

Agenda



Cabinet

Date: Monday, 16 January 2017

Time: 11.00 am

Venue: Committee Room 1 - Civic Centre

To: Councillors D Wilcox (Chair), P Cockeram, G Giles, D Harvey, R Jeavons, R Poole, J Richards, R Truman and M Whitcutt

Item		Wards Affected
1	<u>Apologies</u>	
2	<u>Declarations of Interest</u>	
3	<u>Minutes</u> (Pages 3 - 10)	
4	<u>Social Services and Wellbeing Act: Population Needs Assessment</u> (Pages 11 - 96)	All Wards
5	<u>Improvement Plan Review for 2016-18</u> (Pages 97 - 146)	All Wards
6	<u>Annual Improvement Report 2015/16</u> (Pages 147 - 232)	All Wards
7	<u>Revenue Budget Monitoring</u> (Pages 233 - 306)	All Wards
8	<u>Capital Budget Monitoring</u> (Pages 307 - 322)	All Wards
9	<u>Work Programme</u> (Pages 323 - 330)	All Wards

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Minutes

Cabinet

Date: 21 December 2016

Time: 11.00 am

Present: Councillors D Wilcox (Chair), P Cockeram, G Giles, D Harvey, R Jeavons, R Poole, J Richards, R Truman and M Whitcutt

In Attendance: Mr W Godfrey, Chief Executive; Mr M Nicholson and Ms B Owen, Strategic Directors; Mr G D Price (Monitoring Officer); Mr M Rushworth (Head of Finance); and Mr R Cornwall (Head of People & Business Change)

1 **Declarations of Interest**

There were no declarations of interest

2 **Minutes**

The minutes of the meeting held on 14 November 2016 were confirmed as a true record by the Cabinet

3 **2017/18 Budget & Medium Term Financial Plan**

The Cabinet Member for Finance and Resources introduced the budget report and stated that the adoption of the recommendations in the report would begin the period of formal consultation on the 2017/18 budget and Medium Term Financial Plan (MTFP) and would run until 20th January, 2017.

The Cabinet Member stated that he would welcome comments and asked people to respond and to let the Cabinet know what they think of the proposals or with any alternatives so that all points made could be considered before the final budget is set.

He stated that the Cabinet will finalise its proposals in its February meeting, having taken feedback from residents, key partners and interest groups and internally, feedback from our scrutiny committees, unions, school's forum and, of course, the fairness commission.

The Cabinet Member informed colleagues that the draft proposals had been developed in challenging times. He said that essentially, it comes on the back of over £45m of savings found in previous years and the pressure created by a reducing Revenue Support Grant, which continues into next year, and probably into the future.

The Cabinet Member stated that the provisional grant settlement confirmed a £230,000 reduction in this Council's rate support grant next year. He informed members that this grant is used to fund 80% of our net costs, meaning that savings need to be found to cover basic inflationary cost increases, cost pressures from increased demand for our services and the cost of policy changes such as the Apprenticeship Levy, which we have no choice over.

He and Cabinet Colleagues acknowledged the small increase in Local Government funding overall across Wales for 2017/18 – the Welsh Government is aware of pressures facing the sector, in particular from Social Care demands. But this Council's individual settlement was not as good in relative terms across the sector, than previous years, when our annual grant change was amongst the best across all Councils. The reasons for this were explained in the report.

As to the budget proposals, the Cabinet Member stressed that it was important to note that it was not all about savings. He mentioned the Council was investing significantly in social care, to meet increased demand for these services and was also continuing to invest in the pay of key partners' staff by funding increases in the Foundation Living Wage. The draft budget also contained investments to deal with national policy changes and to those budgets which require 'right -sizing' so that the Council can set a robust budget which is deliverable. The Cabinet Member stated that this needs funding and savings have to be found to do this.

The cabinet would be consulting on over £1m of savings and the report provided full details on other new savings of about £2.5m which do not require consultation as they have minimal impact on services and can be implemented by Heads of Service. The report also gave details of those savings already approved and underway, from previous years. All proposals could be viewed and accessed.

The Cabinet Member stated that schools had been protected from savings and will be 'cash-flat' in 2017/18; though the cabinet appreciated schools will need to absorb their own pressures. The cabinet member stated that the cash-flat proposal was on top of the 19% increase in budget they have had over the last 5 years.

The Cabinet Member stated the desire was to continue to protect services wherever possible and develop proposals which have the minimal impact on services as possible.

On Council Tax, the Cabinet was consulting on a 4% increase. To put things into context, Newport enjoys the second lowest rate of Council Tax in Wales and remains amongst the lowest in the UK. The City Council spends about £7m less than its Standard Spending Assessment (SSA) and therefore, for what is delivered and achieved, provides very good value relative to other areas. The Cabinet Member explained that the SSA was the amount that the Central Government had assessed was needed to run our services. Other Local Authorities benefitted from spending up to, and beyond SSA

The Cabinet Member stated that as the MTFP shows, we have some budget 'in hand' (a surplus) showing for 2017/18 and this was because the Cabinet and Officers had been prudent and allowed for potential further reduction in our grant.

The cabinet member passed on thanks to Cabinet colleagues who had all played an important part in developing these draft proposals and to Council officers. He reiterated his hope that people would provide feedback on what they think the Cabinet could we can take account of people's views.

The Leader thanked the Cabinet Member and Cabinet colleagues for their efforts in putting draft budget proposals together for next year. She stressed that the financial climate is challenging but a lot had been done to minimise impacts on services over the previous 5 years and for next year too.

The medium term outlook as shown by this MTFP looks extremely challenging and a key issue for the Council in Newport is the unavoidable financial impact of a growing city. The Chief Executive explained that the City is growing at both ends of the age spectrum so the cost of delivering services was therefore increasing. The increase in costs was not being

met. The formula used, which was impacted upon by the growing city, also worked against the ability to meet cost pressures

The Leader stated that there had been announcements in England that Councils will be able to charge an additional Council Tax levy of 3%, on top of the basic limit of 3% for the next 2 years to fund increased social care costs. She considered that many Councils would be increasing Council Tax by close to, if not, the full 6% for the next 2 years in England. The cost pressures are very real. The Leader considered there was a need to address the fundamental issues around how much we invest in key parts of our public services and how they are paid for. These are fundamental questions for public services in going forward in the UK and here in Wales.

The Leader stated that Newport is a very small part of the national picture but, as a growing city, in many ways, has all the issues – the usual consequences of a growing city on public services, a focus for economic development and enabling as many of our residents to enjoy the benefits of that, developing cohesiveness, creating a vibrant and attractive place, in particular our centre and of course, a growing older population.

The challenge locally would be to develop even more innovative ways of delivering public services and to keep our ambitions for this city alive, in difficult times, and deliver sustainable change. It will not be easy, but in working better and collaboratively across all public services, the challenges of our MTFP can be met.

The Leader stated that when the final budget was set in February, it would show how the finances of this Authority will enable it to meet the on-going challenges in delivering essential service to our residents as well as meet aspirations and plans for the city. She considered these draft budget proposals to be a key part of that and the Leader joined the Cabinet Member in encouraging as many people as possible to comment on them and let us know what you think. The Leader also expressed a wish that sensible discussions could be held with the Opposition Leader to discuss any alternatives proposed by the Opposition Group.

The Deputy Leader referred to the continuation of austerity, he feared for local government. He said as many front line services and jobs as possible would be protected. He was concerned about the impact of reducing budgets and the lack of resources. Some very difficult decisions were to be taken and it was important that people responded to the proposals

The Cabinet Member for Adult Social Services and Housing referred to the dramatic increase in the older population and the need to meet the increased costs that this presented. He referred to cost pressures brought about by decisions elsewhere that were not funded.

The Cabinet Member for Regulatory Functions referred to the significant impact on funds available to provide social care. He made the point that a percentage increase in Newport was less in cash terms than a smaller percentage increase in other local authorities.

The Cabinet stated they were open to discussion and consultation and would welcome any comments that would help formulate the final budget.

Decisions:

- I. To agree the Medium Term Financial Plan, noting that it will be subject to on-going review and updating, in particular on future changes in Welsh Government revenue support grant.
- II. To agree the new, 4 year draft budget investments and saving options as the basis for consultation, along with the outline business cases showing further details on savings

- III. To note the new, 4 year draft budget saving options which are being implemented under delegated authority by Heads of Service for information.
- IV. To note the budget savings which were agreed by Cabinet in February 2016 and consulted on then
- V. To agree the proposed increases in fees & charges as the basis for consultation.
- VI. To note, within the overall budget position, the position regarding the proposed school funding for 2017/18 and medium term

4 **WAO Corporate assessment**

The Leader of the Council introduced a report setting out the progress made in addressing the recommendations and proposals for improvement made by the Wales Audit Office. (WAO)

The WAO presented their most recent review of the Corporate Assessment at the October Cabinet meeting, it contained four recommendations which was a reduction from the seven recommendations that the Council previously had.

The action plan presented to Cabinet allowed for monitoring of progress in addressing the remaining recommendations and proposals for improvement. The Leader stated that good progress is being made towards achieving the actions and embedding the changes made into our everyday work.

The Leader stated that the report also included progress made against proposals for improvement from previous corporate assessment reviews and other WAO reviews – there are 14 of these and 10 are now considered closed. The remaining four are on-going although good progress has been made and further actions will continue to be monitored.

Cabinet was reminded that Newport was the first authority to go through this process and this probably contributed to the original number of recommendations. The improvement was continuing despite financial and legislative pressures

Decisions:

- I. To note the progress made towards meeting the recommendations and proposals for improvement
- II. To receive further quarterly monitoring reports on the progress towards meeting recommendations and proposals for improvement.

5 **Certificate of Compliance**

The Leader of the Council informed the Cabinet that the Wales Audit Office. (WAO) carries out two reviews of the Improvement plan each year the first is to assess whether the Improvement Plan complies with legislation the second is to assess whether the year-end review of the previous improvement plan complies with legislation and that we have met our obligation to demonstrate continuous improvement.

The Leader stated that the first certificate was achieved and presented to Cabinet in June. The Leader informed Members that this was the second certificate of compliance which also includes a letter recommending that national comparative data is used more in the assessment of performance. National data has already been entered into the new performance management system and has been considered when assessing progress towards the Improvement plan objectives in quarter 2.

Decisions:

To welcome the positive outcome of the second Certificate of Compliance in relation to the council's Improvement Plan Annual Review 2015-16

6 Improvement Plan Update

The Leader of the Council introduced a report which informed Cabinet that overall progress against the Plan is good and improving. The overall assessment for quarter 2, of progress towards achieving the Improvement Objectives set out in the plan is classed as 'Green – Good.' meaning that good progress is being made overall.

All Wales data is used as part of the assessment for each objective to ensure that our assessment takes into account how we are performing against other councils for national measures.

The Leader stated that three objectives are improved from 'Amber – Acceptable' in quarter 1 to 'Green – Good' in quarter 2.

- Ensuring people have the right social service to meet their needs
- City Regeneration and Development
- Increasing recycling

Members welcomed the report and progress.

Decisions:

- I. To welcome the progress made during the second quarter of 16/17 regarding key actions and measures
- II. To agree that corrective action be taken to address areas of underperformance

7 Mid-year performance analysis

The Leader of the Council introduced a report setting out the Councils performance analysis for September 2016

The Leader stated there had been some changes over the first half of the year including the revocation of the National Strategic Indicator as well as the Social Services and Wellbeing (Wales) Act which has introduced new measures for Social Services. The Leader stated that this means that there have been changes to the data so a much smaller set of measures can be compared to previous year performance and Wales Average

The mid-year analysis shows that the council is meeting its obligation to demonstrate continuous improvement as 63% of measures reported through service plans have improved in performance since this time last year.

The Leader stated that 71% of national measures have improved since the end of 2015/16 year and 53% are meeting or exceeding the Wales average.

At the end of 2015/16 a small set of measures were selected for extra focus because they had been in the lower quartile for the past few years. The Leader reported that 4 out of 5 of these measures are now meeting or exceeding targets and one is slightly below and work would be done to move forward on this.

The Leader and Cabinet Members considered that overall this is a positive picture reflecting efforts of staff in service areas when faced with cuts to council budgets, more challenging targets and a set of measures which has changed, leading to new challenges. Cabinet Members and the Chief Executive recorded their thanks to all Council staff for their efforts

Decision:

- I. To receive a further update on the year-end position once the data is available
- II. To take urgent action in conjunction with Heads of Service and Directors to address any red measures

8 Risk Register Update

The Leader of the Council introduced a report that set out the latest update of the Corporate Risk Register.

The Leader stated that there are eight risks identified in the register, and all are medium risks. Since the last update all risk scores remain unchanged, the actions have been updated to reflect the continued work to mitigate the risks contained in the register.

The Leader mentioned the impact of Brexit which had now been identified as a risk. This – and the City Deal- are heavily reliant on external factors so where there is uncertainty regarding the future direction of the UK and Welsh Governments means there is little action that can currently be taken.

Decision:

To request a further update at the March 2017 meeting

9 Friars Walk

The Leader stated that the Cabinet wanted to be as open and transparent as possible but needed to respect the commercial confidentiality of the proposed deal between two private organisations.

The Leader referred to recent press reports and comments and welcomed a balanced contribution from the Editor of the South Wales Argus. Some comments in the original article were unhelpful. The article mentioned the Cabinet had agreed to 'buy' the centre if the deal falls through. The default position always had been that the Council could re-finance the existing funding.

The Head of Law and Regulation stated that the Cabinet had never agreed that the Council should 'buy' the asset itself if the sale to Talisker did not go ahead. If the sale did not

proceed, then there would be a default in the repayment of the loan and the Council would have to take steps to enforce its security over the asset. There were a number of options that Council would need to consider but they would all involve using the rental income to finance the outstanding debt charges until the scheme could be sold. The Chief Executive stated that there was no reason at this stage to consider the deal would fall through.

The article also says a plan was agreed at a confidential meeting. It was explained that the report to the previous meeting was confidential only because of the commercial confidentiality for two private firms. The report today informed people of the default position which had not changed since the funding agreement was agreed by Council in 2013.

Members received a report referring to options for the sale or re-financing of Friars Walk. Having considered the detailed legal and financial implications of the various proposals, Cabinet agreed that there were only two viable options at the present time – a sale to the Talisker Corporation, a Canadian equity investment company, or a re-financing of the loan by the Council.

Cabinet agreed that the preferred option was a sale to Talisker, on commercial terms, which represented the best market price obtainable for the scheme at the present time. This was clearly demonstrated by the market testing carried out by QRE and comparability with proposed sale terms offered by other potential investment purchasers. The Talisker proposals would enable the Council to discharge the primary loan debt and interest charges. Therefore, officers were instructed and authorised to agree the detailed terms and finalise the necessary documentation for the delivery of the proposed sale to Talisker, with a target completion date early in the New Year.

However, Cabinet recognised that, if the Talisker deal did not complete, for whatever reason, then the fallback position for the Council would be to take control of the asset itself, re-finance the debt and utilise the net operating income from the scheme to service that debt until such time as a new buyer could be found.

Such a decision to re-finance the Council debt and take control of the property would be a decision for full Council, not Cabinet, because it would fall outside the terms of the original funding approved for this scheme, which was to secure the completion of the development. Therefore a report would need to be taken to Council in due course, should it be necessary, to consider the default position.

Decision:

To endorse the default position of reporting back to full Council with a recommendation that the Council takes control of the asset and re-finances the loan itself, in the event that the preferred sale does not proceed.

10 Work Programme

The Corporate Assessment suggested to the Council that it should consider strengthening committee work programming arrangements to ensure they are timely, meaningful, informative, and transparent, balanced, monitored, and joined up.

In response to that suggestion, Cabinet had previously agreed that the Head of Democratic Services will regularly ask Chief Officers to update the Cabinet work programme and an update will be reported to Cabinet each month.

An updated work programme suggested by Chief Officers was discussed. This was, of course, a working document and will be subject to change.

Decision:

To adopt the suggested programme and provide an update at the next meeting

The meeting terminated at 12:50 pm



Cabinet

Part 1

Date: 16 January 2017

Item No: see above

Subject **Social Services and Wellbeing Act: Population Needs Assessment**

Purpose: To present the Social Services and Wellbeing Act draft Population Needs Assessment (PNA) regional report.

Author Mike Nicholson, Strategic Director (People)
Phil Diamond, Theme Lead (Gwent Health and Social Care Transformation Team)

Ward All

Summary Under the Social Services and Wellbeing Act (2014) there is a statutory duty on local authorities and health boards to prepare a regional population needs assessment (PNA) in relation to people requiring care and support. A draft PNA has been jointly developed across the region (Blaenau Gwent, Caerphilly, Monmouthshire, Newport and Torfaen) by Aneurin Bevan University Health Board and Gwent Transformation Team. The PNA sets out the common priorities across the region and suggested actions.

Proposal To consider the draft PNA report, priorities and suggested actions and provide comments.

To recommend the draft assessment to Council on January 31st so that in accordance with statutory requirements, the final PNA can be approved before March 31st. This will take place during Council on March 2nd and then the PNA will subsequently be published on the Newport City Council website.

Action by Cabinet

Timetable Immediate

This report was prepared after consultation with:

- Mike Nicholson, Strategic Director (People),
- Rhys Cornwall, Head of People and Business Change
- Emma Wakeham, Health, Social Care and Wellbeing, Support Officer
- Jenny Jenkins, Service Manager, (Commissioning and Quality Assurance)

Background

The Social Services and Wellbeing Act (Act), in Part 2, section 14, requires that local authorities and local health boards must jointly carry out an assessment of the needs for care and support, and the support needs of carers in the local authority areas. Care and support is in relation to people known to Social Services but we also need to recognise that there are a large number of people who are supported through preventative services and initial research has estimated that this could be approximately 1 in 5 people. A population needs assessment (PNA) report will comprise of two sections:

Section 1: the assessment of need

Local authorities and Local Health Boards must jointly assess:

- the extent to which there are people in the area of assessment who need care and support
- the extent to which there are carers in the area of assessment who need support
- the extent to which there are people whose needs for care and support (or, in the case of carers, support) are not being met

The PNA report must include specific core themes dealing with:

- children and young people
- older people
- health / physical disabilities
- learning disability/autism
- mental health
- sensory impairment
- carers who need support; and
- violence against women, domestic abuse and sexual violence.

Section 2 - the range and level of services required.

Local authorities and Local Health Boards must jointly assess:

- the range and level of services required to meet the care and support needs of the population and the support needs of carers
- the range and level of services required to prevent needs arising or escalating; and
- the actions required to provide these services through the medium of Welsh.

Under the Social Services and Wellbeing Act, the 5 local authorities within the Aneurin Bevan University Health Board (ABUHB) footprint - Blaenau Gwent, Caerphilly, Monmouthshire, Newport and Torfaen - must form a partnership arrangement with the ABUHB and produce a single combined population needs assessment report (PNA). In addition the PNA must:

- Be produced once per local government electoral cycle and across the ABUHB footprint
- Contain the population assessment for each of the local authority areas but also combine these assessments to produce a single regional assessment of the needs of the people in the whole of the Local Health Board's area
- Include an assessment of the range and level of services required to meet those needs.
- Demonstrate clearly the extent to which the core themes are concentrated or diffused across the partnership
- Keep population assessment reports under review and revise them if required.

The first population assessment must be published by April 2017 and the Leadership Group (via the regional transformation team), which is the executive officer group that reports to the Regional Partnership Board (RPB) will co-ordinate this work and the RPB will act as a joint committee to oversee the process.

It is recognised that the PNA will need to link to the Wellbeing Assessment required under the Wellbeing of Future Generations Act. Although the definition of wellbeing is slightly different in each Act, there are synergies to gain, and duplication to avoid by linking the assessments.

NCC have been instrumental in developing the design principles across the region through a local task and finish group exploring the opportunities to align both population assessments, reduce duplication and identify areas of joint working/collaboration. The learning from the task and finish group has been used to design the methodology across the other 4 local authority areas; and also shared with Welsh Government as good practice which in turn has been shared across Wales.

Current Position

A draft regional PNA has been developed and is currently out for consultation. The main points to note

- The PNA was developed through extensive engagement with regional citizen panel, provider forum and regional executive director leadership group; as well as local groups such as youth forum, older people's forums, carers groups and parenting networks. Further engagement is planned during the consultation period
- The NCC citizen panel was engaged during the development of the PNA with 231 responses (36%). Summary of feedback below
 - 62% strongly agreed mental health support for children as a priority
 - 69% strongly agreed with dementia as a concern
 - 62% strongly agreed with flexible respite a need for carers
 - 65% strongly agreed with increased awareness of mental health
 - 65% strongly agreed with employment opportunities for people with learning disabilities
 - 62% strongly agreed with accessible transport
 - 60% strongly agreed with support for victims of domestic abuse
- The PNA will contain the high level priorities and suggested actions but the data graphs will be included in technical appendices – the PNA will read as executive summary and not include a large number of data graphs
- The PNA will have to be signed off and agreed by individual local authority councils and the health board by March 31st 2017 and subsequently published on individual websites

Following the publication of the regional report each local authority and health board are required to prepare and publish a plan setting out the range and level of services they propose to provide, or arrange to be provided, in response to the population needs assessment. Area plans must include the specific services planned in response to each core theme identified in the population assessment. As part of this, area plans must include:

- the actions partners will take in relation to the priority areas of integration for Regional Partnership Boards;
- the instances and details of pooled funds to be established in response to the population assessment;
- how services will be procured or arranged to be delivered, including by alternative delivery models;
- details of the preventative services that will be provided or arranged;
- actions being taken in relation to the provision of information, advice and assistance services; and
- actions required to deliver services through the medium of Welsh.

The first area plans must be published by 1 April 2018 and there will be a need to ensure links between the Area Plan and the local authority Well-being Plans required under the Well-being of Future Generations Act to facilitate collaborative working between the 2 legislative duties and avoid duplication. Links to NCC's Corporate Improvement Plan and ABUHB Intermediate Medium Term Plans will also need to be established, as well as alignment to the Neighbourhood Care Network plans in each of the GP cluster areas.

Proposal

To consider the draft PNA report, priorities and suggested actions and provide comments.

To recommend the draft assessment to Council on January 31st so that in accordance with statutory requirements, the final PNA can be approved before March 31st. This will take place during Council on March 2nd and then the PNA will subsequently be published on the Newport City Council website

Nb. Further details on implementation of the priorities and actions will be set out in the corresponding Area Plan and staffing implications will be considered during the process.

Financial Summary

- The financial implications will be explored more robustly through the development of the regional Area Plan following the PNA

	Year 1 (Current) £	Year 2 £	Year 3 £	Ongoing £	Notes including budgets heads affected
Costs (Income)					
Net Costs (Savings)					
Net Impact on Budget					

Risks

The PNA is a high level regional report that sets out areas for joint working. If NCC do not provide comments and/or agree to priorities there will be a risk of little or no regional working

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
Lack of regional working and joint commissioning	M	L	Implemented task and finish group so that needs of NCC are included in foundation planning	PD/EW

* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

- Wellbeing Assessment (Wellbeing of Future Generations Act)
- Corporate Improvement Plan

Options Available and considered

Option1: To consider the draft PNA report, priorities and suggested actions and provide comments.

To recommend the draft assessment to Council on January 31st so that in accordance with statutory requirements, the final PNA can be approved before March 31st. This will take place during Council on March 2nd and then the PNA will subsequently be published on the Newport City Council website.

Option 2: To choose not to sign of the PNA by March 31st 2017

Preferred Option and Why

Option 1 is the recommended option as there is a statutory requirement on Local Authorities and Health Boards to sign off the PNA by the required date.

Comments of Chief Financial Officer

There are no specific financial issues detailed within this report as they will need to be discussed through the development of the regional Area Plan following the PNA sign off.

Comments of Monitoring Officer

There are no specific legal issues arising from the Report. The draft PNA has been prepared in accordance with the requirements of the Social Services and Wellbeing Act (Act) 2014 and the Partnership Arrangements (Wales) Regulations 2015. Section 14 of the Act requires local authorities and local health boards to jointly carry out an assessment of the needs for care and support, and the support needs of carers, in the local authority areas.

The 2015 partnership arrangement regulations require local authorities and LHBs to form partnerships in order to carry out this PNA on a regional basis. Therefore the draft PNA has been prepared in conjunction with the other Gwent authorities and ABUHB. All of the partners are required to agree and publish the PNA by April 2017.

The Council will then have to prepare Area Plans by April 2018, in partnership with ABUHB, to identify what action will be taken jointly to meet these assessed needs. These plans will need to link in with the Council's Well-Being Plans under the Well-being of Future Generations Act and its Corporate Plan.

Comments of Head of People and Business Change

There are no specific staffing implications arising from the report. Whilst the draft Population Needs Assessment has been produced in accordance with the requirements of the Social Services and Wellbeing Act (Act) 2014 and the Partnership Arrangements (Wales) Regulations 2015 there is also a specific relationship with the Wellbeing Assessment required under the Wellbeing of Future Generations (Act) 2015.

The Council and partners are currently consulting on the Wellbeing Assessment and this has been developed in tandem with the Population Needs Assessment. Following the Local Government elections in May 2017 work will begin on the development of both the Corporate Plan and Wellbeing Plan for Newport and the Population Needs Assessment will be part of the evidence base for both those strategic documents.

Comments of Cabinet Member for Adult Social Services and Housing and Cabinet Member for Education and Young People

The report is required to meet our statutory obligations and is supported by Cabinet Members for Adult Social Services and Housing and Education and Young People

Local issues

All wards

Scrutiny Committees

Please include a record of any consultation with scrutiny committees. Please add here details of any consultation and the outcomes.

Equalities Impact Assessment and the Equalities Act 2010

The Equality Act 2010 contains a Public Sector Equality Duty which came into force on 06 April 2011. The Act identifies a number of 'protected characteristics', namely age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; sexual orientation; marriage and civil partnership.

Children and Families (Wales) Measure

Although no targeted consultation takes place specifically aimed at children and young people, consultation on planning applications and appeals is open to all of our citizens regardless of their age. Depending on the scale of the proposed development, applications are publicised via letters to neighbouring occupiers, site notices, press notices and/or social media. People replying to consultations are not required to provide their age or any other personal data, and therefore this data is not held or recorded in any way, and responses are not separated out by age.

Wellbeing of Future Generations (Wales) Act 2015

The Social Services and Wellbeing Act shared similar principles to the sustainable development principle put into place by the WFG Act. The PNA will evidence clear consideration and actions to progress the following WFG principles:

- Long term: the importance of balancing short- term needs with the need to safeguard the ability to also meet long – term needs
- Prevention: How acting to prevent problems occurring or getting worse may help us meet our objectives
- Integration: Consider how the proposals will impact on our wellbeing objectives, our wellbeing goals, other objectives or those of other public bodies
- Collaboration: have you considered how acting in collaboration with any other person or any other part of our organisation could help meet our wellbeing objectives
- Involvement: The importance of involving people with an interest in achieving the wellbeing goals, and ensuring that those people reflect the diversity of the City we serve.

Crime and Disorder Act 1998

Section 17(1) of the Crime and Disorder Act 1998 imposes a duty on the Local Authority to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area.

Consultation

Comments received from wider consultation, including comments from elected members, are detailed in each application report in the attached schedule.

Background Papers

1. PNA at a Glance
2. Draft PNA

Social Services and Wellbeing Act Population Needs Assessment

Summary of priorities, actions and process steps

'What it is and what it is not!'

1. This PNA is not an exhaustive list of graphical data but includes appendices where further data is included and will include links to other supporting information such as the local Wellbeing Assessments required under the Wellbeing of Future Generations Act – we do not want to duplicate large sections of information in this PNA which is included in other documents
2. This PNA is based on the views of citizens and providers, and co-production is a core design principle. **Citizens and providers helped identify the emerging areas of interest under each core theme.**
3. This PNA is not adopting a 'blank canvass' approach as there are a number of previously completed, and current, needs assessments and market position statements that include useful intelligence. Also, national reports such as NHS Adverse Childhood Experiences provide invaluable data that this PNA will incorporate, but not replicate.
4. The core theme chapters will also include a list of suggested actions to be included in the underpinning regional Area Plan required following the publication of this PNA – **again this list is not exhaustive but a starting point for consultation!**
5. This PNA is the first of its kind and will set the direction of travel for health and social care services – **it is the 'shop window' in terms of priorities and next steps** – and more detailed analysis, mapping of services and actions will be set out in the regional Area Plan required by April 2018.

CORE THEME	Emerging Areas of Interest
Children & Young People	<ul style="list-style-type: none"> • Accommodation and local placements for children with complex needs • Transition arrangements between children and adult services and simpler processes for children with complex needs • Earlier intervention and community based support linked to school hubs • Looked After Children including education achievement • Mental health support for children
Older People	<ul style="list-style-type: none"> • Isolation of older people • Dementia • Simpler coordination of services including Continuing Health Care • Appropriate accommodation for older people • Person centered support where person is listened to, with earlier intervention and community resilience
Carers Mental Health	<ul style="list-style-type: none"> • Young Carers and support for siblings • Flexible, bespoke support including Information, Advice and Assistance • Flexible respite for carers • Training and peer to peer support for carers • New models of support for carers • Increased understanding and awareness of mental health • Emotional support for children in care • Less social isolation more community support • Early intervention and community support which is timely including advocacy.
Learning Disabilities Physical Health & Sensory Impairment	<ul style="list-style-type: none"> • Independent living with access to early intervention services in the community and good public awareness (including Carer's education – what is acceptable?) • Young people with autism, accommodation, access to day services • Employment and training opportunities for people with learning disabilities • Dementia amongst people with learning disabilities • Appropriate Accommodation • Support people with physical and sensory needs with independent living • All age approach to physical disabilities • Accessible transport, accommodation and community based services • Access to medication where required
Violence against women domestic abuse and sexual violence	<ul style="list-style-type: none"> • Training for all • Healthy relationship awareness especially in schools • Family services • Support for victims • Service analysis and mapping

CORE THEME	Actions to be progressed through regional Area Plan
Children & Young People	<ul style="list-style-type: none"> ▪ Support Children and Family Partnership Board's review of local arrangements for children with complex needs and delivery of work programme. ▪ Consistent models of practice and alignment of Welsh Government's early intervention and preventative programmes
Older People Health/ Physical Disabilities	<ul style="list-style-type: none"> ▪ Develop place based approach '<i>Care Closer to Home</i>' including consistent delivery of community connectors across the region ▪ Further develop '<i>Dementia Friendly Communities</i>' ▪ Pilot domiciliary care joint commissioning process with National Commissioning Board and linked to Care Standards Social Improvement Wales 'Above and Beyond' Report and the 'Care and Support at Home' Strategic Plan currently being developed by Care Council for Wales. ▪ Implement 'Care Closer to Home' Strategy ▪ Align with 5 local Wellbeing Assessments required under Wellbeing of Future Generations Act and explore joint action planning for wider detriments to health
Learning Disabilities/ Autism	<ul style="list-style-type: none"> ▪ Support Mental Health and Learning Disability Partnership Board review Gwent Strategy for Adults with a Learning Disability 2012/17 and set out key regional commissioning, integration actions ▪ Local implementation of Welsh Strategic Action Plan including development of new Integrated Autism Service.
Mental Health Sensory Impairment Carers VAWDASV	<ul style="list-style-type: none"> ▪ Review of and align regional strategies to Together for Mental Health Delivery plan ▪ Coordination of consistent community based services such as community connectors/social prescribers ▪ Multi-agency place based models which include wider partners such as Housing Associations, employment support and community programmes ▪ Accurate Information, Advice and Assistance through DEWIS and Five Ways to Wellbeing ▪ Use good practice and effective pathways to develop regional commissioning principles ▪ Ensure accurate, accessible and timely Information, Advice and Assistance through DEWIS and other means ▪ Work in partnership with third sector to identify new models to support rehabilitation process and supply of low vision tools. ▪ Coordination of consistent community based services such as community connectors/social prescribers to identify and support carers ▪ Review of medical prompting to better support carers ▪ Accurate Information, Advice and Assistance through DEWIS and Five Ways to Wellbeing ▪ Review of and align third sector commissioning principles to support befriending for carers requiring support ▪ Ensure that the implementation of the care closer to home strategy increases the community level support for carers ▪ Consistent commissioning across health and social care to ensure equitable, region wide and effective models of carer support ▪ Implementation of 'Ask and Act' as part of Welsh Government pilot. ▪ Strategic alignment with VAWDASV Board, needs assessment and strategic plan.

High Level Process Development Actions to be delivered through Regional Area Plan

Service Mapping	<ul style="list-style-type: none"> ▪ Continue to build on existing service mapping through the 'Care Closer to Home' strategy, Regional Joint Commissioning work stream and Supporting People programme and link specifically to priorities identified therein
	<ul style="list-style-type: none"> ▪ Further develop and enhance the DEWIS website so it becomes the primary directory of resources for the region
	<ul style="list-style-type: none"> ▪ Work with PSBs to ensure wider service mapping is integrated with that of Health and social care as an important step towards the creation of a public service response at community level
Health & Social Care Integration	<ul style="list-style-type: none"> ▪ Integration of care and support provision to key client groups as set out in Part 9 of the Act and emphasised through RPBs Statements of Strategic Intent for older people, children with complex needs and carers, as well as strategy statements for Mental Health and Learning Disability (including Autism)
	<ul style="list-style-type: none"> ▪ Adopt a place based approach through 'Care Closer to Home' strategy as foundation stone that underpins health and social care service integration
Joint Commissioning and Pooled Budgets	<ul style="list-style-type: none"> ▪ Implement RJCG action plan to deliver joint commissioning arrangements for identified priorities for Act Part 9 requirements.
	<ul style="list-style-type: none"> ▪ Continue to link with National Commissioning Board to progress national work priorities and proposals across the region
Preventative Services	<ul style="list-style-type: none"> ▪ Explore a single prevention agenda across the region with PSBs and linked to Wellbeing of Future Generations and SSWB Acts
	<ul style="list-style-type: none"> ▪ Align anti-poverty programmes across the region to set out a single preventative model based on consistent assessment principles, joint workforce and joint commissioning
	<ul style="list-style-type: none"> ▪ Through the implementation of the 'Care Closer to Home' strategy ensure that prevention and early intervention is supported and enabled in a consistent manner across the region
	<ul style="list-style-type: none"> ▪ Through RJCG work with third sector to maximise and align activity to prevent escalation of need and build on existing models of good practice such as befriending, social prescribing etc. and to promulgate the development of social enterprises and co-operatives where possible.
	<ul style="list-style-type: none"> ▪ Support Early Years Pathfinder pilot and use key messages to shape early intervention models
Information, Advice and Assistance	<ul style="list-style-type: none"> ▪ Further support and develop DEWIS website so it becomes the 'go to' place for information on support, advice and assistance.
	<ul style="list-style-type: none"> ▪ Continue to support consistent information dissemination and stakeholder engagement through regional communications group
	<ul style="list-style-type: none"> ▪ Use IAA performance management data to inform design of services
	<ul style="list-style-type: none"> ▪ To support further initiatives across the region that supports consistency of approach to IAA e.g. self-assessment exercises, peer reviews
	<ul style="list-style-type: none"> ▪ To work with regional workforce managers and Social Care Wales to ensure that cultural change programmes are embedded and on-going
Advocacy	<ul style="list-style-type: none"> ▪ Alignment of advocacy provision to identified priorities across partner agencies
	<ul style="list-style-type: none"> ▪ Support Golden Thread Advocacy Programme across the region through regional provider forum
	<ul style="list-style-type: none"> ▪ Joint approach to advocacy provision with third sector partners especially in promotion of independent advocacy

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Social Services and Wellbeing Act

Population Needs Assessment

Gwent Region Report

DRAFT Nov 2016



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How to view this Population Needs Assessment (PNA)

'What it is and what it is not!'

1. This PNA is not an exhaustive list of graphical data but includes appendices where further data is included.
2. This PNA will include links to other supporting information such as the local Wellbeing Assessments required under the Wellbeing of Future Generations Act – we do not want to duplicate large sections of information in this PNA which is included in other documents
3. This PNA uses the PNA toolkit developed by Welsh Local Government Association (WLGA) and Social Services Improvement Agency (SSIA) to set out the levels need in the situational analysis and services required in the response analysis
4. This PNA will not include or reference every data source available – as it will simply be too large, but we will use the Social Services and Wellbeing Act data catalogue developed by Data Unit Wales as a starting point.
5. This PNA is based on the views of citizens and providers, and co-production is a core design principle. Citizens and providers helped identify the emerging areas of interest under each core theme.
6. This PNA will use the latest research. This PNA is not adopting a 'blank canvass' approach as there are a number of previously completed, and current, needs assessments and market position statements that include useful intelligence. Also, national reports such as NHS Adverse Childhood Experiences provide invaluable data that this PNA will incorporate, but not replicate.
7. The core theme chapters will read as executive summaries and highlight regional priorities linked to the emerging areas of interest; and also high level partnerships and services that can support the agenda.
8. The core theme chapters will also include a list of suggested actions to be included in the underpinning regional Area Plan required following the publication of this PNA – again this list is not exhaustive but a starting point.
9. This PNA is the first of its kind and will set the direction of travel for health and social care services – it is the 'shop window' in terms of priorities and next steps – and more detailed analysis, mapping of services and actions will be set out in the regional Area Plan required by April 2018.

Foreword

The Gwent Health Social Care and Well-being Partnership is pleased to publish the region's first Social Services and Wellbeing Act Population Needs Assessment which will be central to promoting wellbeing, supporting people at the earliest opportunity to maintain their independence and to help people to better help themselves.

We are living in a time of enduring austerity and the priorities that we identify and work in partnership to deliver, will also need to ensure that services are sustainable now and in the future. This needs assessment presents not only the level of need across the region, but also provides the region's response to the identified need as well as proposing the next steps required to meet those needs. The Gwent Regional Partnership will now translate words into action through good partnership working and shared goals and aspirations.

Finally, to ensure this needs assessment will have the desired impact we need to engage with our citizens and we are pleased that so many people and partners have taken part in our pre-engagement activities to help us identify what matters most. We believe that engagement is not a process but a culture, and we will continue to engage every step along the way through our various panels and existing partner agency groups.

Phil Robson,
Chair of the Gwent Regional partnership Board
Interim Vice Chair of Aneurin Bevan University Health Board

Chair of Citizen Panel

The Gwent Citizen's Panel were very pleased to receive a presentation on the Population Needs Assessment in July 2016. This was welcome confirmation that service needs and priorities were being taken very seriously. It also provided a level of understanding of the assessments that allowed panel members to go back to groups in their localities and broadcast the assessments for completion.

My own linked group, Caerphilly Over 50s Forum, spent some time discussing the PNA at our Steering Group and we were able to submit a comprehensive assessment covering all aspects where we felt the older person's interests and priorities were important. We recognised the size of the task in reaching out to collect the data but were very pleased to take part in the process. A quote from our meeting: "This is hard work – let's hope they are listening".

Chris Hodson
Chair, Citizen's Panel

INTRODUCTION

What is the Population Needs Assessment Report?

The Social Services and Wellbeing Act (Act), in Part 2, section 14, requires that local authorities and local health boards must jointly carry out an assessment of the needs for care and support, and the support needs of carers in the local authority areas. Care and support is in relation to people known to Social Services but we also need to recognise that there are a large number of people who are supported through preventative services and initial research has estimated that this could be approximately 1 in 5 people. A population needs assessment report should comprise two sections:

Section 1: the assessment of need

Local authorities and Local Health Boards **must** jointly assess:

- the extent to which there are people in the area of assessment who need care and support
- the extent to which there are carers in the area of assessment who need support
- the extent to which there are people whose needs for care and support (or, in the case of carers, support) are not being met

The PNA report **must** include specific core themes dealing with:

- children and young people
- older people
- health / physical disabilities
- learning disability/autism
- mental health
- sensory impairment
- carers who need support; and
- violence against women, domestic abuse and sexual violence.

Section 2 - the range and level of services required.

Local authorities and Local Health Boards **must** jointly assess:

- the range and level of services required to meet the care and support needs of the population and the support needs of carers
- the range and level of services required to prevent needs arising or escalating; and
- the actions required to provide these services through the medium of Welsh.

Under the Social Services and Wellbeing Act, the 5 local authorities within the Aneurin Bevan University Health Board (ABUHB) footprint - Blaenau Gwent, Caerphilly, Monmouthshire, Newport and Torfaen - **must** form a partnership arrangement with the ABUHB and produce a single combined population needs assessment report (PNA). In addition the PNA must:

- Be produced once per local government electoral cycle and across the ABUHB footprint

- Contain the population assessment for each of the local authority areas but also combine these assessments to produce a single regional assessment of the needs of the people in the whole of the Local Health Board's area
- Include an assessment of the range and level of services required to meet those needs.
- Demonstrate clearly the extent to which the core themes are concentrated or diffused across the partnership
- Keep population assessment reports under review and revise them if required.

The first population assessment will be published by April 2017 and the **Leadership Group (via the regional transformation team)**, which is the executive officer group that reports to the Regional Partnership Board (RPB) will co-ordinate this work and the RPB **will act as a joint committee to oversee the process.**

It is recognised that the PNA will need to link to the Wellbeing Assessment required under the Wellbeing of Future Generations Act. Although the definition of wellbeing is slightly different in each Act, there are synergies to gain, and duplication to avoid by linking the assessments.

Regional Partnership Board

As set out in the Partnership Arrangements (Wales) Regulations 2015 local authorities and local health boards are required to establish Regional Partnership Board (RPB) to manage and develop services to secure strategic planning and partnership working; and to ensure effective services, care and support are in place to best meet the needs of their respective population.

The objectives of the Regional Partnership Boards are to ensure the partnership bodies work effectively together to:

- Respond to the population assessment carried out in accordance with section 14 of the Act, and
- Develop, publish and implement the Area Plans for each region covered as required under section 14A of the Act.
- Ensure the partnership bodies provide sufficient resources for the partnership arrangements, in accordance with their powers under section 167 of the Act.
- Promote the establishment of pooled funds where appropriate.

Regional Partnership Boards (RPB) will also need to prioritise the integration of services in relation to:

- Older people with complex needs and long term conditions, including dementia.
- People with learning disabilities.
- Carers, including young carers.
- Integrated Family Support Services.
- Children with complex needs due to disability or illness.

Governance

The Regional Partnership Board (RPB) is currently considering a governance structure and partnership arrangements with existing groups that are well placed to lead on specific core themes across the PNA e.g. South East Wales Violence against Women, Domestic Abuse and Sexual Violence Board, Dementia Board, Carers Partnership Board, Mental Health and Learning Disability Local Partnership Board. The RPB will also explore partnership arrangements with wider regional groups such as local authority Public Service Boards – especially in relation to links to the Wellbeing of Future Generations Act – Gwent Area Planning Board for Substance Misuse, Gwent Welfare Reform Partnership and In One Place Programme.

Area Plan

Each local authority and health board are required to prepare and publish a plan setting out the range and level of services they propose to provide, or arrange to be provided, in response to the population needs assessment. Area plans must include the specific services planned in response to each core theme identified in the population assessment. As part of this, area plans must include:

- the actions partners will take in relation to the priority areas of integration for Regional Partnership Boards;
- the instances and details of pooled funds to be established in response to the population assessment;
- how services will be procured or arranged to be delivered, including by alternative delivery models;
- details of the preventative services that will be provided or arranged;
- actions being taken in relation to the provision of information, advice and assistance services; and
- actions required to deliver services through the medium of Welsh.

The first area plans must be published by 1 April 2018 and the RPB will ensure links between the Area Plan and the local authority Well-being Plans required under the Well-being of Future Generations Act to facilitate collaborative working between the 2 legislative duties and avoid duplication. Links to local authority Corporate Improvement Plans and ABUHB Intermediate Medium Term Plans will also be established, as well as alignment to the Neighbourhood Care Network plans – under the ‘*Care Closer to Home*’ strategy (see section 2) – in each of the GP cluster areas of which there are 12 in the Gwent region.

Links to strategies

Included in each core theme chapter is a link to key strategies. The list is not exhaustive but is representative of the key strategic drivers, and a comprehensive cross referencing will be completed when developing the Area Plans. However, links to wider legislation such as the Well-being of Future Generations (Wales) Act 2015, Housing (Wales) Act 2014, Violence against Women, Domestic Abuse and Sexual Violence Act 2015, Working Together To Reduce Harm (The Substance Misuse Strategy for Wales 2008 – 2018), Welsh Adverse Childhood Experiences (ACE) Study, Ageing Well in Wales the Strategy for Older People in Wales (2013/23) have been referenced whilst developing the draft PNA.

Links to Wellbeing of Future Generations Act

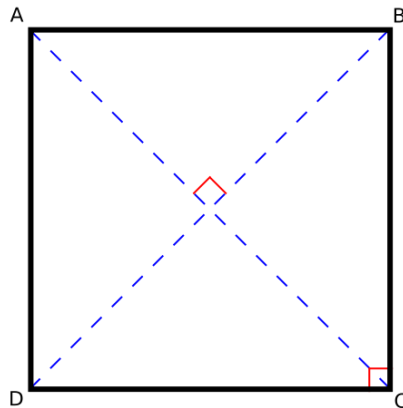
The Social Services and Wellbeing Act (the Act) shares similar principles with a number of national strategies and legislation. However, the Act shares almost identical principles with the Wellbeing of Future Generations Act with the main difference between the acts being the time frame: the PNA under the Act covers a 3-5 year period based on electoral cycle and the Wellbeing Assessment under the WFG Act covering a suggested period of 20-30 years.

Social Services and Wellbeing Act Principles	Sustainable Principles: Wellbeing of Future Generations
Services will promote the prevention of escalating need and the right help is available at the right time	Prevention: How acting to prevent problems occurring or getting worse
Partnership and co-operation drives service delivery	Collaboration: how acting in collaboration with any other person or any other part of an organisation could help meet wellbeing objectives
	Integration: Consider how the proposals will impact on wellbeing objectives, wellbeing goals, other objectives or those of other public bodies
People are at the heart of the new system by giving them an equal say in the support they receive	Involvement: The importance of involving people with an interest in achieving the wellbeing goals, and ensuring that those people reflect the diversity of local communities.
The Act supports people who have care and support needs to achieve well-being	Long term: the importance of balancing short- term needs with the need to safeguard the ability to also meet long – term needs

A task and finish group was established in Newport and led by Director for People to explore synergies across both acts. The group has identified and explored opportunities to align both population assessments, reduce duplication and identify areas of joint working/collaboration. The learning from the task and finish group has been used to design the methodology across the region; and also shared with Welsh Government. The analysis has also laid foundations for aligning the regional Area Plan and local Wellbeing Plans required under subsequent acts.

Social Services and Wellbeing Act Prioritisation Matrix 'Centering the Square'

It is important that priorities are identified through sound reasoning and clear evidence which also delivers the Welsh Government's direction for public services at a local level. However, it is paramount that priorities reflect the local needs of communities and are identified through effective engagement and co-production with local people. To ensure all factors are considered, a '*Prioritisation Matrix*' has been developed based on the above 4 factors and we call this 'centering the square'



- 1. Engagement – what have people told us?**
Needs identified by vulnerable groups, providers and wider population.
- 2. Data trends – What has the data told us?**
Is the data curve moving in an adverse direction and will it exacerbate or reach a critical level without intervention?
- 3. National policy and strategies – What are we expected to deliver?**
Are the emerging priorities representative of national drivers and is funding provided through national funding streams?
- 4. Partnership working and resources – What resources do we have to deliver?**
Are there existing partnerships, funding and resources in place to deliver priorities and do the priorities require multi-agency input or single agency working?

Emerging Priorities: Social Services and Wellbeing Act Population Needs Assessment

A series of workshops were organised to identify emerging 'areas of interest' related to the core themes of the PNA. The workshops took place with the regional citizen panel, provider forum and Leadership Group (Directors of Social Services and Chief Executives from ABUHB, third sector umbrella organisations GAVO and TVA). **The emerging areas of interest are focused on the needs of adults and children who access health and social care support**

CORE THEME	Emerging Areas of Interest
Children & Young People	<ul style="list-style-type: none"> • Accommodation and local placements for children with complex needs • Transition arrangements between children and adult services and simpler processes for children with complex needs • Earlier intervention and community based support linked to school hubs • Looked After Children including education achievement • Mental health support for children
Older People Carers	<ul style="list-style-type: none"> • Isolation of older people • Dementia • Simpler coordination of services including Continuing Health Care • Appropriate accommodation for older people • Person centered support where person is listened to, with earlier intervention and community resilience • Young Carers and support for siblings • Flexible, bespoke support including Information, Advice and Assistance • Flexible respite for carers • Training and peer to peer support for carers • New models of support for carers
Mental Health Learning Disabilities	<ul style="list-style-type: none"> • Increased understanding and awareness of mental health • Emotional support for children in care • Less social isolation more community support • Early intervention and community support which is timely including advocacy. • Independent living with access to early intervention services in the community and good public awareness (including Carer's education – what is acceptable?) • Young people with autism, accommodation, access to day services • Employment and training opportunities for people with learning disabilities • Dementia amongst people with learning disabilities • Appropriate Accommodation

Physical Health & Sensory Impairment	<ul style="list-style-type: none"> • Support people with physical and sensory needs with independent living • All age approach to physical disabilities • Accessible transport, accommodation and community based services • Access to medication where required
Violence against women domestic abuse and sexual violence	<ul style="list-style-type: none"> • Training for all • Healthy relationship awareness especially in schools • Family services • Support for victims • Service analysis and mapping

Demography – What does Gwent look like?

Gwent comprises of the five local authority areas: Blaenau Gwent, Caerphilly, Monmouthshire, Newport and Torfaen. Gwent benefits from following the same geographic footprint as the Aneurin Bevan University Health Board. Demographics of Gwent are varied and include rural countryside areas, urban centres and the most easterly of the south Wales valleys.

Blaenau Gwent is situated in the valleys of south east Wales and covers approximately 10,900 hectares with a population of 69,674*. The area has accessible green spaces and close community working but it is an area with high levels of unemployment and a high percentage of people who are dependent on benefits.

Caerphilly has the largest population in Gwent of 179,941*. People are widely dispersed amongst fifty small towns and villages with the main settlements largely reflecting the area's rich coal mining heritage. Caerphilly has an expanding economy and benefits through good transport links to Cardiff but there are significant levels of unemployment and poor health.

Monmouthshire is classed as a 'semi-rural accessible area'. There are four major towns, with a total population of 92,336*. Monmouthshire has the lowest level of unemployment in Gwent: however there are pockets of deprivation as evidenced in north Abergavenny.

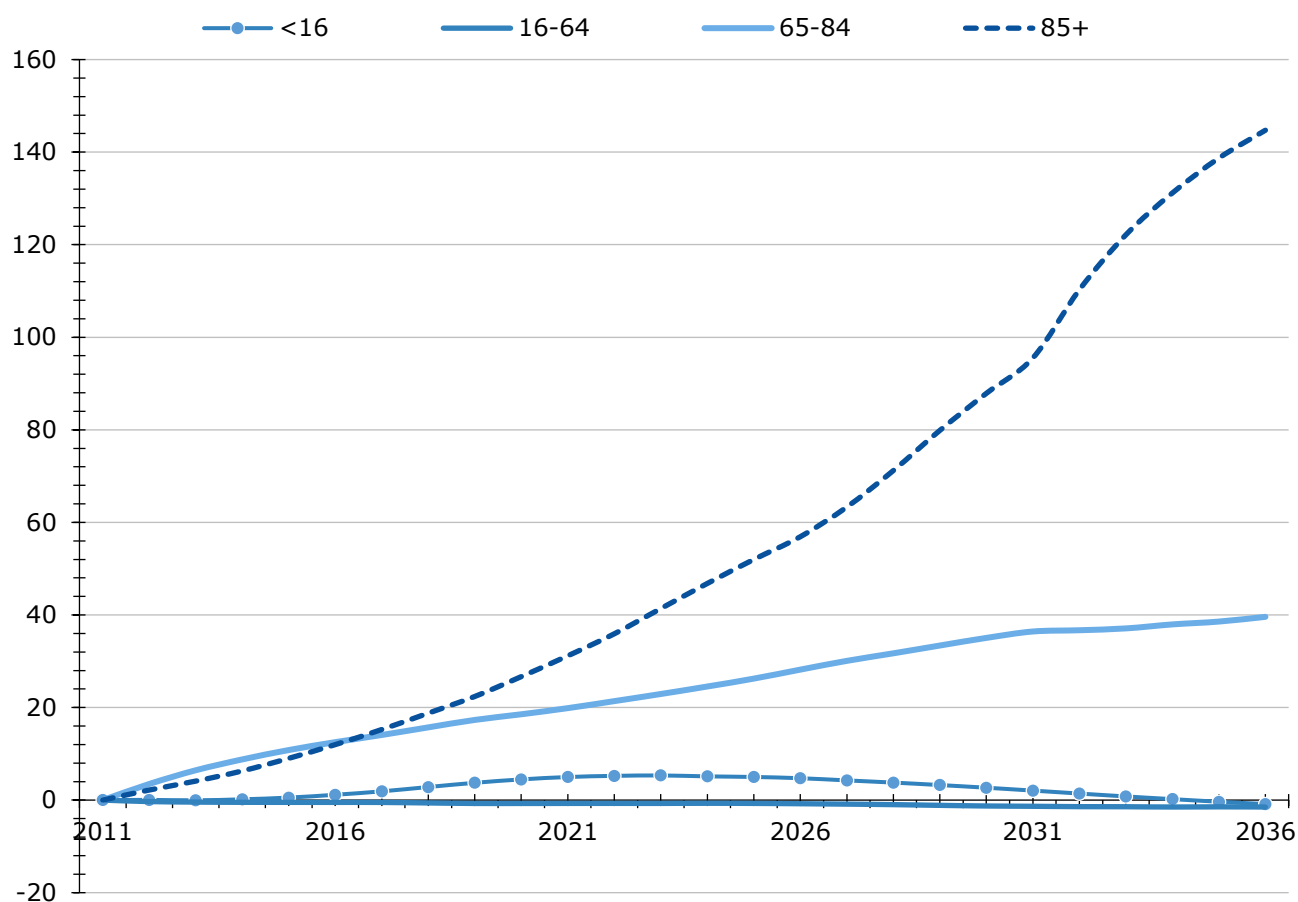
Newport City is the third largest urban centre in Wales with a population of 146,841*. The city has the second largest number of people from minority ethnic communities of all the Welsh counties (after Cardiff) and has continued to increase since 2009 when the figure was estimated at 6.6% of the population.

Torfaen is the most easterly of the south Wales urbanised valleys with a population of 91,609. There are three urban centres: Pontypool, Blaenavon, and Cwmbran. The largest number of traveller caravans was recorded in Torfaen during the January 2016 Bi-annual Gypsy and Traveller count with a total of sixty-one, which was 40.66% of the Gwent total.

Each local authority is required to produce a Wellbeing Assessment (WBA) under the Wellbeing of Future Generations Act and a link to the assessments will be included in the appendix as this PNA does not seek to replicate the more detailed local demography required in each of the individual WBAs.

Population projections by age group, percentage change since 2011, Aneurin Bevan UHB, 2011-2036

Produced by Public Health Wales Observatory, using 2011-based population projections (WG)



Key Points

- The population is projected to increase by 4.1% from around 577,100 in 2011 to 601,000 in 2036. The greatest increase will be seen in Newport with an estimated 17.3% increase (145,800 to 170,900), Caerphilly 2%, Torfaen 1.1%. Blaenau Gwent will have an estimated population decrease of -6.6% and Monmouthshire - 1.3%. The Blaenau Gwent decrease is the largest estimated decrease across the population in Wales
- There are significant increases projected for the over 65 years of age population when an estimated 1 in 4 people (26%) will be aged 65 or older – which is broadly similar to Wales.
- By 2036, it is estimated that the number of people aged 85 and over will increase by 147% (from around 13,000 in 2011 to 32,000 in 2036)

ABUHB population key data

- In 2014, around 1 in 5 residents were aged over 65 years (19%), 6 in every 10 (62%) were of working age (16 to 64 years) and nearly 1 in 5 (19%) were aged under 16
- The population aged under 16 has decreased by 2,700 (1%) between 2005 and 2014, from 114,100 to 108,300

- The population aged under 16 has decreased by 2,700 (1%) between 2005 and 2014, from 114,100 to 108,300.
- There has been a significant decrease in the under 75 mortality rate of 17.1% and 17.4% for males and females respectively (a greater improvement than Wales). This demonstrates the positive impacts and significant improvements that a range of services, activities and targeted programmes have made to reduce mortality rates.
- The general fertility rate is broadly similar to that of Wales – but there are differences in the general fertility rates across ABUHB which will impact on the planning of maternity and child services – particularly for Newport and Monmouthshire.

Welsh Language

The Welsh language strategic framework '*More than just words*' aims to improve frontline health and social services provision for Welsh speakers, their family and carers. In keeping with the principles in the framework, the regional planning systems will include reference to the linguistic profile of local communities and ensure this is reflected in service delivery. A detailed Welsh language community profile has been completed by local Public Service Boards (PSBs) for inclusion in the local Wellbeing Assessment in each area, and this draft PNA does not duplicate the information. This PNA will use the profile to effectively identify the actions required to deliver the range and level of services identified as necessary through the medium of Welsh.

The development of the regional Area Plan will set out the key actions required to ensure people needing care and support services can access support through the medium of Welsh. We have already taken steps by ensuring assessments – proportionate and/or care and support planning – include the 'active offer' to converse through the medium of Welsh and is asked at the first point of contact within local authorities (this extends to social services and IAA *front doors*; and will also include integrated assessment (IA) stages). We will also work with workforce development colleagues to ensure sufficient Welsh language support is available across health and social care.

SECTION 1

Engagement and what people have told us – a culture not a process!

Engagement is central to the development of the PNA and critical to ensuring the identified needs are reflective of local communities. We need to identify the issues important to citizens as well as ensuring people are equipped to promote their own wellbeing.

A considerable emphasis has been placed on engagement and the views of citizens as we want the PNA to be owned by citizens and bring about the change required to promote wellbeing.

Under the Act a regional Citizens' Panel and a regional 'Value-Based' Provider Forum have been established and they have been engaged to ensure citizen and provider views are central to the PNA.

How engagement is central to the PNA - Our Procedure

Regional Partnership Boards must establish and publicise a procedure for obtaining people's views on the PNA. Our procedure is set out below

1. Identify the citizens: 'Who we have engaged with'

I. People Accessing Care and Support Services

We recognise that engagement must take place with **people, including children**, who have experience of **using care and support services**, the parents of children who have care and support needs, and carers. Under the Act there is a requirement for individual local authorities to undertake a qualitative questionnaire with people who are supported by social services and across the region 10,000 questionnaires were posted to citizens between September and November 2016. It is too early to include the analysis of the questionnaire in the draft PNA but information will be included in the final PNA.

II. Focussed work with vulnerable groups

We have also engaged the views of those who would otherwise be hard to reach and marginalised including those of minority groups such as homeless people and travellers. We have used existing mechanisms to engage with vulnerable groups such as those set out below

- Looked After Children and young carers
- People in secure estates and their families
- Homeless people
- Lesbian Gay Bisexual Transgender (LGBT) community
- Black Minority Ethnic groups
- Military veterans
- Asylum seekers and refugees

III. Use of existing networks and groups

We recognise that there are numerous established groups and networks that are best placed to provide views of citizens. As part of the PNA we have also engaged

with youth forums, 50 plus forums, parenting forums, citizen panels, carers groups and learning disability groups.

The **Supporting People programmes** across the region have undertaken a Gwent Needs Mapping Exercise (GNME) which has collected information on individuals presenting to homelessness services, social workers, probation officers and other relevant services in the local area. The GNME form is distributed to agencies working with vulnerable people and during 2015 /2016 a total of **4940 GNME returns** were received from across the five Gwent local authorities; an increase of over a thousand returns compared to the previous reporting period. The Supporting People teams continue to raise the profile of the GNME form to organisations and **almost a quarter of those completing the GNME appear to have a diagnosed mental health condition.**

Local Supporting People teams also used different methods to engage with service users within their locality and some teams held events and others engaged directly by meeting service users at their own project. Service users were able to comment on the support they have received and it is clear to see the positive impact that floating support services and accommodation based services have on their well-being and quality of life. Suggestions to improve services were also received and this will further drive service developments across the region.

Supporting People also organise an annual needs planning event. Stakeholders are invited to attend giving their views and thoughts on services provided locally and regionally and information from these events helps to inform the understanding of unmet needs and at the priorities identified at the latest event were

- People with mental health issues
- People over 55 years
- Young People aged 16 to 24 years

The data continues to reflect that people are presenting to services with the same predominant needs as in previous years; this year mental health appears as either a lead or secondary need in every local authority, with older people aged 55+ being the prevailing lead need in Monmouthshire and Torfaen.

IV. Wider population in partnership with Wellbeing Assessments

We have linked closely with partners developing local wellbeing assessment under the Wellbeing of Future Generations Act and have included questions in relation to care and support needs in wider engagement events.

2. Engage with providers and third sector organisations

We have developed a regional 'Value-Based' Provider Forum to ensure the views of local partners are central to the work of the Regional Partnership Board. We will engage with the third and private sectors to ensure the solutions required to deliver the PNA priorities can be achieved. Third and private sector organisations may be able to help to identify people who are not known to local authorities or Local Health Boards but have unmet care and support need(s). As part of the consultation we have organised 2 regional workshops to engage with the third sector and providers.

3. Be clear on what we ask people

In relation to health and social care needs the 3 questions posed were

- i. What do you feel are your greatest needs?
- ii. How can we help you to improve your wellbeing?
- iii. What services are needed?

4. Summarise

We have undertaken pre engagement with a number of people through citizen panels, provider forums, young people and older people forums. We have also worked in partnership with colleagues undertaking Wellbeing Assessments under the Wellbeing of Future Generations Act. A summary of the compiled feedback will be included in the final PNA as Wellbeing Assessments have not been published to date and a robust analysis is required.

5. Set out how information has been reflected in the assessment – *What people told us and what we will do.*

Throughout the PNA we have highlighted the comments of citizens to ensure their views are central to the development of the core theme situational analysis and response analysis. We will also set out clearly in the PNA: what people told us and what we will do.

What People Told Us and What We Will Do

People told us that

Mental health support for children and supporting children and families in our community earlier to stop them moving into care is important **and we will:**

Through our preventative and early intervention programmes such as Families First and Flying Start we will ensure a regional approach and that all staff work together to maximise resources so that we can act earlier.

Isolation of older people and Dementia is a worry for many **and we will:**

Continue to develop our community connectors across the region and build on our approach to Dementia Friendly Communities to not just support people with dementia but all people in our community

We want to live in our own homes, live independently and feel listened to including people with physical and sensory needs **and we will:**

Ensure the workforce that support people will determine ‘what matters most’ and we will review the way in which we commission services to reflect even further the views of citizens

We want flexible, bespoke support including up-to-date information and advice and Assistance especially for people who are carers and **we will:**

Continue to develop our DEWIS regional website to provide people with current information

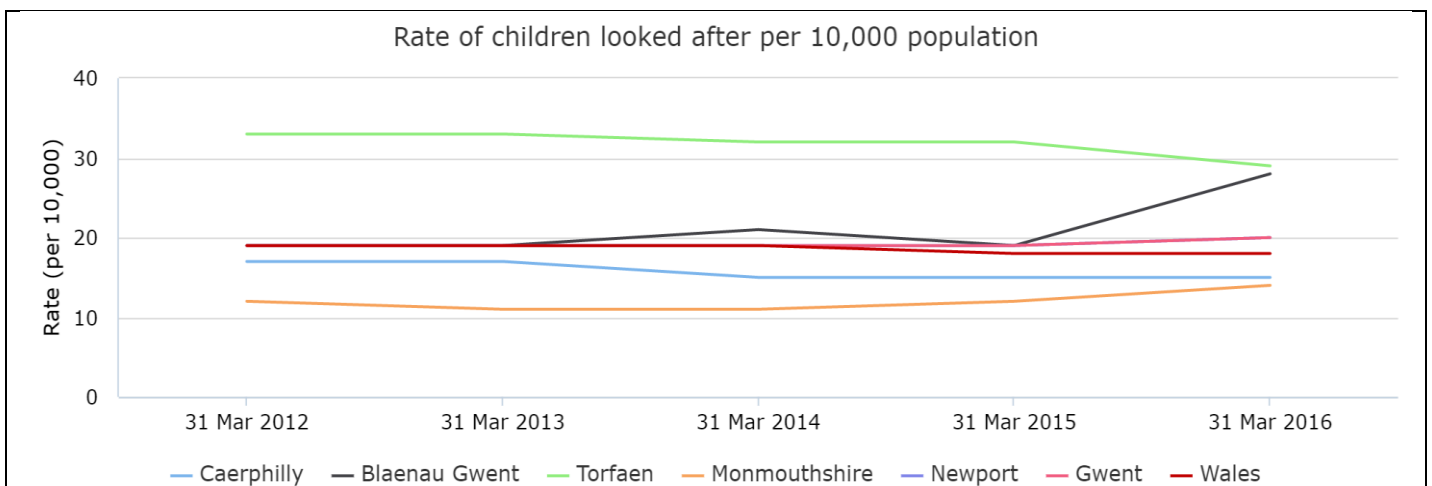
Children and young people

A demography and population profile for individual local authorities is included in the 5 local Wellbeing Assessments. An abbreviated demography is included in section 1 of this PNA which also includes the population projection for the region. For the purpose of this PNA 'Children and Young People' are defined as people aged up to the age of 18 years and who are receiving care and support services. Pre-engagement workshops with the regional citizen panel, provider forum and leadership group identified the following emerging areas of interest:

- **Accommodation and local placements for children with complex needs**
- **Transition arrangements between children and adult services and simpler processes for children with complex needs**
- **Earlier intervention and community based support linked to school footprints**
- **Needs of Looked After Children including education achievement**
- **Emotional wellbeing/mental health support for children young people**

So what does the data show us?

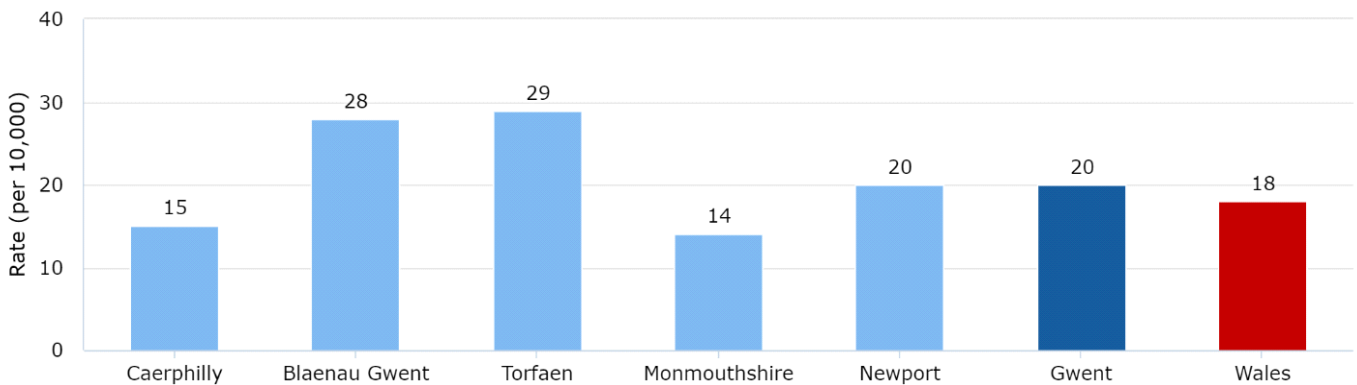
A comprehensive situational analysis is included in the appendix, but a representative sample of regional emerging areas are set out in the chart(s) below.



Source: Welsh Government (WG)

Figure CYP3 shows the rate of looked after children per 10,000 population across the Gwent region over the period 2011 to 2015. All local authority areas have seen some fluctuation over the period. Caerphilly has seen the largest decrease over the period with Monmouthshire seeing the highest increase.

Rate of children looked after per 10,000 population - 31 Mar 2016



Source: Welsh Government (WG)

Figure shows the rate of children looked after per 10,000 population on 31 March 2016 across the Gwent region. This ranged from 14 per 10,000 population in Monmouthshire to 29 per 10,000 population in Torfaen. This compares with 20 per 10,000 population for the Gwent region and 18 for Wales on 31 March 2016.

What do we know?

The reason(s) why a child becomes looked after varies, but in nearly every case children will have been through a traumatic or difficult life experience which can result in instability, distress, poor emotional and physical health, or lack of social and educational development. Overall, looked after children do not enjoy the same positive advantages, experiences and outcomes as other children. Occasionally children are placed out of the county to ensure their well-being is protected and their outcomes met. For some children with complex health needs, suitable provision of support is sometimes only available out of their county. Out of county placements can be very costly to local authorities and in some cases the single largest expenditure to social care budgets; and in some cases the expected outcomes for children placed away from their homes are not always met as well as was originally intended.

It is therefore recognised that children and families benefit from services being delivered as close to home as possible to maintain essential and important connections with support networks, and other local services. It is also recognised that for some young people, the required support may be located out of their local area, as the specialised provision is not available, but it can mean that they may become isolated from their professional and social networks. This practice is not in line with the Welsh Government priority of keeping young people in Wales and close to home if appropriate.

A small number of children, mainly disabled children, receive NHS Continuing Healthcare funding. These young people present with complex needs and are in receipt of significant packages of care, usually out of county as appropriate provision is not often available within the Gwent region.

What are we doing?

A regional **Children & Families Partnership Board (CFPB)** has been established with representation from across health, social care and education. There is no set definition for children with complex needs at a regional level, but as a starting point the CFPB considers the following client groups to have complex needs: people with Autistic Spectrum Disorder (ASD) and/or a learning disability; children with complex physical disabilities and; children and young people who

have experienced developmental trauma and people who can present challenging behaviour. The CFPB have identified the following priorities:

- Emotional Well-being and Mental Ill-Health across the age range, including children and young people, maternal and infant mental ill-health with the view to identify any gaps in current support provision and to develop new services and/or transform current services;
- Multi-agency assessment and planning for children and young people with complex needs – with the view to improve joint referrals, joint assessment and joint commissioning of services for this group;
- Out of county placements for children and young people with complex needs - with the view to plan and develop local services where appropriate (including possible residential provision)
- Obesity in children and young people (*this will be linked to local Well-being Plans and the work of Public Service Boards*)

The CFPB have overseen progress against the 4 priorities

- A gap analysis in emotional well-being and mental health services project (completed 2015) and through recent funding, as part of the national programme 'Together of Children and Young People' and more recently 'Integrated Autism Service', new services have been developed such as Enhanced Early Intervention in Psychosis (14-25 Age Group), Enhanced Crisis Outreach Team, extended Eating Disorder Service, extended Emergency Liaison Service and Dialectical Behaviour Therapy Service
- Develop a hub and spoke model of service delivery in ABUHB children's centres to support the children and young people with disabilities and their families/carers; and test an innovative integrated model to implement integrated multi-agency and multi-disciplinary assessment and planning in the Caerphilly LAs (ICF funding).

In relation to the CFPB priorities, an external consultancy has been commissioned to undertake research on steps that local authorities, Aneurin Bevan University Health Board and partner agencies should take to help prevent the escalation of complex needs. The research is focused on three main areas:

- ***How best to address the increasing number of looked after children being placed in independent out-of-region residential care.***
- ***Over time help to safely reduce the number of looked after children who experience a combination of placement breakdown, an escalation of need, and placement in independent out-of-region provision.***
- ***Consider how support for children and young people on the edge of care (in danger of becoming looked-after) could operate effectively and safely to prevent such children and young people requiring statutory care.***

Flying Start and **Families First** are preventative programmes who aim to give children the best start in life, reduce the escalation of needs and support families to ensure a child's well-being. A recent health **Adverse Childhood Experience (ACE)** study highlights that children who experience 4 adverse experiences are 3 times more likely to suffer from poor mental health in later life. The RPB are considering how ACEs can be reduced through a collective approach across health and social care and through a place based approach such as '*Care Closer to Home*' (see section 2). There are a number of other support services available through the third sector as well as core public local authority and health services.

Actions and next steps

Prevention and Early Intervention including Information, Advice and Assistance (IAA)

There is a need to develop joint assessment, planning and commissioning for children with varying needs where a multi-agency response would produce better outcomes. This way of working will help deliver:

- A focus on prevention of crises and support at an earlier point in their development.
- Support nearer to their own community
- A focus on meeting children's needs in a more integrated way and jointly commissioned across health and social care

There are 4 key early intervention anti-poverty programmes funded across Wales: Communities First, Families First, Flying Start and Supporting People. Welsh Government are currently exploring a joint outcomes framework across the 4 programmes but there are initial discussions exploring consistent assessment principles, consistent workforce training and joint commissioning opportunities across the region. Information, Advice and Assistance (IAA) will also direct families to appropriate resources and support; and Family Information Services are key partners as the 'front door' in each local authority for general information. In line with ABUHB's 'Care Closer to Home' there is an opportunity to explore place-based approaches and preventative services (*see section 2 for further details*).

Commissioning, Pooled Budgets and Health and Social Care Integration

We will need to ensure that funding is re-directed to provide lower levels of intervention, to support children sooner and to prevent avoidable or unnecessary out of county placements. We will need to make use of the Intermediate Care Funding (ICF) across the region and as highlighted, an external consultancy are researching appropriate models to reduce escalation of need, including a review of out of county placements and the potential to re-design local services to meet future needs. Under part 9 of the Act there is a requirement to set out and agree plans for health and social care integration for children with complex needs due to disability or illness; and it is anticipated that the externally commissioned review will bring forward recommendations to facilitate greater integration. Also, under Part 9 of the Act there is a requirement to ensure joint commissioning of Integrated Family Support Teams, and this will now fall under the governance arrangements of the Regional Partnership Board. Heads of Children Services are currently exploring and developing regional fostering arrangements across the region.

