** to equip me to carry out my duties as a Councillor.'*

Council Meeting Procedure Rules – Closure Motions

12. The Constitution Committee considered various aspects of the Council Meeting Procedure Rules and resolved to recommend certain amendments for consideration by the new Council after the May elections.
13. The Committee also discussed the provisions of Council Meeting Procedure Rule 26 (c) in relation to closure motions. Members considered that the rule needed to be changed to allow a vote on any amendments prior to the vote on the original motion, as in its current form, amendments fall. The Committee resolved to recommend to full Council on 23 March 2017 the following change to Council Meeting Procedure Rule 26 (c), to take effect from Annual Council in May 2017:

26 CLOSURE MOTIONS

- (c) *If a motion that the question be now put is seconded and the Chair thinks the item has been sufficiently discussed, the Chair will put the closure motion to the vote. If it is passed the Chair will, give the mover of the original motion a right of reply before putting **any amendments which have been seconded and debated and then the substantive motion to the vote.**"*

Legal Implications

14. In accordance with its terms of reference, the Constitution Committee has responsibility for reviewing, and recommending to Council any changes to the Constitution. The recommended constitution amendments require the approval of full Council.
15. Other relevant legal implications are set out in the body of the report.

Financial Implications

16. There are no direct financial implications arising from this report.

Recommendations

The Council is recommended to approve the following Constitution amendments:

- (1) Committee's Terms of Reference, as set out in **Appendix A**;
- (2) the Cardiff Undertaking, as set out in paragraph 11 of the report;
- (3) Council Meeting Procedure Rules, Rule 26(c) as set out in paragraph 13 of the report; and
- (4) Instruct the Monitoring Office to amend the Constitution accordingly.

Davina Fiore

Director of Governance and Legal Services and Monitoring Officer

15th March 2017

Appendices

Appendix A Committee Terms of Reference – recommended amendments

Background papers

Constitution Committee report 'Member Training and Development – Constitution Provisions', 2nd March 2017

Constitution Committee report 'Review of the Council Meeting Procedure Rules', 2nd March 2017

PART 3 – RESPONSIBILITY FOR FUNCTIONS

APPENDIX 2 – TERMS OF REFERENCE FOR COMMITTEES

Committee	Terms of Reference
<p>Appointments (convened as and when required)</p>	<p>To discharge the functions of the authority in respect of the appointment and dismissal of Chief Officers and Deputy Chief Officers (as defined in the Local Authorities (Standing Orders)(Wales) Regulations 2006) and the statutory Head of Democratic Services, in accordance with the Employment Procedure Rules and any other relevant Council policies and procedures.</p> <p>All Members of the Committee will be required to undertake relevant training to enable them to properly discharge their duties.</p>
<p>Audit</p>	<p><u>Governance, Risk & Control</u></p> <ul style="list-style-type: none"> • To consider the Council's corporate governance arrangements against the good governance framework by way of the process of compiling the Annual Governance Statement. • To review the Annual Governance Statement prior to approval and consider whether it properly reflects the risk environment and supporting assurances, taking into account the internal audit opinion on the overall adequacy and effectiveness of the Council's framework of governance, risk and internal control. • To consider the Council's framework of assurance and ensure that it adequately addresses the risk and priorities of the Council. • To monitor and scrutinise the effective development and operation of the risk management arrangements within the Council. • To oversee progress in addressing risk-related issues reported to the Committee, such as the Corporate Risk Register. • To consider any Anti-Fraud strategies, policies or procedures. <p><u>Internal Audit</u></p> <ul style="list-style-type: none"> • To approve the Internal Audit Strategy comprising the risk-based internal audit plan, containing the internal audit resources (resources include; Audit, Investigations, Risk & Governance and Programme and Project Assurance Teams). • To approve significant changes to the risk-based internal audit plan and resource requirements. • To consider reports from the Audit Manager on Internal Audit's performance during the year e.g. progress reports. • To consider the Audit Manager's Annual Report, including the statement of conformance with the Public Sector Internal

