Notice of meeting:

Children and Young People Select Committee

Thursday, 19th May, 2016 at 10.00 am,
The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA

Please note that a pre meeting will be held 30 minutes prior to the start of the meeting for members of the committee.

AGENDA

<table>
<thead>
<tr>
<th>Item No</th>
<th>Item</th>
<th>Pages</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>To note the appointment of the Chairman of the Children and Young People Select Committee.</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Appointment of Vice Chairman.</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Apologies for Absence.</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Declarations of Interest.</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>To confirm the minutes of the previous meeting.</td>
<td>1 - 6</td>
</tr>
<tr>
<td>6.</td>
<td>Scrutiny of Family Support Programmes.</td>
<td>7 - 14</td>
</tr>
</tbody>
</table>

**Adults Select Committee Members are invited to attend the Select Committee meeting to scrutinise this agenda item, as it affects both the Children and Young People Select Committee and the Adults Select Committee.**

| 7.      | Tackling Poverty in Monmouthshire.                                  | 15 - 22|

**Adults Select Committee Members are invited to attend the Select Committee meeting to scrutinise this agenda item, as it affects both the Children and Young People Select Committee and the Adults Select Committee.**

| 8.      | Work Programming.                                                   | 23 - 34|
Paul Matthews
Chief Executive
THE CONSTITUTION OF THE COMMITTEE IS AS follows:

County Councillors:
- P. Jones
- P. Farley
- P. Clarke
- L. Guppy
- R. Harris
- M. Hickman
- S. Howarth
- D. Jones
- M. Powell
- D. Dovey
- E. Hacket Pain
- R. Chapman
- R. Edwards
- P. Jordan
- P. Watts
- A. Wintle

Added Members
Members voting on Education Issues Only
- M Fowler (Parent Governor Representative)
- C Robertshaw (Parent Governor Representative)
- Vacancy (Catholic Church)

Added Members
Non Voting
- Vacancy (NAHT)
- Vacancy (ASCL)
- Vacancy (NUT)
- Vacancy (Free Church Federal Council)
- Vacancy (NASUWT)
- K Plow (Association of School Governors)

Public Information

Access to paper copies of agendas and reports
A copy of this agenda and relevant reports can be made available to members of the public attending a meeting by requesting a copy from Democratic Services on 01633 644219. Please note that we must receive 24 hours notice prior to the meeting in order to provide you with a hard copy of this agenda.

Watch this meeting online
This meeting can be viewed online either live or following the meeting by visiting www.monmouthshire.gov.uk or by visiting our Youtube page by searching MonmouthshireCC.

**Welsh Language**
The Council welcomes contributions from members of the public through the medium of Welsh or English. We respectfully ask that you provide us with adequate notice to accommodate your needs.
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.
This page is intentionally left blank
Minutes of the meeting of Children and Young People Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 17th March, 2016 at 2.00 pm

PRESENT: County Councillor P. Jones (Chairman)  
County Councillor P. Farley (Vice Chairman)  
County Councillors: L. Guppy, P. Clarke, R. Harris, S. Howarth, D. Jones, M. Powell.  
M Fowler (Parent Governor Representative) and  
K Plow (Association of School Governors)  
Also in attendance Councillor V. Smith  
OFFICERS IN ATTENDANCE:  
Hazel Ilett Scrutiny Manager  
Clair Evans Acorn Project Manager  
Sarah King Senior Democratic Services Officer  
Matthew Lewis (Countryside) Countryside Manager  
Mike Moran Community Infrastructure Coordinator  
Beth Watkins Flying Start Manager  
APOLOGIES:  
Councillors M. Hickman  
1 Declarations of Interest  
None  
2. To confirm the minutes of the previous meeting  
i) We confirmed and signed the minutes of the Special Children and Young People’s Select Committee meeting held on 11th Feb 2016, subject to the following amendment:  
Apologies from K. Plow  
ii) We confirmed and signed the minutes of the Children and Young People’s Select Committee meeting held on 22nd February 2016, subject to the following amendment:  
Mr Robertshaw resigned and not noted.  
D. Jones apologies  
3. Play Sufficiency report  
Context:  
Page 1
The committee were presented with a report which reported progress on the review of the Play Sufficiency Assessment and preparation of a new action plan for 2016/17.

The first statutory Play Sufficiency Assessment (PSA) was completed in 2013 and requires review after three years. The new PSA must be submitted to Welsh Government by 31 March 2016, having either been approved by cabinet or in a final version timetabled to be so approved. The PSA is programmed for cabinet consideration in April 2016.

**Key Issues:**

The matters needing to be taken into account in the PSA are set out in the guidance and are broad in their scope, impacting widely across the authority’s activities:

Matter A: Population  
Matter B: Providing for diverse needs  
Matter C: Space Available for Children to Play  
- Open Spaces; Outdoor unstaffed designated play spaces; Playing fields  
Matter D: Supervised provision  
- Play work provision; Structured recreational activities  
Matter E: Charges for play provision  
Matter F: Access to space/provision & Information; publicity; events  
Matter G: Securing & Developing the Play Workforce  
Matter H: Community engagement and participation  
Matter I: Play within all relevant policy and implementation agendas  
- Education/schools; Town & country planning; Traffic & transport; Health & wellbeing; Child poverty; Early years/childcare and family policy and initiatives; Inter-generational policy and initiatives; Community development; Community Safety; Health and safety

**Member Scrutiny:**

- Members recognised the difficulties which had been highlighted by officers, particularly in relation to resources. The committee appreciated the effort and good will behind the project.  
- The committee stressed that increased local knowledge was required, which would require further work with town and community councils.  
- Clarification was requested regarding the phrase within the reports, some adults say 'not to play' and some say 'yes play'. It was explained, that in context, some parents had expressed concerns with going out to play and other adults had told people that children could not play (e.g. around streets).  
- The committee welcomed the information that had been presented. However, further statistical data was required.  
- Officers confirmed that data varied, fixed play provision information was available and a refined approach was required based on the information that had been obtained.  
- The concept of sufficiency was difficult to measure, officers were aware of the provision to a degree and the area most lacking was consistency around demand. Officers were committed in going forward, however, there were lack of resources.  
- The committee reiterated that further assistance and feedback should be obtained from Town and Community Councils. It was confirmed that this was anticipated however, timescales were difficult due to capacity issues.  
- Members requested clarity on validity of data and asked how many questionnaire responses were received. We were informed that 100 had been received completed. Concerns were expressed by members that this was not a representative sample.
A member echoed opening remarks, valuable work was being undertaken within constraints. Comparable information was requested regarding play provision in other areas. We were advised that Torfaen were a widespread area, Newport efforts were more concentrated on deprivation and social housing, working in collaboration with other organisations in the sector. Vale of Glamorgan had most similarities to Monmouthshire. Officers had sources for information, however, resources were an issue. The aim was for objectives to be considered for the forthcoming year, and for actions to be realistic and limited. Regular dialogue was held with Town and Community Councils.

The committee concurred that permission to focus on a smaller number of achievable objectives would be a positive way forward, particularly with regard to resource issues.

**Recommendations:**

The Committee agreed to receive and scrutinise an update of progress on the review of the Play Sufficiency Assessment and preparation of a new action plan for 16/17 prior to its submission to Welsh Government on 31 March 2016.

**Committee's Conclusion:**

Chair’s Summary:

Recommendations had been considered and suggestions had been put forward by the committee. The overriding suggestion, was to limit the number of objectives and actions as the way forward.

Officers were encouraged to look at the youth service and role of Town and Community Councils for contributions and ideas.

The Committee thanked officers for information presented regarding play provision model and appreciated that there was good will, however, recognised the difficulties that had been expressed.

4. Flying Start - Presentation outlining progress and performance to date

The Chair welcomed officers and highlighted that members should have been presented with a report or received a copy of the presentation in advance.

**Context:**

We received a presentation which highlighted progress and Performance of the Flying Start Project.

