



**Neuadd y Cyngor,
Y Rhadyr,
Brynbuga,
NP15 1GA**

6 Mai 2015

**County Hall
Rhadyr
Usk
NP15 1GA**

6th May 2015

**Notice of meeting:
Monmouthshire County Council**

***Hysbysiad o gyfarfod:
Cyngor Sir Fynwy***

**Thursday 14th May 2015, at 5.00pm
Council Chamber, County Hall, Rhadyr, Usk, NP15 1GA**

***Dydd Iau 14 Mai 2015, am 5.00yp
Siambwr y Cyngor, Neuadd y Cyngor, Y Rhadyr, Brynbuga,
NP15 1GA***

Prayers will be said prior to the Council meeting at 4.55pm. All members are welcome to join the Chairman for prayers should they wish to do so.

AGENDA

Item No	Item
1.	Apologies for absence.
2.	Chairman's announcements and receipt of petitions.
3.	To receive declarations of interest.
4.	To confirm and sign the minutes of the County Council meetings as follows: i) 26 th March 2015 ii) 23 rd April 2015 – Special Meeting
5.	To elect the Leader of the Council and to receive notification of Leader delegations (appointments to the Cabinet).
6.	Representation of Political Groups-Review

7.	Appointment of Select Committees
8.	Appointment of Audit Committee
9.	Appointment of Regulatory and other Committees
10.	Appointment of Democratic Services Committee and appointment of Chairman of the Committee
11.	Appointment of Area Committees
12.	Appointment of Standards Committees
13.	Appointment on Standards Committee – Independent Representative
14.	Appointments to outside bodies.
15.	Members' Salaries and Payments
16.	To approve the following recommendation from the Cabinet held on 18 th March 2015: a) Severnside 3G Pitch Caldicot
17.	Annual Report Chief Officer Social Care and Health

Paul Matthews
Chief Executive
Prif Weithredwr

*I Gadeirydd ac Aelodau
Cyngor Sir Fynwy*

**To the Chairman and Members of
Monmouthshire County Council**

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.

Nodau a Gwerthoedd Cyngor Sir Fynwy

Cymunedau Cynaliadwy a Chryf Canlyniadau y gweithiwn i'w cyflawni

Neb yn cael ei adael ar ôl

- Gall pobl hŷn fyw bywyd da
- Pobl â mynediad i dai addas a fforddiadwy
- Pobl â mynediad a symudedd da

Pobl yn hyderus, galluog ac yn cymryd rhan

- Camddefnyddio alcohol a chyffuriau ddim yn effeithio ar fywydau pobl
- Teuluoedd yn cael eu cefnogi
- Pobl yn teimlo'n ddiogel

Ein sir yn ffynnu

- Busnes a menter
- Pobl â mynediad i ddysgu ymarferol a hyblyg
- Pobl yn diogelu ac yn cyfoethogi'r amgylchedd

Ein blaenoriaethau

- Ysgolion
- Diogelu pobl agored i niwed
- Cefnogi busnes a chreu swyddi
- Cynnal gwasanaethau sy'n hygyrch yn lleol

Ein gwerthoedd

- **Bod yn agored:** anelwn fod yn agored ac onest i ddatblygu perthnasoedd ymddiriedus
- **Tegwch:** anelwn ddarparu dewis teg, cyfleoedd a phrofiadau a dod yn sefydliad a adeiladwyd ar barch un at y llall.
- **Hyblygrwydd:** anelwn fod yn hyblyg yn ein syniadau a'n gweithredoedd i ddod yn sefydliad effeithlon ac effeithiol.
- **Gwaith tîm:** anelwn gydweithio i rannu ein llwyddiannau a'n methiannau drwy adeiladu ar ein cryfderau a chefnogi ein gilydd i gyflawni ein nodau.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Monmouthshire County Council held at County Hall, Usk on Thursday 26th March 2015 at 2.00 p.m.

PRESENT: County Councillor J. Prosser (Chairman)
County Councillor B. Strong (Vice Chairman)

County Councillors: D. Batrouni, D. Blakebrough, G.C. Burrows, R.F. Chapman, P.R. Clarke, J.E. Crook, D.L.S. Dovey, G.L. Down, A. Easson, D.L. Edwards, R.M. Edwards, P.S. Farley, P.A. Fox, J. George, R. J. W. Greenland, L. Guppy, E. J. Hackett Pain, R.G. Harris, R.J.C. Hayward, M. Hickman, R.J. Higginson, P.A.D. Hobson, D.W.H. Jones, P. Jones, S. Jones, S.B. Jones, R.P. Jordan, P. Murphy, M. Powell, V.E. Smith, F. Taylor, A.C. Watts, P.A. Watts, A.E. Webb, S. White, K. Williams and A. Wintle.

OFFICERS IN ATTENDANCE:

Mr P. Matthews	Chief Executive
Mrs K. Beirne	Chief Officer, Enterprise
Mr S. Burch	Chief Officer, Health and Social Care
Mrs J. Robson	Head of Finance/Section 151 Officer
Mr W. McLean	Head of Strategic Partnerships
Mrs A. Barton	Head of Communication
Mr P. Davies	Head of commercial and people development
Ms S. Hayward	Head of Community Led Delivery
Mr R. Tranter	Head of Legal/Monitoring Officer
Mrs S. King	Senior Democratic Services Officer

ALSO IN ATTENDANCE:

Mr J. Morgan Monmouthshire Recovery Board

1. WELCOME AND APOLOGIES FOR ABSENCE

The Chairman opened the meeting and welcomed visitors from University Malaysia Sarawak.

Apologies for absence were received from County Councillors D. Evans, G. Howard, P. Hobson, S. Howarth, J. Marshall and S. White.

2. CHAIRMAN'S REPORT AND RECEIPT OF PETITIONS

We received and noted the Chairman's report.

There were no petitions presented.

3. DECLARATIONS OF INTEREST

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Declarations of interest were noted under the relevant agenda item.

4. MINUTES

The minutes of the meeting held on 26th February 2015 at 10.00am, were confirmed as a correct record and signed by the Chairman, subject to the following amendment:

Correction: *PRESENT: Councillor D.W.H. Jones (not D.W.H. Hones)*

5. PUBLIC FORUM ITEMS

There were no public forum items received.

6. NOTICES OF MOTION

There were no notices of motion received.

7. CHEPSTOW SCHOOL STATEMENT

The Chairman agreed for an item to be added, which was not scheduled as part of the agenda.

County Councillor E. Hackett Pain, Cabinet Member for Schools and Learning, issued a statement in relation to Chepstow School, as follows:

'The Chairman has asked for a statement relating to the recent press release about 11 redundancies at Chepstow School.

I would like to reassure Council today that this is part of a planned process is scheduled and agreed by the Governing Body, to reduce the deficit budget at the school. Other schools, over the years, have been in the same position and have had to make redundancies, it is not uncommon, and often occurs when pupil numbers have reduced and there is a need to balance budgets.

I would like to reassure the Council and parents that Chepstow is an excellent school with high standards and good leadership. The Governing Body takes the matter of its deficit budget very seriously and is doing everything it can to rectify the matter. An action plan showing how the deficit is to be bridged is being drawn up by the Governors of Chepstow School and MCC will monitor this progress against time.

The budget of the school is £4.25 million budget this is delegated to the Governing Body who have total responsibility for the budget. The Governing Body in

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conjunction with the Headteacher set the budget and determine how the school monies are spent. This budget pays for the running of the school and the employment of over 100 staff.

The teacher pupil ratio is one of the highest when looking at Newport, Torfaen, Caerphilly and B Gwent. Chepstow School also has the second highest budget per pupil in comparison with our neighbours.

Admission numbers for September are the best for a number of years there are 182 applications with an admission number of 187. All of these facts bode well for the future.'

8. SWIMMING GRANT STATEMENT

The Chairman agreed for an item to be added, which was not scheduled as part of the agenda.

County Councillor, R. Greenland, Cabinet Member for, Innovation, Enterprise and Leisure highlighted issues as follows:

- *'Letter received from Deputy Minister for Culture, Sport and Tourism informing that the formulae for the distribution of free swimming grant for children is changing with effect from next month. They will in future use "the formula for children and young person's services".'*
- *'The effect on Monmouthshire will be a reduction in the free swimming initiative grant that covers both children and the over 60s from £90,999 to £51,600; a reduction of 43%. As the intention of Welsh a Government is that this should come from free swimming sessions for children, this will mean that part of the grant is likely to be almost wiped out.'*
- *'Across Wales all Councils in North, Mid and West Wales will suffer reductions in grant. In our area South East Wales, all other former Gwent Councils will see increases and our decrease will effectively be re-distributed to them. This change sees the urban areas of South and Central Wales gaining at the expense of rural Wales.'*

We thanked both Cabinet members for information presented.

9. MONMOUTHSHIRE RECOVERY BOARD

We welcomed Mr J. Morgan, Chair of Welsh Government, Monmouthshire Recovery Board. We were presented with a report on the progress of the education service in Monmouthshire County Council, following the ESTYN inspection of 2012. During the inspection the team had held discussions with the leader of the council, elected members, the chief executive, senior officers, the cabinet member and other relevant officers.

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Inspectors scrutinised documentation, which included evidence on the progress made on the recommendation in the context of additional learning needs, inclusion and youth support services.

The Chairman of the Recovery Board had been impressed with the commitment and drive from the authority, to ensure that Monmouthshire County Council would be lifted from Special Measures in the next visit. Two members of the Recovery Board had been appointed by the Minister and would be working with the authority until the final visit.

6 recommendations were received from ESTYN, following a thorough and detailed inspection, these included:

- Safeguarding
- Standards of attainment
- Strengthening level of challenge
- Corporate planning
- Self-evaluation
- Performance Management

A further visit included four recommendations considered and a steady improvement was identified. The ESTYN outcome letter had been received, which included a positive response on performance management and concluded that the new corporate assessment process was more robust and authority processes were consistent, transparent and understood by staff. Staff were rigorously held to account for their areas of responsibility and the authority used better quality information on standards and leadership skills, to identify underperformance, which increased clarity and rigour to process.

The Board needed to ensure that the authority were supported ahead of the ESTYN inspection and were impressed with the level of change and view of Estyn colleagues, it was recognised that where improvement was secured there was a need for it to be embedded.

Fundamentally, its school leadership and quality of teaching/learning experience in schools. There would be continued challenge of the Education Achievement Service (EAS) and the authority to ensure a robust relationship was maintained. The Recovery Board felt that the overall direction was positive and welcomed a continued working relationship,

Members were invited to ask questions, during debate we noted the following:

- County Councillor R. Greenland declared a personal non-prejudicial interest pursuant to the members' code of conduct as the Chairman of the Education Achievement Service Board.
- County Councillor A. Easson declared a personal non-prejudicial interest pursuant to the members' code of conduct as a Governor of Ysgol y Fin school.

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- We thanked the Chairman of the Recovery Board for attending the meeting and information presented regarding the ongoing work of the board. The Leader of the Council, was supported in thanking the board, in terms of continuous challenge and support that had been provided, which had been a crucial aspect of the recovery journey, alongside constructive support. Raising standards of schools in Monmouthshire would continually be prioritised and we welcomed the progress that had occurred.
- Estyn would critically look at specific groups of learners, there was a need to ensure continued emphasis and that pupils were supported to achieve.
- We were informed that it would be inappropriate for the Board to unpick detail of budgetary position of schools, however, when budgets were set there was a need to ensure that improvement was demonstrated and the authority was able to continue to improve.
- It was difficult to draw absolute correlation between where a school is categorised and the positioning of Estyn. There would be a variety of indicators which would be considered and categorisation allowed a level of benchmarking.

10. COMMITTEE MINUTES

We resolved that the following minutes be received:

(a) Internal Monitoring Board 15th January 2015

We resolved that the minutes be received.

(b) Democratic Services Committee 9th February 2015

We resolved that the minutes be received.

11. PUBLICATION OF PAY POLICY STATEMENT

We were presented with the Publication of Pay Policy Statement as required by the Localism Act.

During discussion of the item, all Chief Officers left the Council Chamber.

The purpose of the report was for Council to approve to pay the nationally negotiated and agreed 2.0% pay award for those employees who come under Joint National Council (JNC) Chief Officers' terms and conditions, with effect from 1 January 2015 to cover the period to 31 March 2016.

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In addition Council were asked to approve that the salaries of Heads of Service and Chief Officers were no longer based on a percentage of the Chief Executive Officer's salary, and to note that associated contractual changes were to be made.

Debate ensued and we noted the following:

- Members of Council emphasised that resource implications should have been explicitly included within the report.
- We were advised that Council were required, by law, to approve the pay policy by the end of March.
- The report specifically related to Chief Officers and for salaries to be separated from the spot salary of the Chief Executive.
- In response to a question regarding attractiveness of levels of pay, we were informed that the authority were nearer the bottom in terms of senior officer level pay. However, it was recognised that prospective employees were attracted to the authority for more than financial reasons.
- Council were reminded that the report related to the statement of pay policies, terms and conditions being operated in Monmouthshire County Council. Individual policies can be nationally or locally negotiated and can be changed at any time via the normal scrutiny and cabinet approval processes.

We resolved to agree recommendations:

1. That Full Council approves the Pay Policy for the year 1st April 2015 to 31st March 2016.
2. That Full Council approves that the salaries of Heads of Service and Chief Officers are no longer based on a percentage of the Chief Executive Officer's salary, and to note that associated contractual changes are to be made. Chief Executive Officer terms and conditions and pay are prescribed by the Joint National Council (JNC) for Local Authority Chief Executive Officers. To date, no agreement on a pay offer for 2015 has been reached.
3. That Full Council approves to pay the nationally negotiated and agreed 2.0% pay award for those employees who come under Joint National Council (JNC) Chief Officers' terms and conditions, with effect from 1 January 2015 to cover the period to 31 March 2016.
4. In light of the issues outlined in this report, Full Council resolves to amend the Pay Policy Statement to include the following paragraph:
5. The Council employs Chief Officers under JNC terms and conditions which are incorporated in their contracts. The JNC for Chief Officers negotiates on national (UK) annual cost of living pay increases for this group, and any award of same is determined on this basis. Chief Officers employed under JNC terms and conditions are contractually entitled to any national JNC determined pay rises and this council will therefore pay these as and when determined in accordance with contractual requirements.

12. JANUARY 2015 MONMOUTHSHIRE ENGAGEMENT

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Council were presented with the January 2015 Monmouthshire engagement, learnings and future recommendations report. The purpose of which, provided an evaluation and feedback to Council of the recent Monmouthshire Engages events.

The paper identified the future strategies to ensure that future engagement and consultations are effective in meeting both their legal requirements and Monmouthshire's aspiration of being a listening organisation that will work with communities to become sustainable and resilient.

We welcomed the Head of Communication.

- Key issues were identified, which included, attendance levels, accepting public attitudes and timing of the engagement process.
- A mixture of media channels and communication sessions were utilised.
- Reflected on what would have worked better, reaching out to hidden populations and bringing conversations earlier.
- Team working to engage around budget, but also look at delivery and focus on key things that are being communicated. Supplementary leaflet would be sent out with Council Tax bills.

Members were invited to ask questions and during debate, the following points were highlighted:

- Further clarification was requested in relation to engagement with vulnerable groups within the community. Officers welcomed information from members regarding specific groups and different environments. Planning would ensure that communities of need would be engaged.
- We were informed that communities were being engaged in many different ways, which included community coordination and whole place. However, it was recognised that a comprehensive piece of work was required.
- We emphasised that local members should be included in consultation and engagement, at the earliest possible stage.
- Members thanked the officers for the report and we recognised that this was the start of an ongoing process.
- Details would be provided to officers regarding engagement tools that were available.

We resolved that recommendations be agreed:

- 1) Council received the feedback from the Monmouthshire Engages events;
- 2) Council considered the appropriateness of future engagement and consultation activity;
- 3) Council builds on the engagement process to focus on on-going engagement during the consultation and into the delivery of the budget.

13.REPORTS OF HEAD OF DEMOCRACY AND REGULATORY SERVICES

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a) TIMING OF COUNCIL MEETINGS

The Chairman of the Democratic Services Committee presented a report which followed a request by Council at a previous meeting, that timings of meetings were considered by the Democratic Services Committee.

The report outlined that Democratic Services Committee had gathered evidence and considered information on the effect of changing the time of Council meetings from 2.00pm to 5.00pm, reasons included increased diversity and public attendance.

The Democratic Services committee recommended to Council that, based on evidence presented, they could not find any substantial reason to change the time of Council meetings at this stage.

Members were invited to ask questions and during debate we noted:

- Disappointment expressed regarding some comments and the number of responses received.
- Statistics could not be considered in isolation and meaningful engagement was required with the public.
- It was suggested that the Council should allow for increased flexibility in relation to meeting times, which could be operated alongside the agile and flexible working practices for staff.
- Varied views were expressed, some in favour and some against the change of meeting time.
- Views in favour of the change related to, increased diversity, flexibility and engagement. Whilst views against related to, issues for carers, availability of officers and attendance at other meeting which were held in the evenings.
- The Chief Executive reinforced to Council that the decision was a matter for members and requirements would be accommodated by officers.
- Council supported the principle of flexibility and changing timing of some meetings.
- Council recognised that it was not possible for some employed elected members to have time off for meetings, particularly within smaller organisations.
- We recognised that change would not be instant, however, supported being a flexible and adaptable authority.
- In response to a query raised regarding remote voting, the Monitoring Officer advised that it was not possible to allow remote attendance and Council had agreed this within the constitution.
- We recognised that there was a need for increased communication and engagement regarding the issue, this included further details regarding practice at other authorities.

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It was proposed and duly seconded that three meetings, subsequent to the AGM were held at 5.00pm.

Upon being put to the vote the amendment was carried and became the substantive motion.

We resolved that the three County Council meetings, May, June and July, after the AGM 2015 would be held at 5.00pm.

b) DIARY OF MEETINGS 2015/16

We received the diary of meetings 2015/16 which had been deferred from a previous meeting.

We resolved that the diary of meetings be agreed, with the minor amendments as discussed in item 10a.

14. MEMBERS' QUESTIONS

(a) From County Councillor K. Williams to County Councillor P. Murphy:

“How many meetings have cabinet members had with Welsh Government to specifically address the lower funding that this council receives as a block grant to run its services in comparison to other authorities during the term of this administration?”

In response:

‘There are few opportunities to meet with Ministers these days and regular meetings facilitated by the WLGA are also getting less. However our AM, Nick Ramsay, also MP David Davies are far more easily placed to make representations and they do so on our behalf.

The last correspondence between Cabinet and the Minister was following the Provision Settlement.

All Rural Authorities have the same problem and the process which utilises the WLGA formula is questioned increasingly at that level. The key is Deprivation, and the vote, because that is what it comes down to, from the Authorities that benefit from the deprivation factor is unlikely to result in any of them giving up any part of the funding.

