

Agenda



Performance Scrutiny Committee - People

Date: Tuesday, 14 January 2020

Time: 10.00 am

Venue: Committee Room 1 - Civic Centre

To: Councillors D Williams (Chair), J Cleverly, R Hayat, M Linton, H Thomas, C Townsend, J Watkins, T Watkins, J Richards and S Marshall

Co-opted Members

Paul Bennett (Catholic Church in Wales), Dr Annette Daly (Diocese Representative), Vacancy (Parent Governor Representative) and Vacancy (Parent Governor Representative)

Item

- 1 Apologies
- 2 Declarations of Interest
- 3 Minutes of Previous Meetings (*Pages 3 - 12*)
- 4 2020-21 Budget and Medium Term Financial Projections (MTFP)
(*Pages 13 - 88*)
- 5 Conclusions 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.

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Minutes



Performance Scrutiny Committee - People

Date: 5 November 2019

Time: 10.00 am

Present: Councillors D Williams (Chair), J Cleverly, H Thomas, J Watkins, J Richards and S Marshall

In Attendance: Councillor G Giles – Cabinet Member Education and Skills

S Morgan (Chief Education Officer), K Rees (Assistant Head of Education - Inclusion), Weston (Service Development Manager), K Keane (Assistant Head of Education - Engagement & Learning) and D Cooke (Scrutiny Adviser)

Apologies: Councillors M Linton, C Townsend and T Watkins

1 Declarations of Interest

None.

2 Minutes of the Meeting held on the 17 September 2019

The Minutes of the meeting held on 17 September 2019 were **accepted** as a true and accurate record.

3 Mid Year Service Plan Report - Education

Attendees:

- Councillor G Giles, Cabinet Member for Education and Skills
- Sarah Morgan, Chief Education Officer

The Cabinet Member for Education and Skills introduced the report and gave an informative overview to the committee highlighting that the Education service served all maintained schools in Newport and provided support for pre-school settings for pupils who were educated other than at school. The Cabinet Member continued in saying that the service was responsible for nine secondary schools, 43 primary schools and two nursery schools. In addition, there was a pupil referral unit and two special schools. Newport was one of the five local authorities in the EAS regional consortium for school improvement. The service consisted of 11 teams that provided the following support:

- 21st Century Schools
- Early Years
- Education Welfare
- Education Business Support
- Gwent Education Minority-Ethnic Support (GEMS)
- Gwent Music
- Healthy Schools

- Inclusion Enrichment Team
- School Admissions
- Pupil Referral Unit
- Youth Engagement and Progression

In 2018/19, the Council received a positive report from Estyn, Her Majesty's Inspectorate for Education and Training in Wales. It was recognised however that further work was required by the Council's Education Service to continue its development and improve education in Newport. These were captured within the Service Plan 2019/20.

The Wellbeing Objectives were outlined as, Objective 1 – improving the skills, education and employment opportunities. Objective 2 – promoting economic growth and regeneration, whilst protecting the environment. Objective 3 – enabling people to be health, independent and resilient, in line with the corporate themes: Aspirational People and Resilient Communities.

Members asked the following:

- Chair, referred to the 'Managing Weapons in School' Policy and asked if there was a concern regarding weapons in Newport Schools. The Cabinet Member for Education and Skills explained that there had been seven incidents in one year, the range of incidents were explained to the Committee, including the use of fake guns at a play in Llanwern School. The Committee however, were assured that incidents were extremely rare. Links forged with Police and Youth Offending Scheme to put packages in school to focus on preventative work were in place. The policy promoted a process in order to be proactive should any further incidents arise.
- Members of the Committee asked Officer about attendance figures. There was an example raised about a pupil at Newport High School that only needed to attend one hour a day. The Chief Education Officer would look into this, as it would not give an accurate reflection on attendance figures and was more likely to be a phased re-introduction into the school.
- Members of the Committee felt that there was not enough information to support the red and amber headings under the Service Area Risks, such as 21st Century Schools Band B, which was a concern. The Chief Education Officer explained that the risks measure a set period of funding and costs could rise over time, for example, the risk relating to Brexit meant that costs could increase. There was a pot of money however there were some costs that could not be predicted such as building work. The score of 5 was relatively low but Education Services were mitigating as much as they could by forecasting spending and pacing projects.
- The Committee asked why the Toolkits for Schools showed amber Safeguarding Risk (under Service Area Risk) but not under the Pupil Wellbeing in Education. The Chief Education Officer explained that the Pupil Wellbeing showed Education in isolation however the Service Area Risk referred to the corporate service area, including social services, therefore showing data across the council.
- A further query relating to the Toolkit was raised by the Committee. The Plan showed that 15% of schools were using toolkit. The Chief Education Officer explained that all schools have safeguarding in place but not all were using the Toolkit, as Estyn had allowed the schools different options, including the Local Authority (LA) Self Evaluation format or the schools own paperwork. Whilst there was no uniformed approach at some point in the future, there would be cluster training and the Education Safeguarding Officer would aim to sustain a long-term uniformed process, this would take time but the Committee was assured that there was nothing wrong with different systems currently in

place. The Chief Education Officer was happy to provide the Committee with examples of the Toolkits used by schools.

- The Chair referred to the Service Area Risks highlighting concern regarding the Schools Finance/Cost Pressures. There was lengthy debate regarding Caerleon Comprehensive School and their current deficit, if there was a solution, or what the Committee might be able to do which might have a positive impact upon their situation, as well as what influence the new Chief Executive may have to address these concerns. The Cabinet Member for Education and Skills advised that the main issue was funding. Dissemination of funding from Central Government to the Local Authorities Education budget was discussed at length, as well as how budgets were delegated to Governing Bodies to monitor. The LA recognised that there was a need to monitor schools actions to ensure that they were spending within their means otherwise; it would become a council risk. There was however, no lack of support or advice to schools from the LA.
- The Committee asked what was currently in place with regard to the promotion of access to Welsh Medium Education and if this would be on the increase, as there was only one pupil within the four schools that needed Welsh-medium education. The Chief Education Officer advised that whilst the Council was providing a learning resource space we must consider whether the population existed to support this and should therefore be mindful of the cost. It was noted that there was a shortfall in teaching materials for those with Additional Learning Needs (ALN) in the medium of Welsh. The Assistant Head of Education (Inclusion) advised that there was a Welsh Starter Planning Group to support this and it would be discussed at the ALN cluster. There was also a lack of resources for ALN published in Welsh but the LA were working more proactive for training practices for Welsh Support Assistants with a view to looking at National sharing as well as within Newport. Funding from Welsh Government and a development plan being implemented with teachers. Funded IDPs would give an idea of young people that needed additional funding. This was being monitored regularly, as it was a fine line because of costs. In addition, the Committee asked would English-speaking schools be affected by funding, such as a shortage of school equipment. This would be an individual school issue and lack of equipment would need to be addressed with the relevant school.
- The Committee asked why out of school childcare before and after school was showing as amber, as the 2,266 child care places were provided by the private sector. The Chief Education Officer agreed that all out of school childcare was provided by private sector and Education Services were working on this constantly to encourage more nursery places. It was however shown as amber because although it was run by the private sector the schools could lose the premises.
- The Committee highlighted that there was a reduced number of officers dealing with attendance, which might have an impact on officers managing attendance in schools. Whilst only one officer post had been lost, there might be concern during the winter months. With this in mind, was Education Services coping with the officers in place. The Chief Education Officer informed the Committee that attendance had improved this year. What helped improvement of attendance was the different ways of working, which had helped schools improve their attendance. Officers would try to be proportionate and work together corporately as a team across the services. There might be an impact but this would not necessarily present itself until next year. Education Welfare Officers were working on larger caseloads across Newport and relying on schools to improve attendance and look at long-term absences. This was a happening across Wales and could be a risk if there were further staffing reductions. The Cabinet Member for Education and Skills took the opportunity to mention the fantastic job schools were doing under the circumstances. In addition, the Committee asked if there would be a Performance Measure review and what would be the changes to schools, were there any ideas on expectations. The Chief Education Officer advised that schools were measuring system absence rather than attendance, there was a high level of absence in Newport;

there was an all member seminar on this issue. Each secondary school would have six targets for KS4 on unlocking potential.

- The Committee asked if there was an increase in intake of pupils in secondary schools. The Chief Education Officer confirmed that there had been a population growth, pupils migrating into city and Post 16 pupils changing schools across Newport. Both Lliswerry and Llanwern had surplus spaces; this was explained by the Service Manager for Resources and Planning as bubble classes, which came through from primary to secondary schools. There was an increase in housing estates around Newport; however, there were still sufficient spaces. With this in mind, Education Services had a group in place for ALN and the wider school population. Some schools would expand through 21st Century Schools and catchment places. Additional schools in Newport would be costly and therefore had to make the best use of schools in place already. The increase could be managed for the next five years and figures were just under the Welsh Government excess mark. Additionally, if a sibling was in the same school but in sixth form, this would not be taken into account as they could change their pathway at that point.

The Chair thanked the Officers for attending.

Conclusion - Comments to the Cabinet

The Committee noted the Mid-Year Service Plan Report.

The Committee wished to make the following comments to the Cabinet Member for Education and Skills:

1. The Committee recommended that Officers and Cabinet Member utilised the Youth Council and Pupil Voice engagement opportunities when taking decisions and actions that would impact on the lives of young people in Newport. They stated that this must be done in a timely manner when the input of the young people could shape the decision, and not be done in a tokenistic gesture. Feedback to the young people on how their input would also be vital in closing the engagement cycle and positively reinforcing the work done by the young people.

4 Scrutiny Adviser Reports

Attendee:

- 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:

19 November 2019, the agenda items being:

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

14 January 2020, the agenda items being:

- Education, Children - 2020-2021 Draft Budget Proposals and MTFP
- Young People Services - 2020-2021 Draft Budget Proposals and MTFP
- Adult and Community Social Services - 2020-2021 Draft Budget Proposals and MTFP

b) Action Sheet

There were no actions outstanding.

Minutes



Performance Scrutiny Committee - People

Date: 19 November 2019

Time: 10.00 am

Present: Councillors D Williams (Chair), J Cleverly, H Thomas, T Watkins, J Richards and S Marshall

In Attendance: D Cooke (Scrutiny Adviser), C Humphrey (Head of Adult & Community Services) and S A Jenkins (Head of Children & Young Peoples Services)

Apologies: Councillors M Linton and J Watkins

1 **Declarations of Interest**

None.

2. **Mid-Year Service Plan Reports - Social Services**

Children and Young Peoples Services

Attendees:

- Councillor P Cockeram, Cabinet Member for Social Services
- Sally Jenkins, Head of Children & Young People Services

The Head of Children & Young People Services introduced the report and highlighted that the Service provided a range of specialist services to families and children in need including specialist provision for those most vulnerable and at risk of social exclusion, such as those at risk of significant harm, disabled children, children looked after and unaccompanied (separated) children and young people. The Children and Young People Service aim was to promote and safeguard the wellbeing of children and young people within their families and where this was not possible, to provide good quality alternative care.

To achieve this aim, the service worked closely with both families and a wide range of agencies to meet the stated outcomes and offer the best possible services.

To support the delivery of the Corporate Plan 2017-22, the 2019/20 Service Plan identified 4 objectives that were focussed on:

Objective 1 – Deliver effective services to support children to remain safely with their families.

Objective 2 – Improve outcomes for children in car and care leavers including a focus on safe reunification.

Objective 3 – Ensure a range of placements are available for looked after children.

Objective 4 – Prevent offending and re-offending by children and young people.

The Head of Children & Young People Services highlighted the positive position the Service was currently in with regards to continuity and stability in the workforce and the positive contribution made from the Intermediate Care Fund which had enabled the Service to instigate new pieces of work such as the Family Group Conferencing and Baby and Me initiative which targeted and identified high risk individuals at the earliest stage and enabled intensive support from the outset of pregnancy.

This positive position was tempered by the current overspend of £2 million which was almost all due to placement costs where the Council was struggling in relation to provision of in-house foster care services and competing with higher payments by independent fostering agencies.

Members asked the following:

- A member asked about payments made to the independent fostering agencies and why we use them. The Head of Children & Young People Services explained that if we were unable to place a child with one of our own foster carers or another Local Authority carer then we had to go to an agency to find a suitable placement. We then effectively purchased this place from them and paid them their required fee. We had no choice as we were bound to find suitable accommodation. The Cabinet Member for Social Services explained that you could apply to be a foster carer for the Local Authority or a private agency and that unless we increased our payment rates then we would keep losing our foster carers to the private agencies.
- Members of the Committee raised the issue of who monitored these agencies and the need for them to be properly controlled. They also questioned the difference in the success rates between our own foster care services and the independent ones. The Head of Children & Young People Services confirmed that that whilst we monitored the care of the children themselves, the agencies were monitored by the Care Agency for Wales. We were also able to provide excellent support for our in-house carers by use of networking groups, the corporate parenting forum, 24 hour support for link workers etc.
- Members of the Committee expressed the view that the agencies appeared to have the upper hand as they were able to charge what they liked, knowing that if the need arose then we would have no other option other than to use their services. A member commented that if there were harmonisation of rates then foster carers would prefer to stay working for the Council as we were seen as a good employer. The Head of Children & Young People Services and Cabinet Member agreed that was a real challenge and that besides losing staff to agencies, we had even lost some of our foster carers to neighbouring authorities who currently paid more than Newport did. They stated that a significant amount of work had been done with Welsh Government to look at the charging policies but this was not something that we could enforce.
- The Chair stated his wish to support the service in attempting to resolve this issue and commented that the work being done in striving to keep families together would hopefully reduce the need for looked after children. He stated that our foster carers needed a proper pay rate to encourage them to stay with Newport Council. The Head of Children & Young People Services confirmed the current challenges we faced and that although we had increased our in-house residential facilities, it was not cost effective to keep children long term in these residential homes. There was currently a campaign to try to increase foster care numbers. The current number had decreased slightly to 161 carers and we were also trying to recruit younger people on our register of carers.
- The Committee asked why there had been an increase of 5.7% in the number of looked after children who had 3 or more placements. The Head of Children & Young

People Services gave the example of a late night overnight referral and settled placement the following day would be classed as a placement. Similarly sibling groups who may have been temporarily separated before a placement back together would also be classed as a 'move'. The Cabinet Member explained that whilst this was a useful indicator, it always needed an explanation as to how the figure was arrived at.

