

**CABINET  
DECISION RECORDING LOG**

**DECISION DETERMINED ON: 4<sup>th</sup> JUNE 2014**

**DECISION WILL COME INTO EFFECT ON: 13<sup>th</sup> JUNE 2014**  
**(Subject to "Call-in" by appropriate Select Committee)**

**SUBJECT: TERMS OF REFERENCE FOR SCHOOL BUDGET FORUM**

**DIVISION//WARD AFFECTED: COUNTYWIDE**

**PURPOSE:**

To agree the proposed changes to the terms of reference for the school budget forum, including membership.

**DECISION:**

To agree the changes proposed in appendix 1.

**REASONS:**

To update the terms of reference to reflect our school community.

**RESOURCE IMPLICATIONS:**

There is a small budget of £200 to support travelling expenses of members. There will be no impact on this budget.

**CONSULTEES:**

Cabinet

Leadership Team

**CABINET MEMBERS PRESENT:**

County Councillors P. Fox, R. Greenland, E Hackett Pain, P. Hobson, B. Jones and P. Murphy

**OTHER ELECTED MEMBERS PRESENT:**

County Councillors D. Batrouni, S. Howarth and M. Powell

**INTEREST DECLARED:**

None

**AUTHOR:**

**Nikki Wellington – Finance Manager – Directorate for Children and Young People.**

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**SUBJECT: WELSH LANGUAGE MONITORING REPORT 2013/14**

**DIVISION//WARD AFFECTED: ALL**

**PURPOSE:**

To ask Cabinet to note the contents of the attached Welsh Language Monitoring report 2013-2014 that has been produced in line with the requirements of the Welsh Language Act 1993. The Monitoring report details our compliance with the action plan in our Welsh Language Scheme and records all evidence of good practice carried out by the Council over that 12 month period.

**DECISION:**

To approve the report as a record of the Council's activities over the last year in respect of its compliance with its Welsh Language Scheme. The report will then be forwarded to the Welsh Language Commissioner's Office by the 30<sup>th</sup> June 2014 for their scrutiny, response and formal approval.

**REASONS:**

Monmouthshire County Council has a statutory responsibility to produce an Annual Monitoring Report under the Welsh Language Act 1993.

**RESOURCE IMPLICATIONS:**

There are no additional financial or human resource implications arising out of this monitoring report.

The Scheme will be published, on approval, on the Council's intranet and corporate website.

**CONSULTEES:**

All Cabinet members, Deputy Leader and Equality Champion, Head of Partnerships and Policy, Welsh Language Support Officer, The Urdd, Menter Iaith BGTM, Monmouthshire Welsh Speakers, Head of Youth Services.

**CABINET MEMBERS PRESENT:**

County Councillors P. Fox, R. Greenland, E Hackett Pain, P. Hobson, B. Jones and P. Murphy

**OTHER ELECTED MEMBERS PRESENT:**

County Councillors D. Batrouni, S. Howarth and M. Powell

**INTEREST DECLARED:**

None

**AUTHOR:**

Alan Burkitt Policy Officer Equalities and Welsh Language

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**(Subject to "Call-in" by appropriate Select Committee)**

**SUBJECT: MONMOUTH SECTION 106 FUNDING**

**DIVISION//WARD AFFECTED: MONMOUTH**

**PURPOSE:**

To recommend to Council the setting up of a Capital Budget in 2014/15 for the Monmouth Off Site Open Space/Recreation Funding; and

To decide on the allocation of grants to specific projects from the funding available.

