



**EDUCATION, SKILLS & WELLBEING CABINET BOARD**

**IMMEDIATELY FOLLOWING CABINET SCRUTINY COMMITTEE  
THURSDAY, 6<sup>th</sup> July 2023**

**MULTI-LOCATION MEETING – COUNCIL CHAMBER PORT TALBOT  
AND MICROSOFT TEAMS**

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DURATION OF THE MEETING**

**Webcasting/Hybrid Meetings:**

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1. Appointment of Chairperson
2. Chairpersons Announcement/s
3. Declarations of Interest
4. Minutes of Previous Meeting (*Pages 3 - 6*)
5. Forward Work Programme 2022/23 (*Pages 7 - 10*)
6. Public Question Time  
Questions must be submitted in writing to Democratic Services, [democratic.services@npt.gov.uk](mailto:democratic.services@npt.gov.uk) no later than noon on the working day prior to the meeting. Questions must relate to items on the agenda. Questions will be dealt with in a 10 minute period.

**For Decision**

7. Employability Hub in Aberavon shopping centre (*Pages 11 - 22*)
8. School Terms and Holiday Dates (*Pages 23 - 28*)

**For Monitoring**

9. Quarter 4 Performance Indicators (*Pages 29 - 44*)
10. Urgent Items  
Any urgent items (whether public or exempt) at the discretion of the Chairperson pursuant to Regulation 5(4)(b) of Statutory Instrument 2001 No. 2290 (as amended).

**K.Jones**  
**Chief Executive**

**Civic Centre**  
**Port Talbot**

**Friday, 30 June 2023**

**Education, Skills & Wellbeing Cabinet Board Members:**

Councillors. J.Hurley, N.Jenkins and C.Phillips

## EXECUTIVE DECISION RECORD

25 MAY 2023

### EDUCATION, SKILLS & WELLBEING CABINET BOARD

#### **Cabinet Members:**

Councillors: N. Jenkins (Chair), J. Hurley and C. Phillips

#### **Officers in Attendance:**

C. Millis, R. Crowhurst, Kate Windsor-Brown, Deborah Holder - Phillips, I. Guy, S. McCluskie and A. Thomas

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#### 1. **APPOINTMENT OF CHAIRPERSON**

It was agreed that Cllr Nia Jenkins be Chairperson of the meeting.

#### 2. **CHAIRPERSONS ANNOUNCEMENT/S**

The Chair welcomed everyone to the meeting.

#### 3. **DECLARATIONS OF INTEREST**

Declarations of interest were received from Cllr. N. Jenkins. Cllr. Jenkins declared to be being a School Governor at Maes Y Coed Primary School, Neath.

The interest was considered not to be prejudicial, which allowed Cllr. Jenkins to remain and participate in the meeting.

#### 4. **MINUTES OF PREVIOUS MEETING**

That the minutes of the previous Education, Skills, and Wellbeing Cabinet Board, held on the 13<sup>th</sup> of April 2023, be approved as an accurate account.

#### 5. **PUBLIC QUESTION TIME**

There were no questions received.

6. **WELSH 2ND LANGUAGE SUPPORT**

Members were provided with an overview to the circulated report.

**Decision:**

That the report be noted as a matter for information.

7. **SEREN PROGRAMMME**

Members were provided with an overview to the circulated report.

**Decision:**

That the report be noted as a matter for information.

8. **PERSONAL TRANSPORT BUDGET**

**Decision:**

That having due regard to the circulated report, with listed appendices including the integrated impact assessment, Members approve the following.

- I. Introduction of a Personal Travel Budget as an additional means of travel assistance under the Councils Home to school Travel Policy 2017.
- II. That the Personal Travel Budget be available for use in the academic year 2023/2024.
- III. That the Personal Travel Budget continue to be inclusive of the exiting mileage allowance offers, with the addition of,
  - a. Purchasing a travel pass for public transport.
  - b. Paying a responsible person deemed to be appropriate by the parent/carer to help the child use public transport.
  - c. Paying a responsible person deemed as appropriate by the parent/carer to walk or cycle to school with the child.
  - d. Paying a responsible person deemed as appropriate by the parent /carer to drive the child to school.
  - e. Paying for fuel.
  - f. Paying for travel by taxi.
  - g. Paying a childminder.
  - h. To organise travel to separate home addresses where there is spilt custody.

**Reason for Decision:**

That the Education Transport Service, together with the Environment Directorates Passenger Transport department continue to manage budget pressures, which includes alternative options being made available through the Personal Travel Budget.

**Implementation of Decision:**

That the decision be implemented following the three-day call-in period, which ended at 9.00am on Monday 29<sup>th</sup> of April 2023.

**Consultation:**

There was no consultation required.

9. **INCREASED PLANNED PLACES - PERMISSION TO CONSULT**

**Decision:**

That having due regard to the integrated impact assessment of the circulated agenda pack, Members approve,

- I. Consultation to propose a 16-place specialist provision for primary age pupils with autistic spectrum disorder (ASD) at Blaenhonddan Primary School.
- II. Consultation to propose an increase in the number of pupil places at Ysgol Y Coed from 90 to 115.
- III. Comply with the formal consultation requirements imposed on the Council by the School Organisation Code.

**Reason for Decision:**

To comply with formal consultation requirements imposed on the Council by the School Organisation Code and to promote high educational standards of school children's potential.

**Implementation of Decision:**

That the decision be implemented following the three-day call-in period, which ended at 9.00am on Monday 29<sup>th</sup> of April 2023.

**Consultation:**

Consultation is required under the Councils Strategic School Improvement Programme. Following approval by Cabinet Members, the consultation period will commence on the 6<sup>th</sup> and end on the 18<sup>th</sup> of June 2023.

10. **URGENT ITEMS**

There were none.

