

Public Document Pack



County Hall
Rhadyr
Usk
NP15 1GA

Wednesday, 29 March 2017

Notice of meeting

Economy and Development Select Committee

Thursday, 6th April, 2017 at 2.00 pm

The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA

AGENDA

THERE WILL BE A PRE MEETING FOR MEMBERS OF THE COMMITTEE 30 MINUTES PRIOR TO THE START OF THE MEETING

Item No	Item	Pages
1.	Apologies for absence.	
2.	Declarations of Interest.	
3.	To confirm the following minutes:	
3.1.	Economy and Development Select Committee dated 9th February 2017.	1 - 10
3.2.	Joint Select Committee (All Four Select Committees) dated 27th February 2017.	11 - 20
4.	Presentation regarding Broadband Provision in Monmouthshire.	
5.	Scrutiny of Youth Education-Enterprise Offer.	21 - 38
6.	Update regarding rate re-valuations.	39 - 40
7.	Y Prentis Update.	41 - 70
8.	Economy and Development Scrutiny Forward Work Programme.	71 - 72
9.	Cabinet & Council Forward Work Programme.	73 - 82

10.	To note the date and time of the next meeting.	
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	Thursday 8 th June 2017 at 10.00am.	
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Paul Matthews

Chief Executive

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

S. Jones
B. Hayward
D. Dovey
D. Edwards
D. Evans
J. Prosser
A. Watts
S. White
A. Wintle

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Aims and Values of Monmouthshire County Council

Sustainable and Resilient Communities

Outcomes we are working towards

Nobody Is Left Behind

- Older people are able to live their good life
- People have access to appropriate and affordable housing
- People have good access and mobility

People Are Confident, Capable and Involved

- People's lives are not affected by alcohol and drug misuse
- Families are supported
- People feel safe

Our County Thrives

- Business and enterprise
- People have access to practical and flexible learning
- People protect and enhance the environment

Our priorities

- Schools
- Protection of vulnerable people
- Supporting Business and Job Creation
- Maintaining locally accessible services

Our Values

- **Openness:** we aspire to be open and honest to develop trusting relationships.
- **Fairness:** we aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.
- **Flexibility:** we aspire to be flexible in our thinking and action to become an effective and efficient organisation.
- **Teamwork:** we aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

Public Document Pack Agenda Item 3.1

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 9th February, 2017 at 10.00 am

PRESENT: County Councillor S. Jones (Chairman)

County Councillors: D.Dovey, D. Edwards B. Hayward, J. Prosser, A. Watts and A. Wintle

Also in attendance County Councillor(s): V. Smith

OFFICERS IN ATTENDANCE:

Hazel Ilett	Scrutiny Manager
Kellie Beirne	Chief Officer, Enterprise
Cath Fallon	Head of Economy and Enterprise
Mark Howcroft	Assistant Head of Finance
Paula Harris	Democratic Services Officer
Rachel Lewis	Principal Planning Policy Officer
Mark Hand	Head of Planning, Housing and Place-Shaping

1. Apologies

County Councillors D. Evans and S. White.

2. Declarations of Interest

None received.

3. Open Public Forum

There were no members of the public present intending to address the Select Committee.

4. To confirm the minutes of the previous meeting held on the 5th January 2017

The minutes of the Economy and Development Select Committee dated 5th January 2017 were confirmed and signed by the Chair.

5. Future Monmouthshire Presentation

Context:

The Committee received a presentation from the Chief Officer for Enterprise and Head of Economy and Enterprise on Future Monmouthshire.

Key Issues:

The presentation provided a 'how to' for sustainable and resilient communities' outlining;

- Delivery-focussed foresight programme, beginning today.

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- Keeps our county (and therefore, council) 'going' and 'growing'
- Identifies shifts and changes needed in Monmouthshire & positions our council as the key enabler in bringing them about.
- Puts WFG at heart of what we do – guiding policy *and* practice.
- Clarity about REAL problems 'we' are trying to solve.
- Embeds 'budget' process as day-job but in a purpose-led way.
- Demand-side management.
- Art of possible & engages creative communities of commitment.

And the reasons for doing it;

Time of austerity, growing demand & expectations – the way we respond will affect 900,000 plus people.

- Business as usual & burning platforms not compatible.
- £, demography, localism, WFG, inequality & Brexit
- Relevance, legitimacy and viability
- Nationally/ regionally/ locally more effective public services vital to growing GVA
- Last 4 yrs. budget – reduction & income generation to 'keep it all going'
- Are we sometimes missing the bigger questions:
 - ❖ People led or service led? Refer or take responsibility?
 - ❖ Narrow focus or consequences social failure?
 - ❖ Standardised or customised offer?
 - ❖ Relationships with communities and partners?
 - ❖ Financial risk and economic development?

Member Scrutiny:

A member suggested that the way to keep young people in the county was to stop building executive housing which was better suited to retirees and to build more two bedroom houses which would be more financially viable.

It was also suggested that Monmouthshire would benefit from more high tech business developments which would create the correct type of jobs giving young people the incentive to stay local. At present there are a lot of minimum wage and retail jobs which pay poorly. Low wages make it impossible for young people to afford property in Monmouthshire.

A member congratulated the Chief Officer and her team on the presentation and commented that the main priority was to change the mind-set and attitude of people. He asked that the

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presentation was played to all members of staff as it sets out all of the scenarios of a very complicated subject in a format which is easy to understand.

In respect to innovation, with Monmouth being predominately a tourism county, it was asked how we could improve that image. At present we have no provision for training or supporting young people in tourism related careers.

Future Monmouth was endorsed by a member who stressed how important it was that people were on board with the message and asked how this will be effectively implemented and do we have the resources to do it now and in the long term.

A member commented that as a Council we should be concentrating on our services rather than the entrepreneurial aspect as we need to address the County's social problems with particular focus waste services, leisure services on the needs of the elderly.

A Member of the committee spoke in favour of being proactive in terms of anticipating the impact the housing market will have on local people and advised that we have a responsibility to protect the work class people of this county. The RICS have predicted that rents will increase by 25% in the next five years and within his ward there are council houses which have been sold on and now estate agents are facilitating property developers. This leaves people at the mercy of the market and even in the wealthiest areas of the county 10% of people use food banks. The member spoke of the need for council houses to attempt to repair the broken housing market.

In respect to the Council's role in the future of the county a member agreed that the Council had a large part to play in shaping services. With the development of two new secondary schools it was felt to be the perfect time to look at developing pupils and help them in terms of understanding careers available to them. A suggestion was made to take pupils out of schools and into work environments to open their minds to new opportunities, developments and challenges.

The Chair raised the knowledge and experience members can add to the process with their invaluable local knowledge and diverse backgrounds. It was agreed that engaging the members would be a priority going forward.

A member commented on the importance of supporting local businesses during the procurement process and that taking the lowest price was not always the wisest option.

The use of consultants was questioned, as the cost appeared to be substantial. A member spoke of the combined knowledge of the councillors being put to better use and as members thinking what is best for the county rather than their political party.

The Chair raised the question of national government legislating in areas that affect us and asked how we can best horizon scan and influence decisions made at a government level.

The importance of stakeholder engagement and the importance of bringing delivery partners along with was raised. It was acknowledged that none of this work will be done in isolation and there are options for community and business partnerships to be involved with members playing a pivotal part in liaising with stakeholders.

A member commented that invention can be done in two ways, to enable or compete. An example was given of some recent planning decisions which was felt to have kept businesses out rather than enable businesses to come into Monmouth.

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Committee's Conclusion:

It was felt that there was a lot of interest in this item and it would be useful to have an informal workshop, not in a scrutiny setting to allow for idea generation and for members to be a sounding board for officers. It was also felt that using tools such as survey monkey would be useful to gauge the level of interest prior to the workshop.

It was felt, without being critical that the some of the message was not new but an ethos anyway and although there may be a change in mind-set, many members are already engaged in this work. The priority is now to give this new impetus and think about what members can expect to see next.

6. Supplementary Planning Guidance on Tourism

Context:

To advise Members of the preparation of Draft Supplementary Planning Guidance (SPG) on Sustainable Tourism Accommodation to provide clarification on the interpretation of the policies of the Monmouthshire Local Development Plan (LDP).

Recommendations:

1. That the Economy and Development Select Committee notes the contents of this report and the Draft Sustainable Tourism Accommodation SPG and comments accordingly.
2. To seek Select Committee's endorsement of the SPG, with a recommendation to Cabinet Member that the SPG be publicised for public consultation.
3. That the Select Committee considers the public consultation responses and any associated amendments to the SPG at a future meeting, prior to recommending the SPG for formal adoption.

Key Issues:

1 The Monmouthshire Local Development Plan (2011-2021) was adopted in February 2014 to become the adopted development plan for the County (excluding that part within the Brecon Beacons National Park). This statutory development plan contains a number of policies relevant to tourism which are set out in Appendix A of the Draft SPG (attached as Appendix 1). Legislation requires that planning applications are determined in accordance with the LDP, unless material planning considerations indicate otherwise. Consequently, the effectiveness and appropriateness of the LDP policies is essential in securing desired tourism outcomes. However, it is worth noting that the LDP does not have to cover all eventualities. Indeed, Welsh Government guidance on producing LDPs requires that LDPs do not duplicate national planning policy. Topics or types of tourism not covered by specific LDP policies can be considered under national planning policy and/or material planning considerations.

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2. The Economic and Development Select Committee, at its meeting on 13 October 2016, received a report which provided an update on the effectiveness of the LDP policy framework in enabling/delivering tourism related development since the Plan's adoption and reviewed the extent to which the LDP is supporting sustainable forms of tourism accommodation. Particular consideration was given to the policy support for proposals for 'glamping' accommodation - an identified key growth area that the Council wishes to support in principle. The report subsequently recommended that draft SPG be prepared to provide clarity on how proposals for sustainable tourism accommodation will be considered and that the SPG be reported back to this Select Committee prior to the SPG being circulated for public consultation.

3. Selective use of SPG is a means of setting out more detailed thematic or site specific guidance on the way in which the policies of an LDP will be applied in particular circumstances or areas. PPW (Edition 9, 2016) at paragraph 2.3.3 states that:

'SPG does not form part of the development plan but it must be consistent with the plan and with national policy. It must derive from and be clearly cross referenced to a generic LDP policy, specific policies for places, and/or – in the case of a masterplan or site brief – a plan allocation. SPG cannot be linked to national policy alone; there must be an LDP policy or policy criterion that provides the development plan 'hook', whilst the reasoned justification provides clarification of the related national policy.'

4. Paragraph 2.3.4 of PPW further emphasises that SPG can be a material consideration in the determination of planning applications, provided that it is consistent with the development plan and appropriate consultation has been undertaken:

'Only the policies in the development plan have special status under section 38(6) of the 2004 Act in deciding planning applications, but SPG may be taken into account as a material consideration. In making decisions on matters that come before it, the Welsh Government and the Planning Inspectorate will give substantial weight to approved SPG which derives from and is consistent with the development plan, and has been the subject of consultation.'

Draft Sustainable Tourism Accommodation SPG

5. The Draft Sustainable Tourism Accommodation SPG is attached to this report as an **Appendix 1**. The SPG is intended to provide certainty and clarity for applicants, officers and Members in the interpretation and implementation of the existing LDP policy framework in relation to proposals for sustainable forms of visitor accommodation. For the purposes of this SPG, sustainable visitor accommodation is apply to other forms of sustainable visitor accommodation. The guidance relates to proposals outside settlement boundaries (as identified on the LDP proposals maps).The SPG provides an overview of the national and local planning policy context in relation to sustainable tourism, clarifies what is meant by sustainable tourism accommodation in relation to Strategic Policy S11 and outlines the various types of sustainable tourism accommodation to which this SPG relates. The main part of the SPG (Section 4) provides guidance on the interpretation and implementation of the LDP policy framework in relation to proposals for sustainable forms of visitor accommodation, concerned primarily with glamping facilities, although it would also Information is also provided with regard to submitting a planning application for sustainable visitor accommodation, including details of the Council's pre-planning application advice service.

6. Further detail/information is provided in the appendices to the SPG. Appendix B sets out the key policy considerations for assessing particular types of glamping accommodation, namely yurts, tepees, bell tents, wooden pods/tents, shepherd's huts and tree houses. These types of glamping facilities are specifically included as they have becoming increasingly popular in

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recent years and are likely to continue to be so. A list of example planning conditions that may apply to planning permissions for glamping proposals is provided in Appendix C.

Next Steps

7. It is intended to report the Draft Sustainable Tourism Accommodation SPG to Planning Committee, with a view to seeking endorsement to issue it for consultation purposes.

8. As referred to in paragraph 4 above, for SPG to be given weight in the consideration of planning applications, appropriate consultation needs to be undertaken and any comments received should be taken into account in the

Council's decision making process. Following a resolution to consult, targeted notifications will be sent to those considered to have an interest in the SPG topic, although all town and community councils will be consulted and a notice will be placed in the press. All consultation replies will be analysed and responses/amendments reported for Members' consideration when seeking a resolution for the adoption of any SPG document.