**DECISION:**

It is recommended to Council that:

- 1.1 a capital budget of £333,146 be created in 2014/15 to carry out the projects emboldened in 2.3 below and that this is funded from corresponding contributions from the Section 106 balances held by the County Council in respect of the Croft y Bwla (£106,428), Almshouses (£37,490) and former Wyesham Infants School (£189,228) development sites in Monmouth;
- 1.2 the second contribution of £106,428 from the Croft y Bwla site be included in the Capital Budget when this is received from the developer;
- 1.3 that the projects set out below and as detailed in Appendix D to this report be approved, with the schemes not emboldened being carried out when the remaining funding is received:

**Project**

**£**

<b>02 Monmouth Petanque Club</b> <i>Floodlighting of Petanque Terrain</i>	<b>9,962</b>
<b>05 Monmouth Off Street Project</b> <i>New skatepark and pump track</i>	<b>100,000</b>
<b>07 Wyesham Scouts</b> <i>All weather outdoor area/disabled facilities</i>	<b>15,985</b>
<b>08 Monmouth Town Council</b> <i>New play area in Osbaston</i>	<b>21,083</b>
10 Monmouthshire County Council <i>Gateway Monmouth Project</i>	50,000
<b>12 Wyesham Play Project</b> <i>New play area at Tudor Road, Wyesham</i>	<b>70,000</b>
<b>15 Monmouth Cricket Club</b> <i>New cricket practice nets</i>	<b>18,000</b>
<b>16 Monmouth Rugby Club</b> <i>Pitch works and floodlighting</i>	<b>30,000</b>
<b>21 Transition Monmouth</b> <i>Wyesham Community Woodland</i>	<b>21,000</b>
22 Monmouthshire County Council <i>New destination play area for Monmouth</i>	85,000
<b>23 Monmouth Town Council</b> <i>Drybridge nature park improvements</i>	<b><u>18,525</u></b>
<b>Total</b>	<b>439,555</b>

- 1.4 Grant offers be made subject to the standard terms and conditions of grant set out in **APPENDIX A** of this report and, in the case of Projects 10, 15 and 22, subject to the additional conditions set out in Para 5.3 of this report.

#### **REASONS:**

The Council's Capital Budget for 2014/15 has already been approved and any proposal to add to or vary the Capital Budget requires a decision to be made by full Council.

The panel assessed each application in turn to make sure that it was measured accurately against the assessment criteria – the panel was particularly concerned to ensure that a consistent approach was used to score each element of the applications under consideration.

## RESOURCE IMPLICATIONS:

The expenditure recommended in the report will be met in full from the S106 contributions paid to the authority by the developers. Sufficient funding has already been received (£333,146) to proceed with all of the emboldened schemes in para 2.3 (£304,555). The further £106,428 is anticipated within the next two months, at which stage the other two schemes can proceed subject to match funding being in place.

However, there is an issue about the timing of the projects being carried out and the expenditure being incurred for two reasons. The first is that all of the anticipated funding has not yet been received by the Council from the developers and the second is that a number of the projects recommended for approval will need to obtain certain permissions before their projects can proceed, e.g. planning permission, landlords agreement or Welsh Government consent under the Chippenham Mead Village Green Scheme of Regulation.

The schemes emboldened in Section 2.3 of this report can all proceed subject to the applicants obtaining planning permission so conditional grant offer letters can be made to these applicants subject to Cabinet's approval of these recommendations. Other conditional grant offers can be made as follows:

<b>Ref</b>	<b>Applicant/Project</b>	<b>Grant</b>	<b>Condition</b>
10	Monmouthshire County Council Gateway Monmouth Project	50,000	Subject to confirmation of funding from other sources
15	Monmouth Cricket Club New Cricket Practice Nets	18,000	Subject to Welsh Government consent under Village Green Scheme of Regulation
22	Monmouthshire County Council New inclusive destination play area	85,000	Subject to Welsh Government consent under Village Green Scheme of Regulation



## **CONSULTEES:**

Cabinet Members                      Local County Council Members for Monmouth  
Strategic Leadership Team              Monmouth Town Council (comments below)  
Head of Legal Services              Monitoring Officer  
Members of the Central Monmouthshire Area Committee  
Assistant Head of Finance/Deputy S151 Officer

In response to the consultation process, Monmouth Town Council supports the recommendations of the Assessment Panel but is opposed to the provision of a new inclusive destination play area at a different location to the existing play area at Chippenham Mead Village Green. Instead, it supports the refurbishment of the play area in its existing location. In reality, the position of the two Councils is very similar – both want to see an improvement in fixed play provision on the village green and both support the provision of more accessible play equipment for children with disabilities and/or support needs. The main “difference” is that officers are suggesting carrying out a local consultation exercise to see if there is community support for relocating the play area closer to the town centre in another position on the village green. This may require the relocation of some sports pitches (still on the village green) but that will only become clear as and when the consultation exercise is carried out. If a change in location is not supported or if relocation is not possible because of its effect on the existing sports pitches then the play area can be substantially upgraded “in situ” in its current location.