**Key Issues:**

The presentation highlighted the following issues:

- Targeted Services
- Original Flying Start Areas
- Flying Start Expansion Areas
- Entitlements
Minutes of the meeting of Children and Young People Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 17th March, 2016 at 2.00 pm

- Rates of return to human capital investment
- What can go wrong
- Risk Factors
- Population Outcomes
- Performance Measures
- Schedule of Growing Skills (SogS)
- Infant and Toddler Environmental Scale
- Quality Improvement
- Childcare Attendance
- Accident Prevention
- Advice and Support

Member Scrutiny:

- The committee welcomed the information presented, it was described as enlightening and members recognised the importance of the service.
- Officers were congratulated on the inspiring presentation, however, urged officers to present a report to members.
- It was suggested that further awareness and publication should be made to people.
- A member asked how much funding had been received from Welsh Government and the effect on the service if funding was reduced. We were informed that the basis of funding was £2200 per child, which covered childcare and services were purchased from ABHB health staff. The effect on the service would be dependent on the level of any cuts, the service was dependent on quality staff, therefore, first priority would be to achieve savings from elsewhere, rather than through staff reductions. Budget had been agreed for the forthcoming year.
- Officers were commended and it was noted that the same service was not provided in England.
- A query was raised regarding the longitude angle, study of intervention and effect on children going on to further education. In response, the aim was to ensure the ability to track young children, in transitioning into further study.
- Officers were asked to explain the consequences of the service not being provided. We were informed, that there would be a significant effect on childcare provision, at the age of 3 children are entitled to 12.5 hours of funded childcare. The service enabled younger children to attend a setting and families benefited from childcare provision.
- It was suggested that information could be presented at an all members seminar, to raise the profile of the service.
- In terms of performance measures, a member pinpointed low performance in 2015/16. Officers explained that 2016/16 was the first year the service was provided in the South of the County, relationships and engagement was underway with families. Performance margins were significant, figures would change if appointments were not attended and one health visitor represented 20/25% of the workforce, which had a massive impact on performance delivery.
- The committee agreed that issues should be scrutinised by select, particularly in relation to the effect on the service if one staff member was unavailable (e.g due to sickness). The committee were reassured that there were low levels of sickness, however, cover would have to be obtained from other projects.
5. Monmouthshire Acorn Project - Presentation

Context:
We received a presentation regarding the Acorn Project, which had been established in Monmouthshire, alongside Flying Start.

Key Issues:
Key issues highlighted within the presentation related to:

- Local Priorities
- Families First National Outcomes
- Families First National Indicators
- Acorn Project Activities/Actions
- Evidence Based Parenting Programmes
- Informal Structured Parenting Groups/Workshops
- Bespoke Packages of Care
- Child Development Childcare
- Project staff
- Team Around the Family
- Referrals
- Evaluation
- Key Headlines

Member scrutiny:

- The Chair thanked officers for attending, however, urged that the committee required information in advance of the meeting, in order to ensure effective scrutiny.
- A question was asked regarding attendance at the project. Members were reassured that all people involved in the child’s life were welcome, this included parents, grandparents, carers, friends.
- The committee welcomed the clarity and detail within the presentation.
- A member highlighted that a report was to be considered by Cabinet and requested further information regarding the report. We noted that it related to reduced staff.
The service would be developed and a new plan was being devised. The age would be extended to 18, the 4-18 age had increased. The risks identified were the reduced funding, the Commissioning Group and LSB would be required to identify priorities. However, evidence was in place to bid for further funding.

The committee expressed concern regarding possible redundancies within the service.

Committee’s Conclusion:

Chair’s Summary:

The Chair reiterated that a report should be presented in advance of the meeting, officers were urged to present the purpose and recommendations for select.

Select welcomed annual updates and progress on funding.

The importance of the service was recognised and this should be promoted to full Council.

Information would be requested from the Cabinet Member, regarding proposals for reduced staff and the subsequent impact on the service.

6. **Work Programming**

We received and noted the Children and Young People Select Committee work programme and Cabinet/Council forward plan.

We noted additional items:

**Special Joint with Adults Select:**
- Families First
- JAFF/TAFF
- Anti-poverty

Regular meeting 21\textsuperscript{st} April 2016:
- Performance report Children’s services

The committee agreed that meetings would not be held at 4.00pm.

7. **To confirm the date and time of the next meeting**

We noted the next Children and Young People’s Select Committee Meeting would be held on Thursday 11\textsuperscript{th} February 2016 at 10.00am.

The meeting ended at 4.45 pm
1. PURPOSE:

1.1 To provide an overview of Families First provision in Monmouthshire and relevant performance outcomes.

1.2 To focus on partnership working to support families in poverty to address their needs.

1.3 Families First is one of the key Welsh Government anti-poverty programmes, linked closely to the Flying Start and Supporting People programmes. Its focus is on early intervention and relies on effective partnership working to engage with families to prevent escalation into crisis or need for social services intervention. In Monmouthshire, we have Team around the Family (TAF) and a range of commissioned projects which work together to provide an appropriate mix of provision to support families to address their needs.

Team around the Family (TAF) is a Wales wide approach delivered through Welsh Government’s Families First programme. TAF aims to support families early to identify needs and provide support to prevent escalation into crisis. TAF aims to support families in Monmouthshire to reduce the level of need they may be experiencing; this is done by tailoring support with a team of professionals who can provide services to support a family. The TAF process enables families and professionals to work together to deliver services built around the needs of a family, and TAF aims to work with families to identify the right support from the right people at the right time.

Families First Outcomes as set by WG for 2015/16:

- People in low income families gain, and progress within employment
- Children, young people and families achieve their potential
- Children, young people and families are healthy and enjoy wellbeing
- Families are confident, nurturing, resilient and safe

(See: Appendix 1)

Families First projects contribute to Monmouthshire Single integrated Plan:

- Theme 2: People are Confident, Capable and Involved
- Outcome 5: Families are Supported.
- Families First also contributes significantly to tackling poverty in Monmouthshire.
2. **RECOMMENDATIONS:**

2.1 The Committee review the Families First commissioned projects and understand their function.

2.2 The Committee review the TAF model and understand how this contributes to early intervention and support for families.

2.3 The Committee be aware of the funding end date of 31\textsuperscript{st} March 2017; and the implication for tackling poverty and preventative family support services in Monmouthshire should there be no continuation funding post March 2017.

3. **REASONS:**

3.1 **Overview of Families First Programmes**

3.2 In December 2015 Welsh Government provided notification that our indicative budget for Families First funding in 2016-17 is £651,179, which is a £86,081 reduction from 2015-16. This includes a ring-fenced sum of £50,937 for disability support.

In order to manage the reduction in budget a review of our Families First Programmes and the TAF model was undertaken in January 2016. As a result of the review we identified a need to increase the number of TAF cases in Monmouthshire. The new Social Services and Wellbeing Act could potentially increase in the number of ‘Children in Need’ which could be referred to Families First and TAF. In this context, we faced the challenge of managing the £86,081 reduction in Families First budget whilst finding additional savings to fund additional TAF worker resource.

3.3 Families First Projects and funding allocation are as follows:

**Team Around The Family (TAF)**  
2016-17 Funding: £138,390

With an increased TAF budget for 2016-17, there will be increased capacity within the current TAF team consisting of a TAF Co-ordinator and 3 x TAF Project Officers. To date TAF has relied on a ‘volunteer’ lead worker model to co-ordinate TAF support for families in Monmouthshire. However, busy professionals, whilst being committed to the multi-agency approach, don’t always have the time to pick up lead worker caseloads to the extent which is required. Consequently, the number of families supported by TAF have been relatively low and additional TAF Project Officers will address this issue. The additional TAF Project Officers will also enable us to provide enhanced support to volunteer lead workers whilst increasing our capacity to take on more TAF cases. It will also allow the TAF Co-ordinator to focus on the TAF priorities 2016-17, and increase the number of families supported under the TAF model.

**Acorn**  
2016-17 Funding: £239,786

The Acorns projects consists of multi-agency teams delivering parenting support, adult learning and advice, early years support (language and play and speech therapy), health and well-being services. It is co-ordinated from Acorn Centre (Integrated Children’s Centre) in Abergavenny, and also delivered in other cluster locations across Monmouthshire.
Inclusive Acorn  2016-17 Funding: £30,900
Inclusive Acorn supports children with disabilities to access the Acorn Project including working with portage workers, paediatricians, parenting programmes and visiting parents at home to assess children, they also provide childcare to enable parents of children with disabilities to access programmes.