Member Scrutiny:

The Chair spoke of not pre-empting what comes from public consultation and mentioned of the importance of the committee having a thorough look at the feedback from interested parties after the consultation finishes.

It was asked when the consultation would start and we were told that it would start in after the being presented at the March planning committee and it was unlikely that the results would be back with the Economy and Development Select Committee before the election.

A member expressed his disappointment that we treat tourism and tourism accommodation as one item and do not distinguish between the different types of tourists who come to the county. There are those who come to the county for the scenery, those who come for historical interest and those who come for business reason, all of which require very different accommodation. It was asked that a paragraph was added to the report to reflect this.

Committee's Conclusion:

The engagement with interested parties was welcomes and the proactive nature of engagement, especially with town and community councils.

The committee are happy to endorse the report and look forward to seeing the results of the public consultation.

7. Budget Monitoring

Context:

The purpose of this report is to provide Members with information on the forecast revenue outturn position of the Authority at the end of period 3 which represents month 9 financial information for the 2016/17 financial year.

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This report will also be considered by Select Committees as part of their responsibility to,

- assess whether effective budget monitoring is taking place,
- monitor the extent to which budgets are spent in accordance with agreed budget and policy framework,
- challenge the reasonableness of projected over or underspends, and monitor the achievement of predicted efficiency gains or progress in relation to savings proposals.

Recommendations to Cabinet:

1. That Cabinet notes the extent of forecast revenue underspend using period 3 data of £79,000, an improvement of £919,000 on previous reported position at period 2.
2. That Cabinet expects Chief Officers to continue to review the levels of over and underspends and reallocate budgets to reduce the extent of compensatory positions needing to be reported from at quarterly cycles.
3. That Cabinet appreciates the extent of predicted schools reserve usage, its effect of forecast outturn reserve levels and the related anticipation that a further 6 schools will be in a deficit position by end of 2016-17.
4. That Cabinet considers the capital monitoring, specific over and underspends, and importantly that Cabinet recognises the risk associated with having to rely on a use of capital receipts in the year of sale and the potential for this to have significant revenue pressures should receipts be delayed and temporary borrowing be required.
5. That Cabinet approves an additional investment of £30,000 into the Disabled Facilities Grant capital budget in order to respond to demands being placed on the current programme, funded by a virement from existing Highways Maintenance and Access for All budgets.
6. That Cabinet approves a £30k increase to Woodstock Way linkage scheme afforded by an equivalent underspend to another area improvement scheme (Abergavenny).

Member Scrutiny:

Clarification was sought in regard to the underspend in Abergavenny which afforded funds to the Woodstock Way linkage scheme and the committee was told this related to work which was need to be done for the Eisteddfod which was never undertaken.

In regard to capital slippage it was asked why it would make the treasury position worse. In response we were told that if we do not get the capital receipts in that we use in part funding for our capital programme that will necessitate us having to borrow when we wouldn't normally, those are additional costs effecting the appropriations account and treasury. These are capital receipts from sales of assets and land.

It was asked what analysis takes place along the build of the school and how closely is the spending on the school scrutinised. We were told in terms of project management there is a detailed budget and finance colleagues meet on a monthly basis.

It was asked, since there was no information on special schools what was the position on Mountain House School, the committee was told that the officer has agreed with CYP Select

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Committee that it would be helpful to their consideration of school balances if when a recovery plan is agreed they can understand what the three year requirement is.

It was noted that after May 2017 the CYP Select committee will receive a presentation on school balances

A question was raised regarding funding for a pool in Monmouth and in answer we were told that the original budget 21st century schools and the agreement with Welsh government assumed affording a replacement pool so that is subsumed within the 21st century school programme already. The Member then replied that the Leader of the council had categorically said that the pool will not come out of that funding and that the pool will be supplied with the leisure centre which will need an additional six million capital funding. The officer offered to provide a written response before the next committee meeting (**ACTION M.H.**).

Committee's Conclusion:

There were several points which members felt needed further clarification, with the commitment to school funding paramount. It was felt that members would benefit from attending the CYP meeting to observe the school balances presentation.

It was asked if a recommendation for the select committee could be put in the papers.

8. Economy and Development Scrutiny Forward Work Programme

We scrutinised the Economy and Development Select Committee Forward Work Programme. In doing so, the following points were noted:

Affordable housing meeting on the 14th February
Adults, E&D and Strong Communities Select Committees inviting members of the Planning Committee.

All 4 Select Committees joint meeting on the 27th February for the ASDM.

The meeting of the 25th April to be brought forward to the 6th April at 2pm. Items being;

- Invite Welsh Government.
- BT – to discussing the roll out of Broadband.
- Director of the Velothon to present on ROI of the Velothon.
- Youth enterprise delivery plan 2017/18.

9. Cabinet & Council forward work programme

We scrutinised the Council and Cabinet Business Forward Plan, no items were highlighted for scrutiny.

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10. To confirm the date and time of the next meeting

6th April 2017 2pm, pre-meeting at 1.30pm.

The meeting ended at 12.45 pm

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MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Joint Select Committee held
at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Monday, 27th
February, 2017 at 2.00 pm**

PRESENT: County Councillors: R. Chapman, D. Dovey, A. Easson, D. Edwards, R. Edwards, P. Farley, R. Harris, P. Jones, M. Powell, J. Prosser, V. Smith and A. Wintle

Co-opted Members:

Mr. M. Fowler (Parent Governor Representative)
Mr. D. Hill
Mrs. D. Hudson

OFFICERS IN ATTENDANCE:

Ian Saunders	Head of Tourism, Leisure and Culture
Marie Bartlett	Finance Manager
Tracey Thomas	Youth & Community Manager, Youth Service
Richard Simpkins	Business Manager - Tourism Leisure and Culture
Matthew Lewis	Countryside Manager
Matthew Gatehouse	Policy and Performance Manager
Mark Howcroft	Assistant Head of Finance
Hazel Ilett	Scrutiny Manager
Richard Williams	Democratic Services Officer

GUESTS:

Olwyn Dutton	-	Legal Adviser, Anthony Collins Solicitors
Kevin Ford	-	Business Planning, Anthony Collins Solicitors

APOLOGIES:

County Councillors P. Clarke, D. Evans, M. Hickman, S. Howarth, P. Jordan, P. Watts and A. Webb.

1. Election of Chair

We elected County Councillor P. Jones as Chair.

2. Appointment of Vice-Chair

We appointed County Councillor P. Farley as Vice-Chair.

3. Declarations of Interest

There were no declarations of interest raised by Select Committee Members.

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at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Monday, 27th
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4. Future Monmouthshire: Proposed New Delivery Model for Tourism, Leisure, Culture and Youth Services

Context:

To provide the Joint Select Committee with an Outline Business Case (OBC) and associated papers that considers the range of alternative delivery models for the Tourism, Leisure, Culture and Youth Services (TLCY) following an independent options appraisal by Anthony Collins Solicitors.

Key Issues:

As one of the Council's key priorities is to 'maintain locally accessible services' the options appraisal needed to assess which of the principle Delivery Options could create the potential for growth and sustainability for the services as well as an analysis of the legal and governance structures available and make recommendations on:

- Growth and investment opportunities.
- Skills gaps.
- Human Resources (HR) including TUPE and future pension arrangements.
- Procurement routes for awarding services.
- Asset / leasehold transfer implications.
- Stakeholder engagement to maximise staff, community and service user involvement.

The objectives of Anthony Collins have been to consider the right mix of services and the best new Delivery Option to help the Council address the projected £542,000 funding shortfall over the next four year period. A full analysis of options of the OBC has resulted in four recommended Principle Delivery Options namely:

- Delivery Option One: Do Nothing.
- Delivery Option Two: Transform the Services 'in house'.
- Delivery Option Three: Move the Services into an Alternative Delivery Model (ADM).
- Delivery Option Four: (a) Outsource the services to a private sector operator or (b) existing Charitable Trust.

The Pros and Cons of each of the four delivery options were then measured in order to assess the strategic, economic, commercial, financial and management case for change. In addition, a wider analysis was undertaken, informed via a due diligence

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process. Best practice research was also carried out to find other Councils that have implemented innovative Delivery Options.

In addition, the Options were also assessed against their ability to meet the Council's four key priorities whilst also providing enhanced opportunities to:

- Increase flexibility and agility in responding to needs and change.
- Freedom to market and trade its services.
- Improve services through innovation and a culture of enterprise.
- Introduce lean processes that reduce duplication of effort and increase use of technology and self-service, making it easier for residents to access services and obtain information and advice.
- To establish a sense of 'ownership' amongst staff and service users with a view to improving morale, motivation, job satisfaction and ultimately the quality of service.
- Access funding and tax efficiencies currently outside the scope of the Council.
- Offer higher levels of engagement and achieve economies through collaboration and partnership.

Should the Council agree the Outline Business Case, the next steps would be to move to preparing the Full Business Case. There is considerable work to be done to demonstrate a full comparative analysis between Options 2 and 3, and to ensure that all questions raised by the Senior Leadership Team (SLT) and the Finance Department are fully responded to.

The Full Business Case will provide more detail in the following areas: outcome of the procurement process, a final check on affordability and value for money; staffing considerations; the contract details; a comprehensive delivery plan and benefits realisation.

Member Scrutiny:

- The whole process was to identify relevant grants that fitted the criteria that the Alternative Development Model (ADM) was relevant to. The County Council has a good record of obtaining grants. Due to the breadth of services, Anthony Collins, Solicitors, has advised that there should be a holding company (Teckal Company) and then below that, have a trading company and a charitable organisation also. Each of these have separate advantages and separate disadvantages. This will maximise the company's ability to obtain grants and maximise its ability to draw upon charitable opportunities. It will also maximise the ability of the Council to respond quickly to opportunities that arise and to take advantage of trading opportunities also.

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- Control and governance is being worked on resulting in more opportunities for Members to hold workshops on the governance side of this issue. The workshops will investigate how standards are being measured, public expectations, efficient and effective organisation and protection of resources.
- It is important that the Authority has the right level of control over what happens. The right balance, via a shareholder agreement, will allow the ADM to undertake its role without having to have undue influence from the Council. As a shareholder, the Council will be able to set the parameters of how the company should be run in line with the Authority's values, have a say in who should be appointed as company director, have a say in the granting of shares and loans, have a say in approving the company's business plan, receive regular updates from the company, have senior officers and non-executive directors on the Board.
- Accountability is important.
- In response to a Select Committee Member's question, it was noted that if the service goes into a Teckal company, it will be wholly owned by the Authority. There will be regular meetings with an officer to ensure that the services are responding and delivering quality of service. Regular meetings and updates of the ADM will be presented to a scrutiny panel or board, i.e., a similar process that currently occurs. The role of local councillors is important and needs to be taken into account when the constitution is drawn up ensuring that there is joint ownership between the Council and the public. Senior officers will be able to focus on the strategic issues of running the Council.
- In response to a Select Committee Member's question regarding options should the ADM fail to be successful, it was noted that an exit arrangement should be written into the agreement. There are options available to the Authority, should this happen, one of which would be to bring the Service back into local Authority control.
- Elected Members that serve on the Board of an ADM could be appointed for the Council term.
- Full Council will make a decision on proposals by the end of March 2017. At this stage, all the details and facts are presented to Members. A new Council will be elected in May 2017. During the summer of 2017, new Members will be made aware of the options with a view to a full business plan being presented for decision in September 2017.
- This presents an opportunity to get closer to communities via the ADM.
- In response to a Select Committee Member's question regarding the Youth Offer, protection of staff and pension protection, it was noted that the Youth Offer would be most suited within the ADM alongside other services. Transferred staff will be employed with the same terms and conditions and pension rights under TUPE

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arrangements. The new body would become an admitted body of the Gwent Pension Fund at the outset. Preparatory work is being undertaken to ensure staff are ready for the transfer. The Trade Union Side are being kept abreast of developments and are being consulted in this matter.

- Regular staff engagement events are being held. All staff have been met over the last 12 months. Staff may also post questions on the Hub, via email or through change ambassadors to ensure engagement occurs at all times. It was noted that the vast majority of staff are looking forward to the future and the potential opportunities that will arise.
- The ADM will need to build up a working capital reserve likely to be in the sum of £400,000. It is intended to build up to this figure over a five year period.
- In terms of establishing a business plan for the ADM and a prediction of grant funding over the next five years, it is anticipated that a 10% fall is to be predicted for every successive year. Therefore, officers are trying to ensure that the ADM will be based around realistic grant funding provision and the business case will take account of that.
- The business plan has been subjected to various stress tests.
- There are areas of funding that are currently not available to local authorities. This area is being investigated and being scrutinised. This is a potential area to obtain funding as access to grants are likely to decline in the coming years. Sponsorship opportunities will also be investigated.

