

Pecyn Dogfennau Cyhoeddus

Cabinet

Man Cyfarfod
**Siambwr y Cyngor - Neuadd y Sir,
Llandrindod, Powys**

Dyddiad y Cyfarfod
Dydd Mawrth, 18 Medi 2018

Amser y Cyfarfod
10.30 am

I gael rhagor o wybodaeth cysylltwch â
Stephen Boyd
01597 826374
steve.boyd@powys.gov.uk



Neuadd Y Sir
Llandrindod
Powys
LD1 5LG

Dyddiad Cyhoeddi

Mae croeso i'r rhai sy'n cymryd rhan ddefnyddio'r Gymraeg. Os hoffech chi siarad Cymraeg yn y cyfarfod, gofynnwn i chi roi gwybod i ni erbyn hanner dydd ddau ddiwrnod cyn y cyfarfod

AGENDA

1.	YMDDIHEURIADAU
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Derbyn ymddiheuriadau am absenoldeb.

2.	COFNODION
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Awdurdodi'r Cadeirydd i lofnodi cofnodion y cyfarfod diwethaf a gynhaliwyd ar 31 Gorffennaf 2018 fel cofnod cywir.

(Tudalennau 1 - 4)

3.	DATGANIADAU O DDIDDORDEB
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Derbyn unrhyw ddatganiadau o ddiddordeb gan Aelodau yn ymwneud ag eitemau i'w hystyried ar yr agenda.

4.	ADRODDIAD CRYNO AR YR YMGYNGHORIAD A PHOLISI CLUDIANT O'R CARTREF I'R YSGOL/COLEG
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Ystyried adroddiad gan y Cynghorydd Sir Myfanwy Alexander, Aelod Portffolio ar faterion Dysgu a'r Iaith Gymraeg.

(Tudalennau 5 - 80)

5.	YSGOL POB OED LLANFYLLIN
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Ystyried adroddiad gan y Cynghorydd Sir Myfanwy Alexander, Aelod Portffolio ar faterion Dysgu a'r Iaith Gymraeg.
(Tudalennau 81 - 124)

6.	GOROLWG A RHAGOLYGON ARIANNOL AR 31 GORFFENNAF 2018
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Ystyried adroddiad gan y Cynghorydd Sir Aled Davies, Aelod Portffolio ar faterion Cyllid, Cefn Gwlad a Chludiant.
(Tudalennau 125 - 138)

7.	DIWEDDARIAD AR Y RHAGLEN GYFALAF AR GYFER Y CYFNOD HYD AT 31 GORFFENNAF 2018
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Ystyried adroddiad gan y Cynghorydd Sir Aled Davies, Aelod Portffolio ar faterion Cyllid, Cefn Gwlad a Chludiant.
(Tudalennau 139 - 144)

8.	ADRODDIAD PERFFORMIAD CHWARTER 1 2018-19
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Ystyried adroddiad gan y Cynghorydd Sir Aled Davies, Aelod Portffolio ar faterion Cyllid, Cefn Gwlad a Chludiant.
(Tudalennau 145 - 172)

9.	SYSTEM TRACIO RHEOLEIDDIO CORFFORAETHOL
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Ystyried adroddiad gan y Cynghorydd Sir Aled Davies, Aelod Portffolio ar faterion Cyllid, Cefn Gwlad a Chludiant.

(Tudalennau 173 - 204)

10.	COFRESTR RISGIAU CORFFORAETHOL CHWARTER 1 2018/19
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Ystyried adroddiad gan yr Arweinydd, y Cynghorydd Sir Rosemarie Harris.
(Tudalennau 205 - 222)

11.	CYNLLUN STRATEGOL CYDRADDOLDEB CSP 2016/20: HYDREF - MAWRTH ADRODDIAD CYNNYDD 2017/18
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Ystyried adroddiad gan y Cynghorydd Sir James Evans, Aelod Portffolio ar faterion Llywodraethu Corfforaethol, Tai a Gwarchod y Cyhoedd.
(Tudalennau 223 - 276)

12.	CYNLLUN RHEOLI'R PERYGL O LIFOGYDD (FRMP)
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Ystyried adroddiad gan y Cynghorydd Sir Phyl Davies, Aelod Portffolio ar faterion Prifffyrdd, Ailgylchu ac Asedau.
(Tudalennau 277 - 284)

13.	CORFF CYMERADWYO DRAENIO CYNALIADWY (SAB)
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Ystyried adroddiad gan y Cyngorydd Sir Phyl Davies, Aelod Portffolio ar faterion Priffyrdd Ailgylchu ac Asedau.

(Tudalennau 285 - 294)

14.	MABWYSIADU IS-DDEDDFAU DRAENIO TIR
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Ystyried adroddiad gan y Cyngorydd Sir Phyl Davies, Aelod Portffolio ar faterion Priffyrdd, Ailgylchu ac Asedau.

(Tudalennau 295 - 314)

15.	BWRDD GWELLA A SICRWYDD
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15.1. **Adroddiad diweddarau gan Gadeirydd y Bwrdd Gwella a Sicrwydd**

(Tudalennau 315 - 320)

15.2. **Cofnodion y Bwrdd Gwella a Sicrwydd a gynhaliwyd ar 27 Mehefin 2018**

(Tudalennau 321 - 328)

15.3. **Cofnodion y Bwrdd Gwella a Sicrwydd a gynhaliwyd 1 Awst 2018**

(Tudalennau 329 - 334)

16.	COFNODION BWRDD Y CYD-BARTNERIAETH
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Derbyn cofnodion Bwrdd y Cyd-Bartneriaeth a gynhaliwyd 19 Gorffennaf 2018.

(Tudalennau 335 - 338)

17.	GOHEBIAETH
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Derbyn unrhyw ohebiaeth sydd ym marn yr Aweinydd i fod o ddigon o frys i haeddu ystyriaeth.

18.	PENDERFYNIADAU DIRPRWYEDIG A WNAED ERS Y CYFARFOD DIWETHAF
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Nodi'r penderfyniadau dirprwyedig a gymerwyd ers y cyfarfod diwethaf.

(Tudalennau 339 - 340)

19.	BLAENRAGLEN WAITH
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Ystyried blaenraglen waith y Cabinet.
(Tudalennau 341 - 346)

**MINUTES OF A MEETING OF THE CABINET HELD AT COUNCIL CHAMBER -
COUNTY HALL, LLANDRINDOD WELLS, POWYS ON TUESDAY, 31 JULY 2018**

PRESENT

County Councillor M R Harris (Chair)

County Councillors A W Davies, MC Alexander, J Evans, S M Hayes and R Powell

In attendance: County Councillor J Morris

The Leader thanked everyone involved with the Council's presence at the Royal Welsh Show. She congratulated County Councillor James Evans on being awarded the Gareth Raw Rees Memorial Scholarship. The Leader also referred to the death of John Brunt, a past Chairman of the Council, High Sheriff for Powys and member of the Cabinet and advised that a memorial event would be held at the Metropole Hotel on 3rd September. The Leader was congratulated on her award in recognition of her 43 years of service to the Royal Welsh Agricultural Society.

1.	APOLOGIES
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Apologies for absence were received from County Councillors Phyl Davies and Martin Weale.

2.	MINUTES
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The Leader was authorised to sign the minutes of the meetings held on 10th July and 18th July 2018 as correct records.

3.	DECLARATIONS OF INTEREST
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There were no declarations of interest reported.

4.	SCRUTINY OBSERVATIONS TO CABINET ON CHILDREN'S SERVICES BUDGET
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The Portfolio Holder for Youth and Culture thanked the members of the Finance Scrutiny Panel for their report on the Children's Services budget and undertook to provide a response within two months. She noted that encouraging progress had been made with the appointment of a new Director of Social Services and Head of Children's Services.

County Councillor John Morris who had chaired the Finance Scrutiny Panel took the opportunity to correct misreporting in the media noting that the Panel was calling for a rigorous assessment before additional resources were allocated.

5. CORPORATE SAFEGUARDING GROUP SIX-MONTH UPDATE REPORT

Cabinet received the six monthly report of the Corporate Safeguarding Group. This was the first report from the Group and outlined its activities since being established in January 2018 and its work programme for the next six months.

6. TREASURY MANAGEMENT QTR 1 REPORT

Cabinet considered the Treasury Management report for Quarter 1.

RESOLVED	Reason for Decision
That the Treasury Management Quarterly Report be received.	To ensure Cabinet remains informed about current Treasury Management performance.

7. CORRESPONDENCE

There were no items of correspondence reported.

8. DELEGATED DECISIONS TAKEN SINCE THE LAST MEETING

Cabinet received for information details of delegated decisions taken since the last meeting.

9. FORWARD WORK PROGRAMME

The following items were added to the forward work programme:
 Banw and Llanerfyl Schools proposals following consultation, November 2018
 Accessing Adult Social Care, Autumn 2018
 The report on Gambling Policy, would be brought forward from December 2018.

10. MODERN SLAVERY POLICY

Cabinet considered the Modern Slavery Policy. The aim of the policy was to ensure that modern slavery and human trafficking reporting and support for victims was mainstreamed in the Council's safeguarding systems and processes. This policy would apply to all persons working for the Council or on its behalf including employees at all levels temporary workers, agent's contractors, third party representatives and business community partners

The Council would produce an annual statement outlining the approach taken to make sure that modern slavery or human trafficking is not taking place within our business or supply chain. The annual statement would be the responsibility of

the Anti- Slavery and Ethical Employment Champion and published on the County Council's website.

RESOLVED	Reason for Decision:
That Powys County Council take the integrated approach and by approving this policy bring together key areas of Safeguarding, Policy Support, Human Resources, Procurement and Civil Contingencies.	To implement processes eradicate any modern slavery or human trafficking in Powys County or within any part of the Council business and supply chains.

County Councillor M R Harris (Chair)

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

CYNGOR SIR POWYS COUNTY COUNCIL.**CABINET EXECUTIVE
18th September 2018**

REPORT AUTHOR: County Councillor Myfanwy Alexander
Portfolio Holder for Learning and Welsh Language

SUBJECT: Home-to-School/College Transport Policy and
Consultation Summary Report

REPORT FOR: Decision

1. Summary

1.1 This report provides a summary of the responses received to the recent consultation on the authority's revised Home-to-School/College Transport Policy and provides a recommendation in respect of the Policy.

1.2 The report is supported by the following appendices:

Appendix A: Consultation Summary Report
Appendix B: Home-to-School/College Transport Policy – post-consultation version
Appendix C: Impact Assessment
Appendix D: Learning, Skills and Economy Scrutiny Committee comments

2. Background

2.1 The Education Act 1996 (as amended) sets out the law in England and Wales for the attendance of learners at school and the Learner Travel (Wales) Measure 2008 sets out the school travel policy for Wales. The Measure covers, amongst other things, duties on local authorities to assess learner travel needs, provide a definition of the nearest suitable school and make transport arrangements for defined groups of learners. The Safety on Learner Transport (Wales) Measure 2011 sets out specific safety standards for dedicated school transport.

2.2 The Learner Travel: Statutory Provision and Operational Guidance (June 2014) sets out related provision for school/learner travel in Wales.

2.3 On the 10th April 2018, Cabinet approved the commencement of formal consultation on a revised Home-to-School/College Transport Policy. The formal consultation was carried out from 21st May 2018 until 20th July 2018. The process followed was:

- 21st May 2018 – the revised Policy was published on the consultation section of the Council website along with an online questionnaire;
- From 8th June 2018 - letters were sent to all stakeholders, informing them of the consultation. As the letters hadn't been sent out when the consultation started, it was agreed to extend the period of the consultation by two weeks to enable all interested parties the opportunity to respond;
- A frequently asked questions document was also published on the website.

2.4 The main changes in the revised Policy included:

- Clarifying the qualifying distance criteria for home-to-school/college transport. The qualifying distances for a learner of compulsory school age from their ordinary place of residence are those outlined in Welsh Government's Learner Travel (Wales) Measure 2008 i.e. two miles for primary aged learners and three miles for secondary aged learners.
- Confirming the requirement for the local authority to ensure that all qualifying learners who live in Powys have transport to their catchment school or nearest suitable school or centre:
 - Welsh Government's definition of a 'suitable school' is where the "education or training provided is suitable having regard to the age, ability and aptitudes of the learner and any learning difficulties he or she may have".
 - 'Catchment school' means the school that learners living in a specific geographic area are eligible to attend;
 - All Powys learners are entitled to an education in a Powys school. By law, parents/carers can exercise choice in regard to the selection of the appropriate school for their child however, exercise of parental choice other than to the nearest Powys school will not necessarily lead to a free home-to-school transport allocation;
- Changes in respect of transport provision for children with Additional Learning Needs (ALN). Under the current Policy, learners with ALN are provided with free transport to special schools. The revised policy introduces a requirement for

children with ALN to be subject to the same qualifying distance criteria as non-ALN learners. If the need for free transport is identified within a Statement of ALN, then transport will be provided for learners attending special schools who live under the qualifying distances;

- A proposal to potentially introduce charges for transport for 16 – 19 year olds attending schools or college in Powys. The provision of home-to-school/college transport for 16 – 19 year olds is a non-statutory provision. Under the Learner Travel (Wales) Measure 2008, local authorities can make provision for charging for this transport, and many authorities in Wales are either already either charging for this or are currently consulting on the introduction of charges.

2.5 The revised Policy also included detail about the following:

- Clarification that passenger assistants for learners with ALN will not be provided until the need has been assessed;
- The definition of maximum travel times;
- The provision of transport for English-medium and Welsh-medium education;
- Confirmation that free home-to-school transport will not be provided to denominational schools unless it is the nearest suitable school and the learner meets the qualifying criteria;
- The provision of integrated transport where secondary school aged learners are transported on public transport where available;
- The continued provision of a vacant places scheme.

3. Consultation Responses

3.1 A total of 318 responses were received via the online survey along with another fifteen email responses. Responses were received from the following organisations: Welsh Language Commissioner, RHAG (Parents for Welsh-medium Education), Mudiad Meithrin, Gwernyfed High School, Llangorse Community Council, Gwernyfed Community Council, Radnor Valley Community Council and Llandysilio Community Council. Discussions were also held with the Governors Consultative Committee and the Powys Youth Forum. The consultation summary report can be found at Appendix A but the main findings are summarised here:

Headlines from the online survey

- Charging for post-16 learners to travel on buses generated the most opposition, with 86% of people who responded to the survey opposing the proposal to charge;

- Qualifying distances of two miles (for primary pupils) and three miles (for secondary pupils) were backed by 71% of respondents;
- The proposal to standardise the qualifying distances for all learners (including those attending special schools), as per Welsh Government guidelines was backed by 66% of respondents;
- The proposal to limit journey times to 60 minutes for secondary age pupils was backed by 67% of respondents;
- The proposal to limit journey times to 45 minutes for primary age pupils was backed by 75% of respondents;
- Respondents were split (50.53% in favour and 49.47% against) on the proposal not to provide free transport to a denominational (faith) school when it's not the nearest school;
- In terms of the Welsh language, 67% of respondents backed the council's proposals for funding transport in relation to language choice;
- The suggestion that learners could use public service buses for transport to school and college was supported by 57% of respondents and opposed by 43%;
- Respondents were split equally (50% in favour and against) on the council's proposals regarding its Vacant Seats Payment Scheme;
- The council's proposal to only provide passenger assistants after an assessment of need has been carried out, was backed by 68% of respondents.

Headlines from the correspondence received via email/letter

- A small number of correspondence was received related to the provision of transport to Welsh-medium provision including from the Welsh Language Commissioner and RHAG. The main issue raised by these respondents was that Home-to-School/College Transport Policy does not support the authority's ambition for the development of Welsh-medium education as outlined in the Welsh in Education Strategic Plan (WESP) 2017 – 20;
- Many respondents suggested that there is a difference between the type of education provided in Welsh-medium schools and in dual-stream schools and that the Policy does not recognise this;
- Concerns were raised that there appears to be a discrepancy between statements made in the WESP and in the Policy;
- Criticism of the proposal to charge for post-16 transport;
- Concerns that safe routes to school are not available in some areas (ie under the qualifying distances);
- Concerns that the policy will lead to school changes for some pupils;
- A call to offer the Vacant Seat Payment Scheme to those over 16 in 6th form or further education.

Comments from the Governor's Consultative Committee

- Charging post-16 learners for transport could result in losing learners to out of county colleges which could result in Powys sixth forms not being viable;
- Low income families would be penalised and on that basis provision should be made in order that they would not have to pay for post-16 transport;
- Criticism of the wording regarding travel times and suggesting that percentage travel times are used instead;
- Criticism that vacant seats are not available on public service vehicles and that this disadvantaged learners who travelled on such a vehicle;
- Suggested using a flowchart to explain the appeals process in the document;
- Concern that it was not clear how complaints could be made in terms of this policy.

Comments from the Powys Youth Forum

- Post-16 travel should be free;
- All children with ALN should be entitled to free transport regardless of distance and whether or no they attend mainstream schools or specialist centres;
- Some felt that 45 and 60 minute travel times were excessive;
- Some were not aware of who to contact if there were to be a problem with school transport.

4 Proposal

In accordance with the statutory requirements laid out in paragraphs 2.1 and 2.2 of this report, it is proposed that the revised Home-to-School/College Transport Policy, as set out in Appendix B, is approved.

5 Options Considered / Available

- a) To approve the Policy
- b) To approve the Policy with additional recommendations
- c) To reject the Policy

6. Preferred Choice and Reasons

6.1 The preferred choice is option b:

- To approve the Policy for implementation from 1st September 2019
- **Additional recommendations:**
To carry out further work on the potential introduction of charges for transport for 16 – 19 year olds, and that further consideration is given

to the provision of transport to Welsh-medium provision, in accordance with the authority's ambition for the development of Welsh-medium provision outlined in the WESP;

6.2 The reasons for this are:

- The consultation exercise has identified that there is, on the whole, support for most areas within the Policy therefore it is reasonable to recommend that it is adopted for implementation from 1st September 2019. **This will mean that the authority is fully compliant with its required statutory responsibilities;**
- The introduction of charging for transport for 16 – 19 year olds is clearly a contentious issue, it is recommended that further detailed work is carried out into post-16 transport provision as part of the authority's improvement work around the post-16 sector, with the aim providing all learners with opportunities to improve their skills and knowledge, and to have access to a broad curriculum;
- As the Council is currently operating in a very critical and challenging financial climate, there may be a financial benefit to introducing charges for transport for 16 – 19 year olds to school or college. It is a non-statutory service and therefore merits further investigation;
- There is also a need to consider how the Home-to-School/College Transport Policy can support the authority's ambition to develop Welsh-medium education, especially as the authority has recently opened a new Welsh-medium primary schools and has plans for new Welsh-medium schools in both the primary and secondary sectors;
- This work will include further cost analysis and impact assessments and another report will be brought back to Cabinet in the spring term 2019. If this work results in new recommendations that impact upon the Home-to-School/College Transport Policy, further consultation will be carried out prior to any final decisions being made.

7. Financial Impact

As there are no significant changes to the approved Home-to-School/College Transport Policy, there is unlikely to be a financial impact due to removing plans to introduce charges for transport for 16 – 19 year olds from this current Policy.

8. Impact Assessment

- 8.1 Is an impact assessment required? Yes – attached at Appendix C

9. Corporate Improvement Plan

9.1 Learning and Skills is one of the four priorities outlined in Vision 2025: our Corporate Improvement Plan 2018-23.

10. Local Member(s)

The report impacts upon all members

11. Data Protection

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

12. Other Front Line Services

Does the recommendation impact on other services run by the Council or on behalf of the Council? Yes – Corporate Transport Unit

13. Communications

Have Communications seen a copy of this report? Yes

Communications comment: The report is of public interest and requires use of news release and social media to publicise the recommendation/decision

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

14.1 Legal: “The recommendations can be supported from a legal point of view.”

14.2 Finance: “The Finance Manager notes the content of the report and that there have only been minor changes to the original policy and therefore there is unlikely to be any financial implications, however draws attention to the fact that savings have been offered in this area and need to be monitored closely by Schools Service, which will be assisted by the potential increase in income from the ALN change in criteria, which is currently unknown until the numbers of statemented children in Sept 2019 is determined.”

15. Scrutiny

Has this report been scrutinised? Yes – 22/08/18

Scrutiny comments are attached at Appendix D

13. Data Protection

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

14. Statutory Officers

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

14.2 Section 151 Officer: The Head of Financial Services (Deputy Section 151 Officer) notes the comments of the Finance Manager.

15. Members' Interests

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

Recommendation:	Reason for Recommendation:
1. That the revised Home-to-School/College Transport Policy as set out in Appendix B is approved;	To ensure that the Council has an effective Home-to-School/College Transport Policy.
2. That further work is carried out on the potential introduction of charges for transport for 16 – 19 year olds, and that further consideration is given to the provision of transport to Welsh-medium provision, in accordance with the authority's ambition for the development of Welsh-medium education as outlined in the WESP, and a further work brought back for cabinet's consideration in the spring term 2019.	To have a more detailed understanding of the impact of introducing charges for transport for 16 – 19 year olds and how the Policy impacts upon the authority's ambition for Welsh-medium education,

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

Relevant Local Member(s):	All Members
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Person(s) To Implement Decision:	Anne Wozencraft
Date By When Decision To Be Implemented:	1st September 2019

Contact Officer:	Anne Wozencraft
Tel:	01597 826155
Email:	anne.wozencraft@powys.gov.uk

Background Papers used to prepare Report:

CABINET REPORT TEMPLATE VERSION 5

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

Appendix A

Powys Home-to-School Transport Consultation Summary Report

Summary

Powys County Council has drafted a revision to its policy for Transport to School/College and sought the public's views on its contents.

The draft policy was hosted on www.powys.gov.uk alongside the questionnaire. All of Powys' libraries were provided with these documents to ensure that those without access to the internet were able to take part.

The issue was also discussed at the Powys Youth Forum in July and at the Governors Consultative Forum.

Aside from the feedback at these fora, the council received the following responses:

- 318 responses to its online survey (306 via the English version and 12 via the Welsh version)
- 15 email responses

Headlines from the survey

- Charging for post-16 learners to travel on buses generated the most opposition, with 86% of people who responded to the survey opposing the proposal to charge.
- Qualifying distances of two miles (for primary pupils) and three miles (for secondary pupils) were backed by 71% of respondents.
- The proposal to standardise the qualifying distances for all learners (including those attending special schools), as per Welsh Government guidelines was backed by 66% of respondents.
- The proposal to limit journey times to 60 minutes for secondary age pupils was backed by 67% of respondents.
- The proposal to limit journey times to 45 minutes for primary age pupils was backed by 75% of respondents.

- Respondents were split (50.53% in favour and 49.47% against) on the proposal not to provide free transport to a denominational (faith) school when it's not the nearest school.
- In terms of the Welsh language, 67% of respondents backed the council's proposals for funding transport in relation to language choice.
- The suggestion that learners could use public service buses for transport to school and college was supported by 57% of respondents and opposed by 43%.
- Respondents were split equally (50% in favour and against) on the council's proposals regarding its Vacant Seats Payment Scheme.
- The council's proposal to only provide passenger assistants after an assessment for SEN/ALN has been carried out, was backed by 68% of respondents.

Headlines from the email correspondence

- Criticism of the proposal to charge for post-16 transport.
- Correspondence suggesting that the draft policy does not support the ambition of the Welsh Education Strategic Plan to offer Welsh Medium (not dual stream) education.
- Criticism of the consultation process;
- Concerns that safe routes to school are not available in some areas (ie under the qualifying distances)
- Criticism of the lack of impact assessments and lack of map provision;
- Concerns that the policy will lead to school changes for some pupils
- A call to offer the Vacant Seat Payment Scheme to those over 16 in 6th form or further education;

Comments from the Governor's Consultative Committee

- Charging post-16 learners for transport could result in losing learners to out of county colleges which could result in Powys sixth forms not being viable.
- Low income families would be penalised and on that basis provision should be made in order that they would not have to pay for post-16 transport
- Criticism of the wording regarding travel times and suggesting that percentage travel times are used instead.
- Criticism that vacant seats are not available on public service vehicles and that this disadvantaged learners who travelled on such a vehicle.

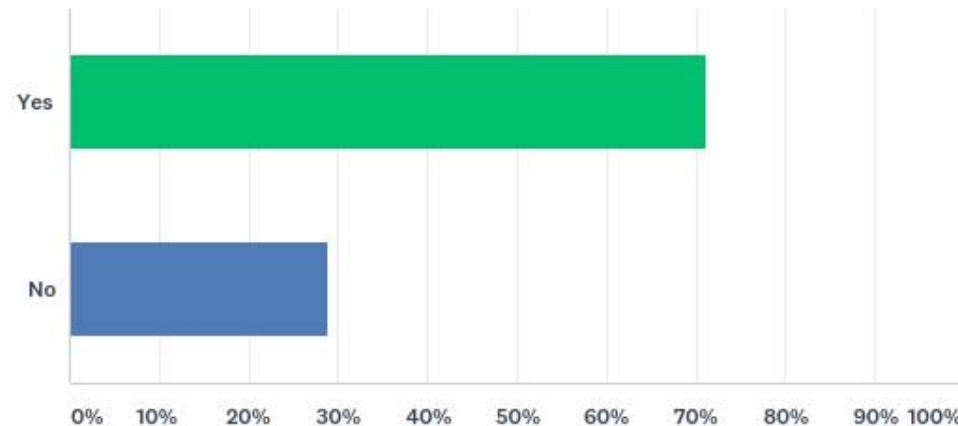
- Suggested using a flowchart to explain the appeals process in the document
- Concern that it was not clear how complaints could be made in terms of this policy.

Comments from the Powys Youth Forum

- post-16 travel should be free
- All children with SEN should be entitled to free transport regardless of distance and whether or no they attend mainstream schools or specialist centres.
- Some felt that 45 and 60 minute travel times were excessive.
- Some were not aware of who to contact if there were to be a problem with school transport.

The results of the survey were as follows:

Q1 The Authority is proposing that transport should be provided to the catchment¹ or nearest suitable² school to the learner's home address if the learner lives more than 2 miles (primary) / 3 miles (secondary) from their nearest suitable school. ¹ the geographic area from which learners are eligible to attend the local school² where the "education or training provided is suitable having regard to the age, ability and aptitudes of the learner and any learning difficulties he or she may have" Do you support this proposal?



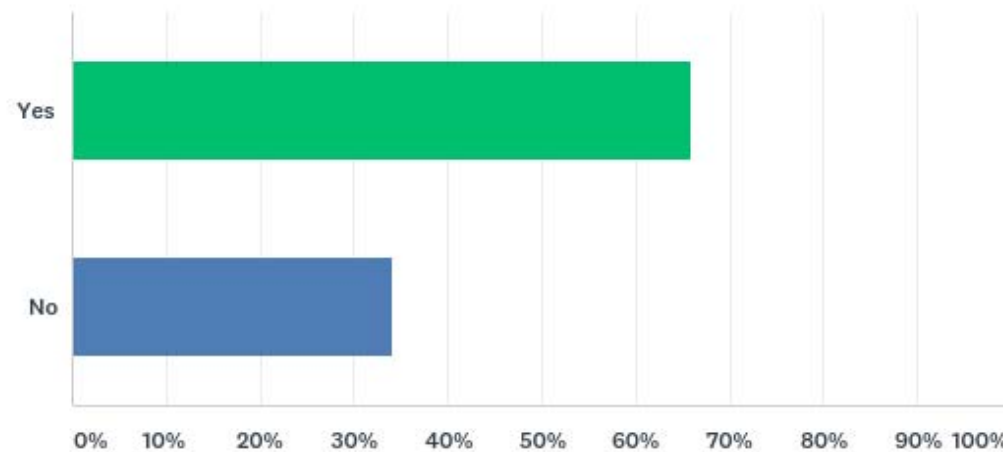
(Question answered by 302)

Q2. Please feel free to comment on the previous question.

The main issues which arose in the responses received to this were:

- That learners and their parents should be able to choose where the learner should attend (with some implicitly saying that transport should be free)
- Conversely, others felt that children should attend their nearest school, although setting aside language, SEN and faith issues;
- Fears that there were changes to catchments which could lead to changes of school for learners;
- Distances measured should be distance by road;
- Criticism of past decisions (including the transfer of Welsh Medium students from Brecon to Builth Wells)
- That transport policy should help to strengthen the provision (and demand for) Welsh Medium education in the county;
- Transport should be free for all;
- Where there isn't a safe route, free transport should be provided;
- That there should be flexibility where people may live close to 'borders' of catchment areas.
- Opposition to charging for post-16 travel.
- Calls for the need to state clearly that transport is provided to the catchment school, the nearest school or the nearest school providing Welsh-medium education in paragraphs 2.3.3 a 2.4.3 of the Amended Home/College Transport Policy.
- Claims that paragraphs 3.8.1 and 3.8.2 do not support the ambitions of the council's Welsh Education Strategic Plan

Q3 The Authority is proposing to apply the standard Welsh Government qualifying distances to all learners, both in mainstream schools and special schools/units. (To see the qualifying distances please see paras 2.3 and 2.4 of the policy). Do you support this proposal?



(Question answered by 290)

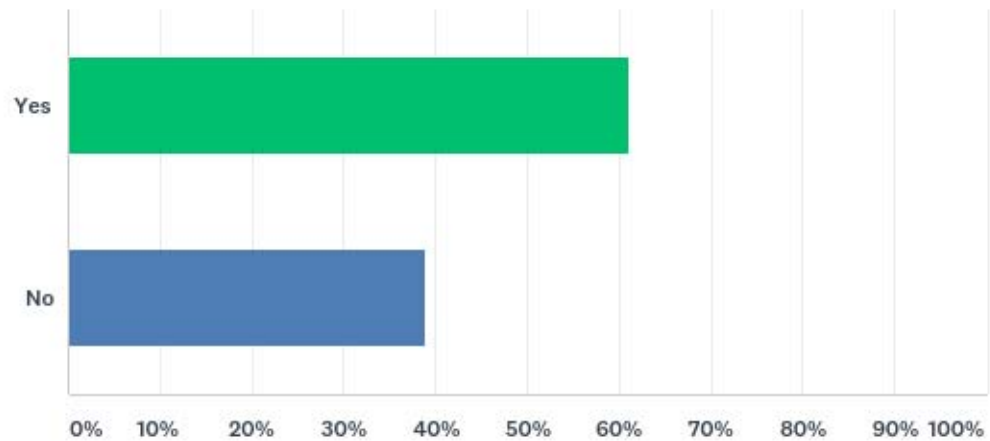
Q4. Please feel free to comment on the previous question.

The main issues which arose in the responses received to this were:

- Powys is a rural county and these distances may not be appropriate
- Children would need to be able to walk safely to school where transport is not on offer
- This may not be appropriate for learners with special requirements, for example a child with a disability

- There may need to be exceptions made for children with SEN;
- Again, a call for flexibility in the application of the policy.

Q5 The Authority is proposing that learners living under the qualifying distances will only be provided with home to school transport on grounds of medical need, disability or learning difficulty if identified within their Statement of SEN, including those attending special schools Do you support this proposal?



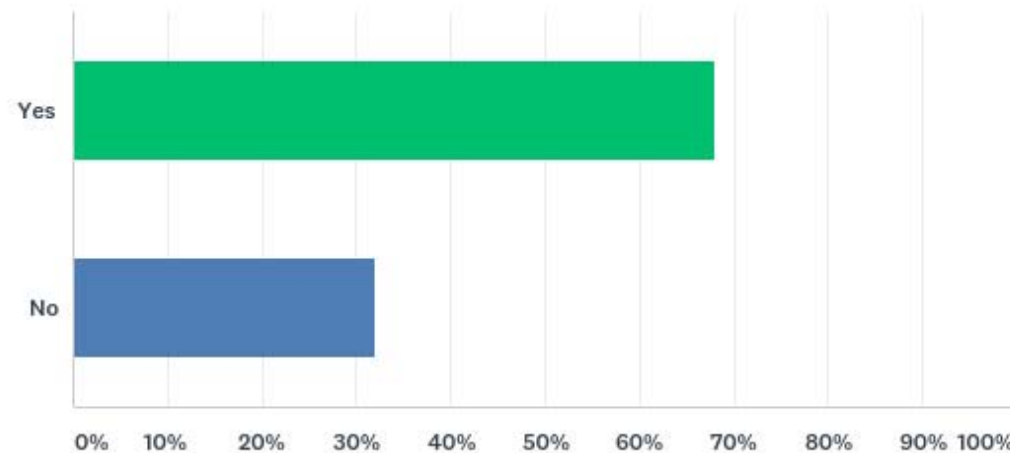
(Question answered by 283)

Q6. Please feel free to comment on the previous question.

The main issues which arose in the responses received to this were:

- All children should be provided with free transport
- That not all pupils with SEN have a statement;
- That some children without free transport do not have safe routes to school;

Q7 The Authority is proposing that passenger assistants will not be provided until the need has been assessed on the grounds of Special Educational Need / Additional Learning Need. Do you support this proposal?



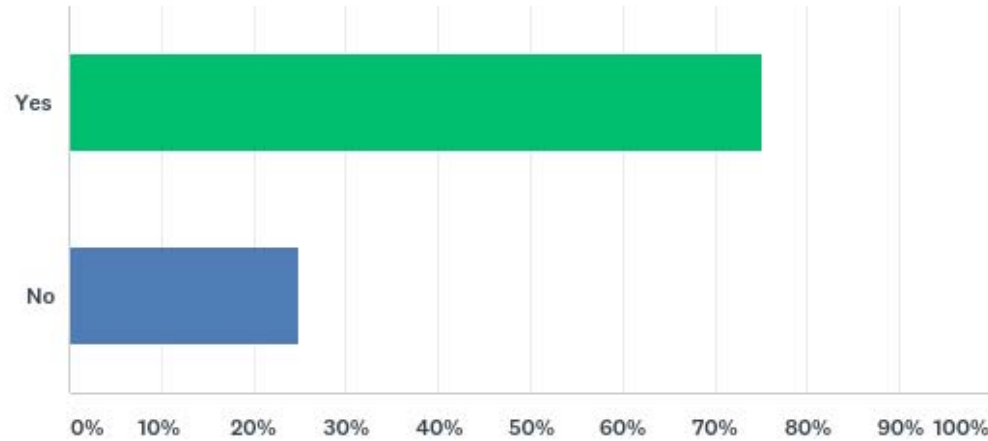
(Question answered by 278)

Q8. Please feel free to comment on the previous question.

The main issues which arose in the responses received to this were:

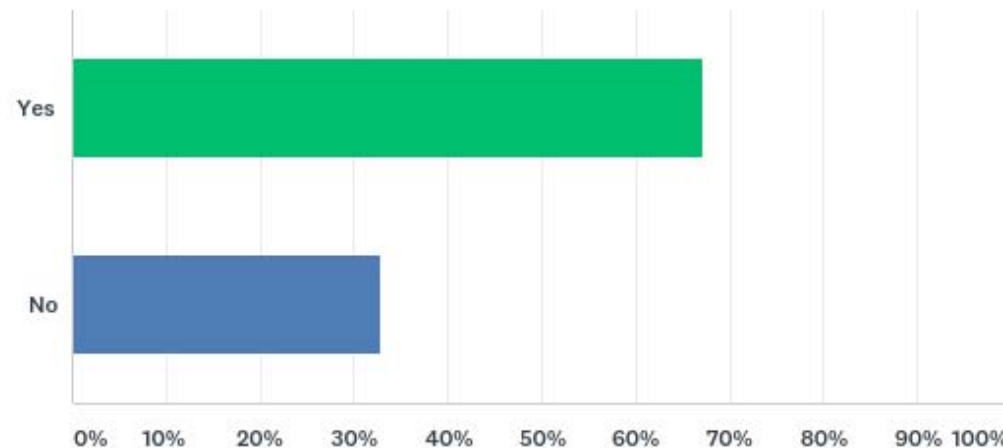
- That the statementing process needs to happen quickly to ensure that children receive the support they require;
- On the same issue that the support should be provided first and then withdrawn should the statementing process suggest that a passenger assistant is not required;
- The health and safety (and wellbeing) risks to all passengers should assistants not be provided (ie drivers may need assistance)

Q9 The Authority is proposing normal maximum single journey times of not more than 45 minutes for primary school pupils Do you support this proposal?



(Question answered by 282)

Q10 The council is proposing normal maximum single journey times of not more than 60 minutes for secondary school pupils. Do you support this proposal?



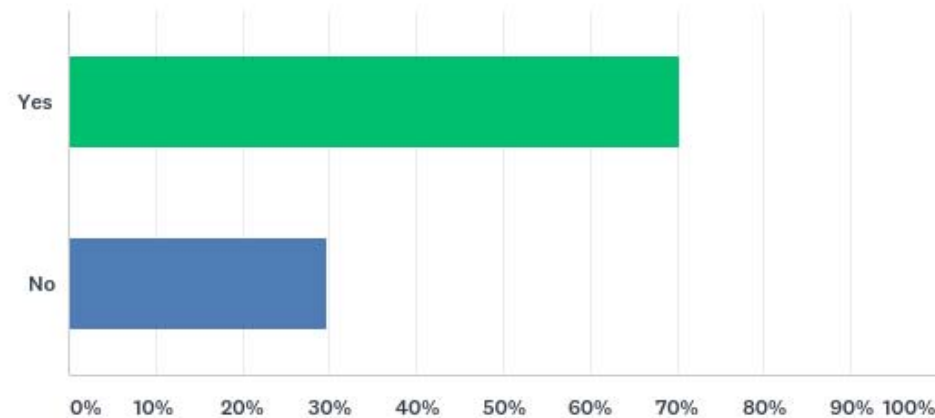
(Question answered by 293)

Q11. Please feel free to comment on the previous two questions.

The main issues which arose in the responses received to this were:

- That these times can be excessive, particularly for younger pupils at each stage;
- That there can be holdups on rural roads which mean that these journey times are exceeded;
- That travel times should be equal whether the child is travelling for Welsh or English medium education;

Q12 The Authority is proposing a normal maximum journey time of 45 minutes for primary aged learners and 60 minutes for secondary aged learners attending a special school/ specialist centre attached to a mainstream school. However, because of their wider catchment area and the County's geography this may not always be possible. Do you support this proposal



(Question answered by 282)

Q13. If No, please indicate what the maximum single journey time you consider a learner attending a special school / specialist centre should travel?

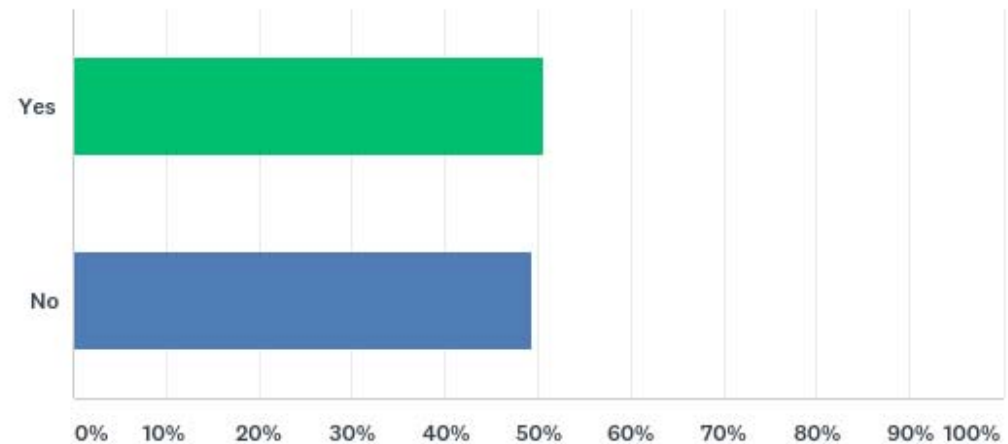
The main issues which arose in the responses received to this were:

- As short as possible;
- 30 minutes

Q14. Please feel free to comment on the previous two questions.

The main issues which arose in the responses received to this were:

- The benefits of attending a specialist centre may necessitate longer journeys;
- Travel times should depend on the learners' needs;
- Again, that there should be flexibility in the application of the policy depending on the individual circumstances;

Q15 Do you support the Authority's proposal not to provide transport to a denominational school when it is not the nearest suitable school?

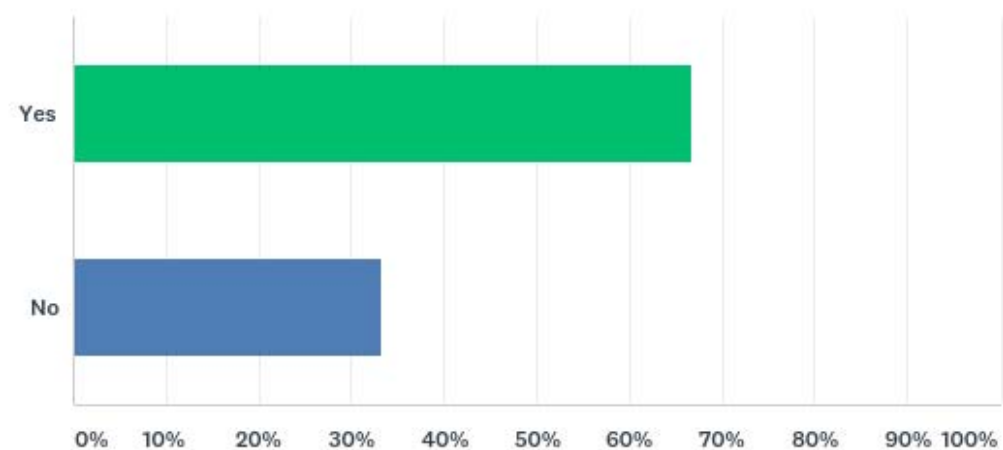
(Question answered by 283)

Q16. Please feel free to comment on the previous question.

The main issues which arose in the responses received to this were:

- Parental/learner choice is paramount;
- Transport should be provided to the nearest school which meets the learner's religious needs;
- If parents wish to send their child to faith school which is not their nearest, they should pay for transport;

Q17 Do you support the Authority's proposals in relation to transport for parents/carers requesting Welsh-medium / English-medium provision? (To see the proposals please see para 3.8 of the policy)



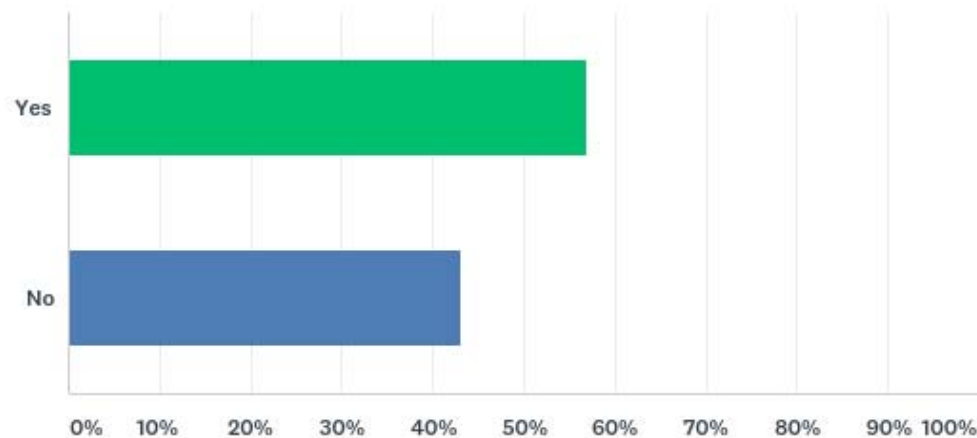
(Question answered by 265)

Q18. Please feel free to comment on the previous question.

The main issues which arose in the responses received to this were:

- That transport to support language choice is essential
- That there is a need for Welsh Medium schools (single language stream)
- Language choice is not a priority whereby parental choice should be financially supported;
- That free transport should only be to the nearest Welsh Medium school.

Q19 Do you support the proposal in relation to integrated transport provision whereby secondary aged learners are transported on public service vehicles where available? (To see the proposal please see para 2.4.4 of the policy)

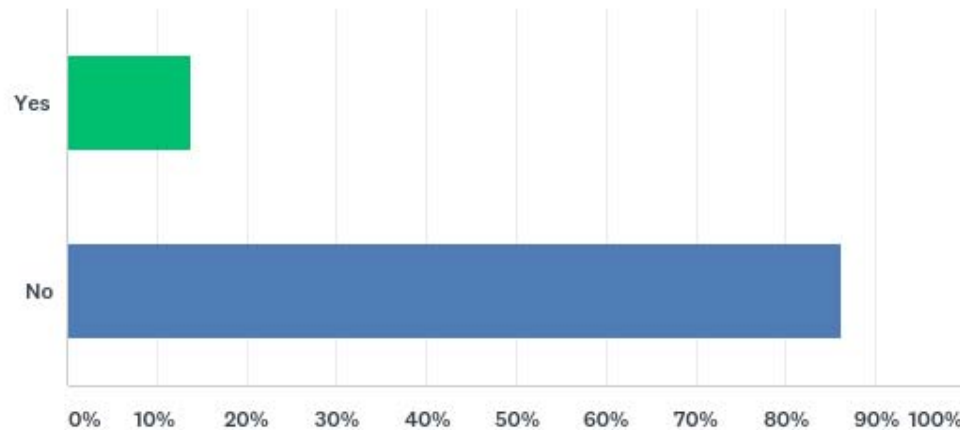


(Question answered by 281)

Q20. Please feel free to comment on the previous question.

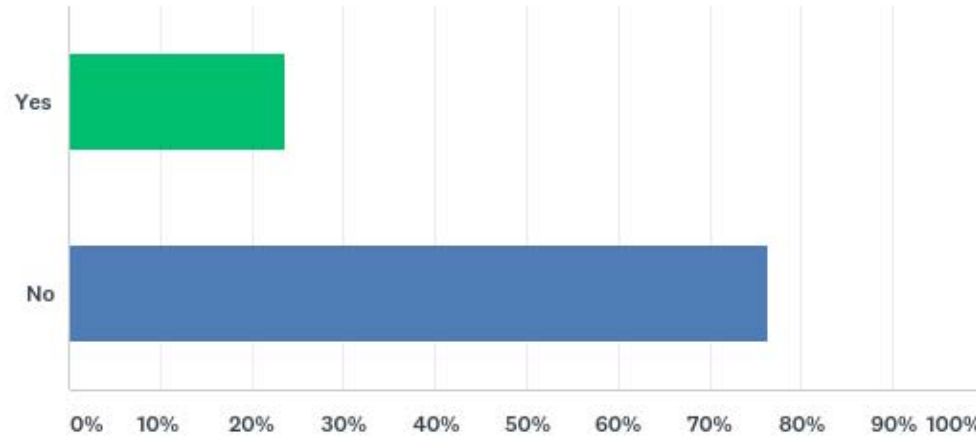
The main issues which arose in the responses received to this were:

- Opposition on grounds of child protection fears;
- That many people don't have the option of using public transport;
- Generally in favour of it;
- Would need to ensure that there were enough seats available on the public buses.

Q21 Do you support the introduction of charges for post-16 transport? (To see the proposal please see para 2.5 of the policy)

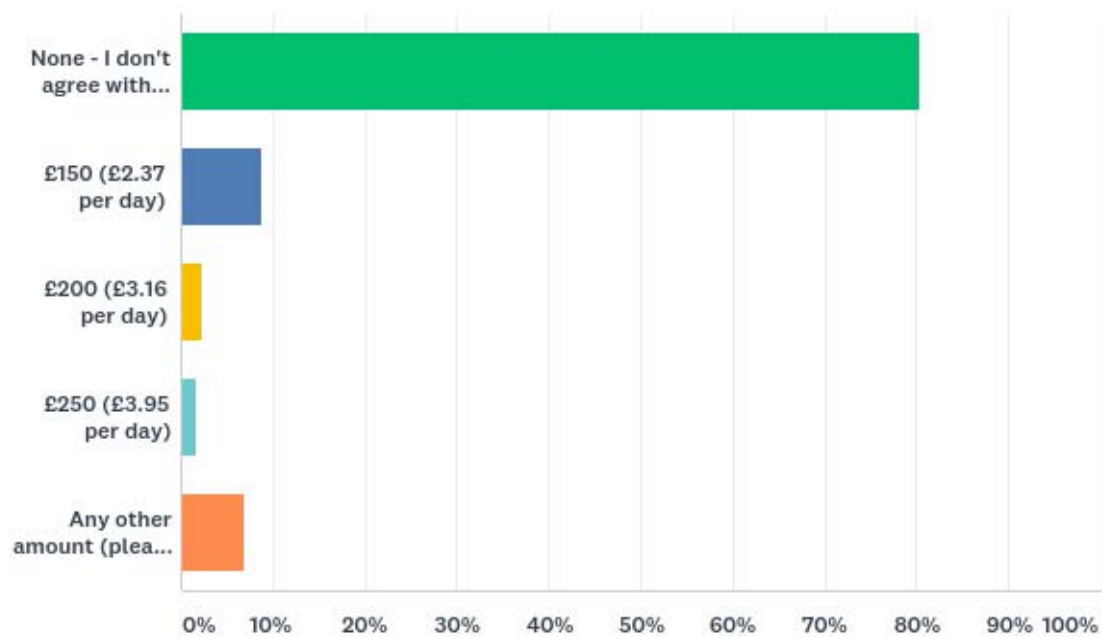
(Question answered by 304)

Q22 Would you support the introduction of charges for post-16 transport if the income received was invested in the overall schools delegated budget?



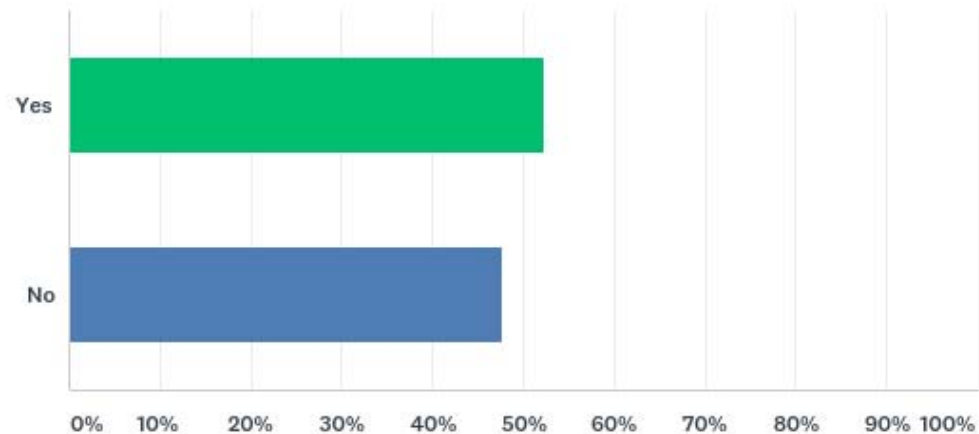
(Question answered by 293)

Q23 What level of charge per term would be reasonable:



(Question answered by 305)

Q24 Would you support a reduced or no charge for learners in receipt of the full EMA³ or Free School Meals (whichever is applicable)? ³ An income-assessed weekly allowance of up to £30 to help learners with the cost of post-16 education



(Question answered by 289)

Q25. If Yes, what level of termly charge would you consider to be appropriate?

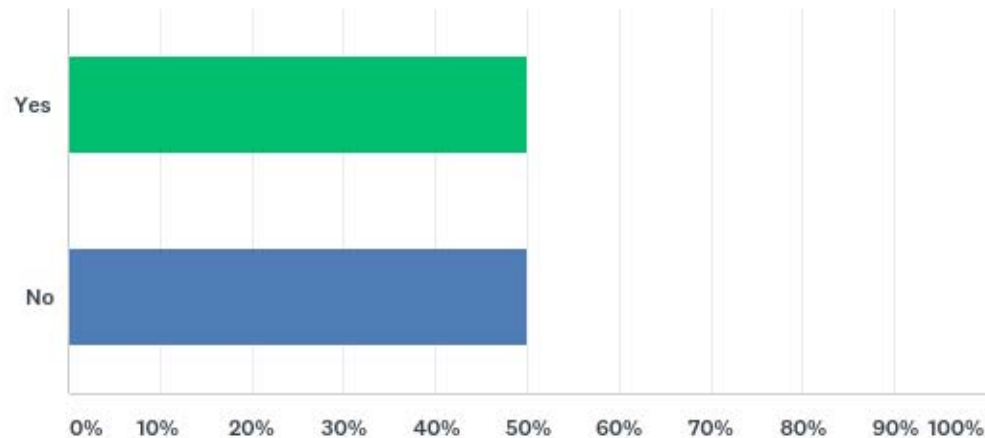
The main issues which arose in the responses received to this were:

- £Nil;
- 50% for those on EMA;
- Less than £50;
- Should be dependent on income.

Q26. Please feel free to comment on the previous question.

The main issues which arose in the responses received to this were:

- Strong opposition to charging for post-16 education;
- This would drive learners to establishments outside the county;
- This would discourage people from continuing education post 16;
- This would have an adverse impact on low income families

Q27 Do you support the proposal in respect of the Vacant Seats Payment Scheme? (To see the proposal please see para 3.15 of the policy)

(Question answered by 262)

Q28. Please feel free to comment on the previous question.

The main issues which arose in the responses received to this were:

- Learners and their parents cannot rely on it as it can be cut at short notice. One respondent suggested that arrangements should be on an annual basis;
- That it should be free;
- That the seats should be available to post-16 students
- Supportive of it, if it raises funds;
- That the fees charged are not affordable for some;

Q29. Do you have any other comments on these proposals?

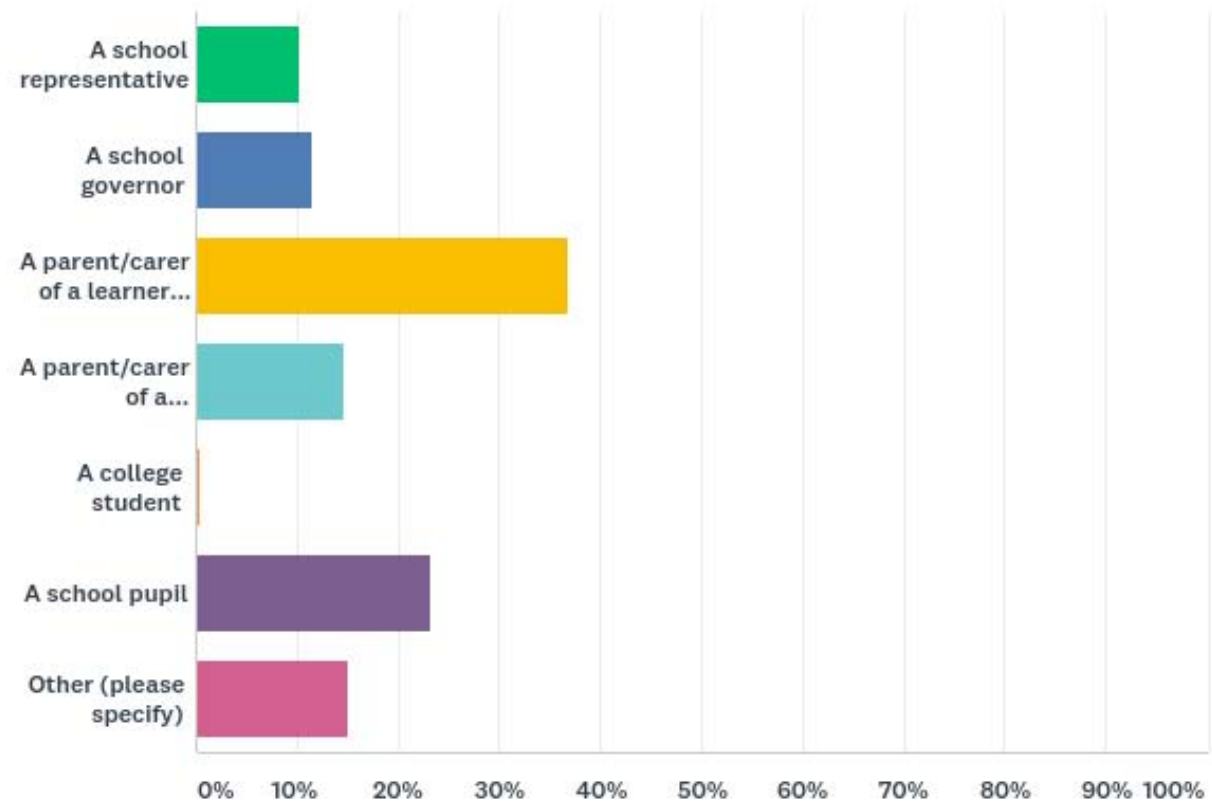
The main issues which arose in the responses received to this were:

- Arguing against post-16 charges for transport
- And that these charges will threaten the viability of the current 6th forms, driving people away from extending their education or possibly driving them over the border to post-16 provision in England.
- Positive about the provision of WM schools and how the transport policy should support such provision.
- Leave the policy as it is.
- That the charging policies will have a bigger impact on learners from low income families;
- Fears that learners may have to change schools as a result of the change to the policy;
- That there will be an undue impact on child wellbeing – partly because of the previous point
- Criticism of the council and/or the consultation;

Q30. What is your name?

(Not relevant to this report).

Q31 Which best describes you?



(Question answered by 294)

Q32. What is your home postcode?

Postcode	Area	Number	%
HR3	Hay On Wye	2	0.72
HR5	Kington	1	0.36
LD1	Llandrindod Wells	10	3.62
LD2	Builth Wells	7	2.54
LD3	Brecon	35	12.68
LD4	Llanwrtyd Wells	3	1.09
LD6	Rhayader	13	4.71
LD7	Knighton	4	1.45
LD8	Presteigne	2	0.72
LL11	Wrexham	1	0.36
LL23	Bala	1	0.36
LL36	Tywyn	1	0.36
LL40	Dolgellau	1	0.36
MK7	Caldecotte	1	0.36
NP8	Crickhowell	2	0.72
SA9	Ystradgynlais	2	0.72
SY10	Llanrhaeadr ym Mochnant	8	2.90
Sy15	Montgomery	4	1.45
Sy16	Newtown	27	9.78
SY17	Caersws	23	8.33
SY18	Llanidloes	31	11.23
SY19	Llanbryn-mair	5	1.81
SY20	Machynlleth	13	4.71
SY22	Llanfyllin	18	6.52
SY23	Aberystwyth	2	0.72
SY24	Borth	2	0.72
SY5	Pontesbury	2	0.72
SY9	Bishops Castle	2	0.72

Tudalen 37

Report by John Thomas, Communications and Engagement Officer, Powys County Council August 3rd, 2018

Tudalen 38

Appendix B

Home-to-School / College Transport Policy Post-consultation version

**Implementation Date
September 2019**

This document is available on request in alternative formats
(e.g. Large print type / Braille / on tape)

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Appendix A

Eligibility for learners of statutory school age with additional learning needs (ALN), permanent disabilities or mobility problems (including post-16 learners)

1.0 Policy Framework

1.1 Legal framework

1.1.1 The Education Act 1996 (as amended) sets out the law in England and Wales for the attendance of pupils at school and the Learner Travel (Wales) Measure 2008 sets out the school travel policy for Wales. The Measure covers, amongst other things, duties on local authorities to assess learner travel needs, provide a definition of the nearest suitable school and make transport arrangements for defined groups of learners. The Safety on Learner Transport (Wales) Measure 2011 sets out specific safety standards for dedicated school transport.

1.1.2 The Learner Travel: Statutory Provision and Operational Guidance (June 2014) sets out related provision for school/learner travel in Wales.

1.1.3 The Travel Behaviour Code Statutory Guidance (June 2014) sets out the standards of behaviour expected of learners travelling to and from their place of learning and is aimed at keeping learners safe on their journeys to and from school, including journeys between schools. It applies to all learners up to 19 years of age and all travel arrangements, including bus, train, walking and cycling. Parents are advised to make their learners aware of the Travel Behaviour Code.

1.1.4 Under the Active Travel (Wales) Act 2013, local authorities have a duty to promote active travel and to improve the number and quality of active travel routes in their communities.

1.2 Overview

1.2.1 Powys Local Authority is required to ensure all qualifying learners ordinarily resident in the Council's area have access to transport to the nearest suitable maintained school.

1.2.2 This policy assumes that all qualifying learners living in Powys will be entitled to transport to their nearest suitable maintained school.

1.2.3 The Authority aims to provide safe, reliable, value for money transport to convey qualifying pupils/learners to and from school/college. These principles apply to all home-to-school/college transport provided by the Authority.

1.2.4 The Authority aims to ensure that it does not discriminate unfairly, either directly or indirectly, in the operation and interpretation of this policy.

1.2.5 The Authority encourages the use of school transport by eligible pupils/learners where appropriate.

1.2.6 Parents/carers are responsible for ensuring that their learners travel to and from school safely (where they do not qualify for school transport) and to and from designated pick up points both in the morning and the afternoon. Further information is provided in the Authority's Code of Conduct for learners, parents/carers, schools and transport operators ([include link here](#)).

1.2.7 All dedicated school transport vehicles are provided with seat belts which must be worn at all times. Operators must take all reasonable steps to ensure that passengers are made aware that they must wear a seat belt. Passengers aged 14 and over are legally responsible for the wearing of a seat belt where one is provided.