Our 151 Officer is on the Distribution Sub Group which considers various aspects of the distribution mechanism each year. The potential Local Authority re-organisation may well be a good chance of getting a better settlement as the current formula will inevitably have to change.

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The Leader has meetings, (on average 6 per year) where he gets the opportunity to lobby the Minister and also raises issues, especially around rurality in the Rural Forum. The subject of funding is at the top of the Agenda. It is vital, as a result of being the lowest funded Authority in Wales that we take all the opportunities that are available to us and to engage with others to assist. Indeed as an Authority that delivers services with the lowest staff to population ratio, I would have thought Monmouthshire would attract the Ministers attention.

On the subject of engagement, we would also be grateful for any assistance that the Labour Group can give as I'm sure that more opportunities exist within the framework that you work in.'

The meeting ended at 5.05 p.m.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the Special Meeting of Monmouthshire County Council held in the Council Chamber at County Hall, Usk on Thursday 23rd April 2015 at 2.00 p.m.

PRESENT: County Councillor J. Prosser (Chairman)
County Councillor B. Strong (Vice Chairman)

County Councillors: D. Batrouni, D. Blakebrough, G.C. Burrows, P.R. Clarke, J.E. Crook, D.L.S. Dovey, D.L. Edwards, D.J. Evans, P.S. Farley, P.A. Fox, L. Guppy, E. J. Hacket Pain, R.G. Harris, P.A.D. Hobson, G. Howard, S.G.M. Howarth, D.W.H. Jones, P. Jones, S.B. Jones, R.P. Jordan, J.I. Marshall, P. Murphy, M. Powell, F. Taylor, P. Watts and K. Williams.

OFFICERS IN ATTENDANCE:

Mr P. Matthews	Chief Executive
Mrs K. Beirne	Chief Officer Enterprise
Mr S. Burch	Chief Officer Social Care and Health
Ms. S. McGuinness	Chief Officer Education
Mr W. Mclean	Head of Policy and Engagement
Mr M. Gatehouse	Policy and Performance Manager
Mrs J. Robson	Head of Finance/Section 151 Officer
Mr R. Hoggins	Head of Operations
Mr P. Davies	Head of Commercial and People Development
Mrs T. Harry	Head of Democracy and Regulatory Services
Mr R. Tranter	Head of Legal Services/Monitoring Officer
Mrs S. King	Senior Democratic Services Officer

1. APOLOGIES FOR ABSENCE

These were received from County Councillors R.F. Chapman, G.L. Down, A. Easson, R. Edwards, J. George, R.J.W. Greenland, R.J.C. Hayward, M. Hickman, R.J. Higginson, S. Jones, V.E. Smith, A.E. Webb, S. White and A. Wintle.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. ANALYSIS OF THE MONMOUTHSHIRE STAFF SURVEY – PEOPLE AND ORGANISATIONAL DEVELOPMENT PLAN

The Cabinet member presented Council with the analysis of the staff meeting and confirmed that this was to be a joint item with the People and Organisational

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Development Plan, which had been informed through extensive consultation. Outcomes of the staff survey were included and the aim was to ensure that staff were powered to deliver solutions to increasingly complex problems.

We welcomed the Chief Officer, Enterprise and were presented with details of the final version of Monmouthshire People.

We debated the key points within the report:

- We thanked officers for the report and welcomed the information presented.
- Council were informed that schools had been engaged during the process, which included non-teaching as well as teaching staff.
- Members recognised that there was a need for staff to be prepared for future challenges and thanked officers for work that had been undertaken.
- There was a need to build on engagement with young people and undertake more work with schools.
- We recognised the document as a positive strategy moving forward, in terms of changing approach, culture and attitudes.
- Information was requested regarding the number of apprentices that had been employed. There were aspirations for young people to be encouraged into the organisation and further work was required in relation to this aspect.
- A question was raised regarding benchmarking of data, it was confirmed that this was not being done at present as there was not like for like data to compare.
- We recognised that staff were an asset and commended the strategy as a way forward.

We resolved that recommendations be agreed:

1. To endorse *Monmouthshire People* as our chief framework for People and Organisational Development. To support its role in ensuring the organisation is equipped with the collective capacity, capability and mind-set to meet financial and improvement challenges and respond to opportunities;
2. To receive and consider the findings and outcomes of the recent Staff Conference and Staff Survey 2014/15;
3. To approve the resultant actions and priorities stemming from the above, as part of the first medium-term Workforce Delivery Plan – the implementation and evaluation component of the Strategy.

4. ESTYN MONITORING VISIT LETTER (MARCH 2015)

The Chief Executive presented the Estyn Monitoring Letter, which provided the outcome following the inspection of education services for children and young people in November 2012, the authority was identified as requiring special measures.

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Estyn had recently attended Monmouthshire County Council and the Children and Young People Select had considered issues. We had been assured by information presented and were positive in terms of future progress.

We were advised that inspectors were confident that the authority was aware of actions to be taken and that these were to be implemented.

Demonstrable improvements had been identified in relation to the Education Achievement Service (EAS) working relationship. The final visit would be held in the autumn and a judgement would be formed whether the authority would be released from special measures.

During debate we noted:

- Council welcomed the letter and were reassured following information presented, however, understood that further work was required in terms of access to information, alongside improvement and attention to detail.
- The Leader of the Council reaffirmed the importance of the autumn inspection visit and was optimistic that the authority was moving forward in the right direction.
- We recognised the importance of the role of the Recovery Board and thanked all who had contributed to the whole process.
- The Council had acted upon messages conveyed by Estyn, which had involved more consistent and transparent processes and this had occurred within timelines set by the inspectors.
- The Cabinet Member, Schools and Learning, was encouraged by the response from Estyn and welcomed comments that that authority had moved forward with significant progress.
- Progress had been made in a number of ways, which included holding schools to account, improved sustainability and consistency.

Council resolved to receive the Estyn Monitoring Visit 2-5 March 2015 letter.

5. WALES AUDIT OFFICE STAGE 2 IMPROVEMENT PLAN 2013/14

We noted that the Wales Audit had sent apologies and were not in attendance at the meeting.

6. COUNCIL IMPROVEMENT PLAN 2015/16

Council were presented with the Improvement Plan and Improvement Objectives proposed for 2015-17.

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The authority was statutorily required to set annual Improvement Objectives and produce an Improvement Plan, under the Local Government (Wales) Measure 2009.

The Improvement Plan was produced in two parts, the presented report was the forward looking section of the plan, focused on commitments and aspirations. It presented an opportunity to set the key activities that will deliver the priorities of education, support for vulnerable people and supporting enterprise and job creation and maintaining locally accessible services.

Five specific Improvement Objectives were contained within the plan. Objectives 1, 2, 3 and 5 are clearly aligned to the four objectives agreed last year. Objective 4 covered locally accessible services and had been introduced to reflect the corresponding priority introduced in the partnership Continuation Agreement published in March 2015.

Performance data for 2014-15 was included where appropriate and allowed members to understand the objectives for the year ahead in context of the most recent performance. The measures had not yet been subject to audit and therefore may change before being published nationally in September.

A number of changes were made to the plan in response to feedback from Wales Audit Office. This includes being more specific about how we will assess the extent to which objectives have been achieved and ensuring clearer links between activities and the measures. A short overview was included of the enabling strategies, such as the Medium Term Financial Plan, People and Organisation Development Strategy and Asset Management Plan.

Part two of the plan focused on what we achieved in 2014-15, this would be presented to Council in October when audited performance information from other councils was available, as well as up-to-date comparative data.

We debated the report, as follows:

- Council thanked the Improvement Team for the work that had been undertaken and the report that had been produced, which had improved and developed over the years.
- In response to a question raised regarding achievement at KS4 and the gap in terms of achievements, we were informed that Monmouthshire had the largest gap in Wales, however, performance was average and not the worst in Wales. It was recognised that the gap was too large and had to be addressed.
- Council were reminded that the authority conducted Cabinet Member appraisals and Performance Objectives for Cabinet Members, which enabled the Executive to be held to account. It was anticipated that annual reports would also be produced.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the Special Meeting of Monmouthshire County Council held in the Council Chamber at County Hall, Usk on Thursday 23rd April 2015 at 2.00 p.m.

- Council highlighted the importance of having percentages and actual figures included within the report.
- Members were assured that information within the report would be updated as detail became available.

It was moved and duly seconded that recommendations included that information would be added to the plan, as it became available.

Upon being put to the vote this was carried.

We resolved that recommendations were agreed:

1. Council approved the Improvement Plan 2015-17 including the five improvement objectives it describes and as information becomes available it would be added to the plan.

7. COUNCIL RESPONSE TO WALES GOVERNMENT WHITE PAPER 'POWER TO LOCAL PEOPLE'

Council were presented with the draft response and invited to approve the submission, subject to any further amendments, to the Welsh Government White Paper 'Power to Local People'.

All council members were invited, by the Chief Executive, to attend a seminar to consider the WG White Paper, "Power to Local People":

- Members agreed to provide a whole council response only on areas of the White Paper where there was cross party/cross political group consensus.
- The attached document provides a summary of the outcome from the debate, as agreed, by the members who attended the seminar. Members also have the opportunity to submit an individual response to the document if they so choose.

Members contributed to debate and we highlighted points as follows:

- Members welcomed the report and were interested in many aspects of the White Paper.
- It was proposed and duly seconded that protection of employment and mitigation of job losses should be a statutory aspect. Upon being to the vote this was carried.
- Council requested that each member received a copy of the finalised report.
- It was proposed and duly seconded that the second paragraph in section 3.12 was removed. Upon being put to the vote it was carried and we resolved that the following be removed:

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'On balance we do not think that County Councillors should be members of Community Councils. The differing roles are sometimes difficult to marry with, on occasion, members potentially acting more like delegates from a Community Council than as representatives of an electorate.'

Council expressed general support for the submission and it was proposed and duly seconded, that it was agreed with the noted amendments.

Upon being put to the vote we resolved that the submission was agreed, with the addition of noted amendments and submitted to the Welsh Government by the consultation deadline of 28th April 2015.

The meeting ended 4.20 p.m.

**MONMOUTHSHIRE COUNTY COUNCIL
REPORT**

Agenda Item 6

SUBJECT:	REPRESENTATION OF POLITICAL GROUPS - REVIEW
MEETING:	COUNCIL
DATE:	14 May 2015
DIVISION/WARDS AFFECTED:	COUNTYWIDE

1. PURPOSE:

The Council is required to review at, or as soon as practicable after, the Council's annual meeting, the representation of different political groups on the bodies to which the Council makes appointments.

2. RECOMMENDATIONS:

That the Council decides:

To accept the report (and appendices) as a review under Section 15 of the Local Government and Housing Act 1989 and to appoint the ordinary committees with the numbers and adjustments as indicated below

Committee	Cons	Lab	Lib Dem	Ind
Select (x4) (9)	17	9	2	8
Licensing & Regulatory (12)	5	3	1	3
Planning (16)	7	4	1	4
Democratic Services (12)	5	3	1	3
Aggregate Entitlement (76)	34	19	5	18

3. KEY ISSUES:

3.2 The Council must determine the allocation to the different political groups of all the seats to be filled by appointment by the Council and exercise its power of appointment to the body concerned so as to give effect to such wishes about who is to be appointed to the seats on that body which are allocated to a particular group as are expressed by that group.

3.3 The Council is required "to make only such determinations as give effect, so far as reasonably practicable, to" the following principles

(a) that not all the seats on the body are allocated to the same political group;

- (b) that the majority of the seats on the body is allocated to a particular political group if the number of persons belonging to that group is a majority of the Council's membership;
- (c) (subject to (a) and (b)), the number of seats on the ordinary committees which are allocated to each political group bears the same relationship to the total seats on all the committees as the number of members of that group bears to the Council's membership;
- (d) identical to (c) but relates to other bodies where the Council is entitled to fill seats by appointment.

3.4 The following are bodies to which S.15 applies -

- (a) ordinary committees and sub-committees
- (b) advisory committees and sub-committees of an advisory committee
- (c) any such of the following bodies (or classes of bodies) which is a body at least 3 seats on which are from time to time to be filled by appointments made by the Council (so far as relevant to the Council):-
 - (i) a fire authority constituted under a combination scheme
 - (ii) a superannuation committee
 - (iii) a National Parks Committee
 - (iv) a joint committee (with one or more other authorities) whose function is to discharge council (as opposed to executive) functions and is not purely advisory.

This is not a full list but comprises the most likely classes of bodies to which the Council makes appointments. Thus it will be seen that if the Council is asked to make appointments to any other body the political balance rules do not apply even if the Council is asked to appoint three or more members.

3.5. In certain cases the Council/committee does not have to comply with the statutory requirements. The exceptions are as follows:-

- (a) alternative arrangements approved by the Council following notice of the proposed arrangement being included in the agenda for the relevant meeting of Council and without any member of the Council/committee voting against the proposal (S.17 and Reg. 20).
- (b) the committee or sub-committee is established exclusively to discharge functions or to advise in respect of part of the area of the authority and where that area of that part does not exceed one-half of the total area of the authority or the population of that part does not exceed one-half of the total population of the area. In addition, that part must consist of one or more electoral divisions and all the members of the authority who are elected for that electoral division

(or those electoral divisions) (and only those members) are entitled to be members of the area committee or sub-committee.

4. REASONS

To comply with the requirements of the Local Government (Committees and Political Groups) Regulations 1990 as amended.

5. RESOURCE IMPLICATIONS:

Nil

6. CONSULTEES:

Political leadership Group

7. BACKGROUND PAPERS:

Nil

8. AUTHOR:

R. Tranter – Head of Legal Services/Monitoring Officer

CONTACT DETAILS:

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APPENDIX A

Methodology to be applied to appointments

1. Members are referred to the guiding principles mentioned in Paragraph 3 of the main report.
2. Appointments by the Council

The application of the principles is most usefully considered separately for ordinary committees, advisory committees and for other bodies to which appointments must be made.

(a) Ordinary Committees

These are committees which can take action on behalf of the Council. The other form of committee, the advisory committee, is one appointed to advise the Council on any matter relating to the discharge of its functions.

According to the draft circular issued in 1990, a convenient sequence for applying the principles will be

- (i) calculate the total seats with votes on all the ordinary committees;
- (ii) calculate the proportion that each political group forms of the total membership of the authority (and that membership does not include a chairman who is no longer a councillor but remains a member of the Council by virtue of section 26 of the 1972 Act); the "total membership of the authority" does, however, include vacant seats;
- (iii) apply those proportions to the total number of ordinary committee seats to give the aggregate entitlement of each group; the requirement (here as elsewhere) to apply the proportions "so far as reasonably practicable" can be met by rounding up entitlements of a half or more; if this results in a greater aggregate than the number of seats available, the fractional entitlement(s) closest to a half should be rounded in the other direction until entitlements balance the available seats;
- (iv) apply the proportions to the number of members on each ordinary committee to give a provisional entitlement to seats on that committee;
- (v) where the provisional entitlement gives only one group seats on the committee, adjust the entitlement so that the next largest group has a seat (thus applying the principle in 3(a));
- (vi) where one group has a majority of the membership of the Council, but does not have a majority on any committee as a result of the provisional entitlement, increase its share on that

committee so that it does have a majority (thus applying the principle in 3(b));

- (vii) finally, adjust the seats on each committee so that the total allocated to each group is as near as possible to their aggregate entitlement, while preserving the results reached at steps (v) and (vi) (thus applying the principle in 3(c)).

This sequence of steps has been adopted in this report.

(b) Advisory Committees

The intention of the provision is to ensure that those seats to be filled by councillors are (in the absence of unanimous agreement to the contrary) shared fairly between the political groups.

It is, therefore, necessary for the Council first to decide how many of the seats on each advisory committee are to be filled by members of the Council; the statutory requirements then only apply to those seats; the allocation of those seats can conveniently be made by following steps (ii), (iv), (v) and (vi) above.

(c) Other Bodies (see para 4(c) of the main report)

The intention is to ensure a fair distribution of the available seats among the political groups; since a majority group would reasonably be entitled to all the seats where the authority makes only one or two appointments, the duty to allocate seats to political groups only applies where the Council appoints to three or more seats.

The allocation can conveniently be made by following steps (ii), (iv), (v) and (vi) above.

3. Appointments by Committees

Where an ordinary committee appoint a sub-committee with executive powers, the relevant principles are as contained in paragraphs 3(a), (b) and (d) of the main report: the allocation can be conveniently carried out by following steps (ii), (iv), (v) and (vi) above.

When an advisory sub-committee is appointed, the committee will first need to determine how many seats are to be filled by members of the Council (not just members of the committee). The duty to allocate to political groups then applies only to those seats. The same steps can be followed.

