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**THURSDAY, 25 JANUARY 2024**

**TO: ALL MEMBERS OF THE EDUCATION, YOUNG PEOPLE & THE WELSH LANGUAGE SCRUTINY COMMITTEE**

**I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE EDUCATION, YOUNG PEOPLE & THE WELSH LANGUAGE SCRUTINY COMMITTEE WHICH WILL BE HELD IN THE CHAMBER - COUNTY HALL, CARMARTHEN. SA31 1JP AND REMOTELY AT 10.00 AM ON WEDNESDAY, 31ST JANUARY, 2024 FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA**

*Wendy Walters*

**CHIEF EXECUTIVE**

<b>Democratic Officer:</b>	<b>Julie Owens</b>
<b>Telephone (direct line):</b>	<b>01267 224088</b>
<b>E-Mail:</b>	<b>juowens@carmarthenshire.gov.uk</b>
<b>This is a multi-location meeting. Committee members can attend in person at the venue detailed above or remotely via the Zoom link which is provided separately.</b>	
<b>The meeting can be viewed on the Authority's website via the following link:- <a href="https://carmarthenshire.public-i.tv/core/portal/home">https://carmarthenshire.public-i.tv/core/portal/home</a></b>	

Wendy Walters Prif Weithredwr, *Chief Executive*,  
Neuadd y Sir, Caerfyrddin. SA31 1JP  
County Hall, Carmarthen. SA31 1JP

**EDUCATION, YOUNG PEOPLE & THE WELSH LANGUAGE  
SCRUTINY COMMITTEE**

**PLAID CYMRU GROUP -**

Cllr. Carys Jones  
Cllr. Liam Bowen  
Cllr. Kim Broom  
Cllr. Peter Hughes Griffiths  
Cllr. Betsan Jones  
Cllr. Hefin Jones  
Cllr. Jean Lewis

**LABOUR GROUP -**

Cllr. Lewis Davies  
Cllr. Dot Jones  
Cllr. Edward Skinner  
Cllr. Michael Thomas

**INDEPENDENT GROUP -**

Cllr. Sue Allen  
Vacancy

**UNAFFILIATED -**

Cllr. Sean Rees

**NON ELECTED VOTING MEMBERS –**

Rev. Delyth Richards  
Vera Kenny

Church in Wales Representative  
Roman Catholic Church Representative

**ELECTED VOTING PARENT GOVERNOR MEMBERS -**

Ashley Butcher

Parent Governor Representative - Area  
1 - Dinefwr

Anthony Enoch

Parent Governor Representative - Area  
2 – Carmarthen

Vacancy

Parent Governor Representative - Area  
3 – Llanelli

# **A G E N D A**

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF PERSONAL INTEREST INCLUDING ANY PARTY WHIPS ISSUED IN RELATION TO ANY AGENDA ITEM**
- 3. PUBLIC QUESTIONS (NONE RECEIVED)**
- 4. REVENUE BUDGET STRATEGY CONSULTATION 2024/25 TO 2026/27** 5 - 44
- 5. UPDATE ON CHILDCARE OFFER FOR WALES** 45 - 56
- 6. DRAFT DIVISIONAL SERVICE DELIVERY PLANS 2024-25** 57 - 128
- 7. EXPLANATION FOR NON-SUBMISSION OF SCRUTINY REPORT** 129 - 132
- 8. FORTHCOMING ITEMS** 133 - 146
- 9. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE COMMITTEE HELD ON THE 1ST DECEMBER 2023** 147 - 154

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## EDUCATION, YOUNG PEOPLE AND THE WELSH LANGUAGE SCRUTINY COMMITTEE 31<sup>st</sup> JANUARY 2024

### REVENUE BUDGET STRATEGY CONSULTATION 2024/25 to 2026/27

Appendix A – Corporate Budget Strategy 2024/25 to 2026/27

Appendix A(i) – Efficiency summary for the Education and Children Department

Appendix A(ii) – Growth Pressures summary for the Education and Children Department

Appendix B – Budget monitoring report for the Education and Children Department

Appendix C – Charging Digest for the Education and Children Department

### THE SCRUTINY COMMITTEE IS ASKED TO:

- consider and comment on the budget strategy proposals
- consider and comment on the proposals for delivery of efficiency savings for their service area identified in Appendix A(i)
- bring forward any other proposals for efficiency savings
- examine the Departmental Budgets
- endorse the Charging Digests

### Reason(s):

The Cabinet at its meeting on 15<sup>th</sup> January 2024 will have considered the attached Revenue Budget Strategy 2024/25 to 2026/27 (Appendix A) and endorsed the report for consultation purposes. A verbal update will be given at the meeting in relation to any changes or specific proposals made by the Cabinet if appropriate.

### CABINET MEMBER PORTFOLIO HOLDERS:

- Cllr. Glynog Davies (Education & Welsh Language)
- Cllr. Alun Lenny (Resources)

<p><b>Directorate:</b> Corporate Services</p> <p><b>Name of Director:</b> Chris Moore</p> <p><b>Report Author:</b> Randal Hemingway</p>	<p><b>Designation:</b></p> <p>Director of Corporate Services</p> <p>Head of Financial Services</p>	<p><b>Tel No. / E-Mail Address:</b></p> <p>01267 224120 <a href="mailto:CMoore@cararthenshire.gov.uk">CMoore@cararthenshire.gov.uk</a></p> <p>01267 224886 <a href="mailto:Rhemingway@cararthenshire.gov.uk">Rhemingway@cararthenshire.gov.uk</a></p>
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# EXECUTIVE SUMMARY

## EDUCATION, YOUNG PEOPLE AND THE WELSH LANGUAGE SCRUTINY COMMITTEE 31<sup>st</sup> JANUARY 2024

### REVENUE BUDGET STRATEGY CONSULTATION 2024/25 to 2026/27

The objective of the report is to allow members to consider the corporate budget strategy for the financial years 2024/25 to 2026/27 to consider the service delivery impact and options for the forthcoming years.

The report is set out as follows:

#### **Appendix A**

- The attached report is a copy of the Revenue Budget Strategy 2024/25 to 2026/27 that has been presented to the Cabinet. As part of the budget consultation process the report is presented to this Scrutiny Committee for your consideration.
- The report provides members with an initial view of the revenue budget issues for the forthcoming year and also reflects departmental submissions.

#### **Appendix B**

Current budget extracts for Education and Children Department.

#### **Appendix C**

Charging Digest for the Education and Children Department. The charges for 2024/25 have yet to be adopted and any change to the proposed charges will impact on the budget/efficiency proposals.

<b>DETAILED REPORT ATTACHED?</b>	<b>YES</b>
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# IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.

Signed: **Chris Moore** Director of Corporate Services

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets	Biodiversity & Climate Change
YES	NONE	YES	NONE	NONE	NONE	NONE	NONE

## 1. Policy and Crime & Disorder

The budget is being prepared having regard to the Improvement Plan.

## 3. Finance

The report provides an initial view of the Budget Strategy for 2024/25, together with indicative figures for the 2025/26 and 2026/27 financial years. The impact on departmental spending will be dependent upon the final settlement from Welsh Government and the resultant final Budget adopted by County Council.

**CABINET MEMBER PORTFOLIO HOLDERS AWARE/CONSULTED?**  
YES

(Include any observations here)

**Section 100D Local Government Act, 1972 – Access to Information**  
**List of Background Papers used in the preparation of this report:**

**THESE ARE DETAILED BELOW:**

Title of Document	File Ref No. / Locations that the papers are available for public inspection
2024/25 3-year Revenue Budget	Corporate Services Department, County Hall, Carmarthen

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<p><b>REPORT OF DIRECTOR OF CORPORATE SERVICES</b></p> <p><b><u>Education, Young People &amp; the Welsh Language Scrutiny Committee</u></b></p> <p><b><u>31<sup>st</sup> January 2024</u></b></p> <p><b><u>REVENUE BUDGET STRATEGY 2024/25 to 2026/27</u></b></p> <p><b><u>(Copy of Cabinet report 15/01/2024)</u></b></p>		
<b>DIRECTOR &amp; DESIGNATION</b>	<b>DIRECTORATE</b>	<b>TELEPHONE NO.</b>
<b>C Moore, Director of Corporate Services</b>	<b>Corporate Services</b>	<b>01267 224121</b>
<b>AUTHOR &amp; DESIGNATION</b>	<b>DIRECTORATE</b>	<b>TELEPHONE NO</b>
<b>R Hemingway, Head of Financial Services</b>	<b>Corporate Services</b>	<b>01267 224886</b>

## 1. INTRODUCTION

- 1.1. Cabinet in September 2023 received a report on the Revenue Budget Outlook for 2024/25 to 2026/27 which appraised Members of the financial outlook and the proposals for taking forward the budget preparation.
- 1.2. This report provides Members with the current view of the Revenue Budget for 2024/25 together with indicative figures for the 2025/26 and 2026/27 financial years. The report is based on officers' projections of spending requirements and takes account of the provisional settlement issued by Welsh Government on 20<sup>th</sup> December 2023.
- 1.3. Whilst significant work has already been undertaken in preparing the budget, this report represents an initial position statement which will be updated over the coming months as the budget is further developed, council members are engaged and public consultation takes place. The final settlement is expect to be published by Welsh Government on 27<sup>th</sup> February 2024 alongside the WG budget, the day before full council meets to agree the final budget.
- 1.4. The report is broken down into seven parts:
  - Funding Projections/Provisional Settlement
  - Budget Requirement
  - Impact on the Authority's budget strategy, including risks
  - Consultation
  - Wellbeing of Future Generations
  - Conclusion
  - Recommendations

## 2. FUNDING PROJECTIONS/PROVISIONAL SETTLEMENT

- 2.1.** The provisional settlement was announced on Wednesday 20<sup>th</sup> December 2023, the latest date this has ever been provided. Provisional figures for individual Local Authorities were provided for 2024/25, with no indicative figures beyond that year. The combination of these two factors exacerbate the already significant challenges faced by Local Authorities in developing plans for a legally balanced budget and our duty to prepare a Medium Term Financial Plan (MTFP).
- 2.2.** The Westminster Autumn Statement was announced in November 2023, which in previous years has provided a significant increase in the Welsh Government funding envelope, used the estimated £25bn fiscal headroom to reduce employees national insurance, with no meaningful uplift in public spending. Whilst business rates relief in England is continued at 75% for retail, leisure and hospitality, WG have reduced this figure to 40% in Wales (capped at £110,000 relief), with the NNDR multiplier also increasing by 5% from 53.5p to 56.175p
- 2.3.** The main points of the Provisional Settlement 2024/25 on an all Wales basis are as follows:
- 2.3.1. Local government revenue funding for 2024/25 set at £5.690 billion, an increase of 3.1% (£170 million) compared to 2023/24 (on an all Wales basis) .
  - 2.3.2. The Settlement figures for Carmarthenshire are an increase in the provisional settlement of 3.3% (£11.0 million). The Aggregate External Finance (AEF) therefore increases to £349.441 million in 2024/25.
  - 2.3.3. No funding allocated for either Teachers' or Firefighters' pension increases, as this mechanism has not yet been worked through between Westminster and Welsh Government. Whilst this is assumed to be a nil impact on our funding position, this is a significant risk until formally confirmed, with a value of c. £4m.
  - 2.3.4. The Minister's letter accompanying the settlement stresses that all available funding has been provided, and Local Authorities "must therefore accommodate" costs such as the September 2024 Teachers pay deal, although there is no clarity on what has been assumed.
  - 2.3.5. There is a funding floor to ensure no authority receives less than 2%, however the value is minimal (£1.3m) and so has had little effect on the actual distribution between individual Local Authorities, ranging from +2% (Gwynedd, Conwy) to +4.7% (Newport). These variances are driven by updates to key datasets which influence the funding allocation, such as relative population changes, the number of

Universal Credit Claimants and eligible Free School Meal Pupils in particular areas.

This settlement is marginally above our planning figure of a 3.0% increase and provides £0.9m more than our original assumption. Whilst this is welcome, the inflationary, pay awards and pressures increases far exceed the funding provided. To put this into context, the additional budget required in 2024/25 to meet the cost of pay awards alone totals £15m.

In particular, no additional funding has been provided to meet the inherent budget shortfall going forward as a result of either the uplift in Teachers pay (set by Welsh Government), nor the 2023 NJC pay award (set by national pay bargaining). Welsh Government recognise that this is the most challenging settlement since devolution.

- 2.4.** We have set our Medium Term Financial Plan (MTFP) assumptions for 2024 and beyond to accommodate the continued easing of inflation, back to the Bank of England CPI target of 2%. In line with the current MTFP, a key assumption is that across our workforce, pay awards track the prevailing inflation rate over the medium term.

Against this level of increasing costs, the outlook for Welsh Government Funding and Local Authority Settlements, as forecast by Wales Fiscal Analysis (part of Cardiff University) appears bleak, with 2 slightly different scenarios:

YoY % change (nominal)		2025/26	2026/27
<b>Central Scenario</b>	<b>WG budget</b>	<b>1.7% (+£358m)</b>	<b>2.1% (+£435m)</b>
	<b>LA settlement</b>	<b>-0.3%</b>	<b>-0.5%</b>
<b>Alternative Scenario</b>	<b>WG budget</b>	<b>2.5% (+£518m)</b>	<b>2.8% (+£589m)</b>
	<b>LA settlement</b>	<b>1.0%</b>	<b>0.7%</b>

With no formal indication of forward funding, and the added uncertainty of elections for both UK Government (before January 2025), and Welsh Government (May 2026) combined with a new Welsh First Minister, our assumptions are based on the alternative scenario, which aligns broadly with UK Government’s spending plans before the Truss/Kwarteng budget event.

Either scenario marks a de facto return to austerity. These figures are the lowest since 2019/20 – whilst that was an incredibly challenging budget to balance, the increased scale of inflationary and unavoidable pressures cannot be overstated – the 2019/20 Carmarthenshire draft

budget included a mere £2.2m for unavoidable pressures vs the £15.4m which this paper provides for in paragraph 3.4.2 below. Years 2 and 3 of the MTFP may be our hardest yet.

The financial model forecasts a requirement for £37m savings over the three year MTFP period.

Details of the many Welsh Government Service Specific Grants were provided alongside the provisional settlement on 20 December 2023 at an all-Wales level. For 2024/25, as has been standard over several years, most remain at the same cash value to previous years, which will in reality reduce outputs. This has been true for a number of years, and it is important to recognise the genuine and unavoidable impact this will have on outputs. There is a high value of grants which underpin statutory services across education, social care and universal services such as waste. With the level of general inflation as well as pay awards at a much higher level, the impact of this next year will be significant.

**2.5.** There are however some important updates to specific grants:

- The Social Care Workforce Grant (£45m all Wales in 2023/24) has been reduced by £10m (22%). The grant was originally introduced by WG to help meet wage cost pressures within the commissioned sector, and therefore underpins core service delivery, so is essentially an additional budget pressure.
- WG have merged around 20 historic Education grants into just four, with a total value of more than £380m across Wales. Notably funding previously earmarked for regional consortia working is now provided directly to Local Authorities. Both of these changes have the potential to increase flexibility according to local need and reduce administration costs, however this will be dependent upon actual grant terms and conditions, which are not yet known.

With the exception of c. £3-4m of temporary new curriculum funding which is diverted to pay for Mutual Investment Model financing costs going forward, Education grants are essentially flat in cash terms year on year, therefore does not allow for the obvious additional cost of either nationally agreed NJC pay awards, or the Welsh Education Minister's increase in teachers' salaries of an additional 3% announced in March 2023 following the previous WG budget.

The Funding which Welsh Government provided in 2023/24 towards both the uplifted Teachers' pay offer and holiday Free School Meal payments has ceased. This has instead been diverted to cover the additional £30m required for the rollout of Universal Free School Meals across all primary pupils. The Recruit Recover and Raise Standards (RRRS) grant has been protected, instead of the planned reduction.

Following a drawn out process, WG have finally increased the Universal FSM value from £2.90 to £3.20 per meal. Whilst this is unlikely to meet the true costs of the provision within Carmarthenshire, it should in part mitigate the current year overspend position continuing into next year.

The Minister's letter makes it clear that there is potential to transfer some current grants into the RSG as part of the final settlement. Whilst in principle this is a positive step, it requires that WG remove specific conditions around delivery/expenditure – without this change, it is unlikely to bring any efficiencies/benefits of greater local control. In addition, whilst the grant conditions may be removed by WG, there may still be a requirement to deliver this element of service at an Authority level, therefore the transfer of funding will need to be passported to the service to ensure continued delivery.

In March 2023, Full Council agreed to apply premiums to both second and empty homes, recognising the policy goal of incentivising properties being brought back into use to ease pressures of local housing demand. From April 2024, both will attract a 50% premium, which has provided a significant uplift to the tax base, as approved by Cabinet in December 2023. This increase has been applied to budget forecasts, yielding an additional estimated £1.7m. A review of the impact of this policy will take place during the year and Cabinet will consider further potential increases in premium, whilst also assessing whether more properties have come back into use.

### **3. BUDGET REQUIREMENT 2024/25**

#### **3.1. Current Years performance (2023/24)**

3.1.1. As the Authority's core spending requirement remains constant year on year, a review of current year's

performance is important in identifying whether there are any underlying problems within the base budget

3.1.2. The current projection for the Revenue Outturn for 2023/24 (based on the October 2023 monitoring) is as follows:

<b>Service</b>	<b>Approved Budget £'000</b>	<b>Total Expenditure Forecast £'000</b>	<b>Variance Forecast For Year £'000</b>
Chief Executive	20,640	20,258	-382
Communities	131,166	134,815	3,649
Corporate Services	31,520	30,708	-812
Education and Children's Services	202,813	209,583	6,770
Place and Infrastructure	68,871	70,545	1,675
<b>Departmental Expenditure</b>	<b>455,010</b>	<b>465,910</b>	<b>10,900</b>
Unfunded Pay offers			0
Corporate contingency	1,510		-1,510
Capital Charges	-19,513	-22,513	-3,000
Levies and Contributions	13,334	13,334	0
Transfer to/ from Reserves	0	-1,078	-1,078
<b>Net Expenditure</b>	<b>450,341</b>	<b>455,654</b>	<b>5,312</b>

The main reasons for the departmental variances are as follows:

- Chief Executive's Department: underspends on member allowances and travelling and vacant posts across the department, offset by People Management overspends, increased Coroners costs and a shortfall on Land Charges income.
- Communities Department: overspends across all service areas except Physical Disabilities. The most significant areas are Older People Residential and Home Care budgets, and both supported living and residential care for adults with Learning Disabilities and Mental Health needs. Additionally, Leisure is also overspent, primarily due to challenges breaking even in the first year of the Pendine Attractor project.
- Corporate Services: there are underspends on pre-Local Government Reorganisation pension costs, and vacancies in housing benefits administration, partially offset by an overspend in card payment fees.
- Education and Children's Services: Significant overspends in children's services driven by increased demand, agency costs

and high rates for commissioned residential placements (more information provided in paragraph 3.4.2 below). There are also overspends arising from school meals and primary breakfasts.

- Place and Infrastructure Department: Temporary higher costs due to the interim phase of the waste strategy rollout, increased tender prices for school transport and reduced car park usage post-pandemic, offset by vacant posts across a range of services.

At this point the Authority is currently forecasting an overspend of £5.3 million which will need to be met from general balances. **It is imperative that any structural issues causing this are dealt with in next year’s budget as this is not a sustainable financial position.**

### 3.2. Validation

3.2.1. Validation reflects the changes in expenditure requirements to deliver the **current level** of services in future years. Primarily this is inflation, but also includes some service specific changes. The key validation factors are as follows:

	<u>2024/25</u> <u>Original</u>	<b>2024/25</b> <b>Proposed</b>	<b>2025/26</b>	<b>2026/27</b>
General inflation - Expenditure	3.0%	4.0%	3.0%	2.0%
General inflation - Fees & Charges	3.0%	4.0%	3.0%	2.0%
Electricity & Gas	-10.0%	£(3.0)m	-10.0%	0.0%
Fuel	3.0%	0.0%	0.0%	0.0%
Pay Inflation - non teaching	3.0%	4.0%	3.0%	2.0%
Pay Inflation - Teaching	3.0%	4.0%	3.0%	2.0%
NI increase	nil	nil	nil	nil
Levies (see para 3.2.9)	3.0%	8.6%	3.0%	2.0%
Pension Contributions	nil	nil	nil	nil
Capital Charges	£500k	nil	£500k	£500k

3.2.2. Following last year’s unprecedented increase in energy costs, the values have thankfully reduced, albeit not fully. The rates procured by Crown Commercial Services provide a £3m year on year saving towards bridging our budget gap, and with indications of a further £1m for 2025/26, which is built into our budget calculations.

3.2.3. The Council’s 2023/24 budget was set on the basis of a 5% pay award for both NJC staff (the largest share of our payroll by value and staff numbers) and Teachers. This was, for the

second year running, insufficient to meet nationally agreed awards, as follows:

- 3.2.4. The April 2023 NJC award has now been agreed at a flat value of £1,925 across grades up to SCP 43 (locally Grade L), with 3.88% for staff above this and 3.5% for Chief Officers. When combined with annual incremental drift (now that we are budgeting on individual officer salaries rather than top of scale), the cost is some £3.5m above budget. The “catchup” must be built into the budget calculations for 2024/25. We have assumed 4% next year on the basis of falling inflation.
- 3.2.5. In March 2023, after the WG budget had been finalised, the Welsh Education Minister responded to Teacher strike action with an improved offer covering both September 2022 and September 2023. Temporary (and insufficient) grant funding was provided for the 2023/24 financial year, however Welsh Government has not had enough resources to meet the obvious cost which needs to be built into recurrent budgets going forward, therefore leaving this as an unfunded pressure for local authorities. The value of this shortfall is £3m for Carmarthenshire, of which thankfully only £1.5m needs to be added due to prudent budget assumptions taken last year. Looking ahead to the September 2024 award, which is within WG discretion, the Minister’s letter is clear that this must be accommodated within the settlement, however the planning assumption which WG have used is neither publicly available nor are officials able to provide any greater clarity on this point. Our draft budget assumes 4% for next year, with a recognition that any extra above this would be unfunded and represent an explicit significant risk. Every 1% is worth approximately £1m.
- 3.2.6. Given uncertainty over the forward trajectory, the previous MTFP planning assumption aligned future pay awards with the prevailing rate of inflation. Whilst this remains a prudent and reasonable assumption, any lead or lag may inevitably create a temporary budget imbalance which will need to be corrected. This is compounded by a clear mismatch between actual inflation experienced in the economy and forecasts at the time of multi year budget setting. This is acutely true for Westminster department budgets, last set in the 3 year comprehensive spending review back in 2021. These in turn largely determine Welsh Government’s budget changes through the Barnett consequential mechanism, with WG stating that next year’s funding envelope is worth £1.3bn less as a result of the inflationary effect.



3.2.7. Against these extraordinary increases, we are proposing to implement a “vacancy factor”. Pay budgets have historically been set assuming all teams are fully staffed. This is in practice never achieved – there is inherent staff turnover arising from retirements, internal promotions, external recruitments etc. This budget approach is prudent but leads each year to an underspend, but this will vary from team to team, and from year to year depending on individual circumstances. To help bridge the budget shortfall, the budget includes £2m as a “vacancy factor”. This will be apportioned across council departments, with the exception of delegated school budgets (as they are governed by the fair funding formula). A proportion of this can be met from normal turnover, but where this is insufficient, departments will need to hold posts vacant for a sufficient time to achieve the target saving. This will inevitably lead to a reduction in service levels and/or longer waits in some service areas, but will help mitigate from more adverse budget reductions which could lead to the permanent removal of some services.

3.2.8. The 2023/24 budget includes a remaining contingency budget which it was recognised at the time of budget setting needed to at least partially offset the scale of the April NJC employers pay offer. This is now fully released in the 2024/25 budget, leaving no explicit in-year contingency.

Additionally, the scale of the revenue budget pressures are such that our standard assumption of a £500k increase in capital charges has been removed. This reduces the revenue budget shortfall, however it has an inevitable consequence of limiting the addition of any new schemes to the capital programme.

3.2.9. We understand from the Fire Authority that their indicative budget assumed a levy increase of 9.4%, overall, but factoring in population adjustments across constituent authorities, the increase is 10.4% for Carmarthenshire. Of this, 1.8% relates to increased employer pension contributions, with the remainder primarily driven by nationally set pay awards, combined with specific service pressures, the largest of which is Welsh Government’s withdrawal of the Firelink grant. As set out in paragraph 2.3.2 above, we must assume the pensions element will be fully provided for either through an increased final settlement or direct grant award. Our budget therefore provides

in full for the core 8.6% increase, adding £1.1m to our budget requirement.

3.2.10. As a result of these factors, validation adds over £23 million to the current year’s budget.

### 3.3. Cost Reduction Programme

In anticipation of the settlement challenges, significant work to review service efficiencies/rationalisation proposals has been undertaken.

3.3.1. The savings targets set for each financial year are as follows:

	2024/25 £m	2025/26 £m	2026/27 £m
Original target – MTFP (March 2023)	6.448	4.445	n/a
Budget Outlook (September 2023)	7.900	n/a	n/a
Proposed Savings (inc shortfall)	13.562	12.098	11.005

3.3.2. Accordingly, departments have developed a range of proposals, and these efficiencies are included in **Appendix A** of this report.

- The efficiency proposals are categorised as follows:

Managerial – Efficiencies that result in no perceivable change to the overall level of service delivery.

Policy – Efficiency or service rationalisation proposals that will directly affect service delivery.

	2024/25 £m	2025/26 £m	2026/27 £m
Managerial	6.439	2.465	2.024
Existing Policy	0.088	0.365	0.730
New Policy	4.234	0.574	0.685
Vacancy Factor	2.000		
<b>Total</b>	<b>12.761</b>	<b>3.404</b>	<b>3.439</b>
<b>Shortfall</b>	<b>0.801</b>	<b>8.694</b>	<b>7.566</b>

(Detail at **Appendix A**)

Whilst these budget reduction proposals cover a broad range of services, the common factor is the impact upon our workforce. It is more than a decade since the start of Austerity and the

continual pressure on staff to maintain services whilst doing more with less. Local Authorities' incredible response to the pandemic, whilst is a source of great pride, has only exacerbated this – raising the level of expectation with the public, putting increasing and potentially unsustainable pressure on staff.

- 3.3.3. More work will need to be undertaken to further develop these efficiencies. Years 2 and 3 in particular will require radical and perhaps unprecedented change to bridge the scale of the budget gap.

### **3.4. New Expenditure Pressures and contingency**

- 3.4.1. New expenditure pressures are the combinations of additional cost to meet existing service needs e.g. increased client base/greater service take up and the costs of meeting change in service provision e.g. policy changes.

- 3.4.2. The original budget outlook report included £7.5 million per annum to meet growth pressures, an increased figure based on the experience of recent years.

Despite this adjustment, a much higher value of initial growth bids were received from departments, totalling more than £26 million. Based on an evaluation of the value and unavoidable nature of pressures submitted, initial indications are that many of the submissions are genuinely unavoidable and have already been constrained where practical. At this stage in the budget development, and pending further analysis to be undertaken by Directors, an indicative sum of £15.4 million has been allocated across departments (Appendix B).

The most significant area of pressures is within Children's services. Carmarthenshire has long had the lowest number of looked after children per capita of any Local Authority in Wales, with a strong emphasis on early intervention and prevention, and very low numbers of complex residential placements. This has provided a significant financial dividend over many years, allowing continued investment in wider services which have benefitted citizens. Nationally, there has been an unprecedented increase in demand during and since the pandemic. Increased costs were initially mitigated through covid grants, with the increase in many local authorities reporting significant overspend and consequently unavoidable pressures. In 2022/23, the service overspent by £3.6m and this is forecast to increase to £6.5m for 2023/24, due to a combination of acute social worker shortages, increased disability costs and a sharp increase in both the number and cost of residential placements. This last point is, ironically, exacerbated by the national "profit elimination" agenda, which is removing the incentive for the commissioned sector to invest in capacity building, and so leading to a market failure.

Following detailed, intensive work by senior officers, led by the deputy Chief Executive, budget growth of £5.5 million is allowed next year. This will provide sufficient funding to grow our workforce to the required level, as well as invest in two new in-house residential facilities, and meet known commitments to families of disabled children. It will need to be augmented by reserve funding for commissioned residential placements as they gradually reduce, and a further increase in the base budget in 2024/25 as new facilities become operational, including a planned third residential home.

Adult social care is also under significant financial pressure. This is largely explained by three factors:

- Another double digit increase the Foundation Living Wage, which WG mandates Local Authorities to pay the commissioned care sector, but the increased cost is not met in the settlement.
- Demand pressures were in effect suppressed both by the pandemic (families were better able to meet care needs with increased homeworking and may also have been concerned about residential care), combined with known capacity issues which have begun to abate.
- Ambitious budget reduction targets requiring transformational change, combined with whole system capacity constraints.

There is potential to ease the pressure through a possible change to the weekly cap of £100 for client contributions which applies in Wales. This has remained unchanged since 2021 despite an unprecedented increase in care costs over same period. A national debate is urgently needed over where the increasing costs should be met, as the current funding model is clearly unsustainable.

3.4.3. New expenditure pressures funding adds £15.4 million to the budget. The detail is provided at **Appendix B**.

3.4.4. In addition to new pressures, it is necessary to reinstate departmental budgets for prior year unmet savings – i.e. savings proposals relating to financial year 2022/23 which it has not been possible to deliver, totalling £646k, as shown in the following table:

Service / Proposal	Value undelivered £000s
People Mgt – realignment of OD, Income generation	67

Childrens –Garreglwd Income	150
Education – Music service travel; EOTAS recoupment and ALN assessment unit	159
Leisure – Franchises	25
Adult social care – Supported living rightsizing	115
Highways – parking and road safety	130
<b>Total</b>	<b>646</b>

It should be noted that the savings position for the current year represents a further risk looking ahead. Based on the October monitoring, there is a total of £3.3m which is not yet delivered

### 3.5. Schools Delegated Budgets

3.5.1 Our MTFP approach is to provide in full for known pressures to school budgets including inflationary costs and pay awards. Until last year, for a long period this also did not require any budget reduction proposals.

In 2023/24 delegated school budgets represent more than 30% of the authority’s net revenue budget. Given the scale of the financial challenge again this year, it is impossible to shield schools without having a disproportionate impact on other areas. This budget therefore includes a £3.5m saving applied, which is consistent with the level of savings required of other areas of council services.

Members should also note that as outlined in paragraph 2.5 above, the planned reduction to the RRRS grant has been reversed, which will at least provide partial mitigation.

### 3.6. Internal Funding

3.6.1. Generally speaking, whilst the use of reserves to support annual budgets should not be summarily discounted, it must be treated with caution. Funding on-going expenditure from such funds merely defers and compounds difficult financial problems to the following year. One-off items of expenditure within any budget proposal lend themselves better for such funding support.