Advocacy and Voice of the child

We will ensure the views of children are considered in all planning arrangements and ensure that advocacy provision is available throughout the region for children and young people. We will work closely with current advocacy providers to determine good practice and identify any gaps in service provision. Through our third sector partners we will also aim to increase informal advocacy and explore the roles of social enterprises and community groups in this area.

Links to key strategies

- **Regional Partnership Board Statement of Intent**
- **NHS Adverse Childhood Experiences (ACE)**

Summary and what we will deliver through the regional Area Plan.

- **Support Children and Family Partnership Board's review of local arrangements for children with complex needs and delivery of work programme.**
- **Consistent models of practice and alignment of Welsh Government's early intervention and preventative programmes**

Older people

A demography and population profile for individual local authorities is included in the 5 local Wellbeing Assessments. An abbreviated demography is included in section 1 of this PNA which also includes the population projection for the region. For the purpose of this PNA Older People are categorized as being over the age of 55 years and receiving care and support services. Pre-engagement workshops with the regional citizen panel, provider forum and leadership group identified the following emerging areas of interest

- **Isolation of older people**
- **Dementia**
- **Simpler coordination of services including Continuing Health Care**
- **Appropriate accommodation for older people**
- **Person centered support, people listened to, with earlier intervention and community resilience**

So what does the data show us?

A comprehensive situational analysis is included in the appendix, but a representative sample of regional emerging areas are set out in the chart(s) below.

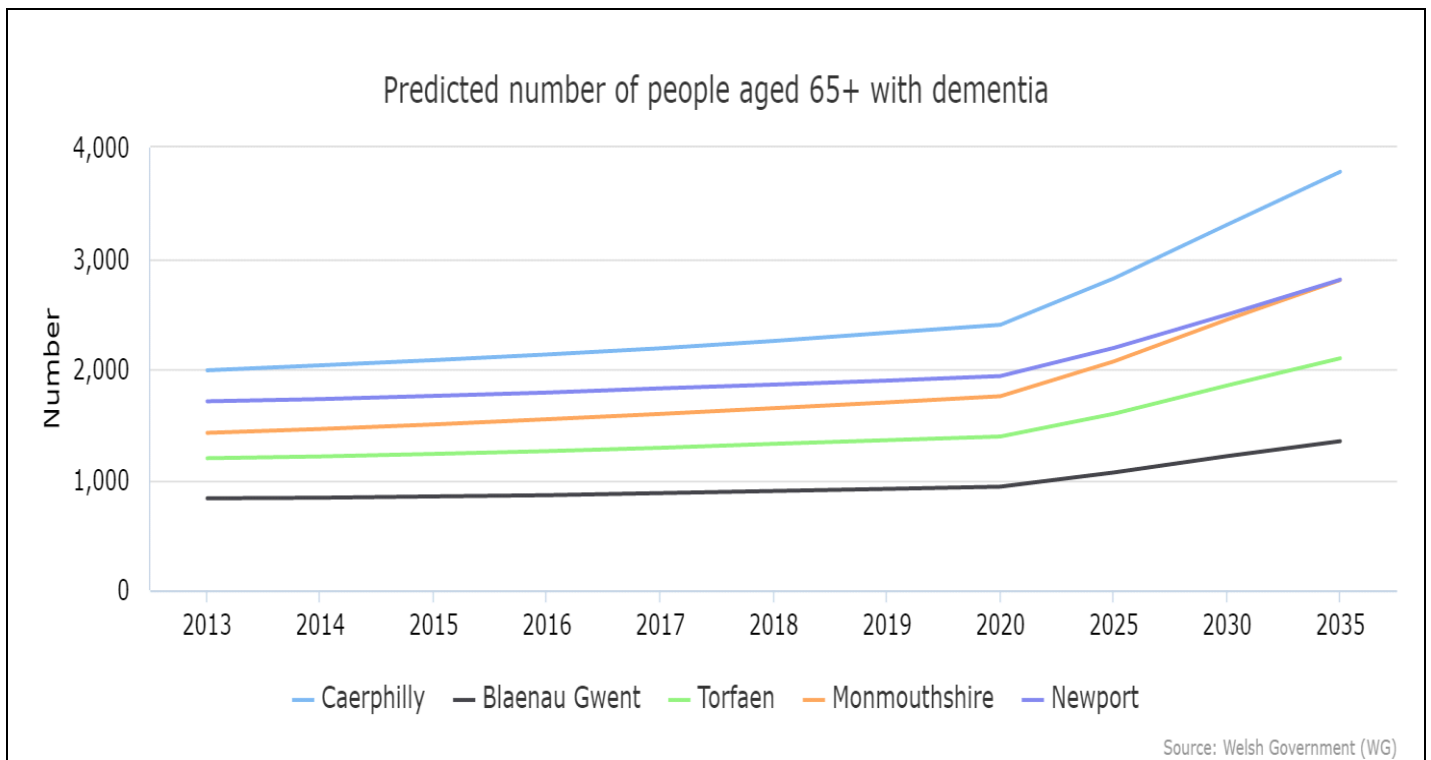
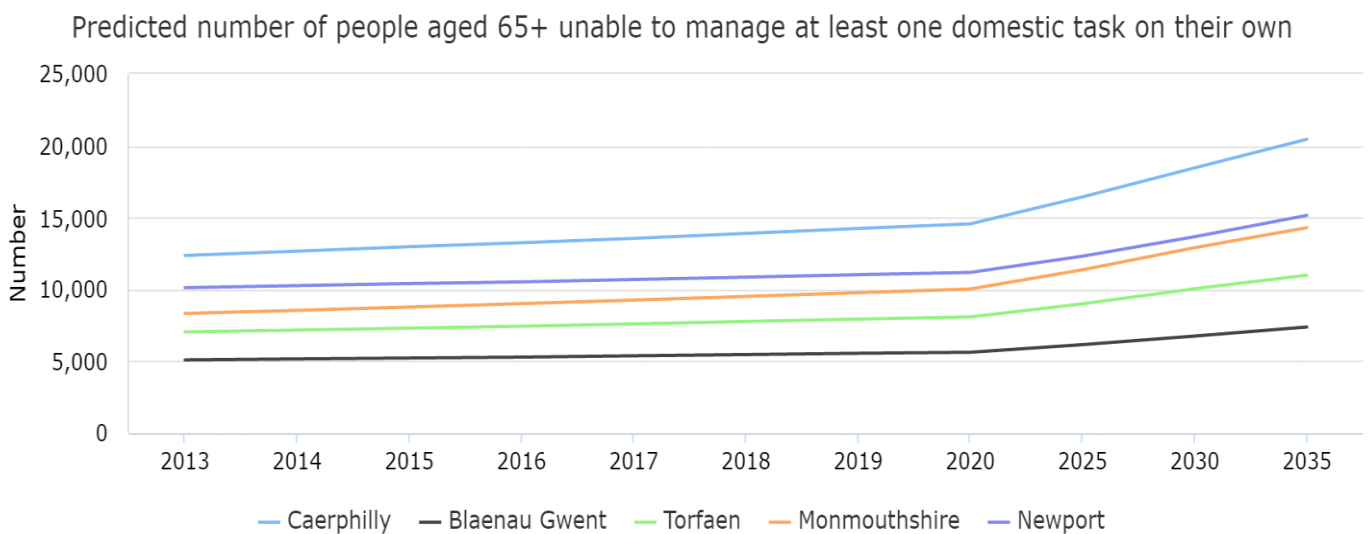


Figure OP2 shows the predicted number of people aged 65 years or older with dementia over the period 2013 to 2035. It shows that across all local authority areas in the Gwent region an increase in the number is predicted. The increases range from 62.1% in Blaenau Gwent to 97.1% in Monmouthshire over the period 2013 to 2035



Source: Welsh Government (WG)

Figure OP1 shows the predicted number of people aged 65 years or older who are unable to manage at least one domestic task on their own over the period 2013 to 2035. It shows that all local authority areas across the Gwent region are predicted to see an increase in the number. The predicted increases range from 44.9% in Blaenau Gwent to 71.6% in Monmouthshire in the percentage of people aged 65 years or older who are unable to manage at least one domestic task on their own over the period 2013 to 2035.

What do we know?

We know from Office National Statistics data that the number of people aged over 85 in UK has doubled in the past three decades and by 2030, one in five people will be over 65. The demographic and financial pressures are well known and form the context of the whole system transformation that is required. Wales already has a higher proportion of people over 85 than other parts of the UK, so the need for change is more significant, as **percentage of 85 year old's increase by 90% by 2030** and a growth of 30-44% of people with dementia.

What are we doing?

The Aneurin Bevan University Health Board (ABUHB) and the five Gwent local authorities have well established arrangements for aligning, planning and delivery across the care pathway including specialist care through to community support. The **Gwent Frailty programme** has taken this forward with the aim of building capacity within community settings to reduce demand on health and social care resources, particularly acute and institutional care. This is a multiagency approach and one that we aim to build on to address the wellbeing needs and aspirations of our older citizens.

There are well established **Community Resource Teams (CRTs)** in each of the five boroughs and are planning to increase capacity and capability, utilising the Intermediate Care Fund for 2015/16 and on to 2016/17. The Frailty programme recognises need for risk stratification to ensure resources are targeted to prevent deterioration and we are working with GP teams to develop suitable tools and systems.

More recently ABUHB have undertaken development workshops – **Care Closer to Home** – in each local authority to identify opportunities to align and integrate services around GP cluster areas

(Neighbourhood Care Networks). As part of the workshops a mapping exercise of support services was undertaken and the findings are to be used as the basis of service development and delivery in the next period.

Actions and next Steps

Preventative and Early Intervention including Information, Advice and Assistance (IAA)

- Working together to reduce social isolation and loneliness through community connectors, social prescribing, volunteer activity and schemes such as ABUHB ChaT scheme.
- Develop further '*Dementia Friendly Communities*'
- Wider integration of a 'team around the person' and place based approach on Neighbourhood Care Network (NCN) footprint, linked to the '*Care Closer to Home Strategy*' and to make use of community hubs to focus on keeping people well in the community and to support independence. [See Section 1]
- Supporting Anticipatory Care Planning, so that people's needs and wishes can be taken forward, even in times of crisis. We anticipate this would reduce unplanned hospital admissions for those who would prefer to remain at home or within a care home setting to receive treatment.
- Develop new ways of engaging with people, especially in partnership with **third sector** to provide information, including the national Dewis Citizen Portal, as well as social media and other forms of communication to promote easy access to support.

Commissioning, Pooled Budgets and Health Social Care Integration

We already have a level of service integration and collaboration through the Gwent Frailty service and integrated Boards for Carers, Dementia, Learning Disability & Mental Health services, but recognise that we need to extend this to cover:

1. Improved partnership processes

- Gwent already has several well established integrated services for older people and we will build on this solid foundation using the new Information Advice and Assistance service and by using the new integrated assessments to ensure that there is a holistic approach to individuals that supports independence a reduces hospital admissionsThe role of case co-ordinator will be established so that older people with complex needs will have a single point of contact, who is able to cross professional and organisational boundaries to find solutions to meet a wider range of individual needs.
- **Workforce Development** - front line services should be delivered by experienced professionals, who are able to triage and problem solve. Individual local services have been developed in each of the 5 localities that supports this approach, with demand being pro-actively managed, through effective risk management and sign-posting to alternative services.

2. Flexible and responsive services

- We will take forward wider consideration of extended and 24/7 working, with some key services being re-designed to meet this requirement. We already provide most Frailty services 7/7, 365 days per year and we can build on this to create an integrated health and social care service that better meets the expectations of older people with complex needs and take forward good medication support into evenings and weekend, linking to hospitals

3. Commissioning and pooled budgets

- ***Domiciliary care*** that is planned and developed with providers on a place based approach to be sustainable and outcome focused. This has begun with an in depth review of domiciliary care during 2016/17 the findings of which will considered and implemented during 2017/18.
- Taking forward a 'better life' programme to support *care homes* in giving sustainable, high quality and consistent care to support wellbeing.

- Supporting care homes to better manage older people with complex needs; to reduce unplanned admissions to hospitals. This will also mean developing a much more integrated approach to commissioning care home provision with the establishment of a pooled fund by April 2018.
- We will develop the working relationships with Registered Social Landlords (RSL's) established through the 'In One Place' project to look at generating new socially owned domiciliary care provision on a place based approach.

New models

There are some examples of community groups, social enterprises and cooperatives developing in the region. In Blaenau Gwent a community group has grown out of the dementia friendly community implementation group. The group – Blaenau Gwent friends of dementia – have raised funding to help people living with dementia access community groups and ensure their voices are heard. We need to promote this practice further and will work with our social valued based service providers to begin to articulate and pilot how new models of service might look in future.

Direct payments are used across Wales to deliver social care and this promotes independence. However, their use is varied. Their use is to be encouraged, building on the achievements to date, so that people are more empowered to design their own solutions when they have eligible care needs.

Links to key strategies

- **Regional Partnership Board Statement of Intent**
- **Ageing Well in Wales**
- **Care Council for Wales National Priorities**

Summary and what we will deliver through the regional Area Plan.

- **Develop place based approach '*Care Closer to Home*' including consistent delivery of community connectors across the region**
- **Further develop '*Dementia Friendly Communities*'**
- **Pilot domiciliary care joint commissioning process with National Commissioning Board and linked to Care Standards Social Improvement Wales '*Above and Beyond*' Report and the '*Care and Support at Home*' Strategic Plan currently being developed by Care Council for Wales.**

Health / Physical Disabilities

A demography and population profile for individual local authorities is included in the 5 local Wellbeing Assessments. An abbreviated demography is included in section 1 of this PNA which also includes the population projection for the region. Pre-engagement workshops with the regional citizen panel, provider forum and leadership group identified the following emerging areas of interest:

- **Support people with physical and sensory needs with independent living (sensory needs covered separately elsewhere)**
- **All age approach to physical disabilities**
- **Accessible transport, accommodation and community based services**
 - **Access to medication where required**

So what does the data show us?

A comprehensive situational analysis is included in the appendix, but a representative sample of regional emerging areas are set out in the chart(s) below.

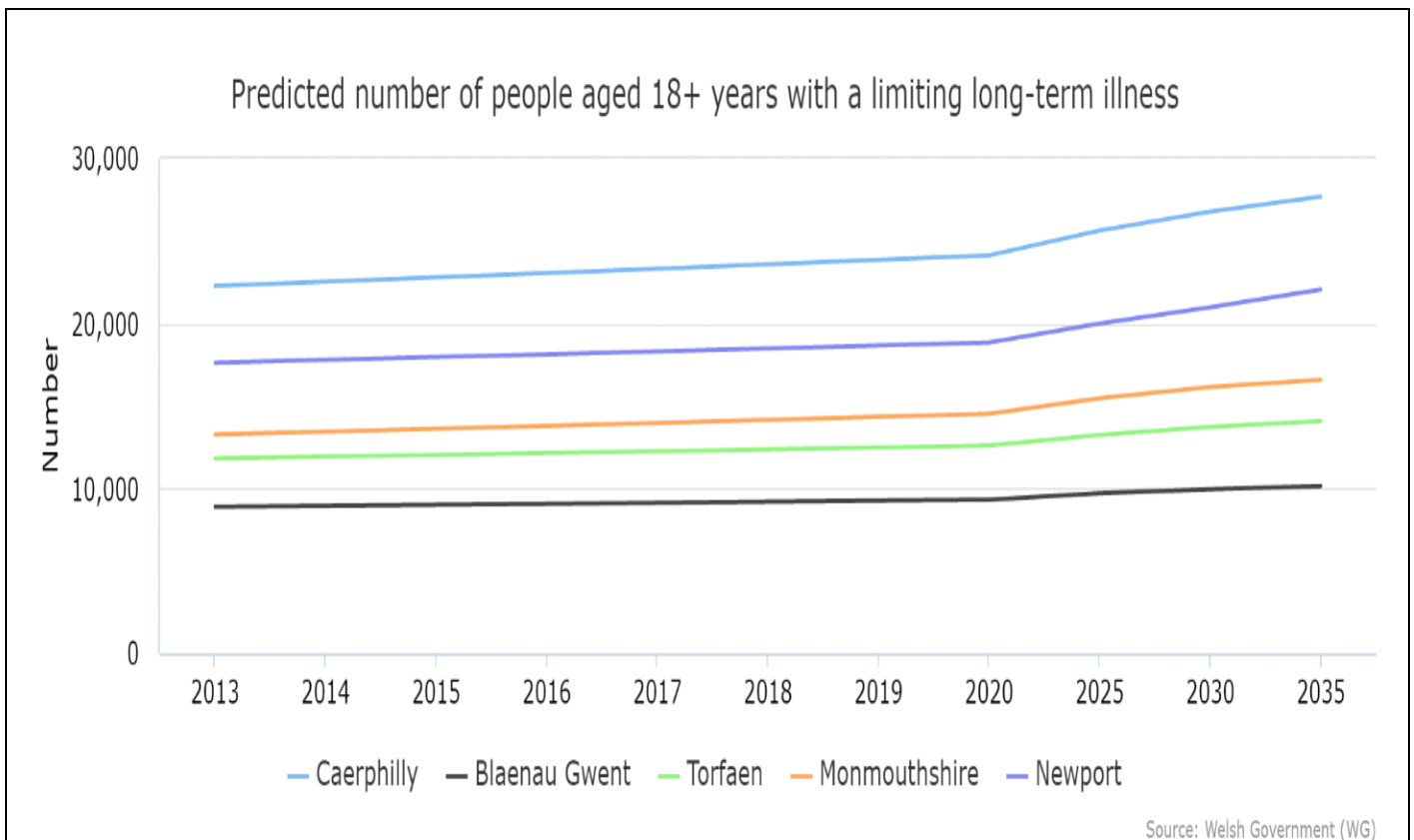
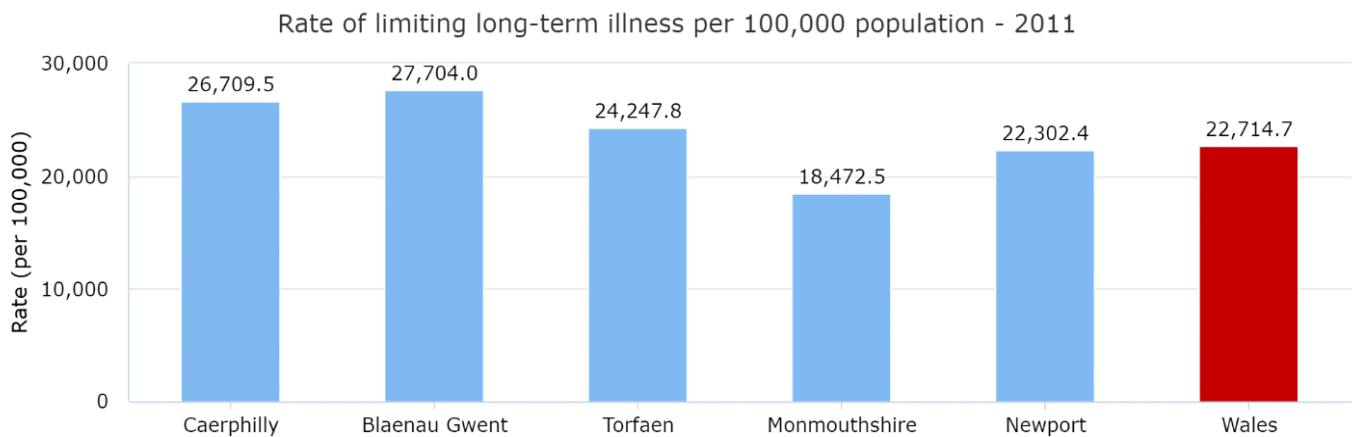


Figure PH1 shows the predicted number of people aged 18 years or older with a limiting long term illness over the period 2013 to 2035. It shows that all local authority areas across the Gwent region are predicted to see an increase in the number. The predicted increases range from 14.1% in Blaenau Gwent to 25.1% in Newport.



Source: Welsh Government (WG)

Figure PH2 shows the rate of limiting long-term illness per 10,000 population in 2011. Across the Gwent region the rate ranged from 18,472.5 per 100,000 population in Monmouthshire to 27,704.0 per 100,000 in Blaenau Gwent.

What do we know?

Physical Disability – Facts and Figures (*Disability in the United Kingdom 2016*)

- There are around 11.9 million disabled people in the UK. Almost 1 in 5 people (19%) in the UK have a disability; this figure has remained relatively constant over time (12.2 million in 2012/13). There are more disabled women than men in the UK.
- People living in Wales (26%) are more likely to have a limiting long-standing illness or disability than other regions of Great Britain.
- It is estimated that the number of older disabled people is likely to increase by around 40% between 2002 and 2022, if age related disability rates remain constant.
- In 2014/15, the most common impairments that disabled people had were: mobility (57%), stamina/breathing/fatigue (38%), dexterity (28%) and mental health (16%). Some people had more than one impairment but were asked
- 19% of households that include a disabled person live in relative income poverty (below 60% of median income), compared to 14% of households without a disabled person. Disabled people pay on average £550 per month on extra costs related to their disability.
- Transport is the largest concern for disabled people in their local area. Pavement/road maintenance, access, and frequency of public transport are the biggest issues.
- The annual cost of bringing up a disabled child is 3 times greater than that of bringing up a non-disabled child and 40% of disabled children in the UK live in poverty. This accounts for around 320,000 disabled children, and almost a third of those are classified as living in 'severe poverty'.
- Overall, 1 in 10 adults in Britain experience depression at any one time. Around 1 in 20 people at any one time experience major or 'clinical' depression. The World Health Organisation has predicted that depression will be the leading cause of disability by 2020. Mental ill health and learning disabilities in particular are anticipated to grow.
- The distribution of disabled people is fairly evenly spread across the UK but Wales (24%) and a few other regions in England have a higher rate of disability compared to the UK as a whole (19%).
- In the UK, people from white ethnic groups are almost twice as likely as those from non-white ethnic groups to have a limiting long-standing illness or disability (20% compared with 11%).

The Gwent areas has a mixture of affluent and deprived areas. This is reflected in the wide range of lifestyle patterns and health outcomes in differing local authorities in the Gwent area.

Disability

The original 1995 Act definition of disability is 'a physical or mental impairment which has substantial and long-term adverse effects on ability to carry out normal day to day activities'. Many people with physical and sensory impairments live completely independently, however disability can sometimes necessitate increased need for informal help and health care and long-term care needs and costs. Although not an inevitable consequence of ageing, increasing age is commonly associated with increasing disability and loss of independence, with functional impairments such as loss of mobility, sight and hearing.

The term physical/sensory disability covers visual, hearing and physical impairments; the Register of Physical/Sensory Disability is compiled from local authority registers of physically or sensory disabled people in Wales aged 18 years or over. These include people registered under Section 29 of the National Assistance Act 1948 who are normally resident in the local authority. Registration is voluntary and not all people with disabilities choose to register. The registers are therefore not a reliable guide to the prevalence of physical and sensory disability in the population. The higher proportions of people registered could be reflective of the demographics of the local area, for example an older resident population. It could also be influenced by differences in local authority procedures and their capacity for registering people as having a physical/sensory disability. The prevalence of disability rises with age in general and with an increasingly older population it is expected that the number of people living with a disability in Gwent will increase in the coming years.

Overall health – Overall the health status of the population across Gwent is slightly worse to Wales in terms of general health status – with 22% of people describing their health status as being fair or poor compared to Wales (19%). 17% of the Gwent population identified that their day-to-day activities were limited because of health problem or disability lasting (or expected to last) at least 12 months – this is compared to a Wales figure of 15%, although there is wide variation across the Gwent area –12% in Monmouthshire and 22% in Blaenau Gwent. This variation can be clearly linked to deprivation. Across Gwent 52% of adults reported currently being treated for an illness (Wales = 50%) with 21% of adults currently being treated for high blood pressure (Wales = 20%), 15% for a respiratory illness (Wales = 14%), 14% for arthritis (Wales = 12%), 14% for a mental illness (Wales = 13%), and 9% for diabetes (Wales = 7%).

Tobacco use (smoking) – Smoking remains a major cause of premature death in Wales. Smoking and passive smoking has been linked to a range of serious illnesses including cancers and heart disease. Across Gwent 21% of adults aged over 16 smoked compared to 19% across Wales. This varies significantly across Gwent with 17% in Monmouthshire and 26% in Blaenau Gwent. Across all Gwent areas – the smoking prevalence for females is lower than males – the lowest smoking prevalence being 13% in females in Monmouthshire.

Alcohol – Alcohol is a major cause of death and illness in Wales with around 1,500 deaths attributable to alcohol each year (1 in 20 of all deaths). Across Wales consumption of alcohol has slightly decreased and adults under 45 now drink less. Whilst this decrease is good news, it masks persistent or increased drinking in over 45 year olds. 40% of adults across Gwent reported drinking above the guidelines on at least one day in the past week, including 25% who reported drinking more than twice the daily guidelines (sometimes termed binge drinking) – this is broadly

comparable with data across Wales. Again there is variation across Gwent with 46% of adults in Monmouthshire drinking above the guidelines and 35% in Torfaen.

Healthy eating, physical activity and weight – A healthy, balanced diet is an essential component of healthy living. A balanced diet combined with physical activity helps to regulate body weight and contributes to good health. Maintaining a healthy body weight also reduces the risk of health problems such as diabetes, coronary heart disease, stroke and some cancers. Regular physical activity is an essential part of healthy living. A lack of physical activity is among the leading causes of avoidable illness and premature death. Across Gwent 29% of adults reported meeting the guidelines of eating five or more portions of fruit and vegetables the previous day – this is lower than the Wales figure of 32%. This figure varied from 26% in Caerphilly and Blaenau Gwent to 35% in Monmouthshire. In Wales 59% of adults were classified as overweight or obese. There is significant variation across the Gwent area with 53% overweight or obese in Monmouthshire and 63% in Caerphilly – with an overall figure across Gwent of 61%. Across Wales 58% of adults reported being physically active (doing at least 150 minutes of moderate intensity physical activity in blocks of 10 minutes or more in the previous week), and 30% reported being inactive (active for less than 30 minutes in the previous week). In Gwent these figures are 55% and 34% - showing that across Gwent people are less active.

What are we doing?

Full economic and social participation of disabled people is essential in creating a smart, sustainable and inclusive economy. Accessing services and support to maintain independent living are essential including the availability of transport services particularly in rural areas. **Community connectors and social prescribers** are in local area providing information, advice and assistance to help people connect with their community, access support and promote wellbeing. Support to enable people to maintain employment when living with an illness or disability (mental or physical) is a key issue, and signposting to support services is developing across the region.

There are a wide range of programmes available for people to live healthy lifestyles including support for: alcohol and substance misuse, stopping smoking and weight management including physical activity and healthy eating. **Gwent Five Ways to Wellbeing Network** aims to support professionals to promote and protect the mental health and well-being of the population. The Five Ways to Wellbeing are a wellbeing equivalent of ‘five fruit and vegetables a day’. **Community Health Champions** are people who can really make a difference to the health of their friends, family, neighbours and work colleagues by passing on information and inspiring them to take steps to look after their health; and in Gwent the third sector are key to the programme in terms of its delivery.

Living in an accessible home is known to improve a person’s independence, reduce adult social care and housing adaptation costs and reduce admissions to residential care facilities. **Care & Repair** provides advice and practical support to vulnerable older and disabled people who wish to undertake repairs, improvements or adaptations to their homes, so as to enable them to remain there in independence and security for as long as they wish.

Intermediate Care Fund is a grant totaling £60m across Wales and is being used to support people to maintain their independence and remain in their own home. The fund helps health boards and partners in local authorities, housing and the voluntary and independent sectors work together to

support: frail and older people, those with a learning disability or complex need and those with autism. ICF helps avoid unnecessary admissions to hospital or residential care and delays when someone is due to be discharged from care.

Actions and next steps

Prevention and Early Intervention including Information, Advice and Assistance (IAA)

- Continue to provide good **public health information, advice and assistance** especially through 5 ways to wellbeing and support people to lead and maintain a healthy lifestyle.
- Support people to 'self-manage' their illness or disability and have more control over their life.
- Ensure consistent delivery of **community connectors and social prescribers** across the region to fully participate in their local community to prevent social isolation/loneliness; and where appropriate maintain employment and access appropriate welfare benefits.

Commissioning, Pooled Budgets and Health and Social Care Integration

- Implement '**Care Closer to Home**' strategy to support families and individuals to enable people to live independently in their own homes and communities – including adaptation of homes, access to services (this includes transport) – to prevent escalation of need and crisis.
- Explore joint commissioning opportunities between **Intermediate Care Fund and Supporting People programme** for people to maximise capacity within the Community
- The region will continue to support and engage in the Integrated Health and Social Care Collaborative Commissioning Programme and the National Framework for Residential Care Home Placement for People with Learning Disabilities and People with Mental Health Problems (under 65).

Links to key strategies

- **Local Wellbeing Assessments in each local authority area**
- **Regional Mental Health & Learning Disability Strategy**

Summary and what we will deliver through the regional Area Plan.

- **Implement 'Care Closer to Home' Strategy**
- **Align with 5 local Wellbeing Assessments required under Wellbeing of Future Generations Act and explore joint action planning for wider detriments to health**

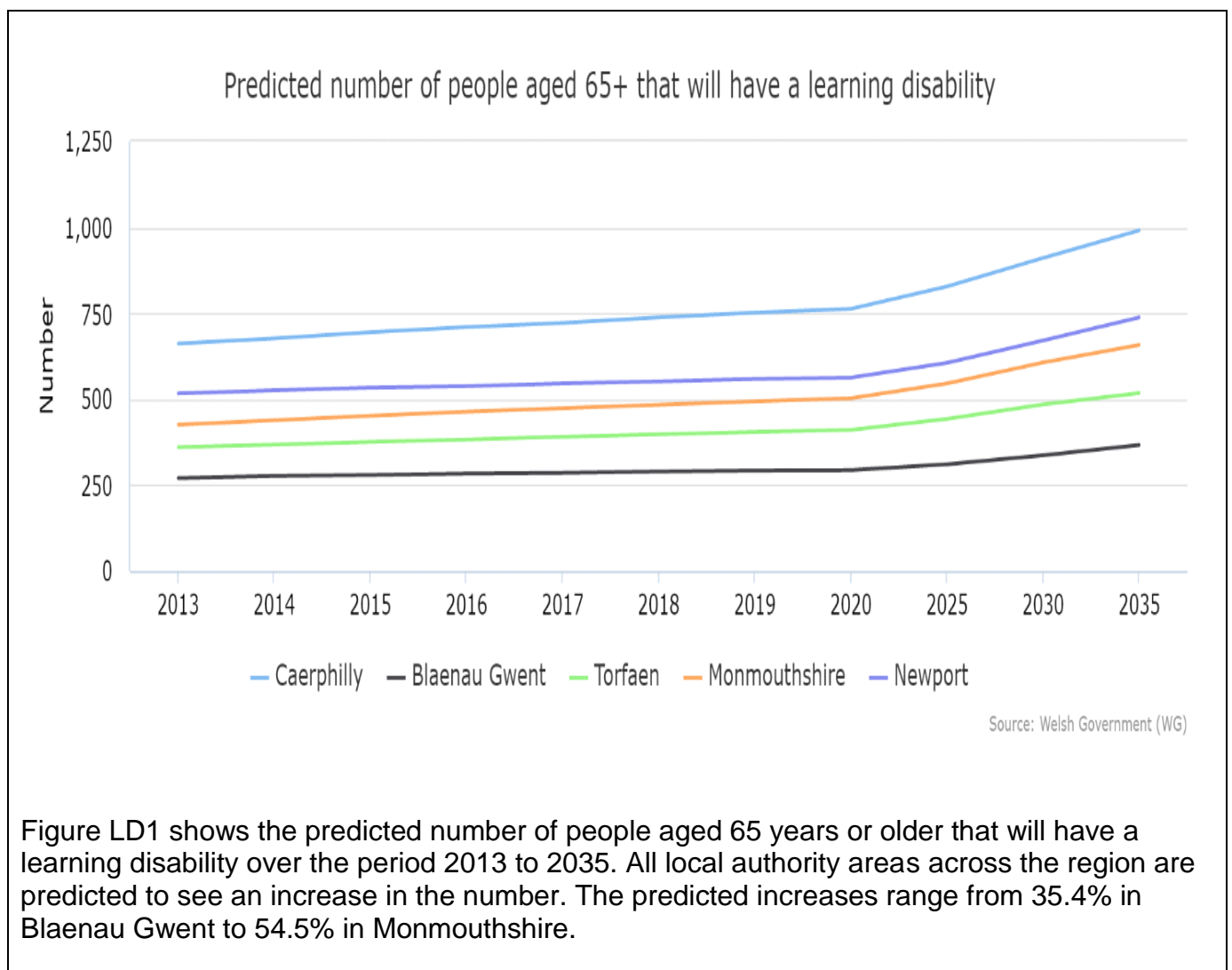
Learning Disability/Autism

A demography and population profile for individual local authorities is included in the 5 local Wellbeing Assessments. An abbreviated demography is included in section 1 of this PNA which also includes the population projection for the region. Pre-engagement workshops with the regional citizen panel, provider forum and leadership group identified the following emerging areas of interest:

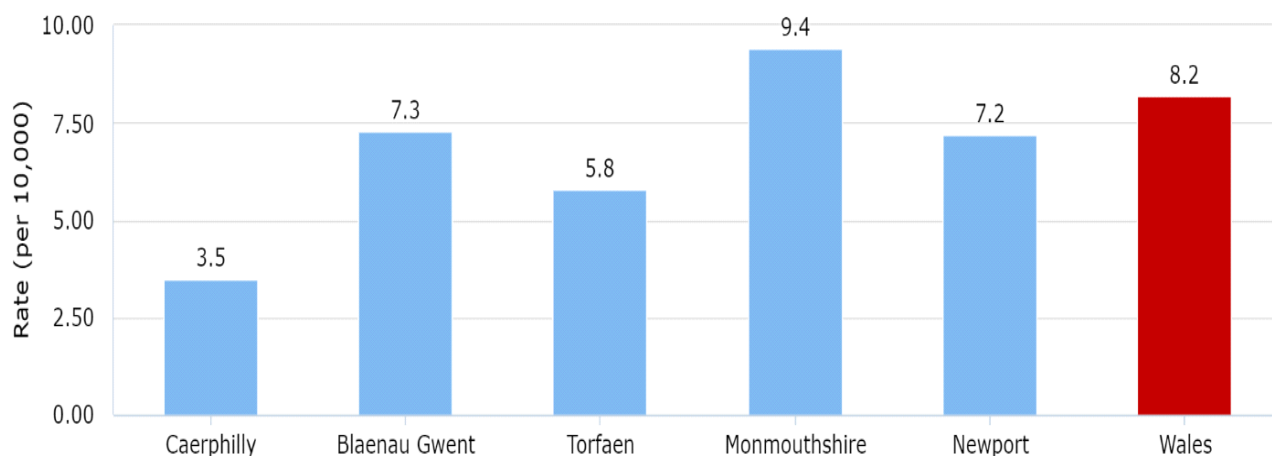
- **Independent living with access to early intervention services in the community and good public awareness (including Carer's education – what is acceptable?)**
- **Young people with autism, accommodation, access to day services**
- **Employment and training opportunities for people with learning disabilities**
- **Dementia amongst people with learning disabilities**
- **Appropriate Accommodation**

So what does the data show us?

A comprehensive situational analysis is included in the appendix, but a representative sample of regional emerging areas are set out in the chart(s) below.



Rate of all other accommodation for persons aged 16+ with a learning disability per 10,000 population
- 31 Mar 2015



Source: Local Government Data Unit ~ Wales

Figure LD3 shows the rate of all other accommodation for persons aged 16 years or older with a learning disability per 10,000 population at 31 March 2015. The rate ranged from 3.5 per 10,000 population in Caerphilly to 9.4 per 10,000 population in Monmouthshire. This compares with 8.2 per 10,000 population for Wales.

What do we know?

Learning Disability – Facts and Figures (*Disability in the United Kingdom 2016*)

- Approximately 1.5 million people in the UK have a learning disability. Over 1 million adults aged over 20, and over 410,000 children aged up to 19 years old have a learning disability.
- 29,000 adults with a learning disability live with parents aged 70 or over, many of whom are too old or frail to continue in their caring role. In only 25% of these cases have a Local Authority planned alternative housing.
- Less than 20% of people with a learning disability work, but at least 65% of people with a learning disability want to work. Of those people with a learning disability that do work, most work part time and are low paid.
- People with a learning disability are 58 times more likely to die aged under 50 than other people. And 4 times as many people with a learning disability die of preventable causes compared to people in the general population.
- People with a learning disability are 10 times more likely to have serious sight problems and 6 out of 10 people with a learning disability need to wear glasses.

A learning disability can be mild, moderate or severe. Some people with a mild learning disability can communicate easily but take a bit longer than usual to learn new skills. Others may not be able to communicate at all and have more than one disability. A learning disability is not the same as a learning difficulty or mental illness. Some children with learning disabilities grow up to be quite independent, while others need help with everyday tasks, such as washing or getting dressed. A diagnosis of a profound and multiple learning disability (PMLD) is used when a child has more than one disability, with the most significant being a learning disability. Many children diagnosed with PMLD will also have a sensory or physical disability, complex health needs, or

mental health difficulties and need a carer to help them with most areas of everyday life, such as eating, washing etc.

Autistic Spectrum Disorder (ASD) – Facts and Figures

- It is estimated that 1 in every 100 people in the UK have an Autistic Spectrum Disorder (ASD)
- ASD is a lifelong condition and affects people from all backgrounds.
- ASD affects more males than females.
- All individuals with an ASD have impairments in the same three areas (i) social interaction (ii) social imagination (iii) social communication
- Many people with an ASD have not been diagnosed, and therefore may not realise they have the condition. This is especially true for adults.

An early ASD diagnosis will enable parents to understand their child's needs and to seek appropriate support in their caring role. Many people with autism are not identified or diagnosed during childhood but may be helped by having access to assessment services as adults. Children, young people and adults with autism and their carers will have different support needs according to their age and abilities. Adults with autism can experience anxiety and social isolation, have difficulties in education, problems in finding/sustaining employment and difficulties in establishing/maintaining social relationships/friendships.

What are we doing?

A regional **Mental Health and Learning Disability Partnership Board** oversees the delivery of the Gwent Strategy for Adults with a Learning Disability 2012/17 (The strategy is currently being reviewed). The purpose of the strategy is to provide a clear strategic direction regarding the future planning and delivery of services for adults with a learning disability who live within, or have services commissioned across the region. It describes the core principles that are fundamental to service provision and outlines the key issues that need to be addressed to deliver high quality, safe and cost effective services. The objectives of the strategy for people with a learning disability are to

- Have more choice and control over their life.
- Have choice regarding how they spend their time and where they live and who they live with.
- Have better health outcomes and appropriate access to healthcare.
- Have smooth, planned and effective transition from child to adult services
- Receive timely and appropriate support for families/carers of people with a learning disability
- Receive support and proactive interventions that promote social and emotional well-being.
- Access the range of appropriate specialist health and social care services in a timely manner.
- Receive a co-ordinated, safe and timely service and appropriate support to plan for the future.
- Receive clear information regarding generic and specialist learning disability services.

A robust mapping of service of services and community support has been undertaken by **Supporting People (SP) Teams** across the region. Supporting People teams have also prioritised people with learning disability through the regional SP Plan. The **In One Place Programme** is a collaborative programme that was launched in 2014 to improve the provision of accommodation to those with complex health and social care needs within the Gwent region. The In One Place Programme brings together the Aneurin Bevan University Health Board, the five local authorities and eight housing associations.

Autism

Wales was the first country in the UK to take a national approach to autism, originally publishing a Strategic Action Plan in 2008. Welsh Government refreshed the plan in November 2016 and it sets out the Welsh Government's ambitions for both raising awareness of autism and ensuring public services work together to deliver effective care and support services for adults and children with autism. The revised Strategic Action Plan sets out three priority areas for action, based on what was highlighted.

- Timely access to assessment and diagnosis – a standardised assessment pathway with a new 26 week waiting time for referral to first assessment appointment has been established. There will also be improvements to adults diagnostic services through the National Integrated Autism Service.
- Support to overcome everyday barriers in education/training, employment and accessing services.
- Identify gaps in information, advice and training. Across the region Welsh Government and local partners will build on the '*Learning with Autism*' programme for primary schools, develop new resources for education settings. There will also be a focus on training for primary care and mental health professionals, people working in leisure services, and employers in general.

An independent evaluation of the national Autistic Strategic Action Plan undertaken in 2012 reported that the strategy had a positive impact on people and families, as well as professionals. There have been increased rates of identification as well as increased rates of diagnosis. There has also been improved support for children and young people in education, as well as improvement in transition services.

Actions and next steps

Prevention and Early Intervention including Information, Advice and Assistance (IAA)

- Continue to increase the profile and awareness of ASD and promote use of material available through national ASD website www.asdinfo.wales.co.uk. The website includes information and resources for people with autism, families, carers and professionals. The quality of the national resources has been recognised internationally and Welsh Government have been approached by many countries for permission to use the materials.
- Align Supporting People provision with local community connectors to ensure people are aware of support services and signposted to community provision.

Commissioning, Pooled Budgets and Health and Social Care Integration

- Review current strategy for Adults with a Learning Disability with an emphasis on integrated planning to improve outcomes integrated service delivery and reduce inequalities across the Boroughs and; joint commissioning priorities to inform commissioning of services.
- Develop a co-ordinating group and a local ASD lead to oversee development of improved services and link to a national ASD co-ordinator
- Support and implement new National Integrated Autism Service. Since April 2016, Welsh Government have funded the development of new specialist teams in every region, providing adult diagnostic services. The service also support the improvements in children's diagnosis, treatment and support services through the '*Together for Children and Young People*' programme. The service will also provide wider support and advice for children and adults, as well as their families or carers. It will also provide training and support for professionals.

- Explore joint commissioning opportunities between Intermediate Care Fund and Supporting People programme for people with learning disabilities to maximise capacity within the Community including greater awareness of ASD and invest in further resource materials to raise awareness of autism and provide training resources across professional groups.
- The region will continue to support and engage in the Integrated Health and Social Care Collaborative Commissioning Programme and the National Framework for Residential Care Home Placement for People with Learning Disabilities and People with Mental Health Problems (under 65).

Links to key strategies

- **Regional Supporting People Plan**
- **National Autistic Spectrum Disorder (ASD) Strategic Action Plan.**

Summary and what we will deliver through the regional Area Plan.

- **Support Mental Health and Learning Disability Partnership Board review Gwent Strategy for Adults with a Learning Disability 2012/17 and set out key regional commissioning, integration actions**
- **Local implementation of Welsh Strategic Action Plan including development of new Integrated Autism Service.**

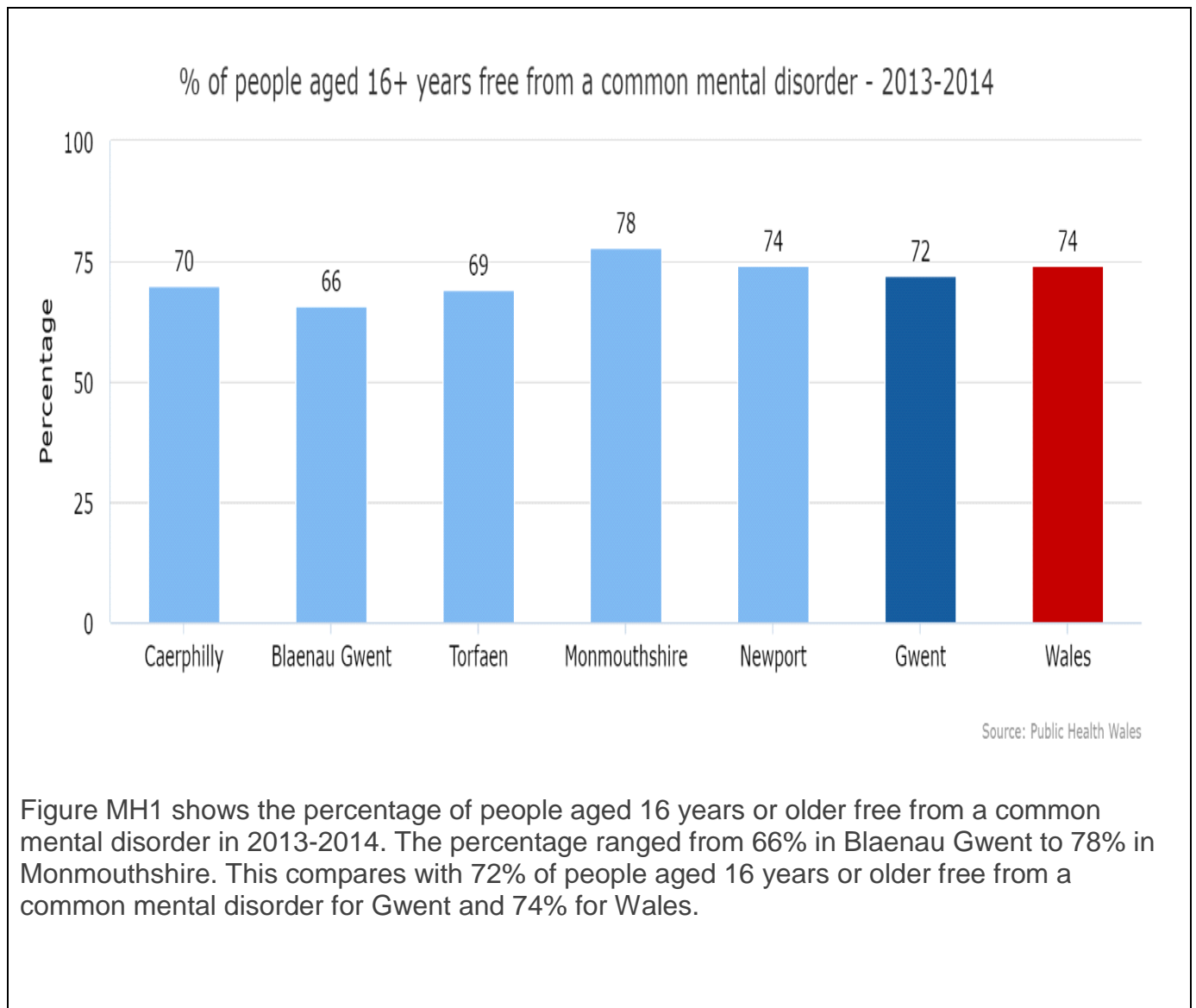
Mental health

A demography and population profile for individual local authorities is included in the 5 local Wellbeing Assessments. An abbreviated demography is included in section 1 of this PNA which also includes the population projection for the region. For the purpose of this PNA Children and Young People are categorized as up to the age of 18 years and receiving care and support services. Pre-engagement workshops with the regional citizen panel, provider forum and leadership group identified the following emerging areas of interest:

- **Increased understanding and awareness of mental health**
- **Emotional support for children in care**
- **Less social isolation more community support**
- **Early intervention and community support which is timely including advocacy.**

So what does the data show us?

A comprehensive situational analysis is included in the appendix, but a representative sample of regional emerging areas are set out in the chart(s) below.



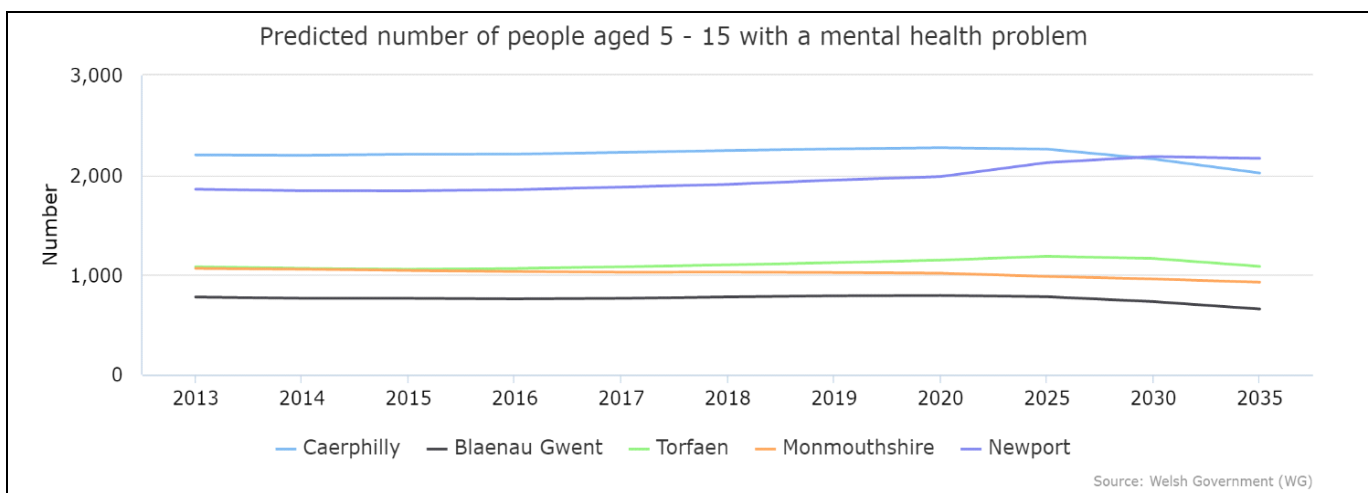


Figure MH3 shows the predicted number of people aged 5 – 15 with a mental health problem over the period 2013 to 2035. Across the local authority areas in the Gwent region both Torfaen and Newport are predicted to see increases of 0.4% and 16.6% in the number of people aged 5 – 15 with a mental health problem. The other local authority areas are all predicted to see decreases over the same period.

Fact and figures for mental health and mental illness across Wales?

- 1 in 4 adults experiences mental health problems or illness at some point during their lifetime.
- 1 in 6 of us will be experiencing symptoms at any one time.
- 2 in 100 people will have a severe mental illness such as schizophrenia or bipolar disorder.
- 1 in 10 children between the ages of 5 and 16 has a mental health problem and many more have behavioural issues.
- Approximately 50% of people who go on to have serious mental health problems will have symptoms by the time they are 14 and many at a much younger age.
- Between 1 in 10 and 1 in 15 new mothers experiences post-natal depression.
- 1 in 14 people over 65 and 1 in 6 over the age of 80 will be affected by dementia.
- 9 in 10 prisoners have a diagnosable mental health and/or substance misuse problem.

What do we know?

Positive mental health is a key factor for good health and relevant to the whole population. In 2007 the World Health Organisation stated that there is no health without mental health, which means that public mental health is integral to all public health work. Statistics show that **one in four of the adult population have a life chance of experiencing mental ill health**. Mental illness is the largest single cause of disability with 22.8% being attributable to mental illness, compared with 16.2% for cardiovascular disease and 15.9% for cancer. This is forecast to increase by 7.8% by 2030 (WHO, 2008). Self-reported surveys show that 13% of adults in Wales report having a mental illness (Welsh Health Survey 2015).

Mental illness can have multiple impacts upon society including poor educational attainment, increased substance misuse as well as increased anti-social behaviour and crime. There are also large economic costs of mental illness, with the estimated overall cost of mental health problems in the UK being over £110 billion in 2006/07, representing 7.7% of GDP. Care and treatment of mental disorders account for over 10% of total NHS expenditure.

Over the last 4 years there has been over 100% increase in referrals to Children and Adolescent Mental Health Service (CAMHS). Many of the children and young people who are then assessed do not need highly specialist interventions, but add to the waiting times for those children who do need such support.

What are we doing?

Responding to mental illness is not the sole responsibility of any one organisation, the challenge is one shared across all partners and there is increasing recognition that the wider issues that affect health and well-being (housing, education, employment) sit with equal importance alongside clinical diagnosis and treatment. Where people live has an impact on their psychological well-being, both positively and negatively. At the local level, health, social care and third sector organisations have already committed to working as one to address the challenge. A regional ***Mental Health and Learning Disability Partnership Board*** has been developed to:

- Oversee the delivery of the Gwent Mental Health and Learning Disability Strategies
- Oversee the delivery of the ***'Together for Mental Health' strategy*** and other relevant Mental Health and Learning Disability strategies such as ***'Together for Children and Young People'***, ***'Talk to Me 2'*** and the ***'ASD Strategic Action Plan'***.
- Map existing services, planning and commissioning arrangements and strategic arrangements across partner organisations
- Develop a strategic vision for improving mental health and learning disability and best use of resources across partner organisations
- Agree the strategic and operational issues of joint working in relation to mental health and learning disability
- Identify key strategic national and local issues requiring a collaborative approach in order that the benefit to service users and carers is maximised.
- Agree multi-agency strategies and the contribution of stakeholder agencies taking into account other partnership arrangements both within the area and nationally

A regional ***'Together for Mental Health' delivery plan*** is being developed and will set out the actions to progress Welsh Government national priorities at a local and regional level. The delivery plan sets out regional actions across 11 priority areas and will build on the delivery of the current regional ***Together for Mental Health in Gwent and South Powys 2012-2017 strategy***.

A ***review of the commissioning of Adult Mental Health Third Sector Services across Gwent*** took place during early part of 2016 and one service model and tender was identified. All Local Authorities in Gwent commission mental health services from the Third Sector, however at the time of the tender exercise only NCC were in a position to commission alongside ABUHB. However, all the other four authorities have been kept updated and it is hoped that they will also align their funding to the new service delivery areas when their contracts end in March 2017. The new service model areas reflect the priorities identified via a public and provider consultation process and are:

- Advocacy
- Counselling
- Skills, Training and Community Well Being (Drop ins/centres/hubs)
- Information and advice

Primary care plays a crucial role in delivering effective mental health care and treatment. A requirement from Welsh Government (The Mental Health (Wales) Measure) aims to strengthen the role and throughout Wales there are local primary care mental health support services organised around GP communities. These services are aimed at individuals of all ages who are experiencing mental health problems and include the development of primary mental health teams. For example a **LEAP team (Listen, Engage Act and Participate)** was established in the north of the Caerphilly borough 2014-16, bringing together staff from health and social care to take all primary care and secondary care referrals from 5 GP practices. The model explored what a team without boundaries can achieve through working with patients in an integrated way, putting the service user at the centre of support and a team around a person approach.

More and more, greater importance is being placed on the need for support services based in the community, which people can access to improve low levels of poor mental health and wellbeing. **Community Connectors** funded through the Intermediate Care Fund and **Torfaen Social Prescribers** based in GP surgeries help link people to local groups in the community to avoid isolation and to keep healthy and active. There are pockets of good examples across the region and Caerphilly County Borough's Communities First structure includes Communities' First mental health officers who work with people of all ages presenting with low mental health issues. This 'self help' service encourages people to establish networks in their own communities. The Gwent *Five Ways to Well-being virtual network* includes over 250 individuals from a range of statutory and third sector organisations trained on '**The Five Ways to Well-being**' an evidence-based set of actions developed by the New Economics Foundation. We are developing support across the region to intervene earlier and for targeted groups such as veterans who have been in the armed forces and who may have experienced the trauma of battle – this will need to be coupled with specialist therapeutic help to recover when they return to their communities. This help should be delivered by a combination of statutory and voluntary sector organisations. Support for individuals with substance misuse problems are planned and commissioned on behalf of the Gwent area by an Area Planning Board where the needs of those with a co-occurring mental health and substance misuse issue are responded to, and it is key not to duplicate efforts.

Previous reviews of specialist Child and Adolescent Mental Health Services (CAMHS) in Wales have identified that the service is under more pressure than ever before, but does not have the capacity to meet demand. '**Together for Children and Young People' (T4CYP)** was launched by the Minister for Health and Social Services on 26th February 2015. Led by the NHS in Wales, this multi-agency service improvement programme is aimed at improving the emotional and mental health services provided for children and young people in Wales. A continued emphasis on emotional, mental health and well-being is essential so that services can identify early on where there may be additional need for support. This is very important to prevent young people requiring the services of specialist CAMHS. The **Skills for Living Service** in Gwent, supported by local authority and health board funding focusses on the mental health needs of looked after children, recognising the significant additional risks faced by this group.

Actions and next steps

Preventative and Early Intervention including Information, Advice and Assistance (IAA) – We will continue to develop the Community Connector and Social Prescriber model across the region and ensure a consistent regional approach through '***Together for Mental Health***

Delivery Plan'. Key to this will be linking through the ABUHB 'Care Closer to Home' model and a place based approach. We will also build on the 'Five Ways to Wellbeing' and ensure accurate information, advice and assistance is provided through our IAA services and DEWIS.

Commissioning, Pooled Budgets and Health Social Care Integration

- Regional requirements for commissioned services will be identified through **'Together for Mental Health Delivery Plan'**. We will also consider a number of reviews across the Gwent area undertaken by Health Inspectorate Wales.
- The Intermediate Care Fund will also be aligned to support the agenda across both adult and children services as well as aligning to other existing funding, such as Supporting People, to maximise resources
- We will also use ABUHB's 'Care Closer to Home' and Integrated Medium Term Plan (IMTP) to coordinate community support services to ensure consistency and avoid duplication.
- The Regional Joint Commissioning Group is currently reviewing the third sector contributions across health and social care; and the review will consider the community support required to support mental health agenda such as befriending.
- The region will continue to support and engage in the Integrated Health and Social Care Collaborative Commissioning Programme and the National Framework for Residential Care Home Placement for People with Learning Disabilities and People with Mental Health Problems (under 65).

Links to key strategies

- **National Together for Mental Health Delivery Action Plan**
- **Together for Mental Health Gwent**
- **ABUHB IMTP**

Summary and what we will deliver through the regional Area Plan.

- **Review of and align regional strategies to Together for Mental Health Delivery plan**
- **Coordination of consistent community based services such as community connectors/social prescribers**
- **Multi agency place based models which include wider partners such as Housing Associations, employment support and community programmes**
- **Accurate Information, Advice and Assistance through DEWIS and Five Ways to Wellbeing**

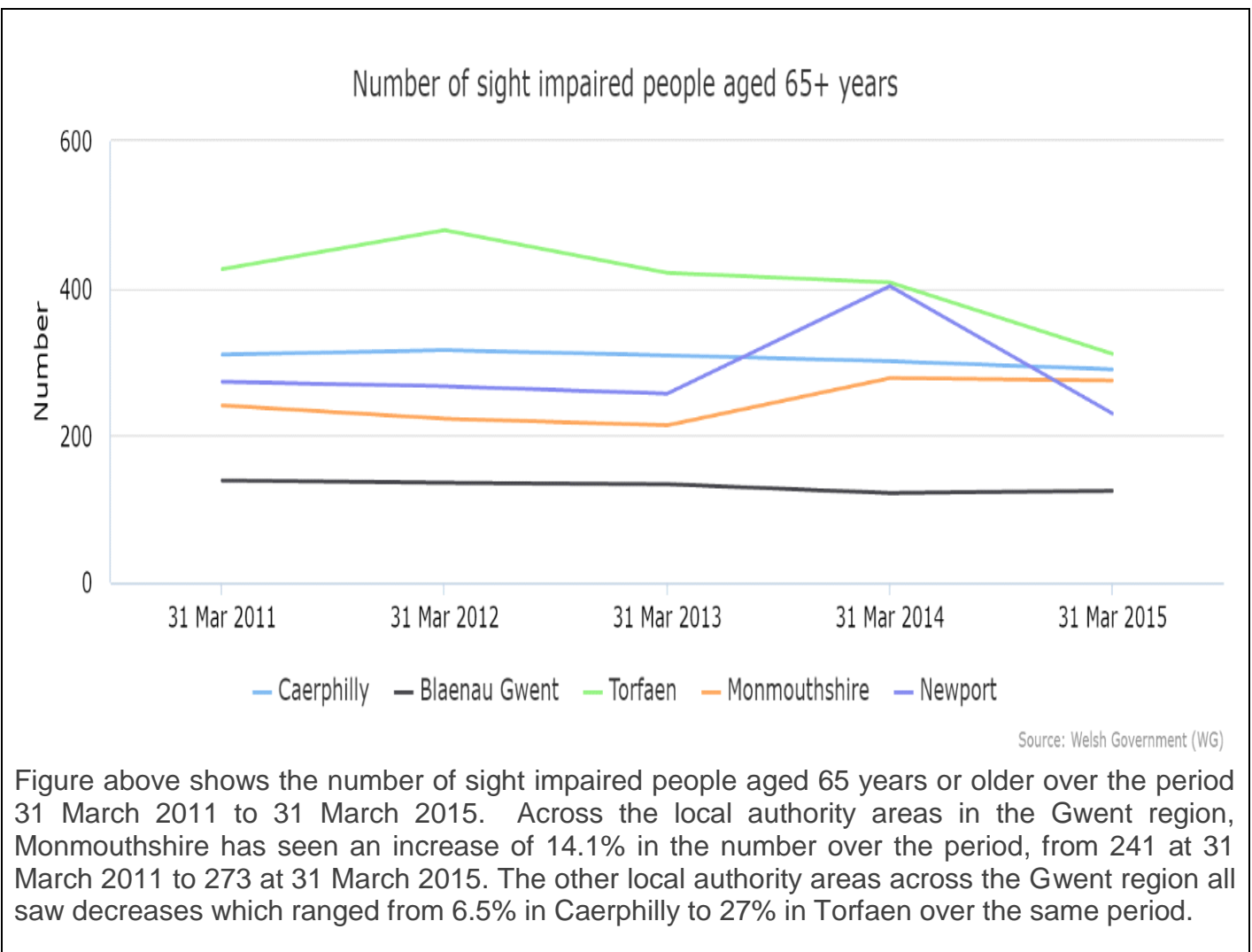
Sensory Impairment

A demography and population profile for individual local authorities is included in the 5 local Wellbeing Assessments. An abbreviated demography is included in section 1 of this PNA which also includes the population projection for the region. For the purpose of this PNA sensory impairment refers to people with either visual or hearing impairments or both - the extent of those impairments will vary from person to person. Pre-engagement workshops with the regional citizen panel, provider forum and leadership group identified the following emerging areas of interest:

- **Access to accurate information and assistance to understand and use that information**
- **Access to low vision tools**
- **Public transport system that is convenient and easy to use**
- **Access to 'rehabilitation' e.g. re-teaching someone how to do things safely again such as crossing a road**
- **Having sufficient financial resource to cope with the additional cost of living**

So what does the data show us?

A comprehensive situational analysis is included in the appendix, but a representative sample of regional emerging areas are set out in the chart(s) below.



What do we know?

There are an estimated 106,000 people in Wales living with sight loss and broad figures suggest that 1 in 10 people over 65 will have some form of sight loss to different degrees, 1 in 3 over 80 and 1 in 2 over the age of 90. Figures are estimated to double by 2050 because of the aging demographic and 75% of all sight loss occurs in people aged 65 and over. There are currently around 3500 people in Gwent that are registered as sight impaired but most of the data capture of sensory impairment is poor because many people with sight loss do not appear on severely sight impaired (SSI) (previously known as 'blind') or sight impaired (SI) (previously known as 'partially sighted') registers for many reasons such as people who are hard to reach (evidence shows that people from some ethnicities are 6 times more likely to experience sight loss but are less likely to engage; those with learning disability are 10 times more likely to have sight loss but are rarely diagnosed). Some people simply don't wish to confirm a diagnosis and some people choose not to be registered because they are concerned with the stigma in relation to jobs etc (also there may be a significant number of body of people who perhaps fear that they shouldn't be driving, and therefore don't go to the optometrist/GP as they fear licence removal). Sight is the primary conduit through which our brains absorb information but 43% of people who lose their sight will suffer significant and debilitating depression. Health indices demonstrate a reduction in positive outcomes, and well-being is heavily compromised post diagnosis.

It is estimated that the numbers of people registered as SSI or SI will increase as there is a direct relationship to an increasing older population, however new treatments have emerged over recent years for some causes of sight loss which are related to age and so we may see a slower rate of increase or a plateauing of those with sight loss. It is generally accepted within the sight loss community that there are at least 5 times as many people with uncorrected sight loss than are 'registered' on local authority registers. RNIB estimate there are 28,000 people in Gwent with sight loss.

In terms of hearing loss 'Action on Hearing Loss' estimate 1 in 6 people have hearing loss or tinnitus, 530,000 in Wales and 1 in 3 over the age of 80. Both sight and hearing loss are prevalent in the older population and it is likely that up to 70% of those with sight loss have a hearing loss too. Obviously some of those people will have a hearing aid that effectively mitigates the loss, although it is true that a hearing aid doesn't provide the same level of support as, say, spectacles would if someone was simply short-sighted or long-sighted.

What are we doing?

Both Social Services and ABUHB provide services and support to people with sensory loss. There is also support services in the third sector and 'Sight Cymru' work across the region. The Low Vision Service Wales (LVSW) was founded in 2004 with, the aim of providing a more accessible low vision service for the population of Wales, in regards to travel time, waiting time and convenience, whilst delivering a service of a high clinical standard.

- The LVSW is delivered by optometrists, dispensing opticians and ophthalmic medical practitioners who have undergone further training in the speciality of low vision with Cardiff University and funded by Welsh Government as an enhanced primary eye care service.
- Free at point of contact for the service user, any low vision aids are provided on a long term loan basis and recycled when no longer required.

- The establishment of the service resulted in the number of low vision assessments performed in Wales increasing. Waiting times to access a low vision service decreased from 6 months to 2 months for the majority of people and journey time decreased for 80% of people.
- Year on year the numbers of patients accessing the LVSW has increased, with 8049 LVSW assessments being performed between April 2015 and April 2016 (WG, 2016).
- By 2015, the LVSW had completely replaced all secondary care based low vision services in Wales. The LVSW now has 184 practitioners working from 202 practices across Wales to deliver the service. 20% of low vision assessments performed are done so within the patient's own home (WG, 2016).
- The LVSW assessment is a holistic assessment where the practitioner discusses the difficulties caused by the vision impairment and works with the patient to set goals and identify solutions, these may be in an optical or non-optical form.
- Practitioners work very closely with Social Services and the voluntary sector to ensure that patients receive support to remain as independent as possible.
- The LVSW continues to evolve. Current work is being done to identify patients who are at risk of depression, and future work will look more closely at identifying those patients with dual sensory loss.

Action Plan & Next Steps

Prevention and Early Intervention including Information, Advice and Assistance (IAA)

- People can, and do, adjust to loss of sight and continue leading independent and fulfilling lives. The key to such adjustment is sufficient accessible **information** and timely, **effective rehabilitation**. DEWIS is being developed across the region to improve information and will include functions to help people with sensory impairment. Over 50% of sight loss is avoidable.
- Typically, sight-loss conditions deteriorate and people need access to rehabilitation officers to help them adjust to their condition and living safely in their homes, and other preventative services. Research shows positive impacts in functional vision and a correlation on improved mental health and well-being by early intervention rehabilitation for the Vision Impaired. With only 1 in 4 people with sight loss of working age being in employment, there is an economic driver to ensuring high levels of independence too.
- For people with sight loss, access to specialist habilitation/rehabilitation is vital to maximise independence and ensure quality of life. It also has a considerable beneficial impact on those living with or caring for someone with sight loss, people who otherwise are at risk of mental health issues themselves. Ensuring people understand their sight conditions and are able to take up clinical solutions and have access to other services are fundamental to their ongoing capacity to cope. Rehabilitation provides not only a functional enabling resource for the person with sight loss, but also delivers understanding to carers and family members. Rehabilitation for the Vision Impaired is not re-ablement which implies recovery from disability and is often limited to 6 weeks. It should be viewed in the context of preventing falls, burns, injuries and decline in mental or physical health as well as the ability to promote independent living, ongoing education and social development.
- With so many of those losing their sight being elderly, hearing impairment, dementia and frailty are frequently experienced simultaneously, and continuing sight degeneration compounds impacts. As circumstances change, further access to provision should be enabled, and clear accessible services should be a priority. It is therefore essential that people receive timely access to provision although at present, there are no statutory guidelines around the time it takes for each local authority to contact people post referral.

Commissioning, Pooled Budgets and Health and Social Care Integration

It is well recognised that there is a need to reduce the time people are on waiting lists and to provide earlier interventions to prevent people reaching crisis. A principle of the commissioning process should include guidance on ensuring a sufficient number of Rehabilitation Officer for Visual Impairments (ROVIs) per head of the population, and the quality and timeliness of the service. In this respect, the benchmarking good practice guidance around rehabilitation for the vision impaired provides a sustainable standard.

An Adult Sight Loss Pathway has been developed, including the requirement that those people moving through the hospital setting should see an Eye Clinic Liaison Officer, and that all people with sight loss greater than 6/60 should be assessed by a Rehabilitation Officer. The Adult UK Sight Loss pathway sets out a defined pathway across health and social care and provides an important tool for enabling and streamlining the requirements under Act; it encourages more effective partnership working and a smooth transition for the person with sight loss.

The critical role of the eye clinic liaison service is recognised within the pathway as a first point of contact in the hospital setting. The requirement within the Act to offer advice and information is frequently provided by these specialists although funding for these roles is uncertain. Through the joint regional commissioning group guidance and adoption of ASL pathway will be considered across the region.

Links to key strategies

- **Welsh Government/NHS Wales Together for Health – Eye health Care Delivery Plan for 2013-2018**
- **Wales Vision Strategy Implementation Plan 2014 – 2018**

Summary and what we will deliver through the regional Area Plan.

- **Use good practice and effective pathways to develop regional commissioning principles**
- **Ensure accurate, accessible and timely Information, Advice and Assistance through DEWIS and other means**
- **Work in partnership with third sector to identify new models to support rehabilitation process and supply of low vision tools.**

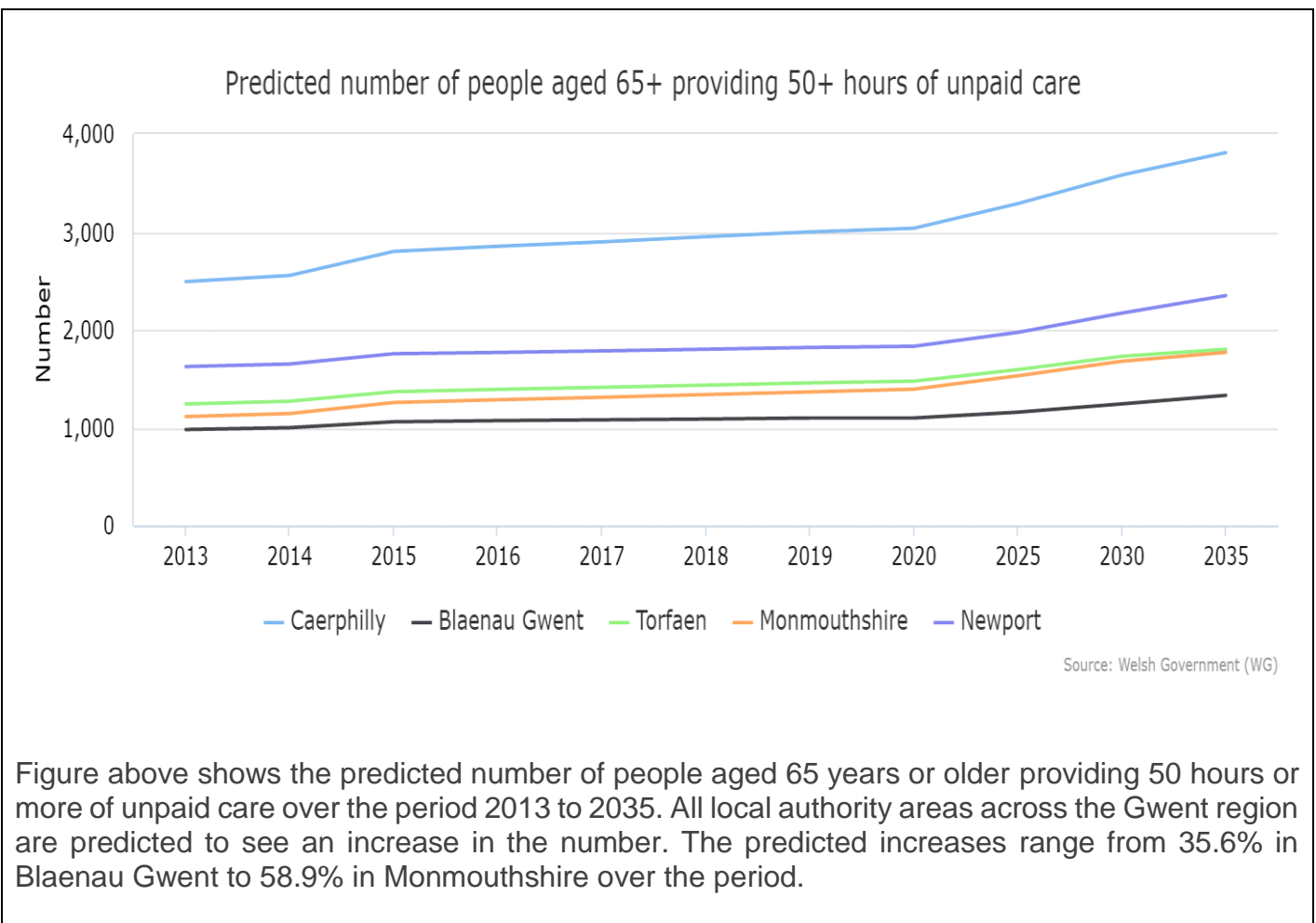
Carers who need support

A demography and population profile for individual local authorities is included in the 5 local Wellbeing Assessments. An abbreviated demography is included in section 1 of this PNA which also includes the population projection for the region. For the purpose of this PNA a Young Carer is defined as a person under 18 who provides or intends to provide care for another person and a carer is defined as a person who provides or intends to provide care for an adult or a disabled child (but paid carers are excluded). This is a major change to the previous definition – in that carers no longer have to establish that they are also ‘providing or intending to provide ‘a substantial amount of care on a regular basis’. Pre-engagement workshops with the regional citizen panel, provider forum and leadership group identified the following emerging areas of interest.