APPENDIX B

APPOINTMENTS BY COUNCIL

1. The following committees are appointed by the Council with the alternative number of seats shown

<i>Committee</i>	<i>Seats</i>	<i>Seats</i>
Planning	16	16
Licensing and Regulatory	12	12
Strong Communities Select	12	9
Children & Young People Select	12	9
Economy & Development Select	12	9
Adult Select	12	9
Democratic Services	12	12
Total	84	76

NOTE:

- (i) Member/Officer Working Groups are not Committees or Sub-Committees.
- (ii) Neither the Standards nor Audit Committees are subject to the political balance rules.
- (iii) The Joint Advisory Group (Teachers/LGE) is a Cabinet advisory committee.
- (iv) Political balance rules do not apply to Area Committees
2. The rest of this appendix deals with the appointment of committees only. The rules applying to other bodies are the same as for sub-committees and are considered in appendix C.
- (a) Total number of members - 43
- | | |
|------------------|----|
| Conservative | 19 |
| Labour | 11 |
| Independent | 10 |
| Liberal Democrat | 3 |
- (b) Total number of seats on ordinary committees – 84 or 76
- (c) Provisional statutory entitlement multiplier (i.e. the relevant number of members divided by 43):
- | | |
|------------------|-------|
| Conservative | 0.441 |
| Labour | 0.256 |
| Independent | 0.233 |
| Liberal Democrat | 0.070 |

- (d) Aggregate entitlement (i.e. 84/76 multiplied by the relevant figure in paragraph (c) above):

84 Seats

Conservative	37.044
Labour	21.504
Independent	19.572
Liberal Democrat	5.880

Rounding up/down gives:

Conservative	37 seats
Labour	21 seats
Independent	20 seats
Liberal Democrat	6 seats

Total **84 Seats**

76 Seats

Conservative	33.516
Labour	19.456
Independent	17.708
Liberal Democrat	5.320

Rounding up/down gives:

Conservative	34 seats
Labour	19 seats
Independent	18 seats
Liberal Democrat	5 seats

Total **76 seats**

Total seats on body	Labour		Conservative		Lib Dem		Independent	
3	0.77	1	1.33	1	0.21		0.70	1
4	1.02	1	1.77	2	0.28		0.93	1
5	1.28	2	2.21	2	0.35		1.16	1
6	1.53	2	2.65	3	0.42		1.40	1
7	1.79	2	3.09	3	0.49		1.63	2
8	2.05	2	3.53	3	0.56	1	1.86	2
9	2.30	2	3.98	4	0.63	1	2.09	2
10	2.56	3	4.42	4	0.70	1	2.33	2
11	2.81	3	4.86	5	0.77	1	2.56	2
12	3.07	3	5.30	5	0.84	1	2.79	3
13	3.33	3	5.74	6	0.91	1	3.02	3
14	3.58	4	6.19	6	0.98	1	3.26	3
15	3.84	4	6.63	7	1.05	1	3.49	3
16	4.09	4	7.07	7	1.12	1	3.72	4
17	4.35	4	7.51	8	1.19	1	3.95	4
18	4.60	5	7.95	8	1.26	1	4.19	4
19	4.86	5	8.40	8	1.33	1	4.42	5
20	5.12	5	8.84	9	1.40	1	4.65	5
21	5.37	5	9.28	9	1.47	2	4.88	5
22	5.63	5	9.72	10	1.53	2	5.12	5
23	5.88	6	10.16	10	1.60	2	5.35	5
24	6.14	6	10.60	11	1.67	2	5.58	5
25	6.40	6	11.05	11	1.74	2	5.81	6
26	6.65	7	11.49	11	1.81	2	6.05	6
27	6.91	7	11.93	12	1.88	2	6.28	6
28	7.16	7	12.37	12	1.95	2	6.51	7
29	7.42	7	12.81	13	2.02	2	6.74	7
30	7.67	8	13.26	13	2.09	2	6.98	7

**MONMOUTHSHIRE COUNTY COUNCIL
REPORT**

SUBJECT:	APPOINTMENT OF SELECT COMMITTEES
DIRECTORATE:	Chief Executives
MEETING:	County Council
DATE:	14th May 2015
DIVISION/WARDS AFFECTED:	All

1. PURPOSE:

To appoint Select Committees

2. RECOMMENDATION:

- 2.1** That the following Select Committees be appointed, together with their terms of reference, attached as appendix A:

Economy and Development (9 Members)

Strong Communities (9 Members)

Children and Young People (9 Members)

Adults (9 Members)

- 2.2** That the following members be co-opted to the Children and Young People Select Committee:

Voting on Education Issues only

Revd. Dr. S. James (Church in Wales)

Mrs A. Lewis (Parent Governor Representative)

Mrs S. Ingle-Gillis (Parent Governor Representative)

Vacancy (Catholic Church)

Non-Voting

Vacancy (ASCL)

Mr. G. Murphy (NAHT)

Vacancy (NASUWT)

Vacancy(NUT)

Vacancy (Free Church Federal Council)

Mr. K. Plow (Association of School Governors)

- 2.3** That two members of Action 50+, one from Abergavenny and one from Monmouth, be co-opted onto the Adults Select Committee, for the term of this Council, subject to them agreeing to abide by the Council's Code of Conduct (note: the current co-opted members are Mr David Hill and Mrs Delia Hudson)

3. REASONS:

- 3.1** The Council has previously agreed to appoint Select Committees, terms of reference for which are attached as Appendix A.

4. RESOURCE IMPLICATIONS:

None

5. CONSULTEES:

Cabinet, Senior Leadership Team, Monitoring Officer

6. BACKGROUND PAPERS:

None

7. AUTHOR:

Sarah King, Senior Democratic Services Officer

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Monmouthshire County Council – Select Committee Terms of Reference			
No. of Committees:	4		
Frequency of meetings:	Six-weekly (or as required)		
Committees and Terms of Reference:			
<p>To undertake overview and scrutiny in line with statutory responsibilities on the following:</p> <ul style="list-style-type: none"> • <u>Budget Scrutiny:</u> quarterly budget monitoring and scrutiny of draft budget proposals • <u>Performance scrutiny:</u> 6 monthly Outcome Based Accountability performance monitoring, scrutiny of complaints, scrutiny of the Improvement Plan, scrutiny of Outcome Agreements together with other non-statutory performance-related scrutiny • <u>Risk Monitoring:</u> 6 monthly scrutiny of the Whole Authority Risk Log <p>To review, constructively challenge and hold the Council and other relevant public bodies and partner organisations to account in addressing key priorities through the planning and delivery of services to ensure the following:</p>			
Children & Young People’s Select Committee	Adults Select Committee	Economy and Development Select Committee	Strong Communities Select Committee
<p>Ensure that services are relevant and responsive to the needs of young people and protect and promote their health and well-being, including amongst others the following relevant areas:</p> <ul style="list-style-type: none"> • Safeguarding Children, including social care and health, services for vulnerable children and families, Child Protection, Children in Public Care, Home Finding, Family Centres and Aids & Adaptations for disabled 	<p>Ensure that services are relevant and responsive to the needs of Adults and protect and promote health and well-being, including amongst others the following relevant areas:</p> <ul style="list-style-type: none"> • Safeguarding Adults, including Mental Health services and Disability services. • Adult Social Care, including Domiciliary Care, Residential Care, Nursing Home Care, Community Care, Occupational Therapy, Re-ablement, Assistive 	<p>Ensure they are responsive to the needs of businesses, residents and visitors and promote economic activity, including amongst others the following relevant areas:</p> <ul style="list-style-type: none"> • Scrutiny of the Management of Regeneration and Culture Directorate. • Strategic economic development, place shaping and enterprise. • Promoting and sustaining economic growth. • Job creation and ensuring opportunities for skills and 	<p>Ensure they are responsive to the needs of residents and promote their safety and well-being.</p> <p>Key roles for this committee are:</p> <ul style="list-style-type: none"> ➤ To ensure the Council supports the development of new and sustainable communities and supports the resilience of existing communities through Local area co-ordination. ➤ To review and improve the Council’s links with the Voluntary Sector. ➤ To scrutinise the delivery of the Single Integrated Plan, allocating

<p>children.</p> <ul style="list-style-type: none"> • Youth Justice and youth offending service. • Youth clubs and leisure facilities for young people. • Special Support Services, Pupil Support Services. • Education, including School Performance Management, Resource Management, Management, Governor Support, Health & Safety, Financial and ICT Services, School Planning, Transport, Admissions, Student Grants and School Meals. • Management of Individual Schools Budgets, Schools Delegated Budgets, the Authority's Schools Individually Managed Budgets. 	<p>Technology, Community Meals Service, Sensory Impairment Services.</p> <ul style="list-style-type: none"> • Support to Families and Carers, including Respite and Short Breaks. • Adult Education, including Learning Disability Services. • Integrated Adults Services with Health Partners. • Joint Strategic Needs Assessment. • Protecting and supporting vulnerable Adults. • "Transition agenda" from young people to Adults. • Protecting vulnerable Adults (POVA) and Supporting People. • Homelessness prevention. • Domestic Violence Service, Drug and Alcohol Services. • Public health and wellbeing promotion through Single Integrated Plan. • Leisure services in terms of health outcomes. • Welfare Rights. • Community Legal Service. 	<p>vocational training.</p> <ul style="list-style-type: none"> • Public Health, Environmental Health and Trading Standards. • Public realm – Culture, libraries, museums and theatre. • The Planning Function – Building Control, Development Control, Local Development Plans, Economic Development and Housing. • Scrutiny of collaborative initiatives such as the Shared Resource Service (SRS) and CMC2 and any others as appropriate. • Procurement. 	<p>specific scrutiny areas to other select committees where appropriate.</p> <p>➤ To scrutinise key services provided in partnership to local communities to ensure effective multi-agency action is delivered, including amongst others:</p> <ul style="list-style-type: none"> • Infrastructure and networks. • Highways (including SWTRA), Transport and Traffic Management. • Street Lighting. • Waste Management. • Community Safety. • Estates and Sustainability. • Facilities and Accommodation Management. • Citizen Engagement. • Community Safety. • Chief Executive Function. • Revenues, Council Tax, Non-Domestic Rates and Finance. • Corporate Costs / Levies. • Appropriations (including external debt costs from earmarked reserves, costs resulting from fixed asset disposal). • Financing (including core funding from WG, council tax income).
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MONMOUTHSHIRE COUNTY COUNCIL
REPORT

SUBJECT:	APPOINTMENT OF AUDIT COMMITTEE
DIRECTORATE:	Chief Executives
MEETING:	County Council
DATE:	14th May 2015
DIVISION/WARDS AFFECTED:	All

1. PURPOSE:

To appoint an Audit Committee, together with terms of reference and membership.

2. RECOMMENDATIONS:

- 2.1 That the Audit Committee be appointed, with the terms of reference attached as appendix A.
- 2.2 That the membership of the Committee comprise 11 members of the Council, to be appointed in accordance with political balance, plus one lay member.
- 2.3 That it be noted that the Chair of the Audit Committee will be appointed by the Committee.

3. ROLE OF THE AUDIT COMMITTEE/TERMS OF REFERENCE:

- 3.1 The Local Government (Wales) Measure sets out the following statutory roles for the Committee:

*“(a) to review and scrutinise the authority's financial affairs,
(b) to make reports and recommendations in relation to the authority's financial affairs,
(c) to review and assess the risk management, internal control and corporate governance arrangements of the authority,
(d) to make reports and recommendations to the authority on the adequacy and effectiveness of those arrangements,
(e) to oversee the authority's internal and external audit arrangements, and
(f) to review the financial statements prepared by the authority.”*

- 3.3 A local authority may confer on its audit committee *“such other functions as the authority considers suitable to be exercised by such a committee.”*
- 3.4 Terms of reference for the Audit Committee, taking account of the Measure, are attached as appendix A.

4 MEMBERSHIP OF THE AUDIT COMMITTEE

- 4.1 The Measure provides that the regulations relating to political balance do not apply to the Committee; however the guidance issued by the Welsh Government states that

“it is strongly recommended that the balance of members of the Committee is as least as favourable to non-executive groups as would be achieved by political balance rules. It will help the authority if the Audit Committee has the appearance of independence from the leadership.”

4.2 The forthcoming Local Government (Democracy) (Wales) Bill will require membership of the Committee to be politically balanced.

4.3 It is recommended that the Council applies the political balance rules to the Committee.

4.4 The Measure provides that:

“(a) at least two-thirds of the members of its audit committee are members of the authority;

(b) at least one member of its audit committee is a lay member;

(c) no more than one of the members of its audit committee is a member of the authority's executive;

(d) the senior member of its executive is not a member of its audit committee.”

5. CHAIR OF THE AUDIT COMMITTEE

5.1 The Measure provides that *“the Audit Committee is to appoint the person who is to chair the committee (who may be a member of the authority or a lay member but who must not be a member of an executive group)”*

6. REASONS:

6.1 The Local Government (Wales) Measure 2011 requires the Council to appoint an Audit Committee including the the terms of reference set out in the Measure.

7. RESOURCE IMPLICATIONS:

None

8. CONSULTEES:

Senior Leadership Team, Cabinet, Monitoring Officer, Chief Internal Auditor

9. BACKGROUND PAPERS: The Local Government (Wales) Measure 2011; Article 6 of the Constitution.

10. AUTHOR:

Sarah King, Senior Democratic Services Officer

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TERMS OF REFERENCE FOR THE AUDIT COMMITTEE

- (a) to review and scrutinise the authority's financial affairs,
- (b) to make reports and recommendations in relation to the authority's financial affairs,
- (c) to review and assess the risk management, internal control and corporate governance arrangements of the authority,
- (d) to make reports and recommendations to the authority on the adequacy and effectiveness of those arrangements,
- (e) to oversee the authority's internal and external audit arrangements, and
- (f) to review the financial statements prepared by the authority.
- (g) to undertake any other functions as the authority considers suitable to be exercised by the Audit Committee

Core functions

In order to meet the terms of reference above the Audit Committee will undertake the following core functions:

- Approve internal audit's strategy, plan and performance.
- Review summary internal audit reports and the main issues arising, and seek assurance that action has been taken where necessary.
- Consider the reports of external audit and inspection agencies.
- Consider the effectiveness of the authority's risk management arrangements, the control environment and associated anti fraud and anti corruption arrangements. Seek assurances that action is being taken on risk related issues identified by auditors and inspectors.
- Be satisfied that the authority's assurance statements, including the Statement on Internal Control and Governance Statement, properly reflect the risk environment and any actions required to improve it.
- Ensure that there are effective relationships between external and internal audit, inspection agencies and other relevant bodies, and that the value of the audit process is actively promoted.
- Review the financial statements, external auditor's opinion and reports to members, recommend the adoption of the financial statements by full Council and monitor management action in response to the issues raised by external audit.
- Maintain an overview of the Council's constitution in respect of contract procedure rules and financial regulations
- Make recommendations, as appropriate, to Cabinet and Council on any matters reported through the Audit Committee.

MONMOUTHSHIRE COUNTY COUNCIL
REPORT

SUBJECT:	APPOINTMENT OF REGULATORY AND OTHER COMMITTEES
DIRECTORATE:	CHIEF EXECUTIVES
MEETING:	COUNTY COUNCIL
DATE:	14th MAY 2015
DIVISION/WARDS AFFECTED:	All

1. PURPOSE:

To appoint Regulatory and other Committees, together with their membership and terms of reference.

2. RECOMMENDATION:

That the following Committees, together with their terms of reference, be appointed, subject to any changes to be notified by the political groups.

(a) **Planning (16 Members)**

(b) **Licensing and Regulatory (12 Members)**

(c) **Sub-Committees under the Licensing Act 2003**

- three sub-committees of three members to be established to meet on Monday, Wednesday and Friday.
- the Chairman, Vice Chairman and Opposition spokesman of the Licensing and Regulatory Committee to be appointed as Chairman of each sub-committee
- the nine remaining members be called to attend sub-committee meetings on a rota basis in discussion with the Chairman of the relevant sub-committee.

(d) **Appeals Committee (3 members)**

3 members to be nominated on an ad hoc basis.

(e) **Appointment of Local Authority Governors Committee (7 Members)**

(f) **Standing Advisory Council on Religious Education (SACRE) (6 Members)**

Persons representing such Christian denominations and other religions and denominations in such religions as in the opinion of the County Council will approximately reflect the principal religious traditions in the area.

Persons to represent such associations representing teachers as in the opinion of the County Council ought to be represented, having regard to the circumstances of the area.

- (a) Monmouthshire County Council 6 members
- (b) Christian denominations and other religions and denominations as set out below: 12 members

The Church in Wales	1 member
The Roman Catholic Church	1 member
Free Churches	4 members
Baha’I Faith	1 member
Buddhist Faith	1 member
Hindu Faith	1 member
Muslim Faith	1 member
Jewish Faith	1 member
Sikh Faith	1 member
Teachers’ Associations	7 members
Co - opted	2 members

(g) Collaboration Agreement with Community and Town Councils (3 members)

Membership to be confirmed

(h) Appointment Committee (5 members)

Note: under the Council’s Constitution, this Committee must include at least one member of the Executive but must not comprise a majority of members of the Executive.

(i) Coordinating Board

Chairman of each Select Committee; the Leader and Deputy Leader; the Chairman of each Area Committee; the Scrutiny Champion; the Chief Executive. The Chairman of the County Council will also be invited to attend.

(j) Remuneration Committee (Chief Executive) (5 members)

(k) Investigation Committee (3 members)

(l) Disciplinary Committee (3 members)

3. REASONS:

3.1 Terms of reference for these Committees are attached as Appendix A.

4. RESOURCE IMPLICATIONS:
None

5. CONSULTEES:
Senior Leadership Team, Cabinet, Monitoring Officer

6. BACKGROUND PAPERS: Article 6 of the Constitution.

7. AUTHOR:

Sarah King, Senior Democratic Services Officer

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APPENDIX A

TERMS OF REFERENCE FOR REGULATORY AND OTHER COMMITTEES

(a) PLANNING

With delegated powers:

1. **Planning and conservation**

Functions relating to town and country planning and development control as specified in Schedule 1 to the Local Authorities Executive Arrangements (Functions and Responsibilities) (Wales) Regulations 2007 as amended ('the Functions Regulations') save in relation to footpaths and bridleways.

2. Powers relating to the preservation of trees, the protection of important hedgerows and the power to make limestone pavement order.

(b) LICENSING AND REGULATORY

With delegated powers:

To determine traffic orders.

To act as the Licensing Committee designated for the purpose of Section 6 of the Licensing Act 2003.

To carry out all other functions and powers specified in Schedule 1 to the Functions Regulations, save in relation to the duty to approve the Authority's Statement of Accounts etc., the power to make Standing Orders, to appoint staff and to consider adverse reports from the Local Commissioner, all of which shall be reserved to Full Council.

To carry out all other Licensing functions in accordance with Part 2 of the Licensing Act 2003.

(c) SUB-COMMITTEES UNDER THE LICENSING ACT 2003

With delegated powers:

The discharge of all functions relating to licensable activities, as described in the Licensing Act 2003.

(d) APPEALS COMMITTEE

With delegated authority to determine appeals in accordance with the County Councils' constitution, e.g. School Transport Appeals, Discretionary Housing Payments Appeals

(e) APPOINTMENT OF LOCAL AUTHORITY GOVERNORS COMMITTEE

With plenary powers to act in accordance with the Code of Practice set out below:

1. LEA Governors are appointed representatives of the LEA on a school's governing body. They are not delegates, but can be removed at the discretion of the LEA. Appointments are made on merit, irrespective of political persuasion and in the best interests of the children and school. Nominations of elected members will be viewed in exactly the same way as any other nominations.
2. They may represent the LEA view, but in all cases the interests of the school are paramount and all governors shall abide by the governing body's rules and code of conduct.
3. A governor appointed by the LEA must, like all governors be in a position to:
 - Offer time, commitment and energy to the role.
 - Become well informed about current educational thinking.
 - Know about the needs of the school, its staff and pupils.
 - Visit the school with purpose, sensitivity and understanding.
 - Undertake training as necessary.
 - Attend meetings regularly.
 - Conform to agreed procedures at meetings, including the need for confidentiality concerning certain matters discussed in Governing Body meetings especially in relation to individual staff, pupils and parents.
 - Undertake appropriate preparation and reading.
 - Work co-operatively as a member of a team, accepting collective responsibility for decisions made.
 - Share responsibilities including service on committees
 - Find out as much as possible about the community served by the school.
 - Understand that the position does not offer a personal or political platform.
 - Offer commitment to raising education standards to enable every child and young person to reach their full potential
4. When an LEA governor vacancy occurs, the school may advise the LEA of its needs in terms of balance of skills, gender or other considerations for the good of the school. It shall have the right to submit names for consideration.
5. When an LEA Governor vacancy occurs, the County Councillor in whose electoral area the school is situated will be informed. (All other County Councillors will be advised of the vacancy for information.) They should consult the school's head teacher and chairman of governors as well as fellow Councillors in cases where pupils are drawn from beyond their electoral division. They may recommend names for consideration.
6. The LEA will appoint the persons most suitable to be governors according to the criteria set out above. The appointment will be made as soon as possible after the vacancy arises, recognising the serious operational difficulties which may occur when governing bodies are incomplete.
7. The LEA may remove governors which it has appointed. Any motion or request to remove, setting out reasons, will be considered by the appointing body. The Governor will have the opportunity to make written or oral representations but otherwise the procedure to be adopted will be at the absolute discretion of the appointing body. The LEA will only remove a governor for good reason and in the interests of the school and not because of the way the governor has voted or is likely to vote in governors' meetings.