3.6.2. In deliberating this point however, members must bear in mind any **inherent risks** that may be built into the budget strategy. These include:

- Constrained public finances at both Westminster and Welsh Government level, with an increased debt servicing burden and taxation levels already at an all-time high

- Schools' ability to set and deliver balanced budgets next year. This will require clear prioritisation from governing bodies and an acceptance that difficult decisions will need to be taken
- Cash-flat grants again next year, which inevitably will either reduce outputs, or increase pressure on core departmental budgets
- 2023 NJC and Teachers Pay awards – our 4% assumption may be insufficient
- Any worsening of the Children's Services position, or delays to delivery of the recovery plan.
- Adult Social care delivery – it is acknowledged that the funding position is extremely challenging
- A stable position on empty homes – with the increased premium offsetting the lost income from homes brought back into use
- Council Tax reform potentially leading to difficulties achieving current collection rates

As noted in last year's MTFP, the Westminster Government Autumn statement 2022 indicated much of the fiscal tightening is planned in the three years following the next General Election. This position remains unchanged.

3.6.3. The following table summarises the main categories of reserves held by the Authority.

	1 <sup>st</sup> Apr 2023 £'000	31 <sup>st</sup> Mch 2024 £'000	31 <sup>st</sup> Mch 2025 £'000	31 <sup>st</sup> Mch 2026 £'000
Schools Reserves	11,124	2,379	2,379	2,379
General Reserves	14,756	9,444	9,444	9,444
Earmarked Reserves	142,868	103,699	58,359	43,166

### School Reserves

- Schools have delegated responsibility for the management of their own finances. The level of reserves held by an individual school at any point in time will depend on a number of factors including the level of contingency fund that the school governing body considers appropriate, and the particular plans each school has for expenditure. Officers have yet to be informed of any transfers to/from these reserves by individual schools for future years.
- Legislation allows schools to carry forward reserves from one financial period to another. The School Funding (Wales) Regulations 2010 requires schools to limit their accumulated reserves at year end to £50,000 for Primary Schools and £100,000 for Secondary and Special Schools or 5% of their

budget dependent on what is greater. School Improvement officers are currently working with schools to ensure they comply with the guidance. As at 31<sup>st</sup> March 2023, 24 primary, 2 secondary and 1 special schools were in deficit.

#### 3.6.4. **General Reserves**

- In the changeable and challenging environment currently facing Local Government, the Authority is committed to maintaining a reasonable level of General reserves or Balances. Whilst there is no prescribed minimum level for Balances, Council has previously deemed 3% of net expenditure as being a prudent level, which has been accepted by our Auditors as being reasonable
- The overall level of balances is taken into consideration each year when the annual budget is set and has on occasions been utilised to augment expenditure/reduce council tax. The 2023/24 budget was set on the basis of no transfers from the General Reserves. Based upon the October Budget monitoring (outlined in paragraph 3.1.2 above) there could be a draw on General Reserves of £5.3m and a fall of £8.8 m in school balances at the end of the current financial year – taken together we are, in effect, spending 3% more than our current year budget. The Corporate Management Team has already responded to this position, with measures including the current recruitment freeze, the Children’s Services recovery plan and enhanced financial communication to schools regarding the severity of the situation.
- The budget proposals therefore assume nil contribution from general reserves in support of the recurrent revenue budget requirement in 2024/25.
- Taking account of the proposals within this report, and the corrective actions being undertaken in respect of the current year overspend position, the Director of Corporate Services confirms that overall the estimated level of financial reserves (as indicated above) is adequate for the financial year 2024/25, but is also very conscious of the significant risks highlighted in paragraph 3.6.2 of this Budget Strategy.

#### 3.6.5. **Earmarked Reserves**

- The Authority holds earmarked reserves which have been set up to finance the delivery of specific projects, or in protecting the

authority against future liabilities or issues. The reserves can be summarised as follows:

	<b>31 March 2023 £'000</b>	<b>31 March 2024 £'000</b>	<b>31 March 2025 £'000</b>	<b>31 March 2026 £'000</b>	<b>31 March 2027 £'000</b>
Insurance	13,655	13,655	14,155	14,155	14,155
Capital Funds	52,744	35,358	14,630	7,204	4,204
Development Fund	1,064	793	1,880	1,962	2,043
Corporate Retirement Fund	6,241	5,705	4,704	3,720	4,655
Joint Ventures	1,613	1,512	1,411	1,310	105
Other	67,551	46,676	21,579	14,815	12,881
<b>TOTAL</b>	<b>142,868</b>	<b>103,699</b>	<b>58,359</b>	<b>43,166</b>	<b>38,043</b>

- As can be seen from the table above the level of earmarked reserves fluctuates greatly year on year, and whilst the level in each fund is not an exact science it is based on an informed estimate and past experience of the likely call on the authority in future years in line with the intended purpose of each reserve. Great care must therefore be taken when considering utilising such funds for purposes other than those which they were created as this could lead to the authority being faced with substantial unfunded liabilities in the future.
- In constructing next year's budget, there are two areas when it is deemed reasonable and prudent to draw on earmarked reserves:
  - Childrens residential placements, which are expected to reduce as new Local Authority operated facilities become operational – this will be met by the RSG reserve
  - Ongoing support for Interim waste service costs, recognising that the current waste service is more expensive than the forecast cost of implementing the full WG blueprint model. Where these costs cannot be met from existing budgets, there may be a need to draw on departmental earmarked reserves.
- The Director is very conscious of the ongoing commitment to capital projects (particularly in light of acute cost escalation on high profile schemes) and of the demand on future services and



therefore feels the earmarked reserves position will need to be monitored closely going forward.

#### 4. IMPACT ON THE AUTHORITY'S BUDGET STRATEGY

The table below provides an updated position on the current financial outlook taking account of the provisional settlement and also other recent validation changes.

4.1. The Current Financial Outlook (updated for the Provisional Settlement) is set out in the table below:

	Current MTFP		Proposed Financial Model		
	2024/25 £'000	2025/26 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000
<b>Previous Year's Budget</b>	450,330	463,357	450,341	470,851	479,660
General Inflation	3,879	2,609	5,771	4,451	3,058
Energy	-1,408	0	-3,000	-1,091	0
Pay Inflation	8,053	5,662	15,407	8,364	5,688
Other, incl capital charges and release of corp contingency	1,452	1,279	511	1,683	1,511
Growth	7,500	7,500	15,382	7,500	7,500
Savings proposals incl vacancy factor	-4,384	-3,996	-12,761	-3,404	-3,439
Further savings to be identified	-2,064	-449	-801	-8,694	-7,566
Funding unallocated	Nil	Nil	Nil	Nil	Nil
<b>Net Expenditure</b>	<b>463,357</b>	<b>475,961</b>	<b>470,851</b>	<b>479,660</b>	<b>486,411</b>
Funded by:					
Revenue Settlement	346,522	355,179	349,441	352,929	355,400
Council Tax Receipts	116,835	120,783	121,410	126,730	131,012
<b>Council Tax Increase:</b>	<b>4.00%</b>	<b>3.00%</b>	<b>6.50%</b>	<b>4.00%</b>	<b>3.00%</b>

4.2. The total of budget reductions now required for 2024/25 is £13.6m and for the 3 year period are estimated at £37m.

4.3. The 2024/25 budget contains a budget shortfall of £801k, which has not been met. Members will need to consider whether this should best be

delivered through increased council tax levels, fees and charges or further budget reductions (yet to be identified). This shortfall, unprecedented at this stage of the budget development, must be considered alongside:

- 4.3.1. Responses to the consultation process
- 4.3.2. Clarification of specific grants – including the inflationary impact of reduced outputs
- 4.3.3. Further growth pressures not currently addressed
- 4.3.4. Changes in assumptions on inflation and pay offers
- 4.3.5. Changes arising from the final settlement

## **5. CONSULTATION**

Budget consultation has been planned for the coming month and a summary of the individual approaches are as follows:

- 5.1. Members seminars. (15-19 January 2024)
- 5.2. The public consultation was launched on 21 December 2023 and will run until 28 January 2024
- 5.3. Town & Community Councils meeting on 17 January 2024
- 5.4. Commercial ratepayers consultation in January 2024
- 5.5. Consultation with Scrutiny Committees 25-31 January 2024.
- 5.6. Consultation with the Schools Budget Forum on 23 January 2024
- 5.7. Trade Union Consultation meeting on 22 January 2024

## **6. WELLBEING OF FUTURE GENERATIONS (WALES) ACT 2015**

6.1. In considering the budget proposals, members need to take into consideration the requirements of the Wellbeing of Future Generations (Wales) Act 2015. The Act requires that we must carry out sustainable development, improving the economic, social environmental and cultural well-being of Wales.

‘... the public body must act in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs’

- 6.2. In doing so, we must demonstrate the following 5 ways of working:
- Looking at the long-term so that we do not compromise the ability of future generations to meet their own needs

- Understanding the root causes of the issues to prevent them recurring
  - Taking an integrated approach so that we look at all well-being goals and objectives of other services and partners
  - Collaboration – Working with others in a collaborative way to find shared sustainable solutions
  - Involving a diversity of population in decisions that affect them
- 6.3.** Our Corporate Strategy was revised for 2022-27. Our revised Well-Being objectives are:

1. Enabling our children and young people to have the best possible start in life (Start Well)
2. Enabling our residents to live and age well (Live & Age Well)
3. Enabling our communities and environment to be healthy, safe and prosperous (Prosperous Communities)
4. To further modernise and develop as a resilient and efficient Council (Our Council)

## **7. CONCLUSION**

- 7.1.** Currently the budget proposals assume the full delivery of all of the savings proposals submitted.
- 7.2.** Work needs to be undertaken to further develop the cost reductions for years 2025/26 and 2026/27 to be able to maintain the current Budget Strategy and level of council tax. Departments will be working over the forthcoming year to refine these savings, but it is likely that radical options will be required.
- 7.3.** The critical importance of minimising the level Council Tax increase for our residents is recognised alongside the requirement to set a legally balanced budget in the context of significant uncertainty in future funding settlements.
- 7.4.** Given the current risks around this Budget Strategy and the ongoing inflationary backdrop, the Council Tax increase next year has been amended to 6.5%, seeking to mitigate reductions to critical services valued by our residents. In years 2 and 3, the financial picture remains uncertain, and as such we have modelled indicative Council Tax increases of 4% and 3% purely for planning purposes, seeking to strike a balance with budget reductions. This partially alleviates the scale of the reductions proposals which the council needs to consider over future years of the Medium Term Financial Plan.

- 7.5.** Over the coming weeks and part of the refining of the Medium Term Financial Plan where the Authority gets further clarification on costs and grant funding and feedback on the consultation, the Authority will aim to limit the Council Tax increase as far as possible.

## **8. RECOMMENDATION**

### **8.1. That Cabinet:**

- 8.1.1. Note the contents of the report and approve the three year Budget Strategy 2024/25 – 2026/27. This strategy will be used to support the budget consultation and form the basis of the final budget proposals.
- 8.1.2. Note the budget reductions/savings proposals in Appendix A, which will be considered as part of the consultation.
- 8.1.3. Note the 2024/25 shortfall of £801k in the current strategy, for which increased funding or cost reductions will need to be identified at the completion of the consultation as noted in paragraph 4.3.
- 8.1.4. Note that this MTFP includes a proposal to use reserve funding to support one off costs for Children Services.

EDUCATION, YOUNG PEOPLE AND THE WELSH LANGUAGE SCRUTINY COMMITTEE  
 31st January 2024  
 Efficiency Summary

<b>Proposals</b>																
	MANAGERIAL				EXISTING POLICY PROPOSALS				NEW POLICY PROPOSALS				TOTAL PROPOSALS			
	2024/25	2025/26	2026/27	TOTALS	2024/25	2025/26	2026/27	TOTALS	2024/25	2025/26	2026/27	TOTALS	2024/25	2025/26	2026/27	TOTALS
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Chief Executive	690	82	109	881	0	0	0	0	0	0	0	0	690	82	109	881
Education	1,005	165	155	1,325	35	320	730	1,085	300	300	185	785	1,340	785	1,070	3,195
Schools Delegated	0	0	0	0	0	0	0	0	3,454	0	0	3,454	3,454	0	0	3,454
Corporate Services	320	210	0	530	0	0	0	0	0	0	0	0	320	210	0	530
Communities	3,182	1,474	1,535	6,191	0	0	0	0	0	0	0	0	3,182	1,474	1,535	6,191
Place & Infrastructure	1,242	534	225	2,001	53	45	0	98	480	274	500	1,254	1,775	853	725	3,353
	<b>6,439</b>	<b>2,465</b>	<b>2,024</b>	<b>10,928</b>	<b>88</b>	<b>365</b>	<b>730</b>	<b>1,183</b>	<b>4,234</b>	<b>574</b>	<b>685</b>	<b>5,493</b>	<b>10,761</b>	<b>3,404</b>	<b>3,439</b>	<b>17,604</b>

DEPARTMENT	2023/24 Budget	FACT FILE	2024/25	2025/26	2026/27	Total	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000	£'000	£'000	

**Education & Children**

Departmental - cross cutting	various across the dept	Cross-departmental support costs including administration, financial processing, & premises management	0	75	55	130	Profiled to allow implementation of programme - linked with school rationalisation/federations. Root & branch review of support services across the Department in order to realise savings and increase flexibility
Management Structure review	848	Cross-departmental management review to realise efficiencies	100	50	0	150	Review of Department Management structure and realigning responsibilities.
Business support - dept	401	The Departmental Business Support Team discharge administrative functions across the department including creditors and debtors processes, administration of the Free School Meals and School Essential Grants, DMT and SMT support, mail handling, venue management (Neuadd y Gwendraeth) School Milk Grant management and co-ordination of Departmental communications.	25	0	0	25	Vacant post not being replaced - net budget following amendments to 2 other posts
School Improvement	678	Partneriaeth is the regional professional learning provider for Carmarthenshire's schools funded from WG grants and contributions from the three partner LAs. The proposal is to review our membership of PARTNERIAETH and utilising funding to support our core team	40	40	0	80	To consider our future membership of Partneriaeth and alternatively provide all services locally or in informal arrangements with neighbouring Local Authorities. We would utilise Welsh Government grant funding to support some of our team costs. The current Partneriaeth Legal Agreement could require us to cover some redundancies in the regional service if we withdraw on our own
Welsh Language Support	236	Tim Athrawon Gwella'r Gymraeg (Welsh Language Improvement Teachers) provide Welsh language immersion support for new learners to the county. We have had a large influx of non-Welsh speakers during the pandemic which adds to service pressure. The team also work with indigenous Welsh speakers who require support in polishing and refining their Welsh.	20	0	0	20	Reductions in miscellaneous costs (travel, photocopying etc), prior to looking at reduced FTE when filling vacant post which will reduce service delivery.
Youth Support Service & Participation	511	The Youth Support Service provides youth work and youth offending interventions. The proposal refers to the youth work element. Some youth support services are grant funded however most aspects are funded through core funding of 500k	51	0	0	51	Reductions in miscellaneous costs (travel, photocopying etc), prior to looking at not filling vacant posts. Unfilled posts risks service delivery to front line.
Data & Education Systems	962	The School and Education Data Team support with all aspects of Education data management and statutory submissions. It includes the collection, collation, analysis and interpretation of national and local data, information and statistics for the department influencing future trends and survey information. The Education Systems Team supports all aspects of service operation as well as having a critical role in the modernization and development of the department to implement changes within the national and regional context of the sector. Its purpose is to provide for the effective integration of professional and systems management roles and responsibilities across the department	50	0	0	50	Reductions in miscellaneous costs (travel, photocopying etc), prior to looking at not filling vacant posts. Unfilled posts risks service delivery to front line.
Primary free breakfast provision	961	School meals service provides breakfast at most primary schools across a 50 min period prior to the start of the day	100	0	0	100	Transfer of Breakfast Club Service to schools for more efficient service run by schools on site.
Secondary school meals	n/a - income funded	Our Catering Service provides students with a cafeteria service in our 12 secondary schools. The food we serve is freshly prepared on-site on a daily basis, using good quality ingredients. Our menus are nutritionally analysed and represent value for money. We promote a range of meal deals and other items up to the value of £2.80, the same value as our free meal allowance.	116	0	0	116	Due to increase costs the proposal will be achieved through general efficiencies such as a review of the menu offer and labour resources required, improved pricing and removing inconsistencies across secondary school kitchens
Early Years Non-Maintained 3 year old Provision	399	Payment to non maintained settings for 10 hours week education for 3 year olds	308	0	0	308	Utilise grant funding. WG currently provide grant funding for this service that funds all existing placements.

DEPARTMENT	2023/24 Budget	FACT FILE	2024/25	2025/26	2026/27	Total	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000	£'000	£'000	
School Admissions	23	Coordinates the admissions appeals process	7	0	0	7	Member expenses budget has been underspent in recent years
Welsh Language Improvement and Bilingualism Teachers	236	This funding employs a team of teachers supporting Welsh Language development. The service is funded via grant as well as 236k core funding.	80	0	0	80	Reduction in staffing costs following retirement
Modernising Education Team	66	Dedicated team to deliver the Local Authority's Modernising Education Programme involving business case submissions, project management, capital management, school organisation and federation processes.	8	0	0	8	reduction across supplies & services budget lines
Schools Transformation & Change	100	Dedicated role to support efficiency and transformation	0	0	100	100	Review support for Transformation.
<b>Total Education &amp; Children</b>			<b>905</b>	<b>165</b>	<b>155</b>	<b>1,225</b>	
<b>MANAGERIAL Total</b>			<b>905</b>	<b>165</b>	<b>155</b>	<b>1,225</b>	

DEPARTMENT	2023/24 Budget	FACT FILE	2024/25 Proposed	2025/26 Proposed	2026/27 Proposed	Total	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000	£'000	£'000	

**Education & Children**

**Schools Delegated Budget**

Primary School Delegated Budget	71,828	We have a statutory duty to ensure that there are sufficient primary and secondary schools in Carmarthenshire. This may involve opening new schools or adding places to existing schools where extra capacity is required. It may also mean reducing in size or closing schools with surplus accommodation. The challenge for the Council in attempting to secure value for money is to provide the right number of places in the right locations, to secure efficient and effective education for the pupils in its area. We have the second highest number of primary schools in Wales (94 Primary schools) and sustaining this number of schools provides many challenges including; recruitment and retention of staff, securing sustainable leadership, ensuring adequate funding to meet the needs of all learners and maintaining the school buildings.	0	200	550	750	We are proposing to review our primary schools' footprint, especially those unable to sustain effective staffing structures due to low pupil numbers and those that are disproportionately expensive to operate. Through carefully selected remodelling, strategically driven school federations and investment in sustainable settings the primary school estate could be reduced. The need to move to a more effective and efficient model is imperative and could improve the financial stability of the remaining schools and reduce demands on a range of County Council services e.g., Finance, HR, catering, cleaning.
Primary Schools Rising 4's Policy	71,828	The statutory requirement is to provide full time education from 5 years of age. We currently have a Rising 4's policy that allows learners full time admission to primary schools in the school term of their fourth birthday rather than the term after their fourth birthday, or the September after their fourth birthday, which is common practice across Wales.	0	120	180	300	These non-statutory aged pupils receive a full-time education in a school when funding is available to provide this provision in alternative settings. The childcare funding for Wales provided by Welsh Government provides up to 30 hours free education and childcare for children aged between 3-4 for up to 48 weeks of the year. At a time when revenue expenditure is under extreme pressure, the funding of non-statutory full-time pupils at such an early age could be re-prioritised to fund other statutory functions from the schools delegated budget. Therefore, we are proposing to remove the rising 4's policy.
<b>Schools Delegated Budget Total</b>			<b>0</b>	<b>320</b>	<b>730</b>	<b>1,050</b>	

**Education Services**

School Music Service	323	Carmarthenshire Music Service provides weekly tuition to around 5000 children and young people across Carmarthenshire. With the introduction of the new Curriculum for Wales, the music service will evolve to deliver, engage, motivate and encourage learners to develop their creative skills.	35	0	0	35	We propose to look at all options to reduce costs including staffing and not appointing to vacant positions. We will review the skill set and balance required between staffing who hold qualified teacher status, paid on school teacher's pay and conditions, and those employed on a 'tutor' basis, aiming to meet the needs of schools efficiently.
<b>Education Services Total</b>			<b>35</b>	<b>0</b>	<b>0</b>	<b>35</b>	

**Education & Children total** **35      320      730      1,085**

**EXISTING POLICY Total** **35      320      730      1,085**



DEPARTMENT	2023/24 Budget	FACT FILE	2024/25	2025/26	2026/27	Total	EFFICIENCY DESCRIPTION
	£'000		Proposed £'000	Proposed £'000	Proposed £'000	£'000	

**Schools Delegated Budget**

Delegated Schools Budget	136,443	Up until last year, the Council has taken measures to safeguard the delegated school budget, however this isn't sustainable with the scale of budget reductions currently being experienced. The total education budget is £136million, so this saving proposal equates to 2.5% of the overall budget. This budget is distributed to our 95 primary, 1 special and 12 secondary schools, all operating under the fair funding formula. This budget covers all the costs associated with running a school including the employment of teachers and support staff, to provide learners with additional support, the purchase of all resources and equipment, to meet all premises costs, cleaning services, human resources, IT infrastructure, and more	3454	0	0	3,454	The budget delegated to schools should see a reduction in line with all other Council services. Each Governing Body manage their own school's budget, and therefore would be responsible for trying to manage with less resource. This reduction will have an impact on what our schools will be able to provide. This level of reduction in budget is estimated to be around £120 per learner.
<b>Total Delegated Schools budgets</b>			<b>3,454</b>	<b>0</b>	<b>0</b>	<b>3,454</b>	

**Education & Children**

Youth Support Service	500	The Youth Support Service provides four elements of youth work- Universal (e.g., Youth Clubs and Duke of Edinburgh Award); School-based youth work; 16-25 years' support and the provision of statutory youth offending interventions. Around 70% of youth support services are grant funded, however about 30% are funded through core funding.  The service receives referrals from statutory services to undertake prevention and early intervention work with children, young people and families at a time of challenges experienced by young people's mental health and wellbeing.	200	200	100	500	The proposal is, over three years, to review how we deliver the youth support service that compliments the provision of statutory youth offending interventions. Removing the core funding for this service could lead to a restructure, alternative youth club provision, reduced school-based youth work, and reduce contributions to third sector organisations.
Music Service	323	Our Music Service provides individual, group and whole class music tuition to schools in Carmarthenshire. It is funded through core funding and funding from Service Level Agreements with schools.	100	100	85	285	Release core funding to become reliant on Service Level Agreement funding only. This would result in a reduced service and possible redundancies and a reduced offer to schools.
<b>Total Education &amp; Children</b>			<b>300</b>	<b>300</b>	<b>185</b>	<b>785</b>	

<b>NEW POLICY Total</b>			<b>3,754</b>	<b>300</b>	<b>185</b>	<b>4,239</b>	
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**Demographic, Legislative or continuing pressures**

APPENDIX A(ii)

<b>Service</b>	<b>Description</b>	<b>£000s</b>
Childrens services	To meet pressures of increased demand across the service, investment in increased social work capacity, and provide recurrent budget for inhouse residential homes in line with "elimination of profit" agenda	5,500
Home Tuition	Increase demand including statementing - commitments legally required in excess of current budgets	100
<b>Total for the Education &amp; Childrens Department</b>		<b>5,600</b>

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**Education, Young People and the Welsh Language Scrutiny Report**  
**Budget Monitoring as at 31st October 2023 - Summary**

Division	Working Budget				Forecasted				Oct 2023 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	
<b>Schools Delegated Budgets Reserve Utilisation</b>	155,160	-18,492	0	136,668	163,945	-18,492 -8,785	0	145,453 -8,785	8,785 -8,785
Director & Strategic Management	1,690	0	-109	1,581	1,349	0	-109	1,240	-342
Education Services Division	15,766	-4,704	20,122	31,184	17,425	-6,362	20,122	31,186	2
Access to Education	12,359	-7,954	1,403	5,808	13,747	-8,609	1,403	6,542	734
Strategy & Learner Support	6,608	-3,972	828	3,464	6,762	-4,253	828	3,336	-127
Children's Services	2,167	-821	134	1,480	2,181	-961	134	1,354	-126
<b>TOTAL excluding schools</b>	<b>38,590</b>	<b>-17,452</b>	<b>22,379</b>	<b>43,517</b>	<b>41,464</b>	<b>-20,185</b>	<b>22,379</b>	<b>43,658</b>	<b>140</b>
<b>GRAND TOTAL</b>	<b>193,750</b>	<b>-35,944</b>	<b>22,379</b>	<b>180,185</b>	<b>205,409</b>	<b>-47,462</b>	<b>22,379</b>	<b>180,326</b>	<b>140</b>

**Education, Young People and the Welsh Language Scrutiny Report**  
**Budget Monitoring as at 31st October 2023 - Detail Monitoring**

Division	Working Budget				Forecasted				Oct 2023 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
Primary Schools	81,988	-9,883	0	72,105	86,388	-9,883	0	76,505	4,400	
Secondary Schools	70,085	-8,609	0	61,476	74,510	-8,609	0	65,901	4,425	Schools forecast a net utilisation of £8.8m school reserves in current year
Special Schools	3,087	0	0	3,087	3,047	0	0	3,047	-40	
Utilisation of school reserves						-8,785		-8,785	-8,785	
<b>Total Schools Delegated Budget</b>	<b>155,160</b>	<b>-18,492</b>	<b>0</b>	<b>136,668</b>	<b>163,945</b>	<b>-27,277</b>	<b>0</b>	<b>136,668</b>	<b>0</b>	
Director & Management Team	1,282	0	-180	1,102	999	0	-180	819	-283	Growth budget to be allocated as the relevant recruitment and reviews progress. Any temporary in year underspend will support other service pressures.
Business Support	408	0	71	479	350	0	71	421	-58	Part year vacant posts pending review of service needs once relocated.
<b>Total Director &amp; Strategic Management</b>	<b>1,690</b>	<b>0</b>	<b>-109</b>	<b>1,581</b>	<b>1,349</b>	<b>0</b>	<b>-109</b>	<b>1,240</b>	<b>-342</b>	
Schools' Capital & Central Recharges	175	-59	19,368	19,484	640	-525	19,368	19,483	-1	
School Redundancy & EVR	2,143	0	20	2,163	2,144	0	20	2,164	1	
Early Years Non-Maintained 3 year old Provision	941	-542	9	407	633	-542	9	100	-308	WG are currently providing grant for non maintained settings, releasing core budget on a temporary basis to support pressures in other services
School Improvement	777	0	75	851	1,163	-340	75	898	46	Partneriaeth RCG Income less than anticipated for 2023/24
Additional Learning Needs	4,756	-2,525	173	2,405	4,822	-2,542	173	2,453	49	£272k pressure in relation to Out of County placements, partially offset by part year vacant posts and utilisation of grant income
Education Other Than At School (EOTAS)	5,099	-565	207	4,741	5,475	-774	207	4,908	167	Increased agency costs due to staff absences across the 4 settings
Music Services for Schools	348	0	46	394	1,400	-1,022	46	424	30	Increased staff cover costs relating to long term absence
Adult & Community Learning	621	-621	94	94	755	-738	94	111	17	
Education Grants	906	-393	132	645	394	120	132	645	0	
<b>Total Education Services Division</b>	<b>15,766</b>	<b>-4,704</b>	<b>20,122</b>	<b>31,184</b>	<b>17,425</b>	<b>-6,362</b>	<b>20,122</b>	<b>31,186</b>	<b>2</b>	
School Admissions	485	0	29	514	401	0	29	431	-84	Part year vacant posts currently being recruited to
School Modernisation	144	0	883	1,027	311	-46	883	1,148	121	Ongoing costs for closed school premises following school reorganisations
School Meals & Primary Free Breakfast Services	11,729	-7,954	491	4,266	13,034	-8,563	491	4,962	696	Updated costs & income levels for primary school meals has reduced the forecast overspend to £468k which is down to the meal price being insufficient to cover costs per meal, paid and UPFSM funded. Primary breakfast contributions for care element shortfall £96k & increased costs of food & labour £132k
<b>Total Access to Education</b>	<b>12,359</b>	<b>-7,954</b>	<b>1,403</b>	<b>5,808</b>	<b>13,747</b>	<b>-8,609</b>	<b>1,403</b>	<b>6,542</b>	<b>734</b>	
PS 16 Funding	2	0	0	2	167	-165	0	3	1	
Welsh Language Support	933	-377	78	634	1,175	-624	78	629	-5	
CCF - Families First Grant (Youth)	566	-564	0	3	566	-564	0	3	0	
Youth Support Service & Participation	2,311	-1,294	426	1,442	2,311	-1,368	426	1,368	-74	Part year vacant posts and using core staff to utilise grant income
European Funded Projects	938	-938	0	0	310	-310	0	-0	-0	
Data & Education Systems	1,079	-30	314	1,363	1,030	-30	314	1,314	-49	Part year vacant posts and using core staff to utilise grant income
Education Grants	779	-769	10	20	1,203	-1,193	10	20	0	
<b>Total Strategy &amp; Learner Support</b>	<b>6,608</b>	<b>-3,972</b>	<b>828</b>	<b>3,464</b>	<b>6,762</b>	<b>-4,253</b>	<b>828</b>	<b>3,336</b>	<b>-127</b>	

**Education, Young People and the Welsh Language Scrutiny Report**  
**Budget Monitoring as at 31st October 2023 - Detail Monitoring**

Division	Working Budget				Forecasted				Oct 2023	Notes
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Forecasted Variance for Year £'000	
School Safeguarding & Attendance	827	-512	75	389	759	-575	75	258	-131	Maximisation of grant income, partially offsetting overspends elsewhere within the division
Educational Psychology	1,340	-309	60	1,091	1,422	-386	60	1,096	5	
<b>Total Children's Services</b>	<b>2,167</b>	<b>-821</b>	<b>134</b>	<b>1,480</b>	<b>2,181</b>	<b>-961</b>	<b>134</b>	<b>1,354</b>	<b>-126</b>	
<b>TOTAL FOR EDUCATION &amp; CHILDREN'S SERVICES DEPARTMENT</b>	<b>38,590</b>	<b>-17,452</b>	<b>22,379</b>	<b>43,517</b>	<b>41,464</b>	<b>-20,185</b>	<b>22,379</b>	<b>43,658</b>	<b>140</b>	
<b>TOTAL FOR EDUCATION &amp; CHILDREN'S SERVICES DEPARTMENT INCLUDING SCHOOLS</b>	<b>193,750</b>	<b>-35,944</b>	<b>22,379</b>	<b>180,185</b>	<b>205,409</b>	<b>-47,462</b>	<b>22,379</b>	<b>180,326</b>	<b>140</b>	