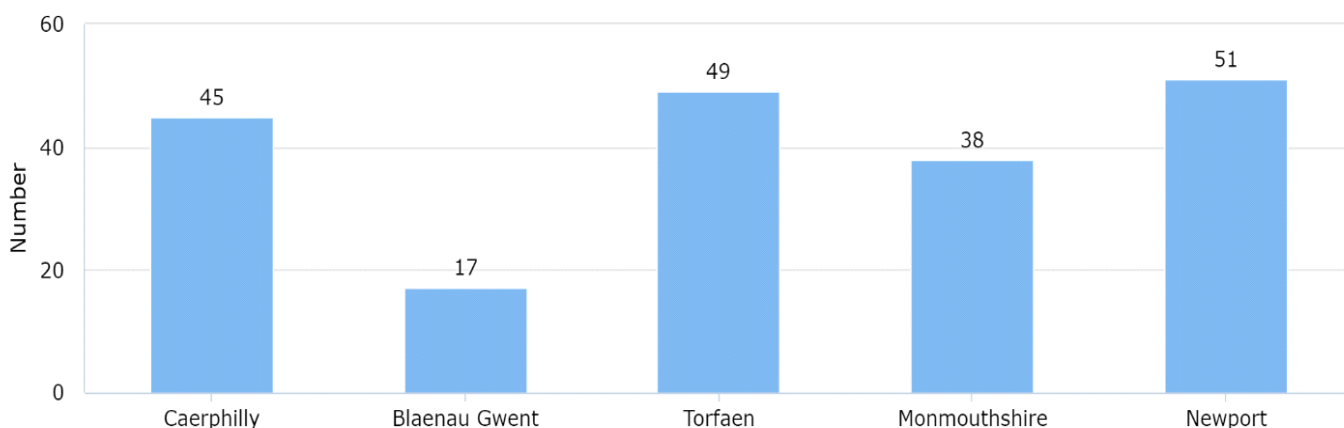
- **Young Carers and support for siblings**
- **Flexible, bespoke support including Information, Advice and Assistance**
- **Flexible service models of respite support for carers**
- **Training and peer to peer support for carers**
- **New models of support for carers including support for carers base on ‘life after care’**

What does the data show us?

A comprehensive situational analysis is included in the appendix, but a representative sample of regional emerging areas are set out in the chart(s) below.



Number of young carers known to Social Services during the year - FY 2015-16



Source: Welsh Government (WG)

Figure shows the number of young carers known to Social Services during the year 2015-16. It shows that the number ranged from 17 in Blaenau Gwent to 57 in Newport.

What do we know?

There is likely to be an increase in the number of carers as a result of predicted increase in population. There are an estimated 356,000 adult carers in Wales today and 90,000 carers spend over 50 hours a week on their caring responsibilities and currently provide over 70% of community care. It is estimated that carers and families provide 96% of the care in Wales, supported by communities, volunteers and care and support services; and save the social economy of Wales £3.5 billion each year. Yet the decision to care can mean a commitment to future poverty, and, for young carers, temporary or permanent delay in pursuing further education and training opportunities. Many give up an income, future employment prospects and pension rights to become a carer. The Social Services and Well Being (Wales) Act recognises the key role played by carers, giving them the rights to support which are equivalent to the rights of those they care for. Section 14 of the Act places a joint requirement on local authorities and Health Boards to work together to assess carers. Too often people do not recognise themselves as carers and do not wish to receive support from statutory services. There is a need to increase awareness of the SSWB Act and eligibility or entitlement to support in order to enhance opportunities for the early identification of carers and to provide the necessary information and advice to carers to enable them to make informed choices.

What are we doing?

Following the implementation of the Carers Strategy (Wales) Measure in 2012 a multiagency regional **Carers Programme Board** was set up to steer, implement and monitor actions and progress. Following the repeal of the Measure and provision of transitional funding to action the SSWB Act requirements, as they apply to carers, the multiagency Greater Gwent Carers Programme Board ('Carers Board') has been established. The Carers Board is Chaired by the Aneurin Bevan University Health Board (ABUHB) Independent Member. The Board objectives are: strengthening of the partnership approach at a local level; creation of opportunities to enable the third sector to fully participate in delivery; plan and deliver the increased responsibilities for ABUHB

and local authorities; embed the practice of mainstreaming the carers' needs so that it is common practice.

In the next period, the Carers Board, through the Board Chair, will report directly to the Regional Partnership Board. The Carers Board has developed and is implementing a work programme based on identified carer support and service gaps. The work programme for 2016/17 and 2017/18 is targeting the following areas:

- Advocacy support,
- Support to young adult carers and transition,
- Mental health and well-being support for carers,
- Continued and effective information/advice/signposting and
- Ongoing staff training.

The Carers Board has established ongoing links with various carer forums across the region in order to ensure effective involvement of carers in the work of the Board. Work to map current service provision has enabled the identification of service gaps, for example advocacy for carers. It should be noted that the Dementia Board has also completed a mapping of respite services for carers. Also, through the Care Closer to Home strategy we have mapped out existing partners and services. A new community support group has been established in Blaenau Gwent to support people living with dementia and their carers. The group aim to raise and spend local funds to ensure people can attend support groups such as dementia cafes and is one of the first groups to be established under the new service models agenda

Action Plan & Next Steps

Preventative and Early Intervention including Information, Advice and Assistance (IAA)

- The Welsh Government has stressed the importance of information and advice at every stage of the care and support process and section 17 of the Act outlines the duty to make available a service to provide adults in need and carers with information about care and support. A national information portal (*Dewis*) is under development and will provide a database of service information for citizens (including carers). This will be a useful tool in facilitating easy to access links to local information.
- A targeted approach will continue within health services to: raise awareness through acute medical wards and at hospital discharge stage, information provision and support links with GP surgeries – ensuring systems to identify and support carers more effectively, including staff who are carers.
- Engaging with informal community networks, via the 'community connector' roles in order to identify carers at the earliest opportunity and sign post to support services and peer to peer groups.

Commissioning, Pooled Budgets and Health Social Care Integration

Through consistent commissioning across ABUHB and local authorities we will establish consistent practices through the following key elements.

- Future delivery of staff training needs to be sustainable and work is required by each partner organisation to ensure that carer awareness training is sustainably absorbed into core functions, making use of an all Wales awareness raising e-learning tool accessible to all partner organisations.

- Section 24 of the Act requires that carers must be fully involved in their assessments and makes clear that the duty to assess applies regardless of the authority's view of the level of the carer's needs for support, or their financial situation.
- 'What Matters' conversations will be undertaken with carers to ascertain what is important
- In relation to dementia we will deliver Social Care Wales 'Good Matters' framework
- We will also explore how medicines prompting can be better delivered through region wide, community based service models that ensure equity of support
- Respite services are consistently highlighted by carers as a pivotal support need but there are some instances where currently commissioned support is underused. This can be because the service provision is based on a 'one size fits all' approach and thus does not reflect the type of respite service required as well as a lack of carer feedback to inform necessary changes to commissioned services. We will seek to expand more befriending volunteering opportunities with a view to providing flexible respite and link this to the review of third sector commissioned services currently being undertaken by the Joint Regional Commissioning Group.
- It is anticipated that the implementation of the Care Closer to Home Strategy will also increase the networks of support for carers at a community level.
- Continue to support new models such as the Friends of Dementia group in Blaenau Gwent.

Advocacy – arrangements are being discussed at Carers Programme Board meeting in late 2016.

Links to key strategies

- **Regional Partnership Board Statement of Intent**
- **Regional Dementia Strategy**
- **Social Care Wales 'Good Works'**

Summary and what we will deliver through the regional Area Plan.

- **Coordination of consistent community based services such as community connectors/social prescribers to identify and support carers**
- **Review of medical prompting to better support carers**
- **Accurate Information, Advice and Assistance through DEWIS and Five Ways to Wellbeing**
- **Review of and align third sector commissioning principles to support befriending for carers requiring support**
- **Ensure that the implementation of the care closer to home strategy increases the community level support for carers**
- **Consistent commissioning across health and social care to ensure equitable, region wide and effective models of carer support**

Violence against women, domestic abuse and sexual violence

A demography and population profile for individual local authorities is included in the 5 local Wellbeing Assessments. An abbreviated demography is included in section 1 of this PNA which also includes the population projection for the region. For the purpose of this PNA we subscribe to the definitions of domestic abuse as set out in the *Violence against Women, Domestic Abuse & Sexual Violence (Wales) 2015 Act*. Pre-engagement workshops with the regional citizen panel, provider forum and leadership group identified the following emerging areas of interest:

- **Training for all and healthy relationship awareness especially in schools**
- **Family services**
- **Support for victims**
- **Service analysis and mapping**

So what does the data show us?

A comprehensive situational analysis is included in the appendix, but a representative sample of regional emerging areas are set out in the chart(s) below.

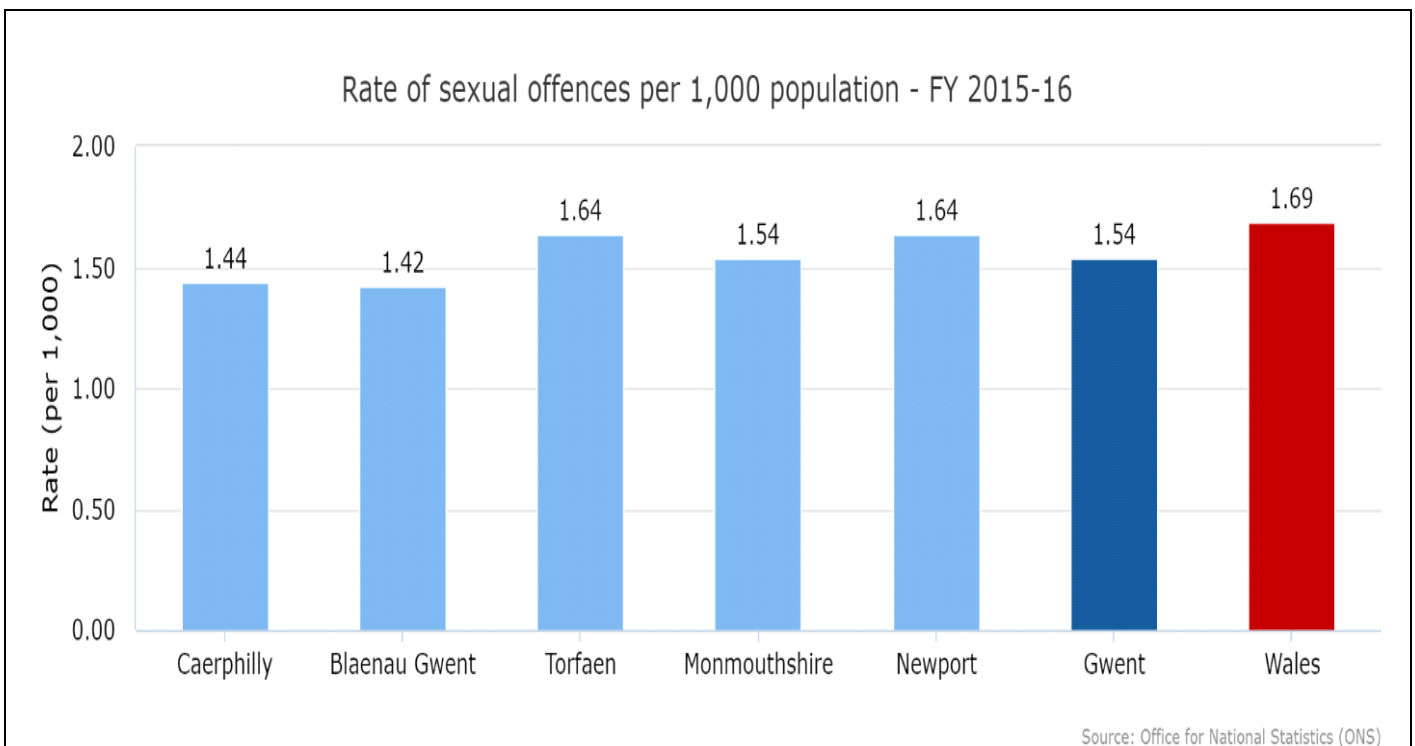
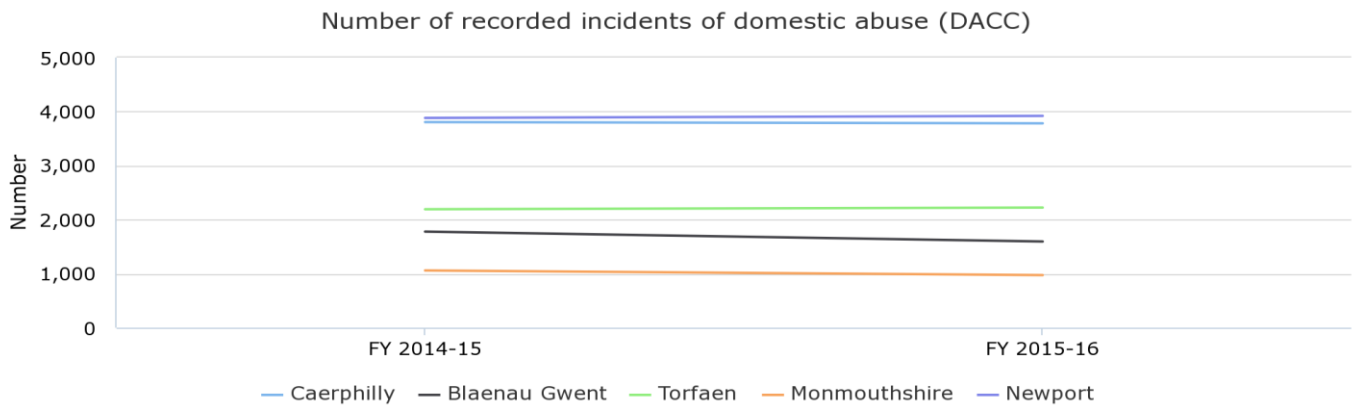


Figure V1 shows the rate of sexual offences per 1,000 population in 2015-16 across the Gwent region. The rate ranged from 1.42 per 1,000 population in Blaenau Gwent to 1.64 per 1,000 population in both Torfaen and Newport. This compares with 1.54 per 1,000 population for Gwent and 1.69 per 1,000 population for Wales.



Source: Gwent police

Figure V2 shows the number of recorded incidents of domestic abuse and discussions between Gwent Police, ABUHB and local authorities [(Domestic Abuse Conference Call (DACC))] over the period 2014-15 to 2015-16. Blaenau Gwent, Caerphilly and Monmouthshire have seen a decrease with Blaenau Gwent and Monmouthshire showing the largest decreases of 10.3% and 9.2% respectively; and Caerphilly 0.6% reduction. Newport and Torfaen have seen a small increase over the period of 0.1% and 1.4% respectively.

What do we know?

The Violence against Women, Domestic Abuse & Sexual Violence (Wales) 2015 Act was passed in April 2015 and aims to improve the Public Sector response by providing the strategic focus to improve the arrangements for the prevention, protection and support for individuals affected by such violence and abuse. This new Act is set within the wider legislative context of The Well Being of Future Generations (Wales) Act 2015 and the Social Services and Wellbeing (Wales) Act 2014; and provides a unique opportunity to embed VAWDASV as a priority in determining the well-being of Wales.

We know that the reporting of domestic abuse is considerably lower than actual incidents – reported incidents vary between 23% (Walby and Allen 2004) and 35% (Home Office 2002; Office for National Statistics 2013) of actual – and this will need to be considered in planning going forward. There are two established processes used to manage and support the VAWDASV agenda:

- **Domestic Abuse Conference call (DACC)** – Gwent Police hold a daily conference call in all five local authority areas. DACC was established following an evaluation of a pilot in Newport and found the benefits to be: early intervention and opportunities to make victims safer; fast and effective information sharing; shared responsibility and accountability; early identification of risk. An overview of DACC highlights considerable numbers with over **12000 incidents in both 2014/15 and 2015/16**; but early analysis has shown a **28% drop in repeat victims** and good evidence to show improved safety and well-being of victims and their families, and at the

same time, effectively manage offenders. The DACC process is currently being reviewed in order to ensure a consistent approach across the region.

- A **multi-agency risk assessment conference (MARAC)** is a meeting where information is shared on the highest risk domestic abuse cases between representatives of local police, probation, health, child protection, housing practitioners, Independent Domestic Violence Advisors (IDVAs) and other specialists from the statutory and voluntary sectors. After sharing all relevant information about a victim, representatives discuss options for increasing safety for the victim, and turn these options into a co-ordinated action plan. The primary focus of the MARAC is to safeguard the adult victim. An overview of MARAC in Gwent again presents considerable numbers with **978 MARAC completed 2014/15, 726 completed 2015/16** (This reduction is more around process issues than a reduction in high risk victims). The MARAC will also make links with other fora to safeguard children and manage the behaviour of the perpetrator. At the heart of a MARAC is the working assumption that no single agency or individual can see the complete picture of the life of a victim, but all may have insights that are crucial to their safety. The victim does not attend the meeting but is represented by an IDVA who speaks on their behalf.

What are we doing?

Building on the Pan Gwent Domestic Abuse Forum a **South East Wales Violence against Women, Domestic Abuse and Sexual Violence (VAWDASV) Partnership Board** has been established to provide the governance vehicle for the regional partnership for related services. The Board parallels the South East Wales Safeguarding Children's Board and Gwent Adults Safeguarding Board. All three Boards will link together to provide a framework of safeguarding governance and will ensure that communication links exist with strategic multi-agency partnerships working across the region including the Regional Partnership Board (RPB). The VAWDASV Board will provide senior leadership bringing together agencies to work together in a joined up way and to ensure the best possible services are provided to protect and support victims and prevent crime. Where there are gaps in service or shortcomings in performance the Board will bring together the key agencies to prioritise and address issues. The term 'Violence against Women' incorporates all forms of violence against women; honour based violence, forced marriage, female genital mutilation (FGM), trafficking, sexual violence and exploitation and domestic abuse. The term 'Violence against Women' refers to the disproportionate experience of women to such forms of abuse. Whilst it is important that this is acknowledged and communicated, it does not mean that the violence and abuse directed towards men or perpetrated by women is neglected. The work of the VAWDASV Board is concerned with all forms of violence against women, domestic abuse and sexual violence as it affects all citizens.

The VAWDASV Wales Act (2015) introduces requirements for Welsh Ministers to prepare and publish a National Strategy for VAWDASV and for relevant authorities to publish joint local/regional strategies. The South East Wales region was chosen as a pilot site across Wales and are currently undertaking a comprehensive needs assessment that will provide the required information to inform the development of a strategic plan and a set of priorities that will ensure consistency and efficacy across the region with a common shared model of service delivery. The regional strategic plan will be drafted by April 2017 and will enable alignment to Welsh Government National Strategy which was published in November 2016. The Regional VAWDASV Partnership Board will provide the governance vehicle and will develop, approve and monitor the regional strategy as required under the Violence Against Women, Domestic Abuse and Sexual Violence (VAWDASV) Act (Wales) 2015.

Actions and next steps

Prevention and Early Intervention including Information, Advice and Assistance (IAA)

- ***'Ask & Act' is the Welsh Government policy of targeted enquiry*** to be practised across the public service for VAWDASV. The ***South East Wales local authorities have been selected as one of two early adopter sites in Wales for "Ask and Act"*** to develop and implement processes ahead of national roll out next year. Identifying abuse and/or violence at an early stage can be an effective measure in preventing an escalation in severity and frequency, and can assist to ensure appropriate and timely support is provided. The aims 'Ask and Act' are:
- to begin to create a culture across the public service where addressing VAWDASV is an accepted area of business and where disclosure is expected, supported, accepted and facilitated;
- to increase identification of those experiencing VAWDASV;
- to pro-actively engage with those who are vulnerable and hidden, at the earliest opportunity, rather than only reactively engaging with those who are in crisis or at imminent risk of serious harm;
- to offer referrals and interventions for those identified which provide specialist support based on the risk and need of the service user; and
- to improve the response to those who experience

Commissioning, Pooled Budgets and Health and Social Care Integration

The VAWDASV Board have commissioned Welsh Women's Aid to undertake a regional needs assessment which is due to be completed by April 2017. The needs assessment and corresponding regional strategy that follows will set the direction of strategic services in terms of; partnership working; potential joint working models and processes. The Area Plan which will follow this PNA will use the VAWDASV needs assessment and regional strategy as the basis for forward planning.

Links to key strategies

- **South East Wales Regional Violence against Women, Domestic Abuse and Sexual Violence Strategy 2017 - 21**

Summary and what we will deliver through the regional Area Plan.

- **Implementation of 'Ask and Act' as part of Welsh Government pilot.**
- **Strategic alignment with VAWDASV Board, needs assessment and strategic plan.**

SECTION 2

Service mapping

Under each core theme set out in section 1 there is a high level assessment of the range and level of services required to meet the care and support needs of citizens; and the support needs of carers i.e. the 'What are we doing section'. The list of current and planned activity is not exhaustive, but it is relevant to the emerging priority area under each core theme. We recognise that the DEWIS website www.dewis.wales may be better placed to provide an up to date directory that is self-managed in terms of content and therefore will remain current. The DEWIS website is continually being updated across the region and across Wales and the regional team supports this activity and partners to upload their information. The RPB will provide overall oversight to ensure that DEWIS is populated and publicised to all partners.

As highlighted in Part 2, Section 14 of Social Services and Wellbeing Act codes of practice, citizens and social care workforce must be engaged in the process of identifying the range and level of services necessary. In developing the PNA engagement with citizens and providers to identify the range of services took place at the same time as identifying the level of needs for care and support and support needs of carers. Service mapping data has been included in appendices and some services have uploaded their data to DEWIS. It would not be prudent to include a comprehensive list of services and compilation of directories within the appendix of this PNA. However, where the service mapping relates to the emerging areas of interest identified on page 8, we have included specific service mapping work – for example Monmouthshire mapped the IAA entry points across the borough.

In parallel to the development of the PNA the ABUHB are developing an overarching '**Care Closer to Home**' strategy for the effective and sustainable model of integration of care, centred on the GP cluster model also known as Neighbourhood Care Networks (NCNs) and integrated community wellbeing hubs. As a key part of the strategy development process, five individual workshops were organised across individual local authorities and partners were asked to map and identify existing community based services and resources. This information will form the basis of the region's community well-being response in addition to close work with service providers and for a.

The Region's **Supporting People** teams have undertaken further scrutiny and mapping of the services provided across various client groups and this continues to be undertaken as part of the Gwent Regional Collaborative Committee (RCC) work plan. This mapping and reviewing of services will enable further opportunities for regional service remodelling and development. The RCC has prioritised '*People with Mental Health Issues*' and '*Young People with Support Needs (16-24)/Young People who are Care Leavers*' through 2016/17 work plan. Specific gaps in services for these client categories will be highlighted through the continued review process and will provide an opportunity to develop services that continue to meet future needs of these client groups and to commission services if gaps are identified.

The following two client categories are still prioritised as part of the RCC work plan:

- People with Learning Disabilities - during 2015 a task and finish group identified a set of principles with regard to delivery of services to this client group which were

agreed with all five Social Services Departments across all Gwent Local Authorities. Regular reports are provided to the RCC to provide updates of local progress against the principles.

- Older Persons Services – Services provided to older people were prioritised for scrutiny by the Gwent RCC and this prioritisation has helped to ensure that work has continued to be undertaken locally to advance the recommendations made in the Aylward Review 2010.

A more focussed and detailed mapping of services and partners organisations will be undertaken when developing the Regional Area Plan. This will enable the RPB to directly map services and link them to the identified regional priorities. For the wider mapping of services we will work closely with the Public Service Boards (PSBs) as they develop their Wellbeing Plans. DEWIS will also be further enhanced and developed to include the wider community based services and partner organisations. Where possible the DEWIS database will be a resource for service provision and support down to individual ward level.

What we will deliver through the regional Area Plan:

- 1. Continue to build on existing service mapping through the ‘Care Closer to Home’ strategy, Supporting People agenda and link specifically to priorities identified therein**
- 2. Further develop and enhance the DEWIS website so it becomes the primary directory of resources for the region**
- 3. Work with PSBs to ensure wider service mapping is integrated with that of Health and social care as an important step towards the creation of a public service response at community level**

Health and Social Care Integration

The PNA is a key driver for change and is required to set out the extent to which the needs identified in relation to the core themes should be met by providing services in partnership between the Local Health Board and the Local Authorities within the Region. Under each core theme a high level description is provided which highlights those key areas for integration. Under Part 9 of the Act which covers Partnership Arrangements, the Regional Partnership Board (RPB) has prioritised the integration of services in relation to:

- Older people with complex needs and long term conditions, including dementia.
- People with learning disabilities.
- Carers, including young carers.
- Integrated Family Support Services.
- Children with complex needs due to disability or illness.

There are already well established and developed areas of integration which are supported by current strategic partnerships across the identified groups, and further details of existing arrangements and areas for development are included in the RPB’s joint statements of strategic of intent for older people, children with complex needs and carers. Integration of services for people with learning disabilities is well established in key areas such as accommodation via the ‘In One Place’ partnership which is a partnership between all 9 Registered Social Landlords in the region, the

local authorities and the Health Board. Also the 'Supporting People' priorities outlined above will also be aligned to support the regional imperatives under Part 9 where appropriate.

The RPB will determine the most appropriate structures for ensuring the provision of these integrated services. This could include the establishment of management or operational groups, or a redefining of existing partnership groups, as well as integrated teams for specific service areas. Partnership agreements will be developed for new partnership arrangements which may or may not require a delegation of functions, as set out in Part 9 of the Act.

The RPB has determined that a '**place based approach**' to care and support is the key to operational service delivery that will enable health and social care resources to be better aligned to meet different local and individual needs. We are aware that many localities have significant but often very different social and economic challenges which mean that a 'one size fits all' approach is neither appropriate nor sustainable. As highlighted in ABUHB's '**Care Closer to Home**' strategy and as described above a place based approach has been adopted by the region which is based on GP clusters (Neighbourhood Care Networks) with the aim of aligning resources more effectively.

What we will deliver through regional Area Plan

- 1. Integration of care and support provision to key client groups as set out in Part 9 of the Act and emphasised through RPBs statements of strategic intent for older people, children with complex needs and carers**
- 2. Adopt a place based approach through 'Care Closer to Home' strategy as foundation stone that underpins health and social care service integration**

Joint Commissioning & Pooled Budgets

In taking forward the implementation of the Act, it is recognised that commissioning has a vital part to play in planning, shaping and putting into place the services needed for citizens to improve wellbeing. A Regional Joint Commissioning Group (RJCG) was established in late 2015 and co-ordinated by the regional team to identify regional commissioning priorities. The RJCG identified the following priorities:

- A common regional domiciliary care strategy – a domiciliary care regional plan is being developed and this will result in a position paper and options for the future design and delivery of care and support at home. This will include some immediate activity and identify longer term goals. This work is closely linked to the National Commissioning board's domiciliary care work stream detailed below
- A regional review of commissioning resources as part of the PNA and market sufficiency analysis with a view to adopting an integrated approach.
- Take forward options for integrated commissioning and pooled budgets for older peoples' care homes. This work is also closely linked to the NCB as the Gwent region is the designated pilot region for developing a Model Partnership Agreement for joint commissioning and pooled budgets for care home placements.
- Prevention and Wellbeing, role of the 3rd Sector and place based approaches linked to the development of the Care Closer to Home strategy.

- Commissioning priorities for Children with Complex needs will be taken forward by the Children and Families Partnership Board
- Commissioning priorities for Carers including young carers will be taken forward by the Carers Partnership Board

The RJCG links closely with the National Commissioning Board (NCB) that has been established for health and social care in Wales. The national group has a high level project plan and a number of work streams covering:

- A national Market analysis of care homes (for over 65's)
- A model agreement for pooled budgets for care homes in Wales
- Domiciliary care,
- Learning disability services
- Services for children with complex needs
- A commissioning capacity and capability review
- Options for securing services (flexible and innovative approaches to the procurement of health and social care services)

Pooled Funds

The 2015 partnership regulations require partnership bodies within each Regional Partnership Board to establish and maintain pooled funds in relation to:

- the exercise of their care home accommodation functions (*As noted, the Gwent region is a pilot to start this work, which requires joint commission of placements and pooled budgets by April 2018*);
- the exercise of their family support functions; (*Integrated Family Support Services is a Welsh Government funded programme and managed by Newport City Council; and is included within the governance arrangements of the RPB*)
- the specified functions they will exercise jointly as a result of the combined population assessment report and area plan

The Gwent region already has well established formal pooled budgets in place for:

- **GWICES – Gwent Wide Integrated Community Equipment Service.** This is a Section 33 agreement under the National Health Service (Wales) Act 2006, with an identified lead commissioner and single contract monitoring process. There is a PIN hierarchy in place so that those operational staff needing to prescribe and order equipment are registered and able to access those equipment types that they need, with this being tracked to the relevant partner declared budget contribution and out turn. It has brought a consistent process of equipment specification, procurement, delivery, collection and cleaning/disposals across the region.
- **Gwent Frailty Programme.** This is also a Section 33 Agreement under the NHS (Wales) Act 2006 to deliver intermediate care services with consistent overarching aims and objectives to ensure best value and evidenced based service models for the residents of all five Gwent localities. It also includes appropriate funding contributions to support a repayment timeline for Welsh Government 'Invest to Save' funding.

Close engagement with Welsh Government has confirmed that Section 33 process is still applicable under the Act for Part 9 partnership Arrangements, but governance arrangements need to make clear that it is RPB's who take oversight.

What we will deliver through regional Area Plan

1. Deliver RJCG action plan to deliver joint commissioning arrangements for identified priorities above
2. Continue to link with NCB to progress national proposals across the region

Preventative Services

Prevention is at the heart of the Welsh Government's programme of change for health and social care. There is a need to focus on prevention and early intervention in order to make health and social care services sustainable for the future. It is vital that care and support services do not wait to respond until people reach crisis point. This preventative approach applies to both adults, children and young people; however, the regional response may differ in focus for each group. For example GP clusters makes sense for adult services, but school based clusters may make better sense for children and young people. Therefore, the geographical organisation of prevention and support services for children and adults may look different; but the strategic intent based on prevention and well-being will be consistent.

The Act is seeking to maximise the wellbeing of people and to rebalance the focus of care and support to prevention and earlier intervention. This will lead to increased preventative services in the community to minimise the escalation of individual needs to critical levels. This means that existing services will need to be reviewed and some may need to be decommissioned if no longer considered effective.

Local authorities have a duty to ensure an appropriate range and level of preventative services that:

- Help prevent, delay and reduce the need for care and support
- Promote the upbringing of children by their family
- Minimise the effect of people's disabilities
- Help prevent abuse or neglect
- Enable people to live as independently as possible
- Reduce the need for care or supervision orders, criminal proceedings against children, or taking children into local authority care or secure accommodation

There is a need to strengthen the preventative approach that is already available across programmes and services, building and extending the activity base in order to make sure that services are available when people need them. We must ensure that people and communities have the information and support they need in a timely way to identify '**what matters to them**'. The Region will give further detailed consideration to how it can best put in place arrangements to deliver an approach that meets that local need and individual need. The implementation of the '*Care Closer to Home*' strategy will play a major role in this.

The nature and level of preventative services provided or arranged **must** be designed to meet the needs for care and support of carers identified in this population need assessment report. Included in each core theme section are proposals for early intervention and prevention programmes. Also included is a high level indication of services that can support the preventative agenda. The RPB will expand on the mapping of services through development of the regional Area Plan and '*Care Closer*

to *Home*' strategy, to ensure that there is a clear understanding of the resources available within communities.

In terms of resource management, there is a need for a focus on earlier intervention rather than concentrating resources and effort further down the care pathway or on crisis management. There are a number of examples of good practice, but these are often only available in one area, yet they often need to be available across Gwent, as equity and consistency of provision is an important focus for the RPB.

As part of '*Care Closer to Home*' strategy ABUHB will set out how a preventative approach can be delivered in partnership with local authorities across the region. There are a number of preventative programmes funded through Welsh Government such as **Communities First, Families First, Flying Start and Supporting People**. Approximately £55 million is funded through the 4 'anti-poverty' programmes across the region each year. In addition **Intermediate Care Funding (ICF)** makes a significant contribution to prevention and a reduction in hospital admissions. There are also a number of initiatives across the region that aim to reduce social isolation. There is a need to align resources to ensure synergy between the various funding streams and to avoid duplication. The RJCG have already linked with the third sector in the region to start the process of identifying where support is most needed.

The Torfaen Pathfinder is a Welsh Government pilot focussing on understanding the early years' system and enabling system change to improve outcomes in early years (Torfaen is one of two pilots chosen across Wales). The pilot aligns with the First 1000 days Collaborative Programme outcomes:

- The best possible outcome for every pregnancy
- Children in Wales achieve their developmental milestones at two years of age
- Children are not exposed to or harmed by multiple adverse childhood experiences (ACEs) in the first 1000 days

A First 1000 days strategic group has been established which includes Torfaen leads for Early Years, Family First, Flying Start, anti-poverty programmes and the Aneurin Bevan Gwent Public Health Team. An in-depth mapping of the early years' system has been completed including mapping of all relevant anti-poverty programmes and financial allocations to programmes. Detailed mapping was completed for Flying Start and non-Flying Start areas. The Pathfinder pilot is primarily an early intervention model and will focus on

- exploring the possibility of screening for ACEs during the antenatal and/or during birth visit to enable earlier intervention to occur where required
- exploring the feasibility of developing and implementing a common assessment tool across the early years' provision
- evaluating the role of the healthy babies advisor, and gain an understanding of the future potential
- alignment and integration of the Torfaen First 1000 days programme outcomes with the planning and commissioning of local services, including the anti-poverty programmes, to inform future commissioning arrangements.

A statutory requirement of the Act is for local authorities and health boards to discharge their responsibilities to provide or secure services that help prevent need. Also, as a requirement of the **Wellbeing of Future Generations Act, a preventative**

sustainable principle is clearly set out. There is an opportunity to align both of these important and connected pieces of legislation to focus on preventative services in the future and there is an opportunity for the RPB and local Public Service Boards (PSBs) to adopt one overarching strategic preventative approach across the region.

What we will deliver through regional Area Plan:

- 1. Explore a single prevention agenda across the region with PSBs and linked to Wellbeing of Future Generations and SSWB Acts**
- 2. Align anti-poverty programmes across the region to set out a single preventative model based on consistent assessment principles, joint workforce and joint commissioning**
- 3. Through the implementation of the 'Care Closer to Home' strategy ensure that prevention and early intervention is supported and enabled in a consistent manners across the region**
- 4. Through RJCG work with third sector to maximise and align activity to prevent escalation of need and build on existing models of good practice such as befriending, social prescribing etc. and to promulgate the development of social enterprises and co-operatives where possible.**
- 5. Support Early Years Pathfinder pilot and use key messages to shape early intervention models**

Information Advice and Assistance (IAA)

Promoting well-being involves not only the provision of services to prevent the need for care and support but also the provision of information, advice and assistance that people may need to take control of their day to day lives. There is a duty on local authorities, with support from their local health boards, to ensure the provision of an Information Advice and Assistance (IAA) service for all people in their area, not just people who have an immediate need for care or support.

Local authorities are required to provide an IAA service and **must** include, as a minimum, the publication of information and advice on:

- how the care and support system operates in the local authority area
- the types of care and support available
- how to access the care and support that is available; and
- how to raise concerns about the well-being of a person who appears to have needs for care and support.

The information, advice and assistance service is an opportunity to change the perception of social care and support services in Wales. It must promote early intervention and prevention to ensure that people of all ages can be better supported to achieve their personal outcomes and should be considered to be a preventative service in its own right through the provision of high quality and timely information, advice and assistance. Local Health Boards must provide local authorities with information about the care and support it provides. Other partner organisations, including third and independent sector organisations should also be included.

The regional team facilitate an adult services and children services **practice development group** to support front line practitioners deliver and implement the Act.

The groups have also developed a regional IAA framework and policy to help ensure consistency across the local authorities and ABUHB. Each local authority must take its lead from the RPB on how to design, plan and develop the model for the information, advice and assistance service that will ensure people find information easy to access. Local authorities should produce a communications strategy to promote their information, advice and assistance service and the regional team facilitate a regional **communications group**, where the 5 communication managers meet to develop regional newsletters and consistent messages in relation to the Act. The regional communications group has also developed and published a regional communication and engagement strategy.

Local authorities must use information gathered through the population needs assessment to design, develop and continually improve the IAA service. The IAA performance data for 2016/17 is limited as it is a transition year and an opportunity for local authorities to develop the IAA service. However, interim data has been collected and will be included in the final PNA.

As well as helping to prepare access points to IAA services and/or assessment to implement consistent IAA processes across the region, the regional team have also facilitated the development of the **DEWIS** website which will be a key resource to ensure accurate and timely IAA. **NHS 111 service** is the NHS non-emergency contact number to speak to a highly trained adviser, supported by healthcare professionals who will ask a series of questions to assess symptoms and immediately direct people to the best medical care. Working links between DEWIS and the 111 service are being considered.

What we will deliver through the regional Area Plan

- 1. Further support and develop DEWIS website so it becomes the ‘go to’ place for information on support, advice and assistance.**
- 2. Continue to support consistent information dissemination and stakeholder engagement through regional communications group**
- 3. Use IAA performance management data to inform design of services**

Social enterprises, Cooperatives, User Led Services and the Third Sector

The Act Part 2, section 16 introduces a duty on local authorities to promote the development, in their area, of not for private profit organisations to provide care and support and support for carers, and preventative services. These models include social enterprises, co-operative organisations, co-operative arrangements, user led services and the third sector. The local authority must promote the involvement of people for whom these care and support or preventative services are to be provided, in the design and operation of that provision. The duty to promote means that local authorities must take a proactive approach to planning and delivering models that will meet the well-being needs of all people – children, young people and adults - in promoting models which are based on social values.

Care to Co-operate is a three year project funded by the Welsh Government under the Sustainable Social Services Third Sector Grant Scheme. It has been developed in partnership with the Social Co-operation Forum and will be delivered by the Wales Co-

operative Centre. Care to Co-operate will support the development of social co-operatives, social enterprises and consortia that exist to provide opportunities and services, which make a real difference to people's lives. There are examples of user led services developing across the region – recently a Dementia Friendly Community group in Blaenau Gwent – and the Transformation Team will work closely with the Wales Co-operative Centre and the third sector to ensure the regional Area Plan will set in place clear actions and targets to support community assets at an individual, community and population level can help create support in local communities.

Workforce Development

The region has a Workforce Development Board and delivery plan which is monitored by the Board. Focus has been on supporting staff to ensure they are trained and skilled to implement and deliver the Act. Workforce Development managers and the regional Transformation Team meet regularly, prior to the board to ensure consistent developments across the workforce, joint training and continuous development of the regional training plan.

The regional has developed an Organisational Development management programme this year which focused on the delivery of the Act and the requirement to change the culture within organisations and measure performance. A programme was developed which included middle managers from both social care and health. This has resulted in us focusing on the wider integration agenda and we are developing a further management programme to deliver on the 'Care Closer to Home' strategy. This is in the early stages and we are working with Workforce Development leads in ABUHB to present an outline proposal to the regional Leadership Group. At an operational level we ensure that those local authorities that were not part of the 'Outcome/Collaborative Conversations' pilot training are supported in the interim, and will continue to support the training in the future.

Local Workforce Development Managers and the regional Transformation team form part of a National Social Services and Wellbeing Act Workforce Development Group. The group ensures coordinated development across Welsh Government, Care Council for Wales and regional and Workforce Development teams. It is not clear as yet if this group will continue to meet as the DTG will form part of the RSG.

What we will deliver through the regional Area Plan

- 1. Continue to support delivery of regional WFD Board work programme and facilitate national links through national group**

Links to National Groups

The regional Transformation Team has supported a number of Welsh Government national task and finish groups to help prepare for the implementation of the Act. Health and social care principles still require further development as the regions implement the Act and specific work streams have been formalised through the Association of Directors Social Services (ADSS)

- *Business Intelligence* – The objective is to influence and support national consistency in the implementation of the performance measurement framework and associated business intelligence processes and also influence the introduction of underpinning systems such as WCCIS and DEWIS (a regional Business Intelligence group with membership from the 5 local authority social services business managers feeds into this group)
- *New Approaches to Practice* – the objective is to support the development of new approaches to processes and practice in areas such as advocacy, assessment, eligibility, care planning and the information, advice and assistance service (Regional Practice Development groups for Adult and Children Services feeds into this group)
- *New Ways of Working* – The objective is to support the development of new models of service including preventative services, commissioning and social enterprises responding to population assessments.

The Transformation Team represent regional views on each of the ADSS groups. The Welsh Local Government Association (WLGA) and Social Services Improvement Agency (SSIA) coordinate a Population Needs Assessment development group and the Transformation Team are also represented.

Advocacy

Under Section 145 of the Social Services and Well-being Act, Welsh Government issued and consulted upon a draft code of practice in relation to advocacy. It is a principle of the Act that a local authority respond in a person-centred, co-productive way to each individual's particular circumstances. Individuals and their families must be able to participate fully in the process of determining and meeting their well-being outcomes through a process that is accessible to them. The code also sets out the requirements for local authorities to:

- Ensure that access to advocacy services and support is available to enable individuals to engage and participate when local authorities are exercising statutory duties in relation to them and;
- To arrange an independent professional advocate to facilitate the involvement of individuals in certain circumstances.

Local authorities must arrange for the provision of an independent professional advocate when a person can only overcome the barrier(s) to *participate fully in the assessment, care and support planning, review and safeguarding processes* with assistance from an appropriate individual, but there is no appropriate individual available.

Advocacy can be a preventative service in itself and will be considered as part of the range and level of services required to meet identified need. The Transformation Team have already started to map advocacy provision across the region and consider potential options going forward.

The regional provider forum includes members from the third sector including Age Cymru who have developed the '**Golden Thread Advocacy Programme**' which has been funded by Welsh Government for 3 years to run alongside and support the

implementation of Part 10 of the Social Services and Well-being (Wales) Act 2014. The programme's key aims are

- To support the commissioning of independent professional advocacy through a sustainable, strategic approach.
- To improve the availability of advocacy services to adults across Wales
- To improve the well-being of individuals through advocacy and to give them a stronger voice

Through the regional Area Plan we will bring third sector partners and commissioning teams to fully map advocacy services and identify good practice and gaps in provision. We will also promote independent advocacy provision and work closely with the third sector umbrella organisations to identify solutions.

Care Council for Wales have developed a specific Advocacy training module, and this is set to be taken forward in 2017.

What we will deliver through the regional Area Plan

- 1. Alignment of advocacy provision to identified priorities across partner agencies**
- 2. Support Golden Thread Advocacy Programme across the region through regional provider forum**
- 3. Joint approach to advocacy provision with third sector partners especially in promotion of independent advocacy**

Transitions

The transition process between a service/support can be an anxious and sometimes vulnerable time for any person but especially for young people and their families. During this period young people may stop receiving health services that they may have had since a very young age and move on to equivalent adult services which can be structured and funded differently. The Social Services and Well-being (Wales) Act is an all-age Act so addresses issues relating to transition. The Regional Partnership Board has responsibility for ensuring there are services, care and support to meet the needs of all people in the region and hence will ensure there is an effective partnership working between ABUHB and local authorities.

There is a statutory requirement on schools to organise transition planning for their pupils with special educational needs. Adults may move from one organisational support service in health to other support services in social care. Also, adults, children and families are transient and will move across local authority boundaries. The key groups for effective transition across the 8 PNA core themes are

- **Autism Spectrum Disorder** – Welsh Government have developed an ASD Strategic Action Plan and priorities will be implemented locally
- **Disabled Children** – effective planning between health and social care
- **Looked After Children** especially in relation to 'When I am ready'
- **Preventions** – national preventative programmes such as Families First and Supporting People operate in each area and effective transition between

programmes and local authorities when people move is required to ensure seamless portability

National Outcomes Framework (NOF)

In identifying the range and level of services necessary to meet need, local authorities and Local Health Boards **must** be informed by the National Outcomes Framework (NOF). The NOF is made up of the well-being statement, which articulates what the Welsh Government expects for people who need care and support, and outcome indicators to measure whether well-being is being achieved. When the data is available and published the PNA and corresponding regional Area Plan will seek to ensure that we will use the NOF in identifying the level of services necessary to meet need.

Equality Impact Assessment

Local authorities and Local Health Boards must undertake an Equality Impact Assessment as part of the process of undertaking a population assessment, which must include impact assessments on; Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion and Beliefs, Sex and Sexual Orientation. We will expand on EIA in the final PNA but it is likely that the regional Area Plan will set out detailed actions required to implement key findings from the PNA and an EIA will be more effective at the plan level.

Links to Wellbeing of Future Generations Act

The Social Services and Wellbeing Act shares similar principles with a number of key national/regional strategies, and in particular the Wellbeing of Future Generations (WFG) Act. There are a number of key areas where the Acts compliment and reinforce the need for a collaborative approach

- **Principles** – under the WFG Act specific sustainable principles are set out which are similar to the principles under the Social Services and Wellbeing Act (early intervention, prevention, partnership working, co-production) and there is an opportunity to align work streams.
- **Population Assessments** – a statutory requirement of the WFG Act is to undertake a Wellbeing Assessment of the whole population in a local authority area. This PNA has been produced alongside Wellbeing Assessment in each local authority to avoid duplication. A regional Gwent Strategic Wellbeing Assessment Group (GSWAG) has overseen the coordination of the alignment of both assessments and the Transformation Team are members of the group.
- **Partnership Governance** – there are statutory duties under each Act to establish a partnership to oversee the implementation of each Act. Under the SSWB Act Regional Partnership Boards (PPB) are established across regions and under the WFG Act Public Service Boards (PSB) are included on a statutory footing in each local authority area. The work of both boards to promote wellbeing is clear and alignment of work streams will be beneficial to avoid duplication and create synergy between partners.

- **Service Mapping** – there will be a need to understand the levels of service available across the region and in local communities to maximise resources. The close working between the RPB and local PSBs will facilitate a joint mapping of services and identify where there are gaps in provision.
- **Action Planning** – both Acts set out arrangements for action plans following population assessments – regional Area Plan under the SSWB Act and Wellbeing Plans under the WFG Act. An alignment of the corresponding action plans will avoid duplication of priorities and focussed activity for specific priorities. A ‘common language’ and template will also ensure good ‘read across’ the plans.

Secure Estate

Population assessments must take account of the care and support needs of populations from the secure estate in order to fulfil the requirements of section 11 of the Act. The code of practice in relation to part 11 contains full details in relation to local authority’s responsibility for the care and support for those in the secure estate. Monmouthshire is the only local authority in the region where secure estates are located. The Transformation Team have supported training to staff and management to ensure elements of the Act are being planned and implemented. The regional Area Plan will include details on actions required to implement the statutory duties in the Act.

Next steps and Regional Area Plan

The 2015 partnership arrangement regulations require local authorities and LHBs to form partnerships in order to carry out the population assessments required by section 14(1) of the 2014 Act. The area plans required to be prepared by local authorities and Local Health Boards under section 14A should also be prepared on a joint basis. Developing an area plan jointly will create consistency with the combined population assessment process and contribute significantly to the objective of integrated and sustainable care and support services. It will also enable partners to discharge the section 14A(2)(f) duty in the 2014 Act to set out the details of anything they propose to do jointly in response to the population assessment. The area plan should set out the specific care and support services proposed to be provided or arranged in relation to each core theme and in how actions will be delivered

- jointly by partners;
- by each individual local authority; and
- by the Local Health Board.

This PNA has highlighted high level priorities under each core theme and necessary process developments required to implement the priorities. The basis of the Area Plan will be the priorities under each core theme and process developments. There are two types of suggestions actions

1. Actions required to improve **outcomes** for people and promote wellbeing
2. Actions to improve regional **processes**

The high level actions to progress through the Regional Area Plan are below and we will develop a more robust analysis of actions required to deliver outcomes through the development of the Area Plan. We will also set out in detail the process actions required to develop a regional approach.

High level Actions to be progressed through Area Plan

CORE THEME	Actions to be progressed through regional Area Plan
Children & Young People	<ul style="list-style-type: none"> ▪ Support Children and Family Partnership Board's review of local arrangements for children with complex needs and delivery of work programme. ▪ Consistent models of practice and alignment of Welsh Government's early intervention and preventative programmes
Older People	<ul style="list-style-type: none"> ▪ Develop place based approach '<i>Care Closer to Home</i>' including consistent delivery of community connectors across the region ▪ Further develop '<i>Dementia Friendly Communities</i>' ▪ Pilot domiciliary care joint commissioning process with National Commissioning Board and linked to Care Standards Social Improvement Wales 'Above and Beyond' Report and the 'Care and Support at Home' Strategic Plan currently being developed by Care Council for Wales.
Health/ Physical Disabilities	<ul style="list-style-type: none"> ▪ Implement 'Care Closer to Home' Strategy ▪ Align with 5 local Wellbeing Assessments required under Wellbeing of Future Generations Act and explore joint action planning for wider detriments to health
Learning Disabilities/ Autism	<ul style="list-style-type: none"> ▪ Support Mental Health and Learning Disability Partnership Board review Gwent Strategy for Adults with a Learning Disability 2012/17 and set out key regional commissioning, integration actions ▪ Local implementation of Welsh Strategic Action Plan including development of new Integrated Autism Service.
Mental Health	<ul style="list-style-type: none"> ▪ Review of and align regional strategies to Together for Mental Health Delivery plan ▪ Coordination of consistent community based services such as community connectors/social prescribers ▪ Multi-agency place based models which include wider partners such as Housing Associations, employment support and community programmes ▪ Accurate Information, Advice and Assistance through DEWIS and Five Ways to Wellbeing
Sensory Impairment	<ul style="list-style-type: none"> ▪ Use good practice and effective pathways to develop regional commissioning principles ▪ Ensure accurate, accessible and timely Information, Advice and Assistance through DEWIS and other means ▪ Work in partnership with third sector to identify new models to support rehabilitation process and supply of low vision tools.

<p>Carers</p>	<ul style="list-style-type: none"> ▪ Coordination of consistent community based services such as community connectors/social prescribers to identify and support carers ▪ Review of medical prompting to better support carers ▪ Accurate Information, Advice and Assistance through DEWIS and Five Ways to Wellbeing ▪ Review of and align third sector commissioning principles to support befriending for carers requiring support ▪ Ensure that the implementation of the care closer to home strategy increases the community level support for carers ▪ Consistent commissioning across health and social care to ensure equitable, region wide and effective models of carer support
<p>Violence against women domestic abuse and sexual violence</p>	<ul style="list-style-type: none"> ▪ Implementation of 'Ask and Act' as part of Welsh Government pilot. ▪ Strategic alignment with VAWDASV Board, needs assessment and strategic plan.

High Level Process Development Actions to be delivered through Regional Area Plan

Service Mapping	<ul style="list-style-type: none"> ▪ Continue to build on existing service mapping through the 'Care Closer to Home' strategy, Regional Joint Commissioning work stream and Supporting People programme and link specifically to priorities identified therein
Health & Social Care Integration	<ul style="list-style-type: none"> ▪ Further develop and enhance the DEWIS website so it becomes the primary directory of resources for the region ▪ Work with PSBs to ensure wider service mapping is integrated with that of Health and social care as an important step towards the creation of a public service response at community level
Health & Social Care Integration	<ul style="list-style-type: none"> ▪ Integration of care and support provision to key client groups as set out in Part 9 of the Act and emphasised through RPBs Statements of Strategic Intent for older people, children with complex needs and carers, as well as strategy statements for Mental Health and Learning Disability (including Autism) ▪ Adopt a place based approach through 'Care Closer to Home' strategy as foundation stone that underpins health and social care service integration
Joint Commissioning and Pooled Budgets	<ul style="list-style-type: none"> ▪ Implement RJCG action plan to deliver joint commissioning arrangements for identified priorities for Act Part 9 requirements.
Joint Commissioning and Pooled Budgets	<ul style="list-style-type: none"> ▪ Continue to link with National Commissioning Board to progress national work priorities and proposals across the region
Preventative Services	<ul style="list-style-type: none"> ▪ Explore a single prevention agenda across the region with PSBs and linked to Wellbeing of Future Generations and SSWB Acts ▪ Align anti-poverty programmes across the region to set out a single preventative model based on consistent assessment principles, joint workforce and joint commissioning ▪ Through the implementation of the 'Care Closer to Home' strategy ensure that prevention and early intervention is supported and enabled in a consistent manner across the region ▪ Through RJCG work with third sector to maximise and align activity to prevent escalation of need and build on existing models of good practice such as befriending, social prescribing etc. and to promulgate the development of social enterprises and co-operatives where possible. ▪ Support Early Years Pathfinder pilot and use key messages to shape early intervention models
Information, Advice and Assistance	<ul style="list-style-type: none"> ▪ Further support and develop DEWIS website so it becomes the 'go to' place for information on support, advice and assistance.

	<ul style="list-style-type: none"> ▪ Continue to support consistent information dissemination and stakeholder engagement through regional communications group
	<ul style="list-style-type: none"> ▪ Use IAA performance management data to inform design of services
	<ul style="list-style-type: none"> ▪ To support further initiatives across the region that supports consistency of approach to IAA e.g. self-assessment exercises, peer reviews
	<ul style="list-style-type: none"> ▪ To work with regional workforce managers and Social Care Wales to ensure that cultural change programmes are embedded and on-going
Advocacy	<ul style="list-style-type: none"> ▪ Alignment of advocacy provision to identified priorities across partner agencies
	<ul style="list-style-type: none"> ▪ Support Golden Thread Advocacy Programme across the region through regional provider forum
	<ul style="list-style-type: none"> ▪ Joint approach to advocacy provision with third sector partners especially in promotion of independent advocacy

Appendix

- A number of the appendices referred to throughout this PNA are still being developed and some plans such as local authority Wellbeing Plans required under the Wellbeing of Future Generation Act are currently going through a consultation phase.
- This PNA would be too large a document if the appendices were 'embedded'
- The final PNA will include a comprehensive list of appendices and hyperlinks but for the consultation phase a list has been highlighted below
- The appendices will be used throughout the consultation phase, however if you wish to view the documents separately, please contact phil.diamond@torgaen.gov.uk

Appendices source list

1. Social Services and Wellbeing Act Data Catalogue report
 2. Regional Wellbeing of Future Generations Act data report
 - a. Blaenau Gwent Wellbeing Assessment
 - b. Caerphilly Wellbeing Assessment
 - c. Monmouthshire Wellbeing Assessment
 - d. Newport Wellbeing Assessment
 - e. Torfaen Wellbeing Assessment
 3. Care Closer to Home report
 4. Supporting People Regional Plan
 5. Regional Partnership Board Statements of Intent
 - a. Children with complex needs
 - b. Older People
 - c. Carers
 6. Terms of Reference Citizen Panel
 7. Terms of Reference Citizen Panel
 8. Regional IAA policy
 9. Transformation Team Advocacy Report
 10. Transformation IAA Report
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Report

Cabinet

Part 1

Date: 14th December 2016

Item No: see above

Subject Improvement Plan Review for 2017-18

Purpose To present cabinet with a review of the Improvement Plan content that will ensure that the content remains relevant for 2017-18.

Author Rhys Cornwall, Head of People and Business Change
Mike Dickie, Business Improvement Manager
Rachel Kalahar, Senior Performance Management Officer

Ward All

Summary The purpose of the Improvement Plan is to enable the authority to evidence that it has discharged its duty to make arrangements to secure continuous improvement. (Local Government Measure 2009)

The Improvement Plan builds upon the council's Corporate Plan and the Local Service Board's Single Integrated Plan, and is informed by stakeholder consultation and engagement, Member involvement and feedback from regulators.

In April 2016 Cabinet and Council endorsed the Improvement Plan 2016-18, it contains eight improvement objectives in which the council will seek to demonstrate measurable improvement.

The Plan covers a 2 year period and as such a review at this point will ensure that the content of the objectives set at the start of 2016 is updated to remain relevant and meaningful for the second year.

Proposal Cabinet are requested to endorse the Improvement Plan review and recommend it to Council

Action by Strategic Directors and Heads of Service

Timetable This report was prepared after consultation with:

- Scrutiny Committees
- Chief Executive
- Strategic Directors
- Heads of Service

Signed

Background

The purpose of the Improvement Plan is to enable the authority to evidence that it has discharged its duty to make arrangements to secure continuous improvement. (Local Government Measure 2009) In order to clearly demonstrate that the council is fulfilling this duty, eight discrete priority areas have been identified in which measurable improvement should be demonstrated during 2016-18.

The current Improvement Plan covers the period 2016-18 and whilst the objectives endorsed by Cabinet in April 2016 remain the same the content of each objective has been reviewed to ensure that it remains relevant for 2017/18.

The eight Improvement Objectives (which relate directly to the priorities of the Corporate Plan) and where selected following consideration of consultation responses and reflect the eight most voted for themes of the consultation.

Performance measures are included in the Improvement Plan to help monitor the success of activities some of the measures used here are also reported nationally. The National Strategic indicators (NSI) were revoked in July 2016 to remove 'the existing burden of compliance when resources are more limited and need to be to be used more efficiently to deliver Local Government services'. However many have now been included in the Public Accountability Measures (PAM) data set which is collected by the Data Unit Wales to compare the performance of Welsh Local Authorities, this comparison is then published. Changes to measures are reflected in the objectives below.

The programme of Local Government Reform and the introduction of the Well Being of Future Generations (Wales) Act 2015, mean that local authority performance frameworks are changing to allow local authorities to focus on working more effectively to deliver the wellbeing goals.

The eight Improvement Objectives were considered by Scrutiny meetings which were held in February to enable members' to input into the Improvement Plan 2016-18, feedback from Scrutiny was taken into account when compiling the full plan. The reviewed objectives accompanied the mid-year service plan reviews which were considered by Scrutiny Committees in November.

A Caring City

- *Improving independent living for older people*
- *Ensuring people have the right social services to meet their needs*

A Fairer City

- *Ensuring people have access to suitable accommodation*

A Learning & Working City

- *City Regeneration and Development*
- *Supporting young people into education, employment or training*
- *Ensuring the best educational outcomes for children*

A Greener and Healthier City

- *Increasing recycling*

- *Preventing Offending and Re-offending of young people*

Financial Summary

As started by the Chief Financial Officer there are no direct financial implications stemming from this report as actions under the Improvement Plan are included in the Service Improvement Plans

Risks

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
That the council's plans and projects do not have the desired impact on the city	H	M	The council will assess the impact of its actions on an ongoing basis and enable adjustments to actions and policies to be brought forward as the need arises	Heads of Service
That major impacts are not properly monitored due to faulty assessment of risk and/or impact	H	L	Quarterly reporting to cabinet, together with opportunity for scrutiny reviews will enable adjustments to monitoring regime to be implemented as the need arises	Head of Service
That on-going monitoring impedes progress on project delivery	H	L	The assessment criteria for monitoring progress are designed to ensure monitoring is proportionate to impact and purpose. This will be reassessed as part of the on-going reporting process	Chief Executive / Strategic Directors
That the content of the Improvement Plan Objectives 2016-18 becomes irrelevant or undeliverable in 2017/18.	H	L	This review of objectives will mitigate the risk of planned actions becoming undeliverable or irrelevant by taking into account the ongoing budget situation and changes to legislation.	Heads of Service

* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

The Improvement Plan directly contributes towards the Corporate Plan.

Options Available and considered

1. To endorse the review of the improvement plan and
2. Not to endorse the review of the improvement plan

Preferred Option and Why

Option 1) is preferred in that it takes account of our current position and provides a plan for continued improvement within the framework of the Council's Corporate Plan.

Comments of Chief Financial Officer

There are no direct financial implications stemming from this report. The financial implication of individual projects are reported as part of the on-going medium term financial planning and budget monitoring processes and in that respect, having clear responsibility and accountability for delivering the projects and managing resources is key.

Comments of Monitoring Officer

The details set out in this report reflect the requirements of the Local Government Measure. The approach for monitoring progress against corporate priorities and strategies is consistent with the Council's performance management framework and risk management principles.

Comments of Head of People and Business Change

There are no direct staffing implications as a result of this report. The Improvement Plan 2016-18, gives clarity of vision which should help employees, managers and stakeholders understand our corporate priorities, how they are being assessed and what this means for the people of Newport. This review of the content of each objective ensures that it remains deliverable and relevant in 2017/18 and more closely linked to the priorities of the Wellbeing of Future Generations (Wales) Act 2015.

Comments of Cabinet Member

The Chair of Cabinet has been consulted and has agreed that this report goes forward to Cabinet for consideration.

Local issues

None

Scrutiny Committees

The updated Improvement Objectives were presented to scrutiny committees along with the mid-year service plan reviews for consideration.

Streetscene, Regeneration and Safety Scrutiny Committee - 17th November 2016

Community Planning and Development Scrutiny Committee - 23rd November 2016

Learning Caring and Leisure Scrutiny Committee – 30th November 2016

Equalities Impact Assessment and the Equalities Act 2010

The Equality Act 2010 contains a Public Sector Equality Duty which came into force on 06 April 2011. The Act identifies a number of 'protected characteristics', namely age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; sexual orientation; marriage and civil partnership. The new single duty aims to integrate consideration of equality and good relations into the regular business of public authorities. Compliance with the duty is a legal obligation and is intended to result in better informed decision-making and policy development and services that are more effective for users.

In exercising its functions, the Council must have due regard to the need to: eliminate unlawful discrimination, harassment, victimisation and other conduct that is prohibited by the Act; advance equality of opportunity between persons who share a protected characteristic and those who do not; and foster good relations between persons who share a protected characteristic and those who do not. The Act is not overly prescriptive about the approach a public authority should take to ensure due regard, although it does set out that due regard to advancing equality involves: removing or minimising disadvantages suffered by people due to their protected characteristics; taking steps to meet the needs of people from protected groups where these differ from the need of other people; and encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

Children and Families (Wales) Measure

Although no targeted consultation takes place specifically aimed at children and young people, consultation on planning applications and appeals is open to all of our citizens regardless of their age. Depending on the scale of the proposed development, applications are publicised via letters to neighbouring occupiers, site notices, press notices and/or social media. People replying to consultations are not required to provide their age or any other personal data, and therefore this data is not held or recorded in any way, and responses are not separated out by age.

Wellbeing of Future Generations (Wales) Act 2015

The guidance on the Act is clear – it requires public bodies to maximise their contribution to improving the wellbeing of Wales. The Act provides a framework for better decision making by ensuring public bodies take account of the **long term**, focus on **prevention**, take an **integrated** and **collaborative** approach, and **involve** people in policy making and planning and delivery of services.

The Act places a duty on the public sector to:

- Adopt the Sustainable Development Principle
- Work towards 7 national wellbeing goals
- Focus work on future generations
- Take a central role in the establishment and scrutiny of a Public Services Board (PSB)
- Take a central role in the development of a Wellbeing Plan based on a long term needs assessment
- Respond to a new accountability framework including reporting and review by the Auditor General Wales

The Act has implications for how the local authority will work in future and Part 2 of the Act places an individual wellbeing duty on public bodies. Key areas where change needs to happen include:

- Corporate Planning
- Risk Management
- Workforce Planning
- Performance Management
- Financial Planning
- Procurement
- Assets

The Wellbeing of Future Generations Act 2015 which came into force in April 2016 sets the context for the move towards long term planning of services. A programme of training for senior management and elected members is underway so that the wide-ranging and transformational implications of the Act are understood and can be embedded in the Council's ways of working.

Key documents and processes have been revised so that they incorporate sustainable development and wellbeing principles. Over the last three years extensive public engagement has been undertaken in relation to setting service delivery priorities and identifying which services matter most to people, and contribute to their wellbeing. This will continue to inform future planning.

Crime and Disorder Act 1998

Section 17(1) of the Crime and Disorder Act 1998 imposes a duty on the Local Authority to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area.

Consultation

Our Improvement Plan 2016-18 consultation commenced on the 17th October; participants were asked to indicate their top three priorities from a list of twelve.

A number of ways to engage the public, staff and members were employed. Face to face public consultations took place at Newport Centre, Newport International Sports Village, the Information Station, the Riverfront Theatre, Central Library and Ringland Library. A citizens' panel survey was sent electronically to panel members and a web-based survey for members of the public was hosted on the www.newport.gov.uk webpages. The survey was publicised via Facebook and Twitter.

The Performance Team also conducted some face to face 'dot' voting with staff at the Civic Centre and Information Station. The Team also attended a meeting with the Fairness Commission where the main report was presented for consideration. All Councillors have also been invited to participate in the consultation via a paper questionnaire. The consultation concluded on 18th December.

Consultation Results

The results of the Elected Member, staff and public consultations are shown in the table below, each participant had three votes. There were over 625 participants in this consultation, an 18% increase on the responses from this exercise last year. It should be noted that this consultation can be considered to be statistically significant of the population of Newport (95% confident that the maximum error rate is 5%).

Each participant in the consultation was offered three 'votes':

Priority	Responses
Supporting young people into education, employment or training (learning and working) 1st	297
City Regeneration and development (learning and working) 2nd	239
Improving Independent living for older people (caring) 3rd	213
Ensuring people have the right social services to meet their needs (caring) 4th	210
Improving educational outcomes for children (learning and working) 5th	184
Ensuring people have access to suitable accommodation (fairer) 6th	166
Preventing offending and re-offending of young people (safer) 7th	142
Increasing Recycling (green and healthy) 8th	142
Supporting older people leaving hospital (caring) 9 th	136
Promoting the Welsh language (fairer) 10 th	64
Food safety within environmental health (green and healthy) 11 th	50
Providing business and homes with faster broadband (learning and working) 12 th	35

Response from the Fairness Commission

On 28th September 2015 the Fairness Commission were consulted on the potential priorities for inclusion in the Improvement Plan 16/17. The response from the Commission can be found on the link below:

<https://democracy.newport.gov.uk/documents/s3948/IP%20report%20and%20cover%20sheet%20for%20cabinet%2023DEC%20v1.pdf>

Improvement Priorities Selected

At the Cabinet meeting on 11th January 2016, members were offered a set of options in order to select Improvement Priorities for 16/17. Cabinet selected option one, resulting in the following eight priorities being included in the Improvement Plan for 16/17

The option chosen by Cabinet reflects the eight themes which were most voted for in the consultation, the priorities are broadly the same as 2015/16 with a few changes; the priorities for the 2015/16 Improvement Plan were as follows:

1. Supporting Older People leaving hospital
2. Improving care and support services for adults
3. Developing and Regenerating the City
4. Supporting young people into education, employment or training
5. Ensuring the best educational outcomes for children
6. Helping Children have a flying start in life
7. Increasing recycling
8. Improving outcomes for youth justice

Background Papers

Cabinet Report - Improvement Plan 2016-18 - 11th April 2016

Dated: December 2016

Appendix 1

Improvement Objective 1

Improving Independent Living for Older People

[Link to Corporate Plan: A Caring City](#)

[Link to Wellbeing Goals: A healthier Wales, A more equal Wales, A Wales of Cohesive Communities](#)

[Lead Cabinet Members: Cabinet Member for Adult Social Care and Housing](#)

[Lead Officer: Head of Adult and Community Services](#)

What is the Improvement Objective?

As part of the Primary and Community Services Strategy for Wales, 'Setting the Direction', published in 2009, Health Boards across Wales have established a framework for primary and community service delivery called GP Clusters. In Aneurin Bevan University Health Board the concept has been broadened, recognising the contribution made by partner agencies, and the clusters are known as Neighbourhood Care Networks (NCN's). The NCN is a collaborative network comprising all Primary Care, health and social care community providers operating within the boundaries of the geographical footprint.

There are three NCN's established across Newport covering West, East and North of the city, with boundaries which broadly coincide with the Team around the Cluster boundaries, and they have a adopted range of priorities to improve the health and wellbeing of the population, many of which are contributors to the Health and Wellbeing theme work to deliver the Newport Single Integrated Plan.

Newport City Council Adults Social Services has been working with colleagues from Aneurin Bevan University Health Board (ABUHB) to develop an integrated pathway for older people which aims to identify those most at risk of needing health and social care services in the future. This has involved working with GP's and the voluntary sector to put in place individuals plans called "Stay Well Plans" to sustain people in their home and support their taking responsibility for their own well being and using community based support and use of preventative services such as befriending.

Why have we chosen this Improvement Objective? / Why is it important?

- The number of older people who receive timely advice and assistance will be improved through the roll out of the integrated older people's pathway and a cohort of older people will have a "Stay Well" plan in place.

- To continue to increase the percentage of people who receive a frailty/reablement intervention, have a reduced or no on-going care package that is; they have been reabled to full independence.
- This objective will contribute to the Well-being goals especially 'A healthier Wales', 'A more equal Wales' and 'A Wales of cohesive communities'

What have we done so far?

The NCNs in Newport have progressed over the last 2 years with the development of local plans that are based upon detail of the health and social care needs of the individual NCNs. In Newport they have led to the establishment of an Integrated Older Person's Preventions Pathway which has been piloted in one GP practice and will be rolled out across the City over the next 12 months. In conjunction with Age Cymru a Care Facilitator role has been developed which works with an identified group of older people with health and social care needs to help them more effectively managed their situation through the use of "Stay Well Plans".

The effectiveness of these interventions is being evaluated through some key performance data including a target to reduce the number of GP and Nurse contacts and unplanned Accident & Emergency visits. In addition we are recording the views of older people on the effectiveness of the service and we are also recoding additional benefits such as increasing financial resources as a result of welfare benefit advice.

In addition, the adult social services teams are discussing the future structures and configuration needed to most effectively deliver their responsibilities under the SSWB Act. A move towards alignment with the NCN footprints would enable us to take advantage of further opportunities for colocation and integration of service delivery as they arise.

What are we going to do?

What are we going to do this year?	What difference will it make?
1.1 To deliver an integrated assessment process for older people based on the models developed in support of the Social Services & Well Being Act.	This will fulfil our responsibilities under the Social Services Act (2014) for implementation in 2016 and deliver an integrated approach for the benefit of older people.
1.2 To roll out the integrated pathway for older people needing care and support in the community across the NCN's in Newport.	To increase the number of older people who have a Stay Well plan in place to support their independence and well-being.

1.3 Restructure the operational adult social services teams on the NCN footprints.	Improving team structure will improve contact arrangements for people should their needs change, i.e. knowing which team clearly holds responsibility for their case work.
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How will we know?

A number of changes have been made to the performance indicators we are required to report on over the period covered by this improvement plan including the NSI data collection and also the National Outcomes Framework to support the implementation of the Social Services and Wellbeing (Wales) Act. This will mean that some of the performance indicators and targets set out below have been updated to reflect this.

Measure		Performance 15/16	Target for 16/17	Current Performance (Q2 2016/17)	Target Changes
How much did we do?					
1a Provision of Telecare packages		847	1000	1,014	
1b OT Assessment & Reviews		84%	85%	91.6%	
1c Reablement – Number of people fully reabled		411	450		To be removed and replaced with the measure below which is part of the Social Services National Set
How well did we do it?					
1d The percentage of adults who completed a period of reablement have no package of care and support 6 months later		N/A	40% to review after 6 months		To be removed and replaced with the measure below which is part of the Social Services National Set
1d The percentage of adults who completed a period of reablement	a)and have a reduced package of care and support 6 months later	N/A	New Measure	Annual measure – data not yet available	a) 65%
	b)have no package of care and support 6 months later	N/A	40%	Annual measure – data not yet available	b) 40% annual figures to be reported at the year end

Is anyone better off?				
1e The percentage of adults who have received advice and assistance from the information, advice and assistance service and have not contacted the service again (Over 75)	N/A	38% to review after 6 months	Annual measure – data not yet available	50%

Partnership & Collaboration: Who do we need to work with?

Stakeholder engagements events called Well Being workshops are planned for March and April with people and carers, voluntary organisations and professionals to introduce them to the older person's pathway and the Stay Well Plan

What risks do we need to manage and prevent?

Risk	Mitigation Activity	Risk Rating March 2016	Current Risk Rating
The funding for the establishment of the NCN's is via a granted future funding arrangements will need to be considered in partnership with ABUHB	To work with ABUHG to identify alternative funding streams to support the roll out of the OP Pathway.	Medium	Medium
Impact of Adult Social Services Resources	To ensure that the roll out of the Older Person's pathway is compatible with Adult Social Services strategic outcomes and plans.	Low	Low

Is there a budget available to deliver improvement?

Action	Identified funding to deliver improvement (£'000)	Additional Financial comments
1.1 To deliver an integrated assessment process for older people in 2015/16 based on the models developed in support of the Social Services & Well Being Act.	£1,976	The budgets available to deliver this improvement objective have been identified from a number of areas involved in the assessment process.