- Members queried the % of looked after children returned home from care. The Head of Children & Young People Services said that certainly we could not return children home if it was unsafe to do so. It was unlikely that this measure would remain next year and we would need to ensure a new measure that was more robust with clarity about what the measure entailed. The Head of Children & Young People Services stated that while there were currently between 44 and 45 active cases in the Court arena there were still hundreds of other day-to-day cases ongoing where work was being done working with children within the home and also initiatives such as 'Baby and Me' which offered family support. It was acknowledged that this was a challenge to maintain whilst trying to make savings.
- A member queried the impact of County Lines within the City. The Head of Children & Young People Services responded that although there appeared to be an increase in the number of youth gangs, there was minimal activity with county lines. Similarly the incidents of knife related injuries in Newport were minimal. This was due in part to the positive work from all agencies such as the Council, Police, Education Services all working together and the degrees of trust built up within these working partnerships. Although there were challenges, the current management of risk was working effectively.

The Chair thanked the officers for attending.

Conclusion - Comments to the Cabinet

The Committee noted the Mid-Year Service Plan Report 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. The Committee recognised the challenges faced by Children and Young Peoples Service but commented that there was not enough information provided about progress being made on transition of young people out of the service and into independent living.
2. The Committee recognised the recruitment of foster carers in Newport was vital. They raised concern about the levels of remuneration we provided for their services in comparison to agencies and stressed the need for continued support for our in-house carers.

Adult and Community Services

Attendees:

- Councillor P Cockeram- Cabinet Member for Social Services
- Chris Humphrey, Head of Adult and Community Services

The Head of Adult and Community Services introduced the report outlining the 5 main objectives identified in the 2019/20 Service Plan currently being worked upon:-

- Objective 1 – Early Intervention and Prevention
- Objective 2 – Integrated working across health and social care
- Objective 3 – Commissioning
- Objective 4 - Carers
- Objective 5 – Safeguarding

The Head of Adult and Community Services continued by saying that whilst there was currently an overspend, this month's budget figures showed that this overspend had significantly reduced. Similar to other authorities in Wales, Newport had seen an increase in the number of older and vulnerable people who required care plans and support from the Council and whilst we were good at supporting people in their homes, this caused extra costs due to growing complexities of peoples' needs. The care sector as a whole was struggling with recruitment and retention of staff and yet Newport were generally successful in this aspect as we were recognised as a good employer.

The Head of Adult and Community Services highlighted positive improvements such as the introduction of the Telecare service, shared with Monmouth and Caerphilly councils and the Home First initiative where front line staff were based at both the Royal Gwent and Neville Hall hospitals so that up to 30-40 people each week were provided with help and advice to enable discharge without the need for admission to hospital.

Members asked the following:

- The Committee welcomed the fact that the budget deficit had reduced but queried the longer term trends. The Head of Adult and Community Services stated that the winter season always brought extra pressures on the Service and the numbers of elderly were increasing as life expectancy increased. It was also highlighted that ongoing support was regularly needed for those children who moved into adulthood who still have profound difficulties and significant needs. They tended to come out of residential care and into the adult services and required significant ongoing support. Whilst they were looked after very well in their residential homes, they very often lacked independent living skills. The Service recognised this problem and had successfully recruited a specialist Occupational Therapist for the purpose of helping these young adults to transition and become more independent.
- A member queried the operation and cost of the Telecare Service. The Head of Adult and Community Services confirmed that the cost was £4.00 per week which was the same as our partners in the scheme, Monmouth and Caerphilly councils. This was comparable across Wales. The arrangement provided Newport with a member of staff from Monmouthshire Careline to undertake equipment installations and a telecare officer based in Newport 1 day per week. This arrangement had proved very successful.
- Following a question regarding scam telephone calls and the vulnerable, the Head of Adult and Community Services confirmed that staff had been trained to liaise with safeguarding teams if large amounts of money were involved. As they were in the same building as the Safeguarding Hub, they could also immediately make the Police aware.
- A member queried the current care package and what services were included and by whom. The Head of Adult and Community Services confirmed that it would depend on an individual's assessed needs and that a request could be made for a review if it were felt to be inadequate. The Cabinet Member for Social Services stated that all agencies providing this service must be registered and licenced. He confirmed that in relation to a current investigation into irregularities at a local nursing home, police investigations

were ongoing but that we were continuing to work closely with the staff to ensure care was delivered to the residents and support given to the families.

- A member queried the monitoring of commissioned services and what mitigation services were in place should something go wrong as in the recent issues with Caerleon Nursing Home. The Cabinet Member for Social Services mentioned the amount of assistance that Newport had provided to this particular nursing home over the last 18 months and that that we had helped to keep it open and the residents safe and secure. The Head of Adult and Community Services confirmed that we worked closely with other service providers and partners and were able to convene a multi-agency group to provide support and stabilise any situation that should arise. In response to a suggestion that the Council purchase Caerleon Nursing home for our own use, the Cabinet Member for Social Services explained that as it was classed as a nursing home and not a residential home we would be unable to do so.
- The Committee queried how working with Third Sector partners affected our targets and was there a consequence for the Council if our targets were missed through no fault of our own. The Head of Adult and Community Services stated that Welsh Government was pushing for collaborative working/regional partnerships and this added layers of complexities so actions and decisions sometimes took longer. We were constantly reviewing how this approach had been working and investigating if we could change anything to make any further improvements.
- The Committee asked if the ultimate aim was for the whole of Gwent to work collaboratively. The Head of Adult and Community Services responded that was very much on an opportunistic basis- seeing who had the right skill sets, the best infrastructure in place etc. and investigating what would work best, the Telecare shared system being a prime example.
- A member asked if the targets set were considered challenging enough? The Head of Adult and Community Services stated that all targets were being looked at in detail and at mid-year point we were still awaiting confirmation of the new set of WG performance measures due to be implemented from April 2020. It was envisaged that some would stay but the wording may change slightly. The full set of measures would be phased in over a 2 or 3 year period

The Chair thanked the officers for attending.

Conclusion - Comments to the Cabinet

The Committee noted the Mid-Year Service Plan report for Social Services (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 comments to the Cabinet:

1. The Committee were pleased to hear that the budget deficit had reduced but recognised that ongoing work needed to be done to maintain this trend. They requested that they receive a monthly budget report so that they could be alerted of any significant overspends in a timely manner.

The meeting terminated at 1.00 pm

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Scrutiny Report

Performance Scrutiny Committee – People

Part 1

Date: 14 January 2020

Subject 2020-21 Budget and Medium Term Financial Projections

Author Scrutiny Adviser

The following have been invited to attend for this item:

Role / Areas of responsibility	Lead Officer
Budget Overview and Process	Meirion Rushworth, Head of Finance
Service Specific Proposals:	
Adult and Community Services	Chris Humphrey, Head of Adult and Community Services
Children and Family Services	Sally Jenkins, Head of Children and Young People Services
Education	Sarah Morgan, Chief Education Officer

Section A – Committee Guidance and Recommendations

1 Recommendations to the Committee

The Committee is asked to:

- (i) Consider the budget proposals relevant to the People Service Areas;
- (ii) Determine if it wishes to make recommendations or comments to the Cabinet on the Proposals within the People Service Areas;
- (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 February.

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	20 December 2019
Consultation period	20 December 2019 (afternoon) to 31 January 2020
Cabinet considers feedback from consultation and agrees final budget proposals for recommendation to Council	12 February 2020
Council approves the 2020-21 budget and council tax level	25 February 2020

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	13 January 2020	Savings proposals within the Place and Corporate Service Areas
Performance Scrutiny Committee - People	14 January 2020	Savings proposal within the People Service Areas
Overview and Scrutiny Management Committee	24 January 2020	<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 from the Committee meetings on 13 and 14 January will be reported to the Overview and Scrutiny Management Committee (OSMC) at its meeting on 24 January 2020 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 Committee's 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 20 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 for social care
- 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 A summary of the proposals for consultation are contained within **Appendix 2** and Detailed Business Cases for the Proposals relevant to the People Service Areas have been extracted and included as **Appendix 5** 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** of the Cabinet report contains the proposals delegated to Cabinet Member and Head of Service Decisions. 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, but can be viewed via the link to the Cabinet report included in Section 2.5 above, for information.

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

Fees and Charges

- 2.8 **Appendix 7** of the Cabinet Report contains the proposed fees and charges for consultation and can be viewed via the link to the Cabinet Report included in **Section 2.5 above**.

3 Information Submitted to the Committee

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

Appendix A – Cabinet Report 2020/21 Budget and Medium Term Financial Projections (MFTP)

Appendix 2 – Budget Savings Proposals - Summary table

Appendix 5 – Detailed Business Cases for Consultation

(Note – the numbering of attached Appendices has remained the same as the Cabinet Report for ease of reference)

4. Suggested Areas of Focus

4.1 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 Service Areas 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** been completed and used to develop the proposal;
 - The extent to which the **Wellbeing of Future Generations Act** has been considered.

- **Conclusions:**
 - Feedback the Committee’s 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 on the budget process and public engagement.

Suggested lines of Enquiry

- 4.2 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.
- 4.3 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	<p>How does the proposal contribute to the achieving corporate priorities?</p> <p>How do these proposals fit into an overall budget strategy / what is the long term approach to budget at the Council?</p>

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?

Wellbeing of Future Generation (Wales) Act

4.4 The Committee’s consideration of the Draft budget proposals should consider how services are maximising their contribution to the five ways of working. Below are examples of the types of questions to consider:

5 Ways of Working	Types of Questions to consider:
<p>Long-term</p> <p>The importance of balancing short-term needs with the need to safeguard the ability to also meet long-term needs.</p>	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?
<p>Prevention</p> <p>Prevent problems occurring or getting worse.</p>	What is the objective (or the desired outcome) of this proposal?
	How are you addressing these issues to prevent a future problem?
	How have the decisions, so far, come about? What alternatives were considered?
<p>Integration</p> <p>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.</p>	Are there any other organisations providing similar / complementary services?
	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?

<p style="text-align: center;">Collaboration</p> <p>Acting in collaboration with any other person (or different parts of the organisation itself).</p>	Who have you been working with? Why? Who have you collaborated with in finding out more about this problem and potential solutions?
	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?
<p style="text-align: center;">Involvement</p> <p>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.</p>	How have you involved the people who are being impacted by this decision?
	How have you taken into account the diverse communities in your decision making?
	How have you used different / alternative methods to reach people and involve them?
	How will you communicate the outcome of your decision?

Section B – Supporting Information

5 Links to Council Policies and Priorities

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. Background Papers

- [The Essentials – Well-being of Future Generation \(Wales\) Act](#)
- [Corporate Plan 2017-22](#)

Report Completed: 7 January 2020

APPENDIX A

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Report

Cabinet

Part 1

Date: 20 December 2019

Subject 2020/21 Budget and Medium Term Financial Projections (MTFP)

Purpose To highlight key issues affecting the development of the 2020/21 budget and MTFP, and present the draft proposals for the 2020/21 budget. Cabinet are asked to agree the draft proposals in order to commence the budget consultation process for this year. Consultation results will be reported back to Cabinet in February 2020, when Cabinet will recommend a final budget and council tax level to full Council.

Author Chief Executive & Head of Finance

Ward All

Summary Despite local authorities being faced with the biggest budgetary challenges of any part of the Welsh public sector over the last decade, this council has continued to demonstrate good financial management. Coupled with the funding restraints, significant cost pressures affect the council finances in respect of (i) pay and pricing inflationary increases and (ii) increasing demand and associated costs for services. Between both issues, cost pressures are very significant; £13,026k in 2020/21 alone and the council continues to develop its medium term strategies to plan for future saving requirements. Whilst work on this was progressing when the Interim Chief Executive came to post, focus has necessarily been on 2020/21 as the budget challenge for that year was not resolved at that point. Given the time required to finish a strategic, longer-term strategy, the draft budget described in this report is focussed primarily on delivering a balanced and viable one year budget for 2020/21. This will enable work to continue in the New Year on a new, medium term strategic 'change programme' containing proposals for more ambitious changes in ways which services are delivered.