Face 2 Face Counselling  2016-17 Funding: £76,560
Provides community based counselling for young people, therapeutic play for children and family system therapy for whole family groups.

Inclusive Play and Leisure  2016-17 Funding: £20,037
Access to local authority summer play provision for children with support needs.

Watch, Wait and Wonder  2016-17 Funding: £17,000
Is an infant Mental Health project focussing on the quality of the relationship between parents and babies. Clinics are held in the north and south of the county and on-going training in infant observation for 0-3yr olds and their parents.

Young Carers Project  2016-17 Funding: £50,486
Young Carers are supported through targeted intervention (advocacy and support) to reduce gaps between themselves and universal cohorts of young people / and are supported to engage in education, employment or training.

Home Start  2016-17 Funding: £31,000
Works to alleviate the pressures faced by families with low incomes and children under five by placing volunteers who are usually parents themselves to support them.

3.4 Families First embraces multi-agency working; it works collaboratively with Social Services, Education, the Youth Service as well as health, housing, the police and range of third sector partners. The Families First Manager and TAF Co-ordinator link with a wide range of PSB partnership groups to ensure a joined-up approach, whilst the Families First / TAF Management Group has representation from a wide range of partner organisations. Partnership working forms a key part of tackling poverty and supporting families across the county, and it is important that Select Committees have a strong oversight of this work and the actions that are being taken.
3.5 The current structure within Monmouthshire is depicted in the diagram below indicating the governance of Families First. It sits alongside the Integrated Youth Offer Group, the 16 Plus Steering Group, the Financial Economic and Digital Inclusion Partnership the Early Years Development and Childcare Partnership and others. For the full diagram please refer to Appendix 2: PSB Partnership Landscape

(Appendix 2: Diagram PSB Landscape)

4. **RESOURCE IMPLICATIONS:**
   Welsh Government Families First Grant of £651,179 for financial year: 2016-17

5. **SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:**
   It should be noted that this is the final year of Families First funding. The programme runs until March 2017 and there is no indication at the time of writing this report that funding will be available past this date.

6. **BACKGROUND PAPERS:**
   - Appendix 1: Families First Outcomes 2015-16
   - Appendix 2: PSB Landscape

7. **AUTHOR:**
   Andrew Kirby, Families First Programme Manager
   Sharran Lloyd, PSB Development Manager

8. **CONTACT DETAILS:**
   Tel: 01633 64 4344
   Email: Andrewkirby@Monmouthshire.gov.uk
   E-mail: Sharranlloyd@Monmouthshire.gov.uk
### Appendix 1: Families First Outcomes 2015-16

<table>
<thead>
<tr>
<th>Outcome</th>
<th>Description</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outcome 1</td>
<td>Number of participants whose financial situation has stabilised or improved</td>
<td>8</td>
</tr>
<tr>
<td>Outcome 1</td>
<td>Number of participant adults (25 years and over) attaining a nationally recognised qualification or accreditation</td>
<td>7</td>
</tr>
<tr>
<td>Outcome 1</td>
<td>Number of participant adults (25 years and over) entering employment</td>
<td>14</td>
</tr>
<tr>
<td>Outcome 1</td>
<td>Number of participants that have entered further learning or training.</td>
<td>7</td>
</tr>
<tr>
<td>Outcome 2</td>
<td>Number of primary school children who have improved their school attendance</td>
<td>3</td>
</tr>
<tr>
<td>Outcome 2</td>
<td>Number of secondary school children (up to the age of 16 years at the point of entry) who have improved their school attendance</td>
<td>47</td>
</tr>
<tr>
<td>Outcome 2</td>
<td>Number of children who improve their basic skills</td>
<td>20</td>
</tr>
<tr>
<td>Outcome 2</td>
<td>Number of young people (aged 16-24 years) who improve their basic skills</td>
<td>3</td>
</tr>
<tr>
<td>Outcome 2</td>
<td>Number of participant parents with improved ability to support their child’s learning and development needs.</td>
<td>200</td>
</tr>
<tr>
<td>Outcome 3</td>
<td>Number of participants with improved emotional/mental wellbeing</td>
<td>374</td>
</tr>
<tr>
<td>Outcome 3</td>
<td>Number of families of a disabled child accessing formal and informal respite</td>
<td>92</td>
</tr>
<tr>
<td>Outcome 3</td>
<td>Number of families affected by disability that report an improvement in family resilience</td>
<td>20</td>
</tr>
<tr>
<td>Outcome 3</td>
<td>Number of families that report they feel they can contribute to changes to their lifestyle/behaviours</td>
<td>64</td>
</tr>
<tr>
<td>Outcome 4</td>
<td>Number of individuals that report improved family dynamics</td>
<td>278</td>
</tr>
<tr>
<td>Outcome 4</td>
<td>Number of participant parents completing an evidence-based parenting programme</td>
<td>126</td>
</tr>
<tr>
<td>Outcome 4</td>
<td>Number of parents benefitting from a parenting intervention</td>
<td>224</td>
</tr>
<tr>
<td>Outcome 4</td>
<td>Number of domestic violence referrals</td>
<td>11</td>
</tr>
</tbody>
</table>
**SIP Themes & Outcomes**

- **Vision:** Sustainable & Resilient Communities
- **Theme 1:** Nobody is Left Behind
  - **Outcome 1:** Older People are Able to Live Their Good Life
  - **Outcome 2:** People Have Access to Appropriate & Affordable Housing
  - **Outcome 3:** People Have Good Access & Mobility
  - **Outcome 4:** People’s Lives are not Affected by Alcohol & Drug Misuse
- **Theme 2:** People are Confident, Capable & Involved
  - **Outcome 5:** Families are Supported
  - **Outcome 6:** People Have Access to Practical & Flexible Learning
- **Theme 3:** Our County Thrives
  - **Outcome 7:** Business & Enterprise
  - **Outcome 8:** People Have Access to Practical & Flexible Learning
  - **Outcome 9:** People Protect & Enhance the Environment

**PSB Groups**

- **Programme Board**
  - Ch: Will McLean
- **Engagement & Participation Group**
  - Ch: Kellie Beirne
- **SIP Performance Group**
  - Ch: Bronwen John (ABHB)
- **Gwent Needs Assessment Group**
  - Ch: Andrew Parker (BGCBC)
- **Safeguarding Group**
  - Ch: Matthew Williams (GP)
- **Early Years Development & Childcare P’ship**
  - Ch: Cllr Liz Hacket Pain
- **Business Employment Skills & Training P’ship**
  - Ch: Debbie McCarty/Phil Purcell (GP)
- **16+ Steering Group**
  - Ch: Debbie McCarty/Phil Purcell (GP)
- **Violence Against Women, Domestic Abuse & Sexual Violence Board**
  - Ch: Cllr Phylip Hobson
- **JAFF Management Group**
  - Ch: Will McLean
- **Youth Offer Group**
  - Ch: Tracey Thomas
- **Play Strategy Group**
  - Ch: Matthew Lewis
- **Supporting People Steering Group**
  - Ch: Helen Neville
- **Ageing Well Executive Group**
  - Ch: Keith Baker
- **Business Employment Skills & Training P’ship**
  - Ch: Debbie McCarty/Phil Purcell (GP)
- **Community Voices**
  - Ch: Pennie Walker (SEWREC)
- **Violence Against Women, Domestic Abuse & Sexual Violence Board**
  - Ch: Cllr Phylip Hobson
- **Volunteering**
  - Ch: Clare Jones (GAVO)
- **Partnership & Commissioning**
  - Ch: Emily Forbes (GAVO)
- **Wellbeing**
  - Ch: Gemma Burrows (PHW)/Sharran Lloyd
- **Environmental Partnership**
  - Ch: Chris Rees
- **Play Strategy Group**
  - Ch: Matthew Lewis
- **Safer Monmouthshire Group**
  - Ch: Matthew Williams (GP)
- **Wellbeing**
  - Ch: Gemma Burrows (PHW)/Sharran Lloyd
- **Older People’s Forum**
  - Ch: Cllr Phylip Hobson
- **Bryny Carri CSAT**
  - Ch: Rachel Rawlings/Dave Seymour (GP)
- **Severnside CSAT**
  - Ch: Debbie McCarty/Phil Purcell (GP)
- **Lower Wye CSAT**
  - Ch: Debbie McCarty/Phil Purcell (GP)
- **Central Monmouthshire CSAT**
  - Ch: Tom James
- **Gwent Needs Assessment Group**
  - Ch: Andrew Parker (BGCBC)
- **Employability & Learning**
  - Ch: Andrew Mason
- **Problem Solving Group**
  - Ch: Andrew Mason
- **Substance Misuse Group**
  - Ch: Sharran Lloyd
- **Gwent Events Safety Advisory Group**
  - Ch: Cllr Phylip Hobson