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APPENDIX C

**CHARGING DIGEST - Education & Children**

2022/23 Actual £	2023/24 Budget £	2024/25 Budget £	Business Unit	Service Provided	2023/24 Charge Levied £	2024/25 Proposed Charge £	Comments
6,372	5,200	5,400	Curriculum and Wellbeing	<b>Community Centres</b> <b>Room Hire</b> Hourly - No Refreshments - minimum 1 hour	12.84	13.35	4% increase.
25,961	13,000	13,000	Curriculum and Wellbeing	<b>Welsh for Adults</b> Welsh for Adults charge for courses provided on behalf of the National Learning Welsh Centre (Full/Concessionary)  Welsh for the family course (15 hours over 10 weeks) Early Bird Discount - if paid by end of September	90.00  Not staged in 2023/24 50%	90.00  Not staged in 2024/25 50%	Charges as per 2023/24  Not staged in 2023/24 or 2024/25 Charges as per 2023/24
9,185	10,200	10,600	Curriculum and Wellbeing	<b>Adult Community Learning</b>  <b>LA courses -</b> Full fee per course term <b>Basic Skills &amp; English for Speakers of Other Languages (ESOL) -</b> ESOL – Full Cost Recovery (not eligible for Welsh Government funding) - per term One off registration fee at Basic Skills Centre Dyslexia Screening - 2.5 hours & resources ESOL City & Guilds examination fee ESOL Full Time Fee GCSE Maths & English (Initial paper/second maths paper)	85.00  200.00  10.00 75.00 50.00 25.00 60.00 / 30.00	85.00  200.00  10.00 75.00 50.00 25.00 60.00 / 30.00	Total fees income dependent on learner numbers. Numbers still below pre-covid levels, but increasing.  No increase appropriate for client group  No increase appropriate for client group No increase appropriate for client group No increase appropriate for client group Linked to Coleg Sir Gâr (CSG) charges No increase appropriate for client group - discussions with CSG about matching the franchise cost to the CSG cost may need to take place before Sept 2024

APPENDIX C

**CHARGING DIGEST - Education & Children**

2022/23 Actual £	2023/24 Budget £	2024/25 Budget £	Business Unit	Service Provided	2023/24 Charge Levied £	2024/25 Proposed Charge £	Comments
2,950	10,000	10,000	Curriculum and Wellbeing	<b><u>Carmarthenshire Music Service</u></b> Concert Ticket Charges for concerts, including the Lyric & Ffwrnes Theatres	Adult 9.00 Concession 7.00	Adult 9.50 Concession 7.50	Concert prices to increase by 50p - this is the first increase 'post covid' due to the need to encourage parents and pupils to return to attending activities and events.
4,708	4,500	4,500		Parental charge for Intermediate and Senior Ensemble pupils attending weekly rehearsals.	70.00 per pupil for the academic year	70.00 per pupil for the academic year	Proposed that charges for pupils remain at £70 for the 2024/25 academic year due to cost of living issues. Parents have contacted the music service informing us that charges are currently cost prohibitive and we have noticed a reduction in numbers attending rehearsals at Senior level. This reduction is proving challenging for maintaining activities for pupils that assist greatly with wellbeing.
314	300	300		Administrative charge added to all examinations fees collected for ABRSM and Trinity Guildhall Examinations	2.00 administration fee to be added to the cost of each graded exam	2.00 administration fee to be added to the cost of each graded exam	The administration charge is based on the fees set nationally by the examination boards. The examination fees have increased again this year, therefore, to ensure that pupils continue to engage, we will keep the administrative charge the same.
Page 42 280	150	156	Curriculum and Wellbeing	<b><u>Youth Support Service</u></b> <b>Room Hire</b> Hire per hour - Bwlch Youth & Community Centre and Streets Youth Club.	12.84	13.35	4% increase

**APPENDIX C**

**CHARGING DIGEST - Education & Children**

2022/23 Actual £	2023/24 Budget £	2024/25 Budget £	Business Unit	Service Provided	2023/24 Charge Levied £	2024/25 Proposed Charge £	Comments
20,784	18,740	21,615	Education Services	<u>Neuadd y Gwendraeth</u>			
				Hall - Half Day / Full Day / Evening	118.91 / 179.52 / 154.83	123.67 / 186.70 / 161.02	
				Sound & Light - System only / System & Technician	24.09 / 48.24	25.05 / 50.17	
				Training Room - Half Day / Full Day / Evening	66.00 / 106.48 / 88.22	68.64 / 110.74 / 91.75	
				Meeting Room - Half Day / Full Day / Evening	66.00 / 106.48 / 88.22	68.64 / 110.74 / 91.75	4% increase
				Full building - Half Day / Full Day / Evening	179.52 / 237.88 / 213.18	186.70 / 247.40 / 221.71	
				Performance package (practice & show) - full building	215.44	224.06	
				Half day practice - full building	59.40	61.78	

APPENDIX C

**CHARGING DIGEST - Education & Children**

2022/23 Actual	2023/24 Budget £	2024/25 Budget £	Business Unit	Service Provided	2023/24 Charge Levied £	2024/25 Proposed Charge £	Comments
4,878,553	3,369,000	3,503,760	School Meals	<b>Primary Schools</b> Pupil Meal	2.80	nil	No longer applicable following implementation of UPFSM
				Adult Meal	4.37	4.54	4% increase
				<b>Secondary Schools</b> Free Meal Token - Pupil	2.80	2.91	Not a charge but the allocated amount per day for pupils to purchase a lunch
				Free Meal Token - Adult	2.80	2.91	4% increase
				Paid meals - cafeteria	various	various	4% increase will be applied to the cafeteria price list

Agenda Item 5

**EDUCATION, YOUNG PEOPLE AND WELSH LANGUAGE  
SCRUTINY COMMITTEE**

**31<sup>st</sup> JANUARY 2024**

**THE CHILDCARE OFFER FOR WALES**

**Purpose:**

To provide Members with an update on the Childcare for Wales in accordance with its intended primary aims to:

- enable more parents, particularly mothers, to return to work
- increase the disposable income of those in work and help counteract poverty for those in low-paid jobs
- encourage child development and school readiness.

**THE SCRUTINY COMMITTEE IS ASKED TO:-**

Review and assess the information contained in report and provide any recommendations, comments, or advice to the Cabinet Member and / or Director.

**Reason(s)**

This update was requested by the Committee as part of the scheduled FWP for 23-24.

**CABINET MEMBER PORTFOLIO HOLDER:-** Cllr Glynog Davies - Cabinet Member for Education and Welsh Language

**Directorate:**  
Education and Children's Services

**Name of Head of Service:**  
Jan Coles

**Report Author:**  
Lisa Grice

**Designations:**

Head of Children's Services

Early Years and Childcare Manager

**E Mail Addresses:**

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**EXECUTIVE SUMMARY**  
**EDUCATION, YOUNG PEOPLE AND WELSH LANGUAGE**  
**SCRUTINY COMMITTEE**  
**31<sup>st</sup> JANUARY 2024**

**Subject : The Childcare Offer for Wales**

**1. BRIEF SUMMARY OF PURPOSE OF REPORT.**

To provide Members with an update on the Childcare offer including information on the following:

Background and links with corporate strategic objectives

What is the childcare offer?

When was the Childcare Offer rolled out in Carmarthenshire?

How many Carmarthenshire parents/children have accessed and benefited from the Childcare Offer since roll out?

How has the Childcare offer supported eligible children with Additional Learning needs?

Payments made to Carmarthenshire Childcare Providers and how have they benefitted from the Childcare offer

How have we as a Local Authority promoted and publicised the Childcare Offer to ensure the maximum number of eligible working parents take up and benefit from this offer?

**DETAILED REPORT ATTACHED ?**

**YES**

# IMPLICATIONS

**ALL IMPLICATIONS REQUIRE SIGN OFF BY THE DIRECTOR OR HEAD OF SERVICE**

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report:

Signed: **Jan Coles** **Head of Children and Families**

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets	Bio-diversity & Climate Change
<b>YES</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>

## 1. Policy, Crime & Disorder and Equalities

***In Carmarthenshire we as a Local Authority have committed to delivering the Childcare Offer for Wales under :***

- Wellbeing Objective 1 - Enabling our Children and Young People to have the best possible start in life - Start Well***

**CABINET MEMBER PORTFOLIO HOLDER(S) AWARE/CONSULTED**

**YES**

**Include any observations here**

**Section 100D Local Government Act, 1972 – Access to Information  
List of Background Papers used in the preparation of this report:**

**THERE ARE NONE**

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# Cynnig Gofal Plant Cymru Childcare Offer for Wales

Ionawr 2024 / January 2024



[sirgar.llyw.cymru](http://sirgar.llyw.cymru)  
[carmarthenshire.gov.wales](http://carmarthenshire.gov.wales)

Cyngor Sir Gâr  
Carmarthenshire  
County Council





# Cynnig Gofal Plant Cymru Childcare Offer for Wales

The purpose of this report is to provide Scrutiny Committee Members with an update on the **Childcare Offer for Wales**.

## **Background and links with corporate strategic objectives**

The Welsh Government recognises that the increasing cost of childcare continues to be one of the biggest challenges facing working families in Wales. Supporting families with high quality, flexible and affordable childcare supports economic regeneration, can reduce pressures on family income and help parents to participate in work, thus reducing a family's risk of poverty. It also supports the wellbeing of children by providing positive and rich childcare experiences.

Given the current cost of living crisis this funded offer is a much welcomed offer for working parents. As a Local Authority we remain committed to supporting, promoting and publicising this Offer in order to ensure as many eligible working parents and children as possible can benefit from this.

***In Carmarthenshire we as a Local Authority have committed to delivering the Childcare Offer for Wales under :***

- ***Wellbeing Objective 1 - Enabling our Children and Young People to have the best possible start in life - Start Well***

## **What is the Childcare Offer?**

The Childcare Offer enables eligible **working parents of 3 and 4 year olds to access 30 hours a week of funded early education and childcare for 48 weeks of the year**. Currently Welsh Government already provide 10 hours funded Foundation Learning provision (term time). In effect this means an additional 20 hours of funded childcare for eligible children (term time). During holiday time this will increase to 30 hours of funded childcare which parents can select to use from up to 3 registered childcare providers (for 9 weeks). Hours cannot be banked/carried over. If they are not utilised each week they are lost. The number of hours each child is entitled to per week must not exceed 30.

Link provided below to current Welsh Government Childcare Offer Campaign Youtube video which explains the Childcare Offer in more detail:

<https://www.gov.wales/childcare-offer-for-wales-campaign>

The primary policy aims of the Childcare Offer are:

- To enable more parents, particularly mothers to return to work
- To increase the disposable income of those in work and help counteract poverty for those in low paid work
- To encourage child development and school readiness

In order to be eligible to apply for the Childcare Offer parents must be:

- Employed or self-employed earning at least the equivalent of 16 hours a week at the National Minimum Wage, able to up to £100,000 gross per year, per parent.
- Enrolled on a further education course or a higher education undergraduate or postgraduate course that is at least 10 weeks in length.

Further information regarding parental eligibility and Frequently Asked Questions can be found on the Childcare Offer page on the Carmarthenshire Family Information Service website.

[Childcare Offer for Wales - Carmarthenshire Family Information Service \(gov.wales\)](#)

### **When was the Childcare Offer rolled out in Carmarthenshire?**

A full roll out of the Childcare Offer in Carmarthenshire commenced on **7<sup>th</sup> January 2019**. Ceredigion County Council were selected by Welsh Government as the Delivery Lead Authority on behalf of ourselves, Powys and Pembrokeshire and have been responsible for checking eligibility, processing applications and payments to childcare providers. Carmarthenshire County Council were given Engagement Authority status and have been responsible for promoting and publicising the childcare offer to all working parents within the County.

From Summer 2022 a new National Childcare Offer digital service was launched. All parents across Wales now apply for the Childcare Offer via this service. This new service provides a streamlined and uniformed registration and application process, and a weekly fast payment claims service for providers.

(It is important to note that between March and August 2020 the Childcare Offer was temporarily paused and the funding re-purposed to enable the C-CAS ; *Coronavirus-Childcare Assistance Scheme* to be implemented to enable key workers to be able to access funded childcare as part of the Covid 19 Pandemic response.)

### **How many Carmarthenshire parents/children have accessed and benefited from the Childcare Offer since roll out?**

Figures not provided for 2020-21 due to temporary pause in Childcare Offer funding due to COVID-19 Pandemic (April – September 2020).

Between the 1st April 2021 and 31st March 2022 **777** Childcare Offer applications were approved for Carmarthenshire.

Between the 1st April 2022 and 31st March 2023 there were 422 Childcare Offer applications approved for Carmarthenshire on the legacy system. Between 1st January 2023 and 3rd April 2023 there were 522 childcare offer applications approved on the new National Childcare Offer Digital system. A combined total of **944** childcare offer applications were therefore approved.

Between the 1<sup>st</sup> April and 31<sup>st</sup> December 2023 **961** Childcare offer applications have been approved for Carmarthenshire on the new National Childcare Offer Digital system. (Figures for remaining 3 months of the year (January – March 2024) will need to be added to the above.)

### **How has the Childcare offer supported eligible children with Additional Learning needs?**

Additional funding has been made available year on year via the Welsh Government via the Additional Support Grant (ASG) to support eligible 3 and 4 year old childcare offer children with additional learning needs.

This funding can be utilised for 1:1 support, resources, equipment and training.

**2021-2022: 12 children supported ASG funding spent £38,203**

**2022-2023: 9 children supported ASG funding spent £47,766**

**2023-2024: 18 children to date ASG funding spent £34,468**

The Family Information, Childcare and Play Team promote this funding amongst childcare providers in order to ensure they are aware of this. Online information sessions held via Microsoft Teams on a regular basis to support Childcare providers with eligibility criteria and application process.

### **Payments made to Carmarthenshire Childcare Providers and how have they benefitted from the Childcare offer.**

**2021-2022 £1,776,658 ASG: £38,203 Total: £1,814,861**

**2022-2023 Legacy Childcare: £1,864,919 ASG: £47,766 Total: £1,912,685**  
Digital Service 1<sup>st</sup> January – 31<sup>st</sup> March 2023: **£133,247**

**2023-2024 Legacy Childcare : £190,207 ASG: £34,468 Total: £224,675**  
Digital Service April 2023 – December 2023 Childcare **£1,423,650**

This represents a considerable saving for many local working families who may have been struggling to afford to pay for childcare.

This funding has also helped to sustain local childcare providers, providing a guaranteed regular income. Many of whom experienced a considerable loss of income during the Pandemic period due to closures and disrupted service.

**How have we as a Local Authority promoted and publicised the Childcare Offer to ensure the maximum number of eligible working parents take up and benefit from this offer?**

The Family Information, Childcare and Play Team have promoted and publicised the Childcare Offer throughout Carmarthenshire since full roll out in line with their annual Marketing and Communications Plan agreed by Welsh Government. This aligns closely with Welsh Government's national Childcare Offer Communications Strategy and is reviewed annually to ensure consistency of messaging.

As an Engagement Authority our **key aims and objectives are:**

- To promote the Childcare Offer to the target audience
- Engage with parents and childcare providers to communicate key childcare offer information
- Ensure that the parents eligible for the Childcare Offer claim what they are entitled to
- Raise awareness of Childcare Offer key messages and key information

**Target audience**

- Working parents of 3 & 4 year olds
- Childcare Providers
- Primary schools
- Professionals working with pre-school children

Our communication methods include the following :

**Carmarthenshire Family Information Service website** - designated **Childcare Offer page** which is regularly reviewed and updated.

**Carmarthenshire County Council Corporate website** - tab on the homepage of the CCC website directing parents/carers to the correct information.

**Social Media** – Twitter and Facebook – used to share QR Code/ key Childcare Offer messages / WG Childcare offer video clips/assets and childcare offer deadline dates for applications etc.

**Internal and external advertising** including advertisements in **local press and on local radio.**

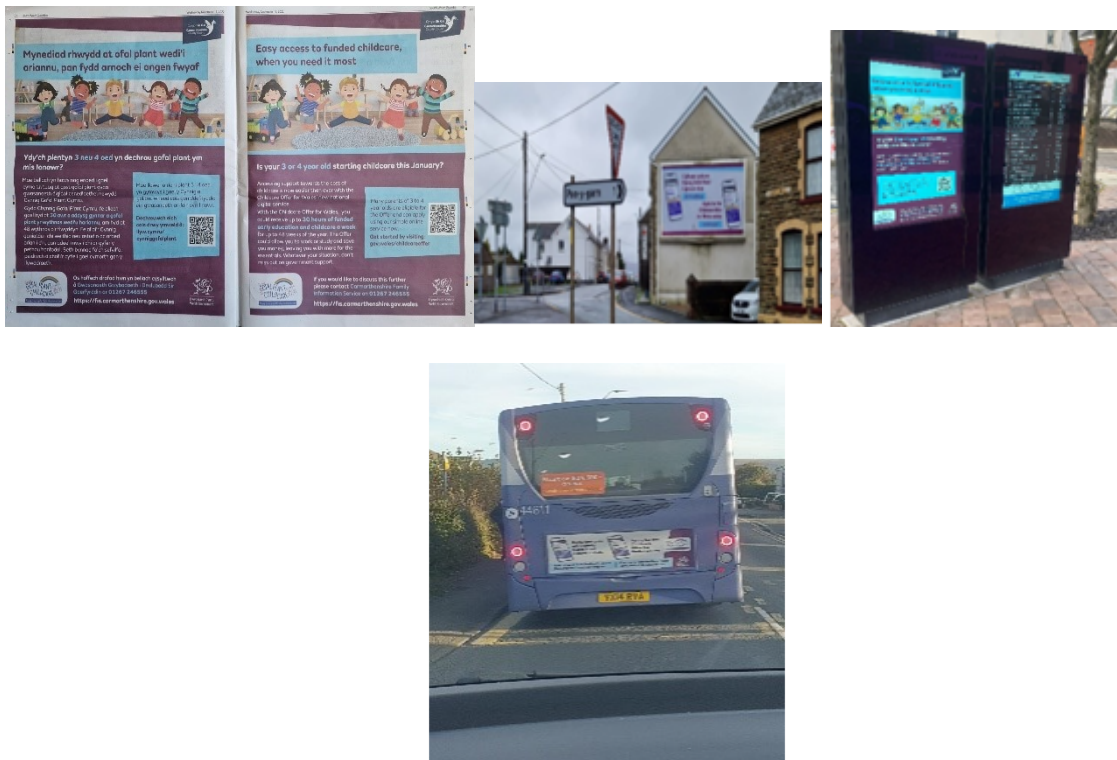
**Electronic Digital Display Screens /Boards** at bus and train stations and libraries in Llanelli, Carmarthen and Ammanford.

**Adverts on Buses** (agreed bus routes including rural routes).

**Large Childcare Offer Banners** erected at Leisure Centres and in areas of high footfall e.g Trostre.

**A4 and A5 posters and digital posters** issued to all primary schools and childcare settings to raise awareness.

**Attendance at various community events, employment events/ jobs and careers fayres, schools and college events** to promote the Childcare Offer.



**A selection of recent quotes received from local Childcare providers**

*"The childcare offer is absolutely brilliant for myself as the nursery manager and parents. It is very beneficial as several families have increased their days since being eligible, as it allows them to be able to work extra hours and not have as much to pay-out on nursery fees. Also I have noticed that parents who have had childcare offer and do extra days are now paying invoices on time, and have pointed out that it has helped them out financially. It has also improved the nursery financially as money comes in on time." Day Nursery, September 2023*

*"On behalf of our Holiday Club, from staff parents and children alike, I would like to thank yourselves and the Welsh Government for their constant support always. The 30 hours free childcare offer has helped us immensely as a club to continue to remain positive and open. Not only is it amazing support financially for the parents but it also introduces new children to the club for many years to follow. In this climate we live in , it's a positive incentive created by the government to help further support the younger generation, to enable parents to continue to work, knowing their children are well cared for and easing the burden financially. It also helps some children interact socially during school holidays whilst parents are out working. Also helps staff to continue working as it enables us financially to remain open during difficult times. From all of us we thank you for this beneficial childcare offer. So appreciated by all who use and need it. "* **Holiday Club, Summer 2023**

**Lisa Grice**

**19/01/24**

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Agenda Item 6

**EDUCATION, YOUNG PEOPLE AND THE WELSH LANGUAGE  
SCRUTINY COMMITTEE  
31<sup>ST</sup> JANUARY 2024**

**DRAFT DIVISIONAL SERVICE DELIVERY PLANS 2024-25**

**Purpose:**

These Divisional Delivery Plans set the strategic actions and measures that the services within this Division will take forward in order for the Council to make progress against its Well-being Objectives, thematic priorities and service priorities.

**THE SCRUTINY COMMITTEE IS ASKED TO:-**

Review and assess the information contained in Report and provide any recommendations, comments, or advice to the Cabinet Member and / or Director.

**Reason(s)**

To show how the divisions, for which this Scrutiny has a remit, supports the Corporate Strategy and Well-being Objectives.

**CABINET MEMBER PORTFOLIO HOLDER:-** Cllr Glynog Davies - Cabinet Member for Education and Welsh Language

<p><b>Directorate:</b> Education and Children's Services</p> <p><b>Name of Head of Service:</b> Jan Coles Aneirin Thomas Aeron Rees Simon Davies</p> <p><b>Report Author:</b> John Buck</p>	<p><b>Designations:</b></p> <p>Head of Children and Families Head of Education and Inclusion Head of Strategy and Learner Support Head of Access to Education</p> <p>Performance and Information Officer</p>	<p><b>E Mail Addresses:</b></p> <p><a href="mailto:JColes@cararthenshire.gov.uk">JColes@cararthenshire.gov.uk</a>  <a href="mailto:ARThomas@cararthenshire.gov.uk">ARThomas@cararthenshire.gov.uk</a>  <a href="mailto:JARees@cararthenshire.gov.uk">JARees@cararthenshire.gov.uk</a>  <a href="mailto:SiDavies@cararthenshire.gov.uk">SiDavies@cararthenshire.gov.uk</a></p> <p><a href="mailto:JGBuck@cararthenshire.gov.uk">JGBuck@cararthenshire.gov.uk</a></p>
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# EXECUTIVE SUMMARY

## DRAFT DIVISIONAL SERVICE DELIVERY PLANS 2024-25

The Divisional Delivery Plans set the strategic actions and measures that the services within each Division will take forward in order for the Council to make progress against its Well-being Objectives, thematic priorities and service priorities. Actions and measures for the delivery of the Cabinet Vision Statement Commitments are also included.

Each Plan also notes the support required by the divisional services from the Core Business Enablers in order to make progress against their own actions or actions and measures to be delivered by those Business Enabler services in their own right.

The actions and measures will set the direction of travel and provide a framework for individual staff objectives. It provides an open and transparent way of showing staff, customers, elected members, and stakeholders what is to be achieved and how we plan to do this.

### Corporate Strategy 2022-27

On the 27 January 2023 a member development session on the Corporate Strategy was held rather than taking the Strategy through the scrutiny process. Feedback from the session was considered and included in the strategy. The Corporate Strategy has subsequently been approved by full council on the 1 March 2023.

The Corporate Strategy 2022-27, Well-being Objectives are:

1. Enabling our children and young people to have the best possible start in life (Start Well).
2. Enabling our residents to live and age well (Live and age well).
3. Enabling our communities and environment to be healthy, safe and prosperous (Prosperous Communities)
4. To further modernise and develop as a resilient and efficient Council (Our Council)

Note - The Service Delivery Plan template sets out these Well-being Objectives and the thematic priorities and service priorities within the objectives. There may be some blank spaces under some of the Corporate Strategy headings in the delivery plans as Services may not be contributing to some parts – this is OK as other Services will be better placed to contribute.

To consider and comment on the following issues: Elements of the service delivery plan relevant to this Scrutiny's remit as identified below:

Schools and Education Services from 3 - 19	Regional Integrated School Improvement Service
School Improvement, Organisation and Performance	Welsh in Education Strategic Plan and Forum
Education Welfare and Inclusion	Adult Community Learning including Welsh for Adults
School Support and Governor Services	Youth Support Service

Nursery Education and Standards	School Admissions
Young People Not in Education, Employment & Training (NEETS)	Behavioural Services
Regional Consortia	School Attendance
Carmarthenshire's Sustainable Communities for Learning Programme	Education data and systems
Additional Learning Needs	Play Sufficiency Assessment
Development of the Welsh Language / Standards reporting	Music Service
Healthy Schools	School Catering Services
Estyn	Post 16 Education & Funding and Regional Learning and Skills Partnership
Educational Psychology	Schools Safeguarding and Attendance Team
Education and Wellbeing Team	

Elements of the Children's Services Service Delivery Plan come under the remit of the Health and Social Services Scrutiny Committee and this plan has also been sent to this Committee's meeting. Relative remits are detailed on page 2 of the Children's Services Plan.

**DETAILED REPORT ATTACHED ?**

**YES**  
**Copies of the Development Plan for each Division**

# IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: **Jan Coles** Head of Children and Families  
**Aneirin Thomas** Head of Education and Inclusion Service  
**Aeron Rees** Head of Strategy & Learner Support  
**Simon Davies** Head of Access to Education

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets	Bio-diversity & Climate Change
<b>YES</b>	<b>YES</b>	<b>YES</b>	<b>YES</b>	<b>YES</b>	<b>YES</b>	<b>YES</b>	<b>YES</b>

## 1. Policy, Crime & Disorder and Equalities

The content of this Delivery Plan will be monitored Quarterly throughout the year.

All Actions and Measures will be put into our Performance and Improvement Monitoring System (PIMS). This means that all information can be analysed and sorted as required by:

- Cabinet portfolio
- Cabinet Vision Statement • Scrutiny Portfolio
- Department and Service Head or Manager
- Corporate Strategy by Well-being Objective, Thematic Priority or Service Priority

Senior management will hold dedicated quarterly Performance Monitoring meetings throughout the year to monitor progress on the Corporate Strategy and Delivery Plans using a range of information and data including performance data, risk management, finance, audit etc. Monitoring reports on Actions and Measures will be available for each Scrutiny Committee based on their remit should they wish to consider.

## 2. Legal

The **Well-being Future Generations Act (2015)** requires that functions of the council should maximise their contributions to the Well-being Objectives set by the Council.

**The Local Government and Elections (Wales) Act 2021** focuses on the extent to which we are meeting our 'performance requirements'. That is-

1. exercising our functions effectively.
2. using our resources economically, efficiently and effectively.
3. governance is effective for securing the above.

As noted in the Act:

*Scrutiny committees are a key part of offering constructive challenge to how a council is performing and how it organises itself in the delivery of sustainable services.*

## 3. Finance

The Well-being Future Generations Act (2015) requires that we ensure that resources are

allocated adequately to achieve our Well-being Objectives.

The Local Government and Elections (Wales) Act 2021 focuses on the extent to which we are using our resources economically, efficiently, and effectively.

#### 4. ICT

The Digital Transformation Strategy sets out the Council's strategic digital priorities and aspirations, and outlines what we plan to do to achieve our vision for a Digital Carmarthenshire.

#### 5. Risk Management Issues

Key risks are identified in the plan.

#### 6. Staffing Implications

- See staffing figures within the plan
- In Well-being Objective 4 (Our Council) – To further modernise and develop as a resilient and efficient Council the Cross-cutting theme of Organisational Transformation is outlined.
- A Commitment to Workforce Planning is outlined in the Enablers section of the plan.

#### 7. Physical Assets

As identified within the plans Enablers section

#### 8. Biodiversity and Climate Change

Divisional Actions contributing to the Councils Net Zero Action Plan are identified within the Action Plan section.

**CABINET MEMBER PORTFOLIO  
HOLDER(S) AWARE/CONSULTED**  
YES

**Include any observations here**

#### Section 100D Local Government Act, 1972 – Access to Information List of Background Papers used in the preparation of this report:

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Cabinet Vision Statement		<a href="https://www.carmarthenshire.gov.wales/home/council-democracy/strategies-and-plans/cabinet-vision-statement-2022-2027-july-2022/">https://www.carmarthenshire.gov.wales/home/council-democracy/strategies-and-plans/cabinet-vision-statement-2022-2027-july-2022/</a>
Carmarthenshire Transformation Strategy		<a href="https://www.carmarthenshire.gov.wales/home/council-democracy/strategies-and-plans/carmarthenshire-transformation-strategy/">https://www.carmarthenshire.gov.wales/home/council-democracy/strategies-and-plans/carmarthenshire-transformation-strategy/</a>
Corporate Strategy 2022/2		<a href="https://democracy.carmarthenshire.gov.wales/document/s/s69968/Report.pdf">https://democracy.carmarthenshire.gov.wales/document/s/s69968/Report.pdf</a>

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# Cynllun Cyflawni Rhanbarthol 2024-2025 (Drafft - Rhagfyr 2023)

## Divisional Delivery Plan 2024-2025 (Draft - December 2023)

### Mynediad i Addysg Access to Education



[sirgar.llyw.cymru](http://sirgar.llyw.cymru)  
[carmarthenshire.gov.wales](http://carmarthenshire.gov.wales)

Cyngor Sir Gâr  
Carmarthenshire  
County Council



## INTRODUCTION



### Purpose of this Plan

This Divisional Delivery Plan sets the strategic actions and measures that the services within this Division will take forward in order for the Council to make progress against its Well-being Objectives, thematic priorities and service priorities. Action and measures for the delivery of the Cabinet Vision Statement Commitments are also included.

The plan also notes the support required by the divisional services from the Core Business Enablers in order to make progress against their own actions or actions and measures to be delivered by those Business Enabler services in their own right.

The actions and measures should set the direction of travel and translate into individual staff objectives targets. It provides an open and transparent way of showing staff, customers, elected members, and stakeholders what is to be achieved and how we plan to do this.

### Cabinet Member

**Councillor Glynog Davies, Cabinet Member with Responsibility for Education, Young People and the Welsh Language**



#### Cabinet Member Portfolios relevant to Division:

- School Admissions
- School Catering Services
- Carmarthenshire's Modernising Education Programme (MEP)

### Director's Foreword

As we start a new business year, I would like to thank all staff for their continued commitment to ensuring that our children, young people and learners of all ages are happy, safe, and thriving, and fulfilling their personal, social and learning potential.

We continue to strive to make sure that every child and young person is valued and valued equally and to deliver our ambitious priorities.

As Director, I'm proud of what we've achieved as a service over the last year; we have worked as a team, focused on and listened to our children and young people, strived for excellence and acted with integrity- we put Carmarthenshire's core values into practice.

This was evidenced by the various inspections undertaken of our services during 2023/24. Estyn's Inspection of our Local Authority Education services noted- *'Carmarthenshire's education services are led robustly by senior leaders and elected members, who share a clear vision for education within the authority. This is supported by an open and positive culture and self-evaluation and improvement planning processes that are rigorous, on the whole. Through this, leaders have a positive effect on improving education provision and learners' outcomes in most of their areas of responsibility and are able to set a clear direction for further improvement in the future...'*

As one Education and Children's Services team we have worked effectively to ensure that our children and young people were successfully supported to access their education and all the services they required. I've been impressed by the innovation, perseverance and enthusiasm shown by staff across all divisions and schools to work through challenges and problem-solve together to make sure key services were available to our children, young





people and their families.

