



To: Members of the Performance
Scrutiny Committee

Date: 29th August, 2012

Direct Dial: 01824 712554

e-mail: dcc_admin@denbighshire.gov.uk

Dear Councillor

You are invited to attend a meeting of the **PERFORMANCE SCRUTINY COMMITTEE** to be held at **9.30 am** on **THURSDAY, 6 SEPTEMBER 2012** in **CONFERENCE ROOM 1A, COUNTY HALL, RUTHIN.**

Yours sincerely

G. Williams
Head of Legal and Democratic Services

AGENDA

PART 1 - THE PRESS AND PUBLIC ARE INVITED TO ATTEND THIS PART OF THE MEETING

1 APOLOGIES

2 DECLARATION OF INTERESTS

Members to declare any personal or prejudicial interests in any business identified to be considered at this meeting.

3 URGENT MATTERS AS AGREED BY THE CHAIR

Notice of items which, in the opinion of the Chair, should be considered at the meeting as a matter of urgency pursuant to Section 100B(4) of the Local Government Act 1972.

4 MINUTES OF THE LAST MEETING (Pages 5 - 12)

To receive the minutes of the Performance Scrutiny Committee held on 26 July 2012 (copy enclosed).

5 TRANSFORMATION OF POST 16 EDUCATION (Pages 13 - 24)

To receive a report by 14 – 19 Coordinator (copy enclosed) which asks the Committee to consider the effectiveness of the delivery of post 16 education in the County and its associated costs.

9:45am - 10:15am

6 MONITORING OF SCHOOLS' FINANCIAL POSITION (Pages 25 - 28)

To consider a report by the Head of Internal Audit Services (copy enclosed) to scrutinise the progress achieved to date by those schools identified as being in financial difficulty in delivering their recovery plans and reducing their deficits, and the potential impact on their educational performance.

10:15am - 10:30am

BREAK

10:30am - 10:45am

7 DENBIGHSHIRE SCHOOL FUNDING FORMULA (Pages 29 - 36)

To consider a report by the Education Finance Manager (copy enclosed) to review the proposals for the framework for the new Funding Formula in Mainstream and Special Schools.

10:45am - 11:15am

8 SCRUTINY WORK PROGRAMME (Pages 37 - 54)

To consider a report by the Scrutiny Coordinator (copy enclosed) seeking a review of the committee's forward work programme and updating members on relevant issues.

11:15am - 11:30am

9 FEEDBACK FROM COMMITTEE REPRESENTATIVES

To receive any updates from Committee representatives on various Council Boards and Groups

PART 2 - CONFIDENTIAL ITEMS

It is recommended in accordance with Section 100A (4) of the Local Government Act 1972 that the Press and Public be excluded from the meeting during consideration of the following item(s) of business because it is likely that exempt information (as defined in Paragraph(s) “[Insert Paragraph Number]” of Part 4 of Schedule 12A of the Act) would be disclosed.

MEMBERSHIP

Councillors

Ian Armstrong
Meirick Davies
Richard Davies
Huw Hilditch-Roberts
Colin Hughes (Chair)

Geraint Lloyd-Williams
Peter Owen
Allan Pennington
Arwel Roberts
Gareth Sandilands

Voting Co-opted Members for Education (Agenda Items No. 5, 6 and 7 only)

Ms C. Burgess
Mrs. G. Greenland

Ms. D. Houghton
Dr. D. Marjoram

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PERFORMANCE SCRUTINY COMMITTEE

Minutes of a meeting of the Performance Scrutiny Committee held in Conference Room 1b, County Hall, Ruthin on Thursday, 26 July 2012 at 11.15 am.

PRESENT

Councillors Ian Armstrong, Bill Cowie, Richard Davies, Huw Hilditch-Roberts, Colin Hughes (Chair), Geraint Lloyd-Williams, Peter Owen, Arwel Roberts and Gareth Sandilands

Observers: Councillors Joan Butterfield, Gwyneth Kensler and David Simmons

ALSO PRESENT

Councillor Julian Thompson-Hill (Lead Member for Finance and Assets), Chief Accountant (RW), Corporate Improvement Team Manager (TW), Scrutiny Coordinator (RE) and Committee Administrator (KEJ)

1 APOLOGIES

Councillors Meirick Davies and Allan Pennington

2 DECLARATIONS OF INTEREST

Councillor Ian Armstrong declared a personal interest in the Foryd Harbour Development (included in the Capital Plan at agenda item no. 8) as he was Chair of the Harbour Forum.

3 URGENT MATTERS

No urgent matters had been raised.

4 MINUTES OF THE LAST MEETING

The minutes of the Performance Scrutiny Committee held on 28 June 2012 were submitted.

Accuracy – the following amendments were agreed –

- to include Councillor Meirick Davies in the members present section
- to rectify typographical errors replacing 'Sandilandsands' with 'Sandilands' in the members present section and to replace 'Councillor C.L. Hughes' with 'Councillor C. Hughes' as the committee's representative on the Housing & Community Development Service Challenge Group (page 13, item no. 10)

Matters Arising – the Chair drew members' attention to the updated list of scrutiny committee representatives on the Service Challenge Groups detailed within the

briefing papers (previously circulated). It was noted that the Regeneration Service (represented by Councillor Gareth Sandilands) would form part of the Housing & Community Development Service in future. Councillor Sandilands requested that he be invited to future Service Challenge meetings of the new Housing and Community Development Service because of his keen interest in the regeneration aspect. The Scrutiny Coordinator explained the change to scrutiny representation for the Highways & Infrastructure Service and Councillor Peter Owen reiterated his interest in highway matters. It was agreed that Councillor Owen would continue to attend that service challenge in addition to being scrutiny's representative for Children & Family Services. The Corporate Improvement Team Manager advised that the next round of service challenges would likely take place in October/November and he agreed to circulate the meeting dates as soon as they became available.

The Scrutiny Coordinator drew members' attention to the update on resolutions arising from the minutes which had been included as an appendix to the Scrutiny Work Programme report for consideration later on the agenda.

RESOLVED that, subject to the above amendments, the minutes of the meeting held on 28 June 2012 be received and approved as a correct record.

5 FINANCE REPORT 2012/13

Councillor Julian Thompson-Hill, Lead Member for Finance and Assets (LM:F&A) submitted a report (previously circulated) detailing the Council's performance against its budget strategy for 2012/13. The detail had been contained within the finance report presented to Cabinet on 17 July which had been included as an appendix and showed the budgetary position as at the end of June 2012 and savings achieved.

The LM:F&A provided a summary of the Council's financial position as follows –

- the latest revenue budget forecast showed a balanced position across all services, including schools and corporate budgets
- £1.312m (38%) of the agreed savings had been achieved with £2.131m (62%) currently being progressed
- highlighted key variances from budgets and savings targets relating to individual services
- a general update on the Capital Plan and Housing Revenue Account, and
- confirmed Cabinet's approval, of the Strategic Investment Group's recommendation, of the scheme to relocate Prestatyn Library.

During a review of the financial information the committee discussed a number of issues with the LM:F&A which focused on the following matters –

- concerns regarding the financial implications for the authority following completion of the housing stock condition survey which would likely identify a significant programme of works. The LM:F&A advised that the council was on track to achieve Welsh Housing Quality Standard by the end of the financial year. Once the outcome of the condition survey was known

consideration could then be given to the financial implications of future capital investment

- the valuable service provided by Integrated Children's Centres (ICCs) was highlighted together with the loss of Cymorth funding and concerns were raised regarding the £40k budget pressure identified for Rhyl's Oaktree Centre which was described as integral to early intervention for families in the area. Members stressed the importance of securing funding for the long term viability of both centres in Rhyl and Denbigh. The possibility of a new consortia bid with Home start for grant funding was mentioned and the Chair asked for an update on progress at the committee's next meeting. Members were advised that there had been a lengthy discussion on ICCs at the service challenge meeting with a number of funding models being explored
- Councillor Joan Butterfield referred to the Rhyl Town Centre Regeneration Project and sought clarification regarding the project specification, timescales and costing. It was agreed that the Scrutiny Coordinator look into the matter and report back thereon. Members highlighted the importance of monitoring such schemes to ensure that they were carried out in accordance with the required specification, in an appropriate timeframe and within budget
- progress made with the former North Wales Hospital, Denbigh was considered and members were advised of the latest position. Councillor Huw Hilditch-Roberts highlighted the lack of communication on this issue which prompted a debate during which members described communication as a widespread problem within the authority with councillors not always being made aware of issues affecting their wards and the wider community. It was agreed that the matter be referred to the Corporate Governance Committee to consider how communication with councillors could be improved
- clarification was sought on the reasoning behind the decision to relocate Prestatyn Library and the impact of that decision on service users and other library services in the county. Councillor Gareth Sandilands advised that Prestatyn Town Council had raised issues over car parking and health and safety and had suggested a pedestrian crossing be located at the new site. The LM:F&A provided further background information on the scheme which had been considered the best option for Prestatyn having taken all factors into account. A pay and display car park was situated across the road from the new location. Councillor Huw Hilditch-Roberts reported upon steps to modernise the county's library services ensuring no libraries were neglected and that appropriate funding schemes were secured. Councillor Butterfield highlighted the shortage of start up business units and suggested that the vacated library site could be used for that purpose.