Part One

2.0 Standard Qualifications and Definitions

2.1 Definition of suitable school/site and definition of a catchment school

2.1.1 Section 1.38 of the Learner Travel: Statutory Provision and Operational Guidance (June 2014) states “the definition of nearest ‘suitable school’ is where the “education or training provided is suitable having regard to the age, ability and aptitudes of the learner and any learning difficulties he or she may have”.

2.1.2 Section 1.39 of the Learner Travel: Statutory Provision and Operational Guidance (June 2014) states “deciding which suitable school is the learner’s ‘nearest’ is a matter for the local authority to determine in accordance with their own learner travel and education policy”.

2.1.3 A mainstream school will only be deemed a ‘suitable school’ by the local authority if the education provided there is suitable, having regard to the age, ability and aptitudes of the learner and any learning difficulties he or she may have.

2.1.4 For the purposes of this policy, where a school operates from more than one site the Authority would only provide transport to qualifying learners to the nearest site which provides education through the chosen language medium.

2.1.5 Catchment school means the school that learners living in a specific geographic area are eligible to attend.

2.1.6 Transport arrangements for a learner with ALN will be based on need and the route they travel. Further information is provided in **Annex A**.

2.2 Definition of ordinary place of residence

If a learner has more than one home, for example where their parents are not living together but they live partly with each parent, or with a parent and also at a learner’s home, then both places of residence will be regarded as their place of ordinary residence. If there are more than two such places then only the two places closest to the nearest suitable school/site within the catchment area or further education college site will count.

A ‘parent’ includes any person who is not a parent but who has parental responsibility or who cares for the learner.

2.3 Standard qualification – primary school learners (Reception to Year 6)

2.2.1 To qualify for school transport, primary school learners must ordinarily reside 2 miles or more from the catchment or nearest suitable school or centre, measured by the shortest available route. The distance will be measured from the closest access point on the public highway (which could include suitable footpaths and bridleways) to the learner’s ordinary place of residence which is nearest to the school and measured to the nearest school gate. The footpath or bridleway will be considered suitable if it has a stone or tarmac surface. Any other surface will only be considered suitable if it can be walked in normal school footwear. Transport is not normally

provided from home but from a designated pick up point. The measurement will be made through the use of the Geographical Information System (GIS).

2.3.2 Feeder transport is provided for qualifying primary aged learners whose nearest public highway point is 1 mile or more from the nearest pick up point on a main school transport route.

2.3.3 Where parents/carers exercise a preference for a school other than the catchment or nearest suitable school they must make their own arrangements for transport and are responsible for all transport costs.

2.4 Standard qualification – secondary school learners (aged 11 - 16)

2.4.1 To qualify for school transport, secondary school learners aged 11 – 16 must ordinarily reside 3 miles or more from the catchment or nearest suitable secondary school or centre, measured by the shortest route. The distance will be measured from the closest access point on the public highway (which could include suitable footpaths and bridleways) to the learner's ordinary place of residence which is nearest to the school and measured to the nearest school gate. The footpath or bridleway will be considered suitable if it has a stone or tarmac surface. Any other surface will only be considered suitable if it can be walked in normal school footwear. Transport is not normally provided from home but from a designated pick up point. The measurement will be made through the use of GIS.

2.4.2 Feeder transport is provided from the ordinary place of residence for qualifying secondary school learners whose nearest public highway point is 2 miles or more from the nearest pick up point on a main school transport route. The measurement will be made through the use of GIS.

2.4.3 The Authority recognises its obligations under the Education Act 1996 to comply with parent preferences regarding choice of school. However, where parents/carers exercise a preference for a school other than the catchment or nearest suitable school they must make their own arrangements for transport and are responsible for all transport costs.

2.4.4 Where public transport is available, and in accordance with Section 88 of the Transport Act 1985, this will be used as first choice and a permit will be issued. Where no public transport is available then the Authority will arrange transport for eligible learners. A local bus service is NOT a dedicated home-to-school transport bus and learners will be expected to travel with members of the public. The law does not currently prescribe seat belts to be fitted to a local bus service vehicle and passengers are permitted to stand on these vehicles.

2.5 Transport for 16-19 year olds

There is no requirement for the local authority to provide school or college transport free of charge to any learner who is over compulsory school age. Transport is made available for full-time learners who live 3 miles or more from the catchment or nearest suitable secondary school or further education college site offering post-16 provision. Transport is not normally provided from home but from a designated pick up point.

Feeder transport is provided for qualifying learners who live 3 miles or more from the nearest pick up point on a main school transport route as measured by the nearest available route. The measurement will be made through the use of GIS.

Through the collaborative arrangements put in place to ensure that all learners are able to access a local curriculum that meets the minimum entitlement as required by the Learning and Skills Measure (Wales) 2009 the Authority considers that all its secondary schools offer a relevant and adequate range of post-16 provision. The Authority will only transport learners whose ordinary place of residence is within the county of Powys to the school/college which is geographically the nearest suitable school to the learner's ordinary place of residence.

The nearest further education college site is defined as the catchment or nearest suitable site to the learner's ordinary place of residence which offers a suitable course. The Authority will not provide transport to enable learners to attend out of county establishments but in certain circumstances may provide assistance with travel costs e.g. if the establishment attended is the nearest suitable provision to the learner's ordinary place of residence.

The Authority does not provide home-to-school transport for learners living outside the county boundary who wish to access post-16 education in a Powys secondary school but transport will be provided to facilitate attendance as part of the collaborative arrangement between Powys high schools and college sites.

Where public transport is available this will be used as first choice and a permit will be issued. Where no public transport is available then the Authority will arrange transport for eligible students.

Transport will only be provided for full-time courses, as determined by the college being attended and with the agreement of the Authority.

No transport arrangements will be made for learners on part-time courses but they may be able to access seats on public transport on payment of the appropriate fare.

However, where a post-16 learner is only able to attend a course on a part-time basis due to personal circumstances, for example they are a 'young carer', then entitlement will be considered on an individual basis by the Schools Service Senior Management Team and the Transport Entitlement Officers.

2.6 Provision for learners who attend special schools and specialist centres attached to mainstream schools

Appendix A to this policy provides information relating to transport provision in respect of learners accessing special school and specialist centre provision.

2.7 Special arrangements for learners with short-term medical needs

Consideration will be given to provision being made for all learners with a short-term medical need not just those who qualify for transport on distance. A short-term medical need is a condition that following a period of medical intervention improves or no longer exists e.g. a broken limb. In all instances, transport will only be provided to the catchment or nearest suitable school.

Requests, supported by evidence from a medical professional, should be made in writing to the Authority's Transport Entitlement Officers or by e-mailing admissionsandtransport@powys.gov.uk. Provision will be reviewed on a termly basis.

2.8 Provision of passenger assistants on transport

Passenger assistants are not normally provided on transport to mainstream schools. The need for a passenger assistant on a vehicle to support an individual pupil/learner will be decided following completion of a Risk Assessment by the Authority.

Passenger assistants will be provided on vehicles to supervise learners on their journey to and from special schools / specialist centres attached to mainstream schools where there are two or more learners. In most cases the need will be established during the statementing/review process and will be in accordance with the needs of the learner. For learners that require individual transport, the provision of an assistant is qualified through the transport application form where officers identify the need and, where applicable, with key stakeholders. The requirements will be confirmed by the Authority's ALN Manager.

2.9 Journey times

In assessing the travel needs of learners, the Authority will take into account the fact that travel arrangements must be safe and reasonable.

In accordance with the Learner Travel (Wales) Measure 2008, the Authority will aim to ensure that, except in exceptional circumstances, a learner being transported to their catchment or nearest suitable mainstream school/site should not normally have a single journey time of more than 45 minutes for primary schools and 60 minutes for secondary schools. Where parents/carers express a preference for English-medium or Welsh-medium provision where this is not available at their catchment or nearest school, journey times may be longer.

The Authority will aim to ensure that a learner being transported to a special school / specialist centre attached to a mainstream school should not normally have a single journey time of more than 45 minutes for primary aged pupils/learners and 60 minutes for secondary aged pupils/learners. However, because of their wider catchment area and the County's geography this may not always be possible. Where particular medical circumstances apply which may require a shorter journey time then the case will be treated on its merits through the appeals procedure.

2.10 Measuring routes and mileages ('available routes')

The two and three mile limits included in the policy will be measured in the same way as the 'statutory walking distance' i.e. along the nearest available route. An available route may not necessarily be the shortest distance by road as it is measured by the shortest route that a learner, accompanied by a responsible adult as necessary, may walk in reasonable safety. Such routes may utilise public footpaths which may not be suitable for motorised vehicles.

Where mileage and routes have to be calculated in order to determine eligibility under the policy, the measurement will be made through the use of the Map Info Geographical Information System (GIS).

2.11 Behaviour

The Travel Behaviour Code sets out the standards of behaviour expected of learners travelling to and from their place of learning. The Authority can refuse to transport learners if they do not follow the Travel Behaviour Code. Parents/carers are advised to make their learners aware of the Code

<http://gov.wales/topics/educationandskills/allsectorpolicies/learner-travel/travel-code/?lang=en>

Harassment of any form will not be tolerated. Abuse and violence of/to staff and/or service users and damage to vehicles will not be accepted. Such behaviour will result in a learner's entitlement to free transport being withdrawn. The parent/carer may be responsible for reimbursing the operator for any damage caused by the learner and he/she may be reported to the relevant authorities where appropriate.

In the event that transport is withdrawn from a learner, it is the responsibility of the learner's parents/carers to arrange suitable transport to and from their place of learning for the period during which transport is withdrawn.

2.12 Cameras

CCTV will be installed in certain contract vehicles to ensure the safety of passengers and drivers and to identify individuals who demonstrate unacceptable behaviour. Where CCTV is used, parents/carers and learners will be made aware that recording services are in operation, including details around the confidentiality, use, storage and retention of images.

2.13 Change in school session times

Under the Changing of School Session Times (Wales) Regulations 2009, where the Authority considers that a change in school session times is necessary to make travel arrangements more efficient or effective, it will undertake appropriate consultation to change the time a school's first (morning) session begins and its second (afternoon) session ends.

2.14 Safeguarding

The Authority works with partners, including governing bodies, headteachers, schools, the Local Safeguarding Children's Board, operators, parents/carers and other agencies to share information and best practice to assist safeguarding of learners travelling to and from school.

Any issues of a safeguarding/learner protection nature must be raised with the Authority as soon as possible following any disclosure. It may also be appropriate to make the school safeguarding lead / headteacher aware of any safeguarding concerns. If there is an immediate danger to a young person then the driver should dial 999.

Required safeguarding checks (enhanced DBS clearance) will be undertaken by operators on all bus drivers, taxi drivers and passenger assistants every 3 years.

All drivers are required to undertake safeguarding training with the Authority. They also complete online training through the NSPCC. During the tendering process, all contractors must evidence that they adhere to a safeguarding policy.

2.15 Adverse weather

During periods of adverse weather, the local authority or contractor may suspend home-to-school transport provision. Every effort will be made to contact parents/carers to inform them of school closures. Where learners need to be transported home earlier than the normal closing time, the school will contact parents/carers to inform them of the school's closure to ensure the safety of pupils after they leave the school. Where parents/carers transport learners who would normally travel on home-to-school transport to school in the morning they are responsible for collecting them at the end of the school day.

2.16 Appeals procedure

Entitlement to free school transport will be decided by the Principal Officer: Admissions and Transport. Where a request is refused, parents/carers will be advised of the reason(s) not to award free transport.

Parents/carers have a right of appeal against a decision not to award the provision of free school transport for their learner. Appeals must be made in writing, setting out the reason(s) for the appeal, to Schools Admissions and Transport Service, Schools Service, County Hall, Llandrindod Wells, LD1 5LG / admissionsandtransport@powys.gov.uk

If the appeal is declined, parents/carers have a right to appeal this decision by sending a letter of appeal within 2 weeks of the date of the letter to the Head of the Schools Service. Appeals will be heard by a Portfolio Holder. The appeal will be arranged and supported by the Authority's Legal Services.

There is a right of appeal on a point of law by way of Judicial Review. The right must be exercised within 6 weeks of the decision.

There is also a right of appeal on procedural matters to the Office of the Ombudsman for Wales, 1 Ffordd yr Hen Gae, Pencoed, CF35 5LJ.

2.17 Complaints

All complaints regarding home-to-school transport from learners, parents/carers, members of the public, drivers, etc. will be investigated.

2.17.1 Learner Behaviour

Any concerns or complaints regarding learner behaviour should be made, as soon as possible after the incident, to both the school and the Schools Admissions and Transport Service, County Hall, Llandrindod Wells, LD1 5LG, by completing the online pro forma which can be found here <http://www.powys.gov.uk/en/schools-students/apply-for-school-transport/>

2.17.2 Quality of Provision

Any concerns or complaints regarding drivers, passenger assistants or vehicles used for school transport should be made, in writing, to the Passenger Transport Manager, Highways, Transport & Recycling Service, County Hall, Llandrindod Wells, LD1 5LG.

2.17.3 Contract Compliance

In addition to statutory vehicle safety checks, the Authority will, on unspecified days, undertake random checks on Authority-contracted vehicles to ensure that contracts are being complied with.

Part Two

3.0 Transport for Individual Circumstances

3.1 Transport related to admission appeals

The Authority will provide transport for learners who meet the standard distance qualification criteria and are refused admission to their catchment or nearest suitable school via an admission appeal, to enable them to attend the nearest suitable alternative school prescribed by the Authority.

3.2 Transport to over-subscribed schools

The Authority will provide transport for qualifying Powys resident learners to the nearest alternative suitable school when the Authority is unable to make arrangements for a learner to attend their catchment or nearest suitable school due to it being oversubscribed. The Authority will undertake full discussion with the school around its ability to admit a pupil as part of the appeals process (see 2.16).

3.3 Transport provision on school closure

During consultation on the permanent closure of a school, the Authority will consult on the revised catchment area for the named receiving school(s). Following permanent closure of the school, transport will be provided to the named receiving school(s) for learners who live in the new school's extended catchment area. For learners living outside the extended catchment area of the named receiving school the provision of transport will be considered. This provision will not automatically apply to younger siblings.

3.4 Transport to denominational schools

Transport to denominational schools will only be provided for learners who qualify under the standard qualification criteria (see 2.3 and 2.4).

3.5 Transport following a change of ordinary place of residence

The Authority may provide transport for learners, following a change of ordinary place of residence within the County boundary during Years 10 or 11 (GCSE examination course) or Years 12 and 13 (A level examination course), in order to ensure continuity of education.

Parents/carers must apply by completing and submitting a standard application form to the Schools Admissions and Transport Service, County Hall, Llandrindod Wells, LD1 5LG / admissionsandtransport@powys.gov.uk and entitlement will be determined by the Head of Learning. If transport is provided it will be from a point on an existing transport route, provided there is a seat available. Such provision will not continue into Years 12 and 13 where learners move in Years 10 or 11.

3.6 Transport for early years

Transport will only be provided for learners who attend school on a full-time basis i.e. those learners who are admitted to school at the beginning of the school year after they have attained their 4th birthday.

3.7 Payments to parents/carers

In remote areas where it would not be viable to the Authority to provide transport to qualifying learners, agreement may be sought for parents/carers to transport their learner/ren to/from school on payment of an agreed fuel allowance rate. Such cases will be considered on an individual basis and arrangements will be reviewed regularly.

3.8 Transport related to English-medium / Welsh-medium provision

3.8.1 Primary

In the primary sector, transport will be provided to the catchment or nearest suitable provision providing education through the medium of either English or Welsh. In order to qualify learners must meet the standard qualifying criteria (see 2.3).

The provision of education is deemed to be equal whether the school is an English-medium or Welsh-medium school or delivers both languages through a dual stream arrangement.

3.8.2 Secondary

In the secondary sector, transport will be provided to the catchment or nearest suitable provision providing education through the medium of either English or Welsh. In order to qualify learners must meet the standard qualifying criteria (see 2.4).

3.8.3 For both primary and secondary aged learners, entitlement to transport will cease if a learner moves between streams in a school and the school is no longer the learner's catchment or nearest suitable school for the chosen language of provision.

3.9 Transport provision on safety grounds

Free transport will be provided for learners of statutory school age where the Authority is satisfied that the route between home and school is unsafe for pedestrian usage by a learner accompanied by a responsible person, such as a parent/carer or other adult, even though the distance is below the standard distance qualification criteria (see 2.3 and 2.4). Parents/carers must apply, in writing, to the Schools Admissions and Transport Service, County Hall, Llandrindod Wells, LD1 5LG / admissionsandtransport@powys.gov.uk. Provision will be decided following completion of a Risk Assessment by appropriately qualified LA officers.

3.10 Transport related to pupil referral services (PRU)

Learners who access the PRU or who follow an alternative curriculum may need to travel to different centres for provision during the week. Under these circumstances, the Authority will provide home-to-school transport, on a daily basis, to the centres attended by a learner on a weekly basis, subject to the standard distance qualification criteria (see 2.3 and 2.4). As arrangements can, on occasions, be quite flexible, it may prove necessary to change educational settings and, under these circumstances, transport arrangements will be changed accordingly.

Where home-to-school transport is in place, learners accessing the PRU will normally be expected to travel on mainstream home-to-school transport where appropriate. Other specific arrangements based on an individual learner's need will be decided by the Head of Learning Service,

3.11 Transport to meet the needs of Looked After Children

The same age and distance criteria apply to both Looked After and previously Looked After Children. It will be for the Authority with parental responsibility for looking after a learner to determine which school they should attend, which might be a school other than the catchment or nearest suitable school to their current place of residence because, for instance, of priority to maintain continuity in their education or contact with siblings and friends. The Schools Service will work closely with colleagues in Children's Services in ensuring that the learner's education and care requirements are fully met.

Where the proposed school is not the nearest suitable school from the learner's current place of residence, officers from the Schools Service and Children's Service will liaise over any additional costs of providing such transport. This additional cost will be recorded as a separate budget under the home-to-school transport budget.

3.12 Transport related to permanent exclusions and managed moves

The Authority will provide transport for permanently excluded learners or learners (see 2.3 and 2.4) subject to managed moves who meet the standard distance qualification criteria to enable them to attend the nearest appropriate alternative school prescribed by the Authority.

3.13 High school induction days

If they meet the standard distance qualification criteria (see 2.3 and 2.4) and a seat is available, learners transferring into Year 7 in September are able to make use of existing school transport when attending induction days.

3.14 Transport for work experience placements

Learners are not entitled to transport to undertake work experience placements. However, if there is spare capacity learners can make use of existing transport if a seat is available and there is no additional cost to the Authority.

3.15 Vacant Seat Payment Scheme

Learners who do not meet the standard qualifying criteria (see 2.3 and 2.4) and live within the statutory walking distance from school and live near or on an existing dedicated home-to-school transport route can apply for a place under the Vacant Seat Payment Scheme on payment of the appropriate fee. The Vacant Seat Payment Scheme will only be available on contracted vehicles i.e. it will not apply on public service vehicles. Transport will be withdrawn if the seat is required for a qualifying learner. A minimum of one week's notice will be given. The Vacant Seat Payment Scheme fee will be waived in certain circumstances e.g. for learners of statutory school age living within the County boundary who qualify for free school meals.

The charge for vacant seats will be reviewed annually and will be increased in line with Council policy.

3.16 Transitional arrangements

If there is a change to the Local Authority's Home-to-School Transport Policy, or if there is a change to the catchment area of a school, the following transitional arrangements will apply to enable a learner to complete their education:

- To the end of primary phase for a learner in Reception to Year 6;
- To the end of Key Stage 4 (statutory school age) for a learner in Years 7-11;
- To the end of Key Stage 5 (aged 16-18) for a learner in Years 12-13.

Annex A

Eligibility for learners of statutory school age with additional learning needs (ALN), permanent disabilities (ALN/D) or mobility problems (including Post-16 learners)

- 1.0 Local authorities have a duty to provide assistance with travel where they consider this necessary to secure a learner's attendance at school. The law does not treat learners with ALN/D from other learners in this respect.
- 1.1 Local authorities have a legal duty to assist with the cost of transport to and from school if a learner with ALN/D is unable to attend the catchment or nearest suitable school for their age and needs, unless that transport is provided. Entitlement should be based on a learner's needs. Local authorities are only under a duty to provide free transport to a learner's catchment or nearest suitable school, provided it is beyond the standard qualification distance from their home, unless the learner cannot reasonably be expected to walk to school. Within the assessment period, all key stakeholders are consulted including Children's Service, Health, schools, parents/carers, etc.
- 1.2 There are additional measures set out in the SEN Code of Practice for Wales, 2002, headed 'Transport Costs for Children with Statements'. This recommends that local authorities should have clear general policies relating to transport for learners with ALN/D and that these should be made available to parents/carers. There may be additional responsibilities on the Authority where a learner has identified Special Educational Needs defined through a statement of ALN as defined by the Special Education Needs Code of Practice for Wales, 2002.
- 1.3 With respect to those aged 16 to 19 years with learning difficulties and or disabilities, Section 509 AB(1) of the Education Act 1996 says that the Authority should set out in its policy to what extent the arrangements specified regarding overall post-16 transport include arrangements for facilitating the attendance at schools and learning providers of learners with ALN/D.
- 1.4 For all ages, the Equality Act 2010 is important and incorporates the Disability Discrimination Act. The Authority may also provide free home-to-school transport as a 'reasonable adjustment' to a learner's disability in cases where the learner lives within the standard qualification distance of the school and parents/carers are unable to transport the learner to school. NB: A person has a disability (Equality Act 2010) if they have a physical or mental impairment which has a substantial and long term adverse effect on their ability to carry out normal day to day activities. This definition is usually interpreted as follows:
 - Mental impairment - one which is a clinically well-recognised condition. This means that a learner with an emotional and/or behaviour difficulty (BESD) is unlikely to be recognised as disabled unless their behaviour arises from an underlying mental impairment
 - Long term - one that is likely to last for at least a year or for the rest of

the life of the person affected. This can include intermittent or sporadic conditions such as epilepsy or multiple sclerosis.

- Substantial - more than minor or trivial.
- Adverse - referring to the effect of the impairment, not the severity of the impairment.
- Normal day to day activities - the ability of the person to carry out normal day to day activities, including mobility, ability to understand and perception of the risk of physical danger.
- Effect of medical or other treatment, on the ability of the person to carry out normal day to day activities.
- Progressive conditions, such as cancer and multiple sclerosis, may in certain circumstances be regarded as disabilities.

1.5 The Equality Act 2010, which subsumes the Disability Discrimination Act as amended by the ALN and Disability Act 2001, makes clear that learners with a disability have special educational needs if they have any significant difficulty in accessing education and if they need any special education provision to be made for them, that is, anything which is additional to, or different from, what is normally available to schools in the area. The ALN Code of Practice expects that transport should only be recorded in a learner's Statement of ALN in exceptional cases (usually in Part 6) where the learner has particular transport needs.

2.0 Statutory age learners with a special need, disability or mobility difficulty

2.1 Learners covered by this heading of the policy are learners of statutory school age who have a disability or ALN and/or:

- Attend specialist provision or attend a named school beyond the standard qualification distance of the home as named in a Statement of Special Educational Need, (including those attending specialist provision under emergency assessment)
- Are identified as being at School Action Plus (SA+), in line with the ALN Code of Practice, and have needs that necessitate support in getting to school
- Access other provision such as Education Other Than At School (EOTAS),
- All learners placed by the LA at independent special schools, out of LA establishments and so are beyond the standard qualification distance from the home
- Attend further education establishments and meet the criteria for support.

2.2 Transport for those requiring special arrangements is defined as home-to-school transport provided from defined pick-up and setting down points (not necessarily door-step), at the start and end of the learner's school day (formal education sessions). This is by whatever mode is most suited to the individual travel needs of the pupil/s or learner/s with identified additional needs, to the nearest educational establishment appropriate to his/her needs, or to the school determined by the Authority in their statement of ALN to be the school where their needs can be met where this is over the standard qualification distance.

- 2.3 Home-to-school transport for learners with special educational needs or who have a disability and for learners who are receiving education other than at school, and/or those permanently excluded, is commissioned by the Passenger Transport Unit and provided on their behalf by a third party supplier and is based on an assessment of their need for special arrangements within the framework of the entitlement criteria.
- 2.4 Any journeys outside normal home-to-school transport times will normally only be considered where no additional costs are involved. If there are added costs, these are met by the school's delegated budget, college funds, 16+ Support Funds or parents/carers.
- 2.5 Journeys to termly or weekly boarding placements in maintained and independent out of county schools will be funded by the Authority. This provision will be limited to fixed term periods through the school year e.g. weekly, half-termly or termly. Transport to respite care/short breaks is funded by the Children's Social Care Service. Transport will be provided for parents/carers of those in residential special schools who, without support to get to Annual Reviews of Statements of ALN, would not otherwise be able to attend.
- 2.6 Modes of transport may include mainstream school buses or minibuses, public transport, taxis, private hire cars, vehicles from the Authority's own fleet, voluntary drivers' vehicles, or the provision of specialist/adapted vehicles, and in some cases the provision of a passenger assistant (previously known as an escort). Safety restraints to ensure safe transport will be provided according to the learner's needs. The Authority reserves the right to refuse to carry a wheelchair user travelling in a wheelchair which has been proven to be unsafe during transit in standard crash testing procedures or if the wheelchair is in an unfit condition for transit e.g. tyres are not fully inflated.
- 2.7 Where parents/carers are able and willing to provide transport for their own eligible learner/ren, payment of an agreed fuel allowance rate will be made.
- 2.8 Wherever possible, opportunities for maximising the independent mobility and healthy lifestyle of learners will be explored and a graduated approach to the level of support needed will always be used and reviewed on an ongoing basis.
- 2.9 The Authority deploys resources and identifies special arrangements on the basis of established need. This includes the provision of free transport where the need is such that it is the Authority's responsibility. In Powys, pupils on School Action Plus (SA+) will also "trigger" consideration of the Authority's additional responsibilities as defined by the SEN Code of Practice for Wales (2002) and the transport policy for Powys. For those with a statement of ALN, the Authority has a statutory decision making body (called the ALN Statutory Panel) for all statutory ALN matters relating to Special Educational Needs as determined by the SEN Code of Practice for Wales. Decisions for those at School Action Plus will be made by the Authority's Manager for ALN and Inclusion after discussion with parties and consideration of the evidence.

2.10 The Manager for ALN and Inclusion is responsible for agreeing support for those without statements, but works to the same underlying legal framework as it is an assessment of needs.

2.11 The Authority will provide individual home-to-school transport in the case of pupils with a disability and/or a special educational need in accordance with the following criteria:

- (a) When a learner has a physical disability that would prevent him/her from making the usual type of accompanied journey made by learners of his/her age without any ALN. Examples of this might be cases in which the learner has:
 - (i) Long term severely restricted mobility - for example, circumstances requiring the daily use of significant physical aids such as a wheelchair.
 - (ii) Where clear medical advice is to have the shortest possible journey.
 - (ii) Long term medical condition resulting in severely restricted mobility due to pain and/or extreme tiredness - for example, juvenile arthritis.
 - (iii) Long term medical condition resulting in restrictive mobility due to serious health and safety risks - for example, epilepsy or life threatening heart defects.
 - (iv) A sensory impairment resulting in severely restricted mobility - for example, where a learner is effectively without the use of sight.

- (b) When a learner has a significant disability or difficulty with social, and/or emotional issues, in comparison with other learners of his/her age, he/she may be extremely vulnerable in social settings. For example, a learner with Asperger's Syndrome who has very little awareness of personal danger, or a learner with severe learning difficulties who has an inability to manage the complexity of the process with safety or demonstrates constant challenging behaviour. Some may have social and emotional needs resulting in aggressive or destructive behaviour, and therefore need to have individual arrangements made.

With both (a) and (b) above, the Authority will need to be provided with written evidence (detailed in the initial Transport Application Form) about the everyday functioning of the pupil and/or medical opinion, in order to determine the significance of the pupil's disability or difficulty in relation to the home-to-school journey.

2.12 Where admission to specialist provision or a mainstream school named in a statement of ALN is being discussed, parental preference will be given consideration. Free transport is not provided (even where a particular transport need has been established) to the parents'/carers' preferred school if this is further away from the learner's home than another school that can meet the learner's special educational needs. In such a case the Authority may agree to name the parents'/carers' preferred school in the statement, but only on the condition that parents/carers accept all travel

costs for the duration of their learner's attendance at the preferred school and that if at a later date the parents/carers find they are no longer able to provide transport, the Authority will review the school placement.

- 2.13 Free transport is provided for learners of statutory school age who live beyond the walking distance to their catchment or nearest suitable school as defined by the Authority (please refer to Section 2.3 and 2.4 of Part 1 of the Standard Qualification).
- 2.14 Free transport is also provided where it has been assessed that, due to identified ALN/D, the learner will be unable to attend the nearest catchment or suitable school unless transport is provided.
- 2.15 The assessment of transport needs for individual learners of statutory school age requiring additional support will be undertaken by (as a minimum) the ALN Statutory Panel (if a statement of ALN applies), the ALN Manager with the appropriate member(s) of Schools Service personnel for a pupil at School Action Plus and the Passenger Transport Officer, who will seek medical and educational guidance as necessary.
- 2.16 Assessment for each learner will proceed on the basis of least possible intervention, progressing to greater levels of independence depending on established evidence of need. Guidance will be sought as necessary from medical and educational professionals including the learner's current placement if appropriate.
- 2.17 The criteria taken into account to assess transport need are: distance, suitable school, level of need.
- 2.18 Clear details of specific conditions/issues that govern the identified need for transport will be recorded at the time of initial assessment for transport. For example learners may have:
- significant mobility difficulties;
 - significant visual or hearing impairment;
 - profound multiple learning difficulties;
 - severe/specific learning difficulties;
 - autism spectrum disorders/communication difficulties;
 - severe speech and language difficulties;
 - severe emotional and behavioural problems;
 - be a wheelchair user;
 - chronic medical incapacity.

Decisions on transport are taken at the time of initial assessment and will be recorded on the learner's initial Transport Application Form. They will also form part of the Individual Travel Care Plan Records for eligible learners with Statements and those at School Action Plus for whom individual transport has been agreed.

- 2.19 All schools and FE establishments are encouraged (in consultation with parents/carers) to consider the independence and life skill benefits for older pupils/learners who might, with appropriate support, be enabled to

walk to school or make use of public service buses or trains.

- 2.20 Guidance is sought initially through either the statutory assessment process on which a statement is based, the Annual Review or School Entry Plan and from medical and educational specialists to assess particular transport need, and this may be recorded in Part 6 of the learner's statement of ALN, or on the Annual Review records for those pupils at School Action Plus (SA+). This will include:
- a clear definition of what criteria have been taken into account to determine the need at the initial assessment and subsequent reviews;
 - the range of appropriate modes of available/accessible transport;
 - consideration of appropriate pick-up and setting-down point;
 - any specific requirements, e.g. passenger assistant essential or advisable, or the need to travel apart from other learners or maximum journey time or sibling arrangements or parents'/carers' exceptional circumstances; and
 - indication of the review schedule (if this is more frequent than annual).
- 2.21 Every learner/young person requiring special transport arrangements travelling on education transport has an Individual Travel Care Plan which is compiled in consultation with the learner/young person, their parents/carers, school and medical specialist (where appropriate). This includes details of medical considerations; appropriate harnesses or restraints and wheelchair details, where relevant. Individual risk assessment analyses the defined needs of the learner and puts into place strategies and mechanisms to reduce the likelihood and outcome of potential hazards.
- 2.22 A young person's transport need is re-examined at regular intervals by the school, in liaison with other professionals as appropriate and in conjunction with the learner's Individual Travel Care Plan, through the Annual Review Process, as follows:
- (1) Annual review of statement of ALN or Annual School Action Plus (SA+) Review; plus
 - (2) When a pupil changes school
 - (3) On transfer from KS2 to KS3 (Year 6 to Year 7);
 - (4) 14+ review including Careers and Skills Advisors input;
 - (5) 16+ review including Careers and Skills Advisors input.
- 2.26 The elements to be considered initially and at every subsequent review will include:
- Status of initial entitlement and any subsequent changes
 - Passenger assistant requirements (essential/advisable)
 - Wheelchair provision (and control protocols)
 - Special seating/harnesses
 - Loading/unloading procedures
 - Special assistant requirements e.g. moving a learner into and out of the vehicle and wheelchair including consideration of weight, size and physical mobility
 - Special needs/medication
 - The requirement for door to door transport

- Other information such as behaviour or specific issues that drivers and passenger assistants should be aware of
 - Emergency contact numbers
 - Any altered domestic situation e.g. sibling travelling or ceasing to travel
 - The learner's growing abilities reflected in opportunities for greater independence
 - Parent/Carer/Child's views
- 2.27 Post-16 learners with a Special Need, Disability or Mobility Difficulty will continue to receive support in accordance with their need as appropriate.
- 2.28 The Statement of Special Educational Needs continues to the academic year in which a learner is aged 19, for learners attending a maintained post-16 special or mainstream school. The Statement of SEN will no longer apply for learners over 19 or for those attending an FE College. Continued transport assistance post-16 for ALN learners who do not qualify under the LA's discretionary post-16 transport policy is based on similar criteria to those taken into account to assess transport need for statutory age pupils with ALN and likewise learners are assessed annually.
- 2.29 When the Authority receives an application for transport to the relevant establishment, it considers the following information:
- Whether the learner is a Powys resident;
 - The age and needs of the learner;
 - The nature of the available route to the relevant establishment and any reasonable alternative route;
 - The length of the journey;
 - Whether the learner can use public service vehicles. Lack of public service vehicles in an area is not in itself a reason to provide individual transport;
 - The benefit that the learner will get from the course. The Authority will take into account any previous post-16 education and must decide if the course will really make a difference to the life and future prospects of the learner. Reports are requested from Careers officers and other relevant agencies in order to help the Authority to make this decision;
 - Whether the learner is applying for transport to the relevant establishment. This means to their nearest college, or school offering their chosen or a comparable course. In the case of a pupil of sixth form age with a Statement of Special Educational Needs it means the school, if any, identified in Part 4 of the Statement.
 - The cost of the transport to be provided against any alternative means of facilitating attendance e.g. could the learner go into lodgings close to the college or be conveyed by parents/carers if they have a mobility vehicle for the learner etc;
 - Learners will have the opportunity to choose between establishments provided it is reasonable to do so. However, the cost of providing specialised transport to a college, or school and the suitability of the course will be factors that the Authority must consider when making decisions about support with transport. Where the Authority agrees to meet the full cost of transport, learners should attend the nearest relevant college or school offering the same or a comparable course.

- In some cases the Authority may decide that a young person would benefit from a different type of setting to aid their development such as attendance at a Day Centre or employment within the Adult and Social Care Service rather than further education at a college or school.
- 2.30 Clear details of any specific condition/issue that governs the identified need for transport will be recorded at the time of initial assessment for transport. For example:
- significant visual or hearing impairment;
 - profound multiple learning difficulties;
 - severe/specific learning difficulties;
 - autism spectrum disorders/communication difficulties;
 - severe speech and language difficulties;
 - severe emotional and behavioural problems;
 - being a wheelchair user;
 - chronic medical incapacity;
 - confirmed inability to lodge independently near to the 16+ establishment;
 - confirmed inability to use public transport.
- 2.32 The aim of the policy for post-16 ALN transport is to encourage personal independence and the development of social and life skills by promoting personal mobility wherever possible.
- 2.33 Advice will be sought from the young person, school and college staff as well as parents/carers to determine whether or not it may be possible, in due course, for a learner to progress to independent transport on a public service bus. Where this is the case, assisted travel will be provided for an interim period to allow focused training to be undertaken by the Bus Buddy in collaboration with school or college staff, before the learner becomes confident and fully independent in his/her use of the bus service. At this stage financial assistance for learners who have successfully graduated to travel independently will be withdrawn, or reduced to the level available to mainstream FE learners i.e. those who following training are able to make their own way independently by public transport, having previously travelled on contracted taxi or minibus, will be provided with a bus pass to the nearest suitable establishment if they meet the standard qualification for school transport.
- 2.34 Similarly, requests from learners to transfer from existing public service bus routes to car travel will not be considered, unless exceptional circumstances are evidenced. Exceptional circumstances would include a significant deterioration in the learner's medical condition for example, loss of mobility leading to reliance on a wheelchair.

Important Notice

From September 2020 there will be a new statutory code of practice relating to ALN. Amendments will need to be made to this policy with reference to the new code. Furthermore, specific terms used to currently describe ALN will no longer be appropriate, e.g. Statement, School Action Plus; this policy will be amended to reflect the change in terminology.

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



This **Impact Assessment (IA)** toolkit, incorporating Welsh Language, Equalities, Well-being of Future Generations Act, Sustainable Development Principles, Communication and Engagement, Safeguarding, Corporate Parenting, Community Cohesion and Risk Management, supporting effective decision making and ensuring compliance with respective legislation.

Please read the accompanying guidance before completing the form.

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

Service Area	Schools	Head of Service	Joanna Cassey	Strategic Director	Ian Budd	Portfolio Holder	Cllr Myfanwy Alexander
Proposal							
Outline Summary / Description of Proposal							
A revised Home-to-School/College Transport is being introduced, to ensure that the authority complies fully with the relevant legislation.							
The Policy is considered to be the fairest and most equitable way for the Council to meet its statutory obligations.							

Tudalen 65

Profile of savings delivery (if applicable)

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

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
Public consultation required	20 th July 2018	Yes

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

Version	Author	Job Title	Date
V1	Rosie Davies	Schools Service Policy Officer	9 th August 2018

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



4. Impact on Other Service Areas

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

Passenger Transport Unit

Service Area informed: Yes **Contact Officer liaised with:** Yes

Mitigation

The Schools Service liaises closely with the Passenger Transport Unit to provide Home-to-School/College Transport. Any changes to routes, or any new transport required, is discussed with the Unit.

Tudalen 66

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

Council Priority	How does the proposal impact on this priority?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
The Economy We will develop a vibrant economy	n/a	Choose an item.		Choose an item.
Health and Care We will lead the way in effective, integrated rural health and care	n/a	Choose an item.		Choose an item.
Learning and skills We will strengthen learning and skills	The revised Home-to-School/College Transport Policy provides free transport to qualifying learners (2 miles primary; 3 miles secondary) to the catchment or nearest suitable maintained school. The Policy also enables the provision of vacant seats to non-qualifying learners if seats are available on local authority contracted vehicles. The Policy allows learners of both statutory and post-16 age access to the required curriculum through the language of choice.	Neutral		Choose an item.

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



Council Priority	How does the proposal impact on this priority?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Residents and Communities We will support our residents and communities	The Home-to-School/College Transport Policy provides free transport to qualifying learners (2 miles primary; 3 miles secondary) to the catchment or nearest suitable maintained school. The Policy also enables the provision of vacant seats to non-qualifying learners if seats are available on local authority contracted vehicles. The Policy allows learners of both statutory and post-16 age access to the required curriculum through the language of choice.	Neutral		Choose an item.

Tudalen 67

Source of Outline Evidence to support judgements
Consultation responses / consultation report

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

Well-being Goal	How does proposal contribute to this goal?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
A prosperous Wales: An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.	The Policy enables learners to travel to school and college, therefore ensuring access to learning which develops a skilled and well-educated population.	Good		Choose an item.
A resilient Wales: A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).	Transport routes were recently the subject of a re-tender and the revised network of provision has been designed to ensure the number of transport miles is minimised as far as possible. The provision of a vacant seat scheme reduces the number of learners transported to school by parents/carers, and the potential to use integrated public/school transport also reduces negative impact on the environment.	Good		Choose an item.
A healthier Wales: A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.	The Policy enables all learners, and those with additional learning needs, to have access to education, thereby improving their physical and mental well-being.	Good		Choose an item.

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A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	The Policy enables learners to access transport to their nearest suitable or catchment school, ensuring that communities within catchments are well-connected.	Good		Choose an item.
A globally responsible Wales: A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.	The Policy enables learners to access education which will enable them to make a positive contribution to global well-being.	Good		Choose an item.
A Wales of vibrant culture and thriving Welsh language: A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.				
Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language	The Policy provides transport to the nearest suitable school delivering education through the medium of Welsh for pupils choosing to access Welsh-medium provision. However, some concerns were raised in the consultation that the Policy is not supporting the authority's ambition for Welsh-medium education and that there is a discrepancy between the Policy and the authority's Welsh in Education Strategic Plan (WESP). Views were also expressed that the Policy does not differentiate between Welsh-medium streams and Welsh-medium schools.	Neutral	Further consideration will be given to how the Policy can better support the authority's ambition as stated in the WESP and a further report will be brought back to Cabinet in Spring 2019.	Unknown
Opportunities to promote the Welsh language	As previous	Neutral	As previous	Unknown
Welsh Language impact on staff	n/a	Choose an item.		Choose an item.
People are encouraged to do sport, art and recreation.	n/a	Choose an item.		Choose an item.
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
Age	Transport is available to all qualifying learners aged 4-18 accessing provision at their catchment or nearest suitable maintained school or college	Good		Choose an item.

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<i>Disability</i>	The Policy makes specific arrangements for learners with disabilities and additional learning needs.	Good		Neutral
<i>Gender reassignment</i>	The Policy provides transport to all learners regardless of gender reassignment	Good		Choose an item.
<i>Marriage or civil partnership</i>	The Policy provides transport to all learners regardless of marriage/civil partnerships	Good		Choose an item.
<i>Race</i>	The Policy provides transport for all learners regardless of race	Good		Choose an item.
<i>Religion or belief</i>	The local authority has a number of denominational schools and transport is provided for learners to these schools, subject to them meeting the qualifying criteria.	Neutral		Choose an item.
<i>Sex</i>	The Policy provides transport to all learners regardless of gender reassignment	Good		Choose an item.
<i>Sexual Orientation</i>	The Policy provides transport to all learners regardless of sexual orientation	Good		Choose an item.
<i>Pregnancy and Maternity</i>	If specific transport is assessed as being required for a learner who is pregnant, this is considered and provided on a case by case basis, taking account of the learner's health and wellbeing	Good		Choose an item.

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Source of Outline Evidence to support judgements
Home-to-School/College Transport Policy, consultation responses, consultation report

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

Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Sustainable Development Principle (5 ways of working)				
Long Term: Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.	The Schools Service and Corporate Transport regularly review projected learner numbers to scope the long term delivery network	Neutral		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	The commissioning of home to school/college transport is undertaken by Corporate Transport and joint school/public service buses are used where available. Work with other partners such as Adult Services and the third sector is being reviewed with a view to developing integrated provision	Neutral	Integrate the commissioning of all transport provision by a single unit	Good
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	The local authority has established a multi-user group around the provision of transport. The Schools Service has undertaken a county wide consultation on the revised Policy, and has taken account of the responses received in the final version of the Policy.	Good		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	The provision of home to school/college transport is a statutory provision under The Learner Travel (Wales) Measure 2008	Neutral		Choose an item.

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Impact Assessment (IA)

The integrated approach to support effective decision making



Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	The commissioning of home to school/college transport is undertaken by the Corporate Transport Unit and joint school/public service buses are used where available. Work with other partners such as Adult Services and the third sector is being reviewed with a view to developing integrated provision	Neutral	Integrate the commissioning of all transport provision by a single unit	Good
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	The Policy is provided based on qualifying distance and not wealth. The vacant seat payment charge is waived for learners entitled to FSM	Neutral	At a significant cost the local authority could provide transport on a needs assessed basis for those learners living under the standard qualifying distances	Good
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	n/a	Choose an item.		Choose an item.
Safeguarding: Preventing and responding to abuse and neglect of children, young people and adults with health and social care needs who can't protect themselves.	The safeguarding of learners is a priority and risk assessments are undertaken on all pick up points and specific routes. Passenger assistants are provided on special school transport but not routinely on transport going into mainstream schools. Safeguarding (DBS) checks are undertaken by operators on all bus drivers, taxi drivers and passenger assistants every 3 years. CCTV will be installed in certain contract vehicles to ensure the safety of passengers and drivers.	Neutral		Choose an item.
Impact on Powys County Council Workforce	n/a	Choose an item.		Choose an item.
Source of Outline Evidence to support judgements				
The Learner Travel (Wales) Measure 2008 Revised home to school transport Policy Public service transport network information Consultation responses and consultation report				

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8. Achievability of proposal?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Low	Low	Low
Mitigation		

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9. What are the risks to service delivery or the council following implementation of this proposal?

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
The Policy does not support the authority's ambition for the development of Welsh-medium education, as outlined in the WESP	Medium	Further consideration will be provided to ensuring that the Policy is able to support the authority's ambition for Welsh-medium education as outlined in the WESP and a further report will be brought back for Cabinet to consider in the spring term 2018	Low
	Choose an item.		Choose an item.
	Choose an item.		Choose an item.
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			✓

10. Indicative timetable for actions to deliver change proposal, if approved

Action	Target Date	Outcome	Decisions made
Further work to be carried out on the impact and implications of introducing charges for transport for 16 -19 year olds to schools/college.	Spring 2019	A clearer understanding of the costs and impact of introducing charges for transport for 16 – 19 year olds	
Further consideration to be given to how the Policy can support the authority's ambition for Welsh-medium education, as outlined in the WESP	Spring 2019	A clearer understanding of how the Policy can support the aims of the WESP	
Portfolio Holder decision required	Choose an item.	Date required	
Cabinet decision required	Yes	Date required	Spring term 2019
Council decision required	Choose an item.	Date required	

11. Indicative resource requirements (FTE) – link to Resource Delivery Plan

Support Requirements	2018-19				2019-20				2020-21			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
n/a												

12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:	Cabinet Report Home-to-School Transport Policy 18 th September 2018
The impact assessment indicates that the approval of a new Home-to-School Transport Policy does not have a negative impact, and that overall the impact is neutral or good.		

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

What additional evidence and data has informed the development of your proposal?
Consultation Summary Report

14. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
The Policy will be reviewed as and when required, in line with statutory/ legislative requirements and/or local determination but at least every 3 years
Please state when this Impact Assessment will be reviewed.
When any changes to the Policy are being considered

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Rosie Davies		15 th August 2018
Head of Service:	Joanna Cassey		15 th August 2018
Strategic Director:	Ian Budd		tbc
Portfolio Holder:	Clr Myfanwy Alexander		tbc

16. Governance

Decision to be made by	Cabinet	Date required	By 18 th September 2018
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FORM ENDS

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Learning, Skills and Economy Scrutiny Committee Scrutiny Observations to Cabinet on: Home to School Transport

The Learning, Skills and Economy Scrutiny Committee met on the 22nd August 2018 and considered the following documents:

- Draft Cabinet Report on Home to School/College Transport Policy and Consultation Report v5
- Appendix A Consultation Summary Report
- Appendix B Home to School/College Transport Policy – consultation version
- Appendix C Home to School/College Transport Policy – post consultation version
- Appendix D Impact Assessment

The Learning, Skills and Economy Scrutiny Committee thank Senior Manager School Transformation, Principal Officer Admissions and Transport and Passenger Transport Operations Officer for attending scrutiny. It was unfortunate the Portfolio Holder was unable to attend as this meeting fell within the holiday period. However, in order to meet the deadlines for September Cabinet it was necessary to hold this meeting in August.

Scrutiny make the following observations:

It is clear that there is insufficient information contained within the report to make an informed decision on a number of areas. This is recognised within the recommendations and scrutiny welcome the acknowledgement that additional work is required before decisions can be taken regarding the issue of charging for Post 16 transport and how the transport policy can be used to support the aims contained within the Welsh in Education Strategic Plan.

However, there were a number of other omissions from the policy that make it difficult for scrutiny to be able to fully consider the Policy. These include:

- A lack of definition of 'Catchment School' within the policy (this is defined within the covering Cabinet report and noted as a Main Change but does not appear in the Policy)

- A lack of Catchment Maps attached to the policy which is an essential requirement for parents to understand where their child is eligible to attend school
- Transitional arrangements are not outlined and an implementation date should be included for clarity with details of transitional arrangements if these are to be arranged

Questioning on the point of Catchment School and Nearest School revealed that some postcodes will fall in two catchment areas. Whilst there maybe historical reasons for this and strong local feeling against changing the status quo, scrutiny query the appropriateness of offering a choice of schools to some pupils which is not replicated across the county on the basis of fairness. Scrutiny believe equality is paramount.

- A financial analysis was lacking which meant it is not possible to ascertain the impact of the changes that are intended to be made (for example regarding transport provision for ALN learners) or changes that could be made (for example regarding defining postcodes to be in a single catchment)

In respect of the further work to be undertaken with regard to charging for Post 16 transport it is recommended that a full investigation is undertaken covering both the financial aspects of any change and the impact this may have on encouraging retention of students in the county. This should be linked to consideration of the Offer that Powys is able to make to Post 16 pupils in comparison to other providers such as Hereford and Shrewsbury College as at present these are clearly able to attract Powys students who are willing to travel incurring both a financial and time cost.

The consultation process and responses are included but it is noted that the response was limited and not geographically valid. It appears that engagement has been undertaken with parents and pupils currently using this service but it appeared that consultation had not reached those parents and pupils who would be affected by the policy in the future.

Concern was expressed that the current contracting arrangements may not encourage contractors to invest in high quality vehicles which could result in safety concerns. This is outside the remit of the matter under discussion and would be appropriate for referral to the Audit Committee.

Recommendations

- **That the policy is amended to clarify the points raised in particular:**
 - a full set of definitions
 - the provision of catchment maps
 - transitional arrangements
- **That financial analysis is undertaken so that the impact of the changes that could be taken can be clearly understood**
- **That the impact of the proposed changes on current users is assessed**
- **That Learning Skills and Economy Scrutiny Committee be given the opportunity to scrutinise the further work proposed regarding Post 16 transport and the links between the Home to School Transport Policy and Welsh in Education Strategic Policy**
- **That the contractual arrangements for home to school transport be referred to Audit Committee for consideration**

Membership of the Learning, Skills and Economy Scrutiny Committee on 22nd August 2018

County Councillors **B Davies (in the Chair)**, G Breeze, K W Curry, S. Davies, D Evans, E M Jones, G Jones, D Jones-Poston, I McIntosh, S McNicholas, J Pugh, L Roberts, E Roderick, D Selby and G Thomas.

Parent Governor S Davies and Church Representative M Evitts

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

CYNGOR SIR POWYS COUNTY COUNCIL.

CABINET EXECUTIVE

18th September 2018

REPORT AUTHOR: County Councillor Myfanwy Alexander
Portfolio Holder for Learning and Welsh Language

SUBJECT: Llanfyllin All-through School

REPORT FOR: Decision

1. Summary

- 1.1 This report recommends the amalgamation of Llanfyllin C.P. School and Llanfyllin High School to create a new all-through school on the current sites of the two schools.
- 1.2 The report is supported by the following appendices:

Appendix A – Letter from the Governing Bodies of Llanfyllin C.P. School and Llanfyllin High School

Appendix B – Options Appraisal

Appendix C – Impact Assessment

2. Proposal

Background

School Organisation Policy and Delivery Plan

- 2.1 On the 13th March 2018, Cabinet approved a new School Organisation Policy, which set out the Council's aspirations for the schools infrastructure in Powys. The policy states that:

'The Council aims to have an educational model which fulfils the following:

- Provides all learners with the opportunity to achieve their potential
- Has high quality, resilient leadership and management
- Has high quality learning environments, with the long term aim that all schools will be assessed as condition A or B
- Has a greater focus on collaboration and partnership working, in order to enable schools to provide the best possible opportunities for learners
- Enables schools to operate effectively and efficiently within the funding available

- Increases demand for Welsh-medium provision and provides access to provision which will enable pupils to become confident Welsh speakers
- Develops our schools into establishments that are central to community activity
- Has a high quality ICT infrastructure that will enable all schools to provide enhanced opportunities for learners
- Provides access to high quality early years provision
- Provides support for learners with additional learning needs which aligns with the requirements of the new Additional Learning Needs and Education Tribunal (Wales) Act
- Provides access to high quality post-16 provision in schools, which is attractive to learners, financially sustainable and minimises learner travel'

2.2 Further to this, the Policy states that a Delivery Plan will be produced which sets out the Council's priorities:

'In order to move towards a more efficient schools network, a new Delivery Plan will be implemented with a greater focus on working in partnership with schools and the communities they serve, and on alternative models of delivering education, such as collaboration models, federation, multi-site schools and all-through schools.

The Council's Delivery Plan will focus on delivering the following priorities:

- Secondary schools to become 'all-through schools', or part of multi-sited arrangements
- Small primary schools¹ to be part of formal collaborations / federations / amalgamations
- Remove infant / junior split by creating 'all-through' primary schools
- New Welsh-medium provision to be established
- Improvements to the Powys schools estate, either as part of the Welsh Government's 21st Century Schools Programme or as part of the Council's Asset Management Programme
- A new model for delivering post-16 provision to be implemented
- Transforming the delivery of support for pupils with additional learning needs

In addition to the above priorities, the Council will encourage all schools to:

- Identify areas where staff and / or services can be shared across more than one school in order to improve efficiency

¹ The Welsh Government defines a 'small school' as a school that contains fewer than 91 registered pupils in the Education (Small Schools) (Wales) Order 2014:
<http://www.legislation.gov.uk/wsi/2014/1133/made>

- Develop the use of ICT links between school sites to provide distance learning opportunities'
- 2.3 Cabinet also approved a Delivery Plan for the period 2018-2021, which outlines three programmes of work for developing the Powys Schools Infrastructure during this period. One of these programmes is 'Secondary and Post 16 provision'.
- 2.4 Following Cabinet approval of the new Policy and Delivery Plan, representatives of the local authority were invited to attend a joint meeting of the governing bodies of Llanfyllin C.P. School and Llanfyllin High School, to discuss the new policy and the all-through school model in particular. At the meeting, the two governing bodies unanimously agreed in principle to move towards establishing an all-through school in Llanfyllin.
- 2.5 Subsequently, the two governing bodies have facilitated a discussion workshop with all staff at the two schools on the principle of moving towards establishing an all-through school in Llanfyllin.
- 2.6 On the 3rd August 2018, a letter was received from the two governing bodies, indicating their wish to move towards establishing an all-through school – see Appendix A.
- 2.7 The Council's Learning and Skills Board met on the 9th August 2018 to consider the letter from the governing bodies and the options for education in Llanfyllin. At the meeting, the Board agreed to recommend to Cabinet that the Council proceeds with the statutory process to establish a new all-through school in Llanfyllin.
- 2.8 Data about the two schools is provided below:

i) General Information

	School Type	Language Category	Admission Number
Llanfyllin C.P. School	Community Primary School building owned by PCC.	Dual stream	27
Llanfyllin High School	Community Secondary School building owned by PCC.	Dual stream – category 2C	146

ii) Pupil Numbers

Current pupil numbers²

	R	1	2	3	4	5	6	Total
Llanfyllin C.P. School	19	20	27	16	20	25	27	154

	7	8	9	10	11	12	13	Total
Llanfyllin High School	97	123	137	145	101	66	81	750

Projected pupil numbers

	January 2019	January 2020	January 2021	January 2022	January 2023
Llanfyllin C.P. School (R-Yr6)	145	139	133	134	122
Llanfyllin High School	699	669	637	598	580
Total	844	808	770	732	702

iii) Building Capacity and Condition

	Capacity	Condition	Suitability
Llanfyllin CP School	172	C	B/C
Llanfyllin High School	916	C	B/C

iv) Quality and standards of education

Estyn

	Llanfyllin C.P. School	Llanfyllin High School
Date of Inspection	October 2014	February 2016
School's Current	Adequate	Adequate

² Teacher Centre, 12th July 2018

Performance		
Prospects for Improvement	Adequate	Adequate
Follow Up Activity	Estyn Monitoring Estyn Monitoring visit January 2016 – the school was judged to have made good progress, and was removed from the list of schools requiring Estyn monitoring	In need of Significant Improvement

School Categorisation (2017)

	Standards Group	Improvement Capacity	Support Capacity
Llanfyllin C.P. School	N/A	C	Amber
Llanfyllin High School	N/A	C	Amber

v) Budgetary position (as of 1st May 2018 submittal by full governing body)

	2017/18 Actual Cumulative Outturn	2018/19 Budget	2019/20 Budget	2020/21 Budget
Llanfyllin CP School	(£18,788)	£3,102	£128	(£33,695)
Llanfyllin High School	£59,125	£3,017	(£24,947)	(£163,140)

3. Options Considered / Available

- 3.1 See Appendix B – Options Appraisal for information about the options considered

4. Preferred Choice and Reasons

4.1 The preferred choice is to carry out formal consultation in accordance with the requirements of the School Organisation Code on the following:

‘To amalgamate Llanfyllin C.P. School and Llanfyllin High School to create a new all-through school in Llanfyllin. This will be achieved by closing Llanfyllin C.P. School and Llanfyllin High School and opening a new all-through school providing education for pupils aged 4-18 on the current site of the two schools.’

4.2 The reasons for this are:

- To provide a more sustainable model for delivering primary and secondary Welsh-medium and English-medium education in Llanfyllin
- To enable education in Llanfyllin to be provided more efficiently
- To provide robust leadership to pupils in all phases of education
- To improve the quality of education to pupils in all phases of education
- To provide seamless progression through each key stage of education

4.3 Should the Council proceed with establishing an all-through school in Llanfyllin, the total funding provided would be in line with the funding currently provided to Llanfyllin C.P. School and Llanfyllin High School. The new school would be expected to operate within the budget provided to it. The new school’s curriculum and staffing structure would be the responsibility of the temporary governing body, and the curriculum and staffing structure set by the temporary governing body would be expected to be within the budget available to the new school.

4.4 However, a review of the authority’s fair funding formula is currently being carried out, which may result in a different funding model for all-through schools. The new fair funding formula is expected to be implemented from the 2019/20 financial year.

4.5 Both Llanfyllin C.P. School and Llanfyllin High School are projecting to be in a deficit budget position by the 31st August 2020, when it is anticipated that the two current schools would close should the recommendation be implemented. Llanfyllin C.P. School is forecast to have a deficit of £10,000 based on their current budget plan forecast, whilst Llanfyllin High School is expected to have a deficit of £25,000 based on the forecast submitted for July 2018. In line with the Council’s Scheme for Financing Schools, should a school be in a deficit budget position when closed the deficit is written off.

4.6 Should Cabinet approve the recommendation to commence the statutory process, the Council would need to follow the process set out in the School Organisation Code. This process is as follows:

i) Consultation

Consultation would be carried out with stakeholders as required by the Code. This includes consultation with the pupils at both schools, to ensure that their views are taken into account, in accordance with the United Nations Convention on the Rights of the Child.

Feedback from the consultation would be collated and summarised, and a report would be presented to the Cabinet. Cabinet will consider the report and the feedback received during the consultation period, and will decide whether to proceed with the proposal, to make changes to the proposal or to not proceed with the proposal.

If Cabinet decides not to proceed, that will be the end of this proposal.

ii) Statutory Notice

If Cabinet decides to proceed, a Statutory Notice would be published, which would give a period of 28 days for people to submit written objections.

If there were objections, the authority would publish an objection report providing a summary of the objections and the authority's response to them. A further report would be presented to the Cabinet, which they would consider alongside the objection report, in order to decide whether or not to approve the proposal.

iii) Implementation

If Cabinet approves the proposal, it would be implemented in accordance with the date given in the Statutory Notice or any subsequently modified date.

4.7 Should the recommendation to commence formal consultation be approved, it is anticipated that consultation would commence in October 2018.

4.8 The target date for closure of the two schools would be the 31st August 2020, with the new school to open on the 1st September 2020.

5. Impact Assessment

5.1 Is an impact assessment required? Yes

5.2 If yes is it attached? Yes (Appendix C)

An initial impact assessment in respect of the recommendation is attached. The impact assessment considers the proposals impact on the Welsh Government's well-being goals, as outlined in the Well-being of Future Generations Act.

Should Cabinet approve the commencement of the statutory process in respect of the recommendation, the impact assessment would be updated throughout the process, to take account of feedback received.

6. Corporate Improvement Plan

6.1 Learning and Skills is one of the four priorities outlined in Vision 2025: Our Corporate Improvement Plan 2018-23.

Within this priority, the Plan includes a commitment to 'Improve our schools infrastructure'. In order to achieve this, 'we will implement our new School Organisation Policy and Delivery Plan to develop a more efficient schools network, with a greater focus on working in partnership with schools and the communities they serve.'

7. Local Member(s)

Cllr Arwel Jones (Llandysilio) – 'I am more than happy to support the proposals as it will provide a sustainable model of delivery of English and Welsh medium education in the Llanfyllin area for the future and also provide some cost savings.'

Cllr Gwynfor Thomas (Llansanffraid) – 'I am more than happy to see this development go to consultation. It appears to provide an opportunity to strengthen cost effective bilingual education in the catchment area. I do think there are implications or perceptions which may concern other primary schools in the area which need to be addressed before consultation commences.'

