

Cabinet

Meeting Venue
**Council Chamber - County Hall,
Llandrindod Wells, Powys**

Meeting date
Tuesday, 7 November 2017

Meeting time
10.30 am

For further information please contact
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County Hall
Llandrindod Wells
Powys
LD1 5LG

1 November 2017

AGENDA

1.	APOLOGIES
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To receive apologies for absence.

2.	MINUTES
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To authorise the Chair to sign the minutes of the last meeting held as a correct record.

(Pages 5 - 10)

3.	DECLARATIONS OF INTEREST
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To receive any declarations of interest from Members relating to items to be considered on the agenda.

4.	WELSH IN EDUCATION STRATEGIC PLAN 2017 - 2020
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To consider a report by County Councillor Myfanwy Alexander, Portfolio Holder for Education and Welsh Language.

(Pages 11 - 60)

5.	21ST CENTURY SCHOOLS PROGRAMME - CAPITAL INVESTMENT BAND B (2019 - 2024)
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To consider a report by County Councillor Myfanwy Alexander, Portfolio Holder for Education and Welsh Language.

(Pages 61 - 92)

6.	PLANS FOR POWYS SCHOOLS POLICY (DRAFT) - VISION 2025
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To consider a report by County Councillor Myfanwy Alexander, Portfolio Holder for Education and Welsh Language.

(Pages 93 - 122)

7.	POWYS COUNTY COUNCIL AFFORDABLE HOUSING PROGRAMME
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To consider a report by County Councillor Jonathan Wilkinson, Portfolio Holder for Housing and Countryside Services.

(Pages 123 - 146)

8.	WELSH HOUSING QUALITY STANDARDS PROGRAMME
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To consider a report by County Councillor Jonathan Wilkinson, Portfolio Holder for Housing and Countryside Services.

(Pages 147 - 154)

9.	EVALUATION OF THE SYRIAN VULNERABLE PERSONS RELOCATION SCHEME IN POWYS
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To consider a report by County Councillor Jonathan Wilkinson, Portfolio Holder for Housing and Countryside Services.

(Pages 155 - 198)

10.	DEVELOPMENT OF ACCOMMODATION FOR GYPSIES & TRAVELLERS
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To consider a report by County Councillor Jonathan Wilkinson, Portfolio Holder for Housing and Countryside Services.

(Pages 199 - 202)

11.	FINANCIAL OVERVIEW AND FORECAST AS AT 30TH SEPTEMBER 2017 AND DEFICIT RECOVERY PLAN
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To consider a report by County Councillor Aled Davies, Portfolio Holder for Finance.

(Pages 203 - 224)

12.	CAPITAL PROGRAMME UPDATE FOR SEPTEMBER 2017
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To consider a report by County Councillor Aled Davies, Portfolio Holder for Finance.

(Pages 225 - 230)

13.	TREASURY MANAGEMENT QUARTER 2 REPORT
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To consider a report by County Councillor Aled Davies, Portfolio Holder for Finance.

(Pages 231 - 254)

14.	CORRESPONDENCE
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14.1. Joint Council for Wales

The Trade Union side have requested that Cabinet support the attached motion passed by the WLGA Joint Council for Wales.

(Pages 255 - 256)

14.2. To consider such other correspondence as in the opinion of the Leader is of such urgency as to warrant consideration.

15.	DELEGATED DECISIONS TAKEN SINCE THE LAST MEETING
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To note the delegated decisions taken since the last meeting.

(Pages 257 - 258)

16.	FORWARD WORK PROGRAMME
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To consider the Cabinet forward work programme.

(Pages 259 - 262)

17.	EXEMPT ITEMS
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The Monitoring Officer has determined that category 1 of the Access to Information Procedure Rules applies to the following item. His view on the public interest test (having taken account of the provisions of Rule 14.8 of the Council's Access to Information Rules) was that to make this information public would disclose personal data relating to an individual in contravention of the principles of the Data Protection Act. Because of this and since there did not appear to be an overwhelming public interest requiring the disclosure of personal data he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider these factors when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.

18.	YOUTH SERVICE REDESIGN
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To consider a report by County Councillor Rachel Powell, Portfolio Holder for Children's Services, Youth, Libraries and Leisure Services.

(Pages 263 - 558)

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**MINUTES OF A MEETING OF THE CABINET HELD AT COUNCIL CHAMBER -
COUNTY HALL, LLANDRINDOD WELLS, POWYS ON TUESDAY, 10 OCTOBER
2017**

PRESENT

County Councillor M R Harris (Chair)

County Councillors A W Davies, P Davies, J Evans, L Fitzpatrick, S M Hayes,
R Powell, M Weale and J Wilkinson

In attendance: County Councillors CJ Gibson-Watt, K Laurie-Parry and G Williams.

1.	APOLOGIES
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Apologies for absence were received from County Councillor MC Alexander.

2.	MINUTES
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The Leader was authorised to sign the minutes of the last meeting held on 19th September 2017 as a correct record.

3.	DECLARATIONS OF INTEREST
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County Councillor Phyl Davies declared an interest in item 8 Taxi Metering – Review of Regulated Fares as a director of Celtic Travel who ran taxis.

4.	WASTE & RECYCLING LOGISTICS - ROUTE OPTIMISATION
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The Portfolio Holder for Property and Waste advised that the logistics review of services carried out by Waste and Recycling had already delivered £417k in efficiency savings, leaving £258k to find in 2017/18. He presented options to achieve further savings of £275k through route optimisation of collection rounds. The Portfolio Holder explained that this would deliver savings with minimum disruption to the public and maintain the current 5 day working pattern (3 weekly residual collections and weekly recycling collections).

RESOLVED:	Reason for Decision:
To approve Option 3 – Optimise all domestic collection routes and maintain the current 5 day working pattern (3 weekly residual collections and weekly recycling collections).	To make W&R collections more efficient which will help to achieve part of the savings proposed in the Medium Term Financial Strategy 2015-18.

The Leader asked for the thanks of the Cabinet to be passed on to all the staff involved in the logistics project.

5.	DRAFT ANNUAL PERFORMANCE EVALUATION 2016 - 17 (ONE POWYS PLAN AND POWYS CC CORPORATE IMPROVEMENT PLAN)
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The Leader presented the draft Annual Performance Evaluation which set out progress made by the Council in delivering the objectives of the Corporate Improvement Plan and the One Powys Plan (2014 – 2017) commitments during its third and final year. In presenting the report the Leader drew Cabinet’s attention to the comments made by the Scrutiny Chairs and Vice Chairs, acknowledging the need to build in cost benefits analysis in future reporting. Going forward, the commitments of the One Powys Plan had been integrated into the council’s own CIP for 2017-18 and would correlate with the Cabinet’s 2025 Vision.

RESOLVED	Reason for Decision:
<p>To approve the DRAFT Annual Performance Evaluation 2016 – 2017 in Appendix A to the report and recommend to County Council for approval on 19th October 2017.</p>	<p>To ensure the report gives a balanced and open account of the Powys Public Service Board’s performance during the 2016-17 financial year, against the commitments and measures that were set out in the One Powys Plan 2014-17.</p> <p>To ensure the report gives an open account of the Council’s performance against its CIP objectives.</p> <p>To ensure the Council meets its statutory obligations as outlined in the Local Government (Wales) Measure 2009 and Shared Purpose – Shared Delivery guidance.</p>

6.	FINANCIAL OVERVIEW AND FORECAST AS AT 31ST AUGUST 2017
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The Portfolio Holder for Finance reported a deteriorating financial position particularly in the People Directorate which, if not addressed, would seriously impact on reserves. Cabinet noted that People Directorate dealt with the most vulnerable people and had to deliver safe services whilst coping with an increase in demand. The Strategic Director – Resource confirmed that a budget recovery plan was being worked on and he advised that there may be a case to call on the budget management reserve and the social care reserve before the end of the financial year. The Portfolio Holder for Adult Services asked for Management Team to take a view on whether the saving on reablement would have to be delivered in one year or spread over a number of years.

RESOLVED	Reason for Decision
<p>1. The contents of the report are noted by Cabinet;</p> <p>2. Cabinet supports appropriate</p>	<p>To monitor the council’s financial performance and ensure that spending remains within approved</p>

<p>action by services to curtail or reduce the reported forecasted service deficits</p> <p>3. That a budget recovery plan is prepared for consideration by the Cabinet at the next meeting on 7th November.</p>	<p>limits and that the 3% minimum general fund reserve is maintained.</p>
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7. CAPITAL PROGRAMME UPDATE FOR AUGUST 2017

Cabinet received and considered the updated Capital report.

RESOLVED	Reason for Decision:
<p>1. The contents of this report are noted by Cabinet; and</p> <p>2. The Capital virement set out in Section 3 of the report in respect of Crickhowell High school be submitted to Council for approval.</p>	<p>To outline the capital budget position as at 31st August. To ensure appropriate virements are carried out.</p>

8. TAXI METERING - REVIEW OF REGULATED FARES

County Councillor Phyl Davies declared a pecuniary interest in this item and left the meeting while it was being considered,

Cabinet considered revised hackney carriage tariffs. An initial online survey of licensed drivers showed support for revising tariffs which had remained unchanged since 2011.

RESOLVED	Reason for Decision:
<p>(i) That the table of hackney carriage fares set out at Annex B is approved for consultation and will be published in relevant local newspapers to enable a fourteen day period for objections to be received.</p>	<p>To commence public consultation on a 2017 table of fares for hackney carriages licensed by Powys County Council.</p>
<p>(ii) In the event that objections are raised in the consultation period a further report be brought to Cabinet for consideration</p>	
<p>(iii) In the event no objections are raised in the consultation period the table of fares set out at Annex B of the report shall take effect in Powys from the date that the new fares are communicated in writing to the trade after the close of the consultation.</p>	<p>To ensure a current set of fares are agreed at a level with which the trade and public are satisfied.</p>

County Councillor Phyl Davies returned to the meeting.

9. CORRESPONDENCE

Appointment to the River Wye Special Area of Conservation Nutrient Management Plan Board

Cabinet considered a request to appoint a member to the River Wye Special Area of Conservation Nutrient Management Plan Board.

RESOLVED that County Councillor Phyl Davies be appointed.

10. DELEGATED DECISIONS TAKEN SINCE THE LAST MEETING

Cabinet received details of delegated decisions taken by Portfolio Holders since the last meeting.

11. FORWARD WORK PROGRAMME

Cabinet received the forward work programme.

12. EXEMPT ITEMS

RESOLVED to exclude the public for the following item of business on the grounds that there would be disclosure to them of exempt information under categories 3 and 5 of The Local Authorities (Access to Information) (Variation) (Wales) Order 2007).

13. ADDITIONAL MTFS SAVINGS REQUIRED - STAYLITTLE OUTDOOR CENTRE & LLANFAIR CAEREINION LEISURE CENTRE
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Cabinet considered the report of the Portfolio Holder for Leisure.

RESOLVED	Reason for Decision:
To approve the recommendations in the report.	This option will realise the necessary savings required and will also enable the new Cabinet to consider alternative uses and opportunities for the buildings. Most financially viable option for the Council.

14. POWYS COUNTY COUNCIL CARE HOMES
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The Portfolio Holder Adult Services set out the Council's options following BUPA's announcement of its intention to sell the Council owned residential care home contracts they held to HC-One. Cabinet noted the legal advice received and questioned officers on the due diligence work being undertaken and the steps being taken to ensure a smooth transition. Cabinet also noted the comments of the Chair of Scrutiny Committee A and of County Councillor Gibson-Watt who had led the Adult Social Care Scrutiny Group.

RESOLVED	Reason for Decision:
To approve the recommendations in the report save that Recommendation 2 was amended to add the Leader as a decision maker and the Chief Executive as a consultee.	1. To ensure that HC-One are a suitable contractor. 2. To secure continuity of a safe, reliable service within existing budgets.

County Councillor M R Harris (Chair)

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CYNGOR SIR POWYS COUNTY COUNCIL.**CABINET EXECUTIVE
7th November 2017**

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

SUBJECT: Welsh in Education Strategic Plan (WESP) 2017 - 2020

REPORT FOR: Decision

1. Summary

1.1 The purpose of this report is to seek approval of the authority's Welsh in Education Strategic Plan (WESP) 2017 – 2020, for submission to the Welsh Government.

Appendices

- Appendix 1 – Welsh in Education Strategic Plan 2017- 2020
- Appendix 2 – Feedback letter from Welsh Government July 2017

2. Proposal

- 2.1 In January 2013, the National Assembly passed the School Standards and Organisation (Wales) Act, which included a statutory requirement for all local authorities to prepare a WESP detailing how it would contribute to achieving the outcomes and targets set out in the Welsh Government's Welsh-medium Education Strategy, and requiring local authorities to submit their WESPs to the Welsh Ministers for approval.
- 2.2 On 14th March 2017, Cabinet approved a new WESP for 2017 – 2020 for submission to Welsh Government. Following submission to Welsh Government, the School Standards and Organisation (Wales) Act 2013 states that Ministers may:
- Approve the Plan as submitted;
 - Approve the Plan with modifications; or
 - Reject the Plan and prepare another one
- 2.3 Feedback was received from the Welsh Government (attached as Appendix 2) on the 4th August 2017, which invited the authority to submit an amended plan to address recommendations from the Welsh Government.

- 2.4 An amended WESP was prepared to address the recommendations. This was considered and supported by members of the Welsh Language Education Forum. The attached WESP at Appendix 1 highlights those areas that have been amended.

3. Impact Assessment

- 3.1 Is an impact assessment required? No
- 3.2 If yes is it attached?

4. Corporate Improvement Plan

- 4.1 Every local authority has a statutory obligation to prepare a WESP and manage and plan school places. The Plan links to the authority's Vision 2025 Corporate Improvement Plan priority for Learning and Skills, which states that pupils in Powys should have access to education provision that is equitable and access to high quality teaching and learning environments.

5. Local Member(s)

- 5.1 All local members

6. Other Front Line Services

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

In order to implement some of the targets within the WESP, it is necessary to seek support from a number of services, including schools service, HR, finance, legal, governor support, property, ICT and communications. Dependent on the nature of the change proposed, it may be necessary to seek additional support within these service areas from time to time – a resource plan has been developed.

7. Communications

Have Communications seen a copy of this report? Yes

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

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

- 8.1 Legal: The recommendations can be supported from a legal point of view
- 8.2 Finance – The Schools Finance Manager notes the contents of the report. Any actions arising from the plan will be implemented within the current funding envelope of the Schools Service.
- 8.3 Corporate Property (if appropriate)
- 8.4 HR (if appropriate)
- 8.5 ICT (if appropriate)

9. Scrutiny

Has this report been scrutinised? No

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

- 9.1 Given that the amendments to the WESP follow Welsh Government recommendations, Scrutiny is planning to be briefed on the changes to the earlier submitted WESP.

10. Statutory Officers

The Head of Financial Services (Acting Section 151 Officer) notes the comments made by Finance.

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

11. 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:
To approve the authority's Welsh in Education Strategic Plan 2017 – 2020 for submission to Welsh Government.	To meet the statutory requirement to prepare a new Welsh in Education Strategic Plan every three years.

Relevant Policy (ies):	Plans for Powys Schools – Vision 2025 & 21 st C Schools Programme Band B 2019 - 2024		
Within Policy:	Y	Within Budget:	Y

Relevant Local Member(s):	All local members
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Person(s) To Implement Decision:	Marianne Evans
Date By When Decision To Be Implemented:	8th November 2017

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

Background Papers used to prepare Report:



Welsh in Education Strategic Plan 2017-20

Powys County Council

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SECTION 1 INTRODUCTION

Section 84 of the School Standards and Organisation (Wales) Act 2013¹ requires all local authorities in Wales to prepare a Welsh in Education Strategic Plan (WESP) which sets out how the local authority will improve the planning of the provision of education through the medium of Welsh. Further to this, the Welsh in Education Strategic Plans and Assessing Demand for Welsh Medium Education (Wales) Regulations 2013² set out the requirements for all local authorities in Wales to submit WESPs to the Welsh Ministers every three years.

The Regulations also require local authorities to carry out consultation on their draft plan before it is submitted to the Welsh Ministers. Consultation on this plan took place in accordance with the requirements of the Regulations, from the 23rd November 2016 and the 25th January 2017. The draft plan has been amended to take account of issues raised during the consultation period.

Powys County Council's Welsh in Education Strategic Plan for 2017-20 will be considered and approved by the Council's Cabinet before being submitted to the Welsh Ministers for their approval. Following submission, the School Standards and Organisation (Wales) Act 2013 states that Ministers may:

- Approve the Plan as submitted
- Approve the Plan with modifications; or
- Reject the Plan and prepare another one.

Once approved by the Welsh Ministers, progress on the Objectives outlined within the Plan will be monitored by the Council's Welsh-medium Education Forum, which will meet on a termly basis, and through the Schools Service's Accountability Framework.

The Council will be required to report annually on progress to the Welsh Government. This progress report will be shared with the Council's Cabinet before being submitted to the Welsh Government.

The Council's WESP for 2017-20 is aligned to the Council's Schools Reorganisation Policy (2015). Any school reorganisation proposals required in order to achieve the objectives of the WESP will be subject to the formal process as outlined in the policy and the School Organisation Code (2013).

¹ <http://www.legislation.gov.uk/anaw/2013/1/contents/enacted>

² <http://www.legislation.gov.uk/wsi/2013/3048/contents/made>

1.1 Powys County Council's vision for Welsh-medium education

To provide equality of provision for Welsh-medium learners in Powys

The Welsh Government has recently launched an ambitious new strategy to create a million Welsh speakers by the year 2050. The council welcomes this ambitious strategy, and acknowledges the key role Welsh-medium education will play in the achievement of this aim, and the need for the council to be proactive in order to stimulate growth in the number of pupils educated through the medium of Welsh.

The current method of delivering Welsh-medium education in Powys has led to a situation where access to this provision is a 'postcode lottery', where the type and level of provision available to pupils at each phase of their education varies significantly depending on where they live. This does not provide equality for Welsh-medium learners compared with English-medium learners. This lack of equality is exacerbated in the secondary phase, in particular in Key Stages 4 and 5. In the south of the county, Welsh-medium pupils in the Ystradgynlais area can access Ysgol Gyfun Ystalyfera, a Welsh-medium secondary school located in Neath Port Talbot County Borough, however the opportunity to access full Welsh-medium secondary provision in a designated Welsh-medium school is not available to pupils living in other parts of Powys.

The authority fully agrees with the view of Welsh Government that pupils are more likely to become fully bilingual after attending Welsh-medium schools, particularly when they come from non-Welsh speaking homes³, and acknowledges that designated Welsh-medium schools are the preferred model of delivery for Welsh-medium education. The authority acknowledges that a fundamental change is required to the method of delivering Welsh-medium education in Powys, to ensure that all learners can access high quality, robust provision from the early years onwards. In order to move towards a new delivery method, the authority is fully committed to establishing new designated Welsh-medium schools in both the primary and secondary sectors, and will direct capital investment to support this commitment, where appropriate. In addition, the authority will work in partnership with Mudiad Meithrin in order to provide access to high quality Welsh-medium early years provision.

Welsh-medium pupil numbers in Powys have remained fairly stagnant over recent years – in fact, over the period of the authority's previous Welsh in Education Strategic Plan (2014-17), the percentage of pupils assessed in Welsh first language at the end of the Foundation Phase decreased. The council recognises that significant changes are needed to the way Welsh-medium education is delivered within the county in order to encourage confidence in the system and an increase in the number and percentage of pupils accessing Welsh-medium education throughout their educational careers. It is recognised that this is a long term vision, and it will not be possible to change everything within the period of this WESP. However, the authority is fully committed to the long term vision to provide equality of provision for Welsh-medium learners in Powys, and to the development of an infrastructure that will enable all pupils to access full provision in either Welsh or English throughout all stages of education, in order to provide the best possible opportunities for our children and young people, to ensure an increase in the number of pupils educated through the medium of Welsh, and a thriving future for the Welsh language.

³ Welsh-medium Education Strategy – <http://gov.wales/topics/educationandskills/publications/guidance/welshmededstrat/?lang=en>

Objectives for 2017-20

The Council's main Strategic Objectives during the period of this Welsh in Education Strategic Plan are as follows:

- | | |
|--------------------|---|
| Objective 1 | To increase the opportunities for pupils to access Welsh-medium early years provision |
| Objective 2 | To establish, and identify opportunities to establish, new designated Welsh-medium provision in the primary sector |
| Objective 3 | To provide equitable and sustainable linguistic progression for Welsh-medium pupils from Key Stage 2 into Key Stages 3, 4 and 5 |
| Objective 4 | To provide improved opportunities for latecomers to transfer to the Welsh-medium sector in all stages of education |

In addition to these main objectives, the council acknowledges the need to promote the opportunities available for pupils to access Welsh-medium education within Powys. The council is currently working on the production of a Welsh-language Promotion Strategy, and the promotion of Welsh-medium education will be taken forward as part of this strategy.

1.2 Welsh-medium Education Forum

The council will facilitate meetings of the Welsh-medium Education Forum, which will meet on a termly basis.

The Forum's primary role will be to monitor progress in relation to the Objectives outlined in this WESP. The Forum's Terms of Reference will be reviewed annually.

Membership of the Forum will also be reviewed annually, however it is expected that membership will include the following:

- County councillors, including the Portfolio Holder for Education
- The council's Head of Schools
- Council officers whose role is linked to the outcomes stated in the WESP
- Representatives of schools within Powys
- Representatives of Welsh language organisations

1.3 Statement on Home to School Transport

Powys County Council provides school transport to the following pupils:

- primary school pupils living 2 miles or more from their nearest allocated school or centre, measured by the shortest available route
- secondary school pupils in Key Stages 3 and 4 living 3 miles or more from the nearest allocated secondary school or centre, measured by the shortest available route
- 16-19 year olds living 3 miles or more from the nearest allocated secondary school or further education college site within the County boundary offering post-16 provision

Transport is provided to the nearest school or centre offering provision in the language of their choice – for pupils who wish to access Welsh-medium provision, free transport is provided to the nearest Welsh-medium school or stream to their home.

Qualifying Welsh-medium pupils living in the Ystradgynlais area are entitled to free transport to Ysgol Gyfun Ystalyfera.

The most recent review of the authority’s transport policy was undertaken following the publication of the Learner Travel Measure (Wales) 2008. Following this review, the authority has continued to provide free transport to enable pupils to attend the closest school providing Welsh-medium education. However, in order to ensure equality for all learners, the policy was amended to include the provision of transport for pupils to their nearest English-medium provision, where their nearest school is a Welsh-medium school. It is acknowledged that this change to the transport policy has had an impact on the number of pupils accessing Welsh-medium provision in some traditional Welsh-speaking areas.

The authority is currently reviewing the transport policy, and it is expected that the revised version will be considered by Cabinet before the end of 2016/ early 2017. However, the authority remains committed to providing transport to enable pupils to access Welsh-medium provision.

1.4 Policy Context and Welsh Government Priorities

Welsh-medium Education Strategy⁴

In 2010, the Welsh Government published the first ever Welsh-medium Education Strategy, which set out the national strategic direction for Welsh-medium education. The Strategy sets out the Welsh Government’s vision:

⁴ <http://gov.wales/topics/educationandskills/publications/guidance/welshmededstrat/?lang=en>

'To have an education and training system that responds in a planned way to the growing demand for Welsh-medium education, reaches out to and reflects our diverse communities and enables an increase in the number of people of all ages and backgrounds who are fluent in Welsh and able to use the language with their families, in their communities and in the workplace.'

Powys County Council's WESP for 2017-20 sets out how the Council will respond to the 7 key outcomes outlined within the Welsh-medium Education Strategy.

Cymraeg 2050: Welsh language strategy⁵

The Welsh Government has recently launched a new Welsh language strategy which sets out the vision to reach one million Welsh speakers by 2050. The strategy acknowledges the role of education in the achievement of this aim. As stated on page 21 of the strategy:

'Welsh-medium immersion education is our principal method for ensuring that children can develop their Welsh language skills, and for creating new speakers. School data tells us how many children are educated through the medium of Welsh. In 2015/16, of the 35,000 learners in year 2, some 22 percent (namely 7,700) were assessed in Welsh (first language). If this percentage were to rise to 40 per cent by 2050 then this would be approximately 14,000 learners (based on the size of the cohort of learners in Year 2 in 2015), approximately 6,300 additional children. This demonstrates how important securing the commitment of the education system is to create a million speakers. It also highlights the importance of the early years sector as a point of early entry to immersion education, and as a way to increase demand for Welsh-medium education. The latest administrative data (2015/16) from Mudiad Meithrin shows that 86 per cent of children that attend Mudiad Meithrin groups progress to Welsh-medium primary education.'

The authority acknowledges the key role that Welsh-medium education will play in achievement in the Welsh Government's aim to increase the number of Welsh speakers, and acknowledges the important contribution the council's Welsh in Education Strategic Plan will make towards this aim.

Rewriting the Future – Raising Ambition and Attainment in Welsh Schools⁶

The council is committed to raising aspiration and attainment in Powys schools and to breaking down the barriers faced by learners from deprived backgrounds. This WESP sets out the authority's vision to provide equality of provision to Welsh-medium learners, this includes ensuring that learners from disadvantaged backgrounds are able to access Welsh-medium provision throughout all phases of education.

⁵ <http://gov.wales/topics/welshlanguage/welsh-language-strategy-and-policies/cymraeg-2050-welsh-language-strategy/?lang=en>

⁶ <http://gov.wales/topics/educationandskills/schoolshome/deprivation/rewriting-the-future-schools/?lang=en>

Successful Futures⁷

The Successful Futures document makes many references to the Welsh language and Welsh-medium schools. The authority is committed to the development of Welsh-medium schools and the teaching of Welsh in line with the recommendations outlined in the document.

Well-being of Future Generations (Wales) Act 2015⁸

The aim of the Well-being of Future Generations (Wales) Act 2015 is to improve the social, economic, environmental and cultural well-being of Wales. The Act includes 7 Well-being Goals, which provide a shared vision for the public bodies affected by the Act to work towards. One of these Goals is 'A Wales of vibrant culture and thriving Welsh language'. The authority's WESP for 2017-20 will be a key contributor to the long term achievement of this goal, through providing improved access to Welsh-medium education throughout all phases of education, ensuring a greater number of Welsh speakers in the future.

⁷ <http://gov.wales/docs/dcells/publications/150225-successful-futures-en.pdf>

⁸ <http://gov.wales/topics/people-and-communities/people/future-generations-act/?lang=en>

SECTION 2 WELSH IN EDUCATION STRATEGIC PLAN

Outcome 1 More seven-year-old children being taught through the medium of Welsh

Current Position

18.5% of Year 2 pupils in Powys were assessed in Welsh (First Language) in the 2015/16 academic year. This is a decrease compared with the % of Year 2 pupils taught through the medium of Welsh in 2014/15 (19.1%) and 2013/14 (19.3%).

The following targets have been set for the life of this Welsh in Education Strategic Plan:

	Current Position – 2015/16	2016/17	2017/18	2018/19	2019/20
% of pupils assessed in Welsh (first language) in Year 2	18.5%	19.0%	19.5%	20.0%	20.5%

The authority's view is that this is a realistic reflection of the current position. The authority has recognised that 'significant changes are needed to the way Welsh-medium education is delivered within the county in order to encourage confidence in the system and an increase in the number and percentage of pupils accessing Welsh-medium education throughout their educational careers'. However, the authority has also recognised that it will take time for these changes to take effect. This indicator relates to the % of pupils assessed in Welsh in Year 2, therefore it will be some years before this indicator reflected any changes in the number of pupils accessing Welsh-medium provision in the foundation phase following any changes in the way Welsh-medium education is delivered.

Current Welsh-medium primary provision

Welsh-medium primary provision in Powys is provided through a combination of Welsh-medium schools and dual stream schools. There are currently 10 Welsh-medium primary schools, and a further 13 schools deliver Welsh-medium primary education through dual stream provision. All schools which offer Welsh-medium primary provision are either Welsh-medium schools or dual stream schools, therefore the authority's expectation is that pupils are in separate Welsh-medium classes.

However, the authority recognises that the current budgetary situation is causing some dual schools to merge classes, for example merging Welsh-medium and English-medium groups in the foundation phase. The authority's expectation would be for the language of delivery of any such 'merged' classes to be predominantly Welsh-medium.

Capital plans

As part of Band A of the Welsh Government's 21st Century Schools Programme, there has been capital investment in the following schools which provide education through the medium of Welsh:

- Ysgol Gymraeg Dyffryn y Glowyr, Ystradgynlais – a 300 pupil Welsh-medium primary school which opened in 2012-13
- Ysgol Dafydd Llwyd, Newtown – a new building, with capacity for 270 pupils which opened in January 2016 to replace Ysgol Dafydd Llwyd's previous accommodation

In addition, the authority is planning the following capital developments within Band A:

- New Welsh-medium primary school in Welshpool
- Replacement building for Ysgol Bro Hyddgen, Machynlleth

The authority is in the initial stages of planning for capital investment as part of Band B of the 21st Century Schools programme. Full consideration will be given to the objectives included in this WESP when planning the priorities for Band B.

Capacity and S106 agreements

The authority has identified that Ysgol Gymraeg Dyffryn y Glowyr, the only Welsh-medium provision in the Ystradgynlais catchment area has reached capacity. Demand for places at the school is expected to increase in the future due to a proposed new housing development in close proximity to the school. The authority has been successful in securing a S106 agreement for the expansion of the school following the completion of part of the proposed development. Reviewing the Welsh-medium provision available in the Ystradgynlais catchment will be a key a focus of this WESP, to ensure that the provision available meets the current demand for Welsh-medium provision and stimulates further growth in the number of pupils educated through the medium of Welsh in this area.

Federations

There is currently only one federation within Powys. This is a federation of Ysgol Glantwymyn, Ysgol Llanbrybmair and Ysgol Carno, three Welsh-medium primary schools in the Machynlleth area. The federation has been successful in terms of ensuring the continued provision of Welsh-

medium education in a rural, traditionally Welsh speaking area. The federation has secured permanent leadership, which has enabled standards within the three schools to improve.

There are no current plans for any further federations involving Welsh-medium provision, however federation and merger / amalgamations are options which are taken into consideration when reviewing school provision within the authority.

Assessing demand

The last survey to assess the demand for Welsh-medium education took place in 2010, and the results have helped to inform the primary and secondary modernisation programmes. The authority has been prepared to carry out a further survey since 2014 in line with the requirements of the 2013 Regulations, however there have been difficulties with accessing the information required to conduct this survey due to the fact that babies living in Powys are born in hospitals located in a number of local authority areas, and therefore their births are registered by these authorities. In addition, the authority has concerns about the effectiveness of surveys such as these in identifying demand for Welsh-medium education, due to the rural nature of Powys and the dispersed population within the county.

The authority remains committed to carrying out work to measure demand for Welsh-medium provision in the county, and has been looking at alternative methods of assessing potential latent demand for Welsh-medium education. The authority has led the development of a statistical model for measuring potential latent demand for Welsh-medium education across Powys, based on census data and information about current pupil choices obtained via PLASC. A report has been produced which outlines the findings of this work and identifies the areas of Powys where the highest potential unmet demand for Welsh-medium education exists. These findings will be a key consideration for the council when planning future developments.

Providing information to parents

Information about Welsh-medium education is provided to parents in the Council's Admissions book, which all parents receive before applying for a primary school place for their child. In addition, information is available on the authority's website. Information is also provided by the Council's Family Information Service. The authority will work with key stakeholders, such as the Mentrau Iaith, to implement a Communications / Marketing Strategy in conjunction with the establishment of any new Welsh-medium provision, in line with the authority's Welsh-language Promotion Strategy, which is expected to be approved during 2017.

Early Years provision

The authority fully agrees with the view of Welsh Government, as outlined in Cymraeg 2050 with regard to the importance of early years Welsh-medium provision in order to facilitate entry into Welsh-medium education. The authority's restructuring of early years education has been ongoing

for a number of years, and this, along with the proposal to raise the age of admission in Powys schools, has been the authority's focus in terms of early years provision.

This work has now been concluded, and the new settings became operational on the 1st September 2017. 21 Welsh-medium settings have been commissioned, however there remains no Welsh-medium provision in the Crickhowell, Gwernyfed and John Beddoes catchments.

Welsh-medium early years provision will be established and/or enhanced in key strategic areas as part of the authority's reviews of Welsh-medium primary provision. Where new Welsh-medium schools are built, dedicated space for Welsh-medium early years provision will be an integral part of the new building. Where new Welsh-medium streams are established in areas where there is currently no Welsh-medium provision, the authority will work with Mudiad Meithrin to ensure the establishment of early years provision.

Main objectives in order to achieve Outcome 1

Ref	Objective	Supporting Statement	Timescale
1.1	Establish and build a Welsh-medium primary school in Welshpool	<p>The authority has been working on a review of primary provision in the town of Welshpool for a number of years, and is pleased that this project is now nearing completion.</p> <p>The authority anticipates that the establishment of a new Welsh-medium primary school in Welshpool will lead to an increased awareness of Welsh-medium education within the catchment area, and an increase in the number of pupils accessing Welsh-medium education.</p>	<p>School opened in September 2017 on the current Ardwyn site</p> <p>New building to open in 2018/19</p>
1.2	Develop Welsh-medium primary provision in the Mid Powys area	<p>There has been an increase in the number of pupils accessing Welsh-medium provision in the Llandrindod Wells and Builth Wells catchment areas.</p> <p>The authority will review the current Welsh-medium provision in the area, with a view to developing an infrastructure that will provide the best opportunities to increase the number of pupils accessing Welsh-medium education..</p>	Review to commence during the autumn term 2017

1.3	Establish additional Welsh-medium places in the Ystradgynlais area	<p>There has been an increase in the number of pupils accessing Welsh-medium provision in the Ystradgynlais area, which has put pressure on the places available at Ysgol Gymraeg Dyffryn y Glowyr, the only Welsh-medium primary provider in the catchment area.</p> <p>Whilst the authority has been successful in securing a S106 agreement for the expansion of Ysgol Gymraeg Dyffryn y Glowyr following the completion of part of the proposed development, the authority recognises that the linguistic background of the Ystradgynlais area makes this a key strategic area in terms of growth in Welsh-medium pupil numbers.</p> <p>The authority will review the current provision within the catchment area to identify opportunities to provide improved access to Welsh-medium education, in order to meet the evidenced demand for Welsh-medium education in the catchment area, and to promote further growth.</p>	<p>Short term measures to be agreed before the end of 2017 to ensure that the school can accommodate all prospective Welsh-medium pupils.</p> <p>A wider review of Welsh-medium provision in the area to agree a long term solution to commence during 2018.</p>
1.4	Develop Welsh-medium primary provision in the Llanidloes area	<p>Welsh-medium primary provision in the Llanidloes catchment area is currently provided at Ysgol Dyffryn Trannon, a dual stream school located in Trefeglwys, however there is currently no provision in the town of Llanidloes.</p> <p>The authority will review the current Welsh-medium provision in the catchment, with a view to developing an infrastructure that will provide the best opportunities to increase the number of pupils accessing Welsh-medium education.</p>	Review to commence during 2018
1.5	Establish Welsh-medium provision in the Gwernyfed catchment area	<p>There is currently no Welsh-medium primary provision in the Gwernyfed catchment area.</p> <p>Following the recent investment in new school buildings in the Gwernyfed catchment area, the authority will identify opportunities to establish Welsh-medium early years and primary provision in the catchment.</p>	Review to commence during 2019

1.6	Support Ysgol Bro Hyddgen, Machynlleth to move along the language continuum	<p>The number of pupils accessing English-medium education within the Bro Hyddgen catchment area has decreased over recent years.</p> <p>The authority will support Ysgol Bro Hyddgen to move along the language continuum in order to provide a more viable model of delivery for the school, and to ensure that all pupils in the catchment area are fully bilingual by the time they leave school.</p>	Seek initial agreement with the school by September 2018.
1.7	Establish provision for latecomers in Powys	<p>There is currently no centre for latecomers in Powys.</p> <p>Support is provided to latecomers to Welsh-medium schools in the primary sector in response to requests from individual schools. Priority is given to pupils in year 2 and above. The support is delivered through a combination of teacher support and classroom assistant support. The support is normally for a period of 2 years, by which time the pupils are expected to be able to follow the whole curriculum through the medium of Welsh. The aim is that every pupil will follow the Welsh first language programme of study.</p> <p>The authority acknowledges that the opportunities for latecomers to Welsh-medium education to access Welsh language immersion provision are limited in Powys compared with the opportunities available in other areas. The authority will seek to address this during the period of this WESP.</p>	Provision for latecomers to be established by the end of the 2018/19 academic year

Outcome 2 More learners continuing to improve their language skills on transfer from primary to secondary school

Current Position

14.1% of Year 9 pupils in Powys were assessed in Welsh (first language) in the 2015/16 academic year. This is an increase compared with the percentage of Year 9 pupils assessed in Welsh (first language) in 2014/15 (12.5%) and 2013/14 (10.5%).

The percentage of pupils assessed in Welsh (first language) is much lower than the % of pupils assessed in Welsh (first language) in Year 2, however it must be noted that Welsh-medium pupils in the Ystradgynlais area transfer out of county to Ysgol Gyfun Ystalyfera for their secondary provision. In addition, historically a number of pupils from outside Powys have transferred into the county to access English-medium secondary provision, which has also impacted on the percentage of pupils assessed in Welsh (first language).

The data indicator refers to the percentage of pupils assessed in Welsh (first language) rather than the percentage of pupils receiving Welsh-medium education. It is likely that the percentage of pupils receiving Welsh-medium education is slightly lower than this. This is due to some pupils in dual stream schools choosing to access English-medium secondary provision but continuing to study Welsh (first language), and also due to some pupils choosing to transfer to their local English-medium secondary rather than the designated Welsh-medium secondary provider for their area, but continuing to study Welsh (first language).

The following targets have been set for the life of this Welsh in Education Strategic Plan:

	Current Position – 2015/16	2016/17	2017/18	2018/19	2019/20
% of pupils assessed in Welsh (first language) in Year 9	14.1%	14.5%	14.5%	14.5%	14.5%

The authority has recognised that ‘significant changes are needed to the way Welsh-medium education is delivered within the county in order to encourage confidence in the system and an increase in the number and percentage of pupils accessing Welsh-medium education throughout their educational careers’. However, the authority has also recognised that it will take time for these changes to take effect. This indicator relates to the % of pupils assessed in Welsh in Year 9, therefore it will be many years before this indicator reflects any changes in the number of pupils accessing Welsh-medium provision in the primary sector phase following any changes in the way Welsh-medium education is delivered.

Current Welsh-medium provision

Welsh-medium secondary provision is provided through a number of dual stream schools located throughout Powys. However, the number of Welsh-medium pupils and the range of subjects provided at each school varies significantly, and decreases as pupils move through the schools.

In March 2015, the council's Cabinet initiated a secondary reorganisation programme, which had the following four priority areas:

- Priority 1: Establishment of new Beacons Learning Campus, Brecon
- Priority 2: Review of secondary education in Mid Powys
- Priority 3: Review of Post-16 Education in Ystradgynlais
- Priority 4: Review of Secondary Education in North Powys, with a focus on Welsh medium provision

Priorities 1 – 3 have been completed and are in various stages of implementation.

Following the local government elections held in May 2017, the council's new Cabinet is currently shaping its vision and priorities for learning and skills. This will include actions related to Priority 4.

Pupil transfer

Overall, the number of pupils who do not transfer from Welsh-medium primary provision to Welsh-medium secondary provision is fairly small, although the authority acknowledges that there are issues in some areas, in particular Welshpool and Llandrindod Wells. The authority will seek to address these issues through the establishment of a Welsh-medium primary school in Welshpool, as outlined in Objective 1.1, and through the establishment of a Welsh-medium school in Mid Powys, as outlined in Objective 1.2.

It is also noted that a small number of Welsh-medium pupils in the Dyffryn Banw and Bro Ddyfi areas choose to transfer to English-medium secondary provision instead of continuing to access Welsh-medium provision. The authority will expect enhanced collaboration between these schools and the secondary schools in those areas in order to address this.

Main objectives in order to achieve Outcome 2

Ref	Objective	Supporting Statement	Timescale
2.1	Continue with the work to establish one or more category 2A schools in north Powys	<p>Since 2015, the council has been investigating the feasibility of establishing a category 2A school or schools in north Powys. This early feasibility work has identified Newtown and/or Welshpool as the most suitable location(s) to develop new category 2A provision, building upon the growth and planned growth in primary Welsh-medium pupil numbers in these two towns.</p> <p>The authority will now develop a detailed options analysis, in order to submit a business case for 21st Century Schools Funding (Band B).</p>	Work on developing a Strategic Outline Case will begin in November 2017 for submission to Welsh Government in accordance with their timescales for Band B funding.
2.2	Develop the Welsh-medium provision in Mid and South Powys	<p>In July 2017, the council's Cabinet considered an Objection Report relating to a proposal to close the Welsh-medium stream at Brecon High School, which would see the centralisation of Welsh-medium secondary provision for Mid and South Powys in Builth Wells. At the meeting, the Cabinet rejected the proposal to close the Welsh-medium stream, and approved the retention of Welsh-medium provision at Brecon High School.</p> <p>However, the number of pupils accessing Welsh-medium provision at both Brecon High School and Builth Wells High School (which will become part of the New Mid Powys Secondary School from the 1st September 2018) remains small, which is impacting on the subject provision that can be offered. This is a particular concern at KS4 and post-16.</p>	The school communities involved to develop their Welsh-medium programme to ensure future resilience.
2.3	Formalise the arrangement with Neath Port Talbot in relation to pupil transfer to Ysgol Gyfun Ystalyfera	Free transport is provided to enable Welsh-medium learners in the Ystradgynlais area to access dedicated Welsh-medium provision at Ysgol Gyfun Ystalyfera, located in Neath Port Talbot. However, there is no formal arrangement with Neath Port Talbot County Borough Council to support this arrangement.	Formalising the arrangement with Neath Port Talbot County Borough Council to commence once a final decision has been made in respect of the Welsh-

		<p>The authority's previous WESP for 2014-17 included a commitment to formalise this arrangement, however this was not achieved. It is now essential that this agreement is formalised, in order to ensure continued access to a full Welsh-medium curriculum for Powys learners.</p> <p>Should the council's Cabinet approve the closure of the Welsh-medium stream at Brecon High School, as outlined in Outcome 2.2, the agreement with Neath Port Talbot County Borough would need to include pupils in the Sennybridge area. Therefore this will be taken forward once a final decision has been made in respect of the Welsh—medium stream at Brecon High School.</p>	<p>medium stream at Brecon High School.</p> <p>To commence before the end of December 2017 at the latest.</p>
2.4	As part of the establishment of a new Welsh-medium primary school in Welshpool, increase the number of pupils from Welshpool continuing to access Welsh-medium provision on transfer to secondary school.	<p>The number and proportion of Welsh-medium pupils attending Ysgol Maesydre that transfer to Ysgol Uwchradd Caereinion to access Welsh-medium secondary provision is low.</p> <p>In conjunction with the establishment of a new Welsh-medium primary school in Welshpool, the authority will work with the headteacher and governing body of the new school to establish transition links with the designated Welsh-medium secondary provider for the Welshpool area.</p>	Work to commence following the establishment of the new Welsh-medium school in Welshpool in September 2017.
2.5	Identify opportunities to establish late immersion provision	<p>The council does not currently provide any opportunities for pupils who have been educated through the medium of English in the primary sector to transfer to the Welsh-medium sector for their secondary education, however in the past, this provision was available at Builth Wells High School and Llanfyllin High School.</p> <p>During the lifetime of this WESP, the authority will identify opportunities to re-introduce this type of provision in Powys.</p> <p>The authority acknowledges that dedicated Welsh-medium secondary provision provides the best opportunity for pupils to be immersed in the Welsh language and the best opportunity for this type of scheme</p>	The establishment of late immersion provision in north Powys will be taken forward as part of the work to establish one or more category 2A secondary schools in north Powys, as outlined in 2.1

		to be successful. Therefore, the establishment of provision for latecomers in the secondary phase will be a key consideration as part of any move to establish category 2A secondary provision.	
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Outcome 3 More students aged 14-16 studying for qualifications through the medium of Welsh

Outcome 4 More students aged 14-19 studying subjects through the medium of Welsh in schools, colleges and work-based learning

Current Position

In 2015/16, 85.19% of learners entered for GCSE Welsh First Language were entered for at least two further Level 1 or Level 2 qualifications through the medium of Welsh.