Any resolution to remove will be notified to the governor, with reasons within 7 days.

(f)STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION (SACRE)

1. Function

- (a) To advise the Local Education Authority (LEA) upon matters connected with religious worship in county schools and religious education (RE) to be given in accordance with an agreed syllabus for the Authority.
- (b) It can require the LEA to review the RE agreed syllabus and establish an agreed syllabus at a formal meeting called an Agreed Syllabus Conference.
- (c) To consider any application made by a head teacher for their school to be released from the requirement that collective worship be wholly or mainly of a broadly Christian character for some or all of the pupils in that school (determination).

The main role, therefore, is to support effective provision of collective worship, and religious education in accordance with the Agreed Syllabus.

Each LEA should work with its SACRE to review the existing provision for RE and consider with the SACRE whether any changes need to be made in the Agreed Syllabus or in the support offered to schools.

Similarly it should work with its SACRE to monitor the provision of daily collective worship and to consider with it any action which might be taken to improve provision.

It is for the LEA to decide what matters it wishes to refer to its SACRE, but these should include methods of teaching, the choice of teaching material and the provision of teacher training.

A SACRE is not confined to advising on matters referred to it by its LEA; it may offer advice on any matters related to its functions as it sees fit.

The advice offered by a SACRE carries no statutory force. However, the LEA or school should always give careful consideration to advice offered.

LEAs are encouraged to keep their SACRE fully informed on all matters relating to RE and collective worship in their schools. This should include, where appropriate, information on individual schools following inspection by Estyn.

2. Annual Reports

SACRE must publish an annual report on its work. This should:

1. specify any matters on which it has advised the LEA
2. broadly describe the nature on that advice; and
3. Set out its reasons for offering advice on any matters which were not referred to it in the first place by the LEA.

A copy of the annual report must be sent to DCELLS (by 30th December). LEAs are encouraged to send copies of the annual report to schools and local teacher training institutions.

3. Composition

SACRE shall consist of representation from:

- Christian denominations and other religions and religious denominations, to broadly reflect the proportionate strength of the denomination in the area. It is recognised that there will be occasions when the interests of efficiency override the requirement for directly proportionate representation;
- Such associations representing teachers as, in the opinion of the authority, ought to be represented; and
- The local education authority.

It may also appoint co-opted members if required although these members have no voting rights.

It is for the LEA to appoint the members of the three groups.

Each group has a single vote on any matter to be decided by SACRE.

4. Chair

Legislation does not prescribe how the chair should be appointed. It is open to the authority to appoint the chairperson, or to allow a SACRE to appoint its own chair from its members.

5. Meetings & Business

Monmouthshire SACRE normally meets each term (3 meetings per annum) but meetings can be arranged as required.

A member from each group must be present for SACRE to be quorate.

The LEAs duty to convene a SACRE implies a duty to fund this body satisfactorily. The LEA should provide a clerk and sufficient funds for it to perform its functions.

SACRE is required to provide an annual report of its work which must be submitted to DCELLS (by 30th December).

A review of the Agreed Syllabus must be carried within every five year period.

6. Attendance *

Apologies should be made in advance if a member cannot attend a meeting. Any member who has not attended three consecutive meetings without Apology will lose the right to his/her place.

Supply cover will be paid for teachers' attendance at meetings.

Religious representatives may claim expenses from their respective Organisations.

7. Membership of WASACRE

Monmouthshire SACRE is a member body of the Welsh Association of SACREs. Four SACRE representatives are nominated for attendance at WASACRE but these may be substituted as required.

The RE Adviser to SACRE shall act for the LEA at WASACRE meetings.*

Supply cover and travel expenses will be paid to teacher representatives attending meetings.

Religious representatives may claim expenses from their respective organisations.

(g) COLLABORATION AGREEMENT WITH COMMUNITY AND TOWN COUNCILS

To review and update the Collaboration Agreement

(h) APPOINTMENT COMMITTEE

Appointed originally to take all decisions relevant to the recruitment of posts created as part of the management restructure 2010 this committee will appoint non-statutory chief officers and deputy chief officers.

(i) REVIEW OF AREA COMMITTEES

To develop terms of reference, size of areas, numbers of committees including forums and support staff, and to report back to the County Council.

(j) COORDINATING BOARD

- To manage the political business processes and the relationship between the constituent parts of the Council's political machinery.
- To review Council, Cabinet and Committee work programmes with a view to improving co-ordination and avoiding duplication.
- To enable Chairs to keep the Board informed of progress eg on Select Committee and other reviews.
- To share best practice across Committees and identify training and development needs
- To enable the Chief Executive to brief Chairs about forthcoming issues

(k) REMUNERATION COMMITTEE (CHIEF EXECUTIVE)

To make recommendations to the Council on pay and remuneration issues relating to the Chief Executive.

The Committee will meet at least annually

(l) INVESTIGATION COMMITTEE

Appointed pursuant to the Council's Officer Employment Procedure Rules relating to the Head of Paid Service, Chief Finance Officer and Monitoring Officer

(m) DISCIPLINARY COMMITTEE

Appointed pursuant to the Council's Officer Employment Procedure Rules relating to the Head of Paid Service, Chief Finance Officer and Monitoring Office

**MONMOUTHSHIRE COUNTY COUNCIL
REPORT**

SUBJECT:	APPOINTMENT OF DEMOCRATIC SERVICES COMMITTEE AND APPOINTMENT OF CHAIR OF THE COMMITTEE
DIRECTORATE:	Chief Executives
MEETING:	County Council 14th May 2015

1. PURPOSE:

To appoint a Democratic Services Committee, to agree terms of reference and membership of the Committee, and to appoint a Chair of the Committee.

2. RECOMMENDATIONS:

- 2.1 That a Democratic Services Committee be appointed, with the terms of reference attached as appendix A.
- 2.2 That the membership of the Committee comprise 11 members of the Council, politically balanced.
- 2.3 That the Chair of the Democratic Services Committee be appointed by the Council.

3. ROLE OF THE DEMOCRATIC SERVICES COMMITTEE/TERMS OF REFERENCE:

3.1 The Local Government (Wales) Measure 2011 requires the Council appoint a Democratic Services Committee.

3.2 The Measure sets out the following statutory roles for the Committee:

*“(a) to exercise the function of the local authority under section 8(1)(a) (designation of head of democratic services),
(b) to review the adequacy of provision by the authority of staff, accommodation and other resources to discharge democratic services functions, and
(c) to make reports and recommendations to the authority in relation to such provision.”*

3.3 The Measure also provides that *“it is for democratic services committee to determine how to exercise those functions.”*

3.4 The Committee recommended expanded terms of reference, which have been approved by the Council. These terms of reference are attached as appendix A.

4 MEMBERSHIP OF THE DEMOCRATIC SERVICES COMMITTEE

4.1 The Measures provides that:

- the members of the Committee are to be appointed by the Council
- the Committee is to be politically balanced

- no more than one of the members of the Committee can be a member of the executive;
- the “executive leader” cannot be a member of the Committee.

5. CHAIR OF THE DEMOCRATIC SERVICES COMMITTEE

5.1 The Measure provides that the Council is to appoint the person who is to chair the Democratic Services Committee (who must not be a member of an executive group).

6. REASONS:

6.1 The Local Government (Wales) Measure 2011 requires the Council to appoint a Democratic Services Committee and to appoint a Chair of the Committee.

7. RESOURCE IMPLICATIONS:

None

8. CONSULTEES:

Cabinet, Senior Leadership Team, Monitoring Officer

9. BACKGROUND PAPERS: The Local Government (Wales) Measure 2011

10. AUTHOR:

Sarah King, Senior Democratic Services Officer

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APPENDIX A

TERMS OF REFERENCE FOR THE DEMOCRATIC SERVICES COMMITTEE

- (a) To exercise the function of the local authority under section 8(1)(a) (designation of head of democratic services)
- (b) To review the adequacy of provision by the authority of staff, accommodation and other resources to discharge democratic services functions, and
- (c) To make reports and recommendations to the authority in relation to such provision.
- (d) To fully support the non-executive role of councillors.
- (e) To undertake pieces of work aimed at improving the democratic function, in line with the ethos of the Local Government Measure 2011.
- (f) To draw up a job description for elected members and improve clarity, transparency and public engagement.
- (g) To review the ICT policy for members.

**MONMOUTHSHIRE COUNTY COUNCIL
REPORT**

SUBJECT: APPOINTMENT OF AREA COMMITTEES
DIRECTORATE: Chief Executives
MEETING: County Council
DATE: 14th May 2015
DIVISION/WARDS AFFECTED: All

1. PURPOSE:

To appoint Area Committees, together with their membership and terms of reference.

2. RECOMMENDATION:

- 2.1** That Area Committees be appointed together with their membership as set below, and their terms of reference attached as appendix A.

Bryn y Cwm

Councillor M. Powell	Castle
Councillor G. Howard	Llanelly Hill
Councillor D L Edwards	Grofield
Councillor J.L Prosser	Priory
Councillor J George	Lansdown
Councillor R G Harris	Croesonen
Councillor S. Jones	Llanover
Councillor S G M Howarth	Llanelly Hill
Councillor S B Jones	Goetre Fawr
Councillor K. Williams	Llanwenarth Ultra
Councillor R.F. Chapman	Mardy
Councillor M. Hickman	Llanfoist Fawr
Councillor D. Jones	Crucorney
Councillor R.P. Jordan	Cantref

Central Monmouthshire

Councillor G C Burrows	Mitchel Troy
Councillor P R Clarke	Llangybi Fawr
Councillor P. Jones	Raglan
Councillor R Edwards	Llantilio Crossenny
Councillor R J C Hayward	Dixton with Osbaston
Councillor E J Hacket Pain	Wyesham
Councillor B. Strong	Usk
Councillor V E Smith	Llanbadoc
Councillor D. Blakebrough	Trellech United
Councillor S White	Overmonnow
Councillor A M Wintle	Drybridge

Lower Wye

Councillor D. Batrouni	St Christopher's
Councillor D.L.S. Dovey	St Kingsmark

Councillor G L Down	Shirenewton
Councillor R J W Greenland	Devauden
Councillor P.A.D.Hobson	Larkfield
Councillor P.Murphy	Caerwent
Councillor P. Farley	St Mary's
Councillor A C Watts	Thornwell
Councillor Mrs. A.E.Webb	St. Arvans

Severnside

Councillor A. Easson	Dewstow
Councillor D.J.Evans	West End
Councillor P A Fox	Portskewett
Councillor L. Guppy	Rogiet
Councillor J. Crook	The Elms
Councillor R J Higginson	Severn
Councillor F. Taylor	Mill
Councillor J. Marshall	Green Lane
Councillor P. Watts	Caldicot Castle

3. REASONS

Article 10 of the Constitution (attached), provides that the Council may appoint Area Committees and the Council has previously done so.

4. RESOURCE IMPLICATIONS:

None as a direct result of this report

5. CONSULTEES:

Senior Leadership Team, Cabinet, Monitoring Officer

6. BACKGROUND PAPERS:

Article 10 of the Constitution, as revised; Cabinet Log 6th May 2009

7. AUTHOR:

Sarah King, Senior Democratic Services Officer

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Article 10 – Area Committees and Forums

10.01 Area committees

The Council may appoint area committees as it sees fit, if it is satisfied that to do so will ensure improved service delivery in the context of best value and more efficient, transparent and accountable decision making.

The Council has recognised the need to engage the community in Area Working which in its early stages has involved establishing 3 Area Committees with the following roles and functions:

1. To help the Council shape major proposals affecting the area and to advise the Council about the implications for the area of its objectives, plans and policies.
2. To lead the development of the local community planning process and produce a Community Plan for each area in a way which promotes the council's overall policies as well as safeguarding local interest.
3. To ensure properly co-ordinated services on a local level.
4. To encourage effective collaboration with public, private and voluntary sector partners locally to help the Council meet the aspirations of local people.
5. To provide a forum for views of local communities and to encourage discussions and debate on matters of particular relevance to the area including participating in the process of Best Value Reviews as a formal consultee.
6. To make decisions on matters within the area that have been delegated by the Executive provided those decisions are within the Council's overall policies and budgetary allocations and do not adversely affect other areas of Monmouthshire.

Additional Representation

Each Area Committee may identify and agree 'communities of interest' within its area from which a representative may be invited to participate at meetings of the committee. Such invitees will not be co-opted members of the committee but may speak (not vote) on matters whenever the press and public are able to attend.

**MONMOUTHSHIRE COUNTY COUNCIL
REPORT**

SUBJECT:	APPOINTMENT OF STANDARDS COMMITTEE
MEETING:	County Council
DATE:	14th May 2015
DIVISION/WARDS AFFECTED:	All

1. PURPOSE:

To appoint the Standards Committee, together with membership and terms of reference.

2. RECOMMENDATIONS:

(1) That the Standards Committee be appointed with the terms of reference attached as appendix A.

(2) That the membership of the Committee comprise 3 members of the authority other than the Leader, 5 voting co-optees and one community member.

Current membership and terms of office:

County Councillors:	Independent Members:	Community Member
D.L.Edwards	Mr M Sutton (July 2019)	Mrs I. Cameron
D.J.Evans	Mr T.Auld (Jan 2016)	
R.P.Jordan	Mr G Powell (Jan 2016)	
	Mrs P Reeves (Jan 2016)	
	Mr. G. Preece (June2015)	

3. REASONS:

Extracts from Article 9.3 and Part 3 of the Constitution, which set out the terms of reference and functions of the Standards Committee are attached as appendix A..

4. RESOURCE IMPLICATIONS:

None other than attendance fee payable to co-opted members

5. CONSULTTEES:

Monitoring Officer, Senior Leadership Team, Cabinet

6. BACKGROUND PAPERS:

None.

7. AUTHOR:

Sarah King, Senior Democratic Services Officer

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EXTRACT FROM THE COUNCIL'S CONSTITUTION

THE STANDARDS COMMITTEE

Chairing the Committee.

- i. Only an independent member of the standards committee may be the Chairman.
- ii. The Chairman will be elected by the members of the standards committee for a period not exceeding one year. The Chairman is eligible for re-election.
- iii. The election of a Chairman will be the first item of business for the standards committee at the commencement of each municipal year.

9.03 Role and Function

The Standards Committee will have the following roles and functions:

(a) promoting and maintaining high standards of conduct by councillors, co-opted members and church and parent governor representatives;

(b) assisting the councillors, co-opted members and church and parent governor representatives to observe the Members' Code of Conduct;

(c) advising the Council on the adoption or revision of the Members' Code of Conduct;

(d) monitoring and from time to time reviewing the operation of the Members' Code of Conduct and protocols which apply to members of the Council, employees, contractors and other parties or organisations associated with Council activity;

(e) advising, training or arranging to train councillors, co-opted members and church and parent governor representatives on matters relating to the Members' Code of Conduct;

(f) granting dispensations to councillors, co-opted members and church and parent governor representatives from requirements relating to interests set out in the Members' Code of Conduct;

(g) dealing with any reports from a case tribunal or interim case tribunal, and any report from the Monitoring Officer on any matter referred to that officer by the Local Commissioner in Wales.

(h) mentoring and supporting the Council's Monitoring Officer in the discharge of his/her role

(i) receiving and investigating (where statute permits) reports and complaints relating to the Members' Code of Conduct and protocols approved by the Council from time to time;

(j) the exercise of (a) to (i) above in relation to the town and community councils wholly or mainly in its area and the members of those town and community councils.

(k) ensuring the Council's whistle blowing procedures operate effectively

(l) ensuring the Council's complaints procedures operate effectively and publishing an annual report on the operation of the system.

As set out in Article 9.3

Other functions as set out in Part 3

Functions relating to standards of conduct of members under any relevant provision of, or regulations made under, the Local Government Act 2000

Other functions delegated to the Committee by the Council in accordance with section 54(3) of the Local Government Act 2000, in accordance with any regulations made under that Act



SUBJECT: Standards Committee – Re-appointment of Independent Member

MEETING: County Council

DATE: 14th May 2015

DIVISION/WARDS AFFECTED: Countywide

1. PURPOSE:

To consider the re-appointment of Graham Preece as an independent member of the council's Standards Committee.

2. RECOMMENDATIONS:

The council has two options, either to re-appoint Graham Preece for a further term on the council's Standards Committee or to advertise the vacancy and establish an interview panel for the vacancy that will then make a recommendation to council.

3. KEY ISSUES:

Mr Preece has served as a member of Standards Committee for a period of 6 years since his appointment by the council on 18th June 2009.

The Standards Committees (Wales) Regulations 2001 (as amended) specifically allow the re-appointment of an independent member of the standards committee for a further consecutive term. The regulations state that the council is not obliged to comply with the rather lengthy advertising and interviewing process prescribed by the regulations if the council decides to re-appoint a member.

Mr Preece is willing to serve a further term on the Standards Committee.

4. REASONS:

Under the Local Government Act 2000, each principal council must have a Standards Committee. The Standards Committee comprises of 9 members – 5 independent members, 3 county councillors and 1 community/town councillor.

5. RESOURCE IMPLICATIONS:

The independent members claim an allowance for attending meetings.

If the council chooses to advertise for the vacancy, advertising costs will be incurred.

6. SUSTAINABLE DEVELOPMENT IMPLICATIONS:

None.

7. CONSULTEES:

Political Leaders Group.

8. BACKGROUND PAPERS:

None.

9, AUTHOR:

Robert Tranter, Temporary Monitoring Officer.

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**MONMOUTHSHIRE COUNTY COUNCIL
REPORT**

SUBJECT:	APPOINTMENTS TO OUTSIDE BODIES
DIRECTORATE:	Chief Executive
MEETING:	Council
DATE:	14th May 2015
DIVISION/WARDS AFFECTED:	All

1. PURPOSE:

- 1.1 To appoint representatives to serve on outside bodies.

2. RECOMMENDATIONS:

- 2.1 That the Council make appointments to the outside bodies set out in the attached schedule, with the exception of joint committees listed in Category B, which are Cabinet appointments.

3. REASONS:

- 3.1 A schedule of appointments to outside bodies is attached. With some exceptions, appointments are normally made for the term of the Council.
- 3.2 Changes have occurred in relation to appointments for Citizens Advice Bureau, addition of Monmouthshire County Citizens Advice Bureau.

