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Date: 5th July 2017

Dear Sir/Madam,

A meeting of the **Education for Life Scrutiny Committee** will be held in the **Sirhowy Room, Penallta House, Tredomen, Ystrad Mynach** on **Tuesday, 11th July, 2017** at **5.30 pm** to consider the matters contained in the following agenda.

Yours faithfully,

A handwritten signature in blue ink that reads 'Chris Burns'.

Chris Burns
INTERIM CHIEF EXECUTIVE

AGENDA

| | Pages |
|-------------------------------------|-------|
| 1 To receive apologies for absence. | |
| 2 Declarations of Interest. | |

Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers.

To approve and sign the following minutes: -

- | | |
|--|-------|
| 3 Education for Life Scrutiny Committee held on the 7th June 2017. | 1 - 6 |
|--|-------|

A greener place Man gwyrddach



- 4 Consideration of any matter referred to this Committee in accordance with the call-in procedure.
- 5 To receive a verbal report by the Cabinet Member(s).
- 6 Education for Life Scrutiny Committee Forward Work Programme. 7 - 14
- 7 To receive and consider the following Cabinet Reports*: -
Education Achievement Service (EAS) Business Plan 2017-2020.

**If a member of the Scrutiny Committee wishes for the above Cabinet report to be brought forward for review at the meeting please contact Amy Dredge, 01443 863100, by 10.00 a.m. on Monday, 10th July 2017.*

To receive and consider the following Scrutiny reports: -

- 8 Safeguarding. 15 - 30
- 9 Financial Plan Education and Lifelong Learning 2017/18. 31 - 38
- 10 Education and Lifelong Learning Grants 2017/18. 39 - 46

Circulation:

Councillors C. Andrews, J. Bevan, P.J. Bevan, A. Collis, S. Cook, W. David (Chair), A. Farina-Childs, D.T. Hardacre, D. Havard, M.P. James, B. Miles, Mrs G.D. Oliver (Vice Chair), Mrs T. Parry, J.E. Roberts, R. Saralis and R. Whiting

Co-opted Members:

Cardiff ROC Archdiocesan Commission for Education Representative (with voting rights on educational matters)
Mr M. Western

Parent Governor Representatives (with voting rights on educational matters) Mr M Barry and Mr R Morgan

Outside Body Representatives (without voting rights)
Mrs J. Havard (NUT) and Mrs P. Ireland (NUT)

Caerphilly Governors Association (without voting rights)
Mr D Davies

And Appropriate Officers



EDUCATION FOR LIFE SCRUTINY COMMITTEE

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH
ON WEDNESDAY, 7TH JUNE 2017 AT 5.30PM.

PRESENT:

Councillor W. David - Chair
Councillor G.D. Oliver - Vice-Chair

Councillors:

C. Andrews, J. Bevan, P.J. Bevan, A. Collis, S. Cook, A. Farina-Childs, B. Miles, Mrs T. Parry, J.E. Roberts, R. Saralis, R. Whiting.

Cabinet Member for Education and Achievement: Councillor P. Marsden.

Together with:

K. Cole (Chief Education Officer), S. Richards (Interim Head of Service – Education, Planning, Strategy and Resources), A. Wyburn (Solicitor), A. Dredge (Committee Services Officer).

Also Present:

Education Achievement Service (EAS): Kirsty Bevan (Assistant Director - Challenge Advisors), Andrew Williams (Principal Challenge Advisor).

Co-opted Members: Mr R. Morgan (Parent Governor), Mrs P.J. Ireland (NUT), Mr M. Western (Cardiff ROC Archdiocesan).

1. WELCOME

The Chair welcomed the Cabinet Member and the newly elected Members to their first Scrutiny Committee.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors D.T. Hardacre, D. Havard and M.P. James, J. Havard (NUT), Mr D. Davies (Caerphilly Governors Association), Mr M. Barry (Parent Governor).

3. DECLARATIONS OF INTEREST

Councillors C. Andrews and A. Farina-Childs declared an interest In relation to Agenda Item 10 – Education Achievement Service (EAS) Business Plan 2017-2020. Details of which are recorded with the respective item.

4. MINUTES – 27TH FEBRUARY 2017

RESOLVED that subject to it being recorded that Councillor J. Bevan is a Governor at Abertysswg and Bryn Awel Primary Schools and no longer a Governor at Rhymney Comprehensive School and J. Havard (NUT) was not in attendance at the meeting although her attendance had been recorded, the minutes of the Education for Life Scrutiny Committee meeting held on the 27th February 2017 (minute nos 1 – 14) be approved as a correct record and signed by the Chair.

5. MINUTES – 14TH MARCH 2017

RESOLVED that the minutes of the Special Education for Life Scrutiny Committee meeting held on the 14th March 2017 (minute nos 1 - 11) be approved as a correct record and signed by the Chair.

6. CONSIDERATION OF ANY MATTER REFERRED TO THE SCRUTINY COMMITTEE IN ACCORDANCE WITH THE CALL-IN PROCEDURE

There had been no matters referred to the Scrutiny Committee in accordance with the call-in procedure.

7. REPORT OF THE CABINET MEMBER

Councillor P. Marsden (Cabinet Member for Education and Achievement) addressed the Scrutiny Committee and stated it was a privilege to become Cabinet Member for Education and Achievement and looked forward to working with Members, Officers and Colleagues in moving forward.

She congratulated Jayne Price and the team at Cwmaber Infants School who have recently achieved the National Quality Award - Healthy Schools Accreditation and Sharon Pascoe and the pupils of Fochriw Primary School who attended the South East Wales network meeting to present their achievements to Public Health Wales.

An update was provided in relation to Library Services with details of an exciting new project in development which is a joint venture with the Family Information Service. The concept is to adapt the existing toddler sessions to include basic coding to tie in with the digital curriculum and help prepare children with essential school readiness skills. The library team will be training staff and parents at all 39 childcare providers registered to deliver flying start and early year's education.

The Youth Service, Young Parents Project has been shortlisted for the 2017 National Youth Work Excellence Award. The Young Parents project works with young parents aged 13-25, providing support to overcome barriers and tackle challenges they face as young people and as young parents.

The Cabinet Member was pleased to announce that over the next few weeks pupils and teachers will move into their brand new £25.5 million Islwyn High School. The impressive three storey building, creatively designed by the council's Building Consultancy Team, is to become the permanent home for pupils of the former Pontllanfraith and Oakdale Comprehensive Schools.

Works also continue at a pace on the construction of a state-of-the-art replacement primary school in the Upper Rhymney Valley. The council is currently at the final stage of a consultation process to establish a Rhymney 3 -18 school with effect from 1st January 2018. The single storey development will consist of a Primary School, a Nursery and a Flying Start Unit. The school will also boast an 'Integrated Children's Centre' offering childcare provision. This is expected to support Flying Start part time places, as well as deliver 'wraparound' and after-school provision for working parents and to help support economically inactive parents to return to work.

Blackwood Comprehensive School is currently working with the council on a two-year improvement project, funded by 21st Century Schools. This exciting project will see vast improvements made to the school buildings and facilities in order to provide pupils and teachers with a fit for purpose environment for teaching and learning.

The Chair thanked the Cabinet Member for his report.

A Member suggested that as Islwyn High School will be opened at the end of June 2017 that a site visit be arranged. This was supported by the Committee and arrangements would be made following the meeting.

8. EDUCATION FOR LIFE SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

The Interim Head of Democratic Services presented the report which outlined the draft Education for Life Scrutiny Committee Forward Work Programme from June to July 2017. Members were asked to consider the work programme and make any amendments or propose any additional items to be included for future meetings. Officers requested that the Budget Monitoring scheduled for the 11th July meeting be deferred and replaced with Grants and Financial Plan and this was agreed by the Scrutiny Committee. In terms of the Education Safeguarding Update scheduled for the same meeting, a Member suggested that it may be helpful to invite a Head Teacher to this meeting and the Chief Education Officer confirmed she would arrange this.

Members were encouraged to attend the Education for Life Scrutiny Forward Work Programme Workshops scheduled on the 17th July 2017, to consider the programme for the following 12 months.

Following consideration and discussion and subject to the foregoing it was moved and seconded that the recommendation in the report be approved. By a show of hands this was unanimously agreed:

RESOLVED that subject to the Budget Monitoring scheduled for the 11th July meeting be deferred and replaced with Grants and The Financial Plan, the work programme appended to the report be approved.

9. CABINET REPORTS

None of the Cabinet reports listed on the agenda had been called forward for discussion at the meeting.

REPORTS OF OFFICERS

Consideration was given to the following reports.

10. EAS BUSINESS PLAN

Councillor C. Andrews declared an interest in this item as she is Vice-Chair of Governors at Heolddu Comprehensive School. Councillor A. Farina-Childs declared an interest as he is the Vice-Chair of Governors of Blackwood Comprehensive School. As the interests were personal, the Members were not required to leave the meeting.

The Chief Education Officer introduced the report that updated Members on the Education Achievement Service (EAS) Business Plan 2017-2020 and the Caerphilly specific Annex (April 1st 2017 - March 31st 2018) which is focused upon the specific areas that require improvement within Caerphilly schools. EAS are required to submit their Business Plan to Welsh Government and Cabinet are required to endorse it.

The Assistant Director (Challenge Advisors – EAS) then set out the key elements within the report. The plan sets out the priorities, programmes and outcomes to be achieved by the EAS on behalf of the South East Wales Consortium. The report also focuses upon the expected outcomes in Caerphilly and the specific programmes that will be implemented during 2017-2018, Details of which are contained in the Local Authority (LA) Annex (appended to the report).

The Scrutiny Committee were advised that the South East Wales Consortium is required to submit to the Welsh Government (WG) a three-year Business Plan that will be updated annually. This is the fourth iteration of the plan first submitted in 2013.