The following targets have been set for the live of this Welsh in Education Strategic Plan:

	Current Position – 2015/16	2016/17	2017/18	2018/19	2019/20
% of learners entered for GCSE Welsh (first language) entered for at least two further Level 1 or Level 2 qualifications through the medium of Welsh	85.19%	85.5%	86%	86.5%	87%

Whilst these targets do not appear to be aspirational, the authority's view is that this is a realistic reflection of the current position. The authority has recognised that 'significant changes are needed to the way Welsh-medium education is delivered within the county in order to encourage confidence in the system and an increase in the number and percentage of pupils accessing Welsh-medium education throughout their educational careers'. However, the authority has also recognised that it will take time for these changes to take effect.

Current Welsh-medium provision

As outlined in relation to Outcome 2, Welsh-medium secondary provision through all phases of education is provided through a number of dual stream schools located throughout Powys. However, the number of Welsh-medium pupils and the range of subjects provided at each school varies significantly. Due to the small number of pupils at some dual stream schools, it is particularly challenging to provide Welsh-medium subjects in Key Stages 4 and 5. The authority's WESP for 2014-17 stated the authority's aim that all dual stream secondary schools would become category 2B secondary schools by September 2020, to ensure that pupils are able to access sufficient Welsh-medium provision to

enable them to continue to develop their Welsh-medium skills during their time at secondary school. However, progress towards achieving this aim has been limited, particularly in respect of Key Stage 4 provision, and this is compounded by the challenging financial situation faced by the authority, which will make it increasingly difficult to achieve this target by 2020. The authority is now keen to identify alternative options in order to improve the opportunities available to Welsh-medium pupils through all key stages, which are outlined in Outcome 2.

Welsh-medium and bilingual sixth form provision is provided by four schools – Builth Wells High School, Caereinion High School, Llanfyllin High School and Ysgol Bro Hyddgen. Courses are commissioned by the authority through the North Powys Collaboration and the South Powys Collaboration.

The majority of vocational provision in Powys is provided by NPTC Group of Colleges at their campuses in Newtown and Brecon. However, there is currently no Welsh-medium provision at either campus. Some vocational courses are provided in Welsh or bilingually at some secondary schools, however the range of courses available is small.

Main objectives in order to achieve Outcomes 3 and 4

The authority's objectives in order to increase the number of GCSE subjects available, and therefore the number of students studying for GCSE subjects through the medium of Welsh are provided within the objectives for Outcome 2.

The authority's objectives in order to increase the post-16 provision available, and therefore the number of students studying post-16 subjects through the medium of Welsh are also provided within the objectives for Outcome 2. This includes access to Welsh-medium vocational provision.

Ref	Objective	Supporting Statement	Timescale
3/4.1	Continue to support schools to increase post-16 opportunities for Welsh-medium learners	The authority acknowledges that Welsh-medium opportunities at post-16 vary significantly throughout the county, and the situation is expected to worsen due to the continued decrease in pupil numbers, and subsequently the post-16 funding that the authority receives from Welsh Government. The authority receives a Welsh-medium post-16 uplift grant from the Welsh Government to support the funding of Welsh-medium post-16 courses. This is allocated to schools that offer Welsh-medium post 16 provision. The schools that receive this funding provide courses through the medium of Welsh, however the number and range of courses provided is limited.	Throughout the period of the WESP

		<p>Because of the small numbers involved, schools are increasingly looking for opportunities to merge classes and provide subjects bilingually, which does not meet the aspirations of this WESP.</p> <p>Ysgol Bro Hyddgen, Machynlleth have a successful Post-16 partnership with Ysgol Gyfun Penweddig to provide enhanced subjects for the 14-19 year olds at the school. Builth Wells High School is currently collaborating with Coleg Sir Gar to provide Agriculture KS4 through the medium of Welsh.</p> <p>The authority will explore opportunities to collaborate with vocational providers to introduce new Welsh-medium vocational subjects.</p>	
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Outcome 5 More students with advanced skills in Welsh

5.1 Welsh First Language

Current Position

Data relating to pupil attainment in Welsh First Language and targets for the life of this Welsh in Education Strategic Plan are provided in Annex A.

Powys County Council supports all schools to improve Welsh language literacy standards by ensuring that the requirements of the National Curriculum, the National Literacy Framework and the new WJEC syllabus for Welsh First Language are met. Support for Welsh First Language is provided by the authority's Challenge Advisors, and in particular by the lead Challenge Advisor for Welsh. Training opportunities are provided by the local authority and ERW.

ERW officers work collaboratively to support local authorities across the region by identifying priorities for improving Welsh language and literacy skills across the region. An effective menu of support is agreed, and training resources are developed and used to deliver training across the region, in order to ensure consistency in the approach across the ERW region.

Local priorities are identified annually in the Level 3 plan for Literacy within the Schools Service's Accountability Framework, following a detailed evaluation of standards. Measurable targets and a clear timescale are identified and progress is monitored quarterly.

Opportunities for Welsh-medium pupils to use the language in formal and non-formal settings are provided by schools themselves, as well as Menter Maldwyn and Menter Brycheiniog, the Urdd and the YFC. During the period of the previous WESP, a wide range of opportunities were provided for all Powys schools to take part in Welsh language activities during the period leading up to the National Eisteddfod, which was held in Meifod in 2015. During the period of this WESP, the Urdd National Eisteddfod will be held near Builth Wells in 2018. This will provide many opportunities for pupils, particularly those in Mid and South Powys, to take part in Welsh language activities, and the authority will work with the Urdd and Menter Brycheiniog to ensure that opportunities for Welsh-medium pupils to take part in activities through the medium of Welsh are maximised.

One school in Powys, Ysgol Gymraeg Dyffryn y Glowyr, located in the Ystradgynlais area, is already taking part in 'Tanio'r Ddraig', the Welsh Language Charter introduced by Ysgol Gyfun Ystalyfera and its feeder schools in 2014. Ysgol Gymraeg Dyffryn y Glowyr has achieved the Silver award, and is now working towards the Gold award. The authority is keen to ensure that all Powys schools are involved in the Welsh Language Charter initiative, in order to promote the use of the Welsh language within schools, and will introduce a Welsh language Charter for schools teaching through the medium of Welsh from September 2017.

Main objectives in order to achieve Outcome 5 – Welsh First Language

Ref	Objective	Supporting Statement	Timescale
5.1.1	Increase the % of schools performing in the higher 50% of similar schools in Welsh First Language by providing training on aspects of Welsh and encouraging school to school support	<p>Currently, 41% (9 schools) are performing in the lower 50% of similar schools.</p> <p>School and local authority data is analysed annually and individual schools are targetted for support and challenge by Challenge Advisors during annual visits in the autumn term.</p> <p>School performance is evaluated annually through data analysis and visits to every school in the local authority.</p>	By 2020
5.1.2	<p>Increase the % of pupils that achieve the highest level with regard to Welsh First Language at the end of each Key Stage:</p> <ul style="list-style-type: none"> - Foundation Phase – increase the % of pupils attaining Outcome 6 to 48% - Key Stage 2 – increase the % of pupils attaining Level 5 to 55% - Key Stage 3 – increase the % of pupils attaining Level 6 to 65% - GCSE – Increase the % of pupils 	<p>Foundation Phase The current percentage is 39.3%. This is above the national average of 36.2%</p> <p>Key Stage 2 The current percentage is 44.3%. This is above the national average of 38.0%. Powys is ranked 4th when compared with other authorities in Wales</p> <p>Key Stage 3 The current percentage is 52.8%. This is below the national average of 57.3%. However, small cohorts are a significant factor and result in fluctuations in percentages from year to year.</p> <p>Key Stage 4 The current percentage is 63.7% (provisional)</p>	<p>Increase the % of pupils achieving the higher outcomes / levels by 2020. (Consideration must be given to the changes in assessment arrangements as from Setember 2018 at Foundation Phase, key stage 2 and key stage 3)</p> <p>Key stage 4 – 80% to achieve the Level 2 by 2020.</p>

	achieving A* - B to 80%		
5.1.3	Introduce the Welsh Language Charter for Welsh First Language, with the aim that all primary schools that teach through the medium of Welsh are part of the scheme.	<p>The Council has observed the positive impact Welsh Language Charters have had on the use of Welsh outside the classroom in areas such as Gwynedd and Ysgol Gyfun Ystalyfera and its feeder schools, including Ysgol Gymraeg Dyffryn y Glowyr, which has achieved the Silver award and is now working towards the Gold award.</p> <p>The Council is keen to provide opportunities for Powys schools to offer similar opportunities for pupils, in order to promote the use of the Welsh language.</p>	<p>Welsh Language Charter to be launched in September 2017.</p> <p>All schools that teach through the medium of Welsh to achieve the Bronze award within 12 months.</p> <p>After achieving the Bronze award, schools to work towards the Silver award.</p>

5.2 Welsh Second Language

Current Position

Data relating to pupil attainment in Welsh Second Language and targets for the life of this Welsh in Education Strategic Plan are provided in Annex A.

Powys County Council supports all schools to improve Welsh second language through the Athrawon Bro service. This consists of 5 Athrawon Bro and 1 Uwch Athrawes Fro. Schools are categorised based on a set of criteria which is used to determine their support needs, and a greater level of support is provided to category 2 and 3 schools. The Athrawon Bro support the teaching and learning of Welsh as a Second Language and the development of pupils' bilingual skills from Foundation Phase to Key Stage 4 in settings where Welsh is delivered as a second language. The team provide additional targeted support to schools pre and post inspection and provide standardization, moderation support for clusters to improve practice in primary schools and to raise standards. The team also provide a range of training courses for schools; these concentrate on improving language skills and teaching methodology. Follow-up support and mentoring sessions are also provided for teachers and learning support assistants who have completed Sabbatical Schemes.

Local priorities are identified annually in the Level 3 plan for Literacy within the Schools Service's Accountability Framework, following a detailed evaluation of standards. Measurable targets and a clear timescale are identified and progress is monitored quarterly.

Schools teaching Welsh as a Second Language are expected to provide a range of opportunities for pupils to use Welsh within the school day. There are also opportunities for pupils to access activities provided by Menter Maldwyn and Menter Brycheiniog, the Urdd and the YFC. A wide range of opportunities were provided for all Powys schools to take part in Welsh language activities during the period leading up to the National Eisteddfod, which was held in Meifod in 2015. During the period of this WESP, the Urdd National Eisteddfod will be held near Builth Wells in 2018. This will provide many opportunities for pupils, particularly those in Mid and South Powys, to take part in Welsh language activities.

The authority has been working with other authorities within ERW to establish a Welsh Language Charter for schools teaching Welsh as a Second Language. 46 schools in Powys have received appropriate training to enable them to implement the Welsh Language Charter in their schools starting in September 2016/17.

Main objectives in order to achieve Outcome 5 – Welsh Second Language

Ref	Objective	Supporting Statement	Timescale
5.2.1	<p>Increase the % of pupils that achieve the highest level with regard to Welsh Second Language at the end of each Key Stage:</p> <ul style="list-style-type: none"> - Key Stage 2 – increase the % of pupils attaining Level 5 to 35% - Key Stage 3 – increase the % of pupils attaining Level 6 to 53% - GCSE – Increase the % of pupils achieving A* - B 	<p>Key Stage 2 The % of pupils achieving level 5+ in 2016 is 33.7%. This is well above the national average of 23.3%. The data evidences a significant upward trend over the last three years, with a 10.9 percentage point increase since 2014.</p> <p>Key Stage 3 The % of pupils achieving a level 6+ in 2016 is 52.1%. This is well above the national average of 44.6%. Again, the data evidences a significant upward trend over three years, with a 22 percentage point increase since 2014.</p>	<p>Key Stage 2 – increase the % of pupils attaining Level 5 to 35% by 2019</p> <p>Key Stage 3 – Increase the % of pupils attaining Level 6 to 53% by 2019</p> <p>Key Stage 4 – Increase the % of pupils achieving A*-B by 2019</p>

5.2.2	Implement the Welsh Language Charter for Welsh Second Language schools, with the aim that all second language schools adopt the Charter and achieve the bronze award during the period of the WESP.	<p>The authority has been working with other authorities within ERW to establish a Welsh Language Charter for schools teaching Welsh as a Second Language. The aim for the Charter is to ensure that additional opportunities are provided for pupils to use Welsh outside the classroom.</p> <p>46 schools in Powys have received appropriate training to enable them to implement the Welsh Language Charter in their schools starting in September 2016/17.</p>	All schools teaching Welsh as a Second Language to adopt the Charter and achieve the bronze award by 2020.
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Outcome 6 Welsh medium provision for learners with additional learning needs (ALN)

Current Position

Demand for Welsh-medium provision for additional learning needs in mainstream education is met through Welsh-medium schools or streams. Support is provided via the authority's Welsh-medium Special Educational Needs Advisory Teacher, and through informal networks of ALN support teachers who share resources.

Specialist Welsh-medium provision for pupils with ALN is available at the Specialist Centre at Ysgol Gymraeg Dyffryn y Glowyr, Ystradgynlais, and bilingual provision is available at Ysgol Bro Hyddgen, Machynlleth. There are no facilities to provide Welsh-medium or bilingual provision at any other Specialist Centres throughout Powys.

There are no opportunities to access Welsh-medium Special School provision in Powys, however there are opportunities to access provision in neighbouring authorities where there is accessible provision available. Any request for a Powys pupil to access Welsh-medium provision in a Special School located in another authority would be considered by the authority's SEN Statutory Panel.

The authority collaborates with other authorities within the ERW consortium. This work has included pooling the support resources that are available to provide Welsh-medium ALN support.

The authority has no formal collaboration arrangement with any other authority with regard to ALN support, however there is an opportunity to work with Ceredigion local authority to access Welsh language support, particularly with regard to education psychology support.

Main objectives in order to achieve Outcome 6

Ref	Objective	Supporting Statement	Timescale
6.1	Carry out an audit of ALN provision	Whilst demand for Welsh-medium ALN provision is monitored on an on-going basis, and the authority aims to respond to individual requests, the authority has not carried out a formal audit of the provision available in order to identify areas which need to be developed further.	Audit to be carried out during 2017. Findings of audit to be shared with stakeholders through the Welsh-medium Education Forum and Welsh Language Forums during the 2017/18 academic year.

			Further actions to be identified following completion of the audit.
6.2	Ensure that consideration is given to the need to provide access to Welsh-medium provision as part of the review of Special Schools in North Powys which is currently ongoing	<p>There is currently no Welsh-medium Special School provision in Powys.</p> <p>The authority is currently reviewing Special School provision in North Powys. As part of this review, the authority will consider the need to provide access to Welsh-medium provision.</p>	New Special School provision to be taken forward in Band B of the 21st Century Schools programme.

Outcome 7 Workforce planning and continuing professional development

Current position

Individual schools are responsible for recruiting teachers that have the appropriate skills to meet the school's needs. Where a school is seeking to appoint a teacher to teach through the medium of Welsh, this will be an essential requirement of the position. Overall, there doesn't appear to be a problem with recruiting teachers to teach through the medium of Welsh in the primary sector, however in some areas of Powys, recruitment is becoming increasingly challenging. Schools in some areas of Powys do have difficulty finding Welsh-speaking supply teachers.

However, there are significant difficulties with recruiting Welsh-speaking headteachers in the primary sector in Powys. Where schools are unable to appoint permanent headteachers, temporary arrangements are made, such as acting headships, which vary in length. Recruiting Welsh-speaking headteachers can be a particular issue in dual stream schools, and a number of dual stream schools have appointed headteachers who have limited Welsh language skills as they have been unable to recruit a Welsh-speaking headteacher. This is a concern, and does not meet the authority's aim to provide full immersion to Welsh-medium pupils. The authority aims to address this issue through the stated objectives in relation to Outcome 1.

In the secondary sector, the authority is aware that some schools have had difficulty recruiting teachers to teach through the medium of Welsh in certain subject areas. The authority aims to address these issues through the stated objectives in relation to Outcome 2.

The authority works in conjunction with Aberystwyth University to offer opportunities for staff working in English-medium schools and streams to attend the Welsh-language Sabbatical Scheme, in order to improve their Welsh language skills.

Main objectives in order to achieve Outcome 7

Ref	Objective	Supporting Statement	Timescale
7.1	In conjunction with Aberystwyth University, offer an opportunity for teachers and teaching assistants throughout Powys to improve their Welsh language skills by offering Sabbatical courses at	49 teachers and 52 teaching assistants have attended Sabbatical courses since 2012. During the 2016/17 academic year, the course is being offered in Newtown.	Courses to be provided annually up until 2020

	strategic locations across Powys		
7.2	Provide post-course support for all Powys staff that participate in the Sabbatical scheme.	<p>Post-course support is provided by the Athrawon Bro service for Powys staff that participate in the Sabbatical scheme.</p> <p>This support consists of a revision course during the year after they completed the Sabbatical course. In addition, all staff that have attended Sabbatical courses receive regular support from the Athrawon Bro team during their regular visits to schools. Regular discussions take place with the headteachers of schools where staff have attended the Sabbatical scheme and targets are agreed to ensure that opportunities are provided for past participants in the scheme to continue to develop their Welsh language skills.</p>	<p>Post-course support to be provided for all staff that participate in Sabbatical courses.</p> <p>Support to planned annually in accordance with EIG funding.</p>

Annex 1 Data

Outcome 1 More seven-year-old children being taught through the medium of Welsh

	Current Position – 2015/16	2016/17	2017/18	2018/19	2019/20
% of pupils assessed in Welsh (first language) in Year 2	18.5%	19.0%	19.5%	20.0%	20.5%

The authority does not expect to see a significant increase in the percentage of seven-year-old children being taught through the medium of Welsh during the lifetime of this WESP.

Outcome 2 More learners continuing to improve their language skills on transfer from primary school to secondary school

	Current Position – 2015/16	2016/17	2017/18	2018/19	2019/20
% of pupils assessed in Welsh (first language) in Year 9	14.1%	14.5%	14.5%	14.5%	14.5%

The authority does not expect to see a significant increase in the percentage of year 9 pupils taught through the medium of Welsh during the lifetime of this WESP.

How does this figure compare with percentage of learners in Year 6 who were assessed in Welsh (First Language) three years earlier?

% of learners in Year 6 assessed in Welsh (First Language) – 2012/13	% of Year 9 pupils assessed in Welsh (first language) – 2015/16	Difference in percentage
17.3% (229 pupils)	14.1% (176 pupils)	3.2% (53 pupils)

Whilst this appears to show that a large number of pupils do not continue to be assessed in Welsh (first language), it must be noted that Welsh-medium pupils from the Ystradgynlais area, and increasingly pupils from the Sennybridge area, transfer out of county to access Welsh-medium secondary provision at Ysgol Gyfun Ystalyfera. In 2012/13, there were 34 year 6 pupils at Ysgol Gymraeg Dyffryn y Glowyr, in the Ystradgynlais area. 30 of these pupils transferred to Welsh-medium secondary provision out-of-county, however these pupils are not reflected in the figures above.

Effective transfer and linguistic continuity

i) Number and percentage of pupils attending non-maintained Welsh-medium settings and funded non-maintained Welsh-medium settings who transfer to Welsh-medium schools/streams

The following table provides data received from Mudiad Meithrin on the number and percentage of children attending Cylchoedd Meithrin in Powys that transferred to a Welsh-medium school or stream.

Cylch Meithrin	Number of pupils that transferred to a Welsh-medium school or stream from September 2015 to July 2016	% that transferred to a Welsh-medium school or stream
Arch yr Enfys (Rhayader)	8	50%
Brecon	13	100%
Carno	10	90.91%
Dyffryn Banw	4	100%
Glantwymyn	10	100%
Llanbrynmair	9	100%
Llandrindod	13	76.47%
Llanfair Caereinion	11	64.71%
Llanfyllin	8	88.89%
Llanrhaeadr-ym-Mochnant	1	25%
Llansilin	1	100%
Machynlleth	44	64.71%
Newtown (Red)	0	0%
Newtown (Yellow)	21	87.50%
Penybontfawr	9	100%
Pontrobert	4	80%
Sennybridge	11	40.74%
Welshpool	12	80%

- ii) **Number and percentage of pupils studying through the medium of Welsh at the end of the Foundation Phase who continue to access Welsh-medium provision in Key Stage 2**

	Total number of year 2 pupils in Welsh-medium education (PLASC January 2016)	Total number of year 3 pupils in Welsh-medium education (Sept. 2016)	% of pupils continuing in Welsh-medium education at the school
Ardwyn Nursery and Infants School / Ysgol Maesydre	10	10	100%
Builth Wells CP School	14	14	100%
Llanfair Caereinion CP School	11	11	100%
Llanfyllin CP School	9	9	100%
Llanrhaeadr-ym-Mochnant CP School	9	9	100%
Ysgol Bro Hyddgen	24	23	96%
Rhayader C in W School	7	7	100%
Sennybridge CP School	6	5	83%
Ysgol Carno	6	6	100%
Ysgol Dafydd Llwyd	27	27	100%
Ysgol Dolafon	2	1	50%
Ysgol Dyffryn Banw	4	4	100%
Ysgol Dyffryn Trannon	16	16	100%
Ysgol Glantwymyn	12	12	100%
Ysgol Gymraeg Dyffryn y Glowyr	30	33	110%
Ysgol Llanbrynmair	7	7	100%
Ysgol Llanerfyl	4	4	100%
Ysgol Pennant	5	6	120%
Ysgol Pontrobert	3	3	100%
Ysgol Rhiw Bechan	11	11	100%
Ysgol Trefonnen	9	8	89%
Ysgol y Bannau	16	15	94%
Powys Total	242	241	99.5%

iii) Number and percentage of pupils in Welsh-medium schools/streams transferring to Welsh-medium secondary schools/streams at the end of Key Stage 2

	Total number of year 6 pupils in Welsh-medium education (PLASC January 2016)	Total number of pupils transferring to Welsh-medium secondary schools/streams (Sept. 2016)	% of pupils transferring to Welsh-medium schools/streams
Ardwyn Nursery and Infants School / Ysgol Maesydre	3	0	0%
Builth Wells CP School	20	17	85%
Llanfair Caereinion CP School	12	12	100%
Llanfyllin CP School	5	4	80%
Llanrhaeadr-ym-Mochnant CP School	5	5	100%
Ysgol Bro Hyddgen	19	18	95%
Rhayader C in W School	6	6	100%
Sennybridge CP School	6	4	67%
Ysgol Carno	4	2	50%
Ysgol Dafydd Llwyd	23	23	100%
Ysgol Dolafon	0	N/A	N/A
Ysgol Dyffryn Banw	8	5	63%
Ysgol Dyffryn Trannon	8	7	88%
Ysgol Glantwymyn	7	5	71%
Ysgol Gymraeg Dyffryn y Glowyr	33	23	70%
Ysgol Llanbrynmair	8	6	75%
Ysgol Llanerfyl	8	6	75%
Ysgol Pennant	10	9	90%
Ysgol Pontrobert	8	8	100%
Ysgol Rhiw Bechan	3	2	66%
Ysgol Trefonnen	12	2	17%
Ysgol y Bannau	20	13	65%
Powys Total	228	177	78%

iv) **Number and percentage of pupils studying through the medium of Welsh in Key Stage 3 who continue to study through the medium of Welsh in Key Stage 4**

	Total number of year 9 pupils in Welsh-medium/ bilingual education (Welsh-medium returns 2015-16)	Total number of year 10 pupils in Welsh-medium/ bilingual education (Information provided by schools, November 2016)	% of pupils continuing in Welsh-medium/ bilingual education
Brecon High School	4	3	75%
Builth Wells High School	31	30	97%
Caereinion High School	50	49	98%
Llanfyllin High School	22	21	95%
Llanidloes High School	16	15	94%
Ysgol Bro Hyddgen	36	43	119%

Outcome 3 More learners aged 14-16 studying for qualifications through the medium of Welsh

Outcome 4 More learners aged 16-19 studying subjects through the medium of Welsh in schools, colleges and work-based learning

Increasing the percentage of learners aged 14 -16 studying for qualifications through the medium of Welsh

	Current Position – 2015/16	2016/17	2017/18	2018/19	2019/20
% of Year 11 learners who are entered for GCSE Welsh First Language who are studying for 5 or more <u>further</u> Level 1 or Level 2 qualifications through the medium of Welsh	51.85%	52%	52.5%	53%	53.5%

% of Year 11 learners who are entered for GCSE Welsh First Language who are studying for 2 or more <u>further</u> Level 1 or Level 2 qualifications through the medium of Welsh	85.19%	85.5%	86%	86.5%	87%
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The authority does not expect to see a significant increase in the percentage of year 11 pupils studying for qualifications through the medium of Welsh during the lifetime of this WESP.

Increasing the percentage of learners aged 16-19 who study subjects through the medium of Welsh in schools

	Current Position – 2015/16	2016/17	2017/18	2018/19	2019/20
% of learners aged 16-19 who study 2 or more subjects through the medium of Welsh	1.76% (22 pupils)	1.8%	1.9%	2.0%	2.1%
% of learners aged 16-19 who study 2 or more subjects through the medium of Welsh or bilingually	2.16% (27 pupils)	2.2%	2.3%	2.4%	2.5%

The authority does not expect to see a significant increase in the percentage of learners aged 16-19 studying subjects through the medium of Welsh or bilingually during the lifetime of this WESP.

Outcome 5 More learners with higher skills in Welsh

5.1 Improving provision and standards in Welsh First Language

	Current Position 2015/16	2016/17	2017/18	2018/19	2019/20
% of learners at the end of the Foundation Phase who reach at least Foundation Phase Outcome 5 in Language, Literacy and communication skills	93.8%	94%	94.2%	94.6%	94.8%
% of learners at the end of Key Stage 2 who reach at least Level 4 in teacher assessment in Welsh	95.6%	96.5%	96.7%	96.8%	97%
% of learners at the end of Key Stage 3 who reach at least Level 5 in teacher assessment in Welsh	94.3%	94.5%	95%	95.5%	96%
% of learners at the end of Key Stage 4 who achieve grades A* - C in GCSE Welsh first language	65.2%	77%	77%	77%	77%

5.2 Improving provision and standards in Welsh Second Language

	Current Position 2015/16	2016/17	2017/18	2018/19	2019/20
% of learners at the end of Key Stage 2 who reach at least Level 4 in the teacher assessment of Welsh Second Language	81.8%	82%	82.5%	83%	83.5%
% of learners at the end of Key Stage 3 who reach at least Level 5 in the teacher assessment of Welsh Second Language	86.6%	87%	87.3%	87.6%	88%
% of learners at the end of Key Stage 4 who achieve grades A* - C in GCSE Welsh Second Language Full Course	71.7%	75%	75%	75%	75%
% of learners at the end of Key Stage 4 who achieve grades A* - C in GCSE Welsh Second Language Short Course	58.1%	N/A	N/A	N/A	N/A

More learners with higher-level Welsh language skills

Number of GCSE Welsh First Language Entries in 2014	Number of A Level Welsh First Language Entries in 2016
150	15

Number of GCSE Welsh Second Language Entries in 2014	Number of A Level Welsh Second Language Entries in 2016
Full Course – 575 Short Course – 518	19

Outcome 6 Welsh-medium provision for learners Additional Learning Needs

No data required

Outcome 7 Workforce planning and Continuous Professional Development

No data required

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Eich cyf/Your ref
Ein cyf/Our ref

Ian Budd
Director of Education
Powys County Council
County Hall
Spa Road East
Llandrindod Wells
Powys LD1 5LG

4 August 2017

Dear Ian Budd,

I have now considered your draft Welsh in Education Strategic Plan. As you will know from discussions between our respective officials, I suggest that the issues outlined below need to be addressed in the plan. I'm sure you agree that it's important that the authority takes appropriate ownership over its own plan. Therefore, I invite you to address these issues and submit an amended plan. I will then make the decision whether or not to approve that plan.

Can I thank you for the time and effort you have put into this phase of Welsh education planning. With the launch of our *Cymraeg 2050* Strategy, this is a new and exciting time for us all. To fulfil our vision for a million Welsh speakers by 2050, we need to make some radical and far reaching changes to the way we work as a government and how we plan Welsh medium education. We are on the cusp of significant change and Welsh Government can not do this on its own.

You will know by now that I want changes to the way we plan for Welsh medium education and I want to do this with you so we can work together to provide Welsh medium education with a strong framework for growth. Working in partnership is mutually beneficial and is the only way that we will achieve the million Welsh speakers by 2050.

Issues to be addressed

Below are the issues we think need addressing within your plan. We realise that in some cases, you will need to go through your own approval process, but we would ask if you could present your amended plan to us as soon as possible or no later than **29 September 2017**. This of course will be dependent on your consultation processes.

Bae Caerdydd • Cardiff Bay
Caerdydd • Cardiff
CF99 1NA

Canolfan Cyswllt Cyntaf / First Point of Contact Centre:
0300 0604400

Gohebiaeth.Alun.Davies@llyw.cymru
Correspondence.Alun.Davies@gov.wales

Rydym yn croesawu derbyn gohebiaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

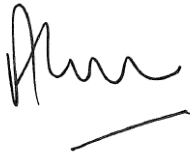
We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

It is for you to decide what constitutes fair and open consultation in terms of timescales. It is important that all those with an interest in Welsh medium education have an opportunity to contribute their views.

This feedback includes Aled Roberts' views and these are attached in full as annex 1.

- Ensure commitment to the establishment of a Category 2A school in north Powys
- Need details about the intention to establish Welsh-medium education in the Gwernyfed catchment area, review primary provision in the Llanidloes and mid Powys areas and address the increasing demand at Ysgol Gymraeg Dyffryn y Glowyr
- Develop an action plan to improve progression rates in the Welsh-medium sector from primary to secondary provision across Powys
- Need commitment to establish a centre for latecomers to include a timetable and information on the likely model
- Need clearer objectives for workforce planning and development

You may have my assurance that my officials will provide any support, advice or guidance necessary.

A handwritten signature in black ink, appearing to read 'Alun', with a horizontal line underneath.

Alun Davies AC/AM

Gweinidog y Gymraeg a Dysgu Gydol Oes
Minister for Lifelong Learning and Welsh Language

POWYS

VISION

The vision is clear and the authority acknowledges that "there is a need for fundamental change in Powys to ensure that all learners can access robust, provision of high quality from their early years onwards."

OUTCOME 1

A fundamental change is needed as the numbers that are being assessed age 7 in Welsh under **Outcome 1** have decreased since the last plan. It is likely that what we have here are projections for the children already within the system. It would be beneficial to see the numbers and percentages included here. By now action is needed, rather than conducting numerous reviews.

As a starting point, targets should be agreed with Mudiad Meithrin in order to improve the percentages that are currently transferring from pre-school settings to the Foundation Phase. It will be necessary to understand parents' reasons for not transferring to a Welsh medium primary and accepting responsibility as an authority to take action. . A definite policy at county level is also needed to get to grips with the trend of classes within dual-stream schools merging and the Welsh language being weakened as a result.

There is reference within plan to a report about measuring demand in the north of the County - are there any specific messages from that work and actions that can be included within the WESP? The plan is weak in terms of concrete steps that can be taken in terms of training, marketing and promotion and immersion work.

The decision to establish a Welsh primary school in Welshpool is welcome but the possibility of accelerating the timetable to review the areas listed within the Plan between 2017 and 2019. There is a need to specify the intention to establish a Welsh stream in the Gwernyfed area and understand what the authority is doing in the meantime about pressures regarding numbers within Ysgol y Glowyr in Ystradgynlais if the review does not take place until 2019.

Why is it necessary to wait until the end of the 2018/19 academic year before agreeing a venue for a centre for latecomers and why wait until 2019/20 for any plans regarding immersion?

OUTCOME 2

The fact that the county acknowledges that the targets within **Outcome 2** are not ambitious enough is a concern and there is no increase in the percentage of pupils who are being assessed in Welsh within the next three years.

If the authority accepts that they intended to "offer equitable provision for learners in the Welsh medium secondary sector that will lead to a reduction in the proportion of pupils who will continue to take advantage of Welsh medium provision when they transfer to secondary school in the short term," there is a need to understand what strategies are in place to deal with this in the long term. The Authority also recognises that there are problems of continuity in some areas namely Welshpool and Llandrindod Wells but it appears that there are similar problems in areas such as the Banwy Valley, Llanerfyl, Carno, Llanbryn-mair and Cem-maes Road. Perhaps the numbers are small but SMART targets are needed here.

More importantly there is a need for a clear statement on the timescale for the submission of a business case in terms of opening one or more category 2A schools in north Powys during 2017.

OUTCOME 3 AND 4

Objectives within **Outcome 2** will influence **Outcome 3 and 4** targets in due course. However, when considering the relatively small numbers currently following Welsh-medium education at KS4 and KS5 it must be accepted that these are realistic targets rather than aspirational targets. The lack of any post-16 Welsh medium provision however within NPTC Group is a matter of concern and the Council should plan discussion with the college as soon as possible.

OUTCOME 5

The authority should introduce a Language Charter policy within schools as soon as possible in accordance with the vast majority of other counties. There is no reference either to the framework or the mapping work within **Outcome 5**.

OUTCOME 6

There is a need to include the results of the most recent audit of ALN services under **Outcome 6** along with any operational steps to be taken in terms of dealing with any gaps.

OUTCOME 7

In recognising that the authority will face challenges in trying to recruit staff within Welsh schools in some areas **Outcome 7** should detail any strategies to support and train staff in terms of improving their language skills that are currently available to the workforce.

The plan needs to include more detail, targets and even more importantly to demonstrate real commitment to strengthening the Welsh language provision within the County

CYNGOR SIR POWYS COUNTY COUNCIL.

CABINET EXECUTIVE
7th November 2017

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

SUBJECT: 21st C Schools Programme – Capital Investment Band B
(2019 – 2024)

REPORT FOR: Decision

1. Summary

- 1.1 The purpose of this report is to receive and approve the authority's Strategic Outline Programme (SOP) for £113.92m of capital investment in schools as part of the second wave of Welsh Government's 21st C Schools Programme (known as Band B), 2019 – 2024, and to consider options for funding the Programme.

Appendices

Appendix 1 – Strategic Outline Programme Band B

2. Proposal

- 2.1 The 21st Century Schools and Education Programme represents the largest strategic investment in our educational infrastructure since the 1960s. The second wave of investment (Band B) for the 21st Century Schools and Education Programme is due to begin in April 2019 and run until March 2024.
- 2.2 The aims of the Programme are to:
- reduce the number of poor condition schools and colleges;
 - ensure that we have the right size schools and colleges, in the right location that:
 - provide enough places to deliver Welsh and English medium education; and
 - ensure the effective and efficient use of the educational estate.
- 2.3 The Programme is designed to end the piecemeal 'patch and mend' approach to investment in educational infrastructure that has characterised earlier funding packages. Under the 21st Century Schools and Education Programme, Local Authorities and Further

Education Institutions provide strategic plans for their respective areas that reflect a national desire for a suitable, streamlined, and cost effective educational estate. The Programme also addresses local needs such as surplus capacity and provision of places in Faith and Welsh medium education.

- 2.2 The Programme is aligned with national, regional and local strategies, such as: Taking Wales Forward; the Wellbeing of Future Generations Act; the Wales Infrastructure Investment Plan; National Mission for Education; Welsh Language Strategy 2050.
- 2.3 The criteria for Band B funding include:
- improving the condition of educational assets;
 - reductions of surplus capacity and inefficiency in the system;
 - expansion of schools and colleges in areas of increased demand for educational services; and
 - provision of sufficient places to address growth in demand for Welsh medium education
- 2.4 All local authorities and further education colleges were invited to submit their SOPs for Band B funding by 31st July 2017. The authority's SOP is attached at appendix 1, and includes a programme of investment of £113.9m. The projects to be funded have been based on need, and meet the criteria set out by Welsh Government.
- 2.5 Officers have been working with the Welsh Government since July to clarify specific issues related to the SOP. A final decision on the authority's submission is expected in November.

3. Options Considered / Available

- 3.1 There are two funding options available.
- **Traditional capital funding**
Welsh Government has stated that the capital element of the Programme is funded 50% Welsh Government and 50% from partners. Voluntary Aided Schools will be funded at 85%.
- 3.2 It is proposed that the £113.92m capital budget is financed by the following options for the traditional route:
- | | £m |
|----------------------|-------|
| Welsh Government | 56.96 |
| Supported Borrowing | 5.00 |
| Prudential Borrowing | 51.96 |
- 3.3 Based on the current spend profiles the cost of the Prudential Borrowing over 50 years is estimated to be as per Table 1

Table 1 Prudential Borrowing Costs over 50 years

Interest Rate	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	Total
	£000	£000	£000	£000	£000	£000	£000
3.20%	84	434	549	498	299	233	2,097
3.40%	79	448	569	522	311	248	2,176
3.60%	74	461	590	545	322	262	2,255

- **Mutual Investment Model (MIM)**

Projects using revenue funding (MIM) will attract an intervention rate of 75% Welsh Government and 25% from partners. It should be noted that this figure covers the construction and maintenance costs of the projects over a 25 year period.

- 3.4 The MIM is a partnership between the Welsh Government and the private sector to deliver infrastructure schemes in Wales. It is an innovative way to invest in public infrastructure developed in Wales. MIM has been designed by the Welsh Government to finance major capital projects due to a scarcity of capital funding. MIM schemes will see private partners build and maintain public assets. In return, the Welsh Government will pay a fee to the private partner, which will cover the cost of construction, maintenance and financing the project.
- 3.5 At the end of the contract the asset will be transferred into the council's ownership. During the construction phases of the projects, private partners will help the Welsh Government create apprenticeships and traineeships to benefit local communities.
- 3.6 The MIM is to be used for large (in terms of cost), new build projects and it would be possible to lump smaller projects. Remodelling/ refurbishment type projects are to be funded through the traditional capital route.
- 3.7 The authority indicated in its SOP that it would be interested in considering the MIM as a way of funding elements of the programme. Officers have been working with WG officers to model the cost and implications of the MIM.
- 3.8 The initial cost estimate of the MIM using the eligible projects would be an additional £181,700 per annum. Further work is required to see how much the authority spends on the repairs and maintenance on the buildings to compare the MIM rate. The building would have a further 35 year life with no capital cost.

4. Preferred Choice and Reasons

- 4.1 The preferred choice is to continue to explore the MIM as a way of funding elements of Band B, alongside the normal capital funding route.
- 4.2 The reasons for this are that it addresses the affordability of the programme, and releases investment to improve some of the authority's worst condition schools, and meet strategic policy requirements.

5. Impact Assessment

- 5.1 Is an impact assessment required? No
- 5.2 If yes is it attached?

6. Corporate Improvement Plan

- 6.1 The Plan links to the authority's Vision 2025 Corporate Improvement Plan priority for Learning and Skills, which states that pupils in Powys should have access to education provision that is equitable and access to high quality teaching and learning environments.
- 6.2 A key risk to the Council is that it is unable to afford the investment required to improve the condition of schools, therefore pupils continue to be taught in learning environments that are not fit for purpose, particularly in our special schools.

7. Local Member(s)

- 7.1 All local members

8. Other Front Line Services

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

In order to implement the Programme, it is necessary to seek support from a number of services, including schools service, HR, finance, legal, governor support, property, ict and communications. Dependent on the nature of the change proposed, it may be necessary to seek additional support within these service areas from time to time – a resource plan has been developed.

9. Communications

Have Communications seen a copy of this report? Yes

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

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

10.1 Legal - The recommendations in the report can be supported from a legal point of view

10.2 The Capital and Financial Planning Accountant has worked with the Schools Service on producing the estimates in this report in section 3.2, 3.3 and 3.8. The additional cost of the Prudential Borrowing estimated at £2.6m will need to be included in the Service Financial Resources Model as a pressure for the service.

The MIM intervention rate at 75% is an attractive proposition but will need to be weighed against the cost of repairs and maintenance that the authority would be likely to incur over the 25 year life.

The Schools Finance Manager notes the contents of the report and confirms that additional funding will be required to support the additional cost of the Prudential Borrowing as noted by the Capital and Financial Planning Accountant.

10.3 “Corporate Property supports the further exploration of the MIM to see if it would be advantageous to use this model as opposed to the traditional route.”