Committee's Conclusion

The Chair summed up as follows:

- On behalf of the Joint Select Committee, the Chair thanked officers and the representatives from Anthony Collins, Solicitors, for providing and presenting a clear and concise report.
- The outline business case was clear and precise and the Committee looked forward to receiving the full business case in the future.
- The importance of scrutiny must be identified in the constitution of the ADM.

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5. Well-being Assessment and Well-being Objectives

Context:

To consider the draft well-being assessment, as well as considering the emerging Well-being Objectives ahead of a decision by Council on 20th March 2017.

Key Issues:

The Well-being of Future Generations (Wales) Act 2015 places a well-being duty on public bodies to act jointly via Public Service Boards (PSB) to improve the economic, social, environmental and cultural well-being of their area by contributing to the achievement of the seven well-being goals. The four statutory members of the PSB are the Local Authority, Local Health Board, Fire and Rescue Authority and Natural Resources Wales, other organisations are also invited. As part of this responsibility the PSB has produced a draft well-being assessment which assesses the state of economic, social, environmental and cultural well-being in Monmouthshire.

The production of a well-being assessment is a key part of identifying the priorities for the area that the Public Service Board will work to progress. The assessment is evidence based and draws on a range of sources, in particular: data; the views of local people; information about future trends and academic research.

The assessment highlights a number of strengths on which the Authority can build a future for the people and communities of Monmouthshire and also a number of problems and challenges that need to be addressed. During the consultation phase between January and February 2017 the PSB is seeking the views as to whether the right issues have been identified based on the evidence presented as part of the assessment?

The challenges and opportunities facing public services in Monmouthshire are in the process of being finalised through the consultation process and discussions with PSB partners. They are identified in the draft assessment as:

- Inequality between communities and within communities.
- Wage levels available locally are low, coupled with high property prices, making it difficult for young people and future generations to live and work locally.
- With an increasingly globalised economy and technological advances, tomorrow's workforce will need a very different skillset to those of today's school leavers.
- Limited public transport, particularly in rural areas, makes it harder for people to access jobs, services and facilities. This could be exacerbated by rising fuel prices but there are also future opportunities from things like automated vehicles.

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- Adverse childhood experiences have a negative impact on people's long term health and economic prospects and can be perpetuated through the generations.
- There is a need to increase healthy behaviours with a particular focus on the first thousand days of a child's life.
- Reducing levels of physical activity which along with dietary changes are leading to growing levels of obesity. This is likely to lead to an increase in long-term conditions.
- An ageing population brings many opportunities. However, there are also challenges for service provision and increases in the number of people living with long term conditions.
- The natural and built environment needs to be protected and preserved for future generations, due to risks from development, climate change and pollution.
- There are human health impacts of air pollution, especially in Usk and Chepstow.
- Water pollution is a concern, especially from changing agricultural practices.
- Climate change is likely to increase the risk of flooding, as well as many other risks, so mitigating climate change and building resilience is crucial.
- There is a need to increase accessibility of arts, culture and heritage and to ensure adequate provision of Welsh Medium education.
- Monmouthshire has high levels of social capital and volunteering. By taking an asset and placed based approach there is an opportunity to improve well-being.

The Council also has a responsibility under the Well-being of Future Generations (Wales) Act 2015 to set its own well-being objectives. To achieve this the organisation must:

- Set and publish well-being objectives by 31st March 2017.
- Take all reasonable steps to meet those objectives.
- Publish a statement about well-being objectives.
- Detail arrangements to publish an annual report of progress.

The Council is still required under the Local Government (Wales) Measure 2009 to set annual Improvement Objectives and produce an Improvement Plan. Welsh

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Government is consulting on a proposal to repeal Part 1 of the Measure which would remove this requirement in future years. Following discussions with regulators and the WLGA, it has been deemed sensible to combine the two requirements in a single set of clear objectives to be published by 31st March 2017.

The emerging well-being objectives bring together the latest evidence from the draft well-being assessment, policy and legislation to set out how the Authority will strive to deliver a public service that meets the needs of the present without compromising the ability of future generations to meet their own needs.

To support the delivery of the well-being objectives, which are focused on the outcomes that enhance the quality of life of citizens and communities, The Authority also has to ensure that the organisation remains relevant and viable for the next generation, while continuing to meet the needs of residents, visitors and businesses now.

One of the fundamental approaches advocated by the Act is a shift in focus from gains in service output to a stronger link between the actions of public bodies and the outcomes that enhance the quality of life of citizens and communities both now and in the future. This means that the measures aligned to the objectives will have a longer term focus.

In order to meet the legislative requirement of approving and publishing the Wellbeing Objectives by 31st March 2017, further details on actions that will be taken to deliver the objectives and metrics to evaluate progress are still being developed. With the local elections being held in May 2017, it is proposed that the objectives will be further developed and presented to the new Council following the local elections and subject to discussions with the incoming administration.

Public Service Boards also have a planning responsibility to produce a local well-being plan by May 2018. The local well-being plan will provide important evidence that may inform the Council's well-being objectives.

Member Scrutiny:

- In response to a Select Committee Member's question regarding the lack of and cost of transport provision in the countryside for children wishing to undertake further education. It was noted that this issue comes across strongly both in the evidence in the data and in conversations that officers have had with people. This matter is being raised through the Future Monmouthshire agenda and this matter may be looked at via the Public Services Board.
- In response to a Select Committee Member's question regarding Flying Start, it was noted that the case studies identified through this scheme are evidence that early interventions are important in the early years of a child's life.
- Page 24 of the Monmouthshire Public Service Board Well-being Assessment: Summary – Severn is not a ward in Chepstow.

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- Page 25 of the document, paragraph 4, reference to St. Mary's – In response to a Select Committee Member's question regarding this paragraph, officers would check the accuracy of the data.
- In response to a question raised regarding the well-being of carers who care for elderly people within their home and the need for respite care to be provided, it was noted that there is a substantial section within the document referring to carers' needs. However, the issue raised might not come through explicitly enough via the summary. Therefore, officers will investigate this matter to ensure that this matter is adequately reflected.
- The Chair informed the Committee that there will be a Joint Select Committee Meeting between the Children and Young People Select Committee and the Adults Select Committee on the 23rd March 2017 which will scrutinise the Young Carers Strategy. Some young carers will be attending the meeting.
- Page 2 of the report, paragraph 4.4, bullet point 13, There is a need to increase accessibility of arts, culture and heritage and to ensure adequate provision of Welsh Medium Education – It was noted that the reference to Welsh Medium Education was attached to this bullet point because the way in which the legislation is defined, the Welsh language is a part of the cultural aspect of how this is described within the act.
- The four well-being objectives were identified, as follows:
 - Provide children and young people with the best possible start in life to help them achieve better outcomes.
 - Maximise the potential in our communities to improve well-being for people throughout their life course.
 - Maximise the benefits of the natural and built environment for the well-being of current and future generations.
 - Develop opportunities for communities and businesses to ensure a well-connected and thriving county.
- Housing availability and quality is fundamental to people's well-being. More emphasis regarding this matter should be identified in the document.
- In response to a question raised regarding the state of Monmouthshire's Infrastructure, it was noted that this matter will need to be adequately referenced within the document.
- The investment of how the Authority invests Section 106 Funding is a matter that a Select Committee might wish to scrutinise in future.

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Committee's Conclusion

The Chair summed up as follows:

- On behalf of the Joint Select Committee, the Chair thanked the officer for presenting the report.
- The Joint Select Committee supports the report and acknowledges the work that has gone into producing it.
- Issues were raised around young carers, transport and infrastructure which should be accounted for in the report.
- The Joint Select Committee approves the well-being objectives with the additional matters raised.

We recommended that the report be presented to Full Council.

The meeting ended at 4.12 pm

SUBJECT: Youth Education-Enterprise Offer

MEETING: Economy and Development Select Committee

DATE: April 6th 2017

DIVISION/WARDS AFFECTED: ALL

1. PURPOSE:

1.1 To present the 2017/18 Action Plan for the Youth Education-Enterprise Offer.

2. RECOMMENDATIONS:

2.1 To approve the Youth Education-Enterprise Offer Action Plan (appendix 2), to enable continued engagement and participation with young people, schools and partners.

2.2 Members to promote the Youth Education-Enterprise Offer in their representation role in their wards across Monmouthshire.

3. KEY ISSUES:

3.1 We will raise awareness of and develop the Youth Education-Enterprise Offer by working with schools, colleges and other partners to enhance current provision in a more cohesive way. The offer will utilise good practice from partners to enhance existing enterprise and entrepreneurship opportunities in Monmouthshire.

3.2 We will provide learning, training and employability opportunities through the delivery of Inspire2Achieve (I2A) and Inspire2Work (I2W) ESF (European Structural Fund) programmes for 11-24 year olds, working towards ESF priority 3 – Youth Employment. Specific Objective 1 – To reduce the number 16 -24 years olds who are Not in Education, Employment or Training (NEET) and Specific Objective 2 – To reduce the number of those becoming Not in Education, Employment or Training (NEET) amongst 11 -24 year olds.

3.3 We will sustain the Engagement and Progression Coordinator (EPC) function, which will contribute to reduced risk of young people becoming NEET and better outcomes for young people by brokering the right options and support interventions.

3.4 To work closely with partners to implement a support package for those most vulnerable NEET 16-24 year olds to extend their skills and interests, and reduce homelessness by promoting independent living.

3.5 We will seek to increase engagement between young people and local business in stimulating future career pathways and local employment opportunities, by introducing national events to a local audience and collaborating with local employers.

3.6 To provide work experience/placement, traineeship and apprenticeship opportunities within a policy framework, supporting the 'Y Prentis' apprenticeship programme.

4. REASONS:

4.1 The Youth Education-Enterprise Offer will ensure a strong correlation between qualifications, skills and future career pathways. This will enable young people to develop the right skills, and experience in a modern knowledge – based economy and in responding and adapting to economic changes.

4.2 The opportunities available through Inspire2Achieve (I2A) and Inspire2Work (I2W) will provide targeted support to ensure that young people, particularly those most vulnerable, can engage and have positive progressions into education, employment and training.

4.3 The Youth Education-Enterprise Offer will contribute towards new local employment opportunities, develop future entrepreneurs through the local business network and offer career alternatives to university.

5. RESOURCE IMPLICATIONS:

5.1 MCC provides match funding of 55% for the ESF programmes, Inspire2Achieve (I2A) and Inspire2Work (I2W). For Inspire2Achieve the match funding is provided by Youth Enterprise, Mounton House Special School and the Pupil Referral Service.

5.2 Work-Based Learning, Transition Support and Youth Engagement and Progression work is reliant on grant funding.

6. WELLBEING OF FUTURE GENERATIONS IMPLICATIONS (INCORPORATING EQUALITIES, SUSTAINABILITY, SAFEGUARDING AND CORPORATE PARENTING):

6.1 All equality implications are identified and presented in Appendix 1.

6.2 All the grant funded projects have very robust monitoring and evaluation criteria to measure impact. This is reviewed on a quarterly, six monthly and annual basis. The wider Youth Education-Enterprise scheme of work will follow this system; however, this will be dependent upon the time period of the activities.

7. CONSULTEES:

Youth Enterprise Team
Post 16 Steering Group

8. BACKGROUND PAPERS:

Future Generations Evaluation - Appendix 1
Youth Education-Enterprise Offer Action Plan 2017/18 – Appendix 2

9. AUTHOR:

Hannah Jones – Youth Enterprise Manager

10. CONTACT DETAILS:

Tel: 07738340418

E-mail: hannahjones@monmouthshire.gov.uk

Appendix 1

<p>Name of the Officer Hannah Jones</p> <p>Phone no: 07738 340 418 E-mail: hannahjones@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal:</p> <ul style="list-style-type: none"> To present the 2017/18 Action Plan for the Youth Education-Enterprise Offer.
<p>Name of Service</p> <p>Youth Enterprise – Business and Enterprise</p>	<p>Date Future Generations Evaluation</p> <p>21st March 2017</p>

NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc.

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4. Does your proposal deliver any of the well-being goals below? Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.


Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>The aim is to extend scheme of work to improve opportunities and outcomes for young people in education, training, employment, enterprise and entrepreneurships.</p> <p>This will equip young people with the appropriate skills to manage and sustain further education,</p>	<p>Developing bespoke interventions and support packages for our most at risk young people.</p> <p>Offering enterprise and entrepreneurship activities to enhance curriculum delivery.</p>





Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
	employment and training. This will empower young people to develop their own business in the future.	
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	The Youth Education-Enterprise Offer will address issues such as waste, recycling, minimise energy usage and efficient use of such resources, whilst also raising awareness of environmental issues and healthy lifestyles. They will also provide targeted environmental education training, including potential for accreditation.	Sharing expertise, networks and resources will ensure a good quality of provision for our young people.
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	The Youth Education-Enterprise Offer will work with young people, supporting them to overcome health and wellbeing barriers by delivering health or wellbeing workshops and/or support, linking learners with health care professionals, organisations and networks and other health and wellbeing services.	The one to one support from teams will enable us to identify and address individual need. Setting agreed goals and reinforcing recognition and achievements. The level of support offered will be high and consistent with outcomes measured against predefined criteria.
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	The Youth Education-Enterprise Offer will encourage safe and appropriate use of IT and the internet, developing young peoples' digital literacy. By developing effective relationships and working with the local business community, we	Encourage safer use of the internet and raise awareness of the harmful effects and consequences of inappropriate use of social media. Bringing national events (e.g. Global Entrepreneurship Week, International Women's

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
	can connect young people with local businesses and retain their skills and knowledge locally.	Day) to a local audience to better highlight opportunities and alternative pathways.
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p> <p>26</p>	A number of programmes are funded by European Structural Fund (ESF) and the managing authority is Welsh European Funding Office (WEFO). ESF has undertaken a full Socio Economic Analysis to identify needs, challenges and opportunities across Wales. It will incorporate ESDGC (Education, Sustainable Development and Global Citizenship) elements enable young people to become globally responsible citizens.	Working closely with our Local Authority partners and Careers Wales we will share resources and good practices to ensure young people have the best opportunities to engage in global well –being and how this impact’s on their community.
<p>A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	The Youth Education-Enterprise Offer will ensure that all marketing, publications and printed literature is available bilingually. The scheme of work will conform to the Welsh Language Legislation Welsh Language Wales Measure 2011 and accompanying welsh language standards.	Encourage incidental Welsh by incorporating the language into documents.
<p>A more equal Wales People can fulfil their potential no matter what their background or</p>	The Youth Education-Enterprise Offer will develop effective ways to engage and provide	All of our policies and procedures are guided by the current local and national equal

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
circumstances	support for individuals regardless of ethnic origin, gender, disability sexual orientation or religion to ensure all young people actively participate in and benefit from the programme. The programme will follow WEFO's guidance and the LA Equal Opportunity's Policy which stipulates how staff can best promote equality of opportunity and outcomes for all young people.	opportunities guidance and legislation.

2. How has your proposal embedded and prioritised the sustainable governance principles in its development?

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
<p data-bbox="98 735 136 895" style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 27</p>  <p data-bbox="215 951 510 1107">Balancing short term need with long term and planning for the future</p>	The long term plan is to reduce the number of young people disengaging from education, employment or training, while re-engaging those who have already become NEET, and developing links with local business to ensure continued employment opportunities and reduce the likelihood of future or continuing poverty amongst young people.	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Working together with other partners to deliver objectives</p> <p>Collaboration</p>	<p>The Youth Education-Enterprise Offer works with local authorities in the South-East Wales region, Careers Wales, colleges, schools and other learning providers to contribute to better outcomes for young people.</p>	<p>Regular meeting with partners with a clear focus to ensure accountability and performance management in the interest of achieving outcomes.</p>
 <p>Involving those with an interest and seeking their views</p> <p>Involvement</p>	<p>The Youth Education-Enterprise Offer will involve learners in the design, delivery, evaluation and redesign of the learning experiences. As part of the learning journey, the team understands the necessity for bespoke learning opportunities involving the learner and fostering shared responsibility and autonomy of the learner as well as constant progress.</p>	<p>The Youth Education-Enterprise Offer will provide formative reviews of the learner experience, carry out Learner Voice questionnaires, have informal discussions and feedback during the programme and end of programme evaluations.</p>
 <p>Putting resources into preventing problems occurring or getting worse</p> <p>Prevention</p>	<p>The Youth Education-Enterprise Offer focusses on preventative initiatives to enable the reduction in the risk of young people becoming NEET and reduction in the number of young people who are NEET.</p>	<p>All projects will be monitored and reviewed on a quarterly basis through individual quarterly reports and through the Youth Enterprise Service Improvement Plan, to ensure targets are on track and then young people feel the programmes are meeting their needs and expectations.</p>
 <p>Considering impact on all wellbeing goals together and on other bodies</p> <p>Integration</p>	<p>The Youth Education-Enterprise Offer will work with young people, supporting them to overcome health and wellbeing barriers by either delivering health and wellbeing programmes and/or support, linking young people with health care professionals, organisations and networks and other health and wellbeing services.</p>	<p>Impact will be monitored and reviewed through amount of referrals to specialist support for emotional wellbeing; progress of each young person during the programme and through termly discussions with other professionals within the school community.</p>

3. Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below. For more detailed information on the protected characteristics, the Equality

Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link:<http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	We aim to engage with young people 11- 24years, in particular those most at risk of becoming NEET or who are NEET	None identified	N/A
Disability	We aim to engage and support young people to meet with individual needs without discrimination.	None identified	N/A
Gender reassignment	We aim to provide a provision which is inclusive for transgender people and groups. We will address any issues in regards to work placements, employment and training opportunities.	None identified	N/A
Marriage or civil partnership	Not applicable	None identified	N/A

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Pregnancy or maternity	Risk assessment will be in place for pregnant young people ensures all health and safety measures have been addressed and the well-being of the young person is paramount.	None identified	N/A
Race	Young people will be given the same opportunities regardless of race. The relevant support will be provided to meet individual needs	None identified	N/A
Religion or Belief	We aim to offer bespoke packages of support that will take into account young peoples' religion and religious beliefs.	None identified	N/A
Sex	We aim to offer opportunities that will take into account individual needs regardless of sex.	None identified	N/A
Sexual Orientation	We aim to offer opportunities that will take into account individual needs regardless of sexual orientation.	None identified	N/A
Welsh Language	We will adhere to the Welsh Government Welsh Language Policy. We will provide bilingual learning opportunities if there is a need.	None identified	N/A

4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	<p>Youth Enterprise has it's own Safeguarding policy and all staff and volunteers have completed level 1 Safeguarding training.</p> <p>Safeguarding is a priority in our scheme of work, particularly in working with vulnerable young people with multiple barriers to engagement.</p> <p>Inspire2Achieve team attend monthly Multi-Agency meetings in schools and are involved in the Team Around the Family (TAF) system.</p>	None identified	N/A
Corporate Parenting	Young people who are looked after children (LAC), will be supported through a variety of projects to ensure their positive progression into education, employment or training.	None identified	N/A

5. What evidence and data has informed the development of your proposal?

The following data has identified and informed the need to develop the Inspire2Achieve programme;

- The Local Authority Early Identification process identifying young people most at risk in key stage 3 and 4.
- The Careers Wales 5 Tier model data, identifying young people 16 -18 years in tier 4 who are in education, employment or training yet are at risk due to circumstances.
- Young people 19 -24 years who are vulnerable and are still in education.

The following data has identified and informed the need to develop the Inspire2Work programme;

- The Careers Wales 5 Tier model data young people in tier 1 and 2 of the system who are NEET
- NOMIS figures identifying the number of 19 -24 year olds that claim job seeker allowance
- 16 -24 vulnerable groups identified through local partnership forums.

The work of Multi-Agency Meetings, Post 16 Steering Group, Integrated Youth Offer group and the Keeping in Touch meeting have identified the need for further intervention for those most vulnerable to participate and engage in the curriculum and sustain future education, employment and training.

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

It is anticipated that the scheme of work will have a positive impact on the young peoples' social, emotional, health and wellbeing, education and skills. This will develop their resilience and improve their life chances. The Youth Education-Enterprise Offer will contribute to improving the opportunities for young people in the local business community, raising aspirations and confidence in developing their future career pathways.

This proposal does acknowledge that due to personal, social and educational barriers, not every young person will progress into full time education, training or employment. This will be monitored through our existing partnership forums.

7. ACTIONS: As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

What are you going to do	When are you going to do it?	Who is responsible	Progress
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Develop and implement the education-enterprise offer action plan	On going	Hannah Jones	April 2018
Continue delivery of our existing projects – Inspire2Achieve (I2A), Work Based Learning, Youth Engagement and Progression function and Supporting People	On going	Hannah Jones	April 2018
Implement delivery of Inspire2Work (I2W) project	April 2017	Hannah Jones	April 2018

8. MONITORING: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

The impacts of this proposal will be evaluated on:	April 2018
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9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1.0	<i>Economy and Development Select Committee</i>	April 2017	



Action	Expected Impact 2017/18	Timescale			Funding 2017/18	Performance Indicator
		1-2 years	2-5 years	5-10 years		
To raise awareness of and develop the Youth Education-Enterprise Offer with schools, colleges and other partners.	<p>Enhance and compliment existing curriculum delivery to bring added value.</p> <p>Bring national events to a local audience, to promote entrepreneurship opportunities for young people.</p>	✓			MCC Youth Enterprise Budget (% of total budget of £110,528.00)	4 events delivered. 4 projects undertaken.
To provide learning, training and employability opportunities through Inspire to Achieve and Inspire to Work ESF (European Social Fund) programmes for 11-24 year olds.	<p>Inspire to Achieve:</p> <p>To reduce the number of young people becoming NEET by:</p> <ul style="list-style-type: none"> - gaining qualifications upon leaving (24) - entering training or education upon leaving (32) - reducing the risk of NEET upon leaving (110) <p>Inspire to Work:</p> <p>To support NEET young people in:</p> <ul style="list-style-type: none"> - gaining qualifications upon leaving [16] - entering education/training upon leaving [9] 	✓	✓		<p>ESF Grants: I2A: £87,000.00 I2W: £54,000.00</p> <p>Youth Support Grant (Welsh Government): £15,000.00</p>	<p>Percentage of young people on the Inspire projects:</p> <ul style="list-style-type: none"> - gaining qualifications upon leaving (14% I2A)[33% I2W] - reduced risk of NEET upon leaving (63% I2A) - entering training or education upon leaving (18% I2A)[19% I2W] - entering employment upon leaving [27% I2W]

	- entering employment upon leaving [13]					
Sustain the Engagement and Progression Coordinator (EPC) function, ensuring reduced risk of young people becoming NEET and better outcomes for the future. Page 36	- Improve the number of all Year 11,12 and 13 leavers moving into education, employment or training in line with Careers Wales 5 tier model - Improve the number of young people in tier 1, 2 and 3 moving into education, employment or training	✓			Youth Support Grant (Welsh Government): £37,164.00	98% of all Year 11,12 and 13 leavers moving into education, employment or training 80% of all young people in tier 1, 2 and 3 moving into education, employment or training
To offer appropriate support to those most vulnerable NEET 16-24 year olds in order to reduce barriers to enter and sustain education, employment or training.	To provide additional support to improve young peoples' opportunities to extend their skills and interests, and promote independent living.	✓	✓		Supporting People Grant: £20,520.00	5 young people engaged in project annually. 2 project outcomes reached for each young person engaged.
Delivery of Youth Enterprise and Entrepreneurship opportunities	To offer an exciting and coordinated programme of enterprise and entrepreneurship activities in and out of schools that meets current and future local business needs. Establish a ladder of learning opportunities for all children and	✓			MCC Youth Enterprise Budget (% of total budget of £110,528.00)	8 primary schools engaged 4 secondary schools engaged 50 pupils engaged

	<p>young people aged 4-19, in collaboration with local employers.</p> <p>Establish and support enterprise ambassadors in schools and colleges.</p>					12 Enterprise ambassadors supported
To develop a network of entrepreneurs and business mentors to support enterprise and entrepreneurship activities.	Increased engagement between young people and local business in stimulating future career pathways and local employment opportunities.	✓			MCC Youth Enterprise Budget (% of total budget of £110,528.00)	<p>10 businesses engaged</p> <p>6 business mentors engaged</p> <p>Increased number of employment opportunities</p>
Recognise young people by continued support for the Young Entrepreneur element of the Monmouthshire Business Awards	To raise awareness of entrepreneurship amongst young people	✓	✓		MCC Youth Enterprise Budget (% of total budget of £110,528.00)	Encourage an increase in number of young entrepreneur entrants.
To provide work experience/placement, traineeship and apprenticeship opportunities within a policy framework, supporting 'Y Prentis' apprenticeship programme.	<p>To develop a corporate offer of traineeship and apprenticeship opportunities meeting local need.</p> <p>To offer wider career choices to young people.</p> <p>To implement a coordinated approach in providing work experience/placement opportunities across the local authority.</p>	✓			Torfaen Training Contract: £37,635.00	<p>Increased number of Monmouthshire residents on Y Prentis programme.</p> <p>13 traineeship opportunities</p> <p>Increased apprenticeship opportunities</p> <p>10 work experience opportunities created.</p>

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BUSINESS RATES REVALUATION 1ST APRIL 2017

WHAT THIS MEANS FOR YOU

The Valuation Office Agency (VOA), an executive Agency of HMRC, is responsible for assessing all rateable values for business rate purposes. The revaluation of rateable value reflects changes in the property market since 2008. The VOA uses property information and rental values to determine the rateable values. The revised rateable values come into force on 1st April 2017

The Council uses the rateable value to calculate your business rate bill by multiplying it by a rate poundage set annually by the Welsh Government. For 2017/18 that poundage is **0.499**. Your new rates bill shows the revised rateable value and the amount payable for the 2017/18 financial year.