**CHAIRPERSON**

**Education, Skills and Wellbeing Cabinet Board**  
**(Immediately following Scrutiny Committee starting at 2pm)**

Meeting Date 2023	Agenda Item and Type
28 <sup>th</sup> September	Annual School Term Dates (out of consultation) - Decision
	Quarter 1 Performance Indicators 23/24 - Monitoring
	School Exclusion update – for information
	Destination Management Plan, Culture Strategy and Build Heritage Strategy Plan - for Decision
	Welsh Public Library Standards Assessment 2021/2022
	Increased Planned Places Blaenhonddan Primary School: Back from Consultation – FOR DECISION

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Meeting Date 2023	Agenda Item and Type
October – date to be confirmed	WESP Progress Report
	Strategic School Improvement Programme – For consultation to submit NPT Strategic Outline Plan (SOP) Band B variation request to WG – FOR DECISION

Meeting Date 2023	Agenda Item and Type
23 <sup>rd</sup> November	Christmas/New Year Opening Times (Libraries, Leisure Centres etc.) – Decision
	Youth Service Update - Information
	Employability and Skills Programme
	School Admissions Policy

	<b>Quarter 2 Performance Indicators 23/24</b>
	<b>Increased Planned Places Blaenhonddan Primary School: Final Determination – FOR DECISION</b>
	<b>Increased Planned Places Maes Y Coed Special School: Back from Consultation – FOR DECISION</b>

<b>Meeting Date 2023</b>	<b>Agenda Item and Type</b>
<b>1<sup>st</sup> February 2024</b>	<b>Annual School Term Dates (back from consultation) – Decision</b>
	<b>Welsh Public Libraries Standards Annual Report – Decision</b>
	<b>Annual Pupil Performance Report 2023/24</b>
	<b>Leisure Business Plan</b>
	<b>Increased Planned Places Maes Y Coed Special School: Final Determination – FOR DECISION</b>

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<b>Meeting Date 2023</b>	<b>Agenda Item and Type</b>
<b>14<sup>th</sup> March 2024</b>	<b>Admission to Community Schools (out for consultation)</b>
	<b>Quarter 3 Performance 23/24</b>

<b>Meeting Date 2023</b>	<b>Agenda Item and Type</b>
	<b>Admission to Community Schools (back from consultation)</b>
	<b>Aberfan Seafront Masterplan</b>



<b>25<sup>th</sup> April 2024</b>	

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Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## **NEATH PORT TALBOT COUNCIL**

### **Education, Skills and Wellbeing Cabinet Board**

**6<sup>th</sup> July 2023**

#### **Report of the Head of Education Development – Chris Millis**

##### **Matter for Decision**

##### **Wards Affected:**

All Port Talbot Wards

**Report Title:** NPT Opportunity Hub Update and Lease Continuation

##### **Purpose of the Report:**

To give Members an update regarding the NPT Opportunity Hub and ask for a decision regarding lease continuation of the building.

##### **Executive Summary:**

The aim of the NPT Opportunity Hub is to offer residents a 'single front door' access to all employability services that NPTC have to offer namely, Communities for Work Plus, Workways NPT and New Horizons (Youth Service).

The Opportunity Hub is there to offer residents aged 16 plus, that are unemployed, NEET or Economically Inactive, an easily accessible and welcoming venue in the heart of the community that can help and support them to securing employment, or undertake training to move them closer to the labour market.

Since opening in January 2023, 282 residents from Port Talbot who were looking for help and support to secure employment have come into the centre and been referred to NPT Employability programmes. This highlights the need for a 'single front door' in the heart of the community to access to employability services. With the unit being in close proximity to the local Job Centre, it has also helped build good relationships, with the work coaches who often sign post their customers to the Hub.

There is currently a 12 month lease for the unit which is due to expire on the 31<sup>st</sup> August 2023 and we are asking for approval to continue the lease for a further 12 months from September 2023.

**Background:**

The Opportunity Hub has been developed in the heart of the shopping centre in Port Talbot in order to provide support for people with regard to upskilling, work development and also been a Warm Hub during the cost of living crisis.

The Hub has been renovated since gaining the lease and is well used by shoppers passing through the centre.

**Achievements to date:**

We have held monthly recruitment days in the Hub with local employers to help them fill their current vacancies. These events give our residents access to meeting the employers and find out what they require to be successful in securing employment with them. For example, we have had sector specific events such as Security, Health and Social Care, Construction and Admin. We have engaged a range of employers such as McDonalds, DVLA, numerous security companies, many care sector employers and Virgin Atlantic to name just a few.

We have engaged with 282 residents offering support with regard to employment or training since January 2023.

The Hub has been a designated Warm Hub for residents to come in for a free warm drink during the winter months, to help them with the cost of living crisis.

We have seen a drop in venue for people looking for advice and support. Currently the Hub has internal and external organisations attending on a weekly basis to offer support such as Citizens advice, Job Centre Plus, Direct Payments, Safe and Well team and the Community Fridge project.

We have delivered training courses in the Hub to upskill residents to enable them to have the knowledge, qualification and skills to find employment. We have held various training including Pet First Aid, Health and Safety, Emergency First Aid and Paediatric First Aid.

The team have held sessions for NPTC departments to attend and promote their vacancies and support people to apply for the jobs, such as Direct Payments.

We have become a place where residents can have information and contact details for all council support services. The informal nature of the centre is helpful.

The Hub has also gone some way to help all NPT Employability programmes to achieve their set targets from their funders which will prove the need for us to secure funding going forward.

The Opportunity Hub is best located in the Shopping Centre rather than a corporate building, as it has passing footfall of residents that are in the Shopping Centre for many reasons. On average we are having at least 3 referrals a day from people passing and coming in to find out what help we can provide.

If the Hub is able to extend the lease for a further 12 months, this will ensure that residents will continue to have access to a welcoming venue, offering advice, guidance, support and we will have the ability

to signpost to different organisations and services both within and out outside of the Local Authority.