This update is quite different to previous years in that, at the point of drafting and making public this report, the council are not yet in receipt of the provisional 'revenue support grant' settlement from Welsh Government (WG) – its main grant which funds c75% of its net budget. Since the Chancellors spending round announcement in September 2019, the UK general election has meant that the publication of the Welsh Government's budget has been deferred until 16 December, the same day that the Local Government draft revenue support settlement will also be published. As we await further details on the settlement, the Head of Finance will provide an update at the Cabinet meeting on the 20 December.

The Council's 'Revenue Support Grant' (RSG) funds over 75% of its revenue budget and therefore the settlement received from WG has a significant impact on the investments which are affordable and savings requirement placed upon the council. Both savings and an increase in local council tax are key elements of the 2020/21 budget to ensure that we are in a sustainable position and able to maintain key services as best as possible for the most vulnerable in our communities.

The draft 2020/21 budget proposals are detailed within this report and its appendices.

Section:

1 Our financial challenge – service context

- 2 Setting the budget – financial context
- 3 Financial planning assumptions
- 4 Budget savings
- 5 Budget process and consultation
- 6 Risk, financial resilience and performance
- 7 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 |
| Appendix 4 | Budget savings previously approved |
| Appendix 5 | Budget savings for consultation – proposals |
| Appendix 6 | Demand models for social care |
| 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), including the decision making point (either full Cabinet or Head of Service) for each one
- ii) To increase council tax by 7.95%, a weekly increase of £1.14 - £1.52 for properties in Band A to C, the most common bands in Newport, as set out in paragraphs 3.15 – 3.18
- iii) Proposed fees and charges in appendix 7
- iv) The budget investments shown in appendix 1
- v) The budget investment in schools (included in appendix 1) amounting to £4,380k which is the assessed budget increase requirement for 2020/21 noted in paragraph 3.9 – 3.14 and which requires use of £1,754k of reserves to fund in full, based on current planning assumptions.

2. Cabinet is asked to note:

- i) The position on developing a balanced budget for 2020/21, acknowledging that the position will be subject to ongoing review and updates especially in light of the delayed announcement from WG in respect of 2020/21 funding
- ii) The medium term financial projections, assumptions contained within and that projections contain investments required to implement the Corporate Plan promises
- iii) That the delegated 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

- v) The Head of Finance's recommendation that the Council should prioritise the development of a 'strategic change programme' as a priority in order to develop a long-term sustainable financial footing for services. In addition, also utilising any increased RSG grant above current planning assumptions in a way that is strategic and contributes to the development of a longer term sustainable budget.

Action by Directors / Heads of Service

Timetable Immediate:

1. Delegated decisions in appendix 3 will be implemented with immediate effect, in line with internal decision making protocols
2. Decisions subject to consultation in appendix 2, fees and charges, and schools funding position to form the basis of the budget consultation process.

This report was prepared after consultation with:

- Interim Chief Executive
- Strategic Directors
- Head of Law and Regulation
- Head of People and Business Change

Signed

1 Our financial challenge – service context

- 1.1 This section deals briefly with the services related contexts within which the Council is developing its MTFP and the 2020/21 budget. The Council provides over 800 services, for over 153,000 people, living in over 68,000 households. Newport's population is growing, with the largest growth for children under five.
- 1.2 The council faces continuing financial challenges, namely:
- increasing costs around pay / contract prices;
 - increasing demand for services and therefore costs. These stem from demographic and societal changes and are most acute in the larger budget areas of social services and education;
 - Local Government funding in Newport, which sees the 'Revenue Support Grant (RSG)' funding over 75% of its net budget. Funding is therefore controlled largely outside of the Council's own control and influence, and as a result is relatively disjointed from its own spending pressures, requirement and priorities;
 - a historically low, relative council tax level, which would provide a further c£10m funding if it was set at the average Welsh Council level or c£8m if it was set at that level assumed by WG when setting the Councils 'standard spending assessment' compared to current levels.
- 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 2020/21 budget and the Medium Term Financial Projections (MTFP) as appropriate.
- 1.4 Over the last five years, the council has made savings of £41m. To achieve this we have:
- reduced the number of staff we employ by around one quarter
 - sold land, buildings and property no longer needed
 - set up new delivery models
 - developed shared services
 - reviewed our services to become more efficient
 - invested in preventative services
 - helped people to live independently
- 1.5 Having said this, ongoing funding uncertainty, 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 £22m by 2023 based on current planning assumptions and projections. In addition, even with a relaxation of previous year's RSG real terms funding reductions, it is evident that, given the high funding gap above, some savings will need to be found to meet future demand and cost increases.

2 Setting the budget - financial context

- 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 three years. For over a decade councils have faced continued financial pressures together with real-term cuts and 'cash flat' funding allocations, therefore we have had to find savings to meet the funding gap between the funding available (RSG grant and local council tax) , 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 approve the new medium term savings and investments over the life of the MTFP, to be added to those already approved.

National budget position

2.5 The spending round announced by the Chancellor in September 2019 provided an extra c£600m for the Welsh Government (WG) for day-to-day spending in 2020/21 compared to 2019/20. This comes from decisions by the UK government to increase spending in England on areas such as schools, further education, social care, homelessness and the environment.

2.6 The announcement included the following UK and Welsh headlines:

- in England, Local Government had “for once” been among the winners, having had core spending power increased by £2.9bn in total in 2020/21. This represents a rise of 6.3% from £46.2bn this year to £49.1bn in 2020/21;
- the additional £600m that will go to WG represents 2.3% in real terms growth. £385m of this finding is a consequence of extra cash being spent on the health service in England and £195m due to extra funding for schools in England;
- despite this being the largest one-year increase for over a decade, the Welsh Government’s budget in 2020/21 will still be 2% lower in real terms than in 2010/11. This additional funding does not return spending power to the levels of a decade ago.

2.7 Theoretically, a spending review is a chance to take a long-term view at the government’s spending plans, however, the continuing uncertainties around Brexit curtailed the planning horizon of this exercise and, with the exception of schools and police, a one-year budget was presented with a full multi-year comprehensive review planned for 2020. This does give rise to some uncertainties as to the sustainability of the increases announced for 2020/21 only.

2.8 Since the spending round announcement in September, the UK general election has been called on 12 December and given that we are in a pre-election period, the publication of the Welsh Government’s budget has been deferred until after the election to 16 December.

Welsh Local Government / Newport City Council funding settlement

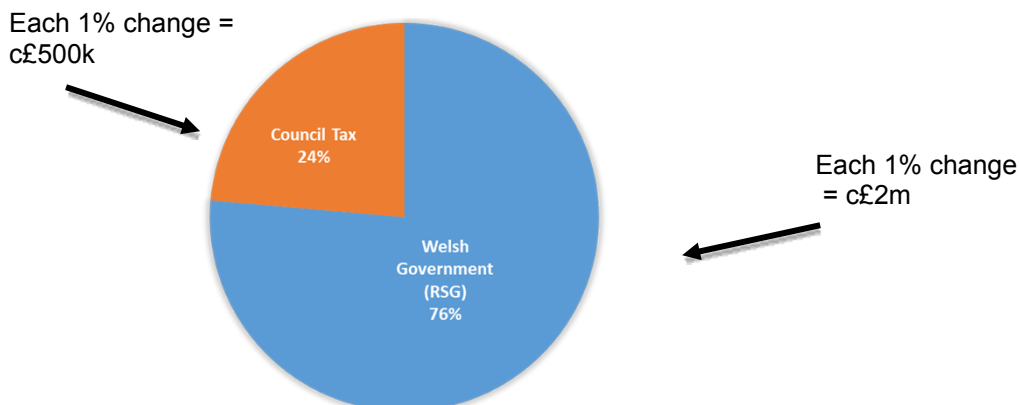
2.9 Welsh Government funding accounts for the largest part of a council’s funding in Wales, typically equating to about three quarters of its net revenue budget funding requirement. This funding is provided through a non-hypothecated grant – the Revenue Support Grant (RSG). In addition to this, other grants provide funding for specific purposes. Welsh Councils continue to ‘push’ for medium term RSG settlements so that they can plan with certainty but this has not happened to date. The draft budget and MTFP is therefore based on planning assumptions and are very likely to change. The scale of the budget challenge is very sensitive to changes to RSG funding as shown in table 5.

2.10 Less than a quarter of a councils funding is raised through local council tax, representing a small proportion of funding that is under the councils own decision-making.

2.11 Given the above scenario in Wales, there is a relatively weak connection between individual Council’s own decision-making on spending priorities / pressures and its ability to raise the funds required to meet that.

- 2.12 In Newport, the RSG funding makes up 76% of its net budget, with council tax at 24%. As the RSG makes up such a large proportion of the councils 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 – 2019/20



- 2.13 Given the decision to defer the publication of the WG settlement until after the UK general election, the arrangements for the Local Government settlement will broadly follow the same timeline as that proposed for the Welsh Government’s budget. The Council will receive its provisional settlement on 16 December. Until then, the budget planning assumption around funding for 2020/21 is that the RSG will increase by 1% compared to 2019/20 levels. The timing of this announcement clearly means that uncertainties remain in terms of both RSG and specific grants. Cabinet will need to consider the draft settlement as they finalise their budget for their February 2020 meeting.

- 2.14 In addition to the assumptions around RSG funding, a number of one off specific grants were received in 2019/20 to fund recurring expenditure. These covered costs in respect of social care, teachers’ pay award and teacher’s pensions and will amount, in 2020/21, to £5.7m. The budget planning assumptions around this funding for 2020/21 are that this funding will continue, either as further specific grants or transferred into the RSG in addition to the general 1% growth outlined above. The areas of expenditure this funds are:

(i)	Social care	£1,500k
(ii)	Teachers pay award	£390k
(iii)	Teachers pensions	£3,848k

- 2.15 The Councils final RSG settlement will be announced on 25 February 2020. Apart from late transfers of specific grants into/ out of the final settlement, which are ‘neutral’ in their impact, the main changes come from Council’s confirmation of their individual ‘tax bases’ – i.e. the number of Band D equivalent properties they confirm they will be basing their council tax income on, which is confirmed after the publication of the draft settlement ordinarily. 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. The late draft settlement this year means that this adjustment will be included in the draft settlement itself, which usefully takes away that particular uncertainty in the final settlement.

- 2.16 The Head of Finance (HoF) has set the tax-base for 2020/21 and it will increase by 1.9%, significantly higher than the all Wales average of 0.5% in 2019/20. This growth has the potential to affect the RSG significantly; however, the Head of Finance will provide an update once the impact is known. The MTFP and 2020/21 budget shown in appendix 9 does not allow for any financial impact on this increasing council tax base at this point as it can only be confirmed when the draft settlement itself is confirmed.

- 2.17 The 1% planning increase in the RSG noted in 2.13 above, at £2.1m, therefore represents the combined increase in funding from the increasing tax base plus the adjusted RSG grant. Alongside the permanent funding of the current year’s one-off funding at £5.7m outlined in 2.14 above, the WG funding assumptions for 20/21 amount to c£8m of additional funding.

Implementing the Corporate Plan

- 2.18 The Council's business and financial planning is underpinned by the Council's Corporate Plan 2017-22 that sets out a clear set of aspirations and plans for the future under our mission of 'Improving Peoples Lives'. This provides a focus for decisions around spending and will direct activity across the council.
- 2.19 The current medium term financial projections included in appendix 9 and the detailed budget investments in appendix 1 includes funding for the key priorities and promises set out in the plan, as needed. As funding and spending pressures continue to be a challenge, the task of delivering a balanced budget becomes much harder. The Council has yet to develop a 'strategic change programme' which outlines the key areas and initiatives which will guide services and the Council in the future to deliver sustainable services and meet the priorities set by the Corporate Plan. Such a programmes financial impact could be included in the Council's MTFP to deliver a balanced/sustainable medium term financial position. The Council's interim Chief Executive recognises this work as a priority.

