

PLEASE NOTE THAT THERE WILL BE A PRE-MEETING FOR MEMBERS OF THE CHILDREN AND YOUNG PEOPLE SELECT COMMITTEE AT 1.30PM

County Hall
The Rhadyr
Usk
NP15 1GA

19th January 2015

Notice of Meeting:

Children and Young People Select Committee

**Tuesday 27th January 2015 at 2.00pm
The Council Chamber, County Hall, The Rhadyr, Usk NP15 1GA**

AGENDA

The Council welcomes contributions from members of the public through the medium of Welsh or English. We respectfully ask that you provide us with adequate notice to accommodate your needs.

Item No	Item
1.	Apologies for absence.
2.	Declarations of Interest.
3.	To confirm and sign the minutes of the Special Meeting of the Children and Young People Select Committee dated 10 th December 2014 (copy attached).
4.	Public Open Forum.
5.	To scrutinise the Strategic Risk Assessment (copy attached).
6.	To scrutinise the following reports relating to Schools Funding (copies attached): (i) Proposed Changes to the School Funding Formula.

	(ii) Change to the Delegation of SEN Funding (SEN Lump Sum Allocation) for Schools within Monmouthshire.
7.	To scrutinise the School Admission Policy and Catchment Area Review report (copy attached).
8.	To scrutinise the report on Child Poverty Strategy Consultation (copy attached).
9.	Work Programming (copies attached): <ul style="list-style-type: none"> i) The Select Committee's Work Programme for 2014 – 2015. ii) The Cabinet Forward Work Planner.
10.	To note the date and time of the next meeting of the Children and Young People Select Committee: Thursday 12 th February 2015 at 4.00pm.

**Paul Matthews,
Chief Executive**

Children and Young People Select Committee

County Councillors:

D. Blakebrough
P.R. Clarke
P.S. Farley
L. Guppy
R.G. Harris
D.W. H. Jones
P. Jones (Chairman)
M. Powell
A.E. Webb

Added Members

Voting on Education Issues Only

Canon. Dr. S. James (Church in Wales)
Vacancy (Catholic Church)
Mrs. A. Lewis (Parent Governor Representative)
Mrs. S. Ingle-Gillis (Parent Governor Representative)

Added Members

Non-Voting

Mr. G. Murphy (NAHT)
Vacancy (ASCL)
Vacancy (NUT)
Vacancy (Free Church Federal Council)
Vacancy (NASUWT)
Mr. K. Plow (Association of School Governors)

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

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 goal

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the Special Meeting of the Children and Young People Select Committee held in the Council Chamber, County Hall, The Rhadyr, Usk on Wednesday 10th December 2014 at 2.00p.m.

PRESENT: County Councillor P. Jones (Chairman)

County Councillors: D. Blakebrough, P.S. Farley, and M. Powell

ALSO IN ATTENDANCE:

County Councillors: P.A. Fox, E.J. Hacket Pain and P. Murphy

ADDED / CO-OPTED MEMBERS:

Canon Dr. S. James (Church in Wales)

Mr. K. Plow (Monmouthshire Association of School Governors)

OFFICERS IN ATTENDANCE:

Ms. S. McGuinness	-	Chief Officer, Children and Young People
Mr. S. Burch	-	Chief Officer for Social Care and Health
Mrs. J. Robson	-	Head of Finance
Mrs. D. Mountfield	-	Head of Resources, Children & Young People Directorate
Mr. R. Hoggins	-	Head of Operations
Mrs. S. Randall-Smith	-	Children and Young People Directorate
Mr. M. Howcroft	-	Assistant Head of Finance
Mrs. N. Wellington	-	Finance Manager
Mr. R. Cope	-	Passenger Transport Unit Manager
Mrs. S. Hawkins	-	Principal Officer, ALN
Ms. T. Thomas	-	Youth and Community Manager
Mrs. T. Norris	-	Improvement Officer
Ms. E. Archer	-	Gwent Music Service Manager
Ms. H. Illett	-	Scrutiny Manager
Mr. R. Williams	-	Democratic Services Officer

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from County Councillors G.C. Burrows, P. Clarke, L. Guppy, R.G. Harris, D.W.H. Jones and A. Webb.

2. DECLARATIONS OF INTEREST

Declarations of interest are identified under the relevant minute.

**Minutes of the Special Meeting of the Children and Young People Select
Committee dated 10th December 2014 - continued**

**3. REVENUE & CAPITAL BUDGET MONITORING 2014/15 MONTH 6
OUTTURN FORECAST STATEMENT**

We received a report presented by the Assistant Head of Finance in which Select Committee Members received information on the forecast outturn position of the Authority at the end of month 6 for the 2014/15 financial year.

In doing so, the following information was noted:

- Monmouthshire's Unit costs were below the Wales average.
- Benchmarking could be used as good practice as having data available from other local authorities could allow Monmouthshire to learn from it.
- In response to a Select Committee Member's question regarding loss of income due to the closure of Monmouth swimming pool, it was noted that the loss of income was being treated as a budget pressure.

We resolved to receive the report and noted its content.

4. CAPITAL BUDGET PROPOSALS 2015/2016 TO 2018/2019

We received a report for scrutiny from the Head of Finance which outlined the proposed capital budget for 2015/16 and the indicative capital budgets for the three years 2016/17 to 2018/19.

We resolved to receive the report and noted its content.

5. BUDGET PROPOSALS 2015/16 TO 2018/19

We received a report from the Head of Finance in which Select Committee Members were provided with detailed proposals on the budget savings required to meet the gap between available resources and need to spend in 215/16.

In doing so, it was noted that the Authority was investigating ways to generate income in order to help save services provided by the Council.

We resolved to receive the report and noted its content.

6. SERVICE AREA BUDGET MANDATES

We welcomed Officers who presented the budget mandates and we heard the proposals before the Committee were invited to ask questions.

During discussion the following points were noted:

i) Mandate 14 - Revised Home to School Transport

- It was recognised that the mandate covered all schools. However, clarification was requested whether special circumstances had been taken

Minutes of the Special Meeting of the Children and Young People Select Committee dated 10th December 2014 - continued

into account e.g. faith schools, where a larger geographical area inhabited by pupils which attended the schools. In response, it was noted that faith schools were a discretionary decision upon the authority and transport is a non-statutory element of faith schools. However, with the current policy it is provided free of charge. Further discussions would be required for the future, most secondary faith schools are currently out of county and transport is provided.

- The Mandate is clear that it is non statutory provision. Some concern was expressed that faith school transport appeared to be prioritised over post 16 Transport. Concerns were expressed regarding the effect on Additional Learning Needs (ALN) and whether targeted consultation would be undertaken and in addition, the amount spent on transport to faith schools. In response, £490,000 was current provision on transport to faith schools. Post 16 SEN policy - any changes have to be consulted on and published by October 2015 to come into effect September 2016.
- The aim of the mandate was to reduce home to school transport and increase income on concessionary on non-statutory transport. It was clarified that this would be if a parent chose to take a child to an out of catchment school, it would not be charged.
- In relation to pick up/drop off points, increased vulnerability and ALN of pupils, information was requested regarding impact of pupils in these areas. We were advised that in terms of dedicated pick up points, any special circumstances would be considered and dedicated pick up points would be more for mainstream and not ALN pupils. Currently there were different arrangements for ALN. Looking at dedicated pick up points within a long distance route.
- Feeder buses currently provided to certain areas, dedicated pick up points for where feeder buses are currently used, for mainstream, not ALN.
- Concern was expressed that pupils were not encouraged to stay on at school due to the cost to families. Clarification was required on how low income families have been considered. We were advised that post 16 transport was not funded and was not statutory, reduced costs were available for low income/benefit, also payment plans could be put in place and circumstances are considered. However, further discussions are required regarding the issue.
- In comparison to other authorities, some are in the same situation as Monmouthshire and there have been significantly increased costs. Concessionary schemes will be introduced by the Welsh Government in 2015/16 for work/training, not education. Further clarity was required on criteria for the type of training and how eligibility would be considered. In addition we noted that post 16 pupils of low income families may be eligible for support through the Education Maintenance Allowance from Student Finance Wales.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 10th December 2014 - continued

- A query was raised whether the service could be shared between other authorities. Officers confirmed that a regional transport policy was being considered, which would assist all authorities.
- In relation to the policy aligning with other Monmouthshire County Council values e.g. poverty, single integrated plan, access and mobility, it was noted that post 16 travel to school was difficult and parental choice was to be considered. The policy does not discriminate against college or school.
- Policy would be discussed in the coming year and a draft policy would be circulated for consultation. Further consultation would be held with stakeholders.

The committee resolved to approve the mandate.

ii) Mandate 16 – Revised Schools Delegated Budgets

- A Select Committee Member welcomed cluster working. However, clarification was requested regarding whether savings could be achieved through working in clusters. Officers confirmed that clusters were working differently and the impact of the savings was unknown, but they were working towards. This was the first year of actively working with schools on alternative educational delivery options.
- One area which should be considered was to the LEA. There was a need to consider as the LEA that everything the authority has offered has been effective and efficient. It was noted that this issue had been discussed within clusters and one challenge was offering value for money to clusters, this was being considered by services.
- The Chief Officer reassured the Committee that every possible step was being taken. In terms of value for money, it was being considered through Service Level Agreements and expert advice within the authority. Schools were being supported and early informed in relation to business models and new ways of working.
- Information was requested regarding risks due to savings being met and it was noted that deficit positions were risks. However, they would be managed and monitored in year to assist with financial decisions. Staff would be reduced if there were surplus staff. It was clarified that performance was reliant on excellent management and delivery, it was not anticipated that the budget would affect performance.
- In terms of redundancy, there was a fund for school based redundancies. However, some funding would have to be contributed by schools. However, savings would be made on future salaries.
- Concerns were expressed regarding the effect on health and morale of the education workforce and it was requested that further information could be provided e.g. significant sickness absence.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 10th December 2014 - continued

- In order for engagement to be increased, it was suggested that information should be passed on to school governors, which in turn could be passed onto parents. Members were advised that it was for Head Teachers to engage and that each governing board were encouraged to have a finance committee.
- Members were reassured that outcomes were not solely reliant on finances. There was a requirement to ensure that there was good planning and financial management, as an intrinsic part of the job. The authority was enabling schools. However, there were restrictions put upon the authority.
- Further detail was requested regarding the costs for commissioning and design work. This related to officers working with schools and identifying possible changes, not external commissioned service.

The committee resolved to approve the mandate.

iii) Mandate 20 – Schools Music Service Mandate

- Research had shown that music can improve the educational achievement of pupils.
- It was noted that the structure of the service would be maintained.
- A hardship fund was operated in Newport City Council, helping children living in families that were less well-off to be able to take advantage of the services provided by the Schools Music Service. A similar fund could be investigated for Monmouthshire's children in similar circumstances, i.e., creating a hardship fund for Free School Meal children.
- 5,500 children from Monmouthshire were currently accessing services from the Schools Music Service.
- The Schools Music Service was being advertised with a view to bringing the service to as many children as possible. Any support to preserve this service from local press and media would be welcomed.
- On a national level the Schools Music Service was well placed following a re-structure to respond to the budget cuts.
- The Incorporated Musicians Society was being launched in January 2015, which could be accessed via twitter.
- In response to a Select Committee Member's question regarding the service, it was noted that if the Schools Music Service did not exist then there would be no cohesive pathway for pupils to participate musically in groups.
- A reduction in the budget from Monmouthshire this year equated to £50,000. The Service will therefore not fill a management post that was currently vacant. Also, funds would be recouped by charging music centres and introducing a nominal charge for instrument hire. However, the Authority will still contribute £162,000 to the Schools Music Service in 2015/16.
- It was noted that one of Cabinet's priorities was to keep the Select Committee up to date with the future of the Schools Music Service.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 10th December 2014 - continued

The committee resolved to approve the mandate.

iv) Mandate 35 – Transformation of Children’s Services

- The Mandate covers a two year period, focussing on the first year.
- Consultation with key clients will be undertaken in January 2015.
- The Mandate will allow the service to be flexible and to meet the changing needs of learners, providing advice and support to learners and parents.
- The Mandate ties in with work already undertaken and scrutinised by the Select Committee with the infrastructure being put in place to deliver it.
- The Additional Learning Needs (ALN) Service will be robust in its engagement with the Aneurin Bevan Health Board.
- The Mandate would allow Monmouthshire children with ALN to be educated within Monmouthshire, with the Authority not having to pay for these children to be educated out of County. By educating these children within County, the cost to the Authority would be significantly less.
- In response to a question raised regarding potential staff cuts within the ALN service, it was noted that this matter was currently being reviewed and information was not yet available.
- It was noted that the savings identified in the Mandate would be recouped over a two year period.

The Committee resolved to approve the mandate.

v) Mandate 42 – Youth Service

- The Youth serve was conscious of its market groups and would therefore avoid duplication of services.
- Income generation will be delivered by providing bespoke training packages in Youth Work with staff being re-aligned to provide income generation.
- It was agreed that the Youth and Community Manager would come back to a future meeting of the Select Committee to provide Members with an update on progress.

The Committee resolved to approve the mandate.

7. WHOLE AUTHORITY RISK LOG

County Councillor M. Powell declared a personal, non-prejudicial interest in this item under the Members’ Code of Conduct, as she was a governor at King Henry VIII Comprehensive School.

We received a report by the Improvement Officer in which Select Committee Members received an overview of the current and future strategic risks facing the authority.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 10th December 2014 - continued

Select Committee Members were informed that the risk assessment ensured that:

- Strategic risks were identified and monitored by the Authority.
- Risk controls were appropriate and proportionate.
- Senior managers and Elected Members systematically reviewed the strategic risks faced by the Authority.