We have had discussions with the Centre Manager in regards to extending the lease for a further year. Conversations have also been had with the Landlords, Estama, who have provided updated costs for 23/24. They are pleased with the addition we bring to the Centre for their customers and would gladly extend our lease for a further year.

Welsh Government Officers recently visited the Opportunity Hub and commented on what an excellent facility it is for the community and in a great location for engaging people that are passing by the shop.

**Financial Impacts:**

The projected costs for 2023/2024 are:

Lease costs	£14,000
Service Charge	£9,067
Insurance	£450
Running costs (estimated) electric, water, Internet	£6,000
Total Cost	£29,517

The above costs will be funded from the Welsh Government Communities for Work Plus budget.

**Integrated Impact Assessment:**

A First Stage Impact Assessment has been completed and attached as Appendix A for your information.

**Valleys Communities Impacts:**

There are no Valleys Communities implications associated with this report.

**Workforce Impacts:**

No Workforce implications associated with this report.

**Legal Impacts:**

There are no legal impacts associated with this report.

**Risk Management Impacts:**

There are no risk assessment issues associated with this report.

**Consultation:**

There is no requirement for external consultation on this item.

**Recommendations:**

To seek Members approval to extend the lease for the Opportunity Hub for a further 12 months.

**Reasons for Proposed Decision:**

The recommendation is made that Members approve the lease extension in order to provide local employability and wellbeing support for the community of Port Talbot.

**Implementation of Decision:**

The decision is proposed for implementation after the three day call in period.

**Appendices:**

Appendix A – First Stage Impact Assessment

**List of Background Papers:**

N/A

**Officer Contact:**

Chris Millis, Head of Education Development – [c.d.millis@npt.gov.uk](mailto:c.d.millis@npt.gov.uk)

Angeline Spooner-Cleverly, Employability, Skills and Poverty Co-ordinator – [a.spooner-cleverly@npt.gov.uk](mailto:a.spooner-cleverly@npt.gov.uk)

Kerry Jones, Employability Manager – [k.c.jones@npt.gov.uk](mailto:k.c.jones@npt.gov.uk)

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**Impact Assessment - First Stage**

**1. Details of the initiative**

<b>Initiative description and summary:</b> NPT Opportunity Hub Update and Lease Continuation
<b>Service Area:</b> Education Development, Employability and Skills
<b>Directorate:</b> ELLL

**2. Does the initiative affect:**

	Yes	No
Service users	x	
Staff	x	
Wider community	x	
Internal administrative process only		x

**3. Does the initiative impact on people because of their:**

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age	x					The Hub/outreach location offers help and support to anyone who requires it, the programmes will not discriminate and is open to all and accordingly there is no impact on this protected characteristic.
Disability	x					The Hub/outreach location offers help and support to anyone who requires it, the programmes will not discriminate and is open to all and accordingly there is no impact on this protected characteristic.
Gender Reassignment	x					The Hub/outreach location offers help and support to anyone who requires it, the programmes will not

						discriminate and is open to all and accordingly there is no impact on this protected characteristic.
Marriage/Civil Partnership	x					The Hub/outreach location offers help and support to anyone who requires it, the programmes will not discriminate and is open to all and accordingly there is no impact on this protected characteristic.
Pregnancy/Maternity	x					The Hub/outreach location offers help and support to anyone who requires it, the programmes will not discriminate and is open to all and accordingly there is no impact on this protected characteristic.
Race	x					The Hub/outreach location offers help and support to anyone who requires it, the programmes will not discriminate and is open to all and accordingly there is no impact on this protected characteristic.
Religion/Belief	x					The Hub/outreach location offers help and support to anyone who requires it, the programmes will not discriminate and is open to all and accordingly there is no impact on this protected characteristic.
Sex	x					The Hub/outreach location offers help and support to anyone who requires it, the programmes will not discriminate and is open to all and accordingly there is no impact on this protected characteristic.
Sexual orientation	x					The Hub/outreach location offers help and support to anyone who requires it, the programmes will not discriminate and is open to all and accordingly there is no impact on this protected characteristic.

#### 4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language	x				m	Will be able to offer through the medium of welsh.
Treating the Welsh language no less favourably than English		x				Will be able to offer through the medium of welsh.

**5. Does the initiative impact on biodiversity:**

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		x				There will be no impact on maintain and enhancing biodiversity
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		x				There will be no impact on the promotion of the resilience of ecosystems.

**6. Does the initiative embrace the sustainable development principle (5 ways of working):**

	Yes	No	Details

<b>Long term</b> - how the initiative supports the long term well-being of people	x		The proposal is already providing job opportunities, recruitment days, a warm hub, training opportunities for those in need within the community.
<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	x		The proposal assists with our wellbeing objectives, providing jobs for local people, promoting health and wellbeing, upskilling those who wish to increase in their future prospects.
<b>Involvement</b> - how people have been involved in developing the initiative	x		The proposal has a holistic provision involving internal and external agencies and stakeholders to promote, market and develop the initiatives.
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions	x		Holistic provision of a combination of services offering employability, skills and training support to those who need it. Involves internal and external partners and stakeholders.
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse	x		The Hub provides a proactive approach in engaging with the communities to help with employability, skills and training to provide local resources for jobs.

#### 7. Declaration - based on above assessment (tick as appropriate):

A full impact assessment (second stage) <b>is not</b> required	
Reasons for this conclusion	
It is intended to extend the lease for this building for one year. A full impact assessment is not required as there would be no impacts adversely affected by this report.	