Committee	Terms of Reference
	<p>Audit Standards 2013 and the results of the Quality Assurance and Improvement Programme that supports the statement. Fundamental to the annual report is the overall opinion on the adequacy and effectiveness of the Council's framework of governance, risk management and internal control together with a summary of the work supporting the opinion.</p> <ul style="list-style-type: none"> • To receive summaries of specific internal audit reports in accordance with agreed protocols. • To receive reports on fraud prevention and detection initiatives and updates to any related policies and strategies. • To receive reports of any significant incidents of fraud or financial impropriety and actions taken to enhance controls where this is considered necessary. <p><u>External Audit</u></p> <ul style="list-style-type: none"> • To consider the external auditor's annual letter, relevant reports, and the report to those charged with governance. • To consider specific reports as agreed with the external auditors. • To comment on the scope and depth of external audit work and to ensure it gives value for money. <p><u>Financial Reporting</u></p> <ul style="list-style-type: none"> • To review the annual statement of accounts. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council. • To consider the external auditor's report to those charged with governance on issues arising from the audit of the accounts. • To seek assurances that the Council has complied with the Treasury Management Strategy and Practices by demonstrating effective control of the associated risks and pursuing optimum performance consistent with those risks. <p><u>Accountability Arrangements</u></p> <ul style="list-style-type: none"> • To report to Council on the Committee's findings, conclusions and recommendations concerning the adequacy and effectiveness of the governance, risk management and internal control frameworks. • To raise the profile of probity generally within the Council and to report on matters of concern to the individual Cabinet Member, relevant Scrutiny Committee, Cabinet or to Council as necessary and appropriate. • To work in synergy with the five Scrutiny Committees of the Council and liaise with other Council Committees as and when appropriate to avoid duplication in work programmes.

Committee	Terms of Reference
	<p><u>Training & Development</u></p> <ul style="list-style-type: none"> • To attend relevant training session in accordance with the Member Development Programme including specialist training tailored for Members of the Audit Committee e.g. treasury management.
Constitution	<p>To review the Council's Constitution, and to recommend to Council and/or Cabinet any changes, except that the Committee will have authority (subject to the Monitoring Officer's advice) to make the following changes on behalf of the Council:-</p> <p>(a) Drafting improvements to enhance clarity and remove minor anomalies.</p> <p>(b) Updating to reflect legislative changes and matters of record.</p> <p>(c) Amendments to the Financial, Contracts and Land Procedure Rules (subject to the advice of the S.151 Officer being sought).</p>
Corporate Parenting Advisory Committee	<p>(a) To actively promote real and sustained improvements in the life chances of Looked After Children, Children in Need, Care Leavers and children and young people in the criminal justice system and to work within an annual programme to that end;</p> <p>(b) To develop, monitor and review a corporate parenting strategy, and ensure its effective implementation through work plans and corporate parenting training programmes;</p> <p>(c) To seek to ensure that the life chances of Looked After Children, Children in Need and care leavers are maximised in terms of health, educational attainment, and access to training and employment, to aid the transition to a secure and productive adulthood;</p> <p>(d) To recommend ways in which more integrated services can be developed across all Council directorates, schools and other stakeholders to lead towards better outcomes for Looked After Children, Children in Need and care leavers;</p> <p>(e) To ensure that mechanisms are in place to enable Looked After Children, Children in Need and care leavers, to play an integral role in service planning and design, and that their views are regularly sought and acted upon;</p> <p>(f) To ensure performance monitoring systems are in place, and regularly review performance data to ensure sustained performance improvements in outcomes for Looked After Children, Children in Need and care leavers;</p> <p>(g) To receive all relevant Children's Services inspection and</p>