The LM:F&A also clarified specific issues in response to members' questions and comments regarding various aspects of the report. He replied to questions regarding particular service areas and advised that those services identified as being able to achieve savings following service challenges had been detailed in Appendix 2 to the report. Bodelwyddan Castle and ECTARC were operated by

Arms Length Companies (both had council representation on their boards) and the grants provided by the authority would be reduced.

RESOLVED that –

- (a) *the latest financial position in the delivery of the Council's budget strategy and Medium Term Financial Plan be noted;*
- (b) *an update on progress made to address the budget pressure identified for the Rhyl Integrated Children's Oaktree Centre be provided to the next meeting of the committee;*
- (c) *the Scrutiny Coordinator make enquiries regarding the Rhyl Town Centre Regeneration Project and report back thereon, and*
- (d) *the committee's concerns regarding the lack of consistent communication and engagement with councillors by officers to ensure they are kept fully informed of issues within the county be referred to the Corporate Governance Committee with a view to improving communication.*

6 SCRUTINY WORK PROGRAMME

A report by the Scrutiny Coordinator was submitted (previously circulated) seeking members' review of the committee's future work programme and providing an update on relevant issues. Various appendices had also been attached to the report requiring members' consideration.

The Scrutiny Coordinator reported upon the development of the draft work programme and members discussed potential amendments in light of the business to be considered to ensure a manageable workload for future meetings. Nominations were also considered for scrutiny representatives to serve on the Schools Standards Monitoring Group and the Corporate Equalities Group.

After consideration members agreed that –

- the items listed for September meeting be confirmed
- the Review of Licensing Matters report be deferred to November (members also requested clarification on the collaborative arrangements with Conwy County Borough Council for this service by their next meeting)
- the reports on the Corporate Complaints Policy and Your Voice Complaints Performance (Q1) scheduled for October be amalgamated
- the Draft Tenancy Agreement and Handbook scheduled for November be referred to either Communities or Partnership Scrutiny Committee dependent upon whether there was any involvement with other housing associations (the Scrutiny Coordinator agreed to report back on the level of collaboration, if any, with Registered Social Landlords on this work)
- the suggested dates for receiving monitoring reports on the Corporate Plan and Your Voice Complaints be confirmed, and

- the submission of future financial monitoring reports to the Corporate Governance Committee as determined by the Scrutiny Chairs & Vice Chairs Group be supported.

The committee referred to the Review of Faith Based Education Provision which was subject to a future report to Cabinet and raised concerns over rumours circulating regarding the review. Members felt that all councillors needed to be made aware of the current position and requested a position statement be circulated.

Finally reference was made to the information report contained in the committee's briefing papers on the CSSIW Inspection of Audit Social Services and the Chair asked members to feedback any questions or comments to him outside of the meeting. Any performance issues requiring attention would be added to the committee's work programme.

RESOLVED that –

- (a) *subject to the amendments and agreements referred to above, the forward work programme as detailed in Appendix 1 to the report be approved;*
- (b) *clarification on the collaborative arrangements for Licensing and services within Planning and Regulatory Services be provided by the committee's next meeting;*
- (c) *the Scrutiny Coordinator report back to the committee on the level of collaboration, if any, with Registered Social Landlords in formulating the Draft Tenancy Agreement and Handbook;*
- (d) *a position statement be requested regarding the Review of Faith Based Education Provision (subject of a future Cabinet report) for circulation to all councillors and education co-opted members on scrutiny committees;*
- (e) *Councillor Arwel Roberts be appointed the committee's representative on the Schools Standards Monitoring Group and Councillor Richard Davies be appointed as substitute member, and*
- (f) *the Chair, Councillor Colin Hughes be appointed the committee's representative on the Corporate Equalities Group and Councillor Geriant Lloyd-Williams be appointed as substitute member.*

7 FEEDBACK FROM COMMITTEE REPRESENTATIVES

The Chair referred to his attendance at recent Service Challenge meetings and expressed his disappointment that savings had not been identified during that first round of meetings. He stressed the importance of scrutiny representatives attending during the next round of service challenges in October/November when savings would be discussed together with how services would be delivered. The Corporate Improvement Team Manager confirmed that invitations to Service

Challenge meetings would only be sent to those councillors whose attendance was required.

RESOLVED that the verbal report from the Chair regarding his attendance at recent Service Challenge meetings be noted.

EXCLUSION OF PRESS AND PUBLIC

RESOLVED that under Section 100A of the Local Government Act 1972, the Press and Public be excluded from the meeting for the following items of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 14 of Part 4 of Schedule 12A of the Local Government Act 1972.

8 MONITORING THE CAPITAL PLAN

[Councillor Ian Armstrong declared a personal interest in the Foryd Harbour Development as he was Chair of the Harbour Forum.]

Councillor Julian Thompson-Hill, Lead Member for Finance and Assets (LM:F&A) submitted a confidential report (previously circulated) providing an update on the Capital Plan outturn position for 2011/12 and the latest position for the period 2013/14 and 2014/15. Those projects approved by Council on 28 February 2012 had also been included within the report.

The LM:F&A advised of the latest position in terms of the major projects, property acquisitions/demolitions and highway programme works contained within the capital plan, clarifying issues in response to questions on specific projects and timescales including the funding provision for the Ruthin Leisure Centre development.

The following issues were also raised by members –

- serious concerns regarding the delay in demolishing the Honey Club in Rhyl in view of the building's condition and safety fears and the need to progress with the redevelopment of the site at the earliest opportunity
- clarification of particular aspects of the West Rhyl Housing Project together with assurances regarding delivery of the project within reasonable timescales
- the need to include timescales for major projects to assist in monitoring the progress and delivery of individual projects.

The LM&F&A responded to the issues raised by members as follows –

- confirmed that once consent had been granted demolition of the Honey Club would commence. If required on health and safety grounds the building would be demolished sooner. Both the Council and the developer were keen to proceed with the redevelopment as soon as possible
- elaborated upon the proposals for the West Rhyl Housing Project and advised that a detailed report would be submitted to County Council in the autumn. The Scrutiny Coordinator added that an open invitation would be extended to all scrutiny members to attend the next meeting of the

Communities Scrutiny Committee scheduled for 13 September in Rhyl to discuss the Rhyl Going Forward Programme which would include a tour of key strategic sites

- referred to the difficulties of including meaningful timescales for particular projects where various elements were dependent upon outside influences and not within the Council's control.

Members also discussed the WORKsmart flexible working project and subsequent implications of particular initiatives including the lack of car parking which had generated much debate and concern. The need to ensure that the authority was demonstrating value for money through WORKsmart initiatives was also highlighted. Councillor Joan Butterfield reported upon the benefits of SMART working introduced at Rhyl Town Council which was working well.

RESOLVED that –

- (a) the outturn position on the Capital Plan for 2011/12 and the latest position for the period 2012/13 to 2014/15 be noted, and*
- (b) the Lead Member for Finance and Assets be asked to take forward members' concerns regarding the safety of the Honey Club building and the need to resolve the matter as soon as possible.*

The meeting concluded at 1.30 p.m.

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Agenda Item 5

Agenda item:

Report to: Performance Scrutiny Committee

Date of Meeting: 6th September 2012

Lead Member/Officer: Lead Member for Education

Report Author: 14-19 Coordinator

Title: Transforming Post 16 Education

1. What is the report about?

1.1 The report is an update on progress in Transforming Post 16 Education in Denbighshire, focusing particularly on the Dyffryn Clwyd Partnership after its first full cycle of operation. Progress in Prestatyn/Rhyl 6th & the Dee Valley can be found in Appendix 3.

2. What is the reason for making this report?

2.1 To inform the committee of the impact of this on schools and young people in Denbighshire in terms of value for money and educational outcomes.

3. What are the Recommendations?

3.1 That Members review the outcomes to date and assess the costs, benefits, value for money and risks of the Transformation Partnerships.

4. Report detail

4.1 The impact of the Partnerships, the improved offer of appropriate progressive courses at Level 3 in all of our schools, and of the overall performance of Denbighshire pupils in terms of achieving the Level 2 Threshold and Level 2 Threshold plus Welsh or English plus Mathematics has been marked. Denbighshire's participation rate (the % of Year 11 pupils continuing in the Sixth Form or at FE college) rose to 89.9% and was second only to Monmouth (by 0.5%) in Wales.

- **Dyffryn Clwyd Post 16 Partnership**

We have now reached the end of the first full cycle of the collaborative offer with the first set of Level 3 (mainly A level) results.

Those who completed Year 13 this year were offered 58 Level 3 (AS/A level standard) courses that include 22 vocational and applied options giving Vale of Clwyd learners as wide a range of courses as anywhere in the country. The stay-on rate (the % of year 11 continuing into the Sixth Form) across the

four Dyffryn Clwyd schools rose from 56.8% in 2009 to 60.8% in 2010 and 63.2% in 2011.