## **CABINET MEMBERS PRESENT:**

County Councillors P. Fox, R. Greenland, E Hacket Pain, P. Hobson, B Jones and P. Murphy

## **OTHER ELECTED MEMBERS PRESENT:**

County Councillors D. Batrouni, S. Howarth and M. Powell

## **INTEREST DECLARED:**

County Councillor E Hacket Pain declared a personal and prejudicial interest pursuant to the members code of conduct and left the meeting.

County Councillor R. Greenland declared a personal interest pursuant to the members code of conduct as a Monmouthshire County Council representative on the panel.

**AUTHOR:**

Mike Moran, Community Infrastructure Coordinator

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**SUBJECT: SAFEGUARDING AND CHILD PROTECTION POLICY NOVEMBER 2013**

**DIVISION//WARD AFFECTED: ALL**

**PURPOSE:**

The Safeguarding Children in Education Policy November 2012 was signed off by cabinet on 23<sup>rd</sup> November 2012. It is good practice to review new policies within 12 months of implementation and consultation took place across agencies in August to September 2013 which was followed by a revised policy being developed in November 2013. The revised policy, ***Safeguarding and Child Protection Policy November 2013***, contains minor amendments and additions which were based on consultation feedback.

**DECISION:**

To support and sign off the Safeguarding and Child Protection Policy November 2013.

**REASONS:**

This policy underpins safeguarding and child protection practice across Monmouthshire, and has been pivotal in embedding practice standards across all settings providing services for children, young people and families in Monmouthshire including schools, early years, grant funded and commissioned services, leisure and youth services, central support services and social services.

**RESOURCE IMPLICATIONS:**

A policy is already in place so implementation of the content will not incur additional costs. We will need to ensure that all settings have the revised policy, which can be achieved via our website, email and via key staff in the Council. The policy will replace the existing policy on the Council website. As soon as the policy is signed off, child protection training that is delivered in MCC will be updated to incorporate the new policy.

**CONSULTEES:**

Elected members – CYP select committee January 2014  
August – September 2013 – Chief Officers; CYP; all schools

**CABINET MEMBERS PRESENT:**

County Councillors P. Fox, R. Greenland, E Hackett Pain, P. Hobson, B. Jones and P. Murphy

**OTHER ELECTED MEMBERS PRESENT:**

County Councillors D. Batrouni, S. Howarth and M. Powell

**INTEREST DECLARED:**

None

**AUTHOR:**

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**SUBJECT: REVISED BUDGET MONITORING ARRANGEMENTS 2014/15**

**DIVISION//WARD AFFECTED: COUNTYWIDE**

**PURPOSE:**

A review of the budget monitoring arrangements for 2014/15 with the intention to improve the timeliness and access to budget monitoring information for Cabinet and Select Committees.

**DECISION:**

To approve revised arrangements proposed.

To review arrangements in 12 months.

**REASONS:**

To improve the current revenue and capital budget monitoring arrangements for Cabinet and Select Committees

**RESOURCE IMPLICATIONS:**

Streamlining the processes for the production of revenue and capital budget monitoring information for Members should enable more timely and accessible presentation of this information to Members to enable them to gain comfort and challenge the financial management performance of service areas without the need for additional resources.