	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
Completed by	<b>Kerry Jones</b>	<b>Employability Manager</b>	<b>K Jones</b>	<b>29 June 2023</b>
Signed off by	Chris Millis	Head of Service/Director	<i>CD Millis</i>	29.6.23

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## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

**Education, Skills and Wellbeing Cabinet Board**

**6<sup>th</sup> July 2023**

**Report of the Head of Education Development**

**Chris Millis**

### **MATTER FOR DECISION**

### **WARDS AFFECTED – ALL WARDS**

## **School Terms Dates 2025/2026**

### **Purpose of the Report**

1. To obtain Cabinet permission to approve the proposed school term dates in respect of the 2025/2026 academic year.

### **Executive Summary**

2. The Local Authority is responsible to determine school terms and holiday dates for community and maintained special schools.
3. The proposed school term dates 2025/2026 have been consulted upon. Consultation took place between 17<sup>th</sup> April 2023 and 2<sup>nd</sup> June 2023. No adverse comments were received.

## **Background**

4. To ensure harmonisation of school term dates across Wales, the Welsh Government have issued legislation which gives the Welsh Ministers power to direct authorities and the governing bodies of voluntary aided and foundation schools on the school term dates that they set.
5. Where agreement cannot be met, Welsh Ministers have the power to intervene and direct the Local Authority.
6. It is a requirement that the Authority inform the Welsh Ministers of term dates for the school year 2025/2026 by the final working day in August 2023.
7. The 2025/2026 school term dates proposed by Neath Port Talbot are the same as other authorities, although INSET days may vary.
8. Permission is sought to approve the proposed 2025/2026 term dates which are attached as Appendix A and for them to be submitted to the Welsh Ministers.

## **Consultation**

9. Consultation has taken place and no adverse comments were received.

## **Financial Impact**

10. There are no financial impacts associated with this report.

## **Integrated Impact Assessment**

11. A Screening Assessment has been undertaken to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010. After completing the assessment it has been determined that this Policy does not require an Integrated Impact Assessment There are no equality impacts associated with this report.

## **Valleys Communities Impacts**

12. No Implications



## **Workforce Impacts**

13. There are no workforce impacts associated with this report.

## **Legal Impacts**

14. In relation to this specific purpose of the report, there is a legal requirement that the 2025/2026 school term dates must be submitted to the Welsh Ministers by the final working day of August 2023.

## **Risk Management**

15. There are requirements placed on the Local Authority to consult and determine the school term dates prior to submission to the Welsh Ministers.

## **Recommendations**

16. To approve for submission to the Welsh Ministers the proposed 2025/2026 school term dates.

## **Implementation of Decision**

17. To enable the Authority to meet its statutory duties.

## **Appendices**

18. Appendix A: Proposed School Term Dates 2025/2026.
19. Appendix B: Consultation Report.

## **List of Background Papers**

20. The Education (Notification of School Term Dates)(Wales) Regulations 2014
21. School Standards and Framework Act, 1998

## **Officer Contact**

Mrs H Lewis - School Admissions [h.lewis@npt.gov.uk](mailto:h.lewis@npt.gov.uk) Tel - 01639 763580

Appendix A:  
Proposed School Term  
Dates 2025/2026.



**School Terms and Holiday Dates**  
**2025/2026 Academic Year**

		Mid Term Holiday			
Term	Term	Begins	Ends	Term Ends	Days
Autumn 2025	Monday 1 <sup>st</sup> September	Monday 27 <sup>th</sup> October	Friday 31 <sup>st</sup> October	Friday 19 <sup>th</sup> December	<b>75</b>
Spring 2026	Monday 5 <sup>th</sup> January	Monday 16 <sup>th</sup> February	Friday 20 <sup>th</sup> February	Friday 27 <sup>th</sup> March	<b>55</b>
Summer 2026	Monday 13 <sup>th</sup> April	Monday 25 <sup>th</sup> May	Friday 29 <sup>th</sup> May	Monday 20 <sup>th</sup> July	<b>65</b>
				<b>Total</b>	<b>195</b>

**Schools will be closed to pupils for INSET/Staff Preparation on six days between Monday 1<sup>st</sup> September 2025 and Monday 20<sup>th</sup> July 2026.**

**Bank Holidays**

Good Friday                      Friday 3<sup>rd</sup> April 2026  
Easter Monday                  Monday 6<sup>th</sup> April 2026  
May Bank Holiday              Monday 6<sup>th</sup> May 2026  
Spring Bank Holiday          Monday 25<sup>th</sup> May 2026

## **CONSULTATION REPORT**

School Term Dates in relation to the 2025/2026 academic year.

### **Purpose of the consultation report**

1. This report is to inform Members of the outcome of consultation.

### **Consultation Process**

2. The consultation invited comments on proposed 2025/2026 School Term Dates for community schools within Neath Port Talbot County Borough Council.

### **Summary of responses to consultation**

3. No adverse comments were received.

### **Officers Comments**

4. Members may wish to note that the Welsh Government have issued legislation which gives the Welsh Ministers power to direct authorities and the governing bodies of voluntary aided and foundation schools on the school term dates that they set.

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Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

**NEATH PORT TALBOT COUNTY BOROUGH COUNCIL /  
CYNGOR BWRDEISTREF SIROL CASTELL-NEDD PORT  
TALBOT**

**Education, Skills and Wellbeing Cabinet Board / Bwrdd Cabinet  
Addysg, Sgiliau a Llesiant**

6<sup>th</sup> July 2023

**Director of Education, Leisure and Lifelong Learning /  
Cyfarwyddwr Addysg, Hamdden ac Gydol Oes**

Andrew Thomas

**Matter for Monitoring**

**Wards Affected: All Wards**

**Report Title**

Quarterly Performance Management Data 2022-2023 –  
Full Year Performance (1st April 2022– 31st March 2023)

**Purpose of the Report:**

To provide members with the full year performance management data, complaints and compliments for the period 1st April 2022 to 31st March 2023 for Education, Leisure and Lifelong Learning Directorate. This will enable the ESW Cabinet Board to discharge their functions in relation to performance management.