Clarification was sought in terms of improvement in Key Stage 4 this year. The Committee were advised that although this is a regional plan the EAS has continued to strengthen systems and processes to continue to improve pupil outcomes as a result of ongoing evaluation and the slow progress noted in 2016. Examples were provided in terms of strengthening quality assurance processes around progress towards target submissions and the realignment of the work of secondary subject specialist for English, Welsh and Maths. The delivery of bespoke support packages to schools based upon need and the introduction of a strategy for raising aspiration for more able learners and those challenged by poverty was also discussed.

A Member queried if regional key stage targets are variable and was informed that this depends on individual schools as targets are based on Welsh Government modelled estimates. In moving forward, the Local Authority will have the ability to impose targets. Targets are published annually (Autumn) and EAS are currently working with the software company for earlier target setting to be made available.

Members sought clarification as to whether the Business Plan takes into account the content/context of Caerphilly Schools. Reference was made to the Caerphilly Annex (appended to the report) that looks at what can be done between EAS and the Local Authority between Key Stage 2 and 3. The Annex reflects the challenges faced. In concluding, the Chief Education Officer advised that in terms of performance indicators the Local Authority along with Schools need to be mindful of the culture change.

The Chair thanked the Officers for responding to questions raised during the course of the debate.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that:

- (i) the impact of the plan for communities within the local authority area and the priorities contained within the Business Plan and the Annex be noted;

- (ii) the EAS Business Plan be referred to Cabinet for endorsement, prior to its submission to Welsh Government.

11. THE DIRECTORATE OF EDUCATION AND LIFELONG LEARNING PERFORMANCE REVIEW 2016/17 AND THE PRIORITIES FOR 2017/18.

The Chief Education Officer and the Interim Head of Service – Education, Planning, Strategy and Resources presented the report that informed Members of the Directorate's performance for the financial year 2016/17 and the priorities for the financial year 2017/18. The report also considers one of the Council's five Well-being Objectives for 2017/18, "*Improve outcomes for all learners, particularly those vulnerable to underachievement*".

The Scrutiny Committee were advised that a review of the Directorate's performance for 2016/17 has been undertaken as part of the Council's corporate planning process. Reference was made to the self-evaluation process and taking account of the Council's priorities, that were introduced by the Council in 2014. The Directorate agreed 8 service priorities for 2016/17 and 6 priority themes proposed for 2017/18. Details of which were appended to the report.

Reference was made to the Annual Service Plan and Members were advised that for the first time Officers are meeting with pupils to provide a combined focus on improving standards. During 2016/17 a modest improvement was reported in terms of Standards. The categorisation and inspection profiles were more positive, the new post for School Improvement has been appointed and Secondary Head Teachers agreed a two year plan for Key Stage 4. The Chief Education Officer confirmed that she along with the Chief Executive will meet with all Head Teachers to ascertain what the Local Authority can do in terms of support. Exclusions and referrals are rising in Caerphilly and it was confirmed that Officers are working closely with Schools to reduce numbers.

A Member queried the reduction in visits to Libraries in the last year. It was suggested that this could be due to a number of factors including changes to opening times and Ystrad Mynach Library was closed for two months due to refurbishment. The service anticipated a ten per cent decrease in visits however the result was close to eighteen per cent. On a positive note, the digital service has been promoted and figures have increased to approximately two thousand downloads.

Clarification was sought in terms of managing challenging behaviours. The Committee were advised that there are a variety of challenging behaviours including substance misuse. Behaviour will always be an issue and two working groups have been set up from each cluster of schools. The groups consist of fourteen members of staff and they have decided on three models that will deliver recommendations to this Scrutiny Committee in moving forward.

Members queried how attendance levels can be improved. Reference was made to the presentation that was delivered to the Scrutiny Committee last year, by the Head Teacher of Hengoed Primary School that set out their approach in relation to attendance. The presentation has since been delivered to other schools across the Caerphilly Borough. It is intended that the newly appointed Strategic Lead for School Improvement will prepare a report on what can be achieved collectively, drawing in good practices.

In terms of Band B (2019-2024) funding, clarification was sought in relation to the process. It was explained that there is limited information available as this project is in the early stages, however the key driver for Welsh Government (WG) Band B funding will be condition of building. The Local Authority will need to outline initial proposals to WG by 31st July 2017.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that:

- (i) the review progress and performance against agreed outcomes, future priorities and recommendations, be noted;
- (ii) the content of the report be agreed and the judgement of 'partially successful' at the full year stage in respect of the Improvement Objective Assessment, be noted.

The meeting closed at 7:40pm.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 11th July 2017 they were signed by the Chair.

CHAIR



EDUCATION FOR LIFE SCRUTINY COMMITTEE – TUESDAY 11TH JULY 2017

**SUBJECT: EDUCATION FOR LIFE SCRUTINY COMMITTEE FORWARD
WORK PROGRAMME**

**REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES & SECTION
151 OFFICER**

1. PURPOSE OF REPORT

1.1 To report the Education for Life Scrutiny Committee Forward Work Programme.

2. SUMMARY

2.1 Forward Work Programmes are essential to ensure that Scrutiny Committee agendas reflect the strategic issues facing the Council and other priorities raised by Members, the public or stakeholders.

3. LINKS TO STRATEGY

3.1 The operation of scrutiny is required by the Local Government Act 2000 and subsequent Assembly legislation. The Forward Work Programmes contribute to the following Well-being Goals within the Well-being of Future Generations Act (Wales) 2016 by ensuring there is an effective scrutiny function and that council policies are scrutinised against the following goals:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture and thriving Welsh language
- A globally responsible Wales

4. THE REPORT

4.1 The Education for Life Scrutiny Committee forward work programme includes all reports that were identified at the scrutiny committee meeting on 6th June 2017. The work programme outlines the reports planned for July 2017.

4.2 The forward work programme is made up of reports identified by officers and members and has been prioritised into three priority areas, priority 1, 2 or 3. Members are asked to consider the work programme alongside the cabinet work programme and suggest any

changes before it is published on the council website. Scrutiny committee will review this work programme at every meeting going forward alongside any changes to the cabinet work programme or report requests.

- 4.3 The Education for Life Scrutiny Committee Forward Work Programme is attached at Appendix 1. The Cabinet Forward Work Programme is attached at Appendix 2.

5. WELL-BEING OF FUTURE GENERATIONS

- 5.1 This report contributes to the well-being goals as set out in links to strategy above. It is consistent with the five ways of working as defined within the sustainable development principle in that by ensuring the scrutiny function is effective when reviewing services and policies and ensure it considers the wellbeing goals.

6. EQUALITIES IMPLICATIONS

- 6.1 There are no specific equalities implications arising as a result of this report.

7. FINANCIAL IMPLICATIONS

- 7.1 There are no specific financial implications arising as a result of this report.

8. PERSONNEL IMPLICATIONS

- 8.1 There are no specific personnel implications arising as a result of this report.

9. CONSULTATIONS

- 9.1 There are no consultation responses that have not been included in this report.

10. RECOMMENDATIONS

- 10.1 That Members consider any changes and agree the final forward work programme prior to publication.

11. REASONS FOR THE RECOMMENDATIONS

- 11.1 To improve the operation of scrutiny.

12. STATUTORY POWER

- 12.1 The Local Government Act 2000.

Author: Catherine Forbes-Thompson Interim Head of Democratic Services

Consultees: Gail Williams, Interim Head of Legal Services and Monitoring Officer
Dave Street, Corporate Director Social Services

Appendices:

Appendix 1 Education for Life Scrutiny Committee Forward Work Programme.

Appendix 2 Cabinet Work Programme.

Education for Life Scrutiny Committee Forward Work Programme

| Education for Life Scrutiny Committee Forward Work Programme June 2017 to July 2017 | | | |
|--|--|-------------------|------------------|
| Meeting Date: 11th July 2017 | | | |
| Subject | Purpose | Key Issues | Witnesses |
| Education Safeguarding Update – (P2) | To update Members on the most recent developments and to report relevant data. | | Keri Cole |
| Financial Plan Education and Lifelong Learning 2017/18 | To update Members on the Education Financial Plan 2017/18 | | Sue Richards |
| Education and Lifelong Learning Grants 2017/18 | To update Members on Education and Lifelong Learning Grants for 2017/18 | | Sue Richards |
| | | | |

| Meeting Date: to be confirmed | | | |
|---|---|-------------------|------------------|
| Subject | Purpose | Key Issues | Witnesses |
| Outcomes of School Organisation Proposals – (P2) | To consider outcomes of specific school organisation proposals and/or comment on consultation documents, as appropriate. | | |
| Service Strategies & Policy Developments - (P2) | To advise on new strategies and consult upon proposed new or amended policies which would be determined in due course by Cabinet or Council, as appropriate. | | |
| 21 st Century Schools - Updates – (P3) | Receive periodic updates, as appropriate to consider key milestones. | | |
| Proposed Transfer of Sensory & Communication Staff from Caerphilly to Torfaen | To seek the views of scrutiny on the proposed transfer of sensory and communication staff from Caerphilly CBC to Torfaen CBC prior to its consideration by Cabinet. | | Keri Cole |

(Key P1,2,3 – Priority 1,2 or 3)

Cabinet Forward Work Programme

| 5TH JULY 2017 | Key Issues | Service Area |
|--|--|--------------------|
| WAO Good Governance When Determining Significant Service Changes – Caerphilly County Borough Council | To present the results of the Wales Audit Office review of Caerphilly County Borough Council arrangements for “Good governance when determining significant service changes” and any proposals for Improvement. | Wales Audit Office |
| WAO Report - Savings Planning (Caerphilly County Borough Council) | To present the Wales Audit Office (WAO) report on its financial resilience assessment of Caerphilly CBC. | Wales Audit Office |
| Provisional Outturn for 2016/17. | The report will provide Cabinet with details of the provisional revenue budget outturn for the 2016/17 financial year prior to the annual audit by the Authority’s External Auditors Grant Thornton. | Corporate Finance |
| Rhymney 3-18 School: Outcome of the Statutory Notice | To make a final decision on the proposal to establish a Rhymney 3-18 All Through School. | Education |
| Closure of the Key Stage 3 Specialist Resource Base for Children with Behavioural, Emotional and Social Difficulties (BESD) at Newbridge School: Outcome of the Formal Consultation Process. | The Local Authority has followed procedures outlined in the School Organisation Code (2013) to close the key stage 3 SRB in Newbridge School. As no objections were received during the statutory notice period, the final stage in the process is for Cabinet to make a decision on the proposal. | Education |
| 19TH JULY 2017 | Key Issues | Service Area |
| Corporate Risk Register | This report presents an updated version of the Council’s Corporate Risk Register. | Public Protection |
| Visit Wales ERDF Projects - The Monmouthshire And Brecon Canal Adventure Triangle | The report concentrates on the progress made since January 2016 in respect of the European Regional Development Fund (ERDF) capital infrastructure proposal - The Mon and Brecon Canal Adventure Triangle, that has been developed as a regionally prioritised destination management project. | Communities |