Having received the report, the following points were noted:

- The Improvement Officer stated that a number of required changes to the document had already been made to the copy presented to the Select Committees, which was also the version taken to the Senior Leadership Team meeting.
- Page 4 of the document – Potential for harm to vulnerable children or adults due to factors outside our control – This risk needed to consider that the abuse of older people was being given a higher profile by the Authority.
- The former risk assessment for 2013, which had informed the new version of the risks for 2014 on Comparative Standards at Key Stages 3 & 4. The risk was marked high. However, The Chief Officer for Children and Young People stated that projections for next summer were sound and the new risk on education performance should be changed from high to medium. It was noted that the balance of this risk was based on evidence and therefore should be monitored closely.

We resolved that the following issues across the consolidated risks for 2014 would be discussed with the Cabinet Member for Children and Young People in January 2015:

- Results.
- Gap attainment in Fee School Meals.
- ICT Development.
- Capital Receipts.
- 21st Century Schools.
- Increase in child poverty related to homelessness.
- Reducing Budgets.
- The Williams Commission.
- The relationship with the Education Achievement Service.
- Further consideration of the Risk Log.

The meeting ended at 5.07pm.

**Minutes of the Special Meeting of the Children and Young People Select
Committee dated 10th December 2014 - continued**

SUBJECT:	Strategic Risk Assessment
MEETING:	Children and Young People Select Committee
DATE:	27th January 2015
DIVISION/WARDS AFFECTED:	All

1. PURPOSE:

- 1.1 To provide members with an overview of the current strategic risks facing the authority as provided in appendix 1.

2. RECOMMENDATIONS:

- 2.1 That members use the risk log to hold the responsible officers and portfolio holder to account to ensure that risk is being appropriately managed
- 2.2 Use the risk register to inform the future work programme of the committee.

3. KEY ISSUES:

- 3.1 The risk assessment ensures that:
- Strategic risks are identified and monitored by the authority.
 - Risk controls are appropriate and proportionate
 - Senior managers and elected members systematically review the strategic risks facing the authority.
- 3.2 The risk assessment only covers High and Medium level risks. Lower level operational risks are not registered unless they are projected to escalate within the three years covered. These need to be managed and monitored through teams' service plans.
- 3.3 Select Committees have already considered the content of the risk assessment at meetings in November and December 2014 alongside the emerging budget mandates. The risk assessment, including the wording of the risk matrix in appendix 2 has been updated to reflect feedback received at these meetings.

- 3.4 Risks will be signed off at Cabinet in March 2015. Prior to this, they will also be examined by Council on 22 January to inform the budget discussions that will take place at that meeting.
- 3.5 The risk log is a living document and will evolve over the course of the year as new information comes to light. This is reflected in the circular diagram given in appendix 2 which shows some of the information that informs the authority's knowledge of risks at different points in the year.
- 3.6 An up-to-date risk log will be accessible to members on The Hub. This will ensure that select committees are able to re-visit the information at any point in the year to re-prioritise their work plan as appropriate.

4. REASONS:

- 4.1 To provide timely and contributory information to the authority's performance management framework in ensuring that the authority is well-run and is able to contribute to achieving sustainable and resilient communities.

5. CONSULTEES:

SLT
CYP Select
Adults Select
Strong Communities Select
Economy and Development Select

6. AUTHORS:

Policy and Performance Team

9. CONTACT DETAILS:

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Whole Authority Strategic Risk Assessment 2014/15

Appendix 1

Ref	Risk (Effect and Event)	Reason why the risk has been identified (evidence) (Cause)	Risk Level				Actions proposed to mitigate risk	Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level				
1	Some services may become financially unsustainable as a result of reducing budgets and demographic pressures.	<ul style="list-style-type: none"> - Year on-year budget reductions up 4.3% could potentially make the authority unviable with less staff - An ageing population and complexity of demand in children’s services will place increased pressure on services - Decision not to pursue early voluntary merger following Williams Commission recommendation could impact on some funding opportunities - As we move to new models of provision we may have to run two approaches side-by-side in some areas during transition period. 	2014/15	Unlikely	Major	Low	<ul style="list-style-type: none"> - Assess carefully the impact of the further savings that need to be made post 15/16 - Consider how best to use capacity fund and any external funding sources to supplement the change programme required - Ensure that the detailed business cases that will deliver the MTFP are fully costed, stress-tested and managed - Undertake quarterly budget monitoring of savings proposals 	Joy Robson	Phil Murphy	All
			2015/16	Unlikely	Major	Low				
			2016/17	Possible	Major	High				
2	Uncertainty whether income targets within the 2014-17 Medium Term Financial Plan can be achieved and this could lead to	<ul style="list-style-type: none"> - Ambitious plans and new, more commercial, ways of working carry an inherent risk - Other programmes can impact on planned savings targets for example the loss of income from the swimming pool in Monmouth as a result of school 	2014/15	Possible	Moderate	Low	<ul style="list-style-type: none"> - Monitor the delivery of budget proposals agreed as part of the 2014/15 budget - Agree proposals to balance the MTFP 2015/16 to 2018/19 taking into account the need to match the expected performance targets with adequate resources. 	Joy Robson	Phil Murphy	All
			2015/16	Likely	Substantial	Medium				
			2016/17	Likely	Substantial	Medium				

Agenda Item 5

Ref	Risk (Effect and Event)	Reason why the risk has been identified (evidence) (Cause)	Risk Level				Actions proposed to mitigate risk	Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level				
	unplanned changes in other services to balance the budget	rebuild					- Develop principles and underpinning guidance on income generation including on marketing services			
3a	Potential that the authority is unable to deliver its new schools capital programme due to capital receipts not generating the required income	- Capital receipts from disposal of assets are not generating the required income - Reduction in capital budget - Ambitious 21 st Century Schools programme and need to provide Welsh medium education - The core programme has been constrained in order to enable the new schools programme to be funded	2014/15 2015/16 2016/17	Possible Possible Possible	Major Major Major	Medium Medium Medium	-Implement the Asset Management Plan as the structure to effectively manage property assets that the Council owns or occupies aligned to key corporate priorities and service needs -Ensure resource is available to maintain sale of assets -Development of the strategic use of Community Infrastructure Levy when available - Further refinement of priority assessments in the property and infrastructure budgets to ensure all pressures have been considered and ranked	Deb Hill-Howell	Phil Murphy	Economy and Development Strong Communities
3b	Pressure on capital budget from 21 st Century schools programme will impact on other areas requiring capital investment.	- A number of significant pressures are documented that are not currently funded - In the event of emergency pressures resources will have to be diverted due to lack of capacity in the capital budget								
4	Potential that negative findings from pending CSSIW and Estyn inspections will	- Cases considered by CSSIW in Spring 2014 identified some concerns about outcomes - Unable to evidence good performance against some key	2014/15 2015/16	Almost Certain Possible	Major Major	High Med	- Evaluate and reflect on our practice to ensure that any problems are identified and acted upon - Manage our actions in response to	Simon Burch & Sarah Mc-Guinness	Geoff Burrows Liz Hackett-	Adults CYP

Agenda Item 5

Ref	Risk (Effect and Event)	Reason why the risk has been identified (evidence) (Cause)	Risk Level				Actions proposed to mitigate risk	Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level				
	divert energy from an ambitious transformation programme.	performance indicators in children's social services - Education services currently remain in special measures, although feedback from the Monmouthshire Recovery board is positive	2016/17	Unlikely	Major	Low	Estyn and CSSIW via the directorates' service plans and the consolidated action plan led by Children's Services	s Tracey Jelfs	Pain	
5	The authority does not achieve a positive outcome from the corporate assessment	- Self assessment highlighted a number of issues that need to be addressed including: i) Ensuring alignment and planning of resources to deliver priorities and programmes. ii) Ensuring staff are appropriately supported - WAO Annual Improvement report highlighted "It is uncertain whether the Council is likely to make arrangements to secure continuous improvement for 2014-15"	2014/15 2015/16 2016/17	Unlikely Possible Possible	Major Major Major	Low Med Med	- Deliver the action plan emerging from the Self-Evaluation. - Continue to roll-out a new employee performance framework and ensure we have the right people in the right jobs - Continue to improve the way we manage the performance of our services and tie this into continued effective financial management of the organisation.	Tracey Harry Will McLean	Peter Fox	All
6	Potential for significant harm to vulnerable children or adults due to factors	- The likelihood of this occurring in a given year is low. However the significant harm that can occur due to factors that are outside our control mean that	2014/15 2015/16 2016/	Possible Possible Possible	Major Major Major	Medium Medium Medium	- Continually monitor and evaluate process and practice - Deliver actions set in service plans for POVA and Safeguarding - Ensure that robust systems are in	Tracy Jelfs/ Julie Boothroyd	Liz Hackett Pain Geoff	CYP Adults

Agenda Item 5

Ref	Risk (Effect and Event)	Reason why the risk has been identified (evidence) (Cause)	Risk Level				Actions proposed to mitigate risk	Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level				
	outside our control.	this will always be a risk	17				place within the authority to respond to any concerns arising from allegations or organised abuse		Burrows	
7	Possibility that needs and capabilities of learners are not sufficiently addressed and consequently, they do not achieve to their highest potential	<ul style="list-style-type: none"> - Gap in attainment between ‘all pupil’ and Free School Meals cohort - Variation in standards across schools - To date we have not in all cases appropriately supported pupils with additional learning needs - poor assessments in some schools due to leadership, management, capacity and performance issues - unsustainable provision to meet the demand for Welsh Medium education provision 	2014/ 15 2015/ 16 2016/ 17	Likely Likely Possible	Major Major Major	Medium Medium Medium	<ul style="list-style-type: none"> - Ensure delivery of the actions identified in the Chief Officers annual report - Continue to self-assess and deliver effective responses to the Estyn inspection recommendations - Ensure that the Additional Learning Needs review delivers a sustainable, adequate and appropriate support to pupils with Additional Learning Needs - Ensure the commissioned arrangements with the EAS address the authority’s concerns in challenging and supporting schools - Deliver the Welsh Education Strategic Plan in collaboration with neighbouring authorities 	Sarah Mc-Guinness	Liz Hackett Pain	CYP
8a	Potential that council services, including schools do not have the necessary ICT infrastructure to maximise their	<ul style="list-style-type: none"> - The ongoing SRS review has identified scope for improvement and greater realisation of opportunities for its partner bodies. - Schools and the EAS depend on reliable equipment and support 	2014/ 15 2015/ 16 2016/ 17	Likely Likely Possible	Substantial Substantial Substantial	Medium Medium Medium	<ul style="list-style-type: none"> -Work with the SRS Board to implement the findings of the review specifically around: finance and the core service, governance and cultural and identity -Produce a ‘commissioning document’ 	Peter Davies	Phil Murphy Bob Greenland	Economy and Development

Agenda Item 5

Ref	Risk (Effect and Event)	Reason why the risk has been identified (evidence) (Cause)	Risk Level				Actions proposed to mitigate risk	Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level				
8b	offer to service users Insufficient ICT infrastructure and skills in the county have the potential to lead to social and economic disadvantages	from the SRS to implement systems for pupil tracking and to meet curriculum needs - Broadband notspots remain in the county and despite Monmouthshire being in the next tranche for roll-out of Superfast Cymru; around 4-6% of our most rural areas, which are already more isolated, will not be impacted. - Welfare reform increases requirements for internet access and suitable digital skills for some of the most vulnerable in our society					that informs the nature, cost and schedule of services MCC wishes to procure from SRS. Keep the relationship business focussed and reinforce the client-contractor split. - Revise the ICT programme board as the digital programme board to improve and strengthen governance arrangements -Deliver the I County digital road map which has three main areas of focus: 1) internal systems, processes, data and infrastructure 2) community, economic, business and education dimensions 3) opportunities for commercialisation			
9.	Our workforce do not have sufficient development opportunities to drive change, spur innovation and improve performance	- Our people are central to the success of our council and county. - Continued economic constraint and local government reform can impact on staff morale and service objectives. - Organisational culture impacts on our ability to address future	2014/15 2015/16 2016/17	Possible Possible Unlikely	Substantial Substantial Substantial	Medium Medium Low	- Engage with staff and communities to finalise the People and Organisational Development Strategy. This will ensure the strategy is focussed on addressing identified needs. - Once finalised, take forward the activities in the programme plan of	Peter Davies	Phil Murphy	Strong Communities

Agenda Item 5

Ref	Risk (Effect and Event)	Reason why the risk has been identified (evidence) (Cause)	Risk Level				Actions proposed to mitigate risk	Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level				
		challenges and make sustained improvements in areas that require it. - Corporate self-evaluation identified we need to do more to support staff and at the staff conference people indicated that the values of the authority are not always practiced.					the strategy which will bring together the many facets of people and organisational development we run to provide support and development for people whether they are inside or outside of our organisation			
10a	Not all volunteers we engage and work with align their contributions closely enough to achieving our shared objectives for communities	To respond to the challenges we face we need to fully utilise and support the talent that exists inside our organisation and out, which includes volunteers, community organisations and social capital. This will require new ways of working which in themselves carry an inherent risk.	2014/15 2015/16 2016/17	Possible Possible Possible	Substantial Substantial Substantial	Medium Medium Medium	To develop a means to clarify the council's key objectives to volunteers engaged in community work, to help them to understand their contribution so we can achieve a higher potential for joined up success, for instance introducing a volunteer co-ordinator	Kellie Beirne / Will McLean	Phil Murphy	Strong Communities
10b	We do not have a clear strategy for drawing on the social capital in communities and this poses risk in overloading the						To provide a community governance review that will enable clarity to both the council and the community on delivering a localised set of shared aims and objectives, including a shared understanding of governance structures, effective participation and			

Agenda Item 5

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			Year	Likelihood	Impact	Risk Level				
	same volunteers						robust decision making			
11	Potential that Monmouthshire will not have a prosperous economy that supports enterprise and sustainable growth	<p>Average gross weekly wage levels have declined in the County in the three previous years up to 2013 to £427, the fifth lowest in Wales. In 2014, wage levels have increased to £466, equal 9th in Wales.</p> <p>A large element of the Monmouthshire workforce are out commuting. Whilst there is action we can take to help mitigate some of the risk, the economy in Monmouthshire will be impacted on by external market conditions that are outside of our control which increases the likelihood of the risk.</p> <p>Availability of assets which enhance the tourism offer, an important part of the Monmouthshire economy, is a risk with continuing financial constraint</p>	2014/15 2015/16 2016/17	Possible Possible Possible	Substantial Substantial Substantial	Medium Medium Medium	<p>- Implement the Monmouthshire Business Growth and Enterprise Strategy action plan which has a specific focus to support business growth, encourage inward investment and growing entrepreneurs.</p> <p>- Complete the Vale of Usk Local Development Strategy, following consultation with wider partners, which will inform how the Rural Development Plan funding for the 2014-2020 period will be spent to coordinate action to maximise results across the Vale of Usk rural areas.</p>	Peter Davies	Bob Greenland	Economy and Development

Agenda Item 5

Risk Management – A summary of key points

Purpose

The County Council is a large and complex organisation that needs to be looking continuously at how it can be more efficient and effective in everything that it does. Risk management is an indispensable element of corporate governance and good management. The aim of this approach is to anticipate, calculate and manage risks pro-actively in advance rather than having to deal with consequences once risks have happened.