96.2% of students in the Partnership achieved the Level 3 Threshold of at least 2 passes; 97.9% of grades were A* to E passes; 78.2% A* to C. It is very pleasing to see that students accessing courses other than at their own school have, on average, achieved at least as highly as in subjects at their own school; on average about a quarter of a grade – see Appendix 4.

The Joint Governance Committee, the responsible body for agreeing the local area curriculum, has met regularly to discuss the curriculum pattern, take up of options and to monitor progress. They have also discussed issues of sustainability.

The 14-19 Team support both the Joint Committee and the Dyffryn Clwyd Operational Group that deals with logistics and other such matters. The team managed the inter-partner payments mechanism on behalf of the schools and colleges, and payments were made on time in March 2012 as planned. This will enable the Joint Committee to address the issues of sustainability and value for money alongside the curriculum offer.

- all of the schools and colleges in Dyffryn Clwyd again offered a curriculum that exceeds the terms of the Learning and Skills Measure in 2011
- 258* students accessed courses with learner providers other than their own base schools (* as March 15th 2012)

The table* below summarises the participation of Year 12 and Year 13 students in the partnership

	to Brynhyfryd	to Denbigh	to St Brigid's	to G. Clwyd	to Deeside C, Llysfasi	to C. Llandrillo, Dinbych
students from other bases	66	41	87	5	25	34

	Base schools Brynhyfryd	from Denbigh HS	from St Brigid's	from G. Clwyd
students going to Other providers	56	115	61	26

The schools paid for this provision with other learning providers from their base budgets; they received £175k into their core budgets for the courses they were accessing elsewhere, and paid out just under £140k (they retain 20% as agreed in the Partnership Memorandum of Understanding).

The Costs and Benefits of Partnership Working

COSTS

(i) Provision

Cost of provision across all school partners 2012 (from Tables A – D in Appendix 1)				
	2009--2010	2011-2012	Change	%
Number of students in Sixth Forms	545	619	74	13.6%
Average Teacher Costs (with on-costs)	£46.24k	£46.8k	£0.6k	1.3%
Total Cost of Sixth Form provision of Level 3 courses	£1.722m	£1.714m	(£8.3k)	-0.50%
Cost per learner	£3.6k	£2.77k	(£0.39k)	-12.4%

The average cost per learner for provision across the schools in the Partnership has been reduced by over 12% as a result of collaborative working, despite there being a small increase in the average teacher cost. Despite this, the 14% increase in student numbers and the significant widening of the subject offer (on average by 27 courses), the overall cost of provision has also been reduced.

Currently, two of the Dyffryn Clwyd schools spend all of their post 16 budgets on staffing their Sixth Form classes; two have small surpluses to defray some overheads and running costs of Sixth Form courses. The schools in partnership do not have the capacity to self fund the costs detailed in (ii) and (iii) below.

Schools pay for the bulk of this post 16 provision through their own core funding. However some provision is dependent upon grant funding such as various Welsh Medium courses such as Engineering and Spanish are funded totally from the 14-19 Learning Pathways annual grant.

(ii) Transport

Three buses in each direction now accommodate all year 12 and 13 students engaged in the partnership, with the first bus of each day being one that would be returning North or South to its base anyway. Although this has resulted in both time and financial savings, the costs are substantial and are currently met by the 14-19 Network through the Regional Network Development Plan Learning Pathways Grant.

Transport Costs in 2011-2012 £84.5k

(iii) Partnership support

This includes IT systems and licences for tracking attendance and progress, supporting individual learners on pathways, design and production of

prospectus and joint marketing.
Partnership support costs 2011-2012: £44.5k

These costs too are met in full from the 14-19 Learning Pathways Grant

Benefits – these are outlined in Appendix 2

5. How does the decision contribute to the Corporate Priorities?

5.1 Supporting the raising and maintaining of levels of attainment, achievement and engagement that contribute to the priority of Modernising Education.

6. What will it cost and how will it affect other services?

6.1 A sustainable funding system has been established in both Dyffryn Clwyd and PR6 Partnerships that covers the bulk of course provision

6.2 Some Welsh Medium courses are funded in total from the 14-19 Grant currently £30,000)

6.3 Transport and partnership support costs:
Dyffryn Clwyd £107,322 (projected 2012-2013)
Prestatyn & Rhyl 6th £69,300 (projected 2012-2013)
These are currently met by the 14-19 Network through the Learning Pathways Grant.

7. What consultations have been carried out?

7.1 All schools and colleges have been fully involved since March 2009 and the development of the Strategic Outline Case for Transformation. Joint Governance Committees report to Denbighshire Learning Partnership Board

8. What risks are there and is there anything we can do to reduce them?

8.1 Schools do not have the resources to fund transport and partnership support costs from core funding.

8.2 The Minister has, to date, guaranteed 14-19 grant funding only to March 31st 2014

9. Power to make the Decision

No decision requested.

Contact Officer:
14-19 Coordinator
Tel: 01824 708032

**DYFFRYN CLWYD PARTNERSHIP
ANALYSIS OF TOTAL COSTS & BENEFITS OF YEAR 12 PROVISION**

Table A: DYFFRYN CLWYD SCHOOLS - before partnership

School	Number of students	ATC	no of classes	ttp	ttc	NTE	c	FTE	TC
Denbigh HS	129	£ 47,657.00	35	140	25	5.6	0.8	7	£ 333,599.00
Brynhyfryd	205	£ 46,925.00	56	280	25	11.2	0.8	14	£ 656,950.00
Glan Clwyd	149	£ 46,200.00	45	225	25	9	0.8	11.25	£ 519,750.00
St Brigids	62	£ 44,182.00	24	96	25	3.84	0.8	4.8	£ 212,073.60
	545							37.05	£ 1,722,372.60
		£ 46,241.00	average					Cost per learner	£ 3,160.32

KEY	Year 12 & 13	ATC	ttp	ttc	NTE	c	FTE	TC
	Average Teacher Cost inc on-costs		total teacher periods allocated to Year 12 on L3 courses	total lessons in the timetable cycle per week	notional teacher equivalence - number of teachers need to deliver ttp	staff contact ratio. Proportion of time spent teaching	Full Time Equivalence = NTE / c to allow for non contact time	Total staffing cost of delivering Year 12 classes at the base school

Table B: DYFFRYN CLWYD SCHOOLS - after partnership (Year 12 & 13)

Base School	Number of students	ATC	no of classes	ttp	ttc	NTE	c	FTE	TC
Denbigh HS	129	£ 48,189.00	32	144.0	25	5.8	0.8	7.20	£ 346,960.80
Brynhyfryd	242	£ 47,877.00	56	252.0	25	10.1	0.8	12.60	£ 603,250.20
Glan Clwyd	160	£ 46,516.00	49	220.5	25	8.8	0.8	11.03	£ 512,838.90
St Brigids	88	£ 44,635.00	25	112.5	25	4.5	0.8	5.63	£ 251,071.88
	619	£ 46,804.25						36.45	£ 1,714,121.78
		average						Cost per learner	£ 2,769.18

Table C: ADDED BENEFIT OF PARTNERSHIP WORKING TO INDIVIDUAL SCHOOLS. This analysis takes into account the number of extra classes

Base School	no of extra classes accessed (actual)	ttp	ttc	NTE	c	FTE	Notional Added Benefit
Denbigh HS	42	189	25	7.56	0.8	9.45	£ 455,386.05
Brynhyfryd	26	117	25	4.68	0.8	5.85	£ 280,080.45
Glan Clwyd	14	63	25	2.52	0.8	3.15	£ 146,525.40
St Brigids	26	117	25	4.68	0.8	5.85	£ 261,114.75
							£ 1,143,106.65

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Table D: Saving		Changes from the 2009 Base Year					2011 extra subjects accessed by students	
	Overall saving	% Saving	increase in participation	increase in participation %	cost reduction per student	cost reduction per student %		
Denbigh HS							42	
Brynhyfryd							26	
Glan Clwyd							14	
St Brigids							26	
2011	£ 8,250.82	0.48%	74	13.58%	£ 391.14	12.38%	27	average

Appendix 2 September 6th 2012 Performance Scrutiny Committee

BENEFITS

Wider choice, increased participation and learner engagement and improved levels of attainment are all positive benefits of partnership working, but difficult to evaluate.

Increased levels of participation at 16 do lead to an increase in the number of young people attaining level 3 qualifications and the potential to undertake degree level study or apprenticeships.

- (i) The cost to society of a young person becoming NEET has been quantified however and at 16 is £56,300* per person. The total lifetime cost of the NEET cohort in Denbighshire has fallen from £3,434,300 in 2009 to £2,815,000 in 2011; a fall of £619,300. This 'saving' to the public purse is equivalent to the annual Learning Pathways 14-19 budget for Denbighshire. Please note that these are county wide figures, and not just Dyffryn Clwyd.