1.2 To roll out the integrated pathway for older people needing care and support in the community across the NCN's in Newport.	£2,248	This budget includes Frailty services, telecare services, integrated equipment budget and £550,000 of Intermediate Care Fund external grant funding. Confirmation is awaited on the level of ICF funding for 1617.
1.3 Restructure the operational adult social services teams on the NCN footprints.	£1,378	This includes team budgets being restructured on NCN footprints

Improvement Objective 2

Ensuring people have the right social services to meet their needs

[Link to Corporate Plan: A Caring City](#)

[Link to Wellbeing Goals: A healthier Wales, A more equal Wales, A Wales of Cohesive Communities](#)

[Lead Cabinet Members: Cabinet Member for Adult Social Care and Housing](#)

[Lead Officer: Head of Adult and Community Services](#)

What is the Improvement Objective?

The implementation of the Social Services and Well Being Act (SSWB Act) will mean that we will be expected to work in partnership with the people who need the support of social services and also people who fulfil a caring role. We will help people identify and fulfil the outcomes they want to achieve, where possible utilising their ideas and preferences with an emphasis on co-production and use their own ideas and resources. We will be expected to help people with care and support needs to stay safe whilst promoting their independence and control whilst supporting positive risk taking through the provision of high quality care and support services.

We are working with colleagues in developing an integrated assessment process for older people across health and social care and will be working to an all Wales eligibility process for people who need care and support. We will also need to ensure people have access to the right services to meet their outcomes whether these are services that we directly commission, services they may use in their local communities or when they arrange their own care and support through the use of a direct payment.

Why have we chosen this Improvement Objective? / Why is it important?

The development of a National Outcomes Framework for Social services will capture how we are achieving the objectives of the SSWB Act. This includes making sure people have access to timely information and advice and are given help to develop their support and care

arrangements including co-production. The Council will have responsibility through commissioning role for ensuring that people can access the support they need to manage their care and high quality services, even where these are not directly contracted by the Council.

Prevention and Early Intervention will be essential in and will be delivered through an integrated approach with the NHS including the development of the Neighbourhood Care Networks and the development of the Older Person's Integrated Pathway project.

We will also need to ensure that staff and partner agencies such as our providers and third sector partners understand the SSWB Act and how this will impact on social services and what their contribution will be.

What have we done so far?

We have developed an adult services pathway for people accessing social services and have started consultation with staff in the operational teams on the new team structures which will be in place by April 2016. The new teams will be based on the NCN geographical footprint which will enhance our ability to work in an integrated way with colleagues in the NHS and will ensure that the people who have a care and support plan will belong to one team based on where they live rather than the type of condition or service they need.

In line with our responsibilities to improve the information, advice and assistance offer aspect of the SSWB Act 2014, we have started work to review the arrangements for First Contact and will be strengthening the experience people can expect and range of services we offer so that only those people who need to progress further do so. This will include reviewing our current arrangements for access to telecare and improving the efficiency of our systems in the reablement teams.

We have reviewed our arrangements with the third sector and following consultation with our partners in this sector and people who use these services and their carers and have redesigned our commissioning arrangements. The new model will involve developing a lead provider who will be required to establish a collaborative network with other key providers.

What are we going to do?

What are we going to do this year?	What difference will it make?
2.1 Establish the pathway for adult social services across health and social care based on the NCN footprint and ensure we have configured our resources to deliver the new Act	This will clarify what functions and services will be required at each stage of the pathway and clarify
2.2 Restructure the operational adult social services teams.	Improving team structure will improve contact arrangements for people should their needs change, i.e. knowing which team clearly

What are we going to do this year?	What difference will it make?
	holds responsibility for their case work.
2.3 Develop and implement the integrated assessment tools, including a carers assessment and a care and support plan. Develop the use of mobile technology to capture assessment information and support co-production of care and support plans.	This will fulfil our responsibilities under the Social Services Act (2014) for implementation in 2016
2.4 Review and recommission services as necessary to ensure they are in line with the requirements of the SSWB Act.	This review will ensure people have the right care and support arrangements that support and promote their independence.
2.5 Review and develop our systems and processes to ensure they are in line with the new national outcomes framework for the SSWB Act, including the new requirement to undertake surveys.	Ensure that our reporting arrangements accurately record that we are recording that people have the services they need to achieve their outcomes.
2.6 Under take a Questionnaire of people who have a care and support plan to understand: - _Percentage who reply: I feel safe Percentage who reply: I was treated with dignity and respect Percentage who reply: I can do the things that are important to me	To work with people who have a care and support plan to ensure that they are receiving the right support and services to meet their outcomes.

How will we know?

A number of changes have been made to the performance indicators we are required to report on over the period covered by this improvement plan including the NSI data collection and also the National Outcomes Framework to support the implementation of the Social Services and Wellbeing (Wales) Act. This will mean that some of the performance indicators and targets set out below have been updated to reflect this.

Measure	Performance 15/16	Target for 16/17	Current Performance (Q2 2016/17)	Target Changes
How much did we do?				
2a Number of Integrated Assessments Completed per month	Annual Figure 542	40 per month	743	
2b Support for People in Care Homes	57%	56%		To be removed as already reported in SCA/002 (b)
How well did we do it?				
2c Number of LA residents experiencing DToC	32	30		To be removed and replaced with the

				measure below which is part of the Social Services National Set
2c The rate of delayed transfers of care for social care reasons per 1,000 population aged 75 or over.	4.29 per 1000	2.04 per 1000	1.28 per 1000	4.08 per 1000
2d Carers Offered Assessment or Review	74%	85%		To be removed and replaced with a measure which is due for approval in Nov 2016.
2d Number of assessments of need for support for carers undertaken during the year	New measure	New	72	
Is anyone better off?				
2e Adult Protection Risk Managed	96%	99%		
2e The percentage of adult protection enquiries completed within statutory timescales	New measure	90%	97.9%	

Partnership: Who do we need to work with?

We need to ensure that staff and partner agencies such as our providers and third sector partners understand the SSWB Act and how this will impact on social services and what their contribution will be.

Our teams will need to develop our relationship with the NCN Managers and GP's and other health professionals working within these footprints.

Ensure people that we provide with care and support and their carers understand the changes being made through regular engagement events and consultation.

What risks do we need to manage?

Risk	Mitigation Activity	Risk Rating March 2016	Current Risk Rating
Delivering a new service structure while maintaining the operational delivery and performance outcomes.	Utilisation of agency staff on a managed basis Support staff through change management processes	Medium	Medium
Ensuring that we support the delivery of	Maintain Quality Assurance of	Low	Low

high quality services through our contract arrangements.	contracted services on a planned basis		
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Is there a budget available to deliver improvement?

Improvement Objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
2.1 Establish the pathway for adult social services across health and social care based on the NCN footprint and ensure we have configured our resources to deliver the new act	£33,790	The whole of the adult social services budget excluding provider services will be utilised to provide resources which deliver adults social care in accordance with the new act.
2.2 Restructure the operational adult social services teams	£2,773	All adults social work teams will be reviewed and placed in the new structure to provide First Contact, Managed care, Integrated Mental Health & Occupational Therapy services.
2.3 Develop and implement the integrated assessment tools, including a carer's assessment and a care and support plan. Develop the use of mobile technology to capture assessment information and support co-production of care and support plans.	£2,191	The integrated assessment tool will be implemented by social work teams responsible for assessments. The budget included here is for those social work teams and budgets which provide support for carers.
2.4 Review and re-commission services as necessary to ensure they are in line with the requirements of the SSWB Act	£1,548	Budget for contract payments and team of staff who review and commission contracts. Figure is after 16/17 MTRP savings reduction of £250,000

Improvement Objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
2.5 Review and develop our systems and processes to ensure they are in line with the new national outcomes framework for the SSWB Act, including the new requirement to undertake surveys	£204	Budget for the performance information team including the SWIFT system

Improvement Objective 3

Ensuring people have access to suitable accommodation

[Link to Corporate Plan:](#) A Fairer City

[Link to Well-being Goals:](#) A healthier Wales, A more equal Wales, A Wales of cohesive communities

[Lead Cabinet Members:](#) Cabinet Member for Regeneration & Investment

[Lead Officer:](#) Head of Regeneration, Investment and Housing Services

What is the Improvement Objective?

The objective is to ensure that people have access to suitable accommodation. For most people, their homes are the foundation for everyday life and are critical to their quality of life. Most households are able to find homes through owner-occupation, the social rented sector or, increasingly, the private rental market but we need to make sure that the supply of housing is aligned to local housing needs and that there is help available for individual households who cannot find homes or whose housing is unsuitable, in poor condition or at risk. The housing objective means:

- Securing the provision of a variety of homes for people to rent or buy
- Ensuring that if people's needs change their home can still be made accessible for them
- Minimising the impact of housing crisis on individuals and families.

Why have we chosen this Improvement Objective? / Why is it important?

A successful city needs to have a variety of different homes to rent and buy, for different types of household, so that people can choose where they live and find the right kind of housing for them.

The housing objective supports all of the Well-being goals for future generations but is integral to three. 'Cohesive communities' need the right homes for people to occupy: in the right home and the right area, people feel more settled; they can plan for the future and participate in the local community. With a sense of community, people feel safer and are more likely to support each other. For a 'Healthy Wales', people need homes that are safe and warm, that enable them to maintain continuity of health care, and to join in with activities that help them maintain their physical and mental well-being. To have a 'Prosperous Wales', families need homes where there are opportunities for education, training, and employment, so that people can secure their own economic prosperity and contribute to the local and national economy.

What have we done so far?

Through the Local Housing Market Assessment and the Local Housing Strategy, the Council balances the longer-term housing needs of the city with the interventions needed to support individual households and communities in the short term. The authority has a commitment to provide new affordable homes through both the planning process and through the social housing grant programme. Planning policy is in place to ensure a provision of affordable housing on all sites of 10 or more units in the urban area and on sites of 3 or more in the rural communities. This policy has previously ensured the delivery of affordable homes where new market properties are being developed and has provided mixed and balanced communities throughout the authority area. Unfortunately, due to economic difficulties, the development industry are now requiring a reduction in the amount of affordable housing on sites and this is starting to impact on the delivery of new affordable homes. Each year Welsh Government allocates Newport City Council almost £2 million for the delivery of affordable homes, this allocation is fully committed each year and additional funds are also requested towards year end.

The provision of disabled facilities grants are a statutory function of any local authority and together with safety at home grants ensure that homes are safe and accessible for their residents. Newport has undertaken a thorough review of the process in recent years, making amendments to the process to speed up the delivery of grants and prevent bed blocking in hospitals. Ensuring that people can live safely in their own homes helps to relieve pressure on health and social care services.

Sadly all too often people can lose their home due to financial pressures, this can sometimes be avoided with early intervention and support. The prevention of homelessness rather than the reactive service of providing temporary accommodation for families is seen by all local authorities as good practice; not only because of the significantly improved outcome for the individuals concerned but also because of the reduced costs to the public purse. Newport's Housing Advice Service has assisted many families and individuals in retaining their home and remaining within their communities, the pressures of changes to the welfare benefits system will make this service even more vital in the year ahead.

What are we going to do?

What are we going to do this year?	What difference will it make?
3.1 To secure additional units of affordable housing and bring empty private homes back into use	More good quality, affordable homes will be available in Newport
3.2 To minimise the waiting times for major and minor adaptations	More people with a disability will be able to live independently; fewer will have to go to hospital or residential care because their home is unsuitable, while others will be able to come out of hospital sooner, helping to free up hospital beds
3.3 To prevent people become homeless whenever we can	Families and individuals will not have to face the trauma and disruption of homelessness More people in Newport will be prevented from being made homeless in the first instance and will be able to remain in their existing communities Proportionally fewer people will be placed into emergency accommodation such as hostels and other forms of temporary housing used by the Council

How will we know?

Measure	Performance 15/16	Current Performance (Q2 2016/17)	Target for 16/17	Target Changes
How much did we do?				
3a Number of affordable housing units delivered	142 (2015/16)	Annual measure – data not yet available	60	No changes at this time, the targets for 2017/18 will be included in the 2017/18 Service planning process
3b No. people approaching authority for housing advice and assistance who are either homeless or at risk of being made homeless (Section 62 Assessment triggered under Housing (Wales) Act 2014)	680 (quarter 2 2015/16)	1,178	650 per quarter	
How well did we do it?				
3c PSR/002 Timing of Disabled Facilities Grants	261 days (2014/15)	184 days	238 days	
3d PSR/006 Average days non-DFG adaptations	18 days (2014/15)	18 days	19 days	

Is anyone better off?				
3e The percentage of households for whom homelessness was prevented under s66 Housing (Wales) Act 2014	56% (quarter 2 2015/16)	50%	50%	

Partnership: Who do we need to collaborate with?

Welsh Government, Registered Social Landlords, commercial housing developers, private sector landlords, hospitals and health services, voluntary sector organisations, emergency services, owners of empty properties

What risks do we need to manage?

Risk	Mitigation/Prevention Activity	Risk Rating March 2016	Current Risk Rating
Welsh Government funding for Social Housing Grant and housing initiatives	Maximise spend of existing funding and respond promptly to other funding opportunities as they arise	Medium	Medium
Impact of housing market conditions on private sector investment	Maintain relationships and services to support private sector activity as far as possible	Medium	Medium
Capacity of housing service, including ability to respond to those in crisis due to welfare reform cuts by central government	Maximise the capacity of housing services to ensure that services can be delivered effectively to meet need	Medium	Medium

Financial Implications

Improvement objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
3.1 To secure additional units of affordable housing and bring empty private homes back into use	£224,758	The strategy and development budget is core funded. It funds a team of professionals whose responsibility it is to secure additional affordable housing and also to ensure that empty homes are brought back into use.
3.2 To minimise the waiting times for major and minor adaptations	£1,412,528	Funding consists of £1.436M capital funding for the provision of safety at home and disabled facilities

Improvement objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
		grant (DFG). There is a team of staff who are responsible for delivering the major and minor adaptations service (£242,506). In addition the Authority delivers an agency service for a fee which is top sliced from the capital budget (£265,978).
3.3 To prevent people becoming homeless whenever we can	£537,410	<p>The homelessness prevention budgets are also used to manage temporary accommodation. External grant funding of £129,600 is received through supporting people grant (TASA) – with any external grant funding there is a risk should this reduce.</p> <p>In 2016/17, we received £159,400 from Welsh Government in New Burdens funding, intended to help councils comply with Part 2 of the Housing Wales Act, 2014. A cut in funding is expected in 2017/18, which will reduce the resources available for the prevention of homelessness</p>

Improvement Objective 4

City Regeneration and Development

Link to Corporate Plan: A Learning and Working City

Link to Wellbeing Goals: A prosperous Wales, A resilient Wales, A Wales of cohesive communities

Lead Cabinet Members: Cabinet Member for Regeneration and Investment and Cabinet Member for Community Services, Work and Skills

Lead Officer: Head of Regeneration, Investment and Housing Services

What is the Improvement Objective?

Following a comprehensive consultation exercise, in April 2015 Council reaffirmed development and 'City Regeneration and Development' as one of the foremost priorities amongst its programme for continuous improvement. The objective goes hand-in-hand with the delivery of the Council's ten-year Economic Growth Strategy 'People, Places, Prosperity', which will continue to drive Newport forward as '*an area of visible change, with high aspirations, high achievement and shared prosperity*'. The key aims within this strategy that align with the improvement objective are:

- Deliver shared prosperity: establish robust skills and work partnerships, supporting identified growth sectors for Newport and the region and maximising future employment opportunities;
- Create an excellent economic environment: maintaining focus on city development and regeneration, increasing Newport's contribution to the wider city-region, and increasing connectivity;
- Move Newport up the value-chain: nurturing high-growth sectors and promoting innovation and entrepreneurship.

Why have we chosen this Improvement Objective? / Why is it important?

2015 has been a landmark year for Newport, with the long-awaited opening of the mixed-use leisure and retail development at Friar's Walk in November 2012 re-establishing the city as a key destination for leisure and retail. This latest achievement adds further impetus to Newport's growing profile as a credible international destination capable of hosting international events of the very highest calibre, including the 2010 Ryder Cup and 2014 Nato Summit.

The opportunities presented by a resurgent Newport have helped generate unprecedented and on-going package of investment totalling over £250m into Newport city centre. Major infrastructure works, including the M4 relief road, rail electrification and the South Wales Metro project will enforce Newport's status as a strategic economic location in South Wales. Newport's significant, on-going programmes supporting new housing development, and the prestigious project to establish a Welsh Convention Centre at the Celtic Manor, are further positive news for the city.

Such projects underline that Newport cannot rest on the achievements to date in regenerating the city and must ensure that the city's upward momentum is not lost, and that the potential benefits these major projects can deliver for the communities and residents of the city are fully realised. City regeneration and development can therefore be seen as a primary activity for the Council and its mission of 'improving people's lives'.

This objective will contribute to the Well-being goals, especially 'A prosperous Wales', 'A resilient Wales' and 'A Wales of cohesive communities'. A critical aim of the Vibrant and Viable Places programme is to challenge the relative poverty seen particular across the communities of the city centre by connecting people to new opportunities, including good quality housing, jobs, skills training and entrepreneurship. Revitalising the city as a place people want to invest in and be part of will both increase the resilience of the city centre by strengthening it against future economic upheaval, and forge stronger social links through a new shared ownership and perception of the city centre.

What have we done so far?

The previous five years have seen Newport achieve a strong record across its physical and social regeneration activity, both in the city centre and its wider communities:

- Completion of the £90m Friars Walk shopping and leisure development, bringing 1200 new jobs.
- Delivery of Newport's £17m Welsh Government Vibrant and Viable Places programme 'Connecting Commercial Street' to March 2017;
- Establishment of 'Newport Now', a Business Improvement District for the city centre.
- Completion of the Admiral redevelopment, bringing a further 1200 jobs into the city centre
- Completing the Welsh Government key building programme of £2.5 million (covering a range of key buildings and a new High Street entrance to the Indoor Market);
- A £4 million package of city centre improvements was completed in 2010 in preparation for the Ryder Cup;
- The creation of a new riverside park and walkway has been completed along with a number of public realm improvements, including supporting the Wales Coastal Path;
- The completion of multiple large scale energy savings schemes across hard to treat properties in Newport, creating employment, reducing poverty and making Newport communities more sustainable and attractive places to live;
- The completion of the restoration of a number of locks in the 14 locks canal system
- The establishment of the Work Based Learning Academy, creating hundreds of new training opportunities for local residents
- Business loans, start-up grants and inward investment support enabling creation and safeguarding of over 1,300 jobs
- Delivery of superfast broadband vouchers scheme to businesses in Newport and the wider region.

- Supported the creation of Platform II Software Academy in partnership with Cardiff University
- Town Centre Partnership fund for Maindee

What are we going to do?

The current VVP funding is due to end on 31st March 2017 and we anticipate to have delivered the programme in full. Future grant funding programmes are currently unknown.

What are we going to do this year?	What difference will it make?
4.1 Deliver VVP Programme	Deliver significant new or improved city centre housing Create new jobs and training opportunities Increase city centre footfall
4.2 Provision of coherent business support	Advice/Grants/loans
4.3 Commercial floor space developed	Improve commercial space available in the city, viability of businesses and trading environment. Increase city centre footfall.

How will we know?

Measure	Performance 15/16	Current Performance (Q2 2016/17)	Target for 16/17	Target Changes
How much did we do?				
4a VVP- programme delivery	£2,250,000 £5,226,460*	£431,704	£350,000	No changes to targets required at this time, targets for 2017/18 will be set through the 2017/18 service planning process
4b VVP- commercial floor space improved	1339 sq m 1360 sq m**	45 sq m	50 sq m	
How well did we do it?				
4c Jobs created/enabled (VVP + Business Support)	498	205	420	
Is anyone better off?				
4d VVP – Increase in city centre Housing	49 ***	Annual measure – data not yet available	65	

*Full spend achieved of Y11 VVP budget

** King's Hotel (400 confirmed), PES (360), Potters (600)

*** 62-66 Cardiff Road (15), King's Hotel (34)

Partnership & Collaboration: Who do we need to work with?

Members of the Local Service Board; The business community and city centre traders; Welsh Government; Welsh Government Task Force; Private/Third Sector & RSL developers

What risks do we need to manage and prevent?

Risk	Mitigation/Prevention Activity	Risk Rating	Current Risk Rating
Developer interest/available property	Suitable alternative properties / schemes will be identified as reserve schemes	Low – interest from developers across sectors currently strong	Low – more schemes and proposals continue to come forward in Newport City Centre and beyond
Inability to achieve funding	Submit strong bid for VVP II Sept 2016 Explore further funding opportunities (e.g. Lottery Funding)	Medium – risk of competitive bidding processes to be managed via submission of strong bids based on current and evolving partnerships	High – delay to WG finalising details of future regeneration funding places the momentum of Newport's regeneration at significant risk

Financial Information 15/16

Improvement objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
4.1 Deliver VVP programme	£4,364,879	External grant funding from Welsh Government. This is the third year of the three year programme. The regeneration of the city centre delivered by the programme includes improved housing, public realm, and increased commercial floor space.
4.2 Provision of coherent business support	£60,000	Core budget of £60,000 has been secured to provide additional support to businesses. Business loans are offered and in previous years businesses have externally funded UK Steel grants available. Reduction in external funding is a concern as will impact upon the level of financial support that can be offered.
4.3 Commercial floor space developed	N/A	As above

Improvement Objective 5

Supporting young people into education, employment or training

[Link to Corporate Plan](#): A Learning and Working City

[Link to Wellbeing Goals](#): A prosperous Wales, A healthier Wales, A more equal Wales

[Lead Cabinet Member](#): Cabinet Member for Community Services, Work and Skills

[Lead Officer](#): Strategic Director - People

What is the Improvement Objective?

Evidence from work undertaken by Professor David Egan (on behalf of the Joseph Rowntree Foundation) suggests that efforts to prevent young people from becoming NEET have a more profound long term impact than work undertaken to support young people who are NEET back into provision. The Improvement Objective of Supporting Young people to remain within education, employment or training focuses on early identification, information sharing and additional, specific provision to meet the needs of young people.

Why have we chosen this Improvement Objective? / Why is it important?

This Improvement Priority is important because Newport has historically had a high percentage of young people becoming NEET in Wales although significant improvements have been made. Consultation on the Improvement Priorities clearly shows that this is a priority for people within Newport and it is a focus of the Single Integrated Plan. As a Local Authority we have very clear statutory responsibilities for Youth Support Services, as detailed within the Learning and Skills Act – these are specifically intended to ensure that young people make successful transitions within learning. Welsh Government has required Local Authorities (under their powers within the Learning and Skills Act) to implement the Youth Engagement and Progression Framework and the Improvement Priority is focused on this.

This objective will contribute to the Well-being goals, especially ‘A prosperous Wales’, ‘A healthier Wales’ and ‘A more equal Wales’.

What have we done so far?

Significant progress has been made in relation to provision of support for young people not in education, employment or training during 2015/16. The Local Authority has taken the lead in implementing the Youth Engagement and Progression Framework (YEPF) and has developed an early identification tool which all secondary schools are using. There are robust partnership arrangements in place to manage processes both pre and post compulsory school age and these are backed up by an Information Sharing Protocol. Careers Wales have been able to provide data in a timely manner that has supported the allocation of appropriate support to young people where a straightforward transition is not possible. The delivery of work focused programmes through the Work Based Learning Academy, Newport Works Programme and tackling poverty programmes (Families First and Communities First) has ensured that support is always available for young people to help with the transition. The Youth Service has undertaken an invaluable role in tracking and engaging with young people who have disengaged

from services and providers. Schools have put in place best practice support arrangements for young people who may be at risk of disengaging from learning and providers of post compulsory education work well together to better plan provision.

What are we going to do?

Continue the Youth Engagement and Progression Framework in line with Welsh Government guidance, focusing on early identification, tracking, brokerage, employability, accountability and provision by:

What are we going to do this year?	What difference will it make?
5.1 YEPF Co-ordinator providing support for the use of the early identification tool with schools and managing the provision of lead workers for individuals at risk	This will ensure that the appropriate support can be put in place for young people at the earliest opportunity, preventing young people from becoming NEET
5.2 Deliver the Families First Children and Young People's Skills Project to targeted young people within school	Professional Youth Worker support for targeted young people, supporting them to remain within education
5.3 Deliver the Inspire to Achieve and Inspire to Work ESF projects to at risk young people identified through the YEPF Early Identification tool	Enhanced support for the most vulnerable young people, both pre and post 16. Offering mentor support, work experience and progression routes into further learning, education and employment.
5.4 Communities First NEET engagement project under its learning theme will be delivered across 4 cluster areas of Newport. Supporting young people to engage in learning activities.	Offering 16 – 17 year old people learning opportunities to enable them to re – engage into education and training opportunities.
5.5 Deliver Communities 4 Work programme that is funded by ESF and Welsh Government. Target and support 18 – 24 year olds disengaged looking for employment.	Provide vocational training and support for those actively searching for full time sustainable employment, reducing those counted as NEET.
5.6 Direct work with Careers Wales to ensure data and tracking systems are in place and working effectively to track ALL young people on transition	This will ensure the provision of accurate, timely and intelligent information, in line with the agreed Information Sharing Protocol, and will specifically contribute to the limiting of the numbers of young people who become unknown or NEET
5.7 Working with providers of education and further learning to ensure appropriate provision is in place at post compulsory education transition points	The YEPF requires us to have a specific offer of education or training for all young people when they leave compulsory education and this will be managed through a Post 16 Practitioners group, with representatives of all providers
5.8 Develop and deliver specific employability programmes through Work Based Learning Academy to meet the needs of those young people who are only seeking employment (including apprenticeship)	A significant proportion of our NEET total are only looking for employment so this will proactively help them achieve their goals and reduce the numbers who are NEET. Providing specific job clubs for young people and specific route way opportunities such as apprenticeships.

What are we going to do this year?	What difference will it make?
5.9 Map provision for those young people unable to progress against their specific needs and ensure robust mechanisms are in place to support transition	Some young people are unable to continue in education, learning or employment for a variety of reasons, such as caring responsibilities, illness (including mental health problems) or involvement in the criminal justice system. Being better able to understand the needs and resource issues will enable us to make a real difference in their lives.
5.10 Meet regularly with Careers Wales, Schools, Work Based Learning Providers and Coleg Gwent to ensure provision appropriately meets the needs of young people	This will ensure better information exchange and shared accountability for those young people unplaced.
5.11 Ensure there is a focus on the statutory responsibilities within the Learning and Skills Act so that the Council is confident that we are meeting our statutory Youth Support Services responsibilities (in line with Welsh Audit Office recommendations)	The Local Authority has a statutory responsibility to ensure sufficiency of and to participate in support services for young people that enable them to actively participate in education, learning and the communities (collectively referred to as Youth Support Services). This will be more robustly monitored within this Improvement Priority.

How will we know?

The measures in bold the ones proposed to continue with at the moment, please update the table to show any other measures you want to keep.

Measure	Performance 15/16	Current Performance (Q2 2016/17)	Target for 16/17	Target Changes
How much did we do?				
5a Number of young people accessing Children and Young People's Skills Project	1,086	227	1000	No target changes at this time, targets for 2017/18 will be set during the 2017/18 Service planning process.
5c Number of 16-17 year old entrants into Work Based Learning Academy	N/A	73	150	
5d Number of 18-24 year old entrants into Work Based Learning Academy	N/A	105	350	
How well did we do it?				
5j % young people recorded as unknown following compulsory education (Careers Wales Destination Survey)	New measures	Annual measure – data not yet available	0.5%	
Is anyone better off?				
5k % of year 11 NEETS	3.1%	Annual measure – data not yet available	3.5% (2014/15 academic year leavers)	
5l % of year 13 NEET	2.4%	Annual measure – data not yet available	4% (2014/15 academic year leavers)	
5m % of 16-18 year olds not in education, employment or training (October)	4%	Annual measure – data not yet available	10% October 2016	
5n Number of 16-17 year olds progressing from Work Based Learning Academy to further opportunity	New measure	89	70	
5o Number of 18-24 year olds progressing from Work Based Learning Academy progressing to further opportunity	New measure	66	100	

In order to focus on the key outcomes of the work undertaken some of the measures will be removed from the Improvement Plan, the table below shows the measures that will be removed, the work associated with these measures will still continue and data will still be available in the service area if needed.

Measure
How much did we do?
5b Number of enrolments on basic skills courses
How well did we do it?
5e Number of young people within Tier 2 progressing to Tier 3 and above (Careers Wales 5 Tier Model).
5f Retention rates for enrolments on accredited basic skills courses
5g Achievement rate for enrolments on accredited Basic skills courses
5h Retention rate for learners on community learning courses (excluding basic skills)
5i Achievement rate for enrolments on community learning courses (excluding basic skills)

Partnership & Collaboration: Who do we need to work with?

Work to support young people to remain within education, employment and training is co-ordinated within a robust partnership framework, in line with statutory requirements. The Family Support Services Board has overall responsibility for our partnership response to youth support provision. The co-ordination is undertaken through the Youth Support Services Board and this is supported by Pre and Post 16 Partnerships and a Learning Provider Network of all providers across Newport. Careers Wales are a critical partner within this work as they have responsibility for referral and placement, management of the database of all young people across Newport and they undertake the annual Destination Survey from which we gather much of our performance data.

What risks do we need to manage and prevent?

Risk	Mitigation/Prevention Activity	Risk Rating	Current Risk Rating
Failure to secure ESF Funding to support the delivery of programmes.	Work on-going regionally and with WEFO to ensure success	Low	The funding is secure for 4 years so no longer a risk for this plan
On-going budget and resourcing issues limiting the work that can be done with young people who are unable to make successful transitions	This is being addressed with partners through the Family Support Services Board.	Medium	Medium

Financial Information

Improvement objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
<p>5.1 YEPF Co-ordinator providing support for the use of the early identification tool with schools and managing the provision of lead workers for individuals at risk</p> <p>5.6 Direct work with Careers Wales to ensure data and tracking systems are in place and working effectively to track ALL young people on transition</p> <p>5.9 Map provision for those young people unable to progress against their specific needs and ensure robust mechanisms are in place to support transition</p> <p>5.10 Meet regularly with Careers Wales, Schools, Work Based Learning Providers and Coleg Gwent to ensure provision appropriately meets the needs of young people</p>	£54,169	A Youth Engagement Progression Framework grant of £54k has which has been confirmed for 2016/17, from the Welsh Government. This will be used to help develop these improvement objectives.
5.2 Deliver the Families First Children and Young People's Skills Project to targeted young people within school	£400,000	This project is delivered by the youth service and is 100% recovered by funding from Families First grant
5.3 Deliver the Inspire to Achieve and Inspire to Work ESF projects to at risk young people identified through the YEPF Early Identification tool grant funded	Total budget for Newport – Inspire 2 Achieve ESF £155,573 Inspire 2 Work ESF £168,000	This project will be funded by the European Social Fund up to the 31 st March 2018.
5.4 Communities First NEET engagement project under its learning theme will be delivered across 4 cluster areas of Newport. Supporting young people to engage in learning activities.	£82,000	Funded through a combination of Communities First (£12,000) and SLA agreement with ITEC Training (£70,000).
5.5 Deliver Communities 4 Work programme that	£488,858	This project is 100% funded up to

Improvement objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
is funded by ESF and Welsh Government. Target and support 18 – 24 year olds disengaged looking for employment.		31 st of March 2018. The funding is provided by Welsh Government and the European Social Fund.
<p>5.7 Working with providers of education and further learning to ensure appropriate provision is in place at post compulsory education transition points</p> <p>5.11 Ensure there is a focus on the statutory responsibilities within the Learning and Skills Act so that the Council is confident that we are meeting our statutory Youth Support Services responsibilities (in line with Welsh Audit Office recommendations)</p>	£383,407	The core Partnership and Policy budget is available to deliver these improvement objectives.
5.8 Develop and deliver specific employability programmes through Work Based Learning Academy (WBLA) to meet the needs of those young people who are only seeking employment (including apprenticeship)		The work of the WBLA is on-going requiring a budget for staff time. The funding for these staff is 100% recovered from the Work Programme.

Improvement Objective 6

Ensuring the best educational outcomes for children

[Link to Corporate Plan](#): A Learning and Working City

[Link to Wellbeing Goals](#): A prosperous Wales, A more equal Wales

[Lead Cabinet Member](#): Cabinet Member for Education and Young People and Cabinet Member for Community Services, Work and Skills

[Lead Officer](#): Chief Education Officer

What is the Improvement Objective?

To ensure all our pupils are effectively engaged in education so that they can attain the best possible educational outcomes. This includes vulnerable learners that may be at risk of not reaching their expected level of attainment.

Why have we chosen this Improvement Objective? / Why is it important?

In order to ensure that all pupils reach their learning potential at every key stage they need to be in school; barriers to learning need to be mitigated (especially poverty) and extra support given to literacy and numeracy. The indicators will inform the forward planning of the Education Service in partnership with the Education Achievement Service (EAS) and schools.

This objective will contribute to the Well-being goals, especially 'A prosperous Wales' and 'A more equal Wales'.

What have we done so far?

Over the past three years standards in education across Newport have improved in all Key Stages. Foundation Phase and Key Stage 2 pupil outcomes are strong. More intensive work needs to progress within our secondary schools to ensure standards improve at a faster pace and meet the all Wales average performance. Newport primary schools achieve well within National Categorisation. 50% of primary schools are categorised as green (in relation to the 22% average across Wales). Only 12.5% (or 1) Newport secondary school(s) is categorised as green (in relation to the 18% average across Wales). However, this is the only green secondary school in the region.

Support to improve the quality of teaching and learning is well established and all Newport schools have participated in varying support programmes with the aim of improving literacy, numeracy and outcomes of those pupils disadvantaged by poverty. Pupils entitled to Free School Meals (FSM) have improved in all Key Stages. However, stronger acceleration of FSM performance is required in Key Stage 3 and 4 in order to further mitigate the risks of deprivation and ensure educational equity. Newport is ranked in 16th place (out of 22) in terms of Free School Meal entitlement across Wales.

Attendance has improved across the city, although Newport's attendance figures do not meet the Wales average figures. Secondary attendance is of particular concern. Improved attendance is linked to improved pupil attainment and must be secured in order to accelerate the life chances of children and young people in Newport. A city wide attendance forum has been established. An attendance action plan has been

developed in order to overcome non-attendance obstacles and share good practice. The work of the forum needs to continue and develop so that each Newport school has the ability to support and challenge pupil attendance in a fair and consistent way.

Data shows that pupil exclusions are too frequent in Newport. Exclusion data is now shared and understood by all stakeholders. The local authority is working with secondary schools to prevent pupil exclusions and to plan alternative provision where young people can be successful. This work needs to be further developed in order to ensure that pupils are fully engaged in an appropriate curriculum which leads to employment.

What are we going to do?

What are we going to do this year?	What difference will it make?
<p>6.1 Improve the number of pupils achieving the expected level in the Key Stage 3 Core Subject Indicator, the number of pupils achieving the Level 2 Inclusive Indicator (in particular those accessing Free School Meals), the number of pupils gaining a Level 2 in GCSE Maths and English.</p> <ul style="list-style-type: none"> The local authority will continue to commission the services of the Education Achievement Service to support and improve the quality of leadership and management / teaching and learning in Newport schools. The local authority will continue to focus on the national priorities of <i>'improving literacy, improving numeracy and reducing the impact of poverty and deprivation'</i>. 	<p>Pupils continuing to achieve well at Key Stage 3 and 4 are more likely to have the opportunity to progress to Further and Higher Education as well as securing employment (improving their life chances of gaining economic, physical, social and emotional well-being).</p>
<p>6.2 Improve Primary & Secondary Attendance</p> <ul style="list-style-type: none"> The local authority will continue to address the attendance action plan with schools. 	<p>Improved attendance is linked to improved pupil attainment. This objective will support opportunities and life chances. <i>(Of pupils who miss between 10 per cent and 20 per cent of school, only 35 per cent manage to achieve five A* to C GCSEs, including English and maths).</i></p>
<p>6.3 Reduce pupil exclusions</p> <ul style="list-style-type: none"> The Local Authority will agree exclusion targets with secondary schools and monitor their success. <p>An exclusion reduction action plan will be developed and progressed in partnership with secondary schools and the local authority (with a view to reducing the number and days lost to exclusions across the city).</p>	<p>Pupils who are excluded are more likely to become NEET (not in Education, Employment or Training). Reducing exclusions will help to improve pupil attainment and support their chances in becoming successful in the workplace.</p>

How will we know?

Measure	Performance 15/16	Current Performance (Q2 2016/17)	Target for 16/17	Target Changes
How much did we do?				
6a. Total number of days lost to secondary fixed term exclusions	2160 days	Annual measure – data not yet available	2052 days	No Target changes at this time, the 17/18 targets will be set through the 2017/18 Service Planning Process
How well did we do it?				
6b. Attendance levels primary school EDU/016a	94.4%	94.5%	94.6%	
6c. Attendance levels secondary schools EDU/016b	93.1%	93.3%	93.2%	
Is anyone better off?				
6d. Pupils achieving the expected CSI outcome at the end of Key Stage 3 EDU/004	81.6%	83.4%	82.1%	
6e. Percentage of FSM pupils achieving Level 2 Inclusive	26.4%	34.77%	28.5%	
6f. Total percentage of pupils achieving the Level 2 Inclusive	54.2%	Annual measure – data not yet available	55.2%	
6g. Pupils achieving Level 2 Maths	59.6%	63.73%	61.7%	
6h. Pupils achieving Level 2 English	67.7%	68.49%	68%	

Partnership & Collaboration: Who do we need to work with?

Welsh Government

EAS

Schools and Head teachers

Citizens of Newport including parents & pupils

Social Services

Health

Police

Youth Offending Team

Youth Services

Communities First

Voluntary Groups

South East Wales consortia area working groups

SE Wales Safeguarding children board

What risks do we need to manage and prevent?

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Risk	Mitigation /Prevention Activity	Risk Rating	Current Risk Rating
Increasing numbers of new arrivals into Newport schools	Continue to review needs of service linked to New Arrival needs	High – reduction in funding is an on-going concern	High
Pressure on school places	A primary school expansion programme is underway with directed capital investment to areas of the city where Section 106 monies are unable to be accessed.	Low – work in progress, no barriers	Low
	Families have been split between schools to accommodate admissions which impacts on attendance, lateness and well being	High – the primary expansion programme continues to extend places but demand is increasingly high	High
Numbers of pupils with additional learning needs increasing / relatively small workforce to support pupils and those at risk of exclusion	Service and team plans must be focussed on key outcomes for pupils with additional learning needs / those at risk from exclusion.	Medium - work needs to be re-focussed, staffing budgets at risk.	Medium

Risk	Mitigation /Prevention Activity	Risk Rating	Current Risk Rating
	LA links with EAS to ensure schools are challenged and supported to secure the right provision	Medium – limited EAS support available	Medium
	SEN statementing will change to ensure that all agencies are involved in supporting pupils.	Medium – Awaiting further Welsh Government guidance and will need time to achieve	Medium
Underpinning all of these risks is the continuing financial pressure	The Service Area will need to be realistic around the resources available.	Medium - Robust service area planning will consider resource allocation	Medium
	The Service Area will continue to monitor the existing budget regularly	Low – Systems in place	Low

Is there a budget available to deliver improvement?

Improvement objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
6.1 Improve the number of pupils achieving the expected level in the Key Stage 3 Core Subject Indicator, the number of pupils achieving the Level 2 Inclusive Indicator (in particular those accessing Free School Meals), the number of pupils gaining a Level 2 in GCSE Maths and English.	£8,775,037	The budgets available to deliver this improvement have been identified from a number of areas; they include the EAS contribution of £875,415, external grant funding of £7,899,622 (EIG) and £4,231,500 (PDG). Reduction in WG funding is an on-going financial concern.
6.2 Improve Primary & Secondary Attendance.	£305,233	The Education Welfare Service budget is available to deliver this improvement.
6.3 Reduce pupil exclusions.	£264,936	The Inclusion Management budget (noted) is available to deliver this improvement. The AEN services were delegated to schools and provide support to help deliver this improvement objective.

Improvement Objective 7

Increasing Recycling

[Link to Corporate Plan: A Green and Healthy City](#)

[Link to Wellbeing Goals: A prosperous Wales, A resilient Wales, A globally responsible Wales](#)

[Lead Cabinet Members: Deputy Leader and Cabinet Member for Environment Sustainability and Transport](#)

[Lead Officer: Head of Streetscene and City Services](#)

What is the Improvement Objective?

To increase recycling and divert waste from landfill. To ensure Newport delivers the Welsh Government objectives for the increasing of recycling and the European targets for diversion of waste from landfill, every recycling and diversion opportunity available to the city must be explored and where applicable, implemented.

The diversion of residual municipal waste from landfill will largely be covered by the operation of Prosiect Gwyrdd. Therefore, this objective will largely focus on encouraging businesses and residents within the city to recycle more which will maximise the potential currently being classified and treated as residual waste.

Why have we chosen this Improvement Objective? / Why is it important?

This objective has been chosen as it has a significant implication for council budgets and is a topic of high interest to our residents. This objective will be focused mostly on the benefits that can be gained through customer education and guidance on how to recycle, how to recycle more and why it is important.

It is accepted that around 30% of our residents either fail to recycle their waste or only recycle when their residual waste bin is full. If all these residents performed in line with the Newport average then an estimated 2,600 tonnes would be diverted from landfill at a saving of £208,000 a year in tax/disposal costs.

Additionally, we will explore the diverse nature of the city with a view to improving communication, informing and helping the numerous cultural and ethnic groups we have within our city to recycle and recycle more.

This objective will contribute to the Well-being goals, especially 'A prosperous Wales', 'A resilient Wales' and 'A globally responsible Wales'.

What have we done so far?

The Council provides a high quality low cost recycling service and in 2015/2016 recycled/composted 57.14% of its municipal waste and landfilled 16,892 tonnes. Newport is also a lead member of Prosiect Gwyrdd a £1bn project to divert waste from landfill, create energy from waste and also provide increased recycling.

Newport offers a comprehensive household kerbside recycling collection service including card, garden, dry recyclables and food waste. The Council delivers an alternate week residual waste collection service finished a roll-out of smaller wheeled bins in early 2016/2017. The Council also offers a comprehensive household waste recycling facility which has recently improved the reuse shop after its success during the first year of operation.

What are we going to do?

What are we going to do this year?	What difference will it make?
<p>7.1 To improve the recycling services</p> <p>During 2016/2017, first year of the improvement actions, Newport City Council have been working to increase cardboard collections adding them to the weekly kerbside collections, together with collecting tetra pak as a new recyclable material. This has enabled residents to recycle more materials and more frequently leaving only non-recyclable items to be collected fortnightly. The roll out will be complete in 2016/2017, and during 2017/2018 the Council will concentrate on ensuring the new scheme works as it should and measuring the expected increase in the recycling performance; an important part of this will also be analysing the resident's response in terms of issues or complaints, so a close monitoring of the recycling service will be carried out.</p> <p>Newport City Council will also aim to keep improving the recycling activity in areas of flats; after data is available from the pilot held during 2016/2017, and provided it is successful, the Council will aim to extend the same measures to other areas across the City.</p> <p>The Council is also currently working on preparing and implementing a new Waste Strategy that will pave the way to meet the different recycling targets from now to 2025. The aim is to have a final draft that can be approved next year, and to start working on some of the proposals linked to the House Waste Recycling Centre and trade services during 2017/2018.</p>	<p>It will facilitate the development of appropriate targeted strategies and interventions.</p> <p>Enable NCC to evaluate various recycling options.</p> <p>Raise awareness of the waste hierarchy and favour reuse and recycling options over other mechanisms.</p> <p>Offer an improved service to residents that makes the recycling activity easier</p>
<p>7.2 To divert all household and trade refuse waste collected by the Council by making use of the Prosiect Gwyrdd waste to energy facility during its first year of full operation</p>	<p>This will divert all remaining NCC municipal waste from landfill and will help the recycling activities by recovering and recycling end of process materials such as metals and incinerator bottom ash</p>

How will we know?

Measure	Performance 15/16	Current Performance (Q2 2016/17)	Target for 16/17	Target Changes
How much did we do?				
7a Percentage of municipal waste recycled or composted.	59.98%	64.19%	58%	
7b Amount of waste sent to landfill	11.70%	7.1%	18%	
How well did we do it?				
7c Percentage of municipal waste recycled at the HWRC site	61.69%	59.94%	65%	
7d Increase in participation in areas with low performance- door-knocking and communications campaign	3%	Annual measure – data not yet available	2%	
Is anyone better off?				
7e NCC proposed trial exercise to reduce residual waste and improve recycling performance in 80 blocks of flats	-	0%	2%	

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Partnership & Collaboration: Who do we need to work with?

Welsh Government
 Wastesavers
 Waste Awareness Wales
 The residents and businesses in Newport.
 WLGA

What risks do we need to manage and prevent?

Risk	Mitigation/Prevention Activity	Risk Rating	Current Risk Rating
Failure to meet Welsh government recycling targets could result in substantial fines.	Initiatives to increase recycling.	Medium	Medium
Failure to meet European Landfill Diversion Targets could result in substantial fines.	Prosiect Gwyrdd will eliminate this risk.	Low	Low
Failure to increase recycling could result in increased costs	Initiatives to increase recycling.	Medium	Medium

Financial Implications

Improvement objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
7.1 Improve Recycling Services	£3,612,744 (16/17)	<p>The budgets available to deliver this improvement have been identified from a number of areas; for 16/17 they included core funding of £857,647 plus external grant funding in the form of the Environmental Sustainability (ESD) revenue grant of £2,755,097 from Welsh Government (WG). Reduction in WG funding is an on-going financial concern.</p> <p>There is a risk associated with sustaining future revenue funding as any reduction in core funds could affect the Authority's ability to meet the Welsh Assembly Government 70% recycling and composting rate by 2025.</p>
7.2 To divert all household and trade refuse waste collected by the Council by making use of the Prosiect Gwyrdd waste to energy facility during its first year of full operation	£3,107,781 (16/17)	Fee payable to Viridor in respect of the partnership arrangement with other neighbouring authorities. All authorities are committed to recycling and composting and meeting the challenging targets ahead.

Improvement Objective 8

Preventing offending and re-offending of young people

Link to Corporate Plan: A Safer City

Link to Wellbeing Goals: A healthier Wales, A more equal Wales, A Wales of Cohesive Communities

Lead Cabinet Members: Cabinet Member for Education and Young People

Lead Officer: Head of Children and Young People Services

What is the Improvement Objective?

The principle aim of the youth justice system, established by section 37 of the Crime and Disorder Act 1998, is to prevent offending by children and young people.

This relates to prevention of

- anti-social behaviour and offending;
- appropriate use of Out of Court Disposals to divert young people from the criminal justice system
- reducing the rate of proven re-offending and
- reducing the proportion of young people sentenced to custody

In line with Welsh Government and Youth Justice Board policy, we believe that prevention is better than cure and that children are young people first and offenders second.

This objective will contribute to the Well-being goals, especially 'A healthier Wales', 'A more equal Wales' and 'A Wales of cohesive communities' and embraces the sustainable development principles of

- being **long term**: the YOS offers holistic interventions to address risk factors in the longer term, not just present
- **Prevention**: we aim to divert as many young people away from the youth justice system as possible
- **Integration & collaboration**: the YOS is a multi-agency service, with many performance targets and functions being shared with other council departments (Education; prevention; management of antisocial behaviour; housing) - through the management board and local networking, opportunities to plan and work together to meet our common aims
- **Involvement**: wherever possible and appropriate the victims of young people's offending are encouraged and supported to contribute to interventions offered; the YOS is supported by a group of volunteers and sessional workers from the local community to assist in providing the

service; a priority for us in the coming year is improving our ability to gather and use the softer information from young people and their families who receive services, to inform and improve our service in the future.

Why have we chosen this Improvement Objective? / Why is it important?

The objective is a statutory one for all Youth Offending Services (YOS) and the YOS's performance in relation to this evidences our success or otherwise to contribute towards it. In order to meet these objectives, effective use of preventative interventions and Out of Court Disposals, are proven important aspects of achieving and maintaining safer communities and improving the perception of safety within communities.

Whilst the YOS is not able to directly impact on the number of young people coming into the system (as the process is managed by Gwent Police), through its prevention work (the youth justice aspect of which is facilitated through the Prevention service) which is delivered in collaboration with a wide range of partners and agencies, (Families First, Team around the Cluster; Communities First; Youth Service; Gwent police;B@1; PMHT...) it seeks to divert as many young people as possible from the statutory service. Year on year there have been decreases in the number of young people coming into the system locally and nationally, indicating that early intervention is working.

In Newport, two teams directly deploy resource to meet the core aim - the Team Around the Family (Prevention Team) which offers specific individual voluntary early intervention in the form of Community Resolutions, as well as more generic voluntary support for young people and families in need, and the YOS, which facilitates out of court disposals and the raft of statutory court ordered interventions. Both teams can call upon a variety of specialist resource/intervention/agency involvement to support their work with young people, families, victims and communities. The multi-agency, collaborative nature of the service provides a cohesive approach to issues and assists with addressing the holistic needs of the service users to help tackle the root causes of offending.

What have we done so far?

Historically, and as confirmed by the inspection by HMIP in 2014, the YOS has been seen as one where performance has not been good. In February 2016 the YOS was subject of a re-inspection by HMIP. When this was published in June 2016, there was recognition that significant progress had been made since the previous inspection The Youth Justice Board commented that we had made the most improvement between inspections of any other Welsh YOS. The role and effectiveness of the management board, the management team and general operation was acknowledged as having made noticeable improvement - though there remain areas of work to address.

Newport Youth Offending Service (YOS) had made a step change in performance since the last inspection. The YOS was stronger in assessment and delivering good quality interventions. The YOS Management Board had clear objectives and was successful in making sure children and young people had access to a range of services designed to move them away from crime. There was still work to do to improve planning to manage vulnerable children and young people, and provide a comprehensive education, training and employment service. The YOS were aware of where they needed to improve and were constructively addressing the issues.

HMIP Inspection report June 2016

A new post inspection improvement plan-business plan was developed following the re-inspection to address the areas in need of development and improvement. This is overseen by the Youth Justice Board and the YOS management board.

As well as the unequivocal hard work and diligence by the staff team, the establishment of monthly performance monitoring and reporting in 'real time' has been a contributing factor to the success and continues to facilitate early identification of issues needing to be addressed.

Against the previous year, performance improvements include:

- Significant reduction of 42% in first time entrants.
- 91% successful completion of restorative justice disposals - increased by 4%.
- 78.4% successful completion of bureau cases.
- 57.7% successful completion or revocation of court orders for good progress (increased from just under 30% in previous year).
- Increase in average ETE hours attended between start and end of order.
- significant decrease of 41% in the number of custodial sentences. T

In recognition of the improvements made over the last twelve months, the YOS has moved from being ranked as a one where 'significant improvement work is required' (red) to one where there are 'some areas of concern' (amber). These areas primarily relate to our performance in relation to re-offending and inconsistent performance in relation to meeting the performance targets relating to substance misuse. Both of these factors figure significantly in the business plan.

As a result of cuts to funding (YJB: OPCC: Probation) the YOS has lost several posts this year (2 voluntary redundancies 1 as a result of someone leaving) these posts will not be replaced to plan for a balanced budget next year. A restructure of the service has taken place where job descriptions, roles and responsibilities have been reviewed and updated to support effective and efficient use of decreasing resources. This coupled with a new management structure; an imminent relocation of the service in November 2016, as well as a new national assessment process being introduced in July 2016, means the first part of the year has been marked by significant change, which has caused some anxiety as well as unsettledness within the service.

Though acknowledging the real challenge presented though the raft of change, the opportunity of making a new start, in new offices with redefined roles and responsibilities and a new management team is to be welcomed. The post inspection action plan/business improvement plan is due to be remodelled into a more thematic document, and the management board is adopting a thematic approach to its governance and scrutiny role which will be informed by a redesigned and simplified performance monitoring process, thus adopting a robust but supportive and collaborative approach to making the improvements to the service which will support a more effective service delivery to children, young people and their families, and the victims of the young people's offending.

The areas of focus for the coming period are detailed in the YOS business plan. Those referenced here only represent a small number of actions to be achieved.

What are we going to do?

What are we going to do this year?	What difference will it make?
8.1 Reduction in first time entrants	More young people diverted from crime and anti-social behaviour
8.2 Reduction in the use of youth custody	More young people supported to refrain from offending whilst subject to community sentences.
8.3 Access to Education, Training and Employment	Children and young people have increased access to full time education training and employment (ETE), suitable to their needs.
8.4 access to timely assessment and treatment in relation to substance misuse.	Substance misuse impacting on behaviour and wellbeing is recognised at the earliest opportunity

How will we know?

Measure	Performance 15/16	Current Performance (Q2 2016/17)	Target for 16/17	Target Changes
How much did we do?				
8A. Percentage of young people referred for Community Resolution (monthly local information)	94 (Q3 15/16) 37.30% 35 (Q1 2016/17) 50%	47.3%	30% of total caseloads (April 16- Mar 17)	40% Currently tracking above (better than) target
8B. percentage of young people referred to Newport Bureau for Out of Court Disposals (monthly local information)	47 (Q3 15/16) 18.65% 19 (Q1 2016/17) 27%	23.7%	15% of total caseload (April 16 – Mar 17)	20% Currently tracking above (better than) target
How well did we do it?				
8C. Number of first time entrants into the Youth Justice System (monthly local reporting information based on live data)	44 (2015/16) 8 (Q1 2016/17)	19	50 (April 16 - March 17)	
8D. The number of young people sentenced to custody (actual number from local monthly performance)	14 (2015/16) 1 (Q1 2016/17)	4	15 (April 16 - March 17)	10% reduction on 2015/16 figure - tracking above (better than)target
8E Percentage of children and young people in the Youth Justice System, with identified substance misuse needs, who have access to appropriate specialist assessment. (monthly local information)	83.8% (2015/16) 62.5% (Q1 2016/17)	71.4%	80% (April 16 - March 17)	Whilst performance is below target, it is an area being addressed.

Measure	Performance 15/16	Current Performance (Q2 2016/17)	Target for 16/17	Target Changes
8F. Number of ETE hours attended at end of statutory order (monthly local information)	20.8 hrs (2015/16) 20.25 hours (Q1 2016/17)	22	School age (under 16) 17.5 hours a week	
Is anyone better off?				
8G. Percentage of young people who receive Out of Court disposals who re-offend within the next 12 months. (quarterly local information)	22.2%(2015/16) 24.5% Q1 2016/17	25%	30% (April 16 - March 17)	
8H. Percentage of young people who receive statutory orders who re-offend within the next 12 months (quarterly internal information)	(Q3 2015/16) Information not available 41.7% (Q1 2016/17)	40.9%	45% (April 2016/17)	

Partnership & Collaboration: Who do we need to work with?

Gwent Police
 All Wales Probation Trust
 Aneurin Bevan University Health Board
 Barnardo's B@1
 Careers Wales
 Positive Futures
 Youth Service

What risks do we need to manage and prevent?

Risk	Mitigation /Prevention Activity	Risk Rating	Current Risk Rating
Reduction in grant funding /partner funding could affect staffing.	<ul style="list-style-type: none"> • Increase the number of volunteers and sessional workers to provide mentorship for young people and investigate alternative funding streams. • Through increased gatekeeping and quality assurance, ensure that staff use time and resource effectively, and where possible in partnership with others to reduce costs and/or maximise economies of scale. • 	High	High
Increase in re-offending of young people with very complex needs	<ul style="list-style-type: none"> • Work with partners and YJB to identify 'what works' in diverting those with complex needs from further offending. • Through increased quality assurance and improved use of performance information, target preventative activity towards those young people most at risk, and ensure those who are in the system have the most robust and impactful interventions. • Ensure thorough and effective use of partner expertise and skills – effective multi-agency working. • Ensure information gathered and collated through reviews (chaired) are used to improve service delivery 	High	High

Is there a budget to deliver improvement? No.

Improvement Objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
No additional funds - likely to be further cuts.		



Report

Cabinet

Part 1

Date: 7th December 2016

Item No:

Subject **Annual Improvement Report 2015/16 (issued October 2016)**

Purpose To present Cabinet with the finalised Annual Improvement Report prepared by the Wales Audit Office (WAO). This report is required by the Local Government Measure as a means of explaining how well councils are improving their services.

Author Chief Executive

Ward All

Summary Each year, the Auditor General is required to audit the improvement planning and reporting arrangements of Welsh councils and to assess whether each authority will meet statutory continuous improvement duties.

As part of this work, the Auditor General undertakes an in-depth corporate assessment at each authority on a cyclical basis (currently at least once every four years). In the intervening years, in addition to audits of improvement planning and reporting, the Wales Audit Office will keep track of developments and focus further assessment work on a number of key themes, developed in discussion with each authority. This Annual Improvement Report (AIR) summarises the audit work undertaken at Newport City Council since the last such report was published in October 2016.

The Annual Improvement Report is not meant to present an exhaustive assessment of all services; rather, it focuses on a range of priorities for improvement.

A copy of the Annual Improvement Report is appended to this report.

Proposal **Cabinet is asked to:**

Welcome the findings of the Auditor General in his Annual Improvement Report. Ensure that the Council is putting in place arrangements to address the issues identified in his report.

Action by Strategic Directors and Heads of Service

Timetable immediate

This report was prepared after consultation with:

- Strategic Directors
- Head of Finance
- Monitoring Officer
- Head of People & Transformation
- Chair of Cabinet

Signed

Background

The Local Government Measure introduced a new form of improvement reporting required of the Auditor General that sets out the how well councils are improving their services.

Legislation introduced in April 2010 requires councils to make arrangements to improve their services and the way that they work.

Each year, the Auditor General must report on how well Welsh councils are planning for improvement and delivering their services. Drawing on the work of the relevant Welsh inspectorates, and the audit work of the Wales Audit Office and the Appointed Auditor the report presents a picture of improvement over the last year.

The Local Government Measure was due to be repealed in 2016 however the Welsh Government is currently revising its approach to local government reform and as such there is uncertainty regarding how much longer this legislation will be effective.

Annual Improvement Report – Newport City Council 2015/16

The main conclusions of the report are;

‘Based on, and limited to, the work carried out by the Wales Audit Office and relevant regulators, the Auditor General believes that the Council is likely to comply with the requirements of the Measure during 2016-17 if it continues to address its areas for improvement’

Financial Summary

The financial implications of actions and projects identified by the Annual Improvement Report and other regulatory work will be reported and considered in the normal way, in accordance with the council’s financial plans and regulations.

Risks

As with the financial implications above, each individual action and wider Improvement Planning agenda will be subject to risk assessment in its own right and in accordance with the council’s policy making procedure.

Links to Council Policies and Priorities

Continuous improvement is central to the Council’s ambitions for itself, organisationally, and in terms of its role in advancing the City’s reputation and the quality of life for its citizens. A range of core priorities and programmes are influenced by this agenda, including:

- The Single Integrated Plan
- The Corporate Plan
- The Improvement Plan

Options Available and considered

The options available are:

- (a) To consider the Annual Improvement Report and acknowledge the reporting and assessment programme introduced by the Local Government Measure. The Report presents an overview of the current position and provides a platform for future improvement activities.
- (b) To disregard the findings of the report

Preferred Option and Why

The preferred option is (a).

The Annual Improvement Report is an important aspect of the Local Government Measure requirements. It presents an overview of the Council's current position in terms of its improvement programme and strategic ambitions for the organisation and the City as a whole. It forms part of a continuum and provides a context for the Wales Audit Office's work plan.

Comments of Chief Financial Officer

The Improvement Report confirms that the Council has a good track record of managing its budget, with plans in place to further develop the medium-term financial planning arrangements.

In terms of ongoing budgetary pressures and challenges, the Report presents a realistic assessment of the Council's position as it seeks to achieve efficiency savings whilst continuing to provide good and improving services. WAO recognise these pressures and the Council will continue to engage in constructive dialogue with its regulators as it further develops its financial management strategy.

Comments of Monitoring Officer

The details set out in the WAO's Improvement Report reflect the requirements of the current Wales Programme for Improvement and those of the Local Government Measure in terms of the role and responsibility of the Auditor General. These include a responsibility to publish his assessment of each council's arrangements to secure continuous improvement.

This Improvement Report has been produced by the Auditor General for Wales to discharge his duties under section 24 of the Measure. The report also discharges duties under section 19, namely; to issue a report certifying that he has carried out an audit under section 17 and an improvement assessment under section 18.

This new approach for reporting the Council's progress against corporate priorities and strategies presents a platform for further development of meaningful reporting and public engagement.

Comments of Head of People and Business Change

The report presents a balanced picture of the Council continuing to drive its programme of improvement and change, whilst highlighting areas that require further attention to ensure effective outcomes in terms of service users and organisational effectiveness.

There are no direct staffing implications arising from this report. Work programmes associated with the Council's improvement programmes that have future staffing implications will need to be subject to a separate report to the Cabinet Member for People and Business Change.

Comments of Cabinet Member

The Chair of Cabinet has been consulted and has agreed that this report goes forward to Cabinet for consideration.

Local issues

None

Scrutiny Committees

Not Applicable

Equalities Impact Assessment and the Equalities Act 2010

The Equality Act 2010 contains a Public Sector Equality Duty which came into force on 06 April 2011. The Act identifies a number of 'protected characteristics', namely age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; sexual orientation; marriage and civil partnership. The new single duty aims to integrate consideration of equality and good relations into the regular business of public authorities. Compliance with the duty is a legal obligation and is intended to result in

better informed decision-making and policy development and services that are more effective for users. In exercising its functions, the Council must have due regard to the need to: eliminate unlawful discrimination, harassment, victimisation and other conduct that is prohibited by the Act; advance equality of opportunity between persons who share a protected characteristic and those who do not; and foster good relations between persons who share a protected characteristic and those who do not. The Act is not overly prescriptive about the approach a public authority should take to ensure due regard, although it does set out that due regard to advancing equality involves: removing or minimising disadvantages suffered by people due to their protected characteristics; taking steps to meet the needs of people from protected groups where these differ from the need of other people; and encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

Children and Families (Wales) Measure

Although no targeted consultation takes place specifically aimed at children and young people, consultation on planning applications and appeals is open to all of our citizens regardless of their age. Depending on the scale of the proposed development, applications are publicised via letters to neighbouring occupiers, site notices, press notices and/or social media. People replying to consultations are not required to provide their age or any other personal data, and therefore this data is not held or recorded in any way, and responses are not separated out by age.

Wellbeing of Future Generations (Wales) Act 2015

Report writes need to indicate how they have considered the five things public bodies need to think about to show they have applied the sustainable development principle put into place by the Act. You will need to demonstrate you have considered the following:

- Long term: the importance of balancing short- term needs with the need to safeguard the ability to also meet long – term needs
- Prevention: How acting to prevent problems occurring or getting worse may help us meet our objectives
- Integration: Consider how the proposals will impact on our wellbeing objectives, our wellbeing goals, other objectives or those of other public bodies
- Collaboration: have you considered how acting in collaboration with any other person or any other part of our organisation could help meet our wellbeing objectives
- Involvement: The importance of involving people with an interest in achieving the wellbeing goals, and ensuring that those people reflect the diversity of the City we serve.

Crime and Disorder Act 1998

Section 17(1) of the Crime and Disorder Act 1998 imposes a duty on the Local Authority to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area.

Consultation

Not Applicable

Background Papers

Dated: December 2016



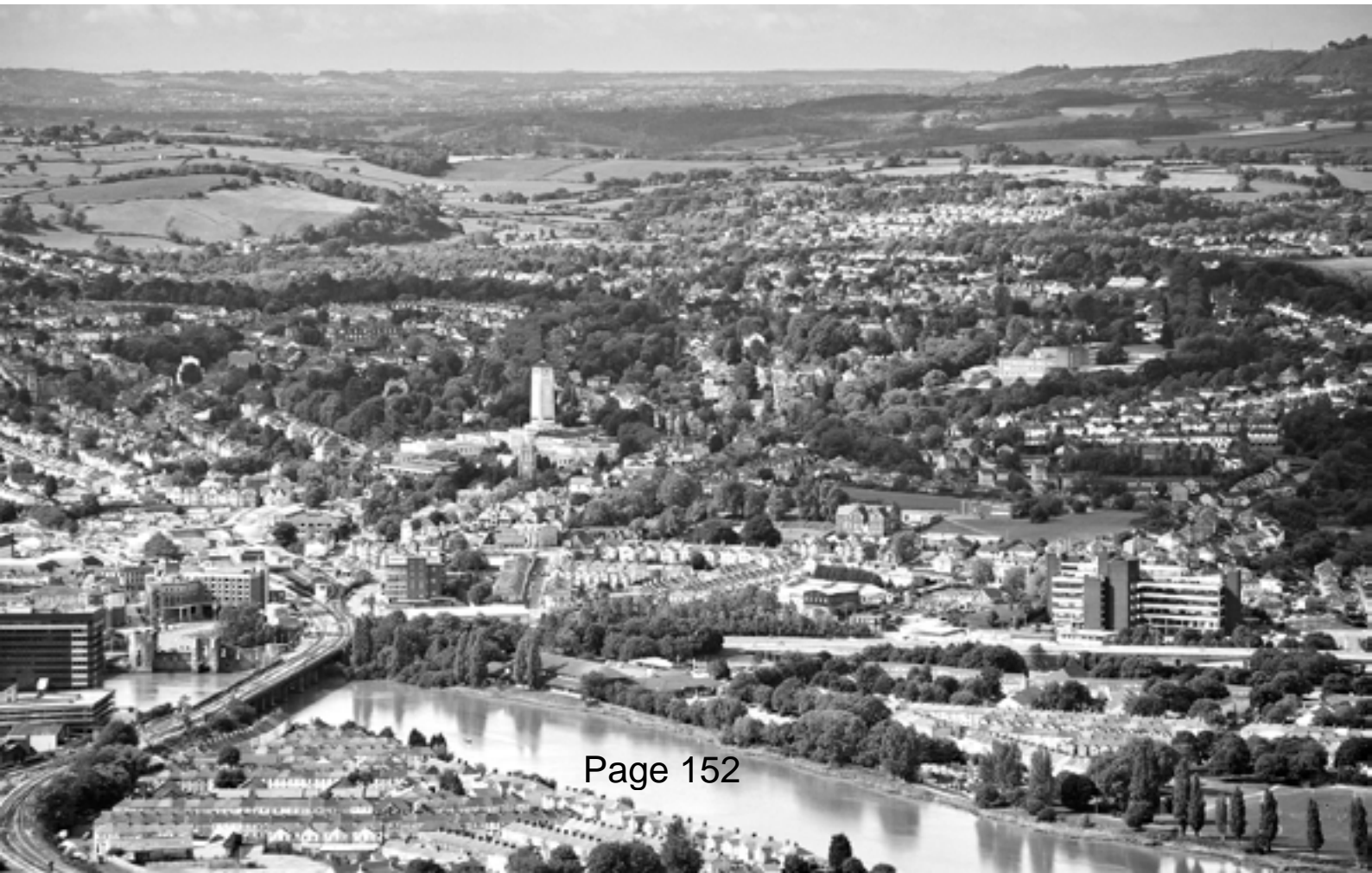
WALES AUDIT OFFICE
SWYDDFA ARCHWILIO CYMRU

Annual Improvement Report 2015-16

Newport City Council

Issued: October 2016

Document reference: 433A2016



This Annual Improvement Report has been prepared on behalf of the Auditor General for Wales by Allison Rees, Non Jenkins and Sara-Jane Byrne under the direction of Alan Morris.

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The Auditor General is independent of government, and is appointed by Her Majesty the Queen. The Auditor General undertakes his work using staff and other resources provided by the Wales Audit Office Board, which is a statutory board established for that purpose and to monitor and advise the Auditor General. The Wales Audit Office is held to account by the National Assembly.

The Auditor General audits local government bodies in Wales, including unitary authorities, police, probation, fire and rescue authorities, national parks and community councils. He also conducts local government value for money studies and assesses compliance with the requirements of the Local Government (Wales) Measure 2009.

Beyond local government, the Auditor General is the external auditor of the Welsh Government and its sponsored and related public bodies, the Assembly Commission and National Health Service bodies in Wales.

The Auditor General and staff of the Wales Audit Office aim to provide public-focused and proportionate reporting on the stewardship of public resources and in the process provide insight and promote improvement.

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Summary report

About this report

- 1 This Annual Improvement Report (AIR) summarises the audit work undertaken at Newport City Council (the Council) since the last such report was published in October 2015. This report also includes a summary of the key findings from reports issued by 'relevant regulators', namely: the Care and Social Services Inspectorate Wales (CSSIW); Her Majesty's Inspectorate for Education and Training in Wales (Estyn); Her Majesty's Inspectorate of Probation (HMI Probation) and the Welsh Language Commissioner (the Commissioner). Nonetheless, this report does not represent a comprehensive review of all the Council's arrangements or services. The conclusions in this report are based on the work carried out at the Council by relevant external review bodies and, unless stated otherwise, reflect the situation at the point in time that such work was concluded.
- 2 Taking into consideration the work carried out during 2015-16, the Auditor General will state in this report whether he believes that the Council is likely to make arrangements to secure continuous improvement for 2016-17.
- 3 This statement should not be seen as a definitive diagnosis of organisational health or as a prediction of future success. Rather, it should be viewed as providing an opinion on the extent to which the arrangements currently in place are reasonably sound insofar as can be ascertained from the work carried out.
- 4 We want to find out if this report gives you the information you need and whether it is easy to understand. You can let us know your views by e-mailing us at info@audit.wales or writing to us at 24 Cathedral Road, Cardiff, CF11 9LJ.

2015-16 performance audit work

- 5 The work carried out since the last AIR, including that of the 'relevant regulators', is set out below:

Project name	Brief description
Wales Audit Office: Financial Resilience Assessment	Review of the Council's financial position and how it is budgeting and delivering on required savings.
Wales Audit Office: Annual 'Improvement Plan' Audit	Review of the Council's published plan for delivering on improvement objectives in line with the requirements of the Measure.
Wales Audit Office: Annual 'Assessment of Performance' Audit	Review of the Council's published performance assessment, in line with the requirements of the Measure.
Wales Audit Office: Waste Management Review	Review of Council arrangements to improve and sustain its waste and recycling performance in line with Welsh Government targets.
Wales Audit Office: Follow-up work	Review of progress in addressing the Corporate Assessment, and Corporate Assessment follow-on recommendations.
Wales Audit Office: Data Quality Review	Review of a sample of six of the Council's performance indicators and supporting data collection, recording, and reporting arrangements.
Wales Audit Office: Gwent Frailty Programme	A review of the Gwent Frailty Programme to assess whether the Programme had delivered improvements in line with individual organisations' expectations.
Estyn: Evaluation of schools performance	A review of performance across a range of areas within schools in the Council.
CSSIW: Annual Review and Evaluation of Performance	An evaluation of the Council's performance in delivering its social services functions.
HMI Probation: Joint reinspection	Full Joint Reinspection of Youth Offending Work in Newport.
Welsh Language Commissioner: Review of the Council's Welsh Language Scheme	Assessment of the effectiveness of the Scheme in providing Council services to the public in Welsh.

Project name	Brief description
Wales Audit Office: National reports	<ul style="list-style-type: none"> • Community Safety Partnerships (to be published) • Income generation and charging (to be published) • Council funding of third sector services (to be published) • The financial resilience of councils in Wales (published April 2015) • Achieving improvement in support to schools through regional education consortia – an early review (published June 2015) • Review of Corporate Safeguarding arrangements in Welsh Councils (published July 2015) • Supporting the Independence of Older people: Are Councils Doing Enough? (published October 2015) • Delivering Less – Leisure Services (published December 2015)

Based on, and limited to, the work carried out by the Wales Audit Office and relevant regulators, the Auditor General believes that the Council is likely to comply with the requirements of the Measure during 2016-17 if it continues to address its areas for improvement

- 6 This conclusion is based on the work undertaken throughout 2015-16, but needs to look forward to the challenges facing the Council for 2016-17. The conclusion should be framed to reflect our level of confidence that the Council will make adequate arrangements to secure continuous improvement (ie, meet its statutory duty).
- 7 The Auditor General has reached this conclusion because:
- a The Council complied with its improvement planning and reporting duties under the Measure.
 - b Whilst the Council had prioritised increasing recycling, its waste management had not been sufficiently strategic and it had not used its governance and performance management arrangements effectively to drive improvement, although it was now taking steps to address this.

- c The Council had addressed our statutory recommendation and was continuing to improve its data quality arrangements. However, there were still weaknesses in these arrangements, which needed to be addressed to ensure that its published performance data was accurate.
- d CSSIW reported that the Council continued to face significant challenges in transforming its services in readiness for the implementation of the Social Services and Wellbeing (Wales) Act (SSWBW Act) during a period of budgetary constraint.
- e Newport Youth Offending Service had got better at helping children and young people turn away from crime, but still had work to do.
- f The Council had strengthened its financial arrangements, but more work was required to deliver a balanced medium-term financial plan and to improve the clarity of financial information reported to members.
- g The Auditor General issued an unqualified opinion on the Council's accounting statements confirming that they present a true and fair view of the Council's financial position and transactions.
- h The Council had made progress against all the recommendations made in our Corporate Assessment follow-up report, but some further work remained to ensure these were addressed fully.
- i The Gwent Frailty Programme had demonstrated positive regional cross-sector partnership working to tackle growing community-based needs, but it had not evidenced tangible improved outcomes, which would be important as partners determine the future of the programme.