Information about Risk

Our approach to risk management is informed by a range of information that flows into and within the organisation throughout the year (see diagram below). The risk log will be updated throughout the year using the latest intelligence, including reports from all regulators including CSSIW and Estyn. It will be made available on the Hub.



Risk Tolerance

Good governance and accountability does not need to lead to an option of carrying the lowest short-term risk. Sticking with the status quo may carry an opportunity cost, which is the foregone opportunity to use our resources differently to radically improve services. Transforming public services needs innovation and this may carry an uncertainty of outcome and therefore an element of risk. The council’s risk tolerance needs to reflect this.

Describing Risk

Risk need to be recorded in a structured format covering the cause, event and effect. Some examples are below:

Event	Cause	Effect
Risk of... Failure to... Lack of... Loss of... Uncertainty of... Inability to... Delay in...	Because of... Due to... As a result of...	Leads to... and/or... result in...

Cause	Event	Effect
Because of... As a result of... Due to...	An uncertain event may occur	Which would lead to [effect on objective]

Assessing Risk

Risks are assessed by the level of:

- likelihood of occurrence
- impact/severity of the consequences

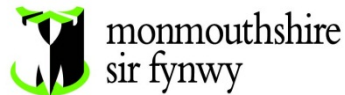
Both factors need to be assessed to pin point the seriousness of risks.

The Council uses a ‘traffic light’ system of Red/Amber/Green associated with High/Medium/Low to record risk.

major	Low	Medium	High	High
substantial	Low	Medium	Medium	High
moderate	Low	Low	Medium	Medium
minor	Low	Low	Low	Low
	Unlikely	possible	Likely	Almost certain
	Likelihood			

Monitoring Risk

The Risk Register is a living document and must be regularly reviewed and updated. It will be signed off by Cabinet on an annual basis – alongside the medium term financial plan. It will be timetabled for scrutiny 6 months into every business year but can be examined by select committee at any point in time at the determination of the chair and committee members.



SUBJECT:	PROPOSED CHANGES TO THE SCHOOL FUNDING FORMULA
DIRCTORATE:	CHILDREN AND YOUNG PEOPLE
MEETING:	CYP SELECT COMMITTEE
DATE:	8TH JANUARY 2015.
DIVISION/WARDS AFFECTED:	ALL

1 PURPOSE:

- 1.1 To provide members with an update on proposed changes to the school funding formula for threshold payments and job evaluation.
- 1.2 To provide members with details of any responses received in relation to the consultation on the above proposals.

2 RECOMMENDATION:

- 2.1 That Select Members scrutinise the proposed changes.

3 BACKGROUND:

- 3.1 The schools funding formula is reviewed annually to ensure that all elements are distributing funding using the fairest method.
- 3.2 The decision to review the formula and the elements to be reviewed are made by the school funding forum following recommendations from officers.
- 3.3 A working group, representing all schools make recommendations as to the preferred method of distributing the funding, following which a consultation paper was circulated. This paper is attached in Appendix 1. A full list of consultees is provided under section 8.
- 3.4 It was decided to review the distribution method for threshold payments and job evaluation.
- 3.5 Threshold payments are made to teaching staff that are paid on the upper pay spine. Currently all staff are funded on their actual scale point and progressed every two years to reflect actual pay increases.
- 3.6 Recently the pay policy for teaching staff has changed and staff can progress much quicker, they do not have to wait for two years and they can move more than one incremental point.

- 3.7 Following the job evaluation process carried by the authority schools were funded for any incremental increases for non-teaching staff on an actual basis, and did not go through the formula.
- 3.8 Many of the posts and staff that this funding supported have changed or been deleted and therefore the proposal is to look at a different method of distribution.

4 KEY ISSUES:

Threshold Funding.

- 4.1 The decision on pay progression is the decision of the governing body, and they must follow the performance pay policy.
- 4.2 Should a governing body decide to accelerate a teachers pay, incrementing them every year or above a one point progression, under the new proposals this will not be funded.
- 4.3 The funding will continue at the current rate of every other year for teachers on the upper pay spine. This is proposed to allow all schools to have access to the funding of pay.
- 4.4 Should governing bodies wish to accelerate teachers progression then the school would need to fund this.
- 4.5 Of the thirteen consultation responses received, twelve are in agreement with this proposal. One did not agree with this proposal and suggested an alternative, their response is detailed in appendix 3.

Job Evaluation Funding.

- 4.6 Three proposals were put to the working group:
- (i) The total Job Evaluation funding is distributed via the Age Weighted Pupil Unit element, (pupil numbers).
 - (ii) The funding for Mounon House job evaluation element remains with Mounon House and the remaining schools funding is pooled and distributed via the Age Weighted Pupil Unit, (pupil numbers).
 - (iii) The funding for Mounon House job evaluation element remains with Mounon House and the remaining schools funding is pooled and distributed via the General allowances element of the formula.
- 4.7 Mounon House have a higher ratio of non-teaching staff due to the nature of the provision. The working group raised concerns that by pooling the funding this would see a large reduction in their budget.

- 4.8 The working group felt that the fairest method of distribution is via pupil numbers with the current weighting offered under the Age Weighted Pupil Numbers element and therefore the preferred method of distribution is proposal 2.
- 4.9 The effect on schools is show in appendix 2. It should be noted that this is based on the formula for 2014-15 and until the actual pupil numbers are known in late January 2015 it will not be possible to identify the actual difference by school.
- 4.10 Of the thirteen consultation responses received twelve agreed with using the preferred proposal, the remaining one preferred the use of General Allowances and questioned if Mounton House should be protected to the full extent due to the effects on the primary schools.
- 4.11 All consultation responses are shown in Appendix 3.

5 REASONS:

- 5.1 To distribute funding via the school funding formula using the fairest method.

6 RESOURCE IMPLICATIONS:

- 6.1 There are no resource implications it is not proposed to reduce the total funding for schools via this proposal.

7 SUSTAINABLE DEVELOPMENTAL AND EQUALITY IMPLICATIONS:

- 7.1 The equality impacts identified in the assessment (Appendix 4)

8 CONSULTEES:

- 8.1 All Headteachers
All Chairs of Governor
School Budget forum
Senior Management Team
DMT
All Elected Members
Diocesan Director of Education.

9 BACKGROUND PAPERS:

- Schools funding Regulations 2010.
- Working Group minutes and recommendations.

10 AUTHOR:

Nikki Wellington – CYP Finance Manager

11 CONTACT DETAILS:

nicolawellington@monmouthshire.gov.uk
01633 644549



APPENDIX 1.

MONMOUTHSHIRE LOCAL EDUCATION AUTHORITY
CHILDREN AND YOUNG PEOPLE DIRECTORATE
CONSULTATION DOCUMENT – CHANGES TO THE FUNDING
FORMULA FOR SCHOOLS.

- This document forms part of the consultation process on the proposed changes to the funding formula which delegates funding to schools within Monmouthshire.
- The relevant Welsh Government legislation that Monmouthshire Local Education Authority is bound by is:

The Schools Budget Share (Wales) Regulations 2010.

CONSULTATION DOCUMENT

**CHANGES TO THE DELEGATION OF FUNDING FOR SCHOOLS WITHIN
MONMOUTHSHIRE.**

Date of Issue: **21st November 2014.**

Action Required: **Consultation closes 19th December 2014.**

Title of Document: The Review of Funding for Schools in Monmouthshire Consultation Document.

Audience: All Head teachers of Monmouthshire Schools, Chairs of Governing Bodies of Monmouthshire Schools, The Schools Budget Forum, the Senior Management Team, the Departmental Management Team of the Children and Young People Directorate, Diocesan Directors of Education, and All Elected Members.

Overview: This document details the background that gave rise to the review of the current consultation on Schools funding and then outlines the new proposals for the distribution of this funding.

Action Required: A proforma (Appendix 1) is enclosed for your response. The completed form should be sent to the address below by the consultation closing date of **19th December 2014**

Responses to: Nikki Wellington

Finance Manager
Children and Young People Directorate
Monmouthshire County Council
@Innovation House
PO Box 106
Caldicot
Monmouthshire
NP26 9AN
e-mail: nicolawellington@monmouthshire.gov.uk

Further Information: Enquiries about this consultation document should be directed to **Nikki Wellington**

Nikki Wellington
Tel: 01633 644549
e-mail: nicolawellington@monmouthshire.gov.uk

Additional Copies: These can be obtained from Nikki Wellington (telephone number and e-mail address above)

Related Documents: The Schools Budget Shares (Wales) Regulations 2010

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1 Background.	4
2 Issues with Current Arrangements	4
3 Funding of Job Evaluation	4
4 Funding of Teachers on Upper Pay Scales	5

Appendix 1 – Responses proforma.

1. Background

- 1.1. The School Budget Forum agreed to review the formula every year and to look at small changes to ensure the formula remains up to date and to ensure that it continues to distribute funding in the fairest way.
- 1.2. Following the establishment of a working group, with representatives from all groups of schools, this consultation document sets out the areas that are to be considered for implementation for the financial year 2015-16.
- 1.3. The areas to be considered are:
 - Redistribution of Job Evaluation Funding
 - Funding of Upper Pay Scales

2. Issues with current arrangements

- 2.1. Job Evaluation Funding was first allocated via the schools funding formula in 2012/13. The funding was based on actual cost to school budget including incremental increases. Since this time there has been staff restructures, changes to pay policies and natural staff movement, therefore we believe the current funding does not represent the funding required by the schools.
- 2.2. Through the age weighted pupil unit schools are funded for teachers at a main scale 6, additional top up funding is given for those teachers on upper pay scales. A change to the teacher's pay policy now allows teachers to progress through the pay structure by more than one point at a time, it is felt that it would be unfair to fund more than one increment.

3. Funding of Job Evaluation

- 3.1 The current funding no longer reflects the cost to the school.
- 3.2 The working group discussed three proposals (Appendix 2). Figures are based on 2014-15 Section 52 adjusted for September pupil numbers.
- 3.3 Proposal 1: Remove JE funding from lump sum allocation and distribute via general allowances under age weighted pupil unit. This will distribute the funding on a per pupil basis but weighted by year group.
 - Due to the nature of Mounton House, the schools funding would decrease by over £100k.
- 3.4 Proposal 2: Remove JE funding from lump sum allocation except for Mounton House and distribute via general allowances under age weighted pupil unit. This will distribute the funding on a per pupil basis but weighted by year group. Mounton house funding to remain the same but reviewed at next formula review.

- 3.5 Proposal 3: Remove JE funding from lump sum allocation except for Mounon House and distribute via administration under age weighted pupil unit. This will distribute the funding evenly on a per pupil basis. Mounon house funding to remain the same but reviewed at next formula review.
- 3.6 The working group agreed that proposal 2 would be the fairest distribution of funding.

Q1 – Do you agree that proposal 2 should be implemented?

Q2. - If you do not agree with this proposal, do you have any other suggested method of funding?

4. Funding of Teachers on Upper Pay Scales

- 4.1 Currently schools are funded for the upper pay scales and those teachers are incrementing to in the year.
- 4.2 A new pay policy has now been adopted where by a teacher can increment more than one pay point in a year and also do not have to wait two years before applying for the next point once incremented.
- 4.3 **Proposal:** The working group felt that if a school decided to increment a member of staff more than one point and/or increment in less than a two year period, the school should fund the difference and it should not be funded from the schools overall allocation which will dilute the funding for other schools.
- 4.4 CYP Finance section would regulate this and only fund the school based on a one point increase through main scale and every two years on upper pay.
- 4.5 If this proposal was agreed, 2015-16 funding for existing teachers would be based on 2014-15 information provided by schools allowing only for one increment in a two year period. This is due to changes already made in September 2014.
- 4.6 Those teachers who have not incremented more than one point, will only be funded on the next point if CYP are notified by the school (which is the current process)

Q3 – Do you agree with the above proposal to fund schools based on a biennial increment, if a teacher has incremented more than one point or they are incrementing more than once in a year?

Q4. - If you do not agree with this proposal, do you have any other suggested method of funding?