Committee	Terms of Reference
	<p>annual reports, including: Children’s Homes Quality of Care Report; Case Practice Reviews, Fostering Annual Quality of Care Report; Adoption Fostering Annual Quality of Care Report; 4C’s Commissioning; Out of Area Annual Report; Annual Report of Brighter Futures (with education); Children’s Complaints reports; and Advocacy Annual Report;</p> <p>(h) To report to the Cabinet at least twice a year;</p> <p>(i) To make recommendations to the Cabinet where responsibility for that function rests with the Cabinet;</p> <p>(j) To report to the Children and Young People’s Scrutiny Committee as necessary;</p> <p>(k) To recommend the appointment of co-opted members to the Committee for approval by Council;</p> <p>(l) To develop and undertake a programme of consultation, listening and engagement events with Looked After Children and care leavers, as well as visits to services providing support and advice to Looked After Children, Children in Need and care leavers;</p> <p>(m) To submit an Annual Report on the work of the Committee to full Council.</p> <p>(n) All Members of the Committee will be required to undertake relevant training to enable them to properly discharge their duties.</p>
Council Appeals	<p>To hear and determine appeals (other than those appeals which are within the terms of reference of any other Committee) from determinations and decisions of the Authority where there is a statutory requirement for there to be an appeal to Members of the Council or where such appeal is allowed for in any policy or procedure approved by the Council.</p> <p>On hearing an appeal the Committee shall be empowered, on behalf and in the name of the Council, to make such order as it considers appropriate, within the range of decisions permissible at law.</p> <p>The Committee, when sitting to hear an appeal, shall not include any Members of the Cabinet, or Members of any Committee principally concerned with the service by which the decision or determination has been made, or Members who have been concerned in any previous consideration of the matter, which has given rise to or from which the appeal arises.</p> <p>At each sitting of the Committee to hear an appeal, the Committee</p>

Committee	Terms of Reference
	<p>shall, firstly, ensure that the appeal has been properly made and, secondly, that the appellant has been afforded the opportunity of being represented at the hearing of his/her appeal by such friend, lawyer or other representative as he/she may choose.</p> <p>In hearing an appeal the Committee shall conform to the rules of natural justice.</p> <p>All Members of the Committee will be required to undertake relevant training to enable them to properly discharge their duties.</p>
Democratic Services	<p>(a) To carry out the local authority's function of designating the Head of Democratic Services.</p> <p>(b) To keep under review the provision of staff, accommodation and other resources made available to the Head of Democratic Services in order to ensure that it is adequate for the responsibilities of the post.</p> <p>(c) To make reports, at least annually, to the full Council in relation to these matters.</p>
Disciplinary & Grievance Appeals (convened as and when required)	<p>To hear and determine:</p> <p>(a) all appeals by employees of the Council who may have a right to appeal to Councillors in accordance with disciplinary and grievance procedures approved by the Council;</p> <p>(b) all other appeals from disciplinary actions which may be referred to it, whether by the Council or a Committee;</p> <p>(c) grievances by and against the Chief Executive in accordance with grievance procedures approved by the Council; and, with a differently constituted membership, appeals following decisions on such grievances; and</p> <p>(d) in exceptional circumstances, where the Chief Executive cannot address matters because of an associated grievance, disciplinary proceedings against the Chief Operating Officer; a Corporate Chief Officer or a Chief Officer; and, with a differently constituted membership, appeals following decisions in such disciplinary proceedings</p> <p>On hearing each case the Committee shall be empowered, on behalf and in the name of the Council, to make such order as it considers appropriate, except where retirement or redundancy is contemplated, when consultation with the Cabinet will take place prior to determination of the matter.</p> <p>The Committee, when sitting to hear an individual case, shall comprise not less than three nor more than five members. From</p>