**CONSULTEES:**

Cabinet  
Leadership Team

**CABINET MEMBERS PRESENT:**

County Councillors P. Fox, R. Greenland, E Hackett Pain, P. Hobson, B. Jones and P. Murphy

**OTHER ELECTED MEMBERS PRESENT:**

County Councillors D. Batrouni, S. Howarth and M. Powell

**INTEREST DECLARED:**

None

**AUTHOR:**

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**SUBJECT: DRAFT REVENUE BUDGET OUTTURN 2013/14**

**DIVISION//WARD AFFECTED: ALL**

**PURPOSE:**

The purpose of this report is to provide Members with information on the revenue outturn position of the Authority at the end of the 2013/14 financial year.

**DECISION:**

To consider the information contained within this report noting that the figures may be subject to adjustment through the external audit process.

To agree to contribute the surplus balance of £877,000 on the revenue account to general reserves.

To approve the budgets for 2014/15 to undertake specific projects funded by earmarked reserves carried forward from 2013/14, as outlined in Appendix 3, caveated on an agreed robust spending plan.

That £500,000 of the Single Status and Equal Pay reserve is used to replenish the Pension and Redundancy reserve.

That Select Committees scrutinise the outturn position for the services within their remit.

**REASONS:**

To present the revenue outturn position for 2013/14 for Member scrutiny.

**RESOURCE IMPLICATIONS:**

As contained in the report.

**CONSULTEES:**

Senior Leadership Team  
All Cabinet Members  
Head of Legal Services  
Head of Finance

**CABINET MEMBERS PRESENT:**

County Councillors P. Fox, R. Greenland, E Hackett Pain, P. Hobson, B. Jones and P. Murphy

**OTHER ELECTED MEMBERS PRESENT:**

County Councillors D. Batrouni, S. Howarth and M. Powell

**INTEREST DECLARED:****AUTHOR:**

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Mark Howcroft	Assistant Head of Finance (Deputy S151 officer)

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**SUBJECT: CAPITAL OUTTURN REPORT 2013/14**

**DIVISION//WARD AFFECTED: COUNTYWIDE**

**PURPOSE:**

The purpose of this report is to present the draft capital outturn expenditure for 2013/14 compared to the total budget for the year. The report identifies and provides explanations for variances against budget and the funding implications of the draft outturn position. The report also recommends slippage to be carried forward into 2014/15. Members are asked to note that the figures provided may be subject to change during the audit process.

**DECISION:**

To receive the information in this report regarding the draft capital outturn position for 2013/14.

To approve the slippage schedule as identified in Appendix 6, to allow it to be subsequently incorporated into the Authority's capital programme for 2014/15 and beyond.

To approve the planned financing position as in Table 1, which includes the previously unfinanced overspends of £216,000 being funded from capital receipts.

**REASONS:**

The information contained in the report is the final stage of capital budget monitoring for 2013/14. The report and appendices have been compiled following detailed one-to-one discussions with Capital Budget Holders and through bi-monthly directorate capital monitoring group meetings.

Chief Officers are to continue in ensuring that capital budget holders undertake effective and timely project and financial management to ensure that reliable and timely forecasts are provided, forecast over and under spends are communicated at the earliest opportunity and best endeavours are taken to ensure that capital slippage only results from events that fall outside of the authority's control.

**RESOURCE IMPLICATIONS:**

As outlined in the body of the report and the adjoining appendices.

**CONSULTEES:**

Senior Leadership Team  
All Cabinet Members  
Head of Legal Services  
Head of Finance  
Capital Working Group Members

**CABINET MEMBERS PRESENT:**

County Councillors P. Fox, R. Greenland, E Hackett Pain, P. Hobson, B. Jones and P. Murphy

**OTHER ELECTED MEMBERS PRESENT:**

County Councillors D. Batrouni, S. Howarth and M. Powell.