Cabinet Forward Work Programme

| | | |
|--|--|-----------------|
| | This proposal was first considered and endorsed by Cabinet on the 20th January 2016. However the passage of time and ongoing discussions with Welsh Government (WG), Welsh European Funding Office (WEFO), project partners Torfaen CBC along with Visit Wales has highlighted the need to revise and refocus the scope of the CCBC Council works in the original project proposal and to revisit the Council's match funding allocation to the project. | |
| Housing Service Charges | To present to Cabinet proposals for revising how service charges in sheltered housing schemes are collected and to introduce WG requirements to de-pool service charges from rents for general needs tenants | Housing |
| Request for Additional Resources Response to Increased Demand Within Children's Services. | To provide Cabinet with contextual information to explain the increase in workload pressures across Children's Services Locality Teams, the Fostering Team and the Legal Team and to request Cabinet approval for the use of service reserves to fund additional posts on a time limited basis. | Social Services |

CABINET AS TRUSTEES OF BLACKWOOD MINERS INSTITUTE

| 19TH JULY 2017 | Key Issues | Service Area |
|--|---|----------------------|
| Blackwood Miners' Institute progress report and update on 2017/2018 Budget | To update Cabinet as Trustees on progress against the activity programme and work plan for Blackwood Miners Institute for the current year. | Economic Development |

| 2ND AUGUST 2017 | Key Issues | Service Area |
|-----------------|------------|--------------|
| | | |

| 6TH SEPTEMBER 2017 | Key Issues | Service Area |
|--|------------|-------------------|
| Caerphilly County Borough Council (Dog Control) Public | Required | Corporate Finance |

Cabinet Forward Work Programme

| | | |
|---|---|-----------|
| Spaces Protection Order 2017 | | |
| Proposal for the Development of a Combined Sensory and Communication Service (SENCOM) Made Up of the Visual Impairment (VI) Service, Hearing Impairment (HI) Service and the Communication Intervention Team. | The report sets out the consultation and project group activities undertaken to scope and develop an action plan to combine the Visual Impairment Service, the Hearing Impairment Service and the Communication Intervention Team, under a single employer and governance structure operated by Torfaen CBC | Education |

| 20TH SEPTEMBER 2017 | Key Issues | Service Area |
|--|---|---------------------|
| Anti Money Laundering and Anti Fraud Polices | To seek Cabinet approval of update policies in relation to Anti-Fraud, Bribery and Corruption and Anti-Money Laundering | Corporate Finance |

| 4TH OCTOBER 2017 | Key Issues | Service Area |
|--|--|-------------------------|
| Speed Limit Review of A and B Class Roads Within Caerphilly County Borough | Following the issue of new speed limit guidance by Welsh Government, Officers have carried out a review of all speed limits on A and B class roads within the Borough. This report provides the outcomes and recommendations from the review. | Housing |
| Active Travel Integrated Network Map | The Cabinet report will seek endorsement of the Active Travel Integrated Network Map prior to submission to the Welsh Government in November 2017 in order to meet the Council's statutory obligations. | Housing |
| Sport and Leisure Services – A strategy for the future | the report seeks to summarise the work undertaken over the last 12-18 months in relation to an emerging sport and leisure strategy for the authority and seeks cabinet agreement in relation to the detailed parts of the strategy which will lead to its formal adoption. | Communities and Leisure |
| The Management of Trees | To seek the approval of Cabinet to formally adopt a Tree Strategy, following consideration at Scrutiny Committee. | Communities and Leisure |
| Annual Performance Report | The Annual Performance Report is a statutory requirement and an important part | Public |

Cabinet Forward Work Programme

| | | |
|---|---|-------------------------|
| 2016/17 | of the Council's Performance Framework. The Council is required to assess its own performance and provide the public with a balanced picture of that performance. In addition, the report must also show how the Council performed against the Well-being Objectives. | Protection |
| Air Quality Action Plan | | Public Protection |
| 15TH NOVEMBER 2017 | Key Issues | Service Area |
| Welsh Government Collaborative Change Programme (CCP) – Review of Waste Management Service Provision. | The report seeks to update Cabinet on the outcome of the CCP modelling process that has been undertaken and to seek the approval of cabinet in relation to the structure of future waste management service provision across the County Borough. | Communities and Leisure |
| 29TH NOVEMBER 2017 | Key Issues | Service Area |
| Sheltered Housing Schemes – Eastern Valleys Area Remodelling | | Housing |
| 13TH DECEMBER 2017 | Key Issues | Service Area |
| Council Tax Base | The report provides details of the Council Tax base for 2018/19 for tax setting purposes and the collection percentage to be applied. | Corporate Finance |



EDUCATION FOR LIFE SCRUTINY COMMITTEE – 11TH JULY 2017

SUBJECT: SAFEGUARDING

REPORT BY: CHIEF EDUCATION OFFICER

1. PURPOSE OF REPORT

1.1 To update Members on the progress made in relation to Safeguarding in Education.

2. SUMMARY

2.1 Safeguarding is a priority within the Directorate and has continued to underpin all activities in all key plans.

2.2 The Local Authority (LA) works with Children's Services, schools, parents, The South East Wales Consortium (SEWC), the EAS and other partners to ensure that there is a robust approach towards safeguarding arrangements.

2.3 The LA has a pivotal role in safeguarding activities at a national, regional and local level. This ensures that policy and practice are well informed.

2.4 In accordance with statutory guidance, all schools and settings have a Designated Senior Person (DSP) for Child Protection.

2.5 As well as the provision of good advice and support, there are effective safeguarding programmes relating to training, practitioner forums and audit. Estyn school inspection reports indicate that there are appropriate safeguarding policies and procedures in schools in Caerphilly.

2.6 There are robust monitoring arrangements in place with regard to the scrutiny of physical intervention forms. This ensures that the LA exercises its duty of care in relation to pupils and staff members. Scrutiny of the data indicates that there has been a downward trend in the number of incidents of physical intervention in schools and specialist resource bases since 2011/12.

2.7 There are robust systems in place regarding the recording and monitoring of discriminatory incidents. Guidance is updated to reflect any new categories as they are defined. The LA has been recognised by Stonewall as developing good practice in this area.

3. LINKS TO STRATEGY

3.1 There is a broad range of activities that the LA undertakes to ensure that we comply with the requirements of the Education Act 2002, Children Act 2002, Equality Act 2010, The All Wales Child Protection Procedures and the United Nations Convention on the Rights of the Child (UNCRC).

- 3.2 Parts 7 and 9 of the Social Services & Well Being Act (Wales) 2014 relate directly to safeguarding and partnership working.
- 3.3 The Welsh Government Guidance Keeping Learners Safe (2015), sets out the legal obligations for employers and educational institutions in exercising their functions to safeguard and promote the welfare of children and young people in Wales. Further information can be obtained via www.wales.gov.uk
- 3.4 The Corporate Safeguarding Policy and the Model Safeguarding Policy for schools will contribute to the following Well-being Goals within the Well-being of Future Generations Act (Wales) 2016:
- **A prosperous Wales:** The Corporate Policy confirms that Caerphilly County Borough Council is committed to ensuring that everyone living within the Borough is safe and protected and that our statutory responsibilities to safeguard and protect children, young people and vulnerable adults are effectively met.
 - **A resilient Wales:** Safeguarding means protecting individual's health, wellbeing and human rights and enabling them to live free from harm, abuse and neglect (Care Quality Commission, 2014). This process will contribute to developing resilience.
 - **A healthier Wales –A more equal Wales:** The Safeguarding Policies promote the importance of the wellbeing and safety of children and adults.
 - **A Wales of cohesive communities:** The Safeguarding Policies promote wellbeing and preventative approaches which links to the development of safe communities.
 - **A globally responsible Wales:** The aim of the Safeguarding Policies is to ensure that there is a focus on wellbeing and that good practice is embedded in schools and other service providers.

4. THE REPORT

- 4.1 Safeguarding is a priority within the Directorate and has continued to underpin all activities in all key plans.
- 4.2 The Local Authority (LA) works with Children's Services, schools, parents, The South East Wales Consortium (SEWC), the EAS, The South East Wales Safeguarding Children Board (SEWSCB) and other partners to ensure that there is a robust approach towards safeguarding arrangements.

Children Boards

- 4.3 Local Safeguarding Children Boards (LSCBs) were introduced on a statutory footing by Welsh Government in October 2006 through the 2004 Children Act. This legislation responded to the recommendation of the Lord Laming Child Protection

Enquiry into the Death of Victoria Climbié. As a result, all agencies were expected to work together to ensure that children were better protected.

- 4.4 The Local Boards were set up with a number of statutory partners including Police, Health, Probation and the statutory Local Authority services are Children's Services, Youth Offending Service, Education and Housing. For a number of years they operated on a local authority boundary basis. In July 2013 the Caerphilly LSCB joined with the four other Boards across the South East Wales Region to form the regional South East Wales Safeguarding Children Board (SEWSCB). Welsh Government grant funding was obtained for a three year period to enable the collaboration between the five Local Authority areas to be properly supported. The Children's Safeguarding Business Unit was established utilising this grant funding to develop the work of the Board and sub groups to ensure co-ordination of this agenda and develop and deliver a multi-agency training programme for practitioners across South East Wales.