Recommendations

- 8 Given the wide range of services provided by the Council, and the challenges it is facing, it would be unusual if we did not find things that can be improved. The Auditor General is able to:
- a make proposals for improvement – if proposals are made to the Council, we would expect it to do something about them and we will follow up what happens;
 - b make formal recommendations for improvement – if a formal recommendation is made, the Council must prepare a response to that recommendation within 30 working days;
 - c conduct a special inspection, and publish a report and make recommendations; and
 - d recommend to Ministers of the Welsh Government that they intervene in some way.

- 9 During the course of the year, the Auditor General did not make any formal recommendations.
- 10 We have also identified some lower-priority issues, known as proposals for improvement, in our corporate assessment progress review, financial resilience, waste, and data quality review reports, which may be referred to later on in this report. We will continue to monitor proposals for improvement during the course of our improvement assessment work.
- 11 Recommendations and Areas for Improvement (AFI) made by CSSIW and HMI Probation during the course of the year are set out below.

CSSIW's Annual review and evaluation of performance 2014-15

AFI1

- Effective implementation of action plan submitted in response to CSSIW's adult services inspection report.
- Effective implementation of any re-tendering of domiciliary care planned for 2015-16, which provides an opportunity to re-shape services, focussing on improving outcomes for users.
- Address the continuing high sickness rates amongst the adult social care workforce.

AFI2

- Effective implementation of Youth Offending Service (YOS) action plan.
- Quality of care management and planning to inform residential placements and matching for looked after children with more complex needs.
- Investigate reasons for persistently high levels on child protection register, and deteriorating timeliness of core group meetings, and take action to remedy.

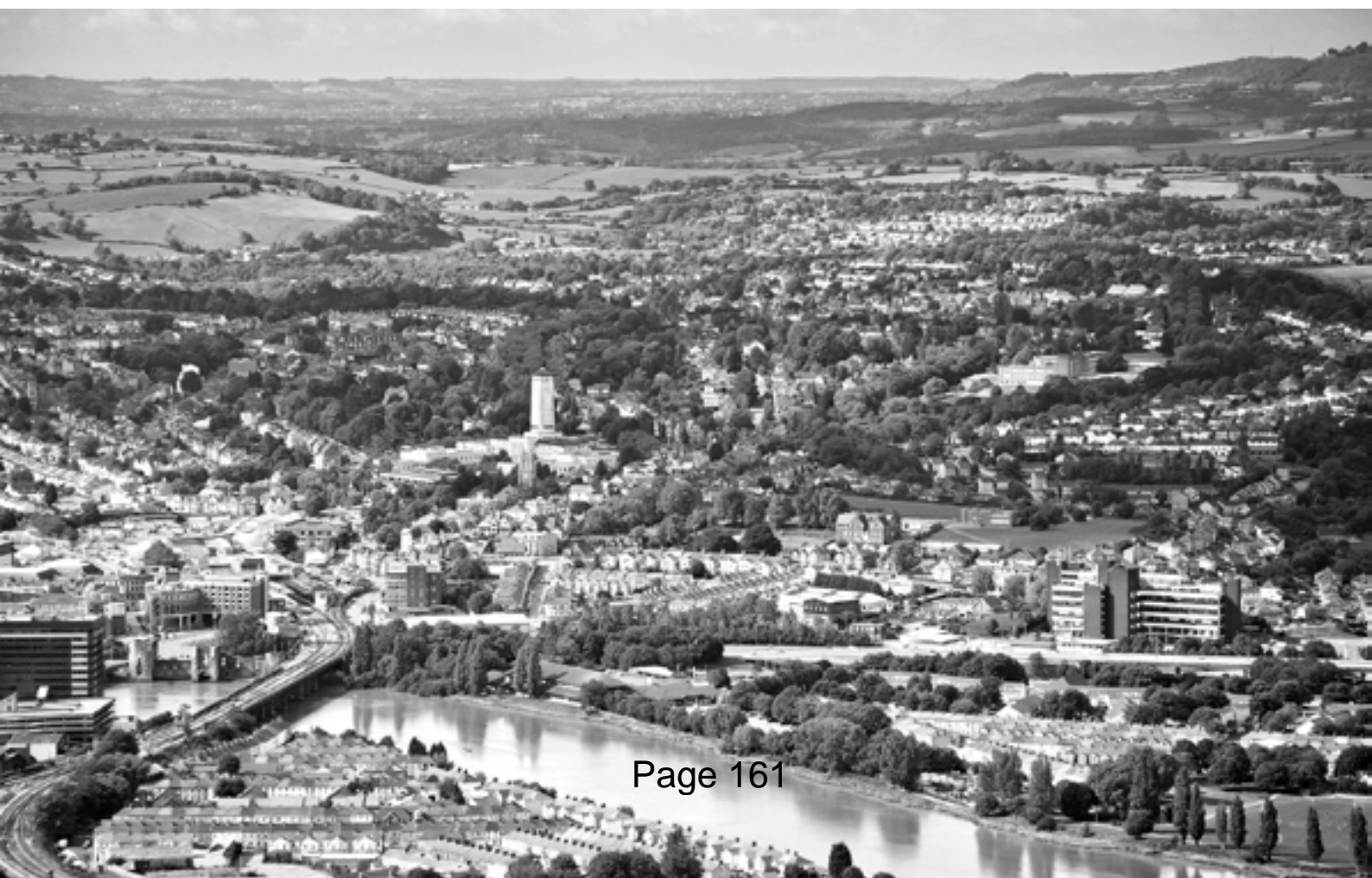
AFI3

- Effective monitoring and oversight of re-shaping adult services and YOS.
- Member development in more effective oversight of performance and further understanding of the implications of SSWBW Act.

HMI Probation – Full joint reinspection of Youth Offending work in Newport

- R1 The YOS Management Board should make sure that a comprehensive plan to address all identified gaps in service provision or performance is in place:
- R2 The YOS Management Board should develop an education, training and employment strategy that overcomes barriers to progression, improves literacy skills, and supports children and young people to make successful transitions into post-16 opportunities.
- R3 The YOS Management Board should make sure there is a strategy for the promotion of the use of the Welsh language.
- R4 The YOS manager should establish management oversight and quality assurance processes that are robust and applied to all aspects of the assessment, planning, and review process.
- R5 The YOS manager should make sure that good quality plans and reviews are produced by the YOS, particularly in relation to risk of harm and vulnerability.
- R6 The YOS manager should make sure that assessments concerning physical and sexual health are completed, and a clear pathway for treatment or support is established and understood by staff.
- R7 The YOS manager should make sure that all staff must understand Multi-Agency Public Protection Arrangements, and all relevant cases must be identified.

Detailed report



Performance

Audit of Newport City Council's 2015-16 Improvement Plan

- 12 On 19 May 2015, we issued a certificate confirming that the Council had discharged its duties under section 15(6) to (9) of the Measure and has acted in accordance with Welsh Government guidance sufficiently to discharge its duties. The certificate is contained in [Appendix 2](#).

Certificate of compliance for the Audit of Newport City Council's assessment of 2014-15 performance

- 13 On 6 November 2015, we issued a certificate of Compliance for the audit of the Council's assessment of 2014-15 performance. The certificate confirms that the Council has discharged its duties under sections 15(2), (3), (8) and (9) of the Measure. Our certificate is contained in [Appendix 3](#).

Whilst the Council had prioritised increasing recycling, its waste management had not been sufficiently strategic and it had not used its governance and performance management arrangements effectively to drive improvement, although it was now taking steps to address this

- 14 In January 2016, we undertook a waste management review to consider whether the Council has effective arrangements in place to improve and sustain its waste and recycling performance in line with Welsh Government targets.
- 15 Our review concluded that whilst the Council had prioritised increasing recycling, its waste management had not been sufficiently strategic and it had not used its governance and performance management arrangements effectively to drive improvement, although it was now taking steps to address this.
- 16 We came to this conclusion because:
- a to date, the Council had been slow to address its waste and recycling performance but the new waste management team was developing a business plan that would set out how performance would be improved;
 - b the Council had not used its governance and performance management arrangements effectively to improve performance but, more recently, the Street Scene, Regeneration and Safety Scrutiny Committee had shown it had the potential to play a key role in driving improvement;
 - c the Council recognised that it would struggle to meet future statutory targets unless it increased recycling participation rates but lacked a comprehensive education and engagement plan to do this; and
 - d more recently, the Council was working with key partners to improve waste and recycling performance but the management and monitoring of partnerships needed to improve.

The Council had addressed our statutory recommendation and was continuing to improve its data quality arrangements. However, there were still weaknesses in these arrangements, which needed to be addressed to ensure that its published performance data was accurate

- 17 In November 2015, we carried out a data quality review and examined a sample of six of the Council's performance measures and operational data systems. The main objective of the review was to assess whether the Council had adequately addressed our recommendation and proposals for improvement to improve its data quality assurance arrangements following a review in 2014-15.
- 18 We found that:
- a the Council had addressed our recommendation to collect and publish data on Final Special Education Needs Statements issued within 26 weeks (EDU/015a) in line with the national prescribed definition;
 - b although the Council had made improvements, there were still weaknesses in its data quality arrangements; and
 - c there were still weaknesses in some of the Council's data quality arrangements which needed to be addressed to ensure that its published performance data was accurate.

Estyn's evaluation of school performance

- 19 The proportion of pupils eligible for free school meals in Newport is a little higher than the Wales average. This is taken into account when evaluating the performance in the authority.
- 20 Estyn concluded that the proportion of pupils achieving the Foundation Phase indicator and the core subject indicator at key stage 2 has consistently been above the Wales average, and higher than in similar authorities.
- 21 Estyn concluded that performance in the core subject indicator at key stage 3 has improved at a slower rate than the Wales average. In 2015, performance was below average for similar authorities, as was the case in 2014, whereas it was above the Wales average for the three years before that.
- 22 Estyn concluded that at key stage 4, performance in the level 2 threshold including English or Welsh first language and mathematics, has steadily improved in recent years and remained close to the average of similar authorities. Performance in the capped average wider points score has steadily improved, but in 2015 has declined slightly and, for the first time in five years, is below that in similar authorities. In 2015 and in 2014, Newport has not met the Welsh Government benchmarks for performance in the main indicators at key stage 4, having exceeded them all in the previous three years.

- 23 Estyn concluded that for each of the last two years, the performance of pupils eligible for free school meals in the main indicators in primary schools is better than the Wales average. However, the performance of these pupils in secondary schools in most of the main indicators has been below average for the last three years.
- 24 Estyn concluded that primary school attendance has improved at a similar rate to that across Wales but, in 2015, it is slightly lower than in similar authorities. Secondary school attendance has improved at a slower rate than the Wales average, and is lower than the average for similar authorities in 2015.
- 25 Estyn concluded that the rate of exclusions of five days or less from schools has increased by around 60% since 2012 and is now the worst in Wales. Although the proportion of Year 11 leavers not in education, employment or training has reduced, it was the highest in Wales in 2014.

CSSIW reported that the Council continued to face significant challenges in transforming its services in readiness for the implementation of the Social Services and Wellbeing (Wales) Act (SSWBW Act) during a period of budgetary constraint

- 26 CSSIW published its **Annual Review and Evaluation of Performance 2014-15** in October 2015.
- 27 CSSIW concluded that the council continued to face significant challenges in transforming its services in readiness for the implementation of the SSWBW Act during a period of budgetary constraint. Integration of service delivery with its partner agencies was key to sustaining progress and there had been some notable successes, including the more effective functioning of a social care hub based in the local hospital. This resulted in significantly improved performance in relation to delayed transfers of care and enhanced outcomes for people.
- 28 However, the nature and scale of the required change, particularly in relation to adult services, was such that support and endorsement from all levels of the council was required in order to drive these forward. An action plan had been put in place following CSSIW's report into adult services for older people with more complex needs, which identified significant shortcomings. Successful implementation would require significant managerial energy and focus in order to help transform Newport's approach into one which was more able to be proactive in responding to people's changing needs.
- 29 CSSIW concluded that there had been some significant improvements in the recruitment and retention of the work force, notably in children's services, which had facilitated the delivery of improved performance in some areas, including outcomes for looked after children. In contrast to this, there continued to be high levels of staff sickness amongst adult social employees, which had proved resistant to managerial attempts to improve. The re-shaping of in-house services continued, and it was important for the authority to maintain continuity and quality of service delivery during this period of significant and ongoing change.

30 CSSIW concluded that restructuring had seen appointments to two new overarching safeguarding and quality assurance posts during the year, which would be key to underpinning the council's significant programme of change. Cabinet members with responsibility for child and adult services took a proactive interest in their role, and corporate parenting responsibilities were recognised and taken seriously. There was a developing awareness across the authority of the implications of the SSWB Act, but improvements in the role of scrutiny in overseeing performance and holding officers to account continued to be a work in progress.

Welsh Language Commissioner's evaluation of Newport City Council's performance

- 31 The role of the Commissioner was created by the Welsh Language (Wales) Measure 2011. New powers to impose standards on organisations came into force through subordinate legislation on 31 March 2015. The Commissioner will continue to review Welsh language schemes by virtue of powers inherited under the Welsh Language Act 1993.
- 32 The Commissioner works with all councils in Wales to inspect and advise on the implementation of language schemes. It is the responsibility of councils to provide services to the public in Welsh in accordance with the commitments in their language schemes. Every council is committed to providing an annual monitoring report to the Commissioner outlining its performance in implementing the language scheme. The Commissioner analyses every monitoring report, provides a formal response and collects further information as required.
- 33 Between July and October 2015, an investigation was conducted by the Commissioner following receipt of a complaint under section 18 of the Welsh Language Act 1993 from a member of the public. The Commissioner decided to exercise her powers under section 17 to conduct an investigation to ascertain whether there had been a failure to carry out the language scheme of the Council.
- 34 The Commissioner's formal response, any letters issued to the Council during the year, and the outcome of the Commissioners investigation under section 17 of the Welsh Language Act 1993 are available on the [Commissioner's website](#).

Full Joint Reinspection of Youth Offending Work in Newport

- 35 In February 2016, a reinspection of youth offending work in Newport was undertaken jointly by the criminal justice, care and support, health, and learning and skills inspectorate following poor outcomes during a full joint inspection in 2014.
- 36 The inspection concluded that Newport Youth Offending Service (YOS) had made a step change in performance since the last inspection. The YOS was stronger in assessment and delivering good quality interventions. The YOS Management Board had clear objectives and was successful in making sure children and young people had access to a range of services designed to move them away from crime. There was still work to do to improve planning to manage vulnerable children and young people, and provide a comprehensive education, training and employment service. The YOS were aware of where they needed to improve and were constructively addressing the issues.
- 37 A summary of the findings of the re-inspection are set out below:
- a Overall work to reduce reoffending was satisfactory. Good quality pre-sentence reports were provided to the courts. Staff were good at investigating the reasons why children and young people had offended. The quality assurance process did not make sure reviews of assessments and plans were of the required standard. The YOS did not sufficiently promote the benefits of the use of the Welsh language. There was no basic skills strategy in place to make sure literacy and numeracy levels for children and young people improved.
 - b Overall work to protect the public and actual or potential victims was satisfactory. Reports to court and initial assessments of risk of harm were sufficient. Too many reviews of assessments were not completed following a significant change or were of poor quality. Risk management plans did not contain a sufficient focus on victim issues or contingency planning. The Multi-Agency Public Protection Arrangements process was not embedded within the YOS.
 - c Overall, work to protect children and young people, and reduce their vulnerability, was unsatisfactory. Reports to court and initial assessments of safeguarding and vulnerability were satisfactory, but reviews of assessments were not undertaken, or were incomplete following a significant change. Plans often did not contain sufficient focus on vulnerability and how it should be managed. The quality assurance process in place was not effective in making sure the quality of work to address vulnerability was sufficient.
 - d Overall, work to make sure that the sentence was served was good. Reports and initial assessments were good at identifying diversity issues and barriers to engagement. The YOS was good at engaging children and young people and their parents/carers throughout the sentence. The appropriate use of compliance and enforcement action was evident in most cases. There was insufficient focus on assessing the physical and sexual health of children and young people.

- e Overall, the effectiveness of governance and partnership arrangements was satisfactory. There was evidence of strategic leadership with a clear plan and direction of travel for the YOS. Partners were held to account through a clear performance management framework. Effective scrutiny arrangements existed for the YOS Management Board and there was involvement from local authority elected members in addressing youth crime. The YOS was well led by a knowledgeable management team.
 - f Overall, interventions to reduce reoffending was satisfactory. There was a suitable range of interventions available at the YOS. Staff thought innovatively about adapting existing materials or creating new ones to make sure there was engagement with the children and young people. Barriers to positive engagement were not always identified, especially with regard to focused work for girls and young women. Outcomes from new or existing interventions had not been fully evaluated and measured.
- 38 The inspection made seven recommendations. These are set out on page eight above.
- 39 The inspection report was published in June 2016 and is available on the [HMI Probation website](#).

Use of resources

Audit of the Council's accounts

40 On 1 February 2016, the Auditor General issued an Annual Audit Letter to the Council. The letter summarises the key messages arising from his statutory responsibilities under the Public Audit (Wales) Act 2004 as the Appointed Auditor, and his reporting responsibilities under the Code of Audit Practice. The Auditor General issued an unqualified opinion on the Council's accounting statements confirming that they present a true and fair view of the Council's financial position and transactions. The Annual Audit Letter can be found in [Appendix 4](#) of this report.

The Council had strengthened its financial arrangements, but more work was required to deliver a balanced medium-term financial plan, and to improve the clarity of financial information reported to members

41 In April 2015, we published a national report on 'The financial resilience of councils in Wales'. This report was based on fieldwork carried out in all Welsh local councils.

42 Given the continuing pressures on funding for councils in Wales, we considered whether the Council had appropriate arrangements to plan, to secure, and to maintain its financial resilience in the medium term (typically three to five-years ahead). We undertook a review during the period May 2015 to January 2016, and followed up issues highlighted in our 2014-15 financial resilience work. The focus of this review was on delivery of 2014-15 savings plans, and the 2015-16 financial planning period. We issued our financial resilience report to the Council in June 2016.

43 Overall, we concluded that the Council had strengthened its financial arrangements but more work was required to deliver a balanced medium-term financial plan, and to improve the clarity of financial information reported to members.

44 We came to this conclusion because:

- a the Council's medium-term financial plan was not yet fully balanced and supported by a formalised reserves policy;
- b the Council had improved elements of its financial controls, which included a review of the unplanned underspend reported in 2014-15, but there was scope to improve its financial controls further; and
- c the Council had sound financial governance arrangements at an officer level but the clarity of information provided to Cabinet and Scrutiny could be further improved to support the monitoring of agreed savings.

Governance

The Council had made progress against all the recommendations made in our Corporate Assessment follow-up report, but some further work remained to ensure these were addressed fully

- 45 In February and March 2016, we did a follow-up review to determine the Council's progress in addressing the recommendations made in our Corporate Assessment and its Follow-up. Other work we undertook at the Council in 2015-16 also informed our assessment. This included our reviews of data quality, financial resilience and waste management.
- 46 Our review concluded that the Council had made progress against all the recommendations made in our Corporate Assessment follow-up, but some further work remained to ensure these were addressed fully.
- 47 We came to this conclusion because:
- a there had been a good demonstration of collective leadership in responding to our corporate assessment findings and other challenges facing the Council;
 - b the Council had arrangements in place to address, monitor and report our recommendations, although more active challenge and discussion of progress at Cabinet would strengthen these arrangements;
 - c the quality of information provided to Members to enable them to challenge and take decisions had improved but scope remained to ensure this was consistent;
 - d the Council had started to improve its governance arrangements, however, the value of scrutiny was not yet being maximised;
 - e the Council had strengthened its financial arrangements, but more work was required to deliver a balanced medium-term financial plan and to improve the clarity of financial information reported to Members;
 - f the Council did not yet have a strategic approach to workforce planning, but the results of its recent employee engagement survey showed that the Council had increasingly engaged employees, which provided it with good foundations to strengthen its workforce planning; and
 - g the Council had addressed our recommendation to collect and publish data on Final Special Educational Needs Statements issued within 26 weeks (EDU/015a) in line with the national prescribed definition.

The Gwent Frailty Programme had demonstrated positive regional cross-sector partnership working to tackle growing community-based needs, but it had not evidenced tangible improved outcomes, which would be important as partners determine the future of the programme

- 48 From April 2011, Aneurin Bevan University Health Board (the Health Board) and Blaenau Gwent, Caerphilly, Monmouthshire, Newport, and Torfaen Councils began implementing an ambitious integrated model of care called the Gwent Frailty Programme (the Programme)¹. The Programme was funded by a Welsh Government Invest to Save loan and contributions from respective partners to create a pooled fund.
- 49 The Programme has legal status under a Section 33 partnership agreement² between the Health Board and the five Gwent councils. The agreement ran for three years commencing in April 2011. A Gwent Frailty Joint Committee (GFJC) was created as a decision-making body holding formal accountability under the Section 33 agreement. An Operational Co-ordinating Group, a range of specialist sub-groups, and local implementation structures also supported the work of the Frailty Programme Joint Committee³.
- 50 In November 2012, we reviewed the Programme and found that partners were strongly committed to the Gwent Frailty vision and had created a sound programme management framework to underpin it. We recognised that the Programme was in the early stages of implementation and it faced challenges to ensure the Programme was sustainable, to change established working practices, and to demonstrate its impact.
- 51 Our latest review in May 2015 focused on whether the Gwent Frailty Programme had delivered improvements in line with individual organisations' expectations.
- 52 We concluded that 'the Programme had demonstrated positive regional cross-sector partnership working to tackle growing community-based needs, but it had not evidenced tangible improved outcomes, which would be important as partners determine the future of the programme'.
- 53 We reached this conclusion because:
- a The Gwent Frailty Programme successfully brought together partners who invested time and resources to improve outcomes for frail elderly people, but the financial aims were not achieved, and outcomes remained difficult for partners to evidence.

1 Unless stated otherwise, the 'Programme' covers the committees and working groups, members and staff, and the overall delivery and service model.

2 The Section 33 agreement provides a formal basis for partnership working. The partners can employ a section 33 agreement as a mechanism to create pooled revenue and capital funding. The host's financial management and financial accounting rules apply. This means that the joint service can reclaim VAT as well as utilising other financial flexibilities available to local government bodies.

3 For the purposes of this report, reference to Programme Committees covers the Gwent Frailty Joint Committee, Operational Co-ordinating Group, the range of specialist sub-groups and local implementation structures.

- b Governance arrangements over the lifetime of the programme had been generally adequate, but the Programme could have engaged partners better, benefited from clearer information, and been more open about its business. We found that:
- the governance arrangements provided for timely decision-making but partner organisations were not always kept adequately informed of important issues affecting the Programme, such as the emerging large underspend;
 - financial reporting arrangements within the Programme was adequate, but performance reporting was not fit for purpose;
 - public transparency and decision recording started well but became weaker over time; and
 - routine scrutiny of decisions by the GFJC was not robust, although, most partners reported annually through their own scrutiny arrangements.
- c The Gwent Frailty Programme benefited from strong commitment and was at a pivotal point in its journey, but needed clarity of vision to succeed. We found that:
- the Programme had benefited from a strong commitment from the partner organisations, this needed to be re-confirmed in the context of the financial and operational challenges facing the individual organisations; and
 - the future direction of the Programme was unclear, the partnership was at a pivotal point, and partners were yet to agree a clear vision, which would need measurable outcomes and benefits.

Appendix 1 – Status of this report

The Local Government (Wales) Measure 2009 (the Measure) requires the Auditor General to undertake an annual improvement assessment, and to publish an annual improvement report, for each improvement authority in Wales. This requirement covers local councils, national parks, and fire and rescue authorities.

This report has been produced by staff of the Wales Audit Office on behalf of the Auditor General to discharge his duties under section 24 of the Measure. The report also discharges his duties under section 19 to issue a report certifying that he has carried out an improvement assessment under section 18 and stating whether, as a result of his improvement plan audit under section 17, he believes that the authority has discharged its improvement planning duties under section 15.

Improvement authorities are under a general duty to ‘make arrangements to secure continuous improvement in the exercise of [their] functions’. Improvement authorities are defined as local councils, national parks, and fire and rescue authorities.

The annual improvement assessment is the main piece of work that enables the Auditor General to fulfil his duties. The improvement assessment is a forward-looking assessment of an authority’s likelihood to comply with its duty to make arrangements to secure continuous improvement. It also includes a retrospective assessment of whether an authority has achieved its planned improvements in order to inform a view as to the authority’s track record of improvement. The Auditor General will summarise his audit and assessment work in a published annual improvement report for each authority (under section 24).

The Auditor General may also, in some circumstances, carry out special inspections (under section 21), which will be reported to the authority and Ministers, and which he may publish (under section 22). An important ancillary activity for the Auditor General is the co-ordination of assessment and regulatory work (required by section 23), which takes into consideration the overall programme of work of all relevant regulators at an improvement authority. The Auditor General may also take account of information shared by relevant regulators (under section 33) in his assessments.

Appendix 2 – Audit of Newport City Council’s 2015-16 Improvement Plan

Certificate

I certify that I have audited Newport City Council’s (the Council) Improvement Plan in accordance with section 17 of the Local Government (Wales) Measure 2009 (the Measure) and my Code of Audit Practice.

As a result of my audit, I believe that the Council has discharged its duties under section 15(6) to (9) of the Measure and has acted in accordance with Welsh Government guidance sufficiently to discharge its duties.

Respective responsibilities of the Council and the Auditor General

Under the Measure, the Council is required to prepare and publish an Improvement Plan describing its plans to discharge its duties to:

- make arrangements to secure continuous improvement in the exercise of its functions;
- make arrangements to secure achievement of its improvement objectives; and
- make arrangements to exercise its functions so that any performance standard specified by Welsh Ministers is met.

The Measure requires the Council to publish its Improvement Plan as soon as is reasonably practicable after the start of the financial year to which it relates, or after such other date as Welsh Ministers may specify by order.

The Council is responsible for preparing the Improvement Plan and for the information set out within it. The Measure requires that the Council has regard to guidance issued by Welsh Ministers in preparing and publishing its plan.

As the Council’s auditor, I am required under sections 17 and 19 of the Measure to carry out an audit of the Improvement Plan, to certify that I have done so, and to report whether I believe that the Council has discharged its duties to prepare and publish an Improvement Plan in accordance with statutory requirements set out in section 15 and statutory guidance.

Scope of the Improvement Plan audit

For the purposes of my audit work I will accept that, provided an authority meets its statutory requirements, it will also have complied with Welsh Government statutory guidance sufficiently to discharge its duties.

For this audit, I am not required to form a view on the completeness or accuracy of information, or whether the Improvement Plan published by the Council can be achieved. Other assessment work that I will undertake under section 18 of the Measure will examine these issues. My audit of the Council's Improvement Plan, therefore, comprised a review of the plan to ascertain whether it included elements prescribed in legislation. I also assessed whether the arrangements for publishing the plan complied with the requirements of the legislation, and that the Council had regard to statutory guidance in preparing and publishing its plan.

The work I have carried out in order to report and make recommendations in accordance with sections 17 and 19 of the Measure cannot solely be relied upon to identify all weaknesses or opportunities for improvement.

Huw Vaughan Thomas

Auditor General For Wales

CC: Leighton Andrews, Minister for Public Services
Non Jenkins, Manager
Martin Gibson, Performance Audit Lead

Appendix 3 – Audit of Newport City Council’s assessment of 2014-15 performance

Certificate

I certify that, following publication on 14 October 2015, I have audited Newport City Council’s (the Council’s) assessment of its performance in 2014-15 in accordance with section 17 of the Local Government (Wales) Measure 2009 (the Measure) and my Code of Audit Practice.

As a result of my audit, I believe that the Council has discharged its duties under sections 15(2), (3), (8) and (9) of the Measure, and has acted in accordance with Welsh Government guidance sufficiently to discharge its duties.

Respective responsibilities of the Council and the Auditor General

Under the Measure, the Council is required to annually publish an assessment which describes its performance:

- in discharging its duty to make arrangements to secure continuous improvement in the exercise of its functions;
- in meeting the improvement objectives it has set itself;
- by reference to performance indicators specified by Welsh Ministers, and self-imposed performance indicators; and
- in meeting any performance standards specified by Welsh Ministers, and self-imposed performance standards.

The Measure requires the Council to publish its assessment before 31 October in the financial year following that to which the information relates, or by any other such date as Welsh Ministers may specify by order.

The Measure requires that the Council has regard to guidance issued by Welsh Ministers in publishing its assessment.

As the Council’s auditor, I am required under sections 17 and 19 of the Measure to carry out an audit to determine whether the Council has discharged its duty to publish an assessment of performance, to certify that I have done so, and to report whether I believe that the Council has discharged its duties in accordance with statutory requirements set out in section 15 and statutory guidance.

Scope of the audit

For the purposes of my audit work I will accept that, provided an authority meets its statutory requirements, it will also have complied with Welsh Government statutory guidance sufficiently to discharge its duties.

For this audit, I am not required to form a view on the completeness or accuracy of information. Other assessment work that I will undertake under section 18 of the Measure may examine these issues. My audit of the Council's assessment of performance, therefore, comprised a review of the Council's publication to ascertain whether it included elements prescribed in legislation. I also assessed whether the arrangements for publishing the assessment complied with the requirements of the legislation, and that the Council had regard to statutory guidance in preparing and publishing it.

The work I have carried out in order to report and make recommendations in accordance with sections 17 and 19 of the Measure cannot solely be relied upon to identify all weaknesses or opportunities for improvement.

Huw Vaughan Thomas

Auditor General For Wales

CC: Leighton Andrews, Minister for Public Services
Non Jenkins, Manager
Sara-Jane Byrne, Performance Audit Lead

Appendix 4 – Annual Audit Letter

Councillor R Bright
Leader of the Council and Chair of Cabinet
Newport City Council
Civic Centre
Newport
South Wales
NP20 4UR

1 February 2016

Dear Councillor Bright

Annual Audit Letter – Newport City Council 2014-15

This letter summarises the key messages arising from the Auditor General for Wales' statutory responsibilities under the Public Audit (Wales) Act 2004 and my reporting responsibilities under the Code of Audit Practice.

The Authority complied with its responsibilities relating to financial reporting and use of resources

It is the Authority's responsibility to:

- put systems of internal control in place to ensure the regularity and lawfulness of transactions, and to ensure that its assets are secure;
- maintain proper accounting records;
- prepare a Statement of Accounts in accordance with relevant requirements; and
- establish and keep under review appropriate arrangements to secure economy, efficiency and effectiveness in its use of resources.

The Public Audit (Wales) Act 2004 requires me to:

- provide an audit opinion on the accounting statements;
- review the Authority's arrangements to secure economy, efficiency and effectiveness in its use of resources; and
- issue a certificate confirming that I have completed the audit of the accounts.

Local authorities in Wales prepare their accounting statements in accordance with the requirements of the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom. This code is based on International Financial Reporting Standards. On 30 September 2015, I issued an unqualified audit opinion on the accounting statements confirming that they present a true and fair view of the Authority's financial position and transactions. My report is contained within the Statement of Accounts. The key matters arising from the accounts audit were reported to members of the Audit Committee in my Audit of Financial Statements report on 24 September 2015 (see summary below) and a more detailed report of the issues arising will follow in due course.

Exhibit 1 – Significant issues arising from the audit

Reporting Requirement	Audit Findings
Audit opinion	<p>The audit report contained an ‘Emphasis of Matter’ paragraph drawing the readers’ attention to the fact that the Council had not prepared Group accounts for Newport Transport Limited. The opinion was not qualified in respect of this matter.</p>
Uncorrected misstatements	<p>Property Plant and Equipment Additions reported in Note 12 are ‘overstated’ by £108,000, as VAT has been included in the amount capitalised.</p> <p>The landfill capping provision in Note 21 was overstated by £127,000.</p> <p>The provision for Equal Pay Bridging Payments reported in Note 21 was overstated by £329,000. Also, in Note 21, provisions included £900,000 for Equal Pay ‘bridging payments’ and ‘outstanding claims’. The same value was duplicated within earmarked reserves disclosed in Note 8.</p> <p>The Pension Liability disclosed in Note 41 was calculated on inaccurate information provided by the Council to its Actuary.</p> <p>Our testing identified an ‘accrual’ of expenditure that could not be adequately supported, so was classified as an error. When ‘extrapolated’ over the total accruals, this indicated a total potential error value of £513,500.</p> <p>There was an ‘unreconciled’ amount of £3,991,000 in Note 28, which provides an analysis of income and expenditure (with no effect on the accuracy of the main statements).</p> <p>The Council had not correctly accounted for its share of ‘jointly controlled’ operations.</p> <p>None of the above were material to our audit opinion, and where applicable, are expected to be resolved as part of the 2015-16 accounts.</p>
Corrected misstatements	<p>There were nine significant misstatements in the statements that were corrected by management prior to the issue of the audit opinion.</p>

Reporting Requirement	Audit Findings
Other significant issues arising from the audit	<p>We reported a range of concerns about the qualitative aspects of accounting practices and financial reporting. The Council had a high number of changes to its finance staff, particularly in key areas, and this clearly impacted on the audit, the availability of the working papers, and the response times to audit queries.</p> <p>We were assured that, arising out of a delay in presenting the draft accounts for audit, it would enable the Council to undertake a high-standard of quality assurance on the draft accounts and give the Council sufficient time to ensure that all working papers would be readily available and provided with the draft accounts on 1 July. We found that the draft accounts contained many instances where a robust management review would have identified inaccuracies and issues with working papers.</p> <p>In general, and particularly during the later stages of the audit, I received information in a timely and helpful manner and was not restricted in my work. The audit team will continue to work with key finance staff during the coming year to identify areas where further improvements and efficiencies can be made in the audit process.</p>

I am satisfied that the Authority has appropriate arrangements in place to secure economy, efficiency and effectiveness in its use of resources

My consideration of the Authority's arrangements to secure economy, efficiency and effectiveness has been based on the audit work undertaken on the accounts as well as placing reliance on the work completed as part of the Improvement Assessment under the Local Government (Wales) Measure 2009. My Annual Improvement Report will highlight areas where the effectiveness of these arrangements has yet to be demonstrated or where improvements could be made.

A certificate confirming that the audit of the accounts has been completed was issued to the Authority on 30 September 2015.

During the course of the year there have been no formal challenge or objection issues on the accounts that I have had to deal with.

The financial audit fee for 2014-15 is currently expected to be £3,920 higher than the fee set out in the Annual Audit Outline. This increase is as a result of the delay in providing us with complete working papers and additional work required on the issue of the consolidation of Newport Transport.

I would like to express my appreciation to all the Council staff who assisted with the completion of my audit work.

Yours sincerely

Anthony Barrett
For and on behalf of the Auditor General for Wales

CC: Will Godfrey, Chief Executive
Meirion Rushworth, Head of Finance

Appendix 5 – National report recommendations published in 2015-16

Date of report	Title of review	Recommendation
April 2015	<p>The Financial Resilience of Councils in Wales</p>	<p>R1 Councils should ensure that their corporate plan:</p> <ul style="list-style-type: none"> • is the core driver for the service plans and other supporting strategies including workforce, information technology and capital expenditure; • maintains at least a three to five year forward view and is aligned with the medium term financial plan and other supporting strategies; and • should clearly articulate the desired role of the council in five years – the model for delivering priority services and the infrastructure and resources needed to deliver future priorities within available finances. <p>R2 The medium term financial plan should identify the major financial risks and key assumptions and senior officers and councillors should subject them to effective scrutiny and challenge before adopting the plan.</p> <p>R3 Councils need to ensure that funding deficits are accurately projected and fully reconciled to detailed savings plans for each year over the life of the medium term financial plan.</p> <p>R4 Councils should review the adequacy of the financial assurance arrangements that underpin the delivery of annual savings plans, including the level of scrutiny and challenge provided by councillors.</p> <p>R5 Councils should ensure that they have a comprehensive reserves strategy that outlines the specific purpose of accumulated useable reserves as part of their Medium term Financial Plan.</p> <p>R6 Councils should develop corporate wide policies on income generation with a view to increasing revenue streams and relieving financial pressures.</p> <p>R7 Councils should:</p> <ul style="list-style-type: none"> • strengthen budget setting and monitoring arrangements to ensure financial resilience; and • review the coverage and effectiveness of their internal and external assurance financial systems and controls to ensure they are fit for purpose and provide early warning of weaknesses in key systems.

Date of report	Title of review	Recommendation
April 2015	<p>The Financial Resilience of Councils in Wales</p>	<p>R8 Councils must review their finance teams and ensure that they have sufficient capacity and capability to meet future demands.</p> <p>R9 Council officers need to equip councillors with the knowledge and skills they need to deliver effective governance and challenge by extending training opportunities and producing high quality management information.</p>
June 2015	<p>Achieving improvement in support to schools through regional education consortia – an early view</p>	<p>R1 To clarify the nature and operation of consortia. We found there to be continuing uncertainty about some aspects of the nature of regional consortia and their present and future scope (paragraphs 2.2 to 2.20). We therefore recommend:</p> <ul style="list-style-type: none"> Local authorities should clarify whether consortia services are jointly provided or are commissioned services (services provided under joint-committee arrangements are jointly provided services and are not commissioned services). <p>R2 To focus on outcomes through medium-term planning. We found that the development of effective regional consortia was hindered by a focus on short-term actions and uncertainty about the future of consortia (paragraphs 2.33 to 2.36; 3.16 to 3.17). We therefore recommend:</p> <ul style="list-style-type: none"> As any possible local authority re-organisation will not be fully implemented until 2020, the Welsh Government and regional consortia should develop three-year plans for the further development, scope, and funding of regional consortia linked to appropriate strategic objectives.

Date of report	Title of review	Recommendation
June 2015	<p>Achieving improvement in support to schools through regional education consortia – an early view</p>	<p>R3 To develop more collaborative relationships for the school improvement system. The development of the National Model for Regional Working involved many school improvement partners but we found that this had not led to the development of sufficiently collaborative relationships (paragraphs 2.25 to 2.32). We therefore recommend:</p> <ul style="list-style-type: none"> • Regional consortia should develop improved arrangements for sharing practice and supporting efficiency (for example, one consortium could take the lead on tackling an issue or have functional responsibility for the development of a policy). • The Welsh Government, local authorities and regional consortia should recognise the interdependency of all partners fulfilling their school improvement roles and agree an approach to: <ul style="list-style-type: none"> – information sharing and consultation about developments related to school improvement; – developing collaborative relationships of shared accountability; and – undertaking system wide reviews, and an alignment of the understanding and position of regional consortia across all Welsh Government relevant strategies. <p>R4 To build effective leadership and attract top talent. Regional consortia, local authorities and the Welsh Government have all found difficulties in recruiting to senior leadership for education and we found there had been limited action to address this (paragraphs 2.37 to 2.40). We therefore recommend:</p> <ul style="list-style-type: none"> • the Welsh Government and local authorities should collaborate to improve the attractiveness of education leadership roles to attract the most talented leaders for the school improvement system; and • local authorities should collaborate to support the professional development of senior leaders and to ensure appropriate performance management arrangements are in place for senior leaders.

Date of report	Title of review	Recommendation
June 2015	Achieving improvement in support to schools through regional education consortia – an early view	<p>R5 To improve the effectiveness of governance and management of regional consortia. Whilst continuing progress is being made, we found that regional consortia have not yet developed fully effective governance and financial management arrangements (paragraphs 3.2 to 3.36). We therefore recommend that local authorities and their regional consortia should:</p> <ul style="list-style-type: none"> • improve their use of self-evaluation of their performance and governance arrangements and use this to support business planning and their annual reviews of governance to inform their annual governance statements; • improve performance management including better business planning, use of clear and measurable performance measures, and the assessment of value for money; • make strategic risk management an integral part of their management arrangements and report regularly at joint committee or board level; • develop their financial management arrangements to ensure that budgeting, financial monitoring and reporting cover all relevant income and expenditure, including grants funding spent through local authorities; • develop joint scrutiny arrangements of the overall consortia as well as scrutiny of performance by individual authorities, which may involve establishment of a joint scrutiny committee or co-ordinated work by local authority scrutiny committees; • ensure the openness and transparency of consortia decision making and arrangements; • recognise and address any potential conflicts of interest; and where staff have more than one employer, regional consortia should ensure lines of accountability are clear and all staff are aware of the roles undertaken; and • develop robust communications strategies for engagement with all key stakeholders.

Date of report	Title of review	Recommendation
July 2015	<p>Review of Corporate Safeguarding Arrangements in Welsh Councils</p>	<p>R1 Improve corporate leadership and comply with Welsh Government policy on safeguarding through:</p> <ul style="list-style-type: none"> • the appointment of a senior lead officer who is accountable for safeguarding and protecting children and young people with corporate responsibilities for planning improvements; • the appointment of a lead member for safeguarding; and • regularly disseminating and updating information on these appointments to all staff and stakeholders. <p>R2 Ensure there is a corporate-wide policy on safeguarding covering all Council services to provide a clear strategic direction and clear lines of accountability across the Council.</p> <p>R3 Strengthen safe recruitment of staff and volunteers by:</p> <ul style="list-style-type: none"> • ensuring that Disclosure and Barring Service (DBS) checks and compliance with safe recruitment policies cover all services that come into contact with children; • creating an integrated corporate compliance system to record and monitor compliance levels on DBS checks; and • requiring safe recruitment practices amongst partners in the third sector and for volunteers who provide services commissioned and/or used by the Council which are underpinned by a contract or service level agreement. <p>R4 Ensure all relevant staff, members and partners understand their safeguarding responsibilities by:</p> <ul style="list-style-type: none"> • ensuring safeguarding training is mandated and coverage extended to all relevant Council service areas, and is included as standard on induction programmes; • creating a corporate-wide system to identify, track and monitor compliance on attending safeguarding training in all Council departments, elected members, schools, governors and volunteers; and • requiring relevant staff in partner organisations who are commissioned to work for the Council in delivering services to children and young people to undertake safeguarding training.

Date of report	Title of review	Recommendation
July 2015	<p>Review of Corporate Safeguarding Arrangements in Welsh Councils</p>	<p>R5 In revising guidance, the Welsh Government should clarify its expectations of local authorities regarding the roles and responsibilities of the designated officer within education services, and the named person at senior management level responsible for promoting the safeguarding.</p> <p>R6 Improve accountability for corporate safeguarding by regularly reporting safeguarding issues and assurances to scrutiny committee(s) against a balanced and Council-wide set of performance information covering:</p> <ul style="list-style-type: none"> • benchmarking and comparisons with others; • conclusions of internal and external audit/ inspection reviews; • service-based performance data; • key personnel data such as safeguarding training, and DBS recruitment checks; and • the performance of contractors and commissioned services on compliance with Council safeguarding responsibilities. <p>R7 Establish a rolling programme of internal audit reviews to undertake systems testing and compliance reviews on the Council's safeguarding practices.</p> <p>R8 Ensure the risks associated with safeguarding are considered at both a corporate and service level in developing and agreeing risk management plans across the Council.</p>

Date of report	Title of review	Recommendation
October 2015	<p>Supporting the Independence of Older People: Are Councils Doing Enough?</p>	<p>R1 Improve governance, accountability and corporate leadership on older people's issues through:</p> <ul style="list-style-type: none"> • the appointment of a senior lead officer who is accountable for coordinating and leading the Council's work on older people's services; • realigning the work of the older people's strategy coordinators to support development and delivery of plans for services that contribute to the independence of older people; • the appointment of a member champion for older people's services; and • regularly disseminating and updating information on these appointments to all staff and stakeholders. <p>R2 Improve strategic planning and better coordinate activity for services to older people by:</p> <ul style="list-style-type: none"> • ensuring comprehensive action plans are in place that cover the work of all relevant council departments and the work of external stakeholders outside of health and social care; and • engaging with residents and partners in the development of plans, and in developing and agreeing priorities. <p>R3 Improve engagement with, and dissemination of, information to older people by ensuring advice and information services are appropriately configured and meet the needs of the recipients.</p> <p>R4 Ensure effective management of performance for the range of services that support older people to live independently by:</p> <ul style="list-style-type: none"> • setting appropriate measures to enable Members, officers and the public to judge progress in delivering actions for all council services; • ensuring performance information covers the work of all relevant agencies and especially those outside of health and social services; and • establishing measures to judge inputs, outputs and impact to be able to understand the effect of budget cuts and support oversight and scrutiny.

Date of report	Title of review	Recommendation
October 2015	<p>Supporting the Independence of Older People: Are Councils Doing Enough?</p>	<p>R5 Ensure compliance with the Public Sector Equality Duty when undertaking equality impact assessments by:</p> <ul style="list-style-type: none"> • setting out how changes to services or cuts in budgets will affect groups with protected characteristics; • quantifying the potential impact and the mitigation actions that will be delivered to reduce the potentially negative effect on groups with protected characteristics; • indicating the potential numbers who would be affected by the proposed changes or new policy by identifying the impact on those with protected characteristics; and • ensuring supporting activity such as surveys, focus groups and information campaigns includes sufficient information to enable service users to clearly understand the impact of proposed changes on them. <p>R6 Improve the management and impact of the Intermediate Care Fund by:</p> <ul style="list-style-type: none"> • setting a performance baseline at the start of projects to be able to judge the impact of these overtime; • agreeing the format and coverage of monitoring reports to enable funded projects to be evaluated on a like-for-like basis against the criteria for the fund, to judge which are having the greatest positive impact and how many schemes have been mainstreamed into core funding; and • improving engagement with the full range of partners to ensure as wide a range of partners are encouraged to participate in future initiatives and programmes.

Date of report	Title of review	Recommendation
December 2015	Delivering with less – leisure services	<p>R1 Improve strategic planning in leisure services by:</p> <ul style="list-style-type: none"> • setting an agreed council vision for leisure services; • agreeing priorities for leisure services; • focusing on the Council’s position within the wider community sport and leisure provision within the area; and • considering the potential to deliver services on a regional basis. <p>R2 Undertake an options appraisal to identify the most appropriate delivery model based on the Council’s agreed vision and priorities for leisure services which considers:</p> <ul style="list-style-type: none"> • the availability of capital and revenue financing in the next three-to-five years; • options to improve the commercial focus of leisure services; • opportunities to improve income generation and reduce council ‘subsidy’; • a cost-benefit analysis of all the options available to deliver leisure services in the future; • the contribution of leisure services to the Council’s wider public health role; • better engagement with the public to ensure the views and needs of users and potential users are clearly identified; • the impact of different options on groups with protected characteristics under the public sector equality duty; and • the sustainability of service provision in the future.

Date of report	Title of review	Recommendation
December 2015	Delivering with less – leisure services	<p>R3 Ensure effective management of performance of leisure services by establishing a suite of measures to allow officers, Members and citizens to judge inputs, outputs and impact. This should cover council-wide and facility specific performance and include:</p> <ul style="list-style-type: none"> • capital and revenue expenditure; • income; • council ‘subsidy’; • quality of facilities and the service provided; • customer satisfaction; • success of ‘new commercial’ initiatives; • usage data – numbers using services/facilities, time of usage, etc; and • impact of leisure in addressing public health priorities. <p>R4 Improve governance, accountability and corporate leadership on leisure services by:</p> <ul style="list-style-type: none"> • regularly reporting performance to scrutiny committee(s); • providing elected Members with comprehensive information to facilitate robust decision-making; • benchmarking and comparing performance with others; and • using the findings of internal and external audit/inspection reviews to identify opportunities to improve services.

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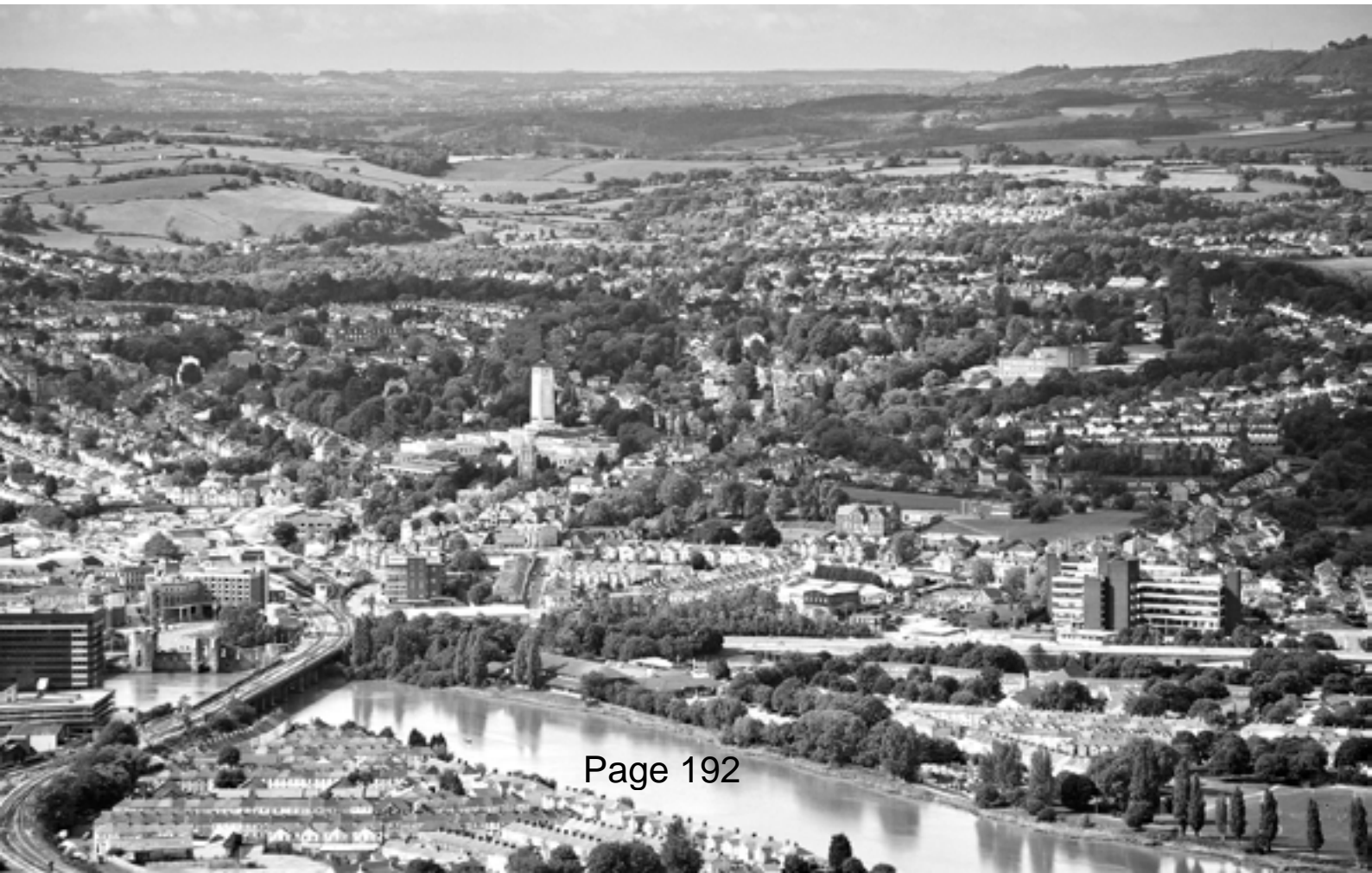
WALES AUDIT OFFICE
SWYDDFA ARCHWILIO CYMRU

Adroddiad Gwella Blynyddol 2015-16

Cyngor Dinas Casnewydd

Cyhoeddwyd: Hydref 2016

Cyfeirnod y ddogfen: 433A2016



Paratowyd yr Adroddiad Gwella Blynyddol hwn ar ran Archwilydd
Cyffredinol Cymru gan Allison Rees, Non Jenkins a
Sara-Jane Byrne o dan gyfarwyddyd Alan Morris.

Huw Vaughan Thomas
Archwilydd Cyffredinol Cymru
Swyddfa Archwilio Cymru
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Mae'r Archwilydd Cyffredinol yn annibynnol ar y llywodraeth a chaiff ei benodi gan Ei Mawrhydi y Frenhines. Mae'r Archwilydd Cyffredinol yn ymgymryd â'i waith gan ddefnyddio staff ac adnoddau eraill a ddarperir gan Fwrdd Swyddfa Archwilio Cymru, sef bwrdd statudol a sefydlwyd at y diben hwnnw ac er mwyn monitro a chynghori'r Archwilydd Cyffredinol. Mae Swyddfa Archwilio Cymru yn atebol i'r Cynulliad Cenedlaethol.

Mae'r Archwilydd Cyffredinol yn archwilio cyrff llywodraeth leol yng Nghymru, gan gynnwys awdurdodau unedol, yr heddlu, gwasanaethau prawf, awdurdodau tân ac achub, parciau cenedlaethol a chynghorau cymuned. Mae hefyd yn cynnal astudiaethau gwerth am arian llywodraeth leol ac yn asesu cydymffurfiaeth â gofynion Mesur Llywodraeth Leol (Cymru) 2009.

Y tu hwnt i lywodraeth leol, yr Archwilydd Cyffredinol yw archwilydd allanol Llywodraeth Cymru a'r cyrff a noddir ganddi a'i chyrrff cyhoeddus cysylltiedig, Comisiwn y Cynulliad a chyrrff y Gwasanaeth Iechyd Gwladol yng Nghymru.

Mae'r Archwilydd Cyffredinol a staff Swyddfa Archwilio Cymru yn anelu at ddarparu adroddiadau cymesur sy'n canolbwyntio ar y cyhoedd ar stiwardiaeth adnoddau cyhoeddus a thrwy wneud hynny, feithrin dealltwriaeth a hyrwyddo gwelliant.

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Adroddiad cryno

Ynglŷn â'r adroddiad hwn

- 1 Mae'r Adroddiad Gwella Blynnyddol (AGB) hwn yn rhoi crynodeb o'r gwaith archwilio a gwblhawyd yng Nghyngor Dinas Casnewydd (y Cyngor) ers cyhoeddi'r adroddiad gwella blaenorol ym mis Hydref 2015. Mae'r adroddiad hwn hefyd yn cynnwys crynodeb o'r prif ganfyddiadau mewn adroddiadau a gyhoeddwyd gan 'reoleiddwyr perthnasol', sef: Arolygiaeth Gofal a Gwasanaethau Cymdeithasol Cymru (AGGCC); Arolygiaeth Ei Mawrhydi dros Addysg a Hyfforddiant yng Nghymru (Estyn); Arolygiaeth Prawf ei Mawrhydi (Arolygiaeth Prawf EM) a Chomisiynydd y Gymraeg (y Comisiynydd). Serch hynny, nid yw'r adroddiad hwn yn rhoi adolygiad cynhwysfawr o holl drefniadau neu wasanaethau'r Cyngor. Mae'r casgliadau yn yr adroddiad hwn yn seiliedig ar y gwaith a gyflawnwyd gan gyrff adolygu allanol perthnasol o fewn y Cyngor ac, oni nodir fel arall, maent yn adlewyrchu'r sefyllfa ar yr adeg pan gyflawnwyd y gwaith hwnnw.
- 2 Gan ystyried y gwaith a gyflawnwyd yn ystod 2015-16, bydd yr Archwilydd Cyffredinol yn nodi yn ei adroddiad a yw o'r farn y bydd y Cyngor yn debygol o wneud trefniadau i sicrhau gwelliant parhaus yn 2016-17.
- 3 Ni ddylid ystyried y datganiad hwn yn ddatganiad pendant ynghylch sefyllfa'r sefydliad, nac yn rhagfynegiad o'i lwyddiant yn y dyfodol. Yn hytrach, dylid ystyried ei fod yn rhoi barn am y graddau y mae'r trefniadau sydd ar waith ar hyn o bryd yn rhesymol gadarn, i'r graddau y gellir nodi hynny ar sail y gwaith a gyflawnwyd.
- 4 Rydym am wybod a yw'r adroddiad hwn yn rhoi'r wybodaeth sydd ei hangen arnoch ac a yw'n hawdd ei ddeall. Cewch rannu eich safbwyntiau â ni drwy anfon e-bost atom yn post@archwilio.cymru neu drwy ysgrifennu atom yn 24 Heol y Gadeirlan, Caerdydd, CF11 9LJ.

Gwaith archwilio perfformiad 2015-16

- 5 Nodir isod y gwaith a gyflawnwyd ers yr AGB diwethaf, gan gynnwys gwaith 'rheoleiddwyr perthnasol'.

Enw'r prosiect	Disgrifiad byr
Swyddfa Archwilio Cymru: Aseiad o Gydnerthedd Ariannol	Adolygiad o sefyllfa ariannol y Cyngor a'r modd y mae'n cyllidebu ac yn cyflawni'r arbedion gofynnol.
Swyddfa Archwilio Cymru: Archwiliad Blynyddol o'r 'Cynllun Gwella'	Adolygiad o'r cynllun a gyhoeddwyd gan y Cyngor ar gyfer cyflawni amcanion gwella yn unol â gofynion y Mesur.
Swyddfa Archwilio Cymru: Archwiliad Blynyddol o'r 'Aseiad o Berfformiad'	Adolygiad o aseiad cyhoeddedig y Cyngor o berfformiad, yn unol â gofynion gwybodaeth y Mesur.
Swyddfa Archwilio Cymru: Adolygiad Rheoli Gwastraff	Adolygiad o drefniadau'r Cyngor i wella a chynnal ei berfformiad o ran gwastraff ac ailgylchu, yn unol â thargedau Llywodraeth Cymru.
Swyddfa Archwilio Cymru: Gwaith dilynol	Adolygiad o gynnydd wrth ymateb i argymhellion ac argymhellion dilynol yr Aseiad Corfforaethol.
Swyddfa Archwilio Cymru: Adolygu Ansawdd Data	Adolygu sampl o chwech o ddangosyddion perfformiad y Cyngor a threfniadau casglu data, cofnodi ac adrodd cefnogol.
Swyddfa Archwilio Cymru: Rhaglen Eiddilwch Gwent	Adolygiad o Raglen Eiddilwch Gwent er mwyn asesu a yw'r Rhaglen wedi sicrhau gwelliannau yn unol â disgwyliadau sefydliadau unigol.
Estyn: Gwerthuso perfformiad ysgolion	Adolygiad o berfformiad ar draws ystod o feysydd mewn ysgolion o fewn y Cyngor.
AGGCC: Adolygiad a Gwerthusiad o Berfformiad Blynyddol	Gwerthusiad o berfformiad y Cyngor wrth gyflawni ei swyddogaethau ar gyfer y gwasanaethau cymdeithasol.
Arolygiaeth Prawf Ei Mawrhydi: Ailarolygiad ar y Cyd	Ailarolygiad Llawn ar y Cyd o Waith Troseddau Ieuenctid yng Nghasnewydd.
Comisiynydd y Gymraeg: Adolygiad o Gynllun Iaith Gymraeg y Cyngor	Aseiad o effeithiolrwydd y Cynllun o ran darparu gwasanaethau'r Cyngor i'r cyhoedd yn Gymraeg.

Project name	Brief description
Swyddfa Archwilio Cymru: Adroddiadau cenedlaethol	<ul style="list-style-type: none"> • Partneriaethau Diogelwch Cymunedol (i'w gyhoeddi) • Cynhyrchu incwm a chodi tâl (i'w gyhoeddi) • Cyllid gan gynghorau ar gyfer gwasanaethau trydydd sector (i'w gyhoeddi) • Cydnerthedd ariannol cynghorau yng Nghymru (cyhoeddwyd Ebrill 2015) • Sicrhau gwelliannau yn y cymorth i ysgolion trwy gonsortia addysg rhanbarthol – darlun cynnar (cyhoeddwyd Mehefin 2015) • Adolygiad o drefniadau Diogelu Corfforaethol yng Nghynghorau Cymru (cyhoeddwyd Gorffennaf 2015) • Helpu Pobl Hŷn i Fyw'n Annibynnol: A yw Cynghorau'n Gwneud Digon? (cyhoeddwyd Hydref 2015) • Cyflawni â Llai - Gwasanaethau Hamdden (cyhoeddwyd Rhagfyr 2015)

Ar sail y gwaith a gyflawnwyd gan Swyddfa Archwilio Cymru a rheoleiddwyr perthnasol, a hynny yn unig, mae'r Archwilydd Cyffredinol o'r farn fod y Cyngor yn debygol o gydymffurfio â gofynion y Mesur yn ystod 2016-17 os yw'n parhau i fynd i'r afael â'r meysydd sydd ganddo i'w gwella

- 6 Mae'r casgliad hwn yn seiliedig ar y gwaith a wnaed drwy gydol 2015-16, ond mae angen iddo edrych ymlaen at yr heriau sydd o flaen y Cyngor ar gyfer 2016-17. Dylid fframio'r casgliad er mwyn adlewyrchu i ba raddau yr ydym yn hyderus y bydd y Cyngor yn gwneud trefniadau digonol i sicrhau gwelliant parhaus (hy, bodloni ei ddyletswydd statudol).
- 7 Daeth yr Archwilydd Cyffredinol i'r casgliad hwn am y rhesymau canlynol:
 - a Cydymffurfiodd y Cyngor â'i ddyletswyddau i gynllunio ac adrodd ar welliant o dan y Mesur.
 - b Roedd y Cyngor wedi ymateb i'n hargymhelliad statudol ac yn parhau i wella ei drefniadau ansawdd data. Fodd bynnag, roedd y trefniadau hyn yn dal i gynnwys gwendidau yr oedd angen mynd i'r afael â'r hwy er mwyn sicrhau bod y data a gyhoeddwyd ganddo ar berfformiad yn fanwl gywir
 - c Adroddodd AGGCC fod y Cyngor yn parhau i wynebu heriau sylweddol wrth drawsnewid ei wasanaethau er mwyn bod yn barod i weithredu Deddf Gwasanaethau Cymdeithasol a Lles (Cymru) (Deddf GCLIC) yn ystod cyfnod o gyfyngu ar y gyllideb.

- ch Roedd Gwasanaeth Troseddau Ieuencid Casnewydd wedi gwella'r ffordd yr oedd yn helpu plant a phobl ifanc i gefnu ar drosedd, ond roedd gwaith i'w wneud o hyd.
- d Roedd y Cyngor wedi atgyfnerthu ei drefniadau ariannol, ond roedd angen gwneud mwy o waith i gyflenwi cynllun ariannol tymor canolig ac i wneud yr wybodaeth ariannol oedd yn cael ei hadrodd wrth yr aelodau yn fwy eglur.
- dd Rhoddodd yr Archwilydd Cyffredinol farn archwilio ddiamedd ar ddatganiadau cyfrifyddu'r Cyngor, gan ddatgan eu bod yn rhoi darlun cywir a theg o sefyllfa ariannol a thrafodion y Cyngor.
- e Roedd Rhaglen Eiddilwch Gwent wedi arddangos gwaith partneriaeth traws-sector cadarnhaol ar raddfa ranbarthol, er mwyn ymdrin ag anghenion cynyddol yn y gymuned, ond nid oedd wedi rhoi tystiolaeth o welliannau gweladwy o ganlyniad i hynny, a fyddai'n bwysig wrth i bartneriaid benderfynu ynghylch dyfodol y rhaglen.

Argymhellion

- 8 O ystyried yr amrywiaeth eang o wasanaethau a ddarperir gan y Cyngor â'r heriau o'i flaen, byddai'n anarferol pe na baem yn cael hyd i agweddau y gellid eu gwella. Gall yr Archwilydd Cyffredinol:
 - a wneud cynigion ar gyfer gwella – os caiff cynigion eu gwneud i'r Cyngor, byddwn yn disgwyl iddo weithredu arnynt ac yn mynd ar drywydd yr hyn sy'n digwydd;
 - b gwneud argymhellion ffurfiol ar gyfer gwella - os caiff argymhelliad ffurfiol ei wneud mae'n rhaid i'r Cyngor baratoi ymateb i'r argymhelliad hwnnw o fewn 30 diwrnod gwaith;
 - c cynnal arolygiad arbennig a chyhoeddi adroddiad a gwneud argymhellion; ac
 - ch argymhell y dylai Gweinidogion Llywodraeth Cymru ymyrryd mewn rhyw ffordd.
- 9 Ni wnaeth yr Archwilydd Cyffredinol unrhyw argymhellion ffurfiol yn ystod y flwyddyn. Fodd bynnag, rydym ar hyn o bryd ar ganol cwblhau ein hadroddiadau yn dilyn ein hadolygiadau rheoli gwastraff, a chynnydd y Cyngor wrth ymateb i argymhellion ac argymhellion dilynol yr Aseiad Corfforaethol. Mae'r naill adroddiad drafft a'r llall dan ystyriaeth y Cyngor ar hyn o bryd.
- 10 Rydym hefyd wedi nodi rhai materion ac iddynt lai o flaenoriaeth, a elwir yn gynigion ar gyfer gwella, yn ein hadroddiadau adolygu cydnerthedd ariannol, gwastraff ac ansawdd data, ac mae'n bosibl y cyfeirir at y rhain yn ddiweddarach yn yr adroddiad hwn. Byddwn yn parhau i fonitro cynigion ar gyfer gwella yn ystod ein gwaith asesu gwelliant.

- 11 Nodir isod yr Argymhellion a'r Meysydd i'w Gwella (MiG) a gyflwynwyd gan AGGCC ac Arolygiaeth Prawf EM yn ystod y flwyddyn.

Adolygiad a gwerthusiad blynyddol AGGCC o berfformiad 2014-15

AFI1

- Rhoi cynllun gweithredu a gyflwynwyd mewn ymateb i adroddiad arolygu gwasanaethau oedolion AGGCC ar waith mewn modd effeithiol.
- Gweithredu unrhyw broses ar gyfer aildendro gofal cartref a gynlluniwyd ar gyfer 2015-16, sydd yn rhoi cyfle i ail-lunio gwasanaethau, gan ganolbwyntio ar wella canlyniadau i ddefnyddwyr.
- Mynd i'r afael â'r cyfraddau salwch uchel a geir yn barhaus ar draws y gweithlu gofal cymdeithasol i oedolion.

AFI2

- Rhoi cynllun gweithredu'r Gwasanaeth Troseddau Ieuenctid (GTI) ar waith yn effeithiol.
- Rheoli a chynllunio ansawdd gofal er mwyn darparu gwybodaeth ar gyfer lleoliadau preswyl a pharu plant dan ofal ag anghenion mwy cymhleth â gofalwyr.
- Ymchwilio i'r rhesymau dros y lefelau cyson uchel o blant ar y gofrestr amddiffyn plant, a diffyg prydlondeb cynyddol cyfarfodydd y grŵp craidd, a chymryd camau i unioni hyn.

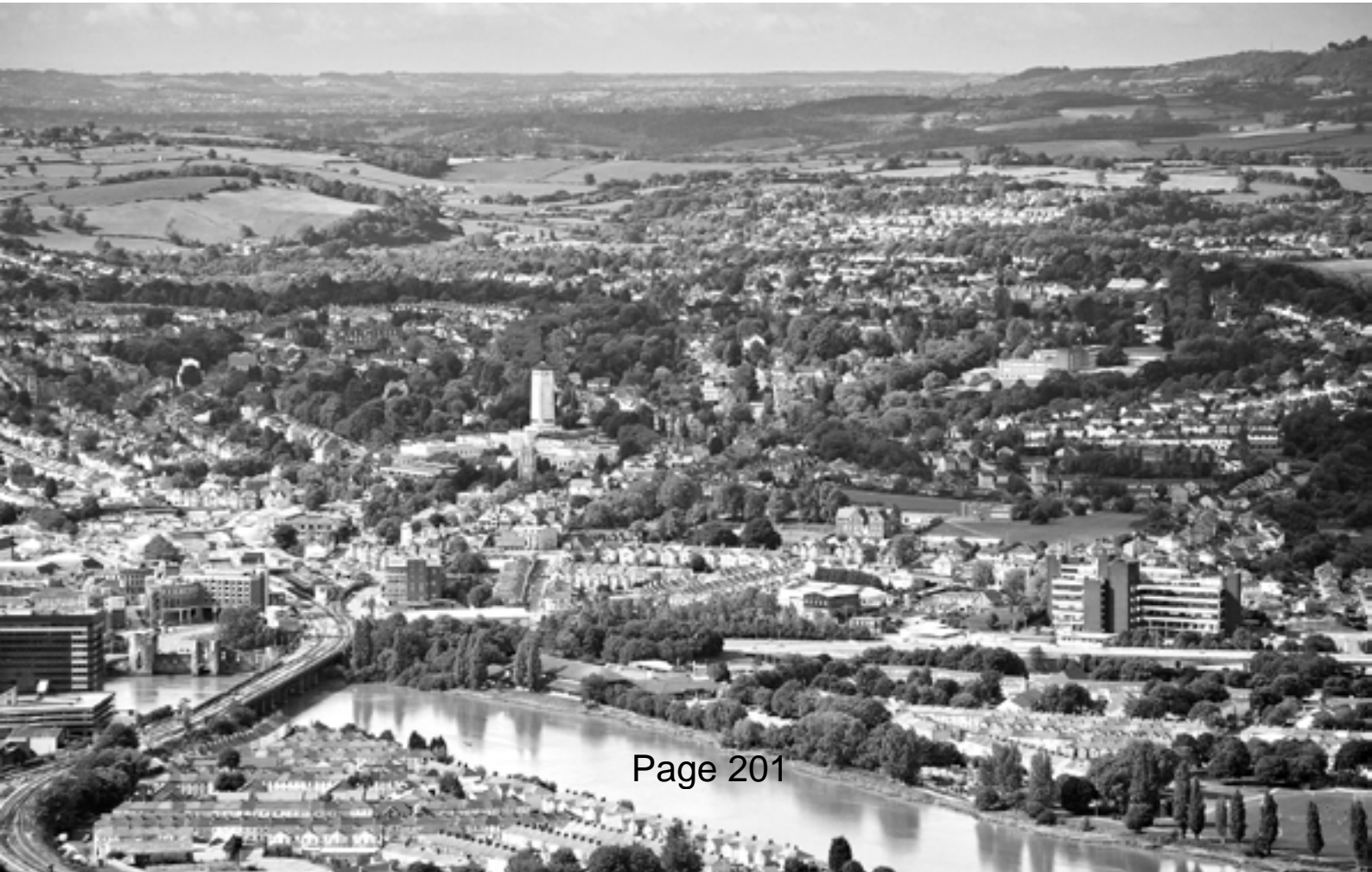
AFI3

- Monitro a goruchwyllo'r gwaith o ail-lunio gwasanaethau i oedolion a'r GTI yn effeithiol.
- Datblygu'r aelodau fel eu bod yn gallu goruchwyllo perfformiad yn fwy effeithiol a chael dealltwriaeth fanylach o oblygiadau'r Ddeddf GCLIC

Arolygiaeth Prawf Ei Mawrhydi – Ailarolygiad llawn ar y cyd o waith ym mae Troseddau Ieuencid yng Nghasnewydd

- A1 Dylai Bwrdd Rheoli'r GTI wneud yn siŵr fod cynllun cynhwysfawr wedi'i sefydlu i ymdrin â'r holl fylchau a nodwyd yn narpariaeth neu berfformiad y gwasanaeth:
- A2 Dylai Bwrdd Rheoli'r GTI ddatblygu strategaeth addysg, hyfforddiant a chyflogaeth sydd yn goresgyn rhwystrau i ddilyniant, yn gwella sgiliau llythrennedd, ac yn cynorthwyo plant a phobl ifanc i drosglwyddo'n llwyddiannus i gyfleoedd ôl 16.
- A3 Dylai Bwrdd Rheoli'r GTI sicrhau bod strategaeth ar waith i hyrwyddo'r defnydd o'r Gymraeg.
- A4 Dylai rheolwr y GTI sefydlu prosesau goruchwylio rheoli a sicrwydd ansawdd sydd yn gadarn ac wedi'u cymhwysu i bob agwedd ar y broses asesu, cynllunio ac adolygu.
- A5 Dylai rheolwr y GTI sicrhau bod y GTI yn cynhyrchu cynlluniau ac adolygiadau o ansawdd uchel, yn enwedig mewn perthynas â'r risg o niwed a'r graddau y mae unigolion yn agored i niwed.
- A6 Dylai rheolwr y GTI sicrhau bod asesiadau'n ymwneud â iechyd corfforol a rhywiol yn cael eu cwblhau, a bod llwybr clir ar gyfer triniaeth a chefnogaeth wedi'i sefydlu, a bod staff yn deall y llwybr hwnnw.
- A7 Dylai rheolwr y GTI sicrhau bod yr holl aelodau o staff yn deall Trefniadau Aml-asiantaeth ar gyfer Diogelu'r Cyhoedd, ac mae'n rhaid nodi'r holl achosion perthnasol.

Adroddiad manwl



Perfformiad

Archwiliad o Gynllun Gwella 2015-16 Cyngor Dinas Casnewydd

- 12 Ar 19 Mai 2015, cyflwynwyd tystysgrif gennym yn dangos bod y Cyngor wedi cyflawni ei ddyletswyddau o dan adran 15(6) i (9) o'r Mesur, ac wedi gweithredu'n unol â chanllawiau Llywodraeth Cymru i raddau digonol er mwyn cyflawni ei ddyletswyddau. Mae'r dystysgrif wedi'i chynnwys yn **Atodiad 2**.

Tystysgrif cydymffurfio ar gyfer yr Archwiliad asesiad o berfformiad 2014-15 Cyngor Dinas Casnewydd

- 13 Ar 6 Tachwedd 2015, cyflwynwyd tystysgrif cydymffurfio ar gyfer archwiliad asesiad o berfformiad 2014-15 y Cyngor. Mae'r dystysgrif yn cadarnhau bod y Cyngor wedi cyflawni ei ddyletswyddau o dan adrannau 15(2), (3), (8) a (9) o'r Mesur. Mae ein tystysgrif wedi'i chynnwys yn **Atodiad 3**.