(*Source: Coles, B. et al. (2010) Estimating the life-time cost of NEET: 16-18 year olds not in Education, Employment or Training Research Undertaken for the Audit Commission. York University)

Notional saving by reducing NEET

£619,000

(ii) Putting a value on wider choice

Putting a monetary value on increased participation and wider choice is complex and impracticable and at best can be an estimate. This analysis in Table C simply looks at the number of extra classes that students from the schools actually accessed with other providers during 2011-2012 – the average for all schools was 27. The notional added benefit is based upon what it would have cost the school to put the courses on themselves. It is a notional figure because our schools would not be in a position to offer these courses either wholly or in part.

Notional Added Benefit of Partnership working

£1,143,107

Background Papers

Transforming Education and Training Provision in Wales – Delivering the Skills that Work for Wales

<http://wales.gov.uk/dcells/publications/publications/guidanceandinformation/deliveringworkforwales/transformingprovisionwales.pdf?lang=en>

Collaborative Arrangements between FE Institutions and Schools 2009

<http://wales.gov.uk/topics/educationandskills/publications/guidance>

The Learning & Skills Measure (Wales) 2009

<http://www.legislation.gov.uk/mwa/2009/1/contents>

Transforming Post 16 Education and Training in Denbighshire;

Strategic Outline Case March 2011

Review of Qualifications in Wales

<http://wales.gov.uk/docs/dcells/consultation/120530rogen.pdf>

Estimating the life-time cost of NEET: 16-18 year olds not in Education,
Employment or Training

<http://www.york.ac.uk/spsw/research/neet/>

Appendix 3
September 6th 2012, Performance Scrutiny Committee

- **Prestatyn & Rhyl Post 16 Partnership (PR6)**

Excellent progress has continued in North Denbighshire with the implementation of formal collaboration between Prestatyn High School and Coleg Llandrillo Cymru, Rhyl Sixth, and the first Year 12 started in September 2011.

The local area curriculum for north Denbighshire was published as 'PR6' – Prestatyn and Rhyl Sixth Joint Prospectus. The subject offer for 2011 made in February 2011 comprised 57 level 3 choices that included 19 vocational options, and this has formed the curriculum for the current Year 12.

The Joint Governance Committee, the responsible body for agreeing the local area curriculum, has met regularly to discuss the curriculum pattern, take up of options and to monitor progress. The Joint Committee has also discussed sustainability, and the issue of grant dependence.

The 14-19 Team continues to support both the Joint Committee and the PR6 Management Group that deals with logistics and other such matters. The team managed the inter – partner payments mechanism as it does for Dyffryn Clwyd, and payments were completed in April 2012. The Joint Committee will address the issues of sustainability and value for money alongside the curriculum offer.

- both Prestatyn HS and Rhyl Sixth offered a curriculum that exceeds the terms of the Learning and Skills Measure in 2011 and 269 * students have taken up the offer (* as at 12th September 2011)
- 73 students are now accessing courses with learner providers other than their own base school or college

The table below is a summary of student movements

	to Prestatyn High School	to Rhyl Sixth
students from other bases	34	39

Again, 14-19 Learning Pathways pays in full for the provision of transport to support the joint timetable, and again, there were some early teething problems. This will improve in September 2012 with the full operation of the Year 12 and Year 13 partnership and the provision of buses rather than minibuses, and the issue of bus passes for travelling students. 14-19 also

pays for partnership support such as for the production of the joint prospectus and marketing.

- **the Dee Valley**

The 14-19 Coordinator reported in September 2011 that progress in the transformation plans for the Dee Valley has been limited with the outcome of the Wrexham Strategic Case for Transformation in that area still undecided. Formal collaborative structures to support the establishment of the partnership between Ysgol Dinas Brân and partners in Wrexham CBC are still to be developed, although good partnership working between Ysgol Dinas Brân, Deeside College and North Wales Training has taken place to the benefit of learners. It is envisaged that the proposed merger of Yale College with Deeside College will be very much to the benefit of learners in the Dee Valley and at Dinas Brân in particular.

The local area curriculum for the Dee Valley comprised the curriculum offer for Ysgol Dinas Brân Sixth Form and also options that are part of the Dyffryn Clwyd offer (Options A and D). This enabled Dee Valley learners to have the choice of being able to access an enhanced Welsh Medium provision at Ysgol Brynhyfryd and Deeside College, Llysfasi, as well as courses through the medium of English. Through this arrangement the subject offer for 2011 made in February 2011 comprised 36 level 3 choices that included 9 vocational choices, although there was no take up in September 2011.

Appendix 4
September 6th 2012 Performance Scrutiny Committee
Dyffryn Clwyd Partnership

Please note that each school and college publish their own results, and these have been combined here to reflect the full student cohort in the Partnership

Year 13 Examination Results 2012

Number of pupils in cohort	247
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Number of pupils entered for 2 or more A levels or equivalent	235
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Level 3 Threshold

	Number of pupils	% of cohort
Achieved the Level 3 threshold	226	96.2%

A Level Grades

Grades	A*	A	B	C	D	E	U	X
Number achieving (All boards)	35	85	166	156	72	39	12	0

	Number	%
Overall pass rate A* - C	442	78.2%*
Overall pass rate A* - E	553	97.9%**

* Wales 75%, UK 76.6%
 ** Wales 97.6%,UK 98%

Vocational Subjects

	Distinction	Merit	Pass	Other
Number achieving (All boards)	36	7	14	

Welsh Baccalaureate

	Number participating	Number passed
Advanced	171	165

Comparing the performance of students when they travel to other schools or colleges for some of their education.

The results of all 270 students in the Sixth Forms of the partners schools entered at Level 3 (A level) were analysed by calculating their overall points score for their Level 3 subjects, calculating the average score for each student, and then comparing this with the score they achieved when they accessed their learning elsewhere by calculating a residual score.

The scores used were standard scores such as A* = 300, A = 270, B = 240, C = 210, D = 180 and E = 150. So a student who achieved an A, B and a C scored a total of 720, making an average of 240. If she achieved her A grade at a school or college other than at her own school, her residual would be $270 - 240 = 30$. Had she achieved her C grade (and not the A) elsewhere, her residual would have been $210 - 240 = -30$. This can then be done for all students, and an average residual calculated. If this is positive, it suggests that students do at least as well when studying at another centre as they do at their base school; if it is negative, they are achieving less well.

The overall residual for this year's cohort was positive, indicating that the standards being achieved when students attend courses outside of their own school are, on average, higher than their overall level of attainment. 56 students accessed at least one course elsewhere with a total residual of 437, and an average residual of 7.8. 7.8 points is just over a quarter of a grade.

It would be naive to generalise on just one set of results, but it would seem that the positive aspects of partnership working have more than offset the negatives for this cohort of young people. Wider choice of both subjects and combinations of subjects, meeting and working with other students, teachers and lecturers, and the subsequent motivation and engagement of students appear to have outweighed the risks of partnership working that include extra travelling time and the lack of familiarity with other settings.

Report To: Performance Scrutiny Committee

Date of Meeting: 6 September 2012

Report Author: Head of Internal Audit Services

Title: Monitoring of Schools' Financial Position

1. What is the report about?

This report provides assurance to the Committee on the procedures in place within Education Finance and schools to manage their financial position to prevent them going into financial difficulty or to identify and act promptly if a school encounters financial problems.

2. What is the reason for making this report?

This report is in response to the Committee's request at a previous meeting. The Committee requested a review and report on how Education Finance monitors schools' financial positions to ensure that they manage their budgets effectively and to identify any school in financial difficulty at an early stage to allow the problem to be escalated and for schools to develop and implement robust recovery plans where needed.

3. What are the Recommendations?

Members accept the Head of Internal Audit's assurance that robust procedures are in place and any improvements needed are being implemented.

4. Report details

Internal Audit's overview of the processes in place found that there has been a significant improvement in monitoring of schools' financial performance and that proactive work is in progress to improve the service further and deal with any improvement areas identified during the transition period.

Key outcomes from our review are:

- The new Collaborative Planning system provides up to date data, although there is work in progress to improve forecasting and to develop 3-year budget forecasting, which is currently carried out separately due to pending changes to the system functionality.
- Appointment of School Finance Managers employed directly within clusters has improved communication, allowing Education Finance to be informed more promptly of issues. It also provides schools with more focused and targeted support and training and greater capacity to test the market to ensure value for money and identify external funding.