- 4.5 The Social Services and Well Being Act 2014 specifies the objectives of Safeguarding Children's Boards as being:
- To protect children within its area who are experiencing, or are at risk of abuse, neglect or other kinds of harm, and
 - To prevent children within its area from becoming at risk of abuse, neglect or other kinds of harm.
- 4.6 The LA makes an effective contribution to the work of the SEWSCB via representation at both the Board and relevant Sub-Groups. Regional and local developments in Safeguarding are significantly informed by the work of the Board. Information provided in **Appendix 1** illustrates the current SEWSCB structure.
- 4.7 The Board has developed effective protocols and resources linked to a ranged of priorities such as improving our work with adolescents who exhibit risky behaviours. In this respect, there has been very positive feedback from senior teachers in Caerphilly regarding a drama production activity for Year 8 pupils procured and funded by the Board, LA's and schools to raise awareness regarding Child Sexual Exploitation.
- 4.8 The Board has raised awareness of robust research relating to Adverse Childhood Experiences. This has placed LAs in a stronger position to target their resources in accordance with identified need.

Violence Against Women, Domestic Abuse and Sexual Violence (VAWDASV)

- 4.9 There is a regional VAWDASV Board. Education will be represented at a strategic delivery group to ensure that senior managers are well informed of the LAs responsibilities with regard to compliance with the VAWDASV Act (Wales) 2015.
- 4.10 The LA has promoted the SPECTRUM (Ty Hafan) project and NSPCC programmes for schools to effectively educate children with regard to Healthy and Safe Relationships. In this respect, The Healthy Schools Service has provided additional support for schools.
- 4.11 There is specific reference in schools policy to the responsibilities on schools and on those living in domestically violent situations.

SEWC Safeguarding Education Group - Directors

- 4.12 Each of the LAs across SEWC is represented at the National Safeguarding Education Group (SEG). Engagement in this group will facilitate regional and local developments. The SEWC SEG meets to promote consistency, share good practice and contribute to national consultations.
- 4.13 The South East Wales Consortium (SEWC) SEG provides a forum for developing effective collaborative practice.

Corporate Safeguarding Group

- 4.14 The Assistant Director for Children's Services chairs the Corporate Safeguarding Group. Strong leadership provides clear direction regarding safeguarding requirements across the Council.
- 4.15 The LA plays an active role in the Corporate Safeguarding Group which is reflected in the quality of the activities linked to policy, process and training.
- 4.16 The Corporate Safeguarding Group provides an effective forum for discussion as to how the Council is best placed to comply with legislative requirements, for example those associated with the VAWDASV Act.

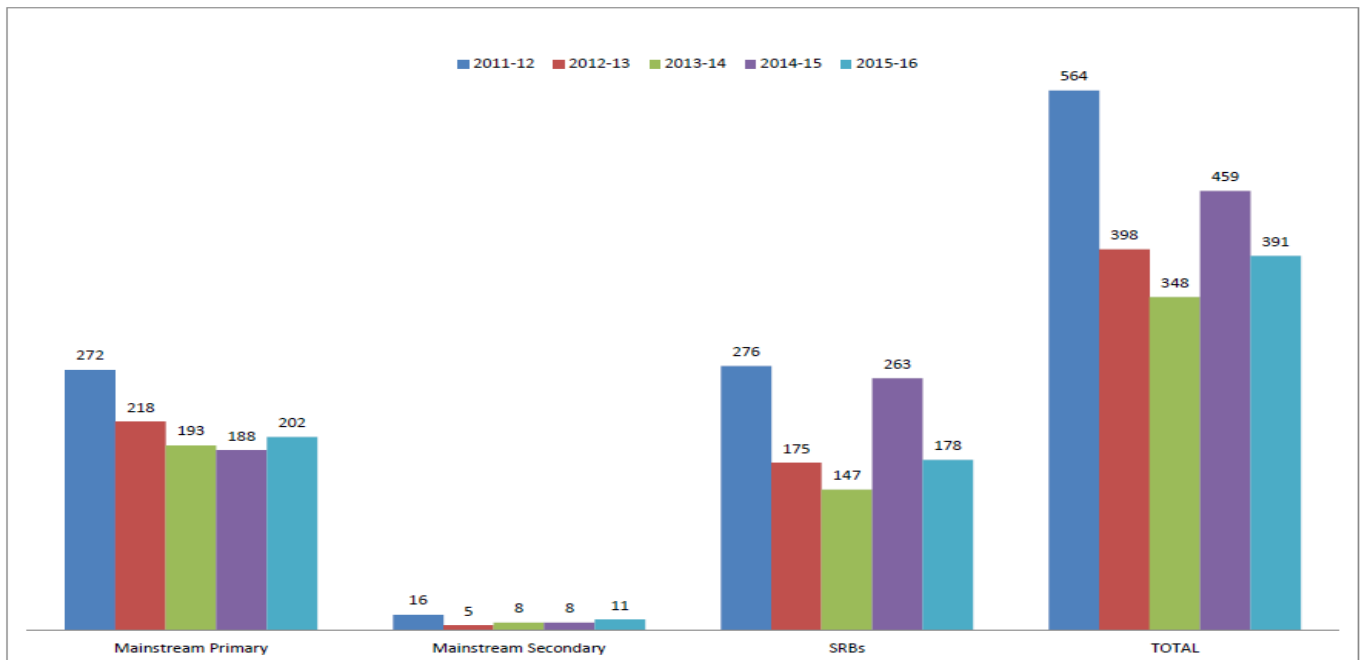
Training, Advice, Support & Audit

- 4.17 To ensure a consistent approach to safeguarding, high quality child protection training is delivered to all Directorate, teaching and non-teaching staff, governors and other partners.
- 4.18 The Education Safeguarding Manager provided training for members of Education Scrutiny during the Autumn Term 2016. This was well received but will need to be extended to other members as there was a low level of uptake.
- 4.19 The Education Safeguarding Manager is in the process of developing the LAs Training Strategy and is consulting with Headteachers regarding a range of options in terms of models of training delivery. This will be informed by the work of the SEWSCB. The revised model of delivery will enhance the capacity for schools to effectively manage safeguarding issues.
- 4.20 Schools and other partners have access to effective advice and support in relation to safeguarding including issues relating to threshold for referral to Children's Services and the completion of risk assessments relating to child and/or professional concerns.
- 4.21 The LA has a good system of audit for schools and maintained child care settings to examine their responses to safeguarding responsibilities. Within the context of national developments, the LA will be reviewing its audit processes as reflected in the SEWC Safeguarding Education Group Action Plan 2017/18.
- 4.22 Scrutiny of Estyn school inspect reports indicates that there are appropriate safeguarding policies and procedures in place in schools in Caerphilly.
- 4.23 Schools ensure that keeping children safe underpins all practice.
- 4.24 The LA has a robust system for recording and monitoring a range of discriminatory incidents requiring schools to submit returns to the LA on a termly basis which are scrutinised by LA officers.

Effective Behaviour Management and Safe Physical Intervention

- 4.25 In order to ensure that there are robust safeguarding arrangements in schools, the LA promotes Team Teach as the effective model of behaviour management and safe physical intervention.
- 4.26 Figure 1 below indicates that there has been a downward trend in the number of incidents of physical intervention in schools and specialist resource bases since 2011/12. There are good monitoring arrangements in place with regard to the scrutiny of the physical intervention forms. This ensures that the LA exercises its duty of care in relation to pupils and staff members.

Figure 1 – Trends in the Use of Physical Intervention



5. WELL-BEING OF FUTURE GENERATIONS

- 5.1 This report contributes to the Well-being Goals as set out in 3 above. The ongoing review and implementation of relevant policies, guidance and training materials should facilitate further development of robust safeguarding arrangements.
- 5.2 The Safeguarding Policies are consistent with the five ways of working as defined within the sustainable development principle in the Act. They focus on both the short term need to address reported concerns that may require immediate action and on measures to build capacity within schools and other organisations to improve safeguarding arrangements.
- 5.3 Prevention is a key area within the Safeguarding policies. For instance, the LA supports schools to help them to establish and maintain an ethos where children feel secure and are encouraged to talk, and are listened to
- 5.4 Collaborative work between the LA, schools, parents, SEWC, the SEWSCB and the EAS will drive further progress in relation to protecting children and improving their levels of wellbeing.

6. EQUALITIES IMPLICATIONS

- 6.1 The LA is committed to ensuring that all children gain maximum benefit from their education regardless of ethnic origin, sex, age, sexual orientation, disability, gender reassignment (transgender issues), religious belief or non-belief, use of Welsh language, British Sign Language or other languages, nationality, responsibility for any dependents or any other reason which cannot be shown to be justified.
- 6.2 The LA ensures, in line with current Welsh Language and Equalities legislation, that all parties involved in any Safeguarding issues have their language of choice and individual characteristics respected and taken into account at every stage.

7. FINANCIAL IMPLICATIONS

- 7.1 There are no financial implications.

8. PERSONNEL IMPLICATIONS

8.1 There are no personnel implications.

9. CONSULTATIONS

9.1 All responses are reflected in the report.

10. RECOMMENDATIONS

10.1 Members are requested to note the contents of this report.

10.2 It is recommended that there is an Annual Safeguarding Report provided to the Education Scrutiny Committee for information purposes.

11. REASONS FOR THE RECOMMENDATIONS

11.1 Safeguarding is a priority and it is important that members are apprised of relevant work undertaken in this area of activity.

