

Agenda



Performance Scrutiny Committee - People

Date: Tuesday, 15 January 2019

Time: 10.00 am

Venue: Committee Room 1 - Civic Centre

To: Councillors D Williams (Chair), J Cleverly, K Critchley, J Guy, R Hayat, H Thomas, K Thomas, C Townsend, J Watkins and T Watkins

Co-opted Members

Rebecca Penn (Church in Wales), Paul Bennett (Catholic Church in Wales), Vacancy (Parent Governor Representative) and Vacancy (Parent Governor Representative)

Item

- 1 Agenda in Welsh (Pages 3 - 4)
- 2 Apologies
- 3 Declarations of Interest
- 4 Minutes of the Meeting held on the 26 November 2018 (Pages 5 - 10)
- 5 Minutes of the Meeting held on 4 December 2018 (Pages 11 - 16)
- 6 2019/20 Budget and Medium Term Financial Plan (MTFP) (Pages 17 - 42)
- 7 Conclusion of Committee Reports
Following the completion of the Committee reports, the Committee will be asked to formalise its conclusions, recommendations and comments on previous items for actioning.
- 8 Scrutiny Adviser Reports (Pages 43 - 50)
 - a) Forward Work Programme
 - b) Action's from the 26 November 2018 and the 4 December 2018 Meetings

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Date of Issue: Tuesday, 8 January 2019

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Agenda

Pwyllgor Craffu ar Berfformiad – Pobl

Dyddiad: Dydd Mawrth, 15 Ionawr 2019

Amser: 10:00 y.b.

Lleoliad: Ystafell Bwyllgora 1 - Canolfan Dinesig

Y Cynghorwyr: D Williams (Cadeirydd), J Cleverly, J Guy, H Thomas, K Thomas,
C Townsend, T Watkins, J Watkins, R Hayat, K Critchley

Aelodau Cyfetholedig

Rebecca Penn (Eglwys yng Nghymru), Paul Bennett (Eglwys Gatholig yng Nghymru), Swydd Wag (Cynrychiolydd Rhiant Lywodraethwyr) and Swydd Wag (Cynrychiolydd Rhiant Lywodraethwyr)

Eitem

1. Agenda yn Gymraeg
2. Ymddiheuriadau am Absenoldeb
3. Datganiadau o Fuddiant
4. Cofnodion y Cyfarfod a 26 Tachwedd 2018
5. Cofnodion y Cyfarfod a 4 Rhagfyr 2018
6. 2019/2020 Cyllideb a Chynllun Ariannol Tymor Canolig
7. Casgliadau Adroddiadau Pwyllgor
Yn dilyn cwblhau adroddiadau'r Pwyllgor, gofynnir i'r Pwyllgor ffurfioli ei gasgliadau, argymhellion a sylwadau ar eitemau blaenorol ar gyfer gweithredu.
8. Adroddiadau Ymgynghorwyr Craffu

Person cyswllt: Daniel Cooke, Ymgynghorydd Craffu

Ffôn: 01633 656656

E-bost: scrutiny@newport.gov.uk

Dyddiad cyhoeddi: Dydd Mawrth, 8 Ionawr 2019

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Minutes



Performance Scrutiny Committee - People

Date: 26 November 2018

Time: 10.00 am

Present: Councillors D Williams (Chair), J Cleverly, R Hayat, H Thomas, K Thomas, C Townsend, J Watkins and T Watkins

Co-opted Members : R Penn (Church in Wales)

In Attendance: Councillor Gail Giles (Cabinet Member for Education)

D Cooke (Scrutiny Adviser), L Davies (Governance Officer), M Dacey (Head of GEMS), J Harris (Strategic Director - People), S Morgan (Chief Education Officer) and K Rees (Assistant Head of Education - Inclusion)

Apologies: Councillors K Critchley and J Guy

1 Declarations of Interest

None.

2 Minutes of the Meeting held on 9 October 2018

The minutes of the Meeting held on 9 October 2018 were approved as a true and accurate record.

3 Mid-Year Service Plan Review - Education

Attendees:

- Councillor Gail Giles - Cabinet Member for Education and Skills
- James Harris - Strategic Director - People
- Sarah Morgan - Chief Education Officer
- Martin Dacey - Assistant Head of Education
- Katy Rees – Assistant Head of Education – Inclusion

The Cabinet Member for Education presented a brief overview to the Committee and highlighted the key areas from the report for consideration.

Members asked the following questions:

- Members discussed the presentation of the report and how they felt that more insight and detail was needed in the Officer update. They also discussed how the graphs on the front page did not have titles on the axis, and there were a number of formatting issues throughout. Members stated that any acronyms used should

have the full name provided in the first instance. The Officers commented that they could address the use of acronyms on the report, but the graphs and any formatting issues were out of their control. The Scrutiny Advisor explained that the Committees feedback would be passed to the Performance and Research Business Partner.

- Members asked for an updated explanation of the remodelling of the Pupil Referral Centre (PRU). The Chief Education Officer apologised, explaining that the report was not available at this time. The Officer explained that there had been some careful planning around the remodelling the PRU. The Authority had initially been looking for a building big enough to accommodate the remodelling of the PRU. This had created a lot of background work, which included the assessment of capital assets, capital headroom and analysing previous and emerging trends to ensure the PRU remained fit for purpose. The Officer continued to state that ESTYN had confidence in the new PRU management and leadership structure. This new management and leadership structure had had an overall positive effect on the staffing and sickness levels, which should be reflected in the achievement of the young people.
- Members enquired if the Authority had any Out of County young people attending the PRU? If so, what was the transport costs associated with these and who paid? The Officer confirmed that there were no young people on Out of County placements in the PRU, and any transport costs were tracked and managed by NCC.
- A Member commented that in some schools they had Year 13 Pupils acting as learning mentors for younger pupils who need extra support. The Member asked if all schools had had that in place. The Chairperson commented if that had been the case then it must have been after careful selection, and only in place to inspire the pupil who needs the extra support. Another Member commented that learning mentors should not be used as a child teacher. The Officer replied that they can only comment on what they control. This report looks at the central Education department and that the individual actions of schools and teachers were not something that they reported on.
- Members asked the Officers for a breakdown of staff at the PRU. The Assistant Head of Education - Inclusion informed the Committee that there were both Teachers and Support Staff working at the PRU and more accurate figures would be provided at a later date.
- Members queried how the Education department monitored the PRU if it was in the Red after a 2 year period. The Officer explained that it was a long and sometimes challenging process supporting a school to move from the Red to another categorisation. Movement to Amber or Yellow would be expected, but that movement could have taken place within, or at the end of, the 2 year period.
- A Member asked the Officers to explain how the teaching rota at the PRU is managed and about how the transition to a mainstream school was dealt with. The Officers replied explaining that a teacher from the school would have met with the young person, as well as Learning Support Centre Staff, to prepare and support the pupil's transfer back to mainstream schooling. The Officers also commented that schools must have taken ownership over pupils and have taken a restorative approach in the return to mainstream schooling. The Officer went on to state that PRU members of staff have limited time and resources, and schools need to continue with their links to the PRU to ensure all pupils were supported to remain engaged and were able to move back to mainstream school.

- The Committee asked what type of children attended the PRU and whether each child would have been able to return to a mainstream school. The Officer informed the Committee that when a child was returned from PRU to a mainstream school the staff would have worked with and supported the individual throughout the process. Mainstream schools could also use internal exclusions to aid the re-integration of the pupil.
- Members spoke about the how the service plans monitor the five year Corporate Plan. The Committee would have liked milestones to be set, and where possible to be narrative and quantitative data to have been provided, on how the Actions supported the delivery of the Corporate Plan. The Officer explained that this was a mid-year review of the Service Plan only.
- Members enquired if nursey school attendance was monitored. The Officer replied that nursey school attendance was not mandatory; however the Authority was mindful that when it engaged with the schools, it promoted the importance of good attendance. The Officer continued that attendance monitoring was carried out in all other schools month by month. Any patterns or trends related to attendance were looked into. If the school missed a target for attendance the Local Authority would support the Head to work with other professionals and schools to implement ways of improving.
- Members enquired as to when implementation of the Additional Learning Needs (ALN) & Education Tribunal Act would start. Members were informed that they would be receiving a briefing in the New Year on the ALN framework and ALN Act.
- A Member requested to know what had been put in place for the anti-bullying provision. The Officer confirmed that training for staff had taken place in two schools to deliver the anti-bullying training provision, with a focus on racism. The training covered all age groups and focused on learner intelligence. The Local Authority received positive feedback post training. The Officer went onto inform the Committee that when high profile attacks happen they look for possible hate crime links.
- A Member wished to know what had the outcome of the self-evaluation of GEMS been. The Officers replied explaining that in spring 2018 it had been indicated that GEMS funding could be cut, but additional funding had been found. The Officer went on to explain that due to the insecurity of the funding some staff left to pursue other employment opportunities. Discussions with the Welsh Government had confirmed no funding will be available beyond 2020.
- The Officer informed the Committee that Newport the overall surplus of mainstream school places had been under the WG target of 10%. This would change when the new primary, Glas Llyn, school opened in September 2019. The Officer went onto explain that the Education department analysed live data to react to where school places would be needed in the future and look at potentially building and extending existing schools.
- The Officers explained to the Members that schools must have a license to be in a deficit budget position, and it was the responsibility of the school to ensure a deficit recovery plan prior to the licence being issued by the Chief Education Officer. The Officer went on to explain that some schools were able to implement the plan and recover within a year. Whereas some schools had a two or three year deficit license plan. This was purely decided on a school to school basis. A

Member went on to ask Officers what percentage of schools have been able to come back to a black position? The Officer informed the Member that there were four schools with a deficit license this year, two of the schools have already achieved returned to black. The Officer explained that some schools acted within the year so did not have to have a deficit budget. The Officers also commented that the Authority put a huge awareness on supporting schools with a Deficit Budget.

- The Committee discussed the Educational Resource Analysis. The Officers informed the Committee that the employee head count it is the total number of staff, including GEMS. The Officer explained that there are 66 separate vacancies, some of which were not on a permanent basis and can hard to fill. There are also highly specialist roles, such as Romanian language speakers, which were also difficult to fill. A Member asked if the demands for foreign language speakers were due to refugees and asylum seekers being moved into the area. The Officer explained that there had been an increase of asylum seekers and Syrian refugees moved to the area by the Home Office, however the largest incomers to the area were EU migrants, a trend that would continue.

The Chair thanked the officers for attending.

Conclusion - Comments to the Cabinet

The Committee noted the mid-year service plan review and agreed to forward the minutes to the Cabinet as a summary of the issues raised.