Roedd y Cyngor wedi rhoi'r flaenoriaeth i gynyddu ailgylchu, ond ni fu ei drefniadau ar gyfer rheoli gwastraff yn ddigon strategol. Nid oedd ychwaith wedi defnyddio ei drefniadau llywodraethu a rheoli perfformiad mewn modd effeithiol i ysgogi gwelliant, er ei fod bellach yn cymryd camau i'r perwyl hwn

- 14 Ym mis Ionawr 2016, cynhaliom adolygiad rheoli gwastraff er mwyn ystyried a oes gan y Cyngor drefniadau effeithiol ar waith er mwyn gwella a chynnal ei berfformiad gwastraff ac ailgylchu, yn unol â thargedau Llywodraeth Cymru.
- 15 Er bod y cyngor wedi rhoi'r flaenoriaeth i gynyddu ailgylchu, casgliad ein hadolygiad oedd na fu ei reolaeth ar wastraff yn ddigon strategol, ac nid oedd wedi defnyddio ei drefniadau llywodraethu a rheoli perfformiad yn effeithiol i ysgogi gwelliant, er ei fod bellach yn cymryd camau i'r perwyl hwn.
- 16 Daethom i'r casgliad hwn am y rhesymau canlynol:
- a Hyd hynny, roedd cynnydd y Cyngor i ymdrin â'i berfformiad o ran gwastraff ac ailgylchu wedi bod yn araf, ond roedd y tîm rheoli gwastraff newydd yn datblygu cynllun busnes fyddai'n disgrifio sut y byddai perfformiad yn gwella;
 - b Nid oedd y Cyngor wedi gwneud defnydd effeithiol o'i drefniadau llywodraethu a rheoli perfformiad er mwyn gwella perfformiad ond, yn fwy diweddar, roedd y Pwyllgor Craffu Strydlun, Adfywio ac wedi dangos bod ganddo botensial i chwarae rhan allweddol yn y gwaith o ysgogi gwelliannau;
 - c Roedd y Cyngor yn cydnabod y byddai'n anodd iddo gyrraedd targedau statudol yn y dyfodol, oni fyddai'n cynyddu cyfraddau cyfranogiad ailgylchu, ond nid oedd ganddo gynllun addysg ac ymgysylltu cynhwysfawr er mwyn gwneud hynny; ac

- ch Yn fwy diweddar, roedd y Cyngor yn gweithio gyda phartneriaid allweddol i wella perfformiad o ran gwastraff ac ailgylchu, ond roedd angen gwella gwaith rheoli a monitro partneriaethau.

Mae'r Cyngor wedi ymateb i'n hargymhelliad statudol ac roedd yn parhau i wella ei drefniadau ar gyfer ansawdd data. Fodd bynnag, roedd y trefniadau hyn yn dal i gynnwys gwendidau yr oedd angen mynd i'r afael â'r hwy er mwyn sicrhau bod y data a gyhoeddwyd ganddo ar berfformiad yn fanwl gywir

- 17 Ym mis Tachwedd 2015, cynhaliom adolygiad ansawdd data a buom yn archwili sampl o chwech o fesurau perfformiad a systemau data gweithredol y Cyngor. Prif amcan yr adolygiad oedd asesu a oedd y Cyngor wedi ymateb yn ddigonol i'n hargymhelliad a'n cynigion ar gyfer gwella er mwyn gwella ei drefniadau sicrwydd ansawdd data yn dilyn adolygiad yn 2014-15.
- 18 Gwelsom y canlynol:
- a bod y Cyngor wedi ymateb i'n hargymhelliad i gasglu a chyhoeddi data ar Ddatganiadau Anghenion Addysg Arbennig Terfynol a gyflwynir o fewn 26 wythnos (EDU/015a) yn unol â'r diffiniad a ragnodwyd yn genedlaethol;
 - b er bod y Cyngor wedi cyflwyno gwelliannau, bod gwendidau o hyd yn ei drefniadau ar gyfer ansawdd data; ac
 - c bod gwendidau o hyd yn rhai o drefniadau'r Cyngor ar gyfer ansawdd data, a bod angen mynd i'r afael â'r rhain er mwyn sicrhau bod y data a gyhoeddwyd ganddo ar berfformiad yn fanwl gywir.

Gwerthusiad Estyn o berfformiad ysgolion

- 19 Mae cyfran y disgyblion sy'n gymwys i dderbyn pryd ysgol am ddim ychydig yn uwch yng Nghasnewydd na chyfartaledd Cymru. Ystyrir hyn wrth werthuso perfformiad o fewn yr awdurdod.
- 20 Daeth Estyn i'r casgliad fod cyfran y disgyblion a oedd yn cyflawni dangosydd y Cyfnod Sylfaen a'r dangosydd pynciau craidd yng nghyfnod allweddol 2 yn gyson uwch na chyfartaledd Cymru, ac yn uwch na'r gyfran mewn awdurdodau tebyg.
- 21 Daeth Estyn i'r casgliad fod perfformiad yn y dangosydd pynciau craidd yng nghyfnod allweddol 3 wedi gwella ar gyfradd arafach na chyfartaledd Cymru. Roedd y perfformiad yn is na chyfartaledd awdurdodau tebyg yn 2015, a bu hynny hefyd yn wir yn 2014, er i'r perfformiad fod yn uwch na chyfartaledd Cymru yn y tair blynedd cyn hynny.

- 22 Daeth Estyn i'r casgliad bod perfformiad yn y trothwy lefel 2 yng nghyfnod allweddol 4, gan gynnwys Cymraeg neu Saesneg iaith gyntaf a mathemateg, wedi gwella'n gyson dros y blynyddoedd diwethaf, ac wedi parhau'n agos at gyfartaledd awdurdodau tebyg. Mae perfformiad y sgôr pwyntiau cyfartalog eang wedi'i gapio wedi gwella'n gyson, ond cafwyd mymryn o ddirywiad yn 2015 ac, am y tro cyntaf mewn blynyddoedd, mae'r sgôr hwnnw'n is na sgôr awdurdodau tebyg. Yn 2015 a 2014, nid yw Casnewydd wedi bodloni meincnodau perfformiad Llywodraeth Cymru ym mhrif ddangosyddion cyfnod allweddol 4, ar ôl rhagori ar y meincnodau hynny yn y tair blynedd blaenorol.
- 23 Daeth Estyn i'r casgliad bod perfformiad disgyblion sydd yn gymwys i gael pryd ysgol am ddim ym mhrif ddangosyddion yr ysgolion cynradd yn well na chyfartaledd Cymru yn y ddwy flynedd ddiwethaf. Fodd bynnag, mae perfformiad y disgyblion hyn mewn ysgolion uwchradd ym mwyafrif y prif ddangosyddion wedi bod yn is na'r cyfartaledd dros y tair blynedd diwethaf.
- 24 Daeth Estyn i'r casgliad bod presenoldeb mewn ysgolion cynradd wedi gwella ar gyfradd debyg i'r hyn a gafwyd ledled Cymru, ond yn 2015, roedd y gyfradd honno fymryn yn is na'r gyfradd mewn awdurdodau tebyg. Mae presenoldeb mewn ysgolion uwchradd wedi gwella ar gyfradd arafach na chyfartaledd Cymru, ac yn is na chyfartaledd awdurdodau tebyg yn 2015.
- 25 Daeth Estyn i'r casgliad bod cyfradd y gwaharddiadau o bum niwrnod neu lai o ysgolion wedi cynyddu oddeutu 60% ers 2012, ac mai'r gyfradd honno yw'r waethaf yng Nghymru bellach. Er bod cyfradd y rhai a adawodd ar ôl Blwyddyn 11 nad oeddent mewn addysg, cyflogaeth na hyfforddiant wedi gostwng, y gyfradd honno oedd yr uchaf yng Nghymru yn 2014.

Adroddodd AGGCC fod y Cyngor yn parhau i wynebu heriau sylweddol wrth drawsnewid ei wasanaethau er mwyn bod yn barod i weithredu Deddf Gwasanaethau Cymdeithasol a Lles (Cymru) (Deddf GCLIC) yn ystod cyfnod o gyfyngu ar y gyllideb

- 26 Cyhoeddodd AGGCC ei **Adolygiad a Gwerthusiad o Berfformiad Blynyddol 2014-15** ym mis Hydref 2015.
- 27 Daeth AGGCC i'r casgliad bod y Cyngor yn parhau i wynebu heriau sylweddol wrth drawsnewid ei wasanaethau er mwyn bod yn barod i weithredu Deddf Gwasanaethau Cymdeithasol a Lles (Cymru) (Deddf GCLIC) yn ystod cyfnod o gyfyngu ar y gyllideb. Roedd integreiddio darpariaeth gwasanaeth â'i asiantaethau partner yn allweddol er mwyn cynnal cynnydd, a bu rhai enghreifftiau nodedig o lwyddiant, gan gynnwys sicrhau bod y ganolfan gofal cymdeithasol yn yr ysbty lleol yn gweithredu'n fwy effeithiol. Canlyniad hyn oedd gwelliant sylweddol mewn perfformiad o ran oedi cyn trosglwyddo gofal, a sicrhau canlyniadau gwell i bobl.

- 28 Fodd bynnag, oherwydd natur a graddfa'r newidiadau angenrheidiol, yn enwedig mewn perthynas â gwasanaethau oedolion, roedd angen cymorth a chefnogaeth ar bob lefel o fewn y cyngor er mwyn bwrw ymlaen â hwy. Roedd cynllun gweithredu wedi cael ei roi ar waith yn dilyn adroddiad AGGCC ar wasanaethau oedolion i bobl hŷn ag anghenion mwy cymhleth, a nodai wendidau sylweddol. Er mwyn ei weithredu'n llwyddiannus, byddai angen ffocws ac egni rheoli sylweddol er mwyn helpu i drawsnewid dull Casnewydd a chreu dull newydd a oedd yn gallu ymateb i anghenion newidiol pobl mewn modd rhagweithiol.
- 29 Daeth AGGCC i'r casgliad y bu rhai gwelliannau sylweddol o ran recriwtio a chadw'r gweithlu, yn enwedig yn y gwasanaethau plant. Roedd hyn wedi hwyluso'r broses o wella perfformiad mewn rhai ardaloedd, gan gynnwys canlyniadau i blant dan ofal. Mewn cyferbyniad â hyn, yr oedd lefelau uchel o salwch o hyd ymhlith cyflogeion gwasanaethau cymdeithasol oedolion, ac ni fu ymdrechion rheolwyr i ostwng y lefelau yn llwyddiannus. Parhaodd y gwaith i ail-lunio gwasanaethau mewnol, ac roedd yn bwysig i'r awdurdod sicrhau parhad ac ansawdd darpariaeth gwasanaeth yn ystod y cyfnod hwn o newid sylweddol a pharhaus.
- 30 Daeth AGGCC i'r casgliad y cafwyd penodiadau i ddwy swydd diogelu a sicrwydd ansawdd cyffredinol newydd yn ystod y flwyddyn yn sgil ad-drefnu, ac y byddai'r swyddi hynny'n allweddol er mwyn tanategu rhaglen newid sylweddol y cyngor. Cymerai aelodau Cabinet a oedd yn gyfrifol am wasanaethau plant ac oedolion ddiddordeb rhagweithiol yn eu rôl, ac roedd cyfrifoldebau rhianta corfforaethol wedi'u cydnabod ac yn cael eu hystyried o ddifrif. Yr oedd ymwybyddiaeth yn datblygu ar draws yr awdurdod ynghylch goblygiadau Deddf GCLIC, ond gwaith ar y gweill o hyd oedd gwelliannau i'r rôl graffu wrth oruchwylio perfformiad a dwyn swyddogion i gyfrif.

Gwerthusiad Comisiynydd y Gymraeg o berfformiad Cyngor Dinas Casnewydd

- 31 Cafodd rôl Comisiynydd y Gymraeg ei chreu yn sgil Mesur y Gymraeg (Cymru) 2011. Ar ddiwedd 31 Mawrth 2015, daeth pwerau newydd i orfodi safonau ar sefydliadau drwy is-ddeddfwriaeth. Bydd y Comisiynydd yn parhau i adolygu cynlluniau iaith Gymraeg yn rhinwedd pwerau a etifeddwyd yn sgil Deddf yr Iaith Gymraeg 1993.
- 32 Mae'r Comisiynydd yn cydweithio â'r holl gynghorau yng Nghymru i archwilio cynlluniau iaith a chynghori ynghylch sut i'w gweithredu. Cyfrifoldeb cynghorau yw darparu gwasanaethau i'r cyhoedd yn Gymraeg yn unol â'r ymrwymadau yn eu cynlluniau iaith. Mae pob cyngor wedi ymrwmo i ddarparu adroddiad monitro blynyddol i'r Comisiynydd sy'n amlinellu ei berfformiad o ran gweithredu'r cynllun iaith. Mae'r Comisiynydd yn dadansoddi pob adroddiad monitro, yn rhoi ymateb ffurfiol ac yn casglu gwybodaeth bellach fel bo'r angen.

- 33 Rhwng mis Gorffennaf a Hydref 2015, cynhaliodd y Comisiynydd ymchwiliad ar ôl derbyn cwyn gan aelod o'r cyhoedd o dan adran 18 o Ddeddf yr Iaith Gymraeg 1993. Penderfynodd y Comisiynydd arfer ei phwerau o dan adran 17 a chynnal ymchwiliad er mwyn canfod a oedd y Cyngor wedi methu â chyflawni'r cynllun iaith.
- 34 Mae ymateb ffurfiol y Comisiynydd, unrhyw lythyrau a gyflwynwyd i'r Cyngor yn ystod y flwyddyn, a chanlyniad ymchwiliad y Comisiynydd o dan adran 17 o Ddeddf yr Iaith Gymraeg 1993 ar gael ar [wefan y Comisiynydd](#).

Ailarolygiad Llawn ar y Cyd o Waith Troseddau Ieuencid yng Nghasnewydd

- 35 Ym mis Chwefror 2016, cynhaliwyd ailarolygiad ar y cyd o waith troseddau ieuencid yng Nghasnewydd gan y gwasanaeth cyfiawnder troseddol, gofal a chymorth, iechyd a'r arolygiaeth dysgu a sgiliau ar ôl derbyn canlyniadau gwael yn ystod cydarolygiad llawn yn 2014.
- 36 Casgliad yr arolygiad oedd bod perfformiad wedi gwella i raddau sylweddol yng Ngwasanaeth Troseddau Ieuencid (GTI) Casnewydd ers yr arolygiad diwethaf. Canfuwyd bod y GTI yn gryfach o ran ei waith asesu ac yn darparu ymyraethau o ansawdd da. Roedd gan Fwrdd Rheoli'r GTI amcanion clir ac roedd wedi llwyddo i sicrhau bod gan blant a phobl ifanc fynediad at ystod o wasanaethau wedi'u cynllunio i'w symud oddi wrth fywyd o droseddu. Yr oedd gwaith i'w wneud o hyd er mwyn gwella cynllunio er mwyn rheoli plant a phobl ifanc sy'n agored i niwed, a darparu gwasanaeth addysg, hyfforddiant a chyflogaeth cynhwysfawr. Roedd y GTI yn ymwybodol bod angen iddo wella, ac roedd yn mynd ati mewn ffordd adeiladol i ymdrin â'r problemau.
- 37 Ceir crynodeb isod o ganfyddiadau'r ailarolygiad:
- Roedd gwaith cyffredinol i leihau aildroseddu yn foddhaol. Darparwyd adroddiadau cyn dedfrydu o ansawdd da i'r llysoedd. Roedd y staff yn gwneud gwaith ymchwil da i'r rhesymau pam bod plant a phobl ifanc wedi troseddu. Ni sicrhawyd bod adolygiadau o asesuadau a chynlluniau'n cyrraedd y safon ofynnol yn rhan o'r broses sicrhau ansawdd. Ni wnaeth y GTI hyrwyddo manteision defnyddio'r Gymraeg i raddau digonol. Nid oedd unrhyw strategaeth sgiliau sylfaenol ar waith er mwyn sicrhau bod lefelau llythrennedd a rhifedd plant a phobl ifanc yn gwella.
 - Roedd gwaith i ddiogelu'r cyhoedd a dioddefwyr gwirioneddol / darpar dioddefwyr yn foddhaol. Roedd adroddiadau i'r llys ac asesuadau cychwynnol o'r risg o niwed yn ddigonol. Yr oedd gormod o adolygiadau asesu heb eu cwblhau yn dilyn newid o bwys, neu roedd yr adolygiadau hynny o ansawdd gwael. Nid oedd cynlluniau rheoli risg yn rhoi digon o sylw i faterion dioddefwyr neu gynlluniau wrth gefn. Nid oedd y broses ar gyfer Trefniadau Aml-asiantaeth i Ddiogelu'r Cyhoedd wedi'i hymwreiddio yn y GTI.

- c Ar y cyfan, roedd gwaith i ddiogelu plant a phobl ifanc, a lleihau'r graddau yr oeddent yn agored i niwed, yn anfoddhaol. Roedd yr adroddiadau i'r llys a'r asesiadau diogelu a pherygl cychwynnol yn foddhaol, ond ni chynhaliwyd adolygiadau o asesiadau, neu roeddent yn anghyflawn yn dilyn newid o bwys. Yn aml, nid oedd cynlluniau'n rhoi digon o sylw i berygl a sut i'w reoli. Nid oedd y broses sicrhau ansawdd a oedd ar waith yn effeithiol o ran sicrhau bod ansawdd y gwaith i ymdrin â pheryglon yn ddigonol.
 - ch At ei gilydd, roedd y gwaith i sicrhau bod y ddedfryd yn cael ei chwblhau yn dda. Roedd adroddiadau ac asesiadau cychwynnol yn dda a, nodi materion amrywiaeth a rhwystrau i ymgysylltu. Roedd y GTI yn dda am ymgysylltu â phlant a phobl ifanc a'u rhieni/gofalwyr drwy gydol y ddedfryd. Gwelwyd defnydd priodol o gamau cydymffurfio a gorfodi yn y rhan fwyaf o achosion. Nid oedd digon o ffocws ar asesu iechyd corfforol ac iechyd rhyw plant a phobl ifanc.
 - d At ei gilydd, roedd effeithiolrwydd y trefniadau llywodraethu a phartneriaeth yn foddhaol. Cafwyd tystiolaeth o arweinyddiaeth strategol, gyda chynllun a chyfeiriad clir ar gyfer y GTI. Roedd y cyngor yn dwyn partneriaid i gyfrif drwy fframwaith rheoli perfformiad clir. Roedd trefniadau craffu effeithiol ar waith ar gyfer Bwrdd Rheoli'r GTI, ac roedd aelodau etholedig yr awdurdod lleol yn cymryd rhan yn y gwaith o ymdrin â throseddau pobl ifanc. Roedd y GTI wedi'i arwain yn dda gan dîm rheoli deallus.
 - dd At ei gilydd, roedd yr ymyraethau i leihau aildroseddu yn foddhaol. Roedd ystod addas o ymyraethau ar gael yn y GTI. Roedd y staff yn meddwl ystyried ffyrdd arloesol o addasu deunyddiau presennol neu greu deunyddiau newydd er mwyn sicrhau eu bod yn ennyn diddordeb y plant a'r bobl ifanc. Ni chanfuwyd y ffactorau a oedd yn rhwystro ymgysylltiad cadarnhaol bob tro, yn enwedig o ran gwaith a ganolbwytiaid ar ferched a menywod ifanc. Nid oedd canlyniadau yn sgil ymyraethau newydd neu bresennol wedi cael eu gwerthuso a'u mesur yn llwyr.
- 38 Gwnaed saith argymhelliad yn sgil yr arolygiad. Nodir y rhain ar dudalen wyth uchod.
- 39 Cyhoeddwyd yr adroddiad arolygu ym mis Mehefin 2016 ac y mae ar gael ar [wefan Arolygiaeth Prawf EM](#).

Defnydd o adnoddau

Archwilio cyfrifon y Cyngor

- 40 Ar 1 Chwefror 2016, cyflwynodd yr Archwilydd Cyffredinol Lythyr Archwilio Blynyddol i'r Cyngor. Mae'r llythyr yn rhoi crynodeb o'r prif negeseuon a oedd yn deillio o'i gyfrifoldebau statudol o dan Ddeddf Archwilio Cyhoeddus (Cymru) 2004 fel yr Archwilydd Penodedig, a'i gyfrifoldebau adrodd o dan y Cod Ymarfer Archwilio. Rhoddodd yr Archwilydd Cyffredinol farn archwilio ddiamod ar ddatganiadau cyfrifyddu'r Cyngor, gan ddatgan eu bod yn rhoi darlun cywir a theg o sefyllfa ariannol a thrafodion y Cyngor. Ceir hyd i'r Llythyr Archwilio Blynyddol yn **Atodiad 4** yr adroddiad hwn.

Roedd y Cyngor wedi atgyfnerthu ei drefniadau ariannol, ond roedd angen mwy o waith i gyflenwi cynllun ariannol tymor canolig cytbwys, ac i wneud yr wybodaeth ariannol oedd yn cael ei hadrodd wrth yr aelodau yn fwy eglur

- 41 Ym mis Ebrill 2015, cyhoeddwyd adroddiad cenedlaethol gennym, sef 'Cydnherthedd ariannol cynghorau yng Nghymru'. Roedd yr adroddiad hwn yn seiliedig ar waith maes a gwblhawyd ym mhob cyngor lleol yng Nghymru.
- 42 O ystyried y pwysau parhaus ar gyllid cynghorau Cymru, buom yn ystyried a oedd gan y Cyngor drefniadau priodol er mwyn cynllunio, sicrhau a chynnal ei gydnerthedd ariannol yn y tymor canolig (tua tair i bum mlynedd i'r dyfodol fel arfer). Cynhaliom adolygiad yn ystod y cyfnod rhwng mis Mai a mis Ionawr 2015, gan fynd ar drywydd materion a amlygwyd yn ei gwaith ar gydnerthedd ariannol yn 2014-15. Ffocws yr adolygiad hwn oedd cyflawni cynlluniau arbed 2014-15, a chyfnod cynllunio ariannol 2015-16. Cyflwynwyd ein hadroddiad ar gydnerthedd ariannol i'r Cyngor ym mis Mehefin 2016.
- 43 Ar y cyfan, daethom i'r casgliad bod y Cyngor wedi atgyfnerthu ei drefniadau ariannol, ond bod angen mwy o waith i gyflenwi cynllun ariannol tymor canolig cytbwys, ac i wneud yr wybodaeth ariannol oedd yn cael ei hadrodd wrth yr aelodau yn fwy eglur.
- 44 Daethom i'r casgliad hwn am y rhesymau canlynol:
- a nid oedd cynllun ariannol tymor canolig y Cyngor yn gwbl gytbwys eto, nac wedi'i gefnogi gan bolisi ffurfiol ar gronfeydd;
 - b roedd y Cyngor wedi gwella elfennau o'i reolaethau ariannol, a oedd yn cynnwys adolygiad o'r tanwariant heb ei gynllunio a adroddwyd yn 2014-15, ond roedd lle i wella ei reolaethau ariannol eto; ac
 - c roedd gan y Cyngor drefniadau llywodraethu ariannol cadarn ar lefel swyddogion ond gallai'r wybodaeth a ddarperir i'r Cabinet a'r Pwyllgorau Craffu fod yn fwy eglur eto, er mwyn cefnogi'r broses o fonitro arbedion cytunedig.

Llywodraethu

Roedd y Cyngor wedi gwneud cynnydd yn erbyn yr holl argymhellion a wnaed yn ein hadroddiad dilynol ar yr Asesiad Corfforaethol, ond roedd mwy o waith i'w wneud er mwyn sicrhau ymdriniaeth lawn â'r argymhellion hynny

- 45 Ym mis Chwefror a mis Mawrth 2016, cynhaliom adolygiad dilynol er mwyn canfod faint o gynnydd a gafwyd o fewn y Cyngor wrth ymateb i'r argymhellion a wnaed yn ein Hasesiad Corfforaethol a'r adroddiad dilynol ar yr asesiad hwnnw. Defnyddiwyd gwaith arall a gyflawnwyd gennym o fewn y Cyngor yn 2015-16 hefyd yn sail ar gyfer ein hasesiad. Roedd hyn yn cynnwys adolygiadau o ansawdd data, cydnerthedd ariannol a rheoli gwastraff.
- 46 Casgliad ein hadolygiad oedd fod y Cyngor wedi gwneud cynnydd yn erbyn yr holl argymhellion a wnaed yn ein hadroddiad dilynol ar yr Asesiad Corfforaethol, ond roedd mwy o waith ar ôl i'w wneud er mwyn sicrhau ymdriniaeth lawn â'r argymhellion hynny.
- 47 Daethom i'r casgliad hwn am y rhesymau canlynol:
- a Dangoswyd cydarweinyddiaeth dda wrth ymateb i ganfyddiadau ein hasesiad corfforaethol a'r heriau eraill o flaen y Cyngor;
 - b Roedd gan y Cyngor drefniadau ar waith er mwyn ymateb i'n hargymhellion, eu monitro ac adrodd arnynt, ond byddai herio a thrafodaeth fwy brwdfrydig ar gynnydd o fewn y Cabinet yn atgyfnerthu'r trefniadau hyn;
 - c Roedd ansawdd yr wybodaeth a oedd yn cael ei darparu i'r Aelodau i'w galluogi i herio a gwneud penderfyniadau wedi gwella, ond roedd lle o hyd i sicrhau cysondeb yn hyn o beth;
 - ch Roedd y Cyngor wedi dechrau gwella ei drefniadau llywodraethu, ond nid oedd yn manteisio i'r eithaf ar werth craffu;
 - d Roedd y Cyngor wedi atgyfnerthu ei drefniadau ariannol, ond roedd angen gwneud mwy o waith i greu cynllun ariannol tymor canolog cytbwys a gwella eglurder yr wybodaeth ariannol oedd yn cael ei hadrodd i'r Aelodau;
 - dd Nid oedd gan y Cyngor ddull strategol o gynllunio'r gweithlu eto, ond dangosai canlyniadau ei arolwg cyflogeion diweddar fod y Cyngor wedi ymgysylltu'n gynyddol â chyflogeion, a roddodd seiliau da iddo atgyfnerthu ei waith ar gyfer cynllunio'r gweithlu; ac
 - e Roedd y Cyngor wedi bodloni ein hargymhelliad i gasglu a chyhoeddi data ar Ddatganiadau Anghenion Addysgol Arbennig a gyflwynir o fewn 26 wythnos (EDU/015a) yn unol â'r diffiniad a ragnodwyd yn genedlaethol.

Roedd Rhaglen Eiddilwch Gwent wedi arddangos gwaith partneriaeth traws-sector cadarnhaol ar raddfa ranbarthol, er mwyn ymdrin ag anghenion cynyddol yn y gymuned. Fodd bynnag, nid oedd wedi rhoi tystiolaeth o welliannau gweladwy o ganlyniad i hynny, a fyddai'n bwysig wrth i bartneriaid benderfynu ynghylch dyfodol y rhaglen

- 48 O fis Ebrill 2011, dechreuodd Bwrdd Iechyd Prifysgol Aneurin Bevan (y Bwrdd Iechyd) a Chynghorau Blaenau Gwent, Caerffili, Sir Fynwy a Thorfaen weithredu model gofal integredig uchelgeisiol, o dan yr enw Rhaglen Eiddilwch Gwent (y Rhaglen)¹. Ariannwyd y Rhaglen drwy fenthyciad Buddsoddi i Arbed gan Lywodraeth Cymru a thrwy gyfraniadau gan bartneriaid perthnasol er mwyn creu cronfa gyfun.
- 49 Mae gan y Rhaglen statws cyfreithiol o dan gytundeb partneriaeth Adran 33² rhwng y Bwrdd Iechyd a'r pum cyngor yng Ngwent. Parhaodd y cytundeb dros dair blynedd, gan gychwyn ym mis Ebrill 2011. Sefydlwyd Cyd-bwyllgor Eiddilwch Gwent (CEG) fel corff penderfynu a fyddai'n atebol yn ffurfiol am y cytundeb Adran 33. Roedd gwaith Cyd-bwyllgor Rhaglen Eiddilwch Gwent hefyd yn cael ei gefnogi gan Grŵp Cydgysylltu Gweithredol, amrywiaeth o is-grwpiau arbenigol a strwythurau gweithredu lleol³.
- 50 Ym mis Tachwedd 2012, cynhaliom adolygiad o'r Rhaglen a chanfod ymroddiad cryf ymhlith y partneriaid tuag at weledigaeth Eiddilwch Gwent, a bod y partneriaid hynny wedi creu fframwaith rheoli rhaglen cadarn i gefnogi'r weledigaeth honno. Roeddem yn cydnabod bod y Rhaglen yn ei dyddiau cynnar o ran ei gweithredu, a'i bod yn wynebu heriau wrth sicrhau ei bod yn gynaliadwy, wrth newid arferion gwaith a oedd wedi'u sefydlu ac wrth arddangos ei heffaith.
- 51 Yn ein hadolygiad diweddaraf ym mis Mai 2015, rhoddwyd y prif sylw i ystyried a oedd Rhaglen Eiddilwch Gwent wedi sicrhau gwelliannau yn unol â disgwyliadau sefydliadau unigol.
- 52 Daethom i'r casgliad bod y Rhaglen 'wedi arddangos gwaith partneriaeth traws-sector cadarnhaol ar raddfa ranbarthol, er mwyn ymdrin ag anghenion cynyddol yn y gymuned, ond nid oedd wedi rhoi tystiolaeth o welliannau gweladwy o ganlyniad i hynny, a fyddai'n bwysig wrth i bartneriaid benderfynu ynghylch dyfodol y rhaglen'.

1 Oni nodir fel arall, mae 'Rhaglen' yn cynnwys y pwyllgorau a'r gweithgorau, yr aelodau a'r staff, a'r model cyffredinol o ran cyflenwi a'r gwasanaeth.

2 Mae cytundeb Adran 33 yn creu sail ffurfiol ar gyfer gwaith partneriaeth. Gall partneriaid ddefnyddio cytundeb Adran 33 fel mecanwaith i gyfuno cyllid refeniw a chyfalaf. Rheolau'r awdurdod cynnal sydd yn berthnasol o ran rheoli a chyfrifysu arian. Mae hyn yn golygu y gall y cydwasanaeth adennill TAW yn ogystal â manteisio ar fathau eraill o hyblygrwydd ariannol sydd ar gael i gyrrff llywodraeth leol.

3 I ddibenion yr adroddiad hwn, cyfeirir at CEG, y Grŵp Cydgysylltu Gweithredol, yr amrywiaeth o is-grwpiau arbenigol a strwythurau gweithredu lleol wrth gyfeirio at Bwyllgorau'r Rhaglen.

53 Daethom i'r casgliad hwn am y rhesymau canlynol:

- a Llwyddodd Rhaglen Eiddilwch Gwent i ddod â phartneriaid ynghyd a fuddsoddodd o'u hamser a'u hadnoddau er mwyn gwella canlyniadau i bobl oedrannus bregus, ond ni chyflawnwyd y nodau ariannol, ac roedd dangos tystiolaeth o'r canlyniadau yn parhau i fod yn anodd i'r partneriaid.
- b Bu'r trefniadau llywodraethu dros oes y rhaglen yn ddigonol ar y cyfan, ond gallai'r Rhaglen fod wedi ymgysylltu'n well â phartneriaid. Gallai hefyd fod wedi elwa ar wybodaeth gliriach, a bod yn fwy agored ynghylch ei busnes. Gwelsom y canlynol:
 - bod y trefniadau llywodraethu yn caniatáu penderfyniadau amserol, ond nad oedd sefydliadau partner bob tro yn cael gwybodaeth ddigonol am faterion pwysig a effeithiai ar y Rhaglen, fel y tanwariant mawr oedd yn dod i'r amlwg;
 - roedd trefniadau adrodd ariannol o fewn y Rhaglen yn ddigonol, ond nid oedd yr adroddiadau ar berfformiad yn addas i'r diben;
 - cafwyd dechrau da o ran tryloywder i'r cyhoedd a chofnodi penderfyniadau, ond gwaniodd y gwaith hwnnw dros amser; ac
 - nid oedd gwaith rheolaidd i graffu ar benderfyniadau'r CEG yn drylwyr, ond roedd y rhan fwyaf o bartneriaid yn adrodd yn flynyddol drwy eu trefniadau craffu eu hunain.
- c Roedd Rhaglen Eiddilwch Gwent yn elwa ar ymrwymiad cryf, ac yr oedd mewn cyfnod tyngedfennol yn ei hanes, ond roedd arni angen gweledigaeth glir er mwyn llwyddo. Gwelsom y canlynol:
 - bod y Rhaglen wedi elwa ar ymroddiad cryf gan y sefydliadau partner, a bod angen ailgadarnhau'r ymroddiad hwnnw yng nghyd-destun yr heriau ariannol a gweithredol a wynebai'r sefydliadau unigol; ac
 - nad oedd cyfeiriad y Rhaglen yn y dyfodol yn glir, bod y bartneriaeth mewn cyfnod tyngedfennol yn ei hanes, a bod y partneriaid yn dal heb gytuno ar weledigaeth glir, y byddai angen canlyniadau a buddion clir ar ei chyfer.

Atodiad 1 – Statws yr adroddiad hwn

O dan Fesur Llywodraeth Leol (Cymru) 2009 (y Mesur), mae'n ofynnol i'r Archwilydd Cyffredinol gynnal asesiad gwella blynyddol, a chyhoeddi adroddiad gwella blynyddol, ar gyfer pob awdurdod gwella yng Nghymru. Mae'r gofyniad hwn yn cynnwys cynghorau lleol, parciau cenedlaethol ac awdurdodau tân ac achub.

Cwblhawyd y gwaith hwn gan staff Swyddfa Archwilio Cymru ar ran yr Archwilydd Cyffredinol, er mwyn cyflawni ei ddyletswyddau o dan adran 24 y Mesur. Mae'r adroddiad hefyd yn cyflawni ei ddyletswyddau o dan adran 19 i gyflwyno adroddiad sy'n ardystio ei fod wedi cynnal asesiad gwella o dan adran 18 ac yn nodi a yw o'r farn, o ganlyniad i'w archwiliad o'r cynllun gwella o dan adran 17, fod yr awdurdod wedi cyflawni ei ddyletswyddau o ran cynllunio ar gyfer gwella o dan adran 15.

Mae gan awdurdodau gwella ddyletswydd gyffredinol i 'wneud trefniadau i sicrhau gwelliant parhaus wrth gyflawni eu swyddogaethau'. Diffinnir awdurdodau gwella fel cynghorau lleol, parciau cenedlaethol, ac awdurdodau tân ac achub.

Yr asesiad gwella blynyddol yw'r prif ddarn o waith sy'n galluogi'r Archwilydd Cyffredinol i gyflawni ei ddyletswyddau. Mae'r asesiad o welliant yn asesiad blaengar o'r tebygolrwydd y bydd awdurdod yn cydymffurfio â'i ddyletswydd i wneud trefniadau i sicrhau gwelliant parhaus. Mae hefyd yn cynnwys asesiad ôl-weithredol i nodi a yw awdurdod wedi cyflawni'r gwelliannau a gynlluniwyd ganddo er mwyn llunio barn ar hanes yr awdurdod o ran sicrhau gwelliant. Bydd yr Archwilydd Cyffredinol yn rhoi crynodeb o'i waith archwilio ac asesu mewn adroddiad gwella blynyddol a gyhoeddir ar gyfer pob awdurdod (o dan adran 24).

O dan rai amgylchiadau gall yr Archwilydd Cyffredinol hefyd gynnal arolygiadau arbennig (o dan adran 21), y bydd yn cyflwyno adroddiad arnynt i'r awdurdod a Gweinidogion, ac y gall eu cyhoeddi (o dan adran 22). Un o weithgareddau atodol pwysig yr Archwilydd Cyffredinol yw cydgysylltu gwaith asesu a rheoleiddio (sy'n ofynnol o dan adran 23), sy'n ystyried rhaglen waith gyffredinol pob rheoleiddiwr perthnasol mewn awdurdod gwella. Gall yr Archwilydd Cyffredinol hefyd ystyried gwybodaeth a rennir gan reoleiddwyr perthnasol (o dan adran 33) yn ei asesiadau.

Atodiad 2 – Archwiliad o Gynllun Gwella 2015-16 Cyngor Dinas Casnewydd

Tystysgrif

Tystiaf fy mod wedi archwilio Cynllun Gwella Cyngor Dinas Casnewydd (y Cyngor) yn unol ag adran 17 o Fesur Llywodraeth Leol (Cymru) 2009 (y Mesur) a'm Cod Ymarfer Archwilio.

O ganlyniad i'm harchwiliad, credaf fod y Cyngor wedi cyflawni ei ddyletswyddau o dan adran 15(6) i (9) o'r Mesur, ac wedi gweithredu'n unol â chanllawiau Llywodraeth Cymru, a hynny i raddau digonol er mwyn cyflawni ei ddyletswyddau.

Priod gyfrifoldebau'r Cyngor a'r Archwilydd Cyffredinol

O dan y Mesur, mae'n ofynnol i'r Cyngor baratoi a chyhoeddi Cynllun Gwella sy'n disgrifio'i gynlluniau i gyflawni ei ddyletswyddau i:

- wneud trefniadau i sicrhau gwelliant parhaus wrth gyflawni ei swyddogaethau;
- gwneud trefniadau i sicrhau ei fod yn cyflawni ei amcanion gwella; a
- gwneud trefniadau i gyflawni ei swyddogaethau er mwyn bodloni unrhyw safon perfformiad a osodwyd gan Weinidogion Cymru.

Mae'r Mesur yn ei gwneud yn ofynnol i'r Cyngor gyhoeddi ei Gynllun Gwella cyn gynted ag y bo'n rhesymol ymarferol ar ôl dechrau'r flwyddyn ariannol y mae'n berthnasol iddi, neu ar ôl dyddiad arall a bennir drwy orchymyn gan Weinidogion Cymru.

Mae'r Cyngor yn gyfrifol am baratoi'r Cynllun Gwella ac am yr wybodaeth a nodir ynddo. Mae'r Mesur yn ei gwneud yn ofynnol i'r Cyngor roi sylw i'r canllawiau a gyhoeddwyd gan Weinidogion Cymru wrth baratoi a chyhoeddi ei gynllun.

Fel archwilydd y Cyngor, y mae'n ofynnol i mi, o dan adrannau 17 ac 19 o'r Mesur, gynnal archwiliad o'r Cynllun Gwella, tystio fy mod wedi gwneud hynny, ac adrodd a wyf o'r farn fod y Cyngor wedi cyflawni ei ddyletswyddau'n unol â gofynion statudol a nodwyd yn adran 15 ac mewn canllawiau statudol.

Cwmpas yr archwiliad o'r Cynllun Gwella

I ddibenion fy ngwaith archwilio byddaf yn derbyn, ar yr amod bod Cyngor yn bodloni ei ofynion statudol, ei fod hefyd wedi cydymffurfio'n ddigonol â chanllawiau statudol Llywodraeth Cymru i gyflawni ei ddyletswyddau.

Ar gyfer yr archwiliad hwn, nid yw'n ofynnol i mi ffurfio barn ynghylch cyflawnder na chywirdeb yr wybodaeth, nac ychwaith ynghylch a ellir cyflawni'r Cynllun Gwella a gyhoeddwyd gan y Cyngor. Bydd gwaith asesu arall a gyflawnir gennyf o dan adran 18 o'r Mesur yn archwilio'r materion hyn. Roedd fy archwiliad o Gynllun Gwella'r Cyngor felly'n cynnwys adolygiad o'r cynllun er mwyn canfod a oedd yn cynnwys elfennau a ragnodwyd mewn deddfwriaeth. Asesais hefyd a oedd y trefniadau ar gyfer cyhoeddi'r cynllun yn cydymffurfio â gofynion y deddfwriaeth, ac a oedd y Cyngor wedi rhoi sylw i ganllawiau statudol wrth baratoi a chyhoeddi ei gynllun.

Ni ellir dibynnu ar y gwaith a wnaed gennyf er mwyn adrodd a gwneud argymhellion yn unol ag adrannau 17 ac 19 o'r Mesur fel yr unig ffordd o ganfod yr holl wendidau a'r holl gyfleoedd ar gyfer gwella.

Huw Vaughan Thomas

Archwilydd Cyffredinol Cymru

copi i: Leighton Andrews, y Gweinidog Gwasanaethau Cyhoeddus
Non Jenkins, Rheolwr
Martin Gibson, Arweinydd Archwilio Perfformiad

Atodiad 3 – Archwiliad o asesiad o berfformiad 2014-15 Cyngor Dinas Casnewydd

Tystysgrif

Tystiaf fy mod wedi archwilio asesiad Cyngor Dinas Casnewydd (y Cyngor) o'i berfformiad yn 2014-15, ar ôl i'r asesiad hwnnw gael ei gyhoeddi ar 14 Hydref 2015, yn unol ag adran 17 o Fesur Llywodraeth Leol (Cymru) 2009 (y Mesur) a'm Cod Ymarfer Archwilio.

O ganlyniad i'm harchwiliad, credaf fod y Cyngor wedi cyflawni ei ddyletswyddau o dan adrannau 15(2), (3), (8), a (9) o'r Mesur ac wedi gweithredu'n unol â chanllawiau Llywodraeth Cymru i raddau digonol er mwyn cyflawni ei ddyletswyddau.

Priod gyfrifoldebau'r Cyngor a'r Archwilydd Cyffredinol

O dan y Mesur, mae'n ofynnol i'r Cyngor gyhoeddi asesiad blynyddol sy'n disgrifio'i berfformiad:

- o ran cyflawni ei ddyletswydd i wneud trefniadau i sicrhau gwelliant parhaus wrth gyflawni ei swyddogaethau;
- o ran cyflawni'r amcanion gwella y mae wedi'u gosod iddo'i hun;
- drwy gyfeirio at ddangosyddion perfformiad a bennwyd gan Weinidogion Cymru a dangosyddion perfformiad a osododd ar ei gyfer ei hun. ac
- wrth gyrraedd unrhyw safonau perfformiad a bennwyd gan Weinidogion Cymru, a safonau perfformiad a osododd ar ei gyfer ei hun.

Mae'r Mesur yn ei gwneud yn ofynnol i'r Cyngor gyhoeddi ei asesiad cyn 31 Hydref yn y flwyddyn ariannol yn dilyn y flwyddyn y mae'r wybodaeth yn berthnasol iddi, neu erbyn unrhyw ddyddiad arall a allai gael ei bennu drwy orchymyn gan Weinidogion Cymru.

Mae'r Mesur yn ei gwneud yn ofynnol i'r Cyngor roi sylw i ganllawiau a gyhoeddwyd gan Weinidogion Cymru wrth gyhoeddi ei asesiad.

Fel archwilydd y Cyngor, y mae'n ofynnol i mi, o dan adrannau 17 ac 19 o'r Mesur, gynnal archwiliad er mwyn canfod a yw'r Cyngor wedi cyflawni ei ddyletswydd i gyhoeddi asesiad o berfformiad, tystio fy mod wedi gwneud hynny, ac adrodd a wyf o'r farn fod y Cyngor wedi cyflawni ei ddyletswyddau'n unol â gofynion statudol a nodwyd yn adran 15 ac mewn canllawiau statudol.

Cwmpas yr archwiliad

I ddibenion fy ngwaith archwilio byddaf yn derbyn, ar yr amod bod Cyngor yn bodloni ei ofynion statudol, ei fod hefyd wedi cydymffurfio'n ddigonol â chanllawiau statudol Llywodraeth Cymru i gyflawni ei ddyletswyddau.

Ar gyfer yr archwiliad hwn, nid yw'n ofynnol i mi ffurfio barn ynghylch cyflawnder na chywirdeb yr wybodaeth. Mae'n bosibl y bydd gwaith asesu arall a gyflawnir gennyf o dan adran 18 o'r Mesur yn archwilio'r materion hyn. Roedd fy archwiliad o Gynllun Gwella'r Cyngor felly'n cynnwys adolygiad o gyhoeddiad y Cyngor er mwyn canfod a oedd yn cynnwys elfennau a ragnodwyd mewn deddfwriaeth. Asesais hefyd a oedd y trefniadau ar gyfer cyhoeddi'r asesiad yn cydymffurfio â gofynion y ddeddfwriaeth, ac a oedd y Cyngor wedi rhoi sylw i ganllawiau statudol wrth ei baratoi a'i gyhoeddi.

Ni ellir dibynnu ar y gwaith a wnaed gennyf er mwyn adrodd a gwneud argymhellion yn unol ag adrannau 17 ac 19 o'r Mesur fel yr unig ffordd o ganfod yr holl wendidau a'r holl gyfleoedd ar gyfer gwella.

Huw Vaughan Thomas

Archwilydd Cyffredinol Cymru

copi i: Leighton Andrews, y Gweinidog Gwasanaethau Cyhoeddus
Non Jenkins, Rheolwr
Sara-Jane Byrne, Arweinydd Archwilio Perfformiad

Atodiad 4 – Llythyr Archwilio Blynyddol

Councillor Y Cynghorydd R Bright
Arweinydd y Cyngor a Chadeirydd y Cabinet
Cyngor Dinas Casnewydd
Y Ganolfan Ddinesig
Casnewydd
De Cymru
NP20 4UR

1 Chwefror 2016

Annwyl Gynghorydd Bright

Llythyr Archwilio Blynyddol - Cyngor Dinas Casnewydd 2014-15

Mae'r llythyr hwn yn crynhoi'r negeseuon allweddol sy'n codi o gyfrifoldebau statudol Archwilydd Cyffredinol Cymru o dan Ddeddf Archwilio Cyhoeddus (Cymru) 2004 a'm cyfrifoldebau adrodd o dan y Cod Ymarfer Archwilio.

Mae'r Awdurdod wedi cydymffurfio â'i gyfrifoldebau'n gysylltiedig ag adroddiadau ariannol a'r defnydd o adnoddau

Cyfrifoldeb yr Awdurdod yw:

- rhoi systemau rheolaeth fewnol ar waith i sicrhau rheoleidd-dra a chyfreithlondeb trafodion a sicrhau bod ei asedau yn ddiogel;
- cadw cofnodion cyfrifyddu priodol;
- paratoi Datganiad o Gyfrifon yn unol â'r gofynion perthnasol; a
- sefydlu a chynnal adolygiad parhaus o drefniadau priodol i sicrhau ei fod yn defnyddio ei adnoddau mewn modd darbodus, effeithlon ac effeithiol.

Mae Deddf Archwilio Cyhoeddus (Cymru) 2004 yn ei gwneud hi'n ofynnol i mi:

- ddarparu barn archwilio ar y datganiadau cyfrifyddu;
- adolygu trefniadau'r Awdurdod i sicrhau darbodusrwydd, effeithlonrwydd ac effeithiolrwydd wrth ddefnyddio adnoddau; a
- chyhoeddi tystysgrif yn cadarnhau fy mod wedi cwblhau'r gwaith o archwilio'r cyfrifon.

Mae awdurdodau lleol yng Nghymru yn paratoi eu datganiadau cyfrifyddu yn unol â gofynion Cod Ymarfer CIPFA/LASAAC ar gyfer Cadw Cyfrifon Awdurdodau Lleol yn y Deyrnas Unedig. Mae'r Cod hwn yn seiliedig ar Safonau Adrodd Ariannol Rhyngwladol.

Ar 30 Medi 2015 cyflwynais farn archwilio ddiamedod ar y datganiadau cyfrifyddu, gan gadarnhau eu bod yn rhoi darlun cywir a theg o sefyllfa ariannol a thrafodion y Awdurdod. Mae fy adroddiad wedi'i gynnwys yn y Datganiad o Gyfrifon. Adroddwyd y prif faterion oedd yn deillio o'r archwiliad y gyfrifon wrth aelodau'r Pwyllgor Archwilio yn fy adroddiad ar fy Archwiliad o'r Datganiadau Ariannol ar 24 Medi 2015 (gweler y crynodeb isod), ac fe geir adroddiad manylach gyda hyn o'r materion a oedd yn codi.

Arddangosyn 1 - Materion arwyddocaol sy'n codi o'r archwiliad

Gofynion Adrodd	Canfyddiadau'r Archwiliad
Y farn archwilio	Roedd yr adroddiad archwilio yn cynnwys paragraff 'Pwyslais ar Fater' a oedd yn tynnu sylw darllenwyr at y ffaith nad oedd y Cyngor wedi paratoi cyfrifon Grŵp ar gyfer Newport Transport Limited. Nid oedd y farn yn amodol mewn perthynas â'r mater hwn.
Camddatganiadau nas cywirwyd	<p>Mae Ychwanegiadau Eiddo, Peiriannau Mawr ac Offer a adroddwyd yn Nodyn 12 yn cynnwys 'gorddatganiad' o £108,000, gan nad oedd TAW wedi'i chynnwys yn y swm a gyfalafwyd.</p> <p>Cafwyd gorddatganiad o £127,000 i ddarpariaeth y cap tirlenwi.</p> <p>Cafwyd gorddatganiad o £329,000 i'r ddarpariaeth ar gyfer Taliadau Pontio Cyflog Cyfartal a adroddwyd yn Nodyn 21. Hefyd, yn Nodyn 21, roedd darpariaethau'n cynnwys £900,000 ar gyfer 'taliadau pontio' a 'hawliadau a oedd yn weddill' yn gysylltiedig â Chyflog Cyfartal. Cafodd yr un gwerth ie ddyblygu o fewn cronfeydd wedi'u clustnodi, a ddatgelwyd yn Nodyn 8.</p> <p>Cafodd y Rhwymedigaeth Pensiwn a ddatgelwyd yn Nodyn 41 ei chyfrifo'n seiliedig ar wybodaeth anghywir a ddarparwyd gan y Cyngor i'w Actwari.</p> <p>Yn ein profion, canfuwyd gwariant a oedd wedi 'cronni' nad oedd modd ei gynnal yn ddigonol, felly fe'i dosbarthwyd fel gwall. O'i 'allosod' ar draws cyfanswm y cronïadau, gwelwyd gwerth cyfanswm gwall posibl o £513,000.</p> <p>Yr oedd swm 'heb ei gysoni' o £3,991,000 yn Nodyn 29, sydd yn rhoi dadansoddiad o incwm a gwariant (nad oedd yn cael unrhyw effaith ar gywirdeb y prif ddatganiadau).</p> <p>Nid oedd y Cyngor wedi rhoi cyfrif cywir am ei gyfran mewn gweithrediadau 'a reolir ar y cyd'.</p> <p>Roedd yr holl faterion uchod naill ai'n amherthnasol i'n barn archwilio, neu lle'r oeddynt yn berthnasol, roedd disgwyl iddynt gael eu hunioni yn rhan o gyfrifon 2015-16.</p>
Camddatganiadau a gywirwyd	Yr oedd naw o gamddatganiadau sylweddol yn y datganiadau a gywirwyd gan y rheolwyr cyn cyhoeddi'r farn archwilio.

Gofynion Adrodd	Canfyddiadau'r Archwiliad
Materion pwysig eraill yn codi o'r archwiliad	<p>Adroddwyd amrywiaeth o bryderon gennym ynghylch agweddau ansoddol ar arferion cyfrifyddu ac adroddiadau ariannol.</p> <p>Cafwyd llawer o newidiadau i staff cyllid y Cyngor, yn enwedig mewn meysydd allweddol, ac mae'n amlwg bod hyn wedi effeithio ar yr archwiliad, ar argaeledd papurau gwaith, ac ar yr amseroedd ymateb i ymholiadau archwilio.</p> <p>Fe'n sicrhawyd, yn sgil oedi cyn cyflwyno'r cyfrifon drafft i'w harchwilio, y byddai modd i'r Cyngor gynnal ymarfer sicrhau ansawdd o ansawdd uchel ar ddrafft y cyfrifon gan roi digon o amser iddo sicrhau y byddai'r holl papurau gwaith ar gael yn rhwydd ac wedi'u darparu gyda'r cyfrifon drafft ar 1 Gorffennaf.</p> <p>Ar sawl achlysur yn nrafft y cyfrifon, gwelsom y byddai adolygiad rheoli cadarn wedi bod yn fodd i gael hyd i anghysondebau a phroblemau'n gysylltiedig â phapurau gwaith.</p> <p>Yn gyffredinol, ac yn enwedig tua diwedd yr archwiliad, cefais wybodaeth ddefnyddiol yn brydlon, ac ni chyfyngwyd ar fy ngwaith. Bydd y tîm archwilio yn parhau i weithio gyda staff cyllid allweddol yn ystod y flwyddyn i ddod er mwyn nodi gwelliannau ac arbedion effeithlonni pellach posib yn y broses archwilio.</p>

Yr wyf yn fodlon bod gan Awdurdod drefniadau priodol ar waith i sicrhau ei fod yn defnyddio ei adnoddau mewn modd darbodus, effeithlon ac effeithiol

Seiliwyd fy ystyriaeth o drefniadau'r Awdurdod i sicrhau darbodusrwydd, effeithlonrwydd ac effeithiolrwydd ar y gwaith archwilio cyfrifon a gyflawnwyd. Dibynnwyd hefyd ar waith a gwblhawyd yn rhan o'r Aseiad Gwella o dan Fesur Llywodraeth Leol (Cymru) 2009. Bydd fy Adroddiad Gwella Blynyddol yn amlygu meysydd lle nad yw effeithiolrwydd y trefniadau hyn wedi'i ddangos hyd yma, neu lle gellid cyflwyno gwelliannau.

Cwblhawyd tystysgrif yn cadarnhau bod yr archwiliad o'r cyfrifon wedi'i gwblhau, ac fe'i cyflwynwyd i'r Awdurdod ar 30 Medi 2015

Yn ystod y flwyddyn, ni chafwyd unrhyw her na gwrthwynebiad ffurfiol i'r cyfrifon, y bu'n rhaid imi ymdrin â hwy

Ar hyn o bryd, disgwylir y bydd y ffi ariannol ar gyfer 2014-15 £3,290 yn uwch na'r ffi a nodwyd yn yr Amlinelliad Archwilio Blynyddol. Y rheswm dros y cynnydd hwn yw'r oedi cyn inni dderbyn papurau gwaith cyflawn, a'r gwaith ychwanegol yr oedd angen ei wneud yn gysylltiedig â chyfuno Trafnidiaeth Casnewydd.

Hoffwn fynegi diolch i holl staff y Cyngor a'm cynorthwyodd i gwblhau fy ngwaith archwilio.

Yn gywir

Anthony Barrett

Ar gyfer ac ar ran Archwilydd Cyffredinol Cymru

copi i: Will Godfrey, Prif Weithredwr
Meirion Rushworth, Pennaeth Cyllid

Atodiad 5 – Argymhellion adroddiadau cenedlaethol a gyhoeddwyd yn 2015-16

Dyddiad yr adroddiad	Teitl yr adolygiad	Argymhelliad
Ebrill 2015	Cydnorthedd ariannol cynghorau	<p>A1 Dylai cynghorau sicrhau bod eu cynllun corfforaethol:</p> <ul style="list-style-type: none"> • wrth wraidd y broses o lywio cynlluniau gwasanaeth a strategaethau ategol eraill gan gynnwys y gweithlu, technoleg gwybodaeth a gwariant cyfalaf; • yn cynnal blaenolwg 3-5 mlynedd o leiaf a'i fod yn unol â'r cynllun ariannol tymor canolig a strategaethau ategol eraill; a • dylai nodi'n glir rôl ddymunol y cyngor mewn pum mlynedd - y model ar gyfer darparu gwasanaethau â blaenoriaeth a'r seilwaith a'r adnoddau sydd eu hangen i gyflawni blaenoriaethau yn y dyfodol o fewn y cyllid sydd ar gael. <p>A2 Dylai'r cynllun ariannol tymor canolig nodi'r prif risgiau ariannol a thybiaethau allweddol a dylai uwch swyddogion a chynghorwyr graffu arnynt a'u herio'n effeithiol cyn mabwysiadu'r cynllun.</p> <p>A3 Mae angen i gynghorau sicrhau bod diffygion ariannol yn cael eu rhagamcanu'n gywir a'u cysoni'n llawn â chynlluniau arbed manwl ar gyfer pob blwyddyn o oes y cynllun ariannol tymor canolig.</p> <p>A4 Dylai cynghorau gynnal adolygiad rheolaidd o ddigonolrwydd y trefniadau sicrwydd ariannol sy'n sail i gyflawni cynlluniau arbed blynyddol, gan gynnwys lefel y gwaith craffu a herio a gynigir gan gynghorwyr.</p> <p>A5 Dylai cynghorau sicrhau bod ganddynt strategaeth cronfeydd wrth gefn gynhwysfawr sy'n amlinellu diben penodol cronfeydd wrth gefn defnyddiadwy cronedig fel rhan o'u cynllun ariannol tymor canolig.</p> <p>A6 Dylai cynghorau ddatblygu polisiau cwbl gorfforaethol ar gynhyrchu incwm gydag olwg ar gynyddu ffrydiau incwm a lliniaru pwysau ariannol.</p>

Dyddiad yr adroddiad	Teitl yr adolygiad	Argymhelliad
Ebrill 2015	Cydnherthedd ariannol cynghorau	<p>A7 Dylai cynghorau:</p> <ul style="list-style-type: none"> atgyfnerthu trefniadau pennu a monitro cyllidebau er mwyn sicrhau cydnherthedd ariannol; ac adolygu cwmpas ac effeithiolrwydd eu systemau a'u rheolaethau ariannol mewnol ac allanol er mwyn sicrhau eu bod yn addas at y diben ac yn rhoi rhybudd cynnar am wendidau mewn systemau allweddol. <p>A8 Rhaid i gynghorau adolygu eu timau cyllid a sicrhau bod ganddynt ddigon o gapasiti a gallu i fodloni gofynion yn y dyfodol.</p> <p>A9 Mae angen i swyddogion cynghorau sicrhau bod gan gynghorwyr y wybodaeth a'r sgiliau sydd eu hangen arnynt i gyflawni gwaith llywodraethu a herio effeithiol drwy ymestyn cyfleoedd hyfforddi a llunio gwybodaeth reoli o ansawdd uchel.</p>
Mehefin 2015	Sicrhau gwelliannau yn y cymorth i ysgolion trwy gonsortia addysg rhanbarthol – darlun cynnar	<p>A1 Egluro natur a gweithrediad y consortia. Canfuwyd bod ansicrwydd parhaus ynghylch rhai agweddau ar natur y consortia rhanbarthol a'u cwmpas presennol ac yn y dyfodol (paragraffau 2.2 i 2.20). Rydym yn argymhell felly:</p> <ul style="list-style-type: none"> Y dylai awdurdodau lleol egluro a yw gwasanaethau consortia i'w darparu ar y cyd neu a ydynt yn wasanaethau a gomisiynir (gwasanaethau a ddarperir ar y cyd yw gwasanaethau a ddarperir dan drefniadau cydbwyllgor, yn hytrach na gwasanaethau a gomisiynir). <p>A2 Canolbwyntio ar ddeilliannau trwy gynllunio tymor canolig. Canfuwyd bod pwyslais ar gamau byrdymor ac ansicrwydd ynglŷn â dyfodol y consortia yn amharu ar ddatblygiad effeithiol y consortia rhanbarthol (paragraffau 2.33 i 2.36; 3.16 i 3.17). Rydym felly yn argymhell felly:</p> <ul style="list-style-type: none"> Gan na fydd unrhyw gynllun i ad-drefnu awdurdodau lleol yn cael ei weithredu'n llawn hyd 2020, dylai Llywodraeth Cymru a chonsortia rhanbarthol ddatblygu cynlluniau tair blynedd er mwyn datblygu, cwmpasu ac ariannu consortia rhanbarthol yn gysylltiedig ag amcanion strategol priodol.

Dyddiad yr adroddiad	Teitl yr adolygiad	Argymhelliad
Mehefin 2015	<p>Sicrhau gwelliannau yn y cymorth i ysgolion trwy gonsortia addysg rhanbarthol – darlun cynnar</p>	<p>A3 Datblygu mwy o berthnasau cydweithredol ar gyfer y system gwella ysgolion</p> <p>Roedd llawer o bartneriaid gwella ysgolion yn rhan o'r gwaith o ddatblygu'r Model Cenedlaethol ar gyfer Gweithio'n Rhanbarthol ond canfuwyd nad oedd hyn wedi arwain at feithrin perthnasau digon cydweithredol (paragraffau 2.25 i 2.32). Rydym yn argymhell felly:</p> <ul style="list-style-type: none"> • Y dylai consortia rhanbarthol ddatblygu trefniadau gwell ar gyfer rhannu arferion a chefnogi effeithlonrwydd (er enghraifft, gallai un consortiwm arwain y gwaith o ymdrin â phroblem neu fod â chyfrifoldeb swyddogaethol ar gyfer datblygu polisi). • Y dylai Llywodraeth Cymru, awdurdodau lleol a chonsortia rhanbarthol gydnabod bod yr holl bartneriaid yn ddibynnol ar ei gilydd er mwyn cyflawni eu swyddogaethau gwella ysgolion a chytuno ar ddull o: <ul style="list-style-type: none"> – rannu gwybodaeth ac ymgynghori ar ddatblygiadau sy'n berthnasol i wella ysgolion; – datblygu perthynas gydweithredol sy'n rhannu atebolrwydd; a – chynnal adolygiadau o'r system gyfan, ac alinio dealltwriaeth a safbwynt y consortia rhanbarthol ar draws pob un o strategaethau perthnasol Llywodraeth Cymru. <p>A4 Datblygu arweinwyr effeithiol a denu'r unigolion mwyaf dawnus</p> <p>Mae'r consortia rhanbarthol, awdurdodau lleol a Llywodraeth Cymru wedi cael anawsterau wrth recriwtio uwch-arweinwyr addysg a chanfuwyd mai ychydig iawn o gamau a oedd wedi eu cymryd i ymdrin â hyn (paragraffau 2.37 i 2.40). Rydym ym argymhell felly:</p> <ul style="list-style-type: none"> • y dylai Llywodraeth Cymru ac awdurdodau lleol gydweithio i wneud swyddi addysg arweiniol yn fwy deniadol, er mwyn denu'r arweinwyr mwyaf dawnus ar gyfer y system gwella addysg; ac • y dylai awdurdodau lleol gydweithio i gefnogi datblygiad proffesiynol yr uwcharweinwyr a sicrhau bod trefniadau rheoli perfformiad ar waith ar gyfer uwcharweinwyr.

Dyddiad yr adroddiad	Teitl yr adolygiad	Argymhelliad
Mehefin 2015	<p>Sicrhau gwelliannau yn y cymorth i ysgolion trwy gonsortia addysg rhanbarthol – darlun cynnar</p>	<p>R5 To improve the effectiveness of governance and management of regional consortia. Whilst continuing progress is being made, we found that regional consortia have not yet developed fully effective governance and financial management arrangements (paragraphs 3.2 to 3.36). We therefore recommend that local authorities and their regional consortia should:</p> <ul style="list-style-type: none"> • improve their use of self-evaluation of their performance and governance arrangements and use this to support business planning and their annual reviews of governance to inform their annual governance statements; • improve performance management including better business planning, use of clear and measurable performance measures, and the assessment of value for money; • make strategic risk management an integral part of their management arrangements and report regularly at joint committee or board level; • develop their financial management arrangements to ensure that budgeting, financial monitoring and reporting cover all relevant income and expenditure, including grants funding spent through local authorities; • develop joint scrutiny arrangements of the overall consortia as well as scrutiny of performance by individual authorities, which may involve establishment of a joint scrutiny committee or co-ordinated work by local authority scrutiny committees; • ensure the openness and transparency of consortia decision making and arrangements; • recognise and address any potential conflicts of interest; and where staff have more than one employer, regional consortia should ensure lines of accountability are clear and all staff are aware of the roles undertaken; and • develop robust communications strategies for engagement with all key stakeholders.

Dyddiad yr adroddiad	Teitl yr adolygiad	Argymhelliad
Gorffennaf 2015	Adolygiad o Drefniadau Diogelu Corfforaethol yng Nghynghorau Cymru	<p>A1 Gwella arweiniad corfforaethol a chydymffurfio â pholisi Llywodraeth Cymru ar ddiogelu trwy wneud yr isod:</p> <ul style="list-style-type: none"> • penodi uwch swyddog arweiniol fydd yn atebol am ddiogelu ac amddiffyn plant a phobl ifanc gyda chyfrifoldebau corfforaethol am gynllunio gwelliannau; • penodi aelod arweiniol dros ddiogelu; • dosbarthu a chyfoesi yn rheolaidd wybodaeth am y penodiadau hyn i'r holl staff a rhanddeiliaid. <p>A2 Sicrhau bod polisi corfforaethol ar ddiogelu sy'n cynnwys holl wasanaethau'r Cyngor er mwyn rhoi cyfeiriad strategol clir a llinellau atebolrwydd clir ar draws y Cyngor.</p> <p>A3 Atgyfnerthu'r trefniadau ar gyfer recriwtio staff a gwirfoddolwyr mewn modd diogel drwy wneud y canlynol:</p> <ul style="list-style-type: none"> • sicrhau bod gwiriadau'r Gwasanaeth Datgelu a Gwahardd (DBS) a chydymffurfio â pholisïau recriwtio diogel yn cynnwys pob gwasanaeth sy'n dod i gysylltiad â phlant; • creu system gydymffurfio gorfforaethol integredig i gofnodi a monitro lefelau cydymffurfio ar wiriadau'r Gwasanaeth Datgelu a Gwahardd; • mynnu cael arferion recriwtio diogel ymysg partneriaid yn y trydydd sector ac i wirfoddolwyr sydd yn darparu gwasanaethau a gomisiynir a/ neu a ddefnyddir gan y Cyngor gyda sylfaen o gontract neu gytundeb lefel gwasanaeth. <p>A4 Sicrhau bod y staff, aelodau a phartneriaid perthnasol yn deall eu cyfrifoldebau diogelu trwy:</p> <ul style="list-style-type: none"> • sicrhau bod hyfforddiant diogelu yn orfodol a bod yr ymddriniaeth yn ymestyn at holl feysydd gwasanaeth perthnasol y Cyngor a'i fod yn cael ei gynnwys fel elfen safonol ar raglenni cynefino; • creu system ledled y gorfforaeth i adnabod, olrhain a monitro cydymffurfiaeth a'r angen i fod yn bresennol mewn hyfforddiant diogelu yn holl adrannau'r Cyngor, aelodau etholedig, ysgolion, llywodraethwyr a gwirfoddolwyr; • mynnu bod staff perthnasol mewn sefydliadau sy'n bartneriaid a gomisiynir i weithio dros y Cyngor wrth gyflenwi gwasanaethau i blant a phobl ifanc yn gorfod ymgymryd â hyfforddiant diogelu.

Dyddiad yr adroddiad	Teitl yr adolygiad	Argymhelliad
Gorffennaf 2015	<p>Adolygiad o Drefniadau Diogelu Corfforaethol yng Nghynghorau Cymru</p>	<p>A5 Wrth adolygu canllawiau, dylai Llywodraeth Cymru egluro'r hyn mae'n disgwyl o awdurdodau lleol ynghylch swyddogaethau a chyfrifoldebau'r swyddog dynodedig mewn gwasanaethau addysg, a'r unigolyn a enwyd ar lefel uwch reolwr sy'n gyfrifol am hybu diogelu.</p> <p>A6 Gwella atebolrwydd am ddiogelu corfforaethol trwy adrodd yn rheolaidd ar faterion diogelu a sicrwydd wrth bwyllgor(au) craffu yn erbyn set gytbwys o wybodaeth perfformiad ledled y Cyngor ynglŷn â'r canlyno:</p> <ul style="list-style-type: none"> • meincnodi a chymharu ag eraill; • casgliadau archwiliadau/adolygiadau arolygu mewnol ac allanol; • data perfformiad seiliedig ar wasanaethau; • data personél allweddol megis hyfforddiant diogelu, a gwiriadau recriwtio'r Gwasanaeth Datgelu a Gwahardd; • perfformiad contractwyr a gwasanaethau a gomisiynwyd o ran cydymffurfio â chyfrifoldebau diogelu'r Cyngor. <p>A7 Sefydlu rhaglen dreigl o adolygiadau archwilio mewnol i gynnal profion ar systemau a chynnal adolygiadau cydymffurfio ar arferion diogelu'r Cyngor.</p> <p>A8 Sicrhau yr ystyrir y risgiau sy'n gysylltiedig â diogelu ar lefel gorfforaethol a gwasanaeth wrth ddatblygu a chytuno ar gynlluniau rheoli risg ar draws y Cyngor.</p>

Dyddiad yr adroddiad	Teitl yr adolygiad	Argymhelliad
Hydref 2015	<p>Helpu Pobl Hŷn i Fyw'n Annibynnol: A yw Cyngorau'n Gwneud Digon?</p>	<p>A1 Gwella llywodraethu, atebolrwydd ac arweinyddiaeth gorfforaethol yng nghyswllt materion pobl hŷn drwy:</p> <ul style="list-style-type: none"> • penodi uwch swyddog arweiniol sy'n gyfrifol am gydgyssylltu ac arwain gwaith y Cyngor ar wasanaethau pobl hŷn; • ailalinio gwaith cydgysylltwyr y strategaeth pobl hŷn er mwyn helpu i ddatblygu a chyflawni cynlluniau ar gyfer gwasanaethau sy'n cyfrannu at annibyniaeth pobl hŷn; • penodi aelod yn hyrwyddwr gwasanaethau pobl hŷn; • diweddarau gwybodaeth am y penodiadau hyn yn rheolaidd, a rhannu'r wybodaeth honno'n rheolaidd â'r holl staff a'r rhanddeiliaid. <p>A2 Gwella'r gwaith cynllunio strategol a chydgyssylltu gweithgarwch gwasanaethau i bobl hŷn yn well drwy:</p> <ul style="list-style-type: none"> • sicrhau bod cynlluniau gweithredu cynhwysfawr ar waith sy'n trafod gwaith holl adrannau perthnasol y Cyngor a gwaith rhanddeiliaid allanol y tu allan i iechyd a gofal cymdeithasol; • ymgysylltu â phreswylwyr a phartneriaid wrth ddatblygu cynlluniau, ac wrth ddatblygu a chytuno ar flaenoriaethau. <p>A3 Gwella'r ymgysylltu â gwybodaeth i bobl hŷn a'r trefniadau ar gyfer lledaenu'r wybodaeth honno, drwy sicrhau bod gwasanaethau cyngor a gwybodaeth wedi'u cyflunio'n briodol ac yn bodloni anghenion y sawl sy'n eu derbyn.</p> <p>A4 Sicrhau rheolaeth effeithiol ar berfformiad yr ystod o wasanaethau sy'n helpu pobl hŷn i fyw'n annibynnol drwy:</p> <ul style="list-style-type: none"> • pennu mesurau priodol i alluogi aelodau, swyddogion a'r cyhoedd i lunio barn ar gynnydd wrth gyflawni camau gweithredu ar gyfer holl wasanaethau'r Cyngor; • sicrhau bod gwybodaeth am berfformiad yn ymdrin â gwaith yr holl asiantaethau perthnasol ac yn enwedig y rhai y tu allan i faes iechyd a gwasanaethau cymdeithasol; • sefydlu dulliau mesur i farnu ynghylch mewnbwn, allbwn ac effaith, fel bo modd deall effaith toriadau cyllideb a chefnogi gwaith goruchwyllo a chraffu.

Dyddiad yr adroddiad	Teitl yr adolygiad	Argymhelliad
Hydref 2015	<p>Helpu Pobl Hŷn i Fyw'n Annibynnol: A yw Cyngorau'n Gwneud Digon?</p>	<p>A5 Sicrhau cydymffurfiaeth â Dyletswydd Cydraddoldeb y Sector Cyhoeddus wrth gynnal asesiadau effaith cydraddoldeb drwy:</p> <ul style="list-style-type: none"> • nodi sut y bydd newid gwasanaethau neu dorri cyllidebau'n effeithio ar grwpiau a chanddynt nodweddion gwarchoddedig; • mesur yr effaith bosibl a'r camau lliniaru a gyflawnir er mwyn lleihau'r effaith negyddol bosibl ar grwpiau a chanddynt nodweddion gwarchoddedig; • nodi'r niferoedd posibl y byddai'r newidiadau arfaethedig neu'r polisi newydd effeithio arnynt, drwy nodi'r effaith ar rai a chanddynt nodweddion gwarchoddedig; • sicrhau bod gweithgarwch ategol, megis arolygon, grwpiau ffocws ac ymgyrchoedd gwybodaeth yn cynnwys digon o wybodaeth i alluogi defnyddwyr gwasanaeth i ddeall yn glir sut y bydd y newidiadau arfaethedig yn effeithiol arnynt. <p>A6 Gwella'r rheolaeth ar y Gronfa Gofal Canolraddol, ac effaith y gronfa honno drwy:</p> <ul style="list-style-type: none"> • bennu llinell sylfaen ar gyfer perfformiad ar ddechrau prosiectau fel bo modd barnu ynghylch effaith y prosiectau hynny dros amser; • cytuno ar fformat a chwmpas adroddiadau monitro fel bo modd cynnal gwerthusiadau cymaradwy o brosiectau a ariennir yn erbyn meini prawf y gronfa, er mwyn barnu pa brosiect sy'n cael yr effaith fwyaf cadarnhaol a faint o gynlluniau sydd wedi cael eu prif ffrydio i dderbyn cyllid craidd; • gwella'r ymgysylltu â'r ystod lawn o bartneriaid er mwyn sicrhau bod amrywiaeth mor eang ag sy'n bosibl o bartneriaid yn cael eu hannog i gymryd rhan mewn mentrau a rhaglenni yn y dyfodol.