**Key:**
- BGCBC = Blaenau Gwent County Borough Council
- GP = Gwent Police
- MHA = Monmouthshire Housing Association
- SEW = SEWREC
- ABHB = Aneurin Bevan Health Board
- GAVO = Gwent Association of Voluntary Organisations
- PHW = Public Health Wales
NON-PUBLICATION

1. PURPOSE:

1.1 To provide an overview of Monmouthshire’s Tackling Poverty Programme of Intent (see Appendix 1).

1.2 To highlight to the Committee the current activity taking place across Monmouthshire, which contributes towards tackling poverty.

1.3 To provide an overview of the current approach to tackling poverty, which is aligned to the Monmouthshire Single Integrated Plan.

2. RECOMMENDATIONS:

2.1 The Scrutiny Committee review the Tackling Poverty Programme of Intent and consider the approach currently being undertaken to further develop this work.

3. REASONS:

3.1 Overview of Monmouthshire County Council’s Tackling Poverty Programme of Intent
Poverty results in poorer educational and health outcomes for individuals, reduces life-chances and prevents people from fulfilling their potential. Poverty also imposes enormous costs on society and increased demands on public services. In Monmouthshire poverty is often hidden or in small pockets. Our focus is to identify those who are affected by poverty and provide a coherent range of services which support people to overcome barriers, allowing them to fully participate in society and engage in education, training and employment.

We intend to do this by focusing on the following:
- Preventing Poverty by giving people the best start in life. Breaking the link between socio-economic disadvantage, educational under-achievement and impaired life chances
- Helping people to improve their skills, enhance the relevance of their qualifications and remove barriers to employment
- Mitigating the impact of poverty through the provision of a coherent programme of support targeted towards those who are disadvantaged by poverty

3.2 Monmouthshire’s Single Integrated Plan 2013-17 is viewed as the main vehicle for addressing inequality and tackling poverty. Working in partnership with the community, service providers and employers we recognise that tackling poverty is a cross-cutting theme where cooperation is critical in the delivery of our Plan to ensure that; nobody is left behind, People are Confident, Capable and Involved and Our County Thrives.

3.3 The Strategic Needs Assessment undertaken to inform the production of the Single Integrated Plan recognised the disparity in wealth across the county and in key factors such as life
expectancy. There are clearly identifiable areas in our towns where people are disadvantaged and this creates a sense of 'pockets of deprivation'.

3.4 The nature of poverty in Monmouthshire is also characterised by the rural make-up of the county. The Joseph Rowntree Foundation estimates it costs 10-20% more to achieve a basic adequate standard of living in rural than urban areas mostly due to increased transport and heating costs.

3.5 To address poverty we are driven by an ambition to align national and local initiatives to deliver a coherent range of services which are well publicised and accessible.

3.6 We have identified a number of PSB Partnerships delivering in the three key areas:
   ▪ **Preventing Poverty:** Supported by Flying Start, Families First Programmes, TAF, Early Years Development and Childcare Partnership and Integrated Youth Offer
   ▪ **Helping people into work:** Supported 16+ Employability Group, Integrated Youth Offer, and Families First Programme
   ▪ **Mitigating the Impact of Poverty:** Supported by the Financial, Economic and Digital Inclusion Partnership, Flying Start, Families First Programme and Integrated Youth Offer

3.7 **Partnership Groups, Governance and Accountability**
   ▪ The Corporate Anti-Poverty Champion and the Elected Member Anti-Poverty Champion are the strategic leads for anti-poverty in Monmouthshire.
   ▪ The Corporate Anti-Poverty Champion has oversight of the poverty-related actions and targets for each of the partnership groups, which are tasked with delivering towards the Single Integrated Plan’s nine key outcomes. (See Appendix 2)
   ▪ Regular updates and reports on progress will be provided to the PSB Programme Board and Public Service Board.

3.8 The partnerships under the Monmouthshire Public Service Board (PSB) are instrumental in ensuring that we continue to focus our efforts and resources towards preventing poverty and mitigating the effects of poverty. Our focus moving forward will be to regularly review our performance indicators with each partnership to ensure that they are aligned to national initiatives and local needs, whilst ensuring an intelligence-led approach to targeting those in need. Consequently, the performance indicators may be subject to change as we refine our approach.

3.9 **Moving Forward**
   We are committed to the following:
   ▪ Establishing an Anti-Poverty Working Group that will oversee the development, integration, alignment and reporting of national and local anti-poverty programmes.
   ▪ Developing an Anti-Poverty Action Plan that will bring together the performance indicators of Public Service Board Partnerships; which relate to tackling poverty.
   ▪ Undertaking a mapping exercise of provisions which aim to prevent and mitigate the impact of poverty, highlighting gaps in provision to shape future commissioning.
   ▪ Raising awareness of services that can help to alleviate poverty by updating and promoting Monmouthshire’s Family Information Service (MONFIS).

4. **RESOURCE IMPLICATIONS:**
   There are no additional resource implications associated with the Tackling Poverty Programme of Intent. All work is being coordinated by the Anti-Poverty Champion and the Strategic Partnership Team.

5. **SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:**
   Poverty imposes enormous costs on society from lower productivity, reduced social cohesion and increased demands on public services. Consequently, it is important to have an effective approach to preventing and mitigating the impact of poverty.
6. **BACKGROUND PAPERS:**
   - Appendix 1: Tackling Poverty Programme of Intent.

7. **AUTHOR:**
   Andrew Kirby, Families First Programme Manager
   Sharran Lloyd, PSB Development Manager

8. **CONTACT DETAILS:**
   Tel: 01633 644344
   Email: Andrewkirby@monmouthshire.gov.uk
   E-mail: SharranLloyd@Monmouthshire.gov.uk
Appendix 2: Single Integrated Plan Themes & Outcomes

Vision: Sustainable & Resilient Communities

Theme 1: Nobody is Left Behind
- Outcome 1: Older People are Able to Live Their Good Life
- Outcome 2: People Have Access to Appropriate & Affordable Housing
- Outcome 3: People Have Good Access & Mobility

Theme 2: People are Confident, Capable & Involved
- Outcome 4: People's Lives are not Affected by Alcohol & Drug Misuse
- Outcome 5: Families are Supported
- Outcome 6: People Feel Safe

Theme 3: Our County Thrives
- Outcome 7: Business & Enterprise
- Outcome 8: People Have Access to Practical & Flexible Learning
- Outcome 9: People Protect & Enhance the Environment
Introduction

Poverty reduces life-chances and prevents people from fulfilling their potential and results in poorer educational and health outcomes for individuals. It also imposes enormous costs on society through lower productivity, reduced social cohesion and increased demands on public services. In Monmouthshire poverty is often hidden and in small pockets. Our purpose is to identify those who are affected by poverty and provide a coherent range of services which support people to overcome barriers, allowing them to fully participate in society and engage in education, training and employment.

Relative income poverty

Poverty in Wales is a relative concept; people are described as living in poverty if they are considerably worse off than the majority of the population. In 2004, the European Commission provided the following definition:

“People are said to be living in poverty if their income and resources are so inadequate as to preclude them from having a standard of living considered acceptable in the society in which they live. Because of their poverty they may experience multiple disadvantages through unemployment, low income, poor housing, inadequate health care and barriers to lifelong learning, culture, sport and recreation…”

So while, poverty can be defined and measured in various ways, the most commonly used approach is relative income poverty. Each household’s income, adjusted for family size, is compared to median income. Those with less than 60 per cent of median income are classified as poor. This ‘poverty line’ is the agreed international measure used throughout the European Union.