The Committee wished to make the following comments to the Cabinet:

1. There needed to be more information included in the update for each action. This information should have included the deadline the Service Area intended to complete the Objective/Action by, and how it was related to the five year Corporate Plan and its Commitments.
2. References to new or developing work streams (Arrow project) to be explained to provide context to the updates in the report. As well as all acronyms being preceded by the full title and acronym in brackets

The Committee requested the following information from Officers;

1. Number of young people in the PRU, and information on the young person's school year, school and from which area of Newport they are from.
2. An information report on the work programme and action plan for supporting NEET young people.
3. An information report on how Learning Champions in schools were raising the aspirations of the Looked After Children.
4. What is the full time equivalent of the '66 current vacancies' in Education?

4 Scrutiny Adviser Reports

Attendees:

- Daniel Cooke – Scrutiny Adviser

a) Forward Work Programme Update

The Scrutiny Adviser presented the Forward Work Programme, and informed the Committee of the topics due to be discussed at the next two committee meetings:

Tuesday 4 December, the agenda items;

- Adult and Community Services Service Plan - Mid Year Review
- Children and Young People Service Plan – Mid Year Review

Tuesday 15 January 2019, the agenda item;

- Draft Budget Proposals

Councillor Joan Watkins gave her apologies for the meetings on 4 December 2018, and 15 January 2019.

Rebecca Penn gave her apologies for the meeting on 15 January 2019.

b) Action Arising

None

c) Information Reports

None.

d) Scrutiny Letters

None.

The meeting terminated at 13:00

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Minutes



Performance Scrutiny Committee - People

Date: 4 December 2018

Time: 10.00 am

Present: Councillors D Williams (Chair), J Cleverly, J Guy, H Thomas, K Thomas, C Townsend and T Watkins

Co-opted Members : R Penn (Church in Wales)

In Attendance: Councillors P Cockeram (Cabinet Member for Social Services)

S A Jenkins (Head of Children & Young Peoples Services), J Harris (Strategic Director - People), D Cooke (Scrutiny Adviser) and L Davies (Governance Officer)

Apologies: Councillors K Critchley, R Hayat and J Watkins

1 Declarations of Interest

None

2 Mid-Year Service Plan Reviews 2018/19

Adult and Community Services Mid-Year Service Plan Reviews

The Service Manager for Adult and Community Services presented each of the five objectives individually and invited the Committee to ask relevant questions at that time.

Objective 1

- The Committee enquired whether the IAA Provider Forum had been implemented or was in progress, Members asked for an update on the objective. The Officer explained that the IAA Forum was linked to the Care Navigation Joint Forum, and that the Authority would be working closely with partners for better integration within the IAA service, the Officer went on to say that the process had been ongoing to establish key partners for the IAA services.
- A Member asked Officers if there were any other agencies such as Sight Cymru within the Third Sector Partnership. The Cabinet Member for Social Services replied explaining that the Authority were not aware of any other agencies such as Sight Cymru within the Third Sector Consortium, he also said that Sight Cymru Service had made a positive impact as previously there had been up to two years waiting for assessments.
- The Members enquired how the Authority managed and monitored an outside body. The Officer replied that the Authority looked at the level of service the outside body

provided to the Authority and citizens of Newport. The Officer explained that the Authority gathered information from visits with staff, monitored complaints, and spoke with Social Workers to ensure that contracts had been upheld. The Members also asked Officers what would have happened if failings to the service were identified. The Officer explained that the Authority had never experienced that scenario, however if that situation did arise then there were a number of measures and processes that would be implemented. These measures and processes included setting up an improvement plan, setting timescale for resolution, monitor the improvements, work with Social Services and the Safeguarding Hub, and if the issues still remained the Contract Department would be involved.

- The Committee expressed concerns over a historic event involving a Nursing Home that failed to provide the contractual service to the residents of the home. The Member asked what would the cost be if that situation were to arise again. The Strategic Director – People informed the Committee that this scenario was very infrequent, and that the Authority had only needed to engage with one domiciliary care providers about meeting their contractual obligations. The specifics included the robustness of their business model, and not the level of care. Officers agreed that an action point be made to capture any future safeguarding situation or issues that ever arose.
- Members asked the Officers how many domiciliary care providers operate within Newport, what checks and training were carried out to ensure the safeguarding of the service users. The Officers detailed there were 26 domiciliary care providers working within Newport. All staff must have a current DBS check, attend and maintain the appropriate level training, along with having business insurance. Members wish to know if the mandatory training included dementia awareness training. Officers explained that dementia training was a not mandatory requirement.

Objective 2

- The Committee congratulated the Officers for the drop in unoccupied bed days from 16.7% to 2%. Officers confirmed that two additional Social Work Assistants had been allocated to undertake assessments, which created greater capacity to facilitate timely admission and discharges. A Member asked about the WCCIS system data. Officers replied explaining that WCCIS was a new system, however there was no evidence to suggest that performance had declined.
- Members enquired about the In-Reach Project and what pathway was in place. Officers replied that a restructure of the re-ablement team had taken place, work practices had been reviewed to ensure an integrated and co-ordinated response to hospital discharge. The Officer further explained that continual monitoring of the impact of In-Reach on hospital discharge pathways was in place.
- A Member spoke about the elderly moving in and out of hospital, as the problem inevitably ended up back with Social Services. The Members discussed how there would have been a cost associated with this. The Officer explained how some of the reasons behind this were due to factors such as an increase in life expectancy and changes in society and culture towards the elderly. The Officer also commented about the 'Home 1st Initiative', which met every week across Gwent. The Regional Board attended along with the Welsh Government making funds available across Gwent to try to overcome the disconnect. The Officer explained that the 'Home 1st Initiative' had looked for the best use of resources. The Officer explained that there had been a slight disconnect between leaving hospital and Social Services visiting, but that no longer existed. The Cabinet Member for Social Services commented that the transformation fund would grow every year, and showed good results.

Objective 3

- Members requested information on the Peoples Commissioning Function. Officers responded by explaining the Peoples Commissioning Function improved systems within the Adult and Community Services department, and that expertise would be brought to Children and Young People's Services. The Authority would be able to apply consistency and challenge to make the appropriate improvements when purchasing and commissioning external services.
- Members congratulated the Officers on the hard work that had been put into Spring Gardens residential home, complimenting them on the level of activities and the general outlook of the centre. Members discussed the possibility of a future funding shortfall in domiciliary care by 2028. Officers responded that packages of care had become more expensive due to the complexity of care required by the service user and this was a trend that could continue. There would be a discussion on fees for next year, however Officers discussed that the cost needed to be fair, and must be sustainable for vulnerable people, a level of trust needs to be gained between the Authority and providers. Officers also commented on a possible Scrutiny visit to the 'Home 1st Initiative' team.

Objective 4

- Members asked the Officers if this Objective related to a professional Carer or aimed at family carers. The Officer replied to Member explaining that Objective four relates to all carers.

Objective 5

- Members commented on the Victim Hub in Blackwood, and if there were enough resources in the Gwent Provision, the Member also asked Officers about other responses introduced to Deprivation of Liberties (DoLs). The Officer replied explaining that there was nothing new to report, however there was increasing demand for the service. There was also a back log of assessments, and the Authority need more capacity to maintain the level of service. Officers explained that once safeguarding issues were identified it was important to support the victims and victim's family. The Officers confirmed that they would feedback on when the Newport Specific section of the Gwent Safeguarding website would go live.

Financial Analysis

- The Committee queried the Community Care Supported Living Packages that were nearly £1.9 million overspent, could more information be provided on the reason for that and what the service area would do in the short and long term to ensure that would not be an issue year on year? The Officers explained that the overspend would be made up of many factors, people were living longer, some with very complex needs and conditions which required a high level of care. Officers explained that the very hot summer had a very big impact on the budget, as the heat had caused a spike on services, which increased pressure on the Authority. The winter would also affect the budget, the Authority had anticipated a very bad winter, which would cause excess strain on services. The Cabinet Member for Social Services informed the Committee that half a million of the overspend included the Domiciliary Care workers wage increasing to meet national living wage.

The Chair thanked the officers for attending.

Children and Young Persons Mid-Year Review

The Head of Children and Young People Services presented each of the five objectives and financial analysis individually and invited the Committee to ask relevant questions at that time.

Objective 1

- Members asked the Officers to explain how they would see this improving the outcome for the children and families. The Officers replied explaining that the Integrated Family Support Team had put in place the redesigned reporting framework to ensure compliance with Part 9 of the Social Services Wellbeing Act. The structure had better links with schools for disabled children, as well as with parents which had been set up as a consultation tool for service improvement. The Cabinet Member for Social Services stated that the parents who had voiced their concerns over the transition from Children to Adult Services had been listened to and the Authority had taken on board their views. A Member congratulated the Officers on receiving an award from the Welsh Social Care for working with Barnardos.

Objective 2

- The Officers explained that Objective 2 was for Finance to establish the mechanisms for care leavers to no longer pay council tax. The Officers informed Members that the Welsh Government had taken the Council Tax non-payment on as an action itself, with a possibility of funding for Local Authorities. Members wish to know how care leavers being exempt from council tax was fair with when compared other members of the public who potentially had difficulties in paying council tax. The Officer explained the amount of care leavers would be a very low number and there were a lot of citizens with in the Authority that were also exempt from paying council tax.
- The Officers explained that as a Local Authority they have an increasing number of family care arrangements with support plans that were agreed with the court. These were largely children cared for under the requirement of the Special Guardianship Orders, the Authority were drawing together foster teams, offering support and assessment where family guardianships were in place. The Authority ensured that families had been supported properly once the guardian took over, in some cases the child had required additional support. Members asked what age range the children were when leaving foster care. The Officer replied that the age range varies, but had been around 25 years old, with a varying figure of children leaving foster care of 20-50 per year.

Objective 3

- The Officers explained to Members that the Authority had the responsibility to provide a safe placement for the children and young people of Newport. The Authority had received additional funding for residential care placements, it was explained that four children had been identified for a place in a current residential unit. The Authority had made a successful offer on a second residential unit for another four children. Officers explained that the advantages of the new residential units included; savings to the budget as there had been 30 children in Out of County placements, and that the children were nearer to home. The Officers explained about the introduction of RISCA (Regulation and Inspection of Social Care Act) which had been a new regulatory framework. Members were informed that in order to be fully compliant all Statements of Purpose had been reviewed, revised and all had been accepted.