4. RESOURCE IMPLICATIONS:

- 4.1 In most cases members will be able to claim travel allowances from the County Council. In some cases these expenses are payable by the appropriate outside body.

5. CONSULTATION:

Cabinet, Senior Leadership Team, Monitoring Officer

6. BACKGROUND PAPERS:

List of Appointments to Outside Bodies

7. AUTHOR:

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MONMOUTHSHIRE COUNTY COUNCIL

REPRESENTATION ON OUTSIDE BODIES (MAY 2013)

Appendix A

Category A - Regional/National

No.	Body	Term of Office	Source of Members Allowances / Expenses	No. of Reps	Name of Councillor Appointed	Appointed at Council on
1	Brecon Beacons National Park Authority	Term of Council	National Park	2	Cllr. A.E. Webb Cllr. M. Hickman	17th May 2012 17th May 2012
2	Caldicot and Wentloog Levels Drainage Board	Term of Council	Drainage Board	2	Cllr. A. Easson Cllr. P. Murphy	16th May 2013 17th May 2012
3	Appointments Panel for East Wales Valuation Tribunal	Term of Council	Council	3	Cllr. R.J. Higginson Cllr. G.L. Down Cllr. R.P. Jordan	17th May 2012 17th May 2012 17th May 2012
4	Oldbury Power Station Stakeholder Group	Term of Council	Council	1	Cllr. D.L. Dovey	17th May 2012
5	Gwent Police and Crime Panel	Term of Council	Police & Crime Commissioner	2	Cllr P.R. Clarke Cllr Mrs F. Taylor	21 st June 2012 21 st June 2012
6	Joint Council For Wales (Previously Provincial Council for Wal	1 Year	Council	2 plus 1 Sub.	Cllr. P. Murphy Cllr. R.J.Higginson (Substitute: none appointed)	15th May 2014 27 th July 2012
7	Lower Wye Internal Drainage Board	4 Years	Drainage Board	9	Cllr. S. Jones Cllr. Mrs. R. Edwards Cllr. Mrs E.J. Hacket Pain Cllr. A.E. Webb Cllr. S. White Cllr. R.J.C. Hayward Cllr. A.M. Wintle Cllr. G.L. Down	17th May 2012 17th May 2012 17th May 2012 17th May 2012 17th May 2012 17th May 2012 17th May 2012 17th May 2012

No.	Body	Term of Office	Source of Members Allowances / Expenses	No. of Reps	Name of Councillor Appointed	Appointed at Council on
					Cllr. A.E. Easson	17th May 2012
8	Local Government Association	1 Year	L.G.A.	2	Leader Deputy Leader	17th May 2012 17th May 2012
9	Local Government Association-Rural Commission	1 Year	L.G.A	2	Cllr. Mrs. R. Edwards Cllr Mrs. A.E. Webb	17th May 2012 17th May 2012
10	Local Government Association-Urban Commission	1 Year	L.G.A.	2	Cllr. P.A.D. Hobson Cllr. D.L.S. Dovey	17th May 2012 17th May 2012
11	South Wales Fire Authority	Term of Council	Council	2	Cllr. Mrs V.E. Smith Cllr. Mrs. M.E.Powell	17th May 2012 16th May 2013
12	WJEC/ CBAC Ltd	Term of Council	W.J.E.C.	1	Rep. Director - Cllr. Mrs.E.J.Hacket Pain	17th May 2012
13	Wye Valley Area of Outstanding Natural Beauty Joint Committee	Term of Council	Council	4	Cllr. D. Dovey Cllr. Mrs E. Hacket Pain Cllr. Mrs. A. Webb Cllr. D. Blakebrough	15th May 2014 17th May 2012 17th May 2012 17th May 2012
14	Welsh Local Government Association	Term of Council	W.L.G.A.	2	Leader Cllr. R. Greenland	17th May 2012 15th May 2014
15	W.L.G.A. Co-ordinating Committee	Term of Council	Council	1	Leader	17th May 2012
16	Flood Risk Mangt Committee Wales				See Category G-WLGA Appointments	
19	Welsh Centre for International Affairs	Term of Council	Council	1	Chairman of Council	17th May 2012
20	Institute of Welsh Affairs	Term of Council	Council	1	Chairman of Council	17th May 2012
21	S.E. Wales Transport Alliance	Term of Council	Council	2	Cabinet Member for Transport and Infrastructure (Cllr. S.B.Jones) Cllr. G. Howard	17th May 2012 17th May 2012
22	Reserve Forces and Cadets Association for Wales	Term of Council	The Association	1	Cllr. J. Prosser	17th May 2012
23	S.E. Wales Strategic Planning Group	Term of Council	Council	2	Cabinet Member for Environment, Public Services & Housing (Cllr G. Howard) and the Chairman of Planning(Cllr R Edwards)	16th May 2013 17th May 2012

No.	Body	Term of Office	Source of Members Allowances / Expenses	No. of Reps	Name of Councillor Appointed	Appointed at Council on
25	Welsh Books Council	Term of Council	Council	1	Cllr. R. Greenland	15th May 2014
26	South Wales Regional Aggregates Working Party	Term of Council	Council	1	Cllr B. Strong	17th May 2012
27	Welsh European Funding Office Objective 3 Monitoring Committee	Term of Council	Council	1	Cllr R.P. Jordan	17th May 2012
29	Scrutiny Champions Wales Network	Term of Council	Council	1	Cllr J. Prosser	15th May 2014
30	Monmouthshire Adoption Panel	Term of Council	Council	1	Cllr. P. Jones	17th May 2012
31	Monmouthshire Fostering Panel	Term of Council	Council	1	Cllr. R.G. Harris	17th May 2012

Category 'B' – Joint Committees - Appointments made by the Cabinet

No.	Body	Term of Office	Source of Members Allowances	No. of Reps	Name of Councillor Appointed	Appointed at Cabinet
1	Gwent Joint Records Committee	Term of Council	Council	2	Councillor D. Edwards Councillor R.J.Higginson	6 th June 2012 6 th June 2012
2	Gwent Joint Cremation Committee	Term of Council	Council	2	Councillor S.B.Jones Councillor K.G.Williams <i>Note: at least one Cabinet member necessary</i>	6 th June 2012 5 th June 2013
3	Wales Purchasing Consortium	Term of Council	Council	1	Councillor P.Murphy	6 th June 2012
4	Prosiect Gwyrdd Joint Committee	Term of Council	Council	2	Councillor S.B.Jones Councillor P.Murphy	6 th June 2012

Category ‘C’ – Joint Committees and Local Authority Companies – Appointments Made By The Council

No.	Body	Term of Office	Source of Members Allowances	No. of Reps	Name of Councillor Appointed	Date Appointed at Council
1	Pension Fund Management Group (Joint Committee with Torfaen)	Term of Council	Council	3	Cllr. P. Hobson Cllr. P. Clarke Cllr. A.Easson	15th May 2014 15th May 2014 15th May 201
2	Monitor (The Board of the County Hall Joint Company)	Term of Council	Council	3	Cllr. P. Clarke Cllr. R. Edwards Cllr. A.E. Webb	17th May 2012 17th May 2012 17th May 2012
3	Capital Regional Tourism (previously known as Tourism South Wales Ltd)	Term of Council	Council	2	Cllr. R.J.W. Greenland 1 Officer	17th May 2012 17th May 2012
4	Aneurin Bevan Community Health Council	Term of Council	Council	3	Cllr. A.Easson Cllr. P. Hobson Cllr. V.E. Smith	16th May 2013 15th May 2014 17th May 2012
5	Aneurin Bevan Local Health Board-Stakeholder Reference Group	Term of Council	Council	1	Cllr. J.L. Prosser	17th May 2012
6	Board of Monmouthshire Housing Association	Term of Council		4	Cllr. P.R. Clarke Cllr Mrs S.White Cllr. A.E. Webb Cllr A Wintle	17th May 2012 17th May 2012 17th May 2012 16th May 2013
7	Education Achievement Service	Term of Council	Council	2	Cllr E.J. Hackett Pain (Cabinet Member for Schools and Learning-as representative member of the company. Cllr P.A.Fox-to Board of Directors	21 st June 2012
8	SRS Business Solutions Ltd	Term of Council	Council	2	County Councillor P. Murphy (Cabinet Member with portfolio responsibility for finance) appointed as the representative member to the company and County Councillor R.J.W. Greenland to the Company’s Board of Directors.	21 st June 2012

No.	Body	Term of Office	Source of Members Allowances	No. of Reps	Name of Councillor Appointed	Date Appointed at Council
9	CMC ²	Term of Council	Council	2	County Councillor P.A. Fox (Leader) as the representative member to the company and County Councillor R.J.W. Greenland to the Company's Board of Directors.	21st June 2012
				1	One opposition member as observer: Councillor A.C.Watts (Board suggest that this can be done on a rotating basis so CMC2's messages can be circulated wider.)	16 th May 2013

Category 'D' - Voluntary Organisations

No.	Body	Term of Office	Source of Members Allowances	No. of Reps	Name of Councillor Appointed	Date Appointed at Council
1	Borough Theatre Voluntary Management Committee	Term of Council	Council	1	Cllr R. Greenland	15th May 2014
2	Monmouthshire and Brecon Canal Working Party	Term of Council	Council	1	Cllr. D.Edwards	16th May 2013
3	Wales Council for the Blind	Term of Council	Council	2	Cllr. R.J.C. Hayward Cllr. R.P. Jordan	17th May 2012 17th May 2012
4	Disability Wales (previously known as Wales Council for the Disabled)	Term of Council	Council	2	Cllr. S. Jones Mr. A. James	17th May 2012 17th May 2012
5	ASERA (Association of Severnside Relevant Authorities)	Term of Council	Council	2	Cllr. P.R. Clarke Cllr. A.E. Webb	17th May 2012 17th May 2012
6	Severn Estuary Partnership	Term of Council	Council	2	Note: should have the same two members as ASERA(see above) Cllr. P.R. Clarke Cllr. A.E. Webb	17th May 2012 17th May 2012
7	Coleg Gwent Corporation	Term of Council	Council	1	Cllr.P.R.Clarke (Note: the College prefer appointments to be made for a 4 year period)	16th May 2013

Category 'E' Local Interest

No.	Body	Term of Office	Source of Members Allowances	No. of Reps	Name of Councillor Appointed	Date Appointed at Council
1	<i>Abergavenny, Crickhowell and District CAB Management Committee</i>	<i>Term of Council</i>	<i>Council</i>	3	<i>Cllr. R.F. Chapman Cllr. M. Hickman Cllr. J. George</i>	<i>New appointments created on Monmouthshire County Citizens Advice Bureau, following merge Abergavenny, Caldicot and Chepstow Offices</i>
2	<i>Monmouthshire Association of Citizens' Advice Bureaux</i>	<i>Term of Council</i>	<i>Council</i>	2	<i>Cllr. P. Murphy Cllr. P. Farley Two trustees required to act as Board members.</i>	
3	<i>Caldicot Citizens Advice Bureau Management Committee</i>	<i>Term of Council</i>	<i>Council</i>	2	<i>Cllr. Mrs. P.Watts One vacancy</i>	
4	<i>Chepstow and District CAB Management Committee</i>	<i>Term of Council</i>	<i>Council</i>	1	<i>Cllr. D. Dovey</i>	
5	<i>Monmouthshire County Citizens Advice Bureau</i>	<i>Term of Council</i>	<i>Council</i>	2	<i>Cllr P. Murphy Cllr P. Farley Two observers at trustee board meetings</i>	<i>15th May 2014</i>
6	<i>Chepstow Senior Citizens Centre Management Committee</i>	<i>Term of Council</i>	<i>Council</i>	3	<i>Cllr.P.Farley Cllr D. Dovey</i>	<i>16th May 2013 15th May 2013</i>
7	<i>Llandogo Village Hall Committee</i>	<i>Term of Council</i>	<i>Council</i>	1	<i>Cllr. D. Blakebrough</i>	<i>17th May 2012</i>
8	<i>Llanellen Village Hall Committee</i>	<i>Term of Council</i>	<i>Council</i>	1	<i>Cllr. M. Hickman</i>	<i>17th May 2012</i>
9	<i>Llanfoist Villagers Association</i>	<i>Term of Council</i>	<i>Council</i>	1	<i>Cllr. M. Hickman</i>	<i>17th May 2012</i>
10	<i>Monmouth CAB Trustee Board</i>	<i>Term of Council</i>	<i>Council</i>	1	<i>Cllr. A.M. Wintle</i>	<i>21st June 2012</i>
11	<i>Raglan Community Centre Committee</i>	<i>Term of Council</i>	<i>Council</i>	1	<i>Cllr. P. Jones</i>	<i>17th May 2012</i>

No.	Body	Term of Office	Source of Members Allowances	No. of Reps	Name of Councillor Appointed	Date Appointed at Council
12	Monmouth School and Haberdashers' Monmouth School for Girls	Term of Council	Council	1	Cllr. S. White	17th May 2012
13	Abergavenny Educational Foundation of King Henry VIII- Governors	Term of Council	Council	5	Mr. C.D. Woodhouse Mr. R. Hill Cllr.M. Hickman Cllr.R.P. Jordan Cllr. M. Powell	17th May 2012 17th May 2012 17th May 2012 17th May 2012 17th May 2012
14	Wye Navigation Advisory Committee	Term of Council	Council	1	Cllr. A Webb	17th May 2012
15	Pratts Charity, Mathern	4 years from appointment	Council	2	Cllr G.L. Down Cllr P. Murphy	21 st June 2012 16 th November 2011
16	Gwent Police Animal Welfare Committee	Term of Council	Council	1	Cllr. D. Blakebrough	17th May 2012
17	Monmouthshire Local Access Forum	Term of Council	Council	1	Cllr. A. Webb	15th May 2014
18	Clydach Ebenezer Chapel Fund Committee	Term of Council	Council	1	Cllr. G. Howard	17th May 2012

Category 'F' - Other

No.	Body	Term of Office	Source of Members Allowances	No. of Reps	Name of Councillor Appointed	Date Appointed at Council
1	Best Kept Village Competition	Term of Council	Council	6	Cllr. P.R. Clarke Cllr. D. Evans Cllr. B. Strong Cllr. S. White Mr.. J. Major Cllr J Crook	17th May 2012 17th May 2012 17th May 2012 17th May 2012 17th May 2012 16 th May 2013
2	Wales Home Safety Council now known as "Home Accident Prevention Wales"	Term of Council	Council	2	Cllr. V.E. Smith 1 Officer <i>(enquiries into status of this body are continuing)</i>	17th May 2012
3	Gwent Association of Voluntary Organisations	Term of Council	Council	1	Cllr. A. Wintle	17th May 2012
4	Monmouthshire Sportlot Community Chest Committee	2 years	Council	3	Cllr. S. Jones Cllr. S. Howarth Cllr. B. Strong	17th May 2012 15th May 2014 17th May 2012
5	Local Government Flood Forum	Term of Council	Council	1	Cllr. P.R. Clarke	17th May 2012

Category 'G' - Appointments Determined by W.L.G.A

No.	Body	Term of Office	Source of Members Allowances	No. of Reps	Name of Councillor Appointed	Nominated at Council
1	Flood Risk Management Committee Wales (in rotation with Powys and Torfaen)	Term of Council	WLGA	1	Councillor S.B.Jones	16th May 2013

**MONMOUTHSHIRE COUNTY COUNCIL
REPORT**

<p>SUBJECT: MEMBERS' SALARIES AND PAYMENTS MEETING: COUNTY COUNCIL DATE: 14 MAY 2015 DIVISION/WARDS AFFECTED: COUNTYWIDE</p>
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1. PURPOSE:

To set out the determinations of the Independent Remuneration Panel for the civic year 2015/2016 and to give Council the opportunity to determine which roles should receive a senior salary.

2. RECOMMENDATIONS:

2.1 That members note the determinations of the Panel that:

- i. An annual basic salary of £13,300 is paid to all members with effect from 14 May 2015.
- ii. The County Council may pay senior salaries to up to 17 members (plus civic salaries to Chair and Vice Chair of the Council)-total 19.
- iii. The level of senior and civic salaries that may be paid for relevant duties is set out in appendix 1.
- iv. Care allowance for care of dependent children and adults shall be payable for actual and receipted costs up to a maximum of £403 per month.
- v. Daily fees of £256 (pro rata for ½ days) be paid to co-opted Chairs of Standards and Audit Committees
- vi. Daily fees of £198 (pro rata for ½ days) be paid to ordinary co-opted members of Standards, Education Scrutiny, Crime and Disorder Scrutiny and Audit committees
- vii. Travel and subsistence allowances are set out in appendix 2
- viii. Further detail relating to these determinations is set out in the Panel's Annual report for 2014.

2.2 That members consider:

- i. Which roles (up to a maximum of 19) should attract a senior or civic salary at the level determined by the Panel.

3. KEY ISSUES:

3.1 The Local Government Measure 2011 has repealed the former regulations requiring the Council to maintain a scheme of members' allowances and strengthened the role of the Independent Remuneration Panel for Wales (the Panel) in determining the level and scope of payments for all authorities in Wales.

4. REASONS:

To give effect to the determinations of the Independent Remuneration Panel for Wales.

5. RESOURCE IMPLICATIONS:

The cost of payment of a senior salary to the Chair of Democratic Services in 2014/15 would be £8700.00. There is budget provision for this cost in 2014/15. There is no provision in the budget for any additional senior salary to be paid apart from this. Payments are made from the Members Services budget.

6. CONSULTEES:

Cabinet, Senior Leadership Team, Monitoring Officer

7. BACKGROUND PAPERS:

Independent Remuneration Panel for Wales – Annual Report, February 2015.

8. AUTHOR:

Sarah King, Senior Democratic Services Officer

Tel: 01633 644226

Email: sarahking@momouthshire.gov.uk

Monmouthshire County Council - Senior and Civic Salaries which may be paid 2015/2016

<i>Note: the Council may pay a maximum of 19 Senior Salaries, including Civic Salaries to Chair and Vice-Chair of Council, and have previously agreed to pay 18, as set out below.</i>	
LEADER	29,700.00
DEPUTY LEADER (x2)	16,700.00
CABINET MEMBER (x5)	12,700.00
MAIN OPPOSITION LEADER	8,700.00
SELECT CHAIR (x4)	8,700.00
PLANNING & LICENSING CHAIRS(x2)	8,700.00
CHAIR DEMOCRATIC SERVICES (with effect from Civic Year 2014/15)	8,700.00
CHAIRMAN OF COUNCIL (Civic Salary)	5,700.00
VICE CHAIRMAN OF COUNCIL (Civic Salary)	700.00
TOTAL NO OF SENIOR AND CIVIC SALARIES (18)	
OTHER SENIOR SALARIES WHICH MAY BE PAID:	
AUDIT CHAIR or	8,700.00
OTHER OPPOSITION LEADER	3,700.00

Note: although the Council agreed to pay the Chair of Audit Committee a senior salary last year, this salary was not paid as the Committee appointed an independent person, who receives a separate allowance, to Chair the Committee.