12. STATUTORY POWER

12.1 Social Services & Wellbeing Act.

Author: Sarah Ellis, Manager Inclusion and ALN
Consultees: Chris Burns, Interim Chief Executive
Keri Cole, Chief Education Officer
Gareth Jenkins, Assistant Director, Children's Services
Helen West, Education Safeguarding Manager
Senior Management Team
Cllr Philippa Marsden, Cabinet Member, Education and Achievement
Cllr Wynne David, Chair of Education Scrutiny Committee
Education Achievement Service (EAS)
Anwen Rees, Senior Policy Officer (Equalities and Welsh Language)
Melanie Roach Business Manager SE Wales Children's Board

Appendices:

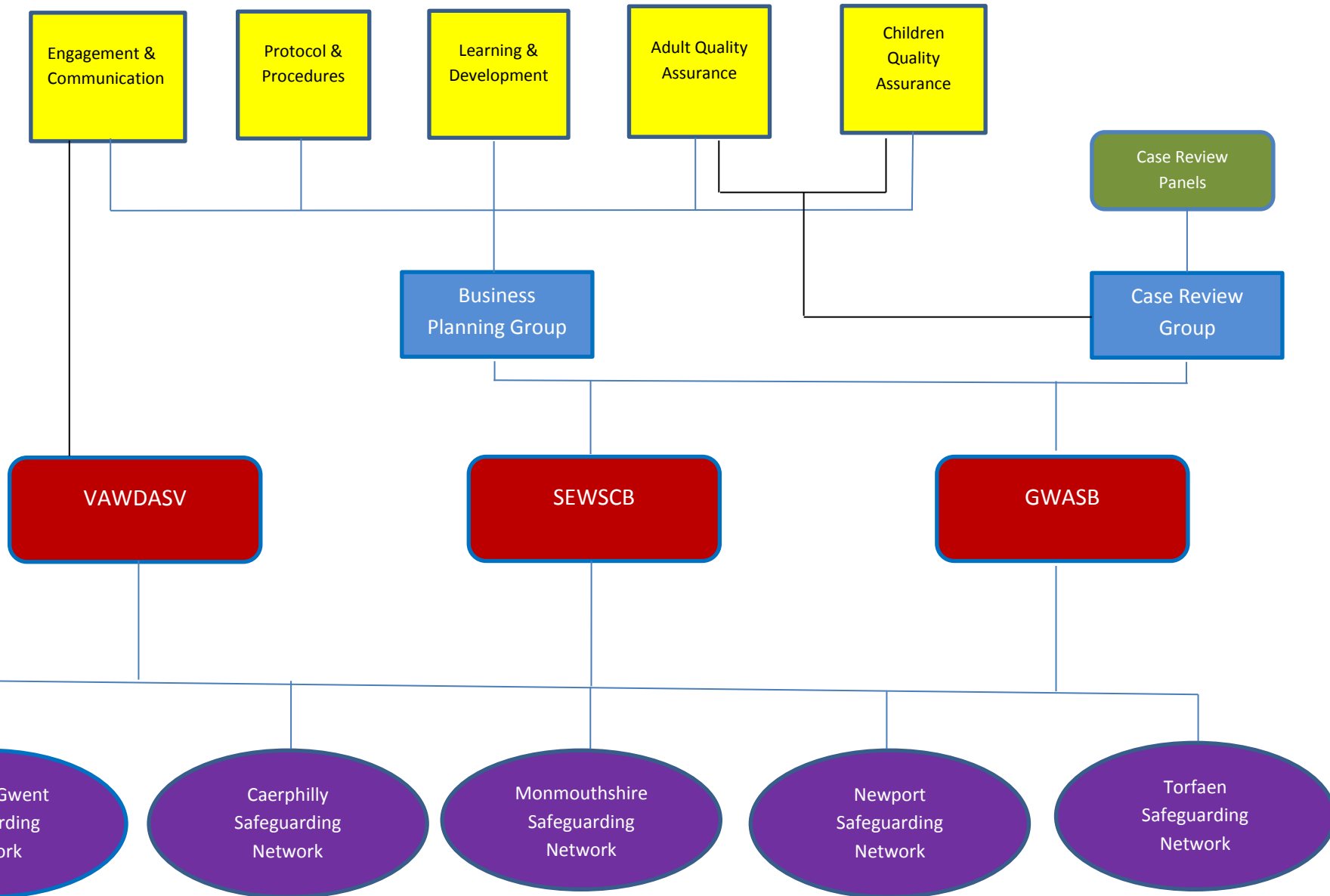
Appendix 1 SEWSCB Structure.

Appendix 2 How Schools Keep Children Safe – Presentation.



Appendix 1 - Regional Strategic Safeguarding Structure

Page 21



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Appendix 2

HOW SCHOOLS KEEP CHILDREN SAFE

**Ryan Jenkins (Assistant Head Teacher)
Ysgol Gyfun Cwm Rhymni**



POLICIES

- All Wales Child Protection Procedures 2008
- Keeping Learners Safe 2015
- Respect and Resilience 2011 (Prevent Duty for Schools 2015)
- Caerphilly Corporate Policy
- A Model Policy advocated by the Welsh Assembly Government to be utilised Nationally
- Caerphilly Model Policy with appendices

STAFF TRAINING

- Designated Safeguarding Officers with enhanced training (SEWSCB)
- Whole staff training accredited by the SEWSCB every 3 years (Delivered by School based educators within the local authority)
- Enhanced training on current and emerging issues

RECORD KEEPING

- **Caerphilly Policy**
- **Every school is audited and supported by Education Safeguarding Team**
- **Care and Concern File**
- **Individual Safeguarding Record Files (Structured)**
- **Retention and Transfer of Safeguarding Records**
- **MIRAF** Missing Individual Risk Assessment Form
– Missing Children
- **MARAC** Multi-Agency Risk Assessment Conferences

COMMUNICATION

- Data Protection Issues
- Frequent updates to whole staff or 'need to know' staff on individual cases
- The effective use of e-mails to communicate across the school to staff (confidentiality and data protection issues addressed)
- Links with statutory agencies (Childrens Services, Police, Youth Offending Service, Health)
- Reporting Discriminatory Incidents to LEA every term

PREVENTION + PROTECTION = SAFEGUARDING

PREVENTION

- Education (Welsh BAC curriculum) Entwined across the subject areas
- Tier 2 services and agencies working with individuals and families to prevent C.P. cases
- School Crime Beat Curriculum delivered by PLO
- Staff awareness of emerging safeguarding issues (Prevent and Challenge strategy)
- VAWDASV - Violence Against Women, Domestic Abuse and Sexual Violence
- Specialist lessons (Spectrum)
- 'It's not Ok' CSE drama and workshops
- School Based counsellors, School Health Nurse
- Restrictive Physical Interventions (Team Teach)
- Risk Assessments
- Daily Contractor Logs for visitors using the school premises
- DBS Checks – For all

PROTECTION

- Clear policies and procedures
- Staff training, chronology of concerns and records kept securely
- Designated Safeguarding officer and deputies
- Youth mentor workers to talk with young people and develop relationships (increase in disclosures)
- Multi Agency working at CP Level.
- **MIRAF Missing Individual Risk Assessment Form – Missing Children**
- **MARAC Multi-Agency Risk Assessment Conferences**



EDUCATION FOR LIFE SCRUTINY COMMITTEE – 11TH JULY 2017

SUBJECT: FINANCIAL PLAN EDUCATION AND LIFELONG LEARNING 2017/18

REPORT BY: CHIEF EDUCATION OFFICER

1. PURPOSE OF REPORT

- 1.1 To provide members with details of the Financial Plan for Education & Lifelong Learning for 2017/18.

2. SUMMARY

- 2.1 The Financial Plan outlines the details of how the Directorate's total available budget has been allocated for the financial year.

3. LINKS TO STRATEGY

- 3.1 The report identifies how the Directorate intends using the allocated resources to ensure that key strategies are achieved.
- 3.2 Caerphilly Delivers does not exist anymore. In this section, you need to reference the Well-being of Future Generations Act (Wales) 2015 and relate the content of the report to the 7 Well-being Goals – Prosperous Wales, Resilient Wales, Healthier Wales, More Equal Wales, a Wales of Cohesive Communities, A Wales of vibrant culture and thriving Welsh Language and a Globally Responsible Wales.
- 3.3 Effective financial planning and financial controls contribute to the Well-being Goals within the Well-being of Future Generations Act (Wales) 2015. In particular as follows :

A healthier Wales, supporting vulnerable learners can improve their well-being and add educational achievement.

A more equal Wales, a society that enables people to fulfil their potential no matter what their background is; and

A Wales of cohesive communities (in the context of improving quality of life with attractive, viable, safe and well connected communities).

4. THE REPORT

4.1 2017-18 Revenue Budget

- 4.1.1 The final 2017/18 Local Government Financial Settlement announced on the 21st December 2016 showed an increase in the Aggregate External Finance (AEF) of £0.326m (0.12%) for Caerphilly CBC. It should be noted that whilst the Final Settlement resulted in a cash increase

for Caerphilly CBC, after adjusting for new responsibilities and grants transferred into and out of the settlement the new position is an effective cash reduction of £0.342m. Further details are available in Budget Proposals 2017/18 and Medium Term Financial Strategy 2017/2022 to Council (22nd February 2017).

4.1.2 Members will recall that as a consequence of the financial settlement a package of savings totalling £9.046m was agreed to enable the Council to deliver a balanced budget for the 2017/18 financial year and in part to assist with delivering a balanced budget in 2017/18. As part of the £9.046m, specific savings for Education & Lifelong Learning amounted to £867k.

4.1.3 The approved 2017/18 budget for Education & Lifelong Learning totals £125m.

4.2 Education & Lifelong Learning

4.2.1 As part of the Authority's budget process the Directorate has been given budgetary uplift of 1.2% (weighted average) for potential pay award costs, plus an uplift for the living wage and an increase of 1.6% for non-pay related inflation. In addition budgetary uplift was also provided to fund the 0.5% Apprenticeship Levy on payroll costs (introduced by the UK Government from April 2017) and Additional Holiday pay for staff working variable hours. These uplifts exclude Teachers and other school based staff. In addition 1.25% budgetary growth has been allocated to Schools (£1.334m). The Individual Schools Budgets (£99m delegated directly through the formula & £4m Post 16 grant & revenue support grant funded) will need to fund any pay, price and other growth related pressures within the cash limited budget.