10.4 HR (if appropriate)

10.5 ICT (if appropriate)

11. Scrutiny

Has this report been scrutinised? 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

Section 151 Officer: “The comments made by finance are noted and a view will need to be taken about the funding source including an assessment of the MIM model.”

The Solicitor to the Council (Monitoring Officer) has commented as follows: “I note the legal comment 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:
<p>1. To approve the Strategic Outline Programme for Band B (2017 – 2020) as set out in Appendix 1 to the report.</p> <p>2. To continue to explore the potential and implications of the two funding streams – capital and revenue – in partnership with Welsh Government and to bring another report to Cabinet with final costs.</p>	<p>To :</p> <ul style="list-style-type: none"> - improve the condition of our educational assets; - reduce of surplus capacity and inefficiency in the system; - expand schools in areas of increased demand for educational services; and - provide sufficient places to address growth in demand for Welsh medium education

Relevant Policy (ies):	Welsh in Education Strategic Plan 2017 – 2020 and Plans for Powys Schools Policy – Vision 2025. Schools Asset Management Policy.		
Within Policy:	Y	Within Budget:	Y

Relevant Local Member(s):	All members
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Person(s) To Implement Decision:	Marianne Evans
Date By When Decision To Be Implemented:	8th November 2017

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

Background Papers used to prepare Report:



Powys Local Authority

Strategic Outline Programme (SOP) – Band B Update

For return by 31 July 2017

Guidance

This form aims to capture the proposed changes to your Band B Programme since the most recent version of your Strategic Outline Programme/ Estate Strategy was agreed.

Please complete all relevant sections of this form including the statement of approval of this information in **Section 12**.

Please note that the budget for Band B of the Programme is fixed and prioritisation of projects will take place should applications for funding exceed the resources available. In the first instance projects will be prioritised based on building condition and sufficiency, but the exercise may take into account other factors such as flexibility of assets, efficiency of the education estate and deprivation.

Please return a signed, electronic copy of the form, to Jo Larnar, Programme Director of 21st Century Schools and Education Programme by Monday 31 July via:

21stcenturyschools@wales.gsi.gov.uk

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1. Requested Band B Programme Envelope

Requested total of Band B envelope <i>e.g. £15,000,000</i>	£113,924,273
Requested Welsh Government contribution <i>e.g. £7,500,000</i>	£56,962,136
LA/ FEI contribution <i>e.g. £7,500,000</i>	£56,962,136

2. Summary of changes

<p>What has changed since the latest version of your SOP/ Estates Strategy? <i>1000 words maximum</i></p> <p>The vision stated in the previous SOP remains the same:</p> <p>Vision: "to develop an efficient education infrastructure that delivers the highest quality learning, offering a broad range of opportunities for welsh medium and faith based learning, supported by 21st century facilities which will enable all Powys learners to maximise their potential."</p> <p>However, the main differences are the adoption and implementation of new policies or policy areas that underpin the Schools Transformation Programme:</p> <ul style="list-style-type: none"> • Schools Organisation Policy (2015) which sets out the authority's vision and ambition for schools in Powys. This has replaced previous school organisation policies. • Welsh in Education Strategic Plan 2017 – 2020, replacing the previous plan that ran from 2014 – 2017 • Refreshed Schools Asset Management Plan • Introduction of the Rural and Small Schools agenda <p>These underpinning policy developments, along with the significant changes to the education infrastructure through the Schools Modernisation/Transformation Programme, are the key changes to the previous SOP.</p> <p>The other key change is the Council's approach to contract management.</p>

In July 2017 Powys County Council and Kier entered a joint venture to create a new company called Heart Of Wales Property Services (HOWPS). This company provides building consultancy services as well as housing and corporate building repairs and maintenance, with pre-existing Powys staff transferring under TUPE. The previous SOP for Band A refers to 'the Council's own in house Project Delivery team'; this service is now provided by the same staff working within HOWPS Consultancy.

A key factor in the development of the joint venture has been the recognition that the capacity of the 'in-house' team has been limited by staff recruitment difficulties, and the belief that opening the service up commercially will both provide wider recruitment opportunities as well as allowing access to wider consultancy services within the partner organisation (Kier).

The approach to contract management has been equally creative, and follows from the belief that the unique advantages of a local consultancy team derive from relatively easy site access in a large rural county, and extensive knowledge of the council's property estate. Accordingly, much of the drawing and design work had been placed with contractors' design teams under D&B contracts, allowing HOWPS Consultancy to focus on client agent and project management activities, thereby ensuring that the delivered buildings are fit for purpose.

The HOWPS Consultancy team will remain actively involved throughout the duration of the project fulfilling the intelligent client role once the project is passed over to the successful contractor, thus ensuring continuity of professional staff representing Powys CC interests during all stages of the project programme.

3. Strategic Case

How does your Programme link to local and national strategies e.g. the Wellbeing of Future Generations (Wales) Act 2015, Welsh medium and childcare strategies?
1000 words maximum

Powys County Council's (PCC) Corporate Improvement Plan underpins the authority's vision and objectives and sets out the way in which the council intends to develop and improve its services.

Like all councils, PCC continue to face serious financial challenges and recognise that many of our residents are also facing hardships. The financial climate has meant thinking differently, it also provides an opportunity for innovation and radically changing the way the council delivers its services.

PCC is becoming a smaller more flexible organisation, one that uses technology to help deliver services more efficiently. Engaging with stakeholders and service users to better understand their needs in the future is critical. In recent years the council has used the process of commissioning to help identify the service need and then ensuring that these needs are met in the most effective and efficient way. Commissioning involves redesigning services around the current and future needs of communities and individuals, deciding how the service is best delivered and undertaking a procurement exercise to determine who should provide the required service.

It puts the focus on providing the right service for the citizen, from the right provider at the right price for the taxpayer. Sometimes this will mean we provide a service differently in the future. It could also mean that a service is provided by another organisation such as the third sector, or even by the communities themselves.

The council's guiding principles are based on the well-being of future generations. The **Well-being of Future Generations (Wales) Act 2015** is about improving the social, economic, environmental and cultural well-being of the nation. It will ensure the council thinks more about the long-term, works better with people and communities and each other, looks to prevent problems and takes a more joined-up approach. This will help create a Powys and a Wales that everyone wants to live in, now and in the future.

Transforming skills and learning is a key aim of the council to make sure all children and young people are supported to achieve their full potential. The intention is for Powys to be an attractive place to work for young people with ambition to succeed. In the past the county has been rightly proud of the academic achievement of its young learners. However, there are many Powys pupils whose attainment could be better, especially those from low income households.

To succeed in its ambition the council has identified that it needs first class teaching, high quality leadership, and appropriate class sizes with a fair distribution of resources.

Although many schools in Powys are highly regarded it's clear that the quality of a significant percentage of the county's school buildings is no longer suitable for education in the 21st century. The young people of Powys demand the investment to

Strategic Outline Programme – Band B Update - July 2017

compete with other parts of the country. There is a need to provide modern learning environments to take advantage of the latest technology.

It is in everyone’s interest that the council’s focus is on driving up the attainment and ambition of the majority of its pupils with a special emphasis on those from more disadvantaged backgrounds. The council is also committed to providing stimulating learning environments for all pupils, and especially those with additional learning needs.

Strategic Fit

National policy drivers	Relevance to this Programme
21 Century Schools Programme	<ul style="list-style-type: none"> • Good quality school buildings in place of the current poor quality school buildings • Better resources which will enable the successful implementation of strategies for school improvement and lead to better educational outcomes • Reduction in recurrent costs, energy, consumption and carbon emissions • Resources for the whole community which can offer a range of facilities, such as childcare and adult training • Better quality ICT provision and technology, which will drive improvements in educational standards
Successful Futures Independent Review of Curriculum and Assessment Requirements in Wales	<p>Professor Donaldson’s independent report published in 2015 recommended appropriate fit for purpose learning environments that will facilitate the delivery of the curriculum and ensure children develop as:</p> <ul style="list-style-type: none"> • Ambitious capable learners • Enterprising, creative contributors ready to play full part in life and work • Ethical and informed Welsh citizens • Healthy and confident individuals/value members of society <p>• Meeting the aspirations outlined of ‘Successful Futures’ and ‘Qualified for Life’ is a key purpose of the authority’s Band B Programme, ensuring that educational provision will align with the four core purposes of ‘Successful Futures’.</p>
Welsh Language	<p>The Programme has integral links with the Welsh Government’s aspiration to create a million Welsh speakers by 2050, with the authority’s WESP focusing on creating new Welsh medium provision, therefore facilitating demand.</p>
Building a Brighter Future - Early Years and Childcare Plan	<p>The provision of childcare will be a key consideration in any projects taken forward which include primary aged provision. The Programme will support the roll out of the government’s commitment to fund 30 hours of early years education & care over the next 4 years in any submission we make that includes Primary Provision, to ensure sufficient places are available to meet the expected demand.</p>

Strategic Outline Programme – Band B Update - July 2017

<p>The Well-being Future Generations (Wales) Act 2015</p>	<p>The council's guiding principles are based on the well-being of future generations. The Well-being of Future Generations (Wales) Act 2015 is about improving the social, economic, environmental and cultural well-being of the nation. It will ensure the council thinks more about the long-term, works better with people and communities and each other, looks to prevent problems and takes a more joined-up approach. This will help create a Powys and a Wales that everyone wants to live in, now and in the future.'</p> <p>Projects proposed for Band B are aligned with the seven well-being goals outlined in the Well-being of Future Generations (Wales) Act 2015.</p>
<p>Wales Infrastructure Investment Plan</p>	<p>The projects proposed for Band B are aligned with the Wales Infrastructure Investment Plan as implementation of the projects will stimulate jobs and local economies in Powys.</p>
<p>ALN Reform</p>	<p>The Programme is aligned with the Additional Learning Needs Transformation Programme – aiming to:</p> <ul style="list-style-type: none"> • ensure that all learners with ALN are supported to overcome barriers to learning and can achieve their full potential • improve the planning and delivery of support for learners from 0 to 25 with ALN, placing learners' needs, views, wishes and feelings at the heart of the process • focus on the importance of identifying needs early and putting in place timely and effective interventions which are monitored and adapted to ensure they deliver the desired outcomes.
<p>Climbing Higher</p>	<p>The Programme will meet the objectives of the Welsh Government's Climbing Higher Next Steps strategy by ensuring that sports facilities are an integral part of every project, providing opportunities for pupils and wider communities to participate in sports and recreation activities, increasing the level of physical activity which in turn will lead to greater wellbeing.</p>

Highlight any differences to your strategic case since the latest version of your SOP/ Estates strategy was produced.

Please provide details of benefits and risks of your Programme.

1000 words maximum

The vision stated in the previous SOP remains the same:

Vision: "to develop an efficient education infrastructure that delivers the highest quality learning, offering a broad range of opportunities for welsh medium and faith based learning, supported by 21st century facilities which will enable all Powys learners to maximise their potential."

However, the main differences are the adoption and implementation of new policies or policy areas that underpin the Schools Transformation Programme:

- **Schools Organisation Policy (2015)** which sets out the authority's vision and ambition for schools in Powys. This has replaced previous school organisation policies.
- **Welsh in Education Strategic Plan 2017 – 2020**, replacing the previous plan that ran from 2014 – 2017
- Refreshed **Schools Asset Management Plan**
- Introduction of the **Rural and Small Schools agenda**

Progress since 2010

The authority has made significant progress since 2010 in shaping the education infrastructure to create a more efficient system that is able to meet the needs of learners and their communities.

The authority's 2010 SOP stated that 'a reduction of 35-40 in the number of primary schools was needed in order to achieve an efficient and effective primary school delivery model.' Against this target, the number of primary schools in the county has reduced from 101 to 82. This will further reduce from the 1st September 2017 to 79, with the closure of another 6 schools and the opening of 3 new schools from that date. In addition, 1 federation of 3 schools has been established.

In the secondary sector, the authority has identified the need to rationalise its infrastructure whilst also providing improved learning opportunities to learners in their local communities. Since 2010, the authority has established an all through school for 4 – 18 year olds in Machynlleth; amalgamated Newtown High School and John Beddoes to create a dual-sited secondary school, and is now in the process of merging Llandrindod and Builth Wells High Schools to create another dual-sited school, ensuring local access to high quality provision, without the need for excessive additional travel and transport costs.

In addition, the authority is investing in its schools estate through the successful implementation of Band A of 21st C Schools Programme. However, there are over 40 schools in Powys that are in condition or suitability categorisation assessment of C or D, with an ageing stock.

Schools Organisation Policy 2015

The new policy states that:

'Powys County Council is committed to ensuring that all children and young people have an equal opportunity to receive the best possible education. The Council aspires to have an educational infrastructure that:

- *Provides all learners with opportunities to achieve high standards of achievement and attainment;*
- *Provides for first class teaching and learning provision reflecting national, regional and local priorities;*
- *Has high quality resilient leadership and management;*
- *Provides robust linguistic continuity and progression;*
- *Improves cost-effectiveness and efficiency;*
- *Has the right number of schools in the right place for the current and future pupil population of Powys;*
- *Has school buildings and blocks that are assessed as condition A or B;*
- *Minimises dependence on temporary accommodation; and*
- *Reduces overall surplus places in schools.*

The Council has a duty to ensure that school buildings, teaching resources and pupils' learning experiences are shaped to develop competencies which allow children and young people to engage confidently with the challenges of their future lives. The challenge faced by the Council is to ensure that schools provide an appropriate, fit-for-purpose learning environment that will facilitate the delivery of a curriculum, as defined in "Successful Futures" to ensure children and young people develop as;

- *Ambitions, capable learners ready to learn throughout their lives;*
- *Enterprising, creative contributors, ready to play a full part in life and work;*
- *Ethical and informed citizens of Wales and the world; and*
- *Healthy, confident individuals, ready to lead fulfilling lives as valued members of society.'*

Shaping the future education system in Powys will be aligned with the **Rural and Small Schools** agenda, with a focus on collaborations, federations and amalgamations. However, in some cases it may be necessary to rationalise school sites if numbers become unsustainable. Based on PLASC 2017 figures, it is estimated that there will be 35 'small primary schools' (i.e. <90) in Powys from September 2017

The authority has improved its school estate through the 21st Century Schools programme, and has refreshed its **Schools Asset Management Plan**, prioritising investment in schools according to level of need.

Welsh in Education Strategic Plan 2017 - 2020

The council's Band B programme is aligned to the council's strategy for developing Welsh-medium provision, as outlined in the WESP for 2017-20, which takes account of the Welsh Government strategy to create a million Welsh speakers by the year 2050.

In the WESP for 2017-20, the council acknowledges 'the need for the council to be proactive in order to stimulate growth in the number of pupils educated through the medium of Welsh'.

As stated in the council's WESP for 2017-20, 'the authority is fully committed to establishing new designated Welsh-medium schools in both the primary and secondary sectors, and will direct capital investment to support this commitment, where appropriate.' Strengthening the Welsh-medium provision available in Powys in order to provide access to more robust provision throughout all key stages is a key focus of the council's Band B Programme.

The council's Corporate Improvement Plan for 2016-20 also includes a commitment to improving access to Welsh medium education. The 21st Century School programme will be a key vehicle in achieving this aim.

Benefits

The benefits of the programme are aligned to the aims of the School Organisation Policy (2015) and are as follows:

- All learners have the opportunity to achieve high standards of achievement and attainment;
- All learners can access first class teaching and learning provision reflecting national, regional and local priorities;
- High quality resilient leadership and management;
- More robust linguistic continuity and progression;
- More cost-effectiveness and efficiency;
- The right number of schools in the right place for the current and future pupil population of Powys;
- School buildings and blocks that are assessed as condition A or B;
- Less dependence on temporary accommodation;
- Reduction in overall surplus places in schools.

Risks

- The authority is unable to fund and implement its plans
- Reduction in capital funding available
- Changes or delays in projects affects the availability of funding
- Changes to local and/or national political leadership
- Lack of officer capacity to deliver projects
- Lack of public support
- Projects do not deliver appropriate budget savings
- Construction suppliers have insufficient capacity and time
- Inability to meet the quality aspirations and requirements of PCC

4. Economic Case

Highlight any differences to the Economic Case since the latest version of your SOP/ Estates strategy was produced.

1000 words maximum

Individual projects within the authority's programme for Band B have been identified based on the following **investment objectives**:

- To improve the condition of school buildings in accordance with the authority's Strategic Asset Management Plan and the authority's vision for schools, as outlined in the School Organisation Policy
- To meet the aspirations of the authority's Welsh in Education Strategic Plan establish new Welsh-medium provision
- To optimise the use of infrastructure and resources

Critical Success Factors remain the same as in the previous SOP.

Potential scope of the Programme

The Programme's scope is education for 4 – 18 year olds in Powys. Within this scope, options have been based on the degree of optimisation from the 21st C Schools Programme i.e. the size of the investment, which is a combination of the level of business needs, resources available and deliverability.

Options have been assessed against these investment objectives and CSFs, which reflect the authority's aspirations for education, whilst also considering the financial limitations faced by the authority.

The options considered are as follows:

Option 1: Do Minimum

Scope:

This option consists of 3 projects which are the greatest priority in the authority's view. The projects included in this option are as follows:

- Bro Hyddgen
- Remodelling of schools
- Special Schools

Service solution:

This investment would include refurbishment / remodelling of some schools, as well as rebuild and new build options where appropriate

Service delivery:

The council in partnership with Welsh Government

Option 2: Intermediate

Scope:

This option consists of 4 projects which meet the investment objectives outlined above and also the council's aims in relation to the development of Welsh-medium provision, as outlined in the WESP. The projects included in this option are as follows:

- Ysgol Bro Hyddgen
- Newtown development (Special, Secondary)
- Remodelling of up to 8 primary schools
- Welsh-medium Primary provision Mid Powys

Service solution:

This investment would include refurbishment / remodelling of some schools, as well as rebuild and new build options where appropriate

Service delivery:

The council in partnership with Welsh Government and other public organisations e.g. health

Option 3: Maximum

Scope:

This option consists of 5 projects which meet the investment objectives outlined above and also the council's aims in relation to the development of Welsh-medium provision, as outlined in the WESP.

The projects included in this option are as follows:

- Ysgol Bro Hyddgen
- Newtown development (Primary, Secondary and Special)
- Remodelling of schools
- Welsh-medium Primary provision Mid Powys
- Brecon town area review

Service solution:

This investment would include refurbishment / remodelling of some schools, as well as rebuild and new build options where appropriate

Service delivery:

The council in partnership with Welsh Government and other public organisations e.g. health

Preferred way forward

The option appraisal resulted in the preferred way forward being option 3 – Maximum. Options 1 and 2 have been discounted as they do not provide the optimum level of investment required to provide the greatest benefits.

The individual projects will be subject to individual business cases and separate procurements.

5. Commercial Case

Highlight any differences to the Commercial Case since the latest version of your SOP/ Estates strategy was produced.

Please include details of what delivery models you are considering e.g. batching or single delivery.

1000 words maximum

From July 2015 Powys has been a named employer within Sewscap 2, the South and Mid Wales Collaborative Construction Framework for schools and other public buildings. Following representation from Powys, this second iteration of the leading construction framework was written to include Lots in appropriate value bands for Mid Wales, as it was considered that using this approach would offer the economic development benefits of the previous Powys & Ceredigion Framework via a heightened framework profile.

The Sewscap frameworks offer a swift route to market which is compliant with EU Procurement Directives and the Wales Procurement Policy Statement. They also provide opportunities for early contractor involvement and focus on long term relationships.

The Framework ensures competition throughout the whole process with project specific competition. A mini-competition for each project between the framework contractors awarded to the appropriate Lot, will test price and quality. With quality questions focusing on the contractor's ability to deliver specific project and add value. The frameworks allow for a combination of investments, each in any location, to be packaged and let as one "project/contract", thus increasing benefits from the economies of scale. Where NEC target price contracts are the chosen form of contract the successful contractor at mini-competition is required to tender 75% of the value of the work packages before agreeing the target price with the client. Best value is further achieved through the life of the project, through shared pain/gain incentives, to deliver the project under the target cost with profit payments linked to outcomes measured against a suite of time, cost and quality KPIS. The Client cost manager will challenge and verify the target cost. The Framework allows the client to "walk-away" if the target price cannot be agreed, incentivising the contractor to construct a competitive target price.

Each project is different and may require a different procurement approach. The frameworks allow for the use of other industry contracts, for example JCT D&B form and is flexible to allow a project to be let as construct only or D&B with design teams appointed by the contractor or client. This flexibility will allow the Council to match the delivery model to their specific funding and project requirements and also innovate, for example, by progressing the development and use of MMC and offsite fabrication

6. Financial case

Highlight any differences to the Financial Case since the latest version of your SOP/ Estates strategy was produced.

Please give details of the match funding arrangements for your Programme and confirm whether or not it is affordable.

1000 words maximum

The cost of the projects in Band B have been estimated. Once feasibility projects are undertaken on these schools the project costs will be revised.

The total cost of the projects in Band B are £113,924m.

The strategy for life cycle maintenance will be to maintain the current level of spends on repairs and maintenance. The amount delegated to schools for repairs and maintenance is currently £1.7m per annum. As the quality of the schools improves it is proposed that the current level of budget is maintained which on current analysis will allow the schools to maintain the schools to the new standard.

Each school will be reviewed to determine if the community use has an impact on the authority's partial exemption. However, it is assumed that there will be no VAT implications for the proposals.

The financing for Band B is as follows:

	£m
Supported Borrowing	5.0
Prudential Borrowing	51.9
WG Contribution at 50%	56.9

The following assumptions has been made to calculate the financing of the projects:

Supported Borrowing assumes that this remains at the current level for the authority. Prudential Borrowing assumes the assets will have a 50 year life and an interest rate of 3.6%

No capital receipts have been assumed and will be considered when individual projects are explored in more detail.

The authority would like to explore the option of the Mutual Investment Model, however to be prudent the funding is based on the Capital Investment Model.

7. Management Case

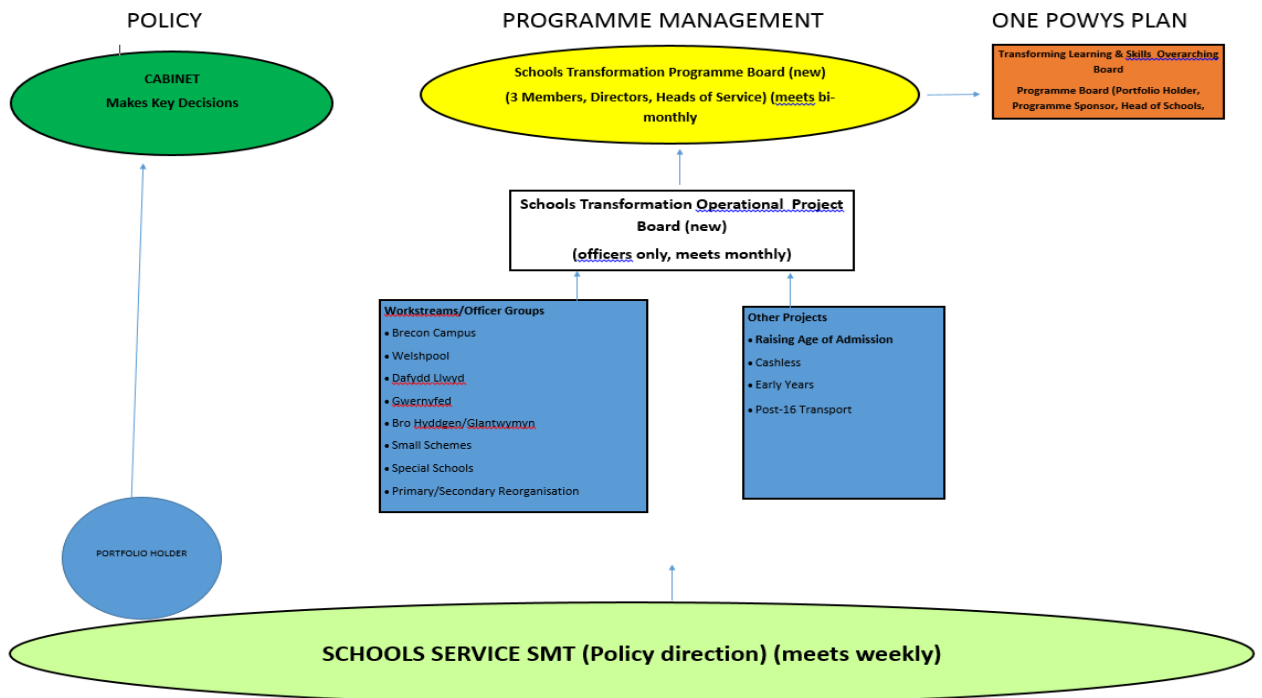
Highlight any differences to the Management Case since the latest version of your SOP/ Estates strategy was produced.

1000 words maximum

Programme Governance

Since the production of the 2010 SOP, new governance arrangements been put into place to monitor progress on projects within the council's 21st Century Schools programme.

Corporate governance for the programme is provided by the Schools Transformation Programme Board, which reports to the overarching Transforming Learning and Skills Board. The current management arrangements are outlined in the following diagram:



Contract Management

In July 2017 Powys County Council and Kier entered a joint venture to create a new company called Heart Of Wales Property Services (HOWPS). This company provides building consultancy services as well as housing and corporate building repairs and maintenance, with pre-existing Powys staff transferring under TUPE. The previous SOP for Band A refers to 'the Council's own in house Project Delivery team'; this service is now provided by the same staff working within HOWPS Consultancy.

A key factor in the development of the joint venture has been the recognition that the capacity of the 'in-house' team has been limited by staff recruitment difficulties, and the belief that opening the service up commercially will both provide wider recruitment

opportunities as well as allowing access to wider consultancy services within the partner organisation (Kier).

The approach to contract management has been equally creative, and follows from the belief that the unique advantages of a local consultancy team derive from relatively easy site access in a large rural county, and extensive knowledge of the council's property estate. Accordingly, much of the drawing and design work had been placed with contractors' design teams under D&B contracts, allowing HOWPS Consultancy to focus on client agent and project management activities, thereby ensuring that the delivered buildings are fit for purpose.

The HOWPS Consultancy team will remain actively involved throughout the duration of the project fulfilling the intelligent client role once the project is passed over to the successful contractor, thus ensuring continuity of professional staff representing Powys CC interests during all stages of the project programme.

Risk management strategy

The Schools Transformation Programme Board will be responsible for managing and mitigating risks to the authority's overall Band B programme. In addition, any risks to the overall programme will be reported to the Transforming Learning and Skills Board.

Risks relating to individual projects within the programme will be identified, monitored and mitigated by the Project Manager. All risks identified will be reported to the Schools Transformation Project Board, which meets on a monthly basis. Risks relating to individual projects will be escalated to the Schools Transformation Programme Board, as appropriate.

The council's approach will be to ensure that risks are:

- **Identified** - includes risks being considered that could affect the achievement of the project's objectives, and then described to ensure that there is common understanding of these risks
- **Assessed** – includes ensuring that each risk can be ranked in terms of estimated likelihood, impact and immediacy, and understanding the overall level of risk associated with the project
- **Controlled** – includes identifying appropriate responses to risks, assigning risk owners, and then executing, monitoring and controlling these responses

Benefits realisation strategy

The Schools Transformation Programme Board and the Schools Service Senior Management Team will be responsible for the monitoring, review and delivery of the programme's benefits.

Gateway review arrangements

Gateway reviews will be undertaken as appropriate throughout the programme.

Please provide details of the structures in place to deliver the projects within your Programme and contact details of the core team.

500 words maximum / organogram

Senior Responsible Owner: Director of Education – Ian Budd
Section 151 Officer – David Powell

The authority's Band B Programme will be taken forward by the council's Schools Transformation Team, which are as follows:

Senior Manager Schools Transformation – Marianne Evans
Project Manager Schools Transformation – Sarah Astley
Project Manager Schools Transformation – Joni Hughes
Project Manager Schools Transformation – Betsan Ifan

In addition, the team is supported by staff in other service areas within the council, including Finance, HR and Communications, as well as staff working for the newly formed Heart of Wales Property Services (HoWPS), Powys' new joint venture company which has been established in partnership between the council and Kier.

Strategic Outline Programme – Band B Update - July 2017

Please provide key milestones for the Programme

Project Name	Estimated timescale for review, consultation & business case prep	Estimated timescale for construction
1. Ysgol Bro Hyddgen	FBC: December 2017	2018 - 2020
2. Newtown Development	2017 - 2021	2021 - 2024
3. Refurbishment of schools	2017- 2019	2019 - 2024
4. Mid Powys Welsh Medium Review	2017 - 2019	2020- 2022
5. Brecon Review	2019 - 2022	2022 - 2024

8. Application for Mutual Investment Model (MIM) funding

<p>Do you intend to deliver any of your Band B projects using the Mutual Investment Model? <i>Delete as appropriate</i></p>	<p>Yes – but will need further discussions with Welsh Government.</p>
--	---

If:

- **No** - please move to the next **Section 10**
- **Yes** - please complete the relevant section for local authorities or further education institutions below.

(a) Local Authorities

Schools		Number	Size	Cost – based on WG guidance
Please indicate how many school buildings you would use this funding for:	Primary	3	various	tba
	Secondary & Special	3	various	tba
	Total	6		

Please provide brief details including title and estimated capital cost of the project/s.

1000 words maximum

The authority would like to explore the possibility of using MIM to fund all its new builds in the Programme, apart from Ysgol Bro Hyddgen. However, further discussions will be required to agree this.

(b) Further Education Institutions

Colleges
<p>Please provide brief details of your college project(s), together with the estimated capital cost using the Welsh Government capital rate per m².</p> <p>Please give details of the extent of the works planned e.g. campus, block replacement, extension and the type of facilities e.g. construction, hairdressing and beauty.</p> <p><i>1000 words maximum</i></p>
<p>Example:</p> <p>Eastleaf Campus business and creative arts hub</p> <p>Estimated Capital Cost: £20,000,000</p> <p>This is a 600 place development for business and the creative arts based on x campus.....</p>

9. Band B Projects

How many projects do you intend to deliver in Band B?	5
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What are they? (Please note that details of the projects should also be included in the attached table). The projects should be ranked in both documents in order of priority.

500 words maximum

The projects that are included in the council's Band B programme for 21st Century Schools capital investment are as follows:

Priority 1 – Completion of Ysgol Bro Hyddgen new build

This is the continuation / conclusion of the project which has commenced during Band A, for a replacement building for Ysgol Bro Hyddgen, Powys' first all-through school. Ysgol Bro Hyddgen is currently graded a condition C on both campuses.

Priority 2 – Newtown Development

Newtown is Powys' largest town in Powys, and is a key development area for the council. The educational provision within the town which is maintained by Powys County Council currently includes

- 7 primary providers, which includes 1 infant school, 1 junior school, 1 Welsh-medium school and 1 Roman Catholic school
- An English-medium high school (which has a second site in Presteigne)
- A Special school.

The authority has identified that there are significant opportunities for the redevelopment of the education infrastructure in Newtown, with a focus on improving special school provision, primary provision and also the potential to establish a new Welsh-medium secondary school. Discussions have also started with the health board about the possibilities of service integration. This will be a large scale review, and it is likely that this priority may continue into Band C.

The specific projects within the Newtown Development* are:

- Replacement of Ysgol Cedewain, a special school in Newtown, with a new building;
- Investment in a new behavioural school, currently Ysgol Brynllwarch, Kerry
- Newtown primary area review
- Welsh medium secondary school

Priority 3 – Refurbishment of schools

This project will involve the refurbishment of a number of schools which have been assessed as category C or D by the authority's property service in 2015/16. The refurbishment work will lead to improved condition, suitability and/or safeguarding.

Priority 4 – Mid Powys Primary Welsh-medium Review

Welsh-medium primary provision in the mid Powys area is currently delivered through Welsh-medium streams in 3 dual stream schools.

In its WESP for 2017-20, the council identified a strategic objective 'To establish, and identify opportunities to establish, new designated Welsh-medium provision in the primary sector', and also committed to 'Review Welsh-medium primary provision in the Mid Powys'.

The WESP also states that 'There has been an increase in the number of pupils accessing Welsh-medium provision in the Llandrindod Wells and Builth Wells catchment areas. The authority will review the current Welsh-medium provision in the area and will consider how to build on this growth, in order to ensure that the provision meets the aspiration of this WESP.'

A review of Welsh-medium primary provision in the area is due to commence in September 2017, and is expected to take approximately 6 months.

Priority 5 – Brecon Town Review

The authority has identified the need to carry out a review of primary provision in Brecon. There are currently 5 primary providers in the town of Brecon, which includes an infant and junior school, and a number of schools which are condition C and D. The review will aim to address these issues, and to ensure that the primary provision in Brecon meets the town's future needs. It is also intended that this review will be aligned with the redevelopment of Brecon High School, which is ongoing in Band A.

All these projects are submitted without prejudice to any decisions taken by cabinet before, during or after any school reorganisation processes, if these are required.

Strategic Outline Programme – Band B Update - July 2017

**Please provide an update for Bands C and D of your Programme.
[Band C will run from April 2024- March 2029; Band D will run between April 2029 and March 2034].**

Band C

500 words maximum

To be agreed following successful completion of Band A and Band B projects.

Band D

500 words maximum

To be agreed following successful completion of Band A and Band B projects.

Strategic Outline Programme – Band B Update - July 2017

Please complete as appropriate:

I confirm that the updates in this form have been signed off by either the Cabinet of the local authority or the Board of the further education institution:

Local Authority / College	
Name <i>Printed</i>	
Name <i>Signed</i>	
Position in the organisation	
Date DD/MM/YYYY	

If there has not yet been sign off at Cabinet or Board level, please confirm when this is anticipated. Please also confirm at what level the document has currently been signed off.

The Programme has been approved for submission to Welsh Government by PCC's Schools Transformation Programme Board at its meeting on Friday 21st July 2017, and subsequently signed off by David Powell, Section 151 Officer and Ian Budd, Director of Education.

It is planned that the SOP is considered by Cabinet when it meets next in the autumn term.

CYNGOR SIR POWYS COUNTY COUNCIL.**CABINET EXECUTIVE
7th November 2017**

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

SUBJECT: Plans for Powys Schools Policy (draft) – Vision 2025

REPORT FOR: Decision

1. Summary

1.1 The purpose of this report is to seek approval to undertake consultation on a new policy for the development and organisation of schools in Powys. The new policy, if approved, will replace the current Schools Organisation Policy 2015, and will become effective from 1st April 2018.

The following appendices are attached:

- Appendix 1: Plans for Powys Schools Policy (draft) – Vision 2025
- Appendix 2: Integrated Impact Assessment

2. Proposal

2.1 The main aims of the Learning Service are to ensure that children and young people of Powys are supported to be:

- safe, healthy, confident and resilient;
- ambitious, capable learners, ready to learn throughout their lives;
- enterprising, creative contributors, ready to play a full part in life and work;
- ethical and informed citizens ready to lead fulfilling lives as valued members of society.

2.2 It is within this context that the new 'Plans for Powys Schools Policy (draft) – Vision 2025' sets out the authority's policy for the future development and organisation of schools. It will apply to all schools within the authority. If approved, it will subject to a twelve week consultation period, with the intention that it will become effective from 1st April 2018.

2.3 The new policy will replace the current Schools Organisation Policy 2015.

3. Options Considered / Available

n/a

4. Preferred Choice and Reasons

4.1 It is necessary to introduce a new policy in order that the authority reflects the proposed changes to the Welsh Government's Schools Organisation Code 2013. The Welsh Government recently consulted upon revisions to the Code which includes proposals to strengthen the presumption against closure of rural schools. It includes a more rigorous consultation process and a requirement that all alternative options must be considered in detail prior to any school closure proposals being put forward. It is expected that a revised Code will be introduced over the next few months.

4.2 The new 'Plans for Powys Schools Policy – Vision 2025' is aligned with the revised Code and includes a framework which enables schools to strengthen school-to-school collaboration and to establish new models of governance, in order to achieve improved outcomes and opportunities for pupils, families whilst also generating potential efficiencies.

4.3 A consultation period of twelve weeks will start in late November 2017. A report will then be brought back to Cabinet in the spring of 2018, with an implementation date for the new policy of 1st April 2018.

5. Impact Assessment

5.1 Is an impact assessment required? Yes

5.2 If yes is it attached? Yes

6. Corporate Improvement Plan

6.1 Every local authority has a statutory obligation to manage and plan school places. The Policy relates to the Vision 2025 Corporate Improvement Plan's priority for Learning and Skills, which states that pupils in Powys should have access to education provision that is equitable and access to high quality teaching and learning environments.

7. Local Member(s)

7.1 All local members are affected.

8. Other Front Line Services

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

In order to implement school organisational changes, it is necessary to seek support from a number of services, including schools service, HR, finance, legal, governor support, property, ict and communications. Dependent on the nature of the change proposed, it may be necessary to seek additional support within these service areas from time to time – a resource plan has been developed.

9. Communications

Have Communications seen a copy of this report? Yes

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

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 notes the contents of the report. Any proposals generated will have to be considered within the current funding envelope of the Schools Service.

10.3 Corporate Property (if appropriate)

10.4 HR (if appropriate)

10.5 ICT (if appropriate)

11. Scrutiny

Has this report been scrutinised? No

12. Statutory Officers

The Head of Financial Services (Acting Section 151 Officer) notes the comments from Finance.

The Solicitor to the Council (Monitoring Officer) has commented as follows: “I note the legal comment and have nothing to add to the report save to remind Members that they must read the Integrated Impact assessment in Appendix 2”

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:
To approve the Plans for Powys Schools Policy – Vision 2025 for consultation	To receive the views of stakeholders on the proposed policy.

Relevant Policy (ies):	Welsh in Education Strategic Plan & 21 st C Schools Programme Band B		
Within Policy:	Y	Within Budget:	Y

Relevant Local Member(s):	All members
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Person(s) To Implement Decision:	Marianne Evans
Date By When Decision To Be Implemented:	1 April 2014

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

Background Papers used to prepare Report:

CABINET REPORT TEMPLATE VERSION 5



Plans for Powys Schools

Vision 2025

Draft for consultation

November 2017

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APPENDIX A Glossary

Contact Details

- **Schools Transformation Team, County Hall, Llandrindod Wells, Powys, LD1 5LG**
- **Telephone number: 01597 826365**
- **Email: Schools.Modernisation@powys.gov.uk**

1. INTRODUCTION
(Foreword to be inserted)

2. THE VISION FOR SCHOOLS IN POWYS

The Council's Cabinet has recently launched its 'Vision 2025', which sets out its priorities for the coming years. 'Learning and Skills' is one of the priorities outlined within this vision, and the Cabinet's vision is as follows:

'Learning and Skills

We will strengthen learning and skills

- *School leavers have the right qualifications to progress*
- *Access to education provision and good career advice is equitable*
- *Working in partnership with schools, colleges, universities and businesses will improve career opportunities*
- *High quality teaching and learning environments embrace new technology for the population*
- *Pupils have access to remote/alternative learning opportunities*
- *Early years provision is helping families to return to meaningful employment'*

Vision 2025 also includes a commitment to engagement with residents and communities, and a commitment to 'Change how we work', which includes a commitment to promote strong partnership working.

3. OUR AIMS

The main educational aims of the Council are to ensure that the children and young people of Powys are supported to be:

- safe, healthy, confident and resilient;
- ambitious, capable learners, ready to learn throughout their lives;
- enterprising, creative contributors, ready to play a full part in life and work;
- ethical and informed citizens ready to lead fulfilling lives as valued members of society.

In order to support the achievement of these aims, the Council aspires to have an educational infrastructure that meets the following aims:

- Provides all learners with the opportunity to achieve high standards of achievement and attainment
- Has high quality, resilient leadership and management
- Has high quality learning environments
- 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 run more efficiently
- 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

4. HOW WE WILL ACHIEVE THIS

Powys is a large, sparsely populated county. However, there are significant differences across Powys, from larger market towns to very small villages, and from areas which are traditionally Welsh speaking to areas where very little Welsh is spoken. Powys' diversity is reflected in the school provision available across the county – there are significant variations in terms of school size, as well as differences in terms of language medium and denominational status.

Most Powys schools operate as stand-alone primary or secondary schools, however many of these schools are involved in informal collaborative arrangements with one or more other schools. Separate infant and junior schools continue to operate in two towns, and one school operates as an all-through school, providing education for pupils from 5 – 18 years of age. In addition, some secondary schools operate over more than one site, and there is one formal federation of three schools.

The authority has been proactive in initiating a move towards alternative models of delivering education. Many of these new models have resulted in numerous benefits for the schools involved, and have ensured the continued provision of education in rural areas.

In order to move towards a more efficient educational infrastructure, whilst also retaining the provision of education in rural areas, the authority's School Organisation Programme will move forward in partnership with schools and the communities they serve, with a greater focus on alternative models of delivering education, such as collaboration models, federation, multi-site schools and all-through schools. Any changes will be taken forward in discussion with the school communities affected, in order to achieve the best solution for each area, with governing bodies engaging with their communities in order to plan sustainable schools provision for the future.

Our guiding principles for developing the schools infrastructure until 2025 are as follows:

- More secondary schools to become 'all-through schools', or part of multi-sited arrangements
- More small primary schools to be part of formal collaborations / federations / amalgamations
- Remove infant / junior split by creating 'all-through' primary schools
- Strong, innovative 'Locality Management' models established
- New Welsh-medium provision established / an increased number of Welsh-medium places, in order to create demand
- All special schools to be in condition A/B buildings
- A resilient and attractive model for post-16 education

5. KEY CONSIDERATIONS

The following are some of the key considerations which will be taken into account by the Council when determining its work programme:

5.1 School size

There is significant variation in school size across Powys, in both the primary and secondary sectors. The Council acknowledges that in a rural county as diverse as Powys there is no one size fits all approach to school size and school organisation, and that different solutions will be appropriate in different parts of Powys, to meet local needs.

The authority acknowledges the important contribution small, rural schools make to the viability of rural communities. Whilst the authority is committed to safeguarding the provision of education in rural communities, it must be noted that there are particular challenges facing small, rural schools. These include:

- Difficulties with the recruitment and retention of staff, including headteachers
- Concerns about the workload of headteachers
- Challenges associated with teaching mixed age classes
- Restricted size of peer groups, which result in reduced challenge for pupils and reduced opportunities for social interaction
- Challenges with offering a wide range of subject choices for pupils in the secondary sector, particularly in Key Stage 4 and post-16.