School	Preferred Method of Distribution			Appendix 2
	Difference if Total Job Evaluation is distributed via the Age Weighted Pupil Unit (pupil numbers)	Difference if Total Job Evaluation is distributed via the Age Weighted Pupil Unit (pupil numbers). Mounton House funding remains.	Difference if Total Job Evaluation is distributed via the Administration allowance. Mounton House funding remains.	
CALDICOT COMPREHENSIVE	(29,054)	(15,201)	(18,099)	
CHEPSTOW COMPREHENSIVE	(1,039)	8,292	5,539	
KING HENRY V111 COMPREHENSIVE	2,228	13,279	11,586	
MONMOUTH COMPREHENSIVE	(48,779)	(31,373)	(34,857)	
MOUNTON HOUSE SPECIAL SCHOOL	138,330	0	0	
PUPIL REFERRAL UNIT	0	0	0	
ARCHBISHOP ROWAN WILLIAMS C.IN W.	(55)	2,520	2,617	
CALDICOT GREEN LANE JUNIOR	0	0	0	
CASTLE PARK	(1,665)	1,009	1,110	
CALDICOT WEST END INFANTS & NURSERY	0	0	0	
CANTREF PRIMARY	(6,689)	(3,443)	(2,849)	
CROSS ASH PRIMARY	2,837	5,539	5,642	
DERI VIEW PRIMARY	8,060	12,277	13,646	
DEWSTOW PRIMARY	15,917	19,164	20,088	
DURAND PRIMARY	(5,480)	(2,363)	(1,601)	
GILWERN PRIMARY	(2,319)	227	323	
GOYTRE FAWR PRIMARY	1,287	3,777	3,871	
KYMIN VIEW PRIMARY	(6,079)	(3,634)	(3,149)	
LLANDOGO PRIMARY	(2,159)	(1,098)	(1,058)	
LLANFAIR KILGEDDIN CHURCH IN WALES PRIMARY	(252)	159	174	
LLANFOIST FAWR	(10,684)	(7,812)	(7,704)	
LLANTILLIO PERTHOLEY CHURCH IN WALES PRIMARY	(11,657)	(8,828)	(8,721)	
LLANVIHANGEL CROCORNEY PRIMARY	1,433	2,127	2,153	
MAGOR CHURCH IN WALES PRIMARY	(9,207)	(4,299)	(3,391)	
OSBASTON PRIMARY	(1,311)	1,575	1,684	
OLSM R.C. PRIMARY	(1,045)	1,586	1,685	
OVERMONNOW PRIMARY	17,231	22,557	23,560	
PEMBROKE PRIMARY	5,596	9,125	10,170	
RAGLAN V.C. PRIMARY	4,454	7,270	7,376	
ROGIET PRIMARY	(5,199)	(2,384)	(2,277)	
SHIRENEWTON PRIMARY	(7,392)	(4,492)	(4,382)	
ST. MARYS (CHEPSTOW) R.C. PRIMARY	1,546	4,191	4,291	
THE DELL PRIMARY	(14,889)	(9,103)	(8,884)	
THORNWELL PRIMARY & NURSERY UNIT	(1,791)	1,608	2,161	
TRELLECH PRIMARY	(7,265)	(4,987)	(4,901)	
UNDY PRIMARY	(5,032)	(802)	18	
USK C.V. PRIMARY	(8,096)	(4,800)	(4,675)	
YSGOL GYMRAEG Y FENNI	(7,699)	(4,758)	(4,646)	
YSGOL GYMRAEG Y FFIN	(8,774)	(6,315)	(5,860)	

Key: () = Increase in Funding

Responses were received from:

1. Caldicot School Governing Body
2. Cantref Primary School Governing Body
3. Llanfoist Primary School Governing Body
4. Osbaston Church in Wales Headteacher
5. Overmonnow Primary School Headteacher
6. Pupil Referral Service
7. Shirenewton Headteacher
8. Y Fenni Headteacher
9. Departmental Management Team
10. Durand Primary School
11. Raglan Primary School
12. The Dell Primary School.
13. Monmouth Comprehensive School.

Q1. – Do you agree that proposal 2 for funding Job Evaluation should be implemented?

Twelve responded yes to this proposal. One school made the following comments.

It does now seem to make sense to distribute based on Pupil Numbers, however we note the overall shift in funding from Primary to Secondary.

We have no objection to proposal 2 (General Allowances).

It seems a little biased to remove Mounton House from the calculations, when several Primary Schools are adversely affected by the change – would wonder in percentage terms of overall budget allocations if this reduction in budget is just as significant for them as for Mounton House?

Q2. - If you do not agree with this proposal, do you have any other suggested method of funding?

No one proposed an alternative.

Q3. – Do you agree with the proposal to fund schools based on a biennial increment?

Twelve responded yes to this proposal. One school made the following comments:

UPS Funding – Biennial incremental progression on Teachers UPS scale is no longer relevant – Nowhere in the SEWC Pay Policy and Teachers Pay and Conditions Document 2014 is reference now made to biennial incremental progression. The following extract has been taken from TPC Document 2014:

19.1 The relevant body must consider annually whether or not to increase the salary of teachers who have completed a year of employment since the previous annual pay determination and, if so, to what salary within the relevant pay ranges set out in paragraphs 13,14,16 and 17.

The only mention of a 2 year evidence base is in the SEWC Pay Policy and is for staff wishing to apply to progress from Main Scale to UPS1.

We have discussed this with MCC Personnel and cannot understand why a School would be penalised for following National and Local policies.

It has been confirmed that this proposed funding mechanism could not be applied to staff joining the LA who would have to be funded on actual incremental progression.

We disagree with the proposal.

Q4. - If you do not agree with this proposal, do you have any other suggested method of funding?

We maintain that Threshold Funding continues to be on actual incremental progression (not theoretical) – suggest that it would be more sensible (and less of an administrative burden) to ask for information from Schools in November for the coming financial year (as current) with proposed incremental progression then to re-visit in September/October the following year to establish if this progression has actually happened – schools would then be subject to a ‘clawback’ or entitled to additional funding (additional costs funded from ‘clawback’).

This method would be much less of an administrative burden than the suggested method above which would be fraught with issues

Appendix 4

The “Equality Initial Challenge”

Name: Nikki Wellington Service area: CYP Finance Date completed: 21 st November 2014		Please give a brief description of what you are aiming to do. To update the schools funding formula to ensure transparency and fairness. Job Evaluation funding to be funded on a per pupil basis and Threshold funding to match previous progression structure.	
Protected characteristic	Potential Negative impact Please give details	Potential Neutral impact Please give details	Potential Positive Impact Please give details
Age			Funding allocated will be weighted on age of pupil to best reflect the resources required at the school.
Disability			
Marriage + Civil Partnership			
Pregnancy and maternity			
Race			
Religion or Belief			
Sex (was Gender)			
Sexual Orientation			
Transgender			
Welsh Language			

Please give details about any potential negative Impacts .	How do you propose to MITIGATE these negative impacts
➤ <i>.There are 4 schools under the preferred method of distribution for Job Evaluation for which funding fall by £10,000 or more.</i>	➤ All schools have been consulted with on the proposals and their views have incorporated into the final proposals.
➤	➤
➤	➤
➤	➤

Signed N Wellington
Dated 21st November 2014.

Designation Finance Manager CYP

EQUALITY IMPACT ASSESSMENT FORM

What are you impact assessing	Service area
Change in Schools Funding Formula	CYP Finance
Policy author / service lead	Name of assessor and date
Nikki Wellington	Nikki Wellington

1. What are you proposing to do?

Background. Update the schools funding formula to ensure transparency and fairness of delegated funding.

Job Evaluation – removal of lump sum funding and allocate on a per pupil basis. Funding was previously allocated based on actual cost to the school, however since funding was determined there has been restructures and other movements in staff, therefore it is felt the funding no longer accurately reflects the need of a school.

Threshold funding – schools are currently funded on actual cost. Due to the change in policy Teachers are now able to increment more than one upper pay scale grade every two years. The proposal is to fund schools for the grade the teacher would have been paid based on the old policy. Governing bodies must follow the procedure laid down in the pay performance policy when considering pay increments.

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

The majority of school based staff are female therefore any changes to the formula may impact on this group.

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

Consulted with a wide audience, including all schools, Chairs of Governors and elected members. Governing Bodies must follow the pay performance policy which has been adopted by School Governing Bodies.

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..

Schools funding formula
Performance related pay policy

Signed...Nikki Wellington

Designation Finance Manager CYP

Dated 21st November 2014

The “Sustainability Challenge”

Name of the Officer completing “the Sustainability challenge” Nikki Wellington		Please give a brief description of the aims proposed policy or service reconfiguration To update the schools funding formula to ensure transparency and fairness. Job Evaluation funding to be funded on a per pupil basis and Threshold funding to match previous progression structure.	
Name of the Division or service area CYP Finance		Date “Challenge” form completed 21st November 2014	
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		✓	
Improve housing quality and provision		✓	
Reduce ill health and improve healthcare provision		✓	
Promote independence		✓	

Encourage community participation/action and voluntary work		✓	
Targets socially excluded		✓	
Help reduce crime and fear of crime		✓	
Improve access to education and training		✓	
Have a positive impact on people and places in other countries		✓	
PLANET			
Reduce, reuse and recycle waste and water		✓	
Reduce carbon dioxide emissions		✓	
Prevent or reduce pollution of the air, land and water		✓	
Protect or enhance wildlife habitats (e.g. trees, hedgerows, open spaces)		✓	
Protect or enhance visual appearance of environment		✓	
PROFIT			

Protect local shops and services		✓	
Link local production with local consumption		✓	
Improve environmental awareness of local businesses		✓	
Increase employment for local people		✓	
Preserve and enhance local identity and culture		✓	
Consider ethical purchasing issues, such as Fairtrade, sustainable timber (FSC logo) etc		✓	
Increase and improve access to leisure, recreation or cultural facilities		✓	

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

➤	➤
➤	➤

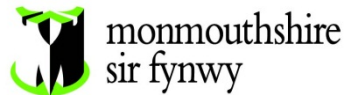
The next steps

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

- 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 Nikki Wellington

Dated 21st November 2014



SUBJECT:	CHANGE TO THE DELEGATION OF SEN FUNDING (SEN LUMP SUM ALLOCATION) FOR SCHOOLS WITHIN MONMOUTHSHIRE
DIRCTORATE:	CHILDREN AND YOUNG PEOPLE
MEETING:	CYP SELECT COMMITTEE
DATE:	8TH JANUARY 2015
DIVISION/WARDS AFFECTED:	ALL

1 PURPOSE:

- 1.1 To provide members with an update on the proposed change to the formula for distributing the SEN delegated lump sum to schools within Monmouthshire .
- 1.2 To provide members with details of any responses received in relation to the consultation on the above proposals.

2 RECOMMENDATION:

- 2.1 That Select Members scrutinise the proposed changes.

3 BACKGROUND:

- 3.1 The funding formula for SEN was implemented in April 2010 following an extensive review and consultation.
- 3.2 Band Funding (D and E) was retained for pupils with severe and complex special educational needs requiring 75% and 100% TA support respectively which is distributed according to Statement of SEN and application to SEN Funding Panel.
- 3.3 The money not distributed for individual pupils via Bands D and E (minus an in-year contingency amount) was delegated to schools as an SEN Delegated Lump Sum. This was calculated via a formula, based on the size of school plus a social deprivation factor.
- 3.4 The size of the school was determined by the number of full-time pupils on roll up to Year 11 according to the January PLASC return. The SEN Finance Working Group in 2010 after much debate recommended that the preferred social deprivation factor should be derived from ACORN data. This was a value attributed to a school, based on the post codes of the individual pupils on roll and the known social demographic features of the areas where the pupils live.
- 3.5 Schools were placed in bands according to their ACORN value and a weighting added to the numbers of pupils on roll (Full Time Equivalent) to reflect increasing levels of deprivation, demonstrated as follows:

<u>Schools' ACORN Value</u>	<u>Social Deprivation Weighting</u>
0 to 9	1.1 x size of the school
10 to 19	1.2 x size of the school
20 to 29	1.3 x size of the school
30 to 39	1.4 x size of the school
40 to 49	1.5 x size of the school

4 KEY ISSUES:

- 4.1 The ACORN data previously provided by Fischer Family Trust to calculate the SEN delegated lump sum is no longer available and therefore an alternative deprivation factor is required.
- 4.2 The recent ALN review indicated that the majority of Monmouthshire Headteachers' supported the current SEN funding arrangement, as the SEN delegated lump sum enabled a level of autonomy at school level and ensured that SEN pupils have received early intervention.
- 4.3 Taking into account the above views the LA has not looked to substantially change the formula, but to find a suitable alternative replacement to the ACORN data previously used.

Review of Alternative Options

- 4.4 Monmouthshire liaised with other Welsh LA's via the ADEW group to seek details of how they delegated SEN funding and in particular if they used a deprivation factor as part of their formula. From the responses received the majority used free school meal data (FSM) as part of their formula and one LA which had previously used ACORN data had moved to Geo Demographic Data (GDF), which was also available via Fischer Family Trust. Several options were profiled, including the formula implemented by a neighbouring LA of GDF squared x number of pupils on roll, however such formulas created significant variations to the current SEN Lump Sum delegated to schools and would have impacted greatly on many schools. This was discussed at the Schools Budget Forum where it was requested that a preferred option could be produced.

The following two options were therefore chosen and compared against current financial year SEN Lump sum allocations to schools.

- To replace the ACORN data with Free School Meal Data
- To replace the ACORN data with Geo Demographic Data

In reviewing the formula, the LA has sought to maintain as close distribution of funding possible to that currently allocated.

- 4.5 To Replace ACORN Data with Free School Meal Data (FSM) The FSM Data was calculated as a percentage of the number of pupils on roll at each of the schools. As per previous methodology the values were placed in a band and a social deprivation weighting applied. The social index factor was then calculated by multiplying the number of pupils by the social deprivation weighting. By totalling the social index factor for all schools and dividing this into the total LA SEN lump sum

available for allocation, it provided a monetary value per point, which was then calculated for each school. The advantage of using FSM is that the data is collated centrally and readily available to the LA. Please Refer to Appendix 1

4.6 To Replace ACORN Data with Geo Demographic Data (GDF) - The Geo Demographic Factor is the current alternative data from the Fischer Family Trust and uses a wider classification in respect of deprivation to that which formed the ACORN data. The calculation of the SEN lump sum from the GDF follows a similar format to previous. Fischer Family Trust have indicated that there is no guarantee that GDF will continue to be available and/or the format of data will continue to be calculated in the same manner. There is therefore a risk that this data is less reliable and will become unavailable as per the ACORN data. Please refer to Appendix 2.