4.2.2 An updated MTFP for Schools is included in the Report to Council. This update assumes that schools will receive an annual uplift in funding of 1.25%, but this will be subject to review as savings requirements are firmed up. Currently there is a shortfall of 0.28% for 2017/18, 0.35% for 2018/19, 0.48% for 2019/20, 0.35% for 2020/21 and 0.47% for 2021/22.

4.2.3 Members will be aware of the "Nil Impact" classification when reviewing savings proposals. The 2017-18 proposals within the Directorate, all were identified with a nil impact classification. In total, savings to the value of £867k were identified with a nil public impact. The proposals in this category consist in the main of vacancy management, budget realignment and minor changes to service provision.

4.2.4 To advise Members, the budget for the Community Centres has been vired (transferred) to Community and Leisure Services following a recent change in line management responsibilities.

4.2.5 In total the Directorate's net budget for 2017/18 is £125m (excluding Central Support Service Apportionments) of which £103m (which includes £4m Post 16 funding) forms the Individual Schools Budgets.

The detailed Financial Plan pages are included in **Appendix 1**.

4.3 Medium-Term Financial Strategy 2017/2022

4.3.1 The Authority's potential savings requirement for the 5 year period 2017/18 to 2021/22 is £37.835m (as reported to Council on 22nd February 2017). This is a total of £28.789m for the 4 year period following 2017/18.

4.3.2 Detailed work will be undertaken by Officers during the coming months to review savings proposals that have previously been considered but not yet implemented, and to identify new savings proposals for consideration.

5. WELL-BEING OF FUTURE GENERATIONS

- 5.1 Effective financial management is a key element in ensuring that the Well-being Goals within the Well-being of Future Generations Act (Wales) 2015 are met.

6. EQUALITIES IMPLICATIONS

- 6.1 An Equality Impact Assessment (EIA) screening has been completed in accordance with the Council's Strategic Equality Plan 2016-2020 and supplementary guidance (as part of the Report to Council 22nd February 2017). No potential for unlawful discrimination and / or low level or minor negative impact has been identified regarding the Report to Council, therefore a full EIA has not been carried out.

7. FINANCIAL IMPLICATIONS

- 7.1 As detailed throughout the report.

8. PERSONNEL IMPLICATIONS

- 8.1 For schools there is likely to be a requirement to reduce school based posts by up to 11, the majority of which will be through voluntary redundancies and early retirements.
- 8.2 In 2017-18 the Directorate will continue with the strategy of prudent vacancy management.
- 8.3 The budget proposals include provision to pay the living wage, as agreed by Council.
- 8.4 Should employees be placed at risk through the achievement of any of the agreed budget savings, they will be supported via the appropriate Council policies relating to redeployment and ultimately redundancy if necessary.

9. CONSULTATIONS

- 9.1 The 2017/18 budget process involved extensive consultation, as detailed in a report to Council on 22nd February 2017.
- 9.2 There are no consultation responses that have not been reflected in this report.

10. RECOMMENDATIONS

- 10.1 Members are requested to note the contents of this report, following budget approval at Council on 22nd February 2017.

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Keri Cole, Chief Education Officer
Sue Richards, Interim Head of Planning, Strategy & Resources
Councillor Philippa Marsden, Cabinet Member for Education and Achievement
Stephen R Harris, Acting Head of Corporate Finance
Councillor Barbara Jones, Deputy Leader and Cabinet Member for Finance, Performance and Governance
Mike Eedy, Finance Manager (Environment Directorate)
Anwen Rees, Senior Policy Officer (Equalities & Welsh Language)
Julie Baker, Senior Finance Officer (Schools)
Mike Lewis, Principal Accountant Education
Lynne Donovan, Acting Head of HR and Organisational Development

| EDUCATION & LIFELONG LEARNING | Original Estimate 2016/17 £ | Revised Estimate 2016-17 £ | Original Estimate 2017-18 £ |
|--|--|---------------------------------------|--|
| <u>SUMMARY</u> | | | |
| PLANNING and STRATEGY | 104,523,362 | 104,523,362 | 105,508,829 |
| LEARNING, EDUCATION and INCLUSION | 15,193,327 | 15,193,327 | 15,061,442 |
| LIFELONG LEARNING | 5,073,314 | 5,073,314 | 4,422,605 |
| TOTAL SERVICE EXPENDITURE (Revenue) | 124,790,003 | 124,790,003 | 124,992,876 |
| | | | |

| EDUCATION & LIFELONG LEARNING | Original Estimate 2016/17 £ | Revised Estimate 2016-17 £ | Original Estimate 2017-18 £ |
|---|--|---------------------------------------|--|
| <u>PLANNING and STRATEGY</u> | | | |
| Individual Schools Budget | 102,190,459 | 102,190,459 | 102,948,561 |
| Post 16 Initiative (Grant Income) | (4,713,584) | (4,713,584) | (4,418,241) |
| Earmarked Formula Funding (inc. Joint Use Sites) | 269,785 | 269,785 | 233,413 |
| Schools LMS Contingencies | 234,184 | 234,184 | 237,931 |
| Other Direct School Related | | | |
| Teachers Performance Management | 116,533 | 116,533 | |
| Learning Support Staff Registration Fee | 19,000 | 19,000 | 19,304 |
| PFI Funding Gap | 307,511 | 307,511 | 312,432 |
| PFI Building Maintenance | 46,540 | 46,540 | 47,285 |
| School Rationalisations | 27,654 | 27,654 | 28,096 |
| Former Key Stage 2 Grant | 1,322,351 | 1,322,351 | 1,340,939 |
| Secondary Additional Funding | 1,022,351 | 1,022,351 | 1,038,709 |
| School Meal Admin. Utility & Telephone | 408,784 | 408,784 | 415,583 |
| Relief Supply Cover (SRB's & Maternity) | 451,131 | 451,131 | 457,920 |
| Copyright and Licensing (Schools) | 54,522 | 54,522 | 68,100 |
| | 3,776,377 | 3,776,377 | 3,728,368 |
| Home to School/College Transport (Environment) | | | |
| Early Retirement Pension Costs of School Based Staff | 1,762,673 | 1,762,673 | 1,780,301 |
| Maintenance of Buildings & Vacant Properties | 402,989 | 402,989 | 409,437 |
| Management & Support Costs | 600,479 | 600,479 | 589,059 |
| <u>EXPENDITURE TO DIRECTORATE SUMMARY</u> | 104,523,362 | 104,523,362 | 105,508,829 |

| EDUCATION & LIFELONG LEARNING | Original Estimate 2016/17 £ | Revised Estimate 2016-17 £ | Original Estimate 2017-18 £ |
|--|--|---------------------------------------|--|
| <u>LEARNING, EDUCATION and INCLUSION</u> | | | |
| <i>Social Inclusion</i> | | | |
| Psychological Service | 458,596 | 458,596 | 465,874 |
| Behaviour Support | 163,313 | 163,313 | 170,930 |
| Education Welfare Service | 435,116 | 435,116 | 419,218 |
| Youth Offending Team | 52,292 | 52,292 | 53,129 |
| Safeguarding | 91,031 | 91,031 | 94,657 |
| School Based Counselling | 267,972 | 267,972 | 272,247 |
| | 1,468,320 | 1,468,320 | 1,476,055 |
| <i>Additional Learning Needs</i> | | | |
| ALN Advisory Support Service | 259,785 | 259,785 | 213,747 |
| Learning Support | 94,469 | 94,469 | 92,610 |
| Professional/Statementing | 61,455 | 61,455 | 59,510 |
| Language Support Primary | 599,900 | 599,900 | 484,020 |
| Specialist Resources | 60,015 | 60,015 | 60,973 |
| ALN Improvement Initiative | 78,000 | 78,000 | 92,355 |
| Childrens Centre | 45,266 | 45,266 | 45,981 |
| SNAP Cymru | 35,585 | 35,585 | 37,004 |
| Outreach Trinity Fields | 47,961 | 47,961 | 48,683 |
| Speech Therapy | 48,640 | 48,640 | 49,418 |
| Hearing & Language Service | 222,120 | 222,120 | 225,674 |
| ComIT | 138,386 | 138,386 | 140,600 |
| VI Service | 431,519 | 431,519 | 411,292 |
| Autism | 163,882 | 163,882 | 166,504 |
| Hospital Classes | 3,548 | 3,548 | 3,605 |
| | 2,290,531 | 2,290,531 | 2,131,976 |
| <i>Additional Support & Out of County (Primary & Secondary)</i> | | | |
| | 5,294,674 | 5,294,674 | 5,338,902 |
| <i>Learning Pathways Partnership & EOTAS</i> | | | |
| 14 - 19 Initiative (Transport Costs) | 203,113 | 203,113 | 173,850 |
| EOTAS (Tuition / Alternative Prov. / Learning Centre) | 1,688,874 | 1,688,874 | 1,694,945 |
| | 1,891,987 | 1,891,987 | 1,868,795 |
| <i>Early Years Provision & Support</i> | | | |
| Early Years (Rising 3's) | 854,830 | 854,830 | 868,508 |
| Early Years Central Team | 351,845 | 351,845 | 363,789 |
| | 1,206,675 | 1,206,675 | 1,232,297 |
| <i>LEI Service Provision</i> | | | |
| Service Support & Resources | 314,632 | 314,632 | 360,393 |
| SACRE | 2,405 | 2,405 | 2,441 |
| Outdoor Education Advisor SLA | 23,549 | 23,549 | 28,989 |
| School Improvement | 251,493 | 251,493 | 337,898 |
| Music Service | 530,111 | 530,111 | 488,475 |
| WJEC & Subscriptions | 34,453 | 34,453 | 35,004 |
| | 1,156,643 | 1,156,643 | 1,253,200 |

| EDUCATION & LIFELONG LEARNING | Original Estimate 2016/17 £ | Revised Estimate 2016-17 £ | Original Estimate 2017-18 £ |
|---|--|---------------------------------------|--|
| Education Achievement Service (EAS) & Regional Grant Match Funding | | | |
| Contribution to EAS Joint Working | 1,187,211 | 1,187,211 | 1,113,750 |
| Education Improvement Grant - Match Funding | 697,286 | 697,286 | 646,467 |
| | 1,884,497 | 1,884,497 | 1,760,217 |
| | | | |
| EXPENDITURE TO DIRECTORATE SUMMARY | 15,193,327 | 15,193,327 | 15,061,442 |
| | | | |
| <u>LIFELONG LEARNING</u> | | | |
| | | | |
| Community Education | 1,758,871 | 1,758,871 | 1,673,692 |
| | | | |
| Community Centres (Transferred to the Environment) | 496,895 | 496,895 | |
| | | | |
| Library Service | 2,701,671 | 2,701,671 | 2,628,731 |
| | | | |
| LLL Insurance & Non Operational Property/Land | 115,877 | 115,877 | 120,182 |
| | | | |
| <u>EXPENDITURE TO SERVICE SUMMARY</u> | 5,073,314 | 5,073,314 | 4,422,605 |
| | | | |



EDUCATION FOR LIFE SCRUTINY COMMITTEE – 11TH JULY 2017

SUBJECT: EDUCATION & LIFELONG LEARNING GRANTS 2017-18

REPORT BY: CHIEF EDUCATION OFFICER

1. PURPOSE OF REPORT

- 1.1 To provide Members with details of grant funding available to the Education & Lifelong Learning Directorate in 2017-18.