Many of these challenges can be mitigated through greater collaboration with other schools, which can result in benefits to pupils, staff, governors and other members of the school community.

The Welsh Government defines a 'small school' as a school that contains fewer than 91 registered pupils.¹ The authority will work in partnership with schools that meet this definition to identify opportunities for collaboration with other schools, with the aim of ensuring that all 'small schools' are involved in some form of collaboration / federation / amalgamation with one or more other schools by the year 2025.

5.2 Leadership

The authority aspires to ensure effective, distributed and resilient leadership in all Powys schools, and to ensure that organisational structures enable school leaders to focus on effective leadership of the school and school improvement.

¹ Education (Small Schools) (Wales) Order 2014: <http://www.legislation.gov.uk/wsi/2014/1133/made>

In many Powys schools, shared headteacher arrangements have been introduced in order to address difficulties with recruiting headteachers and other issues. Whilst these shared headteacher arrangements can bring many benefits for the school involved, the current informal arrangements which are often put in place do not always provide certainty and resilience for the schools.

In discussion with the school communities involved, the authority will move to formalise these type of arrangements, either through collaboration, federation or amalgamation, in order to provide greater certainty to the schools involved and to provide improved resilience in terms of their leadership.

In addition, when headteacher vacancies arise, the authority will enter into discussion with the school's governing body, to identify whether there are any possible shared leadership options which could be explored.

Alongside the need to formalise current leadership arrangements, the authority recognises the need to develop our own future school leaders, to ensure high quality leadership for our schools in the future.

5.3 Learning environment

Powys County Council aims to provide learning environments that meet the aspirations of the Welsh Government's 21st Century Schools programme.

Major capital investment in school buildings in Powys will continue to be taken forward through the Welsh Government's 21st Century Schools programme, and the authority's programme for Band B will focus on buildings identified to be in the poorest condition.

Alongside this, capital funding through our major repairs programme will be focussed on where the need is greatest, as identified through the Schools Service's Asset Management Plan.

5.4 The Welsh language

In July 2017, the Welsh Government launched Cymraeg 2050², an ambitious new Welsh language strategy which sets out the vision to reach one million Welsh speakers by 2050. This strategy acknowledges the role of education in the achievement of this aim, and also states that *'Welsh-medium immersion education is our principal method for ensuring that children can develop their Welsh language skills, and for creating new speakers.'*

² <http://gov.wales/topics/welshlanguage/welsh-language-strategy-and-policies/cymraeg-2050-welsh-language-strategy/lang=en>

Powys County Council acknowledges the key role that Welsh-medium education will play in achieving the Welsh Government's aim to increase the number of Welsh speakers, and will prioritise the implementation of its Welsh in Education Strategic Plan in order to contribute towards this aim.

5.5 Financial resources

Powys County Council, like many other local authorities, is currently facing significant financial pressure, which is unlikely to improve in the coming years. This pressure is affecting all Council services, including schools.

In order to continue to provide high quality services in this challenging financial climate, the authority needs to work towards a schools infrastructure which operates more efficiently, whilst also retaining access to provision in rural communities. To realise this, the authority will facilitate greater collaboration between schools, to include joint planning work, and will support schools to move towards shared staffing arrangements. These initiatives will enable schools to operate more efficiently, in order to maximise use of their budgets.

5.6 Geographical factors

Powys is the most sparsely populated county in England and Wales, and there is considerable travelling distance between some communities. The county's rural nature will be a key consideration in any school organisation developments. The Council's expectation is that every child will be able to access high quality education within a reasonable distance of their home, and within the guidelines provided in the Council's Home to School Transport Policy.

The Council acknowledges the importance of rural schools in rural communities, and the contribution they make to the long-term sustainability of the local community, and will prioritise the retention of educational provision in rural communities.

5.7 The Community

The Council's expectation is for the county's schools to become focal points within their communities. Many Powys schools are already used extensively by their community, and have strong links with the communities in which they are located. The Council aspires to maximise this, in order to further develop the role of all schools in their community.

Where possible, the Council will work to ensure the co-location of Council services and other services on school sites, in particular as part of new build projects.

5.8 Post-16 provision

The post-16 sector in Powys is currently facing significant challenges, and increased competition from out-of-county providers. The authority is committed to providing the best possible opportunities to our post-16 learners, and will work in partnership with schools, NPTC Group of Colleges and other organisations to provide a curriculum that meets the needs of learners, and the needs of the local and national economy.

5.9 Inclusion/additional learning needs

It is particularly important that vulnerable children and young people have access to appropriate education as close to their home community as is practicable. This means that we need a range of high quality provision in-school, in outside-school support and in specialist school provision to support a range of needs. This may involve developing renewed practice and provision with present school based units, pupil referral unit service and specialist schools within the County over forthcoming years.

6. THE SCHOOLS TRANSFORMATION WORK PROGRAMME

The Council will take a flexible approach to school reorganisation, working in partnership with school communities to determine the best solution for each area, therefore avoiding a 'one size fits all' approach.

The Council would welcome approaches from governing bodies wishing to pursue any partnership / collaborative arrangements with other schools.

6.1 Agreeing the Work Programme

The Schools Service's Management Team, in conjunction with the Portfolio Holder for Education, will develop an annual work programme based on factors including, but not limited to the following:

- Schools which meet the Welsh Government's definition of a 'small school' (i.e. less than 91 pupils)
- Priorities outlined in other policies / plans e.g. Welsh in Education Strategic Plan
- Opportunities to establish all-through provision (to replace separate infant / junior provision or separate primary / secondary provision)
- Headteacher vacancies
- Requests from individual governing bodies

Following agreement of the work programme, officers from the Schools Transformation will initiate discussions with the school communities affected, in order to identify the best solution for each area, with governing bodies engaging with their communities in order to plan sustainable schools provision for the future.

6.2 Statutory Processes

Should a solution be identified which requires organisational changes to one or more of the schools involved, e.g. establishing a federation of schools or amalgamating schools, the authority will need to follow the statutory procedures as outlined in The Federation of Maintained Schools (Wales) Regulations or the School Organisation Code. Cabinet approval would be required at appropriate stages.

6.3 Governance

The Learning and Skills Programme Board will monitor progress and will report annually as part of the new governance arrangements within Powys County Council.

APPENDIX A GLOSSARY

All-through school

All-through schools are those that combine primary and secondary education in one establishment. Some are located on separate sites, whilst others are located on one site. Powys currently has one all-through school, Ysgol Bro Hyddgen in Machynlleth, which was established in 2014 following the amalgamation of Machynlleth Primary School and Ysgol Bro Ddyfi. All-through schools are growing in popularity across Wales, in both rural and urban areas.

To establish an all-through school, the authority would need to follow the formal process as outlined in the School Organisation Code.

Amalgamation

An amalgamation would see two or more schools merging and becoming one school, operating on their current sites, under one headteacher and governing body.

In order to amalgamate schools, the authority would need to follow the formal process as outlined in the School Organisation Code.

Collaboration

Bringing schools together under collaboration arrangements can make better use of resources, pool expertise, and allow schools to explore ways of doing things more effectively and efficiently. All schools are encouraged to collaborate with a range of other schools and there is no formal agreement required for this kind of collaboration. However, there are regulations in place to establish more formal partnerships between schools: 'The Collaboration Between Maintained Schools (Wales) Regulations 2008.'

Federation

The terms 'federation' describes a formal and legal agreement by which the schools involved work together in formal partnership under a single governing body. Schools in a federation remain separate; they retain their names and their individual identity. They are individually inspected by Estyn, and individual data is collected by the Local Authority and the Welsh Government.

In rural communities, federation is seen as an opportunity to strengthen the sustainability of schools, and to ensure that schools are retained in their local communities. Federation also enables smaller groups of pupils and

staff to network and share good practice, ideas and resources.

A proposal to establish a federation can either be taken forward by the local authority or by the governing bodies of the schools involved in the federation. There is a defined process which needs to be followed in order to establish a federation. This process is outlined in the Welsh Government Circular 011/2014, 'Federation process of maintained schools in Wales: Guidance for governing bodies and local authorities', which was issued in May 2014.

Multi-sited school A school that operates across more than one campus e.g Newtown High School, which includes a second campus in Presteigne

Rural School The Welsh Government has recently consulted on revisions to its School Organisation Code which includes designation of some schools as rural primary schools for the purposes of the presumption against closure of rural schools.

A proposed list comprising "village in the sparsest context" and "other sparsest context" of the National Statistics Urban-Rural Classification identified 191 schools (out of 1275 primary schools in Wales). The final list of schools was attached to the consultation paper.

This consultation document suggests that this is the minimum number of schools which should be designated as rural for the purpose of the presumption against closure of rural schools. The final methodology and list will be in the revised Statutory Code.

School Organisation Code The School Organisation Code is made under Sections 38 and 39 of the School Standards and Organisation (Wales) Act 2013. It imposes requirements on relevant bodies and includes statutory guidance which they must take account of when making proposals for the reorganisation of schools.

Small School In the Education (Small Schools) (Wales) Order 2014, the Welsh Government defines a 'Small School' as a school that contains fewer than 91 registered pupils.³

Welsh in Education Strategic Plan All authorities are required to prepare a plan outlining how they will develop Welsh-medium education, with the aim of increasing the number of pupils educated through the medium of Welsh.

³ Education (Small Schools) (Wales) Order 2014: <http://www.legislation.gov.uk/wsi/2014/1133/made>

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 Service	Head of Service	Gareth Jones	Strategic Director	Ian Budd	Portfolio Holder	Cllr Myfanwy Alexander
Proposal	New Policy – Plans for Powys Schools						
Outline Summary / Description of Proposal							
A new policy for the development and organisation of schools in Powys has been produced, which will replace the Schools Organisation Policy 2015. It is anticipated that consultation on the policy will take place between November 2017 and January 2018, and a consultation report and post-consultation version of the policy will be considered by Cabinet in March 2018, with the policy becoming effective from the 1 st April 2018.							

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1. Profile of savings delivery (if applicable)

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

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
Public consultation required	Consultation will take place between November 2017 and January 2018.	No

3. 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	24/10/17

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

N/A

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

Mitigation

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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	The policy includes a greater commitment to pursuing alternative models of delivering education, which would see the retention of provision in rural communities, and will make a positive contribution to the economy of rural areas and the retention of employment opportunities in these areas.	Good		Choose an item.
Health and Care We will lead the way in effective, integrated rural health and care	The policy includes a greater commitment to pursuing alternative models of delivering education, which would see the retention of provision in rural communities, which will have a positive impact on the health and well-being of pupils living in rural areas.	Good		Choose an item.
Learning and skills We will strengthen learning and skills	The policy sets out the Cabinet's vision to strengthen learning and skills, and sets out the council's aspiration to have an educational infrastructure which will enable the achievement of the Cabinet's vision.	Very Good	N/A	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 policy includes a greater commitment to developing the role of schools in their communities, as well as a greater commitment to pursuing alternative models of delivering education, which would see the retention of provision in rural communities.	Good	N/A	Choose an item.

Source of Outline Evidence to support judgements
N/A

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
<p>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.</p>	<p>The policy aims to use educational resources efficiently, and includes a greater commitment to pursuing alternative models of delivering education, which would see the retention of provision in rural communities, which would limit the requirement for additional home to school travel for pupils. This would have less of an impact on the environment.</p> <p>The main aims are to ensure that children and young people of Powys are supported to be:</p> <ul style="list-style-type: none"> - safe, healthy, confident and resilient; - ambitious, capable learners, ready to learn throughout their lives; - enterprising, creative contributors, ready to play a full part in life and work; - ethical and informed citizens ready to lead fulfilling lives as valued members of society. 	Good		Choose an item.
<p>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).</p>	<p>The policy includes a greater commitment to pursuing alternative models of delivering education, which would see the retention of provision in rural communities, which would limit the requirement for additional home to school travel for pupils.</p>	Good		Choose an item.

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Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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<p>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.</p>	<p>The policy includes a greater commitment to pursuing alternative models of delivering education, which would see the retention of provision in rural communities, which would have a positive impact on the health and well-being of pupils living in rural areas.</p>	<p>Good</p>		<p>Choose an item.</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>The policy includes a greater commitment to developing the role of schools in their communities, as well as a greater commitment to pursuing alternative models of delivering education, which would see the retention of provision in rural communities. The alternative models to be pursued would see improved links between schools, which would also strengthen links between communities.</p>	<p>Good</p>		<p>Choose an item.</p>
<p>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.</p>	<p>The policy includes a greater focus on engagement with communities in order to encourage stakeholder engagement and collaboration to determine the best solution for each individual area.</p>	<p>Good</p>		<p>Choose an item.</p>
<p>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.</p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>	<p>The policy includes an aim to 'increase demand for Welsh-medium provision and provide access to provision which will enable pupils to become confident Welsh speakers'</p>	<p>Good</p>		<p>Choose an item.</p>
<p>Opportunities to promote the Welsh language</p>	<p>The policy includes an aim to 'increase demand for Welsh-medium provision and provide access to provision which will enable pupils to become confident Welsh speakers'</p>	<p>Good</p>		<p>Choose an item.</p>
<p>Welsh Language impact on staff</p>	<p>The policy includes an aim to 'increase demand for Welsh-medium provision and provide access to provision which will enable pupils to become confident Welsh speakers'</p>	<p>Good</p>		<p>Choose an item.</p>

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



<i>People are encouraged to do sport, art and recreation.</i>	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).			
<i>Age</i>	The policy will affect all school aged pupils in Powys (4-18), which will include pupils belonging to a number of protected characteristic groups, however the policy's aim is to improve the provision available for all Powys pupils, including pupils belonging to protected characteristic groups.	Good	Choose an item.
<i>Disability</i>		Good	Choose an item.
<i>Gender reassignment</i>		Good	Choose an item.
<i>Marriage or civil partnership</i>		Good	Choose an item.
<i>Race</i>		Good	Choose an item.
<i>Religion or belief</i>		Good	Choose an item.
<i>Sex</i>		Good	Choose an item.
<i>Sexual Orientation</i>		Good	Choose an item.
<i>Pregnancy and Maternity</i>		Good	Choose an item.

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Source of Outline Evidence to support judgements

N/A

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 policy is intended to develop a network of schools that will meet current and longer term requirements within our communities.	Good		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Collaboration is the cornerstone of the new approach to transforming the learning network.	Very Good		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	There is a strong emphasis on early engagement with school communities to find solutions that are acceptable whilst also meeting strategic aims.	Very Good		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	The policy will focus on gaining a strong understanding of the issues, not only from data, but also from school communities themselves, in order to find solutions.	Good		Choose an item.
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	An integrated approach will be required with other public bodies to understand the optimum solutions for our school communities.	Good		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	The policy sets out the Cabinet's vision to strengthen learning and skills, and sets out the council's aspiration to have an educational infrastructure which will enable the achievement of the Cabinet's vision.	Good		Choose an item.

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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
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.	One of the main aims is to ensure that children and young people of Powys are supported to be: - safe, healthy, confident and resilient;	Good		Choose an item.
Impact on Powys County Council Workforce	Any potential change to the organisation of schools may have an impact on the workforce within those schools. There may also be an additional resources required within local authority department, for example HR, if any change is required to the organisation of schools as a result of this proposal.	Neutral		Choose an item.
Source of Outline Evidence to support judgements				

8. Achievability of proposal?

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

Cyngor Sir Powys County Council

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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
Potential for decisions to be legally challenged	Medium	Ensure all statutory processes are fully compliant with legislation and protocols.	Low
Reliance on a partnership approach to school reorganisation may mean that benefits take longer to be achieved – may have an impact on school leadership, standards and budgets.	Medium	Ensure that any review processes are carried out in an efficient manner, reducing the overall amount of time needed.	Low
	Choose an item.		Choose an item.
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			Low

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

Action	Target Date	Outcome	Decisions made
Consultation	To be completed by End of January 2017	Policy and feedback to be considered by Cabinet	Policy to be approved for implementation and Work Programme agreed
Policy implemented	1 April 2017		
Portfolio Holder decision required	No	Date required	
Cabinet decision required	Yes	Date required	07 November 2017
Council decision required	No	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
Business Case for additional resources has been submitted to Corporate Mgt Team												

12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The new Plans for Powys Schools Policy – Vision 2025 has a positive impact on the areas of assessment.	

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



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

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

Tbc following consultation period

14. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?

The Work Programme will be monitored by the Learning and Skills Programme Board, and the Schools Transformation Operational Project Board.

Please state when this Impact Assessment will be reviewed.

On an annual basis.

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Sarah Astley		
Head of Service:	Gareth Jones		
Strategic Director:	Ian Budd		
Portfolio Holder:	Cllr Myfanwy Alexander		

16. Governance

Decision to be made by	Date required
Cabinet	07 November 2017

FORM ENDS

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CYNGOR SIR POWYS COUNTY COUNCIL.**CABINET REPORT
7th November 2017**

REPORT AUTHOR: County Councillor Jonathan Wilkinson
Portfolio Holder for Housing and Countryside Services

SUBJECT: Powys County Council Affordable Housing Programme

REPORT FOR: Decision and Information

1. Summary

- 1.1 This report seeks approval for the Housing Service:
- to develop a phased five year programme for the development of new council rent homes and the development of low cost home ownership homes;
 - to create a project board to develop a Powys specific housing development framework within the next 12 months; and
 - to procure individual housing development schemes as pilot schemes whilst the framework is being developed.
- 1.2 In addition, the report also provides information to members regarding the Planned Delivery Programme (PDP) submitted to Welsh Government which details the allocation of Social Housing Grant (SHG), Housing Finance Grant (HFG), Recycled Capital Grant (RCG) and Affordable Housing Grant (AHG) in Powys in the period 2017-18 to 2020-21. These are the resources utilised by housing associations to part fund the development of new units of social housing.

2. Background

- 2.1 The Housing Service has previously reported that since the reform of the Housing Revenue Account (HRA) subsidy reform (2015) it is now in a position to acquire and build new council homes.
- 2.2 Since 2014 the Housing Service have been creating a land bank for the HRA by buying land when the opportunity arose and by participating in the Strategic Asset Management Plan (STAMP) process and acquiring land from other services. The Housing Service has assessed up to 90 different sites across Powys and the service are currently assessing the viability of the preferred 39 areas of land.
- 2.3 The service has in the last 12 months purchased land, the site of the former Red Dragon public house and the Bowling Green site in Newtown. In 2017 the HRA acquired 7 properties, some via the open market purchase and some by purchase from other council services. In

addition in October 2017 the HRA will purchase 6 one bedroom flats in Crickhowell, developed on the council's behalf by Melin Homes. These will be the first new purpose built council homes in Powys since the 1980s. The council plans to deliver 85 new council homes over the next four years.

- 2.4 The current Welsh Government is committed to delivering 20,000 new affordable homes across Wales, in the term of the current National Assembly. Capital resources made available for the development of new homes have been increased significantly and programmes of funding which had previously been only available to housing associations have been extended to local authority landlords. In addition the existing rules regarding HRA capital borrowing, which limits each local authority to a borrowing ceiling may be changed by the Welsh Government, to ensure that all Welsh borrowing capacity is used to deliver new council homes. This in effect will mean that un-used borrowing capacity held by some local authorities will be redistributed to others who are more likely to utilise the funds. Powys is one of the councils' who will potentially benefit from this change, enabling the council to significant increase its development programme over the next 4 years.
- 2.5 The Housing Service and Commercial Services have over the last two years been considering existing frameworks available to the Council, to enable it to accelerate the development of new council homes. Officers considered the Flintshire County Council SHARP framework in particular but considered that this approach, whilst appearing to operate well in Flintshire would not work as well in Powys (due to the geography of the county) and was also not in keeping with the priorities of the Cabinet in respect of developing a vibrant local economy.
- 2.6 In order to assist the Council in assessing its approach the Housing Service appointed Nicola Cole Consultancy (Nicola was until recently the Head of Development at Wales and West Housing Association) to run a facilitated workshop with officers from Housing, Commercial Services and Finance. A copy of the consultant's report is attached to this report at appendix 1.
- 2.7 The Housing Service and Commercial Services have concluded that existing frameworks have been developed with specific strategic aims and objectives. These do not entirely align with those of Powys County Council and therefore the council would have to compromise on its vision and priorities should it utilise an existing framework agreement. In particular, the size and scale of contractors who work in the county and the rurality of the county were issues which were not adequately catered for in existing frameworks. A framework which is structured to address the unique economic and social characteristics of Powys is the preferred option.
- 2.8 In January 2017 the Cabinet approved the Wood Encouragement policy and the Housing Service recently received confirmation that the Council

has secured £1.5 million “Co-operation & Supply Chain Development Scheme” European Rural Development Programme grant (RDP) with regard to progressing the Home Grown Homes project. All new council homes developed from this point on will seek to maximise the use of locally grown and home grown timber.

3. Proposal

- 3.1 It is proposed that the Housing Service develop a phased five year programme for the development of new council homes and homes for low cost home ownership, to take advantage of the increased capital funding made available by the Welsh Government.
- 3.2 The first phase of the programme will focus on the land which is currently within the ownership of the HRA. The second phase will utilise land which will be transferring to the HRA from other services, or will be purchased by the HRA from other services.
- 3.3 Land currently within the ownership of the HRA, subject to due diligence, is deliverable now and means the council can apply for the increased capital finance that Welsh Government has made available for the next two years. The Housing Service has recently applied for £2.25 million Innovative Finance Grant from the Welsh Government to help meet the development costs of the Bowling Green site in Newtown.
- 3.4 The programme will need to align with the plans of other social landlords in Powys and those of the Regeneration and Regulatory Service. In addition the programme will need to fit within the broader context set by the Local Development Plan (LDP).
- 3.5 It is therefore proposed that the Housing Service procure developments via competitive tender, whilst the framework and programme are being developed and have included in the PDP an allocation of £1.9 million AHG for the schemes at the Bowling Green, Sarn Farm Land and Heol y Ffynnon (Cradoc Close), Brecon. These schemes will be used to develop pattern books of house types for the Housing Service ensuring that we fulfil the intentions of the Wood Encouragement policy and the wider Home Grown Homes project.
- 3.6 It is also proposed that a Project Board is established, which will include representatives from Housing, Finance, Commercial Services, Legal Services, Planning Services, Regeneration, Property and specialist design/build services in order to develop a Powys Housing Development Framework but to also ensure that the progress of the phased five year programme aligns with the Councils strategic priorities. The framework developed will be based on the “Lots of Values and geographic areas” as referenced in the attached report which will enable a number of contractors ranging in size and scale to be considered as development partners rather than a large, single development partner.

- 3.7 The spreadsheet attached at appendix 2 is the PDP submitted to Welsh Government in September 2017. The PDP tab shows the developments agreed between the Housing Service and housing associations who are able to develop in Powys. Previously the annual guaranteed allocation of SHG in Powys was £1.56 million the allocation has been increased to £7.2 million but also now includes HFG and schemes can be funded with a blend of SHG and HFG. Those schemes listed on the PDP tab are therefore guaranteed.
- 3.8 In addition, the Welsh Government request that housing associations and local authorities include reserve schemes in the PDP, as additional finance may become available during the year. The reserve and potential tab on the attached spreadsheet shows the housing association schemes listed. The local authority build scheme tab shows the allocation of AHG referenced in paragraph 3.5 above but also the Councils potential capacity to deliver if finance was available. The combined potential development spend from housing associations and the council between would be the equivalent of £28 million grant finance, £8million by the Council. The RCG tab shows the levels of RCG available and with each housing association. Member may wish to note that in future the PDP will also include Innovative Housing Programme (IHP), Health & Housing and Rent to Buy grants.

4. Options Considered / Available

- 4.1 The Housing Service and Commercial Services have undertaken an assessment of the frameworks available and have concluded at the facilitated workshop that the following are the most appropriate options available:
- to develop phased five year programme for the provision of new Council housing and low cost home ownership.
 - establish a project board to develop a Powys specific housing development framework which based on the “Lots of Values and geographic areas” as referenced in the attached report which will enable a number of contractors ranging in size and scale to be considered as development partners rather than a large single development partner and ensure the development programme addresses the Councils strategic priorities within the next 12 months.
 - the Housing Service procure individual housing development schemes by competitive tender, as pilot schemes ensuring that the opportunities for housing capital investment are taken while the programme and framework are being developed.

5. Preferred Choice and Reasons

- 5.1 As stated above officers have assessed a number of options and concluded that those stated above are the only options available.

6. Impact Assessment

6.1 Is an impact assessment required? No

6.2 If yes is it attached? N/A

7. Corporate Improvement Plan

7.1 The provision of additional housing will support the priority of supporting people in the communities across Powys to live fulfilled lives. By aligning the new build programme to the Home Grown Homes initiative there will significant economic benefits for the area and opportunities for employment and a the development of a skilled workforce. By lotting the requirements sensitively the programme will align with the Council's 2025 Vision for a vibrant economy by providing opportunities for local contractors and /or directly or through the supply chain.

8. Local Member(s)

8.1 This will have an equal impact across the County.

9. Other Front Line Services

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

If so please provide their comments

10. Communications

10.1 Have Communications seen a copy of this report? Yes
Have they made a comment? If Yes insert here.
The report is of public interest and requires use of proactive news release and appropriate social media to publicise the recommendation/decision and will require specific communication action to inform the public about individual projects.

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

11.1 The Professional Lead Legal confirms that the Legal Services will support the proposals and subsequent aims set out in this report as and when required.

- 11.2 The Capital and Financial Planning Accountant supports the development of a phased five year programme for the development of new council rent homes and the development of low cost home ownership homes. The creation of a Project Board will provide the governance and support for this project. The procurement of individual housing development schemes as pilot schemes whilst the framework is being developed, will allow the project to progress. The 2017/18 to 2019/20 capital programme includes £12.1m funded from Prudential Borrowing and WG grants for the development of new builds.
- 11.3 The Finance Business Partner notes the content of the report and will work with the service area to progress. The funding of the affordable housing programme is already included in the Capital programme and the business plan in respect of the prudential borrowing costs. Ongoing the future rental income and service costs need to be sustainable within the Housing Revenue Account (HRA) financial envelope included in the 30 year business plan and within Welsh Government (WG) guidelines.

12. Scrutiny

- 12.1 Has this report been scrutinised? 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?

13. Statutory Officers

- 13.1 The Solicitor to the Council (Monitoring Officer) has commented as follows: "I note the legal comment and have nothing to add to the report".
- 13.2 The Head of Financial Services (acting Section 151 Officer) notes the comments from Finance and reinforces the requirement that the programme is developed ensuring it is sustainable and affordable within the Housing Revenue Account Business Plan.

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:
<p>1. Approve the Housing Service develop a phased five year programme for the development of new council homes for rent and homes for low cost home ownership.</p> <p>2. Approve the creation of a project board in accordance with paragraph 3.6 of the report to oversee the development of a Powys specific housing development framework which is based on the “Lots of Values and geographic areas” as referenced in the attached report within 12 months.</p> <p>3. To approve the Housing Service procure by competitive tender individual housing development schemes as pilot schemes.</p> <p>4. The PDP is noted</p>	<p>1. A development programme will assist the Council in meeting identified housing need across Powys and ensure the appropriate allocation of resources by the Council and its partners. It is also an essential component in developing a housing development framework.</p> <p>2. Project Board will ensure that all relevant services are involved in the framework enable a number of local contractors ranging in size and scale to be considered as development partners rather than a large single development partner and will ensure that the programme developed meets the Councils strategic priorities</p> <p>3. Ensuring that the opportunities for housing capital investment are taken while the programme and framework are being developed.</p> <p>4. To provide information about new and potential social housing development in Powys and the levels of investment.</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:	Dafydd Evans, Service Manager Housing Solutions, Mark Davies, Affordable Housing Team Leader, Vincent Hanly, Commercial Services Lead.
Date By When Decision To Be Implemented:	April 2018

Contact Officer:	Dafydd Evans, Service Manager Housing Solutions
Tel:	07775 704531
Email:	Dafydd.evans@powys.gov.uk

Background Papers used to prepare Report:

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**POWYS COUNTY COUNCIL AFFORDABLE HOUSING PROGRAMME.
25 September 2017.**

Procurement Workshop

Attendance

Mark Davies	Housing
Kimberly Caruana	Housing
Donna Heatlie	Finance
Jim Knight	Housing
Simone Hodges	Housing
Dafydd Evans	Housing
Tom Simmons	Commercial Services

Facilitator

Nikki Cole	Consultant
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Apologies

Vince Hanley	Commercial Services.
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Introduction

The purpose of the workshop is to explore options for the procurement of developer / contractor partners to deliver a new Powys County Council Housing Build Programme.

The approach taken looked at the following areas

- What does the Affordable Housing Project look like
- What is important for Powys County Council (PCC) in respect of the over arching aims and objectives of the project
- What do we want developers / contractors to tender for

- What is procurement and what will inform the procurement route
- Procurement options - advantages and challenges.

The project

In order to understand the procurement options it was important to identify the project itself, what are the aims and objectives and any challenges / barriers to its delivery. The subsequent discussion identified the following main considerations for the procurement approach:

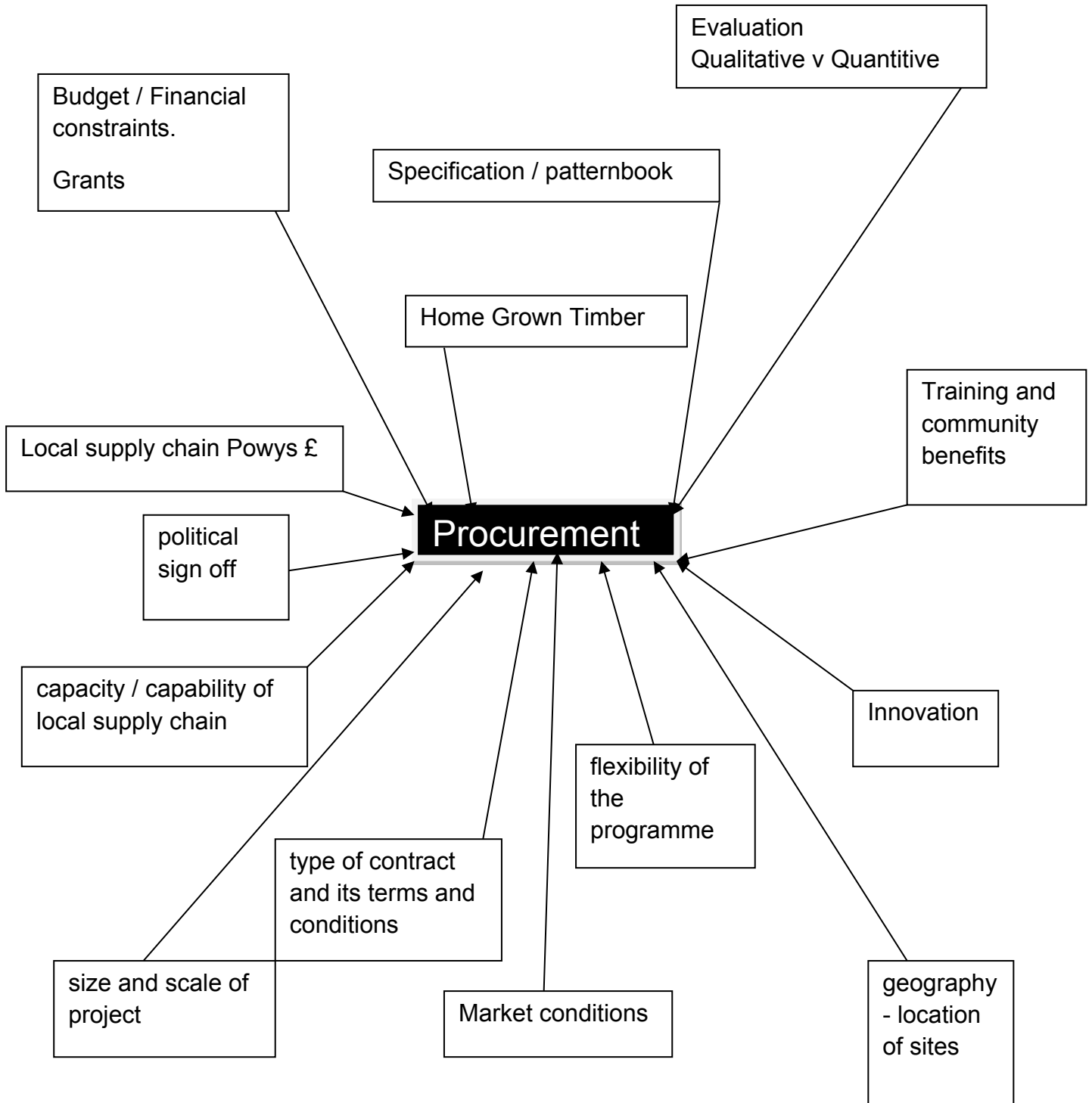
- The project in its current form has identified sites / development opportunities with a number of sites within the Housing Revenue Account (HRA). As such these HRA sites could form the basis for a Phase 1 project as they have more certainty around them subject to completion of due diligence work. **A programme of deliverable sites is to be established as a priority.**
- Majority of sites are small from one unit to five and may present viability challenges i.e. cost to build v rent able to charge.
- Housing need will be the driver around prioritisation using Common Housing Register and Local Housing Market Assessment however these forms of evidence are not robust and more local engagement with communities is needed to understand the local need / demands.
- Tenure is to be mixed enabling market housing, low cost home ownership (LCHO), social rent (SR) and intermediate rent (IR). However PCC can only offer SR and LCHO opportunities under current restrictions unless a separate development company is established. **A risk of rent policies was raised which restricts the amount of rent PCC is able to charge and how this affects the financial business model.**
- PCC has an ambition to maximise the use of 'Home Grown Timber', and to maximise the use of local supply chains (Powys £).
- There are time constraints due to funding available for 18/19 which will result in a programme being developed focussing on the deliverable schemes being prioritised.
- Capacity and capability within the current construction workforce within Powys is limited.

- The geographic spread of the sites will pose challenges for programming and procurement.

The above is a snap shot of the points raised by the team and a full list of points is appended for information.

Procurement

The procurement approach will be informed by many elements of the project as indicated below.



Current position.

It has been identified that the PCC project is currently formed of two groups of sites, one being sites in the Housing Revenue Account and a further group of sites held in other service areas and thereby not confirmed as being available for development under this project. To progress the project it is recommended the group focus initially on deliverable sites within the HRA as a Phase 1.

Funding has been identified in the financial year 2018/19 to support the development of sites. PCC is progressing four sites to enable a site commencement within 2018/19 financial year to ensure the funding available can be accessed. Each of the four schemes is being treated as standalone projects.

A financial viability assessment has been undertaken based on estimated construction costs provided by partner Housing Associations operating in Powys using an average cost per m² the outcome of which concluded a programme of circa 50 units per annum is achievable. It is uncertain at this point as to the basis of the costs provided i.e. are they representative of the area and size of sites Powys are considering for development and whether they include on costs. There is however a risk the costs will increase once the Powys design and specification is developed and the restrictions of the rent policies that affect the council restrict flexibility in the modelling will further impact on the number of units that can be delivered.

It is also uncertain at this stage as to how many of the sites are actually developable both in terms of site constraints and value.

Recommendation.

Before a procurement approach can be agreed it is important to understand the programme. It therefore recommended the following be actioned:

Mapping

- Map all HRA sites including the density estimated for each site and preferred tenure.
- Map all non HRA sites including the density estimated for each site and preferred tenure.
- Map all Housing Association (HA) sites that have been included within the Councils PDP including the density and tenures.
- Map sites within the private sector identified within the LDP's or other strategic plans applicable for the council. Identify which of these sites has an existing planning consent. (Note: candidate sites within LDP's do not necessary translate to developments and are often used to maximise land values. This

applies to sites with planning consents in place and therefore the information this provides can be used as a guide to inform potential development.)

The above will inform how the overall programme can be split regionally.

Due Diligence

Identify any barriers to the sites being developed such as infrastructure including services and ground conditions. This will inform where a site might sit within a programme i.e. no known barriers will enable early development where as other sites might need a longer lead in to resolve issues or actually drop from the programme completely.

Housing demands to be identified to inform the most appropriate tenures balanced with the housing associations agreed development programme which the Council manages. It is noted the information within the Common Housing Register and the Local Housing Market Assessment is not robust to be able to drill down to a local level requiring a site by site local assessment. As previously mentioned PCC is only able to offer social rented (SR) and low cost home ownership (LCHO). Intermediate rent or market housing will have to be delivered either by contractor partners or a separate development company. If an LCHO model is to be established the council must adopt a policy to inform the allocation of the units.

Financial business plan

A robust financial development appraisal system is required that enables a sensitivity analysis to be undertaken to understand the maximum capital costs that a scheme can afford to cost against the restricted rent being able to charge. It is important to ensure all capital costs are factored in and how and when grants / other funding is applied.

Community benefits

A full schedule of community benefits to be set out and the process for how these are to be measured if they are not currently included within the Value Wales Tool Kit.

An emphasis on the Powys £ has been made and this focuses on local labour and supply chain. The Powys contractor base is of smaller traditional contractors who will need to have their capacity and capability assessed. These contractors traditionally have no experience of contract working and will need guidance through the process including how and why community benefit clauses are important.

The Home Grown Timber project is a priority for the council and this will have to be assessed for value for money and appropriateness of its use in some of the projects (potentially).

Design and Specification

Currently each scheme is being treated as a standalone project with no continuity of design or specification. Where grant funding is applied the design is required to meet the Welsh Governments Development quality requirements. Officers have expressed a desire to develop a pattern book of designs and a standard specification which should be commissioned at the as soon as practical.

A suite of warranties is to be compiled to cover all design aspects.

Programme Management

Whilst the day to day project management of the schemes will be undertaken by officers it is important for a Programme Board to be established to oversee the wider programme, agree how the sites will be developed including the when and how across the life of the programme, review the value for money aspect and understand why fluctuations on pricing occurs and what value engineering should be implemented. The board will also have reported to them the outputs from each project in respect of community benefits. The Board will also review the risks of each individual scheme.

Procurement Process

As referenced above before the procurement process can be progressed the programme of sites must be established and an understanding of the values of the individual schemes and overall programme. The below points summarise the minimum information required to inform the procurement approach.

- Estimated value of the construction works per individual project and then as a combined programme of sites. This is to based on known deliverable projects and not to include at this stage potential additional sites that may be added in the future.
- Location of sites and then grouped in to geographic regions and by tenure
- Number of units per annum min and max based on available budget

- Local agenda (e.g. Powys £ and Home Grown Timber)
- Who is the contracting authority? i.e. PCC as a standalone or include partner HA's and a separate development company.

One area of concern expressed by the team is in respect of the capacity and capability of the existing contractor / developer workforce based within Powys. There is a lack of large contractors based in Powys and a reluctance from national management contractors to work in Powys unless sites are of a 40 unit plus density as a minimum (note this has been confirmed verbally by three of the major management contracting companies operating in Wales). This is due to the way in which their financial business models are set up.

However there is a drive from PCC to maximise local opportunities and for the existing local supply chain to benefit from this scheme which therefore enables the procurement options to be more focussed. This also aligns with the push by Welsh Government to enable more SME's to secure opportunities.

A further consideration is the availability of grants and funding within the 2018/19 grant funding programme which sets a timeframe for applicable schemes to get a site start which is a condition of the grant.

Taking the above into consideration it was determined by the team that two options for procurement should be focussed on. Appended is the full list of options considered for information purposes.

Procurement routes

Single route - direct tendering - individual sites or batched sites

Tender each site or a batch of sites on a design and build basis. PCC can maintain control over the initial design stage through to planning and develop a specification for the projects. Contractor partners will have responsibility for obtaining building control approval and any design development. There are a number of forms of contract that can be used such as a JCT or NEC. The size and scale of the development will inform the most appropriate form of contract to be used.

The advantages of this route is the specification and design can be unique to each scheme, lessons learnt from previous projects can be accommodated, using Sell 2 Wales will provide an open and transparent procurement approach. It can also be

targeted at the smaller contractors benefiting SME's within Powys subject to their capacity and ability.

Batching of sites will depend on the geographic spread and is beneficial where a group of small sites are all located within one town. This approach may enable the drawdown of grant in a timely manner as grant is usually paid on the basis of start on site of a contract. If the sites are small this approach may provide a value in terms of economy of scale.

Disadvantages are Powys will be at the mercy of the market forces and may struggle to secure interested contractors to provide tenders.

Procure a Powys OJEU compliant framework

It is important to recognise that as a public body PCC has to comply with OJEU (Official Journey of European Union) for tenders. This applies to construction projects / programmes that have an estimated contract value (or aggregation of values) that exceed £4.1M. It has been confirmed that the current HRA sites on an individual basis will not exceed £4.1M with the largest being circa 30 units. If the sites are collated into a single programme they will exceed the £4.1M threshold.

Establishing a framework of contractors.

Given the various size of sites and the geographic spread a framework based on 'Lots' of values and geographic areas can be considered. This approach will enable the LA to have in place a range of contractor partners split across the council area and further assessed on financial capacity.

Discussion took place to the benefit of setting up to three sub regions within Powys of North, West and South and mapping the HRA sites within the agreed regions. The programme can then be tendered under an OJEU compliant tender route where interested parties can express an interest in one, two or all three regions. This is further broken down into 'Lots' of values. Before finalising the value limits PCC must estimate the minimum size and value of a site and the maximum.

An example of value ranges is as follows:

£25k > £250k
£250k > £500k
£500k > £1500k
£1500k > £3000k

£3000k >

An umbrella agreement covers the framework under which each project can be tendered either on an individual or batched basis using an agreed form of contract such as the previously mentioned JCT or NEC.

The advantage of establishing a framework of multiple partners is the council can target local SME's and pay them direct rather than rely on a management contractor partner paying a fair price to the sub contractor work force of the region.

Disadvantage is however contractors cannot move to a higher value lot under the term of the framework.

There will be a cost to any framework arrangement as they require input from procurement legal experts and experienced quantity surveyors to ensure the process is followed correctly from the initial notice to the stand still and award of contract. This is not a quick procurement solution but it will eliminate any risk of challenge going forward and can be extended over time frames if built in at the start.

If this approach is taken forward it would be advisable to include a potential further phase the sites not currently within the HRA portfolio.

Note if PCC wishes to open the framework out to HA partners they should be named within the agreement.