The revaluation exercise has resulted in significant changes in rateable value for some businesses and Welsh Government recognises that businesses need time to adjust to an increase in their rate liability and so have introduced new regulations to provide a transitional relief scheme. No application is required – The Council will automatically apply this relief to eligible businesses as follows:

- 2017/18 75% of the increase in charge
- 2018/19 50% of the increase in charge
- 2019/20 25% of the increase in charge

Who will qualify for Transitional Relief?

- Ratepayers in receipt of Small Business Rate Relief (SBRR) on 31.3.2017 which is either reduced or removed as a result of an increase in rateable value following the revaluation.
- The business premises must be shown in the Rating List on 31.3.2017
- There must be an increase in rate liability greater than £100
- The property must be occupied.
- The ratepayer must continue to be the same as the one liable on 31.3.2017
- The ratepayer must not be in receipt of relief under S44A (applies to property which is partially unoccupied for a short time only)

If you qualify for transitional relief it will be shown on your rates bill.

Small Business Rate Relief (SBRR)

The SBRR scheme will continue into 2017/18. Properties with a rateable value up to £6,000 pay nothing. Properties with a rateable value between £6,001 and £12,000 receive tapered relief. Businesses in receipt of SBRR may also benefit from the transitional relief scheme.

If you qualify for small business relief it will be shown on your rates bill.

Targeted High Street Rate Relief Scheme

Welsh Government has recently announced funding of £10 million to be distributed between the 22 local authorities in Wales to provide further assistance to certain retail businesses (e.g. shops, pubs, restaurants and café's) including those which have seen their rates increase significantly as a result of the revaluation. The scheme is based on the previous Wales Retail Relief Scheme, using broadly the same exceptions and eligibility criteria to define what constitutes a retail property.

Some details of the scheme are yet to be finalised but it will provide two tiers of relief. Up to £500 (tier 1) and £1,500 (tier 2) to qualifying properties with a rateable value of £50,000 or less in the

financial year 2017/18. (This relief is subject to State Aid regulations which limits the amount of relief given in a 3 year period to no more than 2,000 Euros).

Tier 1 – lower level of support £500 (reduced if remaining liability is less than £500)

High Street retailers with rateable value between £6,001 and £12,000* in 2017/18 and meet the following criteria:

- In receipt of SBRR on 1.4.2017 and/or
- In receipt of Transitional relief on 1.4.2017

*Ratepayers with a rateable value greater than £12,000 who qualify for transitional relief will also qualify for Tier 1 relief.

Tier 2 – higher level of support £1,500 (reduced if remaining liability is less than £1,500) High Street retailers whose property has a rateable value between £12,001 and £50,000 for the financial year 2017/18 and meet the following criteria:

- Not in receipt of SBRR or transitional relief on 1.4.2017
- Have an increased rate liability on 1.4.2017

This new High Street relief can be given in addition to SBRR and transitional relief and will be applied to the net bill after all other reliefs have been applied. Relief is given based on the circumstances of the property and the ratepayer on 1.4.2017. Changes that occur after that date have no impact on eligibility for relief.

Businesses NOT entitled to the targeted High Street relief include:

- *Properties with rateable value greater than £50,000*
- *Properties not reasonably accessible to the public*
- *Properties situated in out of town retail parks or on industrial estates*
- *Properties that are not occupied*
- *Those in receipt of mandatory charitable rate relief*
- *In addition, a list of the types of business that Welsh Government does not consider to be retail for the purpose of this relief is shown on our website.*

Some aspects of the High Street Relief Scheme have yet to be formally confirmed and consequently it has not been possible to include this on your rate bill. However we hope to be able to apply this relief in early summer and revised rate bills will be issued to eligible businesses. Further information will be issued at that time.

Contact details

For further information on any of the rate reliefs or general queries about your rates bill please contact the Council

Email; counciltax@monmouthshire.gov.uk or Tel: 01633 644630 or Visit our website:

www.monmouthshire.gov.uk

For further information about how your rateable value was calculated or any other aspect of the revaluation exercise you must contact the Valuation Office Agency.

Visit their website: www.gov.uk/voa

Email: ratingwales@voa.gsi.gov.uk or Tel: 03000 505505

SUBJECT:	Y PRENTIS UPDATE
MEETING:	ECONOMY AND DEVELOPMENT SELECT COMMITTEE
DATE:	6TH APRIL 2017
DIVISION/WARDS AFFECTED:	ALL

1. PURPOSE:

1.1 To present the 2016-18 *Y Prentis* Business Plan.

2. RECOMMENDATIONS:

2.1 It is recommended that Economy and Development Select Committee:

- Receives the 2016-18 *Y Prentis* Business Plan (Appendix B) which provides details of the past, current and future activities of *Y Prentis* further to the [Cabinet decision](#) on the 7th December 2016 to formally pass ownership of *Y Prentis* from CMC² to Monmouthshire County Council.

3. KEY ISSUES:

BACKGROUND

3.1 [Y Prentis](#) was established in 2012 by CMC² and Melin Homes as a 'not for profit' company, limited by guarantee. *Y Prentis* is the only Construction Industry Training Board's (CITB) approved deliverer of shared apprenticeships in construction in South East Wales. Its vision is to '*provide long term sustainable employment opportunities to help young people maximise their potential*' and its aim is to recruit 50 new CITB sponsored apprentices per year and 10 *Y Prentis* sponsored apprentices per year.

3.2 *Y Prentis* is clear in its priorities which are to:

- Deliver more apprenticeships to meet industry need;
- Keep the pipeline of new entrants flowing;
- Develop a career offer that promotes the construction sector as a route to economic prosperity for people of all backgrounds;
- Work with CITB, schools, colleges, universities and other training providers to ensure we develop their knowledge and understanding of the construction sector's requirements;
- Provide support to help businesses to improve their competitive edge and to take advantage of new opportunities; and
- Work with the CITB, industry and government to help deliver infrastructure projects.

4. REASONS

4.1 The *Y Prentis* Shared apprenticeship model is well established with extensive support from Local Authorities and Housing Associations and a well-attended industry Advisory Panel to guide delivery, with 30 constituent partners from the construction industry, to guide delivery. To date *Y Prentis* has enabled over 160 young people into sustainable living wage apprenticeships of which twelve have been from Monmouthshire, a figure set to increase with the growing Future Schools building programme. Shared apprenticeships offer an alternative and more flexible means of apprentice delivery than traditional apprenticeships with their flexibility enabling the participation of smaller companies as well as apprenticeships support for shorter term contracts.

4.2 *Y Prentis* apprentices have several advantages when seeking long term, sustainable employment:

- Full framework qualification appropriate to their trade;
- Wide ranging experience with several companies giving them 'long interview processes' within each;
- Job search support; and
- Wide ranging client knowledge of 'graduating' apprentices.

4.3 The *Y Prentis* flexible model assists in helping private sector companies meet their corporate social responsibility targets within government contracts. The Authority has also successfully appointed apprentices to the Future Schools building programme and *Y Prentis* has also implemented programmes of related community benefits using social clauses and Targeted Recruitment and Training. As well as doing social and community good – *Y Prentis* is also in a position where it has now accrued accumulated surpluses so it is financially stable. As a 'not for profit' company, any surpluses generated by *Y Prentis* are reinvested to support further apprenticeship development or added value activities.

4.4 As the only CITB approved deliverer of 'Shared Apprenticeships' in South East Wales, *Y Prentis* has special status which improves its opportunities for long term sustainability having already secured more than £228k of funding for training and employment. Unlike project based funding schemes, *Y Prentis* is not time limited. Core funding comes from a range of sources including private sector income for wages and membership fees, CITB grants which are funded via a levy paid by the construction industry and the Welsh Government's Young Recruits Fund. However *Y Prentis* is an evolving model, diversification to meet the needs and demands of the sector has led to additional income streams being identified including community benefit delivery activities and consultancy services.

4.5 Since the lull in 2012, construction output in Wales has grown by over 10% in real terms to 2014. 2015 saw further growth driven by a very strong performance in infrastructure, private housing and public non-housing work. Wales is projected to see an annual average output growth of 7.1% over the next five years to 2020, stronger than any of the English regions and other devolved nations, with employment growth projected to average 2.9% a year between 2016 and 2020, well above UK average. The workforce is expected to reach 129,000 by 2020, 5% up on its 2008 peak with demand expected to be strongest for construction professionals e.g. civil engineers, architects, surveyors, etc. Given emerging key investment programmes such as Tidal Lagoon, Circuit of Wales and the Cardiff Capital Region City Deal there is an increasing emphasis on skills development so *Y Prentis* is well placed for its continued future success.

4.6 *Y Prentis* measures its success in many ways to ensure that the team are able to provide the longer term sustainable employment opportunities its apprentices require. Performance measures include no. of apprentices on site; no. of apprentices in full time employment after completion; no. of completers; apprentice attainment rate, etc. The team also measure their own performance for example by monitoring no. of marketing activities undertaken; no. of clients on advisory panel; no. of outstanding debtors; no. of apprentices on advisory panel, etc.

5. RESOURCE IMPLICATIONS:

There are no resource implications as a result of this report.

6. CONSULTEES

Economy and Development Select Committee
Senior Leadership Team

7. BACKGROUND PAPERS

Appendix A – Future Generations Evaluation

Appendix B - *Y Prentis* 2016-2018 Business Plan

8. FUTURE GENERATIONS IMPLICATIONS

The completed Future Generations Evaluation can be found in Appendix A. In summary, the purpose of Y Prentis is to provide much needed employment opportunities for young people, providing employment growth and an increasingly skilled workforce for the South East Wales region. As the company grows so will investment and growth opportunities, potentially for a wider range of sectors for example care or digital.

9. AUTHOR: Cath Fallon – Head of Economy and Innovation

10. CONTACT DETAILS:

E-mail: Cathfallon@monmouthshire.gov.uk

Tel: 01633 748316/ 07557 190969



Future Generations Evaluation (includes Equalities and Sustainability Impact)

<p>Name of the Officer Cath Fallon</p> <p>Phone no:07557 190969 E-mail: cathfallon@monmouthshire.gov.uk</p> <p>Name of Service: Enterprise</p>	<p>To: Y PRENTIS UPDATE</p> <p>Date Future Generations Evaluation 20th March 2017</p>
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NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc.




1. Does your proposal deliver any of the well-being goals below?



Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>Y Prentis provides much needed employment, growth and skills opportunities for our young people.</p>	<ul style="list-style-type: none"> • Provision of a region wide service for both apprentices and employers alike. • Shared apprenticeship nature of the scheme enables opportunities for both small and large employers to take on apprentices without having to employ them directly.

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	n/a	n/a
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	n/a	n/a
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	There is potential to grow Y Prentis to enable it to offer apprenticeships in other sectors. This will provide further opportunities for young people to become more connected by working with local businesses in local communities.	To ensure Y Prentis focuses on encouraging community cohesion as one of its social drivers.
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	Y Prentis has a delegated responsibility to ensure high standards are met and maintained that do not conflict with the global drivers.	Any decisions taken by Y Prentis will take into account global and well-being issues as part of its day to day processes.
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	Y Prentis offers opportunities for young people to be involved on heritage projects that will protect welsh culture for future generations.	Decisions taken by Y Prentis will continue to offer opportunities for young people to work on cultural projects.
A more equal Wales People can fulfil their potential no matter what their background or circumstances	Y Prentis provides services for young people from all backgrounds and cultures.	As Y Prentis becomes better established there will be opportunities to target areas of the

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
		community that may not currently be aware of the opportunities available.