4.7 Both options have a similar impact on the SEN delegated lump sum allocated to schools. The preferred option would be to replace the ACORN data with FSM. The reasoning is that the data is readily available on a long-term basis to the LA and will not necessitate further adjustment to the SEN Delegated Lump sum formula.

4.8 Fourteen consultation responses were received. Ten agreed with this proposal.

4.9 The consultation responses are shown on Appendix 3.

5 REASONS:

5.1 The FSM data is readily available on a long-term basis to the LA and will not necessitate further adjustment to the SEN Delegated Lump Sum formula.

5.2 The funding allocation using this formula is generally in line with the original SEN delegated lump sum formula and therefore schools will not experience significant swings in regards to their budgets. It was therefore viewed as the fairest method.

6 RESOURCE IMPLICATIONS:

6.1 The proposal is cost neutral.

7 SUSTAINABLE DEVELOPMENTAL AND EQUALITY IMPLICATIONS:

7.1 The equality impacts identified in the assessment (Appendix 3)

8 CONSULTEES:

- All Head teachers of Monmouthshire Schools
- Chairs of Governing Bodies of Monmouthshire Schools
- The Schools Budget Forum
- The Senior Management Team, the Departmental Management Team of the Children and Young People Directorate,
- Diocesan Directors of Education
- All Elected Members.

9 BACKGROUND PAPERS:

SEN Funding Consultation Document 2010
Free School Meal Data for Monmouthshire

10 AUTHOR:

Gwen Phillips – SEN Support Officer

11 CONTACT DETAILS:

gwenphillips@monmouthshire.gov.uk
01633 644491



MONMOUTHSHIRE LOCAL EDUCATION AUTHORITY
CHILDREN AND YOUNG PEOPLE DIRECTORATE
CONSULTATION DOCUMENT –
CHANGE TO THE SEN FUNDING FORMULA FOR SCHOOLS.

- This document forms part of the consultation process on the proposed changes to the funding formula which delegates funding to schools within Monmouthshire.
- The relevant Welsh Government legislation that Monmouthshire Local Education Authority is bound by is:

The Schools Budget Share (Wales) Regulations 2010.

CONSULTATION DOCUMENT

CHANGES TO THE DELEGATION OF SEN FUNDING (SEN LUMP SUM ALLOCATION) FOR SCHOOLS WITHIN MONMOUTHSHIRE.

Date of Issue: **21st November 2014.**

Action Required: **Consultation closes 19th December 2014.**

Title of Document: The Review of SEN Funding for Schools in Monmouthshire Consultation Document.

Audience: All Head teachers of Monmouthshire Schools, Chairs of Governing Bodies of Monmouthshire Schools, The Schools Budget Forum, the Senior Management Team, the Departmental Management Team of the Children and Young People Directorate, Diocesan Directors of Education, and All Elected Members.

Overview: This document details the background that gave rise to the review of the current consultation on Schools funding and then outlines the new proposals for the distribution of this funding.

Action Required: A proforma (Appendix 1) is enclosed for your response. The completed form should be sent to the address below by the consultation closing date of **19th December 2014**

Responses to: Gwen Phillips

SEN Support Officer
Children and Young People Directorate
Monmouthshire County Council
@Innovation House
PO Box 106
Caldicot
Monmouthshire
NP26 9AN
e-mail: gwenphillips@monmouthshire.gov.uk

Further Information: Enquiries about this consultation document should be directed to **Gwen Phillips**.

Gwen Phillips
Tel: 01633 644491
e-mail: gwenphillips@monmouthshire.gov.uk

Additional Copies: These can be obtained from Gwen Phillips (telephone number and e-mail address above)

Related Documents: The Schools Budget Shares (Wales) Regulations 2010

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2 Issues with Current Arrangements	4
3 Review of Alternative Options	4
4 Proposal	5

Appendix 1 – Use of Free School Meal Data

Appendix 2 – Use of Geo Demographic Data

1. Background

- 1.1 The funding formula for SEN was implemented in April 2010 following an extensive review and consultation.
- 1.2 Band Funding (D and E) was retained for pupils with severe and complex special educational needs requiring 75% and 100% TA support respectively.
- 1.3 The money not distributed for individual pupils via Bands D and E (minus an in-year contingency amount) was delegated to schools as an SEN Delegated Lump Sum. This was calculated via a formula, based on the size of school plus a social deprivation factor.

The size of the school was determined by the number of full-time pupils on roll up to Year 11 according to the January PLASC return. The SEN Finance Working Group in 2010 after much debate recommended that the preferred social deprivation factor should be derived from ACORN data. This was a value attributed to a school, based on the post codes of the individual pupils on roll and the known social demographic features of the areas where the pupils live.

Schools were placed in bands according to their ACORN value and a weighting added to the numbers of pupils on roll (Full Time Equivalent) to reflect increasing levels of deprivation, demonstrated as follows:

<u>Schools' ACORN Value</u>	<u>Social Deprivation Weighting</u>
0 to 9	1.1 x size of the school
10 to 19	1.2 x size of the school
20 to 29	1.3 x size of the school
30 to 39	1.4 x size of the school
40 o 49	1.5 x size of the school

2. Issues with current arrangements

- 2.1 The ACORN data previously provided by Fischer Family Trust to calculate the SEN delegated lump sum is no longer available and therefore an alternative deprivation factor is required.
- 2.2 The recent ALN review indicated that the majority of Monmouthshire Headteachers' supported the current SEN funding arrangement, as the SEN delegated lump sum enabled a level of autonomy at school level and ensured that SEN pupils have received early intervention.
- 2.3 Taking into account the above views the LA has not looked to substantially change the formula, but to find a suitable alternative replacement to the ACORN data previously used.

3. Review of Alternative Options

- 3.1 Monmouthshire liaised with other Welsh LA's via the ADEW group to seek details of how they delegated SEN funding and in particular if they used a deprivation factor as part of their formula. From the responses received the majority used free school meal data (FSM) as part of their formula and one LA which had previously used ACORN data had moved to Geo Demographic Data (GDF), which was also available via Fischer Family Trust. Several options were profiled, including the formula implemented by a neighbouring LA of GDF squared x number of pupils on roll, however such formulas created significant variations to the current SEN Lump Sum delegated to schools and would have impacted greatly on many schools.

3.2 The following two options were therefore chosen and compared against current financial year SEN Lump sum allocations to schools.

- To replace the ACORN data with Free School Meal Data
- To replace the ACORN data with Geo Demographic Data

In reviewing the formula, the LA has sought to maintain as close distribution of funding possible to that currently allocated.

3.3 To Replace ACORN Data with Free School Meal Data (FSM) - The FSM Data was calculated as a percentage of the number of pupils on roll at each of the schools. As per previous methodology the values were placed in a band and a social deprivation weighting applied. The social index factor was then calculated by multiplying the number of pupils by the social deprivation weighting. By totalling the social index factor for all schools and dividing this into the total LA SEN lump sum available for allocation, it provided a monetary value per point, which was then calculated for each school. The advantage of using FSM is that the data is collated centrally and readily available to the LA.

Please Refer to Appendix 1

3.4 To Replace ACORN Data with Geo Demographic Data (GDF) - The Geo Demographic Factor is the current alternative data from the Fischer Family Trust and uses a wider classification in respect of deprivation to that which formed the ACORN data. The calculation of the SEN lump sum from the GDF follows a similar format to previous. Fischer Family Trust have indicated that there is no guarantee that GDF will continue to be available and/or the format of data will continue to be calculated in the same manner. There is therefore a risk that this data is less reliable and will become unavailable as per the ACORN data.

Please refer to Appendix 2

4. Proposal

4.1 Both options have a similar impact on the SEN delegated lump sum allocated to schools. The preferred option would be to replace the ACORN data with FSM. The reasoning is that the data is readily available on a long-term basis to the LA and will not necessitate further adjustment to the SEN Delegated Lump sum formula.

Q1 – Do you agree that the proposal should be implemented?

Q2. - If you do not agree with this proposal, do you have any other suggested method of funding?

APPENDIX 1 - FORMULA USING FSM DATA

£51 PER INDEX POINT				Social Deprivation	No on Roll x SD Weighting			
SCHOOL NAME	No on Roll	FSM	% FSM	Weighting	social index Factor	Lump sum	Funding 14/15	Variation
DERI VIEW PRIMARY	283	110	39	1.7	481.1	24,536	21,650	2,886
THORNWELL PRIMARY	243	72	30	1.7	413.1	21,068	18,590	2,478
PEMBROKE PRIMARY	225	58	26	1.6	360	18,360	16,065	2,295
DEWSTOW PRIMARY	212	49	23	1.5	318	16,218	15,137	1,081
LLANFOIST PRIMARY	204	41	20	1.4	285.6	14,566	13,525	1,041
OLSM	185	34	18	1.4	259	13,209	12,266	943
OVERMONNOW PRIMARY	376	69	18	1.4	526.4	26,846	26,846	0
CASTLE PARK	193	36	17	1.4	270.2	13,780	12,663	1,117
ROGIET PRIMARY	191	32	17	1.4	267.4	13,637	12,663	974
KING HENRY V111 COMPREHENSIVE	831	127	15	1.3	1080.3	55,095	55,095	0
LLANTILLIO PERTHOLEY	199	32	15	1.3	258.7	13,194	13,194	0
CHEPSTOW COMPREHENSIVE	685	97	14	1.3	890.5	45,416	45,416	-1
CALDICOT COMPREHENSIVE	961	131	14	1.3	1249.3	63,714	63,714	0
GILWERN PRIMARY	181	23	13	1.3	235.3	12,000	12,000	0
DURAND PRIMARY	213	25	12	1.3	276.9	14,122	15,208	-1,086
KYMIN VIEW PRIMARY	171	20	12	1.3	222.3	11,337	12,209	-872
YSGOL GYMRAEG Y FENNI	187	21	11	1.3	243.1	12,398	11,444	954
LLANVIHANGEL CROCORNEY PRIMARY	54	5	9	1.2	64.8	3,305	3,305	0
GOYTRE FAWR PRIMARY	171	15	9	1.2	205.2	10,465	10,465	0
MONMOUTH COMPREHENSIVE	1282	105	8	1.2	1538.4	78,458	78,458	0
YSGOL GYMRAEG Y FINN	145	15	7	1.2	174	8,874	9,614	-740
LLANFAIR KILGEDDIN	29	2	7	1.2	34.8	1,775	1,775	0
CANTREF PRIMARY	235	15	6	1.2	282	14,382	15,581	-1,199
USK C.V. PRIMARY	218	13	6	1.2	261.6	13,342	13,342	0
CROSS ASH PRIMARY	187	9	5	1.1	205.7	10,491	11,444	-953
MAGOR CHURCH IN WALES PRIMARY	336	16	5	1.1	369.6	18,850	20,563	-1,713
LLANDOGO PRIMARY	86	4	5	1.1	94.6	4,825	5,263	-438
RAGLAN V.C. PRIMARY	198	9	5	1.1	217.8	11,108	12,118	-1,010
THE DELL PRIMARY	410	17	4	1.1	451	23,001	25,092	-2,091
ST. MARYS (CHEPSTOW) R.C. PRIMARY	204	8	4	1.1	224.4	11,444	13,525	-2,081
OSBASTON PRIMARY	202	8	4	1.1	222.2	11,332	12,362	-1,030
ARCH. ROWAN WILLIAMS C.in W. PRIMARY	193	7	3	1.1	212.3	10,827	11,812	-985
UNDY PRIMARY	309	8	3	1.1	339.9	17,335	18,911	-1,576
TRELLECH PRIMARY	160	5	2	1.1	176	8,976	8,976	0
SHIRENEWTON PRIMARY	203	1	0	1.1	223.3	11,388	11,388	0

1239

1 = £51

12934.8

659675

SOCIAL DEPRIVATION	31% +	1.7
WEIGHTING	26% to 30%	1.6
	21% to 25%	1.5
	16% to 20%	1.4
	11% to 15%	1.3
	6% to 10%	1.2
	0% to 5%	1.1

Increase



Decrease



APPENDIX 2 - LUMP SUM ALLOCATION USING GDF BY BAND

£ 51 PER INDEX POINT				No on Roll x GDF Band	GDF		
SCHOOL NAME	N on Roll	GDF	GDF BAND	Soc Index Factor	Lump Sum	14/15 Lump Sum	Variance
DERI VIEW PRIMARY	283	79.98	1.6	452.8	23,093	21,650	1,443
THORNWELL PRIMARY	243	76.57	1.6	388.8	19,829	18,590	1,239
PEMBROKE PRIMARY	225	70.63	1.5	337.5	17,213	16,065	1,148
DEWSTOW PRIMARY	212	70.96	1.5	318	16,218	15,137	1,081
KYMIN VIEW PRIMARY	171	52.07	1.4	239.4	12,209	12,209	0
CASTLE PARK	193	63.89	1.5	289.5	14,765	13,780	984
DURAND PRIMARY	213	51.26	1.4	298.2	15,208	15,208	0
OVERMONNOW PRIMARY	376	47.00	1.4	526.4	26,846	26,846	0
KING HENRY V111 COMPREHENSIVE	831	48.80	1.4	1163.4	59,333	55,095	4,238
LLANTILLIO PERTHOLEY	199	50.26	1.4	278.6	14,209	13,194	1,015
OLSM	185	52.10	1.4	259	13,209	12,266	944
CALDICOT COMPREHENSIVE	961	40.01	1.3	1249.3	63,714	63,714	0
ROGIET PRIMARY	191	53.11	1.4	267.4	13,637	12,663	974
YSGOL GYMRAEG Y FINN	145	41.39	1.3	188.5	9,614	9,614	0
GILWERN PRIMARY	181	45.57	1.3	235.3	12,000	12,000	0
CHEPSTOW COMPREHENSIVE	685	36.27	1.3	890.5	45,416	45,416	0
LLANFOIST PRIMARY	204	49.61	1.4	285.6	14,566	13,525	1,040
ST. MARYS (CHEPSTOW) R.C. PRIMARY	204	31.75	1.3	265.2	13,525	13,525	0
CANTREF PRIMARY	235	41.03	1.3	305.5	15,581	15,581	0
MONMOUTH COMPREHENSIVE	1282	26.60	1.2	1538.4	78,458	78,458	0
YSGOL GYMRAEG Y FENNI	187	33.55	1.3	243.1	12,398	11,444	954
ARCH. ROWAN WILLIAMS C.in W. PRIMARY	193	17.95	1.2	231.6	11,812	11,812	0
UNDY PRIMARY	309	7.46	1.1	339.9	17,335	18,911	-1,576
GOYTRE FAWR PRIMARY	171	28.09	1.2	205.2	10,465	10,465	0
LLANVIHANGEL CROCORNEY PRIMARY	54	22.76	1.2	64.8	3,305	3,305	0
USK C.V. PRIMARY	218	15.89	1.1	239.8	12,230	13,342	-1,112
LLANFAIR KILGEDDIN	29	16.96	1.2	34.8	1,775	1,775	0
RAGLAN V.C. PRIMARY	198	11.73	1.1	217.8	11,108	12,118	-1,010
THE DELL PRIMARY	410	8.63	1.1	451	23,001	25,092	-2,091
OSBASTON PRIMARY	202	11.95	1.1	222.2	11,332	12,362	-1,030
MAGOR CHURCH IN WALES PRIMARY	336	13.69	1.1	369.6	18,850	20,563	-1,714
CROSS ASH PRIMARY	187	10.28	1.1	205.7	10,491	11,444	-954
LLANDOGO PRIMARY	86	16.32	1.2	103.2	5,263	5,263	0
TRELLECH PRIMARY	160	11.94	1.1	176	8,976	8,976	0
SHIRENEWTON PRIMARY	203	8.31	1.1	223.3	11,388	11,388	0
					0		
				13105.3	668,370	662,796	