Summary

The procurement process for the Affordable Housing Programme is subject to the following being confirmed:

- Confirmed programme of sites within HRA ownership.
- Identification of potential additional sites that could be brought into the programme.
- Location of sites split into regions
- Estimated density of the sites and construction values
- Tenure of sites (e.g. market or affordable)

The above will help to establish the full scope of an overarching framework split into 'Lots' based on values and sub regions. In addition it will help identify any discrete projects that could be tendered as a standalone schemes e.g. there may only be one or two sites within an area. It is possible to operate more than one procurement option.

It is noted that the Council has in place up to four projects that have been progressed to various stages that will be used as pilot projects to experiment with specification and construction / design solutions that will inform the wider programme. It is proposed these projects be tendered as individual pilot projects and advertised through Sell to Wales to create an open and transparent procurement process. It has been confirmed that as individual sites these will be below OJEU thresholds and will not therefore breach single contract rules. If possible not having identical tender lists for each project would be preferable.

As many of the sites are small with densities of between one and six units they could be tendered on individual basis without procuring a larger framework. As long as no one contractor is seen to be benefiting from the tenders this might be a simple route to progress.

Subject to agreement establishing a framework of contractors split into lots and geographic regions is considered beneficial to the authority rather than securing a single developer partner.

Whichever procurement route is followed it will be affected by market conditions and officers will have to maintain an overview of pricing fluctuations and labour impacts.

The form of tender adopted must take into consideration the capability of the local supply chain many of whom are not used to contractual working. Overly complex partnering contracts might put some off expressing an interest in the project. Furthermore consideration must be given to the capability of officers project managing the programme in respect of understanding of the contracts.

One area not fully explored at this stage is the desire to build some market homes. This could be included within the framework on the basis the contractor partner will purchase the site from the LA and build out or alternatively PCC sell the sites to highest bidders and reinvest the capital receipts into the affordable housing project.

Nikki Cole

Nikki Cole Consulting.
29 September 2017

Appendices

The project notes.

- Housing need - common housing register and LHMA
- Site based assessment for tenure - noted PCC only able to provide social rent within the rent policies and LCHO. Market housing and Intermediate rent would have to be undertaken through a development company or separate partner.
- Home grown timber - local supply Powys £
- Improve economy of areas
- Time scales of grant availability
- What is practical
- WG target of 20,000 homes plus.
- Improve existing Powys targets
- Local Labour - Powys lack of main construction companies
- Budget - 50 units / annum
- Community involvement and enhancements -training and apprenticeship opportunities
- Price
- "Passive House" sustainability, fuel poverty, overall cost of living in the property.
- Specification - space standards - grant drivers e.g. DQR - pattern book?
- Qualitative V Quantative measures.
- How - as much use of timber
- What is PCC USP what will attract resident to want to live in a PCC home?
- Viability - Cost to build V rent **RISK - RENT POLICIES**
- Maintenance - life cycle costs
- Adaptability / flexibility of the design and construction
- Deliverability of the market - capacity within the market / resources
- Demographics
- Economies of scales - lots of small sites
- Challenge identified of larger managing contractors not attracted to small site nature of such a project due to their business models restrictions
- Need may direct to development of small sites but these may be costly to build out. - viability of small sites in some areas may result in them not being built out due to infrastructure constraints

- Potential strategic approach could be to start with larger deliverable sites to get the project moving but will be subject to members buy in.

- Ownership of sites - not all identified sites in the HRA these will need to be prioritised to understand any phasing and link to deadlines and timescales.
- It was noted that housing need changes as units built and project needs to cross over into the PDP to ensure a balance.
- Suggestion of a risk register for unit thresholds
- Challenges will be geography of sites.

Procurement options discussed but not taken forward

Single partner OJEU route.

Seek a single developer partner to deliver the whole programme over an agreed number of years based on a schedule of rates for above ground works and indication of values for sub structure elements. The tender prices will be adjusted annually to meet changes in construction costs for which an Employers Agent (Q.S) will be required.

The advantages of this approach is PCC only have one partner to manage and work with but it will require robust contractual details such as to maximise the local supply chain and set in place targets / measures and monitor these. This type of contract is usually management contractor led who will sub out each project to various contractors. They also have a sales arm and will undertake open market housing if required.

The main barrier to this for PCC is the management contractors have robust business plans which only work where there is volume i.e. a minimum density of 30 plus units per site. The PCC programme of sites is predominantly small site focussed which may reduce interest from such management contractors.

Other points to be considered centre around whether the LA is happy to work with one partner over the life of the project and how will the scheme there be project managed.

Tap into existing frameworks (note it has been confirmed that the Heart of Wales framework is currently not suitable for this project)

There are limited frameworks available that may be open to PCC. Existing frameworks with other local authorities are limited by single developer partners who as managing contractors require volume and larger sites for their business planning.

Other

Other avenues open to PCC for procurement are the authority builds out small sites itself by project managing the construction and 'piggy back on to HA tenders. Both these routes are challenging. For the LA to build itself will require extensive knowledge and experience of the construction process and a dedicated quantity survey for the schemes. If this is of interest to the LA it is would recommend a single house pilot project be identified later in the overall project to use as a learning experience. 'Piggy backing' on to HA tenders could save time but there should be a common specification and having two clients project managing may create problems for contractors and it is recommended if this route is explored one party lead the project management process. (note this could help as a learning tool for PCC staff through shadowing HA development project managers.)

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CYNGOR SIR POWYS COUNTY COUNCIL

CABINET

7th November 2017

REPORT AUTHOR: County Councillor Jonathan Wilkinson
Portfolio Holder for Property, Buildings and Housing

SUBJECT: Welsh Housing Quality Standards Programme

REPORT FOR: Decision

1. Summary

- 1.1 This report seeks to inform Cabinet about progress of the Welsh Housing Quality Standard (WHQS) programme, and proposes a revised timetable for the programme's completion.

2 Background

- 2.1 The current WHQS Policy / programme was agreed by the cabinet on 22 March 2016. Its main aim is that:

"The Council ensures its housing stock complies with the minimum requirements to achieve WHQS as described in The Welsh Housing Quality Standard, Revised Guidance for Social Landlords on Interpretation and Achievement of the Welsh Housing Quality Standard, July 2008.

- 2.2 The programmes objectives are to:

- Achieve and maintain regulatory compliance, and act in accordance with best practice and relevant policy, legislation
- Ensure that dwellings are of good quality, suitable for the needs of existing and future residents, and have improved energy ratings
- To maximise the impact of housing expenditure on the economy of Powys
- To ensure that housing contributes to the delivery of stronger communities in Powys

- 2.3 The Welsh Government have clearly set out that

"The Welsh Housing Quality Standard requires all social landlords to improve their housing stock to an acceptable level by 2020"

Powys Council resolved to achieve this deadline early by March 2018. However, a number of factors has impacted on this, as set out in this paper.

2.4 Powys aims to improve and maintain its housing stock to at least Welsh Housing Quality Standard (WHQS). Its policy sets out its interpretation of the WHQS standards, and where this will be exceeded. The requirements are to;

- replace components such as kitchens, bathrooms, windows, roofs and wiring
- re-render or externally insulating external walls
- replacing heating systems on a like for like basis

In addition, Powys are offering a choice of heating systems to include renewable energy in the form of air source heat pumps in off gas areas, and adding full redecoration of kitchens and bathrooms following work.

2.5 A key policy driver is the Well Being and Future Generations Act 2015. Powys Well Being Assessment highlights a need for accommodation that is fit for purpose for older and disabled persons. The WHQS policy therefore focuses on works to allow residents to live independent lives for longer. It should be noted;

- Welsh Government population projections indicate that the age group 65 and older in Powys will increase from 33,600 in 2014 to 47,400 in 2039.
- In 2039 it is projected that 39% of all residents in Powys belongs to this age group.

2.6 A number of pilot projects have been completed and evaluated with tenants, housing staff, occupational therapists and county councillors. These include creating level access, visibility improvements to assist with sight loss and dementia, and security works, and creation of scooter stores.

2.7 Many of the contracts have now been let for the Welsh Housing Quality Standard but there still remains other contracts to be awarded which has meant a change in the programme. The value of the programme requires that contracts have to be awarded in accordance with Public Contracts Regulations 2015 which can extend the period for procurement.

2.8 There have been a number of issues faced over the last 9 months:

- The contract for heating had to be terminated, due to significant underperformance of the contractor. A process to retender this contract is ongoing and will be advertised imminently.
- The re-procurement of certain WHQS component replacement contracts was delayed due to a small number of contractors interpreting the pricing schedules differently. Clarified schedules were issued for re pricing, and a re-evaluation exercise undertaken.
- The contract for roofing (in the North) is not yet able to be awarded until issues raised by an unsuccessful tenderer have been resolved.

However this will not preclude the Council from procuring and undertaking interim works in the meantime, though the Council are expecting that these issues will be concluded very shortly

- The tender process for the windows lot was suspended, as an excessive number of tender enquiries, presented a high commercial risk of claims had the contract proceeded. This will be reissued imminently
- A new Dynamic Procurement System is being used for the undertaking of estate and general works on sites which will provide a number of opportunities for local contractors to be part of the process and to bid as works are offered.

2.9 The WHQS contracts for kitchens, bathrooms, electrical re-wiring, external walls and roofing north were awarded in June, three months behind programme.

2.10 The WHQS contracts for heating and windows are programmed to be awarded in December and January respectively. This assumes no challenges are received by unsuccessful suppliers, a risk that is being mitigated by applying learning points from the previous procurement exercises.

2.11 Powys HRA 30-year Business Plan has been produced in accordance with the model supplied by the Welsh Assembly Government. Since 2013, £47.4m has been spent on WHQS works. In total over 11,000 components have been replaced as shown in Table 1 below.

Table 1 - Numbers of components replaced	
Bathrooms	2453
Kitchens	2223
Heating systems	1604
Installation of doors in properties	1205
Roofing	1028
Installation of new windows in properties	879
External Wall Insulation	866
Rewiring	655
Replacing rendering	189

The remaining expenditure needed to achieve and maintain the WHQS standard is £15.2m this year, and £8.75m next year. In the forthcoming budget round, some re-profiling of those amounts will be made to reflect the cash flows and resource capacity of the WHQS contractors.

- 2.12 Additionally, in the first five years of the business plan we will spend:
- £18.4m on reconfiguring our housing stock and
 - a further £13.8m on the acquisition and development of new homes owned and managed within the HRA.

The procurement events described above have not impacted on these projects.

- 2.13 The Council assumes that Major Repair Allowance will continue to be paid at the current rate of £3.7m.
- 2.14 Over the last four years 97% of expenditure on the WHQS programme (£19.2m) was with welsh based contractors. Following the recent tender exercise, a planned 100% of expenditure (£15.7m) will be with welsh based contractors in Wales, including £6.4m (40%) being spent with companies from Powys.
- 2.15 All WHQS contractors will be required to provide community benefits, and complete the Welsh Governments Community Benefit toolkit. Over the past four years some key benefits have been:
- £3.8m – Contribution to SME's in Wales
 - £176k - Cash donation, or labour, goods and services in kind
 - 47 – Unemployed persons recruited
 - 15 – Apprenticeships created
 - 15 – Work Experience/Internships
- 2.16 Cabinet in December 2012 established a target of achieving the WHQS by the end of March 2018, across the HRA housing stock. As a result of the recent delays in procuring new framework contracts, this target date is unlikely to be achieved, but the WHQS will be achieved by the end of 2018 (2 years in advance of the Welsh Government target). It is proposed that the Cabinet approves this revised target timescale for the achievement of the WHQS.

3 Corporate Improvement Plan

- 3.1 The vision and priorities of the new cabinet are to support our residents and communities and to develop a vibrant economy and these are reflected in the objectives set in the Local Housing Strategy and the Housing Revenue Account business plan.
- 3.2 The Housing Service has to date played a key role in contributing to the Public Service Boards Well-being assessment in preparation for the production of the Local Well-being Plan, as required by the Well-being of Future Generations Act 2015. The Housing Service considers that it has a key role to play in improving the well-being of a significant part of the population of Powys, either directly as a landlord and provider of a wide range of housing service or in partnership with a wide range of other public and third sector agencies.
- 3.3 In addition the Housing Service recognises the contribution that it makes to the local economy through its procurement of services from external contractors. The Housing Service is committed to ensuring that Powys based SME's are able to compete on a level playing field during the procurement process, with larger, national contractors.

4 Options Considered/Available

- 4.1 Powys County Council has 2 options available.
1. Continue with an approach to meet the WHQS standard for all stock ahead of the Welsh Government Deadline of 2020.
 2. Revert to the 2020 deadline.

5. Preferred Choice and Reasons

- 5.1 Option 1 is the preferred choice as it demonstrates leadership from the Council to continue its ambitious approach, and there is less impact in re-profiling the HRA Business Plan. This option will also lessen the impact on residents waiting for improvements.

6. Sustainability and Environmental Issues/Equalities/Crime and Disorder/Welsh Language/Other Policies etc

- 6.1 We require our suppliers and contractors to embrace sustainability through the application of contract award criteria which takes into account not only financial factors but also whole life cost, the associated risk, measures of success and implications for society, the economy and the environment.

7 Children and Young People's Impact Statement - Safeguarding and Wellbeing

- 7.1 With over £6.4m of future investment in WHQS works being made directly to Powys companies, and further support to local SME's by Welsh contractors, the programme will increase employment in the county, having a beneficial impact on families and creating employment opportunities for young people.

8 Local Member(s)

- 8.1 The proposal will affect all members.

9 Other Front Line Services

- 9.1 Not applicable

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

- 10.1 Finance – The Capital and Financial Planning Accountant confirms that the funding for the WHQS work is in the Capital Programme. The current 2017/18 budget is to be reviewed in October, following the delay in appointing contractors. It is anticipated that some of the budget will need to be rolled forward to 2018/19. The details will be included in a future Capital Outturn Report for approval.
- 10.2 Legal – “The Professional Lead - Legal supports the recommendation in this report and confirms that the legal services will support this department as and when required.

11 Local Service Board/Partnerships/Stakeholders etc

- 11.1 This is largely a Housing Management matter, though to maintain support to Well Being, we have continued to replace or improve heating systems where there has been breakdowns or medical need, until such time as a new contractor(s) have been identified to install replacement heating systems.

12 Communications

- 12.1 Once the revised programme deadline has been approved by council, it is proposed that the adoption of the programme is disseminated to members, and published on the Powys website.
- 12.2 There has been consultation with the Chair of the Tenants Liaison Forum at HRA Project Board. Details of the revised programme will be agreed with the Tenant Liaison Forum, the WHQS Sub Group and will be published in the tenants’ newsletter which is sent to every tenants’ home.

13 Statutory Officers

- 13.1 The Solicitor to the Council (Monitoring Officer) has commented as follows: “I note the legal comment and have nothing to add to the report”.
- 13.2 The Strategic Director Resources (Section 151 Officer) notes the content of the report.

14 Members’ Interests

- 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.

Recommendation:	Reason for Recommendation:
That Cabinet approves the extension of the WHQS deadline until December 2018.	To: <ul style="list-style-type: none"> • Mitigate the impact of procurement delays • Maintain leadership ambition to meet WHQS standard early • Minimise the impact to residents awaiting essential improvements

Relevant Policy (ies):	Powys County Council Housing Services Welsh Housing Quality Standard (WHQS) Compliance Policy		
Within Policy:	Y	Within Budget:	Y

Relevant Local Member(s):	All Members
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Person(s) To Implement Decision:	Head of Housing
Date By When Decision To Be Implemented:	1st December 2017

Contact Officer Name:	Tel:	Fax:	Email:
Simon Inkson	01597 827464		simon.inkson@powys.gov.uk

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CYNGOR SIR POWYS COUNTY COUNCIL

CABINET REPORT

7th November 2017

REPORT AUTHOR: County Councillor Jonathan Wilkinson
Portfolio Holder for Housing & Countryside Services

SUBJECT: Evaluation of the Syrian Vulnerable Persons Relocation Scheme in Powys

REPORT FOR: Decision

1. Summary

- 1.1. This report provides information about the implementation of the Syrian Vulnerable Persons Relocation Scheme in Powys (SVPRS), reports on an evaluation of its effectiveness and proposes that the council extends its participation in the scheme to accommodate a further 6 families.

2. Background

- 2.1 In October 2015 the Council made a commitment to participate in the SVPRS, a UK Government initiative to accommodate 20,000 refugees from the brutal civil war in Syria. The SVPRS is funded by the Home Office using resources from the UK Governments foreign aid budget. Details of the funding for individuals provided by the Home Office is shown at Appendix 1 & 2.
- 2.2 The Housing Service took the lead for arranging the effective resettlement of the Syrian families into Powys. The Service immediately established a multi-agency working group to co-ordinate effective multi agency working to ensure the success of the families' resettlement into Powys, participants included:
- PCC Housing Service
 - PCC Schools
 - PCC Adult Social Care
 - PCC Children's Services
 - Dyfed Powys Police
 - Department for Work and Pensions
 - Powys Teaching Health Board
 - Public Health Wales
 - PAVO
 - Housing Associations
 - Mid & West Wales Regional Community Cohesion Co-ordinator
- 2.3 The decision was taken to accommodate 12 families, the first 6 families in Ystradgynlais and the remaining 6 families in Newtown. The decision to select each town was based on the relatively lower rate of demand for three bedroom accommodation in each town. In addition Ystradgynlais is close to Swansea and offered an opportunity for the council to make use of services developed in the M4

corridor region to support refugees and asylum seekers. The decision to select Newtown was based on the presence of an Islamic Study Centre in the town.

2.4 The Housing Service secured accommodation for the families (either within its own stock, in the private rented sector or in one case in a housing association property) after consulting with Dyfed Powys Police on the potential risks of placing the families in the identified accommodation and furnished it with basic furniture suitable for the family size, carpets, curtains and all household goods. In addition, the Service commissioned an integration support provider (Swansea based Ethnic Youth Support Team (EYST)) and an organisation to provide English spoken as a foreign language (ESOL) lessons for the adults in the family. A small group comprising Housing, Schools and Powys Teaching Health Board, selected the families referred to Powys by the Home Office, this was mainly based upon availability of places in year groups in local schools. The School Service worked with individual schools to commission additional support for the children moving to Powys.

2.5 The first families arrived in Ystradgynlais in July 2016 and the sixth family arrived in October. The first families arrived in Newtown in early December 2016 and the sixth family arrived in April 2017. The Housing Service commissioned an evaluation of the SVPRS in Powys, which was recently completed by Diverse Cymru, which is attached at Appendix 3. The evaluation shows:

- Overall, the SVPRS run by Powys County Council is viewed as a success by delivery partners, community groups and the Syrian families themselves.
- All the Syrian families reported feeling safe in their homes and neighbourhoods and felt they had progressed in learning English and gaining independence since arriving.
- Delivery partners rated the project's effectiveness and success highly, commending its partnership-based approach and the strength of relationships (formal and informal) between different bodies.

The success of the scheme is also exemplified by the event arranged by the families in Ystradgynlais to say thank you to the community in April 2016 and the hosting of a Syrian Feast at the Newtown Food Festival in early September 2017, by the families from Newtown.

2.6 The evaluation also draws attention to certain issues that the council needs to address, such as:

- Community groups (third sector) felt that communication was a weakness in delivery of the project and one they feel still needs to be addressed.
- Syrian families felt English language provision was inadequate, citing a range of criticisms. The general response was that they wanted to progress faster and further than the current range of ESOL classes allowed. (This has been addressed by the funding of adults at intermediate level ESOL classes to improve their English language skills, in the recognition that this is crucial to enable them to move on with their lives)
- Issues in relation to the delivery of integration support in Ystradgynlais. (It should be noted that these have been caused by short term staffing difficulties)

It should be noted that as a council and partnership we were unexpectedly surprised by the groundswell of support for the families resettled into Ystradgynlais and Newtown, and we gave insufficient thought in our preparations for how third sector and community groups could be actively engaged in our attempts to resettle the families.

3. Proposal

- 3.1. The evaluation of the SVPRS shows that the programme has largely had positive outcomes for:
- the families who have been able to settle into their new communities with relative ease
 - the children who have been able to re-enter education and are flourishing in our schools
 - the council and its partners, as the programme demonstrates how agencies can collaborate effectively to achieve a common goal
 - Powys and its communities, as it demonstrates the open hearted nature of our communities
- 3.2. It is proposed that based on the success of the SVPRS to date, that Cabinet consider extending the councils participation in the scheme to accepting a further 6 families. It is proposed that these families are accommodated in Llandrindod Wells. This is proposed based on the experience of other local authorities in the Mid and West Wales region who have successfully accommodated families in smaller, more rural communities than Powys, and the relatively lower rate of demand for three bedroom family homes in Llandrindod Wells when compared to other communities.
- 3.3. Should the Cabinet agree to the extension of the scheme to Llandrindod Wells the council will seek to recruit a post to co-ordinate the scheme county wide, providing specific focus on engaging with community and third sector groups, to ensure that their efforts are better incorporated into the partnerships attempts to successfully resettle and integrate the families.

4. One Powys Plan

- 4.1. Extending the SVPRS in Powys to accommodate a further 6 families will demonstrate that Powys supports the UK Governments efforts to accommodate 20,000 refugees from the civil war in Syria and its determination to deliver stronger communities.

5. Options Considered/Available

- 5.1. The Cabinet could consider not extending the scheme to a further 6 families in Llandrindod Wells, and this would not reflect poorly on the council, as it has already achieved its target of accommodating 12 families.

6. Preferred Choice and Reasons

- 6.1. It is proposed that the Cabinet support to the proposal to extend the council's commitment to resettling 18 rather than 12 families, and that these families are resettled in Llandrindod Wells.
- 6.2. The scheme is well funded by the Home Office and by extending the number of families resettled the council is demonstrating its commitment to assisting the UK Government achieve its target of resettling 20,000 Syrians by 2020.

7. Sustainability and Environmental Issues/Equalities/Crime and Disorder,/Welsh Language/Other Policies etc

- 7.1. The scheme is well funded by the Home Office and demonstrates the council's commitment to providing humanitarian relief.

8. Children and Young People's Impact Statement - Safeguarding and Wellbeing

- 8.1. The scheme will enable a further 6 refugee families who are living in desperate circumstances in the nations surrounding Syria to be resettled in Powys, enabling children to restart education.

9. Local Member(s)

- 9.1. This matter has been discussed with the county councillors who represent Llandrindod Wells. Councillor Gary Price (Llandrindod North) states:

"I'm fully aware of the reasons and needs for housing Syrian families within Powys and how those families already living within the County have integrated well with the Communities they live. My only concern is the availability of suitable housing within Llandrindod Wells for an additional 6 families given regular contact from constituents how have been on the Council and registered social housing waiting list for considerable time. It is important that Powys residents already on these waiting lists are not prevented suitable housing from any proposals within the Cabinet report."

10. Other Front Line Services

- 10.1. The resettlement of additional families into Llandrindod Wells will have an impact on local schools, who will see an increase in the number of pupils.

11. Support Services (Legal, Finance, HR, ICT, BPU)

- 10.1 Finance – The Finance Business Partner notes the content of the report and can confirm that the appropriate funding applications are submitted and funding utilised within the grant terms and conditions from the Home Office. If the additional 6 families are resettled, the proposed Co-ordinator post will be funded from the grant.

10.2 Legal - The Professional Lead-Legal notes the recommendation in this report and sees no legal issue of concern

12. Local Service Board/Partnerships/Stakeholders etc

12.1. This matter has been discussed with members of the Powys Syrian Vulnerable Persons Relocation Scheme Working Group.

13. Communications

13.1. We have limited the amount of publicity around the resettlement of the Syrian families, to enable them to pick up their lives on arrival in Powys. This approach will continue should the Cabinet agree to extend the scheme further.

14. Statutory Officers

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

14.2 The Strategic Director Resources notes the comments made by finance.

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:
<p>1. That Cabinet note the progress made to date on the resettlement of the Syrian families in Ystradgynlais and Newtown.</p> <p>2. That Cabinet agrees to extend the number of families resettled to Powys from 12 to 18, and that the further 6 families are resettled in Llandrindod Wells.</p>	<p>1. To bring to members attention the relative success of the resettlement scheme in Powys.</p> <p>2. To demonstrate the council's commitment to providing humanitarian relief to Syrian refugees</p>

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

Relevant Local Member(s):	Cllr Gary Price Cllr Pete Roberts Cllr Jon Williams
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Person(s) To Implement Decision:	Simon Inkson
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Date By When Decision To Be Implemented:	November 2017
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Contact Officer Name:	Tel:	Fax:	Email:
Simon Inkson	01597 826631		simon.inkson@powys.gov.uk

Background Papers used to prepare Report:



Home Office

FUNDING TO LOCAL AUTHORITIES

FINANCIAL YEAR 2015/16

(PRE- 31 DECEMBER 2015)

HOME OFFICE FUNDING: SYRIAN RESETTLEMENT PROGRAMME (SRP)

UK Visas and Immigration

Date of Issue:

Version: 1.0

1. SCOPE

- 1.1. This document (the 'Instruction') sets out the terms under which the Home Office (the 'Authority') will make funding available to a participating local authority (the 'Recipient') in respect of expenditure incurred supporting vulnerable persons (VPs) brought to the UK under the Syrian Resettlement Programme (the 'Programme') for the period 7 September 2015 to 31 December 2015. The document should be read in conjunction with the relevant claim form (at Annex A).
- 1.2. The outcomes to be achieved are described in the Statement of Requirements (shown at Annex B).
- 1.3. Unless specifically stated otherwise, any funding will be in respect of a Recipient's costs in fulfilment of its statutory duties and anything otherwise agreed with the Authority.
- 1.4. The Home Office will provide funding to cover reasonable legitimate costs incurred in supporting all VPs for the first twelve months following their arrival in the UK

2. DEFINITION

- 2.1. A Syrian Vulnerable Person ('SVP') is defined as any person who has been classified as such by the Authority following referral by the UN High Commissioner for Refugees (UNHCR), and has arrived in the UK having been admitted to the Programme.

3. CONFIDENTIALITY

- 3.1. The Recipient undertakes to keep confidential and not to disclose and to procure that their employees, sub-contractors and agents keep confidential and do not disclose any information which they have obtained by reason of this Instruction.
- 3.2. Nothing in this clause 3 applies to information which is already in the public domain or the possession of the Recipient other than by reason of breach of this clause. Further, this clause 3 shall not apply to information which is required to be disclosed pursuant to any law or pursuant to an order of any court or statutory or regulatory body.
- 3.3. The Recipient shall ensure that any personal information concerning any SVP disclosed to them in the course of delivering this Programme is treated as confidential and should only be disclosed to a third party in accordance with the provisions of the Data Protection Act 1998. In the event of any doubt arising, the matter shall be referred to the Authority whose decision on the matter shall be final. In particular, the Recipient shall:
 - 3.3.1. have in place appropriate policies and procedures to recognise and maintain the SVPs need for confidentiality; and
 - 3.3.2. ensure that without the consent of an SVP, details of that individual SVP are not released to any organisation not party to this Instruction.

- 3.4. The Recipient shall not use any information which they have obtained as a result of delivering the Programme (including, without limitation, any information relating to any SVP) in any way which is inaccurate or misleading.
- 3.5. The provisions of this clause 3 shall survive the termination of this Instruction, however that occurs.
- 3.6. In the event of any unauthorised disclosure, the Authority must be informed without delay. The Authority will decide on what, if any, remedial action should take place and the Recipient shall be bound by and will abide by the decision of the Authority.
- 3.7. Where a Recipient is responsible for an unauthorised disclosure in breach of this Instruction, that Recipient will be liable for any consequences of such unauthorised disclosure, including (but not confined to) any civil or criminal liability.
- 3.8. All approaches made by any person or organisation not party to this Instruction in respect of this matter must be referred to the Home Office press office for their advice and/or action.

4. REIMBURSEMENT

- 4.1. Payment for each eligible SVP supported by a Recipient will be at a standard per capita rate set by the Authority. These payments may, from time to time, be adjusted by the Authority.

UNIT COSTS FOR SYRIA VPR SCHEME - LOCAL AUTHORITIES					
	Adult Benefit Claimant	Other Adults	Children 5-18	Children 3-4	Children U-3
	£	£	£	£	£
Local Authority Costs	8,520	8,520	8,520	8,520	8,520
Education	0	0	4,500	2,250	0
Primary medical care	600	600	600	600	600
Secondary medical care	2,000	2,000	2,000	2,000	2,000
TOTALS	11,120	11,120	15,620	13,370	11,120

- 4.2. Payments for Special Educational Needs will also be made in respect of every child between the ages of 3 and 18 years.

UNIT COSTS FOR SYRIA VPR SCHEME - SPECIAL EDUCATIONAL NEEDS					
	Adult Benefit Claimant	Other Adults	Children 5-18	Children 3-4	Children U-3
	0	0	1,000	1,000	0

- 4.3. Additional payments for educational purposes may also be made as required in respect of supported SVPs who have not attained the age of 18 years and who are

in full-time education. The rates for these payments will be set by the Authority, and may be adjusted from time to time by the Authority.

- 4.4. Further additional payments may also be made in order to cover necessary costs of social care. These will be assessed and made on a case-by-case basis.
- 4.5. Payments will be made throughout the 12 month period based on the age and status of the SVP on arrival in the UK.
- 4.6. Nothing in this Instruction shall be construed as providing or permitting the total relevant benefits to exceed the statutory limit (the 'benefit cap') prevailing at the time of payment.
- 4.7. On the day of arrival in the UK of an SVP, the Authority will authorise an immediate initial payment of 22% of the total projected annual per capita amount for that person.
- 4.8. Following this, the remainder will be paid in arrears in six equal instalments at the end of the second, fourth, sixth, eighth, tenth and twelfth months following the SVP's arrival in the UK.
- 4.9. The Authority must be notified at the earliest opportunity if a Recipient expects its funding requirement to be lower than expected, in order to avoid overpayments.
- 4.10. In the event that an overpayment is made, the Authority must be notified as soon as reasonably practicable. In such instances, the Authority may require immediate reimbursement of the overpayment or may adjust subsequent payment(s) accordingly.
- 4.11. At the end of the financial year, the Recipient will submit a total expenditure calculation, based upon which any further payment or repayment will be calculated.
- 4.12. Any payments made under this Instruction will also cover VAT or other duties paid by the Recipient.

5. CESSATION OF PAYMENT

- 5.1. The Authority's responsibility for providing financial support under this Instruction will cease on the 12 month anniversary of that SVP's arrival into the UK under the Programme.
- 5.2. Payments will also cease where the SVP:
 - 5.2.1. dies;
 - 5.2.2. leaves the relevant local authority area to live in a local authority area which is not engaged in the Programme;
 - 5.2.3. indicates that they no longer wish to receive funding;
 - 5.2.4. indicates that they are leaving the UK permanently;
 - 5.2.5. applies for some other status within the UK; or
 - 5.2.6. otherwise leaves or becomes ineligible for the Programme.
- 5.3. In the event of any such occurrence under paragraph 5.2, the Recipient must notify the Authority without delay.

- 5.4. For the purposes of clause 5.1, the 12 month period will commence on the date of the SVP's arrival in the UK (whether under the Programme or otherwise) and will continue unbroken until the end of the 12 month period.
- 5.5. The Authority reserves the right to cease making payments if it has reasonable grounds to believe that the SVP has sought to deceive the Authority, the relevant Recipient or a partner agency in relation to their circumstances, including their inclusion on the Programme or their activities whilst so involved.

6. DATA RECONCILIATION AND PAYMENTS

- 6.1. The Recipient shall complete applications for payment in the form set out in Annex A, which includes details of each SVP and the financial support applied for.
- 6.2. Specific instructions for the completion of Annex A are included in the SRP LA funding Excel workbook, which will be supplied by the Authority. The Annex A should only be submitted to the SRP LA Funding team via the Authority's secure data transfer portal, "MoveIT DMZ", to ensure compliance with 1998 Data Protection Legislation.
- 6.3. The Annex A submitted for payment must be received by the Authority no later than three months after the close of the period to which the application relates; late returns may result in payment being delayed. Payments may be withheld if Annex A applications for payment are not submitted in accordance with the Schedule.
- 6.4. The Recipient will have the opportunity to make representations if they believe that the level of funding received is less than that to which they are entitled under the terms of this Instruction. Any discrepancies regarding the amounts paid must be notified by the relevant Recipient to the SRP LA Funding team within a month of the Annex A response being sent, following reconciliation against the Authority's records. Retrospective payments for individuals not promptly included on Annex A may be agreed only where exceptional circumstances are shown.
- 6.5. Payments will be made by BACS using account details that the Recipient must supply to the Authority on headed notepaper. In the event of a change in bank details, the relevant Recipient should immediately notify the Authority of the new information.
- 6.6. Payments will be made within thirty (30) days of receipt of a correctly-completed claim, except for the first payment which, in accordance with clause 4.5, will be initiated on arrival in the UK of an SVP.
- 6.7. Payments will be referenced 'SRP (LA) 15/16 POA Mth' followed by the month numbers in the financial year; for example, the payment made for the period 1 November – 31 December will be referenced as 'SRP (LA) 15/16 POA Mths 8-9'. The relevant Recipient should advise the cashiers' department accordingly.
- 6.8. At the end of the period for which support is paid, final checks will be carried out to ensure that the payments already made accurately reflect the amounts to which the Recipient is entitled. Payments made as a result of applications are to be regarded as payments on account, which will be finalised when the final claim is confirmed by the Authority. The Recipient should note that the format of the claim spreadsheets **must not** be altered.

7. AUDITS

- 7.1. The Recipient must record expenditure in their accounting records under generally-accepted accounting standards in a way that the relevant costs can be simply extracted if required. Throughout the year, the SRP LA Funding team will work with the Recipient to ensure the accuracy of claims, thereby reducing the need for audits at year-end.
- 7.2. Visits may be made from time to time by the Authority or its appointed representatives, including the National Audit Office. Whilst there is no requirement for submission of detailed costings, the Recipient must be able to provide the costs for individual cases and will, if required, be expected to justify, explain and evidence costs.
- 7.3. In all cases, the Recipient shall supply the Authority with all such financial information as is reasonably requested from time-to-time, on an open book basis.

8. BREACH OF FUNDING CONDITIONS

- 8.1. Where a Recipient fails to comply with **any** of the conditions set out in this Instruction, or if any of the events mentioned in clause 8.2 occur, then the Authority may reduce, suspend, or withhold payments, or require all or any part of the relevant payments to be repaid by the relevant Recipient. In such circumstances, the relevant Recipient must repay any amount required to be repaid under this clause 8.1 within thirty (30) calendar days of receiving the demand for repayment.
- 8.2. The events referred to in clause 8.1 are as follows:
 - The Recipient purports to transfer or assign any rights, interests or obligations arising under this Agreement without the agreement in advance of the Authority; or
 - Any information provided in the application for funding (or in a claim for payment) or in any subsequent supporting correspondence is found to be incorrect or incomplete to an extent which the Authority considers to be material; or
 - The Recipient takes inadequate measures to investigate and resolve any reported irregularity.

9. CONTACT DETAILS

- 9.1. For queries relating to this Instruction or the submission of payment applications, please email your SRP LA Funding team contact.

10. ACTIVITIES – GENERAL

- 10.1. The Recipient must ensure that all reasonable steps have been taken to ensure that they and anyone acting on their behalf shall possess all the necessary qualifications, licences, permits, skills and experiences to discharge their

responsibilities effectively, safely and in conformance with all relevant law for the time being in force (so far as binding on the Recipient).

- 10.2. Monies provided must not be used for any purpose other than delivery of Programme outcomes detailed in the Statement of Requirements, nor is it permissible to vire any such funds elsewhere.
- 10.3. No aspect of the activity funded by the Authority may be party-political in intention, use or presentation.
- 10.4. The funding may not be used to support or promote religious activity. This will not include inter-faith activity.
- 10.5. No aspect of the activity funded by the Authority may be intended to influence or attempt to influence Parliament, Government or political parties, attempt to influence the awarding of contracts and grants, or to attempt to influence legislation or regulatory action.

11. INDEMNITY

- 11.1. The Authority accepts no liability to the Recipient or to any third party for any costs, claims, damage or losses, however they are incurred, except to the extent that they are caused by the Authority's negligence or misconduct.

12. DISPUTE RESOLUTION

- 12.1. In the event of any dispute between the Parties, it will be resolved by the Parties.

ANNEXES

The annexes to these instructions are contained in the SRP LA funding Excel workbook with the following contents:

- Annex A – Monthly Claim
- Annex B – Statement of Outcomes

Annex A – Expenditure Claim Pro-forma

See attached document

Annex B – Statement of Requirements

1. Section 1 – Delivery Outcomes

1.1 The SRP is made up of two elements:

1.1.1 **Pre arrival** – Provision of medical and travel services enabling the migration of accepted SVPs to the UK; and

1.1.2 **Post arrival** – Housing provision, initial reception arrangements, casework and orientation support including English language provision.

1.2 This Statement of Requirements describes the **post arrival outcomes** to be achieved.

2. Post Arrival Outcomes

Provision of accommodation:

2.1 The Recipient will arrange accommodation for the arriving SVPs which meets local authority standards and which will be available on their arrival and is affordable and sustainable.

2.2 The Recipient will ensure that the accommodation is furnished appropriately. The furniture package should not include luxury items. This means that food storage, cooking and washing facilities can be provided but the facilities should not include the provision of other white goods or brown goods, i.e. TV's, DVD players or any other electrical entertainment appliances.

2.2.1 The Recipient will ensure that the SVPs are registered with utility companies and ensure that arrangements for payments are put in place (no pre pay/card accounts).

2.2.2 The Recipient will provide briefings on the accommodation and health and safety issues for all new arrivals including the provision of an emergency contact point.

2.3 The Recipient will meet and greet arriving SVPs from the relevant airport and escort them to their properties, briefing them on how to use the amenities.

Casework support service:

2.4 The Recipient will ensure that SVPs are provided with a welcome pack of groceries on their arrival.

2.5 The Recipient will provide an initial cash allowance for each SVP of £200 – this is to ensure they have sufficient funds to live on while their claim for benefits is being processed.

2.6 The Recipient will provide advice and assistance with registering for mainstream benefits and services and signposting to other advice and information giving agencies – this support includes:

2.6.1 Assisting with registration for and collection of Biometric Residence Permits following arrival

2.6.2 Registering with local schools, English language and literacy classes

2.6.3 Attending local Job Centre Plus appointments for benefit assessments

2.6.4 Registering with a local GP

- 2.6.5 Advice around and referral to appropriate mental health services and to specialist services for victims of torture as appropriate
- 2.6.6 Providing assistance with access to employment.
- 2.7 The Recipient shall put in place a support plan for each family or individual for the 12 month period of their support to facilitate their orientation into their new home/area.
- 2.8 The Recipient shall undertake an assessment with each SVP of their English language capability to determine appropriate support arrangements through provision of English for Speakers of Other Languages (ESOL) or equivalent. The purpose of the language tuition is to ensure that each SVP is able to carry out basic transactions within the communities in which they have been placed.
- 2.9 SVPs should be able to access such classes within one month of their arrival and they should be made available until such time as suitable mainstream provision becomes available or until 12 months after arrival (whichever is sooner).
- 2.10 This provision should be delivered by an accredited ESOL provider.
- 2.11 Throughout the period of resettlement support the Recipient will ensure interpreting services are available.
- 2.12 The above outcomes will be provided through a combination of office based appointments, drop in sessions, outreach surgeries and home visits.

Requirements for SVPs with special needs/assessed community care needs

- 2.13 Where SVPs are identified as potentially having special needs/community care needs the Authority will ensure, as far as possible that these needs are clearly identified and communicated to the Recipient 6 weeks prior to the arrival of the SVPs.
- 2.14 Where special needs/community care needs are identified only after arrival in the UK, the Recipient will use its best endeavours to ensure that care is provided by the appropriate mainstream services as quickly as possible.

3 General Requirements

Hours of operation:

- 3.1 The Recipient shall note that the Authority's offices perform normal business during the hours of 09.00 to 17.00 on Working Days.
- 3.2 The Programme as defined in this Statement of Requirements shall be provided at a minimum on each Working Day. The Authority recognises that in the interests of efficiency the exact availability and timings of the various service elements will vary. It is envisaged that some Out of Hours provision will be required from the Recipient.
- 3.3 All premises used to deliver the Programme elements should meet all regulatory requirements and be suitable for the purpose.
- 3.4 The Recipient and/or its Delivery Partners shall develop, maintain and implement the following procedures:
 - 3.4.1 A procedure for SVPs to complain about the support and assistance provided by the Recipient.

- 3.4.2 A procedure for managing and reporting critical incidents. The Authority must be advised of such incidents as soon as reasonably possible, but in any event by the end of the next Working Day

Personnel standards:

- 3.5 The Recipient shall ensure that the recruitment, selection and training of its Staff, including persons employed by or as agents or sub-contractors to the Recipient, are consistent with the standards required for the performance of the outcomes. The Recipient will fully equip and train staff to ensure they are able to fulfil their roles and ensure that appropriate and sufficient security provisions are made for all staff undertaking face-to-face activities. Also, the Recipient shall ensure that staffing levels are appropriate at all times for the purposes of the delivering the Programme and ensure the security and well-being of all SVPs, dependant children and its staff.
- 3.6 The Recipient shall ensure that all applicants for employment in connection with the Requirement are obligated to declare on their application forms any previous criminal convictions subject always to the provisions of the Rehabilitation of Offenders Act 1974.
- 3.7 In addition, the Recipient shall ensure that all Staff (including volunteers and sub-contractors):
- 3.7.1 employed or engaged have the right to work in the United Kingdom under applicable immigration law, and
 - 3.7.2 are subject to Disclosure and Barring Service checks. The results of such checks must be known before any employee undertakes duties requiring contact. Where such checks reveal prior criminal convictions that might reasonably be regarded as relevant to the appropriateness of the individual to have unsupervised access, particularly to children under the age of 18, or where such checks are not possible because of identification issues, the Recipient shall follow its internal policy and carry out an appropriate risk assessment before an offer of employment is made, and
 - 3.7.3 who are likely to have unsupervised access to children under the age of 18 has been instructed in accordance with the relevant national child protection guidelines (e.g. for people working in England, DfE's Working Together to Safeguard Children, 2015) and Local Safeguarding Children Boards' guidance and procedures, and
 - 3.7.4 providing immigration advice should be known to the Office of the Immigration Services Commissioner (OISC) in accordance with the regulatory scheme specified under Part 5 of the Immigration & Asylum Act 1999. The Recipient shall use all reasonable endeavours to ensure that Staff do not provide immigration advice or immigration services unless they are "qualified" or "exempt" as determined and certified by OISC.
- 3.8 The Recipient shall, on request, provide the Authority with details of all staff (and volunteers and sub-contractor agents) delivering the Programme.
- 3.9 The Recipient shall, on request, provide the Authority with CVs and/or job descriptions for all members of staff selected to work on the project.
- 3.10 The Recipient shall use all reasonable endeavours to comply with the requirements of the Computer Misuse Act 1990.