Dyddiad yr adroddiad	Teitl yr adolygiad	Argymhelliad
Rhagfyr 2015	Cyflawni â llai - Gwasanaethau Hamdden	<p>A1 Gwella gwaith cynllunio strategol yn y gwasanaethau hamdden drwy:</p> <ul style="list-style-type: none"> • bennu gweledigaeth gytunedig i gynghorau ar gyfer gwasanaethau hamdden; • cytuno ar flaenoriaethau ar gyfer gwasanaethau hamdden; • canolbwyntio ar sefyllfa'r Cyngor oddi mewn i ddarpariaeth chwaraeon a hamdden gymunedol ehangach yr ardal; • ystyried y posibilrwydd o gyflenwi gwasanaethau'n rhanbarthol. <p>A2 Cynnal arfarniad o opsiynau er mwyn canfod y model cyflenwi mwyaf priodol yn seiliedig ar weledigaeth gytunedig y Cyngor a'i flaenoriaethu ar gyfer gwasanaethau hamdden. Dylai'r arfarniad ystyried:</p> <ul style="list-style-type: none"> • faint o gyllid cyfalaf a refeniw sydd ar gael dros y tair i bum mlynedd nesaf; • opsiynau i wella ffocws masnachol gwasanaethau hamdden; • cyfleoedd i gynyddu'r incwm a gynhyrchir a lleihau 'cymhorthdal' cynghorau; • dadansoddiad cost a budd o'r holl opsiynau sydd ar gael i gyflenwi gwasanaethau hamdden yn y dyfodol; • cyfraniad gwasanaethau hamdden at rôl ehangach y Cyngor o ran iechyd y cyhoedd; • ymgysylltu'n well â'r cyhoedd er mwyn sicrhau bod safbwyntiau ac anghenion defnyddwyr a darpar ddefnyddwyr yn cael eu nodi'n glir; • effaith gwahanol opsiynau ar grwpiau a chanddynt nodweddion gwarchoddedig o dan ddyletswydd cydraddoldeb y sector cyhoeddus; • cynaliadwyedd y gwasanaethau a ddarperir yn y dyfodol.

Dyddiad yr adroddiad	Teitl yr adolygiad	Argymhelliad
Rhagfyr 2015	Cyflawni â llai - Gwasanaethau Hamdden	<p>A3 Sicrhau rheolaeth effeithiol ar berfformiad gwasanaethau hamdden drwy sefydlu cyfres o fesurau er mwyn galluogi swyddogion, aelodau a dinasyddion i farnu ynghylch mewnbwn, allbwn ac effaith. Dylai hyn gwmpasu perfformiad ym mhob rhan o'r Cyngor a pherfformiad cyfleusterau penodol, a chynnwys:</p> <ul style="list-style-type: none"> • gwariant cyfalaf a refeniw; • incwm; • 'cymhorthdal' y Cyngor; • ansawdd y cyfleusterau a'r gwasanaeth a ddarperir; • bodlonrwydd cwsmeriaid; • llwyddiant mentrau 'masnachol newydd'; • data defnydd – y nifer sy'n defnyddio'r gwasanaethau/cyfleusterau, amserau defnydd ac ati; ac • effaith cyfleusterau hamdden wrth ymdrin â blaenoriaethau iechyd y cyhoedd. <p>A4 Gwella'r trefniadau llywodraethu, atebolrwydd ac arweinyddiaeth gorfforaethol yn y gwasanaethau hamdden drwy:</p> <ul style="list-style-type: none"> • adrodd yn rheolaidd ar berfformiad wrth byyllgor(au) craffu; • darparu gwybodaeth gynhwysfawr i aelodau etholedig er mwyn hwyluso proses benderfynu gadarn; • meincnodi a chymharu perfformiad ag eraill; • defnyddio canfyddiadau adolygiadau archwilio/ arolygu mewnol ac allanol i ganfod cyfleoedd i wella gwasanaethau.

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Report

Cabinet

Part 1

Date: 16th January 2017

Item No: above

Subject **November Revenue Budget Monitor**

Purpose This report details the current forecast position on the Council's revenue budget and the emerging risks and opportunities that present themselves within the November forecast position.

Author HoF

Ward All

Summary As at November 2016, the Councils revenue budget is reporting an underspend of £165k (September – 'on budget'). There remain, however, significant overspends within the service areas of £1.65m (exc. schools/capital financing) including;

- Adult & Community services at £580k, mainly due to community care budgets;
- Education at £558k due to pressures on a number of Special Educational Need (SEN) budgets;
- Children's Social care at £431k, mainly due to out of area placements;
- StreetScene at £362k, mainly due to the pothole repair scheme (£300k) and reinstatement of Pride in Newport (PINT) (£50k);
- Regeneration, Investment & Housing at £53k, mainly due to unbudgeted investment in the provision market and income shortfalls across a number of budget areas.

This has been offset by non-service underspends on Council tax benefit rebates (£1.03m); Council tax surplus (£648k) and Teachers pension savings (£293k).

This position excludes schools, which are currently reporting a deficit position of £1.6m. The overall service position (inc. schools) is £3.25m overspend, however, schools have nil effect on the overall Council position as any variance against base budget is matched by a corresponding reserve transfer to or from schools balances.

The net position assumes, as we always do at the early stages of the year, that the contingency budget of £1.47m is 'committed'. The administration is currently looking at options to utilise this budget in conjunction with existing reserves. If there were no commitments and this remained the case at year end, the position would be £1.6m underspend currently.

Although the position has improved by £142k since that reported in September, officers continue to focus on specific action to address each of the overspending areas and ensure the emphasis remains on improving the position where possible and managing within budget. Non-service budgets will not necessarily be able to mitigate against service area overspending in the future, certainly at current levels, as (i) the Council Tax

base is updated each year and the surplus may not be repeated and most certainly not at the current level (ii) it is likely that the Council Tax reduction scheme budget for the 17/18 budget will be reduced, thus reducing potential for underspending.

This last point is crucial to appreciate and understand whilst ensuring that management action is taken and the 2017/18 budget resolves the underlying service areas budget issues robustly.

Proposal Cabinet is asked to

- Note the forecast 2016/17 revenue budget position and the key risks that have been identified at this stage;
- Cabinet Members, Directors and Heads of Service maintain on-going strong financial management, and People and Place directorates to confirm a comprehensive set of actions to reduce their overspending;
- Note the planned reserve movements and revised balances at the end of the year.

Action by

- Cabinet/ HoF/ SLT – confirm plans to reduce over-spending in service areas;
- HoF / SLT – promote and ensure robust forecasting throughout all service areas.

Timetable On-going

This report was prepared after consultation with:
Strategic Directors
Head of Finance
Heads of Service
Budget Holders
Accountancy Staff

Signed

Background

Overview and Key Assumptions

1. As at November 2016 the Councils revenue budget is projecting an underspend of £165k (September – ‘on budget’). Although there are significant overspends within service areas, it is fortuitous that there are one off non-service area savings to offset a significant proportion of these. All service areas (with the exception of Corporate) are currently forecasting an overspend against budget.
2. This position also includes an estimate for bad debt provision. The charge of £38k has been allocated to non-service expenditure until the final figures are known and at which time the charges will be distributed to the relevant service areas.
3. The Council operates a risk based budget monitoring process, identifying key risk areas which are reviewed in detail on a monthly basis. This report is a summary statement of key issues that explain the current position and which subsequently impact upon financial management. There are monthly, service specific dashboards which HoS and Cabinet Members receive, providing more detailed explanations of the financial position, financial risks and actions being taken.
4. The forecast shows the Council £165k under budget. Key assumptions within this are:
 - General contingency budget remains on budget (£1.47m);
 - Other approved costs to deliver planned 16/17 savings are funded from the Invest to Save Reserve;
 - In year charge for bad debt provision will be £38k.
5. Service areas overall are projecting an overspend of £1.65m (exc. schools/ capital financing). The mitigating underspends mainly come from ‘non-service’ budgets, in particular council tax benefit rebates (£1,026k), Council tax surplus (£648k) and Teachers pension savings (£293k). Clearly, the council tax benefit budget is demand led and changes with the number of claimants and the collection of council tax can occur, with small percentage changes in collection having a significant impact on the forecast. In saying this, it is fortuitous that these exist as if this was not the case the current level of service’s forecast overspending far outweighs the revenue budget contingency. It is likely that these levels of potential mitigation will not be available in 2017/18 as the new budget will be adjusted in these areas and re-based substantially, therefore, management action for the 2017/18 budget needs to resolve the underlying service areas budget issues robustly.
6. Although management actions taken since September has seen some service areas forecast position improve, as required by Cabinet; there needs to be consideration given to how the service areas are able to find mitigating savings to reduce this overspend further. The areas which need to be closely monitored and actions put in place to reduce the overspend are (i) Social Services, (ii) Education and (iii) Streetscene & City Services.

Detailed Budget Variances

7. A summary of the key issues are outlined below.

SERVICE AREA BUDGETS – NET £1.65m OVERSPEND (exc. schools/ capital financing) (Sept – Net £1.76m overspend)

- (i) **PEOPLE** – Net £1.57m overspend (Sept - £1.37m overspend)
 - **Education** – £558k overspend (Sept - £560k overspend)

The current forecast is consistent with that reported in September. There remains a pressure of £847k due to demand placed upon a number of SEN budgets. These pressures have been offset in the main by reduced match funding requirements for the Education Improvement Grant (EIG), increased SMP credits, reduced charges from the Education Achievement Service (EAS) and the anticipated take up of placements for early years being less than budgeted (total £244k saving).

The forecast for schools currently shows a significant movement from school reserves (£1,600k). This position has reduced by £900k since September but still projects a significant reduction. This, in part, relates to planned expenditure in specific schools to bring projected balances below guideline thresholds in this financial year. The second half term visits have continued to pick up outstanding school development plans with consequent adjustments to grant or funding allocations. At present, there are no schools reporting a projected deficit at 31st March 2017.

Social Services – £1,011k overspend (Children’s - £431k overspend, Adults - £580k overspend) (Sept – £813k overspend)

- **Children & Young People - £431k overspend (Sept - £144k overspend)**

The forecast overspend has increased by £287k since that reported in September. This comes as a result of three new unexpected placements that have had to be made due to exceptional circumstances. Other key budget variances include:

- Out of area residential placements - £934k overspend. This is a demand led budget and current forecast is based on current, known placements. The number of Children brought into out of area residential placements has increased in recent months and this has been the cause of the overspend in this area (currently 16 placements at varying costs against a budget of 12);
- Staff saving - (£291K). Earlier than anticipated closure of Brynglas Unit has resulted in significant in year savings. This is not a recurring saving, instead an early achievement of a 17/18 savings proposal;
- In house fostering – (£212k) saving. If the service are able to make more in house placements this underspend could increase further;
- Kinship – (£124k) saving. This budget received budget growth in 16/17 for anticipated pressures, however, current Special Guardianship Orders (SGOs) will not cost as much as anticipated this year resulting in an underspend;
- Leaving care - £117k overspend. Despite a specific budget investment for this being included within previous years MTRP for ‘When I’m Ready’ to support placements up to the age of 25, it is still projecting an overspend in this financial year. The main reason being that licence conditions placed on an individual meant that a placement was made to cater for specific accommodation needs – this was a one off monthly cost of c£100k;
- Independent fostering agencies - £46k overspend. Although this is due to underachievement against this year’s MTRP saving, this has reduced following a budget virement of £90k from the in house fostering account due to lower than budgeted numbers of children being fostered through our in house provision. This is sustainable mitigation based on spend over the last three years;
- Other savings have arisen as a result of management action to reduce the projected overspends and early achievement of MTRP savings. The early achievement of 17/18 MTRP savings is £199k (Brynglas closure and voluntary redundancy).

- **Adult & Community Services - £580k overspend (Sept - £669k overspend)**

The position has improved by £89k since that reported in September due to core staff time identified and funded via external grant funding. There also continues to be strict oversight

of placements by service managers and challenge of continuing health care (CHC) decisions where appropriate. Residential beds have been reopened at Blaen Y Pant and admissions are progressing.

There are some key areas of overspending within the service, specifically within community care. The £980k overspend on community care budgets can be broken down to the following key items:

- Income shortfall – at the end of 15/16, residential income was £544k less than budget. There has been no increase in benefits this year and coupled with the loss of respite income due to fairer charging policy, there is a pressure of £243k anticipated. This also includes £190k reduction in Supporting People Grant (SPG) which has been funding personal care costs for individuals – therefore, no corresponding reduction to package costs expected;
- £150k undeliverable double handling saving (full target of £300k). This business case was based on a piece of work using benchmark data from England and our neighbouring authorities. However, Newport has a much more robust process for assessing and reviewing double handling cases and therefore the potential for savings is reduced;
- Other key items contributing to this overspend are ;
 - (i) CSSIW inspection created 12-14 bed vacancies at Blaen Y Pant earlier in the year. This resulted in service users being redirected to more expensive private accommodation for the first half of this financial year;
 - (ii) The number of clients receiving community care funding (inc residential placements and non-residential care packages) increased towards the end of last year and has continued at that rate (current number of clients 1,611 at varying costs against a budget of 1,604). Average cost of packages and demand are the factors impacting on the financial stability of this budget;
 - (iii) Increase in demand and loss of respite income due to fairer charging policy (£120k).

A significant amount of savings are due to be delivered in Social Care, mainly adults and community services (£1.7m) and for this reason is likely to remain as a key risk area for the Council. The service area are currently over delivering against this £1.7m target by £254k which is improving the overspend position significantly. These savings cannot be relied upon for next year as they are subject to future MTRP savings.

(ii) **PLACE – Net £415k overspend** (Sept - £570k overspend)

• **Regeneration, Investment & Housing (RIH) – £53k overspend** (Sept - £111k overspend)

The position has improved by £58k since September in the main due to staff savings across a number of areas (total saving of £176k). Significant budget variances have also been reported in the following areas:

- Provision market - £139k overspend. A one off overspend of £65k to enhance the market conditions and promote the market is forecast as the income for the year is predicted to be £74k lower than budget;
- Private sector housing - £77k overspend. A review of the private sector housing budget is currently underway following end of year audit. The statutory service costs have been determined for the Disabled Facilities Grant (DFG) and the income has been reduced accordingly. There is potential for the income forecast to reduce further;
- Homelessness - £50k overspend. The provision of accommodation for the homeless is subject to financial risk given the demand led nature of this budget. This position

will continue to be carefully monitored as is likely to remain volatile throughout the year;

- Adult Education - £42k overspend due to under recovery of income. This overspend was reduced earlier in the year by c£70k following mitigating action agreed by the Cabinet Member to close Charles Street.

The overspending areas outlined above have been offset by the following:

- £176k staff related savings;
- £108k saving within centralised properties resulting from the reduced number of carbon units purchased (£90k) coupled with targeted management action to reduce the projected overspend.

- **Street Scene & City Services – £362k overspend** (Sept - £459k overspend)

The projected overspend has reduced by £97k since September. This overspend includes approved additional expenditure in respect of the pothole repair scheme (£300k) and reinstatement of Pride in Newport (PINT) (£50k). Excluding these one off items the position is £12k overspend. As these costs are included within the November forecast and it is anticipated that this work will be completed by the 31st March 2017.

A large proportion of the overspend within Streetscene & City Services relates to the non-delivery of MTRP savings as Prosiect Gwyrdd (PG) incinerator has led to income pressures. Reduced NCC waste was due to provide capacity at the site to be filled by commercial and asbestos waste which failed to materialise due to PG and licensing issues respectively. As a result, MTRP income is £689k below target. The asbestos cell became fully operational early September and the projected income now assumes that there will be no additional income generated throughout the remainder of the year due to the initial negative response received. There is also an overspend on the Waste grant of £333k as a result of the following (it should be noted that this has been identified as a recurring issue and so has been identified as a budget pressure for MTFP consideration):

- A 6 month delay in transferring the collection of cardboard to Wastesavers resulted in additional costs being incurred and an overspend of £153k being forecast. This one off expenditure relates to additional staff resource and the purchase of equipment;
- Vehicles originally purchased from the grant have become obsolete and been sold so replacement vehicles are required to be hired until new vehicles can be procured causing an over spend of £79k. This should be a one off pressure, however this is dependent upon securing capital funding and vehicle lead times;
- The service has also used a different method of waste disposal to achieve the Council's recycling target, however, the costs are higher than using the incinerator resulting in a forecast overspend of £101k. Work is on-going to determine whether this is likely to be a recurring pressure and if this is the case whether there are mitigating savings elsewhere to permanently manage the issue.

Other pressures that have been included within the forecast are:

- Pothole repair scheme - £300k pressure. Additional expenditure required for highway pothole repairs across the City;
- Contact Centre/ Benefits - £181k overspend. £60k relates to the non-delivery of vacancy provision. The contact centre is a frontline service with a requirement to maintain a full complement of staff at all times hence the budgeted vacancy provision is unachievable. Furthermore, benefits are forecasting £121k under delivery of income due to a decrease in funding from the Department for Works and Pension (DWP) ;
- Pride In Newport Team - £50k overspend. Reinstatement of the Pride in Newport campaign.

In response to the projected overspend there have been some one off mitigating savings identified;

- Asset & water management and drainage operations – Spending has been deferred as part of the operations review in attempt to reduce the level of overspending within Streetscene (£663k);
- External trade waste income forecast to be £124k better than budget;
- Street lighting – Actual usage data received from the supplier has identified an underspend against budget of £108k. This is deemed as one off in nature, however, will continue to be closely monitored throughout the remainder of the year.

(iii) CORPORATE – Net (£337k) underspend (Sept – £188k underspend)

This position has improved by £149k since September. In the main this is due to changes to staffing forecasts and savings in respect of Welsh language translation (£80k) within People & Business Change. Initial estimates for Welsh Language translation were based on an understanding of the standards and the risk of non-compliance for the Authority. The underspend has been forecast as additional resources to support the project were not recruited until September.

Although most forecasts are within 3% of budget allocation, staff vacancies account for the current underspends. Risk in the form of CCTV income within Law & Regulation should be noted where a £90k income variance is being mitigated. Across the service area a number of potential budget pressures exist and are included within paragraph 8 (key budget risks / opportunities).

(iv) CAPITAL FINANCING – Net (£82K) underspend (Sept – no change)

Lower MRP charge for 16/17 as a result of the capital expenditure funded by borrowing for 2015/16 being lower than was anticipated when budget was set.

(v) NON SERVICE – Net (£1.06m) underspend (Sept – £1.04m)

This area has significant budget levels at £29m, of which Council Tax reduction scheme is £11.7m and levies £8.2m. These two items alone make up a large proportion of the overall budget.

Although there is relatively less volatility in this budget area, there are some significant forecast variances for 16/17:

- The Council Tax reduction scheme is demand led, and current forecasts are expecting this scheme to come in at £1.03m under budget. This area came in under budget in previous 2 years as claimant numbers decreased as the local economy improved. The budget was established at the point at which the burden for this fell on Local Councils;
 - this was at the height of the last recession and funding was set at a relatively high level and will need to be reviewed as part of the 2017/18 budget work;
- Increased Council Tax income above budget by £648k, primarily due to the increase in house building and completions, over and above that predicted when Council Tax was set. This will be reviewed carefully as we progress through the year; and will be re-based for the 2017/18 budget as we update the 'Council Tax Base';
- Savings of £293k in respect of Teachers pension costs;

Emerging Risks and Opportunities

8. All areas of the Council continue to manage and mitigate significant budget challenges. Where they are able to be quantified, the risks around these challenges have been incorporated into the forecasts presented within this report. Whilst the section above outlines the broad reasons why service areas are under-spending or overspending, this next section highlights key areas of concern and risks which have the **potential to be recurring**.

- Education

- **Out of County (OOC) Placements** – SEN is demand led and projections may change monthly. The INCLUDE group project is currently in operation, at a cost of £87k for 16/17. This should avoid specific out of county costs in future and would allow learners to remain in Newport. As placements change throughout the year forecasts will be revised accordingly.
- Actions have been outlined by the HoS and are to be agreed with the Cabinet Member in attempt to mitigate the current level of overspending. If, however, these actions do not alleviate the pressure it should be considered within the MTFP.

- Children & Young People

- **Out of area residential placements** - This is a demand led budget and forecast is based on current, known placements. There is a project across children's services to improve the in house provision aiming to avoid further out of Authority placements and a significant piece of work has already been completed too test the robustness of the current process and decision making.

- Adults & Community Services

- Community care – This is a demand led budget and forecast based on current known placements. Although there is currently a budget pressure identified within the MTRP for 17/18 this is an area which will require close monitoring throughout the year as a small change in demand has the potential to have significant financial impact.

- RIH

- **Private Sector Housing** – A review of this budget is currently underway. The income under recovery on management fees for disabled facilities grants is £78k, however, there is potential for this to increase further. Once the review has been concluded the full extent of the pressure will be known and reported;
- **Communities First** – Welsh Government have notified all Local Authorities that sizeable cuts to the grant should be expected in 2017/18. The quantum has not yet been announced, however, it is essential that the service area model various scenarios in order to assess the financial impact.

- Streetscene & City Services

- Income pressures for the Council resulting from the **Prosiect Gwyrdd (PG)** and other waste streams are becoming increasingly concerning. As the incinerator becomes more efficient more capacity is created and more contracts secured. The commercial and asbestos waste that this capacity at the landfill site was hoping to attract has not materialised. Management action is essential to ensure that this position does not continue into 17/18. The current projected shortfall against the service areas MTRP target is £689k;

- **Contact centre** vacancy provision – net overspend of £55k pressure. The contact centre is a frontline service with a requirement to maintain a full complement of staff at all times, therefore, the budgeted vacancy provision of £60k is unachievable.
- Corporate
 - **People & Business Change** - £70k MTRP saving target in 16/17 is based on the IT service being outsourced to the SRS. If this project does not go ahead there will be significant pressure not only in respect of the efficiencies that have been pre-empted but also the significant investment required if the IT service were to remain in house.

Financial management 16/17

9. Service area overspending requires improvement at this stage of the financial year. The position excludes the base budget 'contingency', however, as noted above, a few key areas are very volatile and significant savings are being delivered this year, in particular in Streetscene & City Services, Social Care and Education.
10. Noting the above agreed actions, it is essential that all service areas :
 - Manage spending within their existing base budgets;
 - Implement MTRP savings for 2016/17 robustly;
 - Social care, Education and Streetscene confirm action agreed/ developed to deal with their overspending, as far as is possible.

Directors, with HoS need to ensure they are satisfied that robust financial management is being strictly adhered to, and further specific initiatives and actions are agreed to reduce spending/ increase income.

Use of reserves

11. Appendix 3 illustrates the planned movements in reserves throughout the year. Cabinet should note the opening balance as at 31st March 2016, planned transfers in/ (out) of reserves and the forecast balance as at 31st March 2017. Current projections suggest that 8% of the Councils reserve will be used by the end of the financial year.
12. This also highlights the number of smaller miscellaneous reserves that have been created in previous years. Officers will be asked to confirm the timing of their use and if this is unlikely to be during this financial there is a chance that they will be taken as underspends to offset the projected overspend or removed to an alternative reserve at year end. It is important that this appendix 3 is kept up to date and regularly reviewed as part of the budget monitoring process.
13. As in previous years, there is likely to be transfers in/ out of reserves and creation of new reserves. Any decisions on whether these are authorised or not will, in the majority of cases, be made at year end when the overall Council position is known.

Timetable

Ongoing

Risks

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
Inaccurate forecasts	M	L	Risk based monitoring Focus on capital/PFI financing budgets	HoF HoS
Budgets not managed	H	L	Reviewed by SLT/CLT Review by Scrutiny and Cabinet	HoF SLT/CLT

* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

Good financial management underpins the delivery of all Council services and achievement of priorities.

Options Available and considered

In terms of the financial position and financial management, there are no options – service areas do need to bring about improvements in their financial management and work with finance support teams to deal with base budget issues via a mixture of management action to manage issues and/or re-allocate budgets as appropriate. This will also need to include a review of budget issues to resolve in the 2017/18 budget, where required and necessary.

Although Cabinet are considering what unfunded one-off spending priorities they wish to consider to allocate this against to utilise the general contingency budget there remains an underspend against budget of £165k.

Preferred Option and Why

Cabinet should note the potential underspend and whilst considering what one-off unfunded spending priorities they might wish to allocate this against how they plan to utilise the projected underspend robustly. The implementation of these can then be considered against the benefits of reserving any underspend for future years .

Comments of Chief Financial Officer

Main comments are contained within main body of the report.

It is incumbent on officers, with Cabinet Members, to apply strong financial management to monthly forecasts and to then deliver on budget. There has been a pattern over many years of forecasting a challenging position in early months and which then improves as the year progresses following senior management and Cabinet intervention and comment.

The service area position is challenging and budget proposals for 2017/18 will need to address some underlying budget problems which are not resolvable through management action alone.

Comments of Monitoring Officer

There are no direct legal issues here.

Comments of Head of People and Business Change

There are no direct HR issues.

Comments of Cabinet Member

N/A

Local issues

N/A

Scrutiny Committees

Background Papers

N/A

Dated:

APPENDIX 1 – Revenue Summary Monitor (November 2016)

Summary Revenue Budget				
	Apr-16	Current	Projection	(Under)/Over
2016/2017	Approved Budget	Budget	(exc I2S)	(exc I2S)
	£'000	£'000		
PEOPLE				
Children & Young People	21,084	21,436	21,867	431
Adult & Community Services	39,676	39,346	39,926	580
Education	13,869	13,807	14,365	558
Schools	89,835	90,000	91,600	1,600
	164,464	164,589	167,758	3,169
PLACE				
Regeneration, Investment & Housing	9,100	9,041	9,094	53
Streetscene & City Services	17,092	16,911	17,273	362
	26,192	25,952	26,367	415
CHIEF EXECUTIVE				
Directorate	552	552	487	(65)
Finance	2,678	2,742	2,679	(63)
People & Business Change	6,371	6,420	6,237	(183)
Law & Regeneration	6,474	6,521	6,495	(26)
	16,075	16,235	15,898	(337)
CAPITAL FINANCING COSTS & INTEREST				
Capital Financing Costs MRP	10,813	10,813	10,731	(82)
Interest Payable	9,145	9,145	9,145	-
Interest Receivable	(37)	(37)	(37)	-
Investment Props	-	-	-	-
PFI Grants	8,261	8,262	8,262	-
	28,182	28,183	28,101	(82)
SUB TOTAL - SERVICE/CAPITAL FINANCING	234,913	234,959	238,124	3,165
CONTINGENCY PROVISIONS				
General Contingency	1,473	1,473	1,473	-
Restructuring / Other Savings	-	-	-	-
Centralised Insurance Fund	570	570	570	-
Non Departmental Costs	5	5	5	-
Other Income & Expenditure	3,761	4,111	4,342	231
	5,809	6,159	6,390	231
LEVIES / OTHER				
Discontinued Operations - pensions	1,790	1,790	1,497	(293)
Discontinued Operations - Ex Gratia Payments	2	2	3	1
Levies - Drainage Board, Fire service etc	8,210	8,208	8,237	29
Non distributed grants	-	-	-	-
CTAX Benefit Rebates	11,735	11,735	10,709	(1,026)
Extraordinary Items	-	-	-	-
Charity Rate Relief	37	-	-	-
	21,774	21,735	20,446	(1,289)
TRANSFERS TO/FROM RESERVES				
Base budget - Planned Transfers to/(from) Reser	1,442	1,086	1,061	(25)
Earmarked reserves: Queensbury Loan			-	-
Earmarked reserves: Transfer to/(from) Capital			-	-
Earmarked reserves: Transfer to/(from) Schools			(1,600)	(1,600)
Earmarked reserves: Transfer to/(from) Schools Redundancy			-	-
Invest to Save Reserve			-	2,427
Invest to Save Reserve (from)			-	(2,427)
	1,442	1,086	(539)	(1,625)
TOTAL	263,938	263,938	264,421	483
Funded by				
WAG funding (RSG & NNDR)	(209,142)	(209,142)	(209,142)	-
Council Tax	(54,720)	(54,720)	(54,720)	-
Council Tax Surplus	(76)	(76)	(724)	(648)
TOTAL	-	0	(165)	(165)

Attached:

- Overall Council dashboard
- Individual service area dashboards within People, Place and Chief Executive portfolios

APPENDIX 3 – Delivery of MTRP Savings

Financial Improvement Plan – November

Overall Summary	Education	Childrens	Adults	RIH	Streetscene	PBC	Finance	L&R	Non Service	Total 16/17
2016/17 MTRP Target (£) Total	£60,000	£417,000	£1,712,000	£948,000	£2,215,000	£411,000	£222,000	£330,000	£2,283,000	£8,598,000
Total Savings Realised by Year End 2016/17	£60,000	£424,133	£1,966,000	£948,000	£1,526,475	£401,000	£222,000	£315,000	£2,283,000	£8,145,608
Variation to MTRP Target	£0	£7,133	£254,000	£0	£-688,525	£-10,000	£0	£-15,000	£0	£-452,392
Variation % to MTRP Target	0%	2%	15%	0%	-31%	-2%	0%	-5%	0%	-5%
Undelivered Savings from Previous Years (C&CC)								£-52,500	£-547,813	£-600,313
Impact of Savings Realised Early for project greater than one year duration										
Variation to MTRP Target	£0	£-50,600	£-150,000	£0	£-688,525	£-10,000	£0	£-15,000	£0	£-914,125
Variation % to MTRP Target	0%	-12%	-9%	0%	-31%	-2%	0%	-5%	0%	-11%
By Portfolio	People	Place	Corporate	Non Service	Total 16/17	Undelivered savings Previous Years				
2016/17 MTRP Target (£) Total	£2,189,000	£3,163,000	£963,000	£2,283,000	£8,598,000	£687,118				
Total Savings Realised by Year End 2016/17	£2,450,133	£2,474,475	£938,000	£2,283,000	£8,145,608	£86,805				
Variation to MTRP Target	£261,133	£-688,525	£-25,000	£0	£-452,392	£-600,313				
Variation % to MTRP Target	12%	-22%	-3%	0%	-5%	-87%				

Appendix 4 – Planned Movement in Reserves

Reserve	Balance at 31-Mar-16	Planned movements in year												Balance at 31-Mar-17
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
	£'000													
Council Fund:	(6,500)	-	-	-	-	-	-	-	-	-	-	-	-	(6,500)
Balances held by schools for future use	(5,881)	-	-	-	2,881	(380)	-	(500)	(400)	-	-	-	-	(4,280)
														-
Earmarked Reserves:														-
Music Service	(205)	-	-	-	-	-	-	-	-	-	-	-	-	(205)
Insurance Reserve	(1,925)	-	-	-	-	-	-	-	-	-	-	-	-	(1,925)
MMI Insurance Reserve	(352)	-	-	-	-	-	-	-	-	-	-	-	-	(352)
Legal Claims	(100)	-	-	-	-	-	-	-	-	-	-	-	-	(100)
Health & Safety	(16)	-	-	-	-	-	-	-	-	-	-	-	-	(16)
Council Tax Reduction	(500)	-	-	-	-	-	-	-	-	-	-	-	-	(500)
Education Achievement Service	(92)	-	-	-	-	-	-	-	-	-	-	-	-	(92)
Schools Redundancies	(453)	-	-	-	-	-	-	-	-	-	-	-	329	(124)
Friars Walk	(6,176)	-	-	-	-	-	-	-	-	-	-	-	(2,811)	(8,987)
Gem Services Reserves	(100)	-	-	-	-	-	-	-	-	-	-	-	-	(100)
SUB TOTAL - RISK RESERVES	(9,919)	-	-	-	-	-	-	-	-	-	-	-	(2,482)	(12,401)
Pay Reserve	(1,948)	-	-	-	-	-	-	-	-	-	-	-	730	(1,218)
Capital Expenditure	(7,084)	-	-	-	-	-	-	-	-	-	-	-	1,000	(6,084)
Invest to Save	(12,838)	-	-	-	-	-	-	-	-	-	-	-	2,499	(10,339)
Super Connected Cities	(749)	-	-	-	-	-	-	-	-	-	-	-	125	(624)
Landfill (Door Stepping Campaign)	(131)	-	-	-	-	-	-	-	-	-	-	-	100	(31)
Christmas Lights	(47)	-	-	-	-	-	-	-	-	23	-	-	-	(24)
Usable Capital Receipts	(8,059)	-	-	-	-	-	-	-	-	-	-	-	4,233	(3,826)
SUB TOTAL - ENABLING RESERVES	(30,856)	-	-	-	-	-	-	-	-	23	-	-	8,687	(22,146)
STEP School Computers	(638)	-	-	-	-	-	-	-	-	-	-	-	443	(195)

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Budget Monitoring Position – November 2016

Newport City Council

OVERALL NET POSITION	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	263,938	263,938	263,926	263,938	263,938	263,884	263,885	263,939	263,885	263,885	263,885	263,885
Forecast (£'000)	263,938	263,938	264,685	268,001	266,861	266,361	265,867	265,673	265,619	265,619	265,619	265,619
Transfer (to) Schools Balances (£000)	0	0	0	(2,881)	(2,500)	(2,500)	(2,000)	(1,600)	(1,600)	(1,600)	(1,600)	(1,600)
Variance (£'000)	0	0	759	1,182	423	-23	-18	134	134	134	134	134

Analysis of Variances by Directorate:

PEOPLE NET POSITION	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	164,460	164,460	164,566	164,620	164,535	164,535	164,534	164,589	164,534	164,534	164,534	164,534
Forecast (£'000)	166,040	166,040	166,132	169,108	168,606	168,408	167,846	167,757	167,702	167,702	167,702	167,702
Transfer (to) Schools Balances (£000)	0	0	0	(2,881)	(2,500)	(2,500)	(2,000)	(1,600)	(1,600)	(1,600)	(1,600)	(1,600)
Variance (£'000)	1,580	1,580	1,566	1,607	1,571	1,373	1,312	1,568	1,568	1,568	1,568	1,568

PLACE NET POSITION	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	25,909	25,909	25,909	25,896	25,896	25,909	25,952	25,952	25,952	25,952	25,952	25,952
Forecast (£'000)	25,909	25,909	26,806	27,279	26,597	26,479	26,587	26,667	26,667	26,667	26,667	26,667
Variance (£'000)	0	0	897	1,383	701	570	635	715	715	715	715	715

CORPORATE NET POSITION	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	16,061	16,061	16,061	16,073	16,103	16,230	16,236	16,236	16,236	16,236	16,236	16,236
Forecast (£'000)	16,061	16,061	16,027	15,979	16,023	16,042	16,051	15,899	15,899	15,899	15,899	15,899
Variance (£'000)	0	0	-34	-94	-80	-188	-185	-337	-337	-337	-337	-337

Budget Monitoring Position – November 2016

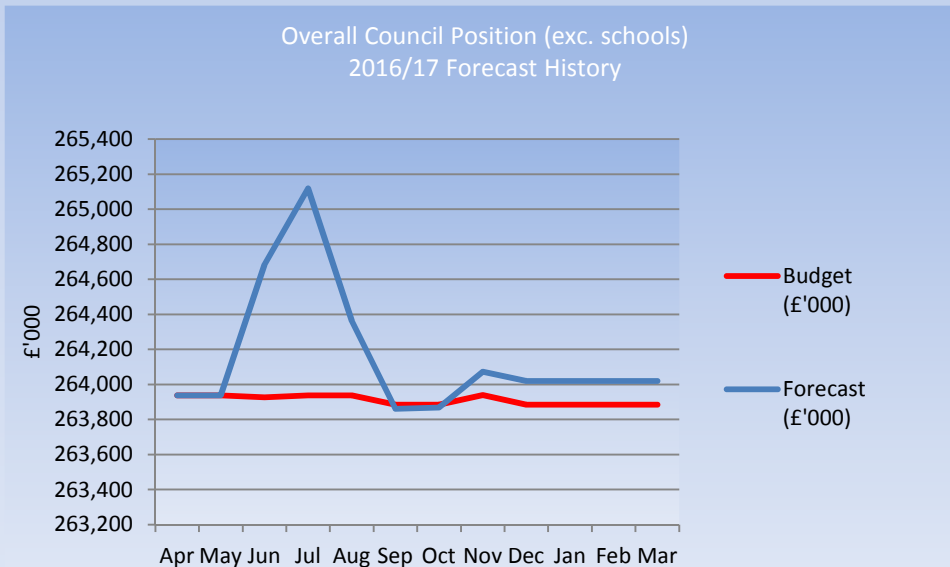
Newport City Council

Analysis of Variances Non Service Areas:

CAPITAL FINANCING & INTEREST NET	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	28,182	28,182	28,182	28,182	28,182	28,182	28,182	28,182	28,182	28,182	28,182	28,182
Forecast (£'000)	28,182	28,182	28,100	28,100	28,100	28,100	28,100	28,100	28,100	28,100	28,100	28,100
Variance (£'000)	0	0	-82	-82	-82	-82	-82	-82	-82	-82	-82	-82

NON SERVICE NET POSITION	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	29,145	29,145	29,145	29,166	29,221	29,027	28,980	28,980	28,980	28,980	28,980	28,980
Forecast (£'000)	29,145	29,145	28,200	28,189	28,189	27,986	27,937	27,897	27,897	27,897	27,897	27,897
Variance (£'000)	0	0	-945	-977	-1,032	-1,041	-1,043	-1,083	-1,083	-1,083	-1,083	-1,083

Variance relates to in year funding adjustment – CT surplus (£648k)



Movement since last monitor –
Overspend increased by £152k

Current forecast £134k overspend



Budget Monitoring Position – November 2016

Newport City Council

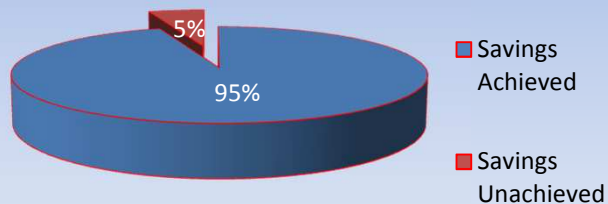
Key Elements of Budget Variances:

OVERALL STAFFING	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	58,009	58,009	58,009	57,784	57,773	57,783	57,834	58,386	58,386	58,386	58,386	58,386
Forecast (£'000)	58,096	58,041	57,944	57,583	57,792	57,792	57,792	57,792	57,792	57,792	57,792	57,792
Variance (£'000)	87	32	-65	-201	19	9	-42	-593	-593	-593	-593	-593

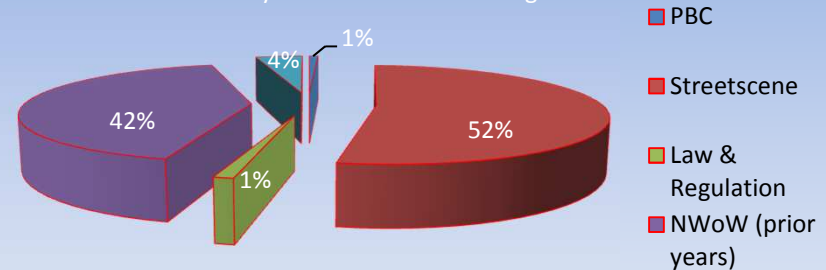
OVERALL DELIVERY OF MTRP SAVINGS	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
MTRP Target (£'000)	8,598	8,598	8,598	8,598	8,598	8,598	8,598	8,598	8,598	8,598	8,598	8,598
Savings Realised (cumulative) (£'000)	8,185	8,117	7,977	7,836	7,803	8,181	8,125	8,148	8,148	8,148	8,148	8,148
Variance (£'000)	413	481	621	762	795	417	473	450	450	450	450	450
Undelivered Savings from previous years (£'000)	308	308	308*	381*	556*	556*	556*	601*	601*	601*	601*	601*
FIP Reconciliation period		MAY	JUN	JUL	AUG	SEP	OCT	NOV				

* Undelivered savings from previous years relates to Law & Regulation (CCTV) of £53k and Non Service (NWoW) of £548k

Overall Council Position
2016/17 Revenue Savings Achieved & Unachieved



Overall Council Position
Analysis of Unachieved Savings



Budget Monitoring Position – November 2016

Newport City Council

Other key budget variances:

- *Children's out of area residential placements - £934k overspend (increased by c£300k in the month due to 3 unexpected placements)*
- *Children's in house fostering – (£212k) underspend*
- *Adults community care packages - £737k overspend*
- *External residential and non residential income shortfall - £243k*
- *SEN overspend - £851k*
- *Highway pothole repairs - £300k overspend*
- *Road maintenance works and City Centre improvements - £300k*
- *Provision market investment and income shortfall - £139k*
- *Waste Disposal Site Income - £606k overspend due to under recovery of income*
- *Waste Grant - £333k overspend*

Budget Monitoring Position – November 2016

Directorate

OVERALL NET POSITION	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	552	552	552	552	552	552	552	552	552	552	552	552
Forecast (£'000)	552	552	531	501	476	475	487	488	488	488	488	488
Variance (£'000)	0	0	-21	-51	-76	-77	-65	-64	-64	-64	-64	-64

Key Elements of Budget Variances:

STAFFING	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	521	521	521	521	521	521	521	521	521	521	521	521
Forecast (£'000)	521	521	500	482	456	456	453	453	453	453	453	453
Variance (£'000)	0	0	-21	-39	-65	-65	-68	-68	-68	-68	-68	-68

DELIVERY OF MTRP SAVINGS	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
MTRP Target (£'000)	0	0	0	0	0	0	0	0	0	0	0	0
Savings Realised cumulative (£'000)	0	0	0	0	0	0	0	0	0	0	0	0
Variance (£'000)	0	0	0	0	0	0	0	0	0	0	0	0
FIP Reconciliation period		MAY	JUN	JULY	AUG	SEP	OCT	NOV				

AREAS OF RISK	Budget	Forecast	Variance	Status	Comment
	£'000	£'000	£'000		
There are no risk areas identified for Directorate					

Budget Monitoring Position – November 2016

Directorate

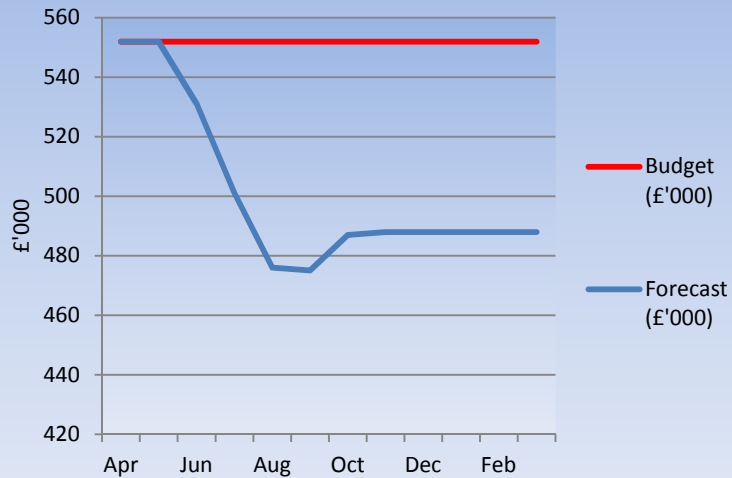
OTHER SIGNIFICANT VARIANCES	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Staffing	0	0	-21	-40	-65	-65	-68	-68				
Advertising for recruitment	0	0	0	0	0	0	15	0				
Total	0	0	-21	-40	-65	-65	-53	-68				

	Current & Emerging Risks / Opportunities <i>(Including non delivery of MTRP savings)</i>
	No Issues to report

Budget Monitoring Position – November 2016

Directorate

Directorate
2016/17 Forecast History



Head of Service Commentary

Management actions to address position:

Key Budget Variances

- None to report

Non Delivery of MTRP Savings

- None to report

BMS Submission Data

% of cost centres submitted by
budget holder deadline

%

100

Budget Monitoring Position – November 2016

Directorate

Head of Service Commentary

Head of Service comments/ summary:

Strategic Director Commentary

Strategic Director comments:

Whilst there are some variances within individual service areas, the overall position within the Corporate Services is showing a small underspend. This demonstrates good overall financial management.

Budget Monitoring Position – November 2016

Adult & Community Services

OVERALL NET POSITION	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	39,219	39,219	39,219	39,219	39,189	39,326	39,334	39,346	39,346	39,346	39,346	39,346
Forecast (£'000)	40,402	40,402	40,402	40,121	40,009	39,995	40,003	39,926	39,926	39,926	39,926	39,926
Variance (£'000)	1,183	1,183	1,183	902	820	669	669	580	580	580	580	580

Key Elements of Budget Variances:

STAFFING	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	12,247	12,247	12,247	12,247	12,218	12,239	12,247	12,247	12,247	12,247	12,247	12,247
Forecast (£'000)	12,383	12,383	12,383	12,328	12,349	12,289	12,231	12,126	12,126	12,126	12,126	12,126
Variance (£'000)	136	136	136	81	131	51	-16	-121	-121	-121	-121	-121

DELIVERY OF MTRP SAVINGS	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
MTRP Target (£'000)	1,712	1,712	1,712	1,712	1,712	1,712	1,712	1,712				
Forecast Savings (£'000)	1,712	1,654	1,774	1,771	1,781	2,005	1,966	1,966				
Variance (£'000)	0	58	-62	-59	-69	-293	-254	-254				
FIP Reconciliation period	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV				

Budget Monitoring Position – November 2016







Adult & Community Services

AREA OF RISK	Budget £000	Forecast £000	Variance £000	Status	Comments
Community Care	27,629	28,609	980	R	Majority of overspend due to the following: £150k under delivery of Double Handling Saving, £190k reduction in SPG grant, £143k unachievable inflationary increase on income, £400k historic budget deficit, £70k increase in respite demand and £50k loss of respite income plus £70k increased respite demand (due to SW Act changes in respite charging cap), £90k circles contract set up with no budget, offset by £367k early achievement on a 17/18 reassessment saving
In House Residential Income (Older People)	-996	-832	164	R	There is a loss of income due to deaths, reassessments, refunds and OOA residents moving back to establishments in their original authorities. The Service Manager also requested that any anticipated income from future house sales is removed based on current residents.

SIGNIFICANT VARIANCES	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Community Care Packages			956	660	578	575	594	737				
External Residential & Non Resi income			328	521	524	445	349	243				
Internal Residential & Non Resi income			0	0	0	50	259	164				
Integrated Community Equipment			-84	-78	-89	-89	-89	-93				
Frailty						-25	-89	-46				
Adults Staffing Budgets			136	81	131	51	-16	-121				
Transport Savings (mainly Homecare)			-113	-105	-109	-108	-113	-135				
Supplies & Services			0	-113	-138	-134	-103	-81				
Other			-40	-64	-77	-96	-123	-87				
Variance (£'000)	0	0	1,183	902	820	669	669	580	0	0	0	0

Budget Monitoring Position – November 2016

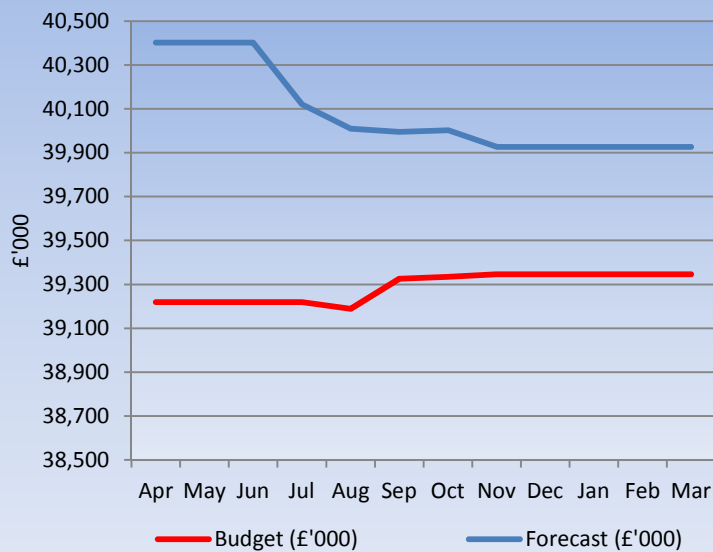
Adult & Community Services

Change since last month	Current & Emerging Risks / Opportunities <i>(Including non delivery of MTRP savings)</i>
	<p>The £980k overspend on community care budgets is a slight increase on last months forecast (£37k).</p> <p>The main reasons for the £980k overspend is as follows:</p> <ul style="list-style-type: none"> • £190k reduction in SPG funding allocation with no corresponding reduction to package cost • £90k contract set up with Circles, a day care re-provision which was not intended based on prior year savings • £143k unachievable income inflation added to 16/17 budget • £150k undeliverable Double Handling saving (full target of £300k) • £400k inherent pressure from prior years (pressure now added in 17-18 MTRP) • £120k loss of respite income due to fairer charging policy and increased demand for respite • Offset by early achievement of 17-18 LD savings
	<p>In House Residential Income - There is a loss of income due to deaths, reassessments, refunds and OOA residents moving back to establishments in their original authorities. The Service Manager also requested that any anticipated income from future house sales is removed based on current residents.</p>
	<p>Integrated Community Equipment Budget £93k u/spend – This is due to the NCC budget allocation being higher than the agreed pooled contribution. This budget can be re-allocated to areas of pressure.</p>
	<p>Staffing budgets £121k underspend – Significant decrease compared to last month despite large overspends occurring within the in-house residential homes cover budgets. The decrease compared to last month is mainly due to more staff time being identified against ICF funding.</p>
	<p>Transport savings currently being forecasted are as a result of lower car allowances being claimed for homecare staff however there is a planned restructure of extra-care and homecare staff that may need reconfiguring of budgets.</p>
	<p>Supplies – The forecasts against these budgets have been reduced significantly in light of the recent messages regarding reducing spend where possible.</p>

Budget Monitoring Position – November 2016

Adult & Community Services

Adult & Community Services
2016/17 Forecast History



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BMS Submission Data

% of cost centres submitted by budget holder deadline

%

79.71

Head of Service Commentary

Management actions to address position:

Key Budget Variances

- Review of income predictions to understand shortfall is underway and has led to a reduction in the anticipated income shortfall
- Supporting People contribution to care and support packages has been re-profiled. More detailed work has also been done on Learning Disability demand to develop an accommodation strategy.
- Managers in the care homes are reviewing rotas to reduce costs.
- Oversight of new packages is robust and the AMHP's deployed to address increase in Section 117.

Non Delivery of MTRP Savings

- The double handling project has been refocused and now has dedicated SW capacity to review cases linked to behavioural problems. The project has increased in pace and has led to an improved position.
- The Transport policy is ready to be signed off and discussions are taking place with procurement to explore reducing the costs of transport provision.

Budget Monitoring Position – November 2016

Adult & Community Services

Head of Service Commentary

Head of Service comments/ summary:

The level of income from the in-house residential beds is less than projected and is creating a budget pressure. The profile of residents is difficult to predict and there has been a turnover of residents which has reduced the number of people who are self funding and have properties to sell.

We continue to proactively work with OPMH wards to reduce the number of people being placed on Mental Health Section 117. The strict oversight of placements by service managers continues and we are contesting CHC decisions where appropriate. The number of people moving directly from hospital into residential care is a concern and it is anticipated that the In-reach pilot will reduce the number of inappropriate referrals and ensure that Social Work involvement starts at an earlier point in the discharge pathway.

Strategic Director Commentary

Strategic Director comments:

There has been another reduction in the projected overspend by £89k. This pattern has been repeated for several months . Whilst community care spending has slightly increased (£30k), Adult staffing budgets have projected an increased underspend. The loss in income is a concern.

We are planning to conduct an intensive review of outstanding long term cases before March 31st and this may help improve the financial projections.

It is encouraging to see that around 80% of budget cost centres were reviewed by managers before the deadline.

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Budget Monitoring Position – November 2016

Children & Young People

OVERALL NET POSITION	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	21,538	21,538	21,538	21,538	21,538	21,401	21,448	21,436	21,436	21,436	21,436	21,436
Forecast (£'000)	21,935	21,935	21,935	21,903	21,742	21,545	21,549	21,867	21,867	21,867	21,867	21,867
Variance (£'000)	397	397	397	365	204	144	101	431	431	431	431	431

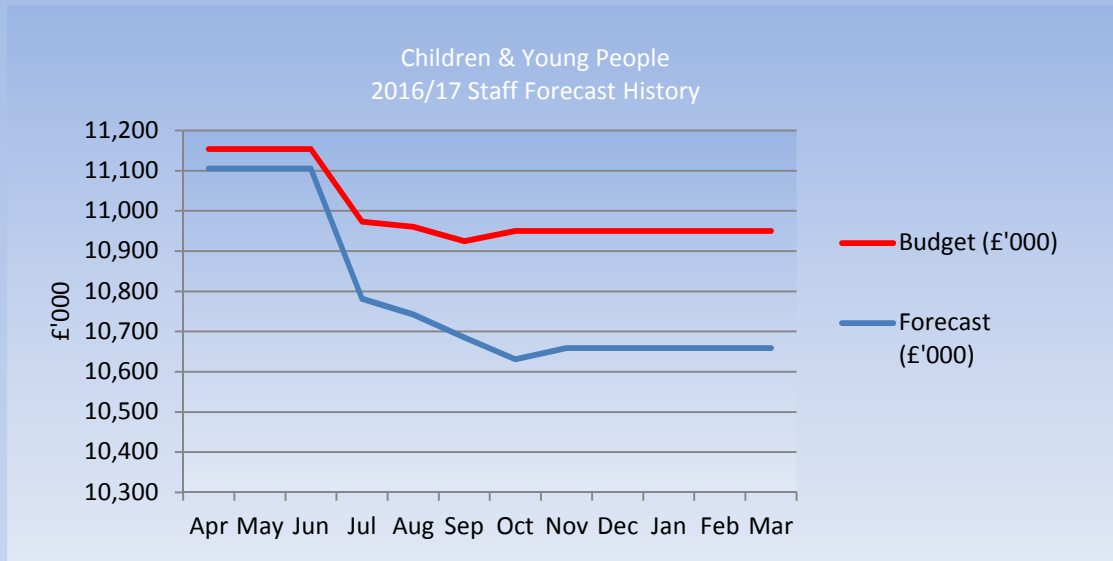
Key Elements of Budget Variances:

STAFFING	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	11,154	11,154	11,154	10,973	10,960	10,924	10,950	10,950	10,950	10,950	10,950	10,950
Forecast (£'000)	11,105	11,105	11,105	10,781	10,742	10,685	10,631	10,659	10,659	10,659	10,659	10,659
Variance (£'000)	-49	-49	-49	-192	-218	-240	-319	-291	-291	-291	-291	-291

DELIVERY OF MTRP SAVINGS	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
MTRP Target (£'000)	417	417	417	417	417	417	417	417	417			
Forecast Savings (£'000)	429	419	254	243	262	441	424	424	531			
Variance (£'000)	-12	-2	163	174	155	-24	-7	-7	-114			
FIP Reconciliation period		MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC			

Budget Monitoring Position – November 2016

Children & Young People



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AREA OF RISK	Budget £000	Forecast £000	Variance £000	Status	Comments
Out of Area Residential	1,593	2,526	933	R	Demand Led budget which has increased by £276k compared to last months forecast due to 3 new unexpected placements that have had to be made due to exceptional circumstances
Leaving Care	639	756	117	R	There is significant pressure on this budget as a result of new legislation to support care leavers up to the age of 25. There is a pressure identified in the 17-18 MTRP

Budget Monitoring Position – November 2016

SIGNIFICANT VARIANCES	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Out of Area Residential			426	606	595	619	658	934				
Independent Fostering Agencies			100	182	135	44	15	46				
In-House Fostering			-139	-212	-216	-174	-175	-212				
Kinship			-91	-115	-103	-106	-126	-124				
C & F Staffing			-49	-192	-218	-240	-319	-291				
Leaving Care			131	131	122	91	111	117				
Other (Homeless, Legal fees, DP's and Gwent Safeguarding, equipment and foster panel budgets)			19	-35	-111	-90	-63	-39				
Variance (£'000)	0	0	397	365	204	144	101	431	0	0	0	0

Movement since last month

Current & Emerging Risks / Opportunities

(Including non delivery of MTRP savings)



Independent Fostering Agencies – This is now only forecasting a £46k overspend due to a sustainable underspend on in-house fostering budgets being moved here to permanently mitigate the unachieved MTRP saving of £200k.



Out of Authority Residential - The forecast has increased significantly since last month due to 3 new placements being made. These have been made in very exceptional circumstances and could not have been predicted as a normal trend.



In House Fostering – This budget is still underspending significantly however over the next few years there is an anticipated increase in costs due to the age categories of current cases. Management made the decision to transfer the underspend from this area over to Independent Fostering Agencies to offset the unachieved MTRP saving of £200k. Based on spend over the last three years, this is sustainable.



Kinship – This budget has received investment in 16/17 for an anticipated pressure however current SGO's will not cost as much as anticipated in this financial year resulting in an underspend.



Leaving Care/When I'm Ready – Despite a pressure being received to support placements up to the age of 25, it is still projecting an overspend in this financial year. The overspend however, has decreased since last month.

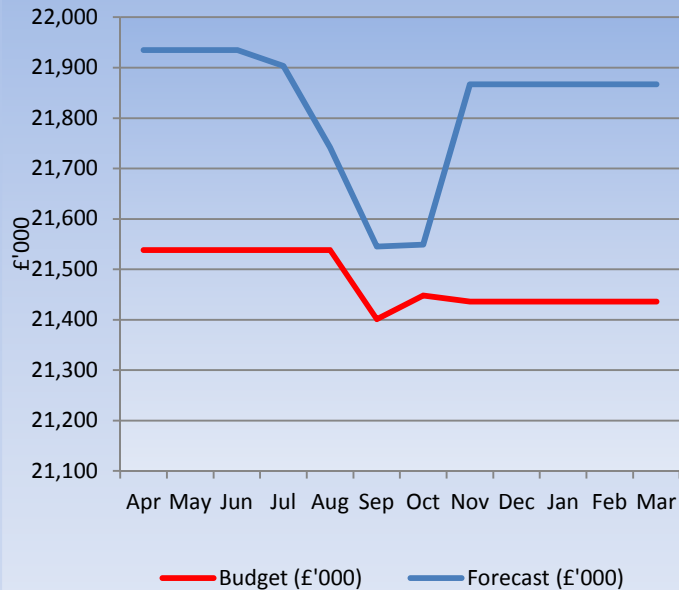


Staffing - There are significant underspends on staffing which are not anticipated to be ongoing next financial year as many posts will be permanently deleted.

Budget Monitoring Position – November 2016

Children & Young People

Children & Young People
2016/17 Forecast History



Head of Service Commentary

Key Budget Variances

- **Leaving Care** The current cohort of children requiring leaving care packages requires complex arrangements including particular issues linked to the risk of CSE, violence and offending. Work with homelessness and the RSL's along with supporting people is ongoing to address the need of young people leaving care, leaving custody and presenting as homeless.
- **Kinship** In 2014/15 and 2015/16 across England and Wales there was an increase in the number of Kinship Care placements. This trend was mirrored within NCC. This currently appears as if it has flattened out slightly. In part this is potentially a result of a slight shift in behaviours in the court arena. It is too early to assume this is the case.
- **Out of Area Residential** This budget is used for a very small group of children with complex needs. Whilst some of this group are in long term care and we are able to forecast costs for the year, this month saw some very particular challenges. Work is ongoing with all Out of Authority placements to mitigate and source more local and less costly options, including improving in house provision.

Non Delivery of MTRP Savings

- **IFA & In House Fostering** It is agreed the original £200k saving against the IFA budget is unachievable. A sustainable saving of £90k on in house fostering budgets was therefore transferred to mitigate the undelivered saving.
- In September, the Fostering team will be focussing on a recruitment drive for carers of older young people and UASC. The reduction in in house fostering is jointly because of a breakdown in teenage placements and a reduction in numbers of baby placements as a result on lower numbers entering care.

BMS Submission Data

% of cost centres submitted by
budget holder deadline

%

74.67

Budget Monitoring Position – November 2016

Children & Young People

Head of Service Commentary

Head of Service comments/ summary:

The increase in OOA residential placements arose because of very particular difficulties which could not have been anticipated. The issues in respect of placements for teenagers is being played out across Wales with a dearth of suitable carers for teenagers who demonstrate risky behaviours. The work in Forest Lodge is showing early promise but it will take some months to work through in terms of providing placements for further young people.

Strategic Director Commentary

Strategic Director comments:

There has been a disappointing £330k increase in the Children's Services overspend this month and this a direct result of the need to place two children in out of authority residential placements and another child in an independent fostering placement.

The Out of Authority residential budget is nearly £1m overspent and with only £400k set aside as an increase in the OOA residential base budget for 2017/18 there is now a likelihood of further overspending in this budget area next year. This will need to be managed within the overall Children's Services budget

The trend is however quite stable given that the average number of children in OOA residential placements used to be around 12 in the years up to October 2014 but thereafter the average has been steady at around 16 children. This is likely to be somewhat related to changes in practice as a result of the national concerns about child sexual exploitation and the pressure from a challenging judicial context.

The changes in budget predictions over this year mostly relate to delays in children leaving OOA placements at the hoped for point. We continue to do all we can to keep the number of children in OOA placements to a minimum but the placement decisions have been required in order to safeguard very vulnerable children

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Budget Monitoring Position – November 2016

Education

OVERALL NET POSITION	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	13,869	13,869	13,863	13,863	13,863	13,863	13,807	13,807	13,807	13,807	13,807	13,807
Forecast (£'000)	13,869	13,869	13,849	14,203	14,410	14,423	14,349	14,365	14,365	14,365	14,365	14,365
Variance (£'000)	0	0	-14	340	547	560	542	558	558	558	558	558

Key Elements of Budget Variances:

STAFFING	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	4,318	4,318	4,318	4,318	4,318	4,318	4,279	4,627	4,279	4,279	4,279	4,279
Forecast (£'000)	4,318	4,318	4,305	4,273	4,234	4,225	4,309	4,623	4,295	4,295	4,295	4,295
Variance (£'000)	0	0	-13	-45	-84	-93	30	-4	-4	-4	-4	-4

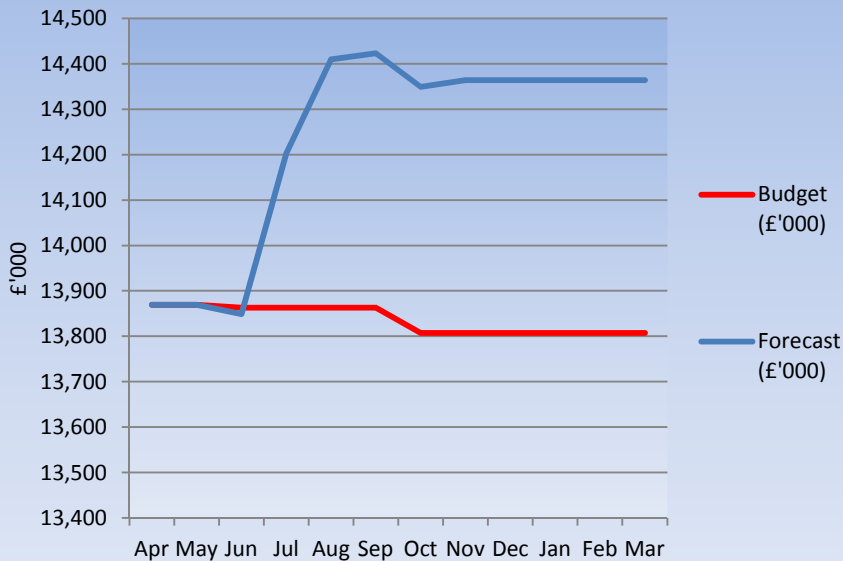
DELIVERY OF MTRP SAVINGS	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
MTRP Target (£'000)	60	60	60	60	60	60	60	60	60	60	60	60
Savings Realised cumulative (£'000)	60	60	60	60	60	60	60	60	60	60	60	60
Variance (£'000)	0	0	0	0	0	0	0	0	0	0	0	0
FIP Reconciliation period		MAY	JUN	JUL	AUG	SEP	OCT	NOV				

AREAS OF RISK	Budget	Forecast	Variance	Status	Comment
	£'000	£'000	£'000		
SEN	3,715	4,561	847	Red	Additional OOC Independent placements and In Year Adjs higher than budget.
Redundancy	1,003	1,003	0	Green	Current position shows budget on line , any over/under spends will be a transfer to/from reserves.
Transport	3,613	3,613	0	Green	Transport costs anticipated to be in line with budget however forecast review will confirm position in November.
Early Years	1,119	1,076	(43)	Green	Early Years placement funding less than budget.

Budget Monitoring Position – November 2016

Education

Education
2016/17 Forecast History



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Head of Service Commentary

Key Budget Variances/Issues for HOS to consider.

- SEN: Pressure of £847k. OOC Placements' pressure of £218k. In Year Adjustments' actuals as at November are over and above budget, current pressure reported at £500k. An INCLUDE group has started at a cost of £87K to the service, the service is currently looking at options in order to mitigate this pressure within the service. Recoupment income less than anticipated, pressure of £133k reported.
- Note prepared for HOS/CD on the overspend and it may lead to a pressure for incorporation in MTRP for 17/18.
- Transport forecast is in line with budget. Adjacent accountancy team have provided contract forecasts. Confirmation of additional expenditure will be confirmed in December
- Early Years: The anticipated take up of placements is less than budgeted. Rising 3s forecast for Spring Term assumed at the highest figure over the last three years for forecast purposes. Forecast in November has been based on provisional admission numbers for Spring Term hence no further savings are anticipated.

BMS Submission Data

% of cost centres submitted by
budget holder deadline (exc schools)

%

97






Budget Monitoring Position – November 2016

Education

OTHER SIGNIFICANT VARIANCES	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Non Delegated Budget (Budget revised in Oct)				-48	-48	-48	-	-65				
Joint Services				-101	-101	-91	-86	-86				
SEN OOC Placements (Budget revised in Oct)				479	564	415	172	218				
SEN – Statement Adjustments				150	361	500	500	500				
SEN – Income (Budget revised in Oct)				-100	-200	-150	-	133				
Early Years (Budget revised in Oct)						-86	-40	-43				
Bridge Achievement Centre							24	-10				
GEMS								-34				
EIG								-50				
Other (inc staffing)					-29	20	-28	-5				
Total				380	547	560	542	558				

Budget Monitoring Position – November 2016

Education

Changes since last month	Current & Emerging Risks / Opportunities <i>(Including non delivery of MTRP savings)</i>
	<p>Redundancy – There is a potential transfer to reserves of £329k. Current Teacher Safeguarding costs are at the highest levels . No additional redundancy costs expected as at end of November.</p>
	<p>SEN – OOC Placements’ forecast is demand led and projections may change monthly. Although these placements are small in terms of numbers, the financial costs associated are significant. There are potentially three additional OOC placements to be formalised. Following a Learning Resource Base (LRB) review a new INCLUDE group project at a cost of £87K in 16/17 has started, which will avoid specific out of county future costs and allows learners to remain in Newport. The cost up-front is an added pressure to the service and the service is currently looking at options to mitigate this pressure within the service. In-Year adjustment charges are currently at £558k with only April to November figures. Recoupment income is not as high as initially anticipated and additional income previously accounted for on this account has not materialised hence we are currently reporting a pressure of £133k. We are currently awaiting confirmation of income levels which could potentially reduce this pressure. The additional pressure on SEN has been mitigated within the Education Service.</p>
	<p>Transport – Demand led budget. Expenditure forecast currently in line with budget.</p>
	<p>Catering – Current pressure in Breakfast Clubs (options need to be examined here) is offset by savings in the Free School Meals’ budgets. Potential future risk if the need for repairs and maintenance is higher than budget.</p>
	<p>Early Years - The anticipated take up of placements is less than budgeted. Rising 3s forecast for Spring Term assumed at the highest figure over the last three years for forecast purposes, this will be revised in November with provisional admission numbers .</p>

Budget Monitoring Position – November 2016

Education

Head of Service Commentary

Head of Service comments/ summary:

Current projection of £558k overspend has increased £16k month on month, primarily due to the continuing underlying pressures with regard to SEN budgets.

As previously stated mitigation has been applied across the service to lower the forecast spend. This will continue at every opportunity.

Budgets have now been permanently re-aligned as stated last month and has seen the pressures with regard to OOC placements being lowered against a revised budget, although the anticipated additional SEN income has now been lowered giving a pressure on this budget.

The position with regard to in-year adjustments still remains as previous months comments. However following previous monitors an alternative method of dealing with ALN funding is being developed.

Actions that have been put in place are:

- Continue to develop options for dealing with all aspects of ALN funding through the ISB, this will likely be January 2017.
- These options to be developed for presentation to schools forum at the meeting in January 2017
- Options to be discussed with ESMT/SLT prior to January meeting.
- Service area to address issues with regard to Transport & Season Ticket forecasts with some urgency to ensure forecast are confirmed.
- Issue with potential Breakfast Clubs pressures and options for future years to be discussed in January 2017.

Budget Monitoring Position – November 2016

Education

Strategic Director Commentary

Strategic Director comments:

Present projection shows an overspend of £558k at the year end which represents a slight increase on the previous month. The overspend relates to out of county placements and new/reviewed statements. These can be very expensive for example up to £200k at the top end for school placements. Key spreadsheets are now consistently updated and data is reliable.

Key SEN Budgets are overspending by around £851k and this is mitigated by underspending in other areas.

Mike the Group Accountant is working on more detailed trend analysis and a cycle of monthly reporting on high risk budgets that will report every month in the year. There may be some capacity issues here and this will be examined over the course of the next months.

Mike has confirmed that the data he has received from the service is acceptable.

Budget Monitoring Position – November 2016

Finance

OVERALL NET POSITION	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	2,664	2,664	2,664	2,664	2,664	2,742	2,742	2,742	2,742	2,742	2,742	2,742
Forecast (£'000)	2,664	2,664	2,674	2,661	2,674	2,705	2,692	2,679	2,679	2,679	2,679	2,679
Variance (£'000)	0	0	10	-3	10	-37	-50	-63	-63	-63	-63	-63

Key Elements of Budget Variances:

STAFFING	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042
Forecast (£'000)	3,042	3,042	3,019	3,000	3,008	3,014	3,004	2,995	2,995	2,995	2,995	2,995
Variance (£'000)	0	0	-23	-42	-34	-28	-38	-47	-47	-47	-47	-47

DELIVERY OF MTRP SAVINGS	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
MTRP Target (£'000)	222	222	222	222	222	222	222	222	222	222	222	222
Savings Realised (cumulative) (£'000)	222	222	222	222	222	222	222	222	222	222	222	222
Variance (£'000)	0	0	0	0	0	0	0	0	0	0	0	0
FIP Reconciliation period		MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV				


AREA OF RISK	Budget	Forecast	Variance	Status	Comments
	£'000	£'000	£'000		

Budget Monitoring Position – November 2016

Finance

SIGNIFICANT VARIANCES	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Bank Charges - the number of cards being used have increased	0	0	21	21	21	0	0	0				
Council Tax - Printing and a reduction on the income projection for court fees	0	0	8	8	8	8	0	0				
NDR income based on current grant claim for 2016/17	0	0	0	40	40	38	38	38				
Strategic Procurement - Savings on NPS (£27k) and rebate from suppliers (£14k)	0	0	0	-27	-27	-27	-41	-41				
Audit Commission - reduction on fees	0	0	0	0	0	0	-10	-10				
Variance (£'000)	0	0	29	42	42	19	-13	-13	0	0	0	0

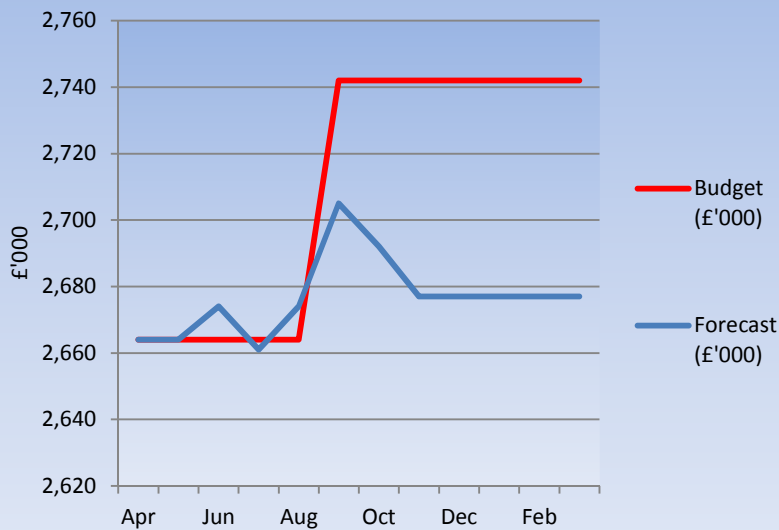
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Movement since last month	Current & Emerging Risks / Opportunities (Including non delivery of MTRP savings)
	<p>There were a number of vacant posts at the start of the year, which has meant that the vacancy provision has been met within the first part of the year. However, as this will no longer be the case going forward, this will be difficult to do going forward in 2017/18.</p> <p>There is agency staff being used to complete a significant piece of work, which initially was believed that this could be funded externally. However, this is no longer the case and will create additional pressure if the contract is extended to complete the piece of work.</p>

Budget Monitoring Position – November 2016

Finance

Finance
2016/17 Forecast History



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BMS Submission Data

% of cost centres submitted by budget holder deadline

%

73%

Head of Service Commentary

Management actions to address position:

Key Budget Variances

Overall small underspend but some niggling areas of overspend in C Tax in particular – postages, court costs income. These need review and dealing with, in existing total envelope, for 2017 in as much as resources will allow.