However, it is important to acknowledge that as a Department and County Council we are facing significant financial challenges. The demands on our services are at the highest they've been for many years and the financial position is extremely difficult. However, we will continue to do our best, to provide the best services possible to support our children and young people.

As an Education and Children's Services Department we're a learning organisation continually looking at how we can further develop, address issues and improve. Therefore, the main priorities of the Department for the immediate future are encapsulated in the following 8 high-level statements-

<p><b>Cynhwysiant ac Ymgysylltu</b> Inclusion and Engagement</p>	<p><b>Addysgu a Dysgu</b> Teaching and Learning</p>	<p><b>Diogelu Plant</b> Safeguarding Children</p>	<p><b>Lles</b> Wellbeing</p>
<p>Sicrhau system addysg ragweithiol, gynhwysol.</p> <p>Ensure a proactive, inclusive education system.</p>	<p>Sicrhau cynnydd ardderchog i bob dysgwr.</p> <p>Ensure excellent progress for all learners.</p>	<p>Sicrhau bod pob plentyn a pherson ifanc yn hapus, yn ddiogel ac yn ffynnu, gan ooresgyn tlodi.</p> <p>Ensure all children and young people are happy, safe and thrive, overcoming poverty.</p>	<p>Meithrin iechyd meddwl a chorfforol da iawn i bawb.</p> <p>Foster very good mental and physical health for all.</p>
<p><b>Arweinyddiaeth</b> Leadership</p>	<p><b>Cymunedau Cynaliadwy</b> Sustainable Communities</p>	<p><b>Y Gymraeg</b> The Welsh</p>	<p><b>Strategaeth Adrannol</b> Departmental Strategy</p>
<p>Sicrhau bod arweinyddiaeth ysbrydoledig yn arwain at gynnydd rhagorol i bob dysgwr.</p> <p>Ensure that aspirational leadership leads to excellent progress for all learners.</p>	<p>Cyflwyno safonau uchel o addysg mewn amgylcheddau cymunedol cynyddol fodern a chynaliadwy.</p> <p>Deliver high standards of education in increasingly modern and sustainable community focussed environments.</p>	<p>Sicrhau datblygiad dwyieithog ac amlieithog llwyddiannus i bawb .</p> <p>Ensure successful bilingual and multilingual development for all.</p>	<p>Darparu gwasanaethau cymorth o ansawdd uchel sy'n effeithio ar effeithlonrwydd y system addysg.</p> <p>Provide high quality support services that impact on the efficiency of the education system.</p>

Each Division has their own detailed Business Plan and document the actions relevant to their respective sections.

*Gareth Morgans*

Gareth Morgans; Director of Education and Children's Services

## Divisional Overview

### Introduction by Head of Service

*In the face of unprecedented challenges, our team continues to epitomise resilience and unwavering dedication. I stand in immense pride witnessing the remarkable strides we've made, especially during these demanding times.*

*As a unified force, we devote ourselves wholeheartedly to bolstering the essential work of the Authority, the Department, schools, and all educational settings. Our mission is profound: to orchestrate, facilitate, and meticulously plan an intricate network of school assets, spaces, and facilities. This commitment serves not just the children and youth of today but lays the foundation for future generations, nurturing their educational growth and overall well-being.*



The bar for excellence in service delivery has never been set higher. This presents us with an unparalleled responsibility—an obligation to continually challenge and revolutionize the way we organise our resources and deliver our services.

Indeed, we confront significant challenges head-on, including financial hurdles within school systems and the demanding task of spearheading Carmarthenshire's Modernising Education Programme (MEP). Additionally, the convergence of Covid and Brexit has spurred construction inflation, exerting pressure on budgets and timelines for school regeneration endeavours. Understanding the nuances of capital programs, demographics, and evolving educational trends underpins our endeavours, guiding our journey towards fostering modern and relevant educational environments.

Moreover, the call to align with Welsh Government initiatives on carbon neutrality and the delivery of Universal Primary Free School Meals intensifies our focus. Yet, amidst these challenges, we confront staffing shortages and heightened pressure on local government funding.

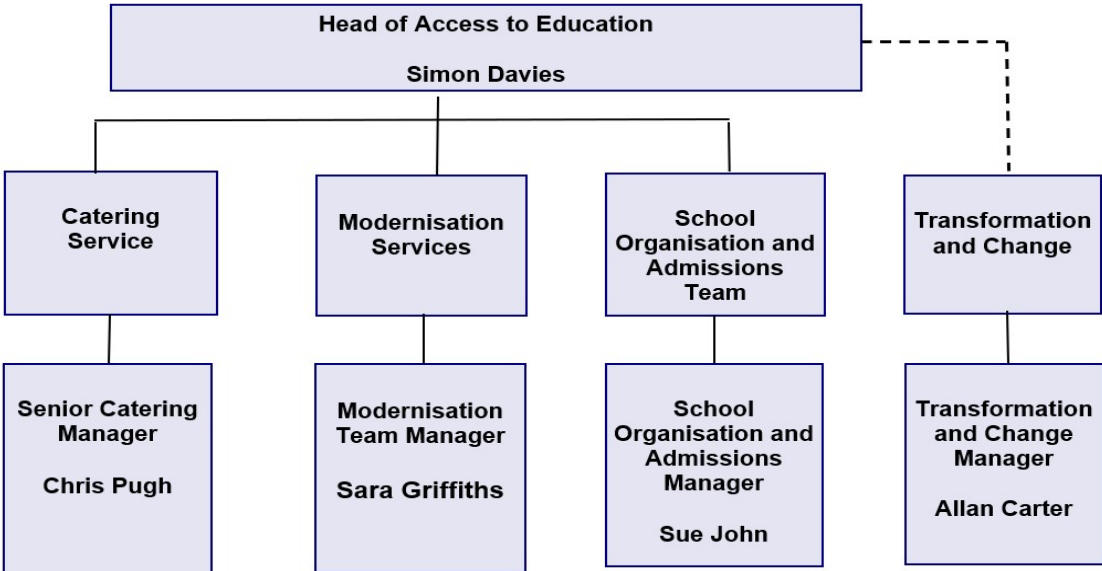
In navigating these complexities, tough decisions beckon—ones that mandate a shift in service delivery, the prudent management of resources, and strategic adjustments in provisions. Through this transformation, our mandate is clear: to ensure responsible governance, engage with our community, and pave the path for infrastructure changes that reflect citizen needs.

The horizon of possibilities is vast, and I eagerly anticipate building upon our team's triumphs. Together, we shall fortify our collaborative spirit, striving to enhance and deliver services that not only reflect efficiency but are deeply cherished by the people of Carmarthenshire.

It's with immense pleasure that I present the three-year Divisional Business Plan on behalf of the dedicated staff within the Access to Education Division. Their unwavering commitment and hard work are the bedrock of our collective success.

Sign off:  
**Signature**  
Simon Davies; Head of Access to Education  
**Date: 15/12/2023**

**Divisional Structure**



## **Divisional Profile of services by Service Area**

Access to Education Division forms part of the Department for Education and Children.  
The division currently has 33 staff.  
Budget to be confirmed following consultation process, awaiting final documentation.

### **Catering Service – Chris Pugh, Senior Catering Manager**

The **Catering Service** is responsible for providing school meals in all Carmarthenshire primary schools and all 12 secondary schools including:  
Serving some 18,000 meals every day.  
Compliance with national standards including healthy eating, food hygiene and allergens.  
Free breakfast service in nearly all primary schools.  
Advisory service to the Communities Department for meals for older people in care homes and day centres as well as community meals / leisure sites.

### **Modernisation Services – Sara Griffiths, Modernisation Team Manager**

**Modernisation Services** is responsible for the development, management and delivery of the Modernising Education Programme (MEP) for the Department for Education and Children. This includes:  
The strategic planning, governance, development and delivery of Carmarthenshire's Modernising Education Programme (MEP) as part of the national Sustainable Communities for Learning Programme and its constituent projects.  
School Organisation Process including formal and informal consultation with a range of stakeholders associated with school organisation and/or improvement projects.  
Local Authority School Federations Strategy and implementation plan  
Capital investment programme including the Department's long-term and annual capital investment plans and budgets.  
Development of options appraisals and HM Treasury 5 Case Model business cases for school reorganisation and investment projects for submission to the national Sustainable Communities for Learning Programme and other external funding sources.  
Commissioning of new or improved school premises in liaison with head teachers, ensuring minimum disruption to the operation of schools.  
Decommissioning of premises following the completion of statutory procedures to close or amalgamate schools and provide support to schools ensuring that pupils are sensitively and effectively transferred to designated alternative establishments.

### **School Organisation and Admissions – Sue John, School Organisation and Admissions Manager**

**School Organisation and Admissions** are responsible for Planning School Places and the Admission of pupils to schools including:  
School admissions and appeals process, in line with legislation (summarised in the Welsh Government School Admissions Code) and the Council's Admission Policy.  
Operational asset management responsibilities in relation to property and estate including legal capacity of schools, catchment areas, developer contributions (Section 106), , asset verification, governor property initiatives and responsibilities under disability access (Equality Act 2010) legislation.  
Planning of School Places including the interpreting, reporting, forecasting of data and pupil numbers in all maintained schools in satisfaction of statutory requirements and in support of the Modernising Education Programme.  
Departmental responsibilities in relation to risk management and school transport.

## **Transformation and Change – Allan Carter, Transformation and Change Manager**

**Transformation and Change** is responsible for managing a programme of transformation and change work aimed at supporting the Department for Education and Children, Headteachers and Governing Bodies in delivering projects, initiatives, and financial efficiencies across the schools network in a sustainable manner.

The work is undertaken closely with the Council's Transformation team and are responsible for reporting progress on Transformation related projects to the Transformation Programme Board which oversees the delivery of the Council's overall change and efficiency programme.

### **National Drivers/expectations for service area (strategy & policy)**

[Healthy Eating in Maintained Schools](#)

[Free Breakfast in Primary Schools Guidance](#)

[Food Allergens Toolkit](#)

[Modernising Education Programme \(Agenda Item 9\)](#)

[Modernising Education Programme Strategic Outline Programme \(SOP\) - Band B Update \(Agenda item 11\)](#)

[Sustainable Communities for Learning Programme](#)

[School Organisation Code](#)

[Federation of Maintained Schools \(Wales\)](#)

[School Admission & Appeal Codes](#)

[School Standards and Organisation \(Wales\)](#)

[Information for Parents Booklet](#)

[Measuring the Capacity of Schools in Wales \(MCSW\)](#)

[Town and Country Planning](#)

### **Regulatory Recommendations**

The Education and Children's Services Department was inspected by Estyn in July 2023. The report was very positive and constructive and identified a wide range of strengths and effective practice and minor aspects to improve. The Recommendations of the report were:

- R1 Improve pupils' attendance in the authority's schools
- R2 Strengthen school improvement processes, particularly for secondary schools
- R3 Refine approaches to self-evaluation and improvement planning

An action plan for each recommendation has been established but to avoid duplication with existing actions, only those pertinent to each of the four divisions appear in individual Divisional Delivery Plans. Amalgamated reports will be produced where applicable.

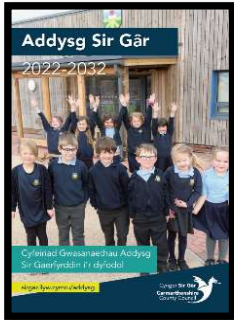
### **Divisional Specific Strategies and Policies**

Modernising Education Programme Strategy - to be published in 2024.

Access to Education Division will contribute across the 8 Departmental Strategic Focus Groups.

Access to Education has a lead role with the Authority's School Operations Group that considers and resolves operational challenges facing schools.

## 10 Year Departmental Strategy and our Purpose Pieces



### Departmental Strategy / Strategaeth Adrannol

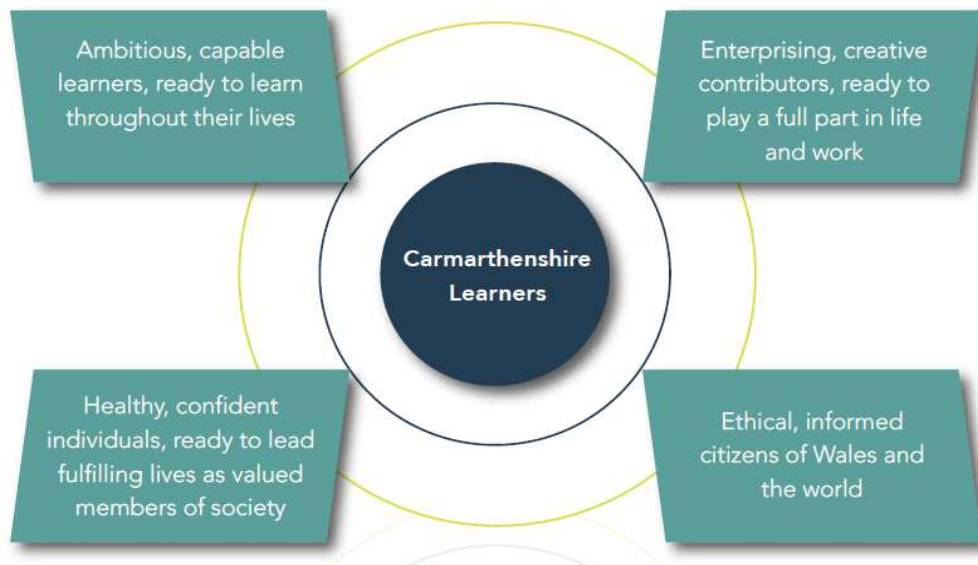
The Department has produced a draft 10 Year Strategy, **The future direction of Education Services in Carmarthenshire 2022 – 2032**, which includes our **Purpose Pieces** (High-Level Priorities). As a Department we have clear priorities focused around 4 key themes, tied into **Wales: Our National Mission**:



### **Vision to 2032**

We will support all Carmarthenshire learners. We will ensure that they are happy, safe, are thriving, and are fulfilling their personal, social and learning potential. We will strive to become the best we can be and be highly regarded locally, whilst also earning national and international recognition.

We will achieve our desired outcomes by realising our Purpose Pieces and the ideals of the new Curriculum for Wales:



# PURPOSE PIECES



## Strategic Focus Groups

The Carmarthenshire County Council Education and Children's Services Department's Strategic Progress is to be operationally and strategically steered through a series of collaborative 'Focus Groups', aligning to the department's business plan.

### The aim and purpose of these Strategic Focus groups is to ensure that:

Our vision to 2032 is promoted, *'that children and young people are happy, safe and thriving, fulfilling their personal, social and learning potential'*.

We fulfil our moral purpose, that:

*'Every child and young person is valued and valued equally'*.

We are responsive to the changing needs of our children and young people and to the professionals who provide their care, support and education.

Our strategies are co-constructed, delivered and evaluated across the department, linking to the Corporate and Departmental aims and vision.

Schools, settings and services are provided with good quality, effective support and professional development in line with their children and young person's needs.

We collegially monitor and evaluate the impact of our service strategies, informing future focus areas.

We improve the interface between services and schools, promote engagement and understand what schools want

**There will be one focus group to encompass each of our eight Departmental priority areas (this Division has a lead role in highlighted groups):**

<b>Focus Group</b>	<b>Priority Area</b>	<b>Chair (HOS)</b>
<b>SFG 1. Inclusion and Engagement</b>	<b>Ensure a proactive, inclusive education system,</b>	<b>Aneirin Thomas</b>
<b>SFG 2. Teaching and Learning</b>	<b>Ensure excellent progress for all learners</b>	<b>Elin Forsyth</b>
<b>SFG 3. Safeguarding Children</b>	<b>Ensure all children and young people are happy, safe and thrive, overcoming poverty</b>	<b>Jan Coles</b>
<b>SFG 4. Wellbeing</b>	<b>Foster very good mental and physical health for all</b>	<b>Aeron Rees</b>
<b>SFG 5. Leadership</b>	<b>Ensure that aspirational Leadership leads to excellent progress for all learners</b>	<b>Elin Forsyth</b>
<b>SFG 6. Sustainable Communities</b>	<b>Deliver high standards of bilingual education in increasingly modern and sustainable community focussed environments</b>	<b>Simon Davies</b>
<b>SFG 7. Y Gymraeg</b>	<b>Ensure successful bilingual &amp; multilingual development for all</b>	<b>Aeron Rees</b>
<b>SFG 8. Departmental Operations</b>	<b>Provide high quality support services that impact on the efficiency of the education system</b>	<b>Nia Thomas</b>

*Note: These groups to work independently or together depending on the nature of the research and developmental work to be undertaken.*

*There may be sub-groups that sit alongside this tier within different divisions e.g within Teaching and Learning there are sub-groups providing and evaluating support for Literacy, Numeracy and digital.*

## KEY TO COLOUR CODES USED IN DELIVERY PLAN:

A. CURRENT 2023/24 ACTIONS (CORPORATE STRATEGY AND BUSINESS PLAN)

B. CURRENT 2023/24 MEASURES

C. REGULATORY RECOMMENDATIONS (FROM 2022 ONWARDS)

D. CORPORATE ANNUAL SELF-ASSESSMENT 2022/23

E. SERVICE ANNUAL SELF-ASSESSMENT 2022/23

F. NET ZERO CARBON ACTION PLAN ACTIONS

G. RURAL ACTION PLAN ACTIONS

H. POVERTY ACTION PLAN ACTIONS

I. CONSULTATION ACTION PLAN RESPONSE ACTIONS

J. ENVIRONMENT ACT FORWARD PLAN Jan 23 - Dec 25



# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
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## WELL-BEING OBJECTIVE 1

### WBO1a - Thematic Priority: Healthy Lives – prevention/early intervention

16265	In line with the vision of Welsh Government, provide high quality nutritious free school meals to all primary school pupils, over the lifetime of the administration. (CV7)		Chris Pugh	CS	7	01/04/2024	31/03/2025
16585	Review current Cashless Catering provision by undertaking market sounding exercise to consider options for pre-order kiosks in support of 'Grab & Go' concept		Chris Pugh	BP		01/04/2024	31/03/2025
16586	We will ensure food safety regulations compliance through monitoring/audits and staff training.		Chris Pugh	BP		01/04/2024	31/03/2025

### WBO1b - Service Priority: Early years

MFR-14	That the Council considers the recommendations of the Education & Children's Services Scrutiny Committee Task and Finish 'A review of the current provision for early year's education, childcare and play opportunities' to be published in 2019 which include recommendations focused on: a) The availability and provision of childcare across the county but especially in the rural areas. b) Supporting the childcare sector to increase the availability and provision of Welsh medium childcare across the county. c)The availability of after school clubs and wrap around care provision through schools. d)Reviewing the Council's admissions policy for full-time education for 4 year olds e) Ensuring all parents and carers receive information about the benefit of Welsh medium education and bilingualism. f) Supporting schools and local partners to develop a model which would enable community use of school play facilities outside of school hours. The recommendations would have a significant impact on provision and access to childcare and play opportunities in rural areas as well as supporting the principle of building the future resilience and sustainability of rural schools. MFR-14		Sara Griffiths			01/04/2024	31/03/2025
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### WBO1c - Service Priority: Education

16266	Continue investment in school buildings across the county and overhaul Carmarthenshire's School Investment Programme to meet the needs of the 21st century. Ensuring that all new schools meet the required standards of insulation and ventilation to cut energy bills and be more environmentally friendly. (CV1)		Sara Griffiths	CS	1	01/04/2024	31/03/2025
16268	Work with Welsh Government to consider the effectiveness of anti-covid ventilation devices in schools. (CV11)		Sara Griffiths	CS	11	01/04/2024	31/03/2025
16371	We will ensure the Council fully responds and complies with the requirements of the Welsh Government School Organisation Code to support the attainment of better educational outcomes with specific reference to requirements for rural schools.		Sara Griffiths	CS		01/04/2024	31/03/2025
16372	We shall review all school pupil admission dates and age-ranges across the County (rising 4's review).		Allan Carter	CS		01/04/2024	31/03/2025
16587	We will address the relevant recommendations of the Estyn Thematic Report – Community schools; families and communities at the heart of school life.		Sara Griffiths	BP		01/04/2024	31/03/2025
16588	We will address the relevant recommendations of the Estyn Thematic Report – All-age schools in Wales - A report on the challenges and successes of establishing all-age schools.		Sara Griffiths	BP		01/04/2024	31/03/2025

# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
16590	We will reflect the impact of COVID on new school design e.g. access, materials used, creating flexible spaces, ventilation systems etc.		Sara Griffiths	BP		01/04/2024	31/03/2025
16592	We will undertake a comprehensive review of school capacity calculations in partnership with Schools.		Sue John	BP		01/04/2024	31/03/2025
16593	We will ensure all requests for Equality Act 2010 adaptations to schools are processed and actioned timely to support pupil's integration into mainstream schools.		Sue John	BP		01/04/2024	31/03/2025
16594	We will ensure all developer contributions (Section 106) are processed and actioned timely to support pupils in the designated catchment area schools.		Sue John	BP		01/04/2024	31/03/2025
16595	We will ensure all WG statutory returns for Planning School Places & Asset Verification are accurately and timely completed and feed into the MEP programme.		Sue John	BP		01/04/2024	31/03/2025
16597	Update school suitability grade (defines how well premises meet the needs of pupils, teachers and other users and how they contribute towards raising standards of education)		Allan Carter	BP		01/04/2024	31/03/2025
16598	We will complete the Catchment Area Review linked as part of the MEP Review and implement any policy changes required.		Allan Carter	BP		01/04/2024	31/03/2025
17080	We will ensure alignment of capital funding to address the Council's MEP programme.		Sara Griffiths	BP		01/04/2024	31/03/2025
4.3.1.7	Surplus places removed as a result of Carmarthenshire's Sustainable Communities for Learning` (Formerly known as MEP - Modernising Education Programme)		Simon Davies		1		
4.3.1.8	% of schools graded as "Good" or "Satisfactory" for school building condition.		Simon Davies		1		

## WELL-BEING OBJECTIVE 2

### WBO2a - Thematic Priority: Tackling Poverty

New Monitor the impact of UPFSM on deprivation levels.

### WBO2b - Service Priority: Housing

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

### WBO2c - Service Priority: Social Care

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## WELL-BEING OBJECTIVE 3

### WBO3a - Thematic Priority: Economic Recovery and Growth

# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
16373	Undertake required work in support of the decision made in relation to food contracting within Carmarthenshire; support pilot for outcomes identified as part of Foundational Economy project. Develop and implement strategy to focus on local procurement for School Meals and Breakfast Club services.		Chris Pugh	CS		01/04/2024	31/03/2025
<b>WBO3b - Thematic Priority: Decarbonisation &amp; Nature Emergency</b>							
16599	Collate a new "schools for the future" development brief based on carbon neutral principles, lessons learnt from previous schemes, good practice and post-Covid evaluations.		Sara Griffiths	BP		01/04/2024	31/03/2025
New	We will undertake Actions from the ECS Dept. Sustainability Plan. Work collaboratively to ensure all new CCC education projects, plans and policies relating land managed by Education demonstrate best practice in delivering, net benefit for biodiversity, nature recovery and Green and Blue Infrastructure. Ensure this requirement is built in at the concept stage of each project and that it is reflected in briefs provided for consultants and contractors. Ensure these requirements are delivered, that long term maintenance requirements re addressed and funding solutions costed and agreed. On land managed by Education and CCC schools, identify opportunities to enhance biodiversity e.g., managing some areas of amenity grassland for pollinators, and areas suitable for tree planting, consistent with CCC's Tree and Woodland Strategy		Simon Davies			01/04/2024	31/03/2025
			Simon Davies			01/04/2024	31/03/2025
			Simon Davies			01/04/2024	31/03/2025
<b>WBO3c - Thematic Priority: Welsh Language &amp; Culture</b>							
<i>Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.</i>							
<b>WBO3d - Thematic Priority: Community Safety, Resilience and Cohesion</b>							
16267	Increase the utilisation of school facilities for community use outside of teaching hours. (CV5)		Sara Griffiths	CS	5	01/04/2024	31/03/2025
MFR-15	That the Council remains fully supportive of doing all that it can to support and build the future resilience and sustainability of its rural schools, and will work to Welsh Government's set of procedures and requirements within the School Organisation Code which works on a presumption against closure. MFR 15		Sara Griffiths			01/04/2024	31/03/2025
<b>WBO3e - Service Priority: Leisure &amp; Tourism</b>							
New	Upgrading a number of £G pitches which the community benefits from?						
<b>WBO3f - Service Priority: Waste</b>							
New	Monitor Waste Reform in schools?						
<b>WBO3g - Service Priority: Highways &amp; Transport</b>							
16599	We will contribute to all School Transport Appeals (both Officers and Members) to provide educational support and perspective.		Sue John	BP		01/04/2024	31/03/2025

# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
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## WELL-BEING OBJECTIVE 4

### WBO4a - Organisational Transformation - Overarching

*Non at this time.*

### WBO4b - Organisational Transformation - Efficiencies and Value for Money

*Non at this time.*

### WBO4c - Organisational Transformation - Income & Commercialisation

*Non at this time.*

### WBO4d - Organisational Transformation - Workplace

*Comment: following the sale of Parc Dewi Sant in Autumn 2023 and using the Better Ways of Working principals, many Departmental staff have been re-located, the majority to Spillman Street. No further changes are anticipated in the near future.*

### WBO4e - Organisational Transformation - Workforce

*Non at this time.*

### WBO4f - Organisational Transformation - Service Design & Improvement

*Non at this time.*

### WBO4g - Organisational Transformation - Customers & Digital Transformation

*Non at this time.*

### WBO4h - Organisational Transformation - Decarbonisation and Biodiversity

*Non at this time.*

### WBO4i - Organisational Transformation - Schools

*Transformation actions tbc*

## CORE BUSINESS ENABLERS

### 5a - Information and Communication Technology (ICT)

*Non at this time.*

### 5b - Marketing & Media including customer services

MEP Strategy Review consultation  
Primary School Admissions Review (Rising 4s) consultation

### 5c - Legal

*Non at this time.*

### 5d - Planning

*Non at this time.*

# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
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## 5e - Finance

*Non at this time.*

## 5f - Procurement

*Non at this time.*

## 5g - Internal Audit

*Non at this time.*

## 5h - People Management

16601	Within Access to Education services we will analyse the current workforce, and then extending that analysis to identify future workforce requirements, skills and competencies which will be needed to deliver new, different, or improved service		Simon Davies	BP		01/04/2024	31/03/2025
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## 5i - Democratic Services

*Non at this time.*

## 5j - Policy & Performance

*Non at this time.*

## 5k - Electoral Services & Civil Registration

*Non at this time.*

## 5l - Estates & Asset Management

New Surplus School Buildings Policy

## 5m - Risk Management

*Please see Risks tab for current Corporate and Department Risks pertaining to this Division and Mitigating Measures.*

## 5n - Business Support

16600	Consider better way of working with a view to reducing paper and support the use of electronic back-office processes within school kitchens (e.g. introduction of Kitchen Manager) with the support of TIC		Chris Pugh	BP		01/04/2024	31/03/2025
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Extract from Department for Education and Children's Services  
pertaining to Access to Education Division

Risk (threat to achievement of business objective) (CRR denotes a Corporate Risk, EC denotes Dept. Risk)	Assessment of Uncontrolled Risk (Assume NO controls in place)			Risk Control Measures (Action refs:)	Assessment of Controlled Risk (Assume CURRENT controls in place)		
	Impact	Probability	Risk Rating		Impact	Probability	Risk Rating
<b>Corporate Risk CR20190018 - Delivery of quality Education Service , is divided into Departmental Risks EC100001-6</b>							
EC100006 - Failure to manage the Modernising Education Programme and reduce the number of surplus places with the schools system	Substantial 4	Probable 5	Significant 20	16266, 16589, 16598, 17080	Substantial 4	Possible 3	High 12
EC300001 - Drop in school meal take-up as a result of budget efficiencies (including price increases) leading to unviability of the service	Significant 3	Possible 3	Medium 9	16265, 16585	Moderate 2	Unlikely 2	Low 4
EC300003 - Failure to plan for school places, including Behaviour/ALN.	Significant 3	Possible 3	Medium 9	16592, 16595	Significant 3	Unlikely 2	Medium 6

# Cynllun Cyflawni Rhanbarthol 2024-2025 (Drafft - Rhagfyr 2023)

## Divisional Delivery Plan 2024-2025 (Draft - December 2023)

### Plant a Theuluoedd Children and Families



[sirgar.llyw.cymru](http://sirgar.llyw.cymru)  
[carmarthenshire.gov.wales](http://carmarthenshire.gov.wales)

Cyngor Sir Gâr  
Carmarthenshire  
County Council



## INTRODUCTION



### Purpose of this Plan

This Divisional Delivery Plan sets the strategic actions and measures that the services within this Division will take forward in order for the Council to make progress against its Well-being Objectives, thematic priorities and service priorities. Action and measures for the delivery of the Cabinet Vision Statement Commitments are also included.

The plan also notes the support required by the divisional services from the Core Business Enablers in order to make progress against their own actions or actions and measures to be delivered by those Business Enabler services in their own right.

The actions and measures should set the direction of travel and translate into individual staff objectives targets. It provides an open and transparent way of showing staff, customers, elected members, and stakeholders what is to be achieved and how we plan to do this.

### Cabinet Member

#### Cabinet Member Portfolios relevant to Division:

#### **Councillor Glynog Davies, Cabinet Member with Responsibility for Education, Young People and the Welsh Language**

- Schools Safeguarding and Attendance
- Educational Psychology
- Play Sufficiency Assessment



#### ***Cllr Jane Tremlett – Cabinet Member for Health & Social Services:***

- Children's Social Services
- Corporate Parenting lead
- CYP Board Member
- Assessment of eligible care and support needs
- Children in need of care and support and protection
- Safeguarding
- Children who are looked after and care leavers
- Fostering
- Adoption
- Children and young people with disabilities
- Residential children's homes including short breaks
- Early years family support
- Family support and preventative services
- Psychology and Emotional Health Team





## Director's Foreword

As we start a new business year, I would like to thank all staff for their continued commitment to ensuring that our children, young people and learners of all ages are happy, safe, and thriving, and fulfilling their personal, social and learning potential.

We continue to strive to make sure that every child and young person is valued and valued equally and to deliver our ambitious priorities.

As Director, I'm proud of what we've achieved as a service over the last year; we have worked as a team, focused on and listened to our children and young people, strived for excellence and acted with integrity- we put Carmarthenshire's core values into practice.

This was evidenced by the various inspections undertaken of our services during 2023/24. Estyn's Inspection of our Local Authority Education services noted- *'Carmarthenshire's education services are led robustly by senior leaders and elected members, who share a clear vision for education within the authority. This is supported by an open and positive culture and self-evaluation and improvement planning processes that are rigorous, on the whole. Through this, leaders have a positive effect on improving education provision and learners' outcomes in most of their areas of responsibility and are able to set a clear direction for further improvement in the future...'*

As one Education and Children's Services team we have worked effectively to ensure that our children and young people were successfully supported to access their education and all the services they required. I've been impressed by the innovation, perseverance and enthusiasm shown by staff across all divisions and schools to work through challenges and problem-solve together to make sure key services were available to our children, young people and their families.