- Changes to the budget process and proposals for a new funding formula provide schools with a more realistic budget and helps budget planning. New financial planning processes are encouraging schools to be more engaged in the budget management processes and are promoting greater buy-in from schools. Work done and planned in this area is minimising the risk of schools opting to become chequebook schools and has seen another school moving back to the local authority after previously being a chequebook school.
- The Education Finance team produces a monthly school balances report that provides forecast outturn figures for each school, including the forecast variance, prior month's forecast variance and movement on the variance.
- RAG (Red, Amber, Green) criteria are used to categorise schools' financial position and then to categorise those in financial difficulty. Two schools are currently categorised as Red, but both schools have achieved the actions set out in their recovery plans and will have cleared the historic deficit within 2 years.
- Performance is reported to the Chief Accountant and Education senior management (including Lead Member for Education) to keep them informed of any problems and potential issues to allow intervention where necessary.
- A revised policy for the use of surplus balances has been discussed with the School Budget Forum and will be further explored in 2013-14. One option being discussed is having a local policy based on a % of the school budget and any claw back going into a central pot to be used to support Schools in Financial Difficulty where the situation has been caused by external factors.
- Schools in Financial Difficulty have to apply to Finance for a licenced deficit. This is an informal process at the moment, but a formal 'Challenge and Intervention Framework' for Schools in Financial Difficulty' is being worked on, which will include a formal application form for a licenced deficit, which the Headteacher and Chair of Governors will sign.
- All schools that are categorised as being a 'School in Financial Difficulty' have to produce a financial recovery plan using a template that Education Finance provides. The financial recovery plan sets out what the budget forecast is likely to be for the next 5 years, including the current year, if no action is taken. Schools list what mitigating action they are planning to take to address their budget deficit and to cost out the effect this will have on the future budget forecasts. The Finance Team scrutinises the recovery plans and discusses them with the relevant School Finance Manager in order to validate them.

5. How does the decision contribute to the Corporate Priorities?

The report provides assurance of sound financial management in schools, supporting the raising and maintaining of levels of attainment and achievement, which contributes to the priority of Modernising Education.

6. What will it cost and how will it affect other services?

N/A

7. What consultations have been carried out and has an Equality Impact Assessment Screening been undertaken?

Internal Audit work carried out in consultation with Education Finance

9. What risks are there and is there anything we can do to reduce them?

Sound financial management and controls are essential to schools because they provide an effective framework for financial planning and accountability and safeguard the use of public funds.

If budgets are not effectively managed, it could lead to:

- a school not being able to achieve its targets and objectives and potentially affecting the level of attainment of pupils;
- deficit school balances, which remain as a liability to the school until they are paid back and cause reputation damage to both the school and the Council; and
- unintentional surplus balances that may be subject to claw-back.

The report shows how the risks are being managed in Section 4.

10. Power to make the Decision

The Denbighshire Scheme for Financing Schools and the Schools Funding Regulations govern the financial management arrangements in schools and give local authorities the power to intervene where necessary.

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Agenda Item 7

Agenda item:

Report to:	Performance Scrutiny Committee
Date of Meeting:	6th September 2012
Lead Member/Officer:	Lead Member for Education
Report Author:	Education Finance Manager
Title:	Denbighshire School Funding Formula Review

- 1. What is the report about?**
 - 1.1 The report outlines the proposals for the new Denbighshire School Funding Formula in mainstream and special schools.
- 2. What is the reason for making this report?**
 - 2.1 To inform the committee of the proposals for the new funding framework and outline how it will change the way in which school funding is distributed.
- 3. What are the Recommendations?**
 - 3.1 Members to review the funding framework and consider whether the proposals will provide an effective and robust funding model for Denbighshire schools.
- 4. Report detail**
 - 4.1 In June 2012 the attached communication document (appendix 1) was issued to Schools outlining initial proposals for a new funding framework for Denbighshire.
 - 4.2 In September 2012 a full consultation document will be issued outlining the specific detail of the new formula and providing detailed funding allocations for each school. These allocations will have been calculated using the proposed funding framework. The timetable for consultation is included within appendix 1
- 5. How does the decision contribute to the Corporate Priorities?**
 - 5.1 The outcome from the review will change the way in which school funding is distributed and allow schools to think differently about how they manage their delegated funding. This will support the priority of Modernising Education.
- 6. What will it cost and how will it affect other services?**

6.1 There is no additional cost to this review as the Funding Formula is a means of distributing the total school quantum to each individual school. The total quantum will stay the same regardless of the outcome of the review but may result in funding being realigned differently across schools.

7. What consultations have been carried out?

7.1 Initial consultation has been carried out with Head Teachers, Governors, Trade Unions and Education Officers.

8. What risks are there and is there anything we can do to reduce them?

8.1 There is a risk that the new formula, once finalised, may result in an array of winners and losers across all schools as so much has changed in terms of schools funding since the inception of the Local Management of Schools (LMS) in 1990. It is important however that funding is distributed fairly and equitable to all schools so if the framework is right then we can be confident the funding awarded will be right. Transitional funding will be awarded, where necessary, to alleviate the impact of a loss of funding

9. Power to make the Decision

9.1 The School Funding (Wales) Regulations 2010 give Local Authorities the power to allocate funding to schools maintained by the authority in the form of budget shares, using a locally determined funding formula.

Contact Officer:

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Denbighshire County Council

Review of the Denbighshire School Funding Formula for Mainstream and Special Schools

2013-14



CYNGOR

Sir Ddinbych

Denbighshire

COUNTY COUNCIL

For circulation to:

- *Primary, Secondary and Special School Head Teachers*
- *School Business and Finance Managers*
- *Chairs of Governors Association*
- *Lifelong Learning Joint Consultative Committee*

All correspondence to be emailed to carly.wilson@denbighshire.gov.uk

1. INTRODUCTION

The current Denbighshire Funding Formula has been in place since 1990 and whilst it has been through some small reviews and minor amendments it has not been subject to a fundamental review of its core purpose and context. The current formula reflected educational and resource policies at that time but we are now in a position where we have had several school reorganisations, a significant increase in funding delegation, a shift in responsibility for financial management from the Local Authority and an increased focus on the commissioning role within school. These factors are the driving force in us looking to create a new formula for the funding of our schools.

The Local Authority has already embraced the concept of delegation and worked hard to increase the funding in schools but it is been recognised that the formula is not fit for purpose and does not match this level of autonomy. It is lacking in educational rationale and no longer meets the current cost and needs of a 21st century school.

It has been agreed that a new formula will be constructed that takes away the complex nature of the process and makes the funding mechanism completely transparent, allowing schools to undertake more robust and timely medium term planning. We are keen to use this opportunity as a means of enhancing the transparency of the funding mechanisms, by providing fair and equitable allocations that will empower schools to make informed decisions about the longer term delivery of education. It is also important that this review embraces the 21st Century schools programme and supports the framework for school modernisation and re-organisation.

Over the past 2 years there has been a significant amount of work undertaken through the School Budget Forum, School Business and Finance Network and through the National ADEW Finance Group to look at both the delegation levels and the funding methodology within schools. This has raised a number of issues that affect both schools and the Local Authority but also provided triggers that have been used as the platform for the review. You will be aware that the recent implementation of the Building Capacity in Schools project was part of the building blocks to support schools in sustaining long term financial stability and re-focus Head Teacher time and expertise on the teaching and learning aspects of running a school. This resource will prove invaluable to schools through this process.

The Education Service has used the intelligence gathered during this time to prepare an outline plan of what an effective formula may look like. It is intended to encourage schools away from the mind set of “how much money have you given us to fund this” to a mind set of “how can we best utilise our resources to support the future needs of our school”. This demonstrates our commitment to giving schools the power to make decisions and to control their financial plans within their own priorities.

The future delegated funding arrangements for schools, with exceptions around grant funding, will provide schools with a single total budget. Governors and Head Teachers will then have the complete freedom and flexibility, within this total allocation, to choose how they deploy those resources within their own school. The Building Capacity in Schools model will support schools in doing this.

It is really important that the core principles of this review remain in the forefront of our minds to allow us to deliver it within the timescales needed. These are

- **Equity** – we want the formula to be understood and accepted by all stakeholders to ensure that it continues to be equitable and deliver the desired outcomes for children and young people
- **Simplicity** – we want the formula to empower schools to plan their budgets appropriately through simple to use formula that doesn't place heavy reliance on the need for information supplied from the Local Authority
- **Flexibility** – we want the formula to be responsive to internal and external factors so that the funding can work flexibly without the need to make fundamental changes when key drivers or priorities change
- **Stability and Sustainability** – we want the formula to support schools in maintaining financial stability by giving them a platform for effective planning and strong budget management.

The process will consist of 3 phases:

1. Communication – communicate with stakeholders on the pending review and outline the framework which will form the basis of the new formula (June 2012)

2. Consultation – consult with stakeholders on what the detailed formula could look like and undertake financial modelling to outline the changes (July 2012-Oct 2012)

3. Review – post implementation review of new formula (Sept 2013+)

At Phase 1 stakeholders are being asked to understand the framework for the new formula, at Phase 2 Stakeholders will then be able to review the impact of the changes on the individual school budget and feedback within the consultation timescales.

2. CONSIDERATIONS

All Local Authorities in Wales are required to meet a minimum delegation target of 80% by 2012-13 and 85% by 2014-15. The implications of this have to be considered within the context of this review and the changes within the formula need to be formulated in such a way that they can work flexibly around future increases/changes in delegation.

The total quantum always remains the same (unless there is additional growth added to the quantum each year) so whatever elements are added or removed from the formula simply just moves funding around within the total funding available. Therefore if you increase funding within one element then it simply reduces the amount against another. Schools should be mindful however that in 2011-12 the Education Minister for Wales enforced a minimum funding pledge which stipulated that all LA's must meet a 3 year funding guarantee for schools that would see the total delegated quantum increase by - 0.33%, 1.58% and 2.05% in 2011-12, 2012-13 and 2013-14 respectively. This means that the total pot will be adjusted within those guidelines within each of those years.