SOCIAL DEPRIVATION WEIGHTING	0 - 15	1.1
	16 - 30	1.2
	31 - 45	1.3
	46 - 60	1.4
	61 - 75	1.5
	75+	1.6

1 = £51

Increase
Decrease



Responses were received from:

1. Caldicot School Governing Body
2. Llanfoist Primary School Governing Body
3. King Henry VIII Comprehensive Headteacher
4. Overmonnow Primary School Headteacher
5. Pupil Referral Service
6. Shirenewton Headteacher
7. Y Fenni Headteacher
8. Departmental Management Team
9. Durand Primary School
10. Diocese of Monmouth/Raglan Primary School
11. The Dell Primary School Governing Body
12. Monmouth Comprehensive School
13. Cantref Primary School Governing Body
14. School Governor with ALN and Looked After Children Responsibilities

Q1. – Do you agree that the proposal should be implemented?

10 responded Yes to this proposal

Additional comments included:

“Yes - I agree with this proposal. This FSM data is always available and is clearly understood by schools. From a funding point of view both of these options work out the same.”

“Yes - But with reservation at using FSM data as increasingly this is being used to determine funding levels for schools. This data fluctuates yearly and could effect funding significantly. Would prefer that the other formula was used but understand that the data may not be available in future years.”

“Yes, it makes sense to be wary of adopting a new formula dependent on a factor that may disappear, as ACORN did; and it is true that the proposing option (using FSM) is cost-neutral for us and all the other comprehensives.”

“Yes - Whilst I have considerable concerns that the FSM factor is not ideal: SEN needs are often not linked to ‘poverty’ and affects families in all income brackets: inherited genetics don’t discriminate in this way! However I recognise that the GDF band may not be available in the future, there appears to be no other reliable alternative formula which could be used. To move to GDF banding for possibly only 1 year and then to change the formula again, means schools cannot plan ahead and will create uncertainty which will be more negative than taking an initial hit! So reluctantly I agree with the proposal as the best way forward.”

“Yes - Basing the funding on free school meals (FSM), as a starting point has its merits. As stated the data is readily available so there will be continuity. The formula does however seem to make an assumption that children receiving FSM all have additional learning needs (ALN) and all children with ALN, who need additional support, are on the FSM register which is not the case. But it is a starting point and given that a lot of children in receipt of FSM will have ALN it’s a sensible one.”

Q2. - If you do not agree with this proposal, do you have any other suggested method of funding?

4 did not agree to the proposal.

“No, however I don’t think SEN funding should be linked to deprivation – there is funding for deprivation via PDG. Monmouthshire Schools with FSM pupils are being funded for them. SEN and FSM are not necessarily linked and to use any FSM or deprivation is to the detriment of SEN pupils in schools with low or no FSMs. SEN funding should be allocated by size of school numbers of pupils – as well as % of pupils achieving below 85 in tests.”

“Concern about the use of FSM data to determine the formula as FSM is such a flawed and disadvantaged system. Suggested Forum have an in-depth look into the use of the Welsh Index for Multiple Deprivation as a more robust and effective measure which goes beyond the ACORN data and is fundamentally more versatile than FSM benchmarking, particularly as we are proposing to look at pure FSM data, rather than e-FSM as the basis of the funding formula. Although neither would be any advantage to the school, it was felt that WIMD would be more robust and equitable measure than FSM.”

“We have analysed our current ALN provision and identified there is no secure link between SEN and FSM. In fact of the 191 students that require ALN support only 44 of them are claiming entitlement to FSM – 23%. Using FSM data as a measure for distribution of funding is not as secure as the ACORN/FFT. We are aware that a significant number of students in our school community would fit the eligibility criteria for FSM's but parents choose not to apply. Obviously, the ACORN/FFT data is gathered nationally and does not require application by parents.

Having researched what other authorities are doing we have discovered the following:

Warwickshire – use National Attainment tests in addition to use of ALN Audit and Indices of Multiple Deprivation to determine SEN Funding. Northumberland – use general pupil attainment, FSM and Indices of Multiple Deprivation to determine SEN Funding. As part of the Plasc return we provide detailed SEN data – is it not sensible for this data to be utilised ensuring that funding reflects ALN not purely eligibility for FSM?”

“Lump sum allocation using GDF by Band”

An additional comment on a Yes return indicated:

“Perhaps a fairer system of funding would be to use the proposal for a proportion of the funding available but then to incorporate other methods of allocation in distributing the balance. Given that Estyn identified ALN provision as unsatisfactory, it is right that the way in which it is funded is reviewed. The Council has indicated its intention to use an integrated approach. An approach where the child is placed at the centre, i.e. integrated and holistic, even where the funding in concerned is preferable. This may involve closer working with other departments such as Social Services. There are many children who are or have been ‘looked after’. These children will very often be placed in foster or adoptive homes in locations more affluent than they were born into. Many of these children will have ALN but not necessarily be FSM. The proposal does not seem to recognise these children and they therefore appear to be discriminated against. This may be true of other categories of ALN children.”

Appendix 3

The “Equality Initial Challenge”

Name: Gwen Phillips, SEN Support Officer Service area: Special Educational Needs Date completed: 19 th December 2014		Please give a brief description of what you are aiming to do. Agree to change to the delegation of SEN Funding (SEN Lump Sum Allocation) for Schools in Monmouthshire	
Protected characteristic	Potential Negative impact Please give details	Potential Neutral impact Please give details	Potential Positive Impact Please give details
Age		Involves all children and young people	
Disability			Maintaining inclusion for all children and young people
Marriage + Civil Partnership		N/A	
Pregnancy and maternity		N/A	
Race		Involves all children and young people	
Religion or Belief		Involves all children and young people	
Sex (was Gender)		Involves all children and young people	
Sexual Orientation		Involves all children and young people	
Transgender		Involves all children and young people	
Welsh Language		Involves all children and young people	

Please give details about any potential negative Impacts .	How do you propose to MITIGATE these negative impacts
➤ <i>If the agreement was not to fund the in year grant cuts this could result in schools having to make redundancies to find the savings.</i>	➤ Follow HR policies if this was to occur. Provide support to schools to minimise the risk of this, ie to look at savings in non pay areas.
➤	➤
➤	➤
➤	➤

Signed G. Phillips
Dated 19th December 2014.

Designation SEN Support Officer

EQUALITY IMPACT ASSESSMENT FORM

What are you impact assessing	Service area
Change to the delegation of SEN Funding (SEN Lump Sum Allocation) for Schools in Monmouthshire	CYP SEN
Policy author / service lead	Name of assessor and date
Gwen Phillips/Stephanie Hawkins	Gwen Phillips, 19 th December 2014

1. What are you proposing to do?

Background

The ACORN data previously provided by Fischer Family Trust to calculate the SEN delegated lump sum is no longer available and therefore an alternative deprivation factor is required.

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. No.

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

n/a

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

n/a

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..

SEN Funding Consultation Document 2010
Free School Meal Data for Monmouthshire
Headteachers
The Schools Budget Forum

Signed...Gwen Phillips

Designation SEN Support Officer, CYP

Dated 19th December 2014

The “Sustainability Challenge”

Name of the Officer completing “the Sustainability challenge” Gwen Phillips		Please give a brief description of the aims proposed policy or service reconfiguration Change to the delegation of SEN Funding (SEN Lump Sum Allocation) for Schools in Monmouthshire	
Name of the Division or service area SEN, CYP		Date “Challenge” form completed 19 th December 2014	
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		N/A	
Improve housing quality and provision		N/A	
Reduce ill health and improve healthcare provision		N/A	
Promote independence			To promote levels of independence for children and young people who are supported in schools

Encourage community participation/action and voluntary work		N/A	
Targets socially excluded		N/A	To reduce exclusions and increase accessibility of mainstream schools in Monmouthshire to children and young people
Help reduce crime and fear of crime		N/A	
Improve access to education and training			Increased inclusion for all learners
Have a positive impact on people and places in other countries		N/A	
PLANET			
Reduce, reuse and recycle waste and water		N/A	
Reduce carbon dioxide emissions			Maintaining pupils in in-county provision/local school setting and reducing the need to transport to out of county provision
Prevent or reduce pollution of the air, land and water		N/A	
Protect or enhance wildlife habitats (e.g. trees, hedgerows, open spaces)		N/A	

Protect or enhance visual appearance of environment		N/A	
PROFIT			
Protect local shops and services		N/A	
Link local production with local consumption		N/A	
Improve environmental awareness of local businesses		N/A	
Increase employment for local people			Possibility of maintaining and increasing staffing in schools to support CYP in mainstream settings within Monmouthshire
Preserve and enhance local identity and culture			Children and young people are educated within their own community
Consider ethical purchasing issues, such as Fairtrade, sustainable timber (FSC logo) etc		N/A	
Increase and improve access to leisure, recreation or cultural facilities			Children and young people are educated in their own community

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

ALN review indicated that the majority of Monmouthshire Headteachers' supported the SEN funding arrangement, as the SEN delegated lump sum enabled a level of autonomy at school level and ensured that SEN pupils have received early intervention.

The aim is to maintain pupil access to education for CYP within their own community. Staff within local mainstream schools will be upskilled to manage the needs of CYP within their community.

- 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 Gwen Phillips

Dated 19th December 2014



SUBJECT: SCHOOL ADMISSION POLICY AND CATCHMENT AREA REVIEW

MEETING: Children and Young People Scrutiny

DATE: 27th January 2015

DIVISION/WARDS AFFECTED: ALL

1. PURPOSE:

The purpose of the report is to provide Members with information on the changes being proposed to the School Admission Policy and the School catchment review.

2. RECOMMENDATIONS:

Members receive the information and form part of the consultation process that is due to end on the 30th January 2015. Consultation letter attached (Appendix 1) and provides further detail on the proposed changes to the School Admission Policy and catchment areas.

3. KEY ISSUES:

- 3.1 In line with the School Admissions Code of practice, the Local Authority has an approved criteria to be applied where the number of applications received for a School exceeds the number of available places. This criteria will be applied to all applications for the preferred School to determine which children are to be offered places.

The Local Authority's current School Admission Policy will continue to be applied to all applicants that are applying for School places during the academic year 2015/16. The proposed changes if approved will apply to applications for school places for the academic year 2016/17 and onwards.

The significant change to the current criteria proposals is to offer priority to children residing within the catchment area for the preferred school, over those that may have a sibling in attendance at the preferred school, but reside outside of the catchment area for the preferred School.

- 3.2 The School catchment areas have been in place in their current form since the reorganisation of local government in 1996, and it is thought that they have been in place for many years prior to this

The last School catchment area review for Monmouthshire County Council commenced in 2009; the proposal was to align primary school catchment areas so they match the Secondary school they are linked to for transition, due to the estimated increase in transport costs the catchment review did not proceed.

4. REASONS:

- 4.1 The current Admission policy prioritises children who have siblings already at the preferred school at date of admission, even if the children reside outside the catchment area of the school, over children within the catchment area.

The consultation has taken place following feedback from some parents that catchment children should take priority.

- 4.2 The catchment areas in their current form do not seem to follow a specific rationale, for example, it cannot be said that in all instances Monmouthshire Catchment areas have been formulated to support transitional arrangements between Primary and Secondary schools.

With the exciting new developments planned for new builds at Caldicot and Monmouth Comprehensive Schools to open in 2016/17, it is felt that now is an ideal opportunity to review the existing arrangements to agree a rationale behind how Monmouthshire Secondary School Catchment areas are formed.

In addition we propose to establish catchment areas for our two Welsh Medium primary schools to assist with the increased demand for Welsh Medium Education and future proposals of a Welsh Secondary School in the South of the County within Newport City Council's boundaries.

5. RESOURCE IMPLICATIONS:

The changes to the catchment area will increase transport costs within the County, these will be finalised following the closure of the consultation period.

6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

The equality and sustainable implications are unknown until the consultation period closes on the 30th January 2015. Appendix 2 outlines some of the groups that have been consulted.