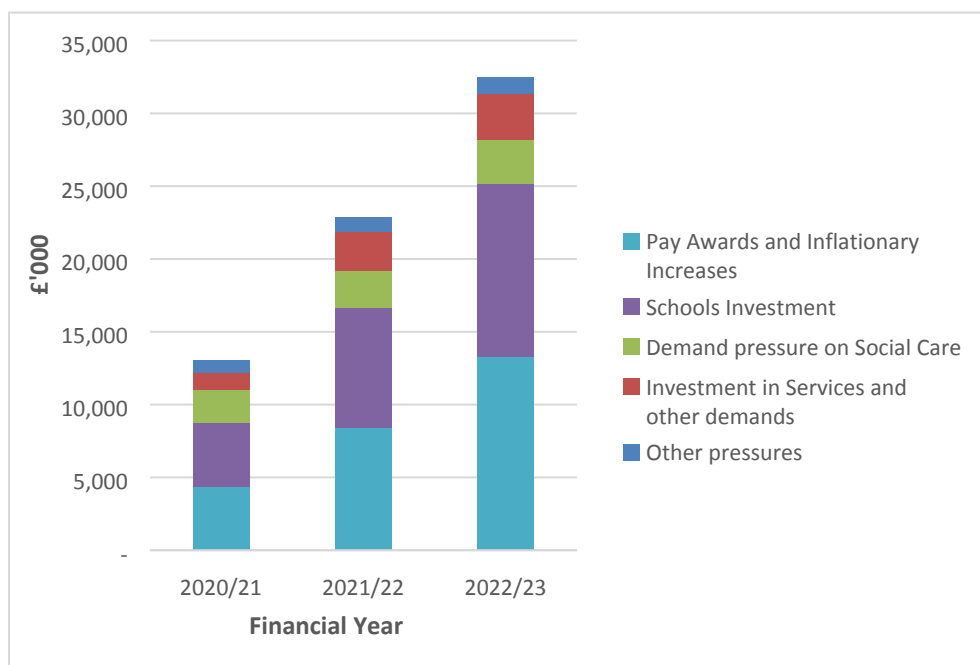
3 Financial planning assumptions

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 – of the councils £280m net revenue budget over three quarters of expenditure relates to pay and contracts and is therefore subject to inflationary increases year on year;
 - significant increases in demand led services – specifically, children's social care and adult's social care;
 - cost of new and growing schools;
 - growing cost of funding the Council's borrowing costs.
- 3.2 Unavoidable pay and inflationary cost increases, excluding schools, equate to £4,380k in 2020/21 and £13,261k over the three-year period to 2022/23.
- 3.3 In addition to these cost increases, the council has also seen a significant increase in demand led services pressures since 2015/16. In particular, the council is currently forecasting overspends in this year's budget in three key risk areas facing significant demand:
- | | |
|-------------------------------------|-------------------|
| • Adults community care | £1,490k overspend |
| • Independent fostering | £729k overspend |
| • Children's out of area placements | £669k overspend |
- 3.4 During 2019/20 these three areas alone are contributing almost £3m to service area forecast overspend. These areas received significant investment in 2019/20 but demand continues to accelerate beyond the budget available. As a result, further investments in addition to this are proposed within 2020/21 to support the level of demand that is being experienced in order to deliver a robust and deliverable budget.
- 3.5 Detailed demand models for social care 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.
- 3.6 For 2020/21 specifically, the council is currently planning to invest around £8.6m in the draft budget over and above an allowance pay and pricing inflation. More details on proposed investments are included in appendix 1 and some of the key items include:
- £4,380k investment in school budgets

- £2,246k for increasing demand in social care demand for both children and adult services
- £788k investment to deliver the promises set out within the Corporate Plan such as the delivery of digital aspirations and a new household waste recycling centre
- £239k due to increasing demand for special education needs provision

Chart 2: Cumulative pressures up to 2022/23 by source



3.7 Although the financial pressures facing the Council continue to increase significantly over the three-year period, they outweigh the funding available based on current projections. Even with different and more optimistic funding assumptions, the budget pressures are still higher and savings are therefore going to have to be identified in the future.

3.8 Given the challenge of this, it will also be important that the council review carefully all budget pressures/ investments regularly and services operate in such a way as to minimise these and manage demands to the extent possible.

Schools funding

3.9 The current position provides a cash increase for the overall school budget. It is proposed that schools receive investment of £4,380k in 2020/21. This represents a 4.5% growth in schools budget. This amount is the calculated/ assessed amount, which covers teacher's pay increases and the additional costs of new/ expanding schools. This is in addition to the anticipated continuation of funding of the 2019/20 teachers pay award and pension increase referred to in paragraph 2.14.

3.10 Despite this proposed investment school budgets would remain under significant pressure. Current projections for school budgets in 2019/20 will see them overspending against their available funding by £3.1m and whilst the proposed investment in school budgets outlined above is significant, it covers increasing costs for 2020/21 and no additional for the 'base, current position' where schools are overspending.

3.11 The level of in year overspending was highlighted as a risk in 2018/19 and continues to be a significant area of concern. Schools have used £1.7m from school reserves over the last 2 years to fund overspending on their budgets and current projections of £3.1m overspending would see reserve balances fall to zero at the end of this current 2019/20 financial year. Officers continue to work closely with schools to ensure that deficit recovery plans are in place and that action is taken

to reduce spend. This resolution is critical as current spending levels in schools is not sustainable and has the potential to cause a significant and adverse impact on the councils overall finances if it continues. Based on this, Cabinet are asked to consider the level of funding that will be delegated to schools for 2020/21.

- 3.12 Assessed budget pressures in school budgets over the life of the MTFP amount to £11.9m based on current assumptions on teacher's pay/ pensions cost increases and new/ expanding schools costs. These will, like other MTFP assumptions, need to be reviewed regularly and any actual proposed funding increases confirmed through the budget process.

Table 1: School budget pressures 2020/21 to 2022/23

	2020/2021 £'000	2021/2022 £'000	2022/2023 £'000
Teachers - Pay award and increments	1,648	1,469	1,391
Non Teaching school staff - pay award and increments	797	754	646
Contract & Income Inflation	82	83	83
New Schools	1,242	631	647
Secondary School Transitions	611	906	947
Reduced Class Sizes	0	0	0
	4,380	3,843	3,714

- 3.13 Final allocations of grant are yet to be determined across the Education Achievement Service (EAS) region.
- 3.14 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 11% over the last 5 years. This included specific grants and is shown in table 3 below.

Table 2: School budgets by sector – 2013/14 to 2019/20

Year	Nursery	Primary	Secondary	Special	Total
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	562	57,396	47,497	4,773	110,228
2019/20	496	58,492	49,619	5,091	113,698
Increase in funding over 5 year period (incl specific grants)					10.5%
Increase in funding (excl specific grants & delegations)					13.3%

Council tax

- 3.15 It is well documented that Newport's council tax is low compared to others in Wales, generating approximately 24% of our income. This council's current year budget is well below its 'standard spending assessment', a relative spending needs assessment between all Welsh councils, by £8.3m, which is entirely due to our low level of council tax funding.
- 3.16 A base 4% increase in council tax is already included in our MTFP each year. This year, the draft budget proposals include an additional 3.95% increase to council tax in 2020/21 (appendix 2 & 5) bringing the proposed increase to 7.95%. 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 2020 meeting.

- 3.17 For contextual purposes, the table below shows the weekly increases in council tax based on a 7.95% increase. Given the low starting point on Newport council's tax, it will still be lower than most (if not all) of the neighbouring authorities, even at a 7.95% increase and the actual monetary increases in tax are low in themselves. Newport City Council proposed tax increase would maintain its position as one of the lowest in Wales.

Table 3: Scenarios illustrating weekly council tax increases

Band	A	B	C	D	E	F	G	H	I
Annual increase based on 7.95% increase	£59.36	£69.25	£79.15	£89.04	£108.83	£128.61	£148.40	£178.08	£178.08
Weekly increase based on 7.95% increase	£1.14	£1.33	£1.52	£1.71	£2.09	£2.47	£2.85	£3.42	£3.42

- 3.18 Given that almost two thirds of Newport's chargeable properties are banded A – C the majority of households would see an increase of between £1.14 and £1.52 per week based on a 7.95% increase.

Summary of key budget assumptions

At this point, the following assumptions are included.

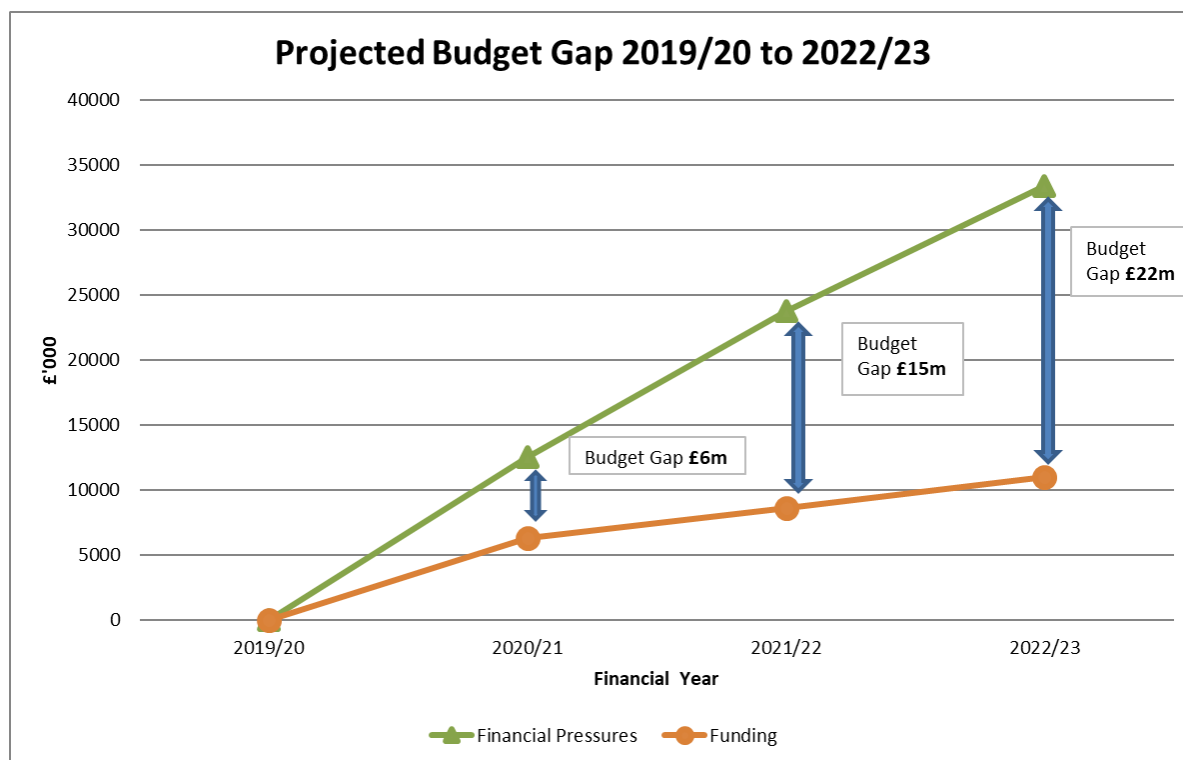
Table 4: Summary of key assumptions

MTFP Summary	2020/2021 £'000	2021/2022 £'000	2022/2023 £'000
RSG Increase - +1% in 2020/21 and 0% thereafter	(2,143)	0	0
Council tax increase - 7.95% in 2020/21 and 4% pa thereafter	(4,215)	(2,289)	(2,381)
One off grants 2019/20 continued/ made permanent	(5,738)	0	0
Budget pressures/ Investments (appendix 1)	13,026	9,870	9,581
General budget transfer to / (from) Reserves	(459)	1,359	0
Previously agreed budget savings (appendix 4)	(554)	(35)	0

Resulting budget gap and sensitivity of assumptions

- 3.19 In summary, the following chart shows the impact that the above assumptions lead to in terms of the Councils medium term financial gap projection.

Chart 3: Projected budget gap 2019/20 to 2022/23

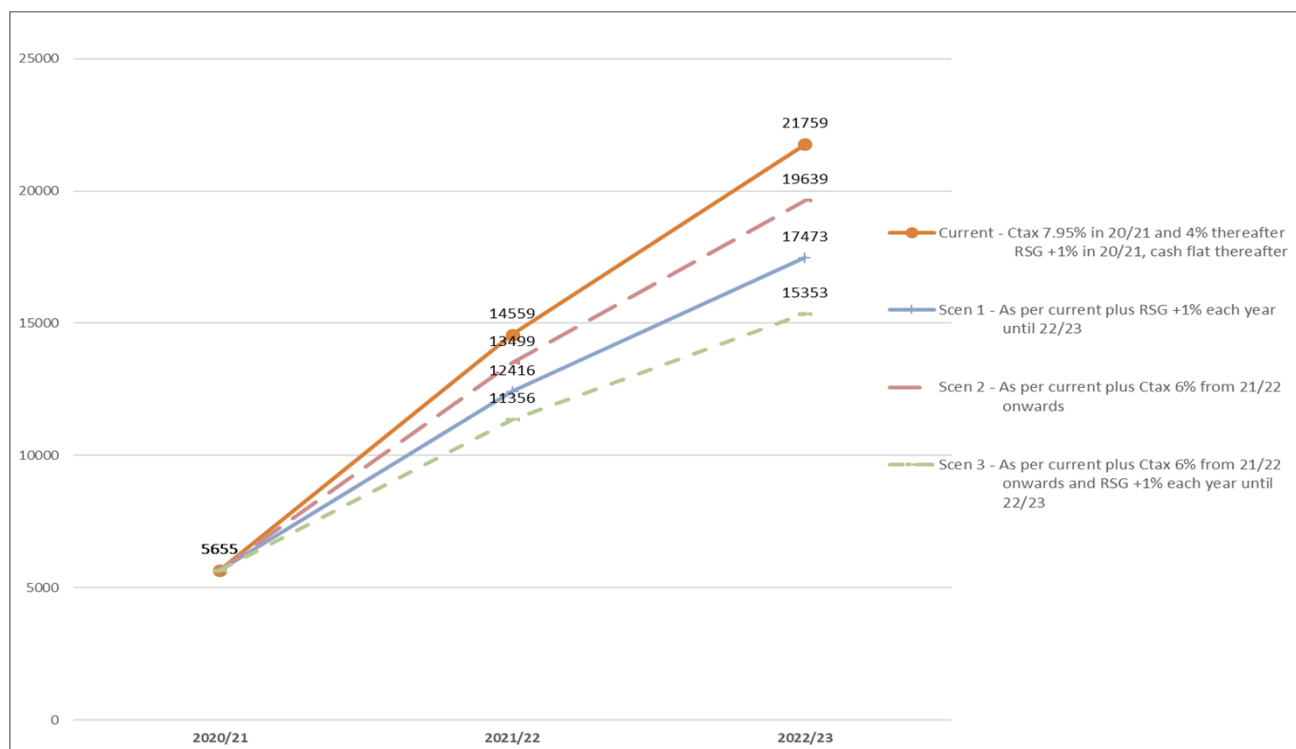


- 3.20 Clearly, the gap is based on current assumptions, listed above, in the MTFP. The draft grant funding for 202/21 will be available from 16 December and that will affect the budget gap/ challenge in 2020/21. Cabinet will need to consider this draft settlement before finalising the 2020/21 budget in their February meeting. We will also, in light of this, review key funding assumptions over the medium term, where appropriate, which the next section details.
- 3.21 If the draft settlement is better than the planning assumptions noted section 2, (increase of £8m), the HoF recommends, as much as possible, a longer term strategic view is taken on how funds are deployed so as to contribute towards sustainable services, as well as meet priorities.
- 3.22 The HoF will continue to work with the senior leadership team and Cabinet to develop the above approach. Some of the key issues, currently, are:
- on-going financial issues on school budgets
 - increasing demand within service areas over and above provision already made within the MTFP
 - accounting provisions required to deal with our regeneration activities regarding loans to developers.