2. SUMMARY

- 2.1 The report provides brief details of the grant funding currently available, although Members need to be aware that further grants can be made available in year subject to new funding sources or the successful outcome of bids.
- 2.2 The report provides a brief description of the intended purpose of the grant funding. More detailed information on individual grants can be made available to Members, if requested.

3. LINKS TO STRATEGY

- 3.1 The effective use of grant funding and resources within the Directorate is necessary to ensure that key strategies are achieved.
- 3.2 Caerphilly Delivers does not exist anymore. In this section, you need to reference the Well-being of Future Generations Act (Wales) 2015 and relate the content of the report to the 7 Well-being Goals – Prosperous Wales, Resilient Wales, Healthier Wales, More Equal Wales, a Wales of Cohesive Communities, A Wales of vibrant culture and thriving Welsh Language and a Globally Responsible Wales.

4. THE REPORT

- 4.1 The attached Appendix 1 provides summary details of grants currently available to the Directorate in 2017-18. It includes a list of the grants, the grant funding bodies, the value of the grant, a brief description of the purpose of the funding, together with details of the responsible officer.
- 4.2 Members will note that there is a significant level of grant funding available to the Directorate in 2017-18, with the figure currently estimated at £37m. In addition Members will note that funding is made available from a number of different sources.
- 4.3 Each grant offer made to the Authority is dependent on adherence to a pre-defined set of terms and conditions, as stipulated by the awarding body. The purpose of the terms and conditions is for the grant body to be able to satisfy itself that the grant has been spent within the scope and purpose of the funding.

- 4.4 In addition the terms and conditions will outline the period of the grant, how the grant will be paid, the timescale for submission of grant claims and reports and also whether the grant is subject to an annual audit review. The requirement for an audit review will stipulate whether this needs to be undertaken by either the Authority's Internal or External Auditors. The purpose of the audit review is to ensure compliance with the terms and conditions of the grant through a process of sample testing. The attached Appendix 1 identifies which of the 2017-18 grants require an audit review. During the review any queries raised are investigated and any further information required by Audit is provided prior to an Audit Report being produced. The details of the outcome of the audit are then made available to the awarding body as specified.
- 4.5 To be aware, even where a grant does not require a specific audit the Grant Body reserve the right to have access to documents and information relating to grant monies and may exercise this right, at all reasonable times, if deemed necessary.
- 4.6 Within the Directorate, the Finance Division maintains a database of all grants that have been awarded to the Directorate for the year. This provides key information for financial planning and also ensures that grant income and the associated expenditure are incorporated into the budget monitoring reports that are produced for the Directorate.
- 4.7 It is important to advise that the Education Achievement Service now has a key role in the co-ordination of a number of regional grants, as identified in the Appendix.

5. WELL-BEING OF FUTURE GENERATIONS

- 5.1 Effective financial management is a key element in ensuring that the Well-being Goals within the Well-being of Future Generations Act (Wales) 2015 are met.

6. EQUALITIES IMPLICATIONS

- 6.1 There are no direct equality implications to this report, therefore no Equality Impact Assessment has been undertaken. All grant schemes are implemented in line with the requirements of the Strategic Equality Plan 2016-2020 and in compliance with the Welsh Language Standards. All operational work undertaken to implement the Directorate's key strategies will be assessed individually as appropriate.

7. FINANCIAL IMPLICATIONS

- 7.1 In 2017-18 there is currently an estimated £37m due into the Education & Lifelong Learning Directorate in the way of grant funding. The issue with regards to grant funding is the degree of uncertainty for future planning purposes, since in most instances the grants are awarded on an annual basis which poses issues for medium and long term planning.
- 7.2 As mentioned previously, all grants are subject to specific terms and conditions and this could include a requirement that the grant is subject to External Audit. If this is the case the Authority's External Auditors will scrutinise financial and non financial data relating to the grant, as per the Audit Instructions, to ensure that all expenditure complies with the terms and conditions. If External Audit identify that there has been a failure to comply then potentially the grant funding body could claw back the grant funding previously awarded and paid, impacting directly on the Authority's budget in that year.

8. PERSONNEL IMPLICATIONS

- 8.1 In circumstances where grant funding is reduced or withdrawn, employees placed at risk will be supported via the appropriate Council policies relating to redeployment and ultimately redundancy if necessary.

8.2 It is most likely that these redundancy costs would need to be met by the Authority.

9. CONSULTATIONS

9.1 Consultation discussions and responses have been reflected in this report.

10. RECOMMENDATIONS

10.1 Members are requested to note the contents of this report.

11. STATUTORY POWER

11.1 Local Government Act 1972.

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Keri Cole, Chief Education Officer

Sue Richards, Interim Head of Planning, Strategy & Resources

Councillor Philippa Marsden, Cabinet Member for Education and Achievement

Stephen R Harris, Acting Head of Corporate Finance

Councillor Barbara Jones, Deputy Leader and Cabinet Member for Finance,
Performance and Governance

Anwen Rees, Senior Policy Officer (Equalities & Welsh Language)

Julie Baker, Senior Finance Officer (Schools)

Mike Lewis, Principal Accountant Education

Lynne Donovan, Acting Head of HR and Organisational Development

Appendices:

Appendix 1: Grants available to the Directorate in 2017-18

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| Responsible Officer | Grant Body | Grant Title | Description / Comments 2017-18 | Revenue / Capital | Match Funding Required | Audit Req. Yes / No | Award in 2017-18 £ |
|-------------------------------------|------------------|---|---|-------------------|------------------------|---------------------|--|
| Education Achievement Service (EAS) | Welsh Government | Education Improvement Grant (EIG) - Regional (previously Foundation Phase Grant) | Foundation Phase revenue (Allocations to School & Central). This covers the additional classroom assistants towards achieving a ratio of 1:8, for 3 to 5 year olds & 1:15 for 5 to 7 year olds, a training budget, the FP Training & Support Officer and 1.5 Early Years Teachers who provide support to our non maintained groups. | Revenue | No | Yes | 5,187,564 |
| Education Achievement Service (EAS) | Welsh Government | Education Improvement Grant (EIG) - Regional | To support 3 national priorities for schools - improving standards in literacy; standards in numeracy; and reducing the impact of poverty on educational attainment. To support Welsh 1st & 2nd language in schools, grant needs to coincide with the authorities WESP (Welsh in Education Plan) Part of the Regional EIG Grant in 2017-18. This figure includes match of £628,851 funding provided by the Authority. | Revenue | Yes | Yes | 7,416,401 |
| Education Achievement Service (EAS) | Welsh Government | Education Improvement Grant (EIG) - Regional (previously Ethnic Minority Achievement Grant) | To support for English as an additional language whose home language is neither English or Welsh and as a result may be at risk of underachieving at School. | Revenue | No | Yes | 68,241 |
| Education Achievement Service (EAS) | Welsh Government | Education Improvement Grant (EIG) - Regional (Higher Level Teaching assistance Grant Programme) | Part of the Regional EIG Grant, programme to support newly qualified teachers, £25k in 2015-16, £23,861 in 2016-17, and £23,722 in 2017-18 a reduction of 0.58% which is in line with the overall level of grant reduction for the EIG grant. | Revenue | No | Yes | Regional Figure - Administered by EAS. |
| Education Achievement Service (EAS) | Welsh Government | Education Improvement Grant (EIG) - Regional (Newly Qualified Teachers) | Part of the Regional EIG Grant, £10k in 2015-16, £9,545 in 2016-17, and £9,488 in 2017-18 reduction of 0.58% which is in line with the overall level of grant reduction for the EIG grant. | Revenue | No | Yes | Regional Figure - Administered by EAS. |
| Education Achievement Service (EAS) | Welsh Government | Education Improvement Grant (EIG) - Regional (Non-Maintained Early Years) | Part of the Regional EIG Grant, Distributed to Non-maintained Early Years Childcare Settings within the borough | Revenue | No | Yes | 4,881 |
| | | Total Education Improvement Grant (Including Match Funding - circa £629k) | Overall Education Improvement Grant funding has reduced by 1.23%. | | | | 12,677,087 |
| Education Achievement Service (EAS) | Welsh Government | Pupil Development Grant (PDG) - LAC & Adopted Pupils Grant | To raise the standards of LAC & Adopted pupils. Part of the Regional PDG Grant in 2017-18 | Revenue | No | Yes | 221,130 |
| Education Achievement Service (EAS) | Welsh Government | Pupil Development Grant (PDG) - 5-15 (Pupil Deprivation Grant) | Allocation to Schools based on free school meals. Terms of the grant are very similar to EIG grant but the grant should only be spent on pupils identified as being in receipt of FSM. Part of the Regional Grant Funding. | Revenue | No | Yes | 5,894,900 |
| Education Achievement Service (EAS) | Welsh Government | Pupil Development Grant (PDG) - 3 - 4 (Pupil Deprivation Grant) Early Years Allocation (New) | To deliver activity to raise the attainment of learners who are eligible for free school meals or who are Look After Children, adopted from care or subject of a Special Guardianship Order. This additional PDG funding is for the extension of PDG to eligible 3 and 4 year olds in educational settings. | Revenue | No | Yes | 396,000 |
| Education Achievement Service (EAS) | Welsh Government | Pupil Development Grant (PDG) - (Non-Maintained Early Years) | Part of the Regional PDG Grant, Distributed to Non-maintained Early Years Childcare Settings within the borough | Revenue | No | Yes | 12,912 |