- The Officers provided details on how the Authority had provided training to all carers, and had also offered a more sophisticated level of training to Foster Carers on managing allegations.
- Members asked about the financial support available for Kinship and Special Guardianship arrangements. Officers replied that Kinship and Special Guardianship were eligible to benefits; but there had been instances when the Authority had no knowledge of the family's prior arrangements in place, when the family had requested financial support. This had resulted in a not entirely a straight forward process.
- Members asked the Officers what challenges had been experienced when recruiting staff for the residential units. Officers replied that the recruitment of staff were advertised internally, with much consideration about what went into the advert. Officers explained that the response to the Job Advert was huge, with 70 candidates applying. The Officer explained that they looked for numerous qualities in staff, this included taking staff from other residential environments and offered a Qualification and Credit Framework qualification as an incentive. The Cabinet Member for Social Services commented on how the Welsh Government had looked at what Newport were doing with residential units, and the impact this would have on the children and young people. The Cabinet Member invited the Corporate Parenting Forum and Scrutiny Members to the residential unit, he also commented that there were around 150 Foster Carers in the area, each with around 2/3 children whom were pleased with the level of support offered by the Authority.

Objective 4

- The Committee asked the Officers to explain what had been put in place to prevent offending or re-offending. In the Officers opinion if a young person had access to and engages with education they are less likely to offend or reoffend. The Officer believed that this was due to the young person having aspirations to a life that did not include offending. The Officer continued to state that if young person is able to develop a positive relationship with another responsible adult in a one to one setting then they were less likely to offend. The same successes had been seen with peer engagement activities.
- Over the previous year an exercise had been carried out across the five Local Authorities to assess potential options for Gwent wide Youth Offending Service (YOS). The options for a regional YOS were being considered.

Objective 5

- The Officer explained to the Members that developing the Children's Charter to outline the Authorities support for all children across the city including the specific needs of the most vulnerable children. Work on the Children Charter had been led by the Councils Policy, Partnership and Involvement Team and discussed with Newport's Youth Council who would lead on its development and ensure an inclusive approach was in place.
The Officer also discussed the scoping of Children 1st Models across the UK, explaining to Members that the work had been undertaken by Millbrook Primary school and Barnardos, in conjunction with the Children 1st Team in Welsh Government.

Financial Analysis

- Officers were requested to explain why on the Number of independent Fostering Agency Placement per quarter and the Number of Out of County Residential Placements per quarter graphs there was a forecast drop back towards pre 2018 numbers of children and young people. As well as to provide evidence to support the forecast, and what mitigations had the Authority had in place if the forecast was incorrect? The Officer explained that the Authority would be seeing more young people move from Children Services to Adults Services. The Council were also trying to recruit more foster carers in a number of different ways, the number of foster carers was getting smaller year on year.

The Chair thanked the Officers for attending.

Conclusion - Comments to the Cabinet

The Committee noted the Mid-Year Review for Children and Young Peoples Services and Adult and Community Services and agreed to forward the minutes to the Cabinet as a summary of the issues raised.

The Committee wished to make the following general comments to the Cabinet:

1. The information provided by the Officers needed to be simplified to allow members of the public to be able to read and understand.
2. The format of the report needs to be improved, numbering actions could be one way of improving how Members engage and scrutinise the information.
3. The Heads of Service approach to completing the reports varied, a more consistent approach and presentation might allow for Members to scrutinise more effectively in the future.

The Committee made the following comments and recommendations relating to the Adults and Community Services Mid-Year Review;

4. The Committee requested additional information on a number of actions and areas of the report. The Strategic Director – People and the Scrutiny Advisor will establish a schedule of presentations for the New Year.
5. After the presentations the Committee Members will have the opportunity to visit the hospital to see how the Authorities partnership work with the Health Board works in practice.
6. The Strategic Director – People will provide feedback on the date the Newport specific - Gwent Safeguarding website is due to go live.

The Committee made the following comments and recommendations relating to the Children and Young Peoples Services Mid-Year Review;

7. It was noted that the Cabinet Member for Social Services invited Members of the Committee to visit the new residential home for young people before the first young people moved in.

The meeting terminated at 12.30 pm

Scrutiny Report

Performance Scrutiny Committee - People

Part 1

Date: 15 January 2019

Subject 2019/20 Budget and Medium Term Financial Plan (MTFP)

Author Scrutiny Adviser

The following people have been invited to attend for this item:

Role / Areas of responsibility	Lead Officer
Budget Overview and Process	Meirion Rushworth, Head of Finance
Overall Budget for People Directorate	James Harris – Strategic Director - People
Service Specific Proposals:	
Education	Sarah Morgan – Chief Education Officer

Section A – Committee Guidance and Recommendations

1 Recommendations to the Committee

The Committee is asked

- (i) Consider and scrutinise the budget proposals relevant to the People Directorate;
- (ii) Determine if it wishes to make recommendations or comments to the Cabinet on the Proposals within the People Directorate;
- (iii) Determine if it wishes to make any comments on the budget process or the public engagement (to be forwarded to the Overview and Scrutiny Management Committee for consideration).

2 Context

- 2.1 In accordance with the constitution, the Cabinet is required to consult on the proposals before recommending an overall budget and required council tax to the Council for approval in March. Scrutiny Committees must be consulted as part of this process. The timetable for the consultation on the budget is as follows:

Cabinet agrees budget proposals as a basis for consultation	12 December 2018
Consultation period	13 December 2018 to 30 January 2019
Cabinet considers feedback from consultation and agrees final budget proposals for recommendation to Council	13 February 2019
Council approves the 2019/20 budget and council tax level	26 February 2019

Structure of Scrutiny of the Budget Proposals

- 2.2 Each Committee will meet to discuss the budget proposals in detail and formulate comments relating to their portfolio:

Committee	Date	Role
Performance Scrutiny Committee - Place and Corporate	14 January 2019	Savings proposals within the Place Directorate and Corporate.
Performance Scrutiny Committee - People	15 January 2019	Savings proposal within the People Directorate
Overview and Scrutiny Management Committee	31 January 2019	<ul style="list-style-type: none"> • Coordination of comments from all Scrutiny Committees • Comments on the budget process • Comments on public engagement

- 2.3 Recommendations will be agreed verbally at the Committee meetings; the final wording will be approved by the Chairperson after the meeting. These recommendations will then be sent to the Overview and Scrutiny Management Committee (OSMC) at its meeting on 31 January 2019 to confirm the list of comments that will be submitted from Scrutiny to the Cabinet. The Chair of this Committee will be invited to attend the meeting of the OSMC where the Committees recommendations are discussed.
- 2.4 The role of the Overview and Scrutiny is to coordinate the comments from Scrutiny to ensure that there are no overlaps in what is being recommended and ensure that scrutiny as a whole provides a cohesive and consistent response to Cabinet. It also has overall responsibility for comments on the budget process, and public engagement, which it will be focusing on at its meeting.
- 2.5 At its meeting on 12 December, the Cabinet agreed draft proposals for consultation. The full papers are available on the website ([Link](#)).

Appendix 1 - Budget investments

Appendix 2 - New budget savings for consultation

Appendix 3 - New budget savings implemented under delegated authority (Cabinet Member and Head of Service)

- Appendix 4** - Budget savings previously approved
- Appendix 5** - Budget savings for consultation – proposals
- Appendix 6** - Demand models – social care and education
- Appendix 7** - Fees & charges for consultation
- Appendix 8** - Financial resilience ‘snapshot’
- Appendix 9** - Medium term financial projections
- Appendix 10** - Projected earmarked reserves

Cabinet Proposals – Business Cases

- 2.6 The proposals for consultation are contained within **Appendix 2** (Summary) and **Appendix 5** (detailed business cases). Proposals relevant to the Place and Corporate Directorates have been extracted and included as appendices to this report for the Committee’s consideration.
(The numbering of these appendices has remained the same as the Cabinet report for ease of reference.)

Cabinet Member Decisions

- 2.7 **Appendix 3** are the proposals delegated to Cabinet Member and Head of Service Decision. The Cabinet member decisions will be subject to the usual democratic decision making process and all Member consultation. These proposals do not form part of the public consultation and as such are not attached to the agenda for this meeting. A hard copy is available on request.

The Head of Service decisions are operational and are taken under delegate authority by the relevant Head of Service.

Fees and Charges

- 2.8 Appendix 7 are the proposed fees and charges for consultation. A hard copy of this is available on request.

3 Information Submitted to the Committee

- 3.1 The following attachments are included for the Committee’s consideration:

- Appendix A** – Cabinet Report – 19/20 Budget and MFTP
- Appendix 2** – New Budget Savings for Consultation (summary table)
- Appendix 5** – People specific Budget Saving Proposals for Consultation

(Note – the attachment numbers have been kept the same as the Cabinet Agenda for ease of reference)

4. Suggested Areas of Focus

Role of the Committee

The role of the Committee in considering the report is to:

- **Assess and make comment** on the proposals relevant to the People Directorate in terms of:
 - How **reliable** the savings forecasts are;
 - How **achievable** the proposals are;
 - Have **risks** / impact on service users been appropriately mitigated;
 - Is there sufficient and consistent information within the Business cases to enable Cabinet to make an informed decision;
 - How does it fit into the **longer term strategic planning** and vision of the Council;
 - Has the **FEIA** have been completed and used to develop the proposal;
 - The extent to which the **Wellbeing of Future Generations Act** has been considered.
- **Conclusions:**
 - Feedback the Committees assessments of the proposals and highlight what the Cabinet need to be mindful of when taking the decision on the proposals.
 - Feedback to Overview and Scrutiny Management Committee in the process and public engagement.

Suggested Lines of Enquiry

- 4.1 Councillors have a fundamental democratic right to commission financial information and provide challenge to executives and officers about finances. Scrutiny councillors are not expected to be financial experts, but they have a key role in ensuring **accountability** and **value for money** are demonstrated to the public.
- 4.2 The following has been adapted from Section 3.1-3.4: Source: Grant Thornton – Local Government Financial Resilience Review 2012 (“Towards a tipping point?”) to provide examples of the questioning and lines of enquiry that the Committee may wish to consider:

Individual Proposals	<ul style="list-style-type: none">• How reliable are the proposed savings?• Is there sufficient evidence within the business cases to have confidence that the proposals are achievable?• Is it clear how this proposal will be delivered and how the savings will be achieved?• Timing of the implementation – will this achieve a full year’s savings? Will anything delay implementation (such as the consultation process for any redundancies)
Links to Strategic Planning	How does the proposal contribute to the achieving corporate priorities?
	How do these proposals fit into an overall budget strategy / what is the long

	term approach to budget at the Council?
Assessing Impact	What is the anticipated impact of the budget proposal on: <ul style="list-style-type: none"> ○ Services ○ Performance (including performance indicators and standards) ○ Clients / services users
	If there is a risk identified, has this been appropriately mitigated? Is this clear within the business case, and is it achievable?
	How will we measure the success / impact of this proposal?
Fairness and Equalities Impact Assessments	Have these been completed?
	Have any impact identified within the FEIA been considered within the business case?