**Executive Summary:**

The report provides education results and assessments at KS4. Attendance data over the secondary and primary sectors. Data relating to the Statutory Assessment Process, the Youth Service and childcare. Data relating to the Library Service concerning the number of visitors and a summary of the number of people participating in a sporting activity at the council facilities.

**Background:**

Members are presented with a full suite of Education, Leisure and Lifelong Learning KPI's (Corporate Plan and Local KPI's). A list of full year key performance KPI's with progress comments on each indicator are attached as appendix 1.

KPI status:

- GREEN (green traffic light) - KPI's that have improved on or achieved target
- AMBER (amber traffic light) - KPI's that have not achieved target but performance is within 5%
- RED (red traffic light) - KPI's that are 5% or more below target

Where available, appendix 1 provides performance data for the full year performance for 2020/21, 2021/22 & 2022/23. The target provided is for the corresponding period.

Appendix 2 provides full year information for Compliments and Complaints data, collected in line with the Council's Comments, Compliments & Complaints Policy for Cabinet.

**Financial Impacts:**

The performance described in the report is being delivered against a challenging financial backdrop and reduced budget.

**Integrated Impact Assessment:**

There is no requirement to undertake an Integrated Impact Assessment as this report is for monitoring / information purposes.

**Valleys Communities Impacts:**

This impacts all wards.

**Workforce Impacts:**

The Council's workforce continues to contract as financial resources continue to reduce. In recognition of the scale of change affecting the workforce, a new Corporate Workforce Plan has been developed to support the workforce to adapt to the changes that are taking place.

**Legal Impacts:**

This Report is prepared under:

The Local Government (Wales) Measure 2009 and discharges the Council's duties to "make arrangements to secure continuous improvement in the exercise of its functions".

The Well-being of Future Generations (Wales) Act 2015

The Neath Port Talbot County Borough Council Constitution requires each cabinet committee to monitor quarterly budgets and performance in securing continuous improvement of all the functions within its purview.

**Risk Management Impacts:**

Failure to provide a suitable monitoring report within the timescales could lead to non-compliance with our Constitution. Also, failure to have robust performance monitoring arrangements in place could result in poor performance going undetected.

**Consultation:**

There is no requirement under the Constitution for external consultation on this item.

**Recommendations:**

Members monitor performance contained within this report.

**Reasons for Proposed Decision:**

Matter for monitoring. No decision required.

**Implementation of Decision:**

Matter for monitoring. No decision required.

**Appendices:**

Appendix 1: Key Performance Management Data - Quarterly.

Appendix 2: Compliments and Complaints Data

**List of Background Papers:**

The Neath Port Talbot Corporate Improvement Plan - 2019-2022

Monitoring forms/spreadsheets

Welsh Government Statistical Releases

**Officer Contact:**

Neal Place, Performance Management Officer.

E-mail n.place@npt.gov.uk. Tel. 01639 763619





Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

# Performance Measures

Neath Port Talbot Council





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## Appendix 1 - Education, Leisure and Lifelong Learning Directorate Performance Measures - Quarter 4 (1st April - 31st March) -2022/23





Performance RAG (Red, Amber Green) key:






- **Green:** achieved quarter 4 target for 2022/23
- **Amber:** Within 5% of target
- **Red:** 5% or more below target
- N/a or blank column – no comparable data or no target set






## How will we know we are making a difference (01/04/2022 to 31/03/2023)?






PI Title	Qtr. 4 Actual 20/21	Qtr. 4 Actual 21/22	Qtr. 4 Actual 22/23	Qtr. 4 Target 22/23	Perf. RAG
<b>1.2.1 SRP - Wellbeing Objective 1 - Best start in life</b>					
CP/005 - Percentage of pupil attendance in primary schools	93.83	91.18	89.23		 n/a
<p>2022/23 data is for the 2021/22 academic year.                      362,715 missed half day sessions of 3,368,595 in Academic Year 2021/22 compared to 221,839 missed half day sessions of 2,516,523 in Academic Year 2020/21.                      The figures for 2020/21 reflect attendance rates for the year previous prior to Covid with the subsequent years reflecting data captured at the height of the pandemic. Efforts to increase attendance across all sectors continue in partnership with schools.                      No target set due to the pandemic.</p>					
CP/006 - Percentage of pupil attendance in secondary schools	92.51	87.88	85.52		 n/a
<p>2022/23 data is for the 2021/22 academic year.                      147,629 missed half day sessions of 2,400,924 in Academic Year 2021/22 compared to 170,599 missed half day sessions of 1,407,888 in Academic Year 2020/21.                      The figures for 2020/21 reflect attendance rates for the year previous prior to Covid with the subsequent years reflecting data captured at the height of the pandemic. Efforts to increase attendance across all sectors continue in partnership with schools.                      No target set due to the pandemic.</p>					
CP/008 - Percentage of year 11 pupils studying Welsh first language	11.33	12.11	13.06	12.50	 Green
<p>For the Academic Year 2021/22, there were 208 pupils studying Welsh first language from a cohort of 1,593 pupils compared to 196 from a cohort of 1,619 for 2020/21.                      The number of pupils studying Welsh as a first language and related percentage has increased slightly compared to Academic Year 2020/21.</p>					
ELLL - PI/444 - Percentage of Year 11 pupils achieving 5 GCSEs at grades A*-C, or equivalent, including English or Welsh first language and Maths (Academic Year)	57.83	62.75	54.11		 n/a
<p>862 pupils achieved this indicator from a cohort of 1593 pupils - Performance is below 2019/20 and 2020/21 which were both based on teacher assessment. 2021/22 Academic Year performance is however an improvement on the 45.81% achieved in 2018/19, the most recent year that results were based on examinations.</p>					