Material deprivation, a proposed measure in the Well-being of Future Generations (Wales) Act, highlights the consequence of long-term poverty on whether households can afford necessary goods and activities. Material deprivation is an important indicator because it can affect educational, health and behavioural outcomes.

Welsh Government

Welsh Government Tackling Poverty objectives are outlined in Tackling Poverty Action Plan 2012-2016; and Child Poverty Strategy for Wales. Our approach is to tailor the implementation of the Tackling Poverty objectives to meet local needs.

- Preventing Poverty by giving people the best start in life. Breaking the link between socio-economic disadvantage, health inequalities, educational under-achievement and impaired life chances.
Sustainable and Resilient Communities

Nobody is left behind  People are Confident, Capable and Involved  Our County Thrives

- To help people to improve their skills, enhance the relevance of their qualifications and remove barriers to employment.
- Mitigate the impact of poverty through the provision of a coherent programme of support targeted towards those who are disadvantaged by poverty and/or health inequality.

Monmouthshire’s Single Integrated Plan

Monmouthshire’s Single Integrated Plan 2013-17 is the main vehicle for addressing inequality and tackling poverty. Working in partnership with the community, service providers and employers we recognise that tackling poverty is a cross-cutting theme where cooperation is critical in the delivery of our Plan to ensure that; nobody is left behind, People are Confident, Capable and Involved and Our County Thrives.

Monmouthshire’s Draft Tackling Poverty Action Plan, which pulls together all the Local Service Board (LSB) partnerships’ poverty-related Performance Indicators, is the main vehicle for ensuring that tackling poverty is prioritised whilst avoiding duplication of effort.

We recognise the importance of ‘employment in good jobs’ in tackling poverty and will continue to focus on creating opportunities for employment and self-employment. Working in partnership with the Business, Employment and Skills Partnership we will continue to make the connections in relation to skills, employability, entrepreneurship and job creation.

Collaboration with GAVO and third sector organisations is an important part of our approach. Volunteering provides valuable experience and builds confidence, communication and employability skills, whilst third sector providers contribute a range of services which compliment local authority provision, statutory services and Welsh Government funded programmes.

How Poverty looks in Monmouthshire

The Strategic Needs Assessment undertaken to inform the production of the Single Integrated Plan recognised the disparity in wealth across the county and in key factors such as life expectancy. There are clearly identifiable areas in our towns where people are disadvantaged and this sense of ‘pockets of deprivation’ is often exacerbated as many are close to areas of affluence. The ranges that exist in Monmouthshire can be significant. For instance in Cantref (Abergavenny) 26.2% of the population are in receipt of income-related benefit compared to 4.3% in Usk.

Poverty in Monmouthshire is also characterised by the rural nature of the county. Rural deprivation adds an additional dimension to our work to tackle poverty as the majority of the population live in settlements of less than 2,500 people. We know that 22.4% of Monmouthshire Lower Super Output Areas are in the most deprived 10% in Wales for access to services, making it the 6th most deprived local authority in Wales in this domain. Analysis of life expectancy, which is a key indicator of health inequality, shows a difference between the least and most deprived areas in Monmouthshire of 13 years for males and 10 years for females.

Other characteristics of rural deprivation include increased social isolation, higher transport costs and fuel poverty. The Joseph Rowntree Foundation estimates it costs 10-20% more to achieve a basic adequate standard of living in rural than urban areas mostly due to increased transport and heating costs. People without transport remain geographically isolated, unable to access services, activities and job opportunities.
The average house price in Monmouthshire is £242,000 compared to an all Wales average of £161,000. More significantly ‘entry’ level properties are in excess of £50,000 more than the Wales average. The average house price is seven times more than the average income; critically the ‘first home’ ratio is 10:1 (2013 data). This restricts the ability of those on low incomes to enter the housing market, indicating the relative lack of affordability of housing in our county.

The rising cost of living, static incomes, changes to benefits or unemployment can lead some people to struggle to pay for the essentials such as heating and food. Despite being a relatively wealthy county, Monmouthshire has seen an increase in the use of Food Banks in recent years and now has Food Banks in Abergavenny, Caldicot, Chepstow and Monmouth.

To address poverty we are driven by an ambition to align national and local initiatives to deliver a coherent range of services which are well publicised and accessible. For example;

- Early Years and Childcare, Flying Start, Families First, the Acorn Project, JAFF / Team Around the Family and Pupil Deprivation Grant.
- Our Integrated Youth Offer, Employment and Training Support, Jobs Growth Wales, Youth Engagement and Progression Framework.
- Strategies to improve financial, economic and digital inclusion for those most affected by poverty.
- Supporting People Strategies to prevent homelessness and enable independent living; and Older People Strategies to address the issues faced by older people in Monmouthshire.

**Partnership Groups, Governance and Accountability**

Welsh Government has developed the role of the Anti-Poverty Champions in each local authority area to provide a point of focus and “sponsorship” across the wide range of programmes, policies and initiatives that help prevent and address the effects of poverty. The Corporate Anti-Poverty Champion for Monmouthshire sits on the Gwent Anti-Poverty forum.

The Gwent Anti-Poverty Priorities for 2015-16 are:

- Improved Employment Pathways
- Healthy Lifestyles: Mental Health
- Child Obesity
- Sharing Best Practice

The Corporate Anti-Poverty Champion and the Elected Member Anti-Poverty Champion are the strategic leads for anti-poverty in Monmouthshire.

The Corporate Anti-Poverty Champion has oversight of the poverty-related actions and targets for each of the partnership groups which are tasked with delivering the Single Integrated Plan’s nine key outcomes. Please refer to Single Integrated Plan Vision, Themes and Outcomes. See Annex 1

Regular updates and reports will be provided to the Programme Board and Local Service Board

**Tackling Poverty Performance Indicators**

Our Local Service Board (LSB) partnerships are instrumental in ensuring that we focus our efforts and resources to prevent poverty and mitigating the effects of poverty. We already have identified key performance indicators which relate to the poverty agenda and our focus moving forward will be to
regularly review them with each partnership to ensure that they are aligned to national initiatives and local needs, whilst ensuring an intelligence-led approach to targeting those in need. Consequently, the performance indicators may be subject to change as we refine our approach.

PI’s for Preventing Poverty…

Supported by Flying Start, Families First Programmes, Early Years Development and Childcare Partnership, Integrated Youth Offer and Creating an Active Monmouthshire:

- Proportion of children living in families in receipt of out of work benefits or tax credits where their reported income is less than 60% of the median
- Percentage of Flying Start children aged 3 who reach developmental milestones
- Percentage of Flying Start children who do not reach developmental milestones at 2 but achieve these at 3
- Setting up early identification systems across schools to identify those on Free School Meals or low achieving so additional support can be provided
- Percentage of low birth weight babies
- Percentage of 4-5yr olds over-weight or obese

PI’s helping people into work…

Supported by Business, Employment and Skills Partnership, Integrated Youth Offer, Families First Programme:

- Unemployed persons as a percentage of the Economically Active population aged 16-64
- Percentage of young people 16 -24 who are NEET (Not in Education, Employment or Training)
- Percentage of children achieving KS4 L2T including English / Welsh and Maths
- Percentage of secondary school pupils supported by the Pupil Referral Service achieving nationally recognised qualifications
- Percentage attendance at Primary Schools
- Percentage attendance at Secondary Schools

PI’s for Mitigating the Impact of Poverty

Supported by the Financial, Economic and Digital Inclusion Partnership, Flying Start, Families First Programme and the Integrated Youth Offer:

- Percentage of Households where homelessness is prevented for at least 6 months
- (n) Additional (Affordable) Housing Units Built / Percentage of all additional housing units provided during the year that were affordable. (awaiting clarification)

Next Steps:

- Monmouthshire’s “Draft” Tackling Poverty Action Plan will be presented to the Programme Board in December 2015, for review and sign-off prior to LSB in January 2016.
- The approach we are taking is to make tackling poverty a cross-cutting theme, with the establishment of a multi-agency Tackling-Poverty Working Group that will oversee the integration, alignment and reporting of national and local anti-poverty programmes.
<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Subject</th>
<th>Purpose of Scrutiny</th>
<th>Responsibility</th>
<th>Type of Scrutiny</th>
</tr>
</thead>
<tbody>
<tr>
<td>21st April 2016</td>
<td>Partnership Scrutiny: Anti-poverty (Single Integrated Plan Theme 3)</td>
<td>Presentation of the Anti-poverty Statement of Intent</td>
<td>Sharran Lloyd</td>
<td>Performance Monitoring</td>
</tr>
<tr>
<td></td>
<td>Families First Programme</td>
<td>Digital Stories: What we are delivering and the impact on families</td>
<td>Will Mclean (Anti-poverty Champion)</td>
<td>Performance Monitoring</td>
</tr>
<tr>
<td></td>
<td>Joint Assessment Family Framework (JAFF)</td>
<td>Report on “Families First” (the central WG funded programme of the JAFF (which has 7 family focussed projects in total))</td>
<td>Andrew Kirby</td>
<td>Performance Monitoring</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Kirsten Major</td>
<td>Performance Monitoring</td>
</tr>
<tr>
<td>Special CYP</td>
<td>Children’s Services Improvement Journey</td>
<td>To report key changes in Children’s Services:</td>
<td>Claire Marchant</td>
<td>Performance Monitoring</td>
</tr>
<tr>
<td>Select 2016</td>
<td></td>
<td>- Workforce Development Plan</td>
<td></td>
<td>Performance Monitoring</td>
</tr>
<tr>
<td>15th June 2pm</td>
<td></td>
<td>- Commissioning Plan</td>
<td></td>
<td>Performance Monitoring</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Practice Development Plan</td>
<td></td>
<td>Performance Monitoring</td>
</tr>
<tr>
<td></td>
<td>Performance Update Year End Children’s services Scorecard</td>
<td>To scrutinise the performance report for quarter 3 for Children’s Services (including Children’s Social Care).</td>
<td>Matthew Gatehouse</td>
<td>Performance Monitoring</td>
</tr>
</tbody>
</table>

**Standing /Future Items for Scrutiny:**

- CYP Self-evaluation – continued scrutiny
- Safeguarding Performance
- 21st Century Schools – progress report
- Mounton House Review
× Home to School Transport - Cross party advisory panel established, recommendations to be considered by select and their feedback incorporated into the consultation process.
× Corporate Parenting Report - Annual scrutiny together with discussion on the issues, actions proposed and strategies in place to manage placements and reduce MCC's dependency upon external agencies.
× Healthy School Meals Scheme - Pre-decision scrutiny.
× Review of Collaborative Arrangements - proposed reduction in spending on 16-17 and 17-18.
× ICT in Schools
× Summer Play schemes
× Youth Offending Service Report
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