3.11 The Recipient shall implement the Programme in compliance with the provisions of the Data Protection Act 1998.

Information sharing

3.12 The Authority expects the Recipient to share relevant information on the delivery of the Programme and on SVPs by signing a Sharing of Information Protocol with relevant deliverers of the Programme.

3.13 SVPs will be expected to sign a consent form to confirm their willingness to share personal data with executive bodies and relevant deliverers of the programme. The Recipient will retain these forms and will allow inspection by the Authority as requested.

FUNDING FOR LOCAL AUTHORITIES

IN SUPPORT OF THE SYRIAN RESETTLEMENT SCHEME

YEARS 2-5

FOR THE PERIOD

22 SEPTEMBER 2016 – 31 MARCH 2017

RESETTLEMENT PROGRAMME

A joint unit between Home Office, Department for International Development (DfID), and Department for Communities and Local Government (DCLG)

1. DEFINITIONS

- 1.1. The “**Authority**” means the Secretary of State for the Home Department acting on behalf of the Crown through the Resettlement Programme.
- 1.2. A “**Beneficiary of the Programme**” (or a “**Beneficiary**”) means an eligible vulnerable person who has been classified as such by the Authority following referral by the UN High Commissioner for Refugees (*UNHCR*), and who has arrived in the UK having been admitted to the Programme.
- 1.3. The “**Data Sharing Protocol**” (or the “**DSP**”) means the set of principles detailed in Annex B which govern the processes and practicalities of information sharing between the Authority and the Recipient, and which the Recipient agrees to abide by and comply with.
- 1.4. A “**File Share Area**” (or the “**FSA**”) means the designated area within MOVEit from where a Recipient can access files that the Authority has made available to share.
- 1.5. The “**Funding Instruction**” (or the “**Instruction**”) means this document which describes the conditions under which a Recipient may claim Funding.
- 1.6. “**Funding**” means the Authority’s financial contribution towards a Recipient’s costs of support incurred up until the fifth (5th) anniversary of a Beneficiary’s arrival into the UK under the Programme in accordance with the terms of this Instruction.
- 1.7. The “**Local Administrator**” means a senior member of Staff who will act as the single point of contact for authorising Staff access to the Recipient’s designated FSA within MOVEit.
- 1.8. A “**Month**” means a calendar month.
- 1.9. “**MOVEit**” means the Authority’s online two-way file-sharing service that allows the sharing of Official and Official-Sensitive (IL2) data with other government departments, non-departmental public bodies and external organisations, in a completely secure environment. Files including PDFs, all types of Office documents, images and Winzip of up to 2GB in size may be shared.
- 1.10. A “**Party**” means the Authority and a Recipient who has claimed Funding.
- 1.11. A “**Recipient**” means any local or regional authority to whom the Authority has agreed to provide Funding under this Instruction as a contribution towards Eligible Expenditure.
- 1.12. The “**Resettlement Programme**” means the joint unit comprising staff from Home Office, Department for International Development (DfID) and Department for Communities and Local Government (DCLG), whose objective is to deliver the Programme.
- 1.13. A “**Sensitive Case**” means one including safeguarding issues or incidents of domestic abuse, violence or criminality.

- 1.14. **“Staff”** means any person employed or engaged by the Recipient and acting in connection with the operation of this Instruction including the Recipient’s servants, agents, suppliers, volunteers and sub-contractors, any consultants and professional advisers (and their respective servants, agents, suppliers and Sub-contractors) used in the performance of its obligations under the Instruction.
- 1.15. The **“Syrian Resettlement Programme”** (or the **“Programme”**) means the UK Government’s humanitarian relief programme whose purpose is to resettle up to 20,000 vulnerable Syrian persons from Turkey, Iraq, Lebanon, Jordan, and Egypt in the UK.
- 1.16. A **“Working Day”** means any day Monday to Friday (inclusive) excluding any recognised UK public holidays.

2. SCOPE OF THIS INSTRUCTION

- 2.1. On 7 September 2015, the UK Government committed to supporting the global effort to relieve the humanitarian crisis for up to 20,000 vulnerable Syrian persons from Turkey, Iraq, Lebanon, Jordan, and Egypt through the provision of resettlement opportunities into communities within the UK in a way that:
 - 2.1.1. Secures national security and public protection, and
 - 2.1.2. Has the wellbeing of the vulnerable persons and the welcoming communities at the centre of decision making, and
 - 2.1.3. Delivers value for money for the UK tax payer.
- 2.2. It is run in partnership with the UNHCR, and aims to provide relief for the most vulnerable people who:
 - 2.2.1. have registered with the UNHCR in Turkey, Iraq, Lebanon, Jordan, and Egypt as a result of the current crisis; and
 - 2.2.2. the UNHCR consider meet one of their seven vulnerability criteria which are set out at Annex C; and
 - 2.2.3. for whom resettlement to the UK is deemed the most appropriate course of action.
- 2.3. This Instruction sets out the terms under which the Authority is making Funding available to a participating Recipient.
- 2.4. The key principles of the Funding are that it:
 - 2.4.1. provides a per Beneficiary annualised tariff (see table 5.3),
 - 2.4.2. is not ringfenced,
 - 2.4.3. supports programme evaluation and reporting,
 - 2.4.4. is to be a contribution towards a Recipient’s costs incurred during the second to fifth years of each Beneficiary’s participation in the Programme, and
 - 2.4.5. can be pooled across all Beneficiaries a Recipient is supporting.

- 2.5. The Recipient shall be free to determine how best to utilise the Funding but for evaluation purposes the Recipient should be able to explain how they are supporting Beneficiaries and furthering the aims of the Programme. Funding is intended as a contribution to additional costs local authorities may have, including, but not limited to support for language capability, social care and integration.

3. DURATION

- 3.1. Claims in accordance with this Instruction shall be valid for period from 22 September 2016 to 31 March 2017.
- 3.2. In keeping with established HM Treasury funding policies, the Authority will issue a fresh Instruction for each financial year for which funding is approved. This will occur whether or not any changes are made.

4. CONFIDENTIALITY AND DATA SHARING

- 4.1. The Recipient undertakes to keep confidential and not to disclose, and to procure that their Staff keep confidential and do not disclose, any information which they have obtained by reason of this Instruction.
- 4.2. Nothing in this Clause 4 applies to information which is already in the public domain or the possession of the Recipient other than by reason of breach of this Clause 4. Further, this Clause 4 shall not apply to information which is required to be disclosed pursuant to any law or pursuant to an order of any court or statutory or regulatory body.
- 4.3. The Recipient shall ensure that any personal information concerning any Beneficiary disclosed to them in the course of delivering this Programme is treated as confidential and should only be disclosed to a third party in accordance with the provisions of the Data Protection Act 1998. In the event of any doubt arising, the matter shall be referred to the Authority whose decision on the matter shall be final. In particular, the Recipient shall:
 - 4.3.1. have in place appropriate policies and procedures to recognise and maintain the Beneficiary's need for confidentiality; and
 - 4.3.2. ensure that they do not release Beneficiaries' details to any organisation not party to this Instruction.
- 4.4. The Recipient shall not use any information which they have obtained as a result of delivering the Programme (including, without limitation, any information relating to any Beneficiary) in any way which is inaccurate or misleading.
- 4.5. In the event of any unauthorised disclosure, the Authority must be informed without delay. The Authority will decide on what, if any, remedial action should take place and the Recipient shall be bound by and will abide by the decision of the Authority.

- 4.6. Where a Recipient is responsible for an unauthorised disclosure in breach of this Instruction, that Recipient will be liable for any consequences of such unauthorised disclosure, including (but not confined to) any civil or criminal liability.
- 4.7. All approaches made by any person or organisation not party to this Instruction in respect of this matter must be referred to the Home Office press office for their advice and/or action.
- 4.8. The Authority expects the Recipient to share relevant information on the delivery of the Programme and on Beneficiaries by signing a Sharing of Information Protocol with relevant deliverers of the Programme.
- 4.9. Beneficiaries will have signed a consent form confirming their willingness to share personal data with executive bodies and relevant delivery partners of the Programme. The Authority will retain these forms and will allow inspection by the Recipient as requested.
- 4.10. The Recipient shall ensure that it, and its Staff, complies with the Authority's data sharing protocols as described in Annex B.
- 4.11. The provisions of this Clause 4 shall survive the termination of this Instruction, however that occurs.

5. REIMBURSEMENT

- 5.1. A Recipient may claim Funding from the first anniversary (i.e. 12-Months) following a Beneficiary's arrival in the UK, and for each subsequent year until the end of the fifth year.
- 5.2. The Authority will make a contribution for each Beneficiary, for the duration supported, and spread across the second to fifth years following their arrival in the UK under the Programme.
- 5.3. A maximum of four (4) annual flat rate payments may be claimed by a Recipient for each Beneficiary supported:

UNIT COSTS FOR SYRIAN RESETTLEMENT SCHEME*

Timeframe	13-24 Months (Year 2)	25-36 Months (Year 3)	37-48 Months (Year 4)	49-60 Months (Year 5)
Rate	£5,000	£3,700	£2,300	£1,000

* Payment values are valid only for the duration of this Funding Instruction; future years are indicative and may, from time to time, be adjusted by the Authority.

- 5.4. The Authority will only approve one claim per Beneficiary per annum.
- 5.5. No further funding will be paid by the Authority to a Recipient save for any claims made in respect of Exceptional Costs (see Section 6).
- 5.6. Funding will be by means of a single annual payment to be claimed at the times as detailed in the following table:

SYRIAN RESETTLEMENT PROGRAMME - YEARS 2-5 FUNDING - PAYMENT PROFILE				
Arrivals between	Claim funding for			
	Year 2	Year 3	Year 4	Year 5
22/09/15 - 30/09/15	31/12/2016	30/09/2017	30/09/2018	30/09/2019
01/10/15 - 31/12/15	31/12/2016	30/09/2018	30/09/2019	30/09/2020
01/01/16 - 30/09/16	30/09/2017	30/09/2018	30/09/2019	30/09/2020
01/10/16 - 30/09/17	30/09/2018	30/09/2019	30/09/2020	30/09/2021
01/10/17 - 30/09/18	30/09/2019	30/09/2020	30/09/2021	30/09/2022
01/10/18 - 30/09/19	30/09/2020	30/09/2021	30/09/2022	30/09/2023
01/10/19 - 30/09/20	30/09/2021	30/09/2022	30/09/2023	30/09/2024

- 5.7. The process for claiming Funding is described in Clause 8.
- 5.8. In the event that an overpayment is made, the Authority must be notified as soon as reasonably practicable. In such instances, the Authority may require immediate reimbursement of the overpayment or may adjust subsequent payment(s) accordingly.
- 5.9. Any payments made under this Instruction will also cover VAT or other duties paid by the Recipient to the extent that these are not otherwise recoverable by the Recipient.

6. EXCEPTIONAL COSTS

- 6.1. Payments may also be made in order to cover additional essential costs incurred by the Recipient above and beyond what could reasonably be regarded as normal expenditure. It is expected that this will predominantly be used to fund exceptional social care costs. These will be assessed, and payments made, on a case-by-case basis.
- There is no minimum or maximum amount that can be claimed; each will be assessed on a case by case basis,
 - Exceptional Costs can not be claimed for support provided to a Beneficiary that would normally be funded through the per capita health or education funding or through welfare payments,
 - Before incurring Exceptional Costs a Recipient must seek in principle agreement in writing from the Authority or risk having the claim rejected.
- 6.2. The Authority will periodically review the operation of the Exceptional Costs process and budget.

7. CESSATION OF PAYMENT

- 7.1. Funding is not claimable for any support provided beyond the fifth anniversary of a Beneficiary's arrival into the UK under the Programme.
- 7.2. The Authority reserves the right to cease making payments under this Instruction if it has reasonable grounds to believe that the Beneficiary has sought to deceive the Authority, the relevant Recipient or a partner agency in relation to their circumstances, including their inclusion on the Programme or their activities whilst so involved.

8. DATA RECONCILIATION AND PAYMENTS

- 8.1. The Recipient shall complete applications for payment in the form set out in Annex A, which includes details of each Beneficiary and the financial support applied for.
- 8.2. Specific instructions for the completion of Annex A are included in the SRP LA Funding Excel workbook, which will be supplied by the Authority. The Annex A should only be submitted to the SRP LA Payments team via MoveIT.
- 8.3. All claims, using the Annex A, should be submitted during the third financial quarter of 2016/17 (i.e. from 1 October 2016 but in all cases by 31 December 2016): late returns may result in payment requests being delayed. Once satisfied that a payment request has been correctly submitted, the Authority will endeavour to make payments of Funding due as soon as possible but no later than 31 March 2017. The Recipient should note that the format of the Annex A claim spreadsheet must not be altered.
- 8.4. The Recipient will have the opportunity to make representations if they believe that the level of Funding received is less than that to which they are entitled under the terms of this Instruction. Any discrepancies regarding the amounts paid must be notified by the Recipient to the SRP's Local Authority Payments team within two (2) Months of a payment being made. Retrospective payments for individuals not promptly included in the claim may be agreed only where exceptional circumstances are shown.
- 8.5. Payments will be made by BACS using account details that the Recipient must supply to the Authority on headed notepaper and should include the full bank address including post code, account name, account number, bank sort code, a contact email address for email remittance advices and telephone number. The letter should be signed by the Finance Director (or equivalent) and forwarded to the Authority as a PDF file. In the event of a change in bank details, the relevant Recipient should immediately notify the Authority of the new information, in the format specified above.
- 8.6. Payments will be referenced appropriately e.g. 'SRP (LA) Year 2 payment', and the Recipient shall advise their cashiers' department accordingly.

9. MONITORING AND EVALUATION

- 9.1. The Recipient should itself manage and administer the quality and level of delivery relating to the support it provides to Beneficiaries.
- 9.2. Visits may be made from time to time by the Authority or its appointed representatives, including the National Audit Office. Whilst there is no requirement for submission of detailed costings, the Recipient must be able to demonstrate how the Funding has been utilised.
- 9.3. In all cases, to assist with monitoring and evaluation of the Programme, the Recipient shall supply the Authority with all such financial information as is reasonably requested from time-to-time.

10. BREACH OF FUNDING CONDITIONS

- 10.1. Where a Recipient fails to comply with **any** of the conditions set out in this Instruction, or if any of the events mentioned in Clause 10.2 occur, then the Authority may reduce, suspend, or withhold payments, or require all or any part of the relevant payments to be repaid by the relevant Recipient. In such circumstances, the relevant Recipient must repay any amount required to be repaid under this Clause 10.1 within thirty (30) calendar days of receiving the demand for repayment.
- 10.2. The events referred to in Clause 10.1 are as follows:
 - The Recipient purports to transfer or assign any rights, interests or obligations arising under this Agreement without the agreement in advance of the Authority; or
 - Any information provided in the application for funding (or in a claim for payment) or in any subsequent supporting correspondence is found to be incorrect or incomplete to an extent which the Authority considers to be material; or
 - The Recipient takes inadequate measures to investigate and resolve any reported irregularity.

11. CONTACT DETAILS

- 11.1. For queries relating to this Instruction or the submission of payment applications, please email the relevant SRP Local Authority Payment team at:

SVPR LAPayments@homeoffice.gsi.gov.uk

12. ACTIVITIES – GENERAL

- 12.1. The Recipient must take all reasonable steps to ensure that they, and anyone acting on their behalf, shall possess all the necessary qualifications, licences, permits, skills and experiences to discharge their responsibilities effectively, safely and in conformance with all relevant law for the time being in force (so far as binding on the Recipient). In particular the:
 - 12.1.1. right to work in the United Kingdom under applicable immigration law, and
 - 12.1.2. necessary Disclosure and Barring Service checks, and
 - 12.1.3. relevant national child protection guidelines (e.g. for people working in England, DfE's Working Together to Safeguard Children, 2015) and Local Safeguarding Children Boards' guidance and procedures, and
 - 12.1.4. regulatory requirements of Office of the Immigration Services Commissioner (OISC) as specified under Part 5 of the Immigration & Asylum Act 1999.
- 12.2. When procuring works, goods or services the Recipient must ensure that it complies with its statutory obligations, for example the regulations as transposed into national Law from the EU Directives on Public Procurement (2014) i.e. in England & Wales the Public Contracts Regulations 2015 [PCR2015]. In any event, the Recipient shall demonstrate value for money and shall act in a fair, open and non-discriminatory manner in all purchases of goods and services to support the delivery of the Programme.
- 12.3. Where the Recipient enters into a contract (or any other form of agreement) with a third party for the provision of any part of the Programme, the Recipient shall ensure that a term is included in the contract or agreement requiring the Recipient to pay all sums due within a specified period: this shall be as defined by the terms of that contract or agreement, but shall not exceed 30 (thirty) days from the date of receipt of a validated invoice.
- 12.4. No aspect of the activity funded by the Authority may be party-political in intention, use or presentation.
- 12.5. The Funding may not be used to support or promote religious activity. This exclusion does not include inter-faith activity.
- 12.6. No aspect of the activity funded by the Authority may be intended to influence or attempt to influence Parliament, Government or political parties, attempt to influence the awarding of contracts and grants, or to attempt to influence legislation or regulatory action.
- 12.7. The Recipient and/or its partners shall develop, maintain and implement the following procedures:
 - 12.7.1. A procedure for Beneficiaries to complain about the support and assistance provided by the Recipient, and
 - 12.7.2. A procedure for managing and reporting Sensitive Cases. This procedure should reflect guidance issued by the Authority which provides examples of incidents which should be reported to the Authority, and the Authority must be advised of such incidents as soon as reasonably possible, but in any event by the end of the next Working Day

13. INDEMNITY

- 13.1. The Authority accepts no liability to the Recipient or to any third party for any costs, claims, damage or losses, however they are incurred, except to the extent that they are caused by the Authority's negligence or misconduct.

14. DISPUTE RESOLUTION

- 14.1 The Parties shall attempt in good faith to negotiate a settlement to any dispute between them arising out of or in connection with this Instruction.
- 14.2 The Parties may settle any dispute using a dispute resolution process which they agree.
- 14.3 If the Parties are unable to resolve a dispute in line with the requirements of Clauses 14.1 or 14.2, the dispute may, by agreement between the Parties, be referred to mediation in accordance with the Model Mediation Procedure issued by the Centre for Effective Dispute Resolution ("CEDR"), or such other mediation procedure as is agreed by the Parties. Unless otherwise agreed between the Parties, the mediator will be nominated by CEDR. To initiate the mediation the Party shall give notice in writing (the ADR Notice) to the other Party, and that latter Party will choose whether or not to accede to mediation. A copy of the ADR Notice should be sent to CEDR. The mediation will start no later than 14 days after the date of the ADR Notice.
- 14.4 The performance of the obligations which the Recipient has under this Instruction will not cease or be delayed because a dispute has been referred to mediation under Clause 14.3 of this Instruction.

Annex A – Payment Request Form

Excel spreadsheet to be provided separately.

Annex B – Data Sharing Protocol (DSP)

1. AIMS AND OBJECTIVES OF THE DSP

- 1.1 The aim of this DSP is to provide a set of principles for information sharing between the Authority and the Recipient.
- 1.2 This DSP sets out the rules that the Recipient must follow when handling information classified as “personal data” by the Data Protection Act (DPA) 1998.

Personal Data

- 1.3 The term “personal data” refers to any:
 - a. data, which relate to a living individual who can be identified from those data; or
 - b. from those data and other information which is in the possession of, or likely to come into the possession of, the data controller.
- 1.4 The DPA also defines certain classes of personal information as “sensitive data” where additional conditions must be met for that information to be used and disclosed lawfully.
- 1.5 Under the DPA “sensitive personal data” is defined as information concerning:
 - racial or ethnic origin,
 - political opinions,
 - religious or other similar beliefs,
 - membership of trade unions,
 - physical or mental health or condition,
 - sexual life, and
 - convictions, proceedings and criminal acts.
- 1.6 Sensitive personal data is subject to much stricter regulation than ordinary personal data and must only be processed when one of an additional number of conditions has been satisfied. The conditions relevant to the purposes of this DSP are:
 - the data subject has given explicit consent, or
 - it is necessary in order to protect the vital interests of the individual, or
 - the processing is carried out in the course of its legitimate activities by a non-for-profit organisation and exists for political, philosophical, religious, or trade-union purposes, with appropriate safeguards, in relation to people who are members or have regular contact with the organisation in connection with its purposes, and there is no disclosure to third parties without consent, or
 - the information has been made public as a result of steps deliberately taken by the data subject, or
 - The processing is necessary for or in connection with legal proceedings, or for establishing, exercising or defending legal rights

2. DATA PROTECTION ACT 1998 (DPA)

- 2.1 The DPA stipulates specific obligations upon all individuals who process personal data which must be adhered to. The DPA requires that all transfers of information fall within its eight data protection principles and requirements. The Recipient, when processing personal data in connection with the Instruction, **must** comply with these principles of good practice.
- 2.2 Personal data must be processed in accordance with the eight data protection principles in Schedule 1 of the DPA.

3. PURPOSE OF DATA SHARING

- 3.1 The Authority will share personal data described at Section 7 of this Annex B to inform the Recipient of the specific needs of the Beneficiaries, and aid the ongoing resettlement planning.

4. SECURITY

- 4.1 The Recipient and its Staff shall exercise care in the use of information that they acquire in the course of their official role, and to protect information which is held by them in accordance with the DPA. Such measures include:
 - not discussing information about a Beneficiary in public, and
 - not disclosing information to parties who are not authorised to have access to the shared information.
- 4.2 In addition to the above, the Recipient must ensure that:
 - personal data received is processed solely for the purposes of discharging their obligations for supporting Beneficiaries under this Instruction,
 - all personal data received is stored securely,
 - only people who have a genuine need to see the data will have access to it,
 - information is only retained while there is a need to keep it, and destroyed in line with government guidelines,
 - all reasonable efforts have been taken to warrant that the Sponsor does not commit a breach of security.
 - any information losses, wrongful disclosures or breaches of security relating to information originating from the Authority are reported to the Authority immediately (i.e. within 24 hours of becoming aware), in first instance through Strategic Regional Leads and notifying the Authority's Corporate Security Unit at:
[Home OfficeIMT@homeoffice.gsi.gov.uk](mailto:HomeOfficeIMT@homeoffice.gsi.gov.uk)
 - The Authority will provide direction on the appropriate steps to take e.g. notification of the Information Commissioner's Office (ICO) or dissemination of any information to the Beneficiaries.

- Security breaches and incidents can result in government information being made available to those not authorised to have it or violate confidentiality, and can also cause embarrassment to ministers and damage the reputation of the department. In the worst cases, a security incident or breach can jeopardise national security or endanger the safety of the public.

4.3 The Authority will make available further information as to what constitutes a security breach upon request.

4.4 As public sector bodies the Authority and the Recipient are required to process personal data in compliance with both the mandatory requirements set out in CESG Information Assurance Top Tips for Handling Personal Data¹ and the Her Majesty's Government Security Policy Framework (HMG SPF) guidance² issued by the Cabinet Office when handling, transferring, storing, accessing or destroying information assets.

5 LEGAL CONSIDERATIONS AND BASIS FOR THE SHARING OF INFORMATION

5.1 The Authority and the Recipient are legally obliged to handle personal information according to the requirements of the Data Protection Act 1998 and the Human Rights Act 1998 (HRA).

Legal powers to share data: Authority to Recipient

5.2 As a Crown Government Department, the Authority has Common Law ('Ram') powers to do whatever a natural person may do (subject to overarching legal constraints), and can share and process data so long as it complies with the principles of the DPA,

5.3 In accordance with the first principle of the DPA the Authority will ensure the data is processed fairly and lawfully by ensuring that:

- The processing is necessary for the exercise of any functions of the Crown, a Minister of the Crown or a government department in accordance with Schedule 2 paragraph 5(c) of the DPA.
- The processing is necessary for the exercise of any other functions of a public nature exercised in the public interest by any person – in accordance with Schedule 2 paragraph 5(d) of the DPA.
- Where the personal data to be processed is sensitive personal data, the processing is necessary for the exercise of the functions of the Crown, a Minister of the Crown or a government department – in accordance with Schedule 3 paragraph 7(1)(c) of the DPA.

5.4 Section 59(1)(e) of the Nationality, Immigration and Asylum Act 2002 allows the Authority to participate in a project designed to arrange or assist the settlement of migrants (whether in the UK or elsewhere).

¹ Replacement for the Information Assurance Standard 6 guidance

² <https://www.gov.uk/government/publications/security-policy-framework>

Legal powers to share data: Recipient to Authority

- 5.5 Section 1 of the Localism Act 2011 provides the Recipient with a general power to do anything an individual can do to the extent that sharing information is compatible with other legal obligations (e.g. the DPA and the terms of the Funding Instruction).

6 FREEDOM OF INFORMATION AND SUBJECT ACCESS REQUESTS

Freedom of Information Requests

- 6.1 Both the Authority and the Recipient will answer any requests made under the Freedom of Information Act 2000 that it receives for information that it holds solely as a result of, or about, this data sharing arrangement. In such cases where such a request is received, both the Authority and the Recipient shall:

- consult the other before deciding whether or not to disclose the information;
- allow the other a period of at least five (5) working days to respond to that consultation; and
- not disclose any personal data that would breach the principles of the DPA.

Subject Access Requests

- 6.2 The Authority and the Recipient will answer any subject access or other requests made under Part II of the DPA that it receives for the data where it is the Data Controller for that data. In cases where such a request is received, both the Authority and the Recipient shall:

- consult the other before deciding whether or not to disclose the information;
- allow the other a period of at least five (5) working days to respond to that consultation
- not disclose any personal data that would breach the principles of the DPA; and
- give proper consideration to any arguments from the other as to why data should not be disclosed, and where possible reach agreement before any disclosure is made.

7 DATA TO BE SHARED

7.1 The Authority will share with the Recipient the following documentation on a Beneficiary.

- UNHCR Resettlement Referral Form (RRF)
- Migration Health Assessment form (MHA)
- Best Interest Assessments and Determinations

7.2 The above documents will contain the following personal information on a Beneficiary:

UNHCR RRF

- biographic data for each Beneficiary including contact details in host country,
- known relatives of the principal applicant and spouse not included in referrals submission,
- summary of the Basis of the Principal Applicant's Refugee Recognition³,
- Need for resettlement⁴,
- specific needs assessment⁵,
- the number of people within a family due to be resettled, age and gender or family members,
- the language spoken,
- ability to communicate in English, and
- any known specific cultural or social issues⁶.

MHA Form

- consent from Beneficiary to conduct a medical examination,
- consent from the Beneficiary to Medical Advisors to disclose any existing medical conditions to the Authority necessary for the resettlement process⁷.

Best Interest Assessments and Determinations

- information about any particular safeguarding circumstances and an assessment of the best interests of the individuals affected⁸.

³ classed as sensitive personal information under the DPA

⁴ classed as sensitive personal information under the DPA

⁵ depending on the content, this could be classed as potentially sensitive personal information under the DPA

⁶ depending on the content, this could be classed as potentially sensitive personal information under the DPA

⁷ classed as sensitive personal information under the DPA

⁸ depending on the content, this could be classed as potentially sensitive personal information under the DPA

- 7.3 The RRF is provided to the Authority by e-mail from the UNHCR. Once received, the MOVEit portal will be used to share secure documents with the Recipient.
- 7.4 The above documentation when shared with the Recipient will be classified as “**OFFICIAL-SENSITIVE**” by the Authority in accordance with the Government Security Classification Scheme (GSCS)⁹.

8 METHOD OF TRANSFER OF A BENEFICIARY’S PERSONAL DATA

- 8.1 The Authority will use a secure web-based tool, known as MOVEit, which allows internal and external users to share files securely and shall provide the interaction between the parties.
- 8.2 The Recipient shall be given access to MOVEit over a web-based browser. Once this arrangement is operative, the Recipient shall, to the extent from time to time specified by the Authority, be required to use MOVEit for the purpose of its interface with the Authority under this Instruction.

9 LEVEL OF ACCESS TO THE MOVE IT PORTAL

- 9.1 The Recipient will appoint a Local Administrator who will be responsible on behalf of the Recipient for authorising access requests to the Recipient’s designated File Share Area within MOVEit.
- 9.2 The Recipient will make requests for additional access to MOVEIt to the Authority. All requests for additional access to the Recipient’s organisation’s designated File Share Area received by Authority will be dealt with on a case-by-case basis and only granted if necessary for the purpose of the Recipient discharging their obligations for supporting Beneficiaries in accordance with the contract.
- 9.3 .
- 9.4 Access shall only be permitted to a Recipient who, for the purposes of supporting the Beneficiaries:
- commits to treating the personal data in accordance with its obligations, in particular Clause 3 (Confidentiality and Data Sharing), unless the Recipient has received prior written consent from the Authority;
- 9.5 Access shall only be permitted to Staff who, for the purposes of supporting the Beneficiaries:
- have a genuine “need to know”;
 - are permitted to view the data as part of their official duties;
 - have signed a confidentiality agreement¹⁰.
- 9.6 The Local Administrator must remove access immediately from a member of Staff who no longer requires access to MOVEit and the FSA.

⁹ Further information regarding the GSCS can be found on-line at - <https://www.gov.uk/government/publications/government-security-classifications>

¹⁰ The Recipient will be responsible for setting up, managing, recording and storing a procedure.

- 9.7 An up-to-date list of Staff who have been granted permission to access the FSA and the reason for granting access shall be kept by the Local Administrator.
- 9.8 The list of authorised Staff should be available for inspection if requested by the Authority

10 RESTRICTIONS ON USE OF THE SHARED INFORMATION

- 10.1 All information on a Beneficiary that has been shared by the Authority must only be used for the purposes defined in Section 3 of this DSP, unless obliged under statute or regulation or under the instructions of a court. Therefore any further uses made of the personal data will not be lawful or covered by this DSP.
- 10.2 Restrictions may also apply to any further use of personal information, such as commercial sensitivity or prejudice to others caused by the information's release, and this should be considered when considering secondary use of personal information. In the event of any doubt arising, the matter shall be referred to the Authority whose decision – in all instances – shall be final.
- 10.3 A full record of any secondary disclosure(s) must be made if required by law or a court order on the Beneficiary's case file and must include the following information as a minimum:
- date of disclosure
 - details of requesting organisation;
 - reason for request;
 - what type(s) of data has been requested;
 - details of authorising person;
 - means of transfer (must be by secure); and
 - justification of disclosure.
- 10.4 The restrictions on secondary disclosures as set out in Paragraph 10.1 and 10.2 of this DSP apply equally to third party recipients based in the UK and third party recipients based outside the UK such as international enforcement agencies.

11 PROTOCOLS FOR RECIPIENT'S PROCESSING SENSITIVE PERSONAL INFORMATION¹¹

- 11.1 The Recipient shall only access sensitive personal data pertaining to a Beneficiary's experience in their country of origin and medical health history in exceptional circumstances and if deemed as absolute necessary for the permitted purpose i.e. to fully assess the specific physical and/or psychological needs of a Beneficiary and not without prior consent from the Authority/Beneficiary
- 11.2 The Recipient must document how any sensitive personal data pertaining to a Beneficiary's experience in their country of origin and medical records was used by

¹¹ As described at Clause 7.2 of this Annex B

the Sponsor for the purposes of discharging their obligations in accordance with the Instruction.

- 11.3 In circumstances where it is deemed necessary to share the sensitive personal data with third parties for the permitted purpose the Recipient must administer additional handling instructions for handling the data which must be determined by the Authority.
- 11.4 The Authority shall make available its own Handling Instructions as a guide upon request.

12 STAFF RESPONSIBILITIES

- 12.1 Staff authorised to access a Beneficiary's personal data are personally responsible for the safekeeping of any information they obtain, handle, use and disclose.
- 12.2 Staff should know how to obtain, use and share information they legitimately need to do their job.
- 12.3 Staff have an obligation to request proof of identity, or takes steps to validate the authorisation of another before disclosing any information requested under this DSP.
- 12.4 Staff should uphold the general principles of confidentiality, follow the guide-lines set out in this DSP and seek advice when necessary.
- 12.5 Staff should be aware that any violation of privacy or breach of confidentiality is unlawful and a disciplinary matter that could lead to their dismissal. Criminal proceedings might also be brought against that individual.

13 STORAGE, RETENTION AND DESTRUCTION SCHEDULE

- 13.1 The Recipient will keep all personal information shared securely in accordance with the handling instructions associated with the information security classifications as well as its own data retention and destruction schedules.
- 13.2 Recipients will not retain the personal information for longer than is necessary for the purpose set out in this DSP. A regular review shall be conducted by the Recipient to assess the necessity of retaining the Beneficiary's personal information. Once the information is no longer relevant for those purposes it will be destroyed securely.

Destruction Procedures

- 13.3 It is the Recipient's responsibility to ensure that any information provided by the Authority for the purposes of supporting a Beneficiary are destroyed securely once all resettlement needs are complete.
- 13.4 If storing any paper files, the paper file should be destroyed using a confidential paper shredder and disposed of securely.
- 13.5 When destroying personal records, the Recipient will arrange the secure destruction or deletion of the data, in accordance with the seventh principle of the DPA, HMG

Security Policy Framework and in accordance with the security classification marking for the data.

14 AUDITS

- 14.1 The Recipient agrees that it may be audited at the request of the Authority to ensure that the personal information has been stored and/or deleted appropriately, and that they have conformed to the security protocols set out in this DSP.
- 14.2 The Authority confirms that no other information would be reviewed or audited or this purpose.

15 CENTRAL POINTS OF CONTACT FOR ISSUES, DISPUTES AND RESOLUTION

- 15.1 The Recipient shall provide the Authority with reasonable co-operation and assistance in relation to any complaint or request made in respect of any data shared under this data sharing arrangement, including providing the Authority with any other relevant information reasonably requested by the Authority.
- 15.2 Any operational issues or disputes that arise as a result of this DSP must be directed to the relevant contact points noted at Clause 4.2 of this Annex B.

Annex C – UNHCR Vulnerability Criteria

The United Nations High Commissioner for Refugees has seven vulnerability criteria¹² used by their resettlement officers to refer cases to the UK, which are:

- Legal and or Physical Protection Needs;
- Survivors of Torture and/or Violence;
- Medical Needs;
- Women and Girls at Risk;
- Family Reunification;
- Children and Adolescents at Risk;
- Lack of Foreseeable Alternative Durable Solutions.

¹² The seven categories are those defined in the Resettlement Handbook (<http://www.unhcr.org/46f7c0ee2.pdf>)

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Executive Summary

Conclusions from the evaluation project

- Overall, the SVPRS run by Powys County Council is viewed as a success by delivery partners, community groups and the Syrian families themselves.
- All the Syrian families reported feeling safe in their homes and neighbourhoods and felt they had progressed in learning English and gaining independence since arriving.
- Delivery partners rated the project's effectiveness and success highly, commending its partnership-based approach and the strength of relationships (formal and informal) between different bodies.
- Community groups (third sector) felt that communication was a weakness in delivery of the project and one they feel still needs to be addressed.
- Syrian families felt English language provision was inadequate, citing a range of criticisms. The general response was that they wanted to progress faster and further than the current range of ESOL classes allowed. It is understood that Powys County Council has expanded the range of ESOL classes available. Further monitoring is recommended to ensure the provided ESOL classes are appropriate.
- EYST Support Workers in Newtown are highly valued by the Syrian families, who overall reported feeling more settled and more content than those in Ystradgynlais. There were mixed views towards the EYST Support Workers in Ystradgynlais with a breakdown in relationship in some cases.
- Long term planning for the integration and development of the families by EYST and the council is unclear. There are 3-monthly family support plans in use by EYST support workers, but no individualised plans, and families themselves have only a vague idea of their long-term goals.
- There was strong support from delivery partners and community partners for expanding resettlement schemes with Welshpool and Llandrindod Wells identified as potential towns for this.

Recommendations

- Powys County Council should investigate the range of Welsh migrant groups and refugee coalitions with a view to representation at meetings.
- Steps should be taken to ensure the "multi agency planning group" are kept apprised, as relevant, to the Syrian families' long-term integration and resettlement goals. This should include subsequent progress towards goals and identifying further support needs. This could involve an EYST representative attending the meetings with a view to sharing

this information, or truncated summaries of milestones being circulated amongst delivery partners prior to meetings. This would “close the feedback loop” as one delivery partner identified.

- Support plans should be co-produced with individuals, agreed with them, and they should be provided with copies. These should include short-term initial support and long-term plans to manage expectations and support families to achieve their own outcomes.
- To address challenges in co-ordinating with community groups it is recommended that Powys County Council facilitate the establishment of a refugee charity or charity coalition in Ystradgynlais and Newtown. Alternatively, Powys County Council could encourage existing Powys refugee charities to take up a wider remit. While EYST and PAVO are currently being used, the former has no specific presence in Powys other than support workers and both have no specialised expertise with refugees. A refugee charity, either focused on the relevant towns, or taking up Powys as a whole, can begin co-ordinating resources and most importantly, consolidating the knowledge and skills necessary to support resettlement projects. Newtown “Community Connections” has begun the process for Newtown. It is recognised that there are limitations and barriers to establishing such a charity, and it relies on volunteer time and motivation. If funding is available, a start-up grant for establishing a charity(ies) or supporting expanding the remit of existing refugee charities to deliver in Powys should be offered.
- Some strategic consideration and assessment of workforce opportunities in Ystradgynlais and Newtown is required, including whether the families may need to move to seek employment in the future. Given some families have expressed a desire to establish their own business or become self-employed, identifying resources for this should be considered.
- Powys County Council is considering recruiting for a Migration Co-ordinator post, should the scheme be extended within the county. This is commendable and addresses many of the improvement points within this evaluation. In particular, we recommend the migration officer take responsibility for co-ordinating the following:
 - o Compiling contact information and co-ordinating communication between volunteer groups, the support workers and delivery partners in towns with families being resettled.
 - o PAVO and the community groups also desired greater clarity from the local authority on what the third sector should or could manage and where they would like contributions. This would help ensure that contributions are not counter-productive. A full-time migration officer will be well placed to carry this out.

Health

- Training tailored to supporting diverse communities, specifically including refugees and asylum seekers, is necessary for front-line staff in healthcare, especially around language barriers.
- Raising mental health at a Multi-Agency Group meeting to assess and pursue a course of action is recommended.

ESOL

- The feedback received from Syrian families is currently being addressed by Powys County Council through expansion of ESOL provision.
- Monitoring ESOL provision, including appropriate levels and pace of courses offered, will provide an opportunity to further tailor English classes to the needs of the families.
- There are no recorded objectives long-term for the Syrian families to learn English, in what time scale, and how this competency will be reflected in their own life goals. Given the centrality of the language to long-term residence and integration, developing a mutually agreed schema for learning the language seems important and also provides a means for the families and delivery partners to assess whether progress is going well or needs further development.

Training

- Training was strongly felt to be inadequate by community groups in Newtown and Ystradgynlais. The knowledge desired by these groups is largely around the practicalities of refugee support. A refugee charity developing/delivering the training syllabus will ensure a more relevant content. EYST could also look at developing their existing training based on the feedback from community groups and delivery partners.
- Training offered by the International Organisation for Migration was suggested as a suitable alternative by PAVO, based on their experience of the course as organised by Michael Smith (Regional Community Cohesion Co-ordinator).
- Delivering training on refugees and resettlement for members of the multi-agency task group would help consolidate and extend competency and preparedness of partners. In addition, opportunities to develop communication between staff members with experience of refugee resettlement and those who might encounter it as part of their roles now or in the future should be explored.

Transport

- Consideration should be given to covering transport costs for resettled families, if possible.
- Empowering and supporting families to use public transport is a partial solution and should be part of the SVPRS and any future scheme in all locations.

If the project is expanded to new geographic locations or to include new groups of refugees or asylum seekers recommendations include:

- Recruiting support workers as early as possible and familiarising them with existing or new Multi-Agency Planning Groups for the relevant areas quickly.
- EYST and Powys County Council in collaboration with existing support workers should develop a clear sense of the knowledge and skill base needed from support workers for potential future recruitment. This would capture the experience and lessons learned on the ground by existing support workers.
- Sharing good practice and lessons learned. Future resettlement schemes should include a period of handover between relevant parties to ensure lessons learned can be communicated and anticipated challenges can be collaboratively planned for with the benefit of experienced insight.
- Arranging a meeting between relevant delivery partners, community groups and PAVO as early as possible after an area has been selected for resettlement. This meeting should include providing an overview of the scope and means by which community groups can contribute, sharing good practice from Newtown and Ystradgynlais and documentation from EYST (such as their “handbook” on resettlement.) This will ensure experience from previous resettlement projects can be passed on. If possible, a “lead” local charity should be identified to co-ordinate community group involvement and contribute directly to project development and management.

CYNGOR SIR POWYS COUNTY COUNCIL.

CABINET REPORT
7th November 2017

REPORT AUTHOR: County Councillor Jonathan Wilkinson
Portfolio Holder for Housing and Countryside Services

SUBJECT: Development of accommodation for Gypsies & Travellers

REPORT FOR: Information

1. Summary

- 1.1 This report provides a summary of progress in respect of the development of addition accommodation for Gypsies and Travellers, as identified by the Gypsy & Traveller Accommodation Assessment (GTAA), last report to Cabinet in January 2017.

2. Background

- 2.1 Section 101 of the Housing (Wales) Act 2014, requires local housing authorities to undertake a GTAA every 5 years. Section 103 of the Housing (Wales) Act 2014 places a duty on the local authority to meet any needs identified in the GTAA in accordance with section 56 of the Mobile Homes (Wales) Act 2013. Section 104 provides the Welsh Ministers with a power to direct the local authority to meet those needs.
- 2.2 The GTAA was undertaken by ORS and submitted to Welsh Government by the 25th February 2016. Following discussions with Welsh Government it was approved by the Welsh Government. The approved assessment identifies:
- an immediate need, defined as in the first five years from when the assessment was sent to Welsh Government, for a five pitch site in Machynlleth; and,
 - after 5 years the provision of two additional pitches in Welshpool to accommodate family growth at the Leighton Arches site.
- 2.3 The draft GTAA submitted to Welsh Government in February 2016 identified the following needs:
- the development of three un-serviced pitches on the Kings Meadow site in Brecon;
 - the provision of a new five pitch site in Machynlleth and,
 - the provision of two additional pitches on the Leighton Arches site in Welshpool.