2. How has your proposal embedded and prioritised the sustainable governance principles in its development?

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>Y Prentis produces a bi-annual business plan to identify and target opportunities.</p>	<p>Regular Board meetings are held to ensure a concerted effort is being made to identify efficiencies and income generation opportunities as they arise.</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>Y Prentis offers a key service for a wide range of public and private sector partners.</p>	<p>The Advisory Panel which consists of key stakeholders and representatives from construction companies, ensures that the apprenticeships being offered are fit for purpose.</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>A Stakeholder group of apprentices has been established to ensure that apprentices also have a say in how their apprenticeships are developed and delivered.</p>	<p>Both the apprentice stakeholder group and the Advisory Panel are regularly reviewed and evaluated to ensure the views of all those who have an interest are taken into account.</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The Business Plan identifies opportunities for growth and investment.</p>	<p>Where growth and investment opportunities are identified resources are put in place to take them forward.</p>
 <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>Y Prentis considers the wellbeing of the apprentices to be of utmost importance. A hardship fund has recently been established to assist those apprentices with day to day cash flow issues to ensure they are fit and well.</p>	<p>Y Prentis will continue to assess the well-being of the apprentices and introduce further measures if needed.</p>

3. **Are your proposals going to affect any people or groups of people with protected characteristics?** Please explain the impact, the evidence you have used and any action you are taking below. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link: <http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	<p>Consider the impact on our community in relation to this e.g. how do we engage with older and younger people about our services, access issues etc. Also consider what issues there are for employment and training.</p>	n/a	n/a

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Disability	What issues are there are around each of the disability needs groups e.g. access to buildings/services, how we provide services and the way we do this, producing information in alternative formats, employment issues.	n/a	n/a
Gender reassignment	Consider the provision of inclusive services for Transgender people and groups. Also consider what issues there are for employment and training.	n/a	n/a
Marriage or civil partnership	Same-sex couples who register as civil partners have the same rights as married couples in employment and must be provided with the same benefits available to married couples, such as survivor pensions, flexible working, maternity/paternity pay and healthcare insurance	n/a	n/a
Pregnancy or maternity	<i>In employment a woman is protected from discrimination during the period of her pregnancy and during any period of compulsory or additional maternity leave. In the provision of services, good and facilities, recreational or training facilities, a woman is protected from discrimination during the period of her pregnancy and the period of 26 weeks beginning with the day on which she gives birth</i>	n/a	n/a

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Race	<i>Think about what the proposal will do to promote race equality with the aim of: eliminating unlawful discrimination, promoting equality of opportunity and promoting good relations between persons of different racial groups. Also think about the potential to affect racial groups differently. Issues to look at include providing translation/interpreting services, cultural issues and customs, access to services, issues relating to Asylum Seeker, Refugee, Gypsy & Traveller, migrant communities and recording of racist incidents etc.</i>	n/a	n/a
Religion or Belief	<i>What the likely impact is e.g. dietary issues, religious holidays or days associated with religious observance, cultural issues and customs. Also consider what issues there are for employment and training.</i>	n/a	n/a
Sex	<i>Consider what issues there are for men and women e.g. equal pay, responsibilities for dependents, issues for carers, access to training, employment issues. Will this impact disproportionately on one group more than another</i>	n/a	n/a
Sexual Orientation	<i>Consider the provision of inclusive services for e.g. older and younger people from the Lesbian, Gay and Bi-sexual communities. Also consider what issues there are for employment and training.</i>	n/a	n/a

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Welsh Language	<i>Under the Welsh Language measure of 2011, we need to be considering Welsh Language in signage, documentation, posters, language skills etc.and also the requirement to promote the language.</i>	n/a	n/a

4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	<i>Safeguarding is about ensuring that everything is in place to promote the well-being of children and vulnerable adults, preventing them from being harmed and protecting those who are at risk of abuse and neglect.</i>	n/a	n/a
Corporate Parenting	<i>This relates to those children who are 'looked after' by the local authority either through a voluntary arrangement with their parents or through a court order. The council has a corporate duty to consider looked after children especially and promote their welfare (in a way, as though those children were their own).</i>	n/a	n/a

5. What evidence and data has informed the development of your proposal?

Since being established regular progress reports have been presented to Economy and Development Select and Cabinet.

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

The purpose of Y Prentis is to provide much needed employment opportunities for young people, providing employment growth and an increasingly skilled workforce for the South East Wales region. As the company grows so will investment and growth opportunities, potentially for a wider range of sectors for example care or digital.

7. ACTIONS: As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

What are you going to do	When are you going to do it?	Who is responsible	Progress
Presentation of a report to Cabinet	December 2016	Cath Fallon	
Presentation of 2016-2018 Business Plan to Economy and Development Select Committee	April 2017	Cath Fallon	

8. **MONITORING:** The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

The impacts of this proposal will be evaluated on:	On going
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9. **VERSION CONTROL:** The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1	<i>Dissolution of CMC² and ownership of Y Prentis moving to MCC.</i>	<i>December 2016</i>	<i>This will demonstrate how we have considered and built in sustainable development throughout the evolution of a proposal.</i>
2	Presentation of 2016-18 Business Plan	April 2017	

Creating tomorrow's talent

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YPRENTIS

SHARED APPRENTICESHIP SCHEME
CYNLLUN PRENTISIAETH AR Y CYD

**South East Wales
Shared Apprenticeship Scheme
Business Plan 2016 – 2018**



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Introduction

Y Prentis is CITB's preferred supplier of shared apprenticeships in construction in South East Wales. Established in October 2012, **Y Prentis** aims to recruit 50 new entrant apprentices into the scheme each year.

This Business Plan covers the period between October 2016 and October 2018. Subsequent business plans (and annual updates) will be drafted, submitted and approved at the beginning of the academic year. The next full Business Plan will be required in October 2018.

Shared apprenticeships offer an alternative and more flexible means of apprentice delivery than traditional apprenticeships. Their flexibility allows the participation of smaller companies as well as apprenticeship support for shorter term contracts.

Y Prentis has enabled the extension of the shared apprenticeship model into South East Wales, offering support for clients and their contractor partners. The model is already well established with extensive support from Local Authorities and Housing Associations as well as a well-attended advisory panel with 30 constituent partners from the construction industry.

In the four years since the company has been established, we have made a difference, helping to train more than 160 apprentices and securing more than £228,035 in funding for training and employment. However, to remain relevant and to continue to make a difference, **Y Prentis** must evolve to meet the challenges that lies ahead.

This Business Plan also outlines the way in which **Y Prentis** will diversify in future months and years to create increased sustainability of the scheme and generate additional opportunities and increased revenue.





Vision & Values

Y Prentis is the Construction Industry Training Board's (CITB) preferred supplier of shared apprenticeships in construction in South East Wales and is ambitious in its direction.

Established in October 2012, **Y Prentis** brings together key partners in the construction industry and training who are keen to work together to sustain and explore the potential of young people in the South East Wales region and deliver the vision.

Our Vision

Provide long term sustainable employment opportunities to help young people maximise their potential'

We are a value based and driven organisation:

Our Values:

- Passionate
- Fair
- Open
- Supportive
- Innovative
- Efficient
- Collaborative

To support its vision and values, **Y Prentis** also has a simple list of aims and objectives which are to:

- Grow the potential of our young people by providing wide ranging employment prospects;
- Maximise the earning capacity of our young people by ensuring they have the right qualifications to suit their future career needs; and
- Encourage confidence in our young people so they too can become future employers of apprentices;
- Support the construction industry to participate in creating sustainable careers within the sector through a variety of trade and technical apprenticeships.
- Work to attract, develop and retain the next generation of apprentices.

Our Priorities

We will:

- Deliver more apprenticeships to meet industry need;
- Keep the pipeline of talented new entrants flowing;
- Develop a career offer that promotes the construction sector as a route to economic prosperity for people of all backgrounds;
- Work with CITB, Schools, Colleges, Universities and other training providers to ensure we develop their knowledge, understanding of the construction sectors requirements.
- Provide support to help businesses to improve their competitive edge and to take advantage of new opportunities;
- Work with CITB, Industry and Government to help deliver infrastructure projects.



Delivering our Priorities

<p>Priority 1: More apprenticeships to meet industry need and keeping the pipeline of talented new entrants flowing.</p>	
<p>What we need to do</p>	<p>Employ 50 CITB sponsored apprentices per year.</p> <p>Employ 10 Y Prentis sponsored apprentices per year.</p> <p>Work closely with a variety of training providers.</p>
<p>What we are doing</p>	<p>Recruiting new apprentices throughout the year to meet our recruitment targets.</p> <p>Reinvesting funds to support Y Prentis sponsored apprentices.</p> <p>Work closely with schools to engage young talent into vocational pathways.</p>
<p>What our partners will see</p>	<p>More talented young people entering the construction sector</p> <p>Support in meeting targeted recruitment and training targets</p> <p>A flexible apprenticeship programme which meets the needs of industry</p>

<p>Priority 2: Develop a career offer that promotes the construction sector as a route to economic prosperity for people of all backgrounds.</p>	
<p>What we need to do</p>	<p>Create a robust schools and college career offer</p> <p>Work closely with careers services to raise the profile of construction as a career</p> <p>Engage with welfare to work and community groups to engage with local communities</p> <p>Deliver in partnership, schools career advice and guidance services in a variety of educational settings.</p>
<p>What we are doing</p>	<p>Developing a school's career offer in partnership with a variety of stakeholders.</p> <p>Working with Go Construct and Careers Wales to highlight Construction as a career</p> <p>Attending careers events throughout South East Wales to engage young new talent</p> <p>Using Community Benefit clauses to create opportunities for people from all backgrounds to get involved in development programmes</p> <p>Working closely with schools to engage young talent into vocational pathways</p>
<p>What our partners will see</p>	<p>Diverse groups being attracted in to the construction sector</p> <p>Support to meet community benefit targets</p>

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Delivering our Priorities

Priority 3:

Work with CITB, Schools, Colleges, Universities and other training providers to ensure we develop their knowledge, understanding of the construction sectors requirements.

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What we need to do	Act as the conduit that assists in feeding industry requirements into funding bodies and training providers.
What we are doing	We have established a Board and Advisory Board with representation from key stakeholder groups to support the flow of information.
What our partners will see	The ability to direct the shared apprenticeship scheme to meet industry requirements. A means of feeding industry knowledge and requirements to funding agents and training providers.

Priority 4:

We will provide support to help businesses to improve their competitive edge and to take advantage of new opportunities.

What we need to do	Provide support to the sector to clients, contractors and SMEs in the creation and delivery of community benefits.
What we are doing	We have established a consultancy arm, offering support in the creation and implementation of community benefits. We have also established a community benefit delivery service, able to work with Clients, main contractors and SME groups.
What our partners will see	A professional service, which provides outstanding value and excellent track record.

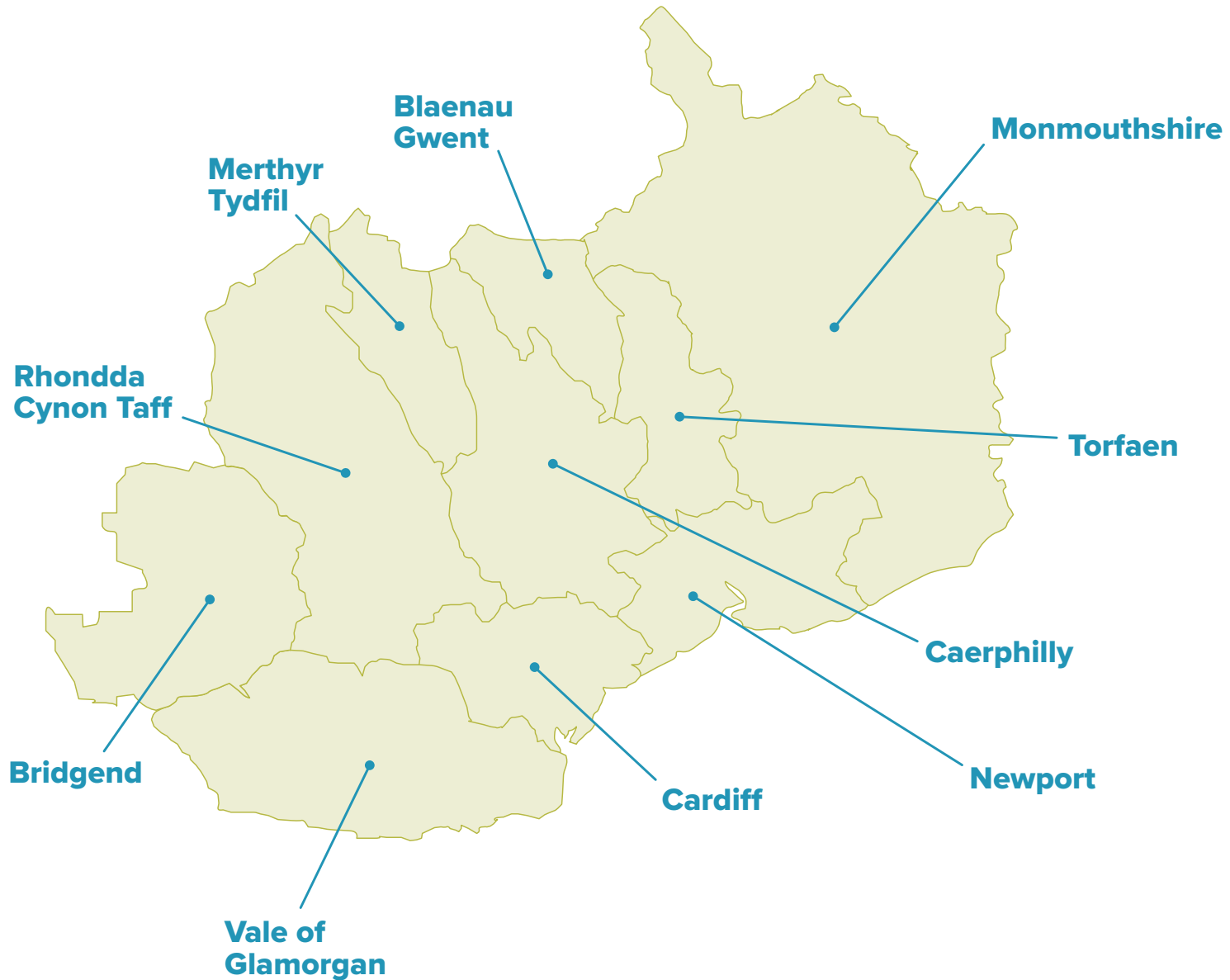
Priority 5:

We will work with CITB, Industry and Government to help deliver infrastructure projects.