There is a national requirement for schools to move towards increased cluster working and the feasibility of aligning funding in this way will also be considered as part of the review.

Denbighshire does not currently enforce a policy for the claw back of surplus balances. This policy is to be reviewed following the implementation of the new formula as we should then be in a position to have confidence in the equity of the funding system.

The factors used within the formula must be consistent with the requirements of the [School Funding \(Wales\) Regulations 2010](#). Of particular note should be regulation 23 which requires 70% of the Individual School Budget to be delegated on a per pupil basis.

3. CURRENT FORMULA

Schools have the opportunity to familiarise themselves with Denbighshire's current funding methodology as shown in [Appendix 1](#), in order to understand the context of the current formula. It is important to note that this methodology is historic and may in some cases bear no resemblance to the reality of the cost of school life. It is intended to act as a means of supporting schools in understanding what is currently in place which will then support the transition over to a new and more effective funding formula. It is not an opportunity to comment on the failings of the previous system or what the implications to schools might have been under changes to the previous formula.

4. NEW FORMULA

The review process will focus on 2 main areas:

- 1) Combining the 3 current individual mainstream formulas for Primary, Secondary and Special into one mainstream formula;
- 2) Reducing the number of elements that exist within the formula to a small number of "Strategic Activity Elements" which will then focus more on "Activity Cost Drivers" rather than actual costs;

The timescales for completion are detailed in Section 5 and it is important that stakeholders focus on the core principles of this review rather than the impact on individual schools. There will be transitional arrangements in place to initially protect schools where significant changes will occur however the

purpose of the review isn't to create winners and losers it is to create transparency, uniformity and equity of funding.

The new formula will consist of Strategic Activity Elements (SAE's) and Activity Cost Drivers (ACD's) as shown by illustration (1) below. Stakeholders are being asked to familiarise themselves with this framework in order to understand what the context of the new formula will be. Illustration 2 gives details on what the SAE's and ACD's could look like.

Illustration (1)

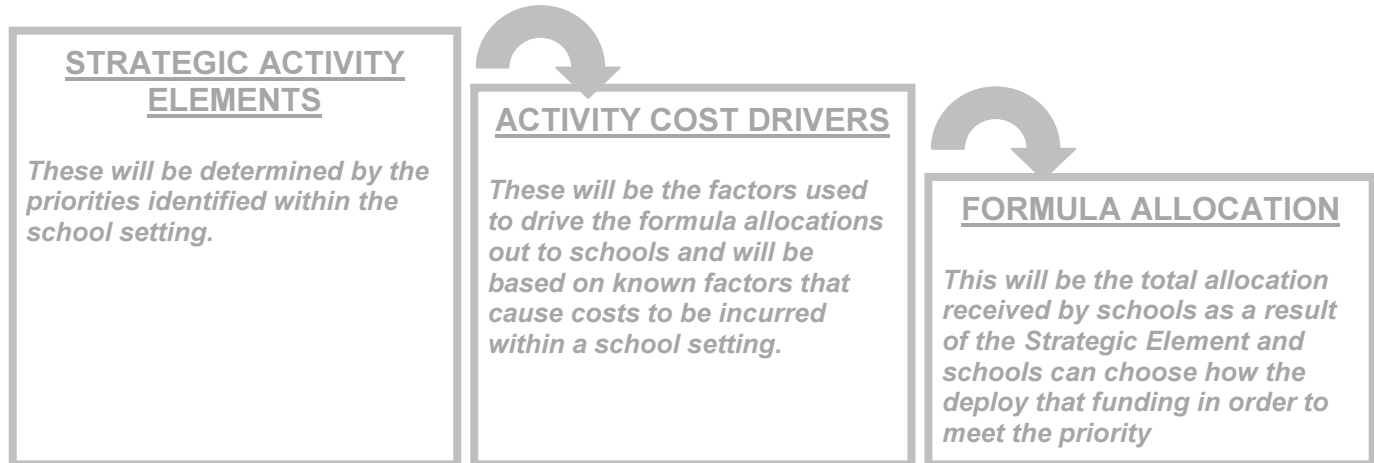
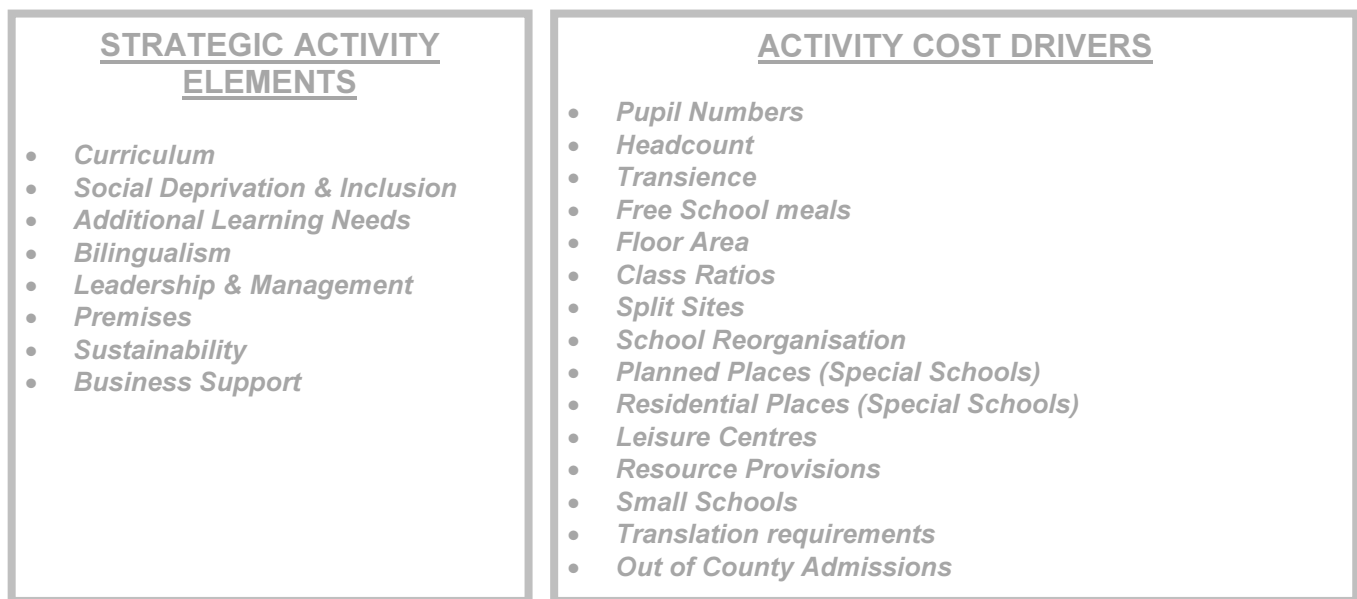


Illustration (2)



The Strategic Activity Elements are unlikely to change periodically however the Activity Cost Drivers should be reviewed annually to ensure they continue to support the SAE's as needed.

By the structuring the framework in this way it meets the purpose of keeping the formula both flexible and simple whilst providing reassurance that it is aligned to the needs of the pupil.

It is important that stakeholders focus on the key outcomes that these factors are set to achieve as opposed to the financial loss or gain that they may have on an individual school budget.

5. TRANSITIONAL ARRANGEMENTS

It is planned for the new formula to go live on April 1st 2013 with a 2 year protection guarantee built in for those schools that have been detrimentally affected by the changes. We will continue to support those schools wherever possible during the transitional period.

6. TIMESCALES FOR CONSULTATION AND REVIEW

Activity	Target Date	Comments
Electronic Communication document to be distributed to all stakeholders; Joint Consultative Committee, Head Teachers, Business & Finance Managers, Chairs of Governors	June 1 st 2012	Phase 1 of the review
Discuss outline framework with the Chair of Governors Forum	June 14 th 2012	
Discuss outline framework with the School Budget Forum	June 25 th 2012	
Discuss outline framework with the School Business and Finance Network	June 25 th 2012	
Discuss outline framework with the Joint Consultative Committee	July 4 th 2012	
Detailed financial modelling of the proposed Formula will be undertaken in partnership with School Finance Managers	June - August 2012	
Final consultation document (including detailed financial modelling) to be distributed to all stakeholders	1 st Sept 2012	
Discuss proposals with Scrutiny Committee	6th Sept 2012	
Discuss proposals with the School Budget Forum	12 th Sept 2012	
Discuss proposals with the Business & Finance Network	25 th Sept 2012	
Discuss proposals with the Chair of Governors Forum	tbc Sept 2012	
Discuss proposals with the Joint Consultative Committee	26 th Sept 2012	
End of Consultation period	5th Oct 2012	
Preparation of final Formula Document	5 th Oct – 23 rd Oct 2012	
Discuss final Formula Document with Business & Finance Network	23 rd Oct 2012	
Finance Managers to discuss impact of changes with Head Teachers and Finance Committee prior to School Budget Forum on 7 th Nov	23rd Oct 2012	

Discuss final Formula Document with the School Budget Forum	7 th Nov 2012	
Education Finance to work towards the finalisation of the 2013-14 indicative budgets	1 st Nov 2012 – 31 st Jan 2013	
Seek approval for the implementation of the new formula from Cabinet	18 th Dec 2012	
Final Formula Document to be sent to all Stakeholders.	30 th Dec 2012	
Final Indicative Formula Allocations for 2013-14 to be released to school	31 st Jan 2013	

Report to: Performance Scrutiny Committee

Date of Meeting: 6 September 2012

Report Author: Scrutiny Coordinator

Title: Scrutiny Work Programme

1. What is the report about?

The report presents the Performance Scrutiny Committee with its draft forward work programme for members' consideration.