- 2.4 The Council has been advised by Welsh Government that it is imperative that if an immediate need for a site has been identified then the Local Development Plan must include a site allocation and that it should be demonstrated that the site is suitable and deliverable, including funding / CPO (if necessary) being in place by the time of the examination of the LDP.

3. Progress on the development of accommodation

- 3.1 The extension of the Kings Meadow site in Brecon by the provision of 4 new pitches was completed during the spring 2017 and the new units are now occupied. The total scheme costs were £305,442 of which £291,815 was met by Welsh Government grant.
- 3.2 The extension to the Leighton Arches site is currently on-going, utilising land in the council's ownership but requiring a highways stopping up order. Planning consent has been secured and grant has been approved by Welsh Government. The tendering process is going to be split into two parts, one lot for the sub-structure and a further lot of the super structure. It is anticipated that work will commence on site in the coming months and should be completed by the end of March. The total estimated cost for the works are £465,000 and the Welsh Government have allocated a grant of £288,000 for the site extension.
- 3.3 The development of a new site of 5 pitches in Machynlleth has been more complex. The search for a suitable site took place during 2016, which due to the floodplain in Machynlleth meant that the number of suitable sites were severely restricted and the site that the family currently live on was determined to be the most appropriate. Planning consent has been obtained for the site and the council are currently in negotiation with the site owner for the purchase of the site. Once the purchase is agreed the council will seek to de-register the site (as it is common land) and exchange the site for another parcel of land. In addition a temporary site is currently being sought for the family, to accommodate the family when the proposed site is built out. It is anticipated that development activity on site will take place during 2019-20.

4. Preferred Choice and Reasons

- 4.1 Not applicable.

5. Sustainability and Environmental Issues/Equalities/Crime and Disorder,/Welsh Language/Other Policies etc

- 5.1 This work is being carried out in line with the GTAA.

6. Children and Young People's Impact Statement - Safeguarding and Wellbeing

- 6.1 There are no issues in respect of safeguarding children in regards to this proposal.

7. Local Member(s)

- 7.1 The local members for all the areas have been fully briefed on the matters relating to each area concerned.

8. Other Front Line Services

NA

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

- 9.1 The Capital and Financial Planning Accountant confirms that the three projects outlined in Section 3 are included in the Capital Programme. However, the cost of the provision of a temporary site for Machynlleth is not a capital cost and has not been included in the capital budget. The service are currently trying to identify the location of the site and to estimate the costs.

The Finance Business Partner notes the content of the report. Until the temporary accommodation location is identified, then expenditure costs cannot be modelled. The service are aware that this is not a capital cost and will have to be funded from the current revenue financial envelope. Ongoing the new site revenue costs will have to be met from within existing budget or/and any additional income generated. Scheme deadlines have to be adhered to, as this will ensure Welsh Government funding allocation fully utilised, otherwise this will be a revenue budget pressure.

- 9.2 The Professional Lead-Legal notes the progress set out in this report and confirms that the Legal services will assist when and wherever required.
- 9.3 Property - Property note the update and will continue to support and advise the Housing Service with regards ongoing projects which may require further reports.

10. Public Service Board/Partnerships/Stakeholders etc

- 10.1 The transfer of the land is a specific Housing matter.

11. Corporate Communications

11.1 Communications Manager - The report is of public interest and requires use of proactive news release and appropriate social media to publicise the recommendation/decision.

12. Statutory Officers

12.1 The Strategic Director Resources (S151 Officer) notes the comments from Finance. It is essential that the revenue costs associated with the temporary site be managed within existing revenue budgets. Grant funding is reliant on the timescales of delivery, the monitoring of the projects is essential to ensure these funds can be secured.

12.2 The Solicitor to the Council (Monitoring Officer) has commented as follows: "I note the legal comment 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: N/A	Reason for Recommendation:
That Cabinet notes the content of the report	N/A

Relevant Policy (ies):	Co-operate Asset Policy		
Within Policy:	Y	Within Budget:	Y

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

Contact Officer Name:	Tel:	Fax:	Email:
MARK DAVIES – Affordable Housing Team Leader			mark.davies@powys.gov.uk

CYNGOR SIR POWYS COUNTY COUNCIL

CABINET EXECUTIVE

7th November 2017**REPORT AUTHOR: County Councillor Aled Davies****Portfolio Holder for Finance****SUBJECT: Financial Overview and Forecast as at 30th September 2017
and Deficit Recovery Plan**

REPORT FOR: Decision / Discussion / Information

1. Summary

- 1.1 This report provides an update on the Revenue spend against Budget for the year to date, as at 30th September 2017, and provides an updated projection of the 2017/18 end of year financial forecast. It is important to note that efficiency savings are only included when they have been delivered, and we maintain this approach to ensure a prudent position.
- 1.2 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. This method assists in highlighting those service areas with significant pressures which carry the most financial risk to the Authority and where corrective action must be taken to ensure a balanced year end budget, and mitigate any risk for future years.
- 1.3 The year end position continues to be projected as a deficit and this report includes a deficit recovery plan with various recommendations to reduce and manage this deficit to limit the impact on the Councils reserves.

2. Revenue

- 2.1 The projected revenue forecast, is shown in table 1 below, with a projected overspend of £6.262m (August £6.093m), excluding Housing Revenue Account (HRA) and Delegated Schools. This is largely the result of non-delivery of savings targets. There has been limited improvement in recent months and it is of concern that savings delivery is becoming increasingly difficult. This raises concerns about the anticipated year end position. Sensitivity analysis, shown in 3.3 below, demonstrates the impact of the future delivery of savings on the outturn position.
- 2.2 The table contained in Appendix A provides a forecast spend by service, against approved working budget, which includes budgeted transfers to / from reserves. It shows the projected position on both savings delivery and service performance. Services are collectively forecasting an overspend of £646k for general delivery of service, an increase of £237k on the projection at the end of August.

Table 1

Summary Forecast by Directorate	Total Working Budget	Approved Use To / (From) Reserves	Forecast Spend	Variance (Over) / Under Spend	
	£'000	£'000	£'000	£'000	%
People	70,978	2	77,016	(6,038)	(8.5)
Place	38,429	(8,153)	38,390	39	0.1
Schools	24,499	(227)	25,067	(568)	(2.3)
Resources	18,097	(449)	17,891	206	1.1
Central Activities	12,586	(410)	12,487	99	0.8
Total	164,589	(9,237)	170,851	(6,262)	(3.8)
Housing Revenue Account	0	(49)	0	0	
Schools Delegated	75,390	(1,977)	75,243	147	
Total including HRA and Delegated Schools	239,979	(11,263)	246,094	(6,115)	(2.5)

3. Efficiency savings

- 3.1 The efficiency saving target of £11.78m includes both in year and undelivered previous year targets. 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. An additional £68k of savings has been achieved during the month, £6.163m has been achieved (52% of the total), leaving £5.616m yet to be attained.

Table 2

Financial Year	Target £'000	Delivered £'000	Variance £'000
2015/16	1,323	44	1,279
2016/17	841	295	546
2017/18	9,616	5,824	3,792
Total	11,780	6,163	5,616

- 3.2 Table 2 above is further explained in Appendix B, showing a service breakdown on the delivery of savings required within the budget.
- 3.3 A sensitivity analysis has been introduced for delivery of savings and the potential impact on the outturn position. Table 3 shows a range of forecasts, based on the level of confidence in the delivery of the remaining targets. The analysis uses a rating of High, Medium or Low; High being the current forecast position and includes savings already delivered; Medium based on savings with RAG status Amber; and Low, the position if all savings are delivered.
- 3.4 To achieve an improved outturn position of £5.687m overspend, (medium confidence in savings delivery) an additional £575k of savings, will need to be delivered.

Table 3

Forecasted sensitivity analysis of savings delivery			
	BASE	POTENTIAL	BEST CASE
Directorate	Current forecast - includes savings already delivered	Forecast if savings with RAG status Amber are delivered	Forecast if all savings are delivered
	£'000	£'000	£'000
People	-6038	-5978	-4,018
Place	39	430	1,585
Schools	-568	-568	-361
Resources	206	330	330
Central Activities	99	99	1,819
Total	-6262	-5,687	-646

3.5 All services must aim to deliver their targets in order to achieve a balanced budget by year end. However, it should be noted that even if all the savings were achieved the current projections for service overspend would still result in an overall deficit budget outturn of £646k.

3.6 A number of savings continue to be reported as RED and as the year progresses there is an increased risk that these will fail to be delivered. The risk within Children's services is of particular concern and in addition to the non-delivery of savings, the overspend in this service continues to rise and is the main contributor to the overall deficit position.

3.7 Some savings reported as RED within the Place Directorate are now unlikely to be achieved, however, the non-delivery is being mitigated by underspends or other action taken by the service. It is essential that this position is reviewed and where appropriate virements are actioned to resolve the position on a permanent basis.

4 Reserves

4.1 The total revenue reserves held at 1 April 2017, together with the forecast addition/ (use) of reserves during the year and the projected year end balances as at 30th September, are set out in the table in Appendix C.

4.2 The revenue reserves held at the beginning of the year totalled £38.8m, with £8.6m held in the General Reserve and Specific and Ring fenced reserves of £28.4m. The forecast use of reserves to support the revenue budget during the year, (excluding Schools and HRA) is £9.2m.

4.3 Delivery of the agreed efficiency savings will reduce the draw on the general reserve, which is currently forecast at £6.9m, bringing the projected year end balance to £1.6m. The revised forecast level of General Fund reserve as at 30th September 2017 is 1% of total net revenue budget (excluding Schools and HRA). This increases to 3.2% if the budget management reserve is included, marginally above the 3% agreed strategy.

5 Revenue Forecast

5.1 Appendix A confirms that the overspend of £6.262m relates to undelivered efficiency savings of £5.6m offset in part by net over/underspends currently projected on service budgets. RAG status has been applied to service variance based on the categories below, and those with a variance calculated at “red” have been explained in more detail.

- **Blue** Underspend above 1%
- **Green** +/- 1% (or £0.05m if budget less than £5m)
- **Amber** Overspend of 1-2% (£0.05m - £0.1m if budget less than £5m)
- **Red** Variance above 2% (£0.1m if budget less than £5m)

6. <u>People Directorate</u>	Net Working Budget:	£ 70,978k
	Net Forecast Expenditure:	£ 77,016k
	Variance (Over)/Under Spend:	£ (6,038)k
	August Forecast (Over)/Under Spend:	£ (6,286)k
	Change in Forecast	£ 248k

6.1 **Adult Social Care (ASC) - Net Budget £57,030k, Forecast Overspend £(2,113)k**

6.1.1 The forecast position has improved by £278k since August, in part from full utilisation of Welsh Government funding being utilised to mitigate costs of national living wage and pay inflation, and a small amount of system cleansing to remove commitments in the system that are now felt to be unnecessary.

6.1.2 The service have delivered 59% of their £2.2m efficiency target. Work is being carried out with the Service to clarify the potential savings projected for Reablement Intervention that can be attached to the £603k target. The remaining £315k savings are still outstanding, but at this point no concerns have been raised about their achievement, which would reduce the overspend to £1.798m.

6.2 **Older people - Net Budget £28,185k, Forecast Overspend £ (1,071)k**

6.2.2 Home Care **£(1,170)k** – the overspend is partly due to the unachieved efficiency savings for Reablement Intervention of £603k. After validation from Finance colleagues, we can confirm it is unlikely that this will be achieved in year. We are working with the service to clarify the potential savings that can be attached to the efficiency target in future years, and acknowledge that the real savings are likely to be small, because the service supports demand management and prevention, which will mainly be captured as cost avoidance. The service have identified alternative savings from policy changes involving the better use of community resources that empower service users to meet their own outcomes, the benefits of this are still to be calculated, but will not be significant in year. Home care demand remains above budget, by an estimated £520k partly attributable to the full year effect of last years demand and in year demographics.

6.2.3 The Llŷs Glan Y Afon Extra Care Scheme was established in 2016, and funded from existing client home care budgets. Some of these clients have had increased packages within the scheme and there are new clients accessing the service. We have an estimated funding gap of £90k on this scheme based on current client levels, but we are accounting for this within the overall overspend within Home Care.

6.2.4 Residential Care **£ (120)k** - Residential and Nursing demand remains above budget, by an estimated £210k partly attributable to the full year effect of last years demand and in year demographics. £110k is now being funded from the Social Care Workforce Welsh Government (WG) grant to mitigate the costs of the national living wage.

6.3 Learning Disabilities(LD) – Net Budget £18,792k, Forecast Overspend £ (1,442)k

6.3.1 Resettlement Houses and Independent Residential Care **£(1,569)k** – there are inflation pressures that are in part covered by a Welsh Government Grant and corporate monies available totalling just over £1m. But the overall quantum is likely to be greater and for prudence a pressure of £318k on supplier demands is built into the projection that can only be mitigated by savings or demand management. An increase in support hours has resulted in an additional budget pressure of £153k.

6.3.2 Demand within Independent Residential Care continues to grow due to client complexities and deterioration, meaning that the Community Based Service support is no longer sufficient to meet assessed need, and there is no natural turnover due to deceased clients as you would find in the Older category. In conjunction with this, pressures from planned FRM transitions equate to £310k along with an additional unplanned transition from Childrens at a cost of £5.5k per week, equating to a part year cost of £144k. However it must be noted that £494k of efficiencies has been achieved through right sizing of packages.

6.3.3 Home Care LD is forecasting an underspend of £82k, this is due to 7 clients that ceased service in period 6 and mitigated the overspend, when the virement was actioned to transfer budget to IRC following reclassification of costs.

6.4 Mental Health and Physically Disabled (PD)- Net Budget £6,909k, Forecast Underspend £210k

6.4.1 Underspends in both Mental Health and PD of £25k and £185k respectively, mitigate the overspend within other service areas. The virement for reclassification of clients to older category has been actioned. £50k of the underspend is in relation to staff slippage, the remainder due to reduction in client demand.

6.4.2 The underspend on Support Services, due to staff slippage and utilisation of grant monies to fund posts, of £190k mitigates the overspends in the other Service areas

6.5 Children’s – Net Budget £13,150k, Forecast Overspend £ (3,944)k

6.5.1 Following the outcome of the CSSIW inspection, the service and corporate support will review the budget position and savings strategy as part of the service improvements to be delivered as part of the Council’s Improvement Plan.

6.5.2 The overspend in Children’s is due to two factors with part due to non-delivery of the efficiency savings of £1.1m. In the main this is within Children with Disabilities

Residential establishments (Golwg Bannau and Golwg Camlas) where a saving of £556k remains a RED rated risk. A further £388k is in relation to the new model for delivery of Children's Services and the partnership working with the Powys Teaching Health Board and third sector.

6.5.3 A significant factor is that Looked After Children numbers are at a five year high and as a result the service is predicting an overspend of £2.892m. As previously noted in report's to Cabinet this area is one of significant risk, due to the demand and complexities with service user need and the month on month fluctuating activity. It should be noted that as a result it is very difficult to forecast with accuracy. It has now been assumed the current cohort of children in the Powys care system are projected to remain in their current placement until the end of the year (i.e. additional full year cost of 13 placements). This is the worst case scenario and may reduce, as 7 are under review.

6.5.4 An additional team of social workers were brought in to support children's service through the inspection process, this resource cost £180k , and no central funding has been identified to cover the cost

6.5.5 The overspends are offset by Staff costs slippage of £207k, due to recruitment issues and post restructure.

7. <u>Place Directorate</u>	Net Working Budget:	£ 38,429k
	Net Forecast Expenditure:	£ 38,390k
	Variance (Over)/Under Spend:	£ (39)k
	August Forecast (Over)/Under Spend:	£ (89)k
	Change in Forecast	£ 50k

7.1 Although the Service areas within this directorate are no longer RAG status RED, due to the continued improvement in the forecast position of £50k a number of areas are worth noting.

7.2 The improved service delivery and processes within Waste Recycling have continued to produce additional income this month with a further £39k identified bringing the total to £293k.

7.3 Virements are required for 2 new revenue grants; 1. TrawsCymru grant for free weekend travel on the T4 & T6 totalling £242k and 2. Land Drainage for a national database for assets totalling £40k.

8 <u>Schools Service</u> (non delegated)	Net Working Budget	£24,499k
	Net Forecast Expenditure	£25,067k
	Variance (Over)/Under Spend:	£ (568)k
	August Forecast (Over)/Under Spend:	£ (378)k
	Change in Forecast	£ (190)k

8.1 Home to School/College Transport forecast overspend has increased by £211k to £732k. The main contributor to the adverse position is the Special Educational Needs (SEN) and Looked After Care (LAC) transport routes. Further work is being carried

out between finance and transport to establish further causes of the significant increase in deficit position.

8.2 School meals are predicting an overspend of £66k at year end due to revenue costs in association with the rollout of the Cashless Project, including bank charges and licenses. Future years' full year projections, based on the current project plan, are estimated to increase to £140k.

8.3 Centrally retained supply costs forecast overspend is £155k in respect of the eligible Supply Cover costs within schools. However, the forecast is based on particular assumptions which are subject to change.

8.4 Staff slippage of £112k within the Pupil Inclusion budget and £144k within Schools Central, along with Independent Out of County placements underspend of £81k, help offset the overspends.

9	<u>Resources Directorate</u>	Net Working Budget:	£	18,097k
		Net Forecast Expenditure:	£	17,891k
		Variance (Over)/Under Spend:	£	206k
		August Forecast (Over)/Under Spend:	£	225k
		Change in Forecast	£	(19)k

10	<u>Central Activities</u>	Net Working Budget:	£	12,586k
		Net Forecast Expenditure:	£	12,487k
		Variance (Over)/Under Spend:	£	99k
		August Forecast (Over)/Under Spend:	£	435k
		Change in Forecast	£	(336)k

10.1 The reason for the significant change in forecast within Central Activities, is due to a reduction of £349k in Council Tax surplus. The decrease since the last quarter is due to the value of discounts and exemptions granted. This could further reduce by year end and is regarded as a risk.

11	<u>Schools Delegated</u>	Net Working Budget:	£	75,390k
		Net Forecast Expenditure:	£	75,243k
		Variance (Over)/Under Spend:	£	147k
		August Forecast (Over)/Under Spend:	£	35k
		Change in Forecast	£	112k

11.1 The individual Schools Delegated budgets are forecasting a net £147k underspend as at the end of September. The figures from the High Schools and the All Through School have been incorporated where available, in accordance with the Scheme for Financing Schools. There are 6 Schools closing at the 31st August 2017, once a final financial position has been confirmed for each of these schools the cumulative deficit/surplus balances will be reported. One of the 6 schools is in receipt of a loan from the authority and this will also need to be reported as part of the closing balance.

11.2 The budgeted and forecast use of Schools Reserves is shown in the table below. The current information projects a £2.028m use of reserves.

School Sector	Opening Balance	Cabinet Budgeted Contribution/ (Use)	Budgeted Contribution/ (Use)	Forecast Underspend/ (Overspend)	Forecast Closing Balance
	£'000	£'000	£'000	£'000	£'000
Primary	1,608	(503)	(329)	0	1,279
Special	(259)	42	23	(8)	(244)
Secondary	(864)	(1,522)	(1,722)	155	(2,431)
Total	485	(1,983)	(2,028)	147	(1,396)

11.3 The balance of reserves held by schools at the beginning of the year was £485k, the projected draw will move these into a significant deficit balance by the end of this financial year.

12 Housing Revenue Account

12.1 The Housing Revenue Account (HRA) is forecasting a balanced budget, but it is important to note the following:-

12.2. The number of void properties continues to rise. At the end of June the voids were at an all time high of 145, of these, 60 have been empty longer than 12 weeks. If this void issue is not addressed the full year effect of the 60 void properties, based on the average rent, would equate to £254k of lost rental income.

13 Deficit Recovery Plan

13.1 The monthly budget monitoring reports in recent months have shown a mounting deficit position at year-end rather than a reducing one as expected.

13.2 In addition the recent CCSIW inspection of Childrens services has further impacted on the Councils budget with immediate action being required to put in place plans to address the issues raised. These actions will require ongoing additional financial support.

13.3 This regular monitoring of the Council's budget and the implementation of corrective action is essential to keep net expenditure within the approved budget and also to understand and limit the impact on the Councils reserves.

13.4 Cabinet have therefore requested that a Deficit Recovery Plan be prepared which outlines the proposals for containing the deficit for the current financial year including the additional emerging financial pressures within Childrens Services.

13.5 The attached report sets out a number of options to manage the deficit by year end. The options consider management action to limit expenditure and review spending, a reassessment of the use of reserves and a number of technical changes being developed by finance that could assist in recovering the position.

- 13.6 It is therefore recommended that the following actions and options are all considered to reduce the level of the projected deficit at year end. And that the resulting improvements or proposals are included in subsequent monthly reports to Cabinet.
- That the further delivery of savings is progressed and prioritised.
 - That a hold is placed on the Management of Change budget for the remainder of the financial year.
 - That the Capitalisation directive is explored further, utilising capital receipts for the funding of transformational costs.
 - Budget Holders be instructed to review service need and limit or delay revenue spend where appropriate.
 - Technical financial adjustments be explored and brought forward following the review.
 - A reassessment of reserves and their use is carried out to ensure that the level of reserves is maintained at a prudent level.
 - That a business case is submitted by Adult Social Care to request the drawn down of the specific reserve.

14 **Options Considered/Available**

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

15 **Preferred Choice and Reasons**

None to consider.

16 **Impact Assessment**

Is an impact assessment required? Yes/No

17 **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.

18 **Local Member(s)**

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

19 **Other Front Line Services**

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

20 **Communications**

This report has no specific communication considerations. 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.

21 **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.

22 **Scrutiny**

Has this report been scrutinised? Yes / No

23 **Statutory Officers**

The Strategic Director, Resources (Section 151 Officer) has provided the following comment:

As with previous reports to Cabinet the position is a prudent reflection of the projected 2017/18 revenue budget outturn. The projections will only be adjusted when there is confidence and evidence that savings have been delivered.

As in previous years mitigation from additional sources will be sought and included when identified. The position will require the delivery of the deficit recovery plan with further proposals for approval brought forward for agreement by Cabinet.

As in the previous report attention is drawn to the more realistic position for Children’s Services now included in the projections. This highlights a corporate financial challenge for the authority.

The overall schools’ balance position is a risk that will need to be addressed and will require concerted effort to ensure it is managed effectively.

The Monitoring Officer has no specific concerns with this report.

24. **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 by Cabinet; and</p> <p>b. Cabinet supports appropriate action by services to curtail or reduce the reported forecasted service deficits.</p> <p>c. The revenue virements in para 7.3 be approved</p> <p>d. That the actions and options outlined in para 13.6 are implemented and explored further to reduce the projected deficit; and that the improvements and further proposals are included in future monthly budget monitoring reports to Cabinet.</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>

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Relevant Policy (ies):		Financial Regulations	
Within policy:	Yes	Within Budget:	n/a

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

Contact Officer Name	Tel	Fax	E mail
Jane Thomas	01597-826341	01597-826290	jane.thomas@powys.gov.uk

Forecast Outturn and Undelivered Savings as at 30th September 2017

Service Area	Net Budget	Forecast Spend	Variance (Over) / Under spend	Total Unachieved Savings as at 30th September 2017	Service Under/(Over) spend excl. unachieved savings	Variance (Over) / Under spend as a % of Net Budget	Variance BRAG status
	£'000	£'000	£'000	£'000	£'000	%	
People							
Adult & Commissioning	57,030	59,143	(2,113)	(918)	(1,195)	(3.7)	R
Children Services	13,150	17,095	(3,945)	(1,101)	(2,844)	(30.0)	R
Housing General Fund	798	778	20	0	20	2.5	B
Place							
Leisure & Recreation	9,193	9,096	97	0	97	1.1	B
Regeneration, Property & Commissioning	8,895	8,785	110	(88)	198	1.2	B
Highways, Transport & Recycling	20,341	20,509	(168)	(1,458)	1,290	(0.8)	G
Schools							
Schools Service	24,499	25,067	(568)	(207)	(361)	(2.3)	R
Resources							
Business Services	6,278	6,272	6	(92)	98	0.1	G
Information Services	4,416	4,408	8	(32)	40	0.2	G
Legal Services	3,038	2,987	51	0	51	1.7	B
Financial Services	1,877	1,770	107	0	107	5.7	B
Workforce, OD & Comms	2,488	2,454	34	0	34	1.4	B
Service Area Totals	152,003	158,364	(6,361)	(3,896)	(2,465)	(4.2)	
Central Activities	12,586	12,487	99	(1,720)	1,819	0.8	G
Total	164,589	170,851	(6,262)	(5,616)	(646)	(3.8)	
Housing Revenue Account (HRA)	0	0	0	0	0		G
Schools Delegated	75,390	75,243	147	0	147	0.2	G
Total including HRA	239,979	246,094	(6,115)	(5,616)	(499)		

Efficiency / Saving	2015/16	2016/17	2017/18	Total to be Achieved 17/18	Total Achieved to Date	Remainder to find	Achieved
	£000's	£000's	£000's	£000's	£000's	£000's	%
Place							
Highways Transport & Recycling	151	364	1,839	2,354	896	1,458	38%
Regeneration, Property & Commissioning	14	35	399	448	360	88	80%
Leisure & Recreation	0	0	730	730	730	0	100%
Place	165	399	2,967	3,532	1,985	1,546	56%
Schools							
Schools	158	88	1,619	1,865	1,658	207	89%
Schools	158	88	1,619	1,865	1,658	207	89%
People							
Adult	0	0	2,231	2,231	1,313	918	59%
Children Services	0	1	1,101	1,101	0	1,101	0%
People	0	1	3,332	3,333	1,313	2,020	39%
Chief Executives							
Chief Executives	0	0	250	250	250	0	100%
Legal	0	12	28	40	40	0	100%
Chief Executives	0	12	278	290	290	0	100%
Resources							
Business Services	0	0	278	278	187	92	67%
Information Services	0	0	232	232	200	32	86%
Professional Services	0	20	215	235	235	0	100%
Corporate Activiites	999	320	695	2,015	295	1,720	15%
Resources	999	340	1,421	2,760	917	1,844	33%
Grand Total	1,323	841	9,616	11,780	6,164	5,616	52%

RESERVES TABLE AS AT 30TH SEPTEMBER 2017

APPENDIX C

Summary	Opening Balance (1st April 17) Surplus / (Deficit)	Forecast Addition / (Use) of Reserves	Forecast (Over) / Under Spend	Projected Balance (31st March 18) Surplus/ (Deficit)
	£'000	£'000	£'000	£'000
General Fund	8,585	(678)	(6,262)	1,645
	8,585	(678)	(6,262)	1,645
Ringfenced & Specific Reserves				
Budget Management Reserve	3,484	100		3,584
Specific Reserves	1,902	(180)		1,722
21st Century Schools Reserve	6,297	74		6,371
Regeneration Reserve	100			100
Invest to Save & Corporate Initiatives (incl JE and ASC reserve)	8,050	(562)		7,488
Insurance Reserve	2,394	0		2,394
Transport & Equipment Funding Reserve	6,199	(7,962)		(1,763)
Sub-Total	28,426	(8,530)	0	19,896
Schools Delegated Reserves	486	(2,028)	147	(1,395)
School Loans & Other Items	(494)	51		(443)
Net School Delegated Reserves	(8)	(1,977)	147	(1,838)
Total Ringfenced & Specific Reserves	28,418	(10,507)	147	18,058
Housing Revenue Account	1,761	(78)	0	1,683
	1,761	(78)	0	1,683
Total Revenue Reserves	38,764	(11,263)	(6,115)	21,386

CYNGOR SIR POWYS COUNTY COUNCIL

**Cabinet / Management Team
24th October 2017**

REPORT AUTHOR: Jane Thomas, Head of Financial Services

SUBJECT: Deficit Recovery Plan

REPORT FOR: Decision / Discussion

1. Summary

1.1 This report provides an update on the projected financial deficit and sets out a number of options to manage the deficit by year end. The options consider management action to limit expenditure and review spending, a reassessment of the use of reserves and a number of technical changes being developed by finance that could assist in recovering the position.

2. Introduction

2.1 The Council's cabinet monitors the financial performance of the Council on a monthly basis. The monitoring takes the form of a monthly report to the Cabinet which highlights the current month's financial position and the projected end of year position based on that position. The monthly position is made up of performance against the allocated budgets and savings targets. Accordingly at the commencement of the year there is a projected deficit at year-end because the savings will be delivered throughout the year; as such the expectation is that the projected year-end deficit will steadily reduce as the agreed savings are delivered.

2.2 The monthly budget monitoring reports in recent months have shown a mounting deficit position at year-end rather than a reducing one. The projected forecast as at the 30th September 2017 is an over spend of £6.3m.

2.3 In addition the recent CCSIW inspection of Childrens services has further impacted on the Councils Budget with immediate action being required to put in place plans to address the issues raised. These actions will require additional financial support.

2.4 This Deficit Recovery Plan outlines proposals for containing the deficit for the current financial year including the additional emerging financial pressures within Childrens Services.

3. Budget setting for 2017/18

3.1 The development of the budget was undertaken through a series of Cabinet and Management Team sessions, this ensures that proposals being considered are understood and financial pressures identified. To assist in this understanding other processes to assess impact and risk were in place.

3.2 Risk Management

There are a number of risks associated with the budget plans. Risk management is managed on a corporate basis with regular reports to the Strategic Overview Board and Audit Committee. A risk assessment was undertaken for each of the budget savings proposed by service areas. This assessment identified the deliverability of the saving, along with the likely impact to service delivery.

3.3 Budget Savings - The level of savings required in 2017/18 is significant. Any unforeseen delays in implementation will impact on the achievement of the reductions required. Progress on the delivery of agreed savings targets are reported to Cabinet on a monthly basis. Plans within service areas need to be managed robustly in order to limit any underachievement and monthly budget monitoring and savings delivery monitoring ensures Cabinet has visibility of financial performance.

3.4 Risk Assessment of the Budget - Conclusion

Overall, the Council's Budget has no significant capacity to meet unforeseen costs or income shortfalls. Therefore careful monitoring and early corrective action will be essential to keep net expenditure within the approved Budget next year.

It is essential that the significant savings and additional income are delivered, in the event that variances are identified then prompt remedial action will be necessary.

4. September position

4.1 The financial position as at 30th September is on today's Cabinet / Management Team agenda, in readiness for Cabinet on 7th November. The table below shows the directorate over and underspends, a net overspend of £6.3m is forecast (excluding Schools and HRA).

Summary Forecast by Directorate	Total Working Budget	Approved Use To / (From) Reserves	Forecast Spend	Variance (Over) / Under Spend	
	£'000	£'000	£'000	£'000	%
People	70,978	2	77,016	(6,038)	(8.5)
Place	38,429	(8,153)	38,390	39	0.1
Schools	24,499	(227)	25,067	(568)	(2.3)
Resources	18,097	(449)	17,891	206	1.1
Central Activities	12,586	(410)	12,487	99	0.8
Total	164,589	(9,237)	170,851	(6,262)	(3.8)
Housing Revenue Account	0	(49)	0	0	
Schools Delegated	75,390	(1,977)	75,243	147	
Total including HRA and Delegated Schools	239,979	(11,263)	246,094	(6,115)	(2.5)

4.2 There are four service areas of concern, and their overspends are split between unachieved savings and overspends within service delivery as shown in the table below. There is potential that the current position for these particular areas could improve by £833k due to additional savings and the use of grants for core costs. This still suggests a projected overall deficit of £5.4m that needs to be addressed in year.

Service	Current Projected Overspend £'000	Due to Unachieved Savings £'000	Due to Service Overspend £'000	Best Case Projected Overspend £'000
ASC	(2,113)	(918)	(1,195)	(1,600)
Childrens	(3,945)	(1,101)	(2,844)	(3,945)
HTR	(168)	(1,458)	1,290	152
Schools	(568)	(207)	(361)	(568)
Total	(6,794)	(3,684)	(3,110)	(5,961)

- 4.3 ASC - The service are expecting to deliver on saving targets, except for £603k for Reablement. There are also a number of grants that are not being fully utilised for their original intended purpose, we will ensure that grants are maximised and offset core spend as necessary, at this stage assuming around £200k will be offset. The service expect to manage the winter pressures demands within the existing budgets, but this must be highlighted as a risk.
- 4.4 Childrens – There will be reviews of the current Looked After Children that are contributing towards the overspend, for prudence we have not assumed an improved position until there is clarity that these children will have service changes.
- 4.5 In addition the improvement plan for Childrens services is not yet costed. Some resource has been identified but if the requirements impacting on the current financial year exceed the amount set aside then this could have a further significant impact on the Outturn position for 2017/18.
- 4.6 HTR - The service are making inroads into the savings targets, having recently closed the Dole road depot and delivered the LED street lighting changes ahead of schedule, this mitigates the jet patching project, which is likely to achieve its benefits next year. An additional £320k is forecast in year on the efficiency target.
- 4.7 Schools – There is nothing further that can mitigate this position, at this time.

5. Savings delivery

- 5.1 Savings delivery is reported to Heads of Service, Directors and Cabinet on a monthly basis within the financial monitoring report. During the current financial year an additional sensitivity analysis has been introduced to show a range of forecasts, based on the level of confidence in the delivery of the remaining targets. The analysis uses a rating of High, Medium or Low; High being the current forecast position and includes savings already delivered; Medium based on savings with RAG status Amber; and Low, the position if all savings are delivered.
- 5.2 All services must aim to deliver their targets in order to achieve a balanced budget by year end. However, it should be noted that even if all the savings were achieved the current projections for service overspend would still result in an overall deficit budget outturn of £646k.

- 5.3 This approach has highlighted a number of savings that are at increased risk of delivery and further challenge to these service areas does not reduce the concern that these will now fail to be delivered. These are as follows:-

Financial Year	Target £'000	Delivered £'000	Variance £'000
2015/16	1,323	44	1,279
2016/17	841	295	546
2017/18	9,616	5,824	3,792
Total	11,780	6,163	5,616

6. Funding the Gap

- 6.1 It is essential that action is now taken to reduce the level of projected deficit and limit the impact on the Authority's revenue reserves. A number of options can be considered to reduce revenue expenditure from that projected, these include management action and some technical adjustments that can be applied.
- 6.2 The Management of Change budget was put in place to provide funding to support transformation and change costs across the Council, for 2017/18 this budget totals £2.48m. Commitments already approved against this budget for the current financial year are £678k it is therefore proposed that no further bids are considered from this fund and the remaining budget be utilised to support the improvements required within Children Services. The release of any funding will be approved following a clear business case outlining the need and its contribution to the improvement plan with approval authorised by the Section 151 Officer.
- 6.3 Capitalisation directive approved by Welsh Government enables Local Authorities to capitalise transformational costs utilising capital receipts obtained during the financial year. Initially a £2m target was set for capital receipts from both property and county farm disposals, however, a recent decision by Cabinet to suspend declaring any further property from the Farm estate surplus will effectively mean the target for capital receipts will not be met. Capital receipts already received during 2017/18 amount to £329k, and are estimated to rise to £717k by year end. This provides an option to capitalise transformation costs currently funded within revenue budgets which would reduce revenue expenditure.
- 6.4 The use of Capital receipts to fund these costs does have an impact on the overall Capital budget, as borrowing would need to be undertaken to fund the capital schemes to which the capital receipts have been committed. This generates a revenue cost to be funded over a number of years depending on the life of the asset and is a consideration in terms of the impact this has on future financial year in with the requirements of the Well-being of Future Generations (Wales) Act 2015.
- 6.5 It must be noted that capitalisation can only be undertaken to the value of capital receipts actually received in the financial year in which the costs are incurred. Until received we cannot guarantee the release of funding.

- 6.6 Management Action to further mitigate the deficit can also be considered. Budget Managers to review their service need and where possible refrain from all but essential spend, or delay expenditure. Use of skype rather than travelling, delay in purchasing goods and services where appropriate. These actions must be considered and balanced against the impact on the service user or wider population.
- 6.7 It is also important that budget managers undertake their routine financial tasks such as housekeeping, raising of debtor invoices, banking of income, correct application of VAT and payroll administration in a robust and timely way to ensure that the financial data held is as up to date and accurate as possible to enable effective forecasting of the financial position and efficient Treasury Management.
- 6.8 Technical Accounting Options - Finance staff are currently working with advisors to explore potential technical adjustments that could generate revenue savings both for the current financial year and as permanent savings in future years. These include a review of the Balance Sheet, Minimum Revenue Provision policy, Housing Revenue Account (HRA) Pooling arrangements and the financing of the Capital Programme.
- MRP Policy – There are further changes to the MRP policy that would provide both one off and recurrent budget reductions. One of the technical changes that is being considered could provide a one-off immediate saving of c. £652k in the MRP Charge and an ongoing reduction of £48k.
 - Pooled Budgets – in 2015 Powys bought themselves out of the HRA subsidy scheme and set up a single pooled budget arrangement. Scenarios have been modelled to consider the impact of moving to a two pooled budget arrangement, this could potentially mean a greater proportion of the authority's debt being charged to the HRA. Any adjustment would need to be considered to ensure that the change is equitable to the General Fund and affordable by the HRA.
 - Capitalising Revenue Spend – we estimate there is £300k of revenue spend that could be capitalised and funded through borrowing. There is a cost to this approach as the extra borrowing will have an annual interest charges that are incurred over the life of the borrowing.
- 6.9 This technical analysis work will be completed within 3 weeks, any proposed changes may require policy change and will be dealt with within the existing governance arrangements. All proposals will be considered within the budget setting framework as Cabinet form their budget proposal and any benefit for the current financial year will be reported within the monthly financial monitoring reports with the necessary virements submitted for consideration.

7. Reserves

- 7.1 At budget setting for the current financial year the Section 151 Officer concluded that the estimates used in the budget proposal for 2017/18 were adequately robust but that significant risk remains. Based on the assessment of reserves at that time it was concluded that the overall level is adequate but at the lower end of acceptability given the scale of savings required in the future.
- 7.2 The revenue reserves held at the beginning of the year totalled £38.8m, with £8.6m held in the General Reserve and Specific and Ring fenced reserves of £28.4m. The forecast use of these reserves to support the revenue budget during the year, (excluding Schools and HRA) is £9.2m, of which £8m will fund the transport strategy.

- 7.3 Further delivery of savings and other action to mitigate budget overspend, will reduce the draw on the general reserve, which is currently forecast at £6.9m, bringing the projected year end balance to £1.6m.
- 7.4 The projected reserve position based on the current projected level of overspend as provided in Appendix A.
- 7.5 The holding and use of reserves is defined within the reserves policy, The policy defines that the General Fund reserve must be maintained at 3% of net revenue budget (excl Schools and HRA), the projected deficit currently being reported would see that percentage drop to 1%, however the consideration of the Budget Management Reserve in the calculation would maintain the 3% strategy.
- 7.6 A reassessment of reserves will be undertaken as part of this recovery plan as the redirection of some reserves may be necessary to provide a prudent level of general fund reserves. This could include the review of the 21st Century Schools Reserve. This reserve has been funded to cover the cost of 21st Century Schools capital programme this is currently £6.4m. If we utilised £2m of this reserve and switched the funding to borrowing it would cost £78k per annum for 50 years to borrow this over 50 years based on 3% and would free up some of the reserve for one off amounts. The drawback is that we would lose flexibility in funding repairs within the programme for which we cannot undertake borrowing to fund, reserves can be used for this work as they were originally from a revenue source.
- 7.7 All local authority budgets contain risks and the key area of concern within the budget was Adult Social Care, a specific reserve of £2.75m was identified to mitigate that risk. The specific reserve is a key component of the overall budget strategy in order to provide assurance around adequacy of reserves.
- 7.8 The following set off criteria was established upon which the reserve could be accessed.
- The use of the reserve can only be agreed as part of a report to formal cabinet. This can be part of the budget monitoring report so long as there is a clear separate recommendation. Depending on the amount it may also need to go to the following Council Meeting for agreement under the terms of the constitution.
 - Any draw down of the reserve will need to have a business case demonstrating why the funds are needed and why the requirement cannot be met by management action to address the one off pressure or overspend. The business case will have to be signed off by the S151 Officer before it goes to Cabinet.
 - The reserve will be reviewed annually as part of the budget process. This will assess whether the amount is appropriate. If the reserve is no longer required (or reduced) the amount will return to the general fund unless otherwise proposed by the Cabinet as part of the budget policy.
 - Any use of the reserve will not automatically lead to an increase in the service's base budget the following year. In other words the service will first have to explore options to meet the funding that has been drawn down in future years. By doing so the reserve in effect becomes a means of 'smoothing' pressure between financial years.

7.9 Adult Social Care projected expenditure is forecast to exceed budget by £2.1m, although this may be mitigated as explained in 4.3. A business case should be submitted by the service for consideration in order to draw down the reserve.

8. Impact on Future Year Budgets

8.1 Whatever action is considered and actioned to reduce the level of the projected deficit for the current year, it is also critical that we clearly understand the impact of non-delivery of savings and service overspends on the base revenue budget going forward.

8.2 Savings have to be delivered on a permanent basis and services must contain expenditure within cash limited budgets, failure to deliver these outcomes increases the financial pressure on an already challenging financial plan.

8.3 Cabinet have already agreed that the forthcoming budget proposal includes a "Resetting of the Budget" to eliminate persistent underspends and other targets now considered to be unachievable, this will give stability to budget going forward.

9. Options for Consideration

9.1 That the following actions and options are all considered to reduce the level of the projected deficit at year end.

9.2 That the further delivery of savings is progressed and prioritised.

9.3 That a hold is placed on the Management of Change budget for the remainder of the financial year.

9.4 That the Capitalisation directive is explored further, utilising capital receipts for the funding of transformational costs.

9.5 Budget Holders be instructed to review service need and limit or delay revenue spend including vacancy management. Freeze on non essential expenditure.

9.6 Technical financial adjustments be explored and brought forward following the review.

9.7 A reassessment of reserves and their use is carried out to ensure that the level of reserves is maintained at a prudent level.