Committee	Terms of Reference
	<p>the members appointed to serve on the Committee, those who are to sit to hear any particular matter shall be chosen by rota following consultation with the Group Whips, subject to the exclusion of any member who:</p> <ul style="list-style-type: none"> (i) is a member of the Cabinet or of a Committee principally concerned with the service in which the employee concerned is employed; or (ii) has been concerned in any previous consideration of the matter which has given rise to the disciplinary action, grievance, or decision from which an appeal arises. <p>At each sitting of the Committee to hear a disciplinary matter or appeal, the Committee shall, firstly, ensure that the matter of complaint has been clearly put to the employee and, secondly, that the employee has been afforded the opportunity of being represented at the hearing by such friend, trade union officer, lawyer or other representative as he/she may choose.</p> <p>In any hearing the Committee shall conform to the rules of natural justice.</p> <p>All Members of the Committee will be required to undertake relevant training to enable them to properly discharge their duties.</p>
Employment Conditions	<ul style="list-style-type: none"> (a) to consider and determine policy and issues arising from the organisation, terms and conditions of Chief Officers and Deputy Chief Officers (as defined in the Local Authorities (Standing Orders) (Wales) Regulations 2006), together with any other category of employee specified in Regulation from time to time where this is necessary, subject to the approval of Council in respect of any determination or variation of the remuneration of Chief Officers; (b) to decide requests for re-grading of Chief Officers and Deputy Chief Officers (as defined in the Local Authorities (Standing Orders) (Wales) Regulations 2006), together with any other category of employee specified in Regulation from time to time, whether by way of appeal by an employee against a decision to refuse a re-grading application or to decide applications for re-grading which are supported, subject to the approval of Council in respect of any determination or variation of the remuneration of a Chief Officer. (c) All Members of the Committee will be required to undertake relevant training to enable them to properly discharge their duties.
Family Absence	To be the Appeals Panel required pursuant to Regulation 36(1) of the Family Absence for Members of Local Authorities (Wales)

Committee	Terms of Reference
Appeals Panel	<p>Regulations 2013 and any amendment thereof; and to discharge all functions of the Panel pursuant to those Regulations.</p> <p>All Members of the Committee will be required to undertake relevant training to enable them to properly discharge their duties.</p>
Licensing	<p>To be the Council's Licensing Committee as required by the Licensing Act 2003 and Gambling Act 2005 and any re-enactment or modification thereof; and as full delegate of the Council to exercise all the powers and functions permitted under those Acts.</p> <p>All Members of the Committee will be required to undertake relevant training to enable them to properly discharge their duties.</p>
Local Authority Governors Panel	<p>For School Governing Bodies constituted under The Government of Maintained Schools (Wales) Regulations 2005:</p> <p>(a) To advise the Council on appointments and removal of governors to those places allocated to the Local Authority;</p> <p>(b) To consider and make decisions relating to the recruitment, training and vetting of potential governors and any other matters that may be referred to the Panel by the Cabinet for the Constitution Committee; and</p> <p>(c) All Members of the Committee will be required to undertake relevant training to enable them to properly discharge their duties.</p>
Planning	<p>(a) Those functions listed in Section A of Schedule 1 of the Local Authorities (Executive Arrangements) (Functions and Responsibilities) (Wales) Regulations 2007 and any amendments thereto and any matters ancillary thereto as defined in Regulation 3 (2) to (4) of the Regulations.</p> <p>(b) Those functions listed in paragraphs 3 and 4 of Section I of Schedule 1 of the Local Authorities (Executive Arrangements) (Functions and Responsibilities) (Wales) Regulations 2007 and any amendments thereto and any matters ancillary thereto as defined in Regulation 3 (2) to (4) of the Regulations.</p> <p>(d) All Members of the Committee will be required to undertake relevant training to enable them to properly discharge their duties.</p>
Public Protection	<p>(a) Those functions listed in Sections B and C, and paragraph 10 of Section I, of Schedule 1 of the Local Authorities (Executive Arrangements) (Functions and Responsibilities)(Wales)</p>

Committee	Terms of Reference
	<p>Regulations 2007 (the Regulations), any amendments thereto and any matters ancillary thereto as defined in Regulation 3 (2) to (4) of the Regulations, except to the extent that such matters fall to the Licensing Committee by virtue of Section 7 of the Licensing Act 2003 or the Gambling Act 2005.</p> <p>(b) In relation to those functions acting as Appeal Committee where appropriate.</p> <p>(c) The discharge of any function relating to the control of pollution or the management of air quality.</p> <p>(d) The passing of a resolution that Schedule 2 to the Noise and Statutory Nuisance Act 1993 should apply in the Authority's area.</p> <p>(e) Any function relating to contaminated land.</p> <p>(f) The service of an abatement notice in respect of a statutory nuisance.</p> <p>(g) Any function under a local Act of a licensing or regulatory nature.</p> <p>(h) Any function in relation to the making of an Alcohol Consumption in Designated Public Places Order under the provisions of the Criminal Justice and Police Act 2001.</p> <p>Without prejudice to the functions lawfully exercised by the Shared Regulatory Services Joint Committee, pursuant to the Shared Regulatory Service Collaboration Agreement dated 10th April 2015.</p> <p>All Members of the Committee will be required to undertake relevant training to enable them to properly discharge their duties.</p>