2. What is the reason for making this report?

To seek the Committee to review and agree on its programme of future work, and to update members on relevant issues.

3. What are the recommendations?

That the Committee considers the information provided and approves, revises or amends its forward work programme as it deems appropriate.

4. Report details.

4.1 Article 6 of Denbighshire County Council's Constitution sets out each Scrutiny Committee's terms of reference, functions and membership, whilst the rules of procedure for scrutiny committees are laid out in Part 4 of the Constitution.

4.2 The Constitution stipulates that the Council's scrutiny committees must prepare and keep under review a programme for their future work. By reviewing and prioritising issues, members are able to ensure that the work programme delivers a member-led agenda.

4.3 For a number of years it has been an adopted practice in Denbighshire for scrutiny committees to limit the number of reports considered at any one meeting to a maximum of four plus the Committee's own work programme report. The aim of this approach is to facilitate detailed and effective debate on each topic.

4.4 The Committee is requested to consider its draft work programme for future meetings, as detailed in appendix 1, and approve, revise or amend it as it deems appropriate taking into consideration:

- issues raised by members of the Committee
- matters referred to it by the Scrutiny Chairs and Vice-Chairs Group

- relevance to the Committee's/Council's/community priorities
 - the Council's Corporate Plan and the Director of Social Services' Annual Report
 - meeting workload
 - timeliness
 - outcomes
 - key issues and information to be included in reports
 - officers and/or lead Cabinet members who should be invited (having regard to whether their attendance is necessary or would add value)
 - questions to be put to officers/lead Cabinet members
- 4.5 When considering future items for inclusion on the forward work programme members may also find it helpful to have regard to the following questions when determining a subject's suitability for inclusion on the work programme:
- what is the issue?
 - who are the stakeholders?
 - what is being looked at elsewhere
 - what does scrutiny need to know? and
 - who may be able to assist?
- 4.6 As mentioned in paragraph 4.2 above the Council's Constitution requires scrutiny committees to prepare and keep under review a programme for their future work. To assist the process of prioritising reports, if officers are of the view that a subject merits time for discussion on the Committee's business agenda they have to formally request the Committee to consider receiving a report on that topic. This is done via the submission of a 'proposal form' which clarifies the purpose, importance and potential outcomes of suggested subjects. No such proposal forms have been received for consideration at the current meeting.

Cabinet Forward Work Programme

- 4.7 When determining their programme of future work it is useful for scrutiny committees to have regard to Cabinet's scheduled programme of work. For this purpose a copy of the Cabinet's forward work programme is attached at Appendix 2.
- 4.8 Progress on Committee Resolutions
A table summarising recent Committee resolutions and advising members on progress with their implementation is attached at Appendix 3 to this report.
- 4.9 Council's Corporate Plan 2012-17
Members will recall that the Committee at its meeting on 26 July agreed to examine the draft Corporate Plan at its current meeting, ahead of its submission to County Council in October. However, following the holding of an event for elected members on developing the Council's new priorities, further detailed financial work has to be

done and options drawn up on how the preferred priorities can be financed. Therefore another Informal Council session will be held on 11 September to discuss financing options for the preferred priorities. This means that the draft Corporate Plan is not available for presentation to the Committee at the current meeting as originally planned. Following consultation with the Chair and Vice-Chair it has been agreed that a special meeting of the Committee will be convened at 9.30am on Thursday, 20 September to consider the draft Corporate Plan prior to its submission to County Council in October.

5. How does the decision contribute to the Corporate Priorities?

Effective scrutiny will assist the Council to deliver its corporate priorities in line with community needs and residents' wishes. Continual development and review of a coordinated work programme will assist the Council in monitoring and reviewing policy issues.

6. What will it cost and how will it affect other services?

Services may need to allocate officer time to assist the Committee with the activities identified in the forward work programme, and with any actions that may result following consideration of those items.

7. What consultations have been carried out?

None required for this report. However, the report itself and the consideration of the forward work programme represent a consultation process with the Committee with respect to its programme of future work.

8. What risks are there and is there anything we can do to reduce them?

No risks have been identified with respect to the consideration of the Committee's forward work programme. However, by regularly reviewing its forward work programme the Committee can ensure that areas of risk are considered and examined as and when they are identified, and recommendations are made with a view to addressing those risks.

9. Power to make the decision

Article 6.3.7 of the Council's Constitution stipulates that the Council's scrutiny committees must prepare and keep under review a programme for their future work.

Contact Officer:

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Note: Any items entered in italics have not been approved for inclusion at the meeting shown by the Committee. Such reports are listed here for information, pending formal approval.

Meeting		Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
20 September (Special meeting 9.30am)	1	Corporate Plan 2012-17 [Lead Member for Modernisation to be invited]	To consult with the Committee on the Council's draft Corporate Plan	Effective input into the Corporate Plan 2012-17 and scrutiny of the draft corporate priorities and improvement objectives to ensure that the process for its development have been robust	Alan Smith/Tony Ward	July 2012
18 October	1	Review of Foundation Phase Provision and outcomes of Foundation Phase Data, KS 2 and KS3 assessments [Education]	To consider the findings of the Review of the Foundation Phase and the provisional exam and teacher assessment results	Identification of any shortfalls in performance and development of measures to improve performance and the delivery of education	Gwenn Brockley/Julian Molloy	By SCVCG November 2011
	2	Planning Enforcement	Details of financial, legal and other resources available to the Planning Enforcement Team and its performance in delivering its services	Identification of options to alleviate pressures and improve the Council's performance in this service area	Gary Williams/Paul Mead	February 2012 (rescheduled March 2012 and June 2012)
	3	Corporate Complaints Policy and <i>Your Voice' complaints performance (Q1)</i>	(i) To consider the findings of the review of the Corporate Complaints Policy; and (ii) <i>To scrutinise Services' performance in complying with the Council's complaints process for Q1 2012/13</i>	(i) The development of a complaints process that delivers better outcomes for service users and the Authority as a whole; and (ii) <i>Identification of areas of poor performance with a view to the developing</i>	Jackie Wallley/Steven Goodrum	June 2012

Meeting		Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
				<i>recommendations to address weaknesses.</i>		
	4	Annual Performance Review Report 2011/12	To report the Council's performance against the set PIs for 2011/12	Identification of trends or areas of poor performance leading to recommendations to address declining performance and realise the Council's ambition to be a high performing authority	Tony Ward	September 2011 (rescheduled July 2012)
29 November	1	Corporate Risk Register	To consider the Council's Corporate Risk Register	Identification of effective measures to address the high level risks	Tony Ward	February 2012
	2	Your Voice' complaints performance (Q2)	To scrutinise Services' performance in complying with the Council's complaints process	Identification of areas of poor performance with a view to the development of recommendations to address weaknesses.	Jackie Walley/Steven Goodrum	July 2012
	3	Review of Licensing Matters	To consider the findings of the comprehensive review of licensing matters and procedures conducted by the Internal Audit Department (with specific emphasis on taxi licensing and safeguarding responsibilities)	The development of robust licensing polices and procedures that will provide assurances that the Council is taking all reasonable measures with respect to complying with all licensing and safeguarding legislation, and in mitigating risks to vulnerable groups who use services licensed by the Authority	Ivan Butler/Graham Boase	April 2012 (rescheduled by SCVCG April 2012 and July 2012 and by Committee July 2012)
10 January 2013	1	External Examinations and Teacher Assessments 2010 – 2011 [Education]	To review the performance of schools and that of looked after children	Scrutiny of performance leading to recommendations for improvement	Julian Molloy	By SCVCG November 2011

Meeting		Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
	2	Estyn Action Plan [Education]	To monitor the progress achieved to date in implementing the actions to address the 2 recommendations in the 2012 Estyn Inspection of the Quality of Education Services	Better quality services and better outcomes for pupils through early identification of any slippages in progressing actions, or in implementing mitigating measures to address risks identified	Karen Evans/Diane Hesketh	June 2012
	3	Corporate Plan 2012/13 (Q2)	To monitor the Council's performance in delivering its Corporate Plan 2012/13	Ensuring that the Council meets its targets, delivers its Corporate Plan and the Council's services in line with its aspirations and to the satisfaction of local residents	Tony Ward	July 2012
21 February	1	Your Voice' complaints performance (Q3)	To scrutinise Services' performance in complying with the Council's complaints process	Identification of areas of poor performance with a view to the development of recommendations to address weaknesses.	Jackie Walley/Steven Goodrum	July 2012
11 April	1	Corporate Plan 2012/13 (Q3)	To monitor the Council's performance in delivering its Corporate Plan 2012/13	Ensuring that the Council meets its targets, delivers its Corporate Plan and the Council's services in line with its aspirations and to the satisfaction of local residents	Tony Ward	July 2012
23 May	1	Your Voice' complaints performance (Q4)	To scrutinise Services' performance in complying with the Council's complaints process	Identification of areas of poor performance with a view to the development of recommendations to address weaknesses.	Jackie Walley/Steven Goodrum	July 2012