<table>
<thead>
<tr>
<th>Subject</th>
<th>Purpose</th>
<th>Consultees</th>
<th>Author</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd MARCH 2016 – CABINET</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NEET strategy</td>
<td></td>
<td>Tracey Thomas</td>
<td></td>
</tr>
<tr>
<td>Welsh Church Fund Working Group</td>
<td>The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16 meeting 5 held on the 21st January 2016</td>
<td></td>
<td>Dave Jarrett</td>
</tr>
<tr>
<td>2015/16 Education &amp; Welsh Church Trust Funds Investment &amp; Fund Strategy</td>
<td>The purpose of this report is to present to Cabinet for approval the 2016/17 Investment and Fund strategy for Trust Funds for which the Authority acts as sole or custodian trustee for adoption and to approve the 2015/16 grant allocation to Local Authority beneficiaries of the Welsh Church Fund.</td>
<td></td>
<td>Dave Jarrett</td>
</tr>
<tr>
<td>New Monmouthshire Carers Strategy (Adults)</td>
<td></td>
<td>Deb Saunders</td>
<td></td>
</tr>
<tr>
<td>Mounton House Formula Change</td>
<td></td>
<td>Nikki Wellington</td>
<td></td>
</tr>
<tr>
<td>Proposed closure of Deri View</td>
<td></td>
<td>Debbie Morgan</td>
<td></td>
</tr>
<tr>
<td>Removal of post from CYP</td>
<td></td>
<td>Sharon Randall</td>
<td></td>
</tr>
<tr>
<td>Subject</td>
<td>Purpose</td>
<td>Consultees</td>
<td>Author</td>
</tr>
<tr>
<td>--------------------------------------------------</td>
<td>------------------------------------------------------------------------</td>
<td>---------------------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>SRS</td>
<td></td>
<td></td>
<td>Smith</td>
</tr>
<tr>
<td>Pay Policy</td>
<td></td>
<td></td>
<td>Sian Hayward</td>
</tr>
<tr>
<td>9th MARCH 2016 – INDIVIDUAL DECISION</td>
<td></td>
<td></td>
<td>Sally Thomas</td>
</tr>
<tr>
<td>Flexi retirement request</td>
<td></td>
<td></td>
<td>Ian Bakewell</td>
</tr>
<tr>
<td>Allocation Policy</td>
<td></td>
<td></td>
<td>Karen Durant</td>
</tr>
<tr>
<td>10th MARCH 2016 – COUNCIL</td>
<td></td>
<td></td>
<td>Joy Robson</td>
</tr>
<tr>
<td>Final Composite Council Tax Resolution</td>
<td>To set budget and council tax for 2016/17</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Treasury Management Strategy 2016/17</td>
<td>To accept the annual treasury management strategy</td>
<td></td>
<td>Joy Robson</td>
</tr>
<tr>
<td>The Future Food Waste Treatment Strategy: Outline Business Case &amp; Inter Authority Agreement</td>
<td>for the Council to consider the inclusion of MCC in the Heads of the Valleys Anaerobic Digestion Procurement. To agree the Outline Business Case and the Inter Authority Agreement which commits the Council to the procurement and partnership and a 15-20 year contract.</td>
<td>SLT Cabinet</td>
<td>Rachel Jowitt</td>
</tr>
<tr>
<td>The Future Food Waste Treatment Strategy: Outline Business Case &amp; Inter Authority Agreement</td>
<td>for the Council to consider the inclusion of MCC in the Heads of the Valleys Anaerobic Digestion Procurement. To agree the Outline Business Case and the Inter Authority Agreement which commits the Council to the procurement and partnership and a 15-20 year contract.</td>
<td>SLT Cabinet</td>
<td>Rachel Jowitt</td>
</tr>
<tr>
<td>Waste Strategy</td>
<td></td>
<td></td>
<td>Carl Touhig/ Roger Hoggins</td>
</tr>
<tr>
<td>CIL</td>
<td></td>
<td></td>
<td>Martin Davies</td>
</tr>
<tr>
<td>SPG</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Draft Diary</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pay Policy</td>
<td></td>
<td></td>
<td>Sally Thomas</td>
</tr>
<tr>
<td>23rd MARCH 2016 – INDIVIDUAL CABINET MEMBER DECISIONS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Release of restrictive covenant</td>
<td></td>
<td></td>
<td>Gareth King</td>
</tr>
<tr>
<td>Creation of business support officer post</td>
<td>To gain agreement to employ a full-time Business Support Officer within Children’s</td>
<td></td>
<td>Gill Cox</td>
</tr>
<tr>
<td>Subject</td>
<td>Purpose</td>
<td>Consultees</td>
<td>Author</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>-------------------------------------------------------------------------</td>
<td>-----------------------------</td>
<td>-------------------------------</td>
</tr>
<tr>
<td>Tender for Treasury Services</td>
<td></td>
<td></td>
<td>Mark Howcroft/Jon Davies</td>
</tr>
<tr>
<td>Conservation area appraisals</td>
<td>To adopt as supplementary planning guidance</td>
<td></td>
<td>Mark Hand</td>
</tr>
<tr>
<td>Flexible retirement request</td>
<td></td>
<td></td>
<td>Roger Hoggins</td>
</tr>
<tr>
<td><strong>24th MARCH 2016 – SPECIAL CABINET</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Risk Assessment</td>
<td></td>
<td></td>
<td>Richard Jones</td>
</tr>
<tr>
<td>Proposed closure of Llanfair Kilgeddin CIW VA Primary School (23rd March)</td>
<td></td>
<td></td>
<td>Debbie Morgan</td>
</tr>
<tr>
<td>Proposed establishment of an ALN facility and reduction in the capacity at Monmouth Comprehensive School (23rd March 2016)</td>
<td></td>
<td></td>
<td>Debbie Morgan</td>
</tr>
<tr>
<td>Removal of CYP post (EXEMPT)</td>
<td></td>
<td></td>
<td>Sharon Randall-Smith</td>
</tr>
<tr>
<td>CYP Call-In (Mounton House)</td>
<td></td>
<td></td>
<td>Tracey Harry</td>
</tr>
<tr>
<td><strong>13th APRIL 2016 - CABINET</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Digital Strategy</td>
<td>To update members on progress with the digital strategy and to agree the next steps.</td>
<td></td>
<td>Sian Hayward</td>
</tr>
<tr>
<td>Community Coordination evaluation of pilot</td>
<td></td>
<td></td>
<td>Matt Gatehouse</td>
</tr>
<tr>
<td>Proposed Closure of Deri View Special Needs Resource Base</td>
<td></td>
<td></td>
<td>Debbie Morgan</td>
</tr>
<tr>
<td>Mardy Park</td>
<td></td>
<td></td>
<td>Colin Richings</td>
</tr>
<tr>
<td>EAS Business Plan</td>
<td></td>
<td></td>
<td>Debbie Harteveld (EAS)</td>
</tr>
<tr>
<td>Play Sufficiency Assessment</td>
<td></td>
<td></td>
<td>Matthew Lewis</td>
</tr>
<tr>
<td>People and organisational strategy</td>
<td></td>
<td></td>
<td>Lisa Knight Davies</td>
</tr>
<tr>
<td>Subject</td>
<td>Purpose</td>
<td>Consultees</td>
<td>Author</td>
</tr>
<tr>
<td>---------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>-------------------</td>
<td>---------------</td>
</tr>
<tr>
<td>Acorn Staffing Restructure</td>
<td></td>
<td></td>
<td>Clair Evans</td>
</tr>
<tr>
<td>Recommendations from Select</td>
<td></td>
<td>Hazel Ilett</td>
<td></td>
</tr>
<tr>
<td><strong>27th APRIL 2016 – INDIVIDUAL DECISION</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SHG Programme</td>
<td></td>
<td>Shirley Wiggam</td>
<td></td>
</tr>
<tr>
<td>Moving Boverton House from CYP into the Enterprise Directorate</td>
<td></td>
<td>Ian Saunders</td>
<td></td>
</tr>
<tr>
<td>Monmouthshire Flood Risk Management Plan</td>
<td></td>
<td>Dave Harris</td>
<td></td>
</tr>
<tr>
<td>Primary Shopping Frontages Supplementary Planning Guidance'</td>
<td>The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16, meeting 5 held on the 10th March 2016</td>
<td>Jane Coppock</td>
<td></td>
</tr>
<tr>
<td><strong>4TH MAY 2016 – CABINET</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Welsh Church Fund Working Group</td>
<td>The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16, meeting 5 held on the 10th March 2016</td>
<td>Dave Jarrett</td>
<td></td>
</tr>
<tr>
<td>BUDGET MANDATE 2016/17 – PREPAREDNESS ASSESSMENT</td>
<td>To provide Cabinet with an assessment on the preparedness of services to deliver the 2016/17 budget mandates.</td>
<td>Deb Mountfield</td>
<td></td>
</tr>
<tr>
<td>Gilwern Setion 106 Funding</td>
<td>reporting back following the deferral of the Gilwern decisions at the February meeting</td>
<td>Mike Moran</td>
<td></td>
</tr>
<tr>
<td>Church Road Caldicot S106</td>
<td>new, short report to include some funding into the capital budget for 2016/17</td>
<td>Mike Moran</td>
<td></td>
</tr>
<tr>
<td>Monmouth S106 Funding</td>
<td></td>
<td>Mike Moran</td>
<td></td>
</tr>
<tr>
<td>Transfer management of Raglan VC Primary school</td>
<td></td>
<td>Cath Sheen</td>
<td></td>
</tr>
<tr>
<td>Subject</td>
<td>Purpose</td>
<td>Consultees</td>
<td>Author</td>
</tr>
<tr>
<td>------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------</td>
<td>-----------------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>former Junior building to the Enterprise Directorate</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Funding to Caldicot Town Team – Caldicot goes pop</td>
<td></td>
<td>Judith Langdon</td>
<td></td>
</tr>
<tr>
<td>Funding to Caldicot Town Team – Caldicot Market</td>
<td></td>
<td>Judith Langdon</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>4th MAY 2016 – SPECIAL COUNCIL</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>11TH MAY 2016 – INDIVIDUAL CABINET MEMBER DECISION</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfer member of staff from Policy and Performance to CYP Directorate</td>
<td></td>
<td>Will McLean</td>
<td></td>
</tr>
<tr>
<td>SWTRA</td>
<td></td>
<td>Roger Hoggins</td>
<td></td>
</tr>
<tr>
<td>Monmouth Section 106 Funding – St Thomas Church Hall.</td>
<td></td>
<td>Mike Moran</td>
<td></td>
</tr>
<tr>
<td>40mph Speed Limit B4235 Myndbach</td>
<td></td>
<td>Paul Keeble</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>12TH MAY 2016 – COUNCIL</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Improvement Plan 2016-17</td>
<td></td>
<td>Matt Gatehouse</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>25TH MAY 2016 – INDIVIDUAL CABINET MEMBER DECISION</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supplementary Planning Guidance – Draft Programme</td>
<td></td>
<td>Jane Coppock</td>
<td></td>
</tr>
<tr>
<td>Review of the administrative fee (Abergavenny Town Centre Loan Scheme)</td>
<td></td>
<td>Stephen Griffiths</td>
<td></td>
</tr>
<tr>
<td>Councillor Greenland</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>8th JUNE 2016 – CABINET</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contaminated Land report</td>
<td></td>
<td>Huw Owen / David</td>
<td></td>
</tr>
<tr>
<td>Subject</td>
<td>Purpose</td>
<td>Consultees</td>
<td>Author</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>-----------------------------------------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>for Cabinet decision</td>
<td></td>
<td></td>
<td>Jones</td>
</tr>
<tr>
<td>Review of Sundry Debtors policy</td>
<td>The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17, meeting 1 held on the 12th May 2016.</td>
<td></td>
<td>Joy Robson</td>
</tr>
<tr>
<td>Welsh Church Fund Working Group</td>
<td>To provide Members with information on the outturn position of the Authority for the 2015/16 financial year.</td>
<td></td>
<td>Dave Jarrett</td>
</tr>
<tr>
<td>Revenue &amp; Capital Monitoring 2015/16 Outturn Forecast Statement</td>
<td></td>
<td></td>
<td>Mark Howcroft</td>
</tr>
<tr>
<td>Monmouthshire Carers strategy</td>
<td>To consider an in principle decision to dispose of the Crick Road LDP site to Melin Homes to maximise both social and economic value through an open book, collaborative model</td>
<td>Bernard Boniface/ Deb Saunders</td>
<td>Deb Hill-Howells</td>
</tr>
<tr>
<td>Volunteering Strategy</td>
<td></td>
<td></td>
<td>Owen Wilce</td>
</tr>
<tr>
<td>Crick Road Development</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>S Annual Report</td>
<td></td>
<td></td>
<td>Claire Marchant</td>
</tr>
<tr>
<td>Capability Policy for school based employees</td>
<td></td>
<td></td>
<td>Sally Thomas</td>
</tr>
</tbody>
</table>

**23rd June - Council**

<table>
<thead>
<tr>
<th>Subject</th>
<th>Purpose</th>
<th>Consultees</th>
<th>Author</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audit Committee Annual Report 2015/16, Annual report 2014/15</td>
<td></td>
<td></td>
<td>Andrew Wathan</td>
</tr>
</tbody>
</table>

**29th June 2016 – Individudal Cabinet Decision**

<table>
<thead>
<tr>
<th>Subject</th>
<th>Purpose</th>
<th>Consultees</th>
<th>Author</th>
</tr>
</thead>
<tbody>
<tr>
<td>Map modification order</td>
<td></td>
<td></td>
<td>Mandy Mussell</td>
</tr>
</tbody>
</table>