Committee	Terms of Reference
Standards & Ethics	<p>(a) To monitor and scrutinise the ethical standards of the Authority, its Members, employees and any associated providers of the Authority's services, and to report to the Council on any matters of concern.</p> <p>(b) To advise the Council on the content of its Ethical Code and to update the Code as appropriate.</p> <p>(c) To advise the Council on the effective implementation of the Code including such matters as the training of Members and employees on the Code's application.</p> <p>(d) To consider and determine the outcome of complaints that Councillors and co-opted members have acted in breach of the Code in accordance with procedures agreed by the Standards Committee, including the imposition of any penalties available to the Committee.</p> <p>(e) To oversee and monitor the Council's whistleblowing procedures and to consider ethical issues arising from complaints under the procedure and other complaints.</p> <p>(f) To grant or refuse requests for dispensations in respect of Members' interests under the Members Code of Conduct in accordance with the relevant statutory provisions.</p> <p>(g) To undertake those functions in relation to community councils situated in the area of the Council and members of those community councils which are required by law</p> <p>(h) To recommend to Council and the Cabinet any additional guidance on issues of probity.</p> <p>(i) To hear and determine any complaints of misconduct by Members or a report of the Monitoring Officer, whether on reference from the Ombudsman or otherwise.</p> <p>(j) To recommend the provision to the Monitoring Officer of such resources as he/she may require for the performance of his/her duties.</p> <p>All Members of the Committee will be required to undertake relevant training to enable them to properly discharge their duties.</p>
Pensions Committee	<p>To discharge the functions of the authority as Administering Authority of the Cardiff & Vale of Glamorgan Pension Fund ('the Fund') as described in the Local Government Pension Scheme (LGPS) Regulations made under the Superannuation Act 1972 (sections 7,12 or 24) and Section 18(3A) of the Local Government and Housing Act 1989; and</p>

Committee	Terms of Reference
	<p>To discharge the following specific strategic functions with regards to the Fund, taking account of advice from the Corporate Director Resources and the Fund's professional advisers:-</p> <ul style="list-style-type: none"> a) Determining the Fund's aims and objectives, strategies, statutory compliance statements, policies and procedures for the overall management of the Fund, including in relation to the following areas: <ul style="list-style-type: none"> i) Governance – approving the Governance Policy and Compliance Statement for the Fund; ii) Funding Strategy – approving the Fund's Funding Strategy Statement including ongoing monitoring and management of the liabilities, giving due consideration to the results and impact of the triennial actuarial valuation and interim reports; iii) Investment strategy - approving the Fund's investment strategy, Statement of Investment Principles and Myners Compliance Statement including setting investment targets and ensuring these are aligned with the Fund's specific liability profile and risk appetite; iv) Communications Strategy – approving the Fund's Communication Strategy; v) Discretions – determining how the various administering authority discretions are operated for the Fund; and vi) Internal Dispute Resolution Procedure – determining how the Scheme Member disputes are administered. b) Monitoring the implementation of these policies and strategies as outlined in a) above on an ongoing basis. c) Considering the Fund's financial statements as part of the approval process and agreeing the Fund's Annual Report. Receive internal and external audit reports on the same. d) Receiving ongoing reports from the Corporate Director Resources in relation to the delegated operational functions. e) To provide independent assurance to members of the Fund of the adequacy of the risk management and associated control environment, responsible for the Fund's financial and non-financial performance. f) To adhere to the principles set out in the Pensions Regulator Code of Practice and undertake its duties in compliance with the obligations imposed on it. g) To receive regular training to enable Committee Members to make effective decisions and be fully aware of their statutory and fiduciary responsibilities and their stewardship