Section B – Supporting Information

5 Links to Council Policies and Priorities

- The Budget Saving Proposals and the relevant Fairness and Equality Impact Assessment should indicate its links and impact on the Corporate Plan and Wellbeing Objective commitments:

Well-being Objectives	Promote economic growth and regeneration whilst protecting the environment	Improve skills, educational outcomes & employment opportunities	Enable people to be healthy, independent & resilient	Build cohesive & sustainable communities
Corporate Plan Commitments	Thriving City	Aspirational People		Resilient Communities
Supporting Function	Modernised Council			

6 Wellbeing of Future Generation (Wales) Act

The Committees consideration of the service plans and the performance of the service areas should consider how services are maximising their contribution to the five ways of working:

5 Ways of Working	Types of Questions to consider:
Long-term The importance of balancing short-term needs with the need to safeguard the ability to also meet long-term needs.	What consideration have you given to the long term trends that could affect your proposal or; how could your proposal impact these trends?
	How will the needs of your service users potentially change in the future?
Prevention Prevent problems occurring or getting worse.	What is the objective (or the desired outcome) of this proposal?
	How are you addressing these issues to prevent a future problem?
Integration Considering how public bodies' wellbeing objectives may impact upon each of the well-being goals, on their other objectives, or on the objectives of other public bodies.	How have the decisions, so far, come about? What alternatives were considered?
	Are there any other organisations providing similar / complementary services?
Collaboration Acting in collaboration with any other person (or different parts of the organisation itself).	Have you consulted with the health board, third sector, emergency services, businesses and anyone else you think might be impacted?
	What practical steps will you take to integrate your project with existing plans and strategies of other public organisations to help us all contribute fully to the seven national well-being goals?
	Who have you been working with? Why? Who have you collaborated with in finding out more about this problem and potential solutions?
Involvement The importance of involving people with an interest in achieving the well-being goals, and ensuring that those people reflect the diversity of the area which the body serves.	How are you co-working with other sectors?
	How are you using the knowledge / information / good practice of others to inform / influence the Council's work?

7. Background Papers

Include all additional documents that are referenced in the report, and those that you have used as background reading.

- [The Essentials - Wellbeing of Future Generation Act \(Wales\)](#)
- [Corporate Plan](#)

Report Completed: January 2019

Report

Cabinet

Part 1

Date: 12 December 2018

Item No: 7

Subject **2019/20 Budget and Medium Term Financial Projections (MTFP)**

Purpose To highlight key issues affecting the development of the 2019/20 budget and MTFP, and present the draft proposals for the 2019/20 budget. Cabinet are asked to agree the draft proposals to start the budget consultation process for this year. Consultation results will be reported back to Cabinet in February 2019, when Cabinet will recommend a final budget and council tax level to full Council.

Author Head of Finance

Ward All

Summary The 2019/20 budget and medium term projections have been developed within a challenging financial environment. Cost pressures affecting the Council finances come from both (i) pay related / other price increases and (ii) increasing demand and associated costs for services. Between both issues, cost pressures are very significant; £12,198k in 2019/20 alone. On the funding side, the Council's draft 'Revenue Support Grant', which funds over 75% of its revenue budget, has, in the draft settlement, increased by only £336k. Therefore, both savings and an increase in local council tax are required to produce a balanced budget for 2019/20 which both modernises and maintains key services as best as possible for the most vulnerable in our communities and implements other key priorities for the Council in its corporate plan ambition to 'Improve People's Lives'.

The draft grant settlement announced a number of specific grants which are significant in value. This is in addition to £550 million 'new' funding for the Welsh Government budget announced in the UK budget in November. Both of these issues will affect the final 'Revenue Support Grant', which will be known on 19 December 2018 as well as bring forward new specific grants for services. These are not included in the proposals of this report and the Head of Finance will update any known details on these at the Cabinet meeting on 12 December.

The draft 2019/20 budget proposals are explained and detailed within this report and its appendices.

Section:

- 1 Our financial challenge
- 2 Setting the budget
- 3 Financial planning assumptions
- 4 Budget savings
- 5 Schools funding
- 6 Budget process and consultation
- 7 Risk, financial resilience and performance
- 8 Report review and statutory comments

Appendix:

Appendix 1	Budget investments
Appendix 2	New budget savings for consultation
Appendix 3	New budget savings implemented under delegated authority (Cabinet Member and Head of Service)
Appendix 4	Budget savings previously approved
Appendix 5	Budget savings for consultation – proposals
Appendix 6	Demand models – social care and education
Appendix 7	Fees & charges for consultation
Appendix 8	Financial resilience ‘snapshot’
Appendix 9	Medium term financial projections
Appendix 10	Projected earmarked reserves

Proposal

- 1. Cabinet is asked to agree the following draft proposals for public consultation:**
 - i) Budget savings proposals in Appendix 2 (summary table) and Appendix 5 (detailed business cases)
 - ii) Proposed fees and charges in Appendix 7
 - iii) The position regarding the proposed school funding for 2019/20 in paragraphs 5.1– 5.4
- 2. Cabinet is asked to note:**
 - i) The position on developing a balanced budget for 2019/20, acknowledging that the position will be subject to ongoing review and updates
 - ii) The medium term financial projections, assumptions contained within and that projections contain investments required to implement the Corporate Plan promises
 - iii) That the Cabinet Member and Head of Service decisions in Appendix 3 will be implemented with immediate effect, after following the usual Council decision making processes
 - iv) That Fairness and Equality Impact Assessments have been completed for all proposals requiring one

Action by Directors / Heads of Service

Timetable Immediate:

1. Cabinet Member and Head of Service decisions in Appendix 3 will be implemented with immediate effect, in line with internal decision making protocols.
2. Cabinet budget savings proposals, fees and charges, and schools funding position to form the basis of the budget consultation process.

This report was prepared after consultation with:

- Directors
- Head of Law and Regulation
- Head of People and Business Change

Signed

1 Our financial challenge

- 1.1 The Council provides over 800 services, for over 151,000 people, living in over 65,000 households. Newport's population is growing, with the largest growth for children under five, and people aged over 65.
- 1.2 The Council faces continuing financial challenges, namely:
- Increasing costs around pay / prices
 - Increasing demand for services and therefore costs
 - Local Government funding and Newport's City Council's own 'Revenue Support Grant (RSG)' which funds over 75% of its net budget
- 1.3 In addition, the Council is rightly ambitious in providing the best services it can and fulfilling its Corporate Plan ambition of 'Improving People's Lives'. The Council's Corporate Plan sets out 20 clear promises and, in some cases, these require financial investments which are included in the 2019/20 budget and medium term financial projections.
- 1.4 Over the last five years, the council has made savings of £45m. To achieve this we have:
- reduced the number of staff we employ by around one quarter
 - sold land, buildings and property we no longer use or need
 - set up a property services joint venture
 - set up a charitable trust for leisure services
 - reviewed our services to become more efficient
 - developed shared services such as IT
 - helped people to live independently

But ongoing public sector austerity, coupled with continuing financial pressures and demands mean that, prior to the acceptance of the proposed savings, even more 'new' savings must still be found – at least £33m by 2023.

2 Setting the budget

- 2.1 There are two main elements to the council's financial planning:
- strategic planning: the MTFP
 - within that, the annual council budget.
- 2.2 The Council is required by law to set a balanced budget every year. At the same time, we review and update our MTFP to help project our savings and investments across the next four years. For a number of years we have faced continued financial pressures together with 'cash flat' funding allocations from central government, so we have had to find savings to meet the funding gap between the income we receive through our grants and council tax collection, and our expenditure on the wide variety of services we provide.
- 2.3 To meet this gap, in putting together the budget proposals each year we review:
- budget commitments (both investments and savings) agreed in the MTFP previously
 - new areas in need of investment and growth
 - new proposals for savings and efficiencies
 - new proposals on our fees and charges
- 2.4 As in previous years, Cabinet will be asked to keep the medium term position in mind, and in February will agree the full package of new medium term savings and investments, to be added to what has already been approved within the MTFP.

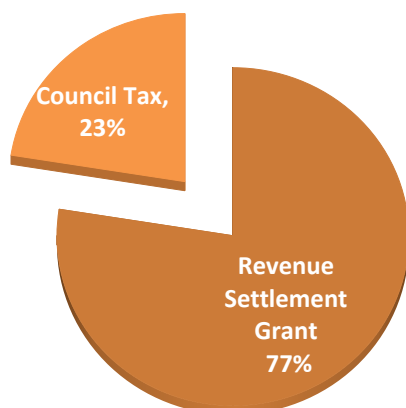
National budget position

- 2.5 The UK Autumn budget was issued in October. Whilst this budget is subject to securing a Brexit deal, the announcement included the following headlines:
- The Chancellors budget provided over £550m additional funding to the Welsh Government budget through to 2020/21, £486m of which has been allocated as revenue funding.
 - Of the £550m, all but £59m has been allocated for the current 2018/19 year - £14m for social care, £3m for Disabled Facilities Grant (DFGs), £23m for schools, £17m for business rates, and £370m for the NHS
 - For 19/20 a further £24m has been allocated - £13m in the revenue support grant to provide local government with a cash flat settlement, £1.2m to raise the funding floor so that no local authority faces a reduction of more than 0.5%, a further £7.5m to help authorities meet the cost pressures of implementing teachers' pay award and £2.3m to help prevent children from being taken into care. Whilst this additional money has been allocated, Newport's share remains unknown at this time.
 - Whilst there will be a spending review next year – held every three years or so to allocate money to different parts of government - the Chancellor will set out a five year path for additional departmental spending.

Welsh Government funding settlement

- 2.6 Welsh Government funding accounts for the largest part of the council's overall funding, equating to over three quarters of its total net revenue budget funding. This funding is provided through non-hypothecated grants – the Revenue Support Grant (RSG). In addition to this, other grants provide funding for specific purposes. Less than a quarter of our budget is raised through council tax.
- 2.7 As the RSG makes up such a large proportion of our budget, what happens to this grant is crucial as any reductions cannot be easily offset by an increase to council tax. For example, it would take a 4% increase in council tax to offset a 1% reduction in the RSG.