Sensitivity analysis

- 3.23 As table 4 above confirms, the budget gap is significantly affected by the funding assumptions - the WG grant and Council tax increases projections. The graph and table below show the sensitivity that the council faces in respect of these

Chart 4: Sensitivity analysis – budget gap based on RSG and council tax assumptions



3.24 The table below shows how sensitive each of the variables are to changes in assumptions. The key elements within the medium terms projections, which also have the greatest level of sensitivity, include RSG funding, Council tax increases, pay and contract inflation.

Table 5: Sensitivity analysis – key projections

RSG Sensitivity		£'000
RSG growth +/- 1%		2,143
Council Tax Sensitivity		£'000
Council tax change +/- 1%		530
Pay Sensitivity		£'000
Pay inflation - NJC staff +/- 1%		943
Pay inflation - Teachers and soulbury +/- 1%		253
Contract Inflation Sensitivity		£'000
Contract inflation - +/- 1%		2,490

4 Budget savings

4.1 The savings identified for 2020/21 to date total £5,736k. The table below provides a summary of the savings by decision over the 3-year planning horizon.

Table 6: Summary of projected savings

Savings Decision Type	2020/2021 £'000	2021/2022 £'000	2022/2023 £'000	Staff Impact FTE
Budget savings for full Cabinet decision (appendix 2 & 5)	2,379	405	302	20.89
Budget savings delegated to officers (appendix 3)	2,803	319	283	12.5
New Budget Savings	5,182	724	585	33.4
Previously agreed budget savings (appendix 4)	554	35	0	-5
Total Budget Savings	5,736	759	585	28.4

- 4.2 Under the constitution and our scheme of delegation, some budget decisions are taken by the Cabinet collectively. These proposals total £2,379k for 2020/21 and £3,086k over the life of the MTFP. Some lower level, operational and efficiency type budget proposals are delegated to Heads of Service for decision and implementation. These proposals, totalling £2,803k for 2020/21 and £3,405k over the life of the MTFP are listed in appendix 3.
- 4.3 In previous years, only those proposals requiring Cabinet decisions were subject to public consultation. We have changed the process this year and an impact-based approach has been adopted whereby each proposal is considered on a case-by-case basis, regardless of where the decision approving the saving is taken. The list of new savings in appendix 2 and 3 identifies if the proposal is subject to public consultation or not. 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 in the MTFP last February 2019 are either in progress of implementation or due to be implemented in 2020/21. 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. The FEIAs for all proposals requiring one can be found [here](#).

Medium term strategic change

- 4.6 Whilst good progress has been made on the 2020/21 budget, significant challenges remain over the medium term, even with more optimistic assumptions around funding as the sensitivity analysis above shows. In particular, significant spending pressures remain to be tackled, particularly in Adults and Children's social care because of growing demand. Containing and then reducing such pressures will require a whole council response, and the active collaboration of our partners such as health services, as part of our new longer-term strategy in going forward.
- 4.7 The success of this longer-term approach will depend on the councils starting with a stable financial platform, and the budget proposals and draft budget set out in this report are designed to do this. Following the announcement of the draft settlement cabinet will need to ensure that we maintain this objective. A key element of this is taking a longer term strategic view is taken on how funds are deployed to contribute towards sustainable services, as well as meet priorities. Proposals for more major changes in service delivery will be brought forward early in the New Year and will

include the need for investment in service redesign, new technological tools and the re-skilling of our staff at all levels to improve productivity and job security.

5 Budget process and consultation

5.1 This report presents the draft proposals for the 2020/21 budget. The report asks Cabinet to note:

- the position on developing a balanced budget for 2020/21, acknowledging that the position will be subject to ongoing review and updates;
- agree that delegated decisions in appendix 3 will be implemented with immediate effect;
- in addition, that Fairness and Equality Impact Assessments have been completed for all proposals requiring one.

5.2 The report also asks Cabinet to agree a series of proposals for public consultation. This includes:

- budget savings proposals in appendix 2 (summary table) and appendix 5 (detailed saving proposals);
- proposed fees and charges in appendix 7;
- the position regarding the proposed school funding for 2020/21 in section 3.

Budget engagement

5.3 As part of the budget engagement strategy there has been a targeted engagement approach with members of the public in developing budget priorities for the next three years. This will help with budget and service planning.

5.4 Bilingual budget engagement surveys have been made available across all libraries across the city and advertised between library staff and the public – these surveys list the services Newport City Council provides and asks members of the public to choose five options – this serves to highlight the difficult decisions the authority has to make whilst gaining the views from the community of their priorities

5.5 There have been a number of outreach engagement sessions with communities across public venues including Newport Central Library and Newport City Council Information station. Officers have attended these venues and using an engagement tool have captured the views of residents to gain an understanding of how the public perceives the Council and how the authority uses its budget. Primarily feedback has focused on livability issues including community safety, recycling and lighting.

5.6 Officers have also attended an Information day at Newport Centre where approximately 600 members of the public attended and using the engagement tool have gained feedback from older citizens who may not have access to online and digital communications.

5.7 In the pre-budget phase, before proposals have been released, through a combination of engagement sessions and surveys there have been over 140 respondents.

5.8 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 four budget cycles, we received more than 15,000 responses from the public with over 4,000 in the last financial year.

- 5.9 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.
- 5.10 A second budget report will be presented to Cabinet on 12 February 2020. This will ask Cabinet to agree its final proposals for the 2020/21 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 grant settlement from Welsh Government
 - any updates from Welsh Government about future grant settlements
 - any emerging details on specific grants, which have financial implications.
- 5.11 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 27 February for approval and adoption.
- 5.12 Below is this year's timetable for consulting on and approving the 2020/21 budget:

Table 7: Budget consultation timetable 2020/21

Cabinet agrees budget proposals as a basis for consultation	20 December 2019
Consultation period	20 December 2019 to 31 January 2020
Cabinet considers feedback from consultation and agrees final budget proposals for recommendation to Council	12 February 2020
Council approves the 2020/21 budget and council tax level	27 February 2020

6 Risk, financial resilience and performance

- 6.1 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, identifies how they are dealt with currently, and issues which need to be considered in setting out the council's 2020/21 budget and medium term projections.

Risk

- 6.2 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.
- 6.3 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.

At this point, the Council's finances and reserves provide the financial capacity to deal with the current risks identified.

- 6.4 There are a number of risks that while acknowledged are not currently included within the MTFP. These include the current schools deficit position as discussed in para 3.11, current service area overspending over and above provision already made within the MTFP and a number of accounting provisions required to deal with our regeneration activities regarding loans to developers. The result of the settlement will determine the level at which these risks can be covered. The Council also holds a number of risk reserves and budgeted contingency to cover this risk.

Financial Resilience

- 6.5 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 with the vast majority earmarked for specific purposes and already committed. 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. The decline in school reserves over the last few years is a significant concern and current projections of £3.1m overspending would see reserve balances fall to zero at the end of this financial year. This has the potential to significantly impact on the financial resilience of the overall council unless schools manage within approved budgets. This will need to be considered between this meeting and the February 2020 meeting when the budget is finalised.
- The council has identified and continues to monitor budget reductions of £6.6 million in 2019/20. This is alongside delivering outturn within budget over recent years, despite the delivery of £41m savings over the last 5 years. This needs to be viewed within the context of continued significant demand which are faced by service areas namely children's and adults social care and schools, which have been highlighted throughout the year as part of the budget monitoring process.
- Although the 2019/20 forecast overspending across service areas is significant this has been offset by one off underspending/ better income in non-service budget areas and the use of the general contingency budget. This position is not sustainable in the longer term and is a risk though significant investment in services proposed for 2020/21 should reduce overspending if demand can be managed.
- In light of the continuing financial pressures and demands placed on the Council further savings of at least, £22m need to be found by 2023 based on current assumptions. A strategic longer-term approach is recognised as being needed to deal with this given savings found to date over the last 5 years and more.

- 6.6 Overall, whilst there are some underlying issues and challenges, 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.

7 Report review and statutory comments

7.1 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	M	M	1 Use of contingency, where required	Head of Finance

around inflation are incorrect			2 Use of reserves, where appropriate	SLT
Planning parameters around Welsh Government revenue grant are incorrect over medium term	H	M	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	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

7.2 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.

7.3 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.

7.4 Preferred Option and Why

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

7.5 Comments of Chief Financial Officer

All the financial issues are contained within the main body of the report.

The delay in the notification of the Councils grant settlement does mean we are producing the budget proposals contained in this report with a high level of uncertainty. The sensitivity analysis shown in the report highlights how significant changes in RSG funding can be. Cabinet will therefore need to consider the draft settlement before their final budget-setting meeting in February 2020 and make changes, as necessary.

A key issue will be the development of a strategic and longer-term approach to changing services to ensure sustainability, including Council Tax levels. This will require a stable and solid 'financial platform' to work from and in that respect, the 2020/21 budget is key and should aim to provide that. A key part of that is

- to ensure the budget minimises / does not rely on reserve funding and whilst the draft budget does do that, every opportunity to prioritise this in any update following the draft settlement is recommended.
- that Cabinet take a longer-term strategic view if the settlement is better than current planning assumptions and take the opportunity to deliver sustainable services as well as key priorities.

7.6 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 and council tax rate set out in the Report in order to deliver a balanced budget for 20/21 and as the basis for public consultation, where the relevant business cases will have an impact

on service delivery and are not operational matters delegated to Heads of Service. 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 20/21. 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 fairness and equality impact assessments to ensure that the Council has regard to its public sector equality duties under the Equality Act and is 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 20/21 is a matter for full Council as these are non-executive reserved matters under the Constitution.

7.7 Comments of Head of People and Business Change

The report outlines the proposals for Cabinet consideration in order to set a balanced budget for 2020/21 with consideration to the medium term financial plan.

Proposals that have an impact on staff will be subject to the required consultation, and consultation with trade unions. 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 process 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 the 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 at 4pm on 12th December 2019 and continue until 31st January 2020. Alongside the traditional paper based consultation process and on-line questionnaires, a bus Wi-Fi survey will be used extensively and there will be face-to-face consultation activity during this period. As previous, the Fairness Commission will be asked to provide a consultation response.

7.8 Comments of Cabinet Member

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

7.9 Scrutiny Committees

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

7.10 Equalities Impact Assessment and the Equalities Act 2010

This is referenced in paragraph 4.5 of the report.

7.11 Children and Families (Wales) Measure

All proposals will be consulted on widely, as required.

7.12 Wellbeing of Future Generations (Wales) Act 2015

The Act is referenced in the report.