However, it is important to acknowledge that as a Department and County Council we are facing significant financial challenges. The demands on our services are at the highest they've been for many years and the financial position is extremely difficult. However, we will continue to do our best, to provide the best services possible to support our children and young people.

As an Education and Children's Services Department we're a learning organisation continually looking at how we can further develop, address issues and improve. Therefore, the main priorities of the Department for the immediate future are encapsulated in the following 8 high-level statements-



<p><b>Cynhwysiant ac Ymgysylltu</b> Inclusion and Engagement</p> <p>Sicrhau system addysg ragweithiol, gynhwysol. Ensure a proactive, inclusive education system.</p>	<p><b>Addysgu a Dysgu</b> Teaching and Learning</p> <p>Sicrhau cynnydd ardderchog i bob dysgwr. Ensure excellent progress for all learners.</p>	<p><b>Diogelu Plant</b> Safeguarding Children</p> <p>Sicrhau bod pob plentyn a pherson ifanc yn hapus, yn ddiogel ac yn ffynnu, gan ooresgyn tlodi. Ensure all children and young people are happy, safe and thrive, overcoming poverty.</p>	<p><b>Lles</b> Wellbeing</p> <p>Meithrin iechyd meddwl a chorfforol da iawn i bawb. Foster very good mental and physical health for all.</p>
<p><b>Arweinyddiaeth</b> Leadership</p> <p>Sicrhau bod arweinyddiaeth ysbrydoledig yn arwain at gynnydd rhagorol i bob dysgwr. Ensure that aspirational leadership leads to excellent progress for all learners.</p>	<p><b>Cymunedau Cynaliadwy</b> Sustainable Communities</p> <p>Cyflwyno safonau uchel o addysg mewn amgylcheddau cymunedol cynyddol fodern a chynaliadwy. Deliver high standards of education in increasingly modern and sustainable community focussed environments.</p>	<p><b>Y Gymraeg</b> The Welsh</p> <p>Sicrhau datblygiad dwyieithog ac amlieithog llwyddiannus i bawb . Ensure successful bilingual and multilingual development for all.</p>	<p><b>Strategaeth Adrannol</b> Departmental Strategy</p> <p>Darparu gwasanaethau cymorth o ansawdd uchel sy'n effeithio ar effeithlonrwydd y system addysg. Provide high quality support services that impact on the efficiency of the education system.</p>

Each Division has their own detailed Business Plan and document the actions relevant to their respective sections.

**Gareth Morgans**

**Gareth Morgans; Director of Education and Children's Services**

## Divisional Overview

**Jan Coles**

**Head of Service: Children's and Families**

**Key Responsibilities:**

- Assessment of eligible care and support needs
- Children in need of care and support and protection

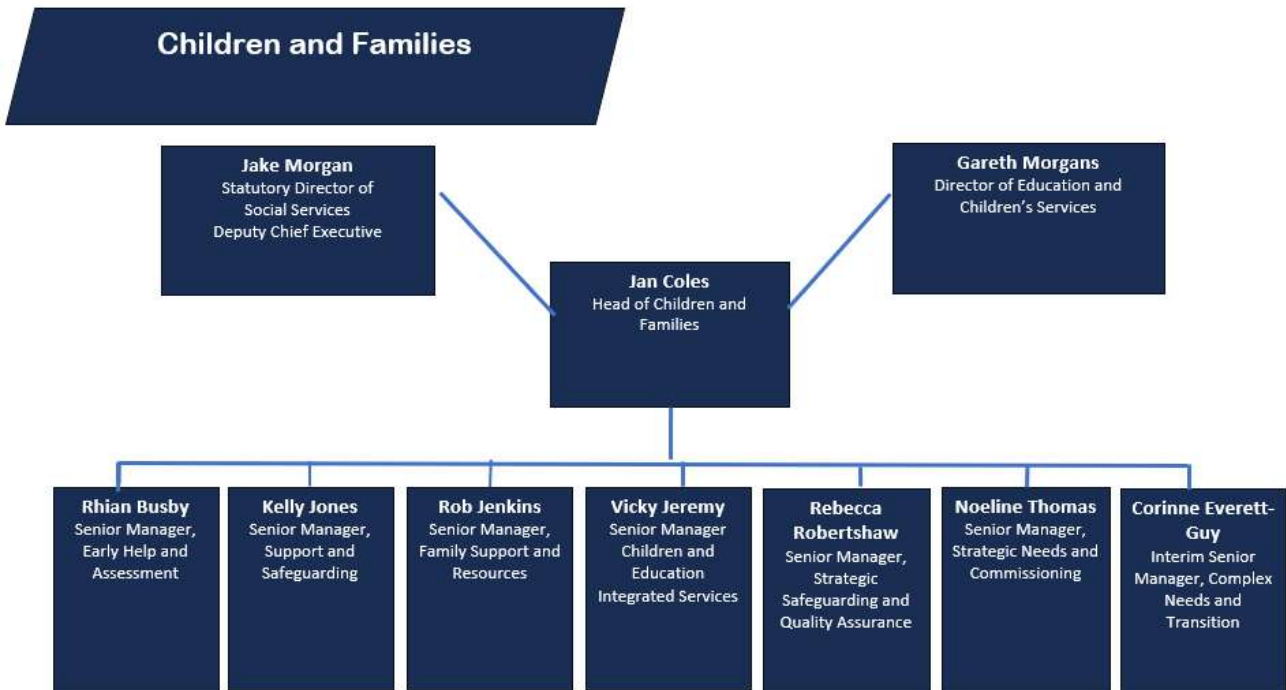
**Safeguarding**

- Children who are looked after and care experienced young people
- Fostering
- Adoption
- Children and young people with disabilities
- Schools safeguarding and attendance
- Residential children's homes
- Short breaks services for disabled children
- Early Years
- Family support and preventative services
- Educational, Child Psychology and Emotional Health Team



Children's Services Division provides a range of services and support, whose overall aim is to enable children and young people to continue to reside within their own families and within their own communities wherever it is safe to do so, working together to prevent the number of children who suffer adverse childhood experiences (ACE's), and preventing the need for statutory involvement. Protecting children who are experiencing, or are at risk of abuse, neglect, or other kinds of harm is our priority. Our focus is on early intervention / prevention to ensure all children can reach their full potential and be healthy, happy, and safe. Helping to give every child the best start in life and improve their early life experiences is our key aim. The Central Referral Team provides a single point of contact for anyone who has concerns over a child's welfare. Statutory child and family teams work in partnership with families and other agencies to co-produce and implement Care and Support Plans, as well as undertaking investigations into allegations of abuse and neglect. Support is provided to children in need of care and support, children who become looked after and care leavers, children on the child protection register, children with more complex needs. The Edge of Care Team and Integrated Family Support Team focus on working intensively with families and children at risk of becoming looked after, to enable them to remain within their families whenever possible. Early intervention and preventative teams such as Flying Start, Families First programmes, Team Around the Family (TAF), Tim Camau Bach, School Safeguarding and Attendance, Young Carers, all play a crucial role in providing the right help at the right time to prevent the need for children to become looked after.

## DIVISIONAL STRUCTURE



Children's Services Division forms part of the Department for Education and Children.

### **Rhian Busby, Senior Manager (Early Help and Assessment):**

Provides strategic leadership and operational management for our Early Help, Front Door and Social Work Assessment services for children and their families: Responsible for Flying Start Social Care Team; Team Around the Family; Young Carers Team; Family Intervention Team (FIT); Central Referral Team; Llanelli Assessment Team; Carmarthen & Dinefwr Assessment Team.

### **Kelly A Jones, Senior Manager (Support and Safeguarding):**

Provides strategic leadership and operational management for children's social work teams, and the Next Step (leaving care) team. The children's social work teams support children in need of care and support, protection, and accommodation across the county: Responsible for Llanelli East Children's Social Work Team; Llanelli West Children's Social Work Team; Carmarthen Children's Social Work Team; Dinefwr Children's Social Work Team; Next Step Team.

### **Rob Jenkins, Senior Manager (Family Support and Resources):**

Responsible for Maethu Cymru/ Foster Wales Carmarthenshire; Mid and West Wales Regional Adoption Service; Integrated Family Support Team (IFST); Edge of Care Team; Supported Lodgings; Family Time (Supervised Contact) Team; Residential Services Manager; Garreglwyd Children's Home; Ty Magu Children's Home; Blaenau Short Breaks Children's Home; Llys Caradog Short Breaks Children's Home; Co-ordinating out of hours rota.

### **Rebecca Robertshaw, Senior Manager (Strategic Safeguarding and Quality Assurance):**

Provides strategic leadership and operational management for central systems and functions which support the work of the whole division: Responsible for strategic safeguarding and partnerships, quality assurance and practice standards, performance management, and workforce planning and development across the division.

**Vicky Jeremy, Senior Manager (Children and Education Integrated Services):**

Provides strategic leadership and operational management of Educational Psychology, School Safeguarding and Attendance and looked after children's education support. This role incorporates the Principal Educational Psychologist: Responsible for Educational Psychology Service; Emotional Health Team; School Safeguarding and Attendance Team; Children Looked After Education Support Team.

**Noeline Thomas, Senior Manger (Strategic Commissioning & Early Years):**

Provides strategic leadership and operational management for the early years programme and for central systems and functions which support the work of the whole division including strategic commissioning, programme management and grant administration and compliance.

**Corinne Everett-Guy, Interim Senior Manager (Complex Needs and Transition):**

Provides strategic leadership and operational management of 0-25 Disability Team (including Tim Camau Bach) a multi-disciplinary team of social care and health professionals.

**Divisional Vision**

Our vision is that children and young people in Carmarthenshire are safe, healthy, and fulfilled, have opportunities to learn and contribute to their communities, and have their voices heard and acted on.

Our priorities for the next four years will be to:

1. Ensure children, young people and their families can access the support they need, when and where they need it, preventing the need for statutory intervention.
2. Work alongside children, young people and their families rather than 'do to', to co-produce plans which will bring about the change children need as quickly as possible.
3. Focus on family - addressing challenges by working with a family's strengths and in partnership with the whole family to find solutions and keep families together, where possible and children safe
4. Ensure a sufficient supply of placements to meet the diverse range of needs and circumstances of children and young people, so that they can grow up in their communities, maintaining connections to family and friends.
5. Provide clearly planned pathways through care into adulthood for children who cannot live with their families, strengthening connections that will support throughout their lives and achieving the best possible outcomes.
6. Ensure an effective, stable workforce who are qualified, equipped, supported, and valued as they deliver high quality services to children and young people in Carmarthenshire.
7. Enhance connections between community services, education, health, and statutory social work to develop new ways of working together to deliver better and more seamless services to the families of Carmarthenshire.

## KEY TO COLOUR CODES USED IN DELIVERY PLAN:

A. CURRENT 2023/24 ACTIONS (CORPORATE STRATEGY AND BUSINESS PLAN)

B. CURRENT 2023/24 MEASURES

C. REGULATORY RECOMMENDATIONS (FROM 2022 ONWARDS)

D. CORPORATE ANNUAL SELF-ASSESSMENT 2022/23

E. SERVICE ANNUAL SELF-ASSESSMENT 2022/23

F. NET ZERO CARBON ACTION PLAN ACTIONS

G. RURAL ACTION PLAN ACTIONS

H. POVERTY ACTION PLAN ACTIONS

I. CONSULTATION ACTION PLAN RESPONSE ACTIONS

J. ENVIRONMENT ACT FORWARD PLAN Jan 23 - Dec 25



# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Department	Division	HOS	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
<b>WELL-BEING OBJECTIVE 1</b>										
<b>WBO1a - Thematic Priority: Healthy Lives – prevention/early intervention</b>										
	Work towards addressing the gaps in the Childcare Sufficiency Assessment 2022-27, including promoting and further developing Welsh Medium childcare.	Education and Children's Services	Children's Services	Jan Coles	Jan Coles	Noeline Thomas	CS	2	01/04/2024	31/03/2025
	Introduce a policy for allocating resources to support disabled children and their families which is equitable and transparent.	Education and Children's Services	Children's Services	Jan Coles	Jan Coles	Corinne Everett-Guy	CS		01/04/2024	31/03/2025
	Ensure an effective early help service that supports families to make the changes children need so that fewer children progress to a child protection pathway, and children can remain/ return safely home	Education and Children's Services	Children's Services	Jan Coles	Jan Coles	Rob Jenkins	CS	21	01/04/2024	31/03/2025
	Increase the capacity of the fostering service to manage current and future demand, improve recruitment and retention rates and support for Foster Carers, to ensure a sufficient supply of in-house foster placements to meet the range of needs of children looked after in Carmarthenshire.	Education and Children's Services	Children's Services	Jan Coles	Jan Coles	Rob Jenkins	CS	22	01/04/2024	31/03/2025
	Implement a strategic programme for residential services including the acquisition, refurbishment, and development of three new children's homes, to meet the range of needs of children looked after in Carmarthenshire.	Education and Children's Services	Children's Services	Jan Coles	Jan Coles	Rob Jenkins	CS	18	01/04/2024	31/03/2025
	Promote the 30 hours Childcare Offer and support registered providers and eligible parents through the roll out of the new National Digital Service.	Education and Children's Services	Children's Services	Jan Coles	Jan Coles	Noeline Thomas	BP		01/04/2024	31/03/2025
	Develop efficient and effective services which meet the needs of unaccompanied asylum-seeking children and young people (UASC) within the Home Office budget.	Education and Children's Services	Children's Services	Jan Coles	Jan Coles	Noeline Thomas	BP		01/04/2024	31/03/2025
	Work with partners to ensure a sufficient supply and range of supported accommodation to meet the needs of young people, including disabled young people, aged 16-25.	Education and Children's Services	Children's Services	Jan Coles	Jan Coles	Noeline Thomas	BP		01/04/2024	31/03/2025
	Implement the Play Sufficiency Action Plan with key stakeholders and partners so that children and young people have access to wide and varied play opportunities and experiences.	Education and Children's Services	Children's Services	Jan Coles	Jan Coles	Noeline Thomas	BP		01/04/2024	31/03/2025
	Improve early permanence arrangements by establishing parity of fees and allowances for Special Guardian (SGO) carers with foster carers to promote connected carers becoming SGOs; keeping children with their families and out of care	Education and Children's Services	Children's Services	Jan Coles	Jan Coles	Rob Jenkins	BP		01/04/2024	31/03/2025

# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Department	Division	HOS	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
	Develop a Corporate Parenting Strategy promoting ownership and accountability across the council as a Corporate Parent to ensure our looked after children and care leavers have every opportunity to reach their full potential.	Education and Children's Services	Children's Services	Jan Coles	Jan Coles	Kelly Jones	BP		01/04/2024	31/03/2025
	Increase the number of sponsored placements on the OU social work degree and masters degree programmes and development opportunities for experienced practitioners	Education and Children's Services	Children's Services	Jan Coles	Jan Coles	Rebecca Robertshaw	BP		01/04/2024	31/03/2025
	Contribute to the Regional Partnership work to agree priorities and access investment to develop innovative practice and integrated services through a social model of intervention particularly in relation to 1. a NDD pathway and 2. the children and young people in the mental health 'missing middle'.	Education and Children's Services	Children's Services	Jan Coles	Jan Coles	Jan Coles	BP		01/04/2024	31/03/2025
CH/006a/012 PAM/028	Percentage of child assessments completed in time	E & CS	Children's Services	Jan Coles		Jan Coles			01/04/2023	31/03/2024
CH/024 SCC/27	The percentage of re-registrations of children on local authority Child Protection Registers (CPR)	E & CS	Children's Services	Jan Coles		Jan Coles			01/04/2023	31/03/2024
CH/035/036 SCC/28	The average length of time for all children who were on the CPR during the year	E & CS	Children's Services	Jan Coles		Jan Coles			01/04/2023	31/03/2024
CH/043 PAM/029	The total number of children looked after who have experienced 3 or more placements during the year	E & CS	Children's Services	Jan Coles		Jan Coles			01/04/2023	31/03/2024
CH/044 SCC/32	The percentage of children looked after at 31 March who have experienced one or more change of school, during a period or periods of being looked after, which were not due to transitional arrangements, in the 12 months to 31 March	E & CS	Children's Services	Jan Coles		Jan Coles			01/04/2023	31/03/2024
<b>WBO1b - Service Priority: Early years</b>										
	Implement the phased expansion of Flying Start in line with Welsh Government guidance.	Education and Children's Services	Children's Services	Jan Coles		Noeline Thomas	CS		01/04/2024	31/03/2025
	Implement key priorities in the Maternity and Early Years Operational plan and Regional Maternity and Early Years Strategy in partnership with Hywel Dda University Health Board and Voluntary Sector and move towards an integrated delivery model.	Education and Children's Services	Children's Services	Jan Coles		Noeline Thomas	CS		01/04/2024	31/03/2025
	Develop a multi-agency early help strategy to ensure families can access the support they need at the right time.	Education and Children's Services	Children's Services	Jan Coles		Rhian Busby	CS		01/04/2024	31/03/2025
9.1.1	The % of child attendance at an allocated Flying Start free childcare placement for eligible 2-3 year olds to prepare for school readiness	E & CS	Children's Services	Jan Coles		Jan Coles			01/04/2023	31/03/2024
9.1.8.6	The % of families with additional social welfare needs linked to poverty, living in a Flying Start area receiving time specified interventions from the wider Flying Start Team	E & CS	Children's Services	Jan Coles		Jan Coles			01/04/2023	31/03/2024



# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Department	Division	HOS	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
9.1.8.8	The % of unauthorised absence at an allocated Flying Start free childcare placement for eligible 2-3 year olds to prepare for school readiness	E & CS	Children's Services	Jan Coles		Jan Coles			01/04/2023	31/03/2024
<b>WBO1c - Service Priority: Education</b>										
	Ensure children and young people can access appropriate education in a setting where they are safe and their needs are being met.	Education and Children's Services	Children's Services	Jan Coles		Vicky Jeremy	CS		01/04/2024	31/03/2025
<b>WELL-BEING OBJECTIVE 2</b>										
<b>WBO2a - Thematic Priority: Tackling Poverty</b>										
	Non at this time									
<b>WBO2b - Service Priority: Housing</b>										
	Non at this time									
<b>WBO2c - Service Priority: Social Care</b>										
	Non at this time									
<b>WELL-BEING OBJECTIVE 3</b>										
<b>WBO3a - Thematic Priority: Economic Recovery and Growth</b>										
	Non at this time									
<b>WBO3b - Thematic Priority: Decarbonisation &amp; Nature Emergency</b>										
	Non at this time									
<b>WBO3c - Thematic Priority: Welsh Language &amp; Culture</b>										
	Non at this time									
<b>WBO3d - Thematic Priority: Community Safety, Resilience and Cohesion</b>										
	Non at this time									
<b>WBO3e - Service Priority: Leisure &amp; Tourism</b>										
	Non at this time									
<b>WBO3f - Service Priority: Waste</b>										
	Non at this time									
<b>WBO3g - Service Priority: Highways &amp; Transport</b>										
	Non at this time									
<b>WELL-BEING OBJECTIVE 4</b>										
<b>WBO4a - Organisational Transformation - Overarching</b>										
	Non at this time									
<b>WBO4b - Organisational Transformation - Efficiencies and Value for Money</b>										
	Non at this time									
<b>WBO4c - Organisational Transformation - Income &amp; Commercialisation</b>										
	Non at this time									
<b>WBO4d - Organisational Transformation - Workplace</b>										
	Non at this time									
<b>WBO4e - Organisational Transformation - Workforce</b>										
	Non at this time									

# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Department	Division	HOS	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
<b>WBO4f - Organisational Transformation - Service Design &amp; Improvement</b>										
	Non at this time									
<b>WBO4g - Organisational Transformation - Customers &amp; Digital Transformation</b>										
	Non at this time									
<b>WBO4h - Organisational Transformation - Decarbonisation and Biodiversity</b>										
	Non at this time									
<b>WBO4i - Organisational Transformation - Schools</b>										
	Non at this time									
<b>CORE BUSINESS ENABLERS</b>										
<b>5a - Information and Communication Technology (ICT)</b>										
	Non at this time									
<b>5b - Marketing &amp; Media including customer services</b>										
	Non at this time									
<b>5c - Legal</b>										
	Non at this time									
<b>5d - Planning</b>										
	Non at this time									
<b>5e - Finance</b>										
	Non at this time									
<b>5f - Procurement</b>										
	Non at this time									
<b>5g - Internal Audit</b>										
	Non at this time									
<b>5h - People Management</b>										
	Non at this time									
<b>5i - Democratic Services</b>										
	Non at this time									
<b>5j - Policy &amp; Performance</b>										
	Non at this time									
<b>5k - Sectoral Services &amp; Civil Registration</b>										
	Non at this time									
<b>5l - Estates &amp; Asset Management</b>										
	Non at this time									
<b>5m - Risk Management</b>										

# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Department	Division	HOS	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
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Non at this time

## 5n - Business Support

Non at this time

Extract from Department for Education and Children's Services  
pertaining to Children and Family's Division

Risk (threat to achievement of business objective) (CRR denotes a Corporate Risk, EC denotes Dept. Risk)	Assessment of Uncontrolled Risk (Assume NO controls in place)			Risk Control Measures (Action refs:)	Assessment of Controlled Risk (Assume CURRENT controls in place)		
	Impact	Probability	Risk Rating		Impact	Probability	Risk Rating
<b>CR20190009 - Failure to safeguard children EC201 in Business Plans</b>  * Also encompasses the Safeguarding Risk Register Risks: SGC0001 Failure to develop and implement effective safeguarding policies and procedures for children SGC0002 Failure to develop and regularly monitor the performance of safeguarding within Children's Services SGC0003 Failure to have a sound procedure for dealing with Professional Abuse Allegations effectively, promptly and correctly SGC0004 Failure to respond appropriately to Regulators reports and recommendations SGC0005 Failure to proactively monitor adequate procedures are being effectively operated by 3rd Party providers	Catastrophic 5	Probable 5	Significant 25		Catastrophic 5	Unlikely 2	High 9
<b>EC200002 - Inability to provide adequate foster carer payments to maintain or increase foster carers</b>	Significant 3	Possible 3	Medium 9		Significant 3	Unlikely 2	Medium 6
<b>EC200003 - Failure to provide appropriate support for children with complex needs</b>	Significant 3	Likely 2	High 12		Significant 3	Possible 3	Medium 9

# Cynllun Cyflawni Rhanbarthol 2024-2025 (Drafft - Rhagfyr 2023)

## Divisional Delivery Plan 2024-2025 (Draft - December 2023)

### Education and Inclusion Services Gwasanaethau Addysg a Chynhwysiant



[sirgar.llyw.cymru](http://sirgar.llyw.cymru)  
[carmarthenshire.gov.wales](http://carmarthenshire.gov.wales)

Cyngor Sir Gâr  
Carmarthenshire  
County Council



## INTRODUCTION



### Purpose of this Plan

This Divisional Delivery Plan sets the strategic actions and measures that the services within this Division will take forward in order for the Council to make progress against its Well-being Objectives, thematic priorities and service priorities. Action and measures for the delivery of the Cabinet Vision Statement Commitments are also included.

The plan also notes the support required by the divisional services from the Core Business Enablers in order to make progress against their own actions or actions and measures to be delivered by those Business Enabler services in their own right.

The actions and measures should set the direction of travel and translate into individual staff objectives targets. It provides an open and transparent way of showing staff, customers, elected members, and stakeholders what is to be achieved and how we plan to do this.

### Cabinet Member

#### **Councillor Glynog Davies, Cabinet Member with Responsibility for Education, Young People and the Welsh Language**

#### **Cabinet Member Portfolios relevant to Division:**

- Schools and Education Services from 3 – 19
- Regional Integrated School Improvement Service
- School Improvement, Organisation and Performance
- Education Welfare and Inclusion
- Adult Community Learning including Welsh for Adults
- School Support and Governor Services
- Nursery Education and Standards
- Behavioural Services Regional Consortia
- School Attendance
- Additional Learning Needs
- Music Service
- Healthy Schools
- Estyn
- Education and Wellbeing Team



### Director's Foreword

As we start a new business year, I would like to thank all staff for their continued commitment to ensuring that our children, young people and learners of all ages are happy, safe, and thriving, and fulfilling their personal, social and learning potential.

We continue to strive to make sure that every child and young person is valued and valued equally and to deliver our ambitious priorities.

As Director, I'm proud of what we've achieved as a service over the last year; we have worked as a team, focused on and listened to our children and young people, strived for excellence and acted with integrity- we put Carmarthenshire's core values into practice.



This was evidenced by the various inspections undertaken of our services during 2023/24. Estyn's Inspection of our Local Authority Education services noted- *'Carmarthenshire's education services are led robustly by senior leaders and elected members, who share a clear vision for education within the authority. This is supported by an open and positive culture and self-evaluation and improvement planning processes that are rigorous, on the whole. Through this, leaders have a positive effect on improving education provision and learners' outcomes in most of their areas of responsibility and are able to set a clear direction for further improvement in the future...'*

As one Education and Children's Services team we have worked effectively to ensure that our children and young people were successfully supported to access their education and all the services they required. I've been impressed by the innovation, perseverance and enthusiasm shown by staff across all divisions and schools to work through challenges and problem-solve together to make sure key services were available to our children, young people and their families.

However, it is important to acknowledge that as a Department and County Council we are facing significant financial challenges. The demands on our services are at the highest they've been for many years and the financial position is extremely difficult. However, we will continue to do our best, to provide the best services possible to support our children and young people.

As an Education and Children's Services Department we're a learning organisation continually looking at how we can further develop, address issues and improve. Therefore, the main priorities of the Department for the immediate future are encapsulated in the following 8 high-level statements-

<p><b>Cynhwysiant ac Ymgysylltu</b> Inclusion and Engagement</p> <p><b>Sicrhau system addysg ragweithiol, gynhwysol.</b> Ensure a proactive, inclusive education system.</p>	<p><b>Addysgu a Dysgu</b> Teaching and Learning</p> <p><b>Sicrhau cynnydd ardderchog i bob dysgwr.</b> Ensure excellent progress for all learners.</p>	<p><b>Diogelu Plant</b> Safeguarding Children</p> <p><b>Sicrhau bod pob plentyn a pherson ifanc yn hapus, yn ddiogel ac yn ffynnu, gan ooesgyn tlodi.</b> Ensure all children and young people are happy, safe and thrive, overcoming poverty.</p>	<p><b>Lles</b> Wellbeing</p> <p><b>Meithrin iechyd meddwl a chorfforol da iawn i bawb.</b> Foster very good mental and physical health for all.</p>
<p><b>Arweinyddiaeth</b> Leadership</p> <p><b>Sicrhau bod arweinyddiaeth ysbrydoledig yn arwain at gynnydd rhagorol i bob dysgwr.</b> Ensure that aspirational leadership leads to excellent progress for all learners.</p>	<p><b>Cymunedau Cynaliadwy</b> Sustainable Communities</p> <p><b>Cyflwyno safonau uchel o addysg mewn amgylcheddau cymunedol cynyddol fodern a chynaliadwy.</b> Deliver high standards of education in increasingly modern and sustainable community focussed environments.</p>	<p><b>Y Gymraeg</b> The Welsh</p> <p><b>Sicrhau datblygiad dwyieithog ac amlieithog llwyddiannus i bawb .</b> Ensure successful bilingual and multilingual development for all.</p>	<p><b>Strategaeth Adrannol</b> Departmental Strategy</p> <p><b>Darparu gwasanaethau cymorth o ansawdd uchel sy'n effeithio ar effeithlonrwydd y system addysg.</b> Provide high quality support services that impact on the efficiency of the education system.</p>

Each Division has their own detailed Business Plan and document the actions relevant to their respective sections.

**Gareth Morgans**

**Gareth Morgans; Director of Education and Children's Services**

## Divisional Overview

### Introduction by Head of Service

The Education Services Division is made up of a range of discrete services working in effective collaboration towards enhanced provision, outcomes and achievement for all Carmarthenshire learners. Our aim is to provide ongoing support, guidance and appropriate challenge for all schools. These activities ensure our learners are provided with the essential skills, knowledge, social attitudes and integrity necessary to become successful and responsible citizens in a constantly evolving national and international context.



To achieve this, we work relentlessly in close partnership with numerous partners. These partnerships include 'Partneriaeth' (the regional school improvement consortium) which is made up of three neighbouring Local Authorities (Carmarthenshire, Pembrokeshire and Swansea). This regional approach provides support for curriculum development, leadership and professional learning.

We provide extensive support and guidance for all aspects of the evolving inclusion and additional learning needs agenda within our schools. Our aim is to ensure the highest levels of inclusivity exist across all aspects of provision within both our mainstream schools and specialist settings. We continue to focus tightly on supporting our schools to build further knowledge and capacity in readiness for the successful implementation of ALN Transformation in an innovative and impactful manner.

We support the governance, financial management and organisation of our schools through a variety of processes and actions. This includes the delivery of practical and interactive workshops and training, emphasising engagement and collaboration with all school partners in support of our learners.

Our service remains committed to both the principles and priorities as outlined in the Welsh Government's most recent strategic document '[Education in Wales: Our National Mission.](#)' Its four 'Enabling Objectives' serve to capture and embrace the direction of all our work:

Developing a high-quality education profession

Inspirational leaders working collaboratively to raise standards

Strong and inclusive schools committed to excellence, equity and well-being

Robust assessment, evaluation and accountability arrangements supporting a self-improving system

*Sign off:*

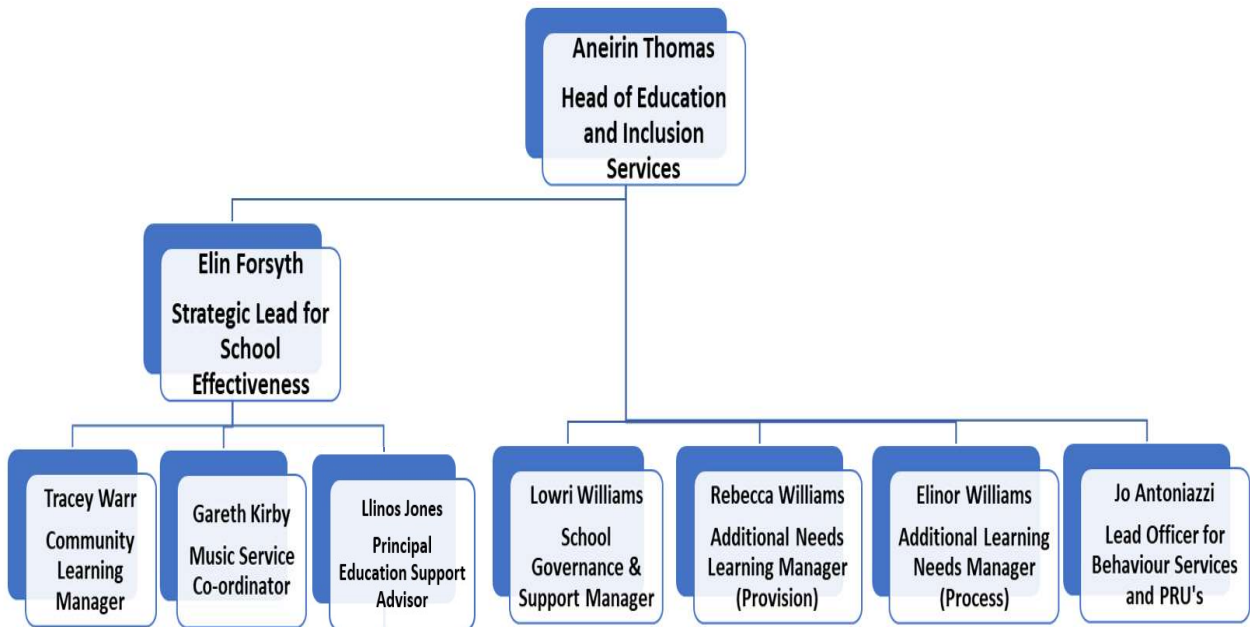
**Signature:**

*Aneirin Thomas; Head of Education and Inclusion*

**Date: 15/12/2023**



## Divisional Structure



### Divisional Profile of services by Service Area

Education and Inclusion Services Division forms part of the Department for Education and Children. The division has approx. 100 staff, including peripatetic teaching staff. Budget to be confirmed following consultation process, awaiting final documentation.