9.8 That a business case is submitted by Adult Social Care to request the drawn down of the specific reserve.

9.9 Further updates and proposals will be included with the monthly financial monitoring reports to Cabinet.

Summary	Opening Balance (1st April 17) Surplus / (Deficit)	Forecast Addition / (Use) of Reserves	Forecast (Over) / Under Spend	Projected Balance (31st March 18) Surplus/ (Deficit)
	£'000	£'000	£'000	£'000
General Fund	8,585	(678)	(6,262)	1,645
	8,585	(678)	(6,262)	1,645
Ringfenced & Specific Reserves				
Budget Management Reserve	3,484	100		3,584
Specific Reserves	1,902	(180)		1,722
21st Century Schools Reserve	6,297	74		6,371
Regeneration Reserve	100			100
Invest to Save & Corporate Initiatives (incl JE and ASC reserve)	8,050	(562)		7,488
Insurance Reserve	2,394	0		2,394
Transport & Equipment Funding Reserve	6,199	(7,962)		(1,763)
Sub-Total	28,426	(8,530)	0	19,896
Schools Delegated Reserves	486	(2,028)	147	(1,395)
School Loans & Other Items	(494)	51		(443)
Net School Delegated Reserves	(8)	(1,977)	147	(1,838)
Total Ringfenced & Specific Reserves	28,418	(10,507)	147	18,058
Housing Revenue Account	1,761	(78)	0	1,683
	1,761	(78)	0	1,683
Total Revenue Reserves	38,764	(11,263)	(6,115)	21,386

CYNGOR SIR POWYS COUNTY COUNCIL.

CABINET EXECUTIVE
7th November 2017

REPORT AUTHOR: County Councillor Aled Davies
Portfolio Holder for Finance

SUBJECT: Capital Programme Update for September 2017

REPORT FOR: Decision

1. Current Capital Programme 2017-18

1.1 The revised Capital Programme after accounting for approved virements is £101,309m, of which committed expenditure is £50.028m (49%) of the budget. The actual spend to the end of September is £24.0m (spend to the end of August was £19.4m). This compares to £10.8m the end of September the previous year.

1.2 Table 1 below summarises the position for each directorate and service.

1.3 Table 1 Capital Table as at 30th September 2017

Service	Original Budget	Virements Approved	Virements Required by Cabinet	Virements Required by Council	Revised Working Budget 2017/18 as at 30th September 2017 (after virements approved and required)	Actuals & Commitments	Remaining Budget	
	£,000	£,000	£,000	£,000	£,000	£,000	£,000	%
People								
Adult Services & Commissioning	0	833	0	0	833	111	722	86.7%
Childrens Services	0	32	0	0	32	0	32	100.0%
Housing	2,943	550	0	-870	2,623	1,170	1,453	55.4%
Schools and Inclusion	30,086	1,185	0	-2,843	28,428	19,345	9,083	32.0%
Resources								
Business Services	446	192	0	0	638	320	318	49.8%
Information Services	1,192	824	0	0	2,016	528	1,488	73.8%
Legal Services	0	23	0	0	23	4	19	82.6%
Financial Services	500	-396	0	0	104	0	104	100.0%
Corporate Activities	0	0	0	0	0	0	0	
Place								
Highways, Transport & Recycling	21,826	8,949	0	-3,149	27,626	11,467	16,159	58.5%
Leisure & Recreation	4,451	5,820	0	0	10,271	7,185	3,086	30.0%
Regeneration, Property & Commissioning	3,655	842	0	-345	4,152	382	3,770	90.8%
Total Capital	65,099	18,854	0	-7,207	76,746	40,512	36,234	47.2%
Housing Revenue Account	21,260	3,503	-200	0	24,563	9,516	15,047	61.3%
TOTAL	86,359	22,357	-200	-7,207	101,309	50,028	51,281	50.6%

2. Funding

2.1 The funding of the capital programme is shown in Table 2. This has changed by £0.870 and reflects the virements above and additional grants listed in section 4.

2.2 Table 2 Funding of the Capital Budget as at 30th September 2017

	Revised Working Budget 2017/18 as at 30th September 2017 (after virements approved and required)					
	Supported Borrowing	Prudential Borrowing	Grants	Revenue Cont's To Capital	Capital Receipts	Total
Council Fund	-11,302	-19,967	-24,504	-9,581	-11,392	-76,746
HRA	0	-13,441	-3,844	-5,606	-1,672	-24,563
Total	-11,302	-33,408	-28,348	-15,187	-13,064	-101,309

3. Virements

3.1 This report requests that the following virements are carried out to amend the capital budgets for the following projects:

3.2 Housing Revenue Account

- The project to develop mobile working within the HRA Landlord Services Teams is now not going ahead because the proposed purchase of equipment was incompatible with the ICT strategy. This virement requests that the £200k budget is removed. The project was funded from prudential borrowing.

3.3 The other virements in Table 1 were reported in the July Capital Report and are in the process of being approved through Cabinet and Council.

4. Grant Changes as at 30th September 2017

4.1 Adult and Commissioning

- Intermediate Care Fund (ICF) £285k to install a conservatory at The Rhyd, Brecon and kitchen and electrical improvements at Castell y Dail, Newtown.

5. Capital Receipts

5.1 A capital receipt occurs when an asset of the authority is sold. Capital receipts historically could only be used to finance new capital expenditure or repay loans. This changed in 2015/16 when it was possible to use capital receipts to finance the revenue costs from transformation. This option has been used in both 2015/16 (£1.6m) and 2016/17 (£0.9m), which has required additional Prudential Borrowing.

5.2 The current capital receipt target, excluding the HRA, for 2017/18 is £1m for Property and £1m for County Farms, of which £717k has been agreed subject to contract and should be received before year end. Two sales of £329k has been completed as at 30th September 2017. These capital receipts has been earmarked to finance £100k County Farm Capital expenditure and £900k for the 21st Century Schools Programme.

5.3 The HRA is still subject to Right to Buy Disposals and six sales have been completed as at 30th September 2017 amounting to £575k and other land and garage sales amount to £69k

- 5.4 As at 31st March 2017 the total Capital Receipts held by the authority was £15.402m of this £13.064m is a commitment in the capital budgets for 17/18.
- 5.5 A recent decision by Cabinet to suspend declaring any further property from the Farm estate surplus will effectively mean the target for capital receipts will not be met.

6. Borrowing Requirements

- 6.1 The Council's underlying need to borrow for capital expenditure is termed the Capital Financing Requirement (CFR). This figure is a gauge of the Council's indebtedness. The CFR results from the capital activity of the Council and resources used to pay for the capital spend. It represents the current year's unfinanced capital expenditure and prior years' net or unfinanced capital expenditure which has not yet been paid for by revenue or other resources.
- 6.2 Part of the Council's treasury activities is to address the funding requirements for this borrowing need. Depending on the capital expenditure programme, the treasury service organises the Council's cash position to ensure that sufficient cash is available to meet the capital plans and cash flow requirements. This may be sourced through external borrowing or utilising temporary cash resources within the Council.
- 6.3 Net external borrowing (borrowings less investments) should not, except in the short term, exceed the total of CFR in the preceding year plus the estimates of any additional CFR for the current year and next two financial years. This allows some flexibility for limited early borrowing for future years.

CFR Position:

	As at 31.03.17 Actual	2017/18 Original Estimate	2018/19 Original Estimate	2019/20 Original Estimate
	£M	£M	£M	£M
Capital Financing Requirement	307,524	326,461	357,224	382,433

The Authority had outstanding long-term external debt of £226.4M at 31st March 2017. In relation to the CFR figure for 31st March 2017, this equated to the Authority being under borrowed by £81M. This is a prudent and cost effective approach in the current economic climate. However, members will be aware that internal borrowing is only a temporary situation and officers have advised that, based on capital estimates, it will be necessary for the Authority to borrow at stages over the next few years. The following temporary borrowing is applicable to this financial year. It is expected that temporary borrowing will be necessary on further occasions throughout the financial year.

BORROWED					REPAID	
Date	Borrower	Type	Amount £000	Rate%	Date	Amount
28-Mar-17	Derbyshire Pension Fund	Fixed to 4/4	0	0.50	04-Apr	10,000,000
29-Mar-17	Edinburgh City Council	Fixed to 5/4	0	0.50	05-Apr	10,000,000
29-Mar-17	City of London	Fixed to 5/4	0	0.50	05-Apr	5,000,000
29-Sep-17	Manchester City Council	Fixed to 5/10	5,000	0.20	05-Oct	5,000,000

Alongside this, it is likely that some longer term borrowing will take place. This is a prudent approach to ensure some borrowing takes place whilst interest rates are at their low levels as opposed to borrowing at a future date at increased rates.

- 6.4 The CFR figures above include the increase in the amount of borrowing of £41m that is anticipated in 2017/18. Any borrowing undertaken will have a revenue implication, which includes both the payment of interest on the loan but also the repayment of the principal of the loan. The Minimum Revenue Provision is a prudent way of setting aside the funds required to repay the principal. Work is also ongoing to improve the forecast for capital spend, so that Treasury Management are able to improve the cashflow predictions for the authority.

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?

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**

This report has no specific communication considerations. 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 with capital programmes. Financial Services work closely with all service areas in monitoring financial performance on capital programmes against budgets. The Capital and Financial Planning Accountant confirms that the project included in paragraph 3.2 is included in the Capital Programme.

15. Scrutiny

This report presents financial information which will help inform the future capital strategy and therefore has implications for any related organisation.

16 Statutory Officers

The Strategic Director, Resources (Section 151 Officer) notes the contents in the report.

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:
a. The contents of this report are noted by Cabinet; and b. The Capital virements set out in Section 3 are approved, and those over £500k be submitted to full council for approval.	To outline the capital budget position as at 30th September. To ensure appropriate virements are carried out.

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:	

Contact Officer Name	Tel	Fax	E mail
Jane Thomas	01597-826341	01597-826290	jane.thomas@powyscc.gov.uk

Background Papers used to prepare Report:

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CYNGOR SIR POWYS COUNTY COUNCIL.

AUDIT COMMITTEE
3rd November 2017

CABINET
7th November 2017

REPORT AUTHOR: County Councillor Aled Davies
Portfolio Holder for Finance

SUBJECT: Treasury Management Qtr 2 Report

REPORT FOR: Information

1. Summary

1.1 CIPFA's 2009 Treasury Management Bulletin suggested:

"In order to enshrine best practice it is suggested that authorities report formally on treasury management activities at least twice a year and preferably quarterly."

The CIPFA Code of Practice on Treasury Management emphasises a number of key areas including the following:-

xi. Treasury management performance and policy setting should be subject to scrutiny prior to implementation.

1.2 In line with the above, this report is providing information on the activities for the quarter ending 30th September 2017.

2. Economic Background and Forecasts

2.1 The economic background is attached at Appendix B.

2.2 The most recent forecast of interest rates by the Authority's advisor is as follows:

	Dec-17	Mar-18	Jun-18	Sep-18	Dec-18	Mar-19	Jun-19	Sep-19	Dec-19	Mar-20
Bank rate	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.50%	0.50%	0.75%	0.75%
5yr PWLB rate	1.50%	1.60%	1.70%	1.70%	1.80%	1.80%	1.90%	1.90%	2.00%	2.00%
10yr PWLB rate	2.20%	2.30%	2.30%	2.40%	2.40%	2.50%	2.50%	2.60%	2.60%	2.70%
25yr PWLB rate	2.90%	2.90%	3.00%	3.00%	3.10%	3.10%	3.20%	3.20%	3.30%	3.30%
50yr PWLB rate	2.70%	2.70%	2.80%	2.80%	2.90%	2.90%	3.00%	3.00%	3.10%	3.10%

This forecast is due to be updated shortly based on recent informed speculation that a bank rate rise will be agreed at the November Bank of England's MPC meeting.

3. Treasury Management Strategy

3.1 The Treasury Management Strategy approved by Full Council on 7th March 2017 is at Appendix A.

3.2 The Authority's investment priorities within the Strategy are: -

- (a) the security of capital and
- (b) the liquidity of its investments.

3.3 The Authority aims to achieve the optimum return on its investments commensurate with proper levels of security and liquidity. The risk appetite has been low in order to give priority to security of investments.

4. Current Investments

4.1 The current investment market is difficult in respect of earning the level of interest rates commonly seen in previous years as rates are very low and in line with the 0.25% Bank Rate.

4.2 The Authority's investment position as at 30th September 2017 is as shown below:-

Invested with:	Principal £000's	Interest Rate	Start Date	Maturity Date
Santander	825	0.25%	N/A	Deposit A/c
BOS	15	0.05%	N/A	Deposit A/c
HSBC	0	0.00%	N/A	Deposit A/c
Total	840			

4.4 Higher return rates are difficult to achieve as the Authority is not in a position to invest its cash for more than a short period of time.

4.5 Local Authority Mortgage Scheme:

In August 2012, following a Cabinet report, the Authority entered the Local Authority Mortgage Scheme with an allocation to Lloyds TSB of £1M. Under the scheme this was deemed as Capital Expenditure. However, the Wales Audit Office (WAO) opinion differed from this in that they suggested it should be treated as an investment. Unfortunately, despite meetings and extensive correspondence by Capita Treasury with the Welsh Government, Welsh Local Government Association and the Wales Audit Office, agreement on the accounting treatment for Welsh authorities was not reached despite the provision of 3 separate legal opinions supporting the Capital Expenditure position. As such, Capita said there was little further they could do in Wales. This Authority has concurred with WAO's requirement to treat this as an investment and, as such, the amount is included in the table above and is being accounted for as an investment. Council approved this investment following a retrospective report on 16th May 2013. The £1M the Authority had in this scheme matured in August.

4.6 Redemption Penalties:

There are no current fixed investments to redeem.

- 4.7 Investment returns in future years:
Our advisors' current suggested earning rates for investments for budgeting purposes are as follows:-

	Suggested Rate
2017/18	0.25%
2018/19	0.25%

These are based on investments for up to three months duration.

5. Credit Rating Changes

- 5.1 Moody's updated their ratings for several UK banks on 28th September. However, this did not have any consequence for the Authority's investment situation.
- 5.2 The credit rating list for end of September is attached as a separate file to this report.
- 5.3 Moody's also updated their UK Sovereign rating in September by downgrading it from Aa2 to Aa1 and changing the outlook from Negative to Stable. The reasons for this were as follows:-
- The outlook for the UK's public finances has weakened significantly since the negative outlook on the Aa1 rating was assigned, with the government's fiscal consolidation plans increasingly in question and the debt burden expected to continue to rise
 - Fiscal pressures will be exacerbated by the erosion of the UK's medium-term economic strength that is likely to result from the manner of its departure from the European Union and by the increasingly apparent challenges to policy-making given the complexity of Brexit negotiations and associated domestic political dynamics.

6. Borrowing / Re-scheduling

- 6.1 Effective management of the Authority's debt is essential to ensure that the impact of interest payable is minimised against our revenue accounts whilst maintaining prudent borrowing policies.
- 6.2 The Authority's Capital Position:

The Council's underlying need to borrow for capital expenditure is termed the Capital Financing Requirement (CFR). This figure is a gauge of the Council's indebtedness. The CFR results from the capital activity of the Council and resources used to pay for the capital spend. It represents the current year's unfinanced capital expenditure and prior years' net or unfinanced capital expenditure which has not yet been paid for by revenue or other resources.

Part of the Council's treasury activities is to address the funding requirements for this borrowing need. Depending on the capital expenditure programme, the treasury service organises the Council's cash position to ensure that sufficient cash is available to meet the capital plans and cash flow requirements. This may be

sourced through external borrowing or utilising temporary cash resources within the Council.

Net external borrowing (borrowings less investments) should not, except in the short term, exceed the total of CFR in the preceding year plus the estimates of any additional CFR for the current year and next two financial years. This allows some flexibility for limited early borrowing for future years.

CFR Position:

	As at 31.03.17 Actual	2017/18 Original Estimate	2018/19 Original Estimate	2019/20 Original Estimate
	£M	£M	£M	£M
Capital Financing Requirement	307,524	326,461	357,224	382,433

- 6.3 The Authority had outstanding long-term external debt of £226.4M at 31st March 2017. In relation to the CFR figure for 31st March 2017, this equated to the Authority being under borrowed by £81M. This is a prudent and cost effective approach in the current economic climate. However, members will be aware that internal borrowing is only a temporary situation and officers have advised that, based on capital estimates, it will be necessary for the Authority to borrow at stages over the next few years. The following temporary borrowing is applicable to this financial year. It is expected that temporary borrowing will be necessary on further occasions throughout the financial year.

BORROWED					REPAID	
Date	Borrower	Type	Amount £000	Rate%	Date	Amount
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29-Mar-17	Edinburgh City Council	Fixed to 5/4	0	0.50	05-Apr	10,000,000
29-Mar-17	City of London	Fixed to 5/4	0	0.50	05-Apr	5,000,000
29-Sep-17	Manchester City Council	Fixed to 5/10	5,000	0.20	05-Oct	5,000,000

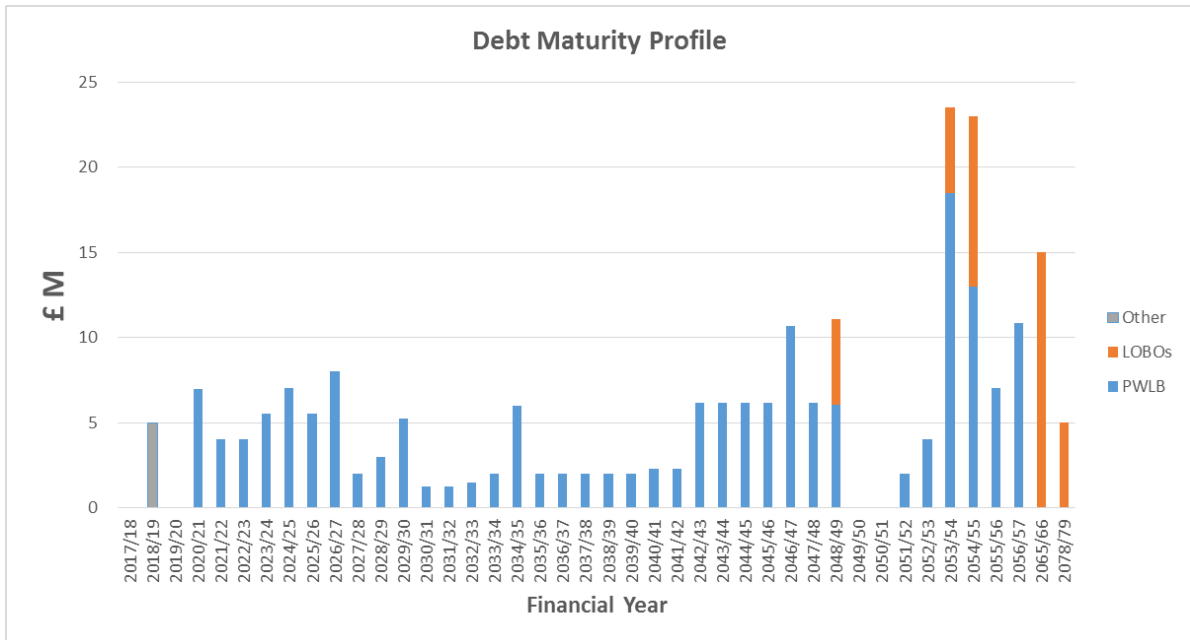
Alongside this, it is likely that some longer term borrowing will take place. This is a prudent approach to ensure some borrowing takes place whilst interest rates are at their low levels as opposed to borrowing at a future date at increased rates.

- 6.4 Capital Budget/Spend per efinancials:

Capital:	Approved Budget £	Working Budget £	Actual Capital Spend (not including commitments) £	%age spend
	74,111,259			
June		92,745,511	8,748,957	9.43%
Sept		96,322,803	19,174,168	19.91%
Dec				
March				

The financing of the approved capital budget included £17.9M of Prudential borrowing in total.

6.5 Debt Maturity Profile as at 30.09.17:



6.6 Rescheduling:

The Public Works Loans Board released a circular regarding rates on 20th October 2010. As a result of this, rates immediately increased by 0.87-0.88 basis points across the board. The overall impact of this circular was that it is far more difficult for authorities to reschedule debt

Members are aware that officers continue to look for interest savings on a daily basis by monitoring rates that may mean the Authority can re-schedule some of its debt or prematurely repay debt if applicable. However, PWLB interest rates have not been conducive towards rescheduling.

7. Prudential Indicators

7.1 All TM Prudential Indicators were complied with in the quarter ending 30th September 2017.

8. VAT

8.1 The Treasury Manager acts as the authority's VAT officer. VAT can pose a risk to the authority hence the TM has been asked to include VAT information in these quarterly reports.

8.2 The monthly VAT returns were submitted within the required deadlines during the quarter ending 30th September 2017.

8.3 Due to the current large capital spend on the 21st Century Schools in the Gwernyfed area and the Culture Hub in Brecon, the Authority's VAT claims are higher than usual. As such, HMRC carried out a sample check on the June return by requesting certain purchase and sales information. They were satisfied with the

data and, as such, released payment to us. At the time of writing this report they have requested a check on the August return but have asked for substantially more information including a hard copy of every debtor invoice raised (2,896). Based on the fact that the June return check was satisfactory and that the explanation for the higher returns remains the same, we have approached HMRC in respect of the amount of data they have requested and the fact that is required in paper format. Members will be updated verbally at Committee and Cabinet regarding this situation.

8.3 Key Performance Indicators:

The VAT KPI's for 2017/18 are attached at Appendix C.

Proposal

It is proposed that the Treasury Management quarterly report is received.

Statutory Officers

The Strategic Director – Resources (s151 officer) notes the content of the report and supports the recommendation. It is important that members are kept informed about this key activity. The report notes that, given the low interest environment, we may need to reflect whether we take out borrowing. This will be kept under review and continue to be discussed with our advisor.

The Solicitor to the Council (Monitoring Officer) has made the following comment: "I have nothing to add to the report".

Future Status of the Report

Not applicable

Recommendation:		Reason for Recommendation:	
That the Treasury Management Quarterly Report be received		To ensure Cabinet remains informed about current Treasury Management performance	
Relevant Policy (ies):		Treasury Management Policy	
Within Policy:	Y	Within Budget:	N/A
Person(s) To Implement Decision:		N/A	
Date By When Decision To Be Implemented:		N/A	
Contact Officer Name:	Tel:	Fax:	Email:
Ann Owen	01597 826327	01597 826290	ann.owen@powys.gov.uk

Background Papers used to prepare Report:

CIPFA Code of Practice on Treasury Management and Cross Sectoral Guidance Notes
 Treasury Management Policy Statement
 Advisors' Information
 WAG Guidance on Local Government Investments 2010
 PWLB circulars

Appendix A:

Approved Treasury Management Strategy 2017/18:

7.5 "High" credit quality:

7.5.1 It is proposed that the Authority continue with the following in respect of defining a "high" credit quality. If a rating is not available from any of the rating agencies then the available ratings will be used. Members will note that this proposal excludes investments with some banks off the advisors' suggested list:-

Long Term Ratings (in respect of long-term investments):

Permitted Fitch Ratings	Permitted Moodys Ratings	Permitted S&P Ratings
AAA	Aaa	AAA
AA+	Aa1	AA+
AA	Aa2	AA
AA-	Aa3	AA-

Short Term Ratings (in respect of short-term investments):

Permitted Fitch Ratings	Permitted Moodys Ratings	Permitted S&P Ratings
F1+	N/A	A-1+
F1	P-1	A-1

7.6 Country limits:

7.6.1 It is proposed that the Authority will use approved counterparties from the UK and approved counterparties from other countries with the following sovereign credit ratings:-

Permitted Fitch Ratings	Permitted Moodys Ratings	Permitted S&P Ratings
AAA	Aaa	AAA

Country	Maximum Investment per Country	Credit Rating/Other Assessment of Risk
AAA countries	£20M (held in call accounts)	As per rating list
UK	No Maximum Investment	As per rating list

7.7 *Group/Institutions - Counterparty Criteria/Limits:*

Specified Investments:

Institution	Maximum Investment per Group/Institution £M	Maximum Length	Credit Rating/Other Assessment of Risk
UK Banks	20 (a maximum £10M to be held in fixed term investments)	Up to 364 days	As per Capita's matrices and the Authority's definition of a high credit rating
Foreign Banks	5	Up to 364 days	As per Capita's matrices and the Authority's definition of a high credit rating
Other Local Authorities	25	Up to 364 days	N/A

Non-Specified Investments:

Institution	Maximum Investment per Group/Institution £M	Maximum Length	Credit Rating/Other Assessment of Risk
UK Banks	10 (£2M limit with any one institution)	Up to 2 years	As per Capita's matrices and the Authority's definition of a high credit rating
Lloyds Bank (as a mortgage lender in the LAMS scheme)	5	Up to 5 years	N/A
Foreign Banks	2	Up to 2 years	As per Sector's matrices and the Authority's definition of a high credit rating
Money Market Funds (max. of 5)	10	N/A	All are AAA rated plus the parents/owners must meet the Authority's short term investment criteria
Other Local Authorities	10	Up to 2 years	N/A
European Investment Bank Bonds	3	2-3 years	N/A

Note: Limits for Specified and Non-Specified are combined limits. The maximum limit will also apply to a banking group as a whole.

Appendix B

Economic Background

UK. After the UK economy surprised on the upside with strong growth in 2016, growth in 2017 has been disappointingly weak. Quarter 1 came in at only +0.3% (+1.7% y/y) and quarter 2 was +0.3% (+1.5% y/y) which meant that growth in the first half of 2017 was the slowest for the first half of any year since 2012. The main reason for this has been the sharp increase in inflation, caused by the devaluation of sterling after the referendum, feeding increases in the cost of imports into the economy. This has caused, in turn, a reduction in consumer disposable income and spending power and so the services sector of the economy, accounting for around 75% of GDP, has seen weak growth as consumers cut back on their expenditure. However, more recently, there have been encouraging statistics from the manufacturing sector which is seeing strong growth, particularly as a result of increased demand for exports. It has helped that growth in the EU, our main trading partner, has improved significantly over the last year. However, this sector only accounts for around 11% of GDP so expansion in this sector will have a much more muted effect on the average total GDP growth figure for the UK economy as a whole.

The Monetary Policy Committee (MPC) meeting of 14 September 2017 surprised markets and forecasters by suddenly switching to a much more aggressive tone in terms of its words around warning that Bank Rate will need to rise. The Bank of England Inflation Reports during 2017 have clearly flagged up that they expected CPI inflation to peak at just under 3% in 2017, before falling back to near to its target rate of 2% in two years' time. Inflation actually came in at 2.9% in August, (this data was released on 12 September), and so the Bank revised its forecast for the peak to over 3% at the 14 September MPC meeting. This marginal revision can hardly justify why the MPC became so aggressive with its wording. Rather, the focus was on an emerging view that, with unemployment falling to only 4.3%, the lowest level since 1975, and improvements in productivity being so weak, the amount of spare capacity in the economy was significantly diminishing towards a point at which they now needed to take action. In addition, the MPC took a more tolerant view of low wage inflation as this now looks like a common factor in nearly all western economies as a result of increasing globalisation. This effectively means that the UK labour faces competition from overseas labour e.g. in outsourcing work to third world countries, and this therefore depresses the negotiating power of UK labour. However, the Bank was also concerned that the withdrawal of the UK from the EU would effectively lead to a decrease in such globalisation pressures in the UK, and so would be inflationary over the next few years.

It therefore looks very likely that the MPC will increase Bank Rate to 0.5% in November or, if not, in February 2018. The big question after that will be whether this will be a one off increase or the start of a slow, but regular, increase in Bank Rate. As at the start of October, short sterling rates are indicating that financial markets do not expect a second increase until May 2018 with a third increase in November 2019. However, some forecasters are flagging up that they expect growth to improve significantly in 2017 and into 2018, as the fall in inflation will bring to an end the negative impact on consumer spending power while a strong export performance will compensate for weak services sector growth. If this scenario were to

materialise, then the MPC would have added reason to embark on a series of slow but gradual increases in Bank Rate during 2018. While there is so much uncertainty around the Brexit negotiations, consumer confidence, and business confidence to spend on investing, it is far too early to be confident about how the next two years will pan out.

EU. Economic growth in the EU, (the UK's biggest trading partner), has been lack lustre for several years after the financial crisis despite the ECB eventually cutting its main rate to -0.4% and embarking on a massive programme of QE. However, growth picked up in 2016 and now looks to have gathered ongoing substantial strength and momentum thanks to this stimulus. GDP growth was 0.5% in quarter 1 (2.0% y/y) and 0.6% in quarter 2 (2.3% y/y). However, despite providing massive monetary stimulus, the European Central Bank is still struggling to get inflation up to its 2% target and in August inflation was 1.5%. It is therefore unlikely to start on an upswing in rates until possibly 2019.

USA. Growth in the American economy has been volatile in 2015 and 2016. 2017 is following that path again with quarter 1 coming in at only 1.2% but quarter 2 rebounding to 3.1%, resulting in an overall annualised figure of 2.1% for the first half year. Unemployment in the US has also fallen to the lowest level for many years, reaching 4.4%, while wage inflation pressures, and inflationary pressures in general, have been building. The Fed has started on a gradual upswing in rates with three increases since December 2016; and there could be one more rate rise in 2017 which would then lift the central rate to 1.25 – 1.50%. There could then be another four more increases in 2018. At its June meeting, the Fed strongly hinted that it would soon begin to unwind its \$4.5 trillion balance sheet holdings of bonds and mortgage backed securities by reducing its reinvestment of maturing holdings.

Chinese economic growth has been weakening over successive years, despite repeated rounds of central bank stimulus; medium term risks are increasing. Major progress still needs to be made to eliminate excess industrial capacity and the stock of unsold property, and to address the level of non-performing loans in the banking and credit systems.

Japan is struggling to stimulate consistent significant growth and to get inflation up to its target of 2%, despite huge monetary and fiscal stimulus. It is also making little progress on fundamental reform of the economy.

Appendix C

VAT - Key Performance Indicators:

Creditor Invoices

VAT return for	No of high value Creditor invoices checked	No of Creditor invoices highlighted as requiring "proper" document for VAT recovery	%age of creditor invoices checked requiring "proper" document for VAT recovery
Apr-17	159	5	3.14%
May-17	123	9	7.32%
Jun-17	203	11	5.42%
Jul-17	171	4	2.34%
Aug-17	182	27	4.84%
Sep-17			
Oct-17			
Nov-17			
Dec-17			
Jan-18			
Feb-18			
Mar-18			

Cash Receipting Entries

VAT return for	No of cash receipting entries checked by formula per the ledger account code used	No of cash receipting entries needing follow up check	%age of cash receipting entries needing follow up check
Apr-17	3,429	11	0.37%
May-17	4,785	5	0.10%
Jun-17	4,497	9	0.20%
Jul-17	4,627	17	0.37%
Aug-17	3,134	12	0.38%
Sep-17			
Oct-17			
Nov-17			
Dec-17			
Jan-18			
Feb-18			
Mar-18			

Debtor Invoices

VAT return for	No of Debtor invoices checked (value >£5k)	No of checked debtor invoices with incorrect VAT code used	%age of debtor invoices with incorrect VAT code
Apr-17	32	8	25.00%
May-17	47	7	14.89%
Jun-17	25	2	8.00%
Jul-17	27	4	14.81%
Aug-17	37	8	21.62%
Sep-17			
Oct-17			
Nov-17			
Dec-17			
Jan-18			
Feb-18			
Mar-18			

Purchase Cards

VAT return for	No of Purchase Card transactions for previous month for which paperwork requested for checking	No of Amazon invoices included in Purchase card check	No of Purchase Card transactions for which no response received within timescale	Value of VAT potentially claimable but recharged to budget due to non-response	No of sampled Purchase Card transactions where VAT claimed incorrectly	%age of Purchase Card transactions available to be checked where VAT was claimed incorrectly	Value of VAT incorrectly claimed hence recharged to budget
Apr-17	62	18	40	£3,747.61	4	18.18%	£7.31
May-17	79	9	22	£3,330.52	3	5.26%	£266.96
Jun-17	157	114	14	£3,967.04	10	6.99%	£347.36
Jul-17	126	6	33	£4,321.97	3	3.23%	£442.14
Aug-17	156	56	48	£3,050.46	10	9.26%	£281.63
Sep-17							
Oct-17							
Nov-17							
Dec-17							
Jan-18							
Feb-18							
Mar-18							

Voluntary Declarations

Per HMRC regulations, any vat errors discovered can be adjusted in the current VAT account if they are:

- below the reporting threshold (>£10,000 or up to 1% of the VAT return Box 6 figure up to a maximum of £50,000)
- not deliberate
- for an accounting period that ended less than 4 years ago.

Any errors that do not meet these conditions have to be reported to HM Revenue and Customs and are referred to as voluntary declarations. The following have been reported and/or are ongoing in 2017. No penalties have been applied by HMRC but interest has been charged.

Date of declaration	Value of voluntary declaration	Service Area	Interest charged by HMRC
01-Dec-16	£119,560.81	Leisure – BSU	To be confirmed by HMRC
11-Jan-17	£15,223.65	Fleet - Pool cars	To be confirmed by HMRC
30-Jan-17	£20,592.34	Regen – invoices to YFC's	£2,277.23

Chargebacks to service areas

As a result of the monthly Creditor invoice checking, Treasury Management produce a list of Creditor payments for which a “proper” vat document has not been received. Any VAT amounts on these invoices are held in the vat account and are not claimed until such time as a valid invoice is received. The relevant budget holder is emailed the details and asked to source a correct document. Failure to do this results in the relevant budget being charged with the vat amount that cannot be reclaimed due to the lack of a proper document.

The total charged back in 2017/18 at the end of September is £13,235.07.

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By virtue of paragraph(s) 14 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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13/10/2017

ATODIAD H**APPENDIX H**

Papurau o gorff allannol – wedi eu darparu yn
Saesneg yn unig

Papers from external body –provided in English
only

MOTION ON NJC PAY TO COUNCILS

This Joint Council for Wales notes that:

- NJC basic pay has fallen by 21% since 2010 in real terms
- NJC workers had a three-year pay freeze from 2010-2012
- Local terms and conditions of many NJC employees have also been cut, impacting on their overall earnings
- NJC pay is the lowest in the public sector
- Job evaluated pay structures are being squeezed and distorted by bottom-loaded NJC pay settlements needed to reflect the increased National Living Wage and the Foundation Living Wage
- There are growing equal and fair pay risks resulting from this situation

This council therefore supports the NJC pay claim for 2018, submitted by UNISON, GMB and Unite on behalf of council and school workers and calls for the immediate end of public sector pay restraint. NJC pay cannot be allowed to fall further behind other parts of the public sector. This council also welcomes the joint review of the NJC pay spine to remedy the turbulence caused by bottom-loaded pay settlements.

This council also notes the drastic ongoing cuts to local government funding and calls on the Government to provide additional funding to fund a decent pay rise for NJC employees and the pay spine review.

This council therefore resolves to:

- Call immediately on the LGA to make urgent representations to Government to fund the NJC claim and the pay spine review and notify us of their action in this regard
- Write to the Prime Minister and Chancellor supporting the NJC pay claim and seeking additional funding to fund a decent pay rise and the pay spine review

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Delegated Decision List

10 October	Portfolio Holder for Education	Appointment of Mrs A Bowen and County Councillors F Jump and P Pritchard to the governing body of Welshpool C in W School.
10 October	Leader & Portfolio Holder for HR ICT and Communication	Upheld decision not to grant rate relief.
18 October	Portfolio Holder for Education	Appointment of Mrs C Lewis to the governing body of Crossgates CP School, Mr R Lewis to the governing body of Brecon High School and County Councillors G Morgan and D Poston-Jones to the governing body of Llanidloes High School.
18 October	Portfolio Holder for Housing and Countryside Services	Approved amendments to the Common Allocations Scheme Policy and Procedure and the pilot local lettings scheme.
23 October	Portfolio Holder for Highways	Approved the Highways Winter Service Plan 2017/18.

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Title	Description	Lead	Portfolio Holder	Cabinet Date	Cabinet/Man Portfolio Delega	Decision Maker
Council Tax Base	To agree the Council Tax base	Andrew Griffiths	Cllr Aled Davies	21/11/17		Cabinet
Residential care fee setting arrangement		Lee Anderson	Cllr Stephen Hayes	05/12/17	21/11/17	Cabinet
HTR Commissioning Project Full Business Case	The FBC will be confirming the feasibility or not for us to progress with the development and implementation of the Wholly Owned Company for the HTR service.	Lisa Griffiths	Cllr Liam Fitzpatrick	05/12/17	21/11/17	Cabinet
Integration Options Appraisal		Patterson	Rosemarie Harris	05/12/17	21/11/17	Cabinet
Children's and Adult Services Quarterly Safeguarding Report	Safeguarding report for 2nd quarter	Karen Arthur	Cllr Rachel Powell Cllr Stephen Hayes	05/12/17	21/11/17	Cabinet
Financial Overview and Forecast		Jane Thomas	Cllr Aled Davies	05/12/17	21/11/17	Cabinet
Moelfre City		Alastair Knox	Cllr Liam Fitzpatrick	05/12/17	21/11/17	Cabinet
Corporate Car Parks		Gareth Richards	Cllr Phyl Davies	05/12/17	21/11/17	Cabinet
Library Service Annual Report		Kay Thomas	Cllr Rachel Powell	05/12/17	21/11/17	Cabinet
Review of Corporate Asset Policy		Natasha Morgan	Cllr Phyl Davies	05/12/17	21/11/17	Cabinet
Churchstoke Housing Development		Natasha Morgan	Cllr Phyl Davies	05/12/17	21/11/17	Cabinet
Safeguarding report		David Johnston	Cllr Rachel Powell Cllr Stephen Hayes	05/12/17	21/11/17	Cabinet
Rights of Way Improvement Plan		Mark Stafford-Tolley	Cllr Jonathan Wilkinson	05/12/17	21/11/17	Cabinet

Update from the Anti-Poverty Champion		Cllr Joy Jones		05/12/17		Cabinet
Fair Funding Formula for Schools and Scheme for the Financing of Schools		Marie James	Cllr Myfanwy Alexander	05/12/17	21/11/17	Cabinet
Budget - final proposals		Jane Thomas	Cllr Aled Davies	19/12/17		Cabinet
Office Accommodation - North Powys Review	To consider proposals for north offices	Natasha Morgan	Cllr Phyl Davies	09/01/18	19/12/17	Cabinet
Adoption of Additional Land Drainage Bye-laws	To consider adopting bye-laws	Alastair Knox	Cllr Liam Fitzpatrick	30/01/18	16/01/18	Cabinet
Sustainable Drainage Approval Body	Statutory new function currently out for consultation	Alastair Knox	Cllr Liam Fitzpatrick	30/01/18	16/01/18	Cabinet
Treasury Management Report for Quarter 3		Ann Owen	Cllr Aled Davies	30/01/18	16/01/18	Cabinet
Safeguarding report		David Johnston	Cllr Rachel Powell Cllr Stephen Hayes	30/01/18	16/01/18	Cabinet
Toilet Strategies	As required by the Public Health (Wales) Act 2017	Shaun James	Cllr Liam Fitzpatrick	20/02/18	06/02/18	Cabinet
Public Conveniences	Continue funding and / or move to Freehold transfer	Alastair Knox	Cllr Liam Fitzpatrick	20/02/18	06/02/18	Cabinet
Safeguarding report		David Johnston	Cllr Rachel Powell Cllr Stephen Hayes	20/02/18	06/02/18	Cabinet
Update from the Anti-Poverty Champion		Cllr Joy Jones		13/03/18		Cabinet
Safeguarding report		David Johnston	Cllr Rachel Powell Cllr Stephen Hayes	13/03/18	27/02/18	Cabinet

Safeguarding report	David Johnston	Cllr Rachel Powell Cllr Stephen Hayes	10/04/18	27/02/18	Cabinet
Treasury Management Report for Quarter 4	Ann Owen	Cllr Aled Davies	01/05/18	17/04/18	Cabinet
Safeguarding report	David Johnston	Cllr Rachel Powell Cllr Stephen Hayes	22/05/18	08/05/18	Cabinet
Safeguarding report	David Johnston	Cllr Rachel Powell Cllr Stephen Hayes	19/06/18	05/06/18	Cabinet
Update from the Anti-Poverty Champion	Cllr Joy Jones		19/06/18		Cabinet
Treasury Management Review 2017/18	Ann Owen	Cllr Aled Davies	10/07/18	26/06/18	Cabinet
Safeguarding report	David Johnston	Cllr Rachel Powell Cllr Stephen Hayes	10/07/18	26/06/18	Cabinet
Treasury Management Report for Quarter 1 2017/18	Ann Owen	Cllr Aled Davies	18/09/18	04/09/18	Cabinet
Safeguarding report	David Johnston	Cllr Rachel Powell Cllr Stephen Hayes	18/09/18	04/09/18	Cabinet
Update from the Anti-Poverty Champion	Cllr Joy Jones		18/09/18		Cabinet
Safeguarding report	David Johnston	Cllr Rachel Powell Cllr Stephen Hayes	09/10/18	25/09/18	Cabinet
WHQS Completion	Simon Inkson	Cllr Jonathan Wilkinson	09/10/18	25/09/18	Cabinet
Cemetaries Review	Nia Hughes	Cllr Jonathan Wilkinson	09/10/18	25/09/18	Cabinet
Treasury Management Report for Quarter 2 2017/18	Ann Owen	Cllr Aled Davies	06/11/18	23/10/18	Cabinet

Safeguarding report	David Johnston	Cllr Rachel Powell Cllr Stephen Hayes	28/11/18	13/11/18	Cabinet
Safeguarding report	David Johnston	Cllr Rachel Powell Cllr Stephen Hayes	18/12/18	04/12/18	Cabinet
Update from the Anti-Poverty Champion	Cllr Joy Jones		18/12/18		Cabinet
Traffic Regulation Orders	Tony Caine	Cllr Liam Fitzpatrick			30/11/17 Portfolio Holder
Review of Farms Policy	Natasha Morgan	Cllr Jonathan Wilkinson			05/12/17 Portfolio Holder
Review of Commercial Property Policy	Natasha Morgan	Cllr Phyl Davies			05/12/17 Portfolio Holder
FSA Audit Report	Beverley Cadwallader	Clr Jonathan Wilkinson			31/08/18 Portfolio Holder

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