Cllr Peter Lewis (Llanfyllin) – 'I am in full support of this consultation/process which will secure an exceptional dual stream education in the North of Powys for the future'

Cllr Bryn Davies (Llanwddyn) – 'Rwyf yn gyn ddisgybl o ysgol Llanfyllin. Cychwynais yno yn 1976. Roedd niferoedd yr ysgol newydd codi mymryn dros 500 o ddisgyblion am y tro cyntaf. Yn y flwyddyn gyntaf (blwyddyn 7 erbyn hyn) cawsom ein rhannu'n dri dosbarth ac o ganlyniad, am ychydig dros deg mis fues mewn dosbarth o siaradwyr Cymraeg am yr unig cyfnod mewn bron ugain mlynedd o addysg ffurfiol yng Nghymru. Heblaw am ysgrythyr a Cymraeg roedd ein gwersi'n dal i fod yn gyfangwbl Saesneg. Roedd yna 31 ohonon ni yn y dosbarth hwnnw ond mi wn am ambell un arall aeth i'r dosbarthiadau eraill er eu bod yn siarad Cymraeg cystal a fi a dwsinau o rai eraill oedd yn blant i

siaradwyr Cymraeg na throsglwyddwyd y iaith iddynt yn y cartref nac yn yr ysgol. Pedwar deg un o flynyddoedd yn ddiweddarach gydag agwedd goleuedig tuag at ddwyieithrwydd, un ysgol gynradd Gymraeg a dwy ysgol gynradd ddwyffrwd o fewn dalgych ysgol Llanfyllin ac ymgyrchu ac ymbilio cyson trwy'r pedwar degawd, erbyn hyn mae yna 23 disgybl yn y dosbarth dwyieithog yn derbyn tua 6 o'u pynciau trwy gyfrwng y Gymraeg (nifer a fydd yn gostwng yn gyson wrth iddynt symud trwy'r ysgol o ddilyn patrwm y blynyddoedd diweddar) mewn ysgol o 750 o ddisgyblion. Does dim ffordd o ddehongli'r uchod fel unrhyw fath o gynnydd mewn dwyieithrwydd nac addysg ddwyieithog mewn dros deugain mlynedd.

Dydw i ddim wedi clywed neb yn gyhoeddus yn datgan eu gwrthwynebiad i ddwyieithrwydd ond mae gweithredoedd a phenderfyniadau cynghorwyr, llywodraethwyr, athrawon, swyddogion a rhieni wedi arwain yn amlwg iawn at ostyngiad sylweddol yn nwyieithrwydd ein poblogaeth. Dydw i ddim wedi clywed neb yn gyhoeddus yn datgan eu gwrthwynebiad i ddwyieithrwydd oherwydd dwi'n credu yn y bôn y byddai mwyafrif mawr iawn o'r poblogaeth yn falch iawn petai nhw eu hunain a'u plant yn ddwyieithog. Mae'r broses o gyrraedd y nod yn cael ei llesteirio gan ddefnydd llac o iaith. Byth a beunydd cyfeirir at ysgol Llanfyllin fel ysgol ddwyieithog, gan gynnwys ei wefan ei hun. Digwydd hyn serch y ffaith bod pob un proffesiynol yn y maes yn gwybod mae'r unig ffordd o gaffael ar ddwyieithrwydd yng Nghymru ydy trwy addysg Cyfrwng Cymraeg yn gyfan gwbl yn y blynyddoedd cynnar gydag addysg Cyfrwng Saesneg yn cael ei gyflwyno'n raddol nes ymlaen. Ac i gynnal dwyieithrwydd o safon broffesiynol rhaid i'r addysg cyfrwng Cymraeg parhau ar gyfer y rhan helaethaf o'u haddysg drwy CA5 a thuhwnt (yn enwedig i'r dysgwyr lle nad yw'r Gymraeg yn bod mewn peuoedd eraill yn eu bywydau).

Felly rhaid peidio a chyfeirio at y ddwy opsiwn addysg yng Nghymru fel Addysg Cyfrwng Saesneg ac Addysg Cyfrwng Cymraeg fel petaent yn gyfartal yn eu darpariaeth a'u deilliant. Yn hytrach dylid bod yn fwy tryloyw a gonest gyda termau fel Addysg Deilliant Unieithog ADU ac Addysg Deilliant Dwyieithog ADD.

Yn ysgolion cynradd ac uwchradd Llanfyllin felly mae ffrwd ADD a ffrwd ADU. Mae o'n amhosib cynnal ADD cyflawn yn y sector uwchradd oni bai bod niferoedd o blant dwyieithog sy'n dod drwadd o'r sector cynradd yn cynyddu yn sylweddol. I hyn ddigwydd rhaid ystyried mai ADD fydd y norm ym Mhowys.

Ar hyn o bryd am ryw reswm sydd ddim yn cael ei ddatgan yn gyhoeddus, ystyrir hi'n resymol i rieni dewis rhwng ADD ac ADU. Mae cant a mil o bethau nad oes gan rhieni dewis drosto ond mae nhw yn cael dewis peidio gadael i'w plant dysgu Cymraeg. Nid dyna'r dewis mae'r mwyafrif mawr o rhieni yn ei wneud wrth gwrs, yn hytrach cefnogi'r ysgol leol maent yn ei wneud. Ond lle mae ysgol ddwyffrwd, gall riant ddewis i'w plentyn unai i dyfu fyny'n ddwyieithog neu i beidio

a siarad Cymraeg. Oni llawer tecach fyddai rhoi i'r plentyn y ddewis o ba iaith i'w ddefnyddio – dim ond y plant yn y ffrwd ADD sy'n cael y dewis yma. Problem pellach efo'r dewis rhwng ADD ac ADU ydy bod rhiant sy'n dewis ADU nid yn unig yn cyfyngu ar ddewis eu plentyn eu hun ond hefyd yn cyfyngu ar ddewis yr holl blant sydd yn ddwyieithog oherwydd fel y gwyddai pawb, heb gyfieithydd, pan fo person uniaith Saesneg yn eich plith, prin bod ots faint o siaradwyr Cymraeg sydd yno, Saesneg fydd iaith y sgwrs. Mae hyn mor normal erbyn hyn oherwydd pur anaml mae pawb mewn cwmni yn siarad Cymraeg, mae siaradwyr Cymraeg ifanc yn yr arfer o siarad Saesneg efo'u gilydd. Gyda pharhad y drefn fel ag y mae ni fydd y Gymraeg yn iaith cyfathrebu cyfforddus i neb yn y rhan hon o Bowys o fewn degawd neu ddwy arall.

Gyda phob newid a chwyldro fe ddaw cyfleoedd. Wrth uno'r ddwy ysgol yn Llanfyllin. Hoffwn weld y ddwy sefydliad yn cofleidio'r cysyniad o ADD i bawb. Byddai sicrhau bod pob plentyn sy'n trosglwyddo o CA2 yn ddwyieithog yn gyfraniad mawr i'r ffrwd ddwyieithog yn CA3 a 4 gan ei gwneud yn fwy hyfwy a deniadol i bawb. Dyma gyfle na ddylid ei golli. Heb alluogi "step change" yn y niferoedd sy'n cyrchu ADD yn ysgol uwchradd Llanfyllin fydd yr ysgol yn colli unrhyw hygrededd sydd ganddi fel darparwr addysg ddwyieithog gyda chanlyniadau drybeilig i ddyfodol y Gymraeg yn y fro.

Yn yr impact assessment ysgrifennwyd N/A mewn pedwar adran lle fyddai'r impact yn tu hwnt o bositif pe gweithredir ADD yn effeithiol sef adrannau: A Prosperous Wales, A Resilient Wales, A Healthier Wales ac A Wales of Cohesive Communities.'

Translation

'I am a former pupil of Llanfyllin school. I started there in 1976. The numbers in the school had just risen to slightly over 500 pupils for the first time. In the first year (now known as year 7), we were divided into three classes, and consequently for a little over ten months I was in a class of Welsh speakers for the only period in almost twenty years of my formal education in Wales. Other than Scripture and Cymraeg, our lessons were entirely in English. There were 31 of us in that class, but I know of several others who went into the other classes despite being able to speak Welsh as well as I could, as well as dozens of children of Welsh speakers who did not have the language transferred to them either at home or in school. Forty-one years later, with enlightened attitudes towards bilingualism, one Welsh-medium Primary school and two dual primary schools in the Llanfyllin school catchment area and regular campaigning and pleading throughout the four decades, there are now 23 pupils in the bilingual class receiving instruction in around 6 of their subjects through the medium of Welsh (a number which consistently falls as they move through the school, if it follows the pattern of recent years) in a school of 750 pupils. In over forty years,

there is no way this can be interpreted as any sort of progress in bilingualism nor bilingual education.

I have not heard anyone publicly stating their objection to bilingualism, but the actions and decisions of councillors, governors, teachers, officers and parents have very obviously led to a substantial drop in the bilingualism of our population. The reason I don't think I've heard anyone publicly object to bilingualism is that essentially most of the population would in fact be very glad if they themselves and their children were bilingual. The process of reaching this aim is hindered by a sloppy use of language. Ysgol Llanfyllin is forever being referred to as a bilingual school, including on the school's own website. This is despite the fact that every professional in the field knows the only way of obtaining bilingualism in Wales is through entirely Welsh-medium education in the yearly years, with English medium education being introduced gradually later. And to maintain bilingualism at a professional level, Welsh medium education needs to continue for the majority of their education through KS5 and beyond (especially for the learners where the Welsh language doesn't exist in other spheres of their lives).

Therefore, we must stop referring to the two education options in Wales as being English-Medium Education and Welsh-Medium Education as if they were equal in provision and outcome. Rather than this, it would be more transparent and honest to use labels such as Monolingual Outcome Education (MOE) and Bilingual Outcome Education (BOE).

In Llanfyllin primary and secondary schools therefore there is a MOE stream and a BOE stream. It is impossible to maintain full BOE in the secondary sector unless numbers of bilingual children coming through the primary sector increases substantially. In order for this to happen, we have to consider BOE becoming the norm in Powys. At the moment, for some reason not publicly stated, it is considered reasonable for parents to choose between MOE and BOE. There are hundreds of things that parents have no choice about, but they do have the choice of not allowing their children learn Welsh. This is not the choice made by the great majority of parents of course, rather than this they support their local school. But where there is a dual stream school, a parent can choose that their child grows up bilingual, or grows up not speaking Welsh. Wouldn't it be fairer to allow the child the choice of which language to use – it is only the children in the BOE stream who have this choice. A further problem with the choice between MOE and BOE is that a parent choosing MOE not only restricts the choice of their own child, but also restricts the choice of all the bilingual children, because as everyone knows, without a translator, when in the company of someone who only speaks English, it hardly matters how many Welsh speakers are there, the conversation will be in English. This is so normal nowadays because there is seldom a situation where everyone in a group speaks Welsh, so young Welsh

speakers are in the habit of speaking English to one another. If the present arrangements continue, Welsh will no longer be a comfortable means of communication for anyone in this part of Powys within another decade or two.

Every change and revolution brings opportunities. In merging the two schools in Llanfyllin, I should like to see the two organisations embrace the concept of BOE for all. Ensuring that each child transferring from KS2 is bilingual would be a great contribution to the bilingual stream in KS3 and 4, making it more viable and attractive for everyone. This is an opportunity not to be missed. Without enabling a step change in the numbers seeking BOE in Llanfyllin High School, the school will lose any credibility it has as a provider of bilingual education with disastrous consequences for the future of Welsh in the area.

In the impact assessment, N/A was written in four sections where the impact would be extremely positive if the BOE were to be implemented effectively, namely: A Prosperous Wales, A Resilient Wales, A Healthier Wales and A Wales of Cohesive Communities.'

8. Other Front Line Services

Does the recommendation impact on other services run by the Council or on behalf of the Council? Yes/No

If so please provide their comments

9. Communications

Have Communications seen a copy of this report? Yes

Have they made a comment?

The report is of public interest and requires use of proactive news release and appropriate social media to publicise the recommendation.

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

10.1 **Legal:** The recommendations can be supported from a legal point of view.

10.2 **Finance:** The Schools Finance Manager confirms the Finance team has been involved with the revenue costings, and can support the report. The projected budget position for each school shows both moving into a deficit position. It is essential that appropriate action is taken by each Governing Body to deal with these projected deficits and ensure the schools are in compliance with the Scheme for Financing

Schools. The Finance team will support the school with this compliance work.

10.3 **Corporate Property:** N/A

10.4 **HR:** The Schools HR Team will continue to work with headteachers, employees, Governors and trades union representatives to ensure that Powys County Council's policies and procedures are followed in consulting upon and implementing proposed changes.

10.5 **ICT:** N/A

11. **Scrutiny**

Has this report been scrutinised? No

12. **Statutory Officers**

12.1 The Solicitor to the Council (Monitoring Officer) commented as follows: "I note the legal comments and have nothing to add to the report."

12.2 The Head of Financial Services (Deputy Section 151 Officer) notes the comments of the Schools Finance Manager. It is essential that both schools manage their budgets and comply with the requirements of the Scheme. The council will take appropriate action to support this compliance.

13. **Members' Interests**

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

Recommendation:	Reason for Recommendation:
<p>To commence consultation in accordance with the requirements of the School Organisation Code on the amalgamation of Llanfyllin C.P. School and Llanfyllin High School, by closing Llanfyllin C.P. School and Llanfyllin High School and opening a new all-through school on the current school sites.</p> <p>The target date is to close the two schools on the 31st August 2020 and to open the new all-through school on the 1st September 2020.</p>	<p>To provide stability and security of local provision.</p>

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

Relevant Local Member(s):	Cllr Arwel Jones – Llandysilio Cllr Emyr Jones – Llanfihangel Cllr Peter Lewis – Llanfyllin Cllr Aled Davies – Llanrhaeadr-ym-Mochnant / Llansilin Cllr Gwynfor Thomas – Llansanffraid Cllr Bryn Davies – Llanwddyn
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Person(s) To Implement Decision:	Marianne Evans
Date By When Decision To Be Implemented:	End of October 2018

Contact Officer:	Sarah Astley
Tel:	01597 826265
Email:	sarah.astley@powys.gov.uk

Background Papers used to prepare Report:

3rd August 2018

RE: The Proposal of establishing a Through School in Llanfyllin

Annwyl Marianne,

Ar ran cyrff llywodraethol Ysgolion Cynradd ac Uwchradd Llanfyllin, hoffwn fynegi ein penderfyniad i ofyn i Gyngor Sir Powys (CSP) gychwyn proses ymgynghori i gau ein hysgolion er mwyn creu ysgol gydol oes ddwyieithog i blant 5 i 18 oed yn Llanfyllin.

Mae hyn yn gyfle cyffroes i weithio mewn partneriaeth efo CSP i greu darpariaeth ddwyieithog arbennig i blant ardal Llanfyllin a credwn y byddai ysgol gydol oes yn cyflawni hyn. Er nad ydym wedi cytuno'r manylion ynglyn a threfniadau trosglwyddiedig a chymorth hir dymor, mae disgwyl cwblhau hyn mewn trafodaeth a CSP yn y misoedd nesaf. Hoffwn ddatgan ein hawl i ail feddwl ein cefnogaeth os nad ydy'r trafodaethau yn cyrraedd ein disgwyiadau ond nid ydym yn disgwyl i hyn ddigwydd.

Hoffwn ddiolch i chi am y modd y mae'r trafodaethau wedi eu cynnal hyd yn hyn ac edrychwn ymlaen i barhau i weithio mewn fordd adeiladol yn y dyfodol.

Yn gywir,

*Mark Prust
(Chairman of Ysgol Gynradd Llanfyllin GB)*

*Darren Mayor
(Chairman of Ysgol Uwchradd Llanfyllin GB)*

Dear Marianne,

On behalf of the Governing bodies of Llanfyllin Primary School and Llanfyllin High School we wish to express our decision as Governing Bodies for the council to begin consultation on the closure of both our schools resulting in the formation of a new through school in Llanfyllin for 5 to 18 year old pupils.

We are excited at the opportunity to work in partnership with Powys County Council (PCC) to enable the provision of excellent bilingual education in Llanfyllin and believe that a through school model can achieve this. We want to acknowledge at this stage our conversations to date with PCC relating to transitional arrangements and future support to ensure that we leverage fully the potential of a through school model. Whilst we haven't defined clearly our expectations at this stage we expect this view to develop over the coming months in consultation with PCC. We reserve the right to withdraw our support if forthcoming discussions do not meet our expectations but wholeheartedly expect this not to be the case.

Finally, we appreciate the manner in which our dialogue to date has progressed with you and other PCC representatives. We look forward to continuing to explore this opportunity with you in a similarly constructive way.

Sincerely,

*Mark Prust
(Chairman of Llanfyllin Primary School GB)*

*Darren Mayor
(Chairman of Llanfyllin High School GB)*

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

Options Appraisal

**Llanfyllin High School and
Llanfyllin CP School**

July 2018

1. INTRODUCTION

The purpose of this paper is to set out the business case for the future organisation of education in Llanfyllin.

There is currently a dual stream primary school and a dual stream secondary school in the town. The two schools are located on the same site.

The primary school primarily serves the town of Llanfyllin, whilst the high school serves a larger, primarily rural area, which surrounds Llanfyllin.

Pupil numbers¹ at the two schools are as follows:

	R	1	2	3	4	5	6	Total
Llanfyllin C.P. School	19	20	27	16	20	25	27	154

	7	8	9	10	11	12	13	Total
Llanfyllin High School	97	123	137	145	101	66	81	750

¹ Teacher Centre, 12th July 2018

2. STRATEGIC CONTEXT

2.1 Policy context

The Council has recently agreed a new School Organisation Policy, which sets out the council's aspiration for developing the educational infrastructure in Powys. The policy states Council's aims for the Powys schools infrastructure, which are as follows:

'The Council aspires to ensure that Powys has the right number of schools in the right place, and in the right condition, for the current and future pupil population.

The Council aims to have an educational model which fulfils the following:

- Provides all learners with the opportunity to achieve their potential
- Has high quality, resilient leadership and management
- Has high quality learning environments, with the long term aim that all schools will be assessed as condition A or B
- Has a greater focus on collaboration and partnership working, in order to enable schools to provide the best possible opportunities for learners
- Enables schools to operate effectively and efficiently within the funding available
- Increases demand for Welsh-medium provision and provides access to provision which will enable pupils to become confident Welsh speakers
- Develops our schools into establishments that are central to community activity
- Has a high quality ICT infrastructure that will enable all schools to provide enhanced opportunities for learners
- Provides access to high quality early years provision
- Provides support for learners with additional learning needs which aligns with the requirements of the new Additional Learning Needs and Education Tribunal (Wales) Act
- Provides access to high quality post-16 provision in schools, which is attractive to learners, financially sustainable and minimises learner travel'

Further to this, the Policy states that:

'In order to move towards a more efficient schools network, a new Delivery Plan will be implemented with a greater focus on working in partnership with schools and the communities they serve, and on alternative models of delivering education, such as collaboration models, federation, multi-site schools and all-through schools.

The Council's Delivery Plan will focus on delivering the following priorities:

- Secondary schools to become 'all-through schools', or part of multi-sited arrangements

- Small primary schools² to be part of formal collaborations / federations / amalgamations
- Remove infant / junior split by creating 'all-through' primary schools
- New Welsh-medium provision to be established
- Improvements to the Powys schools estate, either as part of the Welsh Government's 21st Century Schools Programme or as part of the Council's Asset Management Programme
- A new model for delivering post-16 provision to be implemented
- Transforming the delivery of support for pupils with additional learning needs

In addition to the above priorities, the Council will encourage all schools to:

- Identify areas where staff and / or services can be shared across more than one school in order to improve efficiency
- Develop the use of ICT links between school sites to provide distance learning opportunities'

2.2 Information about the two schools

	School Type	Language Category	Admission Number
Llanfyllin CP School	Community Primary School building owned by PCC.	Dual stream	27
Llanfyllin High School	Community Secondary School building owned by PCC.	Dual stream – category 2C	146

2.2.1 Pupil Numbers

i) Current pupil numbers³

	R	1	2	3	4	5	6	Total
Llanfyllin C.P. School	19	20	27	16	20	25	27	154

	7	8	9	10	11	12	13	Total

² The Welsh Government defines a 'small school' as a school that contains fewer than 91 registered pupils in the Education (Small Schools) (Wales) Order 2014: <http://www.legislation.gov.uk/wsi/2014/1133/made>

³ Teacher Centre, 12th July 2018

Llanfyllin High School	97	123	137	145	101	66	81	750
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ii) **Historical pupil numbers⁴**

	Jan. 2013	Jan. 2014	Jan. 2015	Jan. 2016	Jan. 2017	Jan. 2018
Llanfyllin CP School (R-Yr6)	176	164	166	156	157	153
Llanfyllin High School (Yr7-Yr13)	871	831	872	832	808	748
TOTAL	1047	995	1038	988	965	901

iii) **Projected pupil numbers**

	January 2019	January 2020	January 2021	January 2022	January 2023
Llanfyllin CP School	145	139	133	134	122
Llanfyllin High School	699	669	637	598	580
TOTAL	844	808	770	732	702

2.2.2 Building Capacity and Condition

The following table provides information about the capacity and condition of the two schools:

	Capacity	Condition	Suitability
Llanfyllin CP School	172	C	B/C
Llanfyllin High School	916	C	B/C

⁴ PLASC

2.2.3 Quality and standards of education

i) Estyn

The following table summarises the last Estyn inspections of the two schools:

	Llanfyllin CP School	Llanfyllin High School
Date of Inspection	October 2014	February 2016
School's Current Performance	Adequate	Adequate
Prospects for Improvement	Adequate	Adequate
Follow Up Activity	Estyn Monitoring Estyn Monitoring visit January 2016 – the school was judged to have made good progress, and was removed from the list of schools requiring Estyn monitoring	In need of Significant Improvement

School Categorisation

The latest categorisations of the two schools in accordance with the National School Categorisation System for 2017 are as follows:

	Standards Group	Improvement Capacity	Support Capacity
Llanfyllin CP School	N/A	C	Amber
Llanfyllin High School	N/A	C	Amber

2.2.4 Budgetary position (as of 1st May submittal by full governing body)

	2017/18 Actual Cumulative Outturn	2018/19 Budget	2019/20 Budget	2020/21 Budget

Llanfyllin CP School	(£18,788)	£3,102	£128	(£33,695)
Llanfyllin High School	£59,125	£3,017	(£24,947)	(£163,140)

2.2.5 Equalities information⁵

i) National identity

	British	English	Irish	Scottish	Welsh	Other	Not supplied	Refused	Total pupils
Llanfyllin CP School	41	35	0	1	69	6	0	1	153
Llanfyllin High School	278	199	2	3	252	11	1	2	748

ii) Ethnic Group

	% White British	% Other known ethnicity	% Not obtained / refused	Total pupils
Llanfyllin CP School	95.4%	3.9%	0.7%	153
Llanfyllin High School	97.7%	2.0%	0.3%	748

iii) English as an Additional Language

	% EAL pupils
Llanfyllin CP School	3.9%
Llanfyllin High School	1.1%

iv) Free School Meals

⁵ PLASC January 2018

	% of pupils eligible for FSM
Llanfyllin CP School	11.5%
Llanfyllin High School	7.3%

v) **Pupils in care**

	% of pupils in care
Llanfyllin CP School	0%
Llanfyllin High School	0.9%

vi) **SEN**

	School Action	School Action Plus	Statement	% SEN (All Stages)
Llanfyllin CP School	11.1%	2.6%	0%	13.7%
Llanfyllin High School	18.7%	4.7%	1.1%	24.5%

4. CASE FOR CHANGE

4.1 Existing arrangements – the problem with the status quo

The case for change is based on the need to ensure the future sustainability of high-quality bilingual provision in the Llanfyllin area.

The current challenges facing the two schools in Llanfyllin are:

- Decreasing pupil numbers, particularly in the secondary sector
- Deficit budgets
- Need to provide an attractive post-16 curriculum
- Relatively small Welsh-medium stream in the secondary sector
- Need to improve quality of provision
- There has been difficulty in appointing a headteacher to the primary school

During discussions with the governing bodies of the two schools, there was agreement in principle to move towards establishing an all-through school in Llanfyllin, therefore further exploration was needed of the ways in which this could be achieved.

5. AVAILABLE OPTIONS AND IDENTIFYING THE PREFERRED OPTION

In order to assess the advantages and disadvantages of potential options, options will be evaluated according to how well they meet the key objectives and critical success factors.

5.1 Investment Objectives

The investment objectives are as follows:

1. To provide a sustainable model for delivering Welsh-medium and English-medium primary and secondary education in Llanfyllin
2. To enable education in Llanfyllin to be provided more efficiently
3. To improve the quality of education for pupils and learners in Llanfyllin across all key stages
4. To provide high quality and robust leadership to Llanfyllin pupils across all key stages
5. To provide seamless progression between each phase of education

5.2 Critical Success Factors

Options will also be appraised against the following Critical Success Factors:

Critical Success Factor	Description
1 – Strategic fit and business needs	<ul style="list-style-type: none"> • The options must satisfy all 5 investment objectives and business needs • The option must optimise the benefits as presented in the Main Benefits Criteria • The option must be aligned with and promote the national, regional and local strategies presented in sections 6 and 7
2 – Potential affordability	<ul style="list-style-type: none"> • The extent to which the option is affordable within the forecasted revenue of participating organisations • The extent to which the option is affordable within the forecasted capital funding of participating organisations
3 – Potential achievability	<ul style="list-style-type: none"> • The option must be acceptable to learners, staff, governors and the wider community • The option must be politically acceptable at local, county and national level • The option must be achievable within current legislation • The option must be operationally achievable / physically achievable
4 – Value for money	<ul style="list-style-type: none"> • The option must optimise the resources available for the delivery of learning

	<ul style="list-style-type: none"> The option must provide value for money in the delivery of learning
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5.3 Options Considered

A range of options were considered that could potentially provide a solution.

Option	Description
1	Status quo – primary school and high school continue to operate independently
2	All-through federation – primary school and high school federate to create a federated all-through school in Llanfyllin
3	All-through school – primary school and high school amalgamate to create a new all-through school in Llanfyllin

5.4 Advantages and disadvantages of all options

SWOT analyses for each of the options are provided below.

Option 1: Status Quo – primary school and high school continue to operate independently

Strengths	Weaknesses
<ul style="list-style-type: none"> No disruption to pupils, parents and staff Each school is well regarded locally 	<ul style="list-style-type: none"> There is currently no permanent leadership in place in the primary school Would not lead to any financial efficiencies Two separate schools, therefore there is no strategic overview of the provision of education in Llanfyllin
Opportunities	Threats
<ul style="list-style-type: none"> Opportunity for greater collaboration between the two schools 	<ul style="list-style-type: none"> Financial threat Declining pupil numbers in the secondary school Relatively small Welsh-medium stream in the secondary school

Option 2: All-through federation – primary school and high school federate to create a federated all-through school in Llanfyllin

Strengths	Weaknesses
<ul style="list-style-type: none"> - Would provide improved opportunities for sharing staff expertise and good practice - Would provide opportunities for improved transition links between the primary and secondary schools - Minimal disruption to pupils, parents and staff - Potential for one headteacher across the two schools - The two schools would retain their individual identities - May be more acceptable to other primary schools in the catchment - Potential to run more efficiently through shared staffing, shared resources etc. - One governing body which would have strategic overview over the two schools - Would be easier to dissolve a federation if the change was not working 	<ul style="list-style-type: none"> - Would remain as two separate schools therefore there could be some tensions between the two schools - Federation is a less robust model than amalgamation - Parents may be unfamiliar with the concept of an 'all-through' school and may have concerns about the model - Other primary feeder schools may have concerns
Opportunities	Threats
<ul style="list-style-type: none"> - Opportunity for improved collaboration between the two schools - Opportunity to run more efficiently 	

Option 3: Primary school and high school amalgamate to create a new all-through school in Llanfyllin

Strengths	Weaknesses
<ul style="list-style-type: none"> - Would enable staff expertise and good practice to be shared across all key stages - Would improve transition between each key stage - Minimal impact on pupils and parents - Would improve the ability to provide an appropriate curriculum to all pupils 	<ul style="list-style-type: none"> - Impact on staff as management of change process would need to take pace to allocate posts in the new school - Parents may be unfamiliar with the concept of an 'all-through' school and may have concerns about the model - Other primary feeder schools may have concerns

<ul style="list-style-type: none"> - Would enable the school to run more efficiently through shared staffing, shared resources etc. - One governing body which would have strategic overview over the provision for pupils/learners in all key stages - One leadership team which would have strategic overview over the provision for pupils/learners in all key stages - Would provide permanent leadership arrangements to all pupils 	
Opportunities	Threats
<ul style="list-style-type: none"> - Possible opportunity to access capital investment in the future 	-

5.5 Financial Implications

Based on the current funding formula, the funding that would be provided to Llanfyllin C.P. School and Llanfyllin High School during 20/21 is as follows (based on **estimated** projections for both schools in September 2020):

Estimated secondary school funding 20/21	£2,998,379
Estimated primary school funding 20/21	£533,935
Total	£3,532,314

The same level of funding would be provided for all three options outline above. Should a decision be made to proceed with any of the options, the school would be expected to operate within the budget provided to them.

However, a review of the authority's fair funding formula is currently being carried out, which may result in a different funding model for all-through schools. The new fair funding formula is expected to be implemented from the 2019/20 financial year.

Please note that, if option 3 is implemented, there is likely to be a net deficit position for both schools by Sept 2020, which would need to be written off on closure of the two schools, in line with the Council's Scheme for Financing of Schools.

5.6 Options Appraisal

The options were appraised against the investment objectives and critical success factors using the following simple scoring methodology:

- X Does not meet the objective
- ? May meet the objective
- ✓ Meets the objective
- ✓✓ More than meets the objective

	Status Quo	All-through federation	All-through school
1 – To provide a sustainable model for delivering Welsh-medium and English-medium primary and secondary education in Llanfyllin	x	✓	✓✓
2 – To enable education in Llanfyllin to be provided more efficiently	x	✓	✓✓
3 – To improve the quality of education for pupils and learners in Llanfyllin across all key stages	✓	✓✓	✓✓
4 – To provide high quality and robust leadership to Llanfyllin pupils across all key stages	?	✓	✓✓
5 – To provide seamless progression between each phase of education	?	✓	✓✓
Critical Success Factors			
Strategic Fit	x	✓	✓✓
Potential Affordability	x	✓	✓✓
Potential Achievability	✓✓	✓✓	✓
Value for Money	x	✓	✓✓
No. of ticks	3	11	17

6. Conclusion and Preferred Option

Based on the options appraisal carried, the preferred option is as follows:

All-through school – primary school and high school amalgamate to create a new all-through school in Llanfyllin

The reasons for this are as follows:

- More opportunities to improve efficiency across all phases of education as the school would be run by one governing body and one leadership team, and would be funded as one school
- More opportunities to provide high quality and robust leadership across all key stages as the school would be run by one governing body and leadership team
- Greater opportunity to provide seamless progression between each phase of education through the ability to use staff expertise across the school

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Please read the accompanying guidance before completing the form.

This **Impact Assessment (IA)** toolkit, incorporates a range of legislative requirements that support effective decision making and ensure compliance with all relevant legislation. **Draft versions of the assessment should be watermarked as “Draft” and retained for completeness. However, only the final version will be made publicly available. Draft versions may be provided to regulators if appropriate. In line with Council policy IAs should be retained for 7 years.**

Service Area	Schools Service	Head of Service	Joanna Cassey	Director	Ian Budd	Portfolio Holder	Cllr Myfanwy Alexander
Proposal	To amalgamate Llanfyllin C.P. School and Llanfyllin High School to create a new all-through school in Llanfyllin. This will be achieved by closing Llanfyllin C.P. School and Llanfyllin High School and opening a new all-through school providing education for pupils aged 4-18 on the current site of the two schools						
Outline Summary / Description of Proposal							
In the Spring of 2018, Cabinet approved a new Policy and Delivery Plan, which set out the aim for ‘Secondary schools to be become all-through schools, or part of multi-sited arrangements’. Following Cabinet approval of the new Policy and Delivery Plan, representatives of the local authority were invited to attend a joint meeting of the governing bodies of Llanfyllin C.P. School and Llanfyllin High School, to discuss the new policy and the all-through school in particular. The two governing bodies agreed in principle to move towards establishing an all-through school in Llanfyllin. On the 3 rd August 2018, a letter was received from the two governing bodies, indicating their wish to move towards establishing an all-through school. This proposal was subsequently approved by the Council’s Learning and Skills Board. Should the proposal be implemented, the current target date is for the new all-through school to open on the 1 st September 2020.							

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

Version	Author	Job Title	Date
1	Sarah Astley	Schools Transformation and Welsh-medium Education Programme Manager	10/07/18

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£0	£0	£0	£0	£0	£0

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Public consultation required	If approved by Cabinet, it is anticipated that consultation in accordance with the School Organisation Code will commence in October and the consultation stage of the process will be concluded by the end of 2018.

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4. Impact on Other Service Areas

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

Should a decision be made to proceed with implementation of the proposal as a result of the statutory process, input from other service areas, such as HR, Property, Legal, Communications and Finance would be required. Representatives of these service areas are invited to attend meetings of the School Reorganisation Project Board, therefore are aware of the recommendation, and will receive regular updates as the statutory process moves forward.

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

Council Priority	How does the proposal impact on this priority?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	N/A	Choose an item.		Choose an item.
Health and Care We will lead the way in effective, integrated rural health and care	N/A	Choose an item.		Choose an item.
Learning and skills We will strengthen learning and skills	The proposal would provide a more sustainable model for delivering primary and secondary Welsh-medium and English-medium education in Llanfyllin, and would have a positive impact on the quality of education provided to pupils.	Good		Choose an item.
Residents and Communities We will support our residents and communities	The proposal would have a positive impact on residents in the Llanfyllin area as it would provide a more sustainable model for delivering primary and secondary Welsh-medium and English-medium education in the town.	Good		Choose an item.

Source of Outline Evidence to support judgements
Initial engagement with governing bodies

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

Well-being Goal	How does proposal contribute to this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
A prosperous Wales: An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.	N/A	Choose an item.		Choose an item.
A resilient Wales: A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).	N/A	Choose an item.		Choose an item.
A healthier Wales: A society in which people’s physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.	N/A	Choose an item.		Choose an item.
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	N/A	Choose an item.		Choose an item.

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A globally responsible Wales: A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.	N/A	Choose an item.		Choose an item.
A Wales of vibrant culture and thriving Welsh language: A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.				
Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language	Implementation of the proposal would ensure continued access to Welsh-medium and English-medium primary and secondary education in Llanfyllin	Choose an item.		Choose an item.
Opportunities to promote the Welsh language	Implementation of the proposal would ensure continued access to Welsh-medium and English-medium primary and secondary education in Llanfyllin, and would provide improved opportunities to promote the Welsh language and to promote progression within Welsh-medium education	Choose an item.		Choose an item.
Welsh Language impact on staff	Implementation of the proposal would provide more opportunities for all staff, including Welsh-speaking staff, as a result of being part of a larger organisation	Choose an item.		Choose an item.
People are encouraged to do sport, art and recreation.	N/A	Choose an item.		Choose an item.
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
Age	The proposal would provide improved educational opportunities for all school aged pupils in Llanfyllin	Good		Choose an item.
Disability	The proposal would provide improved educational opportunities for all school aged pupils in Llanfyllin, including any pupils with disabilities	Good		Choose an item.
Gender reassignment	N/A	Choose an item.		Choose an item.
Marriage or civil partnership	N/A	Choose an item.		Choose an item.

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<i>Race</i>	The proposal would provide improved educational opportunities for all school aged pupils in Llanfyllin, regardless of their race	Good		Choose an item.
<i>Religion or belief</i>	The proposal would provide improved educational opportunities for all school aged pupils in Llanfyllin, regardless of their religion or belief	Good		Choose an item.
<i>Sex</i>	The proposal would provide improved educational opportunities for male and female pupils.	Good		Choose an item.
<i>Sexual Orientation</i>	The proposal would provide improved educational opportunities for all pupils, regardless of their sexual orientation.	Good		Choose an item.
<i>Pregnancy and Maternity</i>	N/A	Choose an item.		Choose an item.

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Source of Outline Evidence to support judgements
Initial discussions with the two governing bodies, PLASC

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

Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Sustainable Development Principle (5 ways of working)				
Long Term: <i>Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</i>	The proposal would provide a more sustainable model of delivering education in Llanfyllin, which will ensure that education can be delivered more efficiently, therefore safeguarding the provision of Welsh-medium and English-medium primary and secondary education in Llanfyllin	Good		Choose an item.
Collaboration: <i>Working with others in a collaborative way to find shared sustainable solutions.</i>	This proposal has been developed in collaboration with the governing bodies of Llanfyllin C.P. School and Llanfyllin High School. All Powys schools are expected to collaborate with other schools in order to provide the best possible opportunities for pupils. Should this proposal be implemented, the new school would be expected to continue to collaborate with other schools, including other primary schools in the Llanfyllin catchment area and other secondary providers across Powys and beyond, in order to maximise the opportunities available to its pupils.	Good		Choose an item.

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Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p>Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them.</i></p>	<p>The proposal has been developed in discussion with the governing bodies of Llanfyllin C.P. School and Llanfyllin High School. A letter has been received from the two governing bodies asking the Council to proceed with the statutory process in order to establish a new all-through school in Llanfyllin.</p> <p>Should Cabinet decide to proceed with the recommendation, full consultation would be carried out with stakeholders in accordance with the School Organisation Code which will ensure the opportunity for all interested parties to give their views. The findings of this exercise will be reported to Cabinet and will be taken into consideration when determining how to proceed. This impact assessment will be updated throughout the process to reflect any feedback received.</p>	<p>Good</p>		<p>Choose an item.</p>
<p>Prevention: <i>Understanding the root causes of issues to prevent them from occurring.</i></p>	<p>Pupil numbers in Llanfyllin are declining, particularly in the secondary sector. The intention is that establishing a new all-through to serve the town would provide a more efficient delivery model, which would safeguard the provision of Welsh-medium and English-medium primary and secondary education in Llanfyllin.</p>	<p>Choose an item.</p>		<p>Choose an item.</p>
<p>Integration: <i>Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.</i></p>	<p>N/A</p>	<p>Choose an item.</p>		<p>Choose an item.</p>

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Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A	Choose an item.		Choose an item.
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	Should Cabinet decide to proceed with the proposal, full consultation would be carried out in accordance with the requirements of the School Organisation Code. All stakeholders would have the opportunity to give their views as part of this process, this would include any unpaid carers in the area.	Good		Choose an item.
Safeguarding: Preventing and responding to abuse and neglect of children, young people and adults with health and social care needs who can't protect themselves.	Should Cabinet decide to proceed with the proposal, full consultation would be carried out in accordance with the requirements of the School Organisation Code. This would include consultation with pupils, which would ensure that their views and any concerns would be taken into account.	Neutral		Choose an item.

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Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Impact on Powys County Council Workforce	The proposal will impact on the current staff at Lanfyllin C.P. School and Lanfyllin High School. Should Cabinet decide to proceed with the proposal, full consultation would be carried out in accordance with the requirements of the School Organisation Code and supported by the relevant LA teams (eg HR). This would include consultation with staff, which would ensure that they had an opportunity to give their views on the recommendation. Should the recommendation be implemented, a new staffing structure would be produced for the new school, and the management of change process would take place. There would be an opportunity for staff to apply for positions in the new school. The staffing procedures required include an opportunity for staff to be redeployed. It is acknowledged that there would be a period of uncertainty for staff whilst these processes are taking place which could have a negative impact on them.	Poor	Ensure that processes are carried out as swiftly as possible to minimise the period of uncertainty.	Poor
Source of Outline Evidence to support judgements				

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

Severity of Impact on Communities	Scale of impact	Overall Impact
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Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Low	Low	Low
Mitigation		

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

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Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Low	Low	Low
Mitigation		

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
Parents don't want their children to attend an all-through school, so move them to alternative schools	Low		Choose an item.
Lack of support for the proposal from other primary schools in the Llanfyllin catchment area	Low		
Period of uncertainty for the two affected schools whilst the statutory process is being carried out and implemented may have a negative impact on standards at the two schools	Medium	Support to be provided to the two schools during the transition period	Low
Uncertainty for staff during the transition period, may result in some staff leaving	Low		
Changes resulting from new council initiatives e.g. new funding formula, ALN transformation	Medium	Support to be provided to the two schools during the transition period	Low
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			x

Cyngor Sir Powys County Council

Impact Assessment (IA)

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10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:	

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

What additional evidence and data has informed the development of your proposal?
Initial engagement with governing bodies

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Please state when this Impact Assessment will be reviewed.
This impact assessment will be reviewed at each stage of the process

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Marianne Evans		
Head of Service:	Joanna Cassey		
Director:	Ian Budd		
Portfolio Holder:	CLlr Myfanwy Alexander		

14. Governance

Decision to be made by	Cabinet	Date required	Initial decision September 2018
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FORM ENDS

Tudalen 124

6

CYNGOR SIR POWYS COUNTY COUNCIL

CABINET EXECUTIVE

18th September 2018

REPORT AUTHOR: County Councillor Aled Davies

Portfolio Holder for Finance

SUBJECT: Financial Overview and Forecast as at 31st July 2018

REPORT FOR: Decision / Discussion / Information

1. Summary

- 1.1 This report provides an update on the projected revenue spend against budget for the 2018/19 financial year and reflects the position as at 31st July 2018, it provides an early indication of the 2018/19 full year financial forecast.
- 1.2 The revenue expenditure outturn against budget is projected to be £4.9m over budget, this is based on savings achieved to date but also reflects assurance that further savings will be achieved in year.
- 1.3 This position is not dissimilar to that reported at the same point last financial year. However, the outturn position improved significantly by year end, and was finally reported as an underspend. A number of factors contributed to the improved position including the receipt of additional unexpected funding from Welsh Government, improved income collection, previously unreported underspending in some budgets and capitalisation of transformation costs, all of which eased the pressure on the revenue budget.
- 1.4 Although not yet known some of these factors may again impact on the final outturn position.
- 1.5 Savings of £4.588m (£4.327m June) have been delivered to date, 37% (35% June) of the total £12.296m required, with £7.708m yet to be achieved.
- 1.6 The report has been prepared on an exceptions basis, using actual variance against budget to define the RAG (Red, Amber, Green and Blue) status of the services' financial position. The report only highlights those service areas where projections are forecast to exceed the budget provided, or services that have a significant degree of financial risk on the Council, and where corrective action must be taken to ensure a balanced year end budget, and mitigate any risk for future years.

2 Revenue Position

- 2.1 The revenue forecast is summarised in the table below, expenditure is projected to exceed the budget by £7.504m (June £6.142m), excluding Housing Revenue Account (HRA) and Delegated Schools. It is important to note that efficiency savings will be accounted for when they have been delivered, and we maintain this approach to ensure a prudent position. This is reflected in the figures as the majority of savings have not yet been achieved at this early point in the year and is therefore likely to improve as the year progresses.

- 2.2 To counter this prudent approach and better predict the year end position, this year's reporting also provides a forecast based on the expected delivery of savings. This is only included following assurance from Directors that savings will be achieved or that alternative means of delivery are identified and realistic.
- 2.3 On this basis the projected position will be an overspend of £4.917m against the approved budget.
- 2.4 Both projections are included in the table below.

Summary Forecast by Directorate	Total Working Budget	Forecast Spend	Variance (Over) / Under Spend		Variance including expected savings delivery	
	£'000	£'000	£'000	%	£'000	%
Social Services	84,327	88,547	(4,220)	(5)	(3,298)	(3.9)
Environment	30,648	32,567	(1,919)	(6)	(408)	(1.3)
Schools	36,021	36,142	(121)	(0)	25	(0.1)
Resources	18,137	18,073	64	0	72	(0.4)
Central Activities	2,584	3,892	(1,308)	(51)	(1,308)	(51)
Total	171,717	179,221	(7,504)	(4)	(4,917)	(2.9)
Housing Revenue Account (HRA)	0	(2)	2		2	0
Schools Delegated	75,287	75,418	(131)	(0)	(19)	(0)
Total including HRA and Delegated Schools	247,004	254,637	(7,633)	(3)	(4,934)	(2)

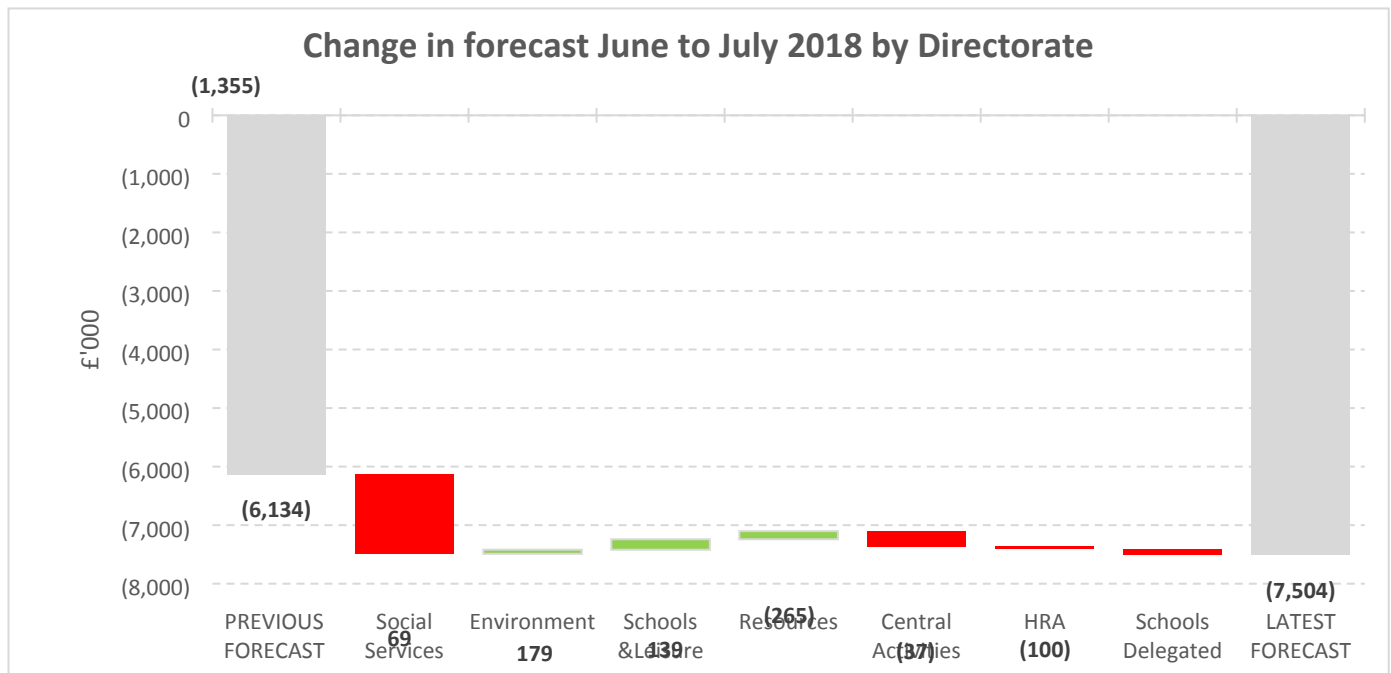
- 2.5 The table in Appendix A details the forecast spend by Service, against approved working budget and shows the projected position on both savings delivery and service performance.

3 Reserves

- 3.1 The total revenue reserves held at 1 April 2018, together with the forecast addition/(use) of reserves during the year and the projected year end balances, as at 31st July, are set out in the table in Appendix C. The revenue reserves held at the beginning of the year totalled £40.3m, with £9.7m held in the General Reserve and Specific and Ring fenced reserves of £27.4m. The planned use of reserves to support the overall revenue budget during the year (excluding Schools and HRA) is £9.9m.
- 3.2 Based on the projections included in this report the overspend position would be financed from the General Fund Reserve. With the assurance around the delivery of savings the impact on the General fund would be £4.860m, reducing the balance to £4.820m this would then represent 2.8% of the total net revenue budget (excluding Schools and HRA) or 4.9% when including the budget management reserve. This revised position would be in line with the policy set.

4 Revenue Forecast

4.1 The graph below shows the change in forecast, from that reported at the end of June to the projected forecast position as at 31st July by Directorate, including HRA and Delegated Schools:



4.2 RAG status has been applied to service variance based on the categories below, and those with a variance calculated as “red” have been explained in more detail below.

- **Red** Overspend above 2%
- **Amber** Overspend of 1-2%
- **Green** +/- 1%
- **Blue** Underspend above 1%

Service Area	Net Budget	Forecast Spend	Variance (Over) / Under spend	Variance (Over) / Under spend as a % of Net Budget	Variance RAGB status
	£'000	£'000	£'000	%	
Children Services	18,503	23,779	(5,276)	(28.5)	R

There has been a further increase in the projected spend for the service with the outturn position now projected to exceed the budget by £5.276m a further £1.375m since that reported in June.

The appropriate workforce establishment has now been agreed and although funding for this is accommodated within the service budget, following the investment provided, many posts are being covered by agency staff at a higher cost per post. The projected position includes the

continuation of agency staff through this financial year and this adds an additional pressure of £964k on the budget.

The predicted spend on Looked after Children (LAC) continues to be higher than the budget allocated due to the increased number of placements currently 229, this represents an additional pressure of £2.774m. Fluctuations in demand and levels of complexity make it a very high risk area which is difficult to forecast, and we must assure that the appropriate level of support is in place and reviewed regularly.

The forecast position also reflects £2.208m of undelivered efficiencies which remain in the base budget.

There are a number of risks that may further impact the financial position, these include:-

- Additional costs backdated in respect of 'Sleepins' following the outcome of a judicial review
- Holiday pay liability for relief staff at Golwg y Bannau/Camlas
- Legal costs – baseline budget has already been utilised

Service Area	Net Budget	Forecast Spend	Variance (Over) / Under spend	Variance (Over) / Under spend as a % of Net Budget	Variance BRAG status
	£'000	£'000	£'000	%	
Highways, Transport & Recycling (HTR)	21,246	23,310	(2,064)	(10)	R

The overspend in this area has reduced slightly to that reported in June due to the achievement of savings of £107k in relation to the commissioning project. Unachieved savings at this point in the year total £1.4m and are the main reason for the projected position.

The service is also forecasting overspends against some areas of budget:-

- Training cost spend is currently projected to exceed budget by £85k, this is now being reviewed to re-align costs back to the budget.
- Trade Waste collection and Domestic Waste are forecast to overspend by £220k and £150k respectively, due to a forecast reduction in income from Trade Waste and continuing increased fuel costs for domestic waste vehicles.
- An increase in the usage of materials within the fleet workshops and a shortfall in income due to the transfer of vehicles to HOWPS no longer maintained in-house, resulting in a forecast overspend at year end of £300k.

The revised forecast based on the expected delivery of savings and other service factors shows that the position will be improved by year end with a forecast overspend reduced to approximately £400k.

Service Area	Net Budget	Forecast Spend	Variance (Over) / Under spend	Variance (Over) / Under spend as a % of Net Budget	Variance BRAG status
	£'000	£'000	£'000	%	
Workforce, OD and Comms	2,432	2,571	(139)	(5.7)	R

The position within Workforce, OD and Comms remains the same, with unachieved savings of £144k being the main reason for the overspend in this area. The saving is to be found from a new service delivery model and a review of all corporate budget headings. However, no plans are currently in place to deliver this.

Service Area	Net Budget	Forecast Spend	Variance (Over) / Under spend	Variance (Over) / Under spend as a % of Net Budget	Variance BRAG status
	£'000	£'000	£'000	%	
Central Activities	2,584	3,892	(1,308)	(51)	R

The forecast overspend for this area has increased by £265k from that projected at the end of June, the Council Tax surplus previously projected at £1m, is revised to £700k. The surplus is as a result of the change in Council policy whereby a premium of 50% has been charged in respect of properties that are periodically occupied, i.e.: holiday homes/second homes and long term empty properties.

Savings of £1.7m for third party and additional income will not be achieved and remain a pressure on the budget.

4.3 Other Service areas which are not RAG status RED but due to a high level of scrutiny further information is also provided below.

Service Area	Net Budget	Forecast Spend	Variance (Over) / Under spend	Variance (Over) / Under spend as a % of Net Budget	Variance BRAG status
	£'000	£'000	£'000	%	
Adult Social Care	65,824	64,639	1,056	1.6	B

The underspend position within Adult Social Care has reduced by £109k from June with a forecast year end position as at the end of July of £1.056m. £1.963m of the original £2.2m investment still remains to be allocated to Service budget headings, this will only be released on presentation of business cases which satisfy criteria set out by full council. The Service continue to deliver on their savings programme with an additional £100k achieved during the month. Savings of £509k or 36% have been achieved to date.

The forecast does not account for future demography, learning disability transitions, contractual agreements including uplifts or winter pressures. In addition, the liability associated with the recent judicial review relating to the payment of the National Living Wage in respect of "Sleep-ins" is still being calculated for the in-house service and legal direction has been sought re external providers.

Schools Delegated	75,287	75,418	(131)	(0.17)	G
<p>The BRAG rating of Green reflects the projected outturn against budget plans submitted by the Schools. These plans include a significant draw on their delegated reserves.</p> <p>Budget plans across the primary sector expect to draw a net £338k from reserves, a slight reduction on that previously reported, £61k in the Special sector. This will be updated monthly going forward.</p> <p>Budget Plans and forecasts received for Secondary schools are projecting a net £1.2m in year draw from reserves.</p> <p>In line with the Scheme for Financing schools, Secondary Schools are required to submit monthly forecast end of year projections. Of the 12 secondary schools 5 schools failed to submit the forecast by the agreed deadline and will be notified of the failure to comply with the scheme, 2 of which have failed 2 months in a row and it is proposed that they now receive a notice of concern.</p>					
Schools Services	27,235	27,448	(213)	(0.78)	G
<p>The significant variances within the Schools Service are detailed below:</p> <p>Schools Improvement – the position has improved by £90k since last month but a forecast overspend of £86k is still expected, this is mainly due to unachieved savings in respect of the change in admission age and the transformation of the 3 year plus provision. Alternative delivery options are being considered by the Service.</p> <p>Home to School Transport – the forecast position is an overspend of £147k including an unachieved saving of £81k and a projected overspend of £80k in respect of 14-19 provision.</p> <p>The centrally retained provision for supply costs has a projected overspend of £105k, in line with last month’s projection, this is due to ongoing supply commitments, further work is required to determine when the projected costs will cease.</p> <p>Schools delegated central – expenditure is projected to exceed budget by £193k and is due to an over commitment on the contingency for class size protection provided to schools and £120k unachieved saving relating to small school closures.</p> <p>These overspends are being offset by an underspend of £408k within the Special other budget this is mainly due to increased income for inter-authority recoupment.</p>					

5 Savings

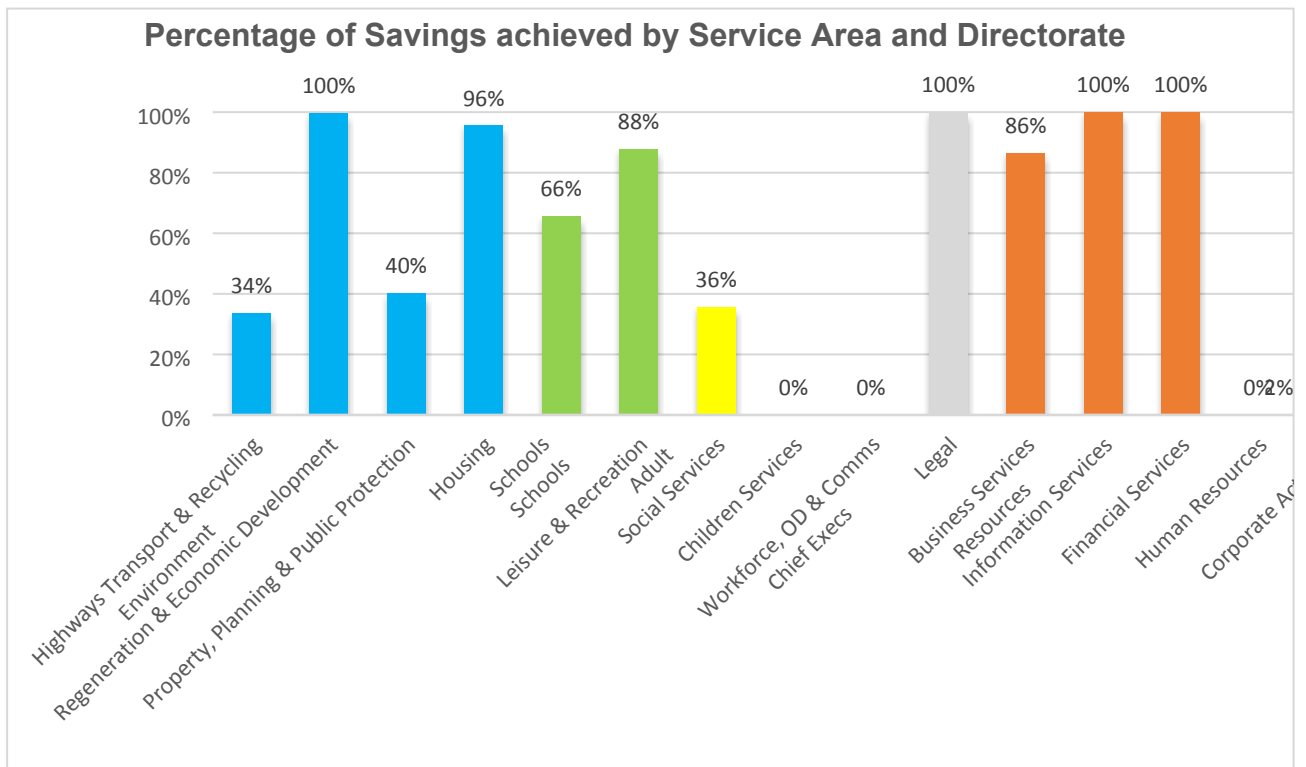
5.1 The table below summarises the delivery of the savings including those that remained undelivered in prior years; £4.6m or 37% has been delivered. For prudence the forecast includes savings that have been achieved or have progressed to a point where there is confidence in final delivery taking place. It does not reflect expectations that are not currently being realised.

	Target £'000	Delivered £'000	Variance £'000
2015/16	1,157	77	1,080
2016/17	321	0	321
2017/18	1,975	351	1,624
2018/19	8,843	4,160	4,683
Total	12,296	4,588	7,708

5.2 Further analysis of the savings showing the RAG status by Directorate is provided in the table below. Further detail by Service area can be found in Appendix B.

UPDATE ON DELIVERY OF SAVINGS PROPOSALS BY RAG				
Directorate	RED	AMBER	GREEN	TOTAL UNACHIEVED SAVINGS AS AT 31ST JULY 2018
	£'000	£'000	£'000	£'000
Social Services	2,298	911	11	3,220
Environment	131	1,509	0	1,641
Schools	543	87	0	630
Resources	2,013	97	0	2,110
Chief Executives	107	0	0	107
Total	5,092	2,605	11	7,708

5.3 The graph below shows the percentage of savings achieved to date by Service Area and Directorate.



6 Virements and Grants for Approval

The following are virements for approval and grants to be accepted:-

Grants to be accepted

- 6.1 Regional Tourism Engagement Fund 2018-19 – Three Sisters Digital Discoveries, £95,275 funded by Visit Wales, £10,000 match funded by Powys County Council. The project title, the Three Sisters of Plynlimon, is an old Welsh legend that follows three sisters as they travel along the rivers Wye, Severn and Ystwyth and this project will bring alive the legend and market the Mid Wales area to new visitors. Through a range of product development and event based activity the project will enhance awareness and engagement within the uplands of mid Wales and see year around use of our tourism assets.

7 Options Considered/Available

No alternative options are considered appropriate as a result of this report.

8 Preferred Choice and Reasons

None to consider.

9 Impact Assessment

Is an impact assessment required? Yes/No

10 Corporate Improvement Plan

To achieve the Corporate Improvement Plan (CIP) objectives the Council undertakes forward planning with its medium term financial strategy (MTFS) - this sets out the financial requirements to deliver the short and longer term council vision. These capital and revenue monitoring reports are used to ensure the funding identified to deliver the council priorities is spent appropriately and remains within a cash limited budget.

11 Local Member(s)

This report relates to all service areas across the whole County.

12 Other Front Line Services

This report relates to all service areas across the whole County.

13 Communications

Budget information is of interest to internal and external audiences and regular updates are provided by the Portfolio Holder for Finance. Detailed finance reports are presented to Heads of Service, Cabinet and the Audit Committee. These reports are public and are part of a range of statutory and non-statutory financial information documents including the Statement of Accounts.

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

This report has no specific impact on support services other than reporting on those service areas financial outturns. Financial Services work closely with all service areas in monitoring financial performance against budgets.

15 Scrutiny

Has this report been scrutinised? Yes / No

16 Data Protection

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

17 Statutory Officers

The Head of Financial Services (Deputy Section 151 Officer) has provided the following comment:

The position projected at the end of July reports a higher level of projected expenditure than that reported for June and although some assurance has been provided that savings for some Directorates will be delivered the overall position remains in an overspend position.

The Council has made a significant level of investment into social care services in Powys. The additional funding provided budget to support the increased level of demand experienced in both service areas and also funded the detailed plans for improvement. Demand within Children's services continues and placement costs are already exceeding the increased level of budget. This continues to be an area of financial risk for the Council.

Assurance received that further savings will be delivered is reassuring, however the outstanding savings removed from the base budget within children's services remain an issue, further consideration of these will to be taken through the budget process, any change in this requirement will add to the savings gap for 2019/20.

Some of the factors which led to an improved outturn position last year arose from within the organisation, it is crucial that the forecasting of income and potential underspends are reported more readily as the year progresses to avoid significant fluctuations at year end.