Committee	Terms of Reference
	<p>role.</p> <p>h) Consider any pension compliance matters raised by the Fund's Local Pension Board.</p> <p>i) All Members of the Committee will be required to undertake relevant training to enable them to properly discharge their duties.</p>
SCRUTINY	
Children & Young People	<p>To scrutinise, measure and actively promote improvement in the Council's performance in the provision of services and compliance with Council policies, aims and objectives in the area of children and young people, including :</p> <ul style="list-style-type: none"> • School Improvement • Schools Organisation • School Support Services • Education Welfare & Inclusion • Early Years Development • Special Educational needs • Governor Services • Children's Social Services • Youth Services and Justice • Children's Play Services <p>To assess the impact of partnerships with and resources and services provided by external organisations including the Welsh Government, Welsh Government Sponsored Public Bodies, joint local government services and quasi-departmental non-governmental bodies on the effectiveness of Council service delivery.</p> <p>To report to an appropriate Cabinet or Council meeting on its findings and to make recommendations on measures which may enhance Council performance and service delivery in this area.</p>
Community & Adult Services	<p>To scrutinise, measure and actively promote improvement in the Council's performance in the provision of services and compliance with Council policies, aims and objectives in the area of community and adult services, including:</p> <ul style="list-style-type: none"> • Public and Private Housing • Disabled Facilities Grants • Community Safety • Neighbourhood Renewal and Communities First • Advice & Benefits • Consumer Protection

Committee	Terms of Reference
	<ul style="list-style-type: none"> • Older Persons Strategy • Adult Social Care • Community Care Services • Mental Health & Physical Impairment • Commissioning Strategy • Health Partnership <p>To assess the impact of partnerships with and resources and services provided by external organisations including the Welsh Government, joint local government services, Welsh Government Sponsored Public Bodies and quasi-departmental non-governmental bodies on the effectiveness of Council service delivery.</p> <p>To report to an appropriate Cabinet or Council meeting on its findings and to make recommendations on measures which may enhance Council performance and service delivery in this area.</p> <p>To be the Council's Crime and Disorder Committee as required by the Police and Justice Act 2006 and any re-enactment or modification thereof; and as full delegate of the Council to exercise all the powers and functions permitted under that Act.</p>
Economy & Culture	<p>To scrutinise, measure and actively promote improvement in the Council's performance in the provision of services and compliance with Council policies, aims and objectives in the area of economic regeneration.</p> <ul style="list-style-type: none"> • Cardiff City Region City Deal • Inward Investment and the marketing of Cardiff • South East Wales Economic Forum • Economic Strategy & Employment • European Funding & Investment • Small to Medium Enterprise Support • Cardiff Harbour Authority • Lifelong Learning • Leisure Centres • Sports Development • Parks & Green Spaces • Libraries, Arts & Culture • Civic Buildings • Events & Tourism • Strategic Projects • Innovation & Technology Centres • Local Training & Enterprise <p>To assess the impact of partnerships with and resources and services provided by external organisations including the Welsh</p>

Committee	Terms of Reference
	<p>Government, joint local government services, Welsh Government Sponsored Public Bodies and quasi-departmental non-governmental bodies on the effectiveness of Council service delivery.</p> <p>To report to an appropriate Cabinet or Council meeting on its findings and to make recommendations on measures which may enhance Council performance or service delivery in this area.</p>
Environmental	<p>To scrutinise, measure and actively promote improvement in the Council's performance in the provision of services and compliance with Council policies, aims and objectives in the area of environmental sustainability, including:</p> <ul style="list-style-type: none"> • Strategic Planning Policy • Sustainability Policy • Environmental Health Policy • Public Protection Policy • Licensing Policy • Waste Management • Strategic Waste Projects • Street Cleansing • Cycling and Walking • Streetscape • Strategic Transportation Partnership • South East Wales Transport Alliance • Transport Policy and Development • Intelligent Transport Solutions • Public Transport • Parking Management <p>To assess the impact of partnerships with and resources and services provided by external organisations including the Welsh Government, joint local government services, Welsh Government Sponsored Public Bodies and quasi-departmental non-governmental bodies on the effectiveness of Council service delivery.</p> <p>To report to an appropriate Cabinet or Council meeting on its findings and to make recommendations on measures which may enhance Council performance and service delivery in this area.</p>
Policy Review & Performance	<p>To scrutinise, monitor and review the overall operation of the Cardiff Programme for Improvement and the effectiveness of the general implementation of the Council's policies, aims and objectives, including:</p> <ul style="list-style-type: none"> • Council Business Management and Constitutional Issues • Cardiff Council Corporate Plan • Strategic Policy Development