PI Title	Qtr. 4 Actual 20/21	Qtr. 4 Actual 21/22	Qtr. 4 Actual 22/23	Qtr. 4 Target 22/23	Perf. RAG
ELLL - Strategic School Improvement Programme - PI/896 - Completion of Welsh Government Band B projects.			80.00		 n/a
New performance indicator for 2022/23 All ongoing projects completed. 3 out of initial 5 programmes have been completed. One programme will not progress further and one programme is awaiting Section 106 information. Therefore 3 out of remaining 4 programmes completed.					
ELLL - Strategic School Improvement Programme - PI/897 - WESP- increase in the % of nursery children/ three year olds that receive their education through the medium of Welsh (percentage of nursery/ three year old pupils that receive education through the medium of Welsh).			22.10	21.40	 Green
New performance indicator for 2022/23 Welsh Government have approved the NPT WESP (Welsh in Education Strategic Plan). 5 year plan also approved. Annual plan in process of being created. Immersion Centre and a new Welsh Medium school have opened. Actual data based on first year nursery (N1) numbers.					
ELLL - ANLSS - PI/824 - The percentage of current final statements of special educational needs and Individual Development Plans (IDPs) issued within the statutory time scales excluding exceptions. (measured over the calendar year - quarterly)	100.00	100.00	100.00		 n/a
100% - One statements/IDP's issued within the required timescale (excluding exceptions) out of a total of one possible statements/IDP's. This figure demonstrates that when Advice is received within specified timeframes and no additional dialogue is needed with Parents/ Carers, the service is able to produce statutory plans within statutory timescales.					
ELLL - ANLSS - PI/872 - The percentage of final statements of current special education needs and Individual Development Plans (IDPs) issued within the statutory time scales including exceptions. (measured over the calendar year - quarterly)	34.38	19.64	2.70		 n/a
One statements/IDP's issued within the required timescale (including exceptions) out of a total of 37 possible statements/IDP's. The majority of these exceptions are due to delayed professional advice from external agencies. The Manager of the service corresponds regularly with both the Health Board and wider Inclusion Services to highlight this pressure and the importance of keeping within statutory timescales. Parents are offered the option to proceed without advice, however many are understandably reluctant to do so, opting to instead wait, in order that a holistic picture of the child/young person is gathered. A number of these exceptions also relate to cases where further dialogue with Parents/ Carers is required, which is an essential part of working in a person centred way.					
ELLL - Children Looked After Education Service - PI/881 - The percentage of LA maintained IDPs developed for Children Looked After (CLA) issued within the 12 week statutory timescale.			0.00	72.00	 Red
For the Academic Year 2022/23 there were 2 IDPs developed for Children Looked After and both were outside the 12 week timescale due to delay in the submission of professional advice from external agencies.					

PI Title	Qtr. 4 Actual 20/21	Qtr. 4 Actual 21/22	Qtr. 4 Actual 22/23	Qtr. 4 Target 22/23	Perf. RAG
ELLL - Early Years and Childcare Team - PI/892 - Number of new English Medium registered childcare spaces developed as a result of benefitting from improvement funding via Welsh Government revenue and capital Early Years and Childcare funding pots.			75.00		 n/a
New performance measure for 2022/23.  <b>Over the year, 3 new settings have benefited from revenue and capital funding:</b> Rhos Lullabys Childcare registered for 37 places (capital support) Ty Plant, Briton Ferry, registered for 19 children (revenue support) Abbey Childcare, registered for 19 children (Capital and revenue)					
ELLL - Early Years and Childcare Team - PI/893 - Number of children in receipt of support funding to aid access to childcare.			175.00		 n/a
New performance measure for 2022/23 <ul style="list-style-type: none"> <li>• 25 children benefitted from additional support or one to one care via our O Gam I Gam funding scheme.</li> <li>• 78 children received a Flying Start funded outreach childcare placement. Outreach funding is available to non-Flying Start eligible children.</li> <li>• Child Development Fund has supported a total of 18 children to access childcare during 2022/23. Some funding has supported additional staff, specialist equipment, and professional and specialist staff and training such as occupational therapy.</li> <li>• 54 children accessed addition support funding via Flying Start ALN funding to access childcare</li> </ul>					
ELLL - Early Years and Childcare Team - PI/924 - Number of Welsh Language and Bilingual registered childcare spaces.			250.00		 n/a
New performance measure for 2022/23.  250 childcare spaces are available in Welsh or bilingual settings currently.					
ELLL - Early Years and Childcare Team - PI/936 - Number of new Welsh Medium and bilingual registered childcare spaces developed as a result of benefitting from improvement funding via Welsh Government revenue and capital Early Years and Childcare funding pots.			38.00		 n/a
New performance measure for 2022/23.  Cylch Meithrin Teulu'r Tyle is now registered with Care Inspectorate Wales (CIW ) for 19 and offering a variety of sessions throughout the day. They have also started to accept Flying Start children. Gofal Plant Tregeloes is in the process of registering with CIW for 19 children - this is imminent. This childcare is with the new Welsh Language school Ysgol Gymraeg Tregeloes.					