It is therefore proposed that a review off all budget lines be undertaken and where underspends are already being reported and unlikely to change, or where income is higher than expected and projected to continue the 151 officer has delegated authority in consultation with the Portfolio Holder for Finance to freeze or realign these budgets for the remainder of this financial year.

The use of reserves to fund the projected overspend is significant and although the projected year end balance for general fund reserves is in line with policy it would be at the lower level of acceptability.

School budgets particularly those within the secondary sector, remain a risk that needs to be addressed, compliance work and action is crucial to ensure that this is managed effectively.

The Monitoring Officer has no specific concerns with this report.

17 Members' Interests

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

Recommendation:		Reason for Recommendation:	
<p>a. The contents of this report are noted</p> <p>b. The virements and grants are approved and accepted in para 6.1</p> <p>c. That a review off all budget lines be undertaken and where underspends are already being reported and unlikely to change, or where income is higher than expected and projected to continue the 151 officer has delegated authority in consultation with the Portfolio Holder for Finance to freeze or realign these budgets for the remainder of this financial year.</p>		<p>To monitor the council's financial performance and ensure that spending remains within approved limits and that the 3% minimum general fund reserve is maintained.</p>	
Relevant Policy (ies):		Financial Regulations	
Within policy:	Yes	Within Budget:	n/a
Relevant Local Member(s):			
Person(s) To Implement Decision:		Jane Thomas	
Date By When Decision To Be Implemented:		Ongoing	
Contact Officer	Tel	E mail	
Jane Thomas	01597 827789	jane.thomas@powys.gov.uk	

APPENDIX A

Forecast Outturn and Undelivered Savings as at 31st July 2018

Service Area	Net Budget	Forecast Spend	Variance (Over) / Under spend	Total Unachieved Savings as at 31st July 2018	Service Under/(Over) spend excl. unachieved savings	Variance (Over) / Under spend as a % of Net Budget	Variance BRAG status
		£'000	£'000	£'000	£'000	%	
Social Services							
Adult & Commissioning	65,824	64,768	1,056	(922)	1,978	1.6	B
Children Services	18,503	23,779	(5,276)	(2,298)	(2,978)	(28.5)	R
Environment							
Regeneration	1,327	1,311	16	0	16	1.2	B
Property Planning and Public Protection	7,129	7,001	128	(182)	310	1.8	B
Housing General Fund	946	945	1	(4)	5	0.1	G
Highways, Transport & Recycling	21,246	23,310	(2,064)	(1,455)	(609)	(9.7)	R
Schools							
Schools Service	27,235	27,448	(213)	(543)	330	(0.8)	G
Leisure & Recreation	8,786	8,694	92	(87)	179	1.0	B
Resources							
Business Services	6,622	6,540	82	(97)	179	1.2	B
Information Services	4,125	4,058	67	0	67	1.6	B
Legal Services	3,066	3,035	31	0	31	1.0	B
Financial Services	1,892	1,869	23	0	23	1.2	B
Workforce, OD and Comms	2,432	2,571	(139)	(157)	18	(5.7)	R
Service Area Totals	169,133	175,329	(6,196)	(5,745)	(451)	(3.7)	
Central Activities	2,584	3,892	(1,308)	(1,963)	655	(50.6)	R
Total	171,717	179,221	(7,504)	(7,708)	204	(4.4)	
Housing Revenue Account (HRA)	0	(2)	2	0	2	0.0	G
Schools Delegated	75,287	75,418	(131)	0	(131)	(0.2)	G
Total including HRA	247,004	254,637	(7,633)	(7,708)	75	(7,708)	

EFFICIENCY TRACKER AS AT 31st JULY 2018

APPENDIX B

Efficiency / Saving	2015/16	2016/17	2017/18	2018/19	Total to be Achieved 18/19	Total Achieved to Date	Remainder to find	Achieved
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	%
Environment								
Highways Transport & Recycling	0	0	270	1,923	2,194	739	1,455	34%
Regeneration & Economic Development	0	0	0	100	100	100	0	100%
Property, Planning & Public Protection	0	0	31	272	303	122	182	40%
Housing	0	0	0	86	86	82	4	96%
Environment	0	0	302	2,381	2,683	1,042	1,641	39%
Schools								
Schools	158	0	49	1,376	1,583	1,040	543	66%
Leisure & Recreation	0	0	0	709	709	623	87	88%
Schools	158	0	49	2,085	2,292	1,662	630	73%
Social Services								
Adult	0	0	0	1,432	1,432	509	922	36%
Children Services	0	1	1,101	1,197	2,298	0	2,298	0%
Social Services	0	1	1,101	2,629	3,730	509	3,221	14%
Chief Executives								
Workforce, OD & Comms	0	0	0	107	107	0	107	0%
Legal	0	0	0	61	61	61	0	100%
Chief Executives	0	0	0	168	168	61	107	37%
Resources								
Business Services	0	0	92	623	715	618	97	86%
Information Services	0	0	32	323	354	354	0	100%
Financial Services	0	0	0	303	303	303	0	100%
Human Resources	0	0	0	50	50	0	50	0%
Corporate Activities	999	320	400	281	2,001	38	1,963	2%
Resources	999	320	524	1,580	3,424	1,313	2,111	38%
Grand Total	1,157	321	1,975	8,843	12,296	4,588	7,708	37%

RESERVES BALANCES AS AT 31ST JULY

APPENDIX C

Summary	Opening Balance (1st April 18) Surplus / (Deficit)	Forecast Addition / (Use) of Reserves	Forecast (Over) / Under Spend	Projected Balance (31st March 19) Surplus/ (Deficit)
	£'000	£'000	£'000	£'000
General Fund	9,680	57	(4,917)	4,820
	9,680	57	(4,917)	4,820
Ringfenced & Specific Reserves				
Budget Management Reserve	3,584	0		3,584
Specific Reserves	2,356	50		2,406
21st Century Schools Reserve	5,524	(5,000)		524
Adult Services Reserve	2,750	(2,000)		750
Regeneration Reserve	100	0		100
HOWPS	185	0		185
Mid Wales Growth Fund	150	0		150
Highways Reserve	57	(57)		0
Invest to Save & Corporate Initiatives (inc J	5,830	(858)		4,972
Insurance Reserve	1,587	0		1,587
Transport & Equipment Funding Reserve	6,163	(2,082)		4,081
Sub-Total	28,286	(9,947)	0	18,339
Schools Delegated Reserves	(693)	(1,651)	(131)	(2,475)
School Loans & Other Items	(185)	7		(178)
Net School Delegated Reserves	(878)	(1,644)	(131)	(2,653)
Total Ringfenced & Specific Reserves	27,408	(11,591)	(131)	15,686
Housing Revenue Account	3,267	212	2	3,481
	3,267	212	2	3,481
Total Revenue Reserves	40,355	(11,322)	(5,046)	23,987

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

CYNGOR SIR POWYS COUNTY COUNCIL.**CABINET EXECUTIVE****18th September 2018****REPORT AUTHOR: County Councillor Aled Davies
Portfolio Holder for Finance****SUBJECT: Capital Programme Update for the period to 31st July 2018**

REPORT FOR: Decision / Discussion / Information

1. Summary

- 1.1 The Capital Governance Framework identifies multiple points within a project's life cycle where decisions have to be made to progress. These decisions vary from approval of options for further analysis, to final investment decisions and change control.

This monthly Capital report on the status of all projects within the Capital strategy is an integral part of the Governance Framework for Capital development works. It ensures that stakeholders are engaged in evaluation and decision making and encourages a disciplined governance that includes approval gateways at which prudence, affordability and sustainability are reviewed.

- 1.2 The Revised working budget for the 2018/19 Capital Programme, after accounting for approved virements, is £123.396m (The Original budget was £87.703m). The Increase in budget is largely due to virements from previous year's programme that have lapsed into 2018/19.
- 1.3 The actual spend to the end of July is £12.758m and a further £36.210m has been committed.
- 1.4 Table 1 below summarises the position for each portfolio and service.

Table 1 Capital Table as at 31st July 2018

Service	Original Budget	Virements Approved	Virements Required by Cabinet	Virements Required by Council	Revised Working Budget 2018/19 as at 31st July 2018 after virements	Actuals	Commitments	Actuals & Commitments	Remaining Budget	
	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	%
People										
Adult Services & Commissioning	819	502	0	0	1,321	53	210	263	1,058	80.1%
Childrens Services	0	61	0	0	61	-211	216	5	56	91.8%
Schools and Inclusion	39,367	5,780	0	0	45,147	3,022	23,038	26,060	19,087	42.3%
Leisure & Recreation	3,357	5,783	0	0	9,140	1,971	1,549	3,520	5,620	61.5%
Workforce, OD and Comms	0	0	0	0	0	0	0	0	0	
Resources										
Business Services	0	298	0	0	298	18	53	71	227	76.2%
Information Services	1,610	947	0	0	2,557	63	199	262	2,295	89.8%
Legal Services	0	19	0	0	19	0	0	0	19	100.0%
Financial Services	578	-378	0	0	200	0	0	0	200	100.0%
Corporate Activities	0	0	0	0	0	0	0	0	0	
Place										
Highways, Transport & Recycling	16,380	7,771	278	0	24,429	3,932	1,301	5,233	19,196	78.6%
Regeneration	380	286	0	0	666	14	59	73	593	89.0%
Housing	1,825	1,029	0	0	2,854	485	773	1,258	1,596	55.9%
Property, Planning And Public Protection	3,248	2,077	-278	0	5,047	174	748	922	4,125	81.7%
Total Capital	67,564	24,175	0	0	91,739	9,521	28,146	37,667	54,072	58.9%
Housing Revenue Account	20,139	13,308	0	-1,790	31,657	3,237	8,064	11,301	20,356	64.3%
TOTAL	87,703	37,483	0	-1,790	123,396	12,758	36,210	48,968	74,428	60.3%

1.5 The funding of the capital programme is shown in Table 2. It has been revised from the original budget of £87.703m to £123.396m as at 31st July 2018 to reflect virements and re-profiling of the capital programme. This matches the projected expenditure to ensure a balanced budget

1.6 Table 2 Funding of the Capital Budget as at 31st July 2018

Revised Working Budget 2018/19 as at 31st May 2018 (after virements approved and required)						
Funding Source	Supported Borrowing £'000	Prudential Borrowing £'000	Grants £'000	Revenue Contributions To Capital £'000	Capital Receipts £'000	Total £'000
Council Fund	-16,731	-34,126	-24,039	-12,037	-4,806	-91,739
HRA	0	-19,847	-6,191	-5,085	-534	-31,657
Total	-16,401	-53,973	-30,230	-17,122	-5,340	-123,396

2. Proposal

- 2.1 That Cabinet will note the contents of this report and approve all virements and request for new funding herein.
- 2.2 A virement is requested to allocate the sum of £278k from the Property, Planning And Public Protection programme to the Highways, Transport and

Recycling programme. This is a contribution from Property Services to Waste Services in respect of Abermule Business Park.

- 2.3 A new virement is requested to transfer £1,790k from 2018/19 to 2019/20. This relates to the Welsh Housing Quality Standards (WHQS) review within HRA, and is no longer required in the current financial year. This virement therefore seeks to reprofile the spending plan within the 5 year strategy. It has no effect on the WHQS review.

3. Options Considered / Available

- 3.1 N/A

4. Preferred Choice and Reasons

- 4.1 N/A

5. Impact Assessment

- 5.1 Is an impact assessment required? Yes/No

6. Corporate Improvement Plan

- 6.1 To achieve the Corporate Improvement Plan (CIP) objectives the Council undertakes forward planning with its medium term financial strategy (MTFS) - this sets out the financial requirements to deliver the short and longer term council vision. These capital and revenue monitoring reports, are used to ensure the funding identified to deliver the council priorities is spent appropriately and remains within a cash limited budget.

7. Local Member(s)

- 7.1 This report relates to all service areas across the whole County.

8. Other Front Line Services

- 8.1 This report relates to all service areas across the whole County

9. Communications

Have Communications seen a copy of this report? Yes/No

Have they made a comment? If Yes insert here.

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

- 10.1 This report has no specific impact on support services other than reporting on those service areas with capital programmes. Financial

Services work closely with all service areas in monitoring financial performance on capital programmes against budgets.

10.2 **Finance**

This monthly Capital report on the status of all projects within the Capital strategy is an integral part of the Governance Framework for Capital development works.

The virements requested are to align the actual works expected to be done in the current financial year to the funding required to finance such Capital works. This is a prudent approach to ensure that the Council only makes available what is required to finance the Capital expenditure. There are no exceptional financial implications to be reported at this time.

11. **Scrutiny**

11.1 Has this report been scrutinised? Yes / No?

12. **Data Protection**

N/A

13. **Statutory Officers**

The Head of Financial Services & Deputy Section 151 Officer notes the contents in the report.

The Deputy Monitoring Officer notes the content of the report and makes no specific comment upon the same.

14. **Members' Interests**

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

15. **Future Status of the Report**

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

Recommendation:	Reason for Recommendation:
a. The contents of this	To outline the capital budget position

<p>report are noted by Cabinet.</p> <p>b. That Cabinet approves the virements proposed in section 2.2 of this report.</p> <p>c. That Cabinet approves the virement in section 2.3 and recommends it to Council for approval.</p>	<p>as at 31st July 2018.</p> <p>To ensure appropriate virements, if any, are carried out to align budgets with spending plans.</p>
--	--

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

Relevant Local Member(s):	
---------------------------	--

Person(s) To Implement Decision:	
Date By When Decision To Be Implemented:	

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

<p>Contact Officer: Jane Thomas</p> <p>Tel: 01597-826290</p> <p>Email: jane.thomas@powyscc.gov.uk</p>

Background Papers used to prepare Report:

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

CYNGOR SIR POWYS COUNTY COUNCIL.

CABINET EXECUTIVE
18th September 2018

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

SUBJECT: Performance Report Quarter 1 2018-19

REPORT FOR: Decision

1. Summary

1.1 This report provides a Quarter 1 2018-19 update against:

- **Top 20 Performance Indicators** – The Powys specific Performance Indicators (PIs) are based on what is most important to Powys, informed by Vision 2025, regulatory reports, and a mix of Public Accountability Measures (PAMs) and local measures
- **Corporate Improvement Plan 2018-2023 (CIP)** - The Corporate Improvement Plan is our road map to Vision 2025, setting out our top priorities and milestones. It draws together information from a number of our key strategies, summarising in one document the steps to meet our priorities and the improvements you can expect to see when the plan is delivered

1.2 And an overview of 2017-18 end of year data for:

- **Public Accountability Measures (PAMs)** – The 26 PIs which Powys will use to measure its high level performance, in comparison to the other 21 councils in Wales

2. Top 20 Performance Indicators

2.1 The full detail of the Top 20 PIs can be found in Appendix A. It should be noted that when some measures are broken down into their subsections there are then 23 measures used in this comparison.

At the end of Quarter 1 the performance of the PIs is reported as follows:

No of Measures	RAG - Green	RAG - Amber	RAG - Red	RAG not available (due to annual, no system or no target)
23	6	5	1	11

Of the 11 measures where a RAG is not available, seven are due to the measures only being available for collection on an annual basis. Two have no target set, and two do not have systems in place for collection. It should also be noted that six of the seven annual measures need a target setting, and one of the two measures with no system in place need a target setting.

2.2 It is proposed that the following actions are carried out as a matter of urgency to ensure that at Quarter 2 a complete view of performance is available:

- Targets need to be set for all measures, including profiling across the quarters where appropriate
- Systems need to be agreed for data collection for the following two measures:
 - Average time from referral to delivery of service
 - % of calls answered within timescale (within the contact centre)
- Cabinet consider the detail within Appendix A and agree the Executive Management Team lead remedial actions for the Red and Amber measures to ensure that performance improves in these areas.

The table below show the measure, and issue to resolve:

Measure	Issue	Remedial Action
Percentage of CP statutory visits carried out within timescale	RED against target	Review of processes to streamline tasks undertaken by social workers to avoid duplication e.g. numerous forms required to be completed for Continue to have assessment meetings so as to ensure management oversight of assessments and completion dates.
Percentage of assessments completed for children within statutory timescales	AMBER against target	Continue to monitor and ensure appropriate staffing resources are available to respond. Address why we have no strategy meetings and a very high number of strategy discussions and Section 47 assessments undertaken. Review Threshold document and how this is being implemented at the front door. August 2018
Percentage of LAC statutory visits carried out within timescale	AMBER against target	Continue to provide regular supervision so as to ensure support and management oversight. Improvement Plan action: B23 All staff are undertaking signs of safety training to further enhance assessment skills and improve quality of practice. Improvement Plan action: B24 Implement Quality Assurance Panel to support the implementation of the QA framework –Sept 18. Improvement Plan action: B29

Percentage of pupil attendance in primary schools	AMBER against target	A new 12 week attendance process for raising attendance A new attendance guide for schools outlining statutory responsibilities Regular meetings with Challenge Advisor and Educational Welfare Officer's Attendance Manager to attend Team around the School meetings Regular
Percentage of pupil attendance in secondary schools	AMBER against target	A new 12 week attendance process for raising attendance A new attendance guide for schools outlining statutory responsibilities Regular meetings with Challenge Advisor and Educational Welfare Officer's Attendance Manager to attend Team around the School meetings
Number of working days/shifts per FTE employee lost due to sickness absence	AMBER against target	EMT agreed the need to obtain feedback from staff to ascertain why the sickness is at the current level e.g. is it a case of increase pressures on individuals, lack of planning etc. EMT introducing staff engagement exercise to increase learning for EMT, to include EMT members meeting with groups of staff around some of the issues talked about and what it feels like to them with feedback expected into EMT.

3. Corporate Improvement Plan 2018-2023

3.1 There has been inconsistency in reporting of programme performance for Quarter 1, resulting in the BRAG status' not being available against all objectives in the CIP. For this reason there is no overview given. Detail for each individual programme is outlined in Appendix B.

3.2 It is proposed that the following actions are carried out as a matter of urgency to ensure that at Quarter 2 a complete view of performance against the CIP is available:

- Introduce a consistent reporting approach across all programmes that focus on the outcomes, objectives and measures that were committed to in the CIP
- Ensure all programmes have clear milestones for their objectives. This will give assurance that there are clear plans in place for delivery
- Set targets for all outcome measures, at least annually, including profiling across the quarters where appropriate

3.3 Where programmes have identified exceptions (issues, risks) remedial action has been proposed and agreed at relevant programme boards.

4. Public Accountability Measures

4.1 Currently the all Wales analysis excludes data on waste and social care indicators, as they are not yet available (this equates to 8 out of the 26 PAM indicators). Full detail of the remaining 18 measures can be found in Appendix C.

4.2 Outlined below is a summary of our performance against the 18 PAMs:

- We are ranked 6th overall in Wales when compared against the average rankings
- We were among the top quartiles in Wales for 10 (56%) indicators
- We were among the bottom quartiles in Wales for 7 (39%) indicators. There is no quartile data available for one of the indicators
- We improved our performance in 28.6% of the indicators, compared to performance in 2016-17
- Our performance fell for 42.9% of the indicators, when compared to performance in 2016-17

4.3 Outlined below are the indicators where we are performing well, and not so well when compared to other Local Authorities across Wales:

We are among the best in Wales (Top Quartile) for:

- The average number of calendar days taken to deliver a Disabled Facilities Grant (ranked 1st)
- Percentage of appeals against planning applications dismissed (ranked 1st)
- Percentage of pupil attendance in primary schools (ranked 2nd)
- Percentage of year 11 leavers known not to be in education, training or employment (NEET) (ranked 2nd)

We need to improve (Bottom Quartile):

- Percentage of empty private sector properties brought back into use during the year through direct action by the local authority (ranked 19th)
- The percentage of reported fly tipping incidents cleared within 5 working days (ranked 19th)
- The percentage of principal B roads that are in overall poor condition (ranked 20th)
- The percentage of principal C roads that are in overall poor condition (ranked 22nd)

4.4 There is no action required against the PAMs.

5. Preferred Choice and Reasons

N/A

6. Impact Assessment

6.1 Is an impact assessment required? No

6.2 If yes is it attached? Yes/No

7. Corporate Improvement Plan

7.1 Appendix B sets out detailed performance against the CIP 2018-23

8. Local Member(s)

7.2 This report impacts all Members equally and does not affect local Members individually.

9. Other Front Line Services

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

9. Communications

Have Communications seen a copy of this report? No

No proactive communication action required

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

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

10.2 Finance - The contents of the report are noted.

11. Scrutiny

Has this report been scrutinised? No

12. Statutory Officers

12.1 The Solicitor to the Council (Monitoring Officer) commented as follows : “ I note the legal comments and have nothing to add to the report.”

12.2 The Head of Financial Services (Deputy Section 151 Officer) notes the content of the report.

13. Members' Interests

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

Recommendation:	Reason for Recommendation:
The above actions (2.2 and 3.2) for Cabinet and Executive Management Team are approved and resources allocated to complete them	To ensure the council can provide appropriate and timely reporting against the CIP and Top 20 PIs

Relevant Policy (ies):	CIP 2018-23; Performance Management and Quality Assurance Framework		
Within Policy:	Yes	Within Budget:	Yes

Relevant Local Member(s):	All Members
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Person(s) To Implement Decision:	Executive Management Team
Date By When Decision To Be Implemented:	

Contact Officer: Emma Palmer Tel: 01874 612217 Email: emma.palmer@powys.gov.uk
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Background Papers used to prepare Report:

Top 20 - Performance Measurement Tracker - 2018/19

Appendix A

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Performance Measures	Timescale	2016/17 Actual	2017/18 Actual	Welsh Average 2017/18	Target 2018/19 inc profiled	2018/19				Trend
						Q1	Q2	Q3	Q4	
Percentage of planning applications determined in time Owner = Nigel Brinn Lead Member = Cllr Martin Weale	Quarterly	N/A	88.10%	88.50%	87%	88%				
Commentary Q1 Mid table in Wales. Ambition to achieve 90% within the year. Q2 Q3 Q4										
Number of additional affordable housing units delivered per 10,000 households Owner = Nigel Brinn Lead Member = Cllr James Evans	Annual	N/A	N/A	N/A	Annual = To be agreed					
Commentary Q1 New measure for 2018/19 Q2 Q3 Q4										
Proportion of revenue spend with Powys based suppliers/providers Owner = David Powell Lead Member = Cllr Martin Weale	Quarterly	34%	38%	N/A	Annual = >2%	46%				
Commentary Q1 Quarterly data for local can be heavily influenced by when payments are made so can cause fluctuations, this quarter is significantly higher than previous years. Q2 Q3 Q4										

Performance Measures	Timescale	2016/17 Actual	2017/18 Actual	Welsh Average 2017/18	Target 2018/19 inc profiled	2018/19				Trend
						Q1	Q2	Q3	Q4	
Percentage of assessments completed for children within statutory timescales Owner = Ali Bulman Lead Member = Cllr Rachel Powell	Quarterly	N/A (due to change of system)	N/A (due to change of system)	N/A	95%	93.83%				
						<u>Commentary</u> Q1 Q2 Q3 Q4				
Percentage of LAC statutory visits carried out within timescale Owner = Ali Bulman Lead Member = Cllr Rachel Powell	Quarterly	N/A (due to change of system)	N/A (due to change of system)	N/A	95%	89.12%				
						<u>Commentary</u> Q1 Q2 Q3 Q4				
Percentage of CP statutory visits carried out within timescale Owner = Ali Bulman Lead Member = Cllr Rachel Powell	Quarterly	N/A (due to change of system)	N/A (due to change of system)	N/A	95%	83.71%				
						<u>Commentary</u> Q1 Q2 Q3 Q4				

Performance Measures	Timescale	2016/17 Actual	2017/18 Actual	Welsh Average 2017/18	Target 2018/19 inc profiled	2018/19				Trend
						Q1	Q2	Q3	Q4	
Percentage of adult enquires completed within statutory timescales Owner = Ali Bulman Lead Member = Cllr Stephen Hayes	Quarterly	N/A (due to change of system)	Annual = 66.00% Q1 = 70.77% Q2 = 58.64% Q3 = 57.87% Q4 = 75.62%	TBC	TBC	90.87%				↑
<u>Commentary</u> Q1 Q2 Q3 Q4										
Average time from referral to delivery of service Owner = Ali Bulman Lead Member = Cllr Stephen Hayes	Quarterly	N/A (due to change of system)	Annual = Q1 = Q2 = Q3 = Q4 =	TBC	TBC	*see comment				
<u>Commentary</u> Q1 Report currently waiting for sign off Q2 Q3 Q4										
No. of persons (per 1000 population) aged 75 and over who experience a delay in returning to their own home or social care setting following hospital treatment Owner = Ali Bulman Lead Member = Cllr Stephen Hayes	Quarterly	Annual = 8.13 Q1 = 2.26 Q2 = 1.63 Q3 = 1.77 Q4 = 2.47	Annual = 11.53 Q1 = 3.11 Q2 = 1.84 Q3 = 3.61 Q4 = 2.97	TBC	TBC	2.47				
<u>Commentary</u> Q1 - 9 for April, 11 for May and 15 for June. Q2 Q3 Q4										

Performance Measures	Timescale	2016/17 Actual	2017/18 Actual	Welsh Average 2017/18	Target 2018/19 inc profiled	2018/19				Trend
						Q1	Q2	Q3	Q4	
Capped 9 Score Owner = Ian Budd Lead Member = Cllr Myfanwy Alexander	Annual	N/A	366	351	Annual = To be agreed					
<u>Commentary</u> <u>Q1</u> <u>Q2</u> <u>Q3</u> <u>Q4</u>										
Percentage of pupil attendance in primary schools Owner = Ian Budd Lead Member = Cllr Myfanwy Alexander	Termly	95.70%	95.50%	94.90%	97%	*see comment				↓
<u>Commentary</u> <u>Q1</u> Provisional year end figure for acedemic year 2017/18 is 95.1% Term 1 figure for acedemic year 2018-19 which is Sep to December will be reported in January <u>Q2</u> <u>Q3</u> <u>Q4</u>										
Percentage of pupil attendance in secondary schools Owner = Ian Budd Lead Member = Cllr Myfanwy Alexander	Quarterly	95%	94.60%	94.10%	96%	*see comment				↓
<u>Commentary</u> <u>Q1</u> Provisional year end figure for acedemic year 2017/18 is 94.5% Term 1 figure for acedemic year 2018-19 which is Sep to December will be reported in January <u>Q2</u> <u>Q3</u> <u>Q4</u>										

Performance Measures	Timescale	2016/17 Actual	2017/18 Actual	Welsh Average 2017/18	Target 2018/19 inc profiled	2018/19				Trend
						Q1	Q2	Q3	Q4	
Percentage of Year 11 leavers not in Education, Training or Employment (NEET) Owner = Ian Budd Lead Member = Cllr Myfanwy Alexander	Annual	1.9	0.9	1.6	Annual = <1.9%					
<u>Commentary</u> Q1 Q2 Q3 Q4										
Rate of permanent exclusions in powys schools per 1000 pupils Owner = Ian Budd Lead Member = Cllr Myfanwy Alexander	Termly	0.7	0.7 (provsional)	0.2	0.7	*see comment				
<u>Commentary</u> Q1 Provisional year end figure for acedemic year 2017/18 is 0.6 Term 1 figure for acedemic year 2018-19 which is Sep to December will be reported in January Q2 Q3 Q4										
% of A, B, C roads in poor condition Owner = Nigel Brinn Lead Member = Cllr Phyl Davies	Annual	(A) 3.5% (B) 5.5% (C) 24.4%	(A) 3.9% (B) 5.7% (C) 23%	(A) 3.7% (B) 4.3% (C) 14.1%	(A) to be agreed (B) to be agreed (C) to be agreed					
<u>Commentary</u> Q1 A year end percentage is provided at Quarter 4. Powys has 238km of A roads, the 3rd largest in Wales. Powys has 2706km of B&C roads the largest by far. Q2 Q3 Q4										

Performance Measures	Timescale	2016/17 Actual	2017/18 Actual	Welsh Average 2017/18	Target 2018/19 inc profiled	2018/19				Trend
						Q1	Q2	Q3	Q4	
% of waste reused, recycled or composted Owner = Nigel Brinn Lead Member = Cllr Phyl Davies	Quarterly	64.34%	60.32%		58%	63.41%				↑
						<u>Commentary</u> Q1 The 63.41% is still above the statutory target for this year but additional recycling will need to be found if the 2019/20 target is to be reached. As with all Welsh Local Authorities, there are issues with certain materials counting towards recycling targets. Q2 Q3 Q4				
% of streets that are clean Owner = Nigel Brinn Lead Member = Cllr Phyl Davies	Annual	N/A	N/A	95.80%	to be agreed					
						<u>Commentary</u> Q1 Powys has not completed this PI for the last 2 years due to no funding being allocated. Q2 Q3 Q4				
Average number of working days taken to clear fly-tipping incidents Owner = Nigel Brinn Lead Member = Cllr Phyl Davies	Quarterly	N/A (due to change of system)	N/A (due to change of system)	N/A	5 days	4.54 days				
						<u>Commentary</u> Q1 Q2 Q3 Q4				

Performance Measures	Timescale	2016/17 Actual	2017/18 Actual	Welsh Average 2017/18	Target 2018/19 inc profiled	2018/19				Trend
						Q1	Q2	Q3	Q4	
% of calls answered within timescale Owner = EMT Lead Member = Cllr Rosemarie Harris	Quarterly	N/A	N/A	N/A	to be agreed	no data received				
						<u>Commentary</u> Q1 Measure still needs to be defined. (following EMT on 22/08/2018 the measure has now been defined and reflects the corporate contact centre position only and not Council wide at this stage) Q2 Q3 Q4				
Number of working days/shifts per FTE employee lost due to sickness absence Owner = EMT Lead Member = Cllr James Evans	Quarterly	8.91 days	9.74 days	10.4 days	9 days	2.28 days				
						<u>Commentary</u> Q1 Above last years quarter 1 figure of 2.09 days Q2 Q3 Q4				
Number of new local proposals for Improvement and Formal Recommendations Owner = EMT Lead Member = Cllr Rosemarie Harris	Quarterly	N/A	35	N/A	<35	0				↑
						<u>Commentary</u> Q1 Q2 Q3 Q4				

Mae'r dudalen hon wedi'i gadael yn wag yn fwiadol

Vision 2025: Our Corporate Improvement Plan 2018 – 2023

Quarter 1: 2018-19

Overview of performance against objectives and
measures



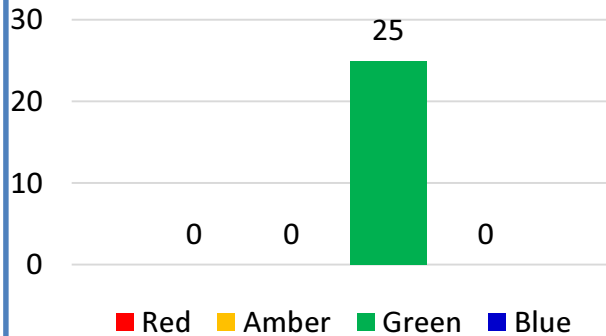
Yn agored a blaengar - Open and enterprising





The Economy: We will develop a vibrant economy

Q1 BRAG status of projects/activities



N.B. the BRAG overview in the graph opposite is based on the projects/ activities that are currently in place to deliver the objectives. Clearer milestone setting against objectives during Q2 will provide accurate BRAG assessments going forward

Q1 Performance against measures:

- 15 measures will be annual measures
- Annual baselines and targets have not been set for 4 measures in order to assess the BRAG status
- Quarterly targets have not been set for the remaining 11 measures
- Quarter 1 reports positive achievements towards 5 annual measures

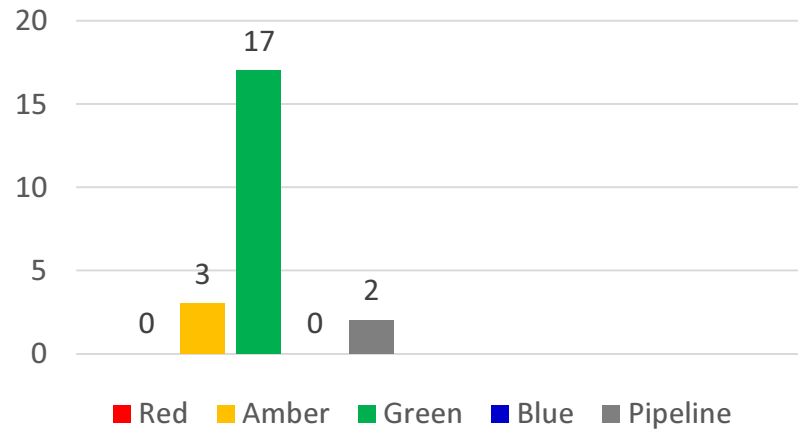
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Programme Theme	Q1 Key achievements	Q1 Exceptions
Provide support for businesses to grow	Outline planning permission for 6 units at Abermule. 6 business breakfast networking/2 micro business workshops.	No exceptions reported in Quarter 1
Promote Powys as a place to live, visit and do business	5,630 visitors to tourism website – slightly up on Q1 16/17.	
Improve the availability of affordable and sustainable housing	Sites already allocated to build 174 council-owned homes.	
Improve our infrastructure to support regeneration and attract investment	Agreed transport grants of £1.5m for 18/19. Additional £2.5m capital secured for highway network investment for 18/19. Inward Investment Strategy developed.	
Improve skills and support people to get good quality jobs	16 students enrolled on apprenticeships - 3 rd year on year improvement. 5 into employment from Workways+ Powys.	



Health and Care: We will lead the way in providing effective, integrated health and care in a rural environment (Live Well & Age Well)

Q1 BRAG status of OBJECTIVES



Q1 Performance against measures:

- 6 of the outcome measures are annual measures
- All measures have clear baselines or targets are in place
- Currently 9 measures have shown improvements and are on target to deliver. One measure has shown a decline
- Measures are being tracked monthly via the “Adults Performance Report” for the Improvement and Assurance Board
- There has been a significant increase in the number of carers assessments offered to carers
- There has been a significant increase in the number of adult clients supported in their own home through assistive technology

Programme Theme	Q1 Key achievements	Q1 Exceptions
Focus on well-being	<ul style="list-style-type: none"> • Secured more suitable and sustainable premises for the delivery of substance misuse services to the community in Welshpool • Workshop meetings held with staff for Local Authority run day centres. Meetings held with all local councillors in respect of day centres. Workshop held with the Library Service to look at opportunities for co-location. 	Supporting unpaid carers - Gap in lead for carers to drive forward the implementation of the Everybody’s Business Model



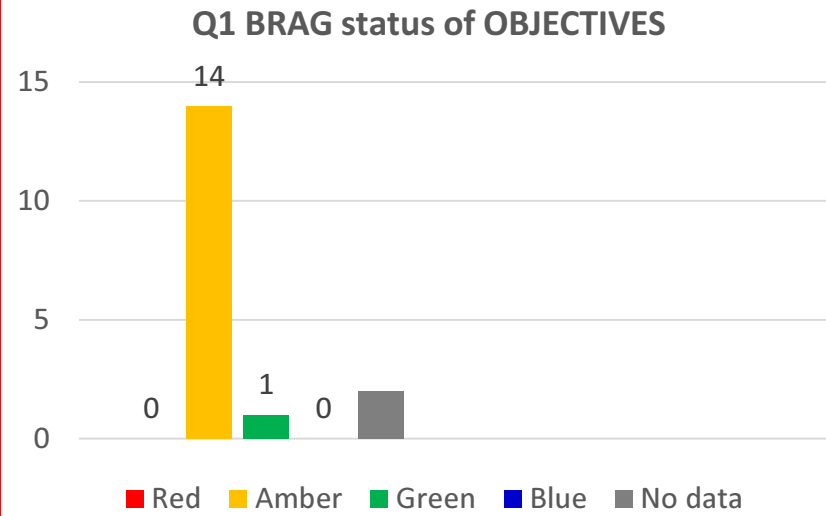
Health and Care: We will lead the way in providing effective, integrated health and care in a rural environment (Live Well & Age Well)

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Programme Theme	Q1 Key achievements	Q1 Exceptions
Early help and support	N/A	
Providing joined up care	N/A	Delays in agreeing the framework for rollout of Integrated Teams across the county.
Developing a workforce for the future	<ul style="list-style-type: none"> • Work has commenced in developing the workforce strategy • A first draft of the recruitment strategy was consulted upon with Senior Managers • An options appraisal in relation to PPD 	
Creating innovative environments	<ul style="list-style-type: none"> • Regional Rural Care Centre in Newtown – this is health led; scope and governance has been considered to move work forward • Adults performance reporting framework has been reviewed and will undergo further development in Q2 	
Developing digital solutions	<ul style="list-style-type: none"> • There has been an increase in the number of prescriptions for Technology enabled care • Technologic improvements between info engine and Dewis Cyrmu have been undertaken • WCCIS – forms have been considered and revised along with business process flows. Business intelligence have commenced updating of reporting requirements 	
Transforming in partnership	<ul style="list-style-type: none"> • Reporting on the Active Offer of Welsh has commenced (first in wales) 	The Powys owned residential care homes are currently managed by Bupa. The contract ends at the end of May 2019.



Learning and Skills: We will strengthen learning and skills



Q1 Performance against measures:

- No data is currently available for 22 out of the 26 measures as they are only monitored annually. Termly data is available for 4 of the measures relating to attendance and one measure is being monitored quarterly
- Currently no profiled targets have been set for the termly and quarterly measures, therefore no BRAG status is available to judge performance
- The latest spring term data shows that performance against the four 'attendance' measures is currently below the 2016-17 academic year baseline. Primary attendance is 95.1%, Secondary 94.5%, LAC primary 91.05% and LAC Secondary 84.11%

Two out of the four objectives that are due for delivery in Year 1 (2018-19) are marked as amber in Q1 and two have not been given a BRAG status.

Programme Theme	Q1 Key achievements	Q1 Exceptions
Improve educational attainment of all pupils	<ul style="list-style-type: none"> • Improved Estyn profile for Powys high schools with 4 now out of special measures (2 remain in follow up categories) • Workforce Development Strategy drafted • Safeguarding Policy and Safeguarding audit completed 	None reported in Programme Report
Support children and families to have the best start in life	<ul style="list-style-type: none"> • ALN – Workstreams have been identified and initiated and the PRU has come out of special measures (first time since Feb 2016) 	None reported in Programme Report



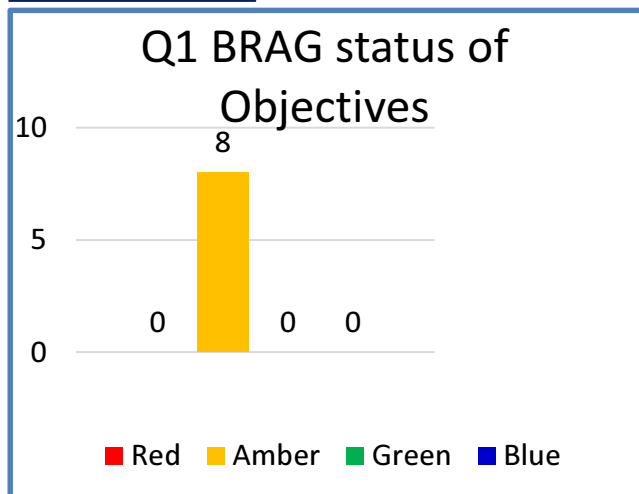
Learning and Skills: We will strengthen learning and skills

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Programme Theme	Q1 Key achievements	Q1 Exceptions
Improve our schools infrastructure	<ul style="list-style-type: none">• Band A and Band B projects progressing well• Home to School Transport policy consultation has closed and is due to be listed at Cabinet in September• Funding formula review progressing and on track – engagement with stakeholders	It is likely that at least two formal consultation processes will occur in the autumn term plus some informal consultation. This will have an impact on capacity and resources within the team. Significant publicity will be generated which may adversely affect the Council.
Improve the skills and employability of young people and adults	<ul style="list-style-type: none">• Skills & Employability Strategy being drafted and workshops held with partner agencies.• Careers Festival arranged for 6th March 2019• Seren Summer School held at Crickhowell High School attended by the Brilliant Club and Cambridge University.	None reported in Programme Report



Residents and Communities: We will support our residents and communities



N.B. the BRAG overview in the graph opposite is based on the projects/ activities that are currently in place to deliver the objectives. Clearer milestone setting against objectives during Q2 will provide accurate BRAG assessments going forward

Q1 Performance against measures:

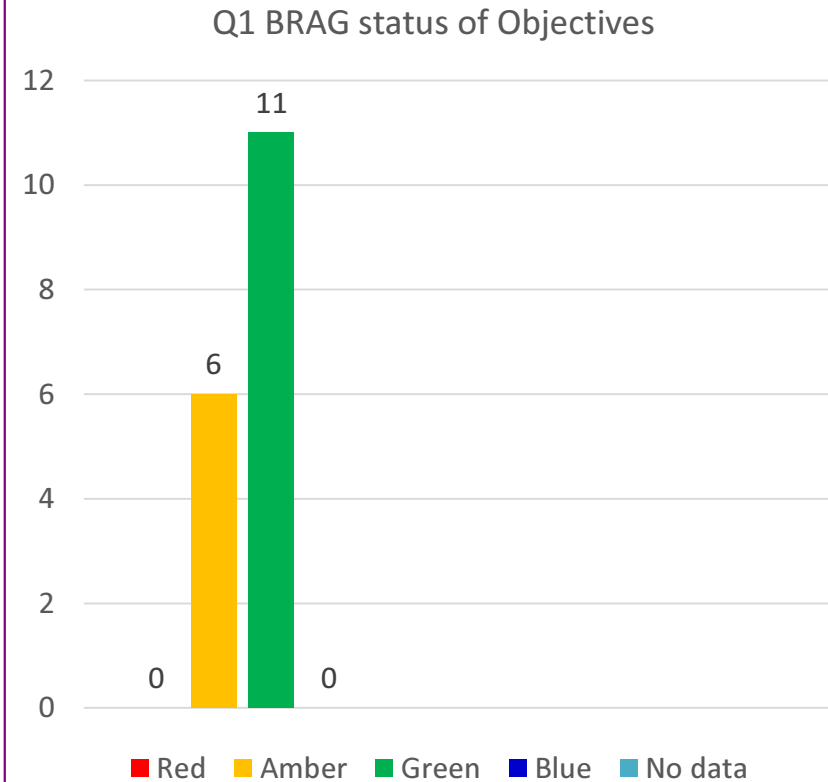
- 7 of the outcome measures are annual measures
- 5 measures have clear baselines or targets are in place
- Baselines/targets will be set once community transport review has taken place and Welsh Government have published their T&CC review
- Currently profiled targets have not been set for all the quarterly measures, therefore no BRAG status is available to judge performance

Programme Theme	Q1 Key achievements	Q1 Exceptions
Strengthen community development & resilience	<ul style="list-style-type: none"> • Place plans developed in Newtown, Brecon, Machynlleth and Welshpool Llandrindod Wells, Builth Wells & Rhayader tri-town initial pilot established. • Principles agreed for an all embracing approach to estate management - 'Love Where You Live' - to improve the sustainability of communities • Knighton Community Hub up and running with activities taking place. 	Community delivery – clarity required on what services the council will stop delivering for hand over to TCCs
Strengthen our relationship with residents & communities		Awaiting report from Welsh Government to determine the level of support, models and mechanisms T&CCs will adopt.



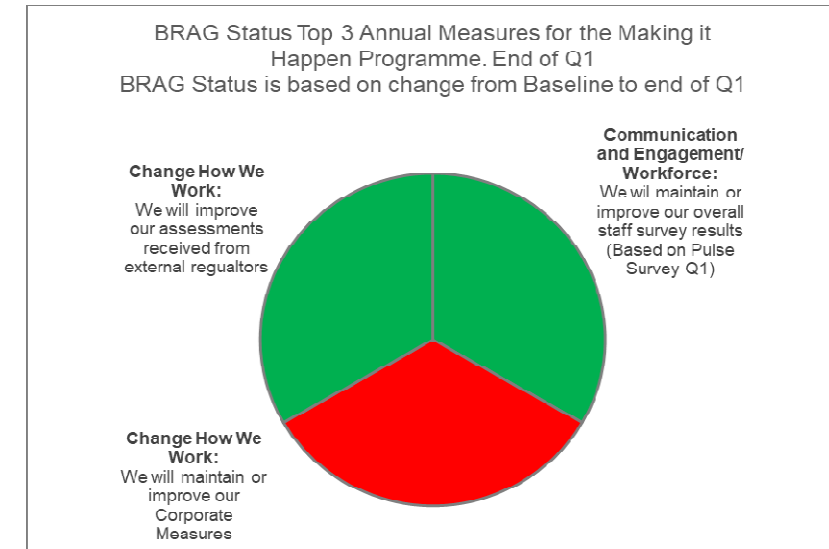
Making it Happen

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Q1 Performance against measures:

- According to the staff survey results, staff positivity has improved from 54% to 61%
- Of the five corporate measures being monitored for the 'Change how we work' workstream, three have missed target (IPR's, Sickness and Revenue variance)



Programme Theme	Q1 Key achievements	Q1 Exceptions
Engagement and Communication	<ul style="list-style-type: none"> • The Communications Review has been completed and the Draft Communications Plan was presented to Cabinet /Management Team on 31 July. • The council Gold and Silver campaigns were decided by EMT and Cabinet 	Meetings have not been arranged with providers of Public Engagement Platform Tools (online) to understand options for providing the Tool, therefore delivery date for launch of new platform will be delayed.



Making it Happen

Programme Theme	Q1 Key achievements	Q1 Exceptions
Engagement and Communication		<ul style="list-style-type: none">The launch of the new Bilingual Intranet Web Site is likely to be delayed
Leadership and governance/ workforce	<ul style="list-style-type: none">The Workforce Strategy is in draft, and the new staff rewards scheme is live.Work has started to move the organisation towards gaining the 21st Century Council: Progress to Success Award.	
Changing how we work	<ul style="list-style-type: none">Front- Line Service Transformation -The Customer Web/Digital Transformation has delivered an online Bulky Waste collection service, which went live on 25th June 2018	<ul style="list-style-type: none">The implementation of the Social Care Complaints system will be delayed due to unexpected development work and annual leaveDefinition of Agile and how it will be delivered and plan for Staff Communications is not finalised. And an area or building for piloting agile (early adopters) is not agreedCorporate Support Services Remodelling - Funding/investment not applied for or received to complete Project Delivery Plan as it currently stands

Mae'r dudalen hon wedi'i gadael yn wag yn fwiadol

Measure	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Actual	2017/18 Actual	Trend between 2016/17 to 2017/18	Welsh Average	All Wales Rank and quartile
								Upper middle Lower Middle Lower
Percentage of pupil attendance in primary schools	94.2	95.6	95.7	95.7	95.5	↓	94.9	2 Upper
Percentage of pupil attendance in secondary schools	93.3	94.4	94.7	95	94.6	↓	94.1	5 Upper
The percentage of year 11 pupils achieving the Level 2 threshold including a GCSE grade A*-C in English or Welsh first language and mathematics in schools maintained by the local authority who	N/A	N/A	N/A	N/A	62.2	n/a	54.8	3 Upper
Percentage of year 11 leavers known not to be in education, training or employment (NEET)	N/A	N/A	N/A	N/A	0.9	N/A	1.6	2 Upper
Street Scene								Upper Upper middle Lower Middle Lower
The percentage of highways inspected of a high or acceptable standard of cleanliness	99.6	97.8	N/A	N/A	N/A	N/A	N/A	N/A
The percentage of reported fly tipping incidents cleared within 5 working days	91.81	90.09	91.56	85.95	87.69	↑	95.08	19 Lower
Transport and Highways								Upper Upper middle Lower Middle Lower
The percentage of principal A roads that are in overall poor condition			2.8	3.6	3.9	↓	3.7	14 Lower Middle
The percentage of principal B roads that are in overall poor condition			5.2	5.5	5.7	⇒	4.3	20 Lower
The percentage of principal C roads that are in overall poor condition			25.1	24.4	23.0	↑	14.1	22 Lower
Public protection								Upper Upper middle

Measure	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Actual	2017/18 Actual	Trend between 2016/17 to 2017/18	Welsh Average	All Wales Rank and quartile
								Lower Middle Lower
The percentage of food establishments which are 'broadly compliant' with food hygiene standards	90.28	94.69	90.93	96.01	95.88	↓	95.27	10 Upper Middle
Corporate Services								Upper Upper middle Lower Middle Lower
The number of working days/shifts per full-time equivalent (FTE) local authority employee lost due to sickness absence	N/A	7.4	10.6	9	9.7	↓	10.4	7 Upper Middle
Adults – Social Care								Upper Upper middle Lower Middle Lower
Percentage of adults who are satisfied with the care and support that they receive	Data not yet available and currently no date given from Welsh Government for their release							
The rate of delayed transfers of care for social care reasons per 1,000 population aged 75 or over								
Percentage of carers reporting that they feel supported to continue in their caring role								
Children – Social Care								Upper Upper middle Lower Middle Lower
Percentage of children who are satisfied with the care and support that they receive	Data not yet available and currently no date given from Welsh Government for their release							
Percentage of assessments completed for children within statutory timescales								

Measure	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Actual	2017/18 Actual	Trend between 2016/17 to 2017/18	Welsh Average	All Wales Rank and quartile
The percentage of children looked after on 31 March who have had three or more placements during the year								
Waste Management								Upper Upper middle Lower Middle Lower
The percentage of municipal waste collected by local authorities sent to landfill	37.56	35.62	25.79	21.02				
The percentage of municipal waste collected by local authorities and prepared for reuse and/or recycled, including source segregated biowastes that are composted or treated biologically in another way	52.52	52.07	59.13	65.20				Data will be available in October 2018

CYNGOR SIR POWYS COUNTY COUNCIL.**CABINET EXECUTIVE
18th September 2018**

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

SUBJECT: Corporate Regulatory Tracker

REPORT FOR: Decision

1. Summary

1.1

The council's corporate regulatory tracker summarises progress with regards to recommendations received from the Council's regulators, predominantly WAO, Estyn and Care and CIW.

In undertaking their roles, these regulators may provide statutory recommendations which the council is required to respond to within statutory timescales. The WAO may also make informal proposals for improvement which again the council must respond to, but there are no statutory requirements attached to these.

There are two purposes behind this report, firstly the report will discuss the recommendations which currently reside on the corporate regulatory tracker which having conducted the consolidation exercise were highlighted as not being relevant for the council to action or have become business as usual which should be approved for closure. Secondly the report will propose to cease and step down the Corporate Regulatory Tracker turning the tracker into a signposting document for regulators.

2. Proposal

2.1

This report proposes the closure of the corporate regulatory tracker as part of improvements to reporting processes within the council being driven by the Strategic Policy and Performance service.

The aim of this piece of work will be to remove duplication of process and free up capacity which would otherwise be engaged providing the same update multiple times for various plans. Once a position has been concluded any items moving to the CLGP, AIP, CIP and Vision 2025 programmes will be referenced within the Regulatory tracker which will become a signposting

document to direct regulators to the appropriate plan delivering the recommendation.

2.2

WAO Study Scrutiny 2014 - R1R6 – Recommendation *“Undertake regular self-evaluation of scrutiny utilising the ‘outcomes and characteristics of effective local government overview and scrutiny’ developed by the Wales Scrutiny Officers’ Network.”*

A proposal is going before County Council on the 17th May to change the scrutiny committee structure, the intention is to draft a plan and undertake self-evaluation to respond to the national review in Autumn 2019. This will allow time for Purdah, election and post-election settlement, member training and appointment of new scrutiny committee members before undertaking a self-evaluation within a stable environment.

Benchmarking has been conducted reviewing Caerphilly Council to aid the review in Autumn 2019. Partial self-assessment was completed in June 2017 on request of the Director of Resources. CFPS and WAO criteria were used to highlight "what good scrutiny is" and as a means of scoring the council against the criteria using the scorecard. Views and comments were sought from Strategic Directors and Heads of Service. The intention is to extend this process to all members as part of periodic reviews of the service moving forward.

It is the proposal of the Scrutiny Manager, Solicitor to the Council and the Regulatory officer that this recommendation should be closed as it is part of Democratic services and Scrutiny services business as usual /continuous development programme. The work currently undertaken and planned as stated above shows the Council is embedding this review into its annual cycle and as such responding to the recommendation originally stated within the national report.

(Close recommendation as processes are embedded as part of business as usual)

2.3

Charging for services and generating income by local authorities 2016 - R3 – Recommendation *“Use the impact assessment checklist (Appendix 2) whenever changes to charges are considered.”*

The impact assessment process is clearly embedded within the budget setting process to further strengthen this there has been an introduction of an independent risk assessment of the overall budget plan introduced this year.

(Close recommendation as impact assessment is fully embedded)

2.4

Community safety in Wales 2016 Recommendations R1–R7

This report and recommendations did not map against any of the three improvement plans or any of the corporate improvement plan programmes when undertaking the consolidation exercise. When discussing further with the service and at corporate management team it was agreed that the responsible officer assigned to the recommendations would provide a quarterly report to corporate management team and its position would be reviewed moving forward. Welsh Government conducted a review in November 2017 “*Working Together for Safer Communities*” this may see the way community safety partnerships work together changing so will need to be considered moving forward but this work is likely to be resumed back into business as usual.

(Report to be drafted on a Quarterly basis to be considered by corporate management team)

2.5

WAO Study Env Health - R3R5 –Recommendation *“Improve strategic planning by:*

- *identifying, collecting and analysing financial, performance and demand/need data on environmental health services;*
- *analysing collected data to inform and understand the relationship between ‘cost: benefit: impact’ and use this intelligence to underpin decisions on the future of council environmental health services; and*
- *agree how digital information can be used to plan and develop environmental health services in the future.”*

The recommendations in this report again did not map against any of the three improvement plans or any of the corporate improvement plan programmes when undertaking the consolidation exercise. When discussed further with the responsible owner and head of service they explained that procurement was underway for two new IT systems to improve the service and satisfy the recommendations within the study. One system being procured ‘Public protection’ had been restarted and the main target of this work now would be to produce efficiency savings via mobile solutions and a reduction of admin costs. The procurement and savings proposals for this work is fully embedded in the service improvement plan and as such is reported within the service as business as usual activity.

(Close recommendation as processes are embedded as part of business as usual)

2.6

Financial Resilience Assessment 2016 – 47 – Recommendation *“In circumstances where timescales are compressed, it is particularly important to ensure that risk is effectively managed and proper accountability arrangements are in place. We recently published a report of our Review of*

the Letting of a Domiciliary Care Contract to Alpha Care Limited. It expresses our view that in its haste to introduce the new domiciliary care service as quickly as possible, the Council compromised the integrity of its established governance arrangements. In consequence, the Council and users of the domiciliary care service were exposed to unnecessary risk.”

The recommendation listed above was part of the financial resilience assessment conducted in 2016, the recommendation focusses on the letting of the domiciliary care contract to alpha care and asks the council to address and ensure that future procurement and commissioning strategies and processes are robust with clear governance arrangements in place. Having met with the Interim Professional Lead for Commercial Services it was agreed that this was less a recommendation more a statement to be considered. The **“Review of the Letting of a Domiciliary Care Contract to Alpha Care Limited”** report published in 2016 has been mapped across the adults and Childrens improvement plans and will be further strengthened by the roll out of the new Corporate Commissioning and Procurement Strategy.

(Recommendation to be removed due to duplicated progress reporting)

2.7

WAO Study - Early Departures – Recommendations – R5R5, R5R6, R5R7

As part of the Regulatory tracker consolidation exercise I met with the Employment Policy & Service Development Business Partner (Workforce and Organisation Development) to discuss early departures and the recommendations issued nationally back in 2015. There was agreement that the recommendations still hold relevance and that the council is continuing work to deliver against the recommendations with a significant amount of work already undertaken. The early departures recommendations did not appear in any of the three improvement plans within the council, and both the regulatory officer and Employment Policy & Service Development Business Partner agreed that all three recommendations were adopted as part of the services core business as usual operations.

(Proposal to remove recommendations from Corporate Regulatory Tracker due to processes becoming business as usual practises)

3. Options Considered / Available

3.1

Option 1 – Keep the Corporate Regulatory Tracker

The Corporate regulatory tracker is embedded as part of the performance management framework it currently reports to Corporate Management team, and Audit Committee. Option 1 would propose that the corporate regulatory tracker would stay in operation in its current guise. Quarterly reports and

updates would be sought by the regulatory officer from senior leads to be reported through the aforementioned performance management framework cycle.

Advantages to this approach would mean corporate oversight and delivery against regulators recommendations and proposals for improvement would remain robust. Levels of scrutiny and challenge would ensure performance management and quality assurance is present at each step of the reporting cycle.

Disadvantages to this option are varied, keeping the current reporting and operational structure would further enable a level of repetition to exist. The council is under significant financial restraints which will force difficult decisions to be made including likely reduction in workforce. Alongside this the council must undertake a radical transformation of its services, culture and workforce whilst supporting the delivery of its Corporate Improvement Plan. A high pace of change to deliver the transformational change programme with competing capacity and reducing workforce restraints means any opportunity to remove duplicated processes and free up officer and member time is invaluable. Senior officers and services have shown a continued commitment to meet and provide quarterly updates for the corporate regulatory tracker and this must be recorded and merited. This commitment however comes with an added adverse impact upon service and officer efficiencies, officers are providing multiple replicated reports to various boards/committees and it is questioned the value of continuing to do so.

Option 2 – To cease and step down the Corporate Regulatory Tracker and turn the tracker into a signposting document for regulators.

The aim behind the consolidation exercise undertaken compliments the organisations focus and drive to streamline reporting whilst ensuring increased performance management and quality assurance at all levels. The development of the Performance management & quality assurance framework along with similar work ongoing within the Strategic Policy and Performance service seeks to deliver such changes, the motto “Less is more, if more of the right things are done” explains this approach.

If the tracker were to change to a signposting and referencing document then the council would continue to respond and have oversight of regulatory recommendations, whilst at the same time removing a significant number of duplicated reporting processes corporately.

As alluded to in the summary and proposal at the front of the report, the advantages of adopting this option are numerous. Officer time coupled with competing corporate and service pressures means that affording time quarterly to provide updates for the regulatory tracker just isn’t appropriate or achievable moving forward. The mapping exercise clearly identifies the duplicated reporting and by creating a signposting document we will be able to not only direct regulators to progress being made against

recommendations, but also corporate oversight can be achieved and progress can be managed at key stages.

The recommendations within the regulatory tracker all map against one of the 3 corporate improvement plans which are regularly updated to assurance board and undergoes significant quality assurance and performance management scrutiny on a monthly basis. Services are fully signed up to these improvement plans and they have clear end dates and accountability frameworks to ensure robust scrutiny and management are present at all stages through to completion.

4. Preferred Choice and Reasons

4.1

Option 2

The preferred option put before Cabinet Management team is for option 2 to be adopted and moved forward for formal sign off at Cabinet. The Council its services and officers have shown great commitment and motivation to listen, communicate and deliver recommendations its regulators highlight locally and nationally. This commitment will continue through the delivery of the 3 improvement plans and with future regulator recommendations which will be referenced on the signposting document to ensure clarity of oversight within the organisation.

Whereas option 1 would deliver benefits and provide corporate oversight the findings identified in the mapping exercise (Appendix 1 – Reg tracker mapping 2018) clearly identify duplication which mirrors concerns from officers and myself with continuing the current process. The mapping undertaken by myself has been checked, scrutinised and challenged with the responsible officers, SMT/DMT and head of service they have also been before Management Team and Audit committee for sign off. Recommendations have been clearly referenced on individual improvement plans against the relevant actions to ensure easy identification for regulators.

The response from services to the approach and removal of duplicated reporting has been very positive and the objectives from the delivery of this work will see benefits for not only the services but corporately. As alluded to earlier in the report and clearly identified in the Vision 2025 Corporate improvement plan we as an organisation must seek to;

- *Have the right skills, attitude, behaviours and experience to be innovative*
- *Be an organisation that demonstrates good practice*
- *Be pro-active and forward thinking*
- *Have seamless and efficient processes to get things 'right' first time*
- *Make evidence based decisions underpinned by accurate information*
- *focus on outcomes instead of activity*

- *Make best use of resources and improve productivity continually improving customer satisfaction*

Financial restraints facing the council, coupled with balancing the delivery of an ambitious vision for 2025 and the pace of change to deliver these outcomes alongside the improvement plans will require us to look at our processes, refine our approach and change the way we work as evidenced in the bullet points from Vision 2025 CIP. I feel option 2 will go a long way to delivering against these bullet points by releasing capacity of officers within services allowing them to make best use of resources, improve productivity and allow focus to be placed on improving and delivering innovative customer focused services.

Appendix 2 (Corporate Regulatory Signpost Tracker) provides a suggested draft layout for the signposting document. The spreadsheet is simple in its design it provides the audience with tabs relating to the respective regulators containing the recommendations set within reports from those regulators. Against each recommendation the spreadsheet identifies the report in which it was published, the service which is responsible, the date of publish and the responsible portfolio holder. Within each tab the last 3 columns are colour coded for the respective Improvement plans, against each recommendation where appropriate there is an indication of the action(s) within the improvement plan relating to the recommendation. This simplified approach allows a regulator to look at the signposting document and be able to look at progress against a specific recommendation with access to the relevant improvement plan.