Committee	Terms of Reference
	<ul style="list-style-type: none"> • Strategic Programmes • Community Planning & vision Forum • Voluntary Sector Relations • Citizen Engagement & Consultation • Corporate Communications • Contact Centre Services and Service Access • International Policy • Cardiff Local Development Plan • Equalities • Finance and Corporate Grants • Organisational Development • Cardiff Efficiencies Programme • E-Government • Information and Communication Technology • Council Property • Commissioning and Procurement • Carbon Management • Legal Services • Public Services Board <p>To scrutinise, monitor and review the effectiveness of the Council's systems of financial control and administration and use of human resources.</p> <p>To assess the impact of partnerships with and resources and services provided by external organisations including the Welsh Government, joint local government services, Welsh Government Sponsored Public Bodies and quasi-departmental non-governmental bodies on the effectiveness of Council service delivery.</p> <p>To report to an appropriate Cabinet or Council meeting on its findings and to make recommendations on measures which may enhance Council performance and service delivery in this area.</p>

**CITY & COUNTY OF CARDIFF
DINAS A SIR CAERDYDD**



COUNCIL:

23 March 2017

REPORT OF DIRECTOR GOVERNANCE & LEGAL SERVICES

APPOINTMENT OF LOCAL AUTHORITY GOVERNORS TO SCHOOL GOVERNING BODIES

Reason for this Report

1. To appoint Local Authority School Governors.

Background

2. Section 19 of the Education Act 2002 creates the general ability for the Local Authority to appoint governors to the Governing Bodies of maintained schools, with further detail contained in the Government of Maintained Schools (Wales) Regulations 2005. When Local Authority school governor vacancies arise, either by appointees reaching the end of their term of office or resigning, it is the statutory duty of the Council to fill the vacancies as soon as possible.
3. The Local Authority Governors Panel to oversee this process was constituted at the Annual Council in May 2015 and held its first termly meeting in September 2015.

Issues

4. The Local Authority Governors Panel met on 9 March 2017 to consider new applications to current and future vacancies up to 30 June 2017. The recommendations of the Panel are contained in Appendix 1 to this report.

Reasons for Recommendations

5. To ensure that the Council fulfils its statutory functions in respect of the appointment of local authority governors for maintained schools.

Legal Implications

6. As noted in paragraph 2 of the report, the Council is required, pursuant to the Education Act 2002, section 19 and regulations made there under, to appoint local authority governors to the Governing Bodies of maintained schools, in accordance with those statutory provisions.

7. Appointments to outside bodies are a local choice function, which is reserved under the Council's Constitution to full Council. Accordingly, the appointment of local authority governors to Governing Bodies, as recommended in this report, requires the approval of full Council.

Financial Implications

8. There are no financial implications arising from this report.

Recommendation

9. That Council consider the recommendations of the Local Authority Governor Panel of 9 March 2017 and approve the appointments of Local Authority Governors to the School Governing Bodies as set out in Appendix 1.

Davina Fiore
Director Governance & Legal Services
19 January 2017

The following Appendix is attached:

Appendix 1 List of Local Authority School Governor vacancies and recommendations for appointment by the Local Authority Governor Panel for the period 1 April 2017 to 30 June 2017

The following Background Documents have been taken into account: N/A

**LA Governor Vacancies - Recommendations from LA Governor Panel
1 April 2017 – 30 June 2017**

Appendix 1

- i. All appointments in the list are recommended by the LA Governor Appointments Panel and will have satisfied the required application process.
- ii. All terms of office unless otherwise stated are for 4 years.

