

**PLEASE NOTE THAT THERE WILL BE A PRE-MEETING
FOR CHILDREN AND YOUNG PEOPLE SELECT
COMMITTEE MEMBERS AT 9.30AM**

County Hall
The Rhadyr
Usk
NP15 1GA

14th March 2014

Notice of Meeting:

Children and Young People Select Committee

**Thursday 20th March 2014 at 10.00am
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 following minutes of the Children and Young People Select Committee (copies attached): (i) Special Meeting – 28 th October 2013. (ii) Ordinary Meeting – 14 th November 2013. (iii) Special Meeting – 27 th November 2013. (iv) Special Meeting – 10 th December 2013. (v) Special Meeting – 20 th January 2014. (vi) Special Meeting – 23 rd January 2014.
4.	Public Open Forum.

<p>5.</p> <p>6.</p> <p>7.</p> <p>8.</p> <p>9.</p> <p>10.</p>	<p>Scrutiny of Monmouthshire County Council's Post Inspection Action Plan – Progress to date (copy attached).</p> <p>Scrutiny of Performance Indicators for Looked After Children. Report by Sian Schofield, Management Information Officer (copy attached).</p> <p>Pre - Care and Social Services Inspectorate Wales (CSSIW) Inspection Update (report to follow by Gill Cox, Children's Services).</p> <p>Scrutiny of the Revenue Budget Forecast Statement 2013/14 Month 9. Report by Joy Robson, Head of Finance (copy attached).</p> <p>Work Programming (copies attached):</p> <ul style="list-style-type: none"> i) The Select Committee's Work Programme for 2013 – 2014. ii) The Cabinet Forward Work Planner. <p>Date and time of the next ordinary meeting of the Children and Young People Select Committee:</p> <ul style="list-style-type: none"> • Thursday 1st May 2014 at 2.00pm, Council Chamber, County Hall, Usk.
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**Paul Matthews,
Chief Executive**

Children and Young People Select Committee

County Councillors:

D. Blakebrough
P.R. Clarke
P.S. Farley
J. George
L. Guppy
D.W. H. Jones
P. Jones
S. Jones
R. P. Jordan
M. Powell
A.C. Watts

Added Members

Voting on Education Issues Only

Revd. Dr. S. James (Church in Wales)
Vacancy (Catholic Church)
Mrs. A. Lewis (Parent Governor Representative)
Mrs. S. Morgan-Owen (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)

Connecting with people

Our Outcomes

The Council has agreed five whole population outcomes. These are *People in Monmouthshire will*:

- Live safely and are protected from harm
- Live healthy and fulfilled lives
- Benefit from education, training and skills development
- Benefit from an economy which is prosperous and supports enterprise and sustainable growth
- Benefit from an environment that is diverse, vibrant and sustainable

Our Priorities

- Schools
- Protection of vulnerable people
- Supporting enterprise, job creation and entrepreneurship

Values

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

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the Special Meeting of the Children and Young People Select Committee held in the Council Chamber at County Hall, Usk on Monday 28th October 2013 at 2.00p.m.

PRESENT: County Councillor R.P. Jordan (Chairman)

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

County Councillors G.C. Burrows and V.E. Smith attended the meeting by invitation of the Chairman.

OFFICERS IN ATTENDANCE:

Mr. S. Burch	-	Chief Officer, Social Care and Health
Ms. V. Glenn	-	Head of Children's Services
Ms. T. Jelfs	-	Children's Services
Mr. J. O'Brien	-	Youth Offending Service Manager
Ms. H. Ilett	-	Scrutiny Manager
Mr. R. Williams	-	Democratic Services Officer

INVITED GUEST:

Mr. M. Waite - Team Manager for the Integrated Family Support Service, Newport City Council

APOLOGIES FOR ABSENCE

1.- Apologies for absence were received from County Councillors P.R. Clarke, D.W.H. Jones, S. Jones, Revd. Dr. S. James, Mrs. S. Morgan-Owen and G. Murphy.

DECLARATIONS OF INTEREST

2.- County Councillor L. Guppy declared a personal interest under the Members' Code of Conduct in respect of minutes 3, 4 and 5, as she was a member of Aneurin Bevan Health Board.

SOUTH EAST WALES CHILDREN'S SAFEGUARDING BOARD

3.- We received a report by the Head of Children's Services in which Members were provided with an overview of the South East Wales Safeguarding Children's Board.

Members were informed that in 2012, the Welsh Government had made the decision to move forward with the development and delivery of regional Safeguarding Boards. Monmouthshire has collaborated with the other Gwent Authorities to develop and deliver a Gwent wide regional safeguarding board from 1st April 2013.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 28th October 2013 - continued

Having received the report, the following points were noted.