7. CONSULTEES:

Members Advisory Panel
Parents
Local Authorities
Diocese Directors

8. BACKGROUND PAPERS:

Consultation Document

9. AUTHOR:

Deborah Mountfield
Head of Resource & Infrastructure

10. CONTACT DETAILS:

Tel: 01633 644489

E-mail: deborahmountfield@monmouthshire.gov.uk

Date/Dyddiad: **Our Ref./Ein Cyf:** **Your Ref. /Eich Cyf:**

Dear Parent/Carer,

Catchment Area & School Admissions Policy Consultation

The Local Authority is undertaking a review to amend the catchment areas for a number of Schools within Monmouthshire. In addition, changes to the School Admission policy are proposed. Should the proposals be agreed, the changes would come into force from September 2016 onwards.

As part of this process, the Local Authority would like to consult with you on the proposed changes. This letter provides a brief on both the current arrangements and those that are being proposed. It also provides advice on how to access more comprehensive information on the proposed changes and how to provide us with your feedback on this consultation.

Catchment Area Review

How are the current Secondary school catchment areas arranged?

Monmouthshire County Council (MCC) is geographically comprised of four in county Secondary School catchment areas serving in the region of 4749 children in years 7 to 13. These include:

- King Henry VIII Comprehensive School in the Northwest
- Monmouth Comprehensive School in the Northeast
- Chepstow School in the East
- Caldicot School in the Southeast

And one out of county Secondary School catchment area:

- Caerleon Comprehensive School in the Southwest

These catchment areas have not been reviewed since the reorganisation of Local Government in 1996 and it is thought that they have been in place for many years prior to this.

If you would like to see a detailed map showing the current catchment boundaries, please visit our website www.monmouthshire.gov.uk/schoolconsultation

What is being proposed?

Section 198 of the Education Act 2002 imposes a requirement upon the Governing Bodies of maintained Secondary schools and Primary schools to collaboratively draw up Transition Plans. A Primary school is only formally linked to the Secondary school that receives the majority of its year 6 leavers. Therefore we are proposing to realign some of the catchment areas within Monmouthshire to support transitional arrangements between Primary and Secondary schools, where possible, i.e. villages that serve a particular primary school catchment area will serve the same secondary school catchment area.

This will maintain the important links established between secondary schools and their feeder primary schools. The proposed changes are listed below:

- The catchment area for the villages of Caerwent and Crick will change from Chepstow School to Caldicot School.

APPENDIX 1

- The catchment area for the villages of Penperlleni will change from Caerleon Comprehensive to King Henry VIII School.
- The catchment area for the villages of Usk, Llangybi, Tredunnock and Llanhennock will change from Caerleon Comprehensive to Monmouth Comprehensive. In addition to this the primary catchment area for Tredunnock and Llanhennock will change from Caerleon Endowed to Usk CIW Primary.
- The catchment area for the village of Tintern will change from Chepstow School to Monmouth Comprehensive School.
- The catchment area for the village of Trellech Grange will change from Chepstow School to Monmouth Comprehensive School.
- The catchment area for the village of Portskewett will change from Caldicot School to Chepstow School.

In addition to the above we propose to establish catchment areas for our Welsh Medium primary schools to assist with the increased demand for Welsh Medium Education:

- Establish a catchment boundary for Ysgol Gymraeg Y Fenni
- Establish a catchment boundary for Ysgol Gymraeg Y Ffin

If you would like to see a detailed map showing the proposed catchment boundaries, please visit our website www.monmouthshire.gov.uk/schoolconsultation

Significance of a Catchment Area

Catchment areas are significant in two respects:

1. Although we are unable to guarantee School places at a catchment school, they are currently used to prioritise schools places in the event of oversubscription. In real terms, they can only be applied when a school becomes over-subscribed. Therefore, when a school has more places than admissions requests, a child will be admitted even if they live outside of the schools catchment area.
2. Catchment areas are a qualifying for the award of free home to school transport in line with the Local Authority's current Home to School Transport Policy.

It is important to note that these proposals only relate to admission intake for September 2016 onwards. This proposal will not affect any children starting school in September 2015.

Why is this being proposed?

Aligning primary schools to one secondary school catchment area will service to support and develop stronger and more effective transition arrangements between primary and secondary school and provide our children with the best start as they continue their learning journey in their new secondary school.

School Admissions Policy Consultation

In line with the School Admissions Code of practice, the Local Authority has an approved criteria to be applied where the number of applications received for a School exceeds the number of available places. This criteria will be applied to all applications for the preferred School to determine which children are to be offered places.

APPENDIX 1

The Local Authority's current School Admission Policy has been approved and will be applied to all applicants that are applying for School places during the academic year 2015/16. A summary of the criteria is below however detailed information is available on the above website.

1	Looked after children or children previously looked after
2	Children with exceptional medical circumstances
3	Children with brothers and sisters at the school at the date of admission
4	Children residing within the preferred school's catchment area
5	Closeness to the preferred school, measured using the shortest safe walking route

The Local Authority proposes to introduce a new School Admission Policy to accommodate a change to the criteria to be applied in the event of oversubscription. **This proposed change, if approved, will be applied for all applicants applying for School places as part of the 2016/17 academic year and onwards.**

The significant change to the criteria proposes to offer priority to children residing within the catchment area for the preferred school, over those that may have a sibling in attendance at the preferred school, but reside outside of the catchment area for the preferred School.

A summary of the proposed criteria is below, however, detailed information is available on our website.

1	Looked after children or children previously looked after
2	Children with exceptional medical circumstances
3	Children residing within the catchment area for the preferred school with relevant siblings at the school at the date of admission
4	Children residing within the preferred schools catchment area
5	Children residing outside of the catchment area for the preferred school, but with relevant siblings at the school at the date of admission
6	Children residing outside of the preferred schools catchment area and closeness to the preferred school, measured using the shortest safe walking route

In addition to this letter we have provided the following information for you to access on line via our website www.monmouthshire.gov.uk/schoolconsultation

- On-line questionnaire (our preference is for on-line responses).
- Detailed catchment maps (current and proposed arrangements).
- This consultation letter.
- The admission arrangements for 2015/16 and 2016/17.

If you do not have access to the internet, the above information is available in paper format if requested.

It is anticipated that a decision will be made regarding this consultation during the spring term 2015. Please check the above website for updates. The closing date for the questionnaire is the **30th January 2015.**

Yours sincerely

Debbie Morgan
Senior Officer, Children & Young People's Directorate

Direct Line/Llinell Uniongyrchol: 01633 644508
E-mail/E-bost:schoolandstudentaccessunit@monmouthshire.gov.uk

The “Equality Initial Challenge”

Name: Deborah Mountfield		Please give a brief description of what you are aiming to do.	
Service area: Children & Young People Directorate		Consultation on changes to the School Admission Policy and proposed changes to realign primary and secondary catchment areas.	
Date completed: 19 th January 2015		Consultation closes on the 30 th January 2015	
Protected characteristic	Potential Negative impact Please give details	Potential Neutral impact Please give details	Potential Positive Impact Please give details
Age			
Disability			
Marriage + Civil Partnership			
Pregnancy and maternity			
Race			
Religion or Belief			
Sex (was Gender)			
Sexual Orientation			
Transgender			
Welsh Language			

Please give details about any potential negative Impacts .	How do you propose to MITIGATE these negative impacts
➤	➤
➤	➤
➤	➤
➤	➤

Consultation closes the 30th January 2015, this EQIA will be updated following the results.

Signed

Deborah Mountfield

Designation

Head of Resource and Infrastructure

Dated

19th January 2015

EQUALITY IMPACT ASSESSMENT FORM

What are you impact assessing	Service area
Consulting on changes to the Admission Policy of Monmouthshire and Catchment areas	Children and Young People Directorate, Access Unit
Policy author / service lead	Name of assessor and date
Deborah Mountfieldd	Deborah Mountfield

1. What are you proposing to do?

Proposing to change the School Admission Policy, the significant change to the criteria proposals is to offer priority to children residing within the catchment area for the preferred school, over those that may have a sibling in attendance at the preferred school, but reside outside of the catchment area for the preferred School.

The catchment areas in their current form do not seem to follow a specific rationale, for example, it cannot be said that in all instances Monmouthshire Catchment areas have been formulated to support transitional arrangements between Primary and Secondary schools.

With the exciting new developments planned for new builds at Caldicot and Monmouth Comprehensive Schools to open in 2016/17, it is felt that now is an ideal opportunity to review the existing arrangements to agree a rational behind how Monmouthshire Secondary School Catchment areas are formed.

APPENDIX 2

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

Consultation period still on going.

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

Member advisory panel. Monmouthshire County Council Admission Forum. Parents of pupils in Monmouthshire Primary Schools. Parents of Gloucester children attending Monmouth Secondary Schools. Neighbouring Local Authorities. Church in Wales and Roman Catholic Directors.

Six week consultation period due to end on the 30th January 2015. Parents of those pupils affected by the changes have been consulted with. On line questionnaire on Monmouthshire County Council web page.

Drop in Member Session to answer questions on proposals.

Ver

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..

Current pupils on roll within our schools (PLASC). Pupil projection data. Local Development Plan (proposed developments).
Current catchment areas for Primary and Secondary Schools.

Signed *Deborah Mountfield*

Designation: Head of Resources and Infrastructure **Dated** 19th January 2015

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			
Improve housing quality and provision			
Reduce ill health and improve healthcare provision			
Promote independence			
Encourage community participation/action and			

APPENDIX 2

voluntary work			
Targets socially excluded			
Help reduce crime and fear of crime			
Improve access to education and training			
Have a positive impact on people and places in other countries			
PLANET			
Reduce, reuse and recycle waste and water			
Reduce carbon dioxide emissions			
Prevent or reduce pollution of the air, land and water			
Protect or enhance wildlife habitats (e.g. trees, hedgerows, open spaces)			
Protect or enhance visual appearance of environment			
PROFIT			

APPENDIX 2

Protect local shops and services			
Link local production with local consumption			
Improve environmental awareness of local businesses			
Increase employment for local people			
Preserve and enhance local identity and culture			
Consider ethical purchasing issues, such as Fairtrade, sustainable timber (FSC logo) etc			
Increase and improve access to leisure, recreation or cultural facilities			

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

APPENDIX 2

➤	➤
➤	➤

The next steps

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

- 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

Report to Children and Young People Select Committee – 27th January 2014

Child Poverty Strategy consultation

Introduction

The Welsh Government is consulting on a draft Revised Child Poverty Strategy for Wales – <http://wales.gov.uk/consultations/people-and-communities/revised-child-poverty-strategy/?lang=en>

The revised Strategy underlines Welsh Government's commitment to achieve the three strategic objectives set out in their 2011 Child Poverty Strategy:

- 1) to reduce the number of families living in workless households;
- 2) to improve the skills of parents/carers and young people living in low-income households so they can secure well-paid employment; and
- 3) to reduce the inequalities which exist in the health, education and economic outcomes of children and families by improving the outcomes of the poorest.

The Strategy also prioritises five key areas to do more to support children and young people living in low income households and mitigate the impacts of living in poverty. These areas are:

- 1) Food Poverty
- 2) Childcare
- 3) In work poverty
- 4) Action to mitigate the impact of welfare reform
- 5) Housing and regeneration

Activity

Key policies and programmes contributing actions for tackling child poverty (contained within the Tackling Poverty Action Plan) include:

- Doubling the number of children benefitting from our Flying Start Programme to 36,000.
- Reviewing the formula used to distribute resources to health boards by Welsh Government to ensure allocation reflects need.
- Raising educational attainment amongst pupils eligible for Free School Meals through Rewriting the Future and Schools Challenge Cymru.
- Supporting young people into employment, education and training through our Youth Engagement and Progression Framework.
- Using European funding (for example – the European Social Fund) to target youth unemployment and attainment.
- Reducing the number of children living in workless households through programmes such as *Lift*, *Communities First* and *Families First*.
- Implementing the *Skills Implementation Plan*. This focuses on the policy actions from now until 2016 working with employers, unions and delivery

partners. These are part of the longer-term reform required to secure a resilient and sustainable skills system for Wales.

Consultation Questions

Welsh Government have developed a number of key questions to be considered when responding to the consultation. Below are the questions with the feedback already obtained from Monmouthshire’s Families First Project Managers’ Network:

Question	Feedback
1. Do you agree with our proposal to maintain our ambition to eradicate child poverty by 2020?	No – this is an unrealistic and idealistic proposal. There is no incentive to work towards the stated aim if it is unachievable which will make it more difficult to hold agencies to account. There is also concern regarding children living in poverty but not within recognised areas of deprivation (i.e. falling within areas that are covered by the Flying Start programme).
2. Do you agree with our proposal to continue with our existing three strategic objectives for tackling child poverty?	No – there is no reference to early intervention/prevention (especially the third objective). Focussing on “ <i>the poorest</i> ” does not pick up those people who may for example suddenly become redundant from well-paid employment or where family break up occurs.
3. Are the policies and programmes underpinning our strategic objectives the right ones?	European funding and Communities First are broadly not relevant to Monmouthshire. Even when Monmouthshire is able to utilise European funding, the criteria and restrictions are often too stringent and onerous. Food poverty and its impact is noted but no policy or programmes are referenced.
4. Are you content with the collaborative approach we set out for tackling child poverty in Wales?	Frontline staff need to attend planning and prevention seminars otherwise caseloads won’t reduce. It is suggested that there is a requirement for Health staff to attend meetings. Agencies must collaborate at high level (WG support by funding).
5. Do you agree with the proposals we have set out under next steps?	No comments.
6. Do you agree with the indicators we propose to use to measure progress?	No comments.

Other issues raised by the Families First Project Managers’ Network included:

- Poor mental health massively impacts on people’s ability to work;
- Access to childcare can be a barrier to employment especially if someone is rurally isolated and the timings of the childcare setting are not sufficiently flexible;
- The importance of early education and its impact on life chances should be noted and emphasised.