What we need to do	Closer working links with Welsh Government and procurement departments across South East Wales. Inclusion in contracts as the partner of choice in terms of apprenticeship delivery .
What we are doing	We have established a consultancy arm, offering support in the creation and implementation of community benefits We have also established a community benefit delivery service, able to work with clients, main contractors and SME groups.
What our partners will see	A professional service, which provides outstanding value and excellent track record of delivery.



Where we Operate





Working in Partnership

Construction is a major contributor to the UK economy, employing 2.1 million people within its supply chain and contributing 8% to GDP. It's a powerful driver of growth and wealth creating, delivering £2.84 to the economy for every £1 invested.

Background

The Welsh Government is committed to supporting Apprenticeships in Wales as they fuel the future essential skills base of our nation. Apprenticeships in Wales help to inspire success in the individual and bring huge benefits to the workplace.

Melin Homes and Monmouthshire County Council, in partnership with Y Prentis established 'Y Prentis' – a not for profit company delivering a shared apprenticeship scheme, to assist in meeting the increasing demands of socially procured goods, services and works associated with the construction industry in South East Wales.

Melin Homes, in addition to providing high quality affordable homes, also have a significant track record of successful delivery of employment and training programmes, of varying lengths, across South East Wales.

Monmouthshire County Council (MCC), who with over 3,500 employees is the largest employer in Monmouthshire. MCC are adapting their corporate policies to ensure that targeted recruitment and training principles underpin all appropriate recruitment. Opportunities are created through staff turnover (which at 10% in excess of 390 opportunities per year) and through Monmouthshire's extensive supply chain, supporting annual expenditure more than £90 million. A significant proportion of this delivery is with local businesses.

These relationships place us in a unique position to assess the opportunities available for Shared Apprenticeship participants as well as offering support to small businesses to capitalise upon supply chain development opportunities.



Governance – Meet the Team



Y Prentis is governed by a strong Board of Directors made up of representatives from Melin Homes and Monmouthshire County Council.

The Board also benefits from CITB, industry and college representation. This ensures that industry has a voice and mirrors the needs of multiple partners. The Board are responsive to the needs of industry and as such have created a robust Advisory Panel, consisting of a number of representatives from the construction sector. The Advisory Panel provides information to the Board on the requirements of the sector.

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Directors

Peter Crockett FMATT, FCCA Deputy Chief Executive Melin Homes and Director of Y Prentis



Held senior posts in the housing association sector since 1995 where he gained considerable experience in all aspects of strategic finance, including loan funding as well as all other support services. Over the past few years, he has gained significant experience in the delivery of major energy programmes to assist in the combating of fuel poverty. Peter was recently appointed Interim Chief Executive of Melin Homes, is a company Director of **Y Prentis** and a former member of Community Housing Cymru's National Council.

Rob O'Dwyer Head of Property Services & Facilities Management at Monmouthshire County Council and Director of Y Prentis



Rob has held senior positions in the local government property sector for the past 20 years and his current role focusses on the delivery of corporate procurement services and the provision of design, maintenance and facilities management services for both Monmouthshire County Council and Gwent Police. Rob is also a member of the CLAW Steering Group and on the Board of the South East Wales Schools Capital Framework.

Cath Fallon Head of Economy and Enterprise, Monmouthshire County Council and Director of Y Prentis



Cath has had an extensive career in local government having initially started her employment with South Pembrokeshire District County Council more than 20 years ago. Cath was appointed to Monmouthshire County Council in 2002 and has held several roles since including Programme Manager for adventa – Monmouthshire's rural development programme, Assistant CEO for CMC2, MCC's Creative Community Interest Company and in 2014, Cath was appointed as Head of Economy and Enterprise, where she is responsible for the development and delivery of both the Monmouthshire Business and Enterprise Strategy and Vale of Usk Local Development Strategy.

Cath has been involved with **Y Prentis** since its foundation and has a keen interest in its future development and sustainability.

Adrian Huckin FCIH, B.A. (Hons) Director of Communities, Enterprise and Care, and Director of Y Prentis



Adrian joined Melin Homes in September 2010 having previously worked in senior positions in both the public and housing association sectors. His housing career spans a total of 32 years. He is a Fellow of the Chartered Institute of Housing. Adrian is a Company Director of **Y Prentis**.

Governance – Meet the Team



The Delivery Team

**Y Prentis
Programme Manager**



Mandy Summers

**CITB
Apprentice Coordinator**



Lee Thomas

**Y Prentis
Assistant Manager**



Dafydd Langley-Noel

**Y Prentis
Community Benefits
Officer**



Craig Gwilym

**Y Prentis
Employment and Finance
Support Assistant**



Kellie Hobbs

**Y Prentis
Administration and
Employment Assistant**



Amy Williams

Governance – The Advisory Panel



The panel is comprised mainly of construction companies and is very well attended. The panel is Chaired by James Player, an independent construction management consultant. Our deputy chair is Tom Davies from Morgan Sindall. In addition, the following companies are members of the panel:

Jehu, Balfour Beatty, Morgan Sindall, Lovell, Wilmott Dixon; Keepmoat, BAM; Laing O'Rourke; ISG; SMK; Interserve; Ian Williams; R&M Williams; Keir; Gibson, Bouygue, Ian Williams Carpentry, Ian Williams, Hale Construction, Vince Haines, Shox and Wells.

Y Prentis is driven by the needs of industry. The companies provide placements for apprentices, advise about future recruitment patterns and are helping us to plan our next two years of activity. We have already, through CITB planned and are delivering additional provision to meet demands generated through the panel. Consequently, Ground Works training has now been commissioned through CITB's training framework with Cardiff and the Vale College. This was previously unavailable in south Wales.





Running the business

The Business Model

Y Prentis is CITB's preferred supplier of shared apprenticeships in construction in South East Wales. Established in October 2012, **Y Prentis** aims to support 50 apprentices per year.

Y Prentis is the only construction based shared apprenticeship scheme operating within South East Wales, and works with a range of partners to deliver sustainable apprenticeship opportunities across the region. Shared apprenticeships offer an alternative and more flexible means of apprentice delivery than traditional apprenticeships. Their flexibility allows the participation of smaller companies as well as apprenticeship support for shorter-term contracts.

Y Prentis has enabled the extension of the shared apprenticeship model into South East Wales, offering support for clients and their contractor partners. The model is already well established with extensive support from Local Authorities and Housing Associations as well as a well-attended advisory panel with 20 constituent partners from the construction industry.

Y Prentis has been developed to offer the construction industry a flexible apprenticeship provision which assists in meeting corporate social responsibility targets within government contracts.

Y Prentis benefits from a number of funding sources including, CITB, Welsh Governments Young Recruits Funds and private industry investment.





Running the business

The Market

The construction market in South East Wales comprises the following key markets:

- New build housing developments covering both the public and private sector.
- Private and public sector investment in existing housing stock
- Infrastructure development
- New School Builds
- Local Health Board Builds and Maintenance
- Transport Links
- Micro Generation

Since its lull in 2012, construction output in Wales grew by over 10% in real terms to 2014 and expanded further last year. Growth in 2015 is likely to have been driven by a very strong performance in the infrastructure sector and lesser but still robust expansion in private housing and public non-housing work. Wales is projected to see annual average output growth of 7.1% over the next five years to 2020, stronger than any of the English regions and other devolved nations, and while nuclear new build at Wylfa is a major contributor to this expansion, it is by no means the only driver.

The infrastructure sector biggest project in the pipeline is the upgrade of the M4 around Newport, on which work is likely to start in 2018.

There are a number of sizeable regeneration schemes in the pipeline upon which private house building will play a significant part. However, these are long-term projects and therefore their contribution to annual growth could be quite small.

The same is true to a lesser extent for the private commercial sector, although the construction timescale of schemes in this sector is likely to be more condensed, producing a stronger growth profile.

Employment growth is projected to average 2.9% a year between 2016 and 2020, well above the UK average and the workforce is expected to reach 129,900 by 2020, 5% up on its 2008 peak. Demand is expected to be strongest for construction professionals – civil engineers, architects, surveyors and other construction professional – with all of them likely to see annual average employment growth of around 4% a year or higher. Wales' ARR is projected at 5,440 a year on average, still the third largest on an absolute level and the highest as a ratio of base 2016 employment. Its ratio, at 4.7% is well above the UK average of 1.7%.



Running the business

Funding

Y Prentis is an evolving model, which allows diversification within the business to ensure that it continues to meet the demands of the sector and promotes sustainability. This has led to changes to the existing model to include Community Benefit delivery and Consultancy services to be added to the portfolio of work. This will ensure the core business of providing apprenticeship opportunities to young people across south east Wales, is made as sustainable as possible.

Currently the number of apprentices which can be supported by CITB through the shared model has been capped at 50 new starters per year. So the maximum number of apprentices at any one time will not exceed 100.

Apprentice intake will be prioritised to areas where increased development activity is prevalent, this will allow young people to gain experience as close to home as possible, reducing the requirement for excessive travel.

Recruitment of apprentices will be on a roll-on roll off basis, through the year and does not follow the academic year.

Y Prentis benefits from funding from the following sources:

- CITB Attendance and Attainment Grants
- Young Recruits Programme Funding
- Membership payments
- DfES Special Grants
- Community Benefit delivery sales
- Consultancy sale

Changes to Funding Approaches

The introduction of the Apprenticeship Levy is yet to be determined within Wales and this will undoubtedly have an impact on the sources of funding available to **Y Prentis** and the Business Plan will be revised to reflect any funding impact.

Further Funding Potential

Y Prentis is a one off regional programme and benefits from the special status of being CITB partner of choice in the delivery of shared apprenticeships across South East Wales. Key programmes in Wales such as the Metro, Tidal Lagoon and Circuit of Wales with their funding streams may positively impact on the funding forecast. **Y Prentis** by its very nature is supporting the construction industry and key investment projects in South East Wales. This places **Y Prentis** to attract such funds. Other potential funding streams includes:

- BIG Lottery Rounds
- Future Jobs Fund
- Work Programme Successor
- Welfare to Work
- Delivery of apprenticeship support on behalf of other EU Projects



Running the business

Investment

We are conscious that our funding sources drive the types of activity that could be funded. At present these would be restricted to capital or revenue-based projects that enhance the training facilities or provision to support the construction industry, particularly relating to up-skilling within companies. **Y Prentis** is developing a strategy to deal with surpluses. This will involve the following:

- Agreement of the principles around expenditure with **Y Prentis** Board;
- Development of projects in consultation with construction and key investment partners;
- Development of an application process (for audit and compliance reasons).

Special Status and Competition

Y Prentis is a not for profit limited company. It is owned by Melin Homes and Monmouthshire County Council who make up equal shares of its Board. Melin Homes are a Registered Social Landlord with Charitable Aims. The Board is advised by **Y Prentis** Management and observed by CITB and construction partners. It operates an open accounting procedure. Its Terms of Reference state that surpluses generated by the company will be reinvested to support further apprenticeship development or added value activities. The conditions of CITB Grant require that a special purpose vehicle be established to run Shared Apprenticeships, the rationale being that the organisation's core purpose is to deliver shared apprenticeships and it will not be diverted to deliver other activities.

Our host employers are private sector construction companies who are within CITB 'scope'. They understand the operations of a small business and the importance of good cash flow. Our client organisations' reinforce this principle through their procurement frameworks to protect small suppliers. As a 'small private sector supplier' of apprenticeships developed to support clients targeted

recruitment and training, client's contracts support our cash flow. This gives **Y Prentis** weight that we would not have as a department of a larger organization.

Y Prentis operates across South East Wales. It is important that our status is as a separate entity rather than a scheme owned by Melin Homes and Monmouthshire Council so that clients across the housing and public sector recognise its ability to support their targeted recruitment and training requirements across this wider geography. The scheme has actively been marketed as able to support the construction industry across South East Wales as demonstrated through following this link and watching **Y Prentis**' film at www.yprentis.co.uk

Y Prentis is the only CITB approved deliverer of Shared Apprenticeships in South East Wales and as such has special status without a competing scheme.

Sustainability of Y Prentis

We have highlighted above that **Y Prentis** is the only CITB approved deliverer of Shared Apprenticeships in South East Wales and as such has special status without a competing scheme.