It was discussed at Management team on the 15th August that the signposting tracker could be extended to have oversight of wider corporate service regulatory recommendations from regulators such as ESTYN for example to provide further corporate oversight. I have begun a new role in a different service but have agreed with the Head of Strategic Policy and Performance (Chief Executives) to see the process through to sign off at Cabinet, at which point the signposting tracker and future progression would be undertaken by an officer within the Strategic Policy and Performance service with support and handover.

5. Impact Assessment

5.1 Is an impact assessment required? **Yes/No**

5.2 If yes is it attached? Yes/No

6. Corporate Improvement Plan

6.1 Alluded to in section 4.1 when discussing preferred option.

7. Local Member(s)

7.1 N/A

8. Other Front Line Services

Does the recommendation impact on other services run by the Council or on behalf of the Council? Yes/**No**

If so please provide their comments

9. Communications

Have Communications seen a copy of this report? Yes/**No**

Have they made a comment? If Yes insert here.

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

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

10.2 Finance

10.3 Corporate Property (if appropriate)

10.4 HR (if appropriate)

10.5 ICT (if appropriate)

11. Scrutiny

Has this report been scrutinised? Yes / No?

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

Please insert the comments.

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

11.1

12. Data Protection

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

13. Statutory Officers

13.1 The Solicitor to the Council (Monitoring Officer) commented as follows :
“ I note the legal comments and have nothing to add to the report.”

14. Members' Interests

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

Recommendation:	Reason for Recommendation:
Recommendation 1: Approval for closure of the recommendations within the proposal	Ensure appropriate focus is given to delivering recommendations which are valid and relevant to the organisation.
Recommendation 2: Stepping down of Corporate Regulatory Tracker to be replaced by Corporate Regulatory signposting spreadsheet	To enable continued improvement, removal of duplication and streamlining of corporate reporting within the council. This will enable officer time and capacity to be released to focus on delivery of key priorities e.g. Vision 2025.

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

Relevant Local Member(s):	
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Person(s) To Implement Decision:	Thomas Yeo
Date By When Decision To Be Implemented:	

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

Contact Officer: Thomas Yeo Tel: 01597 826368 Email: Thomas.yeo@powys.gov.uk
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Background Papers used to prepare Report:

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

Regulatory Tracker mapping & Consolidation Findings

Adults Improvement Plan

Recommendation Reference	Document Reference	Recommendation	Regulator	Related AIP Actions
ICTR5	Section 33 arrangements – ICT Partnership 123A2015	Ensure that there are clear implementation plans for the new all Wales Community Social Services and Health system. This should include: <ul style="list-style-type: none"> • identification of overall executive responsibility for leading the project; • allocation of sufficient ICT and Service staff resources to the project; • clear deliverable milestones and plans to prepare, test, and switchover to the new system; and • development of integrated health and social care pathways and processes, which enable the system to support the desired future model of working, rather than the future model of working being dictated/limited by the system. 	Welsh Audit Office	A10, B3, B10
CSSIW7	CSSIW -WG25949	The Council needs to consider carrying out a review of the grants and service level arrangements to ensure they align with the Powys One Plan and the Integrated Pathway and provide the best value for money.	Care Inspectorate Wales	D4
CSSIW10	CSSIW -WG25949	The new adult safeguarding management structures and reporting mechanisms must be secured and established as a priority, to ensure that the Designated Lead Managers are supported in their responsibilities and there is consistent reporting, decision making and oversight at an appropriately senior level.	Care Inspectorate Wales	A6,B1,B4,B7,D5
CSSIW12	CSSIW -WG25949	A workforce strategy which supports the establishment of the integrated pathway for older people should be developed across the wider health and social care workforce including domiciliary care. Opportunities to build workforce capacity such as care apprenticeships should be considered, as well as potential barriers such as housing and transport.	Care Inspectorate Wales	Section C

Review of Dom Care R3	Review of the Letting of a Domiciliary Care Contract to Alpha Care Limited - 692A2015	Audit work undertaken previously by the Auditor General in 2010 and 2014 on the Authority's whistleblowing policies identified that 'there was often a lack of an audit trail to support key decisions and events. Some key decisions were not documented and there were instances of key documents or supporting information not being found or not existing.' Similar issues are identified in this report. The review recommended above should also consider the extent to which adequate documentation is produced and retained to support key decisions made when developing and letting tenders.	Care Inspectorate Wales	D2
CSSIW4	CSSIW -WG25949	Future commissioning and procurement exercises for domiciliary care services should be built on a market development and partnership approach. It must robustly test the tender submissions, the capacity and capability of organisations to manage the transition of services and deliver the service specifications.	Care Inspectorate Wales	D2
CSSIW9	CSSIW -WG25949	The first contact arrangements via the Powys People Direct should be further developed to ensure it can provide the appropriate level of response, advice, support and information for adult services and therefore reduce the need for an additional duty response at team level.	Care Inspectorate Wales	A7,B2,B5,B8,C13
CSSIW6	CSSIW -WG25949	The Council needs to strengthen its relationships with and oversight of domiciliary care providers operating in Powys, including setting up regular meetings and clear lines of communication with the commissioning managers to address ongoing concerns and queries.	Care Inspectorate Wales	D2
Review of Dom Care R2	Review of the Letting of a Domiciliary Care Contract to Alpha Care Limited - 692A2015	In order to meet the challenges of transforming its service delivery in the light of reduced financial resources and increasing demand, the Authority has adopted a clearly defined commissioning and procurement strategy. We recommend that the Authority consider whether the issues raised in this report have wider relevance for the successful delivery of its commissioning and procurement strategy, and undertake a review of its processes for developing and letting major contracts. Particular attention should be paid to ensuring that the governance arrangements for developing, scrutinising and approving contracting exercises are appropriate and are working in practice.	Care Inspectorate Wales	D2

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Childrens Improvement Plan

Recommendation Reference	Document Reference	Recommendation	Regulator	Related CIP Actions
ICTR5	Section 33 arrangements – ICT Partnership 123A2015	Ensure that there are clear implementation plans for the new all Wales Community Social Services and Health system. This should include: <ul style="list-style-type: none"> • identification of overall executive responsibility for leading the project; • allocation of sufficient ICT and Service staff resources to the project; • clear deliverable milestones and plans to prepare, test, and switchover to the new system; and • development of integrated health and social care pathways and processes, which enable the system to support the desired future model of working, rather than the future model of working being dictated/limited by the system. 	Welsh Audit Office	B26,B30
SSIW10	CSSIW -WG25949	The new adult safeguarding management structures and reporting mechanisms must be secured and established as a priority, to ensure that the Designated Lead Managers are supported in their responsibilities and there is consistent reporting, decision making and oversight at an appropriately senior level.	Care Inspectorate Wales	B1
SSIW9	CSSIW -WG25949	The first contact arrangements via the Powys People Direct should be further developed to ensure it can provide the appropriate level of response, advice, support and information for adult services and therefore reduce the need for an additional duty response at team level.	Care Inspectorate Wales	A17, A21, B18, B19, D3, D4, D5, D6, D11
R1R2	WAO Study - Scrutiny	Ensure that scrutiny members, and specifically scrutiny chairs, receive training and support to fully equip them with the skills required to undertake effective scrutiny.	Welsh Audit Office	A5, A12
Good Governance P4	Good Governance when Determining Significant Service Changes - Powys County Council	Improving the quality of information and options appraisals provided to Members to enable them to consider the strategic implications of the proposed service changes.	Welsh Audit Office	A15, B1, B33

R2R5 Youth	WAO Study - NEETS	Ensure that elected members and partners fully understand that councils have a clear responsibility for leading and co-ordinating youth services for 16 to 24 year olds.	Welsh Audit Office	B21, D15, D16, D17, D18, D23
Good Governance P2	Good Governance when Determining Significant Service Changes - Powys County Council	Clarifying and strengthening the role of scrutiny committees in considering service change.	Welsh Audit Office	A7, A12, A15, B1, B33
Good Governance P1	Good Governance when Determining Significant Service Changes - Powys County Council	Reviewing the current remit and role of the Cabinet to enable it to focus on the Councils key priorities and significant service changes	Welsh Audit Office	A6, A13, A14, A30, B1, C31
1R4	WAO Study - Scrutiny	Ensure that scrutiny draws effectively on the work of audit, inspection and regulation and that its activities are complementary with the work of external review bodies.	Welsh Audit Office	A5, A7

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Corporate Leadership & Governance Plan

Recommendation Reference	Document Reference	Recommendation	Regulator	Related CLGP Actions
ICTR5	Section 33 arrangements – ICT Partnership 123A2015	Ensure that there are clear implementation plans for the new all Wales Community Social Services and Health system. This should include: <ul style="list-style-type: none"> • identification of overall executive responsibility for leading the project; • allocation of sufficient ICT and Service staff resources to the project; • clear deliverable milestones and plans to prepare, test, and switchover to the new system; and 	Welsh Audit Office	E5A, E5B, F6

		<ul style="list-style-type: none"> development of integrated health and social care pathways and processes, which enable the system to support the desired future model of working, rather than the future model of working being dictated/limited by the system. 		
R1R2	WAO Study - Scrutiny	Ensure that scrutiny members, and specifically scrutiny chairs, receive training and support to fully equip them with the skills required to undertake effective scrutiny.	Welsh Audit Office	A4, A5, A13
Good Governance P4	Good Governance when Determining Significant Service Changes - Powys County Council	Improving the quality of information and options appraisals provided to Members to enable them to consider the strategic implications of the proposed service changes.	Welsh Audit Office	A4, A8, A10, A11, A12, D12, D15, D16, F9, H19
Third Sector R1	Checklist for local authorities effectively engaging and working with the third sector	To get the best from funding decisions, local authorities and third sector bodies need to ensure they have the right arrangements and systems in place to support their work with the third sector. To assist local authorities and third sector bodies in developing their working practices, we recommend that local authority and third sector officers use the checklist in Appendix 3 to: <ul style="list-style-type: none"> self-evaluate current third sector engagement, management, performance and practice; identify where improvements in joint working is required; and jointly draft and implement an action plan to address the gaps and weaknesses identified through the self-evaluation. 	Welsh Audit Office	H8
		Poor performance management arrangements are weakening accountability and limiting effective scrutiny of third sector activity and performance. To strengthen oversight of the third sector, we recommend that elected members scrutinise the review checklist completed by officers, and regularly challenge performance by officers and the local authority in addressing gaps and weaknesses.		
Third Sector R2				
Good Governance P3	Good Governance when Determining Significant Service	Aligning Cabinet and Scrutiny work programmes to include details of forthcoming service change proposals and making them easily accessible on the Council's website.	Welsh Audit Office	A4

	Changes - Powys County Council			
Good Governance P1	Good Governance when Determining Significant Service Changes - Powys County Council	Reviewing the current remit and role of the Cabinet to enable it to focus on the Councils key priorities and significant service changes	Welsh Audit Office	A4
Good Governance P5	Good Governance when Determining Significant Service Changes - Powys County Council	Clarify delegated authorities, particularly for significant service changes so that decisions are transparent and accountability for them is clear.	Welsh Audit Office	A4,D16,F9,H19
Good Governance P6	Good Governance when Determining Significant Service Changes - Powys County Council	Strengthening arrangements for monitoring the impact of service changes including explicitly setting out at the point of decision what will be monitored, where this will be monitored and who will be responsible for doing so.	Welsh Audit Office	F9, D16
R1R3	WAO Study - Scrutiny	Further develop scrutiny forward work programming to: <ul style="list-style-type: none"> • provide a clear rationale for topic selection; • be more outcome focused; • ensure that the method of scrutiny is best suited to the topic area and the outcome desired; and • align scrutiny programmes with the council's performance management, self-evaluation and improvement arrangements. 	Welsh Audit Office	A4, A5, A8, A13
Financial Resilience Assessment	196A2016	Last year we highlighted that the Council needed to be clear about how it would resource its identified corporate priorities (set out in the Statement of Intent and One Powys Plan). Also that it should be clear how it would ensure its corporate and strategic financial plans were sufficiently aligned. The Council acknowledged that its financial planning should begin earlier and the initial work for the 2015-16 budget began in May 2014. Budget planning followed an approach which	Welsh Audit Office	D1,D2,D4

		aimed to provide greater clarity on the budget process and timing for Members than previously.		
		Over previous years, the Council has had a variable track record of delivering its overall budget. Its budget was underspent in both 2011-12 and 2012-13. The budget for 2013-14 was overspent by £0.8 million, which the Council met by utilising its reserves.	Welsh Audit Office	D2,D5
Financial Resilience Assessment	196A2016	There are, however, capacity issues within the Finance Department. Major restructuring has taken place in the last few years and the Finance Department has seen an approximate 20 per cent reduction in its staff numbers, which has affected the capacity of the team. Some vacancies remain but the Council has experienced difficulties in recruiting to all but the junior accountant positions	Welsh Audit Office	D9,D11
		In the majority of cases, the Council expects that savings proposals, and their appropriate scrutiny and challenge can be developed internally. However, the Council recognises that in some cases, it will need additional capacity and expertise to help it reduce its operating costs.	Welsh Audit Office	D4,D9
		The Council has actively sought to increase Member involvement in the budget process. It has run a series of budget seminars with Councillors through the year. The seminars were held to explain the updated FRM to members and present the proposed savings drawn up by each service area. The aim was to inform broad proposals for setting the three-year budget, and to receive guidance from members on policy direction so that proposals could be turned into agreed action plans. In its progress report to Audit Committee in November 2015, the FSP recognised that the budget setting process in Powys is evolving. Whilst welcoming the earlier and more detailed involvement of Members, the FSP expressed some concerns that there were still too many elements of 'salami' slicing rather than transformational change and that some of the savings proposals may not be deliverable.	Welsh Audit Office	D12
		The FSP, at a recent joint meeting with Cabinet (14 December 2015) presented a report with a number of observations and suggestions to further improve the budget setting process for Cabinet to consider. The work undertaken so far, building upon the support from the external specialists, has enabled some positive benefits to be derived although some arrangements are clearly developing and have yet to be fully embedded.	Welsh Audit Office	D3,D6,D9

		To meet the challenge of transforming service delivery with reduced financial resources and increasing demand, the Council has adopted a clearly defined commissioning and procurement strategy. Our report on the letting of the domiciliary care contract recommended that the Council consider whether the issues we have identified have wider relevance for the successful delivery of its commissioning and procurement strategy. It also recommends that the Council undertake a review of its processes for developing and letting major contracts. We emphasise the need to ensure that the governance arrangements for developing, scrutinising and approving contracting exercises are appropriate and are working.	Welsh Audit Office	B7
Meeting the Financial Challenges Facing Local Government in Wales		Councils need clear strategies and plans, showing what they want to achieve and how they intend to achieve it Effective strategy and planning are crucial tools to help councils develop well-considered and sustainable responses to financial pressures. And services need to work out the most cost-effective ways of using the resources at their disposal to deliver their goals.	Welsh Audit Office	D1, D2, D4,
Meeting the Financial Challenges Facing Local Government in Wales		Effective planning, based on good information is an efficient and effective way of supporting tough choices and developing clear priorities Councils need robust information to support the detailed analysis needed to link their vision and objectives to their delivery plans. Councils often do not have a clear understanding of the demand for their services and the quality of their services from the users' perspective.	Welsh Audit Office	D1,D4, D15
		Council plans and strategies need closer links to longer-term financial plans Councils need to strengthen the links between their strategies and plans for services and their medium- and long-term financial plans. Too many financial plans are focused on short-term pressures, and do not look further ahead to the medium- and long-term to support the achievement of broader strategic goals. And, too many councils base their budgets on small, incremental annual changes, rather than fundamentally assessing the service delivery arrangements needed to deliver the desired results – and the cost of delivering those services.	Welsh Audit Office	D1,D2, D4
Financial resilience of local		Local authorities should strengthen their financial-planning arrangements by: <ul style="list-style-type: none"> • developing more explicit links between the Medium Term Financial Plan (MTFP) and its corporate priorities and service plans; 	Welsh Audit Office	D1, D2,D3,D4

authorities in Wales 2015-16		<ul style="list-style-type: none"> • aligning other key strategies such as workforce and asset management plans with the MTFP; • developing comprehensive multi-year fully-costed savings plans which underpin and cover the period of the MTFP, not just the forthcoming annual budget; • categorise savings proposals so that the shift from traditional type savings to transformational savings can be monitored over the period of the MTFP; and • ensuring timescales for the delivery of specific savings proposals are realistic and accountability for delivery is properly assigned. 		
The financial resilience of councils in Wales		<p>Councils should ensure that their corporate plan:</p> <ul style="list-style-type: none"> • is the core driver for the service plans and other supporting strategies including workforce, information technology and capital expenditure; • maintains at least a three to five year forward view and is aligned with the medium term financial plan and other supporting strategies; and • should clearly articulate the desired role of the council in five years - the model for delivering priority services and the infrastructure and resources needed to deliver future priorities within available finances. 		D1,D2,D3,D4
Meeting the Financial Challenges Facing Local Government in Wales		<p>Councils need to explore more opportunities to work together and with other public services, to reduce costs and deliver improved outcomes for citizens</p> <p>Collaboration is important because individual public services cannot deliver the desired improvements to the economy, health, environment and community life of Wales on their own. When public services do not work together effectively, the outcome is invariably extra costs and poorer services for service users and citizens.</p>	Welsh Audit Office	D19
The financial resilience of councils in Wales		<p>Councils need to ensure that funding deficits are accurately projected and fully reconciled to detailed savings plans for each year over the life of the medium term financial plan.</p>	Welsh Audit Office	D1, D2,D4,D5
		<p>Councils should regularly review the adequacy of the financial assurance arrangements that underpin the delivery of annual savings plans, including the level of scrutiny and challenge provided by councillors.</p>		D1, D3, D16
		<p>Councils should</p> <ul style="list-style-type: none"> • strengthen budget setting and monitoring arrangements to ensure financial resilience; and 		D1, D2, D6, Monthly budget setting process

		<ul style="list-style-type: none"> review the coverage and effectiveness of their internal and external assurance financial systems and controls to ensure they are fit for purpose and provide early warning of weaknesses in key systems. 		
Savings planning – Financial Resilience (March 2017)		<p>Strengthen financial planning arrangements by:</p> <ul style="list-style-type: none"> ensuring that the service savings targets set for third party spend, income and cost improvement opportunities can be achieved in planned timescales; ensuring that all savings plans are sufficiently well developed for inclusion in the annual budget; and forecasting the use of reserves over the MTFP period. 	Welsh Audit Office	D4,D5, D7
Meeting the Financial Challenges Facing Local Government in Wales		<p>Councils need to strengthen their arrangements for evaluating the impact of their financial decisions – on service standards and on citizens</p> <p>Informed decision making requires good management information and effective feedback arrangements. Councils that understand the impact of the actions they take are more likely to respond effectively to emerging issues and make better decisions. This is more likely to lead to better, more efficient services, and more satisfied citizens.</p>	Welsh Audit Office	D6
The financial resilience of councils in Wales		Council officers need to equip councillors with the knowledge and skills they need to deliver effective governance and challenge by extending training opportunities and producing high quality management information.	Welsh Audit Office	D12, D13
Financial resilience of local authorities in Wales 2015-16		Local authorities should develop Key Performance Indicators to monitor the MTFP.	Welsh Audit Office	D6, D23
		Local authorities should ensure that corporate capacity and capability are at a level that can effectively support the delivery of savings plans in the MTFP at the pace required.	Welsh Audit Office	D9, D12
Income Generation Charging for services and generating income by local authorities		Develop strategic frameworks for introducing and reviewing charges, linking them firmly with the Medium Term Financial Plan and the Corporate Plan.	Welsh Audit Office	D14
		Review the unit and total costs of providing discretionary services to clearly identify any deficits and, where needed, set targets to improve the current operating position.	Welsh Audit Office	D15
		Use the impact assessment checklist (Appendix 2) whenever changes to charges are considered.	Welsh Audit Office	Closed
		Identify opportunities to procure private sector companies to collect charges to improve efficiency and economy in collecting income.	Welsh Audit Office	D18

	<p>Improve management of performance, governance and accountability by:</p> <ul style="list-style-type: none"> • regularly reporting any changes to charges to scrutiny committee(s); • improving monitoring to better understand the impact of changes to fees and charges on demand, and the achievement of objectives; • benchmarking and comparing performance with others more rigorously; and • providing elected members with more comprehensive information to facilitate robust decision-making. 	Welsh Audit Office	D16
	Improve the forecasting of income from charges through the use of scenario planning and sensitivity analysis.	Welsh Audit Office	D17

Mae'r dudalen hon wedi'i gadael yn wag yn fwiadol

Document	Document Reference	Area e.g., Education, Corporate	Recommendation Ref	Recommendation/Improvement	Date Received	Responsible Portfolio Holder	Adults Improvement Plan	Children's Improvement plan
CSSIW								
Tudalen 195	WG25949	Social Care	CSSIW4	Future commissioning and procurement exercises for domiciliary care services should be built on a market development and partnership approach. It must robustly test the tender submissions, the capacity and capability of organisations to manage the transition of services and deliver the service specifications.	01/05/2015	Cllr Stephen Hayes	D2	
CSSIW 195	WG25949	Social Care	CSSIW6	The Council needs to strengthen its relationships with and oversight of domiciliary care providers operating in Powys, including setting up regular meetings and clear lines of communication with the commissioning managers to address ongoing concerns and queries.	01/05/2015	Cllr Stephen Hayes	D2	

CSSIW	WG25949	Social Care	CSSIW7	The Council needs to consider carrying out a review of the grants and service level arrangements to ensure they align with the Powys One Plan and the Integrated Pathway and provide the best value for money.	01/05/2015	Cllr Stephen Hayes	D4	
CSSIW Tudalen 196	WG25949	Social Care	CSSIW9	The first contact arrangements via the Powys People Direct should be further developed to ensure it can provide the appropriate level of response, advice, support and information for adult services and therefore reduce the need for an additional duty response at team level.	01/05/2015	Cllr Stephen Hayes	A7,B2,B5, B8,C13	A17, A21, B18, B19, D3, D4, D5, D6, D11
CSSIW	WG25949	Social Care	CSSIW10	The new adult safeguarding management structures and reporting mechanisms must be secured and established as a priority, to ensure that the Designated Lead Managers are supported in their responsibilities and there is consistent reporting, decision making and oversight at an appropriately senior level.	01/05/2015	Cllr Stephen Hayes	A6,B1,B4, B7,D5	B1

CSSIW	WG25949	Social Care	CSSIW12	A workforce strategy which supports the establishment of the integrated pathway for older people should be developed across the wider health and social care workforce including domiciliary care. Opportunities to build workforce capacity such as care apprenticeships should be considered, as well as potential barriers such as housing and	01/05/2015	Cllr Stephen Hayes	Section C	
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Domiciliary Care

Review of the Letting of a Domiciliary Care Contract to Alpha Care Limited	692A2015	Domiciliary Care Domiciliary Contract Letting to Alpha Care	R2	In order to meet the challenges of transforming its service delivery in the light of reduced financial resources and increasing demand, the Authority has adopted a clearly defined commissioning and procurement strategy. We recommend that the Authority consider whether the issues raised in this report have wider relevance for the successful delivery of its commissioning and procurement strategy, and undertake a review of its processes for developing and letting major contracts. Particular attention should be paid to ensuring that the governance arrangements for developing, scrutinising and approving contracting exercises are appropriate and are working in practice	01/01/2016	Cllr Stephen Hayes	D2	
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Review of the Letting of a Domiciliary Care Contract to Alpha Care Limited Tudalen 198	692A2015	Domiciliary Care Domiciliary Contract Letting to Alpha Care	R3	Audit work undertaken previously by the Auditor General in 2010 and 2014 on the Authority's whistleblowing policies identified that 'there was often a lack of an audit trail to support key decisions and events. Some key decisions were not documented and there were instances of key documents or supporting information not being found or not existing.' Similar issues are identified in this report. The review recommended above should also consider the extent to which adequate documentation is produced and retained to support key decisions made when developing and letting tenders.	01/01/2016	Cllr Stephen Hayes	D2	
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Document Reference	Area e.g.. Education, Corporate	Recommendation Ref	Recommendation/Improvement	Date Received	Responsible Portfolio Holder
National Studies					
WAO Study - Scrutiny	Scrutiny	R1R2	Ensure that scrutiny members, and specifically scrutiny chairs, receive training and support to fully equip them with the skills required to undertake effective scrutiny.	01/05/2014	Cllr Aled Davies
WAO Study - Scrutiny	Scrutiny	R1R3	Further develop scrutiny forward work programming to: <ul style="list-style-type: none"> • provide a clear rationale for topic selection; • be more outcome focused; • ensure that the method of scrutiny is best suited to the topic area and the outcome desired; and • align scrutiny programmes with the council's performance management, self-evaluation and improvement arrangements. 	01/05/2014	Cllr Aled Davies
WAO Study - Scrutiny	Scrutiny	R1R4	Ensure that scrutiny draws effectively on the work of audit, inspection and regulation and that its activities are complementary with the work of external review bodies.	01/05/2014	Cllr Aled Davies
WAO Study - Scrutiny	Scrutiny	R1R5	Ensure that the impact of scrutiny is properly evaluated and acted upon to improve the function's effectiveness; including following up on proposed actions and examining outcomes.	01/05/2014	Cllr Aled Davies
WAO Study - Scrutiny	Scrutiny	R1R6	Undertake regular self-evaluation of scrutiny utilising the 'outcomes and characteristics of effective local government overview and scrutiny' developed by the Wales Scrutiny Officers' Network.	01/05/2014	Cllr Aled Davies
WAO Study - NEETS	Education	R2R5	Ensure that elected members and partners fully understand that councils have a clear responsibility for leading and co-ordinating youth services for 16 to 24 year olds.	01/07/2014	Cllr Myfanwy Alexander

Document Reference	Area e.g.. Education, Corporate	Recommendation Ref	Recommendation/Improvement	Date Received	Responsible Portfolio Holder
WAO Study - Env Health	Environmental Health	R3R5	<p>Improve strategic planning by:</p> <ul style="list-style-type: none"> • identifying, collecting and analysing financial, performance and demand/need data on environmental health services; • analysing collected data to inform and understand the relationship between 'cost: benefit: impact' and use this intelligence to underpin decisions on the future of council environmental health services; and • agree how digital information can be used to plan and develop environmental health services in the future. 	01/10/2014	Cllr Jonathan Wilkinson
WAO Study - Early Departures	Early Departures	R5R5	Public bodies should give due consideration to the equality impact of all early departure arrangements, in particular where a public body is running a specific scheme covering multiple possible departures.	01/02/15	Cllr James Evans
WAO Study - Early Departures	Early Departures	R5R6	Public bodies should monitor and report as part of their internal governance arrangements on expected and achieved savings as a result of early departures. This will help inform future cost reduction plans.	01/02/15	Cllr James Evans
WAO Study - Early Departures	Early Departures	R5R7	Public bodies should review their record keeping for early departure arrangements, so that they can more readily identify key information including the number of costs of early departures in a given period, payback period information based on salary and employers' National Insurance and pension costs, and settlement agreements.	01/02/15	Cllr James Evans
Meeting the Financial Challenges Facing Local Government in Wales	Finance	R1 R2 R3 R1 R1 R4 R3 R4 R7	<p>Councils need clear strategies and plans, showing what they want to achieve and how they intend to achieve it</p> <p>Effective strategy and planning are crucial tools to help councils develop well-considered and sustainable responses to financial pressures. And services need to work out the most cost-effective ways of using the resources at their disposal to deliver their goals.</p>	28/01/2014 18/08/2016 02/04/2014	Cllr Aled Davies

Document Reference	Area e.g.. Education, Corporate	Recommendation Ref	Recommendation/Improvement	Date Received	Responsible Portfolio Holder
			<p>Effective planning, based on good information is an efficient and effective way of supporting tough choices and developing clear priorities Councils need robust information to support the detailed analysis needed to link their vision and objectives to their delivery plans. Councils often do not have a clear understanding of the demand for their services and the quality of their services from the users' perspective.</p> <p>Council plans and strategies need closer links to longer-term financial plans Councils need to strengthen the links between their strategies and plans for services and their medium- and long-term financial plans. Too many financial plans are focused on short-term pressures, and do not look further ahead to the medium- and long-term to support the achievement of broader strategic goals. And, too many councils base their budgets on small, incremental annual changes, rather than fundamentally assessing the service delivery arrangements needed to deliver the desired results – and the cost of delivering those services.</p>		
Financial resilience of local authorities in Wales 2015-16			<p>Local authorities should strengthen their financial-planning arrangements by:</p> <ul style="list-style-type: none"> • developing more explicit links between the Medium Term Financial Plan (MTFP) and its corporate priorities and service plans; • aligning other key strategies such as workforce and asset management plans with the MTFP; • developing comprehensive multi-year fully-costed savings plans which underpin and cover the period of the MTFP, not just the forthcoming annual budget; • categorise savings proposals so that the shift from traditional type savings to transformational savings can be monitored over the period of the MTFP; and • ensuring timescales for the delivery of specific savings proposals are realistic and accountability for delivery is properly assigned. 		

Document Reference	Area e.g.. Education, Corporate	Recommendation Ref	Recommendation/Improvement	Date Received	Responsible Portfolio Holder
The financial resilience of councils in Wales			<p>Councils should ensure that their corporate plan:</p> <ul style="list-style-type: none"> • is the core driver for the service plans and other supporting strategies including workforce, information technology and capital expenditure; • maintains at least a three to five year forward view and is aligned with the medium term financial plan and other supporting strategies; and • should clearly articulate the desired role of the council in five years - the model for delivering priority services and the infrastructure and resources needed to deliver future priorities within available finances. 		
Meeting the Financial Challenges Facing Local Government in Wales			<p>Councils need to explore more opportunities to work together and with other public services, to reduce costs and deliver improved outcomes for citizens</p> <p>Collaboration is important because individual public services cannot deliver the desired improvements to the economy, health, environment and community life of Wales on their own. When public services do not work together effectively, the outcome is invariably extra costs and poorer services for service users and citizens.</p>	28/01/14	
The financial resilience of councils in Wales			<p>Councils need to ensure that funding deficits are accurately projected and fully reconciled to detailed savings plans for each year over the life of the medium term financial plan.</p> <p>Councils should regularly review the adequacy of the financial assurance arrangements that underpin the delivery of annual savings plans, including the level of scrutiny and challenge provided by councillors.</p>	02/04/14	

Document Reference	Area e.g.. Education, Corporate	Recommendation Ref	Recommendation/Improvement	Date Received	Responsible Portfolio Holder
			<p>Councils should</p> <ul style="list-style-type: none"> strengthen budget setting and monitoring arrangements to ensure financial resilience; and review the coverage and effectiveness of their internal and external assurance financial systems and controls to ensure they are fit for purpose and provide early warning of weaknesses in key systems. 		
Savings planning – Financial Resilience (March 2017)		P1	<p>Strengthen financial planning arrangements by:</p> <ul style="list-style-type: none"> ensuring that the service savings targets set for third party spend, income and cost improvement opportunities can be achieved in planned timescales; ensuring that all savings plans are sufficiently well developed for inclusion in the annual budget; and forecasting the use of reserves over the MTFP period. 	14/06/17	
Meeting the Financial Challenges Facing Local Government in Wales	Finance	R6	<p>Councils need to strengthen their arrangements for evaluating the impact of their financial decisions – on service standards and on citizens</p> <p>Informed decision making requires good management information and effective feedback arrangements. Councils that understand the impact of the actions they take are more likely to respond effectively to emerging issues and make better decisions. This is more likely to lead to better, more efficient services, and more satisfied citizens.</p>	28/01/14	Cllr Aled Davies
The financial resilience of councils in Wales	Finance	R9	<p>Council officers need to equip councillors with the knowledge and skills they need to deliver effective governance and challenge by extending training opportunities and producing high quality management information.</p>	02/04/14	Cllr Aled Davies
Financial resilience of local authorities in Wales 2015-16	Finance	R4	<p>Local authorities should develop Key Performance Indicators to monitor the MTFP.</p>	18/08/16	Cllr Aled Davies

Document Reference	Area e.g.. Education, Corporate	Recommendation Ref	Recommendation/Improvement	Date Received	Responsible Portfolio Holder
Financial resilience of local authorities in Wales 2015-16	Finance	R6	Local authorities should ensure that corporate capacity and capability are at a level that can effectively support the delivery of savings plans in the MTFP at the pace required.	18/08/2016	Cllr Aled Davies

CYNGOR SIR POWYS COUNTY COUNCIL.**CABINET EXECUTIVE
18th September 2018**

REPORT AUTHOR: Executive Leader County Councillor Rosemarie Harris
Portfolio Holder for Risk Management

SUBJECT: Corporate Risk Register Quarter 1 2018/19

REPORT FOR: Information

1. Summary

The Council is in a process of continuously improving and updating its approach to risk management to help better understand and manage the risks the Council is facing, and to increase the likelihood of achieving its objectives. Risk management is a core management discipline that supports organisational delivery. The risks that Powys County Council face are changing all the time, so the art of good risk management is to combine planning for what we know might happen with preparation for unknown situations, and to safeguard the organisation and in turn make it more resilient.

2. Risk Management Improvement

Risk management within Powys County Council has been reviewed, and has undergone internal audit by South West Audit Partnership (SWAP). An improvement action plan has been devised by the former Business Continuity and Risk Management Officer. This has been agreed by the Acting Director – Resources, and SWAP, and will now be implemented by the Corporate Policy, Assurance and Inspection Officer.

The new Risk Management Toolkit and electronic risk management software (JCAD Core) was agreed by Executive Management Team/Heads of Service on 18th April 2018. This has since been agreed by Audit Committee (27th April 2018), and was signed off by Cabinet on 19th June 2018.

It was envisaged that that the new Risk Management Toolkit and electronic risk management software would be implemented by August 2018, in time for Quarter 1 2018/19 reporting, however due to a change in personnel, and other commitments, this will now be implemented on a phased approach from Quarter 2 2018/19.

3. Corporate Risk Register

Full details of the risks, consequences, and identified mitigation is included on the attached Risk Register (Appendix 2) (changes shown in red text), summary sheet (Appendix 3), and heat map (Appendix 4).

As a result of a cleansing processes the following four risks have been removed from the Corporate Risk Register: -

a) CG2 – Data Protection Breaches.

This has now been superseded by the General Data Protection Regulations (GDPR).

b) CR7 – Transition post-election of the Pensions Committee.

Risk removed due to the Pensions and Investment Committee successfully reforming following the 2017 Local Government Elections.

c) CR18 – Ability to meet the £1.428m savings target for 2018/19. Addressing the deficit in the FRM for 2018/2019 (Adult Social Care).

This risk has been removed following correspondence with the Head of Strategic Policy and Performance, this was deemed inappropriate to be listed on the corporate risk register, and is more suitable for monitoring at a Service Level.

d) CR2 – Inability to recruit the level and scale of staff required to vacant posts across the organisation due to inability to attract and/or an unsustainable employable local demographic.

Due to its similarity with ASC18, this risk has been removed, and appropriate information merged into ASC18.

The following risk has been amended on the corporate risk register: -

a) LR24 – Brecon Cultural Hub (y Gaer).

New risks within the project have been identified including possible need to draw upon additional funding, revenue funding, project reporting, and possible delays. The overall risk however remains high.

The following risk has been added/raised to the Corporate Risk Register in the current reporting period: -

a) CS22 – Unavailability of WCCIS due to system and network issues.

This has been added due to far reaching consequences to Children's Services of WCCIS being unavailable. These include: children being placed at risk, reduction in staff capacity, and the impact on performance reporting.

The remaining 28 risks remain unchanged for this period.

A number of risks on the Corporate Risk Register (particularly for Adults and Children's Services) are similar, this is due to the current methodology which is used. Following correspondence with the Director of Social Services, moving forward, it is anticipated that a combined Social Service Risk Register will be created, to mitigate repetition.

3. Options Considered / Available

N/A

4. Preferred Choice and Reasons

N/A

5. Impact Assessment

5.1 Is an impact assessment required? Yes/No

5.2 If yes is it attached? Yes/No

6. Corporate Improvement Plan

6.1 The Corporate Risk Register outlines the key risks to the Council's 'business as usual' activities, as well as risk to delivery of objectives contained within the Corporate Improvement Plan.

7. Local Member(s)

7.1 This report impacts all Members equally and does not affect local Members individually.

8. Other Front Line Services

Does the recommendation impact on other services run by the Council or on behalf of the Council? Yes/No

If so please provide their comments

9. Communications

Have Communications seen a copy of this report? Yes/No

Have they made a comment?

Information report. No proactive communication action required at this stage.

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

10.1 Legal – Professional Lead – notes the contents of the report and the requirement to report risk accordingly. Legal support will be provided as and when necessary.

10.2 Finance – The Corporate Risk Register outlines the key risks to the Council’s activities, as well as risk to delivery of objectives contained within the Corporate Improvement Plan. There are no direct financial implications from the report, although these may arise as new risks are identified on an on-going basis.

11. Scrutiny

Has this report been scrutinised? Yes / No?

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

Please insert the comments.

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

12. Data Protection

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

13. Statutory Officers

Section 151 Officer – the Head of Financial Services (Deputy 151 Officer) notes the comments of the Finance Business Partner.

Deputy Monitoring Officer notes the comments contained above and that the report is for Information purposes.

14. Members’ Interests

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

Recommendation:	Reason for Recommendation:
That Cabinet notes the risk register and the current risks faced by the organisation.	To ensure the adequate management of risk, and safeguard the Council

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

Relevant Local Member(s):	N/A
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Person(s) To Implement Decision:	N/A
Date By When Decision To Be Implemented:	N/A

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

Contact Officer: Caroline Evans Tel: 01597 826171 Email: caroline.evans@powys.gov.uk
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Background Papers used to prepare Report:

CABINET REPORT TEMPLATE VERSION 6

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

Risk Ref	Date Identified	Source	Service Area	Risk Identified	Potential Consequence	Inherent Risk		Current Controls	Risk Owner	Portfolio Holder	Proposed Further Actions / Controls	Residual Risk		Notes				
						P	I					Risk Rating	P		I	Risk Rating		
ASC9	15/07/2015	SIP	Adult Social Care	The Council's ability to recommission the Domiciliary Care Service without increased costs as a result of Dynamic Purchasing System (DPS).	Domiciliary Care Service fails, leaving service users at risk. Reputational and financial impact / damage. The Council would not be providing domiciliary care services according to procurement regulations. Increase in spend on Domiciliary Care.	M	C	High	8	Progressive rollout. Engagement with providers via contract management process. Action Plan & Accountability Framework. Action within SIP. Portfolio Holder delegated decision report was agreed for Domiciliary Care Framework Options (July 2017). Market position statement will lead into a Domiciliary Care Strategy. Implement approved provider list. Currently developing the DPS which will aim to manage costs by adopting floor and ceiling prices.	Alison Bulman	Cllr Stephen Hayes	Improved working arrangements with PAVO to support and build capacity in the third sector; Move from traditional provider / commissioner relationship to co-production with stakeholders; Develop outcome based commissioning. Integrated approach with PTHB to design a joint domiciliary service model. Revisit Adult Scrutiny Group with further proposals on the DPS.	L	H	Medium	3	
CR17	22/01/2016	SMT	Corporate	Living wage and increased pension requirements are resulting in increased financial pressure.	Additional financial implications; Some ASC providers may remove provision; Inability to meet statutory requirements; Unaffordable within current budget.	H	C	High	12	Working with ASC providers to understand increased cost pressures; Funding identified for 2017/18 in the budget process. Identify capacity issues. All change projects allocated a project manager. Regular budget monitoring. ICF money from WG to engage with Work undertaken with Vanguard.	David Powell	Cllr Aled Davies	Continuation of existing controls.	L	C	Medium	4	
ASC14	14/09/2015	CEO	Adult Social Care	Continuity of provision of WCCIS (DRAIG replacement). Financial model has not been implemented. WCCIS system is not currently able to provide all the data required for service monitoring and planning.	Loss of data resulting in officers being unable to access client files. Continuity of reporting; Loss of data; Decisions around service management and change can not be based upon robust data. The development of the DPS requires accurate data. Work is ongoing to utilise different packages within WCCIS, and work is ongoing with the Business Intelligence team to draw accurate information as required.	H	H	High	9	Ongoing support from ICT: - SIP Objective 2017 - ICT1 Support post implementation benefit release of the National WCCIS system. Some data will become available beginning of November 2017 enabling reporting and practice. Work is ongoing to utilise different packages within WCCIS, and work is ongoing with the Business Intelligence team to draw accurate information as required.	Alison Bulman	Cllr Stephen Hayes	Delivery plan for the proposed WCCIS finance module. Business Intelligence working on data reporting and performance measures from WCCIS. Some decisions may need to be deferred if the data is not ready. This could lead to financial loss, legal risk, and reputational damage.	H	H	High	9	
Tudalen 211 G1	Prior to 2014	SIP.LV2	Legal	Failure of governance.	Council acts ultra vires; Contravenes finance regulations and EU procurement regulations. Failure to distribute	M	M	Medium	4	All work is report based and there is a mechanism in place by which appropriate checks are made - two checks are made by Finance and two checks by Legal (Section 151 Officer and Monitoring Officer).	David Powell	Cllr Aled Davies	ModernGov Phase 2 project started. Input required from company to provide training. Will be piloted with one service initially. This will insist on timely provision of reports and will send reminder emails to the appropriate officers; Programme Governance Action Plan - spot audits of Programme Boards; Audit of Programme Board governance; Regulatory Reports.	L	M	Low	2	The software is extensively used by WG and automatically sends reminder emails to officers.
CR1	21/11/2012	Risk Register 21/11/12 12.100	Corporate	The Council is unable to manage the level of financial cuts required by the Welsh Government and the relatively poor funding position	The Council incurs significant overspend. Projected budget will suffer an overspend. Penalties and fines may be imposed Council reputation damaged	H	H	High	9	Medium Term Financial Plan; Cost Recovery work; 3rd party spend reduction; Income Generation; Monthly reports to cabinet and Management Team on budget progress and progress on savings; Budget Challenge Events; Moved to a 3 year balanced budget; Budget Management Reserve; Impact Assessments; Resource Delivery Plan.	Jane Thomas	Cllr Aled Davies	Re-establishment of the Income & Cost Improvement Board.	M	H	Medium	6	
CR6	21/11/2012	Risk Register 21/11/12 12.90	Corporate	Lack of adequate resilience planning	Non-compliance with Civil Contingencies Act (CCA) 2004; Failure to deliver critical services in the event of a declared emergency or event.	M	H	Medium	6	Education and training programme; Business Continuity Management (BCM) Group established; Services supported to produce their own Business Continuity Plans (BCPs); Self-evaluation of BCM incorporated into SIP process; PCC representation on Dyfed Powys Local Resilience Forum (LRF); 24/7 Duty Emergency Planning Officer to facilitate PCC response.	David Powell	Cllr Aled Davies	Continual engagement with BCM Champions via quarterly Business Continuity Group; Services to continue to develop and test their BCPs; External Education and Training with LRF Partners to ensure Integrated Emergency Management (IEM); Recent audit undertaken by Internal Audit team, resulting in an Action Plan.	L	M	Low	2	

Risk Ref	Date Identified	Source	Service Area	Risk Identified	Potential Consequence	Inherent Risk		Current Controls	Risk Owner	Portfolio Holder	Proposed Further Actions / Controls	Residual Risk		Notes				
						P	I					Risk Rating	P		I	Risk Rating		
CR10	21/11/2012	Risk Register 21/11/12 12 97	Corporate	Failure to monitor and protect Council assets	Theft and abuse of Council property	H	M	Medium	6	Each service should have its own asset register; All ICT equipment should be recorded on the ICT central asset register.	Mark Evans	Clr James Evans	Ensure that all services have their own asset registers in place; Incorporate into Starters and Leavers process.	M	M	Medium	4	
E1	Prior to 2014	SIP	Environment Directorate	The authority does not have a sufficiently robust risk assessment process for the management of Health & Safety (H&S) across the organisation. In addition to this, due to nature of the work carried out in HTR, considerable reliance is placed on the workforce to deliver services safely, in the interests of both staff and public.	Injury to individuals and risk to the Authority; People could be seriously or fatally injured; Exposure to litigation.	H	H	High	9	Health and Safety meetings, revenues, training and audit; Public liability insurance; Procurement - external contractors risk statements - monitoring. Promotional campaign for risk assessment for staff across the authority completed w/e 26/05/2017; Staff bulletin issued; Management Team (MT) briefing cascaded to ensure learning is understood by all staff responsible for H&S.	Nigel Brinn	Clr James Evans	Continually review robust site supervision and monitoring processes internally and externally with contractors; Full review of risk assessments to be undertaken by all Service Areas - Risk assessment audit process currently being reviewed by H&S team; H&S to be included within IPRs; MT considering sufficiency of current mechanism for managing H&S.	M	H	Medium	6	
ICS1	Prior to 2014	SIP.ICT.?	ICT and Programmes	Current systems are not covered by a fully resilient DR Solution (Infrastructure and Policies/processes)	Failure to maintain key ICT services in the event of a major incident.	H	H	High	9	Close working with Microsoft and Platform Consultancy to explore utilising the latest cloud services. This will provide both a backup solution and disaster recovery solution. This will provide PCC with the ability to instantly power up all replicated servers in the cloud. Microsoft Data Protection Manager will perform nightly backups to on-site storage, this will then be replicated into Azure blob storage as an off-site back for long-term storage.	Mark Evans	Clr James Evans	Replacement of existing systems; Fire prevention for server rooms; Second link from a second site within the North of the County to replicate systems; New systems which are purchased require cloud hosting capability; SLA discussions will also impact the solutions; Engagement with external provider to identify and provide a suitable BC solution.	H	H	High	9	
PPPP12	11/12/2015	HoS	Property, Planning & Public Protection	We have identified CE1M of health and safety works (electricals, sewerage systems, asbestos etc.) that need to be undertaken on the 139 Farm Houses in our estate.	Financial and reputation risk to the Council if the remedial works are not undertaken.	H	H	High	9	A further £500k capital identified to undertake work in 2018/2019.	Nigel Brinn	Clr James Evans	Rolling programme of works. Funding for the urgent works has been dealt with as part of the Council's overall budget setting process. £500k capital works (urgent works) has been completed. Programme developed for the next 2 years to address the highest priority cases. Underspend from 17/18 rolled forward to 18/19.	M	H	Medium	6	Programme developed for £500k spend for 2018/2019.
PR14	13/01/2015	SMT	Corporate	Condition and security of buildings, premises and sites.	<ul style="list-style-type: none"> Breach of Equalities legislation; Failure to comply with H&S legislation; Failure to be able to provide services in a suitable way to the public, and accommodation which is suitable for staff. 	M	H	Medium	6	Strategic review of office accommodation in progress. Schools Review of Special Schools; 21st Century Schools Programme (prioritised according to pupil vulnerability); A new Schools Service Major Improvement Programme Scoring and Prioritisation criteria was agreed by Cabinet 3/3/15, and it was also agreed a spend of £1m per year for the next three years.	David Powell	Clr Phyl Davies	Strategic Outline Plan for 21st Century Schools and Capital Investment Programme; Revision of Schools Service Asset Management Plan including: - <ul style="list-style-type: none"> Revision of SLAs as part of JVC (incorporating Property Plus); Defined Client side role; Develop robust SLA with clearly defined roles; Develop a commissioning model; Understanding of how work is commissioned. Health & Safety Officer carrying out a rolling programme of audits. Further guidance to be issued to schools in September relating to Health & Safety and Safeguarding.	L	H	Medium	3	
CR15	25/01/2016	PCC Welfare Reform Advisory Group	Business Services	The welfare reform programme against a backdrop of changing legislation and roll out of Universal Credit has likelihood of large impact on Powys citizens, in addition to HRA income. Access to IT equipment. Resourcing issue, particularly in Libraries.	Customers having less income and requiring support to adjust; Resilience of service to continue to provide additional service as UC increases; In subsidy audit potential penalty imposed; Rent collection rates drop, resulting in a loss of income for the HRA; Inability to implement change requirements and provide the expected service within the Government set framework and targets.	V	M	High	8	Provide financial advice. Administer discretionary housing payments (DHP) to people who are unable to manage their housing costs (WG allocated fund); Steering Group chaired by Portfolio Holder; Communication and money advice to support people; Financial advisers employed. Digital support being provided (training to staff). Establishment of Operational Group within Powys to co-ordinate activities of joint communications plan, joint training plan. Support from DWP - training, help with launches (Joint Powys & DWP introductions).	Mark Evans	Clr Aled Davies	Financial profiling of tenants; Using Shire meetings to notify members; Discussions around working with Credit Unions to mitigate potential loss of income; Lessons learned via UC LA Group; Training provided to all support staff within Council; Template for work plans to be developed; Additional admin support to be used; Stakeholder event meeting.	H	M	Medium	6	Universal Credit will be rolled out in Powys by October 2018. Resource issue - however two new officers will working on a part-time basis to ensure work is completed.
CR16	07/07/2016	Audit Committee	Corporate	The impact on the Council as a result of Brexit	Interest rates, negative impact on investments and the pension fund, wider economic impact, exchange rates, European funding grants.	H	H	High	9	Close monitoring; Cabinet briefed; Advice from pension advisers; Continue to work with WEFO.	Mark Evans	Clr Aled Davies	Continue to monitor economic indicators. Ongoing dialogue with external advisers.	H	H	High	9	

Risk Ref	Date Identified	Source	Service Area	Risk Identified	Potential Consequence	Inherent Risk		Current Controls	Risk Owner	Portfolio Holder	Proposed Further Actions / Controls	Residual Risk		Notes				
						P	I					Risk Rating	P		I	Risk Rating		
ICS8	13/01/2016 (Revised 03/04/2017)	ICT SMT	ICT and Programmes	Failure to control and secure ICT systems and data against unauthorised access including Cyber-crime attack.	Corrupt data resulting in data loss. Corrupt machines resulting in system down time. Loss of internet access resulting in reputational damage. Financial consequences if we were held to ransom.	V	H	High	12	Anti-virus software. Anti-malware software. Anti-spam software on email system. Firewalls. Security controls in place and continuously reviewed. Secure copies of data kept in the cloud to allow restoration of systems. Staff awareness of ICT security via e-learning.	Mark Evans	Cllr James Evans	ICT Governance reviewed and has directed a new BC to be authorised based on the results of field testing conducted on 3 products. Currently evaluating a product. Resilient systems to be implemented to allow delivery of ICT systems if main site compromised. Review to be undertaken of the NCSC 10 Steps to Cyber Security, to include: - 1. Risk Management Regime; 2. Network Security; 3. User education and awareness; 4. Malware prevention; 5. Removable media controls; 6. Secure configuration; 7. Managing user privileges; 8. Incident management; 9. Monitoring; 10. Home and mobile working. Patching (updating software to ensure they have no vulnerabilities). Implementation of Government Cyber Essentials	M	H	Medium	6	Linked to CR19.
HTR2	2014	SIP	Highways, Transport & Recycling	Meeting the requirement of the MTFS, including achievement of savings and income generation targets. Noting the Transformation stretch target of £1.0m and the unfunded service pressures.	Financial implications for the Authority - budget will suffer an overspend. Impact on other services / functions.	H	H	High	9	Regular review through the MTFS and corporate governance; Programme and Project Boards; Finance report to Cabinet	Nigel Brinn	Cllr Phyl Davies	Monitoring and reporting through corporate financial processes and systems	H	H	High	9	
LR24 Tudalen 213	2016	LR SIP 2016-19 Objective LR10	Leisure & Recreation	<u>Brecon Cultural Hub (y Gaer)</u> 1. Possible need to draw upon £75k agreed risk pot. 2. Possible delay to programme construction end date. 3. Insufficient revenue funding available and planned for, for the taking over of y Gaer - utilities; rates; staffing; cleaning. 4. No reporting line to Economy Programme Board set up at present.	1. Requirement to approach Portfolio Holder / Cabinet for use of additional funding within £75K risk pot. 2. Pressure placed on fit out and migration schedule; potentially delaying opening in 2018. 3. Revenue costs not able to be met, leading to overspend and requirement for increased revenue budget in future. 4. Risk to governance being sufficiently strategically observed.	H	H	High	9	- Cost fix now agreed and in place limiting any exceeding of agreed budget. Quantity & type of uncertainty greatly reduced as construction progresses. Risk being placed with Kier e.g. costs from programme delays. - Raising awareness internally, at project Board and with responsible Portfolio Holders and senior officers, along with partners and stakeholders. - Raising concerns at early stages, and escalating through Project Board and at the Economy programme Board once established. - Project Manager in place who has building and project management experience and knowledge – strict, persistent and challenging monitoring of contractors, costs & programmes protecting Council's budgetary interests. - Maintenance of regular (monthly) Project Board meetings involving detailed reporting, rigorous scrutiny and decision making.	Ian Budd Nigel Brinn	Cllr Phyl Davies Cllr Rachel Powell	- Continuation and expansion of project development activity including cost engineering reduction exercise and design refinements and acquisition of accurate tender prices and costings. - Continue close & exacting monitoring at high level between Powys County Council, consultants & contractors. - Continue fundraising campaigns to relieve pressures on budget, add value to overall scheme and mitigate deficiencies in cost plan i.e. where important scheme elements have been extracted (via VE) and need re-introducing e.g. development of Captain's Walk (now funded); purchase of furniture and fit out for overall building; design & fabrication of integral public art elements (2). - Continue to develop strong and transparent communication amongst project team; continue to liaise, communicate with & engage funding partners, stakeholders & community at strategic and local level. - Promote scheme widely to encourage and build support (further & future funding, volunteering input, sponsorship) and to ensure excellent service delivery and customer usage / satisfaction upon opening. - Continue detailed planning for a sustainable & rigorous business model to be in place upon opening.	H	H	High	9	Whilst the risk rating remains necessarily High due to the nature of costs being intrinsically partially fluid, the scale, type and impact of risk is greatly diminishing; Overall status of risk less critical as completion date draws closer (construction completion expected Aug 2018, with soft opening Dec 2018/Jan 2019).
HTR4	16/11/2017	SIP	Highways, Transport & Recycling	To provide safe highways assets and structures as far as reasonably practical	Breach of statutory duties and subsequent financial and reputational demand, e.g. third party claims.	H	H	High	9	Careful prioritisation of work and resource allocation (Capital budget). Revenue budget (cleaning, sweeping, winter maintenance).	Nigel Brinn	Cllr Phyl Davies	Capital investment in highway network, road safety grants; Revise and update Highways Asset Management Plan; Determine future levels of service; Improve operational delivery.	H	H	High	9	

Risk Ref	Date Identified	Source	Service Area	Risk Identified	Potential Consequence	Inherent Risk		Current Controls	Risk Owner	Portfolio Holder	Proposed Further Actions / Controls	Residual Risk		Notes		
						P	I					Risk Rating	P		I	Risk Rating
CS4	14/11/2017	SMT	Children's Services	Develop structure to respond to CSSIW report (August 2017).	<ul style="list-style-type: none"> - Meeting regulatory and legislative duties. - Managing demand on the service. - Risk to children. - Recruitment and retention of staff. - Staff morale. - Reputational damage. 	H	H	High 9	<ul style="list-style-type: none"> - Assurance Board. - Improvement Plan. - Partnership Board (with other agencies). - Increase number of qualified social workers (additional staff recruited). - Communications strategy (internal/external). - Monitoring by CIW. - Report to Minister/CIW every 90 days. - Improved monitoring structures with Elected Members. - Updated and implemented supervision programme. - Monitoring of timeliness of assessment. 	Alison Bulman	CIW Rachel Powell	Continuation of current controls.	H	H	High 9	
CS5	14/11/2017	SMT	Children's Services	Not having sufficient foster or respite placements.	<ul style="list-style-type: none"> - Children at risk. - Children placed greater distance from families. - Children in residential placements as no alternative available. - Children not having needs met. 	H	H	High 9	<ul style="list-style-type: none"> - Fostering marketing and recruitment campaign developed. - Increased scrutiny of corporate parenting from Elected Members. - Part of Improvement Plan. - Active monitoring of children's placements. - Monitoring of increased budgetary pressures. - Safe reduction of numbers of looked after children. 	Alison Bulman	CIW Rachel Powell	<ul style="list-style-type: none"> - Develop in-house provision to create efficiencies. - Increase in house capacity. - Increase early intervention to ensure families stay together. - Development of Edge of Care services. - CYPP to develop services for children across all agencies in Powys (prevent). - Develop provision for respite across the county. - MAAP process needs to be reviewed. - Strong communications links for recruitment for carers. 	H	H	High 9	<ul style="list-style-type: none"> - Budget pressures exist. - Additional investment required to achieve performance. - Improved performance seen. - 8.5 FTE vacancies in service.
CR19	28/11/2017	CIOG	Corporate	Non Compliance of the principals of the General Data Protection Regulation (GDPR) at introduction.	<ul style="list-style-type: none"> - Potential fine of up to €20,000,000 or 4% of annual turnover. - Regulatory data protection audits. - Reputational loss of PCC. - Regulatory enforcement action. - Detriment to the data subjects. - Civil action and associated consequences. 	H	C	High 12	<ul style="list-style-type: none"> - Development of Communication Plan (completed September 2017) and in the process of being delivered. - Provision of information to SMT, HoS, and Team Meetings. - Presentations to schools. - GDPR Surgeries (completed December 2017). - Information Asset Audit (IAA) in progress, however this has been delayed to do resource issues, and lack of/late responses from some services. This will continue alongside GDPR preparation. - Development of internal records of processing, IAA are the foundations of this work. Deadline agreed at CIGG January 2019. - Staff training - work is underway to move current training into a new format. Completion expected Summer 2018. - Technical controls - existing controls will be documented by 25th August 2018. - Policies and Procedures - existing policies to be revised by 25th May 2018, Information Compliance Policy under development and to be completed by 25th May 2018. - Information sharing protocols - Information Asset 	Mark Evans	CIW James Evans	<ul style="list-style-type: none"> - Develop processes and provide awareness to all staff. - Actions from Information Asset Audit. - Further technical controls. - Further policies and procedures. 	M	C	High 8	<ul style="list-style-type: none"> - Data Protection Officer planning aspect in hand, however there are concerns over service area management of their responsibilities in terms of considering legal basis for processing, developing privacy notices etc. - Comes into force 25/5/18. - Linked to ICS8 and CG2. - Mark Evans appointed Senior Information Risk Officer (SIRO).
CS11	08/12/2017	HoS	Corporate	Failure to meet the statutory deadlines imposed on the Council as a relevant authority under the National Training Framework under Violence Against Women, Domestic Abuse and Sexual Violence Wales Act (2015).	<ul style="list-style-type: none"> - Risk to CIW inspection of adult services. - Potential criticism and legal challenge to the Council in the event of this lapse being a significant factor in a Domestic Homicide Review or instance of abuse. - Reputational damage to the authority. 	V	H	High 12	<ul style="list-style-type: none"> - Report considered by Cabinet, first two statutory requirements missed, requirement for 100% for Group 1 by 31st March 2018 missed. Outcome was 59% of staff completed training. - Presentations given to staff members who do not have IT access. 	Alison Bulman	CIW Stephen Hayes CIW Rachel Powell	Detailed improvement plan on VAWDASV prepared for Cabinet.	V	H	High 12	