Children and Young People's Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
8 th January 2015	Risk Management	Monitor and challenge performance in relation to mitigating risks to ensure the Council achieves its outcomes and improvement objectives for communities, and delivers statutory plans/operational services - Challenge of Cabinet Members and Officers on key risks within the remit of the Select Committee.	Teresa Norris	Risk Management
	Schools Funding Formula	Proposal to change the Schools Funding Formula (post consultation) and pre-cabinet.	Nikki Wellington	Pre-decision Scrutiny
	Child Poverty Strategy Consultation	LATE ITEM: Brief response required from committee prior to submission of Council response to Welsh Government.	Will McLean	Consultation
12 th February 2015	Self-Evaluation	Self-Evaluation for the Education directorate	Sarah McGuinness	Performance Monitoring
	Inspection Update	Report on Inspection Outcomes for 2013 - 2014 and progress for schools with intervention.	Sharon Randall Smith	Performance Monitoring
	Area Catchment Review and Home to School Transport Policy	Cross party working group established, recommendations and feedback from the consultation process.	Deb Mountfield	Policy Development
	Month 9 Revenue Budget Monitoring	Review of finance position for directorates and schools, identifying risks/trends in underspends and overspends.	Mark Howcroft	Budget Monitoring

Monmouthshire's Scrutiny Forward Work Programme 2015

Children and Young People's Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
16th April 2015	Education Achievement Service (EAS)	<ul style="list-style-type: none"> ▪ Quarters 3 and 4 - Foundation Phase Key Stage 4 and 5 outcomes Report ▪ Specific Groups of Pupils Performance Report ▪ Education Target Setting (single report of these 2 issues presented jointly) 	Matthew Gatehouse Sharon Randall Smith and Nicola Allan, EAS	Performance Monitoring
	CSSIW Report on Fostering Inspection	Report on the Fostering Inspection 2014	Tracy Jelfs	Statutory Reporting
	CSSIW Report on Children's Services	Report on the November 2014 inspection of Children's Services.	Tracy Jelfs	Statutory Reporting
	Month 9 Capital Budget Monitoring	Review of finance position for directorates and schools, identifying risks/trends in underspends and overspends.	Mark Howcroft	Budget Monitoring
21st May 2015	Youth Service	<ul style="list-style-type: none"> ▪ Outline of the service and performance update of income generating projects ▪ MCC NEET Strategy ▪ European Social Fund monies for Pre and post 16 support, intervention and employment opportunities. 	Tracey Thomas	Performance Monitoring
	Gwent Music Service	Detail TBC	Emma -Gwent Music	
	Annual Council Reporting Framework (ACRF) Report	ACRF report on Social Services to be discussed jointly with Adults and CYP Select Committees. Out of the 8 key areas, officers to identify those relevant for further scrutiny.	Simon Burch	Statutory Reporting
June 2015 Date	Performance on	Scrutiny of performance via following reports:	Jane Rodgers	Performance

Monmouthshire's Scrutiny Forward Work Programme 2015

Children and Young People's Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
TBC	Safeguarding Children	<ul style="list-style-type: none"> - Summary Report - Strategic Overview - Performance Scorecard - Service Improvement Plan 		Monitoring
July 2015 Date TBC	Improvement Plan 2014-2017 and Outcome Agreements	Full year 2014-15 scrutiny of performance against the Improvement Objectives and the statutory 'all Wales performance indicators'.	Teresa Norris	Statutory Reporting

Meeting Dates to be confirmed for:

- × **Corporate Parenting Report** - Annual scrutiny together with discussion on the issues, actions proposed and strategies in place to manage placements and reduce MCC's dependency upon external agencies.
- × **School Meals** - Pre-decision scrutiny
- × **Categorisation of schools (January) and results of target setting process (late October)**
- × **Review of Collaborative Arrangements** - proposed reduction in spending on 16-17 and 17-18.

Items to be emailed to Committee:

- × **Youth Offer Annual Report**
- × **Early Years Offer Policy Revision**
- × **Youth Offending Service Annual Report**
- × **Post Estyn Inspection Plan (PIAP) and minutes of the Internal Monitoring Board**



Council and Cabinet Business – Forward Plan

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

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

Subject	Purpose	Consultees	Author
18TH DECEMBER 2014 – COUNCIL (meeting postponed to 22nd January 2015)			
Community Infrastructure Levy and Affordable Housing		SLT Cabinet	Martin Davies
Cabinet Member Report	Report of Cabinet Member with responsibility for Social Care and Health		Councillor G. Burrows
Welsh Index Multiple Deprivation/Anti-poverty	To set out the Council's strategic approach to addressing poverty and disadvantage in the county	Cabinet SLT	Kellie Beirne / Will McLean
7TH JANUARY 2015 – CABINET			
Review of Fees and Charges	To review all fees and charges made for services across the Council and identify proposals for increasing them in 2015/16	Cabinet Members Leadership Team Appropriate Officers	Joy Robson
Proposed 50mph maximum speed limit penpergwm	To consider the proposed Order subsequent to representations received following advertisement in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1994.	SLT Cabinet	Paul Keeble

Subject	Purpose	Consultees	Author
Review of Public Protection	To review the arrangements for public protection implemented in March 2014 to ensure the service is fit for purpose.	Cabinet Members Leadership Team Appropriate Officers	Dave Jones/Graham Perry
Revenue & Capital Budget proposals for public consultation (if required)	To present revenue and capital budget proposals following receipt of final settlement	Cabinet Members Leadership Team Appropriate Officers	Joy Robson
Changes to waste collections	Approval of Waste Collection Changes Mandate for 2015-16 budget		Rachel Jowitt
Future Generations Bill – what it means for Monmouthshire	To set out implications of Bill for the County	Cabinet SLT	Kellie Beirne / Will McLean
Oracle License Compliance audit	To consider the need to draw on the ICT reserve to cover compensation costs for non-compliance	Cabinet SLT	Sian Hayward
14TH JANUARY 2015 – INDIVIDUAL DECISION			
Local Government (Wales) Act 1994 The Local Authorities (Precepts) Wales Regulations 1995	To seek Members approval of the results of the consultation process regarding payments to precepting Authorities for 2015/16 as required by statute	Cabinet Members Leadership Team Appropriate Officers	Joy Robson
28TH JANUARY 2015 – INDIVIDUAL DECISION			
New Social Services Complaints policy		SLT Cabinet	Annette Evans
Renewable Energy SPG		SLT Cabinet	Martin Davies
Whole Place Evaluation		SLT Cabinet	Deb Hill-Howells
Sale of Land Ysguborwen			Scott Ramsay
Restructure of Disability Services	To seek approval for the deletion of the kitchen assistant post at the My Day My Life Hub at Tudor Street.	SLT Cabinet	Ceri York
20 mph Caldicot		SLT Cabinet	Paul Keeble

Subject	Purpose	Consultees	Author
Local Transport Plan		SLT Cabinet	Roger Hoggins
M460 Woodstock Way		SLT Cabinet	Paul Keeble
Proposed 20mph Speed Limits, Thornwell Area, Chepstow	To consider the proposed order subsequent to representations received following advertisement in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1994.	Cabinet Members Leadership Team Appropriate Officers	Paul Keeble
22ND JANUARY 2015 – COUNCIL			
Final Budget Proposals			Joy Robson
Council Tax Reduction Scheme Adoption	The purpose of this report is to present arrangements for the implementation of the Council Tax Reduction Scheme and to approve it for 2015/16	Cabinet Members Leadership Team Appropriate Officers	Joy Robson/Wendy Woods/Ruth Donovan
4TH FEBRUARY 2015 – CABINET			
Financial Position Assessment			WAO
Month 9 Revenue Budget Monitoring report	To provide Members with information on the forecast outturn position of the Authority at the end of Month 9 for the 2014/15 financial year		Joy Robson/Mark Howcroft
Developing a Business Improvement District in Abergavenny	To seek endorsement of a new BID in Abergavenny town centre	SLT Cabinet	Deb Hill Howells
Review of allocation policy		Cabinet Members Leadership Team Appropriate Officers	Ian Bakewell
Changes to school funding formula – Job evaluation and threshold payments	to recommend an alternative method of distribution for the above two elements of the formula	SLT Cabinet	Nikki Wellington
Changes to the schools funding formula – ALN lump sum	to recommend an alternative method of distribution for the lump sum element for ALN following the withdrawal of ACORN data	SLT Cabinet	Gwen Phillips

Subject	Purpose	Consultees	Author
Community Contact Centres/Hubs		SLT Cabinet	Rachel Jowitt/Deb Hill Howells
Whole Place review and next steps	To provide detailed review update as per WAO report recommendation	SLT Cabinet	Deb Hill-Howells
Community Education – options for the future	To set out future development options for community education	SLT Cabinet	Deb Hill-Howells
Self Evaluation Draft		Cabinet SLT	Sarah McGuinness
CMC ² Strategic Review and Year 4 Business Plan	To endorse the review of CMC ² and future business strategy and approve year ahead business plan	Cabinet SLT	Peter Davies Sian Hayward
Major Events Strategy	To set out a Major Events Strategy through which to co-ordinate all local community and organised events in the county	SLT Cabinet	Ian Saunders
Monmouthshire Crowdfunding platform	To seek approval for the development of a crowdfunding platform that together with Authority loan finance will support business growth and job creation	Cabinet SLT Member Seminar Pre-scrutiny	Peter Davies
Broadband in Monmouthshire	To provide and overview of the likely implications to the County of the roll-out of Superfast Cymru and to seek endorsement of the proposed options for moving forward	Cabinet SLT	Peter Davies
Vibrant and Viable Places Loan Funding	To seek member approval for VVP Loan opportunities	Cabinet SLT	Deb Hill Howells Colin Phillips
Sevenside 3G		Cabinet SLT	Ian Saunders
Sale of County Hall site Croesyceliog		Cabinet SLT	Roger Hoggins
Raglan – Proposed Community Hall	To inform members of the progress that the Raglan Village Hall Association has made in developing plans for a new village hall within the Raglan Community	Cabinet SLT	Deb Hill Howells
WAO Financial Position and Action Plan		Cabinet SLT	Will McLean

Subject	Purpose	Consultees	Author
18TH FEBRUARY 2015 – SPECIAL CABINET			
Final Budget 2015/16 for recommendation to Council	To update Cabinet with the consultation responses to the budget proposals and provide a final set of proposals for recommendations to Council	Cabinet Members Leadership Team Appropriate Officers	Joy Robson
25th FEBRUARY 2015 – INDIVIDUAL CABINET MEMBER DECISIONS			
Amendment of the Council's No Smoking Policy	To seek approval to amend the councils existing no smoking policy to include electronic smoking devices	Cabinet Members Leadership Team JAG	David Jones
26TH FEBRUARY 2015 – COUNCIL			
Final composite council tax resolution	To set Budget and Council Tax for 2014/15	Cabinet SLT	Joy Robson
Treasury Management Strategy 2014/15	To accept the Annual Treasury Management Strategy	Cabinet SLT	Joy Robson
The Future Food Waste Treatment Strategy: Outline Business Case & Inter Authority Agreement	for the Council to consider the inclusion of MCC in the Heads of the Valleys Anaerobic Digestion Procurement. To agree the Outline Business Case and the Inter Authority Agreement which commits the Council to the procurement and partnership and a 15-20 year contract.	SLT Cabinet	Rachel Jowitt
Self Evaluation Draft		Cabinet SLT	Sarah McGuinness
Engagement framework evaluation report		Cabinet SLT	Will McLean
WAO Stage 2 Improvement Plan		Cabinet SLT	Will McLean
4TH MARCH 2015 – CABINET			
Month 9 Capital Budget Monitoring report	To provide Members with information on the forecast outturn position of the Authority at the end of Month 9 for the 2014/15 financial year		Joy Robson/Mark Howcroft
Welsh Church Fund	The purpose of this report is to make		Dave Jarrett

Subject	Purpose	Consultees	Author
Working Group	recommendations to Cabinet on the Schedule of Applications 2014/15, meeting 5 held on the 22 nd January 2014		
Modernising trade waste services			Rachel Jowitt
Waterless UK			Peter Davies
Play sufficiency audit report			Nicola Bowen / Ian Saunders
S106 Chepstow Area			Cath Sheen
S106 Planning agreements	To seek approval for the introduction of an administrative charge to recover costs for the administration and monitoring of S106 planning agreements	SLT S106 corporate working group Planning committee Cabinet	Jane Coppock / Phil Thomas
25th MARCH 2015 – INDIVIDUAL CABINET MEMBER DECISION			
			Martin Davies
SPG report of consultation and adoption	Update existing SPGs on Replacement dwellings and extensions in the Countryside; conversion of agricultural buildings; assessment of re-use for business purposes in relation to countryside building conversions, new SPG on green infrastructure	SLT Cabinet	Martin Davies
15TH APRIL 2015 – CABINET			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2014/15, meeting 6 held on the 26 th March 2015		Dave Jarrett
People and Organisational Development Strategy (Final)			Peter Davies
MAY 2015 – INDIVIDUAL CABINET MEMBER DECISIONS			
Draft supplementary planning guidance (SPG)	To endorse draft SPG to issue for consultation	SLT Planning	Jane Coppock

Subject	Purpose	Consultees	Author
Primary Retail Frontages		Cabinet	
JUNE 2015 – INDIVIDUAL CABINET MEMBER DECISIONS			
Draft supplementary planning guidance (SPG) Landscape	To endorse draft SPG to issue for consultation	SLT Planning Cabinet	Jane Coppock
SEPTEMBER 2015 – INDIVIDUAL CABINET MEMBER DECISIONS			
SPG Programme annual review	To endorse draft SPG programme for 2015/16	SLT Planning Cabinet	Jane Coppock
SEPTEMBER 2015 – CABINET			
Local Development Plan – annual monitoring report	To seek approval to submit the first AMR on the LDP to the Welsh Government	SLT Planning Cabinet	Jane Coppock
SEPTEMBER 2015 - COUNCIL			
Local Development Plan – annual monitoring report	To seek approval to submit the first AMR on the LDP to the Welsh Government	SLT Planning Cabinet	Jane Coppock