### School Improvement – Elin Forsyth, Strategic Lead for School Effectiveness

#### School Effectiveness/School Improvement

The Strategic Lead for School Effectiveness works in collaboration with the range of teams and divisions across the Education and children's services department, as well as the Partneriaeth region, building a culture of school Improvement in which all of our learners and school-based practitioners progress and thrive.

**The School Improvement Team** of Educational Support Advisers and Associates, focuses robustly on supporting our schools, pupil referral units and specialist settings, across a range of self-evaluation processes. Working in collaboration with school leaders, governors, teachers and assistants, the team ensures that schools effectively analyse the progress achieved by all learners, irrespective of their individual starting points, offering support if further progress is required. The team develops and delivers a comprehensive range of professional learning opportunities for teachers, leaders and teaching assistants and sharing effective practice and signposting to research.

Key focus areas for reflection and support include:

Pupil progress, skill development and outcomes achieved.

The range and quality of teaching and learning experiences in the context of the curriculum for Wales for all learners, including those who are vulnerable and those who have additional learning needs.

The wellbeing and safeguarding of pupils; their care, support and guidance received.

Pupil engagement in their learning, as well as their attendance.

Leadership of school improvement, vision, community and parental engagement, financial and resource management, professional development.

**The Partneriaeth region** delivers a range of professional learning opportunities prioritising:

Support for all schools and settings to design and deliver their own high quality equitable curriculum.

Embedding principles and processes which underpin educational equity in all schools and settings.

Supporting schools and settings to develop a range of research and enquiry skills as a key part of their professional

learning.

Providing career pathways for leaders, practitioners and support staff at all levels of the system.

**The Carmarthenshire Music Service** provides music support across the county of Carmarthenshire. Currently over 3,000 pupils receive tuition on a weekly basis across a range of instrumental and vocal tuition as well as pedagogical curriculum support for teachers in line with the National Music Plan. Schools are offered a range of support either via an annual Service Level Agreement (SLA) Or through the Welsh Government's funding of the music plan. In addition, the service develops a range of ensembles at junior, intermediate and senior levels, providing valuable performing experiences as well as enhancing corporate events for Carmarthenshire County council.

**The Healthy Schools service** works in partnership with the Education department and the Hywel Dda National Health Service. The service manages the 'Health Promoting Schools' Initiative to ensure that our schools and settings are healthy environments for children and young people. A range of support is provided for teachers to develop effective pedagogy in relation to learners' physical and mental health, addressing many aspects of the mandatory Relationships and Sexual Health education aspect of the Curriculum for Wales as well as leading on the Whole school approach to Mental Health and Wellbeing. The wellbeing of staff is also a key focus of the work of this service.

The **Adult Learning Service** provides Essential Skills in Communication, Application of Number and Digital Literacy, and English for Speakers of Other Languages for post 16 learners. Classes are at all levels from pre-entry to level 2, including GCSE Maths and English and held in Carmarthen, Llanelli, Ammanford, with some outreach provision as required.

#### **Inclusion and Additional Learning Needs Services – Rebecca Williams ALN Manager (Provision), Elinor Williams ALN Manager (Process)**

The [Inclusion Service](#) is an integral part of the Local Authority's front line service to children and young people. It is a division which has statutory responsibilities and provides support and intervention where necessary. The Council's strategy on Additional Learning Needs (ALN) states that inclusive education means providing all children and young people with appropriate education and networks of support.

We are committed to the belief that 'inclusive learning' is the best practice in teaching and learning. Our service places a strong emphasis on supporting schools within the following key areas:

Accurate assessment of strengths and needs

Planning effectively to build on strengths and address areas of need

Adopting pedagogical approaches to optimise individual learning

Involving children in setting their learning goals and evaluating their progress towards agreed targets

Engaging with parents to inform them of their children's progress and to involve them in supporting their children's learning

Evaluating individual children's progress and the progress of groups and classes

Refining the approach to teaching and learning in light of evaluation

Maintaining systematic records to report progress and to enable reflective practice

#### **Behaviour Support Service – Jo Antoniazzi**

The **Behaviour Support Service** provide:

Support and advice to schools on a wide range of behavioural issues including exclusion

Centrally-based officers supporting EOTAS and behaviour

Specialist EBD settings and PRUs

Behaviour Support Community Team (Mainstream Outreach)

Behaviour Strategies for Mainstream

Home Tuition

Elective Home Education

## National Drivers/expectations for service area (strategy & policy)

[Welsh Government - Successful Futures - Independent Review of Curriculum and Assessment Arrangements in Wales](#)

[Curriculum For Wales](#)

[Welsh Government: Education in Wales: Our National Mission Action Plan 2017-21](#)

[Welsh Government - Building a Brighter Future: The Early Years and Childcare Plan](#)

[Welsh Government - Keeping Learners Safe - The role of Local Authorities, Governing Bodies and proprietors of independent schools under the Education Act 2002](#)

[Welsh Government - Information Management Strategy](#)

[Welsh Government - National Literacy and Numeracy Framework \(LNF\)](#)

[Welsh Government - National Model for Regional Working Framework](#)

[Welsh Government - All Wales Attendance Framework](#)

[Welsh Government - The National Youth Work Strategy for Wales 2014-2018](#)

[Welsh Government - Delivering the Youth Guarantee in Wales](#)

[Welsh Government - Youth Engagement and Progression Framework Implementation Plan](#)

[Welsh Government - The School Organisation Code](#)

[Welsh Government – 21st Century Schools Programme](#)

[Welsh Government - Framework on embedding a whole-school approach to emotional and mental well-being](#)

[The forthcoming Equity Wellbeing Strategy will be a key strategic driver for Well-being as the year progresses.](#)

[Additional Learning Needs \(ALN\) Reform](#)

[Crime and Disorder Act 1998](#)

[Learning & Skills Act 2000](#)

[Tertiary Education and Research \(Wales\) Bill](#)

[Million Speakers](#)

[School Standards and Organisation \(Wales\) Act 2013](#)

## Regulatory Recommendations

The Education and Children's Services Department was inspected by Estyn in July 2023. The report was very positive and constructive and identified a wide range of strengths and effective practice and minor aspects to improve. The Recommendations of the report were:

R1 Improve pupils' attendance in the authority's schools

R2 Strengthen school improvement processes, particularly for secondary schools

R3 Refine approaches to self-evaluation and improvement planning

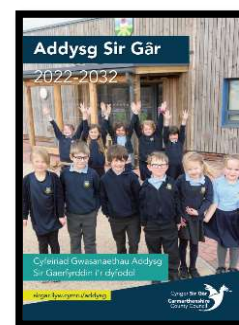
An action plan for each recommendation has been established but to avoid duplication with existing actions, only those pertinent to each of the four divisions appear in individual Divisional Delivery Plans. Amalgamated reports will be produced where applicable.

## Divisional Specific Strategies and Policies

### 10 Year Departmental Strategy and our Purpose Pieces

#### Departmental Strategy / Strategaeth Adrannol

The Department has produced a draft 10 Year Strategy, **The future direction of Education Services in Carmarthenshire 2022 – 2032**, which includes our **Purpose Pieces** (High-Level Priorities). As a Department we have clear priorities focused around 4 key themes, tied into **Wales: Our National Mission**:

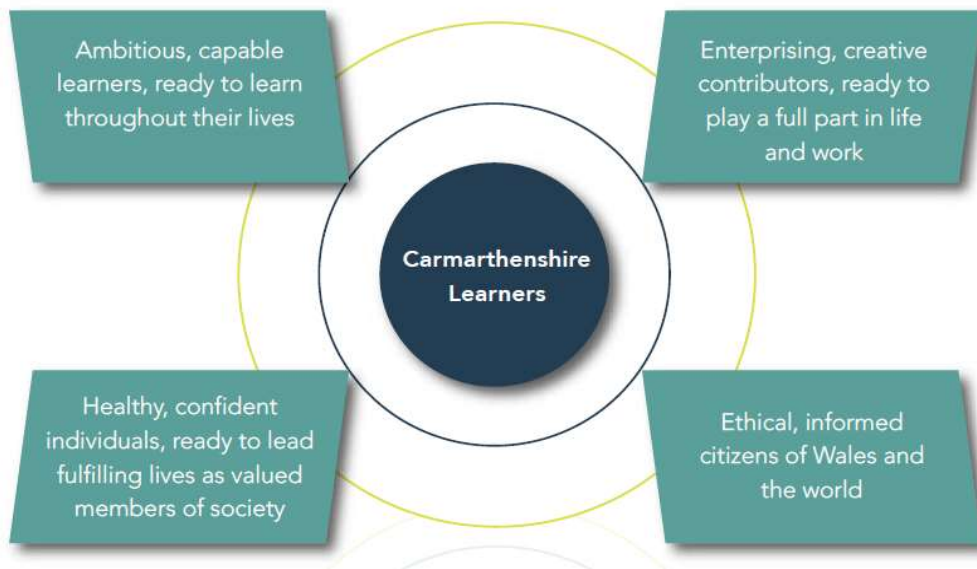




**Vision to 2032**

We will support all Carmarthenshire learners. We will ensure that they are happy, safe, are thriving, and are fulfilling their personal, social and learning potential. We will strive to become the best we can be and be highly regarded locally, whilst also earning national and international recognition.

We will achieve our desired outcomes by realising our Purpose Pieces and the ideals of the new Curriculum for Wales:





### Strategic Focus Groups

The Carmarthenshire County Council Education and Children's Services Department's Strategic Progress is to be operationally and strategically steered through a series of collaborative 'Focus Groups', aligning to the department's business plan.

**The aim and purpose of these Strategic Focus groups is to ensure that:**

Our vision to 2032 is promoted, *'that children and young people are happy, safe and thriving, fulfilling their personal, social and learning potential'*.

We fulfil our moral purpose, that:

*'Every child and young person is valued and valued equally'*.

We are responsive to the changing needs of our children and young people and to the professionals who provide their care, support and education.

Our strategies are co-constructed, delivered and evaluated across the department, linking to the Corporate and Departmental aims and vision.

Schools, settings and services are provided with good quality, effective support and professional development in line with their children and young person's needs.

We collegiately monitor and evaluate the impact of our service strategies, informing future focus areas.

We improve the interface between services and schools, promote engagement and understand what schools want

**There will be one focus group to encompass each of our eight Departmental priority areas (this Division has a lead role in highlighted groups):**

<b>Focus Group</b>	<b>Priority Area</b>	<b>Chair (HOS)</b>
<b>SFG 1. Inclusion and Engagement</b>	<b>Ensure a proactive, inclusive education system,</b>	<b>Aneirin Thomas</b>
<b>SFG 2. Teaching and Learning</b>	<b>Ensure excellent progress for all learners</b>	<b>Elin Forsyth</b>
<b>SFG 3. Safeguarding Children</b>	<b>Ensure all children and young people are happy, safe and thrive, overcoming poverty</b>	<b>Jan Coles</b>
<b>SFG 4. Wellbeing</b>	<b>Foster very good mental and physical health for all</b>	<b>Aeron Rees</b>
<b>SFG 5. Leadership</b>	<b>Ensure that aspirational Leadership leads to excellent progress for all learners</b>	<b>Elin Forsyth</b>
<b>SFG 6. Sustainable Communities</b>	<b>Deliver high standards of bilingual education in increasingly modern and sustainable community focussed environments</b>	<b>Simon Davies</b>
<b>SFG 7. Y Gymraeg</b>	<b>Ensure successful bilingual &amp; multilingual development for all</b>	<b>Aeron Rees</b>
<b>SFG 8. Departmental Operations</b>	<b>Provide high quality support services that impact on the efficiency of the education system</b>	<b>Nia Thomas</b>

*Note: These groups to work independently or together depending on the nature of the research and developmental work to be undertaken.*

*There may be sub-groups that sit alongside this tier within different divisions e.g within Teaching and Learning there are sub-groups providing and evaluating support for Literacy, Numeracy and digital.*

## KEY TO COLOUR CODES USED IN DELIVERY PLAN:

A. CURRENT 2023/24 ACTIONS (CORPORATE STRATEGY AND BUSINESS PLAN)

B. CURRENT 2023/24 MEASURES

C. REGULATORY RECOMMENDATIONS (FROM 2022 ONWARDS)

D. CORPORATE ANNUAL SELF-ASSESSMENT 2022/23

E. SERVICE ANNUAL SELF-ASSESSMENT 2022/23

F. NET ZERO CARBON ACTION PLAN ACTIONS

G. RURAL ACTION PLAN ACTIONS

H. POVERTY ACTION PLAN ACTIONS

I. CONSULTATION ACTION PLAN RESPONSE ACTIONS

# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
<b>WELL-BEING OBJECTIVE 1</b>							
<b>WBO1a - Thematic Priority: Healthy Lives – prevention/early intervention</b>							
16269	Continue to ensure that pupils with additional learning needs (ALN) are fully supported to meet their potential in line with ALN Reform. (CV3)		Rebecca Williams	CS	3	01/04/2024	31/03/2025
17063	Ensure an effective whole school approach to mental health and wellbeing,		Catrin Rees	BP		01/04/2024	31/03/2025
<b>WBO1b - Service Priority: Early years</b>							
<i>Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.</i>							
<b>WBO1c - Service Priority: Education</b>							
16270	Work alongside schools to increase school attendance rates and improve access to education for vulnerable pupils. (CV4)		Aneirin Thomas	CS	4	01/04/2024	31/03/2025
16271	Work with schools to deliver a full and rounded curriculum which aspires to raise educational standards and ensures that pupils understand and celebrate their local history, geography, and culture. (CV6)		Elin Forsyth	CS	6	01/04/2024	31/03/2025
16272	Ensure that the standard of learning and teaching in our schools is of a high quality to support our learners to make appropriate progress. (CV9)		Elin Forsyth	CS	9	01/04/2024	31/03/2025
16602	We will address the relevant recommendations of the Estyn Thematic Report – Celebrating diversity and promoting inclusion.		Elin Forsyth	BP		01/04/2024	31/03/2025
16603	We will address the relevant recommendations of the Estyn Thematic Report – The value of Youth Work Training.		Gill Adams	BP		01/04/2024	31/03/2025
16604	We will address the relevant recommendations of the Estyn Thematic Report – English language and literacy in settings and primary schools.		Marian Morgan	BP		01/04/2024	31/03/2025
16606	We will address the relevant recommendations of the Estyn Thematic Report – The teaching of Welsh history including Black, Asian and Minority Ethnic history, identity and culture.		Elin Forsyth	BP		01/04/2024	31/03/2025
17061	Ensure a robust and consistent system to monitor the progress of specific groups of pupils.		Aneirin Thomas	BP		01/04/2024	31/03/2025
17062	Continue to develop processes to reduce the number of exclusions		Paul Williams	BP		01/04/2024	31/03/2025
17064	Ensure that the Partneriaeth strategy and professional learning offer meets the needs of schools and learners effectively.		Elin Forsyth	BP		01/04/2024	31/03/2025
17065	Continue to develop support for schools to improve behaviour.		Jo Antoniazzi	BP		01/04/2024	31/03/2025
17066	In light of additional financial savings required by schools, we need to review the funding formula for primary and secondary schools		Aneirin Thomas	BP		01/04/2024	31/03/2025
17067	We will address the relevant recommendations of the Estyn Thematic Report – The Curriculum for Wales - How are regional consortia and local authorities supporting schools?		Elin Forsyth	BP		01/04/2024	31/03/2025
17068	We will address the relevant recommendations of the Estyn Thematic Report – Effective approaches to assessment that improve teaching and learning		Ann James	BP		01/04/2024	31/03/2025



# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
17070	We will address the relevant recommendations of the Estyn Thematic Report – Developing pupils’ English reading skills from 10-14 years of age		Elin Forsyth	BP		01/04/2024	31/03/2025
17071	We will strengthen Monitoring and Improvement planning at all levels of leadership.		Marian Morgan	BP		01/04/2024	31/03/2025
17072	We will continue to further strengthen school governance.		Lowri Williams	BP		01/04/2024	31/03/2025
17073	We will ensure (promote /develop) skills progression in all schools		Nicola Morris	BP		01/04/2024	31/03/2025
New	Strengthen school improvement processes, particularly for secondary schools ACL Audit recommendations to follow		Elin Forsyth			01/04/2024	31/03/2025
4.1.2.2	Percentage of authorised absence in secondary schools		Aneirin Thomas		4		
4.1.2.3	Percentage of authorised absence in primary schools		Aneirin Thomas		4		
4.1.2.4	The average Caped 9 points score for pupils eligible for Free School Meals, a pupils best 9 results including specific attainment requirements in English/Welsh, Mathematics–Numeracy, Mathematics and Science, of Year 11 pupils		Elin Forsyth		6		
5.0.2.2	Percentage of pupils in schools maintained by the Authority in the previous summer achieving 5 or more GCSE’s at grades A*-C or the vocational equivalent		Elin Forsyth		6		
PAM/007	Percentage of pupil attendance in primary schools		Aneirin Thomas		4		
PAM/008	Percentage of pupil attendance in secondary schools		Aneirin Thomas		4		
PAM/032	The average Caped 9 points score, a pupils best 9 results including specific attainment requirements in English/Welsh, Mathematics–Numeracy, Mathematics and Science, of Year 11 pupils		Elin Forsyth		6		
New	Average wider point score for pupils aged 15 at the preceding 31 August, in schools maintained by the local authority		Elin Forsyth				

## WELL-BEING OBJECTIVE 2

### WBO2a - Thematic Priority: Tackling Poverty

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

### WBO2b - Service Priority: Housing

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

### WBO2c - Service Priority: Social Care

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## WELL-BEING OBJECTIVE 3

### WBO3a - Thematic Priority: Economic Recovery and Growth

# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
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16274	Support the provision of opportunities for residents in the county to engage in essential learning in literacy, numeracy, and digital skills, in line with current Welsh Government funding. Enabling post 16 learners to upskill for employment and progression, as well as lifelong learning and community benefits. (CV8)		Tracy Warr	CS	8	01/04/2024	31/03/2025
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## WBO3b - Thematic Priority: Decarbonisation & Nature Emergency

16273	Work in schools to educate learners about food production and how to cook healthy meals using local produce. (CV82)		Elin Forsyth	CS	82	01/04/2024	31/03/2025
New	We will undertake Actions from the ECS Dept. Sustainability Plan.		Elin Forsyth			01/04/2024	31/03/2025

## WBO3c - Thematic Priority: Welsh Language & Culture

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## WBO3d - Thematic Priority: Community Safety, Resilience and Cohesion

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## WBO3e - Service Priority: Leisure & Tourism

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## WBO3f - Service Priority: Waste

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## WBO3g - Service Priority: Highways & Transport

New ALN transport catchment area review Action, wording tbc

## WELL-BEING OBJECTIVE 4

### WBO4a - Organisational Transformation - Overarching

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

### WBO4b - Organisational Transformation - Efficiencies and Value for Money

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

### WBO4c - Organisational Transformation - Income & Commercialisation

# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
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*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## WBO4d - Organisational Transformation - Workplace

*Comment: following the sale of Parc Dewi Sant in Autumn 2023 and using the Better Ways of Working principals, many Departmental staff have been re-located, the majority to Spillman Street. No further changes are anticipated in the near future.*

## WBO4e - Organisational Transformation - Workforce

16381	We will address the recruitment and retention challenges faced by schools.		Elin Forsyth	CS		01/04/2024	31/03/2025
16607	We will continue to promote Professional Learning opportunities for all staff.		Claire Jones	BP		01/04/2024	31/03/2025
16609	We will support schools to develop a culture in line with the Schools as Learning Organisations (SLO) principles.		Elin Forsyth	BP		01/04/2024	31/03/2025

## WBO4f - Organisational Transformation - Service Design & Improvement

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## WBO4g - Organisational Transformation - Customers & Digital Transformation

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## WBO4h - Organisational Transformation - Decarbonisation and Biodiversity

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## WBO4i - Organisational Transformation - Schools

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## CORE BUSINESS ENABLERS

### 5a - Information and Communication Technology (ICT)

*Non at this time.*

### 5b - Marketing & Media including customer services

M1	We will maintain the Marketing and Media campaign on school behaviour
M2	We will maintain the Marketing and Media campaign on school attendance
M3	We will maintain the Marketing and Media campaign on School staffing recruitment and retention
M4	Marketing campaigning for Adult Community Learning

### 5c - Legal

*Non at this time.*

# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
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**5d - Planning**

*Non at this time.*

**5e - Finance**

*Non at this time.*

**5f - Procurement**

*Non at this time.*

**5g - Internal Audit**

*Non at this time.*

**5h - People Management**

16610	Within Education and Inclusion Services we will analyse the current workforce, and then extending that analysis to identify future workforce requirements, skills and competencies which will be needed to deliver new, different, or improved service		Aneirin Thomas	BP		01/04/2024	31/03/2025
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**5i - Democratic Services**

*Non at this time.*

**5j - Policy & Performance**

*Non at this time.*

**5k - Electoral Services & Civil Registration**

*Non at this time.*

**5l - Estates & Asset Management**

*Non at this time.*

**5m - Risk Management**

*Please see Risks tab for current Corporate and Department Risks pertaining to this Division and Mitigating Measures.*

**5n - Business Support**

*Non at this time.*

Extract from Department for Education and Children's Services  
pertaining to Education & Inclusion Division

Risk (threat to achievement of business objective) (CRR denotes a Corporate Risk, EC denotes Dept. Risk)	Assessment of Uncontrolled Risk (Assume NO controls in place)			Risk Control Measures (Action refs:)	Assessment of Controlled Risk (Assume CURRENT controls in place)		
	Impact	Probability	Risk Rating		Impact	Probability	Risk Rating
<b>Corporate Risk CR20190018 - Delivery of quality Education Service , is divided into Departmental Risks EC100001-6</b>							
EC100001 - Failure to raise standards in schools	Significant 3	Possible 3	Medium 9	16270, 16272, 17065, 16274	Significant 3	Unlikely 2	Medium 6
EC100002 - Failure to support schools to remodel curriculum in light of Welsh Government reviews	Substantial 4	Likely 4	Significant 16	16271	Substantial 4	Unlikely 2	Medium 8
EC100003 - Failure to support schools to implement ALN reform	Substantial 4	Probable 5	Significant 20	16269	Substantial 4	Possible 3	Medium 12
EC100005 - Failure to provide appropriate support for vulnerable learners - ALN, LAC, EAL, Travelers, e-FSM	Substantial 4	Probable 5	Significant 20	17063, 16270, 17061, 17062	Substantial 4	Possible 3	High 12
CR20190019 - Failure to ensure that schools effectively manage their resources and respond to the challenge of reduced funding	Substantial 4	Likely 4	Significant 16	17066	Substantial 4	Likely 4	Significant 16
CRR190028 School Leadership - Our ability to recruit and retain high quality and resilient school leaders who can respond to and deal with the transformation of education in Wales.	Substantial 4	Probable 5	Significant 20	17064, 17071, 17072, 17073, 16381, 16607, 16609, 16610, MM3	Substantial 4	Probable 5	Significant 20

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# Cynllun Cyflawni Rhanbarthol 2024-2025 (Drafft - Rhagfyr 2023)

## Divisional Delivery Plan 2024-2025 (Draft - December 2023)

### Strategy & Learner Support Strategaeth a Chefnogaeth Ddysgwyr



[sirgar.llyw.cymru](http://sirgar.llyw.cymru)  
[carmarthenshire.gov.wales](http://carmarthenshire.gov.wales)

Cyngor Sir Gâr  
Carmarthenshire  
County Council



## INTRODUCTION



### Purpose of this Plan

This Divisional Delivery Plan sets the strategic actions and measures that the services within this Division will take forward in order for the Council to make progress against its Well-being Objectives, thematic priorities and service priorities. Action and measures for the delivery of the Cabinet Vision Statement Commitments are also included.

The plan also notes the support required by the divisional services from the Core Business Enablers in order to make progress against their own actions or actions and measures to be delivered by those Business Enabler services in their own right.

The actions and measures should set the direction of travel and translate into individual staff objectives targets. It provides an open and transparent way of showing staff, customers, elected members, and stakeholders what is to be achieved and how we plan to do this.

### Cabinet Member

#### Cabinet Member Portfolios relevant to Division:

#### **Councillor Glynog Davies, Cabinet Member with Responsibility for Education, Young People and the Welsh Language**

- Welsh in Education Strategic Plan and Forum
- Youth Support Service
- Education data and systems
- Development of the Welsh Language / Standards reporting
- Estyn (elements relating to Departmental self-evaluation)
- Education and Wellbeing Team
- Young People Not in Education, Employment & Training (NEETS)
- Post 16 Education & Funding and Regional Learning and Skills Partnership



#### **Cllr Jane Tremlett – Cabinet Member for Health & Social Services:**

- Youth Justice





## Director's Foreword

As we start a new business year, I would like to thank all staff for their continued commitment to ensuring that our children, young people and learners of all ages are happy, safe, and thriving, and fulfilling their personal, social and learning potential.

We continue to strive to make sure that every child and young person is valued and valued equally and to deliver our ambitious priorities.

As Director, I'm proud of what we've achieved as a service over the last year; we have worked as a team, focused on and listened to our children and young people, strived for excellence and acted with integrity- we put Carmarthenshire's core values into practice.

This was evidenced by the various inspections undertaken of our services during 2023/24. Estyn's Inspection of our Local Authority Education services noted- *'Carmarthenshire's education services are led robustly by senior leaders and elected members, who share a clear vision for education within the authority. This is supported by an open and positive culture and self-evaluation and improvement planning processes that are rigorous, on the whole. Through this, leaders have a positive effect on improving education provision and learners' outcomes in most of their areas of responsibility and are able to set a clear direction for further improvement in the future...'*

As one Education and Children's Services team we have worked effectively to ensure that our children and young people were successfully supported to access their education and all the services they required. I've been impressed by the innovation, perseverance and enthusiasm shown by staff across all divisions and schools to work through challenges and problem-solve together to make sure key services were available to our children, young people and their families.

However, it is important to acknowledge that as a Department and County Council we are facing significant financial challenges. The demands on our services are at the highest they've been for many years and the financial position is extremely difficult. However, we will continue to do our best, to provide the best services possible to support our children and young people.

As an Education and Children's Services Department we're a learning organisation continually looking at how we can further develop, address issues and improve. Therefore, the main priorities of the Department for the immediate future are encapsulated in the following 8 high-level statements-



Cynhwysiant ac Ymgysylltu Inclusion and Engagement	Addysgu a Dysgu Teaching and Learning	Diogelu Plant Safeguarding Children	Lles Wellbeing
Sicrhau system addysg ragweithiol, gynhwysol. Ensure a proactive, inclusive education system.	Sicrhau cynnydd ardderchog i bob dysgwr. Ensure excellent progress for all learners.	Sicrhau bod pob plentyn a pherson ifanc yn hapus, yn ddiogel ac yn ffynnu, gan ooesgyn tlodi. Ensure all children and young people are happy, safe and thrive, overcoming poverty.	Meithrin iechyd meddwl a chorfforol da iawn i bawb. Foster very good mental and physical health for all.
Arweinyddiaeth Leadership	Cymunedau Cynaliadwy Sustainable Communities	Y Gymraeg The Welsh	Strategaeth Adrannol Departmental Strategy
Sicrhau bod arweinyddiaeth ysbrydoledig yn arwain at gynnydd rhagorol i bob dysgwr. Ensure that aspirational leadership leads to excellent progress for all learners.	Cyflwyno safonau uchel o addysg mewn amgylcheddau cymunedol cynyddol fodern a chynaliadwy. Deliver high standards of education in increasingly modern and sustainable community focussed environments.	Sicrhau datblygiad dwyieithog ac amlieithog llwyddiannus i bawb . Ensure successful bilingual and multilingual development for all.	Darparu gwasanaethau cymorth o ansawdd uchel sy'n effeithio ar effeithlonrwydd y system addysg. Provide high quality support services that impact on the efficiency of the education system.

Each Division has their own detailed Business Plan and document the actions relevant to their respective sections.

**Gareth Morgans**

**Gareth Morgans; Director of Education and Children's Services**

## Divisional Overview

### Introduction by Head of Service

The last few years have been like no other. I'm immensely proud of how the division's component service areas have managed the aftermath of the Pandemic – which, combined with severe budgetary challenges, continues to demand leadership, integrity, managerial aptitude, and a one team approach.



The Strategy and Learner Support Division incorporates a wide array of services. We lead on the strategic direction of the service and have been active in developing our Departmental Ten-year plan and in coordinating the incorporation of corporate priorities to our business planning processes. Self-evaluation has strengthened, and this exercise also provides us with a sound basis for our forward planning. We strive to ensure a golden thread through all our policies and actions, as guided by our vision and moral purpose. Our actions from day to day are largely governed by expediting 8 priorities which are driven forward by our Strategic Focus Groups. Post Estyn inspection, we are now further refining our self-evaluation process to align more closely with corporate requirements.

Our division incorporates a valuable Business Support function which works to ensure the effective integration of professional and systems management roles and responsibilities across all education services. Information management is also evolving with an increasing focus on data protection. Systems and staffing structures are being refined constantly so that data can inform and drive our practice and that we can provide an improved offer to our clients and service users. Data analysis has improved markedly, with a purposeful new role created in our team structure.

Accentuated by societal factors, attention to wellbeing remains firmly in our focus and is a key component of our ongoing service delivery, where equity, inclusivity and excellence go hand in hand in all areas of service provision. Students' and young peoples' engagement with life and learning is multi-faceted, so that every child can have the best possible predisposition to learn and thrive.