Reimbursement of travel and subsistence for “official business” (formerly approved duty)

Mileage

All vehicle sizes up to 10,000 miles	45p per mile
Over 10,000 miles	25p
Passenger supplement	5p per passenger per mile
Private motor cycles	24p per mile
Bicycles	20p per mile

Other travel

All other claims for travel will only be reimbursed on production of a receipt showing the actual expense. Members and co-opted members should always be mindful of choosing the most cost-effective method of travel.

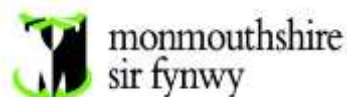
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Subsistence

Max day allowance (with receipts)	£28 per day
Overnight	£95
(London)	£150
Overnight with friends	£25

The Panel have determined that “subsistence expenses for official business which takes place in county or authority shall not be reimbursed.”

The Panel has removed the particular rate for overnight stays in Cardiff. This brings payable rates in line with Welsh Government rates.



SUBJECT:	SEVERNSIDE 3G PITCH CALDICOT
MEETING:	SPECIAL CABINET
DATE:	18th MARCH 2015
DIVISIONS/WARDS AFFECTED:	ALL WARDS IN THE LOWER WYE AND SEVERNSIDE AREAS

1.0 PURPOSE

- 1.1 To advise Cabinet of an overspend on the project for the new 3G pitch at the Caldicot School/Leisure Centre site;
- 1.2 To recommend to elected members the use of balances accrued from another Section 106 Agreement in the area to offset the overspend so that this does not impact on other projects in the Capital Programme.

2.0 RECOMMENDATION that

- 2.1 Cabinet recommends to Council that the gross expenditure budget for the Severnside 3G project is increased from £660,000 to £718,000
- 2.2 Cabinet recommends to Council that this is funded by
 - a contribution of £5,000 from Caldicot Comprehensive School;
 - a contribution of £53,000 from the balances held by the County Council in respect of the Church Road (3) Caldicot (Taylor Wimpey) development site

3.0 KEY ISSUES

- 3.1 The new 3G pitch in Caldicot is a regional facility for the whole of south Monmouthshire. The approved budget for the project, including fees and contributions to drainage works, is £660,000 as approved by full Council on 10th April 2014. Work on the project is almost completed – the Practical Completion Certificate has been issued and the contractor will return to site in a few weeks time to undertake final grass seeding to the landscaped areas. In the meantime use of the pitch by the school and the local community has commenced and the initial feedback has been very positive.
- 3.2 There have been a number of issues that have arisen during the construction period and these have led to increased contract costs. The three main issues that have contributed to the increased costs are as follows:
 - Unstable ground conditions

- Flooding
- Floodlighting and electrical connections

- 3.3 The main area of overspend relates to unstable ground conditions found on site when the initial excavation works were undertaken in readiness for the cut and fill operation (to provide a level ground area on which to construct the pitch). It was discovered that the ground conditions were totally unstable – it is not uncommon on new pitch projects to find the odd “damp patch” that can usually be dealt with at no extra cost by small earthwork excavations and filling with dry material. However, the extremely damp conditions discovered in this case covered 95% of the total new pitch area (the new pitch measures 100m x 65m plus surrounding run off areas). Similar unstable ground conditions were also found on the car parking area of the adjacent supermarket site. These conditions could not have been predicted – the land in question has been used as a school playing field for over 40 years and had no previous recorded incidents of flooding or cancellation of fixtures due to unsuitable or waterlogged ground conditions. Other parts of the site, particularly the area around the main rugby pitch, have become waterlogged over the years but not the site on which the supermarket and the 3G pitch have been developed. The cost of the remedial works undertaken by a specialist contractor in order to stabilise the ground conditions and allow the 3G contract to proceed was £56,000. This cost could have been significantly higher but the specialist contractor was already on site dealing with similar conditions on the adjoining supermarket site.
- 3.4 Shortly after completing the ground stabilisation works part of the school grounds flooded in a period of heavy rainfall, covering approximately 25% of the new pitch area. Following this the soakaway catchment sump designed to collect surface water from the pitch was increased considerably (it is now six times larger than the original design and installation). Although the new pitch and the existing ATP (artificial turf pitch) have not been flooded since, the landscaped areas alongside the new 3G access road and between the 3G and the ATP have become very waterlogged during periods of heavy rainfall. Approximately two hours either side of a neap (high) tide on the River Severn the local water table rises due to the tidal reens in the area, the water table then drops as the tide in the Severn Estuary goes out. The cost of the flood remedial works undertaken to prevent the new pitch being affected is £15,000, which includes a sum of £2,346 paid to Western Power to divert the existing electrical supply cable around the outside of the new 3G pitch.
- 3.5 There is still a problem with flooding on the site in general but this is not related to the new 3G project. The roadway to that side of the leisure centre building adjacent to the skatepark has flooded on quite a regular basis over many years due to inadequate drainage on that part of the site and a recent survey of the drains on the school/leisure centre site carried out by the contractors for the new school project has revealed that many of the drains on the site are in very poor condition. A number of the existing drains have collapsed or are blocked so they are unable to cope with the amount of surface water on

the site in periods of heavy rainfall. An estimate of cost has been obtained to improve the drainage in between the leisure centre and the skatepark at a cost of £19,504 but this would only deal with one part of what is an overall site problem.

- 3.6 In terms of all weather provision, the original proposal was to replace the existing ATP with a new multi purpose 3G pitch, utilising the existing floodlighting system that was installed in 1995 when the ATP was first constructed. However, part way through the planning process, it was decided to retain/upgrade the ATP into a dedicated hockey facility and to construct a new floodlit 3G pitch in addition, to serve as a football and rugby training facility and an elite regional pitch for competitive football. The current electrical supply to the leisure centre, served from a sub station on the school site, does not have sufficient capacity to run the floodlights on both pitches at the same time. A new electrical distribution board and patching system has been installed in the leisure centre that allows the centre to alternate the use of floodlighting on both pitches but not to operate both sets of floodlights at the same time. This effectively prevents the use of one of the two pitches after dark for six months of the year, but this will be for a temporary period of 3-4 years until the new school is completed. The sub station from which the electrical supplies for both the school and the leisure centre are served will be demolished once the construction of the new school, which will have a new dedicated electrical supply provided as part of the new school contract, is completed. At that time, the supply to the leisure centre will be re-routed and upgraded so the electrical capacity to the leisure centre can be improved at that time. It is possible to upgrade the leisure centre electrical supply cable now at a cost of approximately £16,000 but this cable will have to be removed in 3-4 years time as part of the new school project.
- 3.7 One other issue that remains to be resolved is that of site security. The original thinking was that, as part of the new supermarket development a new boundary fence would be erected along the line of the diverted section of Woodstock Way, between the new supermarket and the school/leisure centre site. However, no such boundary fence has been installed so effectively the boundary fence of the new 3G pitch has become the site boundary fence. When the contractor's temporary fence enclosure that has been in place during the construction period is removed from site this will leave two gaps, one at either end of the 3G pitch, where the public can gain access to the site from Woodstock Way. This could also encourage the public to use the school site as a through route. As a temporary stop gap measure a quotation of £3,068 has been obtained from the 3G contractor to install two sections of 1.8m high bow top fencing (to match the existing fence around the school). Although this is not part of the 3G contract, the works can be carried out by the 3G contractor to overcome this problem for the immediate and foreseeable future. This would increase the combined overspend from £71,000 to £74,000.

4.0 REASONS

- 4.1 The reasons for the overspend on the contract can be attributed mainly to previously unforeseen poor ground conditions and flooding issues on the school/leisure centre site.

4.2 The recommendation to fund the outstanding overspend on the 3G contract is to avoid any knock on effect to other projects in the capital programme.

5.0 RESOURCE IMPLICATIONS

5.1 An overspend of £71,000 has been incurred on the contract for a new 3G pitch on the Caldicot School/Leisure Centre site. This is due to £56,000 in relation to stabilising the ground conditions and £15,000 for remedial flood works. These overspends can be partially offset by a reduction of £13,000 on the internal fees relating to the design and supervision of the contract, leaving a new overspend of £58,000;

5.2 To partially offset this overspend Caldicot Comprehensive School has contributed £5,000 from its balances;

5.3 To avoid the remaining net overspend of £53,000 having a negative impact on the overall capital programme or on specific projects within that programme, it is proposed to utilise some of the balances held by the Council in respect of the Church Road Caldicot (3) development site (the Taylor Wimpey site – Finance Code N574). The off site recreation contribution received from the developer of that site is £162,288 and £17,500 has been earmarked from this sum to partially offset the previously unforeseen cost of the sewer diversion works;

5.4 Potential additional works not proceeded with have been estimated as follows:

- Improved site drainage - £19,504
- Upgrade electrical supply - £25,500
- Site security fencing - £3,068

5.5 If members agree to go ahead with the additional sections of bow top fencing in order to maintain site security (para 3.7 of the report refers) then the amount to be offset against the Church Road (3) Section 106 Agreement will increase from £53,000 to £56,000.

5.6 The budget mandate for 2015/16 includes an income target of £30,000 for the new 3G pitch in its first full year of operation. This income target involves creating new users of the facility but, if the electrical supply is not upgraded before September 2015, then this will impair the ability of the service to create new income, as it will need to transfer existing bookings (and therefore existing income) from the ATP onto the new 3G pitch.

6.0 SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS

The significant equality impacts identified in the assessment (Appendix 1) are summarised below for members' consideration

Increased sports participation and improved performance	Increased potential for income generation
Improved access to local facilities and to education and training	Improved access to leisure and recreation facilities

The actual impacts from this report’s recommendations will be reviewed every three years and criteria for monitoring and review will include

The increase in user participation, measured against current usage figures for the ATP	The amount of additional income generated from the new pitch (budget mandate for 2015/16 is £30,000)
Usage and feedback from Caldicot Comprehensive School	Usage and feedback from sports clubs/the wider community in south Monmouthshire

7.0 SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS

There are no safeguarding or corporate parenting implications arising from this report.

8.0 CONSULTEES

Cabinet Members	Local County Council Members for Caldicot
Strategic Leadership Team	Caldicot Town Council
Head of Legal Services	Economy Select Committee (via email)
Assistant Head of Finance/Deputy S151 Officer	Monitoring Officer

9.0 BACKGROUND PAPERS

Report to Cabinet on 2nd April 2014 entitled “Caldicot 3G Pitch Project”.

10.0 AUTHOR: Mike Moran, Community Infrastructure Coordinator

11.0 CONTACT DETAILS:

Tel: 07901 854682

Email: mikemoran@monmouthshire.gov.uk

APPENDIX 1

EQUALITY CHALLENGE – SEVERNSIDE 3G PITCH CALDICOT

<p>Is there any form of discrimination?</p> <p>Direct Indirect Association: Positive Action:</p>	<p>No discrimination</p>
<p>Where the proposal concerns one protected characteristic, does it unintentionally disadvantage any sub-groups?</p>	<p>N/A</p>
<p>The “significance” of impacts will need to be assessed. What constitutes “significant”?</p>	<p>N/A</p>
<p>Is the proposal creating a postcode lottery within the county?</p>	<p>The new 3G pitch in Caldicot is a regional facility for schools & communities in south Monmouthshire. Proposals for 3G provision in the north of the county are currently being developed.</p>
<p>Have positive impacts been optimized?</p>	<p>Positive benefits include getting more people involved in different sports and leisure activities in a safe and managed environment and also to benefit from health and well being opportunities.</p>
<p>Have all reasonable steps been taken to mitigate negative impacts (including making reasonable adjustments)?</p>	<p>N/A</p>
<p>Does the proposal evidence an understanding of the current (baseline) situation with respect to the protected characteristics?</p>	<p>N/A</p>
<p>Is the proposal associated with any others – is there a cumulative impact to be assessed?</p>	<p>N/A</p>

The “Equality Challenge” (Screening Document)

Name of Officer: Mike Moran		Investment into new 3G facilities and the promotion of related activities	
Tourism Leisure and Culture		Date: 17/01/15	
Protected Characteristic	Negative Impact (Please give details)	Neutral Impact (Please give details)	Positive Impact (Please give details)
Age			More participation by young people/adults
Disability			Disabled participation & other sports events
Marriage/Civil Partnership		X	
Pregnancy and Maternity		X	
Race		X	
Religion or Belief		X	
Sex (was Gender)		X	
Sexual Orientation		X	
Transgender		X	
Welsh Language		X	

What are the negative impacts	Ideas as to how we can look to MITIGATE the negative impacts (include any reasonable adjustments or engagement with affected parties)
➤ No negative impacts identified	

The next steps

If you have assessed the proposal/s as having a **positive impact** please give **full details below**:

The investments into a new regional 3G pitch have positive impacts on health and well being and access to facilities. The facilities will have sports specific disability events organised – there are disability football teams in Caldicot & the remainder of the county that will access the new pitch.

If you have assessed the proposal/s as having a **negative impact** provide details of what you propose to mitigate these:

None identified

Signed: Mike Moran

Designation: Community Infrastructure Coordinator

Date: 17/01/2015

EQUALITY IMPACT ASSESMENT FORM

Name of policy or change to service	Directorate	Department
Investment in improved sports facilities	Enterprise	Tourism, Leisure and Culture
Policy Author/Service Lead	Name of Assessor	Date of Assessment
Ian Saunders	Mike Moran	17/01/2015

1. Have you completed the Equality Challenge Form?

Yes

2. What is the aim/s of the policy or the proposed change to the policy or service (the proposal)?

Investment in improved sports facilities

3. From your findings from the “Equality Challenge” form did you identify any people or groups of people with protected characteristics that this proposal was likely to affect in a NEGATIVE way? Please tick appropriate boxes below:

Age	No	Race	No
Disability	No	Religion or belief	No
Gender reassignment	No	Sex	No
Marriage/civil partnership	No	Sexual orientation	No
Pregnancy and maternity	No	Welsh Language	No

4. Please give details of any consultation(s) or engagement carried out in the development/re-development of this proposal.

We work with many groups, clubs and societies.
 In the development of the 3G proposal we consulted with Sport Wales, the Welsh Rugby Union, the Welsh Football Trust and Hockey Wales (which form a collaborative group when new 3G facilities are being proposed). We acted in close consultation and liaison with the Governing Body and Sports Teachers of Caldicot Comprehensive School.

5. Please list the data that has been used for this proposal: e.g. Household survey data, Welsh Govt data, ONS data, MCC service user data, staff personnel data, etc.

Sport Wales data, data from the 2011 Census for Monmouthshire and data provided by the Governing Bodies of Sport

6. As a result did you take any actions to mitigate your proposal? Please give details below

Our proposals were developed in partnership with the Governing Bodies of Sport and with Sport Wales, all of whom have an inclusive approach to the provision of new sports facilities.

7. Final stage – what was decided?

- No change made to proposal/s – please give details

N/A

- Slight change made to proposal/s – please give details

N/A

- Major changes made to the proposal/s to mitigate any significant negative impact – please give details

N/A

Signed: Mike Moran

Designation: Community Infrastructure Coordinator

Date: 17/01/2015

The “Sustainability Challenge”

Name of the Officer: Mike Moran		Policy: Investment in Improved Sports Facilities	
Name of Service: Tourism Leisure and Culture		Date: 17/01/2015	
Aspect of sustainability affected	Negative Impact (please give details)	Neutral Impact (please give details)	Positive Impact (please give details)
PEOPLE			
Ensure that more people have access to healthy food		X	
Improve housing quality and provision		X	
Reduce ill health and improve healthcare provision			✓ Research proves that regular participation in sport and healthy exercise improves peoples’ health and sense of well being
Promote independence			✓ Social integration through sport
Encourage community participation/action and voluntary work			✓ These facilities will add to the good quality community facilities in the county & will encourage further volunteering in a number of sports
Target socially excluded			✓ Aim is to lift children out of poverty through engagement in sport and to give access to facilities through passport to leisure scheme

Help reduce crime and fear of crime		X	
Improve access to education and training			✓ The new facility is based on an education site, so will give better access to skills education and training
Have a positive impact on people & places in other countries		X	
PLANET			
Reduce, reuse and recycle waste and water		X	
Reduce carbon dioxide emissions			✓ Provision of facilities locally reduces car journeys and improved cycling opportunities will reduce non essential/short car travel
Prevent or reduce pollution of the air, land and water			✓ As per above item
Protect or enhance wildlife habitats (e.g. Trees, hedgerows, open spaces)	✓ The 3G scheme has planning permission including tree loss mitigation measures.		
Protect or enhance visual appearance of the environment		X	

PROFIT			
Protect local shops & services			✓ New facilities will bring extra users and demand for local products and services
Link local production with local consumption		X	
Improve environmental awareness of local businesses		X	
Increase employment for local people			✓ Contract let to local firm with local workforce – will also be opportunities for links into local businesses & increasing employment in the area
Preserve and enhance local identity and culture			✓ The county has an established reputation for voluntary sports provision & special events/festivals of sport - the new facilities will enhance this reputation
Consider ethical purchasing issues such as Fairtrade, sustainable timber (FSC logo)		X	
Increase and improve access to leisure, recreation and cultural facilities			✓ The new provisions will improve access to sport and leisure facilities/activities and events will have cross over with cultural activities and school involvement

What are the potential negative impacts	Ideas on how we can look to MITIGATE the negative impacts (include any reasonable adjustments)
Caldicot 3G Pitch	
➤ One mature tree of no significant landscape value was felled as part of the development	➤ Agreement reached with local planning authority to replace the lost tree with a semi mature tree more in keeping with the local area.
➤ Bat survey revealed no bat roosts in the immediate area	➤ No mitigation required at this stage.

The next steps

- If you have assessed the proposal/s as having a **positive impact please give full details below**

Positive impacts outlined in above checklists – there are significant health & well being benefits to be realised as a result of this project.
--

- If you have assessed the proposal/s as having a **negative impact** could you please provide us with details of what you propose to do to mitigate the negative impact/s

The negative impacts have been dealt with through the planning process.

Signed: Mike Moran

Designation: Community Infrastructure Coordinator

Date: 17/01/2015

<p>SUBJECT: Annual Report of Chief Officer Social Care and Health</p> <p>MEETING: County Council</p> <p>DATE: 14th May 2015</p> <p>DIVISIONS/WARDS AFFECTED: All</p>

1 PURPOSE

- 1.1 To provide Council with a copy of the Director's Annual Report on the effectiveness of Social Care Services in 2014/15 and the priorities for the coming year.

2 RECOMENDATIONS

- 2.1 That Council endorse the report.

