



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Education, Skills and Wellbeing Scrutiny Committee

23rd October 2024

Report of the Head of Education Development – Christopher Millis

Matter for Information

Wards Affected:

All Wards

Report Title. Service Improvement Plans from Education, Leisure and Lifelong Learning Directorate

Purpose of the Report:

To receive information regarding an example of Service Improvement Plans within ELLL;

- Child and Family Service Improvement Plan
- Early Years Service Improvement Plan
- Education Development Service Improvement Plan
- Project Development and Funding Unit
- Tourism Service Improvement Plan

Executive Summary:

The Service Improvement Plan (SIP) is a key level (strand) in the 'Golden Thread' of the council's revised Corporate Performance Management Framework. Primarily they are detailed service led documents that help to inform and develop the Directorates Strategic Improvement Plan. They are used as a key planning tool for the service, underpinning planning and performance arrangements. They allow us to undertake an honest, objective and transparent evaluation of performance and demonstrate self-awareness from evidenced based analysis. They support us to determine if adequate resources (including workforce) are available to improve our services and provide assurance that our services are doing the right things, outlining what we want to achieve and what we need to do to improve the service that we provide for stakeholders. Within our Directorate, Coordinators are invited into SMT to discuss the progress of Service Improvement Plans that sit within their portfolios. They are also part of the professional development review (PDR).

Background:

The Local Government and Elections (Wales) Act 2021 (Part 6, Chapter 1) came into effect from 1st April 2021. This chapter of the Act has a number of performance and governance related duties one of which is to report on performance through self-assessment, and requires each council to keep under

review the extent to which it is meeting its performance requirements. Whilst the Act requires each council to complete an annual self- assessment at corporate level, in order for self–assessment to be embedded across the organisation it is important to also facilitate self-assessment at service level. Whilst not every service within Education Leisure and Lifelong Learning would be subject to the statutory functions of the Act it's important a consistent approach is taken throughout with the same principles being applied. At its simplest level, self-assessment is about asking the questions of:

How well are we doing? How do we know? What and how can we do better?

The attached Service Improvement Plans will have the below information under a number of key headings;

- Purpose
- Vision
- How well are we doing?
- How and what can we do better?
- How do we know?
- Any risks?
- Key Actions
- Performance Measures

As with many services, across all directorates, if funding is reduced or grants are unavailable, it will directly impact on that service and what it can provide

Financial Impacts:

There are no financial impacts as this report is for information

Integrated Impact Assessment:

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

Valleys Communities Impacts:

No implications as this includes information that affects all areas of NPT

Workforce Impacts:

No implications

Legal Impacts:

There are no legal impacts as this report is for monitoring purposes.

Consultation:

There is no requirement for external consultation on this item as this report is for monitoring purposes.

Recommendations:

No recommendations as this is a report for Information purposes only.

Reason for Proposed Decision:

No decision required

Implementation of Decision:

N/A

Appendices:

Appendix 1 -Child and Family Service Improvement Plan

Appendix 2 -Early Years Service Improvement Plan

Appendix 3 -Education Development Service Improvement Plan

Appendix 4 -Project Development and Funding Unit

Appendix 5 -Tourism Service Improvement Plan

Officer Contact:

- Chris Millis – Head of Education Development c.d.millis@npt.gov.uk
- Chris Saunders – Head of Leisure, Tourism, Heritage and Culture c.saunders@npt.gov.uk
- Hayley Lervy -Head of Early Years, Inclusion and Partnerships h.lervy@npt.gov.uk
- Rhiannon Crowhurst - Head of Support Services and Transformation r.crowhurst@npt.gov.uk