A comprehensive offer of Youth and Youth Justice support is offered, which also sustains and bolsters young peoples' opportunities and life chances, so that we can nurture active and truly global citizens, who contribute actively to their bilingual communities in Carmarthenshire. The four pillars of service provision cover the 8-25 age range and offers open access and targeted provision and support throughout the county, whilst also encapsulating young peoples' participation. The service is strongly recognised by external evaluations, having received the Gold Quality Mark Award and a highly laudable HMIP inspection.

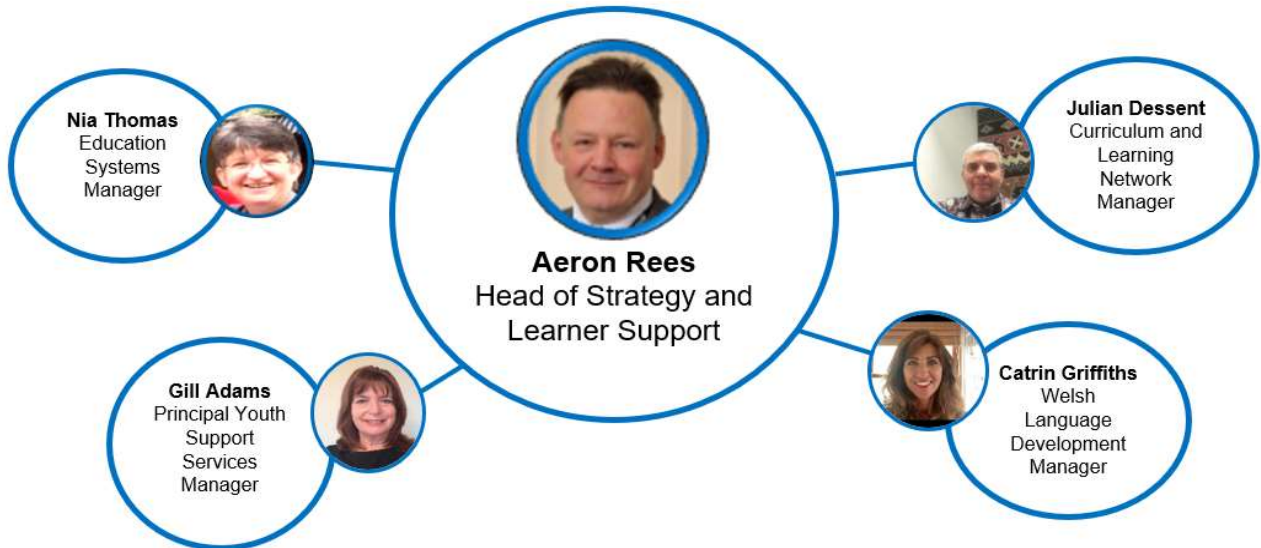
The Welsh in Education Strategic Plan is being implemented proactively as we support every school to move along the language continuum, supported by the new school linguistic categorisation system. This service is also supported by The Tîm Athrawon Gwella'r Gymraeg, who are primarily based in our language centres and provide vital and ground-breaking support to innate learners and those who are at the very onset of their bilingual journey.

The Post 16 landscape is evolving, and our review of provision and governance has yielded important conclusions and recommendations. We promote rich formal, non-formal and informal learning opportunities and experiences in our school, youth and special settings. Our aim is to work with Head teachers and key stakeholders in ensuring the holistic development of young people as happy, healthy, well-rounded individuals. We wish our young people to be both well qualified and well educated, being offered valuable and lasting experiences through a vibrant, broad and balanced local curriculum, framed within the national context. Learners' employability is paramount, tying in closely the post 16 curriculum with evolving requirements of the global, regional and local economies. This is becoming operationalised via the outcomes of the post 16 review, a Careers and Work-related learning offer predicated upon providing immersive, real-life problem-solving activity for our learners.

New insights have been gained in 2023/24 and we are building provision better and stronger for the future, secure in the view that the very best of our work can be considered at the cusp of lead professional practice.

**J. Aeron Rees, Head of Strategy and Learner Support 15.12.23**

## Divisional Structure



### **DIVISIONAL PROFILE OF SERVICES BY SERVICE AREA**

Strategy and Learner Support Division forms part of the Department for Education and Children.

The division has approximately 130 staff including Social Workers in the Youth Service and Teachers in the Welsh for adults team.

Budget to be confirmed following the consultation process, awaiting final documentation.

### **Key Responsibilities:**

Youth Support Services  
Participation and Children's Rights  
Strategy and Business plan coordination  
Education Systems Management and Design  
School MIS  
14-19 Learning Pathways and post-16 learning  
Young People Not in Education, Employment & Training (NEETS)  
Welsh Medium Education  
Welsh for Adults  
Welsh in the Department

### **Learning Transformation Service – Julian Dessent, Learning Network Development Manager**

#### **3-19 Curriculum Reform Business Unit**

The curriculum reform agenda as applicable for Carmarthenshire, within the national and regional context  
Local Curriculum, including partnership work with the Regional Consortia

The **Learning Transformation Service** includes:

11-19 learning partnership developments and 14-19 Learning Pathways in Carmarthenshire and regional links to the Partneriaeth 14-19 Group

the Partneriaeth 14-19 Group

Development of hybrid learning to support learning pathways including development of collaboration between schools and other stakeholders.

The development of learning pathways, careers education and work-related learning linked to the local economy and Regional Learning and Skills Partnership including the Swansea Bay City Region priorities.

Community focussed Schools

### **Welsh in Education Services – Catrin Griffiths, Welsh Language Development Manager**

The **Welsh in Education Service** includes:

Welsh in Education Strategic Plan implementation

School Linguistic Categorisation implementation

Welsh for Adults

Athrawon Gwella'r Gymraeg a Dwyieithrwydd (Tim Athrawon Datblygu'r Gymraeg)

Canolfannau Iaith

### **Youth Support Service – Gill Adams, Principal Youth Support Services Manager**

The Carmarthenshire **Youth Support Service** brings together the Youth Service and the Youth Justice Team under a single integrated management structure enabling the development of a more holistic approach to youth support services. The service retains the statutory functions of the Youth Justice Team; promotes the ethos of working together to deliver targeted support and retains elements of direct universal youth work provision.

Within its wide-ranging responsibilities, the Service undertakes strategic work to reduce the number of young people who become NEET in county and is responsible for the delivery of Welsh Government Youth Engagement and Progression Framework.

Services to children, young people and young adults are delivered by:

Universal Support Team - including Participation & Children's Rights (11-25)

Targeted Youth Support (10-18 years)

Targeted Youth Support Team (16-25 years)

Youth Justice Team (10 -17)

### **Education Systems – Nia Thomas, Education Systems Manager**

#### **Education Systems:**

The primary purpose of the Education Systems team is to provide effective integration of professional and systems management roles and responsibilities across all education services.

More specifically, the team undertakes the following key activities across all education functions of the local authority:

Service co-ordination, operation and support

Staff deployment and logistics

Business support for specialist services

Strategic and performance planning

Grants management and support

Co-ordination and liaison between local authority and regional functions associated with school improvement

Creditors and debtors processes, particularly those associated with school meals

Free School Meals applications

Departmental Management Team support

Catering Service support

Mail handling, reception & meeting room management (St. David's Park, Carmarthen)

Front of house (Neuadd y Gwendraeth, Drefach)

School Essentials Grant management

Co-ordination of Departmental and School communications

Co-ordination of Departmental and School communications

### **Educational Data Systems – design and analysis**

School MIS:

- School Management Information Systems (MIS) support, training & development
- Statutory school data returns, e.g. PLASC (Pupil Level Annual School Census), attendance & National Data Collection
- School data management and information requests

### **National Drivers/expectations for service area (strategy & policy)**

[Welsh Government - Successful Futures - Independent Review of Curriculum and Assessment Arrangements in Wales](#)

[Curriculum For Wales](#)

[Welsh Government: Education in Wales: Our National Mission Action Plan 2017-21](#)

[Welsh Government - Building a Brighter Future: The Early Years and Childcare Plan](#)

[Welsh Government - Keeping Learners Safe - The role of Local Authorities, Governing Bodies and proprietors of independent schools under the Education Act 2002](#)

[Welsh Government - Information Management Strategy](#)

[Welsh Government - National Literacy and Numeracy Framework \(LNF\)](#)

[Welsh Government - National Model for Regional Working Framework](#)

[Welsh Government - All Wales Attendance Framework](#)

[Welsh Government - The National Youth Work Strategy for Wales 2014-2018](#)

[Welsh Government - Delivering the Youth Guarantee in Wales](#)

[Welsh Government - Youth Engagement and Progression Framework Implementation Plan](#)

[Welsh Government - The School Organisation Code](#)

[Welsh Government – 21st Century Schools Programme](#)

[Welsh Government - Framework on embedding a whole-school approach to emotional and mental well-being](#)  
[The forthcoming Equity Wellbeing Strategy will be a key strategic driver for Well-being as the year progresses.](#)

[Additional Learning Needs \(ALN\) Reform](#)

[Crime and Disorder Act 1998](#)

[Learning & Skills Act 2000](#)

[Tertiary Education and Research \(Wales\) Bill](#)

[Million Speakers](#)

[School Standards and Organisation \(Wales\) Act 2013](#)

### **Regulatory Recommendations**

The Education and Children's Services Department was inspected by Estyn in July 2023. The report was very positive and constructive and identified a wide range of strengths and effective practice and minor aspects to improve. The Recommendations of the report were:

- R1 Improve pupils' attendance in the authority's schools
- R2 Strengthen school improvement processes, particularly for secondary schools
- R3 Refine approaches to self-evaluation and improvement planning

An action plan for each recommendation has been established but to avoid duplication with existing actions, only those pertinent to each of the four divisions appear in individual Divisional Delivery Plans. Amalgamated reports will be produced where applicable.

## Divisional Specific Strategies and Policies

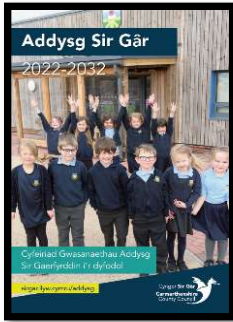
Welsh in Education Strategic Plan (WESP) - A new 10 Year WESP commenced on 1<sup>st</sup> September 2022.

## Youth Justice Plan

### Post 16 Review (Plan and Recommendations)

(hyper-link's to be added when published on Corporate Website).

## 10 Year Departmental Strategy and our Purpose Pieces



[Departmental Strategy](#) / [Strategaeth Adrannol](#)

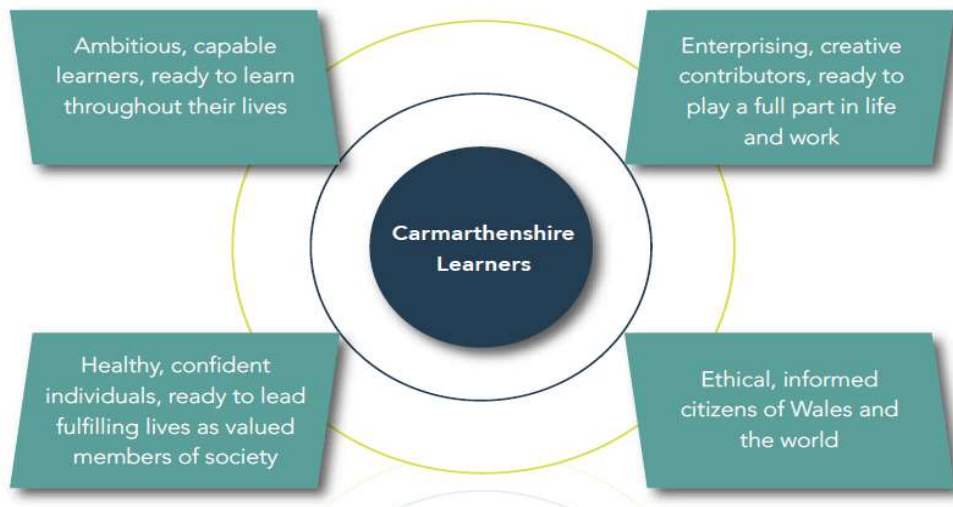
The Department has produced a draft 10 Year Strategy, **The future direction of Education Services in Carmarthenshire 2022 – 2032**, which includes our **Purpose Pieces** (High-Level Priorities). As a Department we have clear priorities focused around 4 key themes, tied into **Wales: Our National Mission**:



## Vision to 2032

We will support all Carmarthenshire learners. We will ensure that they are happy, safe, are thriving, and are fulfilling their personal, social and learning potential. We will strive to become the best we can be and be highly regarded locally, whilst also earning national and international recognition.

We will achieve our desired outcomes by realising our Purpose Pieces and the ideals of the new Curriculum for Wales:





### Strategic Focus Groups

The Carmarthenshire County Council Education and Children's Services Department's Strategic Progress is to be operationally and strategically steered through a series of collaborative 'Focus Groups', aligning to the department's business plan.

#### The aim and purpose of these Strategic Focus groups is to ensure that:

Our vision to 2032 is promoted, *'that children and young people are happy, safe and thriving, fulfilling their personal, social and learning potential'*.

We fulfil our moral purpose, that:

*'Every child and young person is valued and valued equally'*.

We are responsive to the changing needs of our children and young people and to the professionals who provide their care, support and education.

Our strategies are co-constructed, delivered and evaluated across the department, linking to the Corporate and Departmental aims and vision.

Schools, settings and services are provided with good quality, effective support and professional development in line with their children and young person's needs.

We collegiately monitor and evaluate the impact of our service strategies, informing future focus areas.

We improve the interface between services and schools, promote engagement and understand what schools want

**There will be one focus group to encompass each of our eight Departmental priority areas (this Division has a lead role in highlighted groups):**

<b>Focus Group</b>	<b>Priority Area</b>	<b>Chair (HOS)</b>
SFG 1. Inclusion and Engagement	Ensure a proactive, inclusive education system,	Aneirin Thomas
SFG 2. Teaching and Learning	Ensure excellent progress for all learners	Elin Forsyth
SFG 3. Safeguarding Children	Ensure all children and young people are happy, safe and thrive, overcoming poverty	Jan Coles
SFG 4. Wellbeing	Foster very good mental and physical health for all	Aeron Rees
SFG 5. Leadership	Ensure that aspirational Leadership leads to excellent progress for all learners	Elin Forsyth
SFG 6. Sustainable Communities	Deliver high standards of bilingual education in increasingly modern and sustainable community focussed environments	Simon Davies
SFG 7. <u>Y Gymraeg</u>	Ensure successful bilingual & multilingual development for all	Aeron Rees
SFG 8. Departmental Operations	Provide high quality support services that impact on the efficiency of the education system	Nia Thomas

*Note: These groups to work independently or together depending on the nature of the research and developmental work to be undertaken.  
There may be sub-groups that sit alongside this tier within different divisions e.g within Teaching and Learning there are sub-groups providing and evaluating support for Literacy, Numeracy and digital.*



# KEY TO COLOUR CODES USED IN DELIVERY PLAN

A. CURRENT 2023/24 ACTIONS (CORPORATE STRATEGY AND BUSINESS PLAN)

B. CURRENT 2023/24 MEASURES

C. REGULATORY RECOMMENDATIONS (FROM 2022 ONWARDS)

D. CORPORATE ANNUAL SELF-ASSESSMENT 2022/23

E. SERVICE ANNUAL SELF-ASSESSMENT 2022/23

F. NET ZERO CARBON ACTION PLAN ACTIONS

G. RURAL ACTION PLAN ACTIONS

H. POVERTY ACTION PLAN ACTIONS

I. CONSULTATION ACTION PLAN RESPONSE ACTIONS



# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
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## WELL-BEING OBJECTIVE 1

### WBO1a - Thematic Priority: Healthy Lives – prevention/early intervention

16384	We will ensure delivery against the Youth Justice Plan priorities.		Gill Adams	CS		01/04/2024	31/03/2025
16611	Continue to work on wellbeing of all staff and pupils		Aeron Rees	BP		01/04/2024	31/03/2025
16612	Further develop Learner voice and participation - being taken seriously in school;		Sarah Powell	BP		01/04/2024	31/03/2025

### WBO1b - Service Priority: Early years

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

### WBO1c - Service Priority: Education

16275	In line with the Welsh Government’s programme, increase the availability of bilingual and Welsh medium education in our schools, following thorough consultation with parents, school governing bodies, learners, and the local community. (CV10)		Catrin Griffiths	CS	10	01/04/2024	31/03/2025
16385	We will work with partners to develop further opportunities for vocational and employment learning pathways where applicable within the County.		Julian Dessent	CS		01/04/2024	31/03/2025
16386	Undertake a comprehensive review of post 16 provision including all stakeholders in order to achieve a learner centered provision in line with the Curriculum for Wales (CFW).		Julian Dessent	CS		01/04/2024	31/03/2025
16387	We will continue to use the Youth Engagement and Progression Framework as a means of effectively engaging those children and young people that are NEET/at risk of NEET.		Gill Adams	CS		01/04/2024	31/03/2025
16613	We will address the relevant recommendations of the Estyn Thematic Report – Support for learners’ mental health and emotional wellbeing.		Aeron Rees	BP		01/04/2024	31/03/2025
16614	We will address the relevant recommendations of the Estyn Thematic Report – “We don’t tell our teachers” Experiences of peer-on-peer sexual harassment among secondary school pupils in Wales.		Aeron Rees	BP		01/04/2024	31/03/2025
16615	We will address the relevant recommendations of the Estyn Thematic Report – Welsh Immersion Education - Strategies and approaches to support 3 to 11-year-old learners		Catrin Griffiths	BP		01/04/2024	31/03/2025
16616	We will address the relevant recommendations of the Estyn Thematic Report – A level Welsh First Language.		Julian Dessent	BP		01/04/2024	31/03/2025
16617	We will address the relevant recommendations of the Estyn Thematic Report – Business and social studies subjects at A level.		Julian Dessent	BP		01/04/2024	31/03/2025
16618	We will address the relevant recommendations of the Estyn Thematic Report – Post-16 partnerships.		Julian Dessent	BP		01/04/2024	31/03/2025
16619	We will address the relevant recommendations of the Estyn Thematic Report – How schools and colleges used the RRRS and catch-up grants for post 16 learners.		Julian Dessent	BP		01/04/2024	31/03/2025
17008	We will address the relevant recommendations of the Estyn Thematic Report – A review of the current 16-19 curriculum in Wales		Julian Dessent	BP		01/04/2024	31/03/2025
16618	We will extend Post 16 collaborative working.		Julian Dessent	BP		01/04/2024	31/03/2025
16619	We will continue to extend and develop the Seren More able and Talented Programme to pre-16 learners.		Julian Dessent	BP		01/04/2024	31/03/2025
16622	We will implement and review actions identified in the Youth Support Service Participation and Engagement Action Plan in order to strengthen participative approaches across the Youth Support Service.		Gill Adams	BP		01/04/2024	31/03/2025

# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
16623	Develop and implement a Departmental Childrens Rights, Participation and Engagement Plan.		Sarah Powell	BP		01/04/2024	31/03/2025
16624	We will continue to implement the agreed development plan for the School Management System to introduce further Local Authority functions		Luke Howells	BP		01/04/2024	31/03/2025
16625	Investigate the development / implementation of an Education data dashboard across all systems. Developing new analysis, maintaining training and support for staff on a data dashboard will require less resource from the service, while increasing turnaround for staff to access available data without delay.		Luke Howells	BP		01/04/2024	31/03/2025
17078	Further clarify our WESP (Welsh in Education Strategic Plan) strategy to certain audiences and continue with implementation, including the Professional Learning offer.		Catrin Griffiths	BP		01/04/2024	31/03/2025
17079	We will ensure that improvement planning and key strategies address the priorities of the council and schools efficiently		Aeron Rees	BP		01/04/2024	31/03/2025
New 1	CCC should consider the appointment of an Outdoor Education Advisor (OEA) in a "stand alone" role. This would allow sufficient capacity for the training programmes, policy development and monitoring required for CCC to become compliant with the standards contained in OEAP's National Guidance for Employers.		Aeron Rees			01/04/2024	31/03/2025
5.0.2.3	The percentage of 17 year olds who enter a volume equivalent to 2 A Levels and who achieve the Level 3 threshold (2 A levels grade A-E)				6		
5.1.0.2	The percentage of Year 13 Leavers not in education, employment or training (NEETS)				6		
PAM/009	The percentage of Year 11 Leavers not in education, employment or training (NEETS)				6		

## WELL-BEING OBJECTIVE 2

### WBO2a - Thematic Priority: Tackling Poverty

16626	We will deliver our Toy and Wellbeing Hamper Appeal to those children and families identified to us as requiring some support.		Nia Thomas	BP		01/04/2024	31/03/2025
Poverty Plan	Preventing Poverty - Develop ways of providing support to pupils and wider families through school support staff – will need to be mindful of resources and capacity		Aeron Rees			01/04/2024	31/03/2025
New 2	We will undertake the actions of the Child Poverty Agenda – Sub Plan: Learners, Children and Young People		Aeron Rees				

### WBO2b - Service Priority: Housing

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

### WBO2c - Service Priority: Social Care

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## WELL-BEING OBJECTIVE 3

### WBO3a - Thematic Priority: Economic Recovery and Growth

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

### WBO3b - Thematic Priority: Decarbonisation & Nature Emergency

# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
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New 3	We will undertake Actions from the ECS Dept. Sustainability Plan.		Aeron Rees			01/04/2024	31/03/2025
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## WBO3c - Thematic Priority: Welsh Language & Culture

16388	Encourage and develop more use of Welsh in the ECS department		Aeron Rees	CS		01/04/2024	31/03/2025
16627	We will address the relevant recommendations of the Estyn Thematic Report – Post-16 partnerships.		Julian Dessent	BP		01/04/2024	31/03/2025
16628	We will ensure that children and young people are encouraged to access a range of services through the Welsh Language provided by the Youth Support Service.		Gill Adams	BP		01/04/2024	31/03/2025
MFR-16	That the Council continues with the progress being made in moving all primary and secondary schools along the continuum in terms of increasing Welsh medium provision. MFR-16		Catrin Griffiths			01/04/2024	31/03/2025

## WBO3d - Thematic Priority: Community Safety, Resilience and Cohesion

New 4	The Youth Support Service continues to work to tackle anti-social behaviour. Distint PIMS Action wording to be confirmed.		Gill Adams			01/04/2024	31/03/2025
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## WBO3e - Service Priority: Leisure & Tourism

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## WBO3f - Service Priority: Waste

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## WBO3g - Service Priority: Highways & Transport

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## WELL-BEING OBJECTIVE 4

### WBO4a - Organisational Transformation - Overarching

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

### WBO4b - Organisational Transformation - Efficiencies and Value for Money

16629	Further develop internal and external cooperation and communication for Education & Children Services		Nia Thomas	BP		01/04/2024	31/03/2025
16633	Review Education & Children Services departmental business support services in order to meet the demands of new ways of working.		Nia Thomas	BP		01/04/2024	31/03/2025

### WBO4c - Organisational Transformation - Income & Commercialisation

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
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## WBO4d - Organisational Transformation - Workplace

*Comment: following the sale of Parc Dewi Sant in Autumn 2023 and using the Better Ways of Working principals, many Departmental staff have been re-located, the majority to Spillman Street. No further changes are anticipated in the near future.*

## WBO4e - Organisational Transformation - Workforce

*See Action 16632 below*

## WBO4f - Organisational Transformation - Service Design & Improvement

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## WBO4g - Organisational Transformation - Customers & Digital Transformation

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## WBO4h - Organisational Transformation - Decarbonisation and Biodiversity

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## WBO4i - Organisational Transformation - Schools

*Comment: all Services work collaboratively across a range of Priorities, however there are no direct Actions for Divisional Services under this heading at this time.*

## CORE BUSINESS ENABLERS

### 5a - Information and Communication Technology (ICT)

New 5 ICT support to be sought for the development of Hybrid Learning.

### 5b - Marketing & Media including customer services

New 6 Marketing and Media campaign to be produced on the effects of social media on young people's wellbeing.

### 5c - Legal

*Non at this time.*

### 5d - Planning

*Non at this time.*

### 5e - Finance

*Non at this time.*

# DIVISIONAL DELIVERY PLAN 2024/2025

PIMS Ref	Action/Measure Description	Senior Manager A/M Owner	Responsible Officer	Corporate Strategy or Business Plan	Cabinet Vision Number	Action Start Date	Action Target End Date
<b>5f - Procurement</b>							
<i>Non at this time.</i>							
<b>5g - Internal Audit</b>							
<i>Non at this time.</i>							
<b>5h - People Management</b>							
16631	Address the relevant recommendations of the Estyn Thematic Report - The Value of Youth Work Training		Gill Adams	BP		01/04/2024	31/03/2025
16632	Within Strategy and Learner Support services, we will analyse the current workforce, and then extending that analysis to identify future workforce requirements, skills and competencies which will be needed to deliver new, different, or improved service		Aeron Rees	BP		01/04/2024	31/03/2025
<b>5i - Democratic Services</b>							
<i>Non at this time.</i>							
<b>5j - Policy &amp; Performance</b>							
<i>Non at this time.</i>							
<b>5k - Electoral Services &amp; Civil Registration</b>							
<i>Non at this time.</i>							
<b>5l - Estates &amp; Asset Management</b>							
<i>Non at this time.</i>							
<b>5m - Risk Management</b>							
<i>Please see Risks tab for current Corporate and Department Risks pertaining to this Division and Mitigating Measures.</i>							
New 7	Ensure that Youth Support Services effectively manage their resources and respond to the challenge of reduced funding		Gill Adams			01/04/2024	31/03/2025
New 8	Ensure that Welsh in Education Services effectively manage their resources and respond to the challenge of reduced funding		Catrin Griffiths			01/04/2024	31/03/2025
<b>5n - Business Support</b>							
<i>Non at this time.</i>							

Extract from Department for Education and Children's Services  
pertaining to Strategy and Learner Support Division

Risk (threat to achievement of business objective) (CRR denotes a Corporate Risk, EC denotes Dept. Risk)	Assessment of Uncontrolled Risk (Assume NO controls in place)			Risk Control Measures (Action refs:)	Assessment of Controlled Risk (Assume CURRENT controls in place)		
	Impact	Probability	Risk Rating		Impact	Probability	Risk Rating
<b>Corporate Risk CR20190018 - Delivery of quality Education Service , is divided into Departmental Risks EC100001-6</b>							
EC100004 - Failure to deliver the Welsh in Education Strategic Plan and the recommendations of the Welsh Language Carmarthenshire Report	Significant 3	Likely 4	High 12	16275, 16615, 17078, MFR-16	Significant 3	Possible 3	High 9
EC300005 - Failure to manage the safety of pupils and staff during higher risk school trips, visits and activities to meet the standards laid out in National Guidance issued by Outdoor Education Advisors Panel (OEAP).	Catastrophic 5	Possible 3	High 15	New 1	Catastrophic 5	Unlikely 2	High 10
EC1000015 Failure to ensure that Youth Support Services effectively manage their resources and respond to the challenge of reduced funding, possibly leading to an increase in NEET figures, Anti-social Behaviour, Criminal Justice Entrants, etc	Catastrophic 5	Likely 4	Significant 20	New 7	Catastrophic 5	Likely 4	Significant 20
EC1000016 Failure to ensure that Welsh in Education Services effectively manage their resources and respond to the challenge of reduced funding, leading to a reduction in the Services offered.	Substantial 4	Likely 4	Significant 16	New 8	Substantial 4	Possible 3	High 12



## EDUCATION, YOUNG PEOPLE AND THE WELSH LANGUAGE SCRUTINY COMMITTEE

**31/01/2024**

### EXPLANATION FOR NON-SUBMISSION OF SCRUTINY REPORT

**Purpose:**

Explanation provided for the non-submission of a scrutiny report.

**The Scrutiny Committee Is Asked To:**

Note the explanation provided for the non-submission of a scrutiny report.

**Reason:**

The Council's Constitution requires Scrutiny Committees to develop, publish and keep under review an annual Forward Work Plan which identifies the issues and reports to be considered at meetings during the course of the year. If a report is not presented as scheduled, officers are expected to prepare a non-submission report explaining the reason(s) why.

**To be referred to the Cabinet for decision: NO**

**Cabinet Member Portfolio Holder:**

Cllr. Glynog Davies (Cabinet Member for Education and Welsh Language)

**Directorate:**  
Chief Executive

**Name of Head of Service:**  
Linda Rees Jones

**Report Author:**  
Julie Owens

**Designations:**

Head of Administration and Law

Democratic Services Officer

**Tel Nos./ E Mail Addresses:**

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## EXECUTIVE SUMMARY

### EDUCATION, YOUNG PEOPLE AND THE WELSH LANGUAGE SCRUTINY COMMITTEE

31/01/2024

#### EXPLANATION FOR NON-SUBMISSION OF SCRUTINY REPORT

The Council's Constitution requires Scrutiny Committees to develop, publish and keep under review an annual Forward Work Plan which identifies the issues and reports to be considered at meetings during the course of the year.

If a report is not presented as scheduled, officers are expected to prepare a non-submission report explaining the reason(s) why.

DETAILED REPORT ATTACHED?

YES

#### IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.

Signed: Linda Rees-Jones

Head of Administration & Law

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets	Bio-diversity & Climate Change
NONE	NONE	NONE	NONE	NONE	NONE	NONE	NONE

Section 100D Local Government Act, 1972 – Access to Information  
List of Background Papers used in the preparation of this report:

There are none.

## **EXPLANATION FOR NON-SUBMISSION OF SCRUTINY REPORTS**

**SCRUTINY COMMITTEE:** Education and Welsh Language

**DATE OF MEETING:** 31 January, 2024

<b>ITEM</b>	<b>RESPONSIBLE OFFICER</b>	<b>EXPLANATION</b>	<b>REVISED SUBMISSION DATE</b>
<b>10 Year Social Services Strategy</b>	Jake Morgan / Silvana Sauro	The report is still being developed and due to staffing commitments the meeting with officers will not take place until January.	17.05.2024

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## EDUCATION, YOUNG PEOPLE AND THE WELSH LANGUAGE SCRUTINY COMMITTEE 31/01/2024

### FORTHCOMING ITEMS

**Purpose:**

To provide background information on the forthcoming items to be considered by the Education, Young People and the Welsh Language Scrutiny Committee at its next meeting.

**The Scrutiny Committee is asked to:**

Note the forthcoming items to be considered at the next meeting of the Education, Young People and the Welsh Language Scrutiny Committee to be held on 03 April 2024.

**Reason:**

The Council's Constitution requires Scrutiny Committees, at the commencement of each municipal year, to develop and publish a Forward Work Plan which identifies the issues and reports which will be considered at meetings during the course of the year.

**To be referred to the Cabinet for decision:**

No.