7.13 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:

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APPENDIX 2

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APPENDIX 2 – New Budget Savings for Consultation

Service Group	Activity Short Code	Activity Description	Unique ID	Proposal Title	20/21 (£'000)	21/22 (£'000)	22/23 (£'000)
PEOPLE							
Adult and Community Services	SOC4	Day Opportunities	AS2021/04	Reduction in Day Opportunities Budget	100	0	0
Adult and Community Services	SOC10 & SOC17	Community care packages & telecare contract	AS2021/05	Telecare Service	150	0	0
Adult and Community Services	SOC16	Adult Service Contracts	AS2021/07	Reduction in Funding Awarded to Third Party Organisations	100	0	0
Adult and Community Services	Various	Service Wide	AS2021/08	Staffing Review	297	0	0
Children and Family Services	SOC26	Integrated Family Support	CFS2021/02	Family Support Services - Barnardos Partnership	75	0	0
Children and Family Services	SOC40 & SOC39	Child Safeguard/ Youth Offending Service	CFS2021/05	Staffing across Children's Services	543	0	0
Children and Family Services	Various	Service Wide	CFS2021/06	Reduction of Posts Across Childrens Services	50	0	0
Education	EDU10	Education welfare service	EDU2021/01	Education Welfare Service Savings Proposals	66	0	0

APPENDIX 2 – New Budget Savings for Consultation

Service Group	Activity Short Code	Activity Description	Unique ID	Proposal Title	20/21 (£'000)	21/22 (£'000)	22/23 (£'000)
PEOPLE							
Education	EDU5	SEN Team	EDU2021/02	The Reduction of the Inclusion Enrichment Team	43	0	0
Education	EDU23	Joint Services	EDU2021/03	Gwent Music Service Reduction in Hardship Funding	14	0	0
Education	Various	Various	EDU2021/04	Improved Budget Efficiency within Education Services	62	0	0
PLACE							
City Services	Potentially all codes	Potentially all codes	CS2021/01	Increase in Fees	48	0	0
City Services	STR28	Home to School Transport	CS2021/06	Termination of Home to College Transport provision and Removal of Post 16 Travel Grants to Mainstream Schools and Colleges	45	110	22
City Services	STR13	HWRC	CS2021/08	Increased Recycling - Bag Sorting at Household Waste Recycling Centre	57	0	0
City Services	STR20	Off Street Parking	CS2021/13	Car Parking - Faulkner Road and Civic Centre	41	0	0
CORPORATE							
People and Business Change	PBC10	Digital	PBC2021/03	Digital Savings - Public Building Wi-Fi - "Community Cloud"	95	15	0
Law & Regulation	LAW6 / LAW10 / LAW11	Legal / Environmental Health / Trading Standards	LR2021/04	Reduction in statutory enforcement and prosecution work	153	0	0

APPENDIX 2 – New Budget Savings for Consultation

Service Group	Activity Short Code	Activity Description	Unique ID	Proposal Title	20/21 (£'000)	21/22 (£'000)	22/23 (£'000)
FINANCE AND NON-SERVICE							
Non Service	n/a	n/a	NS2021/01	Council Tax Reduction Scheme	440	280	280
NEW BUDGET SAVINGS FOR CONSULTATION					2,379	405	302
Funding	n/a	n/a	n/a	Increase council tax increase from 4% base assumption by 3.95% to 7.95%	2,094	0	0

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APPENDIX 5

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Appendix 5 – Budget Savings for Consultation - Proposals

Proposal Number	Unique ID	Service Area	Proposal Title
1	AS2021/04	Adult and Community Services	Reduction in Day Opportunities Budget
2	AS2021/05	Adult and Community Services	Telecare Service
3	AS2021/07	Adult and Community Services	Reduction in Funding Awarded to Third Sector Organisations
4	AS2021/08	Adult and Community Services	Staffing Review
5	CFS2021/02	Children and Family Services	Family Support Services - Barnados Partnership
6	CFS2021/05	Children and Family Services	Staffing across Children's Services
7	CFS2021/06	Children and Family Services	Reduction of Posts across Children's Services
8	EDU2021/01	Education	Education Welfare Service Savings Proposals
9	EDU2021/02	Education	The Reduction of the Inclusion Enrichment Team
10	EDU2021/03	Education	Gwent Music Service Reduction in Hardship Funding
11	EDU2021/04	Education	Improved Budget Efficiency within Education Services

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MTRP Budget Proposal – 2020/21 to 2022/23

Service Area	Adult and Community Services		
Proposal Title	Reduction in Day Opportunities Budget		
Summary Description, Delivery Arrangements and Timescales	<p>To reduce the Day Opportunities budget in 2020/21 by £100k.</p> <p>The total budget for the Day Opportunities service for 2019/20 is £1,276,221. There has been a consistent projection of £100k underspend which is because the number of people now attending the Day Opportunities service is below capacity and the level of staffing required has been adjusted.</p>		
Decision Point (Please tick appropriate box)	Head of Service	✓	Cabinet

Public Consultation Required (Please tick appropriate box)	YES	✓	NO	
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PART ONE

Net Savings (£000's)	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
	100		
One-Off Implementation Costs (£000's)			
	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
Revenue – Redundancy/Pension			
Revenue – Other			
Capital – Building related			
Capital – Other			
Implementation Cost - Total			

Impact on FTE Count	No impact on FTE count
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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 – 2020/21 to 2022/23

PART TWO

Options Considered
Option one: to reduce the budget by £100k Option two: to maintain the budget at 2019/20 levels
Recommended Option
Option one is recommended. Reducing the budget by £100k is achievable without impacting on current service levels.
Specific Links with Wellbeing of Future Generations (WFG) Act
This proposal should not impact negatively on the Council's ability to deliver the WFG Act, Corporate Plan objectives or legislative requirements of the Social Services and Wellbeing Act or Regulation and Inspection of Social Care Act. It is a saving to the budget that will not impact on our ability to deliver training and development opportunities for our staff and collaboration with wider service providers in the City.
Fairness and Equality Impact Assessment

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For internal use:

<i>Unique reference number</i>	AS2021/04
<i>Activity Code</i>	SOC4

MTRP Budget Proposal – 2020/21 to 2022/23

Service Area	Adult and Community Services
Proposal Title	Telecare Service
Summary Description, Delivery Arrangements and Timescales	<p>A revamped Telecare service offered by Newport City Council was launched in August 2019.</p> <p>We are using technology to help people live independently for longer in their own home, avoiding hospital admissions and delaying the person moving into a long-term care setting.</p> <p>The service is critical to the delivery of the preventative agenda, which generates financial and resource savings for a wide range of council services and partner agencies.</p> <p>The Community Occupational Therapy team operationally oversees the service as part of a partnership agreement with Monmouthshire County Council and Caerphilly County Borough Council.</p> <p>The savings will be achieved and monitored in the following way:</p> <p>£50k:</p> <ul style="list-style-type: none"> • A reduction in package of care hours over the 12 month period, linked to the provision of telecare • Monitoring of reviews of existing and design of new care packages to ensure telecare is used to prevent the over prescription of care and dependency on statutory services (or that relationship delayed until essential) • The type of equipment issued and reduction of care costs associated with this provision • Residents supported to self-purchase if appropriate and supported by workers to meet outcomes outside of statutory services <p>£100k :</p> <ul style="list-style-type: none"> • Reduce existing telecare budget and divert funding via Integrated Care Fund (ICF) or self-funding if appropriate • Monitoring via service agreement with Newport City Council, Monmouthshire Borough Council and Caerphilly County Borough Council • Reduction of Capital expenditure given the successful bid for regional ICF funding for equipment

MTRP Budget Proposal – 2020/21 to 2022/23

Decision Point (Please tick appropriate box)	Head of Service	<input checked="" type="checkbox"/>	Cabinet	
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Public Consultation Required (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	
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PART ONE

Net Savings (£000's)	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
	150		
One-Off Implementation Costs (£000's)			
	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
Revenue – Redundancy/Pension			
Revenue – Other			
Capital – Building related			
Capital – Other			
Implementation Cost - Total			

Impact on FTE Count	No impact on FTE count
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Does this proposal require an FEIA and/or WFG Act assessment? (Please tick appropriate box)	YES		NO	<input checked="" type="checkbox"/>
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PART TWO

Options Considered

The use of technology in the reablement care setting to promote and establish the benefits of telecare before offer of package of care is given – this will prevent need for long term care packages or the frequency / duration of visits

Telecare to be integral of the review of current packages of care and consideration to Direct Payments to fund the equipment or private purchase – this will release reduce care plans and increase independence / decrease the number and duration of care visits required

Full review of existing budget currently being paid to current service provider for equipment and service provision

ICF funding has been secured for a technology coach (a person whose remit it is to work with Newport residents around digital inclusion and promote the use of technology to enhance daily life e.g. use of Alexa devices etc) to realise the aims, maximise the progress and impact of the telecare offer and service

Putting the Telecare offer front and centre of the preventative offer before the offer of structured care and support being commissioned

Improving staff promotion of the service as a 1st choice for the appropriate resident

Recommended Option

Telecare provision to be part of the annual review of care packages and installed to decrease care package dependence

- To maximise the use of the telecare coach to ensure multi-disciplinary, multi-agency participation in training, referrals and promotion
- Saving by right sizing packages of care following telecare installing and coaching
- Direct Payments offer to eligible residents to purchase technology options

To undertake a service review of the service current provider to equipment covered by ICF funding – there will be a cost saving of around £50k

The installation of technology in Parklands for residents to trial the equipment before returning home and have confidence in the equipment as a preferred option to that of a package of care.

MTRP Budget Proposal – 2020/21 to 2022/23

Specific Links with Wellbeing of Future Generations (WFG) Act

Integration – Run in partnership with Monmouthshire CC and Caerphilly CBC, training workers in memory clinic, Learning Disabilities, Frailty, Hospital staff, District nurses and other NHS agencies to become specialist prescribers in this area

Long Term – Improve the emotional wellbeing for people by reducing loneliness, social isolation, early intervention and community resilience.

Prevention – Part of the preventative agenda and person enablement / continued independence in their own home. To support carers through flexible services. Maximising technology use for health promotion

Collaboration - Run in partnership with Monmouthshire and Caerphilly county council, training is across disciplines within Adult social care and multi-agency with the NHS

Involvement –

Fairness and Equality Impact Assessment

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For internal use:

<i>Unique reference number</i>	AS2021/05
<i>Activity Code</i>	SOC10 & SOC17

MTRP Budget Proposal – 2020/21 to 2022/23

Service Area	Adult and Community Services		
Proposal Title	Reduction in Funding Awarded to Third Sector Organisations		
Summary Description, Delivery Arrangements and Timescales	To reduce expenditure on grant funding from 1 st April 2020 as follows:		
	Organisation	Budgeted Allocation 19/20	Reduction 20/21
	Growing Space	£63k	£1k
	Hafal	£30k	£30k
	Mind	£109k	£9k
	Deaf Clubs	£8k	£8k
	People First	£12k	£12k
	CAB (contribution SP)	£100k	£20k
	Carers Grant	£40k	£20k
	Total	£362k	£100k
	<p>Growing Space have agreed to reduce their expenditure by £1k as they have successfully secured European funding for the next 3 years that will negate the impact of this reduction</p> <p>Hafal are currently commissioned to deliver Information, Assistance and Advice (IAA) as part of the Aneurin Bevan University Health Board (ABUHB) mental health consortium that is being re-tendered. This element of the service is not included in the new service model.</p> <p>Mind are also part of the ABUHB mental health consortium and Newport City Council (NCC) are negotiating a continuation of service based in Newport City Centre. They will continue to be funded at a level of £100k in 20/21</p> <p>Deaf Clubs are the beneficiaries of historical funding arrangements, whereby NCC have covered the cost of venue hire for their regular social events. The continuation of this funding is unsustainable when critical service provision is facing budget reductions.</p> <p>Newport People First provide advocacy and peer support. The membership consists of a largely long-term group of participants, who have also established a strong network of peer support outside the formal structure provided by the</p>		

MTRP Budget Proposal – 2020/21 to 2022/23

	<p>Newport People First Group. Opportunities for structured social activities are also available through My Mates, which is funded on a Pan Gwent basis. The need for formal advocacy, should it be required, can be met by the Council’s existing contract with Dewis.</p> <p>Citizens Advice Bureaux (CAB) – NCC currently pay £100k to CAB as a partner in the Third Sector Consortium. The Consortium is being reviewed but the services provided by CAB are critical to Newport and will continue to be funded. Discussions are being held with the Partnerships team who provide CAB with core funding as a grant. The intention is to combine the funding into one agreement to be overseen by the Commissioning and Contracts Team.</p> <p>Supporting People currently do not fund CAB but their financial inclusion workers regularly refer on their complex cases. Therefore, it is a legitimate use of Supporting People money to offer a contribution and the amount has been set at £20k which will result in a £20k reduction to the £100k total and therefore a saving.</p> <p>Carers Grant – The £40k budget has not been fully utilised as NCC now has access to dedicated ICF funding for Carers that is administered by the Carers Trust on behalf of the Gwent Authorities.</p>		
Decision Point (Please tick appropriate box)	Head of Service	✓	Cabinet

Public Consultation Required (Please tick appropriate box)	YES	✓	NO	
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PART ONE

Net Savings (£000’s)	2020/21 (£’000)	2021/22 (£’000)	2022/23 (£’000)
	100		
One-Off Implementation Costs (£000’s)	2020/21 (£’000)	2021/22 (£’000)	2022/23 (£’000)
Revenue – Redundancy/Pension			
Revenue – Other			
Capital – Building related			
Capital – Other			
Implementation Cost - Total			

Impact on FTE Count	There may be but not in the Local Authority
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MTRP Budget Proposal – 2020/21 to 2022/23

Does this proposal require an FEIA and/or WFG Act assessment? (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO

PART TWO

Options Considered
<p>Option 1 - Status quo – savings not achieved</p> <p>Option 2 - To implement savings plan as outlined above</p> <p>Risk mitigation - We will provide sufficient notice and where possible, appropriate support to secure alternative funding.</p>
Recommended Option
<p>Option 2 – To implement savings plan as outlined above</p>
Specific Links with Wellbeing of Future Generations (WFG) Act
<p>Integration –</p> <ul style="list-style-type: none"> • Well Being Objective 3 – To enable people to be healthy independent and resilient • Well Being Objective 4 – To build cohesive and sustainable communities. <p>Long Term –</p> <p>Directing resources more appropriately and equitably within a reducing financial envelope. For example, the allocation of funds to the Deaf Club is not equitable as other organisations do not enjoy the same level of support for social activities.</p> <p>Prevention –</p> <p>The proposal ensures critical services are protected by sourcing alternative funding streams</p> <p>Collaboration -</p> <p>We continue to work with the organisations to help them secure alternative funding.</p>

MTRP Budget Proposal – 2020/21 to 2022/23

Involvement – FEIA process
Fairness and Equality Impact Assessment
Yes

For internal use:

<i>Unique reference number</i>	AS2021/07
<i>Activity Code</i>	SOC16

MTRP Budget Proposal – 2020/21 to 2022/23

Service Area	Adult and Community Services		
Proposal Title	Staffing Review		
Summary Description, Delivery Arrangements and Timescales	<p>To review the staffing resources across Adult Services and in particular the interface between Frailty and the Hospital Team, First Contact and the Neighbourhood Care Networks (NCN) to improve communication and management of these services.</p> <p>This will be done in the context of the Home First project which is part of the transformation across health and social care in Gwent as set out in 'A Healthier Wales' and the opportunities to use this additional resource to streamline current structures. It will also consider the impact of Integrated Care Fund (ICF) and how this contributes to the delivery of our key responsibilities in the Social Services and Well-being (SSWB) Act.</p>		
Decision Point (Please tick appropriate box)	Head of Service	<input checked="" type="checkbox"/>	Cabinet

Public Consultation Required (Please tick appropriate box)	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>
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PART ONE

Net Savings (£000's)	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
	297		
One-Off Implementation Costs (£000's)			
	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
Revenue – Redundancy/Pension	116		
Revenue – Other			
Capital – Building related			
Capital – Other			
Implementation Cost - Total	116		

Impact on FTE Count	9 FTE
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Does this proposal require an FEIA	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>
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MTRP Budget Proposal – 2020/21 to 2022/23

and/or WFG Act assessment? (Please tick appropriate box)				
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PART TWO (For completion of proposals which have an impact on front-line services)

Options Considered
<ol style="list-style-type: none"> 1. Do Nothing 2. To consider how to make best use of staffing resources across adult services through the use of the transformation grant and ICF and reduce the number of handoffs between teams and ensure the management structure is in place which supports greater integrated working as described in the Healthier Wales. To ensure the management and staffing structure has the right capacity and skill mix to deliver of the key responsibilities.
Recommended Option
Option 2 which will reduce the streamline the management and staffing structure across Adult Services.
Specific Links with Wellbeing of Future Generations (WFG) Act
<p>Integration - This proposal will support the longer term aim of improving integrated working across health and social care.</p> <p>Long Term – This proposal will put in place a staffing structure, which is sustainable and supports the requirements of the SSWB Act.</p> <p>Prevention – A key focus of Adult Services is to manage demand effectively at First Contact to ensure that no one goes further into the pathway than is necessary and they have their problem addressed at the earliest opportunity.</p> <p>Collaboration – This will involve a partnership approach with Aneurin Bevan University Health Board (ABUHB).</p> <p>Involvement – This proposal will deliver the key objectives as set out in the Transformation bid form the Regional Partnership Board to Welsh Government</p>
Fairness and Equality Impact Assessment
This budget proposal involves an internal review of existing staffing resources carries out by the Head of Service and therefore will not impact on the wider community.

MTRP Budget Proposal – 2020/21 to 2022/23

For internal use:

<i>Unique reference number</i>	AS2021/08
<i>Activity Code</i>	Various activity codes

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MTRP Budget Proposal – 2020/21 to 2022/23

Service Area	Children and Families Services		
Proposal Title	Family Support Services – Barnardo’s Partnership		
Summary Description, Delivery Arrangements and Timescales	<p>There is a long-standing partnership with Barnardos to deliver Family Support Services for children and families at the edge of care.</p> <p>Currently the service is working to deliver a wide range of interventions directly to families who are at risk of greater intervention from Children’s Services. Social workers work with Barnardo’s staff to give families positive ways to manage their family challenges for example substance misuse, domestic violence, parental mental ill health, neglectful parenting and then offer safer family life for their children.</p> <p>The proposal is to reduce the budget by £75k, which will mean a staff reduction for Barnardo’s, a lower capacity to accept referrals and a potential impact on the number of children in care.</p> <p>If the proposed saving is agreed the service will work to prioritise the services offered to consider the lowest level of impact.</p>		
Decision Point (Please tick appropriate box)	Head of Service		Cabinet <input checked="" type="checkbox"/>

Public Consultation Required (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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MTRP Budget Proposal – 2020/21 to 2022/23

PART ONE

Net Savings (£000's)	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
	75		
One-Off Implementation Costs (£000's)			
Revenue – Redundancy/Pension			
Revenue – Other			
Capital – Building related			
Capital – Other			
Implementation Cost - Total			

Impact on FTE Count	No impact on FTE count
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Does this proposal require an FEIA and/or WFG Act assessment? (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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MTRP Budget Proposal – 2020/21 to 2022/23

PART TWO

Options Considered
The options are a) Agree the proposal and reduce the family support service via Barnardo's by £75k b) Maintain the current level of funding
Recommended Option
Accept Option A and for the saving of £75k to proceed.
Specific Links with Wellbeing of Future Generations (WFG) Act
<p>This proposal reflects a saving in the Children's Services core budget. In terms of the links with the Wellbeing of Future Generations, the link is the contribution the saving makes to ensure the Council as a whole is able to deliver a balanced budget. Officers have looked at the five key ways of working Integration, Long Term, Prevention, Collaboration and Involvement when considering the savings and sought to ensure the proposals have the least negative impact. However, at core these savings are necessary steps towards a balanced budget as opposed to any form of improvement or positive changes to delivery. While officers are cognisant of the principles the proposals are the least damaging options as opposed to desirable steps of change.</p> <p>This proposal is a way of considering where the overall spend within Children's Services lies and the best way to consider the ways of working. All of Children's Services works to the earliest possible intervention and so focusses on prevention. Services are integrated within the Council and more widely regionally and Nationally with other agencies including looking at the use of Transformation and Integrated Care Fund (ICF) grant monies. While the principles have been considered the proposed saving is part of the overall picture rather than a positive step towards working within the principles.</p>
Fairness and Equality Impact Assessment
Yes

For internal use:

<i>Unique reference number</i>	CFS2021/02
<i>Activity Code</i>	SOC26

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MTRP Budget Proposal – 2020/21 to 2022/23

Service Area	Children and Families Services
Proposal Title	Staffing Across Children’s Services
Summary Description, Delivery Arrangements and Timescales	<p>Across Children’s Services, a series of posts have been identified. These are a mixture of operational management staff, non-case holding staff and identified social worker posts.</p> <p>Reducing the number of posts across Children’s Services will be challenging against a background of rising referral numbers and increasing caseloads. However, these posts have been identified because some mitigation is possible and so the risk to service is minimised.</p> <p>The posts identified are as follows</p> <div data-bbox="712 580 2069 858" style="border: 1px solid black; padding: 5px;"> <p>3 x social worker posts in the Pathway teams – core funding to be replaced with UASC grant funding from the Home Office and WLGA (£150k)</p> <p>The LA receives funding to support Unaccompanied Asylum Seeking Children (UASC). This funding depends on the numbers of UASC. There is a risk that if the number of UASC reduced or there was a change in the grant funding then there would need to see a reduction in posts. However, the past two years has seen increasing numbers and increased funding to better reflect the costs attached to caring for UASC so the risk of this change is low. Thus, this is a shift from core to grant funding without a loss of posts.</p> </div> <div data-bbox="712 858 2069 1166" style="border: 1px solid black; padding: 5px;"> <p>Team Manager Preventions (£62k) Family Support Worker Preventions - VR (£35k)</p> <p>The Preventions team has two deputy team managers. Removing the overall manager post will create pressure on these two posts and will mean the service manager taking a different role in order to pick up some of the existing work. However, the staff involved are able to manage this change.</p> <p>The reduction of a family support worker will mean a reduction in the number of cases managed. However, the service has recently had confirmation of additional grant funding from the Early Action Together programme which will mitigate some of this risk by working with families at an earlier stage</p> </div> <div data-bbox="712 1166 2069 1254" style="border: 1px solid black; padding: 5px;"> <p>Senior Practitioner Mentoring Assessment and Consultancy (MAC) (£54k)</p> <p>This is a post, which has been vacant since August. The previous post holder undertook parenting assessments</p> </div>

	<p>within the court arena. This work is being picked up by social workers and does create additional pressure elsewhere. However, a recent reduction in the number of children being removed has reduced the number of assessments. If that is reversed, the deletion of this post will place further pressure on social workers.</p>
	<p>Social worker Disabled Children’s team – (DCT) (£50k)</p> <p>This is a vacancy, which has been held since the summer. There are work pressures within the team but it will be possible to manage those pressures across the team.</p>
	<p>Team Manager Residential Care – VR (£62k)</p> <p>As part of the development of the residential care for children and accommodation for care leavers over the past 12 months, two team managers have been working to oversee the developments. Much of this work has now been completed. With one team manager and the service manager picking up some elements of the management of staff this is a reduction, which can be safely managed.</p>
	<p>0.5 x Coordinator child sexual exploitation – VR (£30k)</p> <p>This post was created in 2014 in order to assist the LA to put in place the structures and processes to work with children at risk of sexual exploitation. This area of work has moved on considerably with far better understanding from all agencies and training for all staff. The loss of this post can therefore be mitigated in the wider field of social workers being able to work in this area.</p>
	<p>Social worker MAPS – VR (£50k)</p> <p>The Matching and Placement Support team originally worked to support children in long-term foster care. Over the past five years, this work has shifted and is now provided from within the Barnardo’s family support team to ensure continuity for children. There is still a need for work with foster carers and this proposal would leave a Consultant Social Worker post to focus on training for carers. The work currently picked up by the social worker would need to be absorbed by social workers and so would create some pressures but this is not a case holding post and so this is a lower order risk.</p>
	<p>Youth Justice Officer – VR (£50k)</p> <p>The Youth Justice Service has seen a reduction in workloads over the past three years. There has not been a single custodial sentence in the past ten months. Caseloads are relatively lower than other teams. This post was</p>

MTRP Budget Proposal – 2020/21 to 2022/23

	created when the team was under significant pressure in 2014 and this is no longer the case. The risk is if the workload again increased this would place considerable pressure on the service and it would be challenging to recruit.			
Decision Point (Please tick appropriate box)	Head of Service	✓	Cabinet	

Public Consultation Required (Please tick appropriate box)	YES	✓	NO	
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PART ONE

Net Savings (£000's)	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
	543		
One-Off Implementation Costs (£000's)			
	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
Revenue – Redundancy/Pension	125		
Revenue – Other			
Capital – Building related			
Capital – Other			
Implementation Cost - Total	125		

Impact on FTE Count	Reduction of 7.5 FTE
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MTRP Budget Proposal – 2020/21 to 2022/23

Does this proposal require an FEIA and/or WFG Act assessment? (Please tick appropriate box)	YES	✓	NO	
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PART TWO

Options Considered
The options are a) Agree the proposal and reduce by £543K by deleting the identified posts. b) Maintain the current staffing levels
Recommended Option
The recommendation is a) agree the proposal to secure savings by reduction of the identified staff posts.
Specific Links with Wellbeing of Future Generations (WFG) Act
<p>This proposal reflects a saving in the Children’s Services core budget. In term of the links with the Wellbeing of Future Generations the link is the contribution the saving makes to ensuring the Council as a whole is able to deliver a balanced budget. Officers have looked at the five key ways of working Integration, Long Term, Prevention, Collaboration and Involvement when considering the savings and sought to ensure the proposals have the least negative impact. However, at core these savings are necessary steps towards a balanced budget as opposed to any form of improvement or positive changes to delivery. While officers are cognisant of the principles the proposals are the least damaging options as opposed to desirable steps of change.</p> <p>This proposal is a way of considering where the overall spend within Children’s Services lies and the best way to consider the ways of working. All of Children’s Services works to the earliest possible intervention and so focusses on prevention. Services are integrated within the Council and more widely regionally and Nationally with other agencies including looking at the use of Transformation and ICF grant monies. These posts have been identified as having the lowest impact on overall service delivery.</p>
Fairness and Equality Impact Assessment
Yes

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For internal use:

Unique reference number	CFS2021/05
Activity Code	SOC40 & SOC39

MTRP Budget Proposal – 2020/21 to 2022/23

Service Area	Children and Families Services		
Proposal Title	Reduction of Posts Across Children's Services		
Summary Description, Delivery Arrangements and Timescales	<p>Children's Services expenditure is primarily split across salaries and placement costs. There is then a relatively small area of expenditure on all other areas.</p> <p>Managing placement costs is challenging because of the demands for service, which can be very difficult to control. Placements costs are forecast with historical information and analysis of current placement availability. There is a significant body of work being undertaken in relation to both fostering and residential care to bring down costs and manage those areas of spend as tightly as possible.</p> <p>In order to take steps to avoid compulsory redundancies we would first consider options for voluntary redundancy and reduce posts as they become vacant.</p> <p>If compulsory redundancies were required, the current workloads within Children's Services would be considered. Savings proposals in other related teams would also be considered. Caseloads are on average now above 20 and in some teams are closer to 35. Reducing staff will increase workloads and increase the risk to service delivery and ability to fulfil statutory functions.</p> <p>Children's Services currently has 81 (72.5 FTE) social worker posts and 20 (17 FTE) Social Work Assistants. The posts are split across 11 teams with different functions. For example, a fostering social worker is undertaking very different tasks from a child protection social worker but all are brought together to complete the statutory duties required of Children's Services so the posts are not interchangeable..</p> <p>Deletion of a social worker post results in a saving of £50k while deletion of a social work assistant post results in a saving of £31k.</p>		
Decision Point (Please tick appropriate box)	Head of Service		Cabinet <input checked="" type="checkbox"/>