**INTEREST DECLARED:**

None

**AUTHOR:**

Joy Robson - Head of Finance

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**SUBJECT: WELSH CHURCH FUND WORKING GROUP**

**DIVISION//WARD AFFECTED: ALL**

**PURPOSE:**

The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2014/15, meeting 1 on the 10th April 2014

**DECISION:**

That the remaining balance from 2013/14 of £9,059 be carried forward into 2014/15 and that the following grants be awarded to:

Busy Bees Toddler Group: request £500 to assist in creating a Community Garden near Kymin View School for picnics, messy and water play areas as well as an environmental learning zone

Recommendation - £500 contribution for community asset

Llanfair Cilgoed Parochial Church Council: request £500 for contribution to new roof and windows at the church

Recommendation – £500 as contribution towards restoration fund

First Magor Scouts: request £370 to help replace unusable camping equipment

Recommendation – £370 to assist valued community group

St Mary's Church, Magor: request £1,000 for the rectification of a churchyard path due to Health & safety concerns

Recommendation: - £1,000 to assist in resurfacing path as also serves community hall

Friends of Castle Park Primary: request £1,300 funding for updating of audio – visual facilities

Recommendation: - £500 contribution towards updating facilities to facilitate modern educational learning

St Peter's Church, New Church: request £516 for the replacement of church sign

Recommendation: - £516 for the replacement of church sign

Simon Stephens: request £2,300 for educational advancement

Recommendation: - The committee felt that they couldn't support the nature of the application.

St Thomas A Beckett Church, Wolvesnewton: request £1,000 for the essential re-wiring of the church

Recommendation: - £1,000 contribution for the essential maintenance work

Tintern Festivals Association: request £350 towards running of the community fete

Recommendation: - £350 contribution for community event

Raglan Parish Church: request £1,000 for the replacement of old lights in the church nave

Recommendation: - £500 contribution towards more modern efficient lighting

St Stephen's and St Tatham's Church, Caerwent: request £500 contribution towards repairing damaged boundary entrance wall

Recommendation: £500 to assist in the repairing of churchyard entrance boundary wall

Home Start Monmouthshire: request £1,000 to assist in the training of volunteer counsellors



Recommendation: £500 awarded to assist this community charity in assisting vulnerable residents

Rogiet Cheerful Club: request £1,000 for contribution for members vacation

Recommendation: The committee felt that they couldn't support the nature of the application.

Hood Memorial Hall, Devauden: request £1,300 for an interpretation panel telling the story of the first school headmaster

Recommendation: The committee felt that they couldn't support the nature of the application.

Deferred application(s):

Not applicable

Late application(s):

Llansoy "Our Village" publication: request £500

Recommendation: This application was deferred in request of receiving further information about the project,

## **REASONS:**

A meeting took place on Thursday, 10th April 2014 of the Welsh Church Fund Cabinet Working Group to recommend the payment of grants as detailed in the attached schedule.

County Councillors in attendance:

D.L. Edwards, D. J Evans, B. Strong and A. E. Webb

Officers in attendance:

Mr D. Jarrett and Mrs E.M. Tapper

Declarations of Interest:

County Councillor A. E. Webb declared an interest pursuant to the Members Code of Conduct, Local Government Act 2000, within the capacity of signatory of the application from the Tintern Festivals Association.

County Councillor A. E. Webb declared an interest pursuant to the Members Code of Conduct, Local Government Act 2000, within the capacity of signatory of the late application from Llansoy "Our Village" publication.

County Councillor D.J. Evans declared an interest pursuant to the Members Code of Conduct, Local Government Act 2000, within the capacity of Chair of Governors of Castle Park Primary School in respect of the application from Friends of Castle Park Primary.

**RESOURCE IMPLICATIONS:**

As set out in the working group recommendations. A balance remaining of £24,224 is available for further awards within the financial year after these distributions.

**CONSULTEES:**

Senior Leadership Team  
All Cabinet Members  
Head of Legal Services  
Head of Finance  
Central Management Accountant

**CABINET MEMBERS PRESENT:**

County Councillors P. Fox, R. Greenland, E. Hackett Pain, P. Hobson, B. Jones and P. Murphy

**OTHER ELECTED MEMBERS PRESENT:**

County Councillor D. Batrouni, S. Howarth and M. Powell

**INTEREST DECLARED:**

Councillor Greenland declared a personal and prejudicial interest, pursuant to the members code of conduct, in relation to one funding application and left the meeting.

**AUTHOR:**

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