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Risk Ref	Date Identified	Source	Service Area	Risk Identified	Potential Consequence	Inherent Risk		Current Controls	Risk Owner	Portfolio Holder	Proposed Further Actions / Controls	Residual Risk		Notes				
						P	I					Risk Rating	P		I	Risk Rating		
ASC18	15/07/2017	HoS	Adult Social Care	Inability to recruit the level and scale of staff required to vacant posts across the organisation due to inability to attract and/or an unsustainable employable local demographic. This is a particular issue within Adult Social Care, where the Social Care Wales requirement for carers to register may make the work less attractive, further exacerbating the issue.	Insufficient staff to meet service demands; Lack of qualified and experienced staff; Poor performance; Demotivated workforce; Unmet demand; Financial implications of using agency staff. Failure to recruit social workers has led to lengthy delays in assessments. Use of expensive agency staff can result in short term accountability, and a failure to provide a continuity of professional involvement for vulnerable service users. Short term funding of the enhanced brokerage service (to procure residential care placements) has led to inability to recruit and failure to provide the service as hoped. This has led to untrained practitioners brokering care placements with businesses and agreeing to costs significantly above the expected price.	H	H	High	9	- Investing in our workforce (training and development); - Support for staff; - Integrated approach across PCC and PTHB, including the alignment of HR/OD; - Working with HR Business Partners. - Powys County Council Recruitment Campaign. - Growing our own/career graded apprenticeship approach policy approved and launched.	Sarah Powell Alison Bulman	Cllr James Evans Cllr Stephen Hayes	- Develop workforce strategy looking at workforce demographics over next 5-10 years, skills and workforce training. - Integration of Mental Health teams to be scoped. - Move to a new approach of values based recruitment process. - Future Workforce (Making it Happen/Corporate Leadership and Governance Plan) has replaced ROOTS Programme. - Work with PCC/Heath Board to understand new skill mix required. Informed by Healthcare Strategy/Parliamentary Review of Health and Social Care in Wales.	M	H	Medium	6	Linked to ASC 19.
ASC19	23/10/2017	HoS	Adult Social Care	Projected demographics of Powys suggest a significant increase in older people, and a significant decrease in the working age population. Therefore ensuring an adequate caring and professional workforce is a risk.	Care provision and assessment provision becomes scarce, leaving service users at risk of no care.	V	C	Very High	16	Recruitment Campaign. Telecare.	Alison Bulman	Cllr Stephen Hayes	PSB Consideration? Consideration of workshop to brainstorm future strategy? Develop economy? Lobby Welsh Government? Research to be commissioned in partnership with the Powys Social Value Forum, Credu, and PAVO, considering the untapped workforce potential in one area of Powys. This will look at the possibility of carers, stay at home parents, retired individuals, and others becoming part time support workers or carers for service users. This work is to be aligned with and owned by the PCC workforce development service.	V	C	Very High	16	Linked to ASC 18. Needs consideration across wider Council and not just in ASC. Audit Committee will be reporting on this.
Tudalen 215 ASC22	15/07/2017	HoS	Adult Social Care	Current Bupa contract for Powys Care Homes expires June 2019. Powys needs to agree and implement new management of Care Homes post 2019.	If no contract is agreed and implemented, homes may need to be taken under the management of PCC, which could be costly and resource hungry.	H	C	High	12	Work being undertaken to appraise various options - being undertaken during March/April 2018 with a Cabinet report being prepared during the Spring of 2018.	Alison Bulman	Cllr Stephen Hayes	Meetings with interested parties. Meeting with one interested company is being held on 30th April 2018.	M	C	High	8	
CS12	02/02/2018	HoS	Children's Services	Addressing the deficit in the Children's Service FRM (£1.1million) for 2018/19.	Financial implications for the Authority - budget will suffer an overspend. Impact on other services / functions.	H	H	High	9	- Regular budget monitoring and reviewing of the savings tracker. - Development of transformation plan. - Review of residential placements.	Alison Bulman	Cllr Rachel Powell	- Future shape of service review. - Decrease use of agency staff.	V	H	High	12	
ASC28	01/04/2018	Adult's Service Transformation SMT	Adult Social Care	Legal case is being undertaken at the High Court with regards to payment for 'sleep-in' care work. Paying the National Minimum/Living Wage when carers are asleep has not been consistent. Depending upon the case law set this could lead to significant financial	Legal challenge. Reputational challenge. Financial impact - significant. It is estimated that the impact could be up to £1m in disability services alone.	H	H	High	9	Working group has been set up to consider options and to receive legal advice. This group is looking at practice elsewhere and considering current contracts in order to understand the situation fully. The group is also anticipating the outcome of the legal case being considered currently.	Alison Bulman	Cllr Stephen Hayes	Continuation of the actions set out previously with legal advice from the Council's solicitors expected at the next meeting.	H	H	High	9	
HS9	05/08/2015	Environment Management Team	Housing/ Property, Planning, and Public Protection	Heart of Wales Property Services (HoWPS).	Failure of statutory functions. Failure to perform repairs and maintenance. Failure to achieve projected savings. Reputational damage to PCC. Cost to PCC for compensating residents for poor performance. Officer time costs (due to additional workload). Financial Risk to HRA and wider Authority. Critical Wales Audit Office Report. Non-delivery of key projects due to lack of resources.	V	H	High	12	Head of Service on HOWPS Board of Directors. Portfolio Holder on HOWPS Board of Directors. Escalation of risk and concerns to Chief Executive and Strategic Directors. Recovery plan submitted by Kier on behalf of HOWPS. Additional resources allocated by Kier (3.5 FTE Change Managers). Close monitoring by Directors/Portfolio Holder/Chief Executive/Strategic Directors.	Nigel Brinn	Cllr James Evans Cllr Phyl Davies	Performance monitoring. Utilisation of contract document to escalate issues. Development of evidence and fall-back systems. Introduced weekly officer level meetings. Development of contingency plans for contract failure. Potential to invoke step in clauses for specific parts of the contract in line with contract. Awaiting consultation resource plan.	H	H	High	9	

Risk Ref	Date Identified	Source	Service Area	Risk Identified	Potential Consequence	Inherent Risk				Current Controls	Risk Owner	Portfolio Holder	Proposed Further Actions / Controls	Residual Risk				
						P	I	Risk Rating						P	I	Risk Rating		
CS22	10/07/2018	Children's Services Management Team	Children's Services	Unavailability of WCCIS due to system and network issues.	Children at risk as files do not contain the most up to date information; Failure to update files with key data, impacting performance reported; Reduction in staff capacity; Impact of staff morale.	H	H	High	9	- Upgraded all switches that feed PPD office to 20Gbps; - Ensured that all PC's/Laptops are connected to 1Gbps port; - Setup monitoring on Park Office's switch stack; - Received a list from Careworks of URL's and IP addresses that will now allow us to properly test and then implement bypass of proxy for PTHB staff; - Investigating potential DNS issue for PCC staff; - Received quote and agreed purchase of upgrade for Ynys Y Plant; - Proceeding with further quotes for upgrade of other PTHB sites; - Contacted other LA's to understand their issues; - Liaising with BT with regards to upgrade of PSBA link into County Hall; - Working with BT to move schools to cloud filtering solution to stop bottleneck of traffic at County Hall.	Alison Bulman Mark Evans	Cllr Rachel Powell		H	H	High	9	

Ref	Trend	Corporate Priority	Risk Identified	Risk Owner	Portfolio Holder
ASC9	↔	Health and Care	The Council's ability to recommission the Domiciliary Care Service without increased costs as a result of Dynamic Purchasing System (DPS).	Alison Bulman	Clr Stephen Hayes
CR17	↔	Economy	Living wage and increased pension requirements are resulting in increased financial pressure.	David Powell	Clr Aled Davies
CR11	↔	Health and Care	Continuity of provision of WCCIS (DRAIG replacement). Financial model has not been implemented. WCCIS system is not currently able to provide all the data required for service monitoring and planning.	Alison Bulman	Clr Stephen Hayes
CG1	↔	All	Failure of governance.	David Powell	Clr Aled Davies
CR1	↔	Economy Residents and Communities	The Council is unable to manage the level of financial cuts required by the Welsh Government and the relatively poor funding position.	Jane Thomas	Clr Aled Davies
CR6	↔	All	Lack of adequate resilience planning.	Mark Evans	Clr Aled Davies
CR10	↔	All	Failure to monitor and protect Council assets.	Mark Evans	Clr James Evans
PL1	↔	All	The authority doesn't have a sufficiently robust risk assessment process for the management of Health & Safety (H&S) across the organisation. In addition to this, due to nature of the work carried out in HTR, considerable reliance is placed on the workforce to deliver services safely, in the interests of both staff and public.	Nigel Brinn	Clr James Evans
ICS1	↔	All	Current systems are not covered by a fully resilient DR Solution (Infrastructure and Policies/processes).	Mark Evans	Clr James Evans
PPP12	↔	Economy Residents and Communities	We have identified €1M of health and safety works (electricals, sewerage systems, asbestos etc.) that need to be undertaken on the 139 Farm Houses in our estate.	Nigel Brinn	Clr James Evans
CR14	↔	All	Condition and security of buildings and premises.	David Powell	Clr Phyl Davies
CR15	↔	All	The welfare reform programme and roll out of Universal Credit has likelihood of large impact on Powys citizens, in addition to HRA income.	Mark Evans	Clr Aled Davies
CR16	↔	All	The impact on the Council as a result of Brexit.	Mark Evans	Clr Aled Davies
ICS8	↔	All	Failure to control and secure ICT systems and data against unauthorised access including Cyber-crime attack.	Mark Evans	Clr James Evans
HTR2	↔	All	Meeting the requirement of the MTFs, including achievement of savings and income generation targets.	Nigel Brinn	Clr Phyl Davies
LR24	↔	All	Brecon Cultural Hub (y Gaer)	Nigel Brinn	Clr Phyl Davies
HTR4	↔	Economy Residents and Communities	To provide safe highways assets and structures as far as reasonably practical.	Ian Budd Nigel Brinn	Clr Rachel Powell Clr Phyl Davies
CS4	↔	Health and Care	Develop structure to respond to CSSIW report (August 2017).	Alison Bulman	Clr Rachel Powell
CS5	↔	Health and Care	Not having sufficient foster or respite placements.	Alison Bulman	Clr Rachel Powell
CR19	↔	All	Non compliance of the principals of the General Data Protection Regulation (GDPR) at introduction.	Mark Evans	Clr James Evans
CS11	↔	Health and Care	Failure to meet the statutory deadlines imposed on the Council as a relevant authority under the National Training Framework under Violence Against Women, Domestic Abuse and Sexual Violence Wales Act (2015).	Alison Bulman	Clr Stephen Hayes Clr Rachel Powell
ASC18	↔	Economy Health and Care Learning and Skills Residents and Communities	Inability to recruit the level and scale of staff required to vacant posts across the organisation due to inability to attract and/or an unsustainable employable local demographic. This is a particular issue within Adult Social Care, where the Social Care Wales' requirement for carers to register may make the work less attractive, further exacerbating the issue.	Alison Bulman Sarah Powell	Clr Stephen Hayes Clr James Evans
ASC19	↔	Health and Care	Projected demographics of Powys suggest a significant increase in older people, and a significant decrease in the working age population. Therefore ensuring an adequate caring and professional workforce is a risk.	Alison Bulman	Clr Stephen Hayes
ASC22	↔	Health and Care	Current Bupa contract for Powys Care Homes expires June 2019. Powys needs to agree and implement new management of Care Homes post 2019.	Alison Bulman	Clr Stephen Hayes
CS12	↔	Health and Care	Addressing the deficit in the Children's Service FRM (£1.1million) for 2018/19.	Alison Bulman	Clr Stephen Hayes
ASC28	↔	Health and Care	Legal case is being undertaken at the High Court with regards to payment for 'sleep-in' care work.	Alison Bulman	Clr Stephen Hayes
HS9	↔	All	Heart of Wales Property Services (HoWPS)	Nigel Brinn	Clr James Evans Clr Phyl Davies
CS22	NEW	All	Unavailability of WCCIS due to system and network issues.	Alison Bulman Mark Evans	Clr Rachel Powell Clr James Evans

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

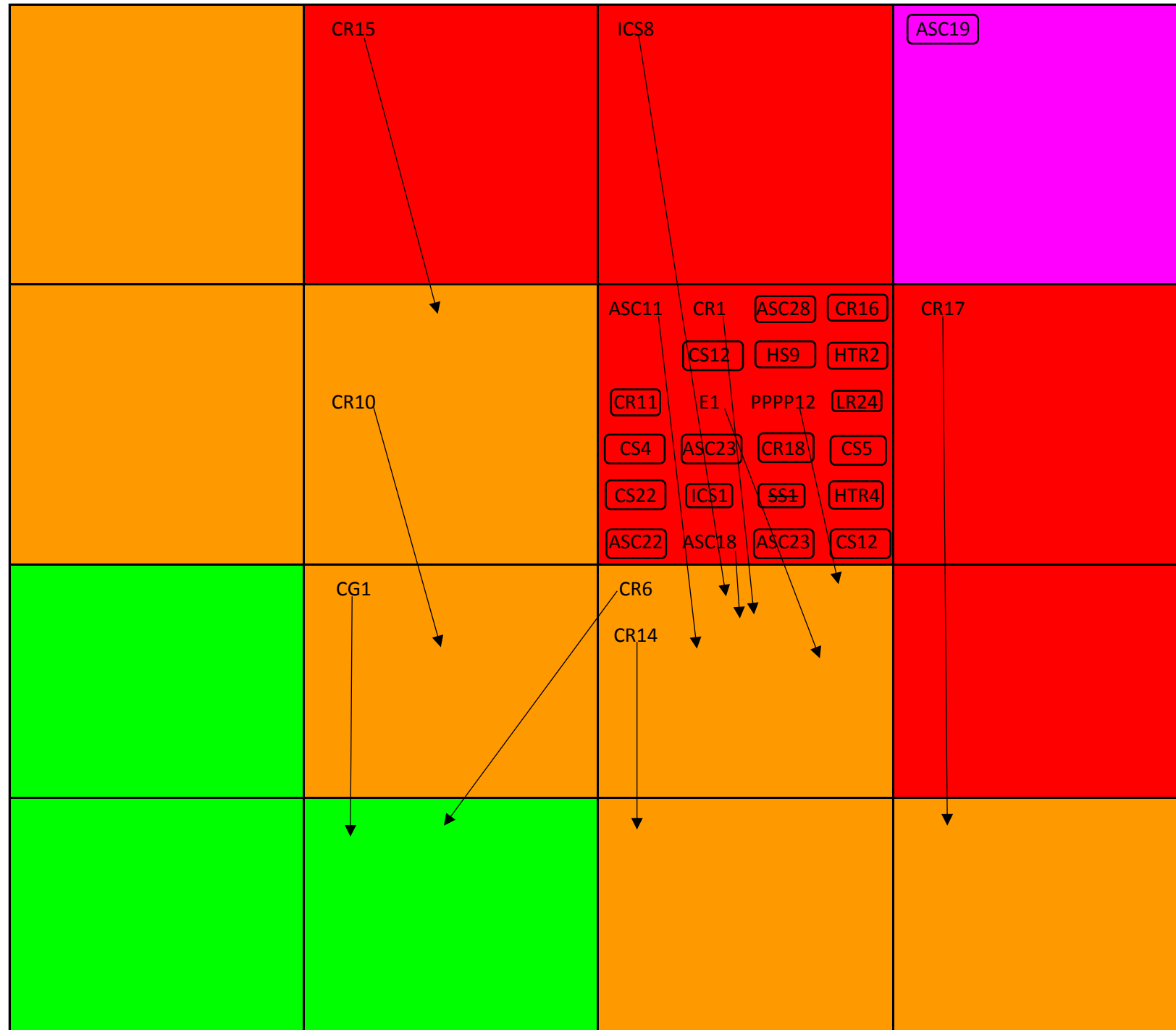
Probability

Very High

High

Medium

Low



Low

Medium

High

Catastrophic

Impact

The risk reference identifies the level of inherent risk to the Council before mitigating controls are applied (Inherent Risk).

The arrows from each risk point to the level to which the risk will reduce as a result of the mitigating controls being implemented (Residual Risk).

Those risks with around them do not change their level of risk with mitigation.

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

Risk Assessment Matrix

1. Impact:

RISK CATEGORY	RISK TYPE	RISK IMPACT (Severity)			
		Low	Medium	High	Catastrophic
FINANCIAL	Financial				
	Reinstatement following loss / compensation & costs / economic losses / bad lending / VAT errors / fraud / fines	<£250,000	£250 - £750k	£750k - £2m	>£2m
HAZARD	Casualty				
	Employee &/or Public Injury / ill-health	Minor Injuries / temporary ill-health	Ill health / disabling injuries	Single fatality	Multiple fatalities
	Environmental				
	Recovery/remediation time	< 1 week	1 week – 1 month	1 - 12 months	> 1 year / recovery impossible
	Hazard				
	Maladministration / Improvement notice / legal proceedings	Low	Medium	High	Catastrophic
OPERATIONAL	Operational				
	Prevention of service efficiency	Low	Medium	High	Catastrophic
	Procurement / Contract / Project Failure				
	Additional costs / cost over-run / delays to completion	Greater of 5% or £250k	Greater of 5-25% or £250- £70k	Greater of 25 - 50% or £70k - £2m	Greater of 50 – 100% or > £2m
	Service Provision (Interruption)				
	Health / Education / Key Service	1- 6 days < 1 month	1 week–1month 1-3 months	1 – 6 months 3 - 12 months	> 6 months > 1 year
	Support / Administration / Leisure				
STRATEGIC	Reputation				
	Adverse / critical comment / Ombudsman Investigation / ICO Investigation	Ward/Village	Local Media	Welsh Media	National Media
	Prosecution/punishments			Disqualification	Imprisonment
	Strategic				
	Failure to achieve corporate objectives	Low	Medium	High	Catastrophic

2. Probability:

PROBABILITY	Definition
Low	Not likely to happen or may happen once every 20 years
Medium	Possible or may happen within 10 years
High	Likely or may happen once a year
Very High	Certain or happens several times a year

3. Risk Profile:

PROBABILITY	Very High (4)	Medium (4)	High (8)	High (12)	Very High (16)
	High (3)	Medium (3)	Medium (6)	High (9)	High (12)
	Medium (2)	Low (2)	Medium (4)	Medium (6)	High (8)
	Low (1)	Low (1)	Low (2)	Medium (3)	Medium (4)
	Low (1)	Medium (2)	High (3)	Catastrophic (4)	
	IMPACT				

CYNGOR SIR POWYS COUNTY COUNCIL

Cabinet
18th Sept 2018

REPORT AUTHOR: County Councillor James Evans
Cabinet Portfolio Holder: Corporate Governance,
Housing and Public Protection

SUBJECT: PCC Strategic Equality Plan 2016/20:
October – March progress report of 2017/18

REPORT FOR: Approval

1. Summary

- 1.1 The purpose of this report is to communicate the progress made during the last 6 months (Oct 17 – Mar 18) against Powys County Council's Strategic Equality Plan 2016 – 2020. It also includes the council's annual employment information report in relation to equalities.
- 1.2 It provides information on how the council is meeting its requirements in relation to the Equality Act 2010 and more specifically, the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011.

2. Background and Additional Information

- 2.1 The aim of the public sector equality duty is to ensure that public authorities and those carrying out a public function consider how they can positively contribute to a fairer society through advancing equality and good relations in their day-to-day activities. It is an integral and important part of the mechanisms for ensuring the fulfilment of the aims of the Equality Act 2010. The duty ensures that equality considerations are built into the design of policies and the delivery of services and that they are kept under review. This will achieve better outcomes for all.
- 2.2 In exercising their functions, public bodies are required to have due regard to the need to:
- eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act
 - advance equality of opportunity between people who share a relevant protected characteristic and those who do not
 - foster good relations between people who share a protected characteristic and those who do not.
- 2.3 The Act explains that having due regard for advancing equality of opportunity in the second aim involves:

- removing or minimising disadvantages experienced by people due to their protected characteristics
- taking steps to meet the needs of people from protected groups where these are different from the needs of other people
- encouraging people with protected characteristics to participate in public life or in other activities where their participation is disproportionately low.

2.4 The Act describes fostering good relations in the third aim as tackling prejudice and promoting understanding between people who share a protected characteristic and those who do not. Meeting the duty may involve treating some people more favourably than others, as long as this does not contravene other provisions within the Act.

2.5 The nine protected characteristics are:

Characteristic	Description
Sex/gender	being male or female
Age	being a certain age; but often being younger or older
Race	being a particular colour, ethnic origin, national origin or nationality
Religion or belief	having a recognised religion or belief or a lack of belief
Pregnancy and maternity	women who are pregnant or on maternity leave
Disability	all disabled people, both physically and mentally
Gender reassignment	people who change their gender from the one assigned at birth
Sexual orientation	how people feel as well as act, in respect of people of the same sex, people of the opposite sex, or both sexes
Marriage and civil partnership	being in a marriage or civil partnership

2.6 Powys County Councils Strategic Equality Plan 2016-2020 and the 17-20 review can be found by clicking on the following link:

[Equalities & Fairness at the Council](#)

3. Annual Reporting Requirements

3.1 In order to show how the council is meeting its specific duties under the act, progress and evaluation of the equality objectives over the last 6 months will be considered first.

3.2.1 Appendix A presents the progress against each of the seven equality objectives and the associated strategic actions to deliver each objective over the last 6 months. Each action is listed with accountable owners and then progress against each of these actions evaluated using the Achievements, Issues, Actions approach and an appropriate 'BRAG'

status (Blue = completed; Green = On schedule; Amber = Some minor issues; Red = Some major issues or concerns) awarded.

3.2.2 The following table provides an overview of the progress made to fulfilling each of the council's objectives and provides a breakdown of the number of actions / measures and the respective BRAG rating.

2017-18 Half year position					
Objective	Blue	Green	Amber	Red	No Data
1	1	4	2	0	0
2	0	3	2	0	0
3	0	5	3	1	0
4	1	0	0	1	0
5	1	5	0	0	0
6	0	1	0	0	0
7	0	0	1	1	0
Total	3	18	8	3	0

To summarise 3 actions have been completed, 18 actions are on schedule, 8 are behind schedule, and 3 are off schedule. All leads whose actions have not progressed to plan have been asked to provide mitigations to address slippage.

3.2.3 Below are the objectives that have a BRAG status of red.

Objective	Action	BRAG
3 Improve living conditions in cohesive communities. Owner: Steve Howell	Implementing night stop within the Local Authority.	Red
	Issues identified this reporting period	
	We have committed to the following actions as part of the Children's Services Improvement Plan and the Councils new Start Well Programme	
	<ul style="list-style-type: none"> - Commission the right range of placements which provide positive experiences for children and young people who are looked after and leaving care. - Jointly Commission accommodation options for young people between the ages of 16 and 21 years. <p>The action to develop and implement a Nightstop will be considered, developed and actioned within the Placements and Accommodation work stream, whose membership includes Children's Services, Adult Social Care and Housing.</p>	

Objective	Action	BRAG
7 Eliminate violence, abuse and harassment in the community. Owner: Duncan Kerr	National Training Framework for VAWDASV	Red
	Issues identified this reporting period	
	59% of staff were trained at the end of March 2018 against the WG requirement of 100%. Further training sessions have been arranged and responsibility is now assigned to the new Director of Social Services.	

Objective	Action	BRAG
4 Increase access to justice and encourage democratic participation. Owner: Steve Boyd	Organise a young person's annual member development day.	Red
	Issues identified this reporting period	
	This did not take place in 2017/18 as priority was given to sessions on the Cabinet Vision, Children's Services Improvement and the budget. A date has been set for September 2018.	

3.2.4 Below are some of the objectives that have a BRAG status of amber.

Objective	Action	BRAG
1 Close attainment gaps in education. Owner: Imtiaz Bhatti	Support schools in ensuring that Personal Education Plans for Looked After Children are of good quality, ensuring effective use of the LAC Pupil Deprivation Grant.	Amber
	Issues identified this reporting period	
	Welsh Government and ERW (an alliance of six local authorities) have not yet clarified the level of funding or how the funding will be distributed to council. The Powys Looked After Coordinator continues to support schools and continues to work with social care to access relevant information from the Welsh Community Care Information System (WCCIS) IT systems. The manager for Looked After Children will be reporting progress regularly to the corporate parenting panel.	

Objective	Action	BRAG
2 Encourage fair recruitment, development and reward in employment. Owner:	Help people with a Learning Disability to have improved opportunities for valued occupation including paid employment.	Amber
	Issues identified this reporting period	
	Clients have been supported in a variety of ways to access employment routes, obtain	

Dave Moody	<p>paid work and maintain their jobs, as follows:</p> <ul style="list-style-type: none"> > Providing information about Elite's service to third parties, to include Care Managers, carers, family and the individual. > Gathering of referral information from a variety of sources > Completion of assessments and vocational profiling of each client, conducted over a number of meetings, of each new referral or existing client seeking work > Completion of assessments and vocational profiling of each working client, conducted over many meetings, to establish a baseline awareness of their circumstances for the new contract > Collation of welfare benefits information and completion of a 'better off in work calculation', through liaison with the Job Centre Plus > Undertaken development planning in line with individual's preferences > Engagement in a range of pre-employment activities. > A range of Employer Engagement activities have been conducted on behalf of the clients to secure employment opportunities. > A range of in work support activities > A range of activities to ensure job maintenance and job sustainability: <p>Total Number of Individuals supported in permitted work is 16 Total Number of Individuals in 16+ Hours Work is 7.</p> <p>The employment service Elite and Agoriad has only received 12 referrals in a 12 month period. This has been highlighted to Provider Services and a review meeting set to discuss.</p>	
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Objective	Action	BRAG
2 Encourage fair recruitment, development and reward in employment. Owner: Barbara Evans/Lynne Griffin	Provide workplace traineeships for 'Looked after Children' and Care Leavers.	Amber
	Issues identified this reporting period This action was tabled to be discussed as the Corporate Parenting Panel. A robust debate was had on the 10th January 2018 and a definite way forward agreed. Since January the following has taken place: 1. An appointment has been made to lead on the programme from Children's Services and the Essential Skills Development Manager will led from Workforce and Organisation Development.	

	<p>2. Both leads will now meet to discuss a way forward and identify the relevant support required from each area and map a time-table for the scheme.</p> <p>3. Children Services lead will arrange to promote the scheme amongst care leavers.</p> <p>4. Essential Skills Development Manager will identify possible placement opportunities within the authority.</p>	
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Further detail of performance can be found in the Appendix A.

3.3 Appendix B presents Powys County Councils employment information as of the 31st March 2018.

3.3.1 We are generally meeting the duty however we are unable to report on the protected group gender reassignment. Employees are encouraged to disclose and be supported in terms of our equality policy statement and wider workplace equality initiatives; however, nil reports to date. We are unable to report on employees who have applied for training and how many succeeded in their application as the authorisation of going on training courses isn't managed or recorded centrally. It is a verbal agreement between an employee and their manager. We are also unable to report on employees who have completed training who were pregnant or on maternity at the time.

4. **Proposal**

4.1 That cabinet note the SEP progress to date, areas where work is ongoing and the annual employment information report.

5. **Options Considered / Available**

5.1 Delivery of the Strategic Equality Plan and the annual employment information report in relation to equalities is a statutory requirement. The report informs members, council employees, citizens of Powys and other stakeholders about the progress made against the Strategic Equality Plan.

6. **Preferred Choice and Reasons**

6.1 Reporting progress on a half yearly basis was considered to be the best option for providing visibility of progress to plan and ensuring the council meets its statutory requirements.

7. **Impact Assessment**

7.1 Is an impact assessment required? No

7.2 If yes is it attached?

Equalities is a cross cutting theme that needs to be considered by all services and policies.

The Strategic Equality Plan's impact assessment was submitted in May 2016 and updated a year later in which the summary stated 'The 16-20 SEP will ensure we meet our statutory requirement but also help the authority to create an equal society that protects and promotes equal, real freedom and opportunity to live in the way people value and would choose, so that everyone can flourish. An equal society recognises people's different needs, situations and goals, and removes the barriers that limit what people can do and be.'

8. Corporate Improvement Plan

8.1 The councils guiding principles are based on the well-being of future generations and are fully incorporated within Vision 2025 our Corporate Improvement Plan (CIP).

Our guiding principles

- Long-term - Balancing short-term needs with the need to safeguard the ability to also meet
- Prevention - Putting resources into preventing problems occurring or getting worse
- Integration (cross-cutting) - Considering how our priorities may impact upon one another, on the well-being goals and on the priorities of other public bodies
- Collaboration - Working together with other partners to deliver our priorities
- Involvement (communications and engagement) - Involving those with an interest in achieving the well-being goals, and ensuring that those people reflect the diversity of the area

8.2 The CIP also shows how we are contributing to the aspirations of the Well-being of Future Generations (Wales) Act 2015. The Act has seven well-being goals of which 'A more equal Wales' is one.

9. Local Member(s)

9.1 This is the council's Strategic Equality Plan and is applicable to all areas of the county.

10. Other Front Line Services

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

The appropriate front line services have informed the report.

11. Communications

11.1 Have Communications seen a copy of this report? Yes.

No proactive communications action required.

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

12.1 The recommendations can be supported from a legal point of view.

12.2 The recommendations can be supported from a financial point of view.

12.3 Corporate Property (if appropriate) n/a

12.4 HR (if appropriate) n/a

12.5 ICT (if appropriate) n/a

13. Scrutiny

Has this report been scrutinised? No but the SEP 16-20 was by scrutiny committee in March 2016. The PCC Strategic Equality Plan 2016/20: October – March progress report of 2017/18 has been through the set governance process including performance review meetings with the Director and Portfolio Holder and after EMT.

13.1 All but one of Scrutiny's recommendations were accepted. The decision was made not to include targets against the measures in the SEP and instead refer to their source e.g. Improvement Plan to ensure accuracy.

14. Statutory Officers

14.1 The Head of Financial Services (Deputy S151 Officer) notes the contents of the report.

The Solicitor to the Council (Monitoring Officer) commented as follows :
“ I note the legal comments and have nothing to add to the report.”

15. Members' Interests

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

Recommendation:	Reason for Recommendation:
The cabinet note the report which includes SEP progress to date, areas where work is ongoing and the	To ensure the council can positively contribute to a fairer society through advancing equality and good relations

employment information.	in its day to day activities.
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Relevant Policy (ies):			
Within Policy:	Y / N	Within Budget:	Y / N

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

Contact Officer: Beti-Jane Ingram Tel: 01597 826428 Email: Bets.Ingram@powys.gov.uk

Background Papers used to prepare Report:

Individual monitoring reports over the plans duration.
Business intelligence report.
Human resources data.

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

	Red Amber Green status			
Objective	B	G	A	R
1 Close attainment gaps in education.	1	4	2	0
2 Encourage fair recruitment, development and reward in employment.	0	3	2	0
3 Improve living conditions in cohesive communities.	0	5	3	1
4 Increase access to justice and encourage democratic participation.	1	0	0	1
5 Improve access to mental health services to people experiencing poor mental health.	1	5	0	0
6 Prevent abuse, neglect and ill-treatment in care.	0	1	0	0
7 Eliminate violence, abuse and harassment in the community.	0	0	1	1
Total	3	18	8	3

Objective Reference	Objective	Year end RAG status	Progress	Evidence	Owner
1.b.	Roll out the Person Centred Planning approach to ensure pupils with special educational needs have appropriate targets for improvement.	Green	Schools receiving training from Educational Psychologist, Learning Inclusion Support Team support team and wider services.	Training Evaluations, LIST reports	IB
1.c.	Monitor the performance of the vulnerable groups, identifying any underperformance against benchmarked information and signpost to good practice.	Green	Vulnerable groups have been identified as Ethnic Minority Pupils, Free School Meals and Looked After Children. Verified Data has been analysed for 2016/17 and additionally 2017/18 unverified data will be used by challenge advisers as part of their core visit in Autumn 2018 to challenge schools.	School Data	IB
Tudalen 234	Support schools in ensuring that Personal Education Plans for Looked After Children are of good quality, ensuring effective use of the LAC Pupil Deprivation Grant.	Amber	Welsh Government and ERW (an alliance of six local authorities) have not yet clarified the level of funding or how the funding will be distributed to council. The Powys Looked After Coordinator continues to support schools and continues to work with social care to access relevant information from the Welsh Community Care Information System (WCCIS) IT systems. The manager for Looked After Children will be reporting progress regularly to the corporate parenting panel.	Personal Education Plans and Welsh Community Care Information System	IB
	1.e.	Review support for children and young people with emotional, social and mental health issues.	blue	The review has been completed. Recruitment of new alternative provision/behavioural, emotional and social difficulties provision for Headteachers underway. A draft strategy for this provision has been developed.	Pupil referral units Business Case. Report from Child and Adolescent Mental Health Services planning day
Objective Reference	Measure	Year end RAG status	Progress	Evidence	Owner
1.a.	The percentage of pupils in receipt of Free School Meals attaining the Foundation Phase Indicator	Red	The percentage of pupils in receipt of Free School Meals attaining the Foundation Phase Indicator is 71.7% (provisional) compared to 79.4% last year. This is a decrease of 8.2% on the previous year.	Local Authority Data	IB
	The percentage of pupils in receipt of Free School Meals attaining the CSI at Key Stage 2	Green	The percentage of pupils in receipt of Free School Meals attaining the core subject indicator (CSI) at Key Stage 2 increased from 68.3% to 73.2% (provisional). This is an increase of 4.9%.		
	The percentage of pupils in receipt of Free School Meals attaining the CSI at Key Stage 3	Green	In KS3 the percentage of pupils in receipt of Free School Meals attaining the CSI increased from 70.65 from the previous year to 71.3% (provisional). This was an increase of 0.7%. The percentage of pupils in receipt of Free School Meals attaining the Lv.2 inclusive at Key Stage 4 decreased from 41.7%v in the previous year to 31.7% (provisional) this year. This is a decrease of 10%.		
	The percentage of pupils in receipt of Free School Meals attaining the Lv.2 inclusive at Key Stage 4	Red	Based on provisional data the attainment of Free School Meals in Foundation Stage and KS4 is declining. Head teachers are being challenged as part of the core visits to focus on pupils who are eligible for Free School Meals (eFSM). This includes use of WG grants targeted for eFSM pupils		

1.b.	The percentage of pupils at school action /school action +/statement attaining the CSI at Key Stage 2	Amber	The percentage of pupils at school action /school action +/statement attaining the Foundation Phase Indicator for academic year 16/17 Powys is 54.9%. Wales 57.8%	Local Authority Data	IB	
	The percentage of pupils at school action /school action +/statement attaining the CSI at Key Stage 3	Amber				The percentage of pupils at school action /school action +/statement attaining the CSI at Key Stage 2 for academic year 16/17 Powys is 63.7%. Wales 65.3%
	The percentage of pupils at school action /school action +/statement attaining Lv.2 incl. at Key Stage 4	Amber				The percentage of pupils at school action /school action +/statement attaining the CSI at Key Stage 3 for academic year 16/17 Powys is 61.9%. Wales 62.4%
1.c.	The percentage of pupils of ethnic minority attaining the Foundation Phase Indicator (three year cumulative total)	Amber	The percentage of pupils of ethnic minority attaining the Foundation Phase Indicator (three year cumulative total) for academic year 16-17 is 86.5%. The percentage of pupils of ethnic minority attaining the CSI at Key Stage 2 (three year cumulative total) for academic year 16-17 is 91.1%. The percentage of pupils of ethnic minority attaining the CSI at Key Stage 3 (three year cumulative total) for academic year 16-17 is 88.1%. The percentage of pupils of ethnic minority attaining the Lv.2 incl. at Key Stage 4 (three year cumulative total) for academic year 16-17 is 62.9%. Based on provisional data the attainment of ethnic minority pupils in Foundation Stage is decreasing. The Pupil Level Annual School Census information shows that there are a small number of schools that are effected. Attainment in all key stages is up compared to last year apart from the foundation stage. These figures are based on a small number of pupils therefore it is difficult to identify trends.	Local Authority Data	IB	
	The percentage of pupils of ethnic minority attaining the CSI at Key Stage 2 (three year cumulative total)	Green				
	The percentage of pupils of ethnic minority attaining the CSI at Key Stage 3 (three year cumulative total)	Green				
	The percentage of pupils of ethnic minority attaining the Lv.2 incl. at Key Stage 4 (three year cumulative total)	Green				
Tudalen 235	The percentage of LAC pupils attaining the Foundation Phase Indicator	Green	The percentage of Looked After Children pupils attaining the Foundation Phase Indicator for academic year 16/17- 66.7% The percentage of LAC pupils attaining the CSI at Key Stage 2 - 77.8% The percentage of LAC pupils attaining the CSI at Key Stage 3 - 58.3% The percentage of LAC pupils attaining Lv.2 inclusive at Key Stage 4 Average Point score 284	Local Authority Data	IB	
	The percentage of LAC pupils attaining the CSI at Key Stage 2	Green				
	The percentage of LAC pupils attaining the CSI at Key Stage 3	Green				
	The percentage of LAC pupils attaining Lv.2 inclusive at Key Stage 4	Amber				
1.e.	Percentage of Year 11 pupils leaving full time education without a recognised qualification	Green	Percentage of Year 11 pupils leaving full time education without a recognised qualification for academic year 16-17 is 0.156% Percentage of Year 11 pupils in Local Authority care leaving full time education without a recognised qualification for academic year 16-17 is 0%. 0.156% equates 2 pupils. The Additional Learning Needs teams are working with the 2 pupils where academic qualifications are not appropriate, to identify vocational or other pathways where ever possible.	Local Authority Data	IB	
	Percentage of Year 11 pupils in Local Authority care leaving full time education without a recognised qualification	Green				


1.f.	Number of pupils permanently excluded per 1,000 pupils in primary schools (pupils aged 5+)	Amber	Number of pupils permanently excluded per 1,000 pupils in primary schools (pupils aged 5+) for academic year 16-17 is 0.30 where as 2015-16 it was 0. Number of pupils permanently excluded per 1,000 pupils in secondary schools (pupils aged 5-19) for academic year 16-17 is 1.21 where as 2015-16 it was 1.61. Fixed term exclusions: percentage of days lost for primary schools (pupils aged 5+) for academic year 16-17 is 0.020% where as 2015-16 it was 0.009%.	Local Authority Data	IB
	Number of pupils permanently excluded per 1,000 pupils in secondary schools (pupils aged 5-19)	Amber			
1.g.	Fixed term exclusions: percentage of days lost for primary schools (pupils aged 5+)	Amber	Fixed term exclusions: percentage of days lost for secondary schools (pupils aged 5-15) for academic year 16-17 is 0.078% and the same in 2015-16. Exclusions have increased in Primary and Secondary Schools in Powys. The role of the Pupil Referral Unit and the Behaviour Service is being reviewed currently.	Local Authority Data	IB
	Fixed term exclusions: percentage of days lost for secondary schools (pupils aged 5-15)	Amber			

Tudalen 236

Objective Reference	Objective	Year end RAG status	Progress	Evidence	Owner
<p style="text-align: center;">2.b.</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Tudalen 237</p>	<p>Help people with a Learning Disability to have improved opportunities for valued occupation including paid employment.</p>	<p style="text-align: center;">Amber</p>	<p>Clients have been supported in a variety of ways to access employment routes, obtain paid work and maintain their jobs, as follows:</p> <ul style="list-style-type: none"> > Providing information about Elite’s service to third parties, to include Care Managers, carers, family and the individual. > Gathering of referral information from a variety of sources > Completion of assessments and vocational profiling of each client, conducted over a number of meetings, of each new referral or existing client seeking work > Completion of assessments and vocational profiling of each working client, conducted over many meetings, to establish a baseline awareness of their circumstances for the new contract > Collation of welfare benefits information and completion of a ‘better off in work calculation’, through liaison with the Job Centre Plus > Undertaken development planning in line with individual’s preferences > Engagement in a range of pre-employment activities. > A range of Employer Engagement activities have been conducted on behalf of the clients to secure employment opportunities. > A range of in work support activities > A range of activities to ensure job maintenance and job sustainability: <p>Total Number of Individuals supported in permitted work is 16 Total Number of Individuals in 16+ Hours Work is 7.</p> <p>The employment service Elite and Agoriad has only received 12 referrals in a 12 month period. This has been highlighted to Provider Services and a review meeting set to discuss.</p>	<p>Evidence gained from Quarterly returns and reports from provider</p>	<p>DM. OPP - Learning Disabilities Thematic Project Board</p>

Tudalen 238	6.a.	Deliver Adult Safeguarding improvements to ensure that Safeguarding Adults becomes everyone's business and that seeking advice, information and action where concerns exist is done efficiently and effectively.	Green	<p>Powys safeguarding processes are developing and evolving in conjunction with the Regional Safeguarding Board. The local safeguarding group meet quarterly where activity and risks are managed on a multi-agency basis. Work on the threshold document is nearing completion and will act as a bench marker for safeguarding decision makers as well as a reference document for wider consultation and clarity of decision making.</p> <p>Safeguarding processes are now robust and defensible with the implementation of risk assessments and consistent managerial oversight. Local processes and decisions continue to be compatible with the regional approach to safeguarding under Part 7 of the Social Services Well Being Act.</p> <p>Adult safeguarding multi agency forums are being trailed and will be important to the dissemination of information and learning to a variety of practitioners. This is being delivered jointly with Powys Teaching Health Board. Evaluation and practitioner feedback will inform and shape future events.</p>		KA.
	Objective Reference	Measure	Year end RAG status	Progress	Evidence	Owner
	2.a.	Increase the number of Social Enterprise' from 1 to at least 2.	Red	Following consultation regarding the provision of the current day service it was identified that Social Enterprise is no longer a viable option.	Reported to LD Day Service project board	DM.
	2.b.	Increase the number of users in paid employment above 16hrs or more by 5%.	Green	We met the target however we will be meeting providers in May 2018 to understand the data and establish new Key Performance Indicators.	Evidenced from Quarter 4 Performance tracker	DM
6.a.	The % of Adult Protection referrals completed where the risk has been managed (CSSIW Action Plan)	n/a	This measure isn't recorded anymore. As of quarter 4 2016-17 PCC aligned its reporting with what Welsh Government require.		KA.	

Objective Reference	Objective	Year end RAG status	Progress	Evidence	Owner
1.g.	Continue to deliver KiVa (a research-based antibullying program) in Powys.	Green	<p>'49 schools trained and 8 schools that have already implemented KiVa are sending further staff for training as the original staff trained have left. This year it looks as if we are more at a maintenance stage as no new schools have opted to join the training and take up Kiva. 60% of schools have been trained since 2014 entirely on a voluntary basis. There is a lot of work to be done in terms of maintenance as inevitably head teachers and KiVa leads will move on and there is a need to offer the facility for staff from existing KiVa schools to send new staff to the training in order to keep Kiva alive.</p> <p>Detailed evaluation report attached shows significant reductions in bullying and victimisation in KiVa schools.</p> <p>A clinical doctoral student is undertaking a doctoral research project on KiVa in Powys and using a linear sequential mixed methods model. The data shows schools with highest level of poverty and Additional Learning Needs initially report highest level of bullying but show most significant reduction following implementation of KiVa. The qualitative phase of the research is underway and will be reported in the summer.</p>	<p>Evaluation of the KiVa programme for 2017</p>	SE (Powys Teaching Health Board) / JM
Tudalen 239	Provide workplace traineeships for 'Looked after Children' and Care Leavers.	Amber	<p>This action was tabled to be discussed as the Corporate Parenting Panel. A robust debate was had on the 10th January 2018 and a definite way forward agreed. Since January the following has taken place:</p> <ol style="list-style-type: none"> 1. An appointment has been made to lead on the programme from Children's Services and the Essential Skills Development Manager will led from Workforce and Organisation Development. 2. Both leads will now meet to discuss a way forward and identify the relevant support required from each area and map a time-table for the scheme. 3. Children Services lead will arrange to promote the scheme amongst care leavers. 4. Essential Skills Development Manager will identify possible placement opportunities within the authority. 		BE
3.a.	Continue to deliver flying start.	Green	<p>87% of all eligible children attended Flying Start childcare. This is an increase from 82% in the previous reporting period. Flying Start Health Visitors have carried out 4034 visitors in the year. This is up from 4006 visits over the same period last year. Flying Start childcare provision went out to tender in the autumn of 2017 and we have awarded 12 successful providers with three year contracts.</p> <p>Flying Start secured capital money from Welsh Government in the autumn of 2017 to renovate the old Dafydd Llwyd school site in Newtown. Once complete the site will function as a multi-agency office and family centre. In Brecon Flying Start childcare will have to move from it's current location in Priory school by September 2018. A capital bid has gone into Welsh Government to try and secure funding to develop a new provision to deliver the childcare from September 2018 onwards in Brecon. PCC are still awaiting the outcome to see if the bid has been successful.</p>		JH

<p style="writing-mode: vertical-rl; transform: rotate(180deg);">3.b.</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Tudalen 240</p>	<p>Proactively provide support for children with additional needs so that they can access mainstream early years and childcare provision.</p>	<p>Green</p>	<p>During Oct to Mar:</p> <ul style="list-style-type: none"> - The number of settings supported through information, advice and signposting was 73. - Training of setting staff delivered to was 2. - Progress on outcomes 40 were completed. <p>During Oct/Nov/Dec and Jan/Feb/Mar.</p> <ul style="list-style-type: none"> - 28 settings were funded for additional staff support in Oct/Nov/Dec and 41 in Jan/Feb/Mar. - 34 children were supported in Oct/Nov/Dec and 59 in Jan/Feb/Mar. <p>The change of school entry age has impacted on the budget provided to support mainstream early years and childcare provision. The change of entry age to Pre-School specialist centres is resulting in slower development for some children who may not be able to access the mainstream Early Years provision or be ready for school entry. The Schools Service increased the Additional Learning Needs (ALN) budget contribution to the Powys Community Additional Needs contract for setting support . Towards the end of the year the issue of Early Years ALN specialist provision was raised within ALN Reforms Project (Schools Service).</p>	<div style="border: 1px solid black; padding: 5px;">  <p>X:\Comm\OD&PS\ Strategic Planning\ Equalities\Annual</p> </div>	<p>HG</p>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">3.c.</p>	<p>Implementing night stop within the Local Authority.</p>	<p>Red</p>	<p>We have committed to the following actions as part of the Children's Services Improvement Plan and the Councils new Start Well Programme</p> <ul style="list-style-type: none"> -Commission the right range of placements which provide positive experiences for children and young people who are looked after and leaving care. -Jointly Commission accommodation options for young people between the ages of 16 and 21 years. <p>The action to develop and implement a Nightstop will be considered, developed and actioned within the Placements and Accommodation workstream, whose membership includes Children's Services, Adult Social Care and Housing.</p>		<p>SH</p>
<p>6.b.</p>	<p>i. To review a multi-agency model of delivery to ensure the safeguarding of children and vulnerable adults.</p>	<p>n/a</p>	<p>Following the recent Children Services CSSIW inspection a detailed improvement plan has been drawn together to address areas of vulnerability and to drive improvement which has been signed off by the Improvement and Assurance board. This action will be covered by the Children Services improvement plan and so withdrawn from the Strategic Equality Plan.</p>		<p>Heads of Service</p>
<p>6.b.</p>	<p>ii. A Children Services locality model for safeguarding of children and improvement of service delivery.</p>	<p>n/a</p>	<p>Following the recent Children Services CSSIW inspection a detailed improvement plan has been drawn together to address areas of vulnerability and to drive improvement which has been signed off by the Improvement and Assurance board. This action will be covered by the Children Services improvement plan and so withdrawn from the Strategic Equality Plan.</p>		<p>Heads of Service</p>

7.a.ii	National Training Framework for Violence Against Women, Domestic Abuse and Sexual Violence (VAWDASV)	Red	59% of staff were trained at the end of March 2018 against the WG requirement of 100%. Further training sessions have been arranged and responsibility is now assigned to the new Director of Social Services.		DK
Objective Reference	Measure	Year end RAG status	Progress	Evidence	Owner
2.e.i	Number of 'Looked after Children' and 'Care leavers' workplace traineeships.	Green	See above 2.e		BE
2.e.ii	and successful completion to gain employment.	Green	See above 2.e		BE
Tudalen 241 3.a.	Number of children on the Health Visitor's caseload & number of eligible Flying Start children who attend 2 year old childcare during the year	Green	There are 828 children on the Health Visitor's caseload and 350 eligible Flying Start children attended 2 year old childcare during the year. Flying Start is an early years programme for families with children under 4 years of age living in disadvantaged areas of Wales. The council has taken on additional postcode areas in Brecon, Welshpool and Llandrindod wells to help bring our caseload figures in line with our capacity number.		JH
3.b.	The number of children with additional needs supported in the setting	Green	The number of children supported during October to December was 34 and during January to March was 59.		HG
3.c.	Number of bed nights provided	Red	See above action 3.c		BE

7.a.	% of staff trained to Group 1 in April 2017 and April 2018	Red	27% at the end of March 2018 were trained.		DK
7.a.	Preparation and approval of local VAWDASV strategy by April 2018	Green	The draft strategy is out for consultation and due to be approved by the 1st of July 2018.		DK
7.a.	Deliver of a campaign for white ribbon day 2017.	Green	A successful day was held and it is planned to hold another next year.		DK
Tudalen 242 7.a.	Reduce number of Children on the child protection register where the predominate issue is domestic abuse by providing early help & support to children and families who are victims of domestic abuse much earlier.	Amber	From 31st October 2017 to 31st March 2018 the number of children on the child protection register where domestic abuse features has risen month by month from 25 to 30.		DK

Objective Reference	Objective	Year end RAG status	Progress	Evidence	Owner
3.d.	To complete and implement the homelessness project by March 2018.	Green	The “Homelessness Project” morphed in 2017 into work on the Homelessness Review and Strategy which each Welsh Council has to have in place by end of December 2018’. This will be reflected in the 2018-19 version of the SEP. Work on the Homelessness Review and Strategy is well underway with the assistance of a consultant		RP
Tudalen 243 3.e.	To deliver additional pitches for Gypsy & Traveller families in accordance with the findings from the Gypsy & Traveller Accommodation Assessment.	Green	Machynlleth – Full planning permission was secured to develop a new gypsy and traveller site in Machynlleth with five pitches. We are currently undertaking the process of land de-registration and are negotiating with the land owner with regards acquiring the land prior to starting construction works. Welshpool - Construction works commenced on the Welshpool gypsy and traveller site for two additional pitches. The project has been supported by £405,000 capital investment from Welsh Government grant and council funding. There have been some delays to the work due to technical issues but WG have agreed to extend the grant funding to March 2019 for the work to be completed. The site enhancements have been developed in accordance with Gypsy and Traveller Accommodation Assessment.		DE
3.f.	Commence and complete the refurbishment of Fairview.	Amber	Work commenced last financial year on the internal demolition and structural works, roof and window replacement are complete. Additional unforeseen works will extend the programme into 2018/19 however additional funding has been obtained from the Welsh Government that will cover the costs of unforeseen works.		PD

3.g.	To deliver the HRA business plan, including the achievement of the WHQS by 2018, ensuring that tenants and residents live in homes and neighbourhoods which meet their expectations.	Green	We have continued to carry out improvements to the council's housing stock and are on track to achieve Welsh Housing Quality Standards (WHQS) by December 2018. A total of 1173 elemental improvements were carried out in 2017/18 against a target of 2600. This includes kitchen and bathroom installations, which ensures that all council tenants live in compliant and fit for purpose property. Tenant satisfaction with the works completed is at 83%. The WHQS continues to provide capital investment year on year, 85% of which is reinvested in Wales of which approximately £15m has been reinvested in Powys based companies over the last 5 years. The reduction in completed elemental improvements against the predicted target, was contributed to through a number of matters, mainly a delay in awarding the new contracts through commercial services, a legal challenge against an awarded contract, the termination of the heating contract which had to re-procured. However, these properties along with the underspent budgets have been rolled into this year's programme. Households continue to live in good quality homes, which affect the health and well-being of our communities. WHQS improves the quality of areas where our communities live, creates jobs, training and sustains the supply chain opportunities in some of our poorest areas		PD
Objective Reference	Measure	Year end RAG status	Achievements	Evidence	Owner
3.d.	Reduce number of homelessness acceptances, as a proportion of all applications.	Green	10.5% As the action which this measure supports (3.d) has morphed into work on the Homelessness Review and Strategy, this measure has been reviewed and will be replaced with the following 'Percentage of homeless applicants who are successfully prevented from becoming homeless'		RP
3.e.	Completion of site in Machynlleth and provision of additional pitches at Kings Meadow.	Green	4 additional pitches delivered in Brecon and reported as complete in Sept progress report. It is proposed to amend the measure to reflect this for 18-19 and reword accordingly 'Completion of site in Machynlleth and provision of additional pitches at Leighton Arches, Welshpool'. Planning permission has been obtained for Machynlleth and common land process commenced.		KJ
3.f.	Refurbishment of Fairview completed by August 2017.	Amber	It is looking likely that the works will be completed in July 2018. The contractor has appointed a more experienced site agent and has asked for a revised resource and work programme to ensure timely completion.		PD

<p>3.g.</p>	<p>WHQS achieved by the end of 2017-18.</p>	<p>Green</p>	<p>A total of 1173 elemental improvements were carried out in 2017/18 against a target of 2600. This includes kitchen and bathroom installations, which ensures that all council tenants live in compliant and fit for purpose property. Tenant satisfaction with the works completed is at 83%.</p>		<p>PD</p>
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Tudalen 245

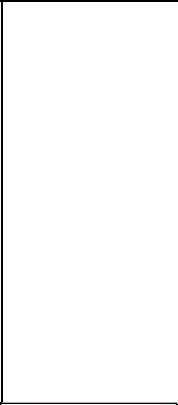

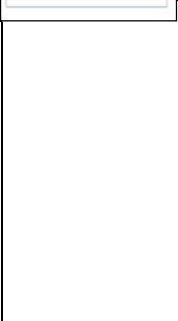
Objective Reference	Objective	Year end RAG status	Progress	Evidence	Owner
2.f.	Meet our obligation to comply with national guidelines and produce an annual pay policy ratified by full council, which will be transparent in respect to pay grades and pay ratios.	Green	The 2018/19 Pay Policy was agreed by Full Council and published as required by Section 38(1) of the Localism Act 2011 which took effect from 1 April 2018.	Agreed through Full Council meeting on 7 March 2017 and published on Council Website	GE
Tudalen 246 2.g.	Review our recruitment process.	Green	The council now has a programme of work called 'Making it Happen' which includes making improvements to this area of work . The current recruitment processes have been fully mapped to see where improvements are needed. A revised application form has been built. A Childrens Services recruitment brochure has been developed and will be updated to use across the Authority. A stringent exit interview process with monitoring and reporting is now in place. A Jobs recruitment page on facebook has been developed and is live. It has been identified that the current HR system (Trent) is restricting delivery of more user friendly and efficient processes.		SP
Objective Reference	Measure	Year end RAG status	Progress	Evidence	Owner
2.f.	An annual pay policy will be ratified by full council	Green	See 2.f. above.		GE
2.g.	End to end time taken from; decision to recruit - start date (Post holder has all assets required to carry out duties i.e. kit, IT, corporate induction etc.).	n/a	No systems in place to report on this measure. The measure has been revised for the 18-19 SEP.		SP

Objective Reference	Objective	Year end RAG status	Progress	Evidence	Owner
4.a.	Organise a young person's annual member development day.	Red	This did not take place in 2017/18 as priority was given to sessions on the Cabinet Vision, Children's Services Improvement and the budget. A date has been set for September 2018.	Member Development programme 2017-18	SB
4.d.	Empower the Democratic Services Committee to look at ways in which public participation operates successfully across Wales.	blue	Following a review of a pilot exercise the Democratic Services Committee recommended to Council that public participation be undertaken by the Council for a period of 12 months following which the process will be reviewed again. Public participation started at Council meetings in October 2017. This action will be replaced by the following new action in next years plan 'Raise public awareness of the opportunity for members of the public to contribute in council meetings.'	Reports to Democratic Services Committee and Full County Council.	WR
Objective Reference	Measure	Year end RAG status	Progress	Evidence	Owner
Tudalen 247 4.a.	Young person's annual member development day feedback.	Red	This is an annual event and will be included in the Member Development Programme for forthcoming years - date to be determined for 2018-19.		SB
4.d.	Democratic Services Committee report on the set task.	blue	Work completed. Democratic Services Committee reviewed the pilot and Council agreed to continue with public participation at meetings.	Reports to Democratic Services Committee and Full County Council	WR
4.e.	A successful system proposed.	blue	As 4.d above. A new action has been agreed as follows 'Raise public awareness of the opportunity for members of the public to contribute in council meetings'. The new measure to support this will be 'Number of questions asked by members of the public'	Reports to Democratic Services Committee and Full County Council	WR

Objective Reference	Action	Year end RAG status	Progress	Evidence	Owner
2.h.	We will consider past and present employment data to proportionately compare the council's gender differentials against the broader findings of the "WAVE" project.	Green	The Gender Pay Gap figures for Powys County Council were published on the government website and our own website with a supporting written statement. We have a mean gender pay gap of 10.72% (average) and a median (middle) gender pay gap of 10.22 %. Resources Directorate will take the lead in respect of writing and publishing a gender pay action plan. This action will therefore be re worded as follows: Whilst the percentage is below the national average we will review and consider the 2017 Gender Pay Gap figures and produce an action plan to assist in reducing the gap.	http://www.powys.gov.uk/en/equalities/equalities-and-fairness-at-the-council/	Business Intelligence (BI)
Tudalen 248 3.i.	Work at a local level to break down barriers to inclusion and integration for particular groups and communities. Community Cohesion National Delivery Plan 2017-18 Obj. 2.	Amber	An engagement event was held for the draft wellbeing plan consultation run by the Ethnic Youth Support Team and Powys County Council's Equalities Officer.	Documents and timeline of Gypsy Traveller site proposal in Machynlleth.	MS
3.j.	Supporting migrants, refugees and asylum seekers and host communities during the integration process. MS. Community Cohesion National Delivery Plan 2017-18. Obj. 3.	Blue	Powys County Council has met its pledge of welcoming 12 families under the Syrian Resettlement Programme. The Council commissioned Diverse Cymru to carry out an evaluation of the programme. At a meeting of full council, the recommendations of the evaluation were adopted, including increasing the pledge to 18 families and appointing a programme co-ordinator to strengthen links between the refugees, case-workers and host communities. The co-ordinator has been appointed and plans are being made to welcome 6 Syrian families to Llandrindod Wells.	Powys County Council has met its pledge under the Syrian Refugee Programme. 12 families successfully relocated.	MS

7.b.	Tackling discrimination, hostility, tensions and extremism. MS. Community Cohesion National Delivery Plan 2017-18. Obj. 4.	Amber	Powys Community Safety Partnership amended its Terms of Reference to allow for multi-agency support at critical or major incidents, which includes, 'assessing community tension and/or impact.' Dyfed Powys Hate Crime Forum planned and delivered activities during Hate Crime Awareness Week in October 2017. Powys County Council's Anti-Slavery and Ethical Employment Group was formed to plan an Anti-Slavery Policy and an Action Plan to meet Welsh Government's Code of Practice on Ethical Employment in Supply Chains.	Activities to be run during Hate Crime Awareness Week. Minutes of Powys Community Safety Partnership.	MS
Objective Reference	Measure	Year end RAG status	Progress	Evidence	Owner
Tudalen 249 3.i.	Measuring delivery outcomes detailed in NCP under obj 2.	Amber	See above action 3.i.	Documents and timeline of Gypsy Traveller site proposal in Machynlleth.	MS
3.j.	Measuring delivery outcomes detailed in NCP under obj 3.	Green	See above action 3.j.	Powys CC has met its pledge under the Syrian Refugee Programme. 12 families successfully relocated.	MS
7.c.	Measuring delivery outcomes detailed in NCP under obj 4.	Amber	See above action 7.b.	Activities to be run during Hate Crime Awareness Week. Minutes of Powys Community Safety Partnership.	MS


Objective Reference	Action	Year end RAG status	Progress	Evidence	Owner
5.a.	Work with PTHB to enact new duties from implementation of the Social Services Act	Green	Health and Care Strategy events were held in October and November 2017 to maximise alignment with Powys Teaching Health Board's Integrated Medium Term Plan, Powys County Councils Corporate Improvement Plan, the Wellbeing Plan and the Area Plan. This included a sessions on Mental Health linked to the Mental Health Planning and Development (MHPDP) Partnership delivery plan for Together for Mental Health - the MHPDP is now a formal subgroup of the Regional Partnership Board.		LK
5.c.	Work together with PTHB and the third sector to implement safeguarding legislation and policies	blue	Mandatory Safeguarding for all staff on the Powys Local Operational Group - PLOG (Safeguarding group) is in operation. Mental Health services are represented on this committee to ensure safeguarding of vulnerable groups is strategically managed across Powys, reporting to the regional Safeguarding Board. Third Sector staff and volunteers to be trained on Safeguarding and Vulnerable Adults, Mental Capacity, Dementia Friends and Making every Contact Count (MECC) on an ongoing basis.		LK
5.d.	Working with PTHB, collaboratively with the third sector and the National Mental Health Service User and Carer Forum to ensure that the views and experiences of service users are at the heart of work to improve staff values, skills and attitudes and ensure that people are treated with dignity and respect.	Green	Patient experience and involvement is of paramount importance. The Mental Health Planning and Development Partnership has individual representatives of people using services on the partnership itself. They are supported by networks across Powys (established by PAVO) which seek feedback from people using services and those close to them. An issues log has been created to record and enable feedback relating to specific concerns. The Engage to Change sub group of the partnership filters and manages communication for the partnership including feedback. Planning for Back to the Floor days has commenced and a number of Partnership members have visited the front line engaging people using services. A report on the outcome of the Back to the floor visits is embedded as evidence which also highlights other participation activity including the development of a Dignity Charter for mental health services.	 X:\Comm\OD&PS\ Strategic Planning\ Equalities\Annual	LK