Unlike project based funding, **Y Prentis** is not time limited. The funding for the opportunities comes from a number of key sources, CITB Grants, Young Recruits Programme funding and wages, which are funded by the construction companies themselves. CITB Grants are paid from the levies they receive from their in scope members. This provides **Y Prentis** with sustainable, core funding, which provided we continue to perform well for CITB, will continue.

Y Prentis is guided by an advisory panel, made up of members of industry and clients offering contract opportunities. We work closely with these two groups to develop an ongoing programme of work to inform our apprentice volume projections. This information also helps our discussions with training providers about our future and existing needs.



Running the business

In this way, **Y Prentis** will be driven and directed by the needs of the industry. CITB observe the **Y Prentis** Board and work closely with **Y Prentis** management, advising on trends and requirements for additional opportunities. Construction companies will only support those opportunities they require to support their TR&T targets.

As identified earlier in this document, **Y Prentis** has the flexibility to diversify to complement its core business objectives and as such has developed a consultancy and community benefit arm to the business. These additional services provide additional opportunities to be created within a range of development contracts.

For Apprentices

Y Prentis apprentices have several advantages when seeking long-term employment.

- Full framework qualification appropriate to the trade;
- Experience with several companies giving them 'long interview processes' with each;
- Wide ranging experience;
- Advisory panel support to long term planning and sustainability;
- Job search support from the **Y Prentis** team;
- Wide ranging client knowledge of 'graduating' apprentices;
- Vested interests of clients and construction companies as 'members of **Y Prentis**' in ensuring sustainability;
- Long-term understanding of the market and its demands across the team.

All these factors will contribute to the long-term sustainability of employment

Equality and Diversity

Y Prentis is committed to the sharing of good practice in relation to equality and diversity. As well as engaging with traditional apprentices we will aim to encourage individuals who are underrepresented in construction trades, including females, BME groups and those with a disability. In support of these aims we are working closely with the Construction Youth Trust and Chwarae Teg to support their referrals of clients from more diverse backgrounds.

Marketing Strategy

Y Prentis will support a 50 apprentices per year. In order to do this effectively we have identified that we will require a marketing plan that delivers a response to both recruitment of trainee's and support from suitable host contractors. To effectively coordinate a shared training programme, offering a varied work based experience; we will require a substantial number of placement opportunities, across a wide contractor base.

The idea of a shared apprenticeship approach is one that has been welcomed by a significant number of large-scale construction based companies. Staff members have already held a number of contractor based events during consultation about the potential development of a shared apprenticeship programme and have buy in from a wide variety of construction based companies, mentioned in the advisory panel section above.

A full marketing strategy is attached in appendix 1



Contact



Visit: www.yprentis.co.uk

Email: enquiries@yprentis.com

Twitter: [@YPrentis](https://twitter.com/YPrentis)

Call: **0800 9753 147**



Monmouthshire's Scrutiny Forward Work Programme 2017

Economy Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
Pre-Election Period ~ Friday 17th March				
6th April 2017	Broadband in Monmouthshire	To discuss the progress on the rollout of the Superfast Cymru programme in the county and the proposals for areas not covered under the existing programme (presentation)	British Telecom Welsh Government	Performance Monitoring
	2017/18 Youth Enterprise Delivery Plan	To present the action plan for scrutiny to monitor on an on-going basis.	Cath Fallon Hannah Jones	Performance Monitoring
	Yprentis Business Plan	Scrutiny of the business plan for Y Prentis	Cath Fallon	Performance Monitoring
	Business Rates Update	To provide a verbal update on rate re-valuations and the allocation of the £10,000,000 Welsh Government Grant.	Cath Fallon	Performance Monitoring

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Future Work Programme items:

- x Museums Transition Report
- x Chief Officer Enterprise Annual Report
- x I-county ~ summer 2017
- x ICT in schools ~ update on the PSBA programme
- x City Deal ~ regular updates
- x Tourist Information Centres ~ resourcing and funding
- x Car Parking ~ position update
- x Asset management
- x County Farms

Council and Cabinet Business – Forward Plan

Monmouthshire County Council is required to publish a Forward Plan of all key decisions to be taken in the following four months in advance and to update quarterly. The Council has decided to extend the plan to twelve months in advance, and to update it on a monthly basis.

Council and Cabinet agendas will only consider decisions that have been placed on the planner by the beginning of the preceding month, unless the item can be demonstrated to be urgent business

Subject	Purpose	Consultees	Author
1ST MARCH 2017 - CABINET			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17 meeting 5 held on the 19 th January 2017.		Dave Jarrett
Outcomes of the Recycling Review.	Cabinet to agree the Final Business Case determining the outcomes of the Recycling Review.		Rachel Jowitt
Safeguarding Progress Report			Teresa Norris
Effectiveness of Council Services: Quarter 3 Progress			Matt Gatehouse
Cemeteries - amendments to charging policy			Deb Hill Howells
The Knoll, Abergavenny Section 106 funding			Mike Moran

Subject	Purpose	Consultees	Author
ADM – Business Case			Tracey Thomas
EAS Business Case			Will Mclean
Community Governance			Will Mclean
2017/18 Education and Welsh Church Trust Funds Investment and Fund	The purpose of this report is to present to Cabinet for approval the 2017/18 Investment and Fund strategy for Trust Funds for which the Authority acts as sole or custodian trustee for adoption and to approve the 2017/18 grant allocation to Local Authority beneficiaries of the Welsh Church Fund.		Dave Jarrett
8th MARCH 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Private sector housing enforcement			Huw Owen
PSPO x 2: Fairfield Car Park and Abergavenny Skate Park			Andrew Mason
Homeless Reserve Fund			Ian Bakewell
Fostering Fees Review			Claire Marchant
Accounts Payable Strategy – Further automation of the procedure to process payment			Lisa Widenham
Appropriation of the land at Rockfield Farm, Undy	From County farms use to planning use		Gareth King
Cemeteries – amendments to charging policy			Deb Hill Howells
Direct Care Leadership Restructure			Colin Richings
Transport Policy			Clare Morgan
Disposal of land on Garden City Way for Affordable			Ben Winstanley

Subject	Purpose	Consultees	Author
Housing			
Cae Maldon Bus Routes			Christian Schmidt
Monmouthshire Museums Centralisation of Staffing Structure			Cath Fallon
9TH MARCH 2017 - COUNCIL			
Council Tax Resolution 2017/18 and Revenue and Capital Budgets 2017/18	To set budget and Council tax for 2017/18		Joy Robson
Treasury Management Strategy 2017/18	To accept the annual Treasury Management Strategy		Joy Robson
Asset Investment Strategy			Peter Davies
Outcome of Recycling Review	To agree the Final Business Case determining the outcomes of the Recycling Review.		Rachel Jowitt
Procurement Strategy for Household Waste Recycling Centre, Transfer Stations and Residual Haulage.	For Council to approve the procurement strategy and affordability envelope for the procurement of a new contract running from 2018-2030 (7 years plus 5 years extension possibility).		Rachel Jowitt
Approval of Car Park Capital Budget in 2017/18			Roger Hoggins
20TH MARCH 2017 - COUNCIL			
ADM Business Case			Tracey Thomas
Pay Policy			Tracey Harry/Sally Thomas
Well-being Assessments for the county and Objective setting for the Council	i) Well-being of Future Generations Assessment (author Matthew Gatehouse) ii) Population Needs Assessment (authors Matthew Gatehouse/Phil Diamond) iii) Council's Well-being Objectives and Plan (author Matthew Gatehouse/Richard Jones) iv) Biodiversity and Ecosystem Resilience Forward Plan (author Matthew Lewis)		Matt Gatehouse
Safeguarding Progress Report			Teresa Norris

Subject	Purpose	Consultees	Author
Position Statement report re: Social Services			Geoff Burrows
Council Diary			Nicola Perry
Chief Office CYP Appointment			Tracey Harry
WAO Kerbcraft			Clare Marchant
Community Governance			W. McLean
29th MARCH 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Contracts Manager – Adult and Children’s Commissioning			Ceri York
Proposed 40 Mph Speed Limit Portal Road And Link Road Monmouth			Paul Keeble
Food Law enforcement policy - Monmouthshire alternative to prosecution policy (mapp)			David H Jones
To make Permanent the current temporary post of the Carers Services Development Manager			Kim Sparrey
Staffing Restructure: Development Management Team			Mark Hand
Staffing Restructure: Planning Policy Team			Mark Hand
Monmouthshire Lettings Service			Steve Griffiths
Permanent appointment of Temporary Admin Support post (RBC13A).			Nigel George
5th APRIL 2017 - CABINET			

Subject	Purpose	Consultees	Author
Introduction of a fast-track service in relation to pre-application advice; lawful development certificates and compliance letters, and amendments to pre-application fees			Mark Hand
12th APRIL 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Young Carers' Strategy 2017 -20			Kim Sparrey
Supporting People Plan and Grant Spend			Chris Robinson
Additional Grant Funding for Local Authority to deliver the High St Rates Relief Scheme			Ruth Donovan
Proposed re-alignment of the Estates team to meet budget mandate savings	Cllr Murphy		Deb Hill- Howells
Living Levels Landscape Partnership:	Cllr P Hobson		Matthew Lewis
Flexible Early Retirement – Planning Services			Mark Hand
26th APRIL 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Welfare Rights Review			Tyrone Stokes
Proposed 20 MPH Speed Limit, A472 Usk			Paul Keeble
16TH MAY 2016 – ANNUAL MEETING			

Subject	Purpose	Consultees	Author
18TH MAY 2017 – DEFERRED BUSINESS COUNCIL			
24TH MAY 2017 – INDIVIDUAL CABINET MEMBER DECISION			
7TH JUNE 2017 – CABINET			
Proposed sale of land at Crick Road to Melin Homes			Deb Hill Howells
The revised Safeguarding policy (and/or Council June)			Teresa Norris / Claire Marchant
The 2017/18 WASCG action plan (and/or Council)			Teresa Norris / Claire Marchant
Progress report on the WAO recommendations on Kerbcraft			Roger Hoggins / Paul Keeble / Graham Kinsella
Anti Fraud, Bribery & Corruption Policy Statement – REVISED AND UPDATED			Andrew Wathan
Welsh Language Progress Report.			Alan Burkitt
Welsh Church Fund	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications for the Welsh Church Fund Working Group meeting 5 of the 2016/17 financial year held on the 20 th March 2017.		Dave Jarrett
CYP Support Services Re-Structure	To propose a restructure within CYP support services to achieve saving from the Medium Term Financial Plan		Nikki Wellington / Sharon Randall Smith
14TH JUNE 2017 – INDIVIDUAL CABINET MEMBER DECISION			
28th JUNE 2017 – INDIVIDUAL CABINET MEMBER DECISION			

Subject	Purpose	Consultees	Author
29TH JUNE 2017 - COUNCIL			
The revised Safeguarding policy			Teresa Norris / Claire Marchant
The 2017/18 WASCG action plan			Teresa Norris / Claire Marchant
5TH JULY 2017 – CABINET			
Contaminated Land Inspection Strategy			Huw Owen
Welsh Language Annual Monitoring Report			Alan Burkitt
12TH JULY 2017- INDIVIDUAL CABINET MEMBER DECISION			
26TH JULY 2017 – INDIVIDUAL CABINET MEMBER DECISION			
27TH JULY 2017 - COUNCIL			
9TH AUGUST 2017 – INDIVIDUAL CABINET MEMBER DECISION			
23RD AUGUST 2017 – INDIVIDUAL CABINET MEMBER DECISION			
6TH SEPTEMBER 2017 – CABINET			
13TH SEPTEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
21ST SEPTEMBER 2017 - COUNCIL			
27TH SEPTEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			

Subject	Purpose	Consultees	Author
4TH OCTOBER 2017 - CABINET			
11TH OCTOBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
25TH OCTOBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
1ST NOVEMBER 2017 – CABINET			
8TH NOVEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
9TH NOVEMBER 2017 – COUNCIL			
Page 6 of 10	22ND NOVEMBER 2017– INDIVIDUAL CABINET MEMBER DECISION		
	6TH DECEMBER 2017 – CABINET		
13TH DECEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
14TH DECEMBER 2017 - COUNCIL			
3RD JANUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			
10TH JANUARY 2018 – CABINET			
17TH JANUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			

Subject	Purpose	Consultees	Author
31ST JANUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			
7TH FEBRUARY 2018 – CABINET			
14TH FEBRUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			
22ND FEBRUARY 2018 – COUNCIL			
28TH FEBRUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			
1ST MARCH 2018 - COUNCIL			
7TH MARCH 2018 - CABINET			
14TH MARCH 2018 – INDIVIDUAL CABINET MEMBER DECISION			
28TH MARCH 2018 – INDIVIDUAL CABINET MEMBER DECISION			
11TH APRIL 2018 - CABINET			
18TH APRIL 2018 – INDIVIDUAL CABINET MEMBER DECISION			
19TH APRIL 2018 - COUNCIL			
9TH MAY 2018 – INDIVIDUAL CABINET MEMBER DECISION			

Subject	Purpose	Consultees	Author