Chart 1: Newport Council funding sources – 2018/19



- 2.8 The council received its provisional [RSG Settlement from Welsh Government](#) (web link) on 9 October 2018. Overall, it confirmed that the council would receive £213,759k for 2019/20. After allowing for net specific grant transfers into the RSG, this is a 'cash increase' of +£336k (+0.16%) from current funding, compared to a Welsh average -0.3% reduction. There remain a number of

uncertainties around specific grants; however, these should be confirmed between this report and the final settlement from WG which is due on 19 December 2018.

2.9 The Councils 'final settlement' will be announced on 19th December. There are 2 issues, not yet reflected in figures contained in this report, that will change the indicative amount above:

- Additional revenue funding of £24m for the 2019/20 RSG across Wales, as a result of the UK autumn budget
- an anticipated reduction in the Council's RSG coming from changes to council's tax-base, i.e. its ability to raise its own council tax income. If a council's tax-base changes by more or less than the Welsh average, their final grant settlement will be increased or decreased accordingly. This 'equalisation' is a key feature of the Local Government grant settlement process, but provides some challenges to those Councils, like Newport, who have significant cost pressures resulting from housing and population growth.

The Head of Finance has set the tax-base for 2019/20 and it will increase by 1.2%, significantly higher than the all Wales average of 0.5%-0.8% over the last few years. This growth has the potential to affect the RSG significantly; however, the Head of Finance will provide an update once the final settlement is known.

Implementing the Corporate Plan

2.10 The Council's business and financial planning is underpinned by four priority outcomes, which provide a focus for decisions about spending and will direct activity across the council.

- Resilient communities
- A thriving city
- Aspirational people
- A modernised council

2.11 These outcomes and themes are integral to the Council's Corporate Plan 2017-22 which sets out a clear set of aspirations and plans for the future under our mission of 'Improving Peoples Lives'.

2.12 The Council's future plans and its change/ savings programme will need to ensure a strategic approach is taken on the future direction of Council services. The current 'Medium Term Financial Projections' included in Appendix 9 already includes funding for the key priorities and promises set out in the plan. In light of the medium term financial sustainability challenge, further work is required to ensure the budget is balanced over the medium term whilst meeting our duties under the well-being objectives.

3 Financial planning assumptions

Increasing costs and demand

3.1 Financial pressures and demands on our services have increased over a number of years and this increase is projected to continue. Main issues include:

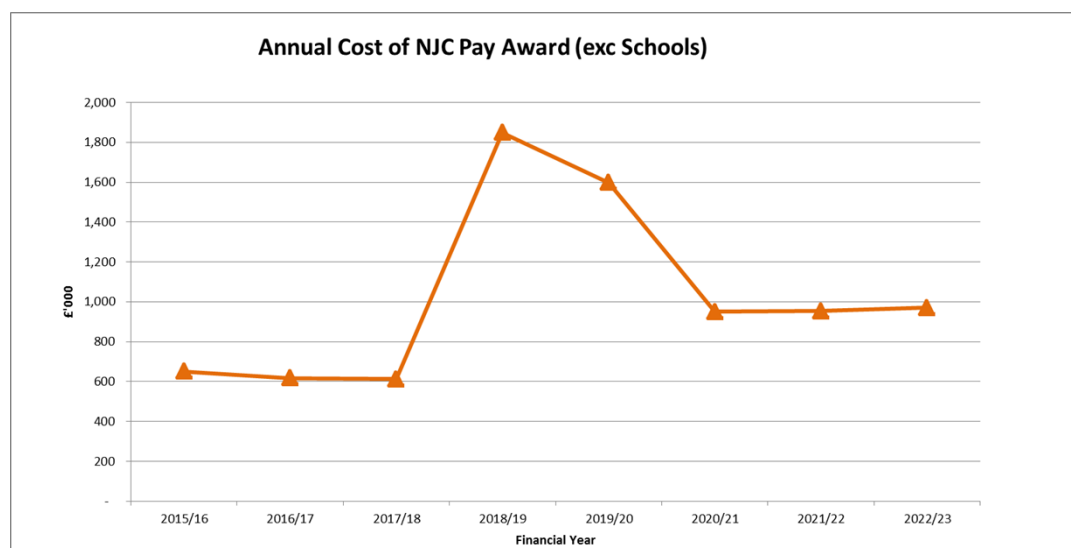
- Pay and inflationary cost increases
- Significant increases in demand led services – children's social care, adult's social care and special educational needs
- Cost of new schools

3.2 Unavoidable pay and inflationary cost increases, excluding schools, equate to £5,035k in 2019/20 and £15,224k over the four year period to 2022/23.

3.3 Since 2013 public sector pay has been capped at 1% and the Cabinet will be aware of the intense scrutiny and pressure across the UK public sector which has resulted in this cap being

lifted. The National pay award inflation has been included within current projections and represents an average increase of 3% (over £3m) in 2019/20. The following chart represents the costs associated with the National pay award since 2015/16. Current planning assumptions are based on National pay award inflation being in the region of 1.5% from 2020/21.

Chart 2: Costs associated with National Joint Council pay award



- 3.4 National minimum wage has too been an issue for the Council in the past for both our own staff and those employed by third party providers. In social care alone, investments of over £3.5m have been made since 2016/17 to fund increases in external provider fees as a result of the national minimum wage. Pay grades for 2019/20 will see the lowest grade in Newport being equivalent to the £9.00 per hour living wage set by the Living Wage Foundation in November 2018.
- 3.5 In addition to these cost increases, the Council has also seen a significant increase in demand led services since 2015/16 - some of the key demand pressures are outlined below.



- 3.6 In particular, the Council is currently forecasting overspends in this year's budget in the four key risk areas facing significant demand:

- Children's out of area placements £1,741k overspend
- Community care £1,239k overspend
- Special education needs £1,343k overspend
- Fostering £685k overspend

- 3.7 During 2018/19 these three areas alone have contributed over £5m to service area forecast overspend. This year, a one off, risk contingency of £2.2m was set aside to manage the anticipated overspending and then to re-focus and invest in these areas in 2019/20. Further investments in addition to this are proposed within 2019/20 to support the level of demand that is being experienced. However, based on current demand there is likely to be a shortfall in budget provision in these areas of approximately £1.3m as the demand has simply exceeded the estimates that were made at the beginning of this process. These unfunded pressures will need to be dealt with and/ or managed once the final settlement has been confirmed.

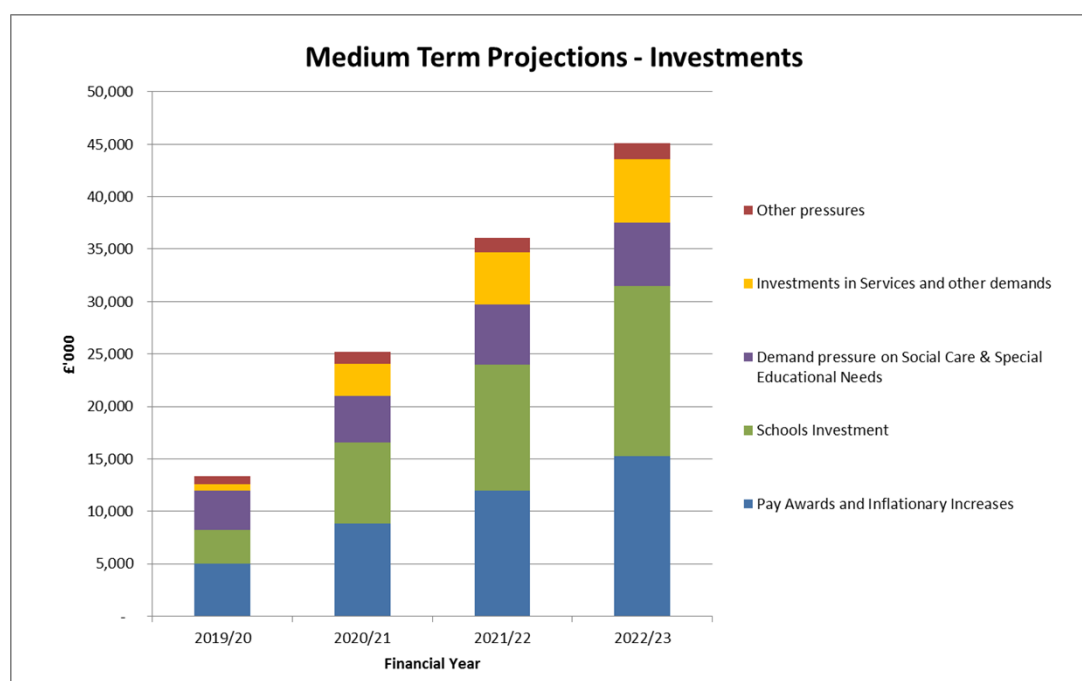
Detailed demand models for social care and education have been included within Appendix 6 and form the basis of the investments that have been put forward for inclusion within the medium term projections.

Investments

- 3.8 For 2019/20 specifically, the Council is currently planning on investing around £8.5m in the draft budget over and above an allowance for inflation on pay and pricing. More details on proposed investments are included in Appendix 1 and some of the key items include:

- £3,178k investment in school budgets
- £2,625k for increasing demand in social care demand for both children and adult services
- £1,170k due to increasing demand for special education needs provision
- £525k costs associated with increasing pressures placed on City services given the growth and development within the City
- £221k due to transfers into the RSG in respect of free school meals
- £220k investment to deliver the promises set out within the Corporate Plan.