3 KEY ISSUES

- 3.1 The Annual Council Reporting Framework (ACRF) is part of the regulatory framework for social services in Wales. It creates a statutory requirement to tell local citizens and key stakeholders how well we think the arrangements for delivering social care are working. It is the report of the Chief Officer (Statutory Director). Once approved by Council it becomes the authority's report.
- 3.2 The report is underpinned by a detailed and robust evidence base. Overview reports covering Adults Services and Children's Services will be published on the Council's website to underpin the Director's Report with hyperlinks weaving the reports together. Each of these is, in turn, supported by a series of evidence grids covering the different aspects of the service.
- 3.3 The report and supporting evidence will be examined by Care and Social Services Inspectorate Wales (CSSIW) as part of their annual inspection programme.
- 3.4 The report states that the service is in a period of intense activity as it strives to innovate and improve while continuing to deliver safe and high quality services. It goes on to prioritise six specific areas of focus for 2015-16 which are a continuation of those set for the previous year. These are:
- A focus on families
 - Doing what matters
 - Finding integrated solutions
 - Strengthening communities
 - Building new safeguarding and protection systems
 - Developing and supporting our people
- 3.5 This report has been aligned with the annual Improvement Plan to ensure a consistent focus on key priorities for improvement.

4 REASONS

- 4.1 To ensure public accountability for the performance of social services and to give a clear indication of the priority areas for transformation.
- 4.2 To ensure that the council is able to meet its obligations under the Annual Council Reporting Framework.

5 RESOURCE IMPLICATIONS

- 5.1 The report is focused on working in partnership with people to achieve outcomes in more creative and cost effective ways.

6 EQUALITY AND SUSTAINABLE DEVELOPMENT IMPLICATIONS

- 6.1 An integrated assessment is appended to this report.

7 SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS

- 7.1 Safeguarding is one of the three key themes underpinning this report and it contains priority actions around adult and children's safeguarding

8 CONSULTEES:

Senior Leadership Team
Cabinet Member
Adults Select Committee
Children and Young People Select Committee

9 BACKGROUND PAPERS:

none

10 AUTHOR:

Simon Burch, Chief Officer Social Care and Health (Statutory Director)

11 CONTACT DETAILS:

e-mail: simonburch@monmouthshire.gov.uk
tel: 01633 644023

EQUALITY IMPACT ASSESSMENT FORM

What are you impact assessing	Service area
Annual Report of the Director of Social Services	Social Care and Health
Policy author / service lead	Name of assessor and date
Simon Burch	Matthew Gatehouse

1. What are you proposing to do?

The Directors Report examines the effectiveness of services in 2013-14 and priority areas for development in 2014-15. It prioritises six specific areas of focus for 2014-15 which are a continuation of those set for the previous year. These are:

- A focus on families
- Doing what matters
- Finding integrated solutions
- Strengthening communities
- Building new safeguarding and protection systems
- Developing and supporting our people

2. Are your proposals going to affect any people or groups of people with protected characteristics in a **negative** way? If **YES** please tick appropriate boxes below.

Age		Race	
Disability		Religion or Belief	
Gender reassignment		Sex	
Marriage or civil partnership		Sexual Orientation	
Pregnancy and maternity		Welsh Language	

3. Please give details of the negative impact

No assessed negative impacts on the groups with protected characteristics.

4. Did you take any actions to mitigate your proposal? Please give details below including any consultation or engagement.

The report provides a positive platform for improving services across the board. It is based on an approach which derives form and respects equality and diversity.

5. Please list the data that has been used to develop this proposal? e.g. Household survey data, Welsh Government data, ONS data, MCC service user data, Staff personnel data etc..

Population projections (ONS Mid-year estimates), Projected demand for services (MCC Data), national performance indicators, Monmouthshire's Medium Term Financial Plan; Daffodil Cymru datasets.

Signed...

Matthew Gatehouse.....**Designation.....Policy and Performance ManagerDated.....9/6/2014**

The “Sustainability Challenge”

Name of the Officer completing “the Sustainability challenge”		Please give a brief description of the aims proposed policy or service reconfiguration	
Name of the Division or service area		Date “Challenge” form completed	
Aspect of sustainability affected	Negative impact Please give details	Neutral impact Please give details	Positive Impact Please give details
PEOPLE			
Ensure that more people have access to healthy food		No activity impacting on this aspect	
Improve housing quality and provision		No activity impacting on this aspect	
Reduce ill health and improve healthcare provision			Engaging individuals and communities in improving services and networks
Promote independence			This is at the core of our plans to focus on peoples assets and support them to live independent lives
Encourage community participation/action and voluntary work			Engaging individuals and communities in connecting with others including the creation of social enterprises
Targets socially excluded			The 6 priority areas focus on safeguarding and on strengthening families and communities
Help reduce crime and fear of crime			

Improve access to education and training		No activity impacting on this aspect	
Have a positive impact on people and places in other countries		No activity impacting on this aspect	
PLANET		No activity impacting on this aspect	
Reduce, reuse and recycle waste and water		No activity impacting on this aspect	
Reduce carbon dioxide emissions		No activity impacting on this aspect	
Prevent or reduce pollution of the air, land and water		No activity impacting on this aspect	
Protect or enhance wildlife habitats (e.g. trees, hedgerows, open spaces)		No activity impacting on this aspect	
Protect or enhance visual appearance of environment		No activity impacting on this aspect	
PROFIT			
Protect local shops and services		No activity impacting on this aspect	
Link local production with local consumption			The creation of small local enterprises / micro enterprises to meet peoples needs
Improve environmental awareness of local businesses		No activity impacting on this aspect	
Increase employment for local people			The creation of small local enterprises / micro enterprises to meet peoples needs
Preserve and enhance local identity and culture		No activity impacting on this aspect	
Consider ethical purchasing issues, such as Fairtrade, sustainable timber (FSC		No activity impacting on this aspect	

logo) etc			
Increase and improve access to leisure, recreation or cultural facilities			Community Coordination should increase access to opportunities for those using it.

What are the potential negative Impacts	Ideas as to how we can look to MITIGATE the negative impacts (include any reasonable adjustments)
➤	➤
➤	➤
➤	➤
➤	➤

The next steps

- If you have assessed the proposal/s as having a **positive impact please give full details** below

The benefits of community coordination are explored fully in the business case presented to Cabinet on 2 October 2013. See [report](#) for more details.

- If you have assessed the proposal/s as having a **Negative Impact** could you please provide us with details of what you propose to do to mitigate the negative impact:

Signed Matthew Gatehouse

Dated 9/6/2014

The “Equality Initial Challenge”

Name: Simon Burch Service area: SCH Date completed:2/4/15		Please give a brief description of what you are aiming to do. The Annual Report provides the Director’s view on performance during 2014/15 and sets the direction and high level actions for 2015/16	
Protected characteristic	Potential Negative impact Please give details	Potential Neutral impact Please give details	Potential Positive Impact Please give details
Age			X Report outlines how we intend to deliver in line with national policy agenda and respond positively to the challenging fiscal agenda
Disability			X As above
Marriage + Civil Partnership		x	
Pregnancy and maternity		x	
Race		x	
Religion or Belief		x	
Sex (was Gender)		x	
Sexual Orientation		x	
Transgender		x	
Welsh Language			X Gradual progress towards meeting the needs of Welsh speakers continue

Please give details about any potential negative Impacts .	How do you propose to MITIGATE these negative impacts
➤ This report recognizes the financial challenges facing all social services departments	➤ The approach, progress and plans described in this report focus on strengthening community resilience, enhancing early intervention and strengthening practice and safeguarding across children and adults
➤	➤
➤	➤
➤	➤

Signed
Dated



Designation

Chief Officer

2/4/15

EQUALITY IMPACT ASSESSMENT FORM

What are you impact assessing	Service area
Director's report	SCH
Policy author / service lead	Name of assessor and date
Simon Burch	Simon Burch

1. What are you proposing to do?

This report outlines the direction and priorities for next year and reflects on performance over last year. As such the actions identified in the report will be delivered by various parts of the Directorate and will be underpinned by separate EQIA's where decisions are required.

It is arguable whether an EQIA is required for this report as there are no specific decisions required but due to its strategic significance as the document driving the work of the Directorate it seems to be a useful discipline to undertake one.

2. Are your proposals going to affect any people or groups of people with protected characteristics in a **negative** way? If **YES** please tick appropriate boxes below.

Age		Race	
Disability		Religion or Belief	
Gender reassignment		Sex	
Marriage or civil partnership		Sexual Orientation	
Pregnancy and maternity		Welsh Language	

3. Please give details of the negative impact

NB there are no proposals identified that will have a negative effect. However it should be acknowledged that the fiscal environment does mean that the service will experience financial pressures and over subsequent years will be delivering services with a decreased budget.

4. Did you take any actions to mitigate your proposal? Please give details below including any consultation or engagement.

Our strategy and actions in the report are all about building a sustainable model of support that will be compatible with local needs and the expectations of the new legislations and will enable us to keep providing the statutory support that is required

5. Please list the data that has been used to develop this proposal? eg Household survey data, Welsh Govt data, ONS data, MCC service user data, Staff personnel data etc..

Head of Services reports, Welsh Government performance indicators, local needs analysis, feedback from regulators, feedback and information from service users and partners



Signed..... **Designation**... Chief Officer **Dated**.....

The “Sustainability Challenge”

Name of the Officer completing “the Sustainability challenge” Simon Burch		Please give a brief description of the aims proposed policy or service reconfiguration; see above	
Name of the Division or service area SCH		Date “Challenge” form completed 2/4/15	
Aspect of sustainability affected	Negative impact Please give details	Neutral impact Please give details	Positive Impact Please give details
PEOPLE			
Ensure that more people have access to healthy food		x	
Improve housing quality and provision		x	
Reduce ill health and improve healthcare provision			X Many aspects of the work focus on improving health and social care support.
Promote independence			X Helping people to live their own lives is the fundamental tenet of this plan and the strategic actions are directed towards this end

Encourage community participation/action and voluntary work			X As above, the community coordination and place based initiatives speak particularly to this
Targets socially excluded			X As above
Help reduce crime and fear of crime		x	
Improve access to education and training			X Focus on training e.g. safeguarding, dementia care
Have a positive impact on people and places in other countries		x	
PLANET			
Reduce, reuse and recycle waste and water		X	
Reduce carbon dioxide emissions		X Hopefully some marginal benefits from more locality focused service models	
Prevent or reduce pollution of the air, land and water		x	
Protect or enhance wildlife habitats (e.g. trees, hedgerows, open spaces)		x	
Protect or enhance visual appearance of environment		x	

PROFIT			
Protect local shops and services		X	
Link local production with local consumption		X	
Improve environmental awareness of local businesses		x	
Increase employment for local people			Some opportunities created especially around small local enterprises X Specific initiative re care leavers
Preserve and enhance local identity and culture		x	
Consider ethical purchasing issues, such as Fairtrade, sustainable timber (FSC logo) etc		x	
Increase and improve access to leisure, recreation or cultural facilities		x	

<p>What are the potential negative Impacts</p> <p>None identified</p>	<p>Ideas as to how we can look to MITIGATE the negative impacts (include any reasonable adjustments)</p>
--	--

➤	➤
➤	➤
➤	➤
➤	➤

The next steps

- If you have assessed the proposal/s as having a **positive impact please give full details** below

There are positive benefits itemized above. Fuller details would sit in the EQIA's for specific projects that require council decisions throughout the year

- If you have assessed the proposal/s as having a **Negative Impact** could you please provide us with details of what you propose to do to mitigate the negative impact:

Signed



Dated 2/4/15



Helping people live their own lives;
Building sustainable care and support in
Monmouthshire

Annual Report of the
Director of Social Services
2015



monmouthshire
sir fynwy¹⁰⁵

How are we doing?

Social Care

Doing Well



Only 9 instances where people had to stay in hospital longer because social care was unavailable



94% of adults told us they are satisfied with the service



54% of people are returned to independence after reablement



59% of children are seen alone by a social worker during assessment

100% of children coming into care have a plan in place



100% of looked after children and care leavers have a current plan for their independence

We review 97% of children on time

Getting Better



83% of statutory visits to looked after children were on time – an increase from 65% last year



89% of core assessments completed on time



Looked after children achieving at key stage 2 has increased from 0% to 67% and at key stage 3 50% to 57%

Room for Improvement



The percentage of adults whose care package was reviewed in the year fallen from **82% to 78%**



19% of looked after children have experienced an unplanned school move



77% of initial child protection conferences were held on time

Version Control

Title	Annual Report of the Director of Social Services
Purpose	To tell local people and partners how well we think the arrangements for delivering social care are working. This is report is part of the Annual Council Reporting Framework for social care in Wales.
Owner	Monmouthshire County Council
Approved by	Chief Officer, Social Care and Health
Date	17 th April 2015
Version Number	8.0
Status	Final
Review Frequency	Annual
Next review date	
Consultation	

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Introduction

Helping people live their own lives; building sustainable care and support systems in Monmouthshire

This is my 5th Annual Report as Statutory Director of Social Services and it is both gratifying and sobering to reflect back on our journey as a directorate over these 5 years. In an earlier introduction I used a favourite quote of mine:

“When the strong winds blow some people build shelters, others build windmills” (ancient Chinese proverb)

This has indeed summed up our approach since then and I am glad that as we embarked on major service redesign we didn't know quite how strong the financial, legislative and organisational wind speeds would become. But we have survived and indeed flourished and in this report you will see a picture of a directorate which, by adhering to its strong values and principles, has improved its performance, innovated successfully and secured the high calibre staff and financial resources it requires.



Looking forward it is clear that the storms will not abate. The complexity of the needs of our children and young people and the increase in older people living with dementia are just two examples of this. But we have learnt some crucial lessons which will help us to prosper;

- That people have personal strengths and networks and with our support can be helped to find their own solutions.
- That it is through building relationships with individuals and families that we can make a difference in people's lives.
- That leadership sits at all levels within our organisation and the job of senior leaders such as myself is to create the conditions in which we can all listen to and learn from our communities and each other.
- That safeguarding the most vulnerable and intervening early on to build individual and community resilience are not either/ors. Our job is to manage this tension on a daily basis.

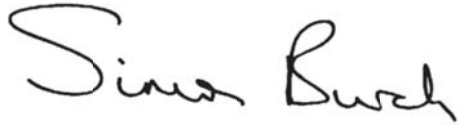
Also, I would like to take this opportunity to thank the frontline care staff and social workers who work so hard to support people in Monmouthshire.

This report has two purposes;

- To describe our direction and actions for the year ahead, and
- To report on how we did last year.

On page 8 you will see our strategy summed up in a single picture and on page 10 is my overview of last year. You will also see quotes from people who have used our services spread throughout. The final part of this report lays out my six strategic priorities and the actions that we shall be carrying out during 2015 to start to achieve these. I have limited myself to six in the belief that “if everything is a priority, nothing is a priority”. So if you don't find mention of your particular area of interest that doesn't mean there is no activity going on.

I have drawn on the detailed reports prepared by Julie Boothroyd (Head of Adults) and Tracy Jelfs (Head of Children) for the *How well are we doing* section of this report and these can be accessed [Here](#). In these reports you will find the full range of actions that teams will be focusing on during 2015/16.

A handwritten signature in black ink that reads "Simon Bush". The signature is written in a cursive, flowing style.

**Chief Officer
Social Care and Health**

March 2015

Our Journey: what we're trying to achieve

We are operating in a climate of both fiscal and demographic challenges unseen since the 1940s. UK- wide budgetary decisions have a direct impact on the resources available to deliver social services and this is particularly challenging at a time when demand is increasing. We are experiencing particular pressures around meeting the mental health needs of young people and in responding to increasing levels of dementia.

As we respond to these challenges we are assisted by a national policy context which is well aligned to our local aspirations. The Social Services and Wellbeing Act, the Future Generations Bill and the Prudent Healthcare agenda all serve to underpin our focus on community resilience, proportionate intervention and personal outcomes.

At a local level the Monmouthshire Continuance Agreement [Monmouthshire Continuance Agreement](#) has *restated* “*protecting the most vulnerable in society*” as one of its key priorities and demonstrated this in practice by significant investment in children’s services and a managed approach to savings in adult services.

We have used systemic approaches to ask the question “what matters to the people we work with?” That has included asking people directly and analysing case files and at times has led to a painful realisation that our services do not always focus on what really matters.

Having looked unflinchingly at ourselves as an organisation we have been able to identify the key characteristics we need to adopt to move forward.

These can be summarised as:

- Focussing on people’s strengths and assets, both as an individual and within their wider family and community.
- Having different conversations with individuals around “what matters to you” and “how can we work with you to find joint solutions?”
- Putting our expertise at the “front end”, so that people speak to someone who can help them there and then.
- Thinking about how we can intervene earlier on and who the best person to do this is.
- Building a culture which encourages creativity and innovation.
- Finding new ways to engage individuals and communities and to deliver services differently.
- Developing new ways to measure our impact, based on individual outcomes.

This work is essential because in the current financial and demographic context if we don’t find ways to support people to find better solutions we will end up rationing services and only intervening in crisis situations. The human cost of failing to have the right conversations at the right time includes young people placed in institutional placements away from home and older people experiencing isolation and loneliness in their communities.

The national policy focus on early intervention and wellbeing supports our approach and challenges us to work more preventatively with individuals, families and communities.

This work, along with other analysis and reflection, has enabled us to clarify our purpose, principles and our three year strategy.

Our purpose

Our purpose in Monmouthshire is:

“Building resilient and sustainable communities”

Three themes underpin all our work: Nobody left behind; People are capable, confident and involved and Our County thrives. As a social services directorate we play a key part in all these areas and have agreed our own purpose statement to drive our work

“Helping People Live Their Own Lives”

Given the particular pressures of working with families and vulnerable children we have expanded this to:

“Enabling families and communities to keep children and young people safe and to reach their own potential”

Our principles

- We will work in partnership to facilitate solutions, building meaningful rapport/relationships with family's individuals and partners.
- We will know/be clear about the people who we will support in a timely manner.
- We will have a plan of how we will support people to develop a “whole life” plan, and have a method to track progress and communicate effectively (including commissioning).
- We will take an outcome focused approach to future planning (long term and short term) with families and individuals to meet their own aspirations and goals.
- We will involve the right people at the right time to help people in crisis and will take responsibility for the appropriate pace and continuity of our on-going intervention.
- We will have honest and transparent conversations with all people.
- We will work with and respect other colleagues and challenge systems to ensure best practice and service delivery.
- We will use knowledge to reflect learn and develop on our practice and decisions.
- Everything we record will be purposeful and proportionate.
- We will value and respect our staff and trust their judgement; and promote wellbeing in the workforce.
- Our IT system will work for us.
- We will work creatively and equitably within all resources available.

Our approach

Identifying new principles is one thing, delivering them requires careful thought and clear ways (methods) of achieving this.