Self –service module for C Tax very overdue in terms of delivery and this would reduce postages via more e-mailing of tax bills.

Non Delivery of MTRP Savings

All on target

Budget Monitoring Position –November 2016

Finance

Head of Service Commentary

Head of Service comments/ summary:

The number of submissions on BMS is adequate but could improve. There are a number of ‘technical’ cost centres allocated to Finance which have no budget / transactions (apart from year-end) and which could be dragging down the %. This is being reviewed and confirmed. Budget savings within MTFP have been delivered.

I have reviewed budgets with each service manager and finance business partner and reviewed specifically; vacancies/recruitment plans and non-pay budgets, which are very small in relation to pay budgets. There is a need to extend a senior accountancy temp to work on Friar’s Walk issues until end of Jan 2017 and that is critical work and comes at a cost of £50k. This has been mitigated and indeed, there is an underspend on total staffing budgets, inclusive of temp costs.

At this point, confident that we will deliver the small underspend shown but there are some individual budget areas which consistently overspend and which will need careful review for 2017 – e.g. postages in C Tax, court collection fees in C Tax.

Strategic Director Commentary

Strategic Director comments:

Whilst there are some variances within individual service areas, the overall position within the Corporate Services is showing a small underspend. This demonstrates good overall financial management.

Budget Monitoring Position – November 2016

Law & Regeneration

OVERALL NET POSITION	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	6,474	6,474	6,474	6,486	6,486	6,521	6,521	6,521	6,521	6,521	6,521	6,521
Forecast (£'000)	6,474	6,474	6,461	6,491	6,537	6,509	6,526	6,495	6,495	6,495	6,495	6,495
Variance (£'000)	0	0	-13	5	51	-12	5	-26	-26	-26	-26	-26

Key Elements of Budget Variances:

STAFFING	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	5,868	5,868	5,868	5,880	5,880	5,915	5,915	5,915	5,915	5,915	5,915	5,915
Forecast (£'000)	5,868	5,868	5,846	5,936	5,958	5,990	6,028	6,018	6,018	6,018	6,018	6,018
Variance (£'000)	0	0	-22	56	78	75	113	103	103	103	103	103

DELIVERY OF MTRP SAVINGS	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
MTRP Target (£'000)	330	330	330	330	330	330	330	330	330	330	330	330
Savings Realised cumulative (£'000)	330	330	330	330	330	315	315	315	315	315	315	315
Variance (£'000)	0	0	0	0	0	15	15	15	15	15	15	15
Undelivered savings from previous years (£'000)	53	53	53	53	53	53	53	53				
FIP Reconciliation period		MAY	JUN	JUL	AUG	SEP	OCT	NOV				

AREAS OF RISK	Budget	Forecast	Variance	Status	Comment
	£'000	£'000	£'000		
CCTV Income	-243	-151	91	R	Confirmed income for 16/17
Land Charges	-142	-150	-8	G	Increase based on outturn for 15/16
Public Protection Income Overall	-823	-838	-11	G	Increased income for Hackney Carriages

Budget Monitoring Position – November 2016

Law & Regeneration

OTHER SIGNIFICANT VARIANCES	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
CCTV maintenance saving	0	0	-30	-30	0	0	0	0				
Staffing	0	0	0	39	49	29	25	-13				
Reduced Dog Control income	0	0	0	0	15	14	14	12				
Council Newspaper	0	0	0	0	0	-7	-7	-7				
Insurance Premiums	0	0	0	0	0	-10	-10	-25				
Licences Income	0	0	0	0	0	0	-19	12				
Wardens Fines Income	0	0	0	0	0	0	0	-4				
Total	0	0	-30	9	64	26	3	-25				

Changes since last month

Current & Emerging Risks / Opportunities (Including non delivery of MTRP savings)



CCTV income has been reduced by £90K. This is based on confirmed users for 16/17. The CCTV income was also lower than budget in 15/16 by £80K although this was considered permanently mitigated against in the maintenance contract.



Licensing income for Houses in Multiple Occupation could be a potential risk in 2016/17 due to the fluctuating nature of renewals and new licences which are influenced by the property market and a range of UK Government Policies. In addition, new legislation in Wales requiring the licensing of landlords may deter some from the market. The impact of these issues on the income for the Service Area is unknown. In 2015/16 this income was lower than budget by £44K.

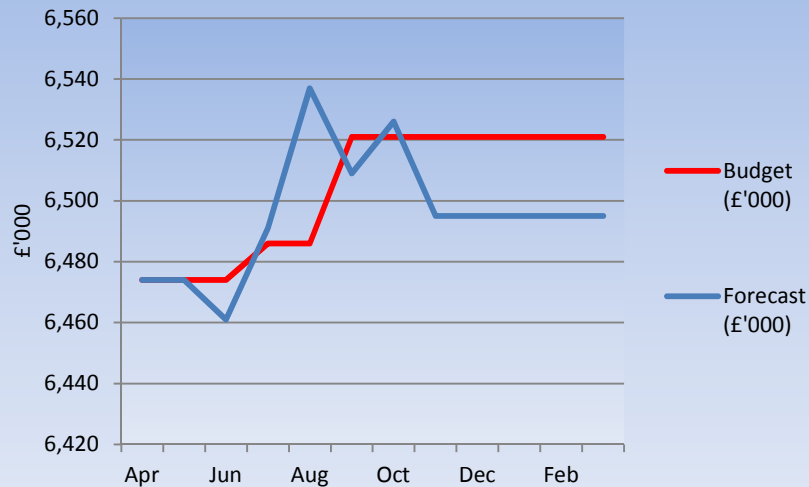


At the current time, staffing for Registrars is expected to be over budget by £71.5K. The service needs to cover all posts to allow the public to discharge their legal duty to register therefore overtime costs and the use of casual staff is relatively high.

Budget Monitoring Position – November 2016

Law & Regeneration

Law & Regulation
2016/17 Forecast History



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BMS Submission Data

% of cost centres submitted by budget holder deadline

%

97

Head of Service Commentary

Management actions to address position:

Key Budget Variances

- There are a number of options being investigated to permanently mitigate against the underachievement of CCTV. Currently tenders are being submitted to provide the CCTV service to other authorities, which could help significantly bridge the gap.
- Staffing for the Registrars is being closely monitored due to the current overspend. This is due to employees being off on long term sickness which is being managed with a view to employees either returning to work shortly or mutual termination on medical grounds.

Non Delivery of MTRP Savings

- MTRP saving of £15K for 2016/17 relating to the Kennels is not expected to be delivered.
- There is, however, a carry forward MTRP saving from 2015/16 which has a balance of £52k

Budget Monitoring Position – November 2016

Law & Regeneration

Head of Service Commentary

Head of Service comments/ summary:

The overall budget remains on track, with a forecasted under-spend of £26k compared with the small, projected over-spend of £5k last month. The improvement since last month is largely due to a forecasted reduction in insurance premiums. There are pockets of overspend and pressures in certain areas, but these are being managed and off-set by underspends in other areas. The over-spend on the staffing costs within the Registration Service is continuing due to the extended use of casual staff to cover for sickness absences and meet statutory deadlines. The projected level of overspend has been forecast for the remainder of the year, although the use of temporary cover should be regularised in the longer term.

The one area of continuing risk is the under-recovery of CCTV income due to the failure to secure contracts with Monmouthshire and Torfaen. However, this is being mitigated through a combination of maintenance contract savings, alternative proposals for CCTV monitoring work for other councils and options for re-structuring the service. The business case has now been approved to co-locate the CCTV and community safety warden services at the Civic Centre, with a combined management structure, which will deliver savings to mitigate the loss of the fee income.

Strategic Director Commentary

Strategic Director comments:

Whilst there are some variances within individual service areas, the overall position within the Corporate Services is showing a small underspend. This demonstrates good overall financial management.

Budget Monitoring Position – November 2016

People & Business Change

OVERALL NET POSITION	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	6,371	6,371	6,371	6,371	6,401	6,415	6,421	6,421	6,421	6,421	6,421	6,421
Forecast (£'000)	6,371	6,371	6,361	6,326	6,336	6,353	6,346	6,237	6,237	6,237	6,237	6,237
Variance (£'000)	0	0	-10	-45	-65	-62	-75	-184	-184	-184	-184	-184

Key Elements of Budget Variances:

STAFFING	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	4,988	4,988	4,988	4,988	5,019	5,019	5,038	5,226	5,226	5,226	5,226	5,226
Forecast (£'000)	4,988	4,988	4,979	4,980	4,941	4,928	4,927	5,001	5,001	5,001	5,001	5,001
Variance (£'000)	0	0	-9	-8	-78	-91	-111	-225	-225	-225	-225	-225

DELIVERY OF MTRP SAVINGS	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
MTRP Target (£'000)	411	411	411	411	411	411	411	411	411	411	411	411
Savings Realised (£'000)	411	411	411	411	411	401	401	401	401	401	401	401
Variance (£'000)	0	0	0	0	0	10	10	10	10	10	10	10
FIP Reconciliation period		MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV				

AREAS OF RISK	Budget	Forecast	Variance	Status	Comment
	£'000	£'000	£'000		
IT – Shared Resources Services	-70	-70	0	Amber	The Business case has now been submitted to the SRS Formal Board

Budget Monitoring Position – November 2016

People & Business Change

SIGNIFICANT VARIANCES	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Welsh Language - translation	0	0	0	0	0	0	0	-80				
Mail Room Clean Mail rebate	0	0	-17	0	-27	-23	-17	-17				
Youth Support Service & Wellbeing Act Consultancy costs	0	0	16	0	0	0	0	32				
HR Staffing	0	0	0	-16	-36	-34	-33	-33				
Business Development	0	0	0	-8	-7	0	5	5				
IT - SRS resource costs	0	0	0	-9	23	29	15	50				
Training Unit - Running Costs	0	0	0	0	-20	-20	-24	-24				
Information Governance staffing	0	0	0	0	0	0	-44	-48				
Variance (£'000)	0	0	-1	-33	-67	-48	-98	-115	0	0	0	0

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Change since last month

Current & Emerging Risks / Opportunities

(Including non delivery of MTRP savings)



There is an MTRP target within 2016/17 for £70k which assumes that the IT department will enter into a partnership with the SRS. If this does not go ahead, there will be a significant pressure going forward into 2017/18, as there will need to be significant investment within the IT service if it remains in house. The business case has now been submitted to the SRS board, any associated costs to moving to the SRS in 2016/17 have been forecast to be absorbed within the current budget.



The STEP project currently makes a contribution to the IT service of approximately £300k. This contributes to the general infrastructural costs of IT, from which schools benefit. If any schools decide not to renew their contract there is potential for there to be a proportionate impact on the overall IT budget.

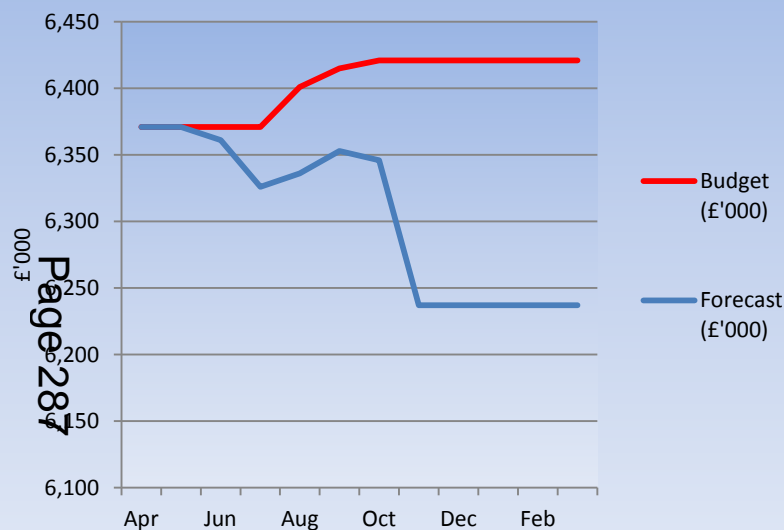


Welsh Language translation is forecasting to be £80k underspend. Initial estimates were based on an understanding of the standards and the risk of non compliance for the organisation. The underspend has been forecast as additional resources to support the project were not recruited until September and expenditure on the web site did not commence until later on in the year. Further demand is anticipated going forward as the organisation fully understands the requirements and the Act and more processes are updated.

Budget Monitoring Position – November 2016

People & Business Change

People & Business Change
2016/17 Forecast History



Head of Service Commentary

Management actions to address position:

Key Budget Variances

- There has been an increase in the variance for November. Variances are primarily due to staffing budgets. The budget overall is being managed well.
- The Welsh Language budget needs to be monitored closely. The expected spend for the remainder of the year reflects the standards now in place and the increased requirements and activity for the rest of the year.

Non Delivery of MTRP Savings

- The decision of whether SRS goes ahead could impact on the £70k MTRP savings. However, in preparing the service for transfer it is likely that we will resolve this potential pressure prior to transfer.
- We have a current issue with Street Naming and Numbering (£10k) which we are investigating.

BMS Submission Data

%

% of cost centres submitted by
budget holder deadline

85%

Budget Monitoring Position – November 2016

People & Business Change

Head of Service Commentary

Head of Service comments/ summary:

Budgets across the Service Area have seen a variance in November due to changes to the staffing budget. This is being monitored and managers are making more conservative estimates regarding filling vacancies as the year progresses.

The risk associated with the development of a partnership with the SRS is rightly highlighted. Not only are the £70k MTRP savings attached to this but failure to progress to the SRS would incur significant additional cost for NCC. The final business case has been presented to the Cabinets of Monmouthshire, Torfaen and Blaenau Gwent. It has also been agreed by the PCC.

Whilst an underspend in Welsh language has been forecast, it has proved complex due to the time lag in the implementation of the standards and also getting to a solution with regard to website translation.

Strategic Director Commentary

Strategic Director comments:

Whilst there are some variances within individual service areas, the overall position within the Corporate Services is showing a small underspend. This demonstrates good overall financial management.

Budget Monitoring Position – November 2016

Regeneration, Investment & Housing

OVERALL NET POSITION	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	-	-	9,013	9,013	9,013	9,026	9,041	9,041	9,041	9,041	9,041	9,041
Forecast (£'000)	-	-	9,404	9,307	9,155	9,137	9,137	9,094	9,094	9,094	9,094	9,094
Variance (£'000)	-	-	391	294	142	111	96	53	53	53	53	53

Key Elements of Budget Variances:

STAFFING	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	-	-	4,890	4,890	4,891	4,891	4,900	4,916	4,916	4,916	4,916	4,916
Forecast (£'000)	-	-	4,913	4,884	4,809	4,798	4,760	4,740	4,740	4,740	4,740	4,740
Variance (£'000)	-	-	23	-6	-82	-93	-140	-176	-176	-176	-176	-176

DELIVERY OF MTRP SAVINGS	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
MTRP Target (£'000)	-	948	948	948	948	948	948	948	948	948	948	948
Savings Realised (£'000)	-	928	928	928	928	928	948	948	948	948	948	948
Variance (£'000)	-	20	20	20	20	20	0	0	0	0	0	0
FIP Reconciliation period		May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar

AREAS OF RISK	Budget	Forecast	Variance	Status	Comment
	£'000	£'000	£'000		
Development Control Fees	646	607	39	R	Variance is due to removal of a large application in year
Building Control Fees	230	252	(22)	G	Currently on target. However, upcoming winter months have to be closely monitored.
Commercial & Industrial properties Income	1,110	1,150	(40)	G	detailed analysis being completed following monthly meetings with Newport Norse

Budget Monitoring Position – November 2016

Regeneration, Investment & Housing

OTHER SIGNIFICANT VARIANCES	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Private Sector Housing	-	-	7	5	5	78	77	77				
Adult Education	-	-	104	108	33	43	43	42				
Homelessness	-	-	61	58	50	67	69	50				
Centralised Properties	-	-	134	100	20	25	-1	-108				
Provision Market	-	-	50	177	178	178	154	139				
Total			342	238	276	341	342	200				

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Current & Emerging Risks / Opportunities

(Including non delivery of MTRP savings)

Adult Education (AE) - **Current overspend £42k** in respect of income under recovery.

BIP review is still on going. The department is due to receive an NNDR rebate now they have officially vacated the Charles St site, this credit has though been offset by two final redundancy payments and a further decline in income expected for examination and course fee's.

Development Services – Planning Fee Income **Current under recovery £39k** in respect of a planning fee income under recovery; the forecast is based on known large applications expected in year and a straight line projection on smaller household applications, the forecast could change if any significant building works are delayed or cancelled or conversely a large windfall application is received.

Homelessness - **Current overspend £50k** the provision of accommodation is subject to a degree of variance owing to the demand placed on the service at any given time; this is difficult to forecast and will remain volatile throughout the year. During November period there has been a small decrease in the forecast anticipated for Bed and Breakfast as a result of a reduction in numbers placed in B&B ; the manager will, as always continue to closely monitor these accounts.

Budget Monitoring Position – November 2016

Regeneration, Investment & Housing

Current & Emerging Risks / Opportunities

(Including non delivery of MTRP savings)



Play Development – **Current overspend £28k** a cabinet member decision to increase the play provision in the city has meant the service area is expecting a permitted overspend at year end .



Private Sector Housing – **Current overspend £77k** a review of the Private Sector Housing budget is currently underway; the manager has now determined the figure for the statutory service costs of the Disabled Facilities Grants and reduced the income forecast accordingly. There is ongoing work required with regards the fees which could result in a further reduction of income, the forecast will be updated as soon as the position is known.



Provision Market – **Current Overspend £139k** An additional one-off £50k overspend to enhance the market conditions along with an overspend of £15k for promoting the market is planned as the income for the year is predicted to be lower than budget.



Centralised Properties – **Current Underspend (£108k)** Being unable to appoint to a recent vacancy has resulted in an £8k forecast being made that is to be assigned for advertising and marketing with specific external recruitment agencies. Further management action has declared the changes in forecast to a number of supplies and services 87k. These costs have been changed to ensure accuracy of spend within IPU, in particular Civic Centre.



Carbon Reduction - **Current Underspend (£90k)** A reduction has been made with the amount of Carbon purchased in 16/17. However this will need to be monitored depending on the type of winter period we have.

Budget Monitoring Position – November 2016

Regeneration, Investment & Housing

Current & Emerging Risks / Opportunities (Including non delivery of MTRP savings)

Section 106 Monitoring Fees – **Current Under recovery (£8k)** A recent change to the legislation surrounding S106 schemes has meant we are no longer able to seek a monitoring fee on s106 schemes; this will result in an in year pressure of £8k and a budget pressure of £16k in going forward. The policy manager has highlighted this to the service manager and both will be looking to mitigate this pressure as part of the budget setting process in 2017/18.

Communities First - Welsh Government have notified all Local authorities that sizable cuts to the grant should be expected in 2017/18; the cuts have not yet been announced therefore the interim Head of Service and service manager are currently working through a number of percentage cut scenarios in order to determine what the possible impact will be for the authority in terms of service delivery and possible redundancies.

Libraries - The Welsh Library Standards Annual return has recently been passed to the Chief Executive. The return reports that Newport City Council's Library Service has deteriorated dramatically over the past three years and on a number of measures is the worst performing library authority in Wales. The Interim Head of service has requested a budget virement of accumulated underspends from Development services to libraries be completed to address some of the key issues that have been highlighted in the report.

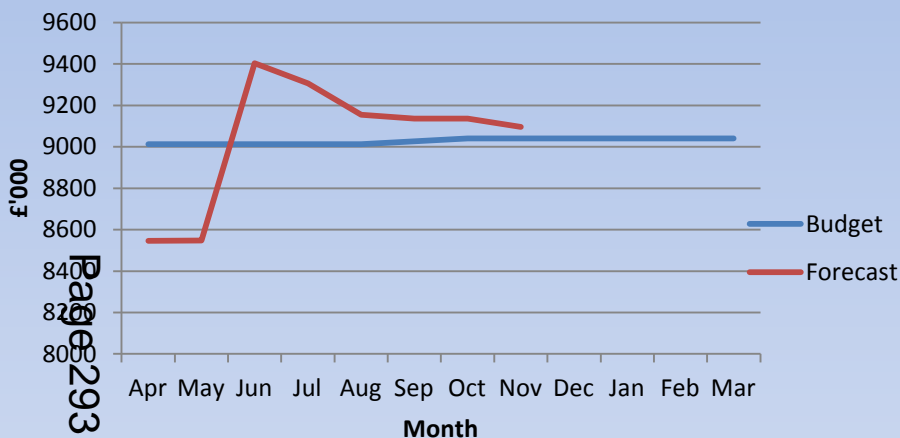
European Projects - Underspends are anticipated at the end of 2016/17; therefore permission is sought to set up a reserve to ring-fence these underspends and carry over into 2017/18. This sum would be used to fund contract evaluation and mental health provision (for Inspire to Achieve) and fund a new management structure /staff accommodation for Communities for Work if Communities First is phased out. The reserve should not exceed £75k, however it may be lower if on-going procurement issues are resolved sooner. The transfer to the reserve have been assumed in the forecasts.



Budget Monitoring Position – November 2016

Regeneration, Investment & Housing

Regeneration, Investment & Housing 2016/17 Forecast History



Head of Service Commentary

Management actions to address position:

Key Budget Variances

This month there have been significant improvements in dealing with the over spend position, due to concerted effort by the management team - RIH will continue to:

- Continue budget analysis to identify ongoing pressures in service

Alongside this we will continue to prioritise ongoing financial reviews with managers to maintain the good work achieved during November.

Non Delivery of MTRP Savings

Position unchanged since last month – comment still stands

BMS Submission Data

%

% of cost centres submitted by budget holder deadline

99

Budget Monitoring Position – November 2016

Regeneration, Investment & Housing

Head of Service Commentary

Head of Service comments/ summary:

The Communities First Grant has been identified as a potential concern and work is being undertaken in the department to identify the risks. A number of business models are currently being developed in order to mitigate any potential risk. It is prudent to highlight that there could be a redundancy position during 16/17 however the value is not yet known.

Adult Education - A medium term plan to move ACL to Community Regen is at a developed stage – this will be delivered by the new financial year.

Provision Market – Currently there is concern that further work is required to identify a long term strategy around mitigating this particular overspend.

Libraries - Welsh Libraries standards annual report has identified concerns around the level of funding and outputs delivered in comparison to likewise authorities in Wales. The HoS has directed the CL to identify a longer term plan to mitigate these issues in future years.

Reserve Requests – The forecasts submitted for the IPU include expenditure for refurbishment works across the IPU portfolio; should these works be subject to delay then its is requested that these sums transfer to a new IPU reserve. Like wise in Community Regeneration both European grant projects (Inspire to Achieve and Communities for Work) are likely to underspend at year end again it is requested that these underspends are transferred into a ring fenced reserve for use in 2017/18 to fund contract evaluations and other related projects. The transfers have been assumed in the forecasts submitted.

Strategic Director Commentary

Strategic Director comments:

The overspend has reduced by £43k to £53k within the period and the service will continue to reduce this further throughout the year.

Budget Monitoring Position – November 2016

Schools

OVERALL NET POSITION	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	89,834	89,834	89,946	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000
Forecast (£'000)	89,834	89,834	89,946	92,881	92,500	92,500	92,000	91,600	91,600	91,600	91,600	91,600
Variance (£'000)	0	0	0	2,881	2,500	2,500	2,000	1,600	1,600	1,600	1,600	1,600

Key Elements of Budget Variances:

SCHOOL BALANCES	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Balances b/f (£'000)	5,482	5,482	5,482	5,482	5,482	5,482	5,482	5,482	5,482	5,482	5,482	5,482
In-year deficit (£'000)	0	0	0	2,881	2,500	2,500	2,000	1,600	1,600	1,600	1,600	1,600
Balances c/f (£'000)	5,482	5,482	5,482	2,601	2,982	2,982	3,482	3,882	3,882	3,882	3,882	3,882


AREAS OF RISK	Budget	Forecast	Variance	Status	Comment
	£'000	£'000	£'000		
Schools	90,000	91,600	1,600	Red	The forecast has reduced the call on schools balances since last month by £0.4m but still projects an overall reduction of £1.6m which was expected, in part, to deal with excess balances at the previous year-end. The second half-term visits have continued to pick up outstanding school development plans with consequent adjustments to grant or funding allocations.

Budget Monitoring Position – November 2016

Schools projecting year-end deficits

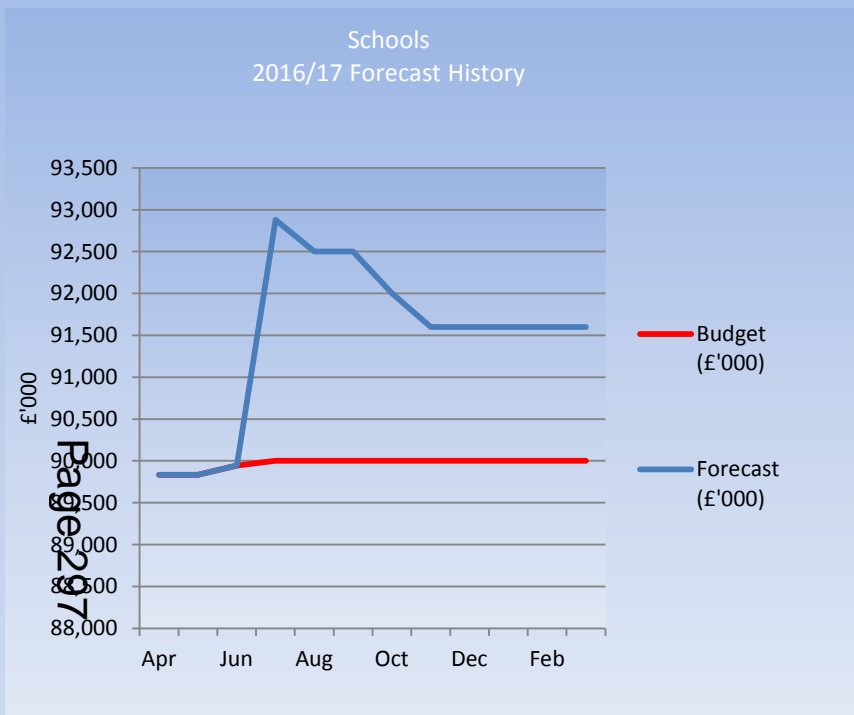
OTHER SIGNIFICANT VARIANCES	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Llisbury High					137	137	-					
The John Frost School					35	35	-					
Llisbury Primary					5	5	-					
Malpas CiW Infants					1	1	-					
Total					178	178	-					

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Change since last month	Current & Emerging Risks / Opportunities (Including non delivery of MTRP savings)
	<p>Following Autumn term visits to schools the current projections indicate a reduction of £1.6m from overall schools' balances. This was expected, in part, following requests to schools to outline how they intended to utilise surplus balances. This continues to be closely monitored during school visits to reflect updated school development plans, use of grant allocations or other significant changes to funding e.g. SEN.</p> <p>Schools previously estimating deficit balances have taken corrective measures and at present there are no schools reporting a projected deficit at 31st March 2017. However 50 schools are currently projecting in-year deficits.</p>

Budget Monitoring Position – November 2016

Schools



Head of Service Commentary

Key Budget Variances/Issues for HOS to consider.

- Following Autumn term visits to date schools are forecasting a cumulative reduction in balances of £1.6m. This in part relates to planned expenditure in specific schools to bring projected balances below guideline thresholds in this financial year. The balance principally reflects unfunded salary inflation with 50 schools projecting in-year deficits. Current planning visits, with indicative reductions to 2017/18 AWPU levels, are leading to reduced levels of previously forecast expenditure. We have also been advised that WG will release the first tranche of the pledged £100m for improving schools' standards in the final quarter of 2016/17. We don't have any specific allocations so a general assessment of the impact on year-end balances has been estimated.
- Visits will continue as per current SLA arrangements and schools of particular financial concern will be offered support and challenge when visits take place.

BMS Submission Data

%

% of cost centres submitted by budget holder deadline

100

Budget Monitoring Position – November 2016

Schools

Head of Service Commentary

Head of Service comments / summary:

The budget monitor position indicates a £1.6m call on schools' balances which is £0.4m below the October position. This follows Autumn term visits to most schools and reflects latest school development plans, consequent allocation of grant monies, access to further grant monies before year-end and a general prudence towards spending with likely AWPU cuts next year. A number of schools had already committed funds to use surplus balances in excess of individual school threshold levels at 31st March 2016. The net position to the Authority will be zero as the £1.6m projection of expenditure in excess of in-year funding will be drawn from existing schools' balances.

The picture, and the position of individual schools at financial risk, will be continually monitored over the remaining months of the financial year.

Strategic Director Commentary

Strategic Director comments:

The budget monitor is complete but we expect the net position to be zero for the Local Authority although £1.6m will come from current school balances.

The position will be updated as Winter term visits are made, final grant allocations are known and schools begin 2017/18 budget preparation.

Budget Monitoring Position – November 2016

Streetscene & City Services

OVERALL NET POSITION	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	16,896	16,896	16,896	16,883	16,883	16,883	16,911	16,911	16,911	16,911	16,911	16,911
Forecast (£'000)	16,896	16,896	17,401	17,971	17,441	17,342	17,496	17,573	17,573	17,573	17,573	17,573
Variance (£'000)	0	0	505	1,088	558	459	585	662	662	662	662	662

Key Elements of Budget Variances:

STAFFING	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	10,981	10,981	10,981	10,925	10,925	10,914	10,942	10,942	10,942	10,942	10,942	10,942
Forecast (£'000)	10,926	10,926	10,894	11,303	11,267	11,308	11,240	11,178	11,178	11,178	11,178	11,178
Variance (£'000)	-55	-55	-87	378	342	394	298	236	236	236	236	236

DELIVERY OF MTRP SAVINGS	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
MTRP Target (£'000)			2,215	2,215	2,215	2,215	2,215	2,215	2,215	2,215	2,215	2,215
Savings Realised (cumulative) (£'000)			1,588	1,588	1,526	1,526	1,526	1,526	1,385	1,385	1,385	1,385
Variance (£'000)	0	0	627	627	689	689	689	689	830	830	830	830
FIP Reconciliation period	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV				

Budget Monitoring Position – November 2016

Streetscene & City Services

AREA OF RISK	Budget	Forecast	Variance	Status	Comments
	£'000	£'000	£'000		
External Trade Waste Income	-598	-722	-124	G	Full Year actuals in Apr, changes likely in year
WDS Commercial income	-625	-513	112	R	The loss of a major contract to Trident Park has resulted in reduced income
WDS Asbestos income (MTRP)	-350	0	350	R	A delay in the opening of the asbestos cell (opened 5 Sept) and unknown market for asbestos waste
WDS Recyclate/On Ac/Cash Income	-272	-198	74	R	A reduction in the use of the site by cash and "on ac" customers, together with reduced recycling income due to reducing market for recyclate
Waste Grant (inc MTRP)	858	1,191	333	R	£80k MTRP pressure for the delay in the roll out of the card collection service; £79k additional vehicle/plant hire costs in relation to replacement to plant that was purchased originally from the grant which is in need of renewing but no funds available to purchase; £73k for the purchase of Wastesavers kerbside boxes and food waste bags as a result of increased resident use following the Doorstepping Campaign; £101k increased costs for waste being sent for sorting in order to achieve the recycling target
CA Site Disposal	516	586	70	R	Increased tonnages due to householders disposing of extra black bag waste at the CA Site since the introduction of smaller bins
Cemeteries income	-655	-655	0	A	This budget is volatile and it's achievement depends on several factors. The forecast for Sept is on target but the actual outcome will not be known until year end.
Car Parks Income	-539	-568	-30	A	Further analysis of the income has been completed and updated. This will need to be closely monitored to ensure accuracy







Budget Monitoring Position – November 2016

Streetscene & City Services

Significant Variances	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Potholes	0	0	300	300	300	300	300	300				
PINT	0	0	50	50	50	50	50	50				
Operations	0	0	0	-183	-344	-483	-576	-308				
Contact Centre	0	0	0	55	55	56	54	42				
Benefits	0	0	0	57	57	46	195	139				
Asset & Water Management	0	0	0	0	-355	-355	-355	-355				
Street Lighting	0	0	0	0	0	0	0	-108				
External Trade Waste	0	0	0	-97	-113	-113	-118	-124				
Waste Disposal Site commercial Income	0	0	207	239	239	190	140	112				
Waste Disposal Site Asbestos Income	0	0	50	260	260	260	350	350				
Waste Disposal Site Recycle & other income	0	0	0	70	70	75	77	74				
Waste Grant	0	0	80	318	307	319	311	333				
Civil Amenity site Disposal costs	0	0	0	70	70	70	70	70				








Budget Monitoring Position – November 2016

Streetscene & City Services

Change since last month	Current & Emerging Risks / Opportunities <i>(Including non delivery of MTRP savings)</i>
	<p>Waste Disposal Site Commercial Income – current overspend £112k in respect of under recovery of income. Loss of major contract at the end of 15/16 (now using Trident Park incineration plant) has resulted in a forecasted loss of income; a current review of the Waste Disposal Site is being undertaken by external consultants. The forecast is likely to change month on month depending on any additional commercial contracts being gained or further loss of contracts throughout the year.</p>
	<p>Waste Disposal Site Asbestos MTRP target – current overspend £350k in respect of under recovery of income target. Current MTRP savings for opening of an asbestos cell at the waste Disposal Site was expected to generate an additional £350k in 1617. The cell opened 5 September 2016 and further reports will monitor future income streams. Due to the initial negative response from the market since the opening of the asbestos cell the £260k pressure on MTRP has increased by £90k.</p>
	<p>Waste Grant - current overspend £333k. The weekly card collection rollout MTRP 1617 target– current overspend (£80k) due to delay in implementation; increased hire of vehicle costs.(£79K); kerbside boxes and bags (£73k) and additional waste sent for sorting (£101k) to achieve the recycling target.</p>
	<p>Contact Centre – net overspend £55k predominantly related to vacancy provision. The Contact Centre is a frontline service with a requirement to maintain a full complement of staff at all times hence the budgeted vacancy provision of £60k is unachievable .</p>
	<p>Benefits – net overspend £139k Service has under-recovered core income by £120,761 due to a decrease in funding from DWP as well as additional postage costs affecting the budget by 38k & Computer spend 15k Offset by a decreased forecast in audit fees (27k) & manpower forecast relating to maternity related savings. (10k)</p>
	<p>Street Lighting – Current Underspend £108k. After receiving actual data from the supplier WPD, the electricity forecast has been revised.</p>

Budget Monitoring Position – November 2016

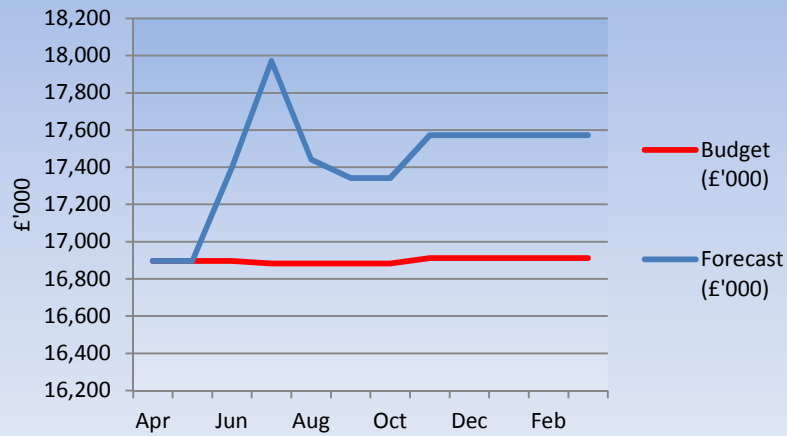
Streetscene & City Services

Change since last month	Current & Emerging Risks / Opportunities <i>(Including non delivery of MTRP savings)</i>
	Fleet Management – Current Underspend £150k A full and detailed analysis of the forecast was completed at the beginning of the financial year and a number of decisions regarding spend were made. Main reason for underspend is over-recovery of income and a potential underspend in R&M.
	Contracts & Projects Team – Current Underspend £165k. A recent vacancy which will not be filled in 16/17 has produced an in year saving of £20k. This can be included to the COBRA recharges which are charges for work completed on Capital projects and is not a budgeted income. Forecasts are expecting £120k.
	Grounds Maintenance – Current Overspend £129k. A number of key external contracts were lost which has reduced the amount of income that will be generated by £100k. A reduction in the use of Agency staff has reduced the spend by £35k which has offset the number of seasonal employees adding to the costs, despite the number being halved when compared to previous years, this has increased the overspend by £80k as this is not budgeted.
	Routine Maintenance – Current Underspend £45k. The underspend has reduced this month due to the service undertaking additional road maintenance works costing £300k. £150k is forecasted to be spent on road resurfacing with the other £150k being spent on city centre improvements.
	Street Cleansing – Current Overspend £141k: A number of VR's were completed but not in the allocated original timeframe. This resulted in additional staff salaries being paid within the first part 16/17.
	Response Team – Current Overspend £232k. The team is no longer being used in the same capacity as previously and the expected recharges income target of £309k will not be achieved due to the changes. Adjustments to the forecast have been made to bring this into a more realistic target of £100k.
	Asset & Water Management – Current Underspend £355k. Spending has been deferred within Asset & Water Management as part of the Operations analytical review in order to cover the deficit in waste. Further analysis will be needed and the budget closely monitored to ensure forecast correct.

Budget Monitoring Position – November 2016

Streetscene & City Services

Streetscene & City Services
2016/17 Forecast History



Head of Service Commentary

Management actions to address position:

Key Budget Variances

Non Delivery of MTRP Savings

BMS Submission Data

% of cost centres submitted by budget holder deadline

%

90

Budget Monitoring Position – November 2016

Streetscene & City Services

Head of Service Commentary

Head of Service comments/ summary:

Strategic Director Commentary

Strategic Director comments:

The overall overspend in Street Scene has increased by £77k, which the service will continue to mitigate throughout the remainder of the year through an ongoing moratorium on non-essential expenditure. Since the last reporting period there has been an increase in projected expenditure within operations, which is as a result of priority works being identified. This position will be reviewed prior to the next reporting period, to ensure these works are achievable within the financial year.

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Report

Cabinet

Part 1

Date: 16th January 2017

Item No: see above

Subject **Capital Programme Monitoring and Additions November 2016**

Purpose To submit to Cabinet for approval, requests for new capital schemes to be added to the Council's Capital Programme, as well as reprofiling of existing budgets.

To update Cabinet on current spending against the Capital Programme schemes highlighting the forecast outturn position for the programme as at November 2016.

Author Senior Finance Business Partner (Capital)

Ward All Wards

Summary The report requests that new schemes be added to the programme, and existing budgets re-phased following a review of expenditure plans.

The report also updates Cabinet on the capital expenditure forecast position and the current position regarding capital receipts.

Proposal **To approve the additions and amendments to the Capital Programme requested in the report.**

To note the capital expenditure forecast position as at November 2016 and to note and approve the 'risk' in spending on approved 21C schools projects before confirmation of WG match funding is confirmed.

To note and approve the allocation of in-year capital receipts.

Action by Assistant Head of Finance

Timetable Immediate

This report was prepared after consultation with:

- Heads of Service
- Accountancy teams for relevant service areas
- Relevant Service Area Project Managers
- NORSE Property Services

Signed

Background

- In February 2014, the Council approved a four year Capital Programme to cover the financial years 2014/15 to 2017/18 totalling £80.551 million. We are now in the third year of the four-year programme, and over time changes have been made to the programme to revise the total budget to £113.841 million. The table below summarises the changes made to date:

Report	2014/15 £000's	2015/16 £000's	2016/17 £000's	2017/18 £000's	Total £000's
	Budget	Budget	Budget	Budget	
Original Programme	42,619	12,222	11,414	14,296	80,551
	Actual	Budget	Budget	Budget	
Capital Programme Outturn Report 14/15	27,197	39,993	27,813	20,063	115,066
Capital Programme Monitoring and Additions January 2016	27,197	26,146	39,036	18,198	110,577
	Actual	Actual	Budget	Budget	
Capital Programme Outturn Report 15/16	27,197	25,783	42,137	18,198	113,315
Capital Programme Monitoring and Additions July 2016	27,197	25,783	46,823	18,198	118,001
Capital Programme Monitoring and Additions September 2016	27,197	25,783	48,131	18,573	119,684
This Report	27,197	25,783	37,798	23,063	113,841

Changes to the approved Capital Programme

- The changes to the capital programme identified in this report have reduced the overall size of the remaining two year programme by £5,843k since reported in September. The revised capital programme is shown in Appendix A, with the overall changes summarised in the paragraphs below. As 2017/18 will be the final year of the current four-year programme, work has now commenced on high level, indicative values for the next programme envelope to begin in 2018/19. Further work on this will be carried out on over the next 6-12 months to determine the priority schemes that will be emerging.
- Additional external grant funding/ contribution for existing schemes – £551k
 - Vibrant & Viable Places (£260k) – the Kings Hotel loan issued as part of Year 1 has now been repaid in full by the developer, and following reconciliation of funds allocated and spent to date, the Year 3 budget is now increased to the correct value. This budget is fully funded via a combination of Welsh Government cash grant and recycled developer loan monies.
 - Substance Misuse Action Fund (£291k) – a further four projects have been approved by WG for 2016/17 since the last capital monitoring report. NCC acts as agent, administering the grant to third-party providers on the behalf of WG.
- Reprofiling of budget into future years from 2018/19 onwards – £2,812k
 - Primary Place Challenge (£1,120k) – proposals for the remaining projects under this budget heading, which is mainly funded by borrowing, have been delayed while Education and Newport Norse staff resources focus the successful delivery of the 21st Century Schools Band A and Ysgol Gyfun Gwent Is Coed / John Frost School projects. It is suggested that the Primary Place Challenge allocation is revisited in 2018/19.
 - 21CS Lodge Hill Primary (£1,000k) – this project has experienced delays as reported previously, so the phasing of the budget now reflects the anticipated expenditure profile, stretching to 2018/19.

- Fleet Replacement Programme (£680k) – the phasing of planned vehicle purchases is currently being reviewed, resulting in an element of existing budget being reallocated to beyond the 2017/18 financial year.
- Medieval Ship Freeze Drying (£12k) – the final expenditure on this residual budget is not expected to take place until 2018/19 at the earliest.
- Reduction of schemes/ removal of budget – £3,582k
 - Change & Efficiency Programme (£3,000k) – as there are no current or likely immediate calls on this budget for 2016/17, the allocation for this year is removed.
 - IT Replacement Schemes (£544k) – as part of the move to shared services under the SRS arrangement, the internal requirement is expected to reduce to £200k from 2017/18 onwards.
 - Education through Restoration: 14 Locks (£21k) – it has now been confirmed that this budget, which was being held for any potential residual costs, is no longer needed following completion of works in 2015/16.
 - S106 Improvement Works to Bassaleg School (£17k) – the residual budget is no longer required following completion of this scheme.

2016/17 Capital Expenditure Position as at November 2016

- The 2016/17 capital programme allocation now totals £37,798k. Capital expenditure incurred up to the end of November 2016 totalled £12,069k. An update on the headline/ high value schemes is provided in the next section; Appendix B summarises the progress on the remainder of this year's programme.

Service Area	Approved Budget 2016/17	Forecast Outturn	Variance: Slippage	Variance: (Under)/ Over Spend
	£000's	£000's	£000's	£000's
Education	18,599	19,217	(131)	749
Regeneration, Investment & Housing	12,008	11,878	(130)	0
Customer Services & Digital Innovation	1,014	521	(9)	(484)
People & Business Change	185	0	(85)	(100)
Law & Regulation	179	179	0	0
Adult & Community Services	736	736	0	0
Children & Young People Services	55	55	0	0
Streetscene & City Services	5,022	4,963	(59)	0
TOTAL	37,798	37,548	(415)	165

Update on Headline/ High Value Schemes

Education

- The Welsh Government Capital Panel did not meet as expected in early December however officers have been liaising with Welsh Government to provide final details on the 21CS SOP extension. It is expected that the required additional funding agreed to by Cabinet will be secured in January 2017. This will increase the 21CS Capital Programme to £51m.

- The new ASD School due to complete by December 2016 has experienced delays which have been confirmed by Chandlers KBS, who are the Cost and Project Managers for this work. It has been advised that the completion date is now 16th February 2017. The delays and unknown additional works have increased the costs which now stand at an expected £750k overspend, which includes the enabling works at Gaer Primary School and the creation of the new ASD School. Officers will be meeting with Chandlers KBS in January to discuss reasons behind the increased overspend and actions to mitigate this.
- The project underway to provide the first Welsh-medium Secondary School in Newport is on programme and within the revised budget agreed by Cabinet, subject to further approved funding from Welsh Government. The project is expected to be completed in summer 2018 with the Welsh-medium pupils moving into their permanent facility in September 2018. Significant remodelling works and a new teaching facility will be delivered on The John Frost School as part of the project.
- The replacement of Caerleon Lodge Hill Primary School is now in the design phase. The main contractor has been appointed by NCC and early indicative timescales suggest that the delivery of the school for September 2018 is achievable however this is dependent on several factors including planning approval. Officers are now proceeding with the project and further information will be relayed once available.
- Officers within Education are satisfied that the circa £12m of forecast expenditure yet to be incurred this financial year will be achieved by 31st March 2017 as the majority of it relates to high value 21CS projects that are currently underway on site.

Regeneration, Investment and Housing

- The majority of the 2016/17 (Year 3) Vibrant & Viable Places allocation is assigned to the redevelopment of 123-129 Commercial Street. The planning application on this is due to be considered in January 2017. It is likely that the majority of the allocation will be defrayed in early 2017. A number of large-scale and smaller projects at Griffin Island and Cardiff Road are nearing completion, which will accelerate financial expenditure over quarter 4. A project to instate new public space at the land formerly occupied by 86-87 Commercial Street and the Kingsway snooker club will also commence in early 2017 subject to planning approval in December 2016. The outstanding balance of the loan facility arranged to enable the redevelopment of the Kings Hotel in Year 1 has now been fully repaid to NCC, bringing the total Year 3 budget to a total of £6,047k.
- Newport Norse continue to work to their schedule of priority works under the Asset Management programme, and currently forecast slippage on delivery of around £164k which will need to be added to the 2017/18 allocation.
- Gypsy/ Traveller Site Development – the total remaining budget of £2,263k has now been reprofiled between this year and 2017/18, to reflect the delays experienced as a result of the archaeological excavation works needed. It is unlikely any of the WG grant will be drawn down until March 2017.
- The £9,500k outstanding expenditure for the service area relates mainly to VVP, Flying Start and Asset Maintenance, all of which are scheduled to complete by 31st March 2017.

Customer Services and Digital Innovation

- The IT System & Equipment Replacement Programme remains ongoing on a restricted basis due to the upcoming move to the Shared Resource Service model. Future years' allocations have now been reduced to reflect remaining needs for NCC on annual basis.

People and Business Change

- Within People and Business Change £85k has been re-profiled into 2017/18 for the HR Self Service project. A review is currently being carried out by the Business Improvement Team, to establish how this project is taken forward.

Law and Regulation

- CCTV Monitoring Service – this scheme remains in progress. Service Managers are currently awaiting detailed costings from Newport Norse for the building works required in order for the service to relocate. Officers are confident that the remaining budget of £179k will be fully spent by 31st March 2017.

Adult and Community Services

- Both the Telecare Service Equipment and GWICES schemes are progressing as planned. A total of seven Substance Misuse Action Fund projects have now been approved by Welsh Government as detailed earlier in this report.

Children and Young People Services

- Works are in progress on the refurbishment of Brynglas Hostel in order to facilitate the Youth Offending Service team move; these complete by the end of November 2016 with the final invoices awaiting processing.

Streetscene and City Services

- Fleet Replacement Programme – a review of vehicle purchases currently planned has resulted in a revised outturn forecast of £1,200k, resulting in budget rephasing as discussed earlier in this report.
- Waste Disposal Site Finishing & Development – works are ongoing at the site, while options are currently being considered for future operational delivery. Necessary works on the access road to the asbestos cells have commenced, so that income generation from users can be maximised in the short term.
- Schemes are ongoing under the sub-headings of road safety, street-wide improvements and lighting column replacement, within the £674k budget for Highways Capital Maintenance. Full spend is anticipated for 2016/17, with a number of carriageway resurfacing schemes planned.
- Quarter 4 will see many certificates paid across almost all of the Streetscene capital projects as they come to a close, expending the remaining £2,700k that is forecasted.

Update on Capital Receipts

- The current position on capital receipts is shown below. Cabinet will appreciate that despite the apparent healthy position, the cost pressures on 21st Century Schools programme Band A and the need to reduce the borrowing burden on the Ysgol Gyfun Gwent Is Coed project, mean that it would be sensible to continue to earmark receipts for Education priority schemes. As the organisation continues to rationalise its property portfolio and receive further sale proceeds, decisions will need to be made regarding allocation of specific capital receipts to other strategic priorities.
- Norse Property Services anticipate that a further £800k of capital receipts on property disposals should be achieved by the end of the financial year, in addition to the sums already received.

Asset Disposed	Receipts Balance b/f	Receipts Received in Year	Total Available Receipts 2016/17	Receipts Earmarked For:	
				21st Century Schools	Fleet Replacement Programme
	£	£	£	£	£
Balance b/f 2015/16	7,449,724		7,449,724	7,427,574	22,150
Reevesland Industrial Estate Plot C		160,000	160,000	160,000	
Land at Colinda 112 Marshfield Rd		10,500	10,500	10,500	
New Willows 9 Tennyson Avenue		251,000	251,000	251,000	
Land south of Drenwydd Reen, Wentloog		55,000	55,000	55,000	
Land at Herbert Road		1,788,199	1,788,199	1,788,199	
Vehicle Disposals		61,426	61,426		61,426
TOTAL NCC RECEIPTS	7,449,724	2,326,125	9,775,849	9,692,273	83,576

- The table below shows capital receipts held for Newport Unlimited, which are attributable to the previous joint arrangement between Newport City Council and Welsh Government. As reported previously, we are still awaiting a decision by Welsh Government as to clarification of what regeneration projects these funds can be used for.

Capital Receipts Held for Newport Unlimited	Balance b/f	Receipts Received in Year	Balance c/f
	£	£	£
Balance b/f 2015/16	609,376		609,376
Land at Old Town Dock		1,000,000	1,000,000
TOTAL NU RECEIPTS	609,376		1,609,376

Risks

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
Overspend against approved budget	M	L	Regular monitoring and reporting of expenditure in accordance with the timetables set by Cabinet/Council should identify any issues at an early stage and allow for planned slippage of spend.	Corporate Directors / Heads of Service / Head of Finance
Programme growing due to unforeseen events	M	M	Good capital monitoring procedures and effective management of the programme should identify issues and allow for plans to defer expenditure to accommodate urgent works. Priority asset management issues are now being dealt with through a specific programme allocation.	Corporate Directors / Heads of Service / Head of Finance

* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

- The programme supports a large number of the Council's aims and objectives.

Options Available

- To approve the changes to the Capital Programme and note the monitoring position as set out in the report.
- The Cabinet has the option not to put forward some or all of the changes to the Capital Programme set out in the report.

Preferred Option

- To approve the changes to the Capital Programme and note the monitoring position as set out in the report.

Comments of Chief Financial Officer

- The report shows an updated programme, where a number of projects have been re-profiled into future years. This has brought the previously significant slippage value down. It is important that projects are monitored robustly and forecast overspends (and slippage requests) informed to the Head of Finance at the earliest opportunity but ultimately, the realism of budgets and deliverability requires further work. Significant work was completed in 2015/16 on re-phasing the current programme but more slippage is now being incurred. As the report shows, Education 21CS projects remain the main problem areas and this will need further work now to review and re-base the budgets, in conjunction with the development of the new capital programme, beginning 2017/18.
- The decisions to be made by Welsh Government in relation to the Education projects will be key to the monitoring position and the overall capital programme detailed above. As noted in the report – spending on some projects have continued / started for operational and other reasons but until such time as WG match funding is confirmed, Cabinet should appreciate, and approve, that this is being done 'at risk', though the risk is seen as low at this time.
- The forecast outturn position will continue to be monitored as this informs the Council's borrowing forecasts and MRP pressures in the Medium Term Financial Plan.

Comments of Monitoring Officer

There are no legal issues arising from this report.

Staffing Implications: Comments of Head of People and Business Change

There are no direct HR implications associated with the report.

Comments of Cabinet Member

N/A

Local issues

As the report deals with the Capital Programme for the Authority as a whole, there are no local issues.

Scrutiny Committees

N/A

Equalities Impact Assessment

N/A

Children and Families (Wales) Measure

N/A

Consultation

As set out in the early part of the report.

Background Papers

Capital Programme 2014/15 to 2017/18 – February 2014

Capital Programme Monitoring and Additions Report – July 2014

Capital Programme Additions Report – October 2014

Capital Programme Monitoring Report – November 2014

2015/16 Budget & Medium Term Financial Plan – February 2015

Capital Programme Monitoring and Additions Report – February 2015

Capital Programme Outturn 2014/15 – June 2015

Capital Programme Additions Report – July 2015

Capital Programme Monitoring Report – October 2015

Capital Programme Monitoring and Additions Report – January 2016

2016/17 Budget & Medium Term Financial Plan – February 2016

Capital Programme Outturn 2015/16 – June 2016

Capital Programme Monitoring and Additions Report – September 2016

Capital Programme Monitoring and Additions Report – November 2016

Dated: 3rd January 2017

APPENDIX A – Revised Capital Programme 2016/17 – 2017/18

SCHEME	CAPITAL BUDGET AS PER NOVEMBER 2016 CABINET REPORT		PROPOSED REPROFILED BUDGETS BASED ON FORECASTS DECEMBER 2016	
	2016/17 £000's	2017/18 £000's	2016/17 £000's	2017/18 £000's
EDUCATION				
STEP	359	231	359	231
New ASD Facility	2,901	0	2,901	0
21C Schools - Nursery Education Provision	65	0	65	0
21C Schools - School Reorganisation - Lodge Hill New Build	4,018	1,000	500	3,518
21C Schools - Capacity Building - Replacement of Demountables	2,380	1,000	1,180	2,200
21C Schools - Welsh Medium Secondary (WM2) Project	10,298	5,000	10,298	5,000
Duffryn - Additional Funding	2,000	2,000	2,000	2,000
Primary Place Challenge	1,119	300	299	0
Installation of a catering Cashless System in all Primary Schools	50	0	50	0
Llanwern High School	28	0	28	0
S106 Improvement Works to Bassaleg School	17	0	0	0
St Andrews Primary 3FE Works	839	0	839	0
Jubilee Park Primary FF&E	10	375	10	375
Schools Challenge Cymru	70	0	70	0
Total Education	24,154	9,906	18,599	13,324
REGENERATION, INVESTMENT & HOUSING				
Education through Restoration: Fourteen Locks	21	0	0	0
Gypsy Traveller Site Development	2,263	0	1,363	900
Peterstone Sewage Scheme	68	0	0	68
Vibrant & Viable Cities Grant	5,787	0	6,047	0
City Centre Redevelopment CPO Schemes	84	0	84	0
Renovation Grants	1,436	1,436	1,436	1,436
ENABLE Adaptations Grant	187	0	187	0
Asset Management	1,955	1,500	1,955	1,500

Flying Start	49	0
Flying Start 16/17 grant	799	0
Medieval Ship - Purchase of Freeze Dryer	0	12
Rivermead MUGA	80	0
Central Library Structural Safety Works	328	0
Total R I & H	13,057	2,948
CUSTOMER SERVICES & DIGITAL INNOVATION		
Print 2010 - Managed Printer Service	0	210
IT Replacement Schemes	709	744
Superconnected Cities Broadband Voucher Scheme	293	0
Corporate EDMS Rollout	12	0
Total CS & DI	1,014	954
PEOPLE & BUSINESS CHANGE		
Implementation of HR self-serve System	85	0
Preparatory Works Allocation	100	100
Amount Reserved for Change & Efficiency Programme	3,000	2,200
Total P & BC	3,185	2,300
LAW AND REGULATION		
CCTV	179	0
Total Law and Regulation	179	0
ADULT & COMMUNITY SERVICES		
Appliances/Equipment for Disabled	165	165
Telecare Service Equipment	28	30
Substance Misuse Action Fund Grant	252	0
Total A & CS	445	195
CHILDREN & YOUNG PEOPLE SERVICES		
Residential Unit for young people with acute complex needs	0	250
YOS Move to Brynglas	55	0
Total C & YP	55	250

	49	0
	799	0
	0	0
	80	0
	8	320
	12,008	4,224
	0	210
	709	200
	293	0
	12	0
	1,014	410
	85	0
	100	100
	0	2,200
	185	2,300
	179	0
	179	0
	165	165
	28	30
	543	0
	736	195
	0	250
	55	0
	55	250

STREETSCENE & CITY SERVICES				
Fleet Replacement Programme	1,880	1,500	1,200	1,500
Waste Disposal site - Finishing & Development works	737	0	737	0
Bus Station- City Centre Redevelopment	366	0	366	0
Development of Travel Plan (Simon Nichols)	26	0	26	0
Decommissioning of Public Toilets	0	20	0	20
Flood Risk Regulation Grant	73	0	73	0
Flood PAR Projects	360	0	360	0
Llswerry Recreation Ground Changing Rooms	223	0	43	180
Graig Area Play Facilities	101	0	101	0
Maplewood Play Area	416	0	256	160
Maintenance, Footways and Street Lighting	674	500	674	500
Highways LGBI	69	0	69	0
Active Travel Northern Corridor	168	0	168	0
Active Travel Mapping	11	0	11	0
Road Safety Grant	21	0	21	0
Collaborative Change Programme	734	0	734	0
George St / Lower Dock St Junction Improvements	97	0	97	0
Pye Corner Railway Station	26	0	26	0
Langstone Village Hall	60	0	60	0
Total Streetscene & City Services	6,042	2,020	5,022	2,360
TOTAL EXPENDITURE	48,131	18,573	37,798	23,063
Funded By:				
General Capital Grant	2,479	2,465	2,479	2,465
Supported Borrowing	4,073	4,051	4,073	4,051
Unsupported/ Prudential Borrowing	13,858	5,925	8,579	5,628
Capital Receipts	5,958	4,100	1,260	7,326
External Grants	15,531	1,822	15,532	3,043
Revenue/ Reserve Contributions	3,269	0	3,269	0
S106 & Other Contributions	2,963	0	2,606	340
Finance Lease	0	210	0	210
TOTAL FUNDING	48,131	18,573	37,798	23,063

APPENDIX B – Capital Expenditure as at November 2016

SCHEME	BUDGET 2016/17 £000	ACTUAL 2016/17 £000	FORECAST OUTTURN £000	TOTAL VARIANCE £000	SLIPPAGE £000	(UNDER)/ OVER SPEND £000	COMMENT
EDUCATION							
STEP	359	0	343	(16)	(16)	0	Spend currently ongoing, £303k costs transferred in December period.
New ASD Facility	2,901	1,831	3,651	750	0	750	Scheme progressing, due to be complete by February 17. Expected overspend £750k to be split between ASD & Gaer project, awaiting confirmation of additional WG grant funding.
Installation of a Catering Cashless System in all Primary Schools	50	21	50	0	0	0	Scheme progressing as planned, full spend anticipated.
Replacement Hartridge High School	28	45	27	(1)	0	(1)	Scheme Complete no further costs to be submitted.
St Andrews Primary 3FE Works	839	509	839	0	0	0	Scheme underway, phase 1 & 2 complete by Oct16 and phase 3 due to be progressed in 17/18.
21st Century Schools - Nursery Education Provision	65	(12)	65	0	0	0	All Nursery projects complete. Remaining budget due to be used to supplement Demountables projects.
21st Century Schools - School Reorganisation - Lodge Hill New Build	500	70	500	0	0	0	Contractor appointed, design phase commenced, minimal construction work on site anticipated before year end.
Welsh Medium Secondary School – Ysgol Gyfun Gwent Is Coed	10,298	3,797	10,298	0	0	0	Following Sep Cabinet decision overall budget to increase to £32m, to be reflected in 2017/18 for profiling. WG business case to be submitted imminently for match funding. Works ongoing.
21st Century Schools - Capacity Building - Replacement of Demountable	1,180	594	1,073	(107)	(107)	0	Scheme progressing, due to late tendering budgets reprofiled and slipped into 17/18.
Primary Place Challenge	299	282	291	(8)	(8)	0	Two of the larger schemes within this allocation have been deferred, 4 schemes have been completed.
John Frost School - Additional Funding	2,000	1	2,000	0	0	0	Works ongoing as part of main project above.
Jubilee Park Primary FF&E	10	0	10	0	0	0	New scheme, to fit out new school being built by developer, due to open September 2017.
Schools Challenge Cymru	70	0	70	0	0	0	Works progressing, expenditure due in quarter 4.
Subtotal Education	18,599	7,136	19,217	618	(131)	749	
REGENERATION, INVESTMENT & HOUSING							
Gypsy/ Traveller Site Development	1,363	135	1,463	100	100	0	Archaeological dig ongoing, WG Grant now approved, full spend of this will result in slippage of NCC monies to 17/18.

City Centre Redevelopment CPO Schemes	84	18	18	(66)	(66)	0	Advised by Norse of two CPOs completing this year, two more anticipated but held up in legal proceedings.
Renovation Grants (DFGs)	1,436	756	1,436	0	0	0	Rolling programme, full expenditure anticipated, approving in response to demand.
ENABLE Adaptations Grant	187	12	187	0	0	0	Full spend anticipated.
Vibrant & Viable places Grant	6,047	374	6,047	0	0	0	Year 3 in progress with majority of spend on 123-129 Commercial Street, other sub schemes to be completed. Kings Hotel loan repayments being reinvested along with WG cash.
Asset Management	1,955	1,010	1,791	(164)	(164)	0	Programme of works received for financial year, some slippage anticipated.
Flying Start	49	(48)	49	0	0	0	Small works remaining from prior year schemes, any remaining budget to contribute to current year grant.
Flying Start Grant 16/17	799	54	799	0	0	0	WG grant letter rec'd for extra £100k and matching funding for £48k. Scheme is progressing, majority of spend to be seen in Q3 and 4.
Rivermead MUGA Fence	80	0	80	0	0	0	Scheme progressing and completion due by Jan 17.
Central Library Structural Safety Works	8	8	8	0	0	0	Delayed pending confirmation of work required, budget reprofiled to 17/18.
Subtotal Regeneration, Investment & Housing	12,008	2,320	11,878	(130)	(130)	0	
CUSTOMER SERVICES & DIGITAL INNOVATION							
IT System & Equipment replacement	709	155	508	(201)	0	(201)	Equipment purchases ongoing, restricted due to move to SRS. Further reduction of spend of £50k required.
Superconnected Cities Broadband Voucher Scheme	293	3	10	(283)	0	(283)	Completed, awaiting final reconciliation.
Corporate EDMS Roll Out	12	0	3	(9)	(9)	0	Scheme remains ongoing, slippage anticipated.
Subtotal Customer Services & Digital Innovation	1,014	159	521	(493)	(9)	(484)	
PEOPLE & BUSINESS CHANGE							
Implementation of HR Self Serve	85	0	0	(85)	(85)	0	Review currently undertaken by Business Improvement Team to establish completion needs for this scheme.
Preparatory Works Allocation	100	0	0	(100)	0	(100)	No schemes identified as yet.
Subtotal People & Business Change	185	0	0	(185)	(85)	(100)	

LAW AND REGULATION							
CCTV - 24/7 Team - Development of CCTV Monitoring Service	179	0	179	0	0	0	Scheme progressing, cameras purchased, full spend anticipated but waiting for costings from Norse.
Subtotal Law & Regulation	179	0	179	0	0	0	
ADULT & COMMUNITY SERVICES							
Telecare Service Equipment	28	18	28	0	0	0	Equipment to be ordered, full spend anticipated.
Appliance/Equipment for Disabled Grant (GWICES)	165	165	165	0	0	0	Annual allocation spent/ complete in October.
Substance Misuse Action Fund Capital Grant	543	40	543	0	0	0	Initial scheme complete, additional funding approved and added to budget this financial year.
Subtotal Adult & Community Services	736	223	736	0	0	0	
CHILDREN & YOUNG PEOPLE SERVICES							
DYOS Move to Old Brynglas Hostel	55	0	55	0	0	0	Works complete awaiting costs, full spend anticipated.
Subtotal Children & Young People Services	55	0	55	0	0	0	
STREETSCENE & CITY SERVICES							
Fleet Replacement Programme	1,200	367	1,200	0	0	0	Scheme ongoing, some orders placed, full spend anticipated against revised budget.
Waste Disposal Site Finishing & Development Works	737	555	737	0	0	0	Works ongoing, including proposed improvements to access road for asbestos cell.
Bus Station - City Centre Redevelopment	366	52	366	0	0	0	Delay on installing totems due to ground obstacles, installation planned for January, to complete by March 17.
Development of Travel Plan (Simon Nichols)	26	26	26	0	0	0	Scheme complete.
Flood Risk Regulation Grant	73	60	73	0	0	0	Full spend anticipated, satisfying the requirements of the Flood and Water Management Act 2010.
Pill - PAR	260	1	260	0	0	0	Full spend anticipated.
Homefarm Drive - PAR	100	1	100	0	0	0	Full spend anticipated.
Pye Corner Railway Station Development Works	26	0	0	(26)	(26)	0	Remaining money being used to treat Japanese Knotweed over next year, followed by landscaping.

Highways Local Government Borrowing Initiative - Final	69	53	69	0	0	0	Projects identified to achieve full spend.
Active Travel Northern Corridor	168	124	168	0	0	0	Scheme ongoing, full spend anticipated.
Active Travel South Central Corridor	0	73	0	0	0	0	Scheme commenced, need to resolve funding gap.
Road Safety Grant - VASSs A48, Chepstow Rd, Catsash Rd	9	0	0	(9)	(9)	0	All schemes complete budget remains for some final costs.
Sustainable Access to City Centre	0	0	0	0	0	0	Scheme completed.
Highways Capitalised Maintenance (Annual Sums)	674	136	674	0	0	0	Schemes Identified and budgets set for road safety, streetwide improvements and Column replacement.
Llswerry Recreation Ground Changing Rooms	43	24	34	(9)	(9)	0	Scheme has gone out to tender but this FY will only be for fees initially, majority of work to commence 17/18.
Graig Ward Play Facilities	101	11	101	0	0	0	Scheme progressing as planned.
Maplewood Play Area	256	187	240	(16)	(16)	0	Scheme on going.
George Street/ Lower Dock Street Junction Improvements	97	1	97	0	0	0	Final remaining works currently progressing.
Road Safety Grant - Duckpool Rd / Church Rd / Christchurch Rd Roundabout.	12	0	12	0	0	0	Scheme progressing full spend anticipated.
Active Travel Mapping - Integrated Network Maps	11	0	11	0	0	0	Scheme being determined, full spend anticipated.
Waste Collection Collaborative Change Programme	734	500	734	0	0	0	Scheme progressing as planned, full spend anticipated.
Langstone Community Hall	60	60	60	0	0	0	Scheme to be commenced by local community council, full spend completed.
Sub total StreetScene & City Services	5,022	2,231	4,963	(59)	(59)	0	
TOTAL COST OF PROGRAMME	37,798	12,069	37,548	(250)	(415)	165	

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Report

Cabinet

Part 1

Date: January 2017

Item No: see above

Subject Work programme

Purpose To agree a work programme

Author Head of Democratic Services

Ward All Wards

Summary The Corporate Assessment suggested to the Council that it should consider strengthening committee work programming arrangements to ensure they are timely, meaningful, informative, and transparent, balanced, monitored, and joined up.

In response to that suggestion the Cabinet agreed that each month the Head of Democratic Services will ask Chief Officers to update the Cabinet work programme and this update will be reported to Cabinet

An updated work programme suggested by Chief Officers is attached. This is, of course, a working document and will be subject to change.

It is important that the work programme for Cabinet and, in the case of Scrutiny Committees, the work programme for those committees are owned and prioritised by members. Regular reports on the programme will provide more opportunities for that to be done.

Proposal To agree the proposed programme

Action by Head of Democratic Services

Timetable Immediate

This report was prepared after consultation with:

- Chief Officers
- Monitoring Officer
- Head of Finance
- Head of People and Business Change

Background

As mentioned in the summary above, the Corporate Assessment suggested to the Council that it should consider strengthening committee work programming arrangements to ensure they are timely, meaningful, informative, and transparent, balanced, monitored, and joined up.

In response to that suggestion cabinet agreed that each month the Head of Democratic Services will ask Chief Officers to update the Cabinet work programme and this update will be reported to Cabinet

This will then be used to help inform the Scrutiny Committee work programmes

A work programme suggested by Chief Officers is attached. This is, of course, a working document and will be subject to change. It is important that the work programme for Cabinet and, in the case of Scrutiny Committees, the work programme for those committees are owned and prioritised by members.

Regular reports on the programme will provide more opportunities for that to be done.

Financial Summary

There is no direct cost to adopting a programme of work

Risks

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
No action taken	M	L	This work programming arrangements to ensure they are timely, meaningful, informative, and transparent, balanced, monitored, and joined up.	Head of Democratic Services
The process is not embraced by report authors and members	M	M	If there is proliferation of unplanned or late items, the opportunity to ensure work programming is timely, meaningful, informative, and transparent, balanced, monitored, and joined up will diminish	Head of Democratic Services

Links to Council Policies and Priorities

These proposals will help the Council provide the best possible service to members and will provide information to the public and elected members

Options Available and considered

- To adopt the process and adopt or amend the work programme
- To consider any alternative proposals raised by Cabinet members
- To take no action

Preferred Option and Why

To adopt the proposals which should help to ensure work programming arrangements are timely, meaningful, informative, and transparent, balanced, monitored, and joined up.

Comments of Chief Financial Officer

There are no financial implications in adopting a programme of work

Comments of Monitoring Officer

There are no legal implications in adopting a programme of work

Staffing Implications: Comments of Head of People and Business Change

There are no specific staffing implications in adopting a programme of work

Comments of Cabinet Member

The Chair has approved the report for consideration by cabinet.

Local issues

There are no local issues as this report relates to the Council's processes

Scrutiny Committees

Please include a record of any consultation with scrutiny committees. Please add here details of any consultation and the outcomes.

Regular updates will allow the Scrutiny and Cabinet work programmes to be better coordinated. The Scrutiny team and Chairs are developing new ways of working and continually reviewing the work programmes to focus more on risk and restricting the number of items on agendas by channelling information reports by way of other and ensuring committee reports are based around outcomes

Equalities Impact Assessment and the Equalities Act 2010

These proposals need no Equalities Impact Assessment

Children and Families (Wales) Measure

This procedural report does not impact on Children and Young People although certain reports contained in the programme may do and will need appropriate consultation and comment when they are presented to cabinet.

Wellbeing of Future Generations (Wales) Act 2015

This is a procedural report but reports contained within the programme will need to show how consideration has been given to the five things public bodies need to think about to show they have applied the sustainable development principle put into place by the Act.

Crime and Disorder Act 1998

This does not apply to this procedural report

Consultation

As set out above

Background Papers

N/A

Dated: January 2017

**CABINET WORK PROGRAMME
2016-2017**

Cabinet Meeting	Items for provisional agenda	Lead Officer	For Scrutiny / Date	Council
Nov 2016	Education and Pupil Performance data Wellbeing of Future Generations (Wales) Act 2015 – Assessment of Local Well-being Revenue Budget Monitor Capital Budget Monitor Work Programme Update (regular item)	Chief Education Officer Head of People & Business Change Head of Finance Head of Finance Head of Democratic Services		Gambling Act – Statement of Principles Update
Dec 2016	Update- MTFP Improvement Plan Update Risk Register Update Certificate of Compliance – letter 2 Mid-year performance analysis WAO Corporate assessment action plan Council tax premiums – Update Work Programme Update (regular item)	Head of Finance Head of People & Business Change Head of People & Business Change Head of People & Business Change Head of People & Business Change Head of People & Business Change Head of Finance Head of Democratic Services	Social Services and Wellbeing Act – Needs Assessment	
Jan 2017	Improvement Plan 2017- 2018 Social Services and Wellbeing Act – Needs Assessment Education : 21 st Century Schools band B Revenue Budget Monitor Capital Budget Monitor Work Programme Update (regular	Head of People & Business Change Director of Social Services Chief Education Officer Head of Finance Head of Finance Head of Democratic Services		<ul style="list-style-type: none"> • Council Tax Reduction Scheme • Nomination of the Mayor • Schedule of meetings • Education : 21st Century Schools band B • Social Services and

	item)			Wellbeing Act – Needs Assessment
Feb 2017	City Deal Budget and MTFP Education : 21 st Century Schools band B Key Stage 4 outcomes (validated). National Categorisation. Capital Budget Treasury Management Work Programme Update (regular item)	Chief Executive Head of Finance Chief Education Officer Chief Education Officer Chief Education Officer Head of Finance Head of Finance Head of People & Business Change Head of Democratic Services		<ul style="list-style-type: none"> • Budget and MTFP • Capital Budget • Treasury Management
March 2017	Improvement Plan update Budget Monitoring Treasury Management Pay and Reward Policy Work Programme Update (regular item)	Head of People & Business Change Head of Finance Head of Finance Head of People & Business Change Head of Democratic Services		
April 2017	Improvement Plan 16-18 Risk Register Update Work Programme Update (regular item)	Head of People & Business Change Head of People & Business Change Head of Democratic Services		<ul style="list-style-type: none"> • Pay and Reward Policy

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