Chart 3: Categorised investments included within medium term projections



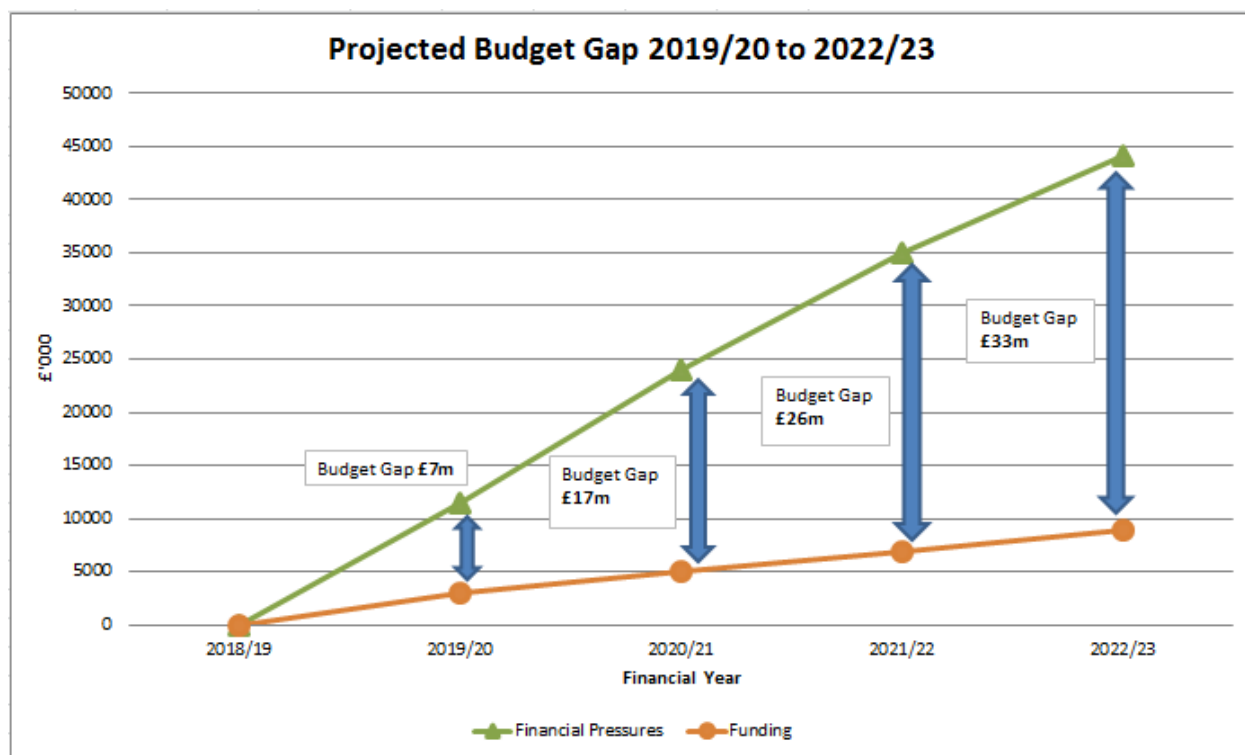
- 3.9 Although the financial pressures facing the Council continue to increase significantly over the four year period the funding received from Welsh Government (WG) and council tax remains relatively

static. Future year's investments beyond 2019/20 are therefore subject to review and confirmation at that time.

Council tax

- 3.10 It is well documented that Newport's council tax is low compared to others in Wales, generating approximately 23 per cent of our income, compared to around 25 per cent for most Welsh councils. This Council's current year budget is well below its 'standard spending assessment', a relative spending needs assessment between all Welsh councils, at £7.4m which is due to our low level of council tax funding.
- 3.11 A base 4% increase is already included in our MTFP each year. This year, the budget proposals include an additional 2.95% increase to council tax in 2019/20 (Appendix 2 & 5) bringing the proposed increase to 6.95%. This is subject to consultation and a final recommendation to Council on the council tax level and will be confirmed in the Cabinet's February meeting.
- 3.12 In summary, the following chart shows the impact that the cost increases and growth in demand is having on the Council when compared to assumed funding levels and its ability to balance the financial position over the medium term.

Chart 4: Projected budget gap 2019/20 to 2022/23



4 Budget savings

- 4.1 The savings identified for 2019/20 to date total £8,151k. The table below provides a summary of the savings over the 4 year planning horizon.

Table 1: Summary of projected savings

Savings Decision Type	19/20 (£'000)	20/21 (£'000)	21/22 (£'000)	22/23 (£'000)	Staff Impact FTE
Cabinet Budget Savings (Appendix 2 & 6)	1,945	19	27	0	-8.1
Cabinet Member Budget Savings (Appendix 3)	1,157	44	0	0	0.0
Delegated Head of Service Budget Savings (Appendix 3)	3,067	455	8	0	-11.4
New Budget Savings	6,169	518	35	0	-19.5
Previously agreed budget savings (Appendix 4)	1,982	46	0	0	-69.4
TOTAL BUDGET SAVINGS	8,151	564	35	0	-88.9

Staff impact for previously agreed savings refers to the total FTE impact over the life of the project.

- 4.2 Under the constitution and our scheme of delegation, some budget decisions have to be taken by the Cabinet collectively. These proposals, totalling £1,945k for 2019/20 and £1,991k over the life of the MTFP, will form the basis of the public consultation on the budget this year.
- 4.3 Some lower level, more operational and efficiency type budget proposals are delegated to Cabinet Members and Heads of Service for decision and implementation. These proposals, totalling £4,224k for 2019/20 and £4,731k over the life of the MTFP are listed in Appendix 3. These Cabinet Member and Head of Service decisions are listed for reference only and will be implemented separately from the public consultation. Some of these decisions have already been taken and implemented. Regardless of their categorisation, the normal protocols for staff, unions and any other required consultation are being adhered to in respect of all savings.
- 4.4 The savings already agreed last year are either in progress or due to be implemented in 2019/20. No further details are shown for these savings, as they have already been approved.

Fairness and Equality Impact Assessments (FEIAs)

- 4.5 All budget proposals have been reviewed, where needed, to ensure the Council understands and mitigates, where possible, fairness and equality issues. FEIAs seek to identify whether proposals will have a positive or negative impact in relation to the protected characteristics, as defined by the Equalities Act. Within Newport, they also include an assessment against the principles of fairness, as presented by Newport's Fairness Commission. Where required, proposals include mitigating measures needed to ensure we meet our equalities responsibilities. Officers have identified those specific proposals where an FEIA would be required and these have been completed. Compliance with the Equalities Impact Assessment and the Equalities Act 2010 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.

5 Schools funding

- 5.1 The current position provides a cash increase for the overall school budget. It is proposed that schools receive investment of £3,178k in 2019/20. This represents a 3% growth in schools budget but will still require savings to be made, up to a similar amount, given the additional cost of new / growing schools in particular.
- 5.2 This is a challenge for schools. Cabinet are asked to consider the level of funding that will be delegated to schools for 2019/20. Assessed budget pressures for future year's amount to £13.2m and this will need further consideration at those times, given the uncertainty of future funding for the Council.

Table 2: School budget pressures 2019/20 to 2022/23

	2019-2020 £'000	2020-2021 £'000	2021-2022 £'000	2022-2023 £'000
Teachers - Pay award and increments	1,638	1,447	1,276	1,168
Non Teaching school staff - pay award and increments	1,540	628	547	522
Contract & Income Inflation	0	82	83	83
New Schools	0	1,931	1,688	1,446
Secondary School Transitions	0	432	738	1,024
Reduced Class Sizes	0	0	39	28
	3,178	4,520	4,370	4,272

Proposed growth as a % of net budget	3%	5%	5%	5%
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- 5.3 Final allocations of grant are yet to be determined across the Education Achievement Service (EAS) region. Within the Welsh Governments draft budget report the Education Improvement Grant (EIG) is set to remain at 2018/2019 levels, although this has yet to be confirmed officially.
- 5.4 Whilst it is recognised that draft assumptions give significant challenge, school funding in overall terms is better than other parts of the Council, and has increased by 10% over the last 5 years. This included specific grants and is shown in table 3 below.

Table 3: School budgets by sector – 2013/14 to 2018/19

Year	Nursery	Primary	Secondary	Special	Total
2013/14	656	50,193	46,152	2,959	99,960
2014/15	585	52,234	47,165	2,894	102,878
2015/16	519	52,924	47,480	3,724	104,647
2016/17	494	54,627	48,619	4,040	107,780
2017/18	512	54,959	47,505	4,247	107,223
2018/19	561	57,250	47,410	4,766	109,986
Increase in funding over 5 year period (incl specific grants)					10.0%
Increase in funding (excl specific grants & delegations)					9.6%

6 Budget process and consultation

- 6.1 This report presents the draft proposals for the 2019/20 budget. The report asks Cabinet to note:
- The position on developing a balanced budget for 2019/20, acknowledging that the position will be subject to ongoing review and updates;
 - and agree that the Cabinet Member and Head of Service decisions in Appendix 3 will be implemented with immediate effect;
 - That Fairness and Equality Impact Assessments have been completed for all proposals requiring one.
- 6.2 The report also asks Cabinet to agree a series of proposals for public consultation. This includes
- The budget savings proposals in Appendix 2 (summary table) and Appendix 5 (detailed saving proposals);
 - The proposed fees and charges in Appendix 7;

- The position regarding the proposed school funding for 2019/20 in section 5.
- 6.3 Seeking to capture and understand the opinions needs and suggestions of the public, specific service users and other stakeholders has been an important part of the Council's budget setting process in recent years. Each year the budget is informed by extensive consultation, which allows our knowledge and understanding to grow over time. Over the last three budget cycles we received more than 11,000 responses from the public with over 5,600 in the last financial year.
- 6.4 In addition to external public consultation, proposals will be reported to Scrutiny Committees, the Fairness Commission, Unions, School Forum and Third sector/Business community throughout December / January. As already noted, further work is required on the Council's Corporate Plan, Change programme and proposals to balance the overall MTFP both in total and over individual years.
- 6.5 A second budget report will be presented to Cabinet on 13 February 2019. This will ask Cabinet to agree its final proposals for the 2019/20 budget and the resulting recommended level of council tax to fund that. The February report to Cabinet will include:
- The results of the public consultation process
 - Details and analysis of the final grant settlement from Welsh Government
 - Any updates from Welsh Government about future grant settlements
 - Any emerging details on specific grants which have financial implications.
- 6.6 Setting the council tax level and resulting total net revenue budget is the responsibility of full Council, so Cabinet's recommendations will be presented to the Council meeting on 26 February for approval and adoption.
- 6.7 Below is this year's timetable for consulting on and approving the 2019/20 budget:

Table 4: Budget consultation timetable 2019/20

Cabinet agrees budget proposals as a basis for consultation	12 December 2018
Consultation period	13 December 2018 to 30 January 2019
Cabinet considers feedback from consultation and agrees final budget proposals for recommendation to Council	13 February 2019
Council approves the 2019/20 budget and council tax level	26 February 2019

7 Risk, financial resilience and performance

- 7.1 A key driver in setting out our budget strategy and MTFP framework is the need to manage the Council's general and financial risks, its financial resilience and performance. This next section looks at these issues and identifies how they are dealt with currently and issues which need to be considered in setting out the Council's 2019/20 and medium term budgets.