| Responsible Officer | Grant Body | Grant Title | Description / Comments 2017-18 | Revenue / Capital | Match Funding Required | Audit Req. Yes / No | Award in 2017-18 £ |
|--|------------------|--|---|-------------------|------------------------|---------------------|--------------------|
| | | Performance Development Grant (PDG) Total | | | | | 6,524,942 |
| Sarah Mutch - Early Years Manager | Welsh Government | Flying Start Revenue Grant | To promote the welfare of children & their parents through the provision of childcare, health visiting, speech language support & parenting support in 2017-18. | Revenue | No | Yes | 5,214,300 |
| Sarah Mutch - Early Years Manager | Welsh Government | Flying Start Capital Grant | Former Trinant Health Centre - adapt the building to provide a Flying Start Hub £55k, Flying Start database - replace existing database and install new system £27k, Penyreheol - extend the Family Centre to provide additional childcare facilities and space to deliver family support programmes etc. £156.5k | Capital | No | Yes | 238,500 |
| Sarah Mutch - Early Years Manager | Welsh Government | Childcare Offer Early Implementer Grant | To enable CCBC to prepare for, and deliver the early implementation of the childcare offer within specific and agreed areas of Caerphilly and for specified and agreed number of children from September 2017. | Revenue | No | No | 83,000 |
| Sarah Mutch - Early Years Manager | Welsh Government | Childcare Offer Early Implementer Grant 3 & 4 yr old Childcare Pilot | The costs associated with the delivery of the early implementation of the childcare offer within specific and agreed areas of Caerphilly and for specified and agreed number of children from September 2017. | Revenue | No | ? | 1,000,000 |
| Fiona Santos - Early Years and Childcare Co-Ordinator | Welsh Government | Out of School Childcare Grant | To support Out of School childcare provision in the Borough. Improving childcare provision / identifying & meeting gaps in provision based on the results of Childcare Sufficiency Assessments. Supporting the Assisted Places Scheme | Revenue | No | Yes | 128,686 |
| Paul O'Neil - Community Education Manager | Welsh Government | Youth Work Strategy Support Grant | Supports the implementation of youth engagement & progression framework; support and meet local need and fill gaps identified in LA Single Integrated Plan; support training needs. To implement the Youth Engagement & Progression Framework Implementation Plan. | Revenue | No | Yes | 214,244 |
| Linda Travis - Senior Community Education Manager | Welsh Government | Community Learning Provision (Adult Education) | To support Adult Community Learning. | Revenue | No | No | 304,785 |
| Jane Southcombe - Group Accountant | Welsh Government | Post 16 Provision in Schools | DfES for 6 Form Pupils (Dept for Education & Skills).Allocation based on learners in each age group. | Revenue | No | No | 4,418,241 |
| Jane Southcombe - Group Accountant | Welsh Government | School Uniform Grant | To assist families on low incomes with the purchase of school uniform for their children. The uniform grant claim is based on the number of applicant (Free School Meal Pupils), and will consequently vary from year to year. Awaiting notification for 2017-18, figure based on 2016-17 for information. | Revenue | No | No | 41,303 |
| Paul Warren - Strategic Lead for School Improvement | Welsh Government | National Strategy for Small and Rural Schools | To encourage innovation, to support greater school to school working, to provide additional administrative support in schools where the head teacher has a significant timetabled teaching commitment of at least 10% of the timetable and to increase community use of the school buildings whether for educational or non-educational purposes. | Revenue | No | ? | 103,580 |
| Sue Richards - Interim Head of Service Education, Planning & Strat | Welsh Government | 21st Century Schools | In respect of the new Abertwyssyg/Pontlottyn Primary School £2.1m plus additional classrooms at Newbridge School £1.5m. | Capital | Yes | Yes | 3,600,000 |

| Responsible Officer | Grant Body | Grant Title | Description / Comments 2017-18 | Revenue / Capital | Match Funding Required | Audit Req'd. Yes / No | Award in 2017-18 £ |
|---|--|--|---|-------------------|------------------------|------------------------------------|--------------------|
| Paul Warren - Strategic Lead for School Improvement | Public Health Wales | Local development of the Welsh Network of Healthy Schools Scheme (WNHSS) | To facilitate implementation of school level measures, changes in curriculum/teaching, policy/practice and environment that is constant with good health outcomes. | Revenue | No | No | 86,487 |
| Fiona Santos - Early Years and Childcare Co-Ordinator | Public Health Wales | Healthy and Sustainable Pre-School Setting Scheme | To facilitate implementation of national guidance, changes in planning and delivery, policy/practice and environment that are consistent with good health outcomes. | Revenue | No | No | 14,850 |
| Sarah Mutch - Early Years Manager | Public Health Wales | Healthy and Sustainable Pre-School Setting Scheme (Childhood Obesity Prevention) | To accelerate implementation of evidence based action to prevent obesity in pre-school children measured by the Child Measurement Programme (Wales) | Revenue | No | No | 15,000 |
| Clare Ewings - Community Education | Welsh Government (part of Families First Grant which is now administered by Social Services) | Families First - Targeted Youth and Family Engagement | To support young people and their families to build resilience, confidence and self-esteem, and equip them with skills which help them make a meaningful contribution to society. TYFE consists of: Youth Engagement, Family Engagement, Young Parents | Revenue | No | Yes as part of the FF grant Audit. | 475,590 |
| Nia Parsons - Advisory Teacher | Welsh Government (part of Families First Grant which is now administered by Social Services) | Families First - Outreach SRB | The Outreach SRB is a service for Nursery children with severe and specific speech, language and communication needs. We identify / support appropriate children for the service within their own school. Some of these children could eventually access a part time assessment placement within a Specialist Resource Base for speech, language and communication needs. | Revenue | No | Yes as part of the FF grant Audit. | 133,317 |
| Pauline Elcock - Basic Skills Manager | Welsh Government (part of Families First Grant which is now administered by Social Services) | Families First - Families Learning Together. | identifies families with Essential Skills needs and delivers programmes of learning through groups in schools and in the community, and on a 121 basis in the home. These programmes address the literacy, numeracy and language needs of parents and children and increase parents' understanding of how to support their children's learning and development. | Revenue | No | Yes as part of the FF grant Audit. | 154,491 |
| Fiona Santos - Early Years and Childcare Co-Ordinator | Welsh Government (part of Families First Grant which is now administered by Social Services) | Families First - Assisted and Supported Places and ISCAN Coordinator | Assisted and Supported Places Grant Value is £93k, funded from the Families First Grant. To fund 50% Childcare Placement Officer, 100% ISCAN coordinator who coordinates the ISCAN multi-agency panel and mobile creche to support 2 PLANET events hosted by Parent Network. | Revenue | No | Yes as part of the FF grant Audit. | 93,130 |
| Lisa Davies - Community Education | Internal - Soc Serv | Promoting Positive Engagement (formerly Youth Crime Prevention Fund) | The Project focuses on 8 to 25 year olds who are at risk of becoming involved in crime or anti social behaviour. Delivery relates to community engagement and development, family links, behaviour and accreditation opportunities. The Project works in partnership with Communities First, Families First and Caerphilly Community Safety. | Revenue | No | Yes | 67,485 |
| Lisa Davies - Community Education | Internal - Communities First | Communities First - Youth & Family Work | Forms part of the cluster budgets for the whole of the Communities First Programme. 4 Teams - Upper Rhymney Valley (9 areas); Caerphilly Basin (10 areas); Mid Valleys East (9 areas); Mid Valley West (8 areas). Projects - (1) Prevention Project; (2) Social & Personal Development; (3) School Support. (4) Learning Pathway Centres | Revenue | No | Yes | 422,691 |

| Responsible Officer | Grant Body | Grant Title | Description / Comments 2017-18 | Revenue / Capital | Match Funding Required | Audit Req. Yes / No | Award in 2017-18 £ |
|---|------------|--|---|-------------------|------------------------|--------------------------|--------------------|
| Linda Travis - Senior Community Education Manager | European | Inspire 2 Work . Lead - Blaenau Gwent CBC. | To provide tailored support for young people aged 16-24 who are NEET to address and overcome their barriers, increase their self esteem, develop employability skills and move closer to the labour market. This will result in young people gaining valuable qualifications, entering further learning and gaining employment. | Revenue | Yes | Sample Testing Lead Body | 332,936 |
| Linda Travis - Senior Community Education Manager | European | Bridges into Work II. Lead - Torfaen CBC. | The project will support the reduction of poverty by increasing employment levels, particularly for underrepresented groups and those furthest from the labour market. The operation will target economically inactive and long term unemployed people aged 25+ living in non-Community First areas. | Revenue | Yes | Sample Testing Lead Body | 354,715 |
| Linda Travis - Senior Community Education Manager | European | Workings Skills for Adults II. Lead - Torfaen CBC. | The Project aims to target employed individuals outside of their employment context, supporting those unwilling to admit skills deficits to their employers or whose employers fail to engage. | Revenue | Yes | Sample Testing Lead Body | 112,834 |
| TOTAL ANTICIPATED GRANTS | | | | | | | 36,812,194 |