**6th July 2016 – Cabinet**

<table>
<thead>
<tr>
<th>Subject</th>
<th>Purpose</th>
<th>Consultees</th>
<th>Author</th>
</tr>
</thead>
<tbody>
<tr>
<td>Welsh Language Monitoring Report</td>
<td>To highlight the context within the Medium Term Financial Plan (MTFP) will be developed for 2017/18 to 2020/21</td>
<td>Alan Burkitt</td>
<td>Joy Robson</td>
</tr>
<tr>
<td>MTFP and Budget Process 2017/18</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subject</td>
<td>Purpose</td>
<td>Consultees</td>
<td>Author</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>-------------------------------------------------------------------------</td>
<td>------------------------------------------------------</td>
<td>----------------------------------</td>
</tr>
<tr>
<td>Budget Monitoring report – Period 2</td>
<td>The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2016/17 financial year.</td>
<td></td>
<td>Joy Robson/Mark Howcroft</td>
</tr>
<tr>
<td>Welsh Church Fund Working Group</td>
<td>The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17, meeting 2 held on the 23rd June 2016.</td>
<td></td>
<td>Dave Jarrett</td>
</tr>
<tr>
<td>DSS Annual report</td>
<td></td>
<td></td>
<td>Claire Marchant</td>
</tr>
<tr>
<td>28th JULY - COUNCIL</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DSS Annual report</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22ND SEPTEMBER 2016 - COUNCIL</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MCC Audited Accounts 2015/16(formal approval</td>
<td>To present the audited Statement of Accounts for 2015/16 for approval by Council</td>
<td></td>
<td>Joy Robson</td>
</tr>
<tr>
<td>ISA 260 report – MCC accounts</td>
<td>To provide external audits report on the Statement of Accounts 2015/16</td>
<td></td>
<td>WAO</td>
</tr>
<tr>
<td>5TH OCTOBER 2016 – CABINET</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MTFP and Budget proposals for 2017/18</td>
<td>To provide Cabinet with revenue Budget Proposals for 2017/18 for consultation purposes</td>
<td></td>
<td>Joy Robson</td>
</tr>
<tr>
<td>Capital Budget Proposals</td>
<td>To outline the proposed capital budget for 2017/18 and indicative capital budgets for the 3 years 2018/19 to 2020/21</td>
<td></td>
<td>Joy Robson</td>
</tr>
<tr>
<td>2ND NOVEMBER 2016 – CABINET</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Welsh Church Fund working group</td>
<td>The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17, meeting 3 held on the 22nd September 2016.</td>
<td></td>
<td>Dave Jarrett</td>
</tr>
<tr>
<td>Budget Monitoring report – Period 6</td>
<td>The purpose of this report is to provide Members with information on the forecast outturn position</td>
<td></td>
<td>Joy Robson/Mark Howcroft</td>
</tr>
<tr>
<td>Subject</td>
<td>Purpose</td>
<td>Consultees</td>
<td>Author</td>
</tr>
<tr>
<td>---------</td>
<td>---------</td>
<td>------------</td>
<td>--------</td>
</tr>
<tr>
<td>of the Authority at end of month reporting for 2016/17 financial year</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 7TH DECEMBER 2016 – CABINET

<table>
<thead>
<tr>
<th>Subject</th>
<th>Purpose</th>
<th>Consultees</th>
<th>Author</th>
</tr>
</thead>
<tbody>
<tr>
<td>Welsh Church Fund working group</td>
<td>The purpose of this report is to make recommendations to Cabinet on the schedule of applications 2016/17, meeting 4 held on 20th October 2016.</td>
<td></td>
<td>Dave Jarrett</td>
</tr>
<tr>
<td>Council Tax Base 2017/18 and associated matters</td>
<td>To agree the Council Tax Base figure for submission to the Welsh Government together with the collection rate to be applied for 2017/18 and to make other necessary related statutory decisions</td>
<td>Sue Deacy/Ruth Donovan</td>
<td></td>
</tr>
<tr>
<td>Review of Fees and Charges</td>
<td>To review all fees and charges made for services across the Council and identify proposals for increasing them in 2017/18</td>
<td>Joy Robson</td>
<td></td>
</tr>
<tr>
<td>Revenue &amp; Capital Budget final proposals after public consultation</td>
<td>To present Revenue and Capital Budget proposals following receipt of final settlement</td>
<td>Joy Robson</td>
<td></td>
</tr>
</tbody>
</table>

### 14TH DECEMBER 2016 – INDIVIDUAL MEMBER DECISION

<table>
<thead>
<tr>
<th>Subject</th>
<th>Purpose</th>
<th>Consultees</th>
<th>Author</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Government (Wales) Act 1994 The Local Authorities (Precepts)(Wales) Regulations 1995</td>
<td>To seek approval of the proposals for consultation purposes regarding payments to precepting Authorities during 2017/18 financial year as required by statute</td>
<td></td>
<td>Joy Robson</td>
</tr>
</tbody>
</table>

### 11TH JANUARY 2017 – CABINET

<table>
<thead>
<tr>
<th>Subject</th>
<th>Purpose</th>
<th>Consultees</th>
<th>Author</th>
</tr>
</thead>
<tbody>
<tr>
<td>Welsh Church Fund Working Group</td>
<td>The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17 meeting 5 held on the 1st December 2016.</td>
<td></td>
<td>Dave Jarrett</td>
</tr>
</tbody>
</table>

### 18TH JANUARY 2017 – INDIVIDUAL MEMBER DECISION
<table>
<thead>
<tr>
<th>Subject</th>
<th>Purpose</th>
<th>Consultees</th>
<th>Author</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Government (Wales) Act 1994 The Local Authorities (Precepts)(Wales) Regulations 1995</td>
<td>To seek Members approval of the results of the consultation process regarding payments to precepting Authorities for 2017/18 as required by statute.</td>
<td></td>
<td>Joy Robson</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>19TH JANUARY 2017 - COUNCIL</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Final Budget Proposals</td>
<td></td>
<td></td>
<td>Joy Robson</td>
</tr>
<tr>
<td>Council Tax Reduction Scheme 2017/18</td>
<td></td>
<td></td>
<td>Ruth Donovan</td>
</tr>
<tr>
<td><strong>1ST FEBRUARY 2017 – CABINET</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Budget Monitoring report – period 9</td>
<td>The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2016/17 financial year.</td>
<td></td>
<td>Joy Robson/Mark Howcroft</td>
</tr>
<tr>
<td><strong>1ST MARCH 2017 – CABINET</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2016/17 Education and Welsh Church Trust Funds Investment and Fund Strategy</td>
<td>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 2016/17 grant allocation to Local Authority beneficiaries of the Welsh Church Fund</td>
<td></td>
<td>Dave Jarrett</td>
</tr>
<tr>
<td>Welsh Church Fund Working Group</td>
<td>The Purpose of this report is to make recommendations to Cabinet on the Schedule of applications 2016/17, meeting 6 held on the 19th January 2017</td>
<td></td>
<td>Dave Jarrett</td>
</tr>
<tr>
<td>Date</td>
<td>Subject</td>
<td>Purpose</td>
<td>Consultees</td>
</tr>
<tr>
<td>-------------------</td>
<td>----------------------------------------</td>
<td>-------------------------------------------------------------------------</td>
<td>------------</td>
</tr>
<tr>
<td>9TH MARCH 2017 - COUNCIL</td>
<td>Final Composite Council Tax Resolution</td>
<td>To set budget and Council tax for 2017/18</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Treasury Management Strategy 2017/18</td>
<td>To accept the annual Treasury Management Strategy</td>
<td></td>
</tr>
<tr>
<td>5TH APRIL 2017 – CABINET</td>
<td>Welsh Church Fund Working Group</td>
<td>The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17, meeting 7 held on the 9th March 2017.</td>
<td></td>
</tr>
<tr>
<td>3RD MAY 2017 – CABINET</td>
<td>Welsh Church Fund Working Group</td>
<td>The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17, meeting 8 held on the 30th March 2017.</td>
<td></td>
</tr>
</tbody>
</table>