My fundamental belief is that the key relationship is that between our front line workers and our communities. My role and that of other managers is to hold true to the principles and purpose and provide the environment in which excellent practice can develop. It is at the front line that lives are changed and that most resources are committed.

We need to engage simultaneously at three levels;

Community level: Building resilient individuals, families and communities

Service level: Building flexible, empowering and responsive services

Individual practice: Helping people and their families to find solutions that build on their strengths, aspirations and networks

What we are going to do?

This annual report sits within our longer term strategy. We are now in the fourth year and have reviewed the three themes and six priorities which will again drive our actions for 2015/16.

The themes are described below; the way in which we will deliver the priorities during the coming year is laid out in section five on page 16.



Theme One: Changing practice, changing lives

This means focusing on practice at the front line, supporting staff to build effective relationships and working with people to find imaginative solutions. By listening, concentrating on what matters to citizens and engaging communities in supporting individuals and families we believe we can help people find lasting solutions. And if that sounds familiar it's because this is reclaiming some aspects of professional values and practice which have been underused in recent years.

What this means in 2015/16

We will invest our time, energy and financial resources on:

- Supporting staff across the directorate to further develop excellent practice.
- Building the capacity and resilience of our local communities, including:
 - developing relationships based practice which builds on the strengths and aspirations of individuals and communities;

- establishing locality-focused approaches;
- setting up a Children in Care Council and creating employment opportunities for care leavers;
- finding ways to measure our impact.

The big question is *“Are we really focused on what matters to individuals?”*

Theme Two: Safeguarding people

Working to keep children, young people and adults in need safe will always be a key priority for us. The way in which we work with others to safeguard people is crucial and we want to get better at how we listen to people and give them as much control as possible of the processes and decisions that affect them.

“The professionalism, compassion and caring was everything a person could want for themselves or their loved ones”

(email sent to Domiciliary Care)

What this means in 2015/16

- We will continue to improve our whole authority delivery and evaluation of safeguarding.
- We will work with partners to ensure the three strategic boards (Children, Adults, Domestic Abuse) work effectively.
- We will ensure our own adult protection and child protection processes are excellent.

The big question for 2015/16 is *“How safe are our children and young people and vulnerable adults?”*

Theme Three: Working with and through others

We can't achieve any of our objectives unless we are skilled at working effectively with others. This includes citizens, carers and a range of local, regional and national organisations. We need to concentrate on what we want to achieve and build good relationships with the right partners.

What this means in 2015/16

- We will build on our strong integrated teams which are having such a positive impact on the lives of people requiring health and social care support.
- We will work in partnership around a range of children's issues and demonstrate concrete progress around the mental health integration agenda.
- We will engage nationally and regionally to implement the Social Services and Wellbeing Act.

The big question for 2015/16 is *“What difference are we making?”*

How well are we doing?

This section presents my view as Statutory Director of Social Services on our performance over the past year. It is a high level perspective and more detail and supporting evidence is contained in the [Heads of Service reports](#).

My overview

This has been another year characterised by great busyness and the challenge as ever is to deliver reliable and high quality services whilst also finding time to improve and innovate. A particular feature of 2014/15 has been the high level of regulatory activity including extensive detailed inspections by CSSIW, Estyn and WAO.

The Raglan project is service user centred and empathic, very pleased with this approach"

(Compliment received via the CCQ)

As a statutory, demand driven service we have worked hard to ensure that we respond promptly and effectively to need. In doing so we have played to our strengths as a small, values-driven authority and have also been aware of the potential risks in terms of capacity, resilience and resource base.

As Statutory Director I have ensured that we have met our statutory duties and the leadership of the wider authority has ensured that resources were available to deliver safe and effective services.

We begin 2015/16 in good organisational health, with improved performance indicators, a relatively robust workforce and financial stability. Our record of regional engagement has been strong and we are well placed to work towards the agenda set out in the Social Services and Wellbeing Act.

The main highlights and challenge for me have been:

- We have strengthened Safeguarding including:
 - An effective joint safeguarding unit with a comprehensive audit timetable;
 - A strong corporate profile including a whole authority safeguarding group chaired by the Chief Executive;
 - reviewing and investing in an expanded and refocused Protection of Vulnerable Adults team.
- We have responded to a challenging financial context in a proactive way. In a situation of significant cuts and increasing pressure on children's services we have:
 - Managed demand in adult services to deliver actual savings and prepare for further reductions in the medium term.
 - Developed a sophisticated understanding of the demand pressures in children's services and secured additional resources to manage current demand and reconfigure services.
 - Delivered significant improvements in key performance indicators across Children's Services and sustained the improvements already made in Adults.

Children's Services:

Ref	Description	2013/14 Actual	2014/15 Latest	2014/15 Target	2013/14 Welsh Av	Direction of Travel
SCC/011b	The percentage of initial assessments that were completed during the year where there is evidence that the child has been seen alone by the Social Worker.	33.2	57.3	48	42.9	↑
SCC/025	The percentage of statutory visits to looked after children due in the year that took place in accordance with regulations.	65.3	82.8	90.6	85.3	↑
SCC/041a	The percentage of eligible, relevant and former relevant children that have pathway plans as required	73.3	96.1	98	89.2	↑
SCC/001a	The percentage of first placements of looked after children during the year that began with a care plan in place	83	100	100	90.9	↑
SCC/016	The percentage of reviews of child in need plans carried out in accordance with the statutory timetable.	57.5	90.9	86	78.8	↑

Adult Services:

Ref	Description	2013/14 Actual	2014/15 Latest	2014/15 Target	2013/14 Welsh Av	Direction of Travel
SCA/007	The percentage of clients with a care plan at 31 March whose care plans should have been reviewed that were reviewed during the year	82.1	81.6	82.1	81.1	↓
SCA/018a	The percentage of carers of adults who were offered an assessment or review of their needs in their own right during the year	97.3	100	95	85.8	↑
SCA/019	The percentage of adult protection referrals completed where the risk has been managed	81.2	100	94.45	94.45	↑

- Monmouthshire has been active on the regional stage, chairing the regional Safeguarding Children's Board and the Mental Health/Learning Disability Board. At a

national level we have chaired the All Wales Heads of Adult Services committee and been active contributors to the work around the Social Services and Wellbeing Act.

- We have received national recognition for our work, including [an innovation award for our work in Children's Services](#) and two nominations for Social Services Accolades.
- Within Children's Services there has been a great deal of work to embed the restructure and create a positive culture. This has included:
 - Relocating the teams into a single base in order to improve communication and build a strong sense of working as a single service;
 - Improving policies and pressures to ensure consistency;
 - Building a stronger whole authority profile;
 - Developing a set of investment proposals to position us to manage demand more efficiently;
 - In last year's report I anticipated the establishment of a joint children and adults disability service. In fact the changes listed here have been a higher priority so this has not progressed;
 - Starting to implement our action plan in response to the November CSSIW inspection of children's services.
- Within adults services the ambitious agenda around personal outcomes, relationship based care and systematic approaches to demand management have continued, including:
 - The learning from the [Raglan project](#) is being rolled out across the County based on a train the trainer approach in partnership with "Dementia Care Matters"
 - Community Coordination and Small Local Enterprises initiatives are in place
 - Clear evidence of reducing spend on care home placements and community packages
 - Testing out new integrated teams approaches via the Intermediate Care Fund
 - The learning disability My Day My Life work is demonstrating impressive results for individuals and is being rolled out across the County
 - Working with Aneurin Bevan University Health Board to build sustainability into integrated services
 - Building a procurement process to take forward local, relationship based commissioning that supports the new Act.
- We have commissioned a new IT system, designed with our staff, which will provide a contemporary system which enhances good practice and frees staff up to focus on social work. This will be in place in May 2015.
- We have strengthened our support for carers by combining our information and support workers and increasing joint working with the voluntary sector. We have held a successful range of activities for carer's week and run a programme of training throughout the year based on needs identified by carers.
- We have redesigned our recruitment process and have been successful in recruiting a number of high calibre staff and decreasing our use of agency staff. We are also implementing the corporate People Strategy and working regionally on workforce issues.

"My Uncle was very fortunate to be placed in your care where he was treated with the utmost respect and dignity"

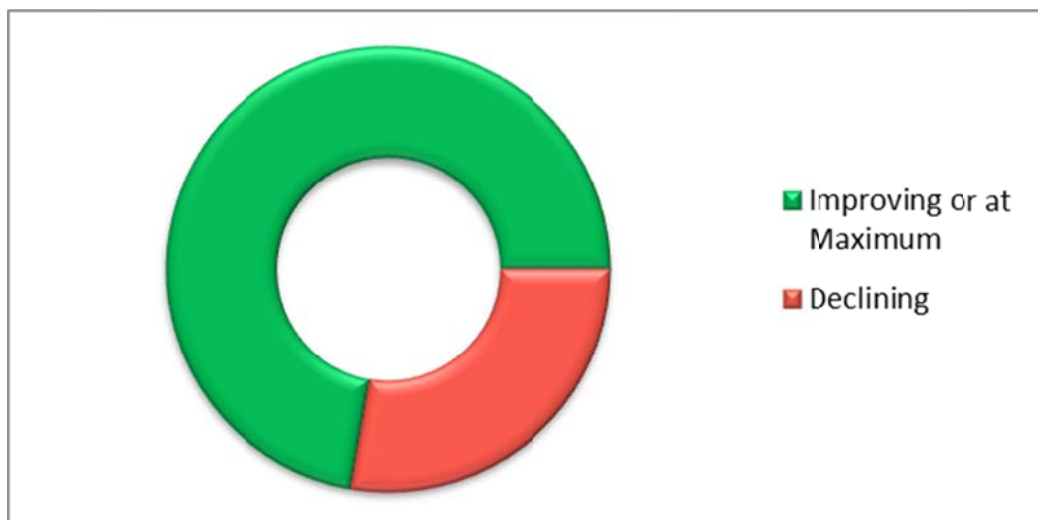
(Letter of thanks sent to Mardy Park)

- We have invested a lot of energy in developing our staff. Examples include local and regional safeguarding training, continuing professional development for social workers, resilience and coaching training. We have been supporting new cohorts of social work students and gain much from their insights, experiences and energy.

"I couldn't wish for a better social worker"
(Email sent to Children with Disabilities Team)

- We have published our Corporate Parenting strategy and are implementing it. We still have work to do to embed this and ensure that it impacts on the life chances of the young people for whom the authority acts as corporate parent.
- We continue to make good progress in our "More than Just Words" Welsh language strategy and have received acclaim for our initiative in one of our residential homes.
- The November 2014 [CSSIW inspection of children's services](#) reassured us that our child protection processes did not leave children "being harmed or at risk of harm" (hyperlink) They made a number of recommendations around risk assessment, recording and how some initial referrals were dealt with which are being addressed within this year's Service Improvement Plan [Service Improvement Plan](#). The report also acknowledged the strong political and senior leadership of the service and recommended that we ensure Members are kept engaged with front line work.
- We dealt with 39 complaints during the year. The recurring themes are around how we communicate with individuals and families, concerns about the behaviour of some staff and issues around assessment and care plans. As well as resolving the individual complaints we are committed to learn and improve from these broader messages. We also received a number of unsolicited compliments (6) relating to our services and some of these are reproduced in speech bubbles throughout this report.

Social Care and Health: National Strategic Indicators and Public Accountability Measures improving or declining at Q3:



Progress on our priority actions from 2013/14

In last year's report I set out six priorities, each with 3 actions. In this section I comment on how well we have done. To make this clear for people who aren't familiar with the specific issues I also summarise how far I think we have achieved the priority actions.

1. A focus on families: Partially achieved

Our desired outcome was that families are supported during key transitions or times of stress. The progress we have made:

- The Joint Assessment Family Framework [JAFF](#) now has a manager in place and is located in the Partnership team with developing strong social services links.
- The planned all-age disability service has not been implemented due to other priorities.
- The Corporate Parenting Strategy in place and requires further work to implement fully.

2. Doing what matters: Mostly achieved

Our desired outcome was that people are supported to "live their own life" i.e. take more control over life they live. The progress we have made:

- Practice in Children's services more child focused e.g. more direct work with children.
- Integrated assessments and carer support plans are in place.
- Improvements implemented since Looked After Children inspection.

3. Finding integrated solutions: Fully achieved

Our desired outcome was that services are built around the needs of the individual and deliver "what matters." The progress we have made:

- Carried out integrated pilot; further negotiation ongoing with ABUHB.
- Mental Health pilot successful and being rolled out across Gwent.
- Majority of Intermediate Care Fund projects delivered.

4. Strengthening communities: Fully Achieved

Our desired outcome was that people are engaged in and supported by the communities and not dependant purely on statutory services. The progress we have made:

- Community coordination established.
- Small Local Enterprises project set up and My Day programme extended.
- New domiciliary care model designed and commissioning timetable agreed.

5. *Building new safeguarding and protection systems: Fully Achieved*

Our desired outcome was that people are protected and that this is achieved in ways which will empower the individual to sustain/regain control of their life. The progress we have made:

- New Adult Protection model agreed to improve responsiveness and consistency
- Robust whole authority safeguarding approach in place.
- Regional safeguarding arrangements well-embedded.

6. *Developing and supporting our people: Mostly achieved*

Our desired outcome was that all our staff are trained and motivated to deliver excellent person-centred support. The progress we have made:

- IT system developed with rescheduled implementation date of May 2015.
- New recruitment process in place and drop in use of agency workers.
- New Check In/Check Out performance appraisal system in place; need for more consistency noted in CSSIW report

Conclusion

We have made good progress over the last year in responding to the challenges that impact on social services in Wales. We have worked hard to sustain high quality services and strengthen processes and systems to ensure effectiveness. At the same time we know that more of the same is not the answer and that we need to build different relationships with people who approach us for support. Hence the developmental work described in this section is essential in recalibrating our services for the future.

“Those people I have worked with have very obviously given a great deal of thought to the emotional wellbeing and development of the child and family, and seem to always place the child at the centre of their thinking”

(Email from colleague at ABUHB)

“She has been a tower of strength to us over the last few months and it is down to her that we are still fostering”

(Compliment received via Yammer to Placement and Support Team)

Our priority actions for 2015/16

Earlier, I described our strategy with its three themes and six priorities. Here are the priority actions for this year, grouped under the six priorities. The detail of how and when these will be implemented sits within our Heads of Service plans and Service Improvement Plans.

A key question for me as Director is “how do we know how we are doing?” During 2015/16 we will need to:

- Maintain our performance against the traditional Welsh performance measures.
- Develop tools to capture the personal outcomes and views of the people we work with.

So we will be looking at:

- Traditional performance indicators (how many, how much)
- Feedback from people who use our services and their carers
- Feedback from regulators and partners
- Feedback from staff
- Personal Outcomes data
- Analysis and benchmarking

Priority	<i>1. A focus on families</i>
Outcome	That families are supported during key transitions in times of stress.
Actions	<ul style="list-style-type: none"> • Establish a Children in Care Council and develop employment opportunities for care leavers • Undertake a needs analysis of children in Monmouthshire • Continue to embed JAFF/TAFF

Priority	<i>2. Doing what matters</i>
Outcome	That people are supported to “live their own life” i.e. take more control over life they live.
Actions	<ul style="list-style-type: none"> • Implement a new Home Support model in Adults Services • Maintain performance against key indicators • Deliver our post-inspection action plan in Children’s Services

Priority	3. <i>Finding integrated solutions</i>
Outcome	That services are built around the needs of the individual and deliver “what matters”.
Actions	<ul style="list-style-type: none"> • Agree integrated model with Health based on further local delegated decision making. • Continue key Intermediate Care Fund initiatives • Work with Health to improve the child and adolescent mental health pathway

Priority	4. <i>Strengthening communities</i>
Outcome	That people are engaged in and supported by the communities and not dependant purely on statutory services.
Actions	<ul style="list-style-type: none"> • Set up Mardy Park as a community hub • Roll out My Day/ My Life in the Monmouth area • Develop place based approaches building on the community coordination approach

Priority	5. <i>Building new safeguarding and protection systems</i>
Outcome	That people are protected and that this is achieved in ways which will empower the individual to sustain/regain control of their life
Actions	<ul style="list-style-type: none"> • Implement the new adult safeguarding arrangements • Deliver positive outcome re: Estyn review of Safeguarding • Implement a consistent audit framework across children's services

Priority	6. <i>Developing and supporting our people</i>
Outcome	That all our staff are trained and motivated to deliver excellent person-centred support
Actions	<ul style="list-style-type: none"> • Introduce new IT system across social services • Roll out dementia care training and competency framework • Ensure manageable caseloads to enable quality work across adults and children.

These are the tangible actions which will help us achieve our purpose. Behind these specific actions are a number of organisational tasks which my staff and I will be carrying out to enable us to deliver on these. For 2015/16 the internal focus will be on:

- Stabilising the budget and delivering in line with the Medium Term Financial Plan
- Maintaining and improving our performance against national performance indicators
- Developing and supporting staff at all levels.
- Effective service commissioning.

Performance Measures

We have clear strategies to set the direction our services will be taking in the years ahead. We recognise that this is not easily measurable at the current time and that we cannot take our eyes off the basics of service delivery. We include here some more traditional and comparable measures of our performance.

	2011/12	2012/13	2013/14 ¹
The number of adults who received a traditional service during the year	2547	2570	2482
The number of children looked after at 31 March	106	101	103
The number of children on the child protection register on 31 March	79	55	37
The number (and rate per 10,000 population) of delayed transfers of care for social care reasons	21 (2.42)	16 (1.77)	17 (1.83)
The percentage of adult clients supported in the community during the year	87.6%	86.8%	86.3%
The number (and rate per 1000 population) of older people supported in residential settings	239 (12.90)	254 (13.21)	227 (11.33)
The percentage of adult clients who were reviewed during the year	65.3%	54.4%	82.1%
The percentage of carers of adults who were offered their own assessment or review	25%	72.2%	97.3%
The percentage of people who were fully independent following reablement	52%	55%	54.6%
The percentage of surveyed adult service users who were satisfied with the services they received	93%	96%	90%
The number of referrals to children's services dealt with the same day	96.7%	93.9%	99.0%
The percentage of initial assessments completed within 7 working days	77.0%	76.5%	79.1%
The percentage of Core Assessments completed within 35 working days	72.7%	81.3%	86.7%
The percentage of children looked after or on the child protection register with a social worker	100%	100%	100%
The percentage of reviews of looked after children carried out on time	100%	100%	99.6%
The percentage of reviews of children on the child protection register carried out on time	99.1%	90.5%	93.9%
The average education qualification points score of 16 year olds who have been looked after	139	269	222

For many of these measures comparable data for other areas will be available at infobasecymru.net

¹ This report is being published before our data for 2013/14 has been verified by Wales Audit Office. It is therefore subject to amendment.

What we Spend