PI Title	Qtr. 4 Actual 20/21	Qtr. 4 Actual 21/22	Qtr. 4 Actual 22/23	Qtr. 4 Target 22/23	Perf. RAG
<p>ELLL - Families First &amp; Early Intervention - PI/759 - % of Families First service users who report positive impacts following engagement with early intervention support.</p> <p>New performance measure for 2022/23. 61.91% closed with successful outcomes, with 17.41% and 13.67% closed for reasons of opting-out and not engaging, respectively. Throughout 2023/24 we will be working to further understand the reasons that families do not engage so that we can remove barriers wherever possible, as part of a review of the Early Intervention Panel, undertaken in collaboration with wider services. This is a key priority for this service.</p>			61.91	72.00	 Red
<p>ELLL - Family Information Service and Childcare Offer - PI/747 - Number of applications approved for children aged 3 and 4 to receive funded childcare through the Childcare Offer for Wales. (Academic Year)</p> <p>New performance measure for 2022/23. We received 365 applications via the new digital platform in addition to 473 applications from the legacy system since April 2022. A total of 838.</p>			838.00		 n/a
<p>ELLL - Flying Start - PI/929 - Number of English Language Flying Start childcare spaces accessed.</p> <p>New performance measure for 2022/23. 426 of the total 502 Flying Start childcare spaces accessed, were English Language places</p>			426.00		 n/a
<p>ELLL - Flying Start - PI/930 - Number of Welsh Language and Bilingual Flying Start childcare spaces accessed.</p> <p>New performance measure for 2022/23. 76 of the total 502 Flying Start childcare spaces accessed, were Welsh Language or Bilingual places</p>			76.00		 n/a
<p>ELLL - Flying Start - PI/931 - Number of parents recording a positive distance travelled from pre to post Flying Start structured parenting course intervention.</p> <p>New performance measure for 2022/23. 369 parents out of a total of 387 reported a positive distance travelled following engaging with structured parenting interventions such as nurture groups, speech and language parental support and structured bespoke interventions. Some of the 387 parents will still be active within the programme, so are yet to complete post training evaluations, any negative or neutral distance travelled recorded will be addressed with parents being consulted on any further supported needed.</p>			369.00		 n/a

PI Title	Qtr. 4 Actual 20/21	Qtr. 4 Actual 21/22	Qtr. 4 Actual 22/23	Qtr. 4 Target 22/23	Perf. RAG
<p>ELLL - Flying Start - PI/932 - Number of parent contacts Flying Start Professionals such as health staff and parenting staff have engaged in.</p> <p>New performance measure for 2022/23. 17,667 face to face contacts took place between parents, their children and their health visitor, community nursery nurse, parenting worker or speech and language staff over the year.</p>			17667.00		 n/a
<p>ELLL - Flying Start - PI/933 - Number of individuals, not eligible for Flying Start, accessing the programme's services via an outreach space.</p> <p>New performance measure for 2022/23. During 22/23 78 children not eligible for Flying Start, accessed the Flying Start childcare via an outreach space.</p>			78.00		 n/a
<p>ELLL - Project Development and Funding Unit - PI/722 - Number of organisations/individuals given assistance with grant applications.</p> <p>New performance measure for 2022/23. The Unit has experienced the volume of calls for assistance that was forecast. The 4th Quarter has been typical of the throughput expected.</p>			132.00	130.00	 Green
<p>ELLL - Project Development and Funding Unit - PI/725 - Number of organisations/individuals receiving grants as a consequence of the assistance given by the Unit (compared to 1 above- 'Success Rate').</p> <p>New performance measure for 2022/23. Some 'Assists' in the 4th Quarter are awaiting determination in 2023/24. The inability to achieve the 80% target can be attributed to Groups receiving the advice not acting upon it or not having the capacity to see the grant process through. Some Groups, after making the initial enquiry, do not apply. On occasion the project description will change significantly and the project cannot be delivered within the Financial Year under review. The Unit is being called upon repeatedly to advise on Inter - Directorate issues that of themselves do not help populate this performance indicator by way on monetary gain, converting 'Assists' into cash!</p>			70.50	80.00	 Red
<p>ELLL - Project Development and Funding Unit - PI/726 - Value of grant received by organisations/individuals as a consequence of the assistance given by the Unit.</p> <p>New performance measure for 2022/23. This is income secured from the Renewable Energy Funds, Sport Wales and Minor Projects Grant. Other large scale bids (£100k +) are being worked upon and these will mature in 2023/24.</p>			829813.34	800000.00	 Green

PI Title	Qtr. 4 Actual 20/21	Qtr. 4 Actual 21/22	Qtr. 4 Actual 22/23	Qtr. 4 Target 22/23	Perf. RAG
<p>ELLL - Youth Service - PI/547 - Percentage of 11 - 19 year olds in contact with the Youth Service (measured cumulatively over the financial year - quarterly)</p> <p>By the end of quarter 4 2022/23 the Youth Service have been in contact with 6,394 young people aged 11-19.</p>	9.47	29.03	42.59	29.79	 Green
<p>ELLL - Youth Service - PI/686 - Increase the wellbeing of young people following support including those with protected characteristics (percentage).</p> <p>2569 young people aged 11-25 have stated that they are feeling better after support. this is 81% of the 3158 young people asked.</p>			81.00	50.00	 Green
<p>ELLL- Youth Service - CP/013 - Percentage of young people who are NEET - Year 11 leavers not in education, training or employment (NEET)</p> <p>The number of young people who transitioned from year 11 and were Not in Education, Employment and Training (NEET) was 35, this equated to 2.2% of year 11 leavers and is our second lowest ever NEETs figure. This is also the closest we have ever been to the Welsh average which for 2022/23 is 2.1% and ranked 13<sup>th</sup> in Wales.</p>	2.12	2.41	2.2		 NA
<p>2.3 SRP - Wellbeing Objective 3 – Our local environment, culture and heritage can be enjoyed by future generations</p>					
<p>ELLL - Libraries and Community Facilities - LCL001 - The number of visits to public libraries during the year, per 1,000 population (measured cumulatively over the financial year - quarterly)</p> <p>Visits to libraries have grown steadily over the course of the year, boosted by various events programmes, such as the Summer of Fun, and by the opening of the new Neath Library on February 1<sup>st</sup> 2023.</p>	585.03	1918.73	2624.92	2008.00	 Green
<p>ELLL - Libraries and Community Facilities - PI/656 - Percentage of materials expenditure on materials in the Welsh language.</p> <p>This meets the target set out in the Welsh Public Library Standards.</p>			4.00		 n/a