Meeting		Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
June/July (tbc)	1	Corporate Plan 2012/13 (Q4)	To monitor the Council's performance in delivering its Corporate Plan 2012/13	Ensuring that the Council meets its targets, delivers its Corporate Plan and the Council's services in line with its aspirations and to the satisfaction of local residents	Tony Ward	July 2012
Sept/Oct (tbc)	1	Annual Performance Review Report 2011/12	To report the Council's performance against the set PIs for 2011/12	Identification of trends or areas of poor performance leading to recommendations to address declining performance and realise the Council's ambition to be a high performing authority	Tony Ward	July 2012
Nov/Dec (tbc)						

Future Issues

Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered

Information/Consultation Reports

Date	Item (description / title)	Purpose of report	Author	Date Entered
Information Report September 2012	Service Challenge Process Update	To update the Committee on the outcomes of the latest round of service challenges and assist it to identify slippages in performance or pressures facing services for the purpose of initiating measures to address any problems	Alan Smith/Tony Ward	April 2012

10/08/2012

Note for officers – Committee Report Deadlines

Meeting	Deadline	Meeting	Deadline	Meeting	Deadline
18 October	4 October	29 November	15 November	10 January 2013	22 December 2012

Performance Scrutiny Work Programme.doc

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CABINET: FORWARD WORK PROGRAMME

4 SEPTEMBER 2012	
Financial Update Report	Cllr Julian Thompson-Hill / Paul McGrady
Child Protection Family Support Project – Contract Exemption Report	Cllr Bobby Feeley / Katie Newe
West Rhyl Housing Improvement Project – Compulsory Purchase Order	Cllr Hugh Evans / Gerald Thomas
West Rhyl Housing Improvement Project – Confirmation of the Project Brief	Cllr Hugh Evans Peter McDermott / Gerald Thomas
Regional School Effectiveness & Improvement Project – Establishment of a Joint Committee	Cllr Eryl Williams / Hywyn Williams
Changes to Supporting Peoples Programme	Cllr Bobby Feeley / Sally Ellis
Items from Scrutiny Committees	Scrutiny Coordinator
25 SEPTEMBER 2012	
Review of Faith Based Education Provision	Cllr Eryl Williams / Jackie Walley
Ruthin Schools Review	Cllr Eryl Williams / Jackie Walley
Treasury Management Review	Cllr Julian Thompson-Hill / Paul McGrady
Vulnerable Families Generic Floating Support Project - Contract Award Report	Cllr Bobby Feeley / Katie Newe
Mental Health Homeless Supported Housing Project - Contract Award Report	Cllr Bobby Feeley / Katie Newe
REEMA Properties, Meliden – Building Option and Funding Model	Cllr Hugh Irving / Peter McHugh
Appointments of Councillors to Outside Bodies	Gary Williams / Rhys Hughes
Bus Services and Reductions. Purpose: to consider recommendations from the Communities Scrutiny Committee	Cllr David Smith (tbc) / Peter Daniels
Bryn y Wal	Cllr Bobby Feeley / Leighton Rees
Items from Scrutiny Committees	Scrutiny Coordinator
23 OCTOBER 2012	
Financial Update Report	Cllr Julian Thompson-Hill / Paul McGrady
Highways and Infrastructure Collaboration: Draft Service Design	Cllr David Smith / Stuart Davies / Danielle Edwards (CCBC)
Regional CCTV	Cllr David Smith / Graham Boase
Future of the Rhyl Sky Tower	Cllr Hugh Evans / Tom Booty
Marine lake, Rhyl: A Strategic Direction	Cllr Hugh Evans / Carol L. Evans
Ocean Plaza Update	Cllr Hugh Evans/Keith Bowler

Cefndy Healthcare: Potential loss of DWP funding and site move	Cllr Bobby Feeley / Phil Gilroy / Deborah Holmes-Langstone
Items from Scrutiny Committees	Scrutiny Coordinator
20 NOVEMBER 2012	
Financial Update Report	Cllr Julian Thompson-Hill / Paul McGrady
Supporting People Strategy Update and Spend Plan	Cllr Bobby Feeley / Sally Ellis / Jenny Elliott
Items from Scrutiny Committees	Scrutiny Coordinator
18 DECEMBER 2012	
Welsh Housing Quality Standards	Cllr Hugh Irving / Peter McHugh
Financial Update Report	Cllr J Thompson-Hill / Paul McGrady
Items from Scrutiny Committees	Scrutiny Coordinator
15 JANUARY 2013	
Financial Update Report	Cllr Julian Thompson-Hill / Paul McGrady
Items from Scrutiny Committees	Scrutiny Coordinator
19 FEBRUARY 2013	
Financial Update Report	Cllr Julian Thompson-Hill / Paul McGrady
Items from Scrutiny Committees	Scrutiny Coordinator
19 MARCH 2013	
Financial Update Report	Cllr Julian Thompson-Hill / Paul McGrady
Items from Scrutiny Committees	Scrutiny Coordinator
16 APRIL 2013	
Financial Update Report	Cllr Julian Thompson-Hill / Paul McGrady
Items from Scrutiny Committees	Scrutiny Coordinator
14 MAY 2013	

Financial Update Report	Cllr Julian Thompson-Hill / Paul McGrady
Items from Scrutiny Committees	Scrutiny Coordinator

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Progress with Committee Resolutions

Date of Meeting	Item number and title	Resolution	Progress
26 July 2012	5. Financial Report 2012/13	<p>RESOLVED that –</p> <p>(a) the latest financial position in the delivery of the Council's budget strategy and Medium Term Financial Plan be noted;</p> <p>(b) an update on progress made to address the budget pressure identified for the Rhyl Integrated Children's Oaktree Centre be provided to the next meeting of the committee;</p> <p>(c) the Scrutiny Coordinator make enquiries regarding the Rhyl Town Centre Regeneration Project and report back thereon, and</p> <p>(d) the committee's concerns regarding the lack of consistent communication and engagement with councillors by officers to ensure they are kept fully informed of issues within the county be referred to the Corporate Governance Committee with a view to improving communication.</p>	<p>An update on resolution (b) and (c) will be included in the Information Brief document that will be distributed to all Committee members ahead of the meeting on 6 September</p> <p>The Council's Community Engagement Manager is about to commence a series of meetings with Service Teams to draw Managers attention to two documents - Town & Community Council Charter and the Community Engagement Strategy. He will make special</p>

			reference at the meetings to the Section in the Community Engagement Strategy on 'Engaging with Councillors'.
	6. Scrutiny Work Programme	<p>RESOLVED that –</p> <p>(a) <i>subject to the amendments and agreements referred to above, the forward work programme as detailed in Appendix 1 to the report be approved;</i></p> <p>(b) <i>clarification on the collaborative arrangements for Licensing and services within Planning and Regulatory Services be provided by the committee's next meeting;</i></p> <p>(c) <i>the Scrutiny Coordinator report back to the committee on the level of collaboration, if any, with Registered Social Landlords in formulating the Draft Tenancy Agreement and Handbook;</i></p> <p>(d) <i>a position statement be requested regarding the Review of Faith Based Education Provision (subject of a future Cabinet report) for circulation to all councillors and education co-opted members on scrutiny committees;</i></p> <p>(e) <i>Councillor Arwel Roberts be appointed the committee's representative on the Schools Standards</i></p>	<p>An update on resolutions (b) and (c) will be circulated to all Committee members as part of the Information Brief document ahead of the meeting on 6 September</p> <p>The item has provisionally been transferred to the work programme for Communities Scrutiny Committee for October 2012</p> <p>A separate Information Report will be provided to all Committee members ahead of the meeting on 6 September</p> <p>Relevant officers notified of appointments</p>

		<p><i>Monitoring Group and Councillor Richard Davies be appointed as substitute member, and</i></p> <p><i>(f) the Chair, Councillor Colin Hughes be appointed the committee's representative on the Corporate Equalities Group and Councillor Geraint Lloyd-Williams be appointed as substitute member.</i></p>	<p>Relevant officers notified of appointments</p>
	<p>8. Monitoring the Capital Plan</p>	<p>RESOLVED that –</p> <p><i>(a) the outturn position on the Capital Plan for 2011/12 and the latest position for the period 2012/13 to 2014/15 be noted, and</i></p> <p><i>(b) the Lead Member for Finance and Assets be asked to take forward members' concerns regarding the safety of the Honey Club building and the need to resolve the matter as soon as possible.</i></p>	<p>Lead Member advised of the Committee's concerns and has been asked to take the matter forward</p>

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