<p>5.f.</p>	<p>Put into place integrated assessment and care management systems based on clinical need (Older people's mental health services)</p>	<p>Green</p>	<p>Integrated assessment for adult social care were developed and implemented on 6th April 2017 in readiness for the Social Services and Well Being (Wales) Act. This is now completed by all social work staff within Adult Social Care. Mental capacity assessments paperwork remain as is. The professionals within the integrated teams in Ystradgynlais and Brecon are all completing this documentation. Further discussions and review of care pathways will occur as integration progresses. An implementation plan is in place for Older Peoples Mental Health services following the national Delivery Unit programme of work. A memory assessment improvement plan also in place across Powys.</p> <p>Note: The Delivery Unit programme of work is the support unit for the Welsh Assembly Government and the NHS providing additional capacity and operational expertise to scrutinise performance of services across wales in Health Boards.</p>		<p>LK</p>
<p>5.g. Tudalen 251</p>	<p>Working with PTHB and Third Sector, ensure that care and treatment planning takes into account consideration of financial matters and ensures appropriate referral(s) to support are made</p>	<p>Green</p>	<p>Where financial matters are identified as an area of concern for patients, referrals are made to local agencies for support and assistance e.g. Community Action Partnership, Citizens Advice Bureau etc. and debt counselling. The Area Planning Board commissioned Citizens Advice Board to have presence in Kaleidoscope offices to provide 1:1 debt support. This service is also available to clients with co-occurring substance misuse and mental health problems. Wider strategic discussions are being held regarding the joint commissioning of advice, information and advocacy under the Regional Partnership Board agenda. This will potentially include the pooling of third sector grants between Powys Teaching Health Board's and Powys County Council in order to draw out added value and ensure a more coordinated and integrated approach for the provision of prevention and early help services.</p>		<p>LK</p>
<p>5.i.</p>	<p>Work with PTHB and the third sector to ensure all their services embed a culture of dignity and respect</p>	<p>Green</p>	<p>Free to lead, free to Care are the fundamentals of care. A culture of dignity and respect is being achieved through training, awareness, monitoring, compliance with standards and policies and service user engagement. MHPDP has adapted and adopted a Dignity Pledge developed by the National Mental Health Service User and Carer Forum to be implemented within all mental health services and used as part of staff induction, supervision. This has also been summarised and is used as part of service information packs for new people accessing mental health services. The impact of the pledge will be monitored through engagement with people using services.</p>		<p>LK</p>

Objective Reference	Measure	Year end RAG status	Progress	Evidence	Owner
Tudalen 252	5.a	Green	The Engage to Change sub group has audited communications resources to ensure there are no gaps in literature and online information providing advice, guidance and signposting. Infoengine has been reviewed to ensure mental health service information is up to date. Time to Change campaigns have been initiated in line with mental health awareness programmes throughout 2017/18. A third sector mental health provider activity list has been produced to ensure a central resource of information is available for primary and secondary care services to improve signposting. This will be linked with the work of PAVO's Community Connectors and the Brecon and Mid Powys Mind Active Monitoring service, and any other social prescribing projects. A support resource list for those bereaved by suicide has been produced and circulated. The Engage to Change Group is supporting the Independent Mental Health Advocacy service in Powys, promoting awareness and increasing referrals. A Veterans leaflet bespoke for Powys is being produced to promote the Veterans mental health NHS service.		LK
	5.b.	blue			LK
	5.c.	Green	There are a range of mechanisms to test whether we are meeting people's needs. The Annual Audits which include service satisfaction surveys have been designed as part of new duties under the Together for Mental Health National Strategy and were rolled out from March 2018. An example would be the draft Care and Treatment Plan survey which was shared with focus groups (people using services) before being implemented.		LK
	5.d.	Green	As above 5.c.		LK
	5.e.	Green	Relevant safeguarding review processes in place.		LK

5.f.	Care and Treatment Plans identify finance, where appropriate	Green	Finance forms part of Care and Treatment Planning where appropriate.		LK
5.g.	Regional commissioning plans submitted by regional co-ordinating authorities	n/a	Occurs on an annual basis.		LK
5.h.	Percentage of NHS and council workforce trained. Service User Surveys	Amber	Work is underway to analyse the Employee Staff Record system to accurately record and capture completion rates. Further work during 2017/18 has been undertaken to ensure Aneurin Bevan University Health Board staff transferring back into PTHB will be included in this data.		LK
Tudalen 253 5.i.	Staff surveys on organisational climate, employee engagement and wellbeing	n/a	The next Annual Staff Survey will take place during 2018/19 and reported through to relevant Senior Management Teams.		LK

Objective Reference	Action	Year end RAG status	Progress	Evidence	Owner
Tudalen 254	1.f. I. Develop proposals and secure funding for Cam Nesa (Project 2) or alternative project targeting young people who are NEET (Not in Education, Employment or Training). FG. SIP LR07	Amber	<p>Grant funding was secured from Welsh Government's Transitional Funding In-Year Homelessness programme (2017/18) and also the Supporting People fund to contribute towards the Detached Youth Work Team. The focus of the work was expanded to include those at risk of homelessness, which itself includes a wide range of factors. NEET is an interlinked strand of youth support. Further funding was secured from the Youth Support Grant and Supporting People to extend the work of the Detached Youth Work team until at least September 2018. Further development of the work of the team to focus on a holistic person-centred "what matters" approach to youth support for 16-25 year olds is being led by the Senior Detached Youth Worker.</p> <p>Currently working towards securing future funding with partners - Families First, Housing, Supporting People, Children and Adults Services. Inclusion of securing longer term funding for this age group in 2018/19 SEP.</p>		FG
	1.f. ii. Develop practical and administrative arrangements with the partnerships associated with the ESF Projects and ensure agreed partnership protocols for signposting and referrals for the young people targeted by the ESF funded projects. FG. SIP LR07	Green	<p>The ESF funded "Cynnydd" operation has been continuing to run successfully with regular meetings with WEFO (Welsh European Funding Office) and the ESF Project Board providing local governance. The operation is due to run until at least July 2020, dependent on match funding.</p> <p>For Project 2 work (was Cam Nesa - see above), arrangements with Careers Wales and other partners continue to develop, including the Senior Detached Youth Worker and one other worker being given limited access to the Careers Wales "IO" database. The service has also strengthened practical working arrangements with Social Services and Housing.</p> <p>There are still concerns around the consistency of further education and high schools updating Careers Wales about young people "dropping out". Issues around this will be raised and discussed through the appropriate meetings as part of the Learning and Skills / Start Well Programmes being developed and also by communicating and challenging the High Schools chair of governors</p>		FG

Objective Reference	Measure	Year end RAG status	Progress	Evidence	Owner
1.h.	Percentage of 16 year-olds leaving full-time education who are known not to be in education, employment or training (NEET).	Green	<p>Powys' 2017 Year 11 NEET figure was 0.9% (11 young people), the lowest we've ever achieved and the second lowest in Wales after Ceredigion (0.8%).</p> <p>This achievement is a reflection of the hard work that has gone in to supporting this cohort, both through the Early Identification Partnership work by the Youth Intervention Service, Careers Wales and the high schools, and then the follow-up work over the summer and autumn by the Detached Youth Work team and the post-ed Careers Wales team.</p> <p>Joint work between Careers Wales and the Youth Service during October 2017 showed improvements on the previous year. In addition to this a further action plan of improvements have been developed by the two services and this is being implemented (e.g. the Detached Youth Workers meeting Year 11 leavers earlier in the calendar year).</p>	 Z:\1. YEPP\2. NEET Management\Year 11 Summer\	FG

Tudalen 255

Mae'r dudalen hon wedi'i gadael yn wag yn fwiadol

People employed by the authority on 31st March 2018**Age**

Age Band	Count	Percentage
20 and Under	64	1.2
21-30	709	13.3
31-40	1080	20.2
41-50	1532	28.7
51-60	1509	28.2
61-65	328	6.1
Over 65	123	2.3

Sex

Sex	Count	Percentage
Female	3945	73.8
Male	1400	26.2

Race

Ethnic Grouping	Count	Percentage
Asian or Asian British	3	0.1
Black or Black British	5	0.1
Mixed	10	0.2
Other Ethnic Groups	3	0.1
White	2438	45.6
Blank	2886	54.0

Disability

Consider Disabled?	Count	Percentage
No	2261	42.3
Not Known	257	4.8
Yes	86	1.6
Blank	2741	51.3

Marital Status

Marital Status	Count	Percentage
Civil Partnership	9	0.2

Divorced	173	3.2
Married	2271	42.5
Not Specified	70	1.3
Partner	249	4.7
Separated	57	1.1
Single	861	16.1
Widowed	35	0.7
Blank	1620	30.3

Pregnancy and Maternity

	Count	Percentage
On maternity	30	0.6

Sexual orientation

Sexual Orientation	Count	Percentage
Bisexual	7	0.1
Gay/ Lesbian	24	0.4
Heterosexual/ Straight	2330	43.6
Other	4	0.1
Prefer not to say	130	2.4
Blank	2850	53.3

Religion

Religion	Count	Percentage
Agnostic	77	1.4
Atheist	122	2.3
Buddhist	6	0.1
Christian (all denominations)	1839	34.4
Hindu	2	0.0
Hinduism	1	0.0
Humanist	9	0.2
No religion	579	10.8
Paganism	3	0.1
Prefer not to state	61	1.1
Quaker	3	0.1
Rastafarian	1	0.0
Shintoism	1	0.0
Jewish	2	0.0
Taoism	1	0.0

Tudalen 258

Blank	2638	49.4
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Employees who have left the authority's employment

Age

Age Band at Leaving	Count	Percentage
20 and Under	22	3.2
21-30	138	19.8
31-40	105	15.1
41-50	142	20.4
51-60	164	23.6
61-65	93	13.4
Over 65	32	4.6

Sex

Sex	Count	Percentage
Female	458	65.8
Male	238	34.2

Race

Ethnic Grouping	Count	Percentage
Asian or Asian British	1	0.1
Mixed	2	0.3
White	303	43.5
Blank	390	56.0

Disability

Consider Disabled?	Count	Percentage
No	262	37.6
Not Known	26	3.7
Yes	14	2.0
Blank	394	56.6

Pregnancy and Maternity

None

Marital Status

Marital Status	Count	Percentage
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Civil Partnership	1	0.1
Divorced	10	1.4
Married	246	35.3
Not Specified	9	1.3
Partner	44	6.3
Separated	9	1.3
Single	105	15.1
Widowed	2	0.3
Blank	270	38.8

Sexual Orientation

Sexual Orientation	Count	Percentage
Bisexual	2	0.3
Heterosexual/ Straight	289	41.5
Other	1	0.1
Prefer not to say	12	1.7
Blank	392	56.3

Religion

Religion	Count	Percentage
Agnostic	6	32.18
Atheist	18	2.59
Christian (all denominations)	224	32.18
Humanist	2	0.29
No religion	68	9.77
Paganism	2	0.29
Prefer not to state	13	1.87
Blank	363	0.53

Employees who have applied to change position within the authority, identifying how many were successful in their application and how many were not

Age

Age Band	Successful	%	Unsuccessful	%
20 and Under	5	18.519	22	81.5
21-30	58	47.9	63	52.1
31-40	40	27.4	106	72.6
41-50	81	47.4	90	52.6
51-60	65	55.1	53	44.9
61-65	4	44.4	5	55.6
Over 65	3	75.0	1	25.0

Sex

Sex	Successful	%	Unsuccessful	%
Female	160	29.963	374	70.0
Male	75	31.513	163	68.5

Race

Ethnic Grouping	Successful	%	Unsuccessful	%
Asian/Asian British-Any other Asian background	0	0	2	100.0
Asian/Asian British-Chinese	0	0	2	100.0
Black/African/Caribbean/British-Caribbean	0	0	3	100.0
Mixed/Multiple Ethnic Group-White and Black Caribbean	0	0	1	100.0
Mixed/Multiple Ethnic Group-White & Asian	0	0	4	100.0
Other Ethnic Group-Any other ethnic group	0	0	4	100.0
White-Any other White background	6	15.385	33	84.6
White-Irish	1	33.333	2	66.7
White-Welsh/English/Scottish/Northern Irish/British	148	29.482	354.0	70.5
Blank	80	33.058	162	66.9

Disability

Consider Disabled?	Successful	%	Unsuccessful	%
No	231	33.382	461	66.6

Yes	4	17.391	19	82.6

Pregnancy and Maternity

None

Marital Status

Marital Status	Successful	%	Unsuccessful	%
Civil Partnership	1	11.1	8	88.9
Divorced	21	30.9	47	69.1
Married	93	27.8	241	72.2
Not Specified	3	21.4	11	78.6
Partner	22	21.2	82	78.8
Separated	5	35.7	9	64.3
Single	29	18.4	129	81.6
Widowed	0	0.0	1	100.0
Blank	63	35.2	116	64.8

Sexual Orientation

Sexual Orientation	Successful	%	Unsuccessful	%
Bisexual	0	0.0	11	100.0
Gay/ Lesbian	0	0.0	11	100.0
Heterosexual/ Straight	153	29.6	364	70.4
Prefer not to say	2	13.3	13	86.7
Blank	80	32.1	169	67.9

Religion

Religion	Successful	%	Unsuccessful	%
Agnostic	9	22.0	32	78.0
Atheist	7	13.2	46	86.8
Buddhist	0	0.0	4	100.0
Christian (all denominations)	95	27.5	251	72.5
Hindu	0	0.0	2	100.0
Humanist	3	37.5	5	62.5
No religion	31	19.1	131	80.9
Prefer not to state	4	22.2	14	77.8
Quaker	0	0.0	3	100.0
Shintoism	0	0.0	1	100.0
Taoism	2	50.0	2	50.0
Blank	87	34.7	164	65.3

Employees who have applied for training and how many succeeded in their application

The authorisation of staff requests to attend training courses isn't managed or recorded centrally e.g. via Trent, it is a verbal agreement between an employee and their manager. An employee can however self-register onto a course via Trent. Should their line manager ask them to cancel, this has to be done directly with the training unit which organised the training. The authorisation of attending external training courses again isn't managed or recorded centrally. It is a verbal agreement between the employee and their manager.

Employees who completed the training

Age

Age Band	Count	Percentage
20 and Under	18	0.7
21-30	342	12.5
31-40	522	19.1
41-50	774	28.3
51-60	839	30.6
61-65	180	6.6
Over 65	64	2.3

Sex

Sex	Count	Percentage
Female	1918	70.0
Male	821	30.0

Race

Ethnic Origin	Count	Percentage
Asian/Asian British-Any other Asian background	1	7.3%
Asian/Asian British-Chinese	1	7.3%
Black/African/Caribbean/British-Caribbean	1	7.3%
Mixed/Multiple Ethnic Group-Any other mixed/multiple ethnic background	1	7.3%
Mixed/Multiple Ethnic Group-White and Black African	1	7.3%
Mixed/Multiple Ethnic Group-White and Black Caribbean	1	7.3%
Mixed/Multiple Ethnic Group-White & Asian	5	36.7%

Other Ethnic Group-Any other ethnic group	1	7.3%
White-Any other White background	34	249.4%
Traveller	1	7.3%
White-Irish	6	44.0%
White-Welsh/English/Scottish/Northern Irish/British	1307	9589.1%
Blank	3	22.0%

Disability

Consider Disabled?	Count	Percentage
No	1183	43.2
Not Known	112	4.1
Yes	46	1.7
Blank	1398	51.0

Pregnancy and Maternity

Not able to report.

Sexual Orientation	Count	Percentage
Bisexual	4	0.1
Gay/ Lesbian	15	0.5
Heterosexual/ Straight	1281	46.8
Other	4	0.1
Prefer not to say	70	2.6
Blank	1365	49.8

Religion

Religion	Count	Percentage
Agnostic	38	1.4
Atheist	69	2.5
Buddhist	5	0.2
Christian (all denominations)	1007	36.8
Hindu	1	0.04
Hinduism	1	0.04
Humanist	7	0.3

Jewish	1	0.04
No religion	314	11.5
Paganism	2	0.1
Prefer not to state	34	1.2
Quaker	1	0.04
Taoism	1	0.04
BLANK	1258	45.93

Martial Status

Marital Status	Count	Percentage
Civil Partnership	5	0.2
Divorced	94	3.4
Married	1174	42.9
Not Specified	37	1.4
Partner	145	5.29
Separated	34	1.24
Single	460	16.8
Widowed	19	0.69
Blank	771	28.1

Employees subject to disciplinary

Age

Age Band	Count
20 and Under	0
21-30	4
31-40	4
41-50	16
51-60	7

Sex

Sex	Count
Female	12
Male	19

Race

Ethnic Grouping	Count
White British	0
White Welsh	0
Unknown	31

Disability

Consider Disabled	Count
No	10
Not Known	17
Yes	4
Prefer not to say	0

Sexual Orientation

Sexual Orientation	Count
Gay/ Lesbian	0
Heterosexual/Straight	0
Unknown	31

Religion

Religion	Count
Agnostic	0
Christian (all denominations)	0
Unknown	31

Marital Status

Marital Status	Count
Married	0
Single	0
Divorced	0
Unknown	31

Employees involved in grievance procedures either as a complainant or as a person against whom a complaint was made

Age

Age Band	Count
20 and Under	0
21-30	0
31-40	3
41-50	7
51-60	3
61-65	1
Over 65	0

Sex

Sex	Count
Female	12
Male	2

Race

Ethnic Grouping	Count
White British	0
White Welsh	0
Unknown	14

Disability

Consider Disabled	Count
No	3
Not Known	8
Yes	3

Sexual Orientation

Sexual Orientation	Count
Bisexual	0
Gay/ Lesbian	0
Heterosexual/ Straight	0
Prefer not to say	0

Unknown	14

Religion

Religion	Count
Agnostic	0
Christian (all denominations)	0
Prefer not to say	0
Unknown	14

Marital Status

Marital Status	Count
Civil Partnership	0
Married	0
Single	0
Widowed	0
Prefer not to say	0
Unknown	14

Employees who have applied to change position within the authority, identifying how many were successful in their application and how many were not

Age

Age Band	Successful	%	Unsuccessful	%
20 and Under	65	21.3	240	78.7
21-30	193	32.7	398	67.3
31-40	174	33.6	344	66.4
41-50	136	32.4	284	67.6
51-60	109	27.7	285	72.3
61-65	29	32.2	61	67.8
Over 65	8	11.9	59	88.1

Sex

Sex	Successful	%	Unsuccessful	%
Female	411	35.58	744	64.4
Male	205	28.12	524	71.9
Unknown	13	11.61	99	88.4

Race

Ethnic Grouping	Successful	%	Unsuccessful	%
Asian/Asian British-Any other Asian background	0	0.0	11	100.0
Asian/Asian British-Bangladeshi	0	0.0	17	100.0
Asian/Asian British-Chinese	0	0.0	5	100.0
Asian/Asian British-Indian	0	0.0	8	100.0
Asian/Asian British-Pakistani	0	0.0	5	100.0
Black/African/Caribbean/British-African	0	0.0	13	100.0
Black/African/Caribbean/British-Any other Black/African/Caribbean background	0	0.0	1	100.0

Black/African/Caribbean/British-Caribbean	2	10.0	18	90.0
Mixed/Multiple Ethnic Group-Any other mixed/multiple ethnic background	2	7.7	24	92.3
Mixed/Multiple Ethnic Group-White and Black Caribbean	1	9.1	10	90.9
Mixed/Multiple Ethnic Group-White & Asian	0	0.0	15	100
Other Ethnic Group-Any other ethnic group	0	0.0	13	100
White-Any other White background	47	15.8	251	84
White-Gypsy or Irish Traveller		0.0	3	100
White-Irish	6	24.0	19	76.0
White-Welsh/English/Scottish/Northern Irish/British	535	38.8	845	61.2
Blank	80	23.8	256	76.2

Pregnancy and Maternity

None

Disability

Consider Disabled?	Successful	%	Unsuccessful	%
No	602	40.62	880	59.4
Yes	10	12.99	67	87.0

Marital Status

Marital Status	Successful	%	Unsuccessful	%
Civil Partnership	3	7.1	39	92.9
Divorced	28	12.6	195	87.4
Married	287	29.9	672	70.1
Not Specified	8	7.4	100	92.6
Partner	105	19.4	436	80.6
Separated	24	18.3	107	81.7
Single	177	23.0	591	77.0

Widowed	7	14.6	41	85.4
Blank	91	24.2	285	75.8

Sexual Orientation

Sexual Orientation	Successful	%	Unsuccessful	%
Bisexual	3	7.5	37	92.5
Gay/ Lesbian	9	11.5	69	88.5
Heterosexual/ Straight	530	38.5	845	61.5
Other	0	0.0	11	100.0
Prefer not to say	23	14.1	140	85.9
Blank	80	24.1	252	75.9

Religion

Religion	Successful	%	Unsuccessful	%
Agnostic	53	20.8	202	79.2
Atheist	60	15.5	328	84.5
Baha'i	0	0.0	1	100.0
Buddhist	1	3.6	27	96.4
Buddhist - Mahayana	0	0.0	3	100.0
Christian (all	307	30.6	697	69.4
Church Of Jesus Christ of Latter Day Saints/ Mormon	0	0.0	1	100.0
Hindu	1	20.0	4	80.0
Hinduism	0	0.0	4	100.0
Humanist	3	12.5	21	87.5
Islam	0	0.0	20	100.0
Islam - Sunni	0	0.0	1	100.0
Muslim	0	0.0	2	100.0
No religion	155	21.4	568	78.6
Paganism	0	0.0	9	100.0
Prefer not to state	42	22.2	147	77.8
Quaker	0	0.0	1	100.0
Sikh	0	0.0	8	100.0
Blank	114	22.5	392	77.5

Men and Women employed, broken down by:

Positions	Female	%	Male	%	Unspecified	%
Adult Services	491	84.9	86	14.9	1	0.2
Business Services	294	85.7	49	14.3		
CEO and Member	15	62.5	9	37.5		
Childrens Services	233	75.9	74	24.1		
Commercial Services	5	45.5	6	54.5		
Co-Opted Member	8	66.7	4	33.3		
Corporate Legal & Democratic Services	51	75.0	17	25.0		
Culture and Leadership	13	68.4	6	31.6		
Executive Office	9	100.0	0	0.0		
Financial Services	34	61.8	21	38.2		
Highways, Transport & Recycling	62	11.2	494	88.8		
Housing	61	56.5	47	43.5		
Human Resources, Development and Health & Safety Service	22	73.3	8	26.7		
ICT and Programmes	38	45.8	45	54.2		
Independent Members	4	80.0	1	20.0		
Leisure & Recreation	618	85.2	107	14.8		
Regeneration and Regulatory Services	127	63.2	74	36.8		
Risk & Resilience	1	50.0	1	50.0		
Schools	2648	81.8	589	18.2		
Schools Service	81	74.3	28	25.7		
Shire Committee	23	31.5	50	68.5		
Strategic Policy and Performance	15	55.6	12	44.4		
Head of Service, Director and Chief Executive	8	34.8	15	65.2		

Grade	Female	%	Male	%
Annually - Locally Agreed	2	40.0	3	60.0
APT&C	2	40.0	3	60.0
Engineering craftsmen	0	0.0	4	100.0
Go Wales Placement	1	100.0	0	0.0
Hourly - Locally Agreed	0	0.0	1	100.0
Senior Managers & Above	14	34.1	27	65.9
Single status	3322	73.2	1216	26.8
Soulbury	18	62.1	11	37.9
Teachers	917	76.5	282	23.5
Teachers Hourly /Daily Rates	452	80.7	108	19.3
Youth & Community	28	73.7	10	26.3
Youth Service / Instructors	4	66.7	2	33.3

Pay Bandings	Female	%	Male	%
100,000-149,999	0	0.0	2	100.0
49,999 and Under	4223	74.4	1450	25.6
50,000-99,999	88	54.7	73	45.3

Contract Type	Female	%	Male	%
Casual by Claim	904	82.0	198	18.0
Consultancy	1	100.0	0	0.0
Fixed Term	899	83.9	173	16.1
Permanent	3258	72.6	1231	27.4
Secondment	53	81.5	12	18.5

Full/Part Time	Female	%	Male	%
Full Time	732	46.5	842	53.5
Part Time	3610	83.8	700	16.2

CYNGOR SIR POWYS COUNTY COUNCIL.

CABINET EXECUTIVE

18th September 2018

REPORT AUTHOR: County Councillor Phyl Davies
Portfolio Holder for Highways, Recycling and Assets

SUBJECT: Flood Risk Management Plan (FRMP)

REPORT FOR: Decision

- 1.
2. **Summary**
 - 1.1 This report is to inform the Executive on the requirement to prepare and develop the Council's Flood Risk Management Plan (FRMP).
 - Background**
 - 1.2 The Flood Risk Regulations 2009 (the "Regulations") implemented the European Union's (EU) 2007 Floods Directive to provide a national framework for managing flood risk.
 - 1.3 The Regulations set out the duties regarding producing preliminary flood risk assessments (PFRAs); flood hazard maps; flood risk maps and flood risk management plans (FRMPs).
 - 1.4 Flood risk management plans (FRMPs) highlight the hazards and risks of flooding from rivers, the sea, surface water, groundwater and reservoirs, and set out how Risk Management Authorities work together with communities to manage flood risk to reduce the risk to human health; the environment; cultural heritage and economic activity; and reduce the likelihood of flooding.
 - 1.5 Risk Management Authorities in Wales are:
 - Natural Resources Wales (to include internal drainage districts)
 - Lead Local Flood Authorities
 - Water Companies
 - Highway Authorities
 - 1.6 Powys County Council is a Lead Local Flood Authority (LLFA).
 - 1.7 FRMPs also meet the aims of the National Flood and Coastal Erosion Risk Management Strategies in Wales.
 - 1.8 The Regulations place a duty on Natural Resources Wales to produce FRMPs for each River Basin District (Dee River Basin District, Western

Wales River Basin District and the Severn River Basin District). These FRMPs must cover flooding from main rivers, the sea and reservoirs.

- 1.9 The Regulations also places a duty on certain LLFAs to produce FRMPs for all Flood Risk Areas covering flooding from local sources (surface water, ordinary watercourses and groundwater). Flood Risk Areas are areas of significant risk identified on the basis of the findings from the Preliminary Flood Risk Assessment (PFRA), national criteria set by the Welsh Minister and guidance provided by National Resources Wales.
- 1.10 PFRAs identified where the risk of flooding from local flood risks is significant. No Flood Risk Areas were identified within Powys and the County Council is not under a duty to produce an FRMP. Along with all other remaining Welsh LLFAs where no Flood Risk Areas exist, Powys agreed with Welsh Government to prepare an FRMP on a voluntary basis to help with coordinated flood management at a local level.
- 1.11 Welsh Government has previously made available grant funding of £50k to cover the preparation of the FRMP.

Content and Purpose of the FRMP

- 1.12 FRMPs are developed for the management of significant flood risk.
- 1.13 The Regulations give the following details about the content of the FRMP.
 - a. Objectives for the purpose of managing flood risk.
 - b. Measures for achieving the objectives.
 - c. Objectives must be set to reduce the adverse consequences of flooding for
 - i) human health,
 - ii) economic activity or
 - iii) the environment (including cultural heritage) and reducing the likelihood of flooding, whether by exercising powers to carry out structural work or otherwise.
 - d. Measures must include measures for
 - i) prevention of flooding,
 - ii) protection of individuals, communities and the environment against the consequences of flooding and
 - iii) arrangements for forecasting and warning.
 - e. Measures must have regard to
 - i) the cost and benefits of different methods of managing flood risk
 - ii) the information included in the flood hazard maps and the flood risk maps
 - iii) the river basin management plan for the area
 - iv) the effect of floodplains that retain flood water
 - v) the environmental objectives

- vi) the likely effect of a flood, and of different methods of managing a flood, on the local area and the environment.
- f. The FRMP must include
- i) a map showing the boundaries of the flood risk area
 - ii) a summary of the conclusions drawn from the flood the flood hazard maps and flood risk maps
 - iii) a description of the proposed timing and manner of implementing the measures, including details of the bodies responsible for implementation
 - iv) a description of the way in which implementation of the measures will be monitored
 - v) a report of the consultation and
 - vi) details of the co-ordination between the measures in the FRMP and the river basin management plan.

Consultation Requirements of the Regulations

1.14 The Regulations state that the County Council must consult the following stakeholders regarding the proposed FRMP:

- other LLFAs
- Highways Authorities
- Water Companies
- Reservoir Undertake
- CADW
- NRW
- The Welsh Ministers, and
- The Public

Proposed timeframe for delivery of FRMP

1.15 The programme for delivery of the FRMP is as follows

- Prepare draft FRMP – 20 week period.
- Consult the Public, all Members, town and community councils and other stakeholders on a proposed draft FRMP –minimum 6 week period.
- Review and update draft FRMP – 6 week period.
- Present final FRMP to Executive for approval – Spring 2019.
- Submit to Welsh Government.

2 Proposal

2.1 The Cabinet Executive is asked to note the content of this report and confirm that Powys County Council as LLFA will continue to produce and update an FRMP in accordance with the existing agreement with Welsh Government.

3. Options Considered / Available

- 3.1 Option 1 – Do not produce a FRMP
There is no legal requirement to produce a FRMP. Welsh Government have provided funding to support the work and if not completed this funding would need to be returned. The FRMP process provides a means to gather, present and consult on flood risk management across the county. The LLFA would still be required to do much of this work in order to discharge other statutory functions.
- 3.2 Option 2 – Produce a FRMP
Preparing a FRMP provides opportunities to collect valuable data and formally consult with key stakeholders on flood risk management. This assists in helping the Council develop strategies and identify priority sites where works may be beneficial.

4. Preferred Choice and Reasons

- 4.1 The preferred choice is Option 2, to produce a FRMP.
An FRMP is complimentary to the work of identifying and managing flood risk that is necessary for the council to discharge its duties as LLFA. Welsh Government have recognised the value of the process even for those authorities where it is not mandatory and have thus provided funding to assist in the development of the plan. Welsh Government continue to provide funding support for prioritised flood management schemes. It is thus likely that a FRMP will be a key supporting document for future funding bids. In addition the plan will help guide the council on funding requirements, pressures and priorities on its own budget allocations.

5. Impact Assessment

- 5.1 Is an impact assessment required? ~~Yes~~ / No
- 5.2 If yes is it attached? Yes /No

6. Corporate Improvement Plan

- 6.1 Production of a FRMP will help to support delivery of Vision 2025, the Corporate Improvement Plan for 2018 – 2023 by helping to ensure that the visions for the Economy; Health and Care; Learning and Skills; Residents and Communities; are not adversely impacted by flood risk issues.

7. Local Member(s)

7.1 The FRMP will be of interest to Members with flood risk areas within their wards. All Members will have the opportunity to contribute during the consultation process.

8. Other Front Line Services

Does the recommendation impact on other services run by the Council or on behalf of the Council? ~~Yes~~/ No

If so please provide their comments

9. Communications

Have Communications seen a copy of this report? Yes / ~~No~~

Have they made a comment? If Yes insert here:
No proactive communications action required.

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

10.1 Legal – The Highways and Enforcement Solicitor has reviewed the report and acknowledges the function undertaken is not a statutory duty. However as funding is provided by Welsh Government to undertake the function Option 2 is endorsed.

10.2 Finance – The Finance Manager Place and Resources notes the contents of the report, the work required will be carried out by the current team and if additional resource is required will be supported by grant funding already received from the Welsh Government.

11. Scrutiny

Has this report been scrutinised? ~~Yes~~/ No?

If Yes what version or date of report has been scrutinised?
Please insert the comments.

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

12. Statutory Officers

The Head of Financial Services notes the comments of the Finance Manager.

12.2 The Solicitor to the Council (Monitoring Officer) commented as follows : “ I note the legal comments and have nothing to add to the report.”

13. Members' Interests

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

Recommendations:	Reason for Recommendation:
<p>(1) That the Council produce a draft Flood Risk Management Plan;</p> <p>(2) That the Public, all Members, town and community councils and other stakeholders be consulted on the draft FRMP, and</p> <p>(3) That following consultation and, subject only to a further report if significant unresolved objections are made, the FRMP be submitted to the Executive for confirmation.</p>	<p>To assist the Council as Lead Local Flood Authority identify, record and manage flood risk in a structured approach to support the discharge of statutory duties.</p>

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

Relevant Local Member(s):	All members
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Person(s) To Implement Decision:	
Date By When Decision To Be Implemented:	

Contact Officer: Graham Astley Tel: 01686 611561 Email: graham.astley@powys.gov.uk
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Background Papers used to prepare Report:

The Flood Risk Regulations 2009,

The Flood and Water Management Act 2010,
The National Strategy for Flood & Coastal Erosion Risk Management,
Powys County Council Preliminary Flood Risk Assessment,
Powys County Council Local Flood Risk Management Strategy and,
Guidance on the preparation of Local Flood Risk Management Plans.

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

CYNGOR SIR POWYS COUNTY COUNCIL.

CABINET EXECUTIVE
18th September 2018

REPORT AUTHOR: County Councillor Phyl Davies
Portfolio Holder for Highways, Recycling and Assets

SUBJECT: Sustainable Drainage Approval Body (SAB)

REPORT FOR: Decision

1. Summary

- 1.1 This report provides an update and seeks approvals in relation to the creation of a Sustainable Drainage Approval Body (SAB) under Schedule 3 of the Flood and Water Management Act 2010.
- 1.2 The SAB will be an independent body within the local authority that will deal with the statutory technical approval process for Sustainable Drainage Systems (SuDS). The proposals will generally apply to developments of over 100 square metres with some exceptions.
- 1.3 All new planning applications made from 7th January 2019 will need SAB approval, where the proposal has drainage implications.

2. Proposal

- 2.1 On 7th January 2019 Powys County Council will become the Sustainable Drainage Approval Body (SAB) for the region under Section 32 and Schedule 3 of the Flood and Water Management Act 2010. It is proposed that these duties will be managed through an extended land drainage team within the Highways, Transport and Recycling Service.
- 2.2 Growing concerns over pollution and damage to the environment from surface water flooding are highlighted in "Water Strategy for Wales" published by Welsh Government. An extract is included at Appendix A.
- 2.2 Welsh Government have consulted on sustainable drainage systems on new developments and details can be found at:
<https://beta.gov.wales/implementation-sustainable-drainage-systems-new-developments-draft-regulations-and-national>
- 2.3 Surface water drainage issues are currently considered by the land drainage team through the planning process but under the new arrangements this will transfer to a new Sustainable Drainage Systems (SuDS) Approving Body (SAB). The Local Planning Authority (LPA) will

still continue to consult the land drainage team over advise on local flood risk issues through the planning process.

- 2.4 Welsh Government, through the Welsh Local Government Association (WLGA) have sought to develop and encourage a joint approach across Wales between SABs. Powys continue to contribute to the various groups and are currently working on developing a joint application form. WLGA have co-ordinated familiarisation and training sessions.
- 2.5 The SAB process will be a stand-alone one and SAB approval will most likely be required before Planning Consent can be granted. There is provision for the LPA to grant planning consent without SAB approval where deemed appropriate. The legislation does provide for a “joint” application for SAB and Planning consents. The SAB process will therefore need to be developed to account for joint applications to both Powys County Council and the Brecon Beacons National Park Planning Authorities.
- 2.6 The design of Sustainable Drainage Systems (SuDS) will seek to make best use of the natural environment to manage surface water where it cannot be collected for use. Welsh Government have previously published “Recommended non-statutory standards for sustainable drainage (SuDS) in Wales – designing, constructing, operating and maintaining surface water drainage systems”. The standard identifies priority levels for surface water runoff destination as follows:
 1. Priority Level 1: Surface water runoff is collected for use;
 2. Priority Level 2: Surface water runoff is infiltrated to ground;
 3. Priority Level 3: Surface water runoff is discharged to a surface water body;
 4. Priority Level 4: Surface water runoff is discharged to a surface water sewer, highway drain, or another drainage system;
 5. Priority Level 5: Surface water runoff is discharged to a combined sewer.Note that Priority Level 1 is the preferred (highest priority) and that 4 and 5 should only be used in exceptional circumstances.

Welsh Government have indicated in the consultation outcome that “...*SuDS Standards will be published as Statutory Standards under Schedule 3 of the Act at the end of June 2018. The Welsh Government guidance on Schedule 3, “Sustainable drainage (SuDS) in Wales” will be published at the same time. This will be a “living” document which will be updated in the light of experience as needed.*” These will replace the Recommended non-statutory standards.

- 2.7 The most significant best practice guidance documents to aid design are at present produced by CIRIA in the form of “The SuDS Manual” (C753) and “Guidance on the construction of SuDS” (C768). Web links to the documents are provided at the foot of this report. It is proposed that the work of the SAB will be based on Welsh Government led and industry

standard guidance such as The SuDs Manuals linked with information on land drainage and flood risk data currently available through Natural Resources Wales (NRW) and others. In addition Welsh Government are supporting the CIRIA website "www.susdrain.org" aimed at providing a compendium of information.

- 2.8 Based on current information from Welsh Government the Cabinet Executive will have responsibility for the SAB. It will be necessary to reflect this in the constitutional arrangements and it is proposed to delegate the responsibilities of the SAB to the Planning, Taxi Licensing and Rights of Way Committee with sub-delegation to the Director of Environment and / or the Head of Highways, Transport and Recycling with the ability to further sub-delegate. Delegated powers will be subject to conditions and/or limitations (see Constitution Section 13 A1 Columns 3, 4 & 5 as an example) and will be supported by a SAB protocol developed in-line with the Planning Protocol.
- 2.9 Charges for applications have been set by Welsh Government and comprise a flat rate fee of £350 plus a sliding scale element based on the affected site area. The minimum charge will therefore be £420 exclusive of any VAT that may be payable. Other fees may also be payable including inspection fees. These will generally be set on a cost-recovery basis. The Council has the option to offer pre-application advice but this will be at appropriate re-charge rates set by the Council.
- 2.10 Under the legislation the SAB will be required to adopt approved qualifying SuDS. Details relating to this are still being developed by Welsh Government but will include for: design; construction; operation and maintenance requirements. Information is awaited about funding options for maintenance which may include for commuted sums.
- 2.11 In processing applications the SAB will be required to receive, consider and consult on the applications in much the same way as planning applications are dealt with at present. Processes for appeals and enforcement will also be built-in by Welsh Government.

3. Options Considered / Available

- 3.1 Option1 – Do Nothing
The requirements for a SAB are set out in legislation which has been enacted in Wales under a Welsh Statutory Instrument. The council therefore has a legal duty to perform the function.
- 3.2 Option 2 – Out-source delivery of the SAB function
A number of South Wales Councils are considering delivery through a consortium type arrangement. This would entail a lead council receiving, processing and delivering applications on behalf of Powys County Council under agreed terms and conditions.
- 3.3 Option 3 – Deliver the SAB through the in-house team

Powys County Council has an in-house Land Drainage service that currently responds to Planning Applications; provides advice on land drainage matters and discharges the responsibilities of the Council as Lead Local Flood Authority (LLFA).

4. Preferred Choice and Reasons

- 4.1 The preferred choice is Option 3. The Council is under a duty to act as the SAB for the region and therefore must make appropriate provision. As a Land Drainage and LLFA the Council has gained considerable knowledge of such matters which would be beneficial to determining SuDS applications. Likewise going forwards information from SuDS consents will be important for the work of the Lead Local Flood Authority.
- 4.2 As a predominantly technical approval body much of the work of the SAB can be delegated to suitably experienced officers, subject to the necessary constitutional and protocols being in place.
- 4.3 The existing Land Drainage and LLFA service comprises two permanent staff currently supported by a temporary technician position. Assessment of historical planning applications suggests that additional resource will be required to discharge the duties of the SAB and that income from the process will be sufficient to support this. It is therefore proposed initially to expand the permanent team to five staff comprising a lead officer, two area officers and two technicians. This expanded team will assist in providing more robust services on drainage and flooding matters.

5. Impact Assessment

- 5.1 Is an impact assessment required? ~~Yes~~/No

6. Corporate Improvement Plan

- 6.1 The proposal supports the Corporate Improvement Plan by ensuring that the council discharges its statutory and common law duties.

7. Local Member(s)

- 7.1 Local Members will play a role in the approval process and will be able to input as a consultee on individual applications.

8. Other Front Line Services

Does the recommendation impact on other services run by the Council or on behalf of the Council? Yes/~~No~~

- 8.1 The recommendations will impact on the Local Planning Authorities (Powys County Council and Brecon Beacons National Park). Discussions have already taken place with these and will continue as the new requirements are implemented.

9. Communications

Have Communications seen a copy of this report? Yes/~~No~~

Communications comment:

No proactive communications action required at this stage.

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

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

10.2 Finance – The Finance Manager Place and Resources notes the contents of the report. Work has been undertaken by the service to estimate the annual income that would be generated, based on current planning applications received. The analysis demonstrates that the extra staff required to provide the service would be funded from income generated from applications processed.

The requirement under legislation for the SAB to adopt approved qualifying SuDS will generate ongoing maintenance costs which would be the Council's liability. Details relating to the funding of this are still being developed by Welsh Government and it is envisaged that the costs will be funded from commuted sums but this has not been agreed and if no funding is provided will be a cost to the Council.

11. Scrutiny

Has this report been scrutinised? ~~Yes~~ / No?

12. Statutory Officers

12.1 The Solicitor to the Council (Monitoring Officer) commented as follows :
“ I note the legal comments and have nothing to add to the report.”

12.2 The Head of Financial Services (Deputy 151 Officer) notes the comments of the Finance Manager. The question of funding to meet the potential ongoing maintenance costs needs to be resolved with Welsh Government. Until agreed this represents a financial risk for the Council which could be significant.

13. Members' Interests

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

Recommendations:	Reason for Recommendation:
1. Cabinet Executive accept the proposal to discharge the statutory duties of the Sustainable Drainage Approval Body (SAB) through the Planning, Taxi Licensing and Rights of Way Committee	1. To ensure that the Council discharges its statutory duty.
2. To delegate the responsibilities of the SAB to the Planning, Taxi Licensing and Rights of Way Committee with sub-delegation to the Director of Environment and / or the Head of Highways, Transport and Recycling with the ability to further sub-delegate. Delegated powers will be subject to conditions and/or limitations and will be supported by a SAB protocol developed in-line with the Planning Protocol.	2. To ensure appropriate processes are in place to support the discharge of the function.

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

Relevant Local Member(s):	None (Local Members will be part of the consultation process for each application to the SAB)
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Person(s) To Implement Decision:	Head of Highways, Transport and Recycling
Date By When Decision To Be Implemented:	Cabinet Approval

Contact Officer(s):	Graham Astley Senior Land Drainage Officer	Alastair Knox, Network Manager
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Email:	graham.astley@powys.gov.uk	alastair.knox@powys.gov.uk

Background Papers used to prepare Report:

“Water Strategy for Wales” published by Welsh Government
<https://gov.wales/docs/desh/publications/150521-water-strategy-for-wales-en.pdf>

Welsh Government Ministerial Statement
<https://gov.wales/about/cabinet/cabinetstatements/2017/sustainable Drainage/?lang=en>

Schedule 3 of the Flood and Water Management Act 2010.

<https://www.legislation.gov.uk/ukpga/2010/29/contents>

Welsh Statutory Instrument 2018 No. 557 (W. 96) (C. 45)

FLOOD RISK MANAGEMENT, WALES

The Flood and Water Management Act 2010 (Commencement No. 2) (Wales)
Order 2018

https://www.legislation.gov.uk/wsi/2018/557/pdfs/wsi_20180557_mi.pdf

Recommended non-statutory standards for sustainable drainage (SuDS) in
Wales – designing, constructing, operating and maintaining surface water
drainage systems

<https://gov.wales/docs/desh/publications/151230-suds-standards-en.pdf>

CIRIA – The SuDS Manual (C753)

https://www.ciria.org/Resources/Free_publications/SuDS_manual_C753.aspx

CIRIA - Guidance on the construction of SuDS (C768)

https://www.ciria.org/Resources/Free_publications/Guidance_on_the_construction_of_SuDS_-_C768.aspx

CIRIA website “The community for sustainable drainage” www.susdrain.org

CABINET REPORT TEMPLATE VERSION 5

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

Extract from “Water Strategy for Wales” published by Welsh Government

<https://gov.wales/docs/desh/publications/150521-water-strategy-for-wales-en.pdf>

A sustainable approach to drainage in both rural and developed areas, surface water flooding and diffuse pollution are matters of growing concern. The predicted increase in intense rainfall events will present even greater challenges to our drainage systems and the way that we manage land. We need a drainage approach that can cope with these challenges and help address the risk of surface water flooding and diffuse pollution. The sustainable drainage systems (SuDS) approach to surface water management aims to deal with rainwater on the surface and close to where it falls. This approach can slow down the flow of water, reducing flood risk and protecting water quality while also providing a wide range of community benefits such as improving the visual amenity of developments, providing open space, and contributing to ecosystem resilience. The SuDS approach can be used effectively in both rural and urban areas and supports new development without adding to the risk of flooding or pollution. In rural areas good land management practices can do much to reduce downstream flood risk and protect water quality but SuDS techniques can also provide ways of managing surface water from farm yards and buildings. Despite these benefits, we estimate that the proportion of new developments and redevelopments drained by SuDS is low and uptake has been slow. Schedule 3 of the Flood and Water Management Act 2010 (FWMA) requires new developments to include sustainable drainage features that comply with national standards. We will consider how to implement this when we determine the most effective way of embedding SuDS principles in new developments in the longer term. Flood and Water Management Act – <http://www.legislation.gov.uk/ukpga/2010/29/schedule/3> In the short term, we will publish interim national standards on an advisory basis which will enable designers; property developers; local authorities and other interested parties to both demonstrate that they have taken account of the Welsh Government’s planning advice on Development and Flood Risk and to pilot the standards, so that if necessary they can be revised before being made statutory. It is also vital that adoption and management arrangements for SuDS infrastructure and all drainage elements are agreed with the local authority or sewerage undertaker at the planning stage to ensure that the infrastructure is properly maintained and functions effectively for its design life. The SuDS approach can also be used in tackling surface water drainage problems in existing developed areas. Retrofitting of SuDS can improve the environment for local people, provide more green spaces and recreational areas and reduce flood risk. It can relieve pressure on existing drainage systems, resulting in savings in maintenance or upgrading. It also provides an opportunity to engage with the local community on their role in drainage and water management. The SuDS approach is central to future surface water management and supporting innovative surface water drainage in Wales. To support this, we expect sewerage undertakers and highways authorities to facilitate the use of natural systems in infrastructure developments and to reinstate or create aquatic features, such as wetlands and natural river channels, where there are benefits for wildlife, communities and customers. For new developments, an approach which integrates water cycle management into development planning and design has been pioneered in Australia. Known as Water Sensitive Urban Design (WSUD) it uses SuDS

principles, and builds on ecosystems services principles to reduce water use, minimise flood risk and improve water quality. We will work with others both nationally and internationally to identify how the WSUD approach could be used in Wales. Responsibility for drainage and sewerage infrastructure Drainage systems have developed over time and this has led to a range of individuals and organisations having ownership and responsibility for them. In developed areas, local authorities and the sewerage undertaker each have certain responsibilities. In rural areas, drainage is often the responsibility of Natural Resources Wales. Highways drainage is the responsibility of highways authorities. The relationship between highways drains and the public sewerage network is complex, with some highways drains carrying surface water from public systems and some highways drainage discharging into public sewers. Highways are also important conduits for diffuse pollution. Understanding the role they play in the drainage system is vital for development of catchment scale sustainable drainage systems. Different legislation governs the respective roles of Natural Resources Wales, local authorities, highways authorities and sewerage undertakers. Working with all interested parties, we will review legislation and practices relating to drainage, focussing on surface water, highways drainage and orphaned assets. We want to see if the current arrangements are fit for purpose or whether we can improve governance arrangements. Our aim is to provide clarity over responsibilities, better planning and collaboration for the installation and management of these assets. This will also support the SuDS approach. We will, as part of this drainage review, assess the implementation of the process for adoption of public sewers introduced in October 2012 and the related Ministerial Standards. We will then consider whether there is a need for statutory guidance under Section 106B of the Water Industry Act 1991 .

CYNGOR SIR POWYS COUNTY COUNCIL.**CABINET EXECUTIVE
18th September 2018**

REPORT AUTHOR: County Councillor Phyl Davies
Portfolio Holder for Highways, Recycling and Assets

SUBJECT: Adoption of Land Drainage Byelaws.

REPORT FOR: Decision

1. Summary

- 1.1 The Flood & Water Management Act was enacted in Wales and England in 2010 giving Councils in Wales, as Lead Local Flood Authorities (LLFAs), additional powers and responsibilities for dealing with flooding from surface water, groundwater and ordinary watercourse.
- 1.2 As part of these new powers, the responsibility for issuing ordinary watercourse consents under section 23 of the Land Drainage Act 1991 passed from Environment Agency Wales (now Natural Resources Wales - NRW) to Lead Local Flood Authorities and Internal Drainage Boards in April 2012.
- 1.3 Since taking on this consenting duty and wider flood risk management function, practitioners have noted that powers under the Land Drainage Act are limited and certain activities which are not currently consented could potentially increase the risk of flooding especially in more built up areas.
- 1.4 Natural Resources Wales, the Environment Agency (England), 18 LLFAs in England and Internal Drainage Boards (now under the control of NRW in Wales) currently use byelaws to supplement current legislation giving them better control for managing flood risk.
- 1.5 The byelaws used were out dated and focussed mostly on main rivers which makes them unsuitable for use by LLFAs to manage activities in areas under their remit. A new set of draft byelaws has been compiled in consultation with NRW, LLFAs and other interested parties which are better suited for use in Powys. These are included at Appendix 1.
- 1.6 The making of drainage byelaws will provide scope for the Council and all Welsh Authorities to work with their local communities to reduce flood risk, and help empower communities to do more for themselves. Flooding can have serious consequences for communities and businesses affected, and can cause serious disruption to transport links.

The proposed byelaws will help the Council deliver its Vision 2025 Plan and create stronger and more resilient communities.

2. Proposal

- 2.1 The proposal is for Powys County Council as Lead Local Flood Authority (LLFA) to adopt the proposed Land Drainage Byelaws enclosed at Appendix 1.
- 2.2 Subject to the Land Drainage Byelaws being adopted, instigate the procedures set-out under Schedule 5 of the Land Drainage Act 1991 and sections 7-8 of the Local Government Act 1972 and consult all town and community councils on the proposed Land Drainage Byelaws.

3. Options Considered / Available

- 3.1 Option 1 – Do Nothing
The Council could continue to perform its statutory Land Drainage functions in the existing manner under current legislation.
- 3.2 Option 2 – Develop a set of bespoke byelaws
The Council could develop its own unique set of byelaws.
- 3.3 Option 3 – Adopt the draft byelaws included at Appendix 1
The Council could adopt the byelaws developed by NRW, LLFAs and other interested parties as included at Appendix A.

4. Preferred Choice and Reasons

- 4.1 The preferred choice is Option 3 – Adopt the draft byelaws included at Appendix A.
- 4.2 The byelaws have been drafted by key strategic partners in response to concerns about measures available to manage risk arising from potential flooding. As such they draw on the experience of a wide range of practitioners thus offering sensible and balanced powers consistent with other agencies across the region.
- 4.3 It is expected that the majority of situations will continue to be resolved through amenable discussion. The byelaws however will provide the LLFA with a robust mechanism to respond to flood risk situations where satisfactory outcomes cannot be negotiated, thus ensuring protection of the wider public interest.

5. Impact Assessment

- 5.1 Is an impact assessment required? ~~Yes~~ / No
- 5.2 If yes is it attached? Yes / No

6. Corporate Improvement Plan

- 6.1 Adoption of the byelaws will help to support delivery of Vision 2025, the Corporate Improvement Plan for 2018 – 2023 by helping to ensure that the visions for the Economy; Health and Care; Learning and Skills; Residents and Communities; can be robustly protected against risks arising from flood related issues.

7. Local Member(s)

- 7.1 These proposals apply across the whole of Powys.

8. Other Front Line Services

Does the recommendation impact on other services run by the Council or on behalf of the Council? ~~Yes~~ / No

If so please provide their comments

9. Communications

Have Communications seen a copy of this report? Yes / ~~No~~

Have they made a comment? Yes / ~~No~~ If Yes insert here:
No proactive communication action required.

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

- 10.1 Legal – The Highways and Enforcement Solicitor has reviewed the report and concurs with the recommendation of implementing a standardised Byelaw.

- 10.2 Finance – The Finance Manager Place and Resources note the contents of the report the only financial implications would be court costs if individuals are taken to court, it is not envisaged that these costs will be regularly incurred or significant and will have to be managed within the annual revenue budget of the service when they do occur.

11. Scrutiny

Has this report been scrutinised? ~~Yes~~ / No?

If Yes what version or date of report has been scrutinised?
Please insert the comments.

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

12. Statutory Officers

12.1 The Head of Financial Services (Deputy Section 151 Officer) notes the comments of the Finance Manager.

12.2 The Solicitor to the Council (Monitoring Officer) commented as follows : “ I note the legal comments and have nothing to add to the report.”

13. Members’ Interests

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

Recommendation:	Reason for Recommendation:
(1) That the Land Drainage Byelaws attached as Appendix 1 be adopted and sealed; (2) That, when made, the byelaws be advertised in the local press in accordance with the Local Government Act 1972; (3) That the byelaws be deposited for public inspection for a period of six weeks; (4) That all town and community councils be consulted on the byelaws; and (5) That, at the end of the consultation period, and, subject only to a further report if unresolved objections are made, the byelaws be submitted to the Cabinet Secretary for confirmation.	To ensure appropriate measures are available to the LLFA to manage land drainage issues through a consistent approach to Land Drainage Byelaws across Wales.

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

Relevant Local Member(s):	All members
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Person(s) To Implement Decision:	
Date By When Decision To Be Implemented:	

Contact Officer:	Graham Astley
Tel:	01686 611 561
Email:	graham.astley@powys.gov.uk

Background Papers used to prepare Report:

Flood and Water Management Act 2010

<https://www.legislation.gov.uk/ukpga/2010/29/contents>

Land Drainage Act 1991

<https://www.legislation.gov.uk/ukpga/1991/59/contents>

Appendix 1: *Land drainage (Wales) Byelaws*

DELEGATED DECISION REPORT TEMPLATE VERSION 5

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

Land drainage (Wales) Byelaws

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Land Drainage (Wales) Byelaws

Powys County Council under and by virtue of the powers and authority vested in them by section 66 of the Land Drainage Act 1991, do hereby make the following Byelaws which are considered necessary for [one or more of] the following purposes:-

- a) securing the efficient working of a drainage system in the Council's area;
- b) regulating the effects on the environment in the Council's area of a drainage system;
- c) securing the effectiveness of flood risk management work within the meaning of section 14A of that Act, or
- d) securing the effectiveness of works done in reliance on section 38 or 39 of the Flood and Water Management Act 2010 (incidental flooding or coastal erosion).

Chapter I - Administrative

1. Citation and commencement

These Byelaws have been approved by the Cabinet Secretary for Environment and Rural Affairs Lesley Griffiths and may be cited as **Powys County Council** Land Drainage Byelaws [2018] and they shall commence on [date to be inserted].

2. Application of Byelaws

These Byelaws apply to ordinary watercourses situated within the area in Wales of the local authority [or: under the control of the Internal Drainage Board] making these byelaws.

3. Definition and Interpretation

In these byelaws, unless defined below or the context otherwise requires, **the** terms and expressions to which meanings are assigned by the Water Resources Act 1991, the Land Drainage Act 1991, the Environment (Wales) Act 2016 and the Interpretation Act 1978 shall have the same meanings in these byelaws.

In these byelaws:

The expressions "bank", "drainage", "drainage body", "Internal Drainage Board", "land", "local authority", "ordinary watercourse" have the same meaning as defined in the Land Drainage Act 1991.

"the Act" means the Land Drainage Act 1991

"Animal" means any animal including birds, any horse, cattle, sheep, deer, goat, swine, goose or poultry; but excluding fish and human beings;

APPENDIX 1

"Byelaws distance" means any land lying landward within the following distances measuring horizontally from any watercourse bank:

- (i) if it includes a wall or embankment 8 metres from its landward extent;
or
- (ii) in other cases 8 metres from the top of the watercourse bank; or
- (iii) any land lying 8 metres horizontally from the outer perimeter of a culvert measured from the widest part of the culvert.

"Building or structure" means any structure or erection, and any part of a building so defined, but does not include plant or machinery comprised in a building; It also includes a fence, post, pylon, wall, wharf, bridge, loading stage, piling, groyne, pontoon, revetment, and an engine or any mechanical contrivance; any formwork, falsework, scaffold or other structure designed or used to provide support or means of access during construction work, and any reference to a structure includes part of a structure.

"Consent of the authority" means the prior written agreement, either by email or formal documentation, of any person authorised on behalf of the Authority, and which may include any conditions/restrictions as deemed necessary by the Authority.

"Culvert" means an enclosed channel pipe or conduit for the carrying of a watercourse and any other structure forming part of a culvert including headwall, outlet and trash screen.

"Embankment" means a natural or artificial mound or other raised defence.

"Flood Defence works " means tidal, fluvial or pluvial flood defence structures and works including walls, gates, embankments or bypasses constructed or used for these purposes as well as man-made or natural sand dunes and earth retaining structures or structures constructed or used as a defence against inundation of any land by raising water levels.

"Flood warning system" means any apparatus used by the Authority for obtaining or providing information in relation to and warnings of flood.

"Land liable to flooding" means all land over which watercourse water flows in times of flood, including areas where that water is stored in times of flood.

"Nets" includes

- (a) a stake net, bag net or keep net;
- (b) any net secured by anchors and any net, or other implement for taking fish, fixed to the soil or made stationary in any other way;
- (c) any net placed or suspended in any inland or tidal waters unattended by the owner or a person duly authorised by the owner to use it for fish, and any engine, device, machine or contrivance, whether floating or

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otherwise, for placing or suspending such a net or maintaining it in working order or making it stationary.

"Occupier" means any tenant, licensee or other person either in occupation of any land or entitled to its occupation.

"Objects or matters" means natural or man-made liquid or solid matters or objects or materials including trees, roots of trees, branches, timber, tins, bottles, boxes, tyres, bricks, stones, soil, wire, rubbish.

"Owner" means the owner of a legal estate, and when the owner is not in immediate occupation shall include an occupier.

"Person" includes where appropriate, reference to more than one person, including a body of persons corporate or non-corporate.

"Sea defence" means any artificial or natural defence against sea water or tidal water including natural or artificial high ground (including sand dunes and cliffs) and any works constructed or used as a defence against inundation of any land by sea or tidal waters, or for securing adequate watercourse outfalls provided it shall not include any sea defence works which are vested in or under the control of a Coast Protection Authority, a local authority or any Navigation Harbour or Conservancy Authority.

"Tidal control works" means any floodgate, lock, sluice or other structure or appliance provided or constructed for the purpose of defence against sea or tidal water.

"Vegetation" means trees, willows, shrubs, weeds, grasses, reeds, rushes or other vegetation growths;

"Vessel" means any ship, boat, or any other waterborne craft, including hovercraft and any remains of any vessel.

"Watercourse" means any river, stream, ditch, channel or other passage through which water flows including the channel of any watercourse that is for the time being dry but excluding public sewers within the meaning of the Water Industry Act 1991.

"Watercourse bank" means any bank, wall, revetment or embankment adjoining or confining any watercourse from the top to the bottom of the sloping or upright part.

"Watercourse bed" means land forming any part of a watercourse over which water normally flows.

"Water control structure" means a structure or appliance for introducing water into any watercourse and for controlling or regulating or affecting flow, and includes any sluice, slacker, floodgate, lock, weir, pump or pumping machinery;

4. Causing or knowingly permitting

Where by or under these byelaws the doing of any act is prohibited or restricted the same prohibition or restriction shall extend to causing or knowingly permitting the act or restriction to be done.

Chapter II - Control of introduction of water and increase in flow or volume of water

5. Control of the introduction of water, altering flow and volume of water

- (1) Without prejudice to sections 23 and 25 of the Land Drainage Act 1991 no person shall without the consent of the authority take any action to:
- (a) stop up any watercourse; or
 - (b) divert; or
 - (c) impede; or
 - (d) alter

the level of or direction of the flow of water in, into or out of any watercourse.

- (2) In this byelaw 'alter' includes creating or extending a watercourse and introducing water which directly or indirectly increases the flow or volume of water in any watercourse within the local authority's area.
- (3) In this byelaw impede includes blocking off or infilling of any watercourse channel, and obstruction of any arch of any bridge or causeway designed of, or which permits the passage of water in any watercourse or land liable to flooding.

6. Interference with sluices, flood and tidal defences

- (1) No person shall without consent of the authority operate or interfere with any sluice, flood gate, flood or tidal defence or other water control structure or appliance or flood warning or monitoring system used for controlling, regulating or monitoring the flow of water in, into or out of an ordinary watercourse.
- (2) In this byelaw "interfere" includes removing, damaging or disturbing materials forming part of a flood or tidal defence.

7. Operation of watercourse or tidal control works

Any person having control of:

- (a) any sluice or flood gate; or
- (b) any water control structure or appliance for controlling or regulating or affecting the flow of water in, into or out of a watercourse

shall use and maintain such structure or appliance in a proper state of repair and efficiency with a view to:

APPENDIX 1

- (a) the prevention of flooding or of any shortage in the flow or supply of water and
- (b) the efficient working of the drainage system in the area of the (local authority/ internal drainage board).

8. Tidal Outfalls

No person shall place or abandon upon the foreshore any object or matter or vegetation which, whether immediately or as a result of subsequent tidal action, may

- (a) impede or be likely to impede the flow of water through the sluices, flood gate, or outfall pipes through the tidal banks or through the watercourses on such foreshore; or
 - (b) impede or be likely to impede the operation of such sluices, flood gate, or outfall pipes; or
 - (c) cause or be likely to cause damage to such sluices, flood gate, or outfall pipes.
-

Chapter III - Potential to cause impediment or obstruction to flow

9. Maintenance of land liable to flooding and watercourse banks

- (1) No person shall without the consent of the authority plant any tree, deposit or store objects or matters, light a fire or interfere with a watercourse bed or bank within the byelaw distance in such a manner as is likely to:
- (a) cause flooding,
 - (b) impede the flow, or
 - (c) cause or be likely to cause damage to, or
 - (d) endanger the stability of, or
 - (e) affect the efficiency of

a culvert, watercourse bank, watercourse control work, flood defence, tidal control work or sea defence.