Public Consultation Required (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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MTRP Budget Proposal – 2020/21 to 2022/23

PART ONE

Net Savings (£000's)	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
	50		
One-Off Implementation Costs (£000's)			
	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
Revenue – Redundancy/Pension	25		
Revenue – Other			
Capital – Building related			
Capital – Other			
Implementation Cost - Total	25		

Impact on FTE Count	1 FTE
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Does this proposal require an FEIA and/or WFG Act assessment? (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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MTRP Budget Proposal – 2020/21 to 2022/23

PART TWO (For completion of proposals, which have an impact on front-line services)

Options Considered
To be completed
Recommended Option
To be completed
Specific Links with Wellbeing of Future Generations (WFG) Act
<p>This proposal reflects a saving in the Children’s Services core budget. In term of the links with the Wellbeing of Future Generations the link is the contribution the saving makes to ensuring the Council as a whole is able to deliver a balanced budget. Officers have looked at the five key ways of working Integration, Long Term, Prevention, Collaboration and Involvement when considering the savings and sought to ensure the proposals have the least negative impact. However, at core these savings are necessary steps towards a balanced budget as opposed to any form of improvement or positive changes to delivery. While officers are cognisant of the principles the proposals are the least damaging options as opposed to desirable steps of change.</p> <p>This proposal is a way of considering where the overall spend within Children’s Services lies and the best way to consider the ways of working. All of Children’s Services works to the earliest possible intervention and so focusses on prevention. Services are integrated within the Council and more widely regionally and Nationally with other agencies including looking at the use of Transformation and ICF grant monies. While the principles have been considered the proposed saving is part of the overall picture rather than a positive step towards working within the principles.</p>
Fairness and Equality Impact Assessment
tbc

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For internal use:

<i>Unique reference number</i>	CFS2021/06
<i>Activity Code</i>	Various

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MTRP Budget Proposal – 2020/21 to 2022/23

Service Area	Education Services		
Proposal Title	Education Welfare Service Savings Proposals		
Summary Description, Delivery Arrangements and Timescales	The service area has no further non-staff budget savings 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 £66k for 2020/21.		
Decision Point (Please tick appropriate box)	Head of Service		Cabinet <input checked="" type="checkbox"/>

Public Consultation Required (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	
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PART ONE

Net Savings (£000's)	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
	66		
One-Off Implementation Costs (£000's)			
	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
Revenue – Redundancy/Pension	50		
Revenue – Other			
Capital – Building related			
Capital – Other			
Implementation Cost - Total	50		

Impact on FTE Count	Educational Welfare Officer Team: 8.34 FTE potentially reducing to between 7.09 - 6.2 FTE All posts are currently filled with no vacant posts available to be deleted
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Does this proposal require an FEIA	YES	<input checked="" type="checkbox"/>	NO	
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MTRP Budget Proposal – 2020/21 to 2022/23

and/or WFG Act assessment? (Please tick appropriate box)				
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PART TWO

Options Considered
<p>There are no other options available within the Education Welfare Service other than to make savings linked to staff reductions. Without the Education Welfare Service making a significant saving, there will be exacerbated pressure on other central education services. Consideration has been given to posts which will have the least impact overall.</p> <p>Option 1 Deleting 1 x FTE Educational Welfare Officer (EWO) and reducing the working weeks of 8 remaining EWO posts to term time only: This proposal would delete 1 existing EWO post. In addition, it is also proposed to reduce the number of weeks worked by the remaining EWOs so that these only cover the 39 school weeks. The deletion of this post is likely to impact on the local authority’s rate of primary and secondary attendance EWOs play a pivotal part in ensuring that the culture of poor attendance is avoided within families. EWOs support schools with attendance issues and attend home visits, providing welfare checks to pupils with poor rates of attendance and those who are home educated. EWOs work with families extends beyond the school day and their support continues during school holiday periods. At present the EWO Team consists of 1 Senior EWO (0.89 FTE) and 8 x EWOs (7.45 FTE). This proposal would reduce the team to 1 Senior EWO (0.89 FTE) and 7 EWOs (6.2 FTE). 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. In addition, no EWO lateral checks, safeguarding visits or support would be available for 13 weeks of the year. This option would result in a cost saving of £30,459.</p> <p>Option 2 Deleting 2 x FTE EWO posts and reducing the working weeks of 7 remaining EWO posts to term time only: This proposal would delete 2 existing EWO posts. In addition, it is also proposed to reduce the number of weeks worked by the remaining EWOs so that these only cover the 39 school weeks. The reduction in number of EWOs combined with a reduction in working weeks will have a significant impact on the local authority’s rate of primary and secondary attendance and the increased rate of persistent absence of pupils. All schools would no longer receive individual timetabled support as this would primarily be allocated to pupils in schools with the lowest rates of attendance. Welfare checks on pupils with poor rates of attendance and those who are home educated would also be reduced. This proposal would reduce the team to 1 Senior EWO (0.89 FTE) and 6 EWO’s (5.31 FTE) and result in no EWO lateral checks, safeguarding visits or support for 13 weeks of the year. This option would result in a cost saving of £65,771</p>
Recommended Option
<p>In order to make balanced savings and minimise the impact on attendance and safeguarding arrangements, option 2 would be recommended.</p>

MTRP Budget Proposal – 2020/21 to 2022/23

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 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, Schools Forum and Newport City Council staff.

Fairness and Equality Impact Assessment

Yes

For internal use:

<i>Unique reference number</i>	EDU2021/01
<i>Activity Code</i>	EDU10

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MTRP Budget Proposal – 2020/21 to 2022/23

Service Area	Education Services		
Proposal Title	The Reduction of the Inclusion Enrichment Team		
Summary Description, Delivery Arrangements and Timescales	Potential savings within the service area are limited, with no non-staff savings available. This proposal presents the option of reducing the Inclusion Enrichment Team equating to a saving of £43k.		
Decision Point (Please tick appropriate box)	Head of Service	<input checked="" type="checkbox"/>	Cabinet

Public Consultation Required (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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PART ONE

Net Savings (£000's)	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
	43		
One-Off Implementation Costs (£000's)	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
Revenue – Redundancy/Pension	25 (tbc)		
Revenue – Other			
Capital – Building related			
Capital – Other			
Implementation Cost - Total	25		

Impact on FTE Count	The proposal is for 19.61 FTE potentially reducing by 1 FTE or less. All posts are currently filled.
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Does this proposal require an FEIA and/or WFG Act assessment? (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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MTRP Budget Proposal – 2020/21 to 2022/23

PART TWO

Options Considered
<p>There are no other options available within Education Services other than to make savings linked to staff reductions.</p> <p>Option 1: Do nothing and maintain the status quo - Retain all the Inclusion Enrichment Team posts, this will ensure the Inclusion Enrichment Team has capacity to carry out statutory duties.</p> <p>Option 2: A reduction in staffing equivalent to £43k, this could range from a reduction of hours or days of several contracts. This is likely to have an impact on the team's capacity to complete their statutory duties.</p> <p>Option 3: Reduce the number of Inclusion Enrichment Team Officer posts equivalent to £43k - this will impact significantly on service delivery.</p>
Recommended Option
<p>The preferred option is option 2: a reduction in staffing equivalent to £43k, this could range from a reduction of hours or days of several contracts. This is likely to have an impact on the team's capacity to complete their statutory duties.</p>
Specific Links with Wellbeing of Future Generations (WFG) Act
<p>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.</p> <p>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.</p> <p>Collaboration - This proposal does not aid greater collaboration, currently all Officers work with schools, parents, pupils, health and other agencies to support learners with Additional Learning Needs. The ability to collaborate would reduce.</p> <p>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.</p>
Fairness and Equality Impact Assessment
Yes

For internal use:

Unique reference number	EDU2021/02
Activity Code	EDU5

MTRP Budget Proposal – 2020/21 to 2022/23

Service Area	Education Services		
Proposal Title	Gwent Music Service reduction in hardship funding.		
Summary Description, Delivery Arrangements and Timescales	Gwent Music Service provide subsidised lessons for pupils who are eligible for free school meals but at a higher cost than other local authorities using the regional service. Reducing the Newport subsidy to the same level as other local authorities would achieve a saving of £14k in 2020/21 while maintaining £9k of subsidy to Newport pupils.		
Decision Point (Please tick appropriate box)	Head of Service		Cabinet <input checked="" type="checkbox"/>

Public Consultation Required (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	
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PART ONE

Net Savings (£000's)	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
	14		
One-Off Implementation Costs (£000's)	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
Revenue – Redundancy/Pension			
Revenue – Other			
Capital – Building related			
Capital – Other			
Implementation Cost - Total			

Impact on FTE Count	No impact on FTE count
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Does this proposal require an FEIA	YES	<input checked="" type="checkbox"/>	NO	
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MTRP Budget Proposal – 2020/21 to 2022/23

and/or WFG Act assessment? (Please tick appropriate box)				
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PART TWO

Options Considered

The Gwent Music Service is jointly funded by Newport, Monmouthshire and Torfaen local authorities.

In 2019/20, the local authority made a £23k contribution to the Gwent Music Service to subsidise the cost of music lessons for pupils eligible for free school meals. The contribution Newport makes to Gwent Music Service for subsidising music lessons is greater than that of both Monmouthshire and Torfaen (£9k each). With this in mind, consideration has been given to reducing the amount of funding allocated to subsidise the cost of music lessons for learners who are eligible for free school meals.

Option 1

Remove the funding allocated to the Gwent Music Service to subsidise the cost of music lessons for learners who are eligible for free school meals in its entirety. Request that schools fund this support from the Pupil Development Grant (PDG). This would equate to a cost saving of £23k.

Option 2

Reduce the funding allocated to the Gwent Music Service to subsidise the cost of music lessons for learners who are eligible for free school meals so that it is in line with that of Monmouthshire and Torfaen. This would equate to a cost saving of £14k

Recommended Option

In order to continue to support pupils who are eligible for free school meals with access to specialist music provision, option 2 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.

MTRP Budget Proposal – 2020/21 to 2022/23

Collaboration - This proposal does not aid greater collaboration. It requires more support from school budgets

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

Fairness and Equality Impact Assessment

No

For internal use:

<i>Unique reference number</i>	EDU2021/03
<i>Activity Code</i>	EDU23

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MTRP Budget Proposal – 2020/21 to 2022/23

Service Area	Education Services		
Proposal Title	Review Gwent Education Minority Ethnic Services management charge and move the Pupil Referral Unit		
Summary Description, Delivery Arrangements and Timescales	Proposed increase in Newport City Council's management charges to Gwent Education Minority Ethnic Services (GEMS). Transfer the Key Stage 2 Pupil Referral Unit to an alternative and improved location. This budget proposal reduces Education Service spending by £62k in 2020/21.		
Decision Point (Please tick appropriate box)	Head of Service	<input checked="" type="checkbox"/>	Cabinet

Public Consultation Required (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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PART ONE

Net Savings (£000's)	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)
	62		
One-Off Implementation Costs (£000's)			
Revenue – Redundancy/Pension			
Revenue – Other			
Capital – Building related			
Capital – Other			
Implementation Cost - Total			

Impact on FTE Count	No impact on FTE count
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Does this proposal require an FEIA and/or WFG Act assessment? (Please tick appropriate box)	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>
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MTRP Budget Proposal – 2020/21 to 2022/23

PART TWO

Options Considered
<p>Option 1: Education Services can increase Gwent Education Minority Ethnic Service (GEMS) management costs by £30k to an annual cost of £51k. At present GEMS contribute £21k per year towards service costs from a £1.6 million grant. The £51k will pay for HR, payroll, finance and all other corporate support services. Education Services can support the transfer of the Key Stage 2 Pupil Referral Unit to an alternative and improved site. The Key Stage 2 PRU provision is currently at the Gol Centre. If transferred to a school or a community venue, there would be a £32k saving from the Pupil Referral Unit budget.</p> <p>Option 2: GEMS corporate charges to remain at £21k. Key Stage 2 Pupil Referral Unit to remain at the Gol Centre.</p>
Recommended Option
Option 1.
Specific Links with Wellbeing of Future Generations (WFG) Act
<p>Integration – This proposal remains supportive of improving educational attainment and supporting pupils disadvantaged by poverty. The council has to ensure services in receipt of grants (such as GEMS) are corporately supported to ensure the service remains viable, therefore appropriate charges must apply.</p> <p>Long Term & Prevention – The council must achieve a balanced budget and maintain the best service for its customers. The</p> <p>Collaboration – GEMS is a regional service. Extending corporate charges at an appropriate level ensures the regional collaborative service is maintained in a fair and transparent way. The Key Stage 2 Pupil Referral Unit would thrive in either a school-based building, where pupils could integrate ore.</p> <p>Involvement – All budget proposals will be consulted upon. Key stakeholders linked to this proposal include Chairs of Governors, Head teachers, parents, pupils, peripatetic and private music tutors, Schools Forum and Newport City Council staff.</p>
Fairness and Equality Impact Assessment
No, this will not impact on fairness or equality. The level of service or provision will not be detrimental to anyone.

For internal use:

<i>Unique reference number</i>	EDU2021/04
<i>Activity Code</i>	Various