Risk

- 7.2 The Council maintains a corporate risk register which is regularly reviewed by the Corporate Leadership Team and Cabinet, as well as the Audit Committee from a procedural/ risk management framework viewpoint. The Council's budget strategy and MTFP framework needs to reflect risks and incorporate appropriate financial mitigation, where required. The quarter 2 corporate risk register report will also be presented to Cabinet in December.
- 7.3 Key mitigation issues include the Council's (i) revenue contingency budget (ii) capacity provided by the 'Invest to Save' reserve to support and fund implementation costs of the current and future change programme, and (iii) capacity to develop the strategic and change programmes to meet the corporate plan within financial context.
- 7.4 At this point, the Council's finances and reserves provide the financial capacity to deal with the current risks identified. Appendix 6 also details other risks which have the potential to have financial impact for the Council.

Financial Resilience

- 7.5 A robust view is being taken in managing budget risks and protecting the financial health of the Council. In that respect, the Council's financial resilience is a key consideration and Appendix 8 shows the current 'snapshot' of the key data and information showing an overview of the health of the Council at this time. Key headlines include:
- The council maintains a good level of reserves. The contingency base budget and other risk reserves held by the Council are all taken into consideration when assessing the level of the general reserve, and help to mitigate the risk to the Council. A cautionary note should be made in respect of the decline in school reserves over the last few years. Schools are using reserves to manage spending and this is proving increasingly difficult to maintain. In future, schools will need to ensure that they manage within the approved annual budgets.
 - The Council has identified and continues to monitor budget reductions of £8.6 million in 2018/19. This is alongside delivering outturn within budget over recent years, despite the delivery of c£45m savings over the last 5 years. This needs to be viewed within the context of continued significant pressures within service areas, namely social care, education and schools into 2018/19, which have been highlighted as part of the budget monitoring process.
 - Although the 2018/19 forecast overspending across service areas is significant this has been offset by one off underspending/ better income in non-service budget areas. A forecast underspend of over £3 million allows Cabinet to assess the potential for one off investment to support Corporate plan priorities.
 - In light of the continuing financial pressures and demands placed on the Council further savings of at least £33m need to be found by 2023.
- 7.6 Overall, the Council's financial resilience remains strong and it has financial capacity to develop and change services in response to continuing pressure on funding and increased demand for services.

8 Report review and statutory comments

8.1 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?
Planning parameters around	M	M	1 Use of contingency, where required 2 Use of reserves, where appropriate	Head of Finance SLT

inflation are incorrect				
Planning parameters around Welsh Government revenue grant are incorrect over medium term	H	M	<ol style="list-style-type: none"> 1. Use of contingency, where required 2. Keep the assumptions under constant review 3. Use of conservative assumptions 	Head of Finance
Increasing budget pressures over medium term	M	M	<ol style="list-style-type: none"> 1. Manage demand, where possible 2. Keep MTFP under constant review 3. SLT review of all budget pressures within MTFP 	SLT

* Taking account of proposed mitigation measures

8.2 Links to Council Policies and Priorities

The overall aim of the budget and MTFP is to ensure resource allocation is based on priorities, supports the delivery of the Council's change programme and saving proposals and protects the financial health of the Council.

8.3 Options Available and considered

There are few options available as the Council is required to consult on its budget where decisions do not fall under delegated authority and therefore needs to agree the basis of its consultation.

8.4 Preferred Option and Why

To consult on the new medium term package to ensure that savings are deliverable from the earliest opportunity.

8.5 Comments of Chief Financial Officer

The main financial issues are contained within the body of the report. The proposals here invest significantly in current areas experiencing growing demand and costs on services plus schools and will contribute towards a robust budget for 2019/20. The Council has good financial resilience, including financial capacity to develop and change services in response to pressure on future funding.

Of particular importance is the need for the Council to develop a strategic approach to change the way services are delivered, within the context of a new, updated Corporate Plan. The on-going financial challenges will require significant changes in how services are delivered. In the meantime, the significant budget pressures in Social Care and SEN education will need to be managed before plans are brought forward to mitigate and stabilise.

8.6 Comments of Monitoring Officer

There are no specific legal issues arising from the Report at this stage. Cabinet is being asked to approve the draft savings proposals set out in the Report in order to deliver a balanced budget for 19/20 and as the basis for public consultation, where the relevant business cases are not delegated to Heads of Service and Cabinet Members in accordance with the Council's scheme of delegation. Cabinet will then take the final decisions on those business cases in the light of the responses to the public consultation, prior to making a recommendation to Council regarding the budget for 19/20. The implementation of all these business cases are executive matters, with the exception of any consequential staffing proposals which are non-executive matters delegated to Heads of Service. However, whichever decision-making process applies, all of the business cases have been the subject of

equality and fairness impact assessments to ensure that the Council has regard to its public sector equality duties under the Equality Act and is also acting fairly in terms of the impact of the proposed changes on service delivery. In addition, where specific proposals require more focussed consultation with staff and key stakeholders, this will be carried out prior to the implementation of any proposed changes. The setting of the overall base budget and council tax rate for 19/20 is a matter for full Council as these are non-executive reserved matters under the Constitution.

8.7 Comments of Head of People and Business Change

The report outlines the proposals for Cabinet consideration in order to set a balanced budget for 2019/20 with consideration to the medium term financial plan. Proposals which have an impact on staff will be subject to the required consultation and consultation with trade unions will also take place on a more broad basis. As is the case each year when setting the budget, there is a conscious effort to minimise impacts on staff, whilst focusing on priority services and setting a robust and balanced budget. With the continued constriction of governmental funding and the increase in cost pressures, this becomes more and more difficult each year. Due to this the decisions presented for consideration and public consultation are often a series of 'trade-offs' between service priorities.

The business case development has further embedded the five ways of working expressed within the Well-being of Future Generations Act and the organisation has moved to the development of a broader equality impact process, which also includes these five ways of working, alongside protected characteristics and concepts of fairness (developed with the Newport Fairness Commission).

Public consultation on the proposals seeking Cabinet agreement will commence on December 13th and continue until January 30th. Alongside the traditional paper based consultation process and on-line questionnaires, public and bus WiFi will be used extensively and there will also be face to face consultation activity during this period. As usual the Fairness Commission will be asked to provide a response.

8.8 Comments of Cabinet Member

The Chair of Cabinet has approved the report for consideration by Cabinet.

8.9 Scrutiny Committees

The constitution requires that Scrutiny Committees are consulted on Cabinet's draft budget proposals.

8.10 Equalities Impact Assessment and the Equalities Act 2010

This is referenced in paragraph 4.6 of the report.

8.11 Children and Families (Wales) Measure

All proposals will be consulted on widely, as required.

8.12 Wellbeing of Future Generations (Wales) Act 2015

The Act is referenced in the report.

8.13 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.

Dated: 12 December 2018

APPENDIX 2 – New Budget Savings for Consultation (Cabinet)

Cabinet

Service Group	Activity Short Code	Activity Description	Unique ID	Proposal Title	19/20 (£'000)	20/21 (£'000)	21/22 (£'000)	22/23 (£'000)	Staff Impact FTE
PEOPLE									
Education	Various	Various	EDU1920/01	Central Education Budget Savings Proposals 2019/20	250	0	0	0	-6.9
PLACE									
City Services	STR12	Refuse Collection	CS1920/06	Review of Charging for Waste Special Collections	66	0	0	0	0.0
City Services	STR20	Off street parking	CS1920/07	Changes to Council Parking Charges	86	0	0	0	0.0
City Services	STR26	Customer Services	CS1920/08	Reduction in Customer Services Operating Hours – Information Station only	31	0	0	0	-1.2
CORPORATE									
People and Business Change	PBC6	Partnership	PBC1920/02	Reduction in Voluntary Sector Grants	54	19	27	0	0.0
NON SERVICE									
Non-Service	n/a	n/a	NS1920/05	Additional 2.95% increase in council tax resulting on total increase of 6.95%	1,458	0	0	0	0.0
NEW BUDGET SAVINGS FOR CONSULTATION - Cabinet					1,945	19	27	0	-8.1

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Appendix 5 – Budget Savings for Consultation - Proposals

Proposal Number	Unique ID	Service Area	Proposal Title
1	EDU1920/01	Education	Central Education Budget Savings Proposals 2019/20

MTRP Budget Proposal – 2019/20 to 2022/23

Service Area	Central Education					
Proposal Title	Central Education Budget Savings Proposals 2019/20					
Summary Description, Delivery Arrangements and Timescales	Education Services is required to save a further £250k from 2019/20. There are no non-staff budget options left within the service area to consider. As a result savings can only be acquired from the removal of staff posts. This proposal describes the options for staff saving costs equating to £250k for 2019/20					
Decision Point (Please tick appropriate box)	Head of Service		Cabinet Member		Cabinet	✓

PART ONE

Net Savings (£000's)	2019/20 (£'000)	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
	250			
One-Off Implementation Costs (£000's)	2019/20 (£'000)	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
Revenue – Redundancy/Pension	TBC This is likely to be circa £150k			
Revenue – Other				
Capital – Building related				
Capital – Other				
Implementation Cost - Total				

Impact on FTE Count	Education Business Support Team : 1.91 FTE Educational Welfare Officer Team: 4 FTE Educational Psychology Team: 1 FTE
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Does this proposal require an FEIA and/or WFG Act assessment? (Please tick appropriate box)	YES	✓	NO	
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MTRP Budget Proposal – 2019/20 to 2022/23

PART TWO

Options Considered

There are no other options available within Education Services other than to make savings linked to staff reductions. Without Education Services making a significant saving, there will be exacerbated pressure on other frontline services across the city. Education Services is at a point where any post lost will significantly impact on deliverable outcomes of the service area. With this in mind consideration has been given to posts which will have the least impact overall. These have been presented through a series of option choices.

1 x FTE Grade 4 Administrative post: The deletion of this post creates the amount of least risk to Education Services. There are a limited amount of Administrative staff within the service area and as a result there will be additional pressure on other colleagues and a reduction in the volume of work that Education Services can achieve. This post presents a cost saving of £23,858 per year.

1 x 0.91 FTE Education Business Manager: The complete deletion of this post would deplete business continuity unless there are backfill arrangements in part. This post manages the Education Business Team and is responsible for all Statutory School Organisation Proposals. This job function will need to be distributed among the 21st Century Team. This will not result in a full cost saving as there will be pay grading implications for the 21st Century Team in taking on additional duties and an additional grade 5 officer will need to be recruited. Therefore the cost savings set against this post are £14,700.