PI Title	Qtr. 4 Actual 20/21	Qtr. 4 Actual 21/22	Qtr. 4 Actual 22/23	Qtr. 4 Target 22/23	Perf. RAG
ELLL - Libraries and Community Facilities - PI/658 - Percentage of Library Users rating the Service as Very Good.			98.00		 n/a
A full user survey at branch libraries was carried out in March 2023. 98% rated the service as good or very good. The 2% who didn't answer good or very good either answered average or didn't answer the question. Responses to the other survey questions that were asked was also overwhelmingly positive.					
ELLL - Margam Park - PI/739 - To increase wedding booking at The Orangery.			82.00	55.00	 Green
98 weddings booked, of which 82 went ahead. 7 were moved into the next financial year and 9 were cancelled					
ELLL - Physical Activity & Sport Service - PI/718 - School Sport Survey hooked on sport.			46.00	50.00	 Red
<p>Excellent results in comparison with other local authorities in Wales. Highest attendances in the three key areas of attendance compared to other authorities in Wales.</p> <ul style="list-style-type: none"> <li>Community Club Participation Hooked on Sport. Participation 3 x or more per week Welsh Average is 64.6%, NPT is 71.6%</li> <li>Neath Port Talbot Hooked on Sport: Participation 3 x or more per week Welsh Average 39.5% compared to NPT at 46%</li> <li>Sports club membership Welsh average 54.4% compared to NPT which is 63.9% (as at Sept 21).</li> </ul> <p>Target of 50% was set pre – Covid based on 2018/19 actual results. Due to the pandemic no survey has been undertaken for 4 years.</p>					
ELLL - Theatres - PI/560 - Number of visits to our theatres		105647.00	195130.00		 n/a
Audiences are returning slowly but are still below pre-covid levels.					
<b>1.2.4 SRP - Wellbeing Objective 4 – Jobs and Skills</b>					
ELLL - Adult Learning Community - PI/699 - Improve success/attainment data.				85.00	 n/a
Data will be available first quarter of 2023/2024.					



PI Title	Qtr. 4 Actual 20/21	Qtr. 4 Actual 21/22	Qtr. 4 Actual 22/23	Qtr. 4 Target 22/23	Perf. RAG
ELLL - Communities for Work - PI/581 - priority 1 (age 25+): number of people helped to gain training, volunteering, work experience or sustainable employment	72.00	50.00	40.00	60.00	 Red
Delivery for the programme has ended March 2023. Caseloads have been monitored to ensure that referrals are sent to existing provisions to ensure that individuals are still having the support they need. Although targets for this project has not been reached, we have made a positive impact to those hardest to reach within our communities. Please note that targets across Wales have not been met.					
ELLL - Communities for Work - PI/582 – Priority 3 (age 16-24): number of people helped to gain training, volunteering, work experience, full time education or sustainable employment	47.00	155.00	115.00	108.00	 Green
Delivery ended for the programme in March 23. Caseloads being referred onto the appropriate service to ensure those individuals are being supported. Excellent to report that we have exceeded our targets for helping our young people in NPT, especially those who were NEET and those who have complex barriers to employment.					
ELLL - Communities for Work - PI/583 – Programme for age 16+: number of people helped to gain training, volunteering, work experience, sustainable employment or those who are in work poverty	159.00	525.00	667.00	300.00	 Green
Sector Specific Recruitment Days set up in Aberafan Shopping Centre with Tata and small employer days have proven really successful. Footfall is increasing and evident in the numbers of referrals into the programme. Ongoing work still being carried out with regards to a permanent base in Pontardawe and Neath. The workways team are exciting to be at the forefront of the creation of a database to capture and record all engagements and job entries across the board giving a true holistic intelligence for employability within NPT.					

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Neath Port Talbot Council

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# Performance Indicators

Neath Port Talbot Council

Appendix 2 - Education, Leisure & Lifelong Learning - Compliments & Complaints - Quarter 4 (1st April - 31st March) - 2022/23



*Print Date: 15-May-2023*

## How will we know we are making a difference (01/04/2022 to 31/03/2023)?

PI Title	Qtr. 4 Actual 20/21	Qtr. 4 Actual 21/22	Qtr. 4 Actual 22/23	Qtr. 4 Target 22/23	Perf. RAG
<b>Organisation</b>					
PI/256 - Education, Leisure & Lifelong Learning Directorate-- % of closed complaints at stage 1 that were upheld in the financial year	0.00	60.00	0.00		
There have been eleven stage 1 complaints so far this year. Six concerned home to school transport, one concerning fishing at Margam Park, two concerning the Additional Learning Needs process, one concerning the National Exercise Referral Scheme NERS and one concerning a booking at the Princess Royal theatre. All were not upheld.					
PI/257 -Education, Leisure & Lifelong Learning Directorate - % of closed complaints at stage 2 that were upheld/partially upheld in the financial year	0.00	0.00	25.00		
There has been four stage 2 complaint for 2022/23, two concerning school transport and one concerning fishing at Margam Park which were not upheld. There was one complaint upheld concerning a booking at Princess Royal theatre and the cancelling of an event due to the Proclamation announcement were a full refund was given. The council contracts are now being altered to include these unpredicted events.					
PI/258 -Education, Leisure & Lifelong Learning Directorate - % of closed complaints dealt with by the Public Services Ombudsman that were upheld/partially upheld		0.00			
There have been no complaints referred to the Ombudsman for 2022/23.					
PI/259 - Education, Leisure & Lifelong Learning Directorate - Number of compliments received from the public	2.00	35.00	25.00		
There have been 25 compliments for the full year. 3 for Margam Park: positive feedback concerning an event and the park in general, 14 for the Orangery all concerning wedding or events, 4 for the Princess Royal Theatre for their help and support during events, 2 for the Data Unit for speedy/accurate response, 1 for The Children and Family Team for the help and support supplied and 1 for School Admissions Team for their support with an application.					