- (2) In this byelaw:

“interfere” includes to dredge, remove, damage or disturb materials forming part of a flood or tidal defence or of a watercourse bank or bed; and to make any excavation or do anything in, to or upon any land like to damage a watercourse bank or bed.

“light a fire” includes committing any action liable to cause any fire to be lit on any land adjoining any watercourse where such action is liable to set on fire any peat land forming the banks of the watercourse or any vegetation growing on land forming the banks of the watercourse.

“store objects or matters” includes depositing or stacking or keeping objects and solid or liquid matters including vegetation and vegetation cuttings.

“objects” include vessels.

10. Building of structures, pipes, etc. on land liable to flooding

- (1) No person shall without the consent of the authority:
- (a) erect or construct any building or structure
 - (i) in, on, under or over any watercourse or in or on any bank of a watercourse;
 - (ii) within the byelaws distance;
 - (iv) on any watercourse control work, flood defence, tidal control work or sea defence; or

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- (v) over any part of a culvert, or within the byelaws distance on either side of it; or
- (b) make or cut any excavation or any tunnel or any drain, culvert or other passage for water in, into or out of any watercourse or in or through any bank of any watercourse;

in such a manner or for such length of time as to cause damage to the watercourse bed or banks; or obstruct the flow of water in, into or out of such watercourse.

(2) This byelaw does not apply to any temporary work executed in an emergency.

(3) In this byelaw:

“Emergency” means causing immediate danger to life or property.

11. Repairs to buildings and structures

The person having control of any building, fence or structure in, on, under or over any watercourse, culvert, watercourse bank, flood defence works, tidal control works, tidal or sea defence shall maintain such building, fence or structure in a proper state of repair and efficiency with a view to preventing such building, fence or structure from:

- (a) impeding the flow of water in into or out of any watercourse;
 - (b) damaging any watercourse bank, flood protection works, tidal control works or sea defence; or
 - (c) creating danger or obstruction to the carrying out of flood defence works by the (local authority/internal drainage board).
-

Chapter IV - Ensuring the condition of the banks of a watercourse

12. Vegetation

The owner or occupier of any land through which any watercourse flows or on which any sea defence is situated or any adjoining land over which the local authority [/internal drainage board] needs access to get to such land shall maintain all vegetation situated within the byelaws distance and shall remove such vegetation from the watercourse or bank immediately after such cutting so that it does not impede the flow of the watercourse.

13. Driving of animals and vehicles

No person shall use or drive any cart or vehicle of any kind on, over or along any bank of a watercourse control work, flood protection work, tidal control work, or sea defence in such manner as to cause damage to such bank, control work, flood protection work, tidal control work, or sea defence.

14. Damage by grazing animals

No person shall graze, keep or water any animal on any watercourse, watercourse bed or bank, flood protection work or sea defence without:

- (a) taking all such steps as are necessary to prevent the watercourse, the watercourse bed or bank, flood protection work or sea defence from being damaged by such use and
 - (b) reporting to the local authority [/internal drainage board] any damage caused to the watercourse, the watercourse bed or bank, flood protection work or sea defence by the grazing, keeping or watering of animals, as soon as practicable following the occurrence of such damage.
-

Chapter V – Incidental provisions

15. Control of animals

The owner or occupier of any land through which any watercourse flows or on which any sea defence is situated or any adjoining land over which the local authority [/internal drainage board] needs access to get to such land to carry out any work or inspection, shall ensure that, during the progress of any work or any inspection animals on such land are kept under proper control and supervision or, if such control and supervision is not possible, are not kept on such land.

16. Interference with local authority [/internal drainage board]’s functions

No person shall interfere with:

- (a) access required to any land by the local authority [/internal drainage board] or of their agents to carry out their flood management functions; or
- (b) the carrying out of their functions.

Chapter VI – Exemptions

17. Emergency works

These Byelaws shall not apply to any work executed in an emergency but a person executing any work so excepted shall, as soon as practicable, inform the Council in writing of the execution and of the circumstances in which it was executed and comply with any reasonable directions the Council may give with regard thereto.

18. General Permitted Developments

These byelaws shall not apply to any development by a drainage body in, on or under any watercourse or land drainage works and required in connection with the improvement, maintenance or repair of that watercourse or those works.

19. Ladders and scaffold towers

- (1) These Byelaws shall not apply to any work requiring the temporary erection and use of ladders and scaffold towers (“equipment”).
- (2) For the purposes of this paragraph, the specific conditions are—
 - (a) the suitability of river conditions is reviewed by the operator each working day;
 - (b) the equipment is erected on each working day on which it is required; and

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- (c) the equipment is removed at the end of each working day and is stored outside the river and its banks.
-

Chapter VII – Miscellaneous

20. Penalty

By section 66(6) of the Act every person who acts in contravention of, or fails to comply with, any of the foregoing Byelaws, is liable on summary conviction in respect of each offence to a fine not exceeding the amount prescribed from time to time for level 5 (£5,000) on the standard scale referred to in section 37 of the Criminal Justice Act 1982 and a further fine not exceeding forty pounds for every day on which the contravention or failure is continued after conviction.

By section 66(7) of the Act if any person acts in contravention of, or fails to comply with any of these Byelaws the Council may without prejudice to any proceedings under section 66(6) of the Act take such action as may be necessary to remedy the effect of the contravention or failure and may recover the expenses reasonably incurred by it in doing so from the person in default.

Mae'r dudalen hon wedi'i gadael yn wag yn fwriadol

15.a

REPORT TO: POWYS COUNTY COUNCIL CABINET

REPORT FROM: INDEPENDENT CHAIR OF THE PCC IMPROVEMENT AND ASSURANCE BOARD

REPORT DATED: 10 AUGUST 2018

1. Background

The Improvement and Assurance Board was established in April 2018 with a clear purpose which is to 'assist the Leader in driving forward the required change and improvement in the Local Authority'.

It is important to recognise that, whilst specific improvements are required following CIW inspections covering both Adult and Children's Social Services, the Board's remit goes beyond this. The Authority commissioned a review of 'Leadership, Governance, Strategy and Capacity', and this is also overseen by the Board.

Simply delivering on the specific recommendations from the external reviews will not necessarily deliver sustainable improvement; hence, the Board has an interest in all of the transformation activity of the Council, which is aimed at meeting current and future service and financial challenges.

This report is a highlight report; it does not seek to detail all of the work currently underway or planned. That level of detail is covered elsewhere, in for example;

- the minutes of monthly Board meetings
- the monthly performance reports
- the monthly improvement plan reports

This report will now comment on key issues in relation to Corporate, Children's Services, and Adult Social Care, seeking to both acknowledge progress and highlight immediate challenges.

2. Corporate Matters

2.1 Senior Leadership

It is pleasing to note the appointment of an experienced Acting Chief Executive. The subsequent appointment of a permanent Director of Social Services, creating as it does clear and stable leadership, was a vital step forward. The recent appointment of a permanent Head of Children's Services is again a very important step, establishing a clear and stable leadership base. The new Director maintaining a focus across social care and beyond is a developing

strength. However, it is vital that the Authority, together with the Acting Chief Executive, consider now the long term senior management arrangements needed to sustain improvement. These arrangements need to be established prior to the recruitment of a permanent Chief Executive in order to create continuity and minimise timescales for change. This review must deal with not simply structures, but capacity, capability, and leadership style.

Key members of the leadership team are now focused on ensuring that the Corporate Centre and Services work as one to deliver the Council's vision and the required improvements. It remains a challenge to fully embed this approach and culture, and this challenge will be tested as the vision and financial/service strategies are further worked up in the coming months.

2.2 Vision, Finance and Service Strategy

Since the report on 'Leadership, Governance, Strategy and Capacity' some notable progress has been made. Work has been undertaken on establishing a vision, and a framework has been established for ensuring a service and financial plan is established in a structured way. Work is underway in terms of establishing the Authority's approach to transformation, which will be aided by a WAO review, which is imminent.

However, it is inevitable that improvements in social care will come at a significant cost in the medium term. The Authority has made some provision within the budget; it is as yet unclear as to whether this will be sufficient. All authorities face difficult decisions, as the financial consequences of social care improvement have to be funded, impacting directly on other services, given the finite financial resources. This challenge will undoubtedly need to be resolved in the coming budget cycle. Social care must demonstrate value for money, but this is unlikely to, in itself, contain the financial impact.

2.3 Performance Management

Major progress in defining what 'good' looks like; determining the information needed to manage performance; and providing performance reports has been made in recent months. The Children's Services report is now well developed and the Adult Services approach is under active development.

These reports provide a solid base for both performance and service improvement work. The approach to performance management is being rolled out to the frontline, and this is to be welcomed.

However, establishing the systems and processes is the first step. The greater challenge, as recognised by the Authority, is to create a performance management culture throughout the workforce.

It is also imperative that the focus on performance management is matched by a robust approach to quality assurance.

2.4 Political Leadership and Scrutiny

- Senior politicians are members of the Improvement and Assurance Board, and have made positive and constructive input at all times.
- The Leader and Cabinet members are regularly engaged with the independent members of the Board, and relationships are positive.
- The Leader is actively engaged with Cabinet colleagues in overseeing, on a regular basis, the improvement activity.
- Member development activity has been undertaken in recent times, supported by the WLGA.
- There is as yet no clear consensus on the adequacy of scrutiny arrangements, with markedly different views expressed. Further work with the WLGA is planned, and it is vital that this issue is resolved. All appear agreed on the importance of robust and challenging scrutiny but not on how this should be achieved.

3. Social Services – General

3.1 Workforce

Arguably the single most important challenge is workforce. The establishment of a fully supported workforce with the capacity and capability to deliver sustainably good services is paramount. Over-reliance on agency staff remains a key issue.

The Authority has recently adopted a workforce strategy for Children's Services which determines the structure and numbers required to deal with current workload. It has also established a process to determine the workforce requirements going forward, needed to provide a sustainable model in the longer term. This work is essential, and a similar approach in Adult Services is required. The 'softer' issues relating to culture and staff morale require attention at least equal to the management of quantitative data.

3.2 Safeguarding

Ensuring strong safeguarding arrangements for both adults and children is a key duty, and both inspection reports highlight this important agenda. A recent review of safeguarding in adults and children was undertaken 2-4 July. This highlighted some early signs of improvement, but re-emphasised the extent of improvement yet to be delivered.

3.3 Early Intervention and Prevention

In both Adults and Children, it is recognised by the Authority that its work in areas such as 'start well' and 'live well' is vital to delivering sustainability.

The Authority can demonstrate positive work on early intervention and prevention, with clear benefits to individuals. However, it recognises the need to review targeting to ensure that this work is complementary to and supportive of, statutory services. This work needs to be progressed at pace, if the benefits overall are to be delivered.

3.4 Partnerships

Understandably, recent activity has prioritised internal improvements, in order to deliver against inspection recommendations. This has included work with partners on immediate issues, for example, referral thresholds etc.

The sustainable model of social care will require a clear programme of work with partners; Health, Police, 3rd Sector, and others, and the Authority will need to resource this in the mid-term.

4. Children's Social Care

As stated earlier, the full detail is available in separate performance and improvement plan reports. This section simply highlights the headlines in terms of progress and challenges.

Progress

- A clear performance management approach has been established.
- Significant improvement in key performance indicators has been delivered.
- A short term workforce strategy is agreed.
- It is agreed that 'Signs of Safety' will be the practice model.

Challenges

- Increased LAC numbers and activity generally are impacting performance. The analysis and understanding of what is driving this activity and its likely future trend is key.
- There is a need to develop, as the Authority agrees, a safe LAC reduction strategy in the coming period.
- Whilst there is significant improvement in key indicators, these still need further improvement in order to meet the required standard and statutory requirements.
- The Authority is moving to ensure that the numeric improvements are backed by quality; this is clearly essential.
- 'Signs of Safety' must be resourced and driven, but stabilising the workforce is key to delivery; ensuring that the services are child centred whilst driving performance improvement is and will be a continuing challenge.
- In the coming months, a greater understanding of high cost/low volume activity will be needed.
- As stated earlier, the workforce strategy and early intervention prevention work needs to deliver, if sustainable improvement is to be delivered.

5. Adult Services

Again, the detail is available in other Corporate reports; this section simply provides highlights. The Board is in the process of drilling down into Adult Services, but safeguarding, timely service provision, and high quality social care practice are key issues.

Progress

- The CIW report has been fully embraced, and the Adult Services improvement plan amended to reflect recommendations. The plan is outcome focused.
- The performance report is developing and key PIs being agreed.
- Workforce challenges are recognised and a strategy is being developed.

Challenges

- The Authority recognises the impacts of demography, isolation, and other social factors, and is developing commissioning strategies and an overall vision for the services; this will need to be resourced and funded.

- A clear practice-based model needs to be established to ensure consistency and quality in basic practice, with a strong emphasis on safeguarding.
- An early resolution of the PPD access approach is both planned and needed.
- Ensuring that the needs of the individual in terms of personalisation are not lost in the drive for quantitative improvement.

Conclusion

The agenda overseen by the Improvement and Assurance Board is wide-ranging; covering as it does Corporate Leadership and Governance, Children's Services, and Adult Social Care.

The delivery of CIW recommendations on improvement is essential, but in itself may not deliver the sustainable improvements that are required.

There is evidence of political leadership, increased corporate working, and delivery of initial improvements.

However, the leadership, both politically and managerially, must drive the improvement and transformation work at pace. A culture based on accountability, ownership, performance management, and delivery is the aim, but the journey is a long one. Future inspections and reviews are imminent, and this work programme must continue as a priority.

REPORT AUTHOR: JACK STRAW

IMPROVEMENT AND ASSURANCE BOARD

MINUTES

Wednesday 27 June 2018, 13:00 – 17:40

Committee Room A, County Hall, Llandrindod Wells

Present

Jack Straw (Chair)	JS	Independent Chair
Bozena Allen	BA	Independent Adviser
Jaki Salisbury	JSa	Independent Adviser
Cllr Rosemarie Harris	RH	Executive Leader (1-6)
Cllr Aled Davies	AD	Deputy Leader
Cllr James Evans	JE	Portfolio Holder for Corporate Governance (1-6)
Cllr James Gibson-Watt	JGW	Leader of the Liberal Democrat Group
Cllr Matthew Dorrance	MD	Leader of the Labour Group

In Attendance – PCC Representative

			Present for Item: -
Ian Budd	IB	Director of Education	2, 3, 4, 5, 6,
David Johnston	DJ	Interim Head of Children Services	2, 3, 4, 5, 6
Dylan Owen	DO	Head of Transformation for Adult Services	9, 10
Louise Barry	LB	Head of Operations for Adult Services	9, 10
Geoff Burrows	GB	WLGA Adviser	All
Phil Hodgson	PH	WLGA Adviser	All
Rachel Thomas	RT	WLGA Adviser	All
Huw Rees (for Jeremy Evans)	HR	Performance Audit Director, Wales Audit Office	1, 2, 3, 4, 5, 6, 8
Cllr. Rachel Powell	RP	Portfolio Holder for Young People	All
Mohammed Mehmet	MM	Acting Chief Executive	All
David Powell	DP	Acting Deputy Chief Executive	1, 2, 3, 4, 5, 6, 7, 8, 9, 10
Emma Palmer	EP	Head of Strategic Policy and Performance	1, 2, 3, 4, 5, 6, 7, 8, 9, 10
Jane Thomas	JT	Head of Financial Services	All
Caroline Evans	CE	Secretariat, PCC	All
Felicity Llewellyn	FL	Minute Taker	All

Apologies

Alison Bulman	AB	Director of Social Services
Jeremy Evans	JE	Performance Audit Manager, Wales Audit Office
Cllr Stephen Hayes	StH	Portfolio Holder for Adult Services

1.	Minutes from last meeting and Action Log
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The minutes of the last meeting, dated 30 May 2018, were agreed, with the following amendments requested:

- Item 3: “ACTION: EP will amend the wording of A10...” this item was allocated to DO, not EP.
- Item 13, Bozena Allen’s update, point 1 will be amended to read “Has been meeting with some staff of the authority.”

Actions completed

- JS continues to circulate all-staff communications following each Board meeting.
- JS has written to CIW and Social Services of WG to invite them to join this meeting; no formal response has yet been received.
- DO amended the improvement plan (item 3); the Plan response has been submitted.
- DO has provided the meeting with a single page update of the five sentinel indicators.
- DJ and MM reviewed and amended the Workforce Report, which will be considered under item 6.
- EP has arranged an Executive Management Team session [re: Transformation] to discuss how ‘in process’ projects and themes will be transferred in to the new Programme Board structure (and ‘business-as-usual’).
- JT has provided the financial report, which will be considered under item 11.

Actions outstanding/carried forward to the next meeting

- **ACTION: AB** to confirm whether the data for item 15a of the Adult Services Performance report has been verified.
- **ACTION: AB** to confirm whether the review of systems, processes and practices that currently exist is being undertaken (Adult Services Performance Report)
- **ACTION: AB/LB/DO** were requested to provide assurance re: engagement with staff at all at levels.
- **ACTION: AB/DJ** to report back to the next meeting on the monitoring of the qualitative issues [in the Children’s Services Performance Report]; it is a ‘work in progress’ and will form part of the forthcoming partial inspection.
- **ACTION: IB** will arrange for the reports from the Corporate Parenting Group reports to be presented to the Board in September/October.
- **ACTION: AB/DJ** to consider the sustainability of the Improvement Programme [for Children’s Services]

2. Children’s Services Performance Report

There are continuing concerns about the stability of the workforce, and when the increasing caseloads may settle.

PH sought assurance as to what is being done to address the significant increase in LAC [etc.], and the underlying issues re: working practices, community resources/provision etc. Assurance was also sought as to what the CYPP is doing to avoid the need to refer to LAC, such as maintaining children and families in the community – with appropriate support and signposting.

ACTION: IB to circulate the detailed 'Start Well' work programme to the Board for consideration prior to formal discussion at the next meeting, which will include the mitigating actions that will be put in place to address the concerns.

ACTION: IB to arrange the workshop for the morning of 02 August to cover the 'Early Intervention and Prevention' workshop, which was postponed from 28 June 2018.

Assurance was sought that as part of the new Resource Panel, Social Workers were exploring all viable alternatives, to include CYPP, TAF and other community assessments. Assurance was also sought that robust care plans for 0-4 year olds were in place to return them to the family, and that the Resource Panel would robustly challenge evidence to reduce children going into care (where appropriate). DJ provided assurance on the queries raised; the Panel will be monitored for effectiveness (appropriateness and cost-effectiveness) over the coming months.

ACTION: DJ will share with the independent members the terms of reference for the Resource Panel to enable them to offer assistance, where possible.

It was discussed that the purpose of the reporting is to show progress against the concerns raised and statutory requirements, and – noting staffing issues etc. – it would not be an acceptable norm to continue to have a number of care plans on the system that had not signed off and completed.

ACTION: DJ/AB will review the safeguarding pages of the report ahead of the monitoring visit on Monday.

ACTION: DJ/AB will review the KPIs to ensure that young carers and children with disabilities are fully included.

3. Children's Services Progress against CIW recommendations

Recommendation 9 (the quality, consistency and timeliness of record keeping) remains rated as red, and it was advised that this was partly due to workforce issues.

Recommendation 11 (implement an effective model of assessment to support families) remains rated as amber; a presentation will be made to the Executive Management Team and Cabinet to ensure everyone understands how the new system works, to be followed by roll-out to partnership organisations.

In response to a query raised about the impact of the actions and 'soft data', DJ and IB noted that it is not yet possible to measure the outcomes, but agreed that the impact of the actions (at each stage) will need to be reviewed on an ongoing basis to ensure that the planned actions continue to meet the needs.

ACTION: DJ will develop the 'soft' information and actions, and will report these to each upcoming Board meeting.

ACTION: DJ will clearly refer to the milestones and timelines around the warning notices and repeat visits from CIW, as only the original inspection/report date is referenced.

ACTION: DJ will review recommendation 10 (The local authority must clarify the role and purpose of Powys People Direct (PPD) ...) to detail the key dates and timelines in future reports. DJ noted that this item is due to complete by the end of June 2018.

ACTION: MM will review and update Recommendation 5 (The chief executive must immediately provide strong corporate support for children's services ...); this is a corporate issue for the council, and should not make reference to the I&AB. MM will provide updates on outstanding actions, and will reflect upon the range of actions undertaken to complete the objective.

In response to MD query regarding partnership working, DJ confirmed that [in relation to Children's Services] PPD and the Health Board are already liaising.

It was highlighted that there is a detailed plan, with comprehensive timelines, that underpins the recommendations documents.

ACTION: DJ/LB/DO/JH will bring forward to the top level report the key timelines and dates.

ACTION: DJ/LB/DO/JH will provide an update on each of the recommendations at each upcoming Board.

GB acknowledged that effective scrutiny continues to be an item for improvement as robust scrutiny is still being developed across the authority as a whole. RH responded that scrutiny of Social Services is good, and noted that there had naturally been a concentration on Social Services, which is now being widened to include other services (which clearly also have an impact on Social Services) as part of the overall corporate focus. MD raised a concern that resourcing capacity in scrutiny may need to be reviewed by the authority to facilitate authority-wide scrutiny. RP noted that the scrutiny journey is improving, and the conversations are healthy.

4. Children's Services Front Door Analysis

It was acknowledged that the full information must be recorded by PPD in order to better understand the issues being faced, including who is referring, why are they referring and in which locality the referral is based.

Referrals are increasing, predominantly in the North, and specifically for family support. The mitigating actions should include raising greater awareness with the general public on preventative measures, which is part of the 'Start Well' programme, as well as further conversations with the police re: the increased referral rate, and sharing the intelligence with the Regional Partnership Board. Additionally, a workforce plan may be developed to focus on localities where particularly pressures have been identified, and to consider if TAF has the right expertise and capacity to respond to referrals.

Actions already taken:

- DJ has written to the Police Superintendent and is awaiting a response.
- The Operational Management Team meeting last week included discussions on the increases, and the underlying causes for the increase (e.g. referrals for domestic violence, child sexual exploitation etc.).

JGW raised a query as to the low number of referrals from CAMHS. DJ agreed that the source of referrals was forming an interesting pattern for analysis, and that a deeper analysis of referrals is an upcoming piece of work for the team (which will include data analysis and feedback from front line staff).

ACTION: DJ will update the Board at the next meeting on the outcomes of the further pieces of work being undertaken.

ACTION: IB will provide the next Board meeting with the outcomes of the safeguarding audit recently undertaken for the Schools Service.

5. Children's Services Safe LAC reduction

DJ provided a presentation of data analysis.

ACTION: DJ will provide the September meeting of the Board with a Safe LAC Strategy (as it develops). To include the aspiration of the number of LAC that would be expected in Powys; the strategy will cover the difference between 'where we are now' and 'where we want to be', and will include the learning gleaned from others.

ACTION: DJ will consider the use of legal and discharge orders to reduce the numbers (safely and appropriately).

RECOMMENDATION: To review the quality of the Independent Review Officers.

ACTION: DJ will consider how often the Corporate Parent meets with the children in its care.

6. Children's Services Workforce Report

DJ provided an indicative presentation and confirmed that the proposal is available to relevant colleagues within the authority for their consideration.

ACTION: DJ will bring the proposed structure to a meeting of the Board in the Autumn.

MM confirmed that assurance can be provided to the Board regarding the safety of the provision currently offered by the Service; DJ confirmed that the provision is relatively stable countywide, with an acknowledged concern in the Newtown area; workloads are under pressure.

ACTION: DJ to report to the next meeting that staff levels are viable at present.

ACTION: DJ will bring a report to a dedicated meeting of the Board to detail the 'safety' and stability of provision, and workload pressures; to include the locality strategy for addressing needs, current volumes, current activity, children in need, early intervention, preventing entry into the LAC system and increasing exit from the LAC system.

NB: MM suggested this work would be complete in "the Autumn". JS questioned whether this was soon enough.

ACTION: JS/CE will schedule a dedicated meeting of the Board to discuss the report.

<p>7.</p>	<p>Corporate Leadership and Governance (CLGIP) Highlight Report</p> <p>DP provided an update. Of the eight areas, four are amber and four are green. The overall plan is rated amber, as 74% of the actions have been delivered (as per last month). DP noted that it will be important to note how to identify when an item is complete.</p> <p>Social Services complaints have not been reported as part of the overall corporate system, but this may be reviewed shortly.</p> <p><u>ACTION:</u> DP will identify key milestones for item B (Officer Leadership) that will demonstrate a shift in the culture (e.g. staff surveys, customer surveys, ‘mystery shoppers’ etc.).</p> <p>DP clarified the recent change (which is in progress) to the Council’s process for undertaking reviews; an appraisal will now take place annually as the quarterly IPR process was not working effectively. The monthly one-to-one’s and annual reviews will be recorded on the Trent system to enable reporting.</p> <p><u>RECOMMENDATION:</u> To consider the communication strategy to ensure that the workforce is aware of, and engaged in, the review process.</p> <p>The Performance Management and Quality Assurance Framework is a live document that has been agreed by Executive Management Team and Cabinet; it was debated with Heads of Service, Senior Managers and Professional Leads prior to agreement in order to gather feedback and promote ownership and engagement.</p> <p>MM highlighted that a member of Executive Management Team is assigned to each Scrutiny panel, and noted that leadership and governance is improving.</p> <p><u>ACTION:</u> MM/DP will review the actions allocated to leadership and governance to consider whether there are new actions that could be agreed with the I&AB for inclusion within future highlight reports to better present the current situation and future aspirations of the Council.</p> <p><u>ACTION:</u> DP will ensure that the recommendations identified in the Sean Harriss report (and accepted by the Minister) are fully mapped and specifically commented upon in future versions of the CLGIP highlight report.</p> <p><u>RECOMMENDATION:</u> To webcast all future Scrutiny meetings; it was noted that this is ‘in progress’.</p> <p><u>ACTION:</u> DP will include actions that will support the authority to better understand better the needs of the Welsh Language community.</p> <p><u>ACTION:</u> DP and JSa will meet to meet to share ideas.</p>
<p>8.</p>	<p>Corporate Leadership and Governance WAO Review of PCC’s Organisational Transformation and Efficiency Savings Programmes</p> <p>HE noted the wider corporate approach, referencing the series of workshops held during the last audit year. Finance remains a key driver for service efficiency. Work is being</p>

scoped by WAO in preparation for field work to be completed by the end of Autumn, which will include the challenges of collaboration, engagement, involvement and sustainability. WAO will be reporting in a new agile manner, and will challenge the authority on both the financial information and the impact that savings/reduction may have on service provision.

The Board noted the report, and requested to receive further updates when available.

9. Adult Services Performance Report

LB provided a verbal overview of the report.

The complaints report in its entirety will be reviewed during a workshop scheduled for Friday.

ACTION: LB/DO will report to the next meeting (August) the contract beds (BUPA Homes) and Powys Care Homes (Independent Sector); to include capacity, voids and vacancies across the system, and the context and strategic response.

ACTION: LB/DO will provide to the next meeting (August) of the Board the evidence that forethought is being applied to known changes in the market (e.g. the BUPA contract). Note that a PIN notice is being published today to gauge interest in partnership working.

RECOMMENDATION: To consider the KPIs at Friday's workshop to ensure fitness for purpose.

RECOMMENDATION: To include further information regarding Continuing Health Care (CHC).

ACTION: LB will include the statistics relating to the update of Direct Payments in future reports, as well as the detail of residential care provision, split by new demand and those who are being funded, as well as assistive technology offer/uptake. The report will also be revised to include the sickness data for the last full available via the PCC HR system (rather than stating that the data is not yet available).

ACTION: LB/DO will confirm and standardise the definitions for 'adult protection' and 'safeguarding' as these terms are being used interchangeably.

ACTION: JS/DO/CE will liaise to arrange a workshop to focus on commissioning and contract management, to include discussion on jointly commissioned services with PTHB and proactively shaping the market.

It was noted that a robust commissioning/contract system is in place, which includes monthly meetings with providers from across the county (and some meetings with providers from across the country). Contract extensions are an exception, and a process is in place to ensure that authority is sought to extend.

It was acknowledged that there are some jointly commissioned services with PTHB, but that further alignment would be possible and beneficial.

<p>10.</p>	<p>Adult Services Progress against CIW recommendation</p> <p>In response to a query raised about the impact of the actions and ‘soft data’, DO agreed to report upon the impact of the actions on an ongoing basis to ensure that the planned actions continue to meet the needs.</p> <p><u>ACTION:</u> DO will develop the ‘soft’ information and actions, and to report these to each upcoming Board meeting.</p> <p><u>ACTION:</u> DO will clearly refer to the milestones and timelines around the actions.</p> <p>DO confirmed that the workforce plans are in draft format (including the draft recruitment strategy); the reports will be brought to a future Board meeting once the internal consideration process has concluded.</p> <p>LB confirmed that front line practitioners have access to the live data, and managers are required to present their team’s data and identify areas of improvement and strength; the results are then reported to the Service Management Team.</p>
<p>11.</p>	<p>Finance Report</p>
	<p>JT provided an update.</p> <p>It is expected that the Adults Service may breakeven. The Children’s Service budget recovery plan is currently under consideration.</p> <p>JT confirmed that, in respect of item 1.5, JT and AB have today discussed the timescales for the strategy. AB will set a deadline for the service; DJ will lead on the work, supported by the Finance Manager for Social Services.</p> <p><u>ACTION:</u> JT will provide future reports in the format as submitted today, to report on Children’s Services, Adults Services and the Council as a whole.</p>
<p>12.</p>	<p>External Advisers’ Updates</p>
	<p>The Advisors updates were circulated with the agenda prior to the meeting.</p>
<p>13.</p>	<p>Any Other Business</p>
	<p>No matters arising.</p>

IMPROVEMENT AND ASSURANCE BOARD

MINUTES

Wednesday 01 August 2018, 13:00 – 16:35

Committee Room A, County Hall, Llandrindod Wells

Present

Jack Straw (Chair)	JS	Independent Chair
Bozena Allen	BA	Independent Member
Jaki Salisbury	JSa	Independent Member
Cllr Rosemarie Harris	RH	Executive Leader (1-6)
Cllr Aled Davies	AD	Deputy Leader
Cllr James Gibson-Watt	JGW	Leader of the Liberal Democrat Group

In Attendance – PCC Representative

			Present for Item:
Dylan Owen	DO	Head of Transformation for Adult Services	3-6
Louise Barry	LB	Head of Operations for Adult Services	3-6
Geoff Burrows	GB	WLGA Adviser	All
Phil Hodgson	PH	WLGA Adviser	All
Rachel Thomas	RT	WLGA Adviser	All
Jeremy Evans	JeE	Performance Audit Director, Wales Audit Office	All
Cllr. Rachel Powell	RP	Portfolio Holder for Young People	All
Mohammed Mehmet	MM	Acting Chief Executive	All
David Powell	DP	Acting Deputy Chief Executive	All
Emma Palmer	EP	Head of Strategic Policy and Performance	All
Jane Thomas	JT	Head of Financial Services	All
Caroline Evans	CE	Secretariat, PCC	All
Felicity Llewellyn	FL	Minute Taker	All
Alison Bulman	AB	Director of Social Services	All
Catrin Jones	CJ	Welsh Government	All
Alistair Davey	AD	Welsh Government Social Services Division	All
Kellie Wood	KW	Wellbeing Officer – Children’s	8 - 12
Jo Harris	JH	Strategic Programme Manager (Children’s)	8 - 12
Shelley Davies	SD	Senior Partnership Manager	8 – 12
Cllr Stephen Hayes	StH	Portfolio Holder for Adult Services	All

Apologies

Ian Budd	IB	Director of Education
Cllr Matthew Dorrance	MD	Leader of the Labour Group
Cllr James Evans	JaE	Portfolio Holder for Corporate Governance
David Johnston	DJ	Interim Head of Children Services

1.	Minutes from last meeting and Action Log
	<p>The minutes of the last meeting, dated 27 June 2018, were agreed as an accurate record.</p> <p>The actions were considered and addressed throughout the agenda.</p>
2.	Children’s Workforce
	<p>Emma Palmer presented a paper on Workforce in Children Services. This paper provided assurance that the current staff establishment in Powys Children Services is sufficient to deliver safe services to Children, young people and families. The paper covered both the front line Social Work Teams but also the provider and commissioning services within Children Services. The Board was interested in particular in staff who hold caseloads (Social Workers and Wellbeing Officers).</p> <p>The base establishment budget and improvement budget will be amalgamated in future to provide a base budget that would continue to accommodate the staffing costs; the establishment (248 people) is budgeted. The over-establishment is an additional 22.4 people; to date, the over-establishment has been funded and is included in the services forecast up until the end of September. This will need reprofiling.</p> <p>Page 10: Caseloads; if all current vacant posts were filled, and the Wellbeing Officers had a caseload it would be 16 per FTE (Social Workers and Wellbeing Officers only; Team Leaders and Assistant Team Leaders would then focus on their leadership roles).</p> <p>The Board was assured that the authority has a grip on the workforce needed to do the work as at today; a clear path forward (with timescales) has been identified to determine a more sustainable workforce.</p> <p>MM thanked colleagues and PH for their valuable contributions to this work.</p>
3.	Adult Services – Performance Report
	<p>The Service presented the performance report. Particular notice was made of the reduction in the waits for service after making contact with the Service. This is a new area for reporting on and shows significant improvement over the last 12 Months and especially since the inspection in January.</p> <p><u>ACTION:</u> JE will review the use of grant funding and the Brokerage Service.</p> <p>The performance report remains under development; the Board is far better informed than three months ago, and will need to be more informed in future. The Access Model will be available to the Board at the end of September 2018.</p>
4.	Adult Services – DRAFT Performance Report Content for Future Reporting
	<p>The draft report was received for information. <u>ACTION:</u> Board members to forward any comments to EP.</p>
5.	Adult Services – Progress Against CIW Recommendations

	<p>The BRAG status was clarified; in line with the authority’s Performance Management and Quality Assurance Framework, a green status reflects that the action is ‘on track’ (blue reflects full completion/robustness). Items that have been translated to ‘business-as-usual’ will be reflected in blue; all items will be reviewed (monthly) to ensure that the appropriate BRAG is allocated.</p> <p>It was discussed that the actions should translate into a risk register; a risk register was not provided with the papers.</p> <p><u>RECOMMENDATION:</u> Remove comments that appear to pre-empt outcomes of inspections.</p> <p>Scrutiny arrangements have changed, and are being developed and refined on an ongoing basis. <u>RECOMMENDATION:</u> Reflect on the language used around Scrutiny.</p> <p>LB provided a verbal update on key safeguarding items:</p> <ul style="list-style-type: none"> • Quality of recording (a significant audit was undertaken prior to the monitoring visit) • Consistent approach • Participation and feedback in the [safeguarding] process • Communication • Adults threshold tool (multi-agency training) • Feedback from partners to be addressed through the LOG • Working with Team Leaders to ensure that staff absence is covered • Mental Capacity Act – clarity on professional accountability <p><u>ACTION:</u> LB will circulate the full action plan (appended to the minutes) via CE.</p>
6.	<p>Adult Services – Report on BUPA Homes and Independent Sector</p>
	<p>The report was discussed and noted. The need for the Board to look at how Powys County Council is building sustainability as well as dealing with specific improvement recommendations was emphasised by the Chair.</p>
7.	<p>Corporate Leadership and Governance (CLGIP) Highlight Report</p>
	<p>The Board received the report and update from DP; the cultural change and development of financial strategy will be programmed into a future Board meeting.</p> <p>It was confirmed that in reference to H17, the plans are in place, and the team will reflect on why the action has a BRAG status of red.</p>
8.	<p>WCCIS Performance Issues</p>
	<p>The report was noted.</p>
9.	<p>Children’s Services – Performance Report</p>
	<p><u>ACTION:</u> AB will circulate the performance reports across the service.</p> <p>Page 16, No. of Initial Case Conferences as at 31/12/2017 was queried; the graph shows a percentage (rather than a number).</p>

	<p>There are proposals to work with staff to improve the areas detailed within the report (e.g. quality assurance and statutory requirements), and to provide clarity.</p> <p><u>ACTION:</u> AB and DJ will consider how working in a more agile manner, and flexing resources, will help to address business-critical issues.</p> <p>The workforce analysis included a number of new staff members; there is a twelve week turnaround to register new staff with the Care Council for Wales. <u>ACTION:</u> JS and MM will write to Sue Evans of CCfW to highlight the issues.</p> <p>Fostering training is not readily available in the south of the county, and AB is liaising with the team to provide the training in a more flexible manner.</p> <p><u>RECOMMENDATION:</u> To provide a breakdown of fostering recruitment targets split in terms of respite etc.</p> <p><u>ACTION:</u> SD will source further information on the TAF referrals and data to identify why TAF referrals are increasing.</p>
<p>10.</p>	<p>Children’s Services – Monitoring of Qualitative Issues in the Children’s Services Performance Report</p>
	<p>The Board welcomed the report as a first step in ensuring a focus on quality not just volumes activity</p>
<p>11.</p>	<p>Children’s Services – Progress Against CIW Recommendations</p>
	<p>Extract of item 3: Feedback from CIW Monitoring inspection July 2nd-4th 2018: “All supervision records we reviewed evidenced case discussions and often more general discussion of performance issues. Overall, we were satisfied with the quality of supervision from the sample selected.”</p> <p><u>ACTION:</u> AB/DJ will arrange for the BRAG status of item 6 to be changed from blue to green.</p> <p><u>ACTION:</u> AB/DJ will consider timelines in relation to item 11 [The local authority must implement an effective model of assessment to support its interventions with families, which is understood by all staff and partners, underpinned by robust training and development.] in further detail (structure and BRAG status) and will feedback to the Board at the next meeting following the SoS implementation day on the 14th August.</p> <p><u>ACTION:</u> AB/DJ will liaise with DP to amend the wording of item 5 to remove the reference to the Board.</p> <p><u>ACTION:</u> DJ will amend the wording of item 23 to ensure that it matches the corporate narrative.</p>
<p>12.</p>	<p>Children’s Services – Access to Resources Panel</p>

	<p>The paper was noted by the report; the establishment of the panel was welcomed. It was noted that it would be beneficial to record the alternatives that have been considered prior to accessing the panel.</p> <p>ACTION: DJ will arrange for a reference to the UNCRC, and how these principles will be reflected within the panel process, to be included within the document.</p>
13.	Start Well
	<p>The Start Well papers were welcomed but were not discussed as part of the meeting, as they were subject to a separate Board session.</p>
14.	Outcome of the Safeguarding Audit Undertaken in the Schools Service
	<p>The reports provided for reference were acknowledged but were not discussed. Highlights were provided to accompany the report:</p> <ul style="list-style-type: none"> • First time Powys have conducted an annual audit of schools; • Audit is designed to help schools fulfil their current duties as laid out in <i>Keeping Learners Safe</i> (i.e. to produce an annual report to governors); • Welsh Government are updating <i>Keeping Learners Safe</i> and intend to strengthen schools' duties to include the requirement to complete an annual audit, therefore getting ahead of the curve; • Audit is more comprehensive than Estyn's SER; • Used Welsh Government-commissioned exemplar audit tool – will be reviewing this and redrafting/improving it for next year; • Feedback from schools has been overwhelmingly positive about the audit process; • Some discrepancy between how schools RAG-rated each of the five sections compared to their responses to the individual questions in each section (i.e. green-rating all the individual questions but then amber-rating the section as a whole); • Overall, priority areas across schools/Schools Service as a whole are: <ul style="list-style-type: none"> ○ Improving site security and access; ○ Contributing to a menu of training and facilitating training opportunities for school staff and governors; ○ Supporting schools with the management of their websites; ○ Providing updated model policies and creating new policies that do not currently exist; ○ Supporting schools with the issue of physical intervention.
15.	Finance report
	<p>As at the end of June, Children's Services showed an overspend of £3.9million. Adults Services showed an underspend, but not all funds had been drawn down.</p> <p>ACTION: JT will provide a full, up-to-date, report for the overall council to the next Board.</p> <p>ACTION: MM and DP will schedule a detailed discussion of the financial strategy at an appropriate Board meeting.</p>

ACTION: CE will include a section in the next agenda to consider a Children's finance slide, which will be provided by JT and MM.

ACTION: JGW will liaise with CE to forward to the Board the FSP report that went to Cabinet this week.

ACTION: JT will provide details of the spend on children's advocacy.

ACTION: JT will include details of pressures on Social Care (e.g. winter pressure on Adults).

16. External Advisers Updates

The updates had been circulated with the meeting agenda; no matters arising.

17. Any Other Business

Focus of Future Meetings

It was confirmed that, acknowledging the large number of papers submitted to meetings, the focus of future meetings will be on the performance reports and the response to the actions.

CYPP

ACTION: AB will seek input from colleagues [at tomorrow's workshop] as to the focus of CYPP in the future, to allow consideration of whether there is sufficient alignment of CYPP and the overall agenda.

The Prevent Agenda

There was general discussion on the opportunity to report reporting on the authority's engagement with the St David's Fund, NEETS, intergenerational care, and care leavers.

September Board Meeting

It was queried whether the 05 September meeting would be best used as a focused session, due to the summer holiday period which may affect the ability of officers to provide / review / sign-off the performance reports. The Chair determined that the meeting should go ahead, and deal with performance issues, even if the information was in draft. **ACTION:** MM and DP will consider how finance and culture can be reviewed at this meeting.

[For clarity, specific items requested within these minutes will be included on the agenda regardless.]

It would be beneficial to include members of the wider workforce and corporate colleague within the culture item. **ACTION:** AB and MM to consider the attendance for this item.

The Chair's Report

The Chair's report is due to be submitted to Welsh Government and the Powys County Council Cabinet shortly.

**MINUTES OF A MEETING OF THE JOINT PARTNERSHIP BOARD HELD AT
COMMITTEE ROOM A - COUNTY HALL, LLANDRINDOD WELLS, POWYS ON
THURSDAY, 19 JULY 2018**

PRESENT

Cllr Stephen Hayes, Cabinet Member	Chair
PCC	
Vivienne Harpwood, Chair, PTHB	Vice-Chair
Cllr. Aled Davies	Cabinet Member, PCC
Cllr. Rachel Powell	Cabinet Member, PCC
Carol Shillabeer,	Chief Executive. PTHB
Melanie Davies,	Independent Member, PTHB
Owen James	Independent Member, PTHB

In Attendance

Alison Bulman, Director of Social Services PCC
Mandy Collins, Board Secretary PTHB
Clive Pinney, Solicitor to the Council PCC
Julie Rowles, Director of Workforce and Organisational Development, PTHB
Hayley Thomas, Director of Planning and Performance, PTHB

1. APOLOGIES

Apologies for absence were received from Councillor Rosemarie Harris who was on other Council business and David Powell, Deputy Chief Executive PCC.

2. MINUTES

The minutes had been circulated just before the meeting and it was agreed that the Chair and Vice-Chair be authorised to confirm them as a correct record if no comments were received in the next 10 days. Julie Rowles asked for it to be noted that she had been present at the meeting.

ACTION: Chair and Vice-Chair to confirm as a correct record.

Matters arising:

JPB Terms of Reference

The JPB terms of reference needed to be reviewed, however, it was agreed that this should be delayed so more consideration could be given to the JPB's relationship with the Regional Partnership Board and the PSB. JPB noted that the RPB would have an increasing role and that its terms of reference also needed to be updated to strengthen the roles of elected members and independent Health Board members.

ACTION: put the JPB Terms of Reference on the agenda for the next meeting.

Bro Ddyfi Community Hospital Health and Well-being Project

Hayley Thomas advised that the full business case had been submitted to Welsh Government and it was hoped that there would be positive news soon.

3. S33 AGREEMENTS

All but two Section 33 agreements for 2017/18 were in place. The two outstanding ones were for ICT and Ystradgynlais Integrated Team for Older People. There was some doubt that one was needed for the Ystradgynlais Integrated Team as this was not a pooled fund. The ICT S33 had not been signed off because the trade unions had raised concerns with the PTHB over PCC being the lead employer as there was a perception that PTHB staff would be disadvantaged by local authority terms and conditions. The trade union concerns were noted but JPB felt that the S33 agreement for 2017/18 should be signed off. Clive Pinney advised that there would be an adverse audit report because there was no S33 in place for ICT. It was confirmed that it was planned to have a joint audit of the S33 agreements.

ACTION: Carol Shillabeer to acknowledge the trade union concerns but sign off the ICT Section 33 agreement for ICT for 2017/18.

Section 33 agreements for 2018/19 had not been signed off but could be readily adapted using the previous year's template.

ACTION: Clive Pinney and Mandy Collins to work on the Section 33 agreements for 2018/19 and report to the next meeting.

It was confirmed that the S33 agreement for Care Homes had been approved by PTHB and could be signed off if it had not already been.

ACTION: Carol Shillabeer to sign off the S33 agreement for Care Homes.

4. NORTH POWYS REGIONAL RURAL CENTRE

Hayley Thomas and Ali Bulman gave an update and advised that a preferred site in Newtown had been identified giving the opportunity for a multi-agency campus to be developed.

JPB agreed on the need to put governance arrangements in place as soon as possible. It was proposed that a Partnership Vision Overview Group drawn from the membership of the JPB and Regional Partnership Board would oversee the project but that a Partnership Delivery Team would be made up of key officers who would drive the project forward. JPB also noted the need for stakeholder consultation but asked that this be conducted in such a way as not to delay the project.

JPB also discussed the need for the Board and Cabinet to receive a briefing on the proposals. For the Council this could be done at informal Cabinet meetings which could give a steer although any decisions would need to be taken at formal Cabinet meetings.

ACTION:

1. That the Chief Executives of PCC and PTHB be project sponsors
2. That Hayley Thomas and Ali Bulman be lead directors
3. That Hayley Thomas, Ali Bulman, Clive Pinney and Mandy Collins meet as soon as possible to put governance arrangements in place.
4. That briefings be arranged for the Board and the Cabinet on the proposals.

JPB discussed the Arcadis Design and Consultancy fee proposal for supporting the project. JPB felt that the Arcadis proposal was too focused on the property estate rather than the health and care aspects of the project. This would be raised with them. JPB were reminded that Arcadis had been approached because they were on the Council's framework agreement and were available to start work on the proposal immediately. The client would be PCC and PTHB jointly.

DECISION: That Arcadis be engaged to undertake the assessment subject to the lead directors discussing the focus of the project with them.

Hayley Thomas sought approval to utilise Integrated Care Funds to progress the resource planning for the project.

DECISION: To approve the use of Integrated Care Funds to progress the project subject to discussions with the Chief Executives.

5.	MENTAL HEALTH INTEGRATION
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It was proposed to establish a joint programme board to commence the process of integrating Adult Mental Health Services between Powys County Council and Powys Teaching Health Board under lead agency arrangements. A paper would be brought to Cabinet and the Board in September.

JPB agreed that this proposal would be a good opportunity for joint scrutiny.

DECISION: to support the establishment of a joint programme board to commence the process of integrating Adult Mental Health Services between Powys County Council and Powys Teaching Health Board under lead agency arrangements.

6.	CUSTOMER ACCESS
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The Director of Social Services advised that she was looking at improving the systems for customers accessing Social Services including developing a better digital self-service interface and upskilling contact centre staff so they could handle more queries. She also advised that the name of PPD would be changed and the Council would be implementing the 111 phone number from 1st October.

CS invited AB to the PTHB Executive Team meeting to discuss the proposals in more detail.

7.	INTEGRATED COMMISSIONING OF RESIDENTIAL CARE
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The Scheme established a pooled fund for care home accommodation functions between Powys County Council and Powys Teaching Health Board with the Council the lead agency. Building on the integration work to date in Powys it would assist both organisations to work in partnership to develop alternatives to residential care and to improve outcomes for all adults with residential care needs. It would be an important lever in helping to deliver the Health and Care Strategy – crucially the development of services in or close to home.

Terms of reference had been agreed and a pooled fund manager was being recruited. There was due to be a review of progress to date addressing any sticking points. The Chair noted the end of the BUPA contract was an issue and JPB was advised that meetings were taking place with potential providers at the moment.

8.	DATES OF FUTURE MEETINGS
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JPB asked for dates to be set for the next 12 months, with the next meeting in late September, followed by meetings in December and March.

Stephen Hayes
Chair

Delegated Decision List

2 August	Portfolio Holder for Adult Social Care	Gave approval for the implementation of three dynamic purchasing systems for the future commissioning of home care support services across Powys.
3 August	Portfolio Holder for Corporate Governance, Housing and Public Protection	Approved the conversion of two properties into a single dwelling to house a family.
3 August	Portfolio Holder for Finance, Countryside and Transport	Determined applications for Charitable and hardship rate relief.
6 August	Portfolio Holder for Corporate Governance, Housing and Public Protection	Agreed to abolish child burial fees and abide by the Memorandum of Understanding between Welsh Government and local authorities and approved the level of grants to burial authorities in Powys.
10 August	Leader	Let the County Farm at Planfa, Montgomery following interview.
13 August	Portfolio Holder for Corporate Governance, Housing and Public Protection	Approved the reviewed Council Housing WHQS Compliance Policy.
15 August	Portfolio Holder for Highways Recycling and Assets	Approved the sale of the former library in Builth Wells
16 August	Portfolio Holder for Highways Recycling and Assets	Approved the Highways infrastructure capital budget 2018-19
3 September	Portfolio Holder for Finance, Countryside Services and Transport Portfolio Holder for Highways Recycling and Assets	Approved a capital expenditure contribution to Theatr Brycheiniog

Mae'r dudalen hon wedi'i gadael yn wag yn fwiadol

Cabinet Date	Cabinet/Mana Title	Portfolio Holder	Lead	Decision Maker
18/09/18	04/09/18 ALN Strategic Review	Myfanwy Catherine Alexander (CSP - County Councillor)	Imtiaz Bhatti (CSP - Schools Service)	Portfolio Holder
28/09/18	Review of 3rd Sector Social Care Grants	Stephen Hayes (CSP - County Councillor)	Dylan Owen (CSP - Policy and Care Services)	Portfolio Holder
28/09/18	Highways Winter Plan	Phyl Davies (CSP - County Councillor)	Shaun James (CSP - Highways Technical)	Portfolio Holder
28/09/18	Lake Vrwynwy	Phyl Davies (CSP - County Councillor)	Alastair Knox (CSP - Highways Technical)	Portfolio Holder
28/09/18	Approval of Food Safety and Health & Safety plans.	James Evans (CSP - County Councillor)	Beverley Cadwallader (CSP - Commercial and Food)	Portfolio Holder
09/10/18	25/09/18 Adult Social Care Strategies	Stephen Hayes (CSP - County Councillor)	Dylan Owen (CSP - Policy and Care Services)	Cabinet
09/10/18	25/09/18 Schools Service Asset Management Plan	Myfanwy Catherine Alexander (CSP - County Councillor)	Ian Budd (CSP - Schools Service)	Cabinet
09/10/18	25/09/18 Schools Budgets update	Myfanwy Catherine Alexander (CSP - County Councillor)	Anne Phillips (CSP - Finance)	Cabinet
09/10/18	25/09/18 Mid Powys Welsh medium Primary Review	Myfanwy Catherine Alexander (CSP - County Councillor)	Marianne Evans (CSP - Schools Service)	Cabinet
09/10/18	25/09/18 Hay Town Council	Phyl Davies (CSP - County Councillor)	Clive Pinney (CSP - Corporate Legal and Democratic Services)	Cabinet
09/10/18	25/09/18 Supplementary Planning Guidance	Martin Weale (CSP - County Councillor)	Peter Morris (CSP - Regeneration and Corporate	Cabinet
09/10/18	25/09/18 Improvement and Assurance Board		Caroline Evans (CSP - Strategic Policy and Performance Unit)	Cabinet
09/10/18	25/09/18 Rights of Way Improvement Plan	Aled Wyn Davies (CSP - County Councillor)	Mark Stafford-Tolley (CSP - Countryside Services)	Cabinet
09/10/18	25/09/18 Response to Scrutiny report on General Data Protection Regulations		Wyn Richards (CSP - Scrutiny Services)	Cabinet
09/10/18	25/09/18 Farms Policy	Rosemarie Harris (CSP - County Councillor)	Natasha Morgan (CSP - Regeneration and Corporate Property)	Cabinet

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09/10/18	25/09/18	North Office Paper Final Recommendations	Phyl Davies (CSP - County Councillor)	Natasha Morgan (CSP - Regeneration and Corporate Property)	Cabinet
09/10/18		Prosecution enforcement policy	James Evans (CSP - County Councillor)	Clive Jones (CSP - Trading Standards)	Portfolio Holder
09/10/18	25/09/18	Corporate Landlord	Phyl Davies (CSP - County Councillor)	Natasha Morgan (CSP - Regeneration and Corporate Property)	Cabinet
09/10/18	25/09/18	Business Case for an integrated family support service for Powys	Rachel Powell (CSP - County Councillor)	Shelley Davies (CSP - Young Peoples Partnership)	Cabinet
09/10/18		Mid Wales Hospital report and LDP report	Martin Weale (CSP - County Councillor)	Peter Morris (CSP - Regeneration and Corporate)	Portfolio Holder
09/10/18	25/09/18	Communications Plan	James Evans (CSP - County Councillor)	Anya Richards (CSP - Communications Services)	Cabinet
09/10/18	25/09/18	Response to FSP Report on the Children's Service Budget	Rachel Powell (CSP - County Councillor)	Alison Bulman (CSP - Policy and Care Services)	Cabinet
09/10/18	25/09/18	CIP Annual Performance Report 2017-18	Aled Wyn Davies (CSP - County Councillor)	Emma Palmer (CSP - Strategic Policy and Performance Unit)	Cabinet
09/10/18	25/09/18	Business Improvement Districts - Feasibility Funding for Brecon and	Martin Weale (CSP - County Councillor)	Gareth Jones (CSP - Regeneration and Corporate)	Cabinet
09/10/18	25/09/18	Green Waste	Phyl Davies (CSP - County Councillor)	Ashley Collins (CSP - Compliance and Waste)	Cabinet
06/11/18	23/10/18	Treasury Management Report for Quarter 2 2017/18	Aled Wyn Davies (CSP - County Councillor)	Ann Owen (CSP - Finance)	Cabinet
06/11/18	23/10/18	Homelessness Strategy	James Evans (CSP - County Councillor)	Simon Inkson (CSP - Housing Solutions)	Cabinet
06/11/18	23/10/18	Annual Estyn Inspection Outcomes	Myfanwy Catherine Alexander (CSP - County Councillor)	Ian Budd (CSP - Schools Service)	Cabinet
06/11/18	23/10/18	Review of Pre School Provision	Myfanwy Catherine Alexander (CSP - County Councillor)	Eurig Towns (CSP - Schools Service)	Cabinet
06/11/18	23/10/18	Post 16 update	Myfanwy Catherine Alexander (CSP - County Councillor)	Joni Hughes (CSP - Schools Service)	Cabinet

06/11/18	23/10/18	Corporate Landlord	Phyl Davies (CSP - County Councillor)	Natasha Morgan (CSP - Regeneration and Corporate Property)	Cabinet
28/11/18	13/11/18	Budget Outturn Report	Aled Wyn Davies (CSP - County Councillor)	Jane Thomas (CSP - Financial Services)	Cabinet
28/11/18	13/11/18	Capital Programme Update	Aled Wyn Davies (CSP - County Councillor)	Jane Thomas (CSP - Financial Services)	Cabinet
28/11/18	13/11/18	Newtown Bypass De-trunking	Phyl Davies (CSP - County Councillor)	Shaun James (CSP - Highways Technical)	Cabinet
28/11/18	13/11/18	Primary and Secondary School Standards, attendance and exclusions	Myfanwy Catherine Alexander (CSP - County Councillor)	Imtiaz Bhatti (CSP - Schools Service)	Cabinet
28/11/18	13/11/18	Performance Report Quarter 2 2018-19	Aled Wyn Davies (CSP - County Councillor)	Emma Palmer (CSP - Strategic Policy and Performance Unit)	Cabinet
28/11/18	13/11/18	HAMP	Phyl Davies (CSP - County Councillor)	Alastair Knox (CSP - Highways Technical)	Cabinet
28/11/18	13/11/18	Gambling Policy	James Evans (CSP - County Councillor)	Beverley Cadwallader (CSP - Commercial and Food)	Cabinet
28/11/18	13/11/18	Love where you live Strategy	James Evans (CSP - County Councillor)	Simon Inkson (CSP - Housing Solutions)	Cabinet
30/11/18		Traffic Regulation Orders	Phyl Davies (CSP - County Councillor)	Tony Caine (CSP - Highways Technical)	Portfolio Holder
30/11/18		Food Hygiene Rating System Audit by FSA	James Evans (CSP - County Councillor)	Beverley Cadwallader (CSP - Commercial and Food)	Portfolio Holder
18/12/18	04/12/18	WHQS Completion	James Evans (CSP - County Councillor)	Simon Inkson (CSP - Housing Solutions)	Cabinet
18/12/18		Update from the Anti-Poverty Champion		Joy Jones (CSP - County Councillor)	Cabinet
18/12/18	04/12/18	Budget Outturn Report	Aled Wyn Davies (CSP - County Councillor)	Jane Thomas (CSP - Financial Services)	Cabinet
18/12/18	04/12/18	Capital Programme Update	Aled Wyn Davies (CSP - County Councillor)	Jane Thomas (CSP - Financial Services)	Cabinet
18/12/18	04/12/18	Review of Day Time Activities for Older People	Stephen Hayes (CSP - County Councillor)	Dylan Owen (CSP - Policy and Care Services)	Cabinet

18/12/18	04/12/18	Fair Funding Review & Scheme for Financing Schools (post-consultation)	Myfanwy Catherine Alexander (CSP - County Councillor)	Anne Phillips (CSP - Finance)	Cabinet
18/12/18	04/12/18	Corporate Safeguarding 6 monthly update	Rachel Powell (CSP - County Councillor)	Emma Palmer (CSP - Strategic Policy and Performance Unit)	Cabinet
18/12/18	04/12/18	South Office Review	Phyl Davies (CSP - County Councillor)	Natasha Morgan (CSP - Regeneration and Corporate Property)	Cabinet
18/12/18	04/12/18	Development of National Significance	Martin Weale (CSP - County Councillor)	Gwilym Davies (CSP - Development Control)	Cabinet
18/12/18	04/12/18	School Organisation Proposal Banw and Llanerfyl Schools	Myfanwy Catherine Alexander (CSP - County Councillor)	Marianne Evans (CSP - Schools Service)	Cabinet
15/01/19	08/01/19	Joint Dementia Action Plan	Stephen Hayes (CSP - County Councillor)	Dylan Owen (CSP - Policy and Care Services)	Cabinet
15/01/19	15/01/19	Toilet Strategies	Phyl Davies (CSP - County Councillor)	Alastair Knox (CSP - Highways Technical)	Cabinet
15/01/19	08/01/19	ALN Strategic Review	Myfanwy Catherine Alexander (CSP - County Councillor)	Imtiaz Bhatti (CSP - Schools Service)	Cabinet
12/02/19	29/01/19	Implications of Grenfell	Martin Weale (CSP - County Councillor)	Ian Maddox (CSP - Building Control)	Portfolio Holder
12/02/19	29/01/19	Treasury Management Quarter 3 report	Aled Wyn Davies (CSP - County Councillor)	Ann Owen (CSP - Finance)	Cabinet
30/04/19	16/04/19	Public toilets strategy	Martin Weale (CSP - County Councillor)	Peter Morris (CSP - Regeneration and Corporate)	Cabinet
30/04/19	16/04/19	Scrap Metal Dealers & Delegation	James Evans (CSP - County Councillor)	Beverley Cadwallader (CSP - Commercial and Food)	Cabinet
30/04/19	09/04/19	Gender Pay report	James Evans (CSP - County Councillor)	Bets Ingram (CSP - Corporate Insight Centre)	Cabinet
21/05/19	07/05/19	Treasury Management Quarter 4 report	Aled Wyn Davies (CSP - County Councillor)	Ann Owen (CSP - Finance)	Cabinet
21/05/19	07/05/19	Annual employment monitoring report	James Evans (CSP - County Councillor)	Bets Ingram (CSP - Corporate Insight Centre)	Cabinet
21/05/19	07/05/19	Light review of the Strategic Equality Plan	James Evans (CSP - County Councillor)	Bets Ingram (CSP - Corporate Insight Centre)	Cabinet

09/07/19	25/06/19	Strategic Equality Plan End of Year Monitoring Report	James Evans (CSP - County Councillor)	Bets Ingram (CSP - Corporate Insight Centre)	Cabinet
30/07/19	16/07/19	Treasury Management Review Report 2018/19	Aled Wyn Davies (CSP - County Councillor)	Ann Owen (CSP - Finance)	Cabinet
30/07/19	16/07/19	Treasury Management Quarter 1 Report	Aled Wyn Davies (CSP - County Councillor)	Ann Owen (CSP - Finance)	Cabinet
05/11/19	22/10/19	Treasury Management Quarter 2 Report	Aled Wyn Davies (CSP - County Councillor)	Ann Owen (CSP - Finance)	Cabinet

Mae'r dudalen hon wedi'i gadael yn wag yn fwiadol