4 x FTE Educational Welfare Officers (EWO's): The deletion of these posts are likely to have an impact on the local authority's rate of primary and secondary attendance and the increased rate of persistent absence of pupils. Both measures are linked. EWO's play a pivotal part in ensuring that the culture of poor attendance is avoided within families. EWO's support schools with attendance issues and attend home visits, providing welfare checks to pupils with poor rates of attendance of those which are home tutored. At present the EWO Team consists of 1 Senior EWO (0.9 FTE) and 9 x EWOs (8.42 FTE). This proposal would reduce the team to 1 Senior EWO (0.9 FTE) and either 5.42 FTE EWO's or 4.42 FTE EWO's. In light of this budget saving proposal, the Education Welfare Team would continue to work across all schools, but focus on pupils with a higher rate of non-attendance. Each FTE EWO saving equals £37,771.

1 x FTE Education Psychologist: In 2017-18 the Educational Psychology Service reduced from 5.8 to 4.6 FTE, a loss of 1.2. Therefore the Educational Psychology Service is currently core funded for 4.6 FTE and the proposal is to further reduce staffing to 3.6 FTE. The Principal EP at 0.8 FTE predominantly performs managerial duties leaving a capacity of 2.8 FTE Educational Psychologists to service all of the schools within Newport LA. The deletion of 1 FTE would reduce Newport LA's capacity to address the needs of pupils with ALN within the city. The team is in receipt of external funding until May 2019 to collaboratively deliver and support mental health programmes to schools. This additional funding provides an additional 0.4 of an equivalent member of staff on a temporary basis only. Further income is generated to support the Early Years. This provides an additional 0.4 until the end of March 2019 only. There is currently no vacant position within the team and therefore there would be a need for a redundancy of 1 FTE member of staff if this decision is upheld. The cost saving of one FTE Educational Psychologist is £61,880

MTRP Budget Proposal – 2019/20 to 2022/23

1. To delete 7 posts within Education Services: 4 FTE Education Welfare Officers, 1 FTE Educational Psychologist, 0.91 FTE Education Business Manager, 1 FTE grade 4 Administrative Post. This would equal a cost saving of £251,522
2. To delete 4 posts within Education Services: 2 FTE Education Welfare Officers, 0.91 FTE Education Business Manager, 1 FTE grade 4 Administrative Post. This would equal a cost saving of £114,100
3. To delete 3 FTE posts in Education Services: 1 FTE Education Welfare Officer and 1 FTE grade 4 Administrative Post and 0.91 FTE Education Business Manager. This would equal a cost saving of £76,329

Recommended Option

In order to make balanced savings across the Council, option 1 would be recommended.

Specific Links with Wellbeing of Future Generations (WFG) Act

Integration – This proposal is not supportive of improving educational attainment or supporting pupils disadvantaged by poverty. However, adding additional funding pressure to other service areas also puts council wide services at further risk, particularly those services which are aligned to vulnerable groups.

Long Term & Prevention – The Council must achieve a balanced budget and maintain the best service for its customers. Customers are wider than those in schools alone. This budget proposal prevents a further, disproportionate funding reduction to wider Council services.

Collaboration - This proposal does not aid greater collaboration. In the case of the removal of EWO's or an Educational Psychologist, it requires more support and independence from school based staff.

Involvement – All budget proposals will be consulted upon. Key stakeholders linked to this proposal include Chairs of Governors, Head teachers, Trade Unions, parents, pupils and Schools Forum and Newport City Council staff.

Fairness and Equality Impact Assessment

Yes

For internal use:

Unique reference number	EDU1920/01
Activity Code	various

Scrutiny Report

Performance Scrutiny Committee – People

Part 1

Date: 15 January 2019

Subject Scrutiny Adviser Reports

Author Scrutiny Adviser

The following people have been invited to attend for this item:

Invitee:	Role
Daniel Cooke – Scrutiny Adviser	Present the Committee with the Scrutiny Adviser Reports for discussion and update the Committee on any changes.

Section A – Committee Guidance and Recommendations

1 Recommendations to the Committee

The Committee is asked to:

Committee's Work Programme:

1.1 Consider the Committee's Forward Work Programme (**Appendix 1**):

Action Plan

1.2 Consider the Action Plan from the meeting on 4 December 2018 (**Appendix 2**);

2 Context

Background

- 2.1 The purpose of a forward work programme is to help ensure Councillors achieve organisation and focus in the undertaking of enquiries through the Overview and Scrutiny function. Effective work programming is essential to ensure that the work of Overview and Scrutiny makes a positive impact upon the Council's delivery of services.
- 2.2 Further information about the work programming process, including the procedures for referring new business to the programme, can be found in our Scrutiny Handbook on the Council's Scrutiny webpages (www.newport.gov.uk/scrutiny).
- 2.3 The Centre for Public Scrutiny's Good Scrutiny Guide recognises the importance of the forward work programme. In order to 'lead and own the process', it states that Councillors should have

ownership of their Committee's work programme, and be involved in developing, monitoring and evaluating it. The Good Scrutiny Guide also states that, in order to make an impact, the scrutiny workload should be co-ordinated and integrated into corporate processes, to ensure that it contributes to the delivery of corporate objectives, and that work can be undertaken in a timely and well-planned manner.

Forward Work Programme Updates

- 2.4 The Committee's work programme was set in June 2018, including estimated timescales for when the reports will be considered by the Committee. This programme is then managed and implemented by the designated Scrutiny Adviser for this Committee under the direction of the Committee Chairperson.
- 2.5 The Committee agreed to keep a degree of flexibility within its work programme to enable the Committee to respond to urgent / emerging issues. This item is an opportunity for the Committee members to raise any suggested additions to the work programme.

Action Sheet – 4 December 2018

- 2.7 Attached at **Appendix 2** is the action sheet from the Committee meeting on 4 December 2018. The responses to completed actions are included in the table.
- 2.8 For the actions that do not have a response – these will be included on the action sheet at the next meeting to ensure that the Committee can keep track of outstanding actions.

3 Information Submitted to the Committee

- 3.1 The following information is attached:

Appendix 1: The current Committee forward work programme;

Appendix 2: Action Sheet – 4 December 2018 Committee meeting;

4. Suggested Areas of Focus

Role of the Committee

The role of the Committee in considering the report is to:

- **Forward Work Programme**

Consider:

- Are there any amendments to the topics scheduled to be considered at the next Committee meeting?
- Are there any additional invitees that the Committee requires to fully consider the topic?
- Is there any additional information that the Committee would like to request?

- **Action Sheet – 4 December Meeting**

Consider:

- The responses to the actions from the meeting;
- Are you satisfied that you have received the necessary information?
- Are there any further issues arising from the responses that you would like to raise?
- For the actions that do not have responses – these actions will be rolled over to the next meeting and reported back to the Committee.

Section B – Supporting Information

5 Supporting Information

- 5.1 The Corporate Assessment, and the subsequent [follow up assessment](#) provide background information on the importance of good work programming. Specific reference is made to the need to align the Cabinet and Scrutiny work programmes to ensure the value of the Scrutiny Function is maximised.
- 5.2 The latest Cabinet work programme was approved by the Cabinet on a monthly basis for the next 12 months and includes the list of reports scheduled for consideration. Effective forward planning by both Cabinet and Scrutiny needs to be coordinated and integrated in relation to certain reports to ensure proper consultation takes place before a decision is taken. A link to the Cabinet work programme is provided [here](#) to the Committee as part of this report, to enable the Committee to ensure that the work programmes continue to reflect key decisions being made by the Cabinet.

6 Risk

- 6.1 If proper work programming procedures are not put in place, the organisation and prioritisation of the work programme is put at risk. The work of Overview and Scrutiny could become disjointed from the work of the rest of the Council, which could undermine the positive contribution Overview and Scrutiny makes to service improvement through policy development.
- 6.2 This report is presented to each Committee every month in order to mitigate that risk. The specific risks associated with individual topics on the work programme will need to be addressed as part of the Committee's investigations.

7 Links to Council Policies and Priorities

- 7.1 Having proper work programming procedures in place ensures that the work of Overview and Scrutiny makes a positive impact upon the Council's delivery of services, contributes to the delivery of corporate objectives, and ensures that work can be undertaken in a timely and well-planned manner.

6 Financial Implications

- 6.1 There will be financial consequences for some of the reviews undertaken. These will be commented upon by the Head of Finance as the reports are presented. The preparing and monitoring of the work programme is done by existing staff for which budget provision is available.

7 Background Papers

- [The Essentials - Wellbeing of Future Generation Act \(Wales\)](#)
- [Corporate Plan](#)
- [Cabinet Work Programme](#)
- The Corporate Assessment and [follow up assessment](#).

Report Completed: January 2019

Tuesday, 19 February 2019		
Topic	Role / Information required	Invitees
Additional Learning Needs Framework and Act – Briefing	The Committee will be briefed on the Additional Learning Needs Framework and Act. The briefing is an opportunity for the Committee to develop their knowledge and understanding around the ALN area to enable higher quality Scrutiny of the Education Service Area.	<ul style="list-style-type: none"> • Additional Learning Needs Transformational Lead – Tracey Pead • Curriculum Improvement Advisor – Katy Rees
Tuesday, 9 th April 2019		
Topic	Role / Information required	Invitees

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Performance Scrutiny Committee – People - Appendix 2
ACTION SHEET – January 2019

	Agenda Item	Service area / Performance measure	Action	Responsibility	Outcome
1	Mid-Year Service Plan Review	Children and Young Peoples Service	To provide the numbers of young people, their school year, school and area they live in to be provided to the Committee	Chief Education Officer	Ongoing
2	Mid-Year Service Plan Review	Children and Young Peoples Service	An information report on the work programme and action plan for supporting NEET young people to be provided to the Committee.	Chief Education Officer	Ongoing
3	Mid-Year Service Plan Review	Children and Young Peoples Service	An information report on how Learning Champions in schools were raising the aspirations of Looked After Children	Chief Education Officer	Ongoing
4	Mid-Year Service Plan Review	Adults and Community Services	Arrange presentations for the Committee on aspects of the Social Services area.	Scrutiny Adviser	Ongoing
5	Mid-Year Service Plan Review	Adults and Community Services	Arrange for the Committee to visit the Health Board Partnerships to see how they work in practice. (Post presentations)	Scrutiny Adviser	Ongoing
6	Mid-Year Service Plan Review	Adult and Community Services	Provide feedback on when the Newport specific – Gwent Safeguarding website is due to go live.	Strategic Director – People	The website would be available by 11/1/19
7	Mid-Year Service Plan Review	Children and Young People Service	The Cabinet Member for Social Services invited the Committee to attend the new Residential Centre for young people.	Scrutiny Adviser	Ongoing

Performance Scrutiny Committee – People - Appendix 2
ACTION SHEET – January 2019

8	Forward Work Programme Update	Scrutiny	The Committee approved the report and the items to be considered during the next two meetings.	Scrutiny Adviser	Work programme updated.
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