Existing LA Governor Vacancies

School	Ward	Start of Vacancy	Re-appointment requested	Applications received
Baden Powell Primary School 2 x vacancies	Splott	17/09/2016 17/09/2016		Elizabeth Jane Henshaw
Cardiff High School	Cyncoed	01/01/2017		Julia Phillips-Lewis
Danescourt Primary School 2 x vacancies	Danescourt	01/09/2016 01/09/2016		
Ely and Caerau Children's Centre	Ely	14/07/2016		
Grangetown Nursery School	Grangetown	02/09/2016		
Grangetown Primary School	Grangetown	16/09/2016		
Herbert Thompson Primary School	Ely	20/01/2017		
Hywel Dda Primary School	Ely	03/11/2016		
Marlborough Primary School	Cyncoed	11/01/2017		
Oakfield Primary School	Trowbridge	04/03/2015		
Pencaerau Primary School	Caerau	01/09/2010		
Pentrebane Primary School	Fairwater	27/06/2016		
Peter Lea Primary School	Fairwater	27/06/2016		
Pontprennau Primary School	Pontprennau	29/11/2016		Philippa Green
Rhiwbeina Primary School	Rhiwbina	18/10/2016		
St Cuthbert's RC Primary School	Butetown	13/02/2017		
St John Lloyd RC Primary School	Trowbridge	30/01/2013		

St Patrick's RC Primary School	Grangetown	16/09/2016		
The Hollies School (Pentwyn)	Pentwyn	26/09/2016		
Trelai Primary School	Caerau	13/09/2016		Alex Jackson
Willlows High School	Splott	15/09/2016		
Windsor Clive Primary School	Ely	23/03/2016		
Woodlands High School	Caerau	29/09/2016		
Ysgol Gymraeg Bro Eirwg	Llanrumney	01/02/2017		
Ysgol Glan Ceubal	Llandaff North	01/10/2016		
Ysgol Gymraeg Coed-Y-Gof	Fairwater	22/10/2015		Delyth Murray-Lines
Ysgol Gymraeg Melin Gruffydd X 2 vacancies	Whitchurch	04/10/2015 21/11/2015		
Ysgol Gymraeg Nant Caerau	Caerau	28/06/2016		
Ysgol Pen y Groes	Pentwyn	28/09/2016		Samsunear Ali
Ysgol Pencae	Llandaff	01/09/2016		
Ysgol Gymraeg Treganna	Canton	01/02/2017		
Ysgol Pwll Coch 12 x vacancies	Canton	27/01/2017 17/02/2017		

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Future LA Governor Vacancies – 1 April 17 – 30 June 17

School	Ward	Start of Vacancy	Re-appointment Requested	Applications Received
Albany Primary School	Plasnewydd	19/05/2017	Yes	Melvin Card
Allensbank Primary School	Gabalfa	28/06/2017	Yes	Paul Davies
Birchgrove Primary School	Heath	25/05/2017	Yes	Cllr Fenella Bowden
Cathays High School	Gabalfa	19/05/2017	Yes	Jane Setchfield
Fitzalan High School	Canton	24/04/2017	Yes	Cerys Furlong
Gladstone Primary School	Cathays	26/06/2017	Yes	Jane Setchfield
Glan-Yr-Afon Primary School	Llanrumney	28/06/2017	Yes	Chris Cooper
Greenhill School	Rhiwbina	25/05/2017	Yes	Cllr Jayne Cowan
Gwaelod Y Garth	Pentyrch	28/06/2017	Yes	Rachel Garside
Llanishen Fach Primary School	Rhiwbina	28/06/2017	Yes	David Greaves
Ty Gwyn School x 2 vacancies	Caerau	26/04/2017	Yes	Cllr Peter Bradbury
		26/06/2017	Yes	Pamela Bannister
Ysgol-Y-Wern x 2 vacancies	Llanishen	19/05/2017	Yes	Mike Landers
		05/04/2017	Yes	John Wilkins

Mae'r dudalen hon yn wag yn fwriadol