**Cabinet Member Portfolio Holder:**

Cllr. Glynog Davies (Education and Welsh Language)

<p><b>Directorate:</b> Chief Executive's</p>	<p><b>Designations:</b></p>	<p><b>Tel Nos. / E-Mail Addresses:</b></p>
<p><b>Name of Head of Service:</b> Linda Rees-Jones</p>	<p>Head of Administration &amp; Law</p>	<p>01267 224010 <a href="mailto:lrjones@cararthenshire.gov.uk">lrjones@cararthenshire.gov.uk</a></p>
<p><b>Report Author:</b> Julie Owens</p>	<p>Democratic Services Officer</p>	<p>01267 224088 <a href="mailto:juowens@cararthenshire.gov.uk">juowens@cararthenshire.gov.uk</a></p>

# EXECUTIVE SUMMARY

## EDUCATION, YOUNG PEOPLE AND THE WELSH LANGUAGE SCRUTINY COMMITTEE 31/01/2024

### FORTHCOMING ITEMS

The Council's Constitution requires Scrutiny Committees, at the commencement of each municipal year, to develop and publish a Forward Work Plan which identifies the issues and reports to be considered at meetings during the course of the year. When formulating the Forward Work Plan the Scrutiny Committee will take into consideration those items included on the Cabinet's Forward Work Plan.

The list of forthcoming items attached includes those items which are scheduled in the latest version of the Education, Young People and the Welsh Language Scrutiny Committee's Forward Work Plan to be considered at its next meeting.

The Cabinet Forward Plan is updated on a regular basis, the most recent version is available to view in the following link:-

<https://democracy.carmarthenshire.gov.wales/mgListPlans.aspx?RPId=131&RD=0>

Also attached for information is the 2023/24 Forward Work Plan for the Education, Young People and the Welsh Language Scrutiny Committee.

DETAILED REPORT  
ATTACHED?

YES:

- (1) List of Forthcoming Items
- (2) Education, Young People and Welsh Language Scrutiny Committee Forward Work Plan

## IMPLICATIONS

**I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.**

**Signed: Linda Rees-Jones**

**Head of Administration & Law**

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets	Bio- diversity & Climate Change
<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>

**CABINET MEMBER PORTFOLIO HOLDER AWARE / CONSULTED**

YES

**Section 100D Local Government Act, 1972 – Access to Information  
List of Background Papers used in the preparation of this report:**

**There are none.**

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## FORTHCOMING ITEMS – TO BE CONSIDERED AT THE NEXT MEETING OF THE EDUCATION, YOUNG PEOPLE AND THE WELSH LANGUAGE SCRUTINY COMMITTEE TO BE HELD ON 03 APRIL 2024

In order to ensure effective Scrutiny, Members need to be clear as to the purpose of requesting specific information and the outcome they are hoping to achieve as a consequence of examining a report. Limiting the number of agenda items may help to keep meetings focused and easier to manage.

Agenda Item	Background	Reason for report
Progress Update on the Roll-out of Free School Meals Across Carmarthenshire	The report will detail the progress made by the Council on the roll-out of Free School Meals across Carmarthenshire against Welsh Government timescales. An overview of the challenges in terms of capacity issues, including kitchen facilities and staffing resources will also be included.	To enable Committee to keep abreast of the roll out of provision and review the challenges faced by the Catering Service.
Additional Learning Needs Update	The report will provide information pertaining to the progress made regarding the implementation of the Additional Learning Needs and Education Tribunal (Wales) Act and the areas of best practice with pupils with Additional Learning Needs.	To enable Committee to keep abreast of the progress made in implementing the Act and review current practice.
Update on the Strategic Focus Groups within the Education and Children's Services division.	Estyn Recommendations	To enable Committee to keep abreast of and review the work of the Education and Children's Services division.
Update on Estyn's Review of the Welsh for Adults Provision – tbc after	Estyn completed an inspection of Welsh for Adults provision within the County. To provide information including Census information, the current provision of	To review the council's current position and be assured that arrangements are in place to address any identified recommendations / areas for improvement.

presentation at 8 <sup>th</sup> February session.	courses in the county and an update on Actions emanating from the inspection.	
Revenue & Capital Budget Monitoring Report 2023/24	To provide the Committee with an update on the latest budgetary position as at 31 December 2023, in respect of 2023/24. The report will be circulated to the Committee for consideration outside the meeting process by email.	To allow members to exercise their scrutiny role in relation to the report.
Update on Estyn Report Publications	To ensure that the Committee are kept abreast of the latest Estyn report publications. The report will be circulated to the Committee for consideration outside the meeting process by email.	To enable Committee to kept abreast of the latest Estyn report publications and raise items to be added to the Committee's Forward Work Plan.
Performance Management Report Quarter 3	The report provides an update in respect of the Actions and Measures relevant to the Education, Young People and Welsh Language Scrutiny Committee's linked to the Corporate Strategy and Well-being Objectives. The report will be circulated to the Committee for consideration outside the meeting process by email.	To allow members to exercise their scrutiny role in relation to the report.

# Education, Young People and the Welsh Language Scrutiny Committee Forward Plan 2023/24

FOR THE PERIOD 31 JANUARY 2024 TO 23 MAY 2024

Subject / Decision	Decision Maker	Decision Due Date	Lead Member	Lead Officer
<p>Divisional Service Delivery Plans</p> <p>The Divisional Delivery Plans set the strategic actions and measures that the services within the Division will take forward in order for the Council to make progress against its Well-being Objectives, thematic priorities and service priorities.</p>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>31 Jan 2024</p>	<p>Cabinet Member for Education and Welsh Language</p>	<p><i>Aneirin Thomas, Head of Education Services and Inclusion</i>  <i>ARThomas@carmarthenshire.gov.uk, Simon Davies, Head of Access to Education</i>  <i>sidavies@carmarthenshire.gov.uk, Jan Coles, Head of Children and Families</i>  <i>jcoles@carmarthenshire.gov.uk, Gareth Morgans, Director of Education &amp; Children's Services</i>  <i>edgmorgans@carmarthenshire.gov.uk, Aeron Rees, Head of Strategy and Learner Support</i>  <i>jarees@carmarthenshire.gov.uk</i></p>
<p>Revenue Budget Strategy Consultation</p> <p>The objective of the report is to allow members to consider the corporate budget strategy and the associated service delivery impact and options for the forthcoming years.</p>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>31 Jan 2024</p>	<p>Cabinet Member for Resources</p>	<p><i>Chris Moore, Director of Corporate Services</i>  <i>cmoore@carmarthenshire.gov.uk</i></p>

Subject / Decision	Decision Maker	Decision Due Date	Lead Member	Lead Officer
<p>Update on Childcare Offer for Wales</p> <p>To receive an update on the Childcare Offer for Wales in accordance with its intended primary aims to:</p> <ul style="list-style-type: none"> <li>-enable more parents, particularly mothers, to return to work</li> <li>-increase the disposable income of those in work and help counteract poverty for those in low-paid jobs</li> <li>-encourage child development and school readiness</li> </ul>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>31 Jan 2024</p>	<p>Cabinet Member for Education and Welsh Language</p>	<p><i>Noeline Thomas, Service Manager</i>  <i>NoThomas@carmarthenshire.gov.uk, Jan Coles, Head of Children and Families</i>  <i>jcoles@carmarthenshire.gov.uk</i></p>
<p>Forthcoming Items</p> <p>To provide background information on the forthcoming items to be considered by the Education, Young People and the Welsh Language Scrutiny Committee at its next meeting.</p>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>31 Jan 2024</p>	<p>Cllr. Carys Jones</p>	<p><i>Julie Owens, Democratic Services Officer</i>  <i>JuOwens@carmarthenshire.gov.uk</i></p>
<p>Revenue &amp; Capital Budget Monitoring Report 2023/24</p> <p>To provide Scrutiny with an update on the latest budgetary position as at 31st October 2023, in respect of 2023/24. The report will be circulated to the Committee for consideration outside the meeting process by email.</p>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>31 Jan 2024</p>	<p>Cllr. Glynog Davies, Cabinet Member, Cllr. Alun Lenny, Cabinet Member</p>	<p><i>Chris Moore, Director of Corporate Services</i>  <i>cmoore@carmarthenshire.gov.uk</i></p>

Subject / Decision	Decision Maker	Decision Due Date	Lead Member	Lead Officer
<p>Update on Estyn Report Publications</p> <p>The report provides links to the latest Estyn report publications, which will enable the Committee to be apprised of developments/emerging issues. The report will be circulated to the Committee for consideration outside the meeting process by email.</p>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>31 Jan 2024</p>	<p>Cabinet Member for Education and Welsh Language</p>	<p><i>Gareth Morgans, Director of Education &amp; Children's Services</i>  <i>edgmorgans@carmarthenshire.gov.uk</i></p>
<p>Performance Management Report Quarter 2</p> <p>The report provides an update in respect of the Actions and Measures relevant to the Education, Young People and Welsh Language Scrutiny Committee's linked to the Corporate Strategy and Well-being Objectives. The report will be circulated to the Committee for consideration outside the meeting process by email.</p>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>31 Jan 2024</p>	<p>Cllr. Glynog Davies, Cabinet Member</p>	<p><i>Aeron Rees, Head of Strategy and Learner Support</i>  <i>jarees@carmarthenshire.gov.uk</i>, <i>Simon Davies, Head of Access to Education</i>  <i>sidavies@carmarthenshire.gov.uk</i>, <i>Jan Coles, Head of Children and Families</i>  <i>jcoles@carmarthenshire.gov.uk</i>, <i>Aneirin Thomas, Head of Education Services and Inclusion</i>  <i>ARThomas@carmarthenshire.gov.uk</i></p>
<p>Update on Estyn's Review of the Welsh for Adults Provision</p> <p>To review the council's current position and be assured that arrangements are in place to address any identified recommendations / areas for improvement.</p>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>TBC</p>	<p>Cllr. Glynog Davies, Cabinet Member</p>	<p><i>Aeron Rees, Head of Strategy and Learner Support</i>  <i>jarees@carmarthenshire.gov.uk</i></p>

Subject / Decision	Decision Maker	Decision Due Date	Lead Member	Lead Officer
<p>Progress Update on the Roll-out of Free School Meals Across Carmarthenshire</p> <p>The report will detail the progress made by the Council on the roll-out of Free School Meals across Carmarthenshire against Welsh Government timescales. An overview of the challenges in terms of capacity issues, including kitchen facilities and staffing resources will also be included.</p>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>3 Apr 2024</p>	<p>Cabinet Member for Education and Welsh Language</p>	<p><i>Simon Davies, Head of Access to Education sidavies@carmarthenshire.gov.uk</i></p>
<p>Additional Learning Needs Update</p> <p>The report will provide information pertaining to the progress made regarding the implementation of the Additional Learning Needs and Education Tribunal (Wales) Act and the areas of best practice with pupils with Additional Learning Needs.</p>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>3 Apr 2024</p>	<p>Cabinet Member for Education and Welsh Language</p>	<p><i>Aneirin Thomas, Head of Education Services and Inclusion ARThomas@carmarthenshire.gov.uk</i></p>
<p>Update on the Eight Priority Areas within the Education and Children's Services Division</p> <p>To receive an update on the Eight Priority Areas within the Education and Children's Services division. The Committee will focus one priority in each quarter of the year, reviewing the objectives and proposing updates/changes as required.</p>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>3 Apr 2024</p>	<p>Cabinet Member for Education and Welsh Language</p>	<p><i>Simon Davies, Head of Access to Education sidavies@carmarthenshire.gov.uk, Aeron Rees, Head of Strategy and Learner Support jarees@carmarthenshire.gov.uk, Jan Coles, Head of Children and Families jcoles@carmarthenshire.gov.uk, Aneirin Thomas, Head of Education Services and Inclusion</i></p>

Subject / Decision	Decision Maker	Decision Due Date	Lead Member	Lead Officer
				<i>ARThomas@carmarthenshire.gov.uk</i>
<p>Forthcoming Items</p> <p>To provide background information on the forthcoming items to be considered by the Education, Young People and the Welsh Language Scrutiny Committee at its next meeting.</p>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>3 Apr 2024</p>	<p>Cllr. Carys Jones</p>	<p><i>Julie Owens, Democratic Services Officer</i> <i>JuOwens@carmarthenshire.gov.uk</i></p>
<p>Revenue &amp; Capital Budget Monitoring Report 2023/24</p> <p>To provide Scrutiny with an update on the latest budgetary position as at 31st December 2023, in respect of 2023/24. The report will be circulated to the Committee for consideration outside the meeting process by email.</p>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>3 Apr 2024</p>	<p>Cllr. Alun Lenny, Cabinet Member, Cllr. Glynog Davies, Cabinet Member</p>	<p><i>Chris Moore, Director of Corporate Services</i> <i>cmoore@carmarthenshire.gov.uk</i></p>
<p>Update on Estyn Report Publications</p> <p>The report provides links to the latest Estyn report publications, which will enable the Committee to be appraised of developments/emerging issues. The report will be circulated to the Committee for consideration outside the meeting process by email.</p>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>3 Apr 2024</p>	<p>Cabinet Member for Education and Welsh Language</p>	<p><i>Gareth Morgans, Director of Education &amp; Children's Services</i> <i>edgmorgans@carmarthenshire.gov.uk</i></p>
<p>Performance Management Report Quarter 3</p> <p>The report provides an update in respect</p>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>3 Apr 2024</p>	<p>Cllr. Glynog Davies, Cabinet Member</p>	<p><i>Aneirin Thomas, Head of Education Services and Inclusion</i> <i>ARThomas@carmarthenshire.gov.uk</i></p>

Subject / Decision	Decision Maker	Decision Due Date	Lead Member	Lead Officer
<p>of the Actions and Measures relevant to the Education, Young People and Welsh Language Scrutiny Committee's linked to the Corporate Strategy and Well-being Objectives. The report will be circulated to the Committee for consideration outside the meeting process by email.</p>				<p><i>re.gov.uk, Simon Davies, Head of Access to Education sidavies@carmarthenshire.gov.uk, Jan Coles, Head of Children and Families jcoles@carmarthenshire.gov.uk, Aeron Rees, Head of Strategy and Learner Support jarees@carmarthenshire.gov.uk</i></p>
<p>Update on the Work of the Carmarthenshire Youth Council</p> <p>To receive an update on the work of the Carmarthenshire Youth Council in accordance with the four main areas of representation pertaining to:</p> <ul style="list-style-type: none"> <li>-Education</li> <li>-Universal</li> <li>-Special Interest</li> <li>-Welsh Youth Parliament</li> </ul>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>17 May 2024</p>	<p>Cabinet Member for Education and Welsh Language</p>	<p><i>Aeron Rees, Head of Strategy and Learner Support jarees@carmarthenshire.gov.uk, Sarah Powell, Young People's Participation Co-ordinator SJPowell@carmarthenshire.gov.uk, Gill Adams, Principal Manager - Youth Support Service GAdams@carmarthenshire.gov.uk</i></p>
<p>Update on the Strategic Focus Groups within the Education and Children's Services Division</p> <p>The report provides a biannual update on the work of the Strategic Focus</p>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>17 May 2024</p>	<p>Cabinet Member for Education and Welsh Language</p>	<p><i>Jan Coles, Head of Children and Families jcoles@carmarthenshire.gov.uk, Simon Davies, Head of Access to Education sidavies@carmarthenshire.gov.uk</i></p>



Subject / Decision	Decision Maker	Decision Due Date	Lead Member	Lead Officer
Groups within the Education and Children's Services Division, with an opportunity for the Committee to input as the work develops departmentally.				<p><i>gov.uk, Aeron Rees, Head of Strategy and Learner Support  jarees@carmarthenshire.gov.uk, Aneirin Thomas, Head of Education Services and Inclusion  ARThomas@carmarthenshire.gov.uk</i></p>
<p>Scrutiny Actions Update</p> <p>The report will enable the Committee to review the progress made in relation to actions, requests or referrals recorded during previous meetings of the Committee.</p>	Education, Young People & the Welsh Language Scrutiny Committee	17 May 2024	Cllr. Carys Jones	<p><i>Julie Owens, Democratic Services Officer  JuOwens@carmarthenshire.gov.uk</i></p>
<p>Forthcoming Items</p> <p>To provide background information on the forthcoming items to be considered by the Education, Young People and the Welsh Language Scrutiny Committee at its next meeting.</p>	Education, Young People & the Welsh Language Scrutiny Committee	17 May 2024	Cllr. Carys Jones	<p><i>Julie Owens, Democratic Services Officer  JuOwens@carmarthenshire.gov.uk</i></p>
<p>Revenue &amp; Capital Budget Monitoring Report 2023/24</p> <p>To provide Scrutiny with an update on the latest budgetary position as at 28th February 2024, in respect of 2023/24.</p>	Education, Young People & the Welsh Language Scrutiny Committee	17 May 2024	Cllr. Glynog Davies, Cabinet Member, Cllr. Alun Lenny, Cabinet Member	<p><i>Chris Moore, Director of Corporate Services  cmoore@carmarthenshire.gov.uk</i></p>

Subject / Decision	Decision Maker	Decision Due Date	Lead Member	Lead Officer
<p>The report will be circulated to the Committee for consideration outside the meeting process by email.</p>				
<p>Update on Estyn Report Publications</p> <p>The report provides links to the latest Estyn report publications, which will enable the Committee to be appraised of developments/emerging issues. The report will be circulated to the Committee for consideration outside the meeting process by email.</p>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>17 May 2024</p>	<p>Cabinet Member for Education and Welsh Language</p>	<p><i>Gareth Morgans, Director of Education &amp; Children's Services</i>  <i>edgmorgans@carmarthenshire.gov.uk</i></p>
<p>10 YEAR SOCIAL SERVICES STRATEGY</p> <p>To provide members with a vision on how the Council will provide the statutory social services functions over the next decade. The document will detail the following areas: Introduction, Vision Statement, The services people receive, Social Work Models of care, Safeguarding, Integration and Partnerships , Workforce and an Action Plan.</p> <p>The report will be circulated to the Committee for consideration outside the meeting process by email.</p>	<p>Education, Young People &amp; the Welsh Language Scrutiny Committee</p>	<p>17 May 2024</p>	<p>Cllr. Jane Tremlett, Cabinet Member</p>	<p><i>Jake Morgan, Director of Community Services</i>  <i>jakemorgan@carmarthenshire.gov.uk</i></p>

## EDUCATION, YOUNG PEOPLE & THE WELSH LANGUAGE SCRUTINY COMMITTEE

FRIDAY, 1 DECEMBER 2023

**PRESENT:** Councillor A.C. Jones (Chair)

**Councillors (In Person):**

S.M. Allen	K.V. Broom	L. Davies	P. Hughes-Griffiths
B.W. Jones	E. Skinner		

**Councillors (Virtually):**

L.R. Bowen	D. Jones	S.L. Rees	M. Thomas
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**Co-opted Members (In Person):**

A. Butcher, Parent Governor  
A. Enoch, Parent Governor  
V. Kenny, Roman Catholic Church Representative

**Cabinet Members (In Person)**

G. Davies, Cabinet Member for Education and Welsh Language

**Also Present (In Person):**

G. Morgans, Director of Education & Children's Services  
S. Davies, Head of Access to Education  
A Thomas, Head of Education Services and Inclusion  
E. Forsyth, Strategic Lead for School Effectiveness  
G. Evans, Headteacher, Ysgol Y Strade  
Ll. Jones, Principal Education Support Advisor  
C. Davies Education Support Advisor  
G. Kirby, Music Service Coordinator  
E. Evans, Principal Democratic Services Officer  
J. Owens, Democratic Services Officer

**Also Present (Virtually):**

A. Rees, Head of Strategy and Learner Support  
J. Stuart, Senior Business Partner (HR)  
M. Runeckles, Members Support Officer  
S. Rees, Simultaneous Translator

**Chamber - County Hall, Carmarthen. SA31 1JP and remotely - 10.00 am – 12.36pm**

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors M.J.A. Lewis and H. Jones.

Note: These minutes are subject to confirmation at the next meeting.

**2. DECLARATIONS OF PERSONAL INTEREST INCLUDING ANY PARTY WHIPS ISSUED IN RELATION TO ANY AGENDA ITEM**

Councillor	Minute Item(s)	Nature of Interest
B. W. Jones	5. School Recruitment and Staffing Update	Son is Headteacher of a school within Carmarthenshire. Cllr Jones has been granted dispensation by the Standards Committee allowing her to speak and make representations only.

There were no declarations of prohibited party whips.

**3. PUBLIC QUESTIONS (NONE RECEIVED)**

The Chair advised that no public questions had been received.

**4. REVIEW OF SUPPLY STAFF ARRANGEMENTS IN CARMARTHENSHIRE**

Committee considered a report which detailed the current Supply Staff arrangements in Carmarthenshire. The report had been requested to review the cost effectiveness of the current external provision and to explore the potential viability of an in-house service provision.

The report set out the current arrangements, costings and potential alternative models for the provision of supply staff. In this regard, Committee was interested to note that the Welsh Government would be implementing a National Supply Pool with a digital platform in an endeavour to develop options for a sustainable model of supply teaching with fair work across Wales. It was noted that implementation would be on a staggered approach and Committee looked forward with interest to receiving an update following analysis of the pilot within Anglesey Local Authority.

A number of observations and queries were addressed, as follows:

In response to a query regarding the significant increase in agency staff expenditure in recent years, the Lead Business Partner explained that the costings may be attributable to the additional agency staff engaged by schools which had been paid for by Welsh Government grant funding as part of the post-pandemic recovery process. Committee was advised that the funding would have primarily been awarded for the purpose of recruiting additional teaching and support staff, however due to the uncertainty around the duration of the grant funding, schools may have been reluctant to employ permanent staff which would have incurred additional redundancy costs following the cessation of funding. Accordingly, a reduction in overall agency spend was expected in line with the reduction or withdrawal of these grants.

Note: These minutes are subject to confirmation at the next meeting.

The Head of Education and Inclusion Services clarified, in response to a question, that the additional expenditure was attributable directly to the increase in demand, as opposed to the rising costs of supply teachers.

Following a query, the Lead Business Partner outlined the costings and timescales involved in direct Local Authority employment, including on-costs compared with utilisation of Agency Staff which would include agency fees. In this regard the Lead Business Partner confirmed that the minimum pay rate for Supply Teachers who held the Qualified Teacher Status was in line with the current published School Teacher's Pay and Conditions (Wales) Document; nevertheless, schools were authorised to pay highly daily rates if appropriate.

A discussion ensued on the differing roles of Supply Teachers with Qualified Teacher Status and Cover Supervisors. In response to the concerns raised by Committee regarding the potential for schools to utilise more Cover Supervisors as a budget saving solution, the Head of Education and Inclusion Services outlined the quality of learning checks undertaken by the Authority and commented that schools should make effective use of a blend of both Supply Teachers and Cover Supervisors.

Following a query regarding the allocation of funding for schools, the Head of Education and Inclusion Services confirmed that additional funding would be provided to schools with greater challenges, including those within deprived areas by way of core funding and grant supplements.

The Committee acknowledged that initial analysis suggested that none of the alternative models detailed within the report would result in savings to schools or the Authority. However, a change of approach to covering short-term teacher absences with a Cover Supervisor could generate some efficiencies with minimum impact on pupils and their learning. Accordingly, it was expressed that the way forward should incorporate a combined approach, with improved absence management processes to reduce the amount of supply cover needed, together with cost effective supply cover.

**UNANIMOUSLY RESOLVED that:**

- 4.1 the report be noted and a further update be considered by the Committee following completion of the pilot study undertaken at Anglesey Local Authority.**
- 4.2 the comments and observations made by the Committee in respect of the review of supply staff arrangements within Carmarthenshire Council be forwarded to the Cabinet for consideration.**

Note: These minutes are subject to confirmation at the next meeting.

## 5. SCHOOL RECRUITMENT AND STAFFING UPDATE

[Note: Councillor B. W. Jones had earlier declared an interest in this item and remained in the meeting during the deliberation of the matter but did not vote].

Committee considered a report which provided an update on the current position in respect of recruitment and retention in schools. In this regard, the report set out statistics for the county, together with comparable figures at a national level pertaining to the recruitment and retention of teachers, the number of Welsh language medium teachers, the number of students applying for and completing Post Graduate Certificates in Welsh and English and an overview of the current leadership context.

In reviewing the report, a synopsis of the array of measures being explored to address the significant challenges was provided to the Committee in the context of professional development programmes, marketing campaigns and the recruitment process within the Council. Detailed consideration was given to the overarching recommendations set out in the report.

A number of observations and queries were addressed, as follows:

In response to a query, the Strategic Lead for School Effectiveness reported that there was a national shortage of people interested in teaching as a career. Reference was made to anecdotal evidence of teaching becoming a less desirable profession for a variety of reasons which needed to be addressed, including the remuneration for Teaching Assistant roles commensurable to the requirements of the role. The Strategic Lead for School Effectiveness provided an assurance that a Consultative Group had been established within the Authority to review all aspects of the teaching structure and was comprised of a vertical slice of employees involved in the education of Carmarthenshire pupils. It was acknowledged that more work could be done on a national level to tap into the wealth of experience available which would, in turn, contribute positively to the learning experience.

In response to a request for further information pertaining to the professional learning offer, the Committee was advised that the Carmarthenshire Leadership Academy had been co-constructed with school leaders and would be supported by a central online platform to assist schools in prioritising training requirements to areas of need. An assurance was provided that additional support was available from the School Improvement Team to the smaller schools with limited extended leadership structure.

A suggestion was put forth to undertake a task and finish on school federations to explore the correlation between recruitment and budget implications within the context of the Modernising Education Programme. The Chair advised that, if appropriate, the need for a task and finish group could be reviewed following delivery of the workshop on school federations to the Committee scheduled in the Spring 2024. The Cabinet Member for Education and Welsh Language highlighted that the Cabinet was currently reviewing the school footprint as part of

Note: These minutes are subject to confirmation at the next meeting.

the Modernising Education Programme to address the significant challenges currently faced by schools.

Following a query on the impact of school building maintenance costs on school budgets the Director of Education and Children reported that information would be circulated to the Committee on the calculation of the funding formula and school budget allocation per head. It was confirmed that Governing Bodies were responsible for ensuring that the funding was utilised to meet the needs of their respective school. It was however acknowledged that the funding did not meet all costs incurred by some schools, particularly in respect of repair and maintenance of buildings as the budget allocation was primarily based on pupil numbers. Initiatives such as the handy van service had been rolled out to primary schools in an endeavour to ease the burden of schools in this regard.

**RESOLVED that:**

- 5.1 the report be noted;**
- 5.2 information on the calculation of the funding formula and school budget allocation per head be circulated to the Committee;**
- 5.3 the comments and observations made by the Committee in respect of the recruitment and retention in schools be noted by the Cabinet Member for Education and Welsh Language and the Director of Education and Children's Services.**

**6. THE MUSIC SERVICE**

Committee received for consideration a report which provided an overview of the statutory and non-statutory delivery of the music service within Carmarthenshire County Council, together with the positive impact on personal and societal levels.

The report detailed the array of benefits derived from music education and noted its importance within the context of the Curriculum for Wales and the National Plan for Music Education. Furthermore, the Committee was provided with an overview of the range of support offered to both primary and secondary schools via an annual Service Level Agreement for a wide range of disciplines, in addition to the corporate and community support provided by the music service annually.

A number of observations and queries were addressed, as follows:

An overview of the funding mechanisms for the music service was provided to the Committee whereby schools had a menu of options available to them as part of a Service Level Agreement. It was explained that most schools had a charging policy in place whereby pupils were required to pay a contribution towards music tuition, which was topped up by core funding by the Authority. Furthermore, it was clarified that music education as a subject within secondary schools would be provided from school budgets. In response to a query, the

Note: These minutes are subject to confirmation at the next meeting.

Music Service Coordinator provided an assurance that no charges were levied upon pupils eligible for free school meals (eFSM) for music service tuition and loan of instruments to ensure equality of opportunity for all pupils. The Committee was gratified to note that many pupils made the most of the opportunities provided in this regard.

The Committee commended the music service provision within the Council for its sterling contribution to the development of learners across Carmarthenshire and emphasised the importance of music education for several reasons, including health and wellbeing, confidence building, cultural appreciation, cognitive development and creativity.

The Music Service Coordinator, in response to comments made by the Committee, provided a synopsis of the future plans for community support which included opportunities to work with the Adult and Community Learning team to provide opportunities for learners of all ages and engage greater with the generic public. The Authority also engaged with theatres across Carmarthenshire to offer a programme of orchestra concerts.

**RESOLVED that:**

- 6.1 the report be noted;**
- 6.2 the development of the music provision for adults be endorsed;**
- 6.3 the comments and observations made by the Committee in respect of the music service be noted by the Cabinet Member for Education and Welsh Language and the Director of Education and Children's Services.**

## **7. SCRUTINY ACTIONS UPDATE**

The Committee received a report which detailed the progress achieved in relation to requests or referrals emerging from previous meetings of the Education, Young People and Welsh Language Scrutiny Committee during the 2022/23 and 2023/24 municipal years.

Reference was made to the delayed report in respect of the Update on Estyn's Review of the Welsh for Adults Provision whereby it was emphasised that two years had passed since the review and therefore a request was made for the report to be provided for the next meeting. The Director of Education and Children's Services clarified that there had been developments in respect of the service within the county and discussions with Welsh for Adults were ongoing. An assurance was provided that the report would be submitted to the Committee as soon as possible, with a final date to be confirmed with the Chair.

**RESOLVED that:**

- 7.1 the report be noted;**

Note: These minutes are subject to confirmation at the next meeting.



**7.2 An update report on Estyn’s Review of the Welsh for Adults Provision be submitted to the Committee as soon as possible, with a final date to be confirmed with the Chair.**

**8. EXPLANATION FOR NON-SUBMISSION OF SCRUTINY REPORT**

The Committee received an explanation for the non-submission of the following scrutiny report:

Eight Priority Areas within the Education and Children's Services division (Estyn Inspection Recommendations). It was noted that the report would be considered by the Committee in Spring 2024.

In addition, Committee was advised that the report pertaining to the 10 year social services strategy, which was due to be circulated by email, had been delayed until 31 January 2024.

**RESOLVED that the explanation for the non-submission be noted.**

**9. FORTHCOMING ITEMS**

The Committee received a list of forthcoming items to be considered at its next meeting to be held on the 31<sup>st</sup> January 2024.

**RESOLVED that**

**9.1 the list of forthcoming items to be considered at the next scheduled meeting on the 31<sup>st</sup> January 2024 be noted.**

**9.2 An update report on school budgets be incorporated into the 2024/25 Forward Work Plan, to be considered at the Committee meeting scheduled 26 June 2024.**

**10. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE COMMITTEE HELD ON THE 9TH OCTOBER 2023**

**RESOLVED that the minutes of the meeting of the Committee held on 9<sup>th</sup> October 2023 be signed as a correct record.**

\_\_\_\_\_  
**CHAIR**

\_\_\_\_\_  
**DATE**

Note: These minutes are subject to confirmation at the next meeting.

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