- The Chief Officer for Social Care and Health Chairs the Board.
- Monmouthshire has a direct relationship with the Board.
- Weekly meetings were held involving professionals across Monmouthshire.
- Operational delivery groups undertake audits around agreed themes.
- The move to a regional approach aimed to ensure that the local needs were being met.
- In response to a Member's question regarding joint inspections, it was noted that Monmouthshire was ahead of the new legislation and was clear in respect of its accountability.
- The Chair of the Board would be seeking guidance from the Welsh Government regarding child protection reviews.
- Local and broader issues in respect of safeguarding will be presented to the Select Committee in due course.
- The Board did not include members of the Inspectorate.
- Children's Services scrutinises safeguarding practises on a day to day basis. Three to four audits were completed annually, for example, children in need.
- Wider training was crucial.
- In response to a Member's question regarding Member agencies having to complete an audit of their safeguarding systems, the Chief Officer for Social Care and Health stated that each agency was accountable to the Board and the Board could hold any of the agencies to account.
- The Strategic Plan had been sent to the constituent authorities but it was unknown as to whether the document had yet been scrutinised by these authorities.
- Details of training undertaken by officers was available.
- It was noted that it was difficult to compare and contrast with other authorities without knowing the workloads of the other authorities. Data from other authorities should be presented when available.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 28th October 2013 - continued

- In response to a Member's question regarding training for staff in dealing with drug and alcohol abuse, the Head of Children's Services stated that training was available but was not necessarily evident within the document.
- A report on outcomes regarding Safeguarding Quality Assurance will be available in February 2014.

We resolved that a further report with appropriate figures from the constituent authorities would be presented to the Select Committee six months from now.

MONMOUTHSHIRE AND TORFAEN YOUTH OFFENDING SERVICE

4.- We received a report, presented by the Youth Offending Service Manager, regarding the current arrangements for the Youth Offending Service (YOS) with a focus upon the effectiveness of the services that have been in place and which continue to be developed to reduce the numbers of first time entrants (FTEs) into the criminal justice system.

Having received the report, the following points were noted:

- In 2012/13 there were 37 FTE's in Monmouthshire.
- Monmouthshire County Council funds the Youth Offending Service in the sum of £340,000 per annum. This funding should be seen as an investment.
- Youth Offending Services for first tier intervention from court for six months ranges between £2,200 and £4,000. A six month custodial sentence costs between £20,300 and £50,500.
- The Youth Offending Service contributes by helping to reduce the numbers of first time entrants into the criminal justice system.
- Restorative justice helps young people to integrate themselves into society by engagement through schools and with communities and victims.
- In response to a Member's question regarding budget constraints, the Youth Offending Service Manager stated that the directive from the Ministry of Justice was currently unclear regarding the subsidy. However, reductions in funding were likely. This therefore reiterated the importance of investment and early intervention.
- In response to a Member's question regarding funding, the Youth Offending Service Manager stated that Appendix 1 of the report outlined funding sources for the Youth Offending Service. The funding variation between Torfaen County Borough Council and

Minutes of the Special Meeting of the Children and Young People Select Committee dated 28th October 2013 - continued

Monmouthshire County Council equated to a variation in the region of £30,000.

- The Youth Offending Service Manager would provide the Select Committee, via the Scrutiny Manager, with details of Partners' financial contributions to the Youth Offending Service.
- A Community Restoration Project conference had been established in the Caldicot area. Due to its success, further conferences will be held in other areas.
- The Youth Service and the Youth Offending Service were currently working together aimed at providing broader preventative activities.
- The recently developed Bureau model means that all young people having committed offences were discussed via a panel consisting of a senior ranking police officer, a YOS operational Manager and a community representative. This Panel determines the most appropriate course of action with a focus upon restorative justice, outcomes for young people and outcomes for the community and victim.

We resolved:

- (i) to receive the report and note its content;
- (ii) that the Youth Offending Service Manager provides the Scrutiny Manager with details of Partners' financial contributions to the Youth Offending Service and that this information be forwarded to the Select Committee for information.

INTEGRATED FAMILY SUPPORT SERVICE

5.- We received a report, presented by the Team Manager for the Integrated Family Support Service, in which Select Committee Members were provided with an overview of the Gwent Integrated Family Support Service (IFSS).

Select Committee Members were informed that in July 2013, the pan Gwent IFSS went live. The partnership consists of Blaenau Gwent County Borough Council, Caerphilly County Borough Council, Monmouthshire County Council, Newport City Council, Torfaen County Borough Council and Aneurin Bevan Health Board.

Having received the report, the following points were noted:

- That the attendance of Health Board staff at the IFSS Board meetings was poor. The matter of attendance will be raised at the next meeting.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 28th October 2013 - continued

- The IFSS model was developed based on the model operating in Newport. The Welsh Government had agreed that Newport City Council should be the lead authority in the first year.
- The IFSS model is an integrated service with the level of intervention being the same across the Greater Gwent area.
- The IFSS works with complex families, e.g., families with alcohol abuse and mental health issues.
- It was noted that membership of the IFSS Operational Planning Group needed to be reviewed.
- In response to a Member's question, it was noted that the IFSS worked with the Safeguarding Board.
- The IFSS will provide a six monthly report to the Welsh Government which could also be received by the Children and Young People Select Committee.

We resolved:

- (i) to receive the report and note its content;
- (ii) that an update report be received by the Select Committee six months from now.

The meeting ended at 3.30p.m.

**Minutes of the Special Meeting of the Children and Young People Select
Committee dated 28th October 2013 - continued**

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the Children and Young People Select Committee held in the Council Chamber, County Hall, The Rhadyr, Usk on Thursday 14th November 2013 at 9.30a.m.

PRESENT: County Councillor R.P. Jordan (Chairman)

County Councillors: D. Blakebrough, P.S. Farley, D.W.H. Jones, P. Jones, S. Jones, M. Powell and A.C. Watts.

County Councillors E.J. Hacket Pain, S.G.M. Howarth and V.E. Smith attended the meeting by invitation of the Chairman.

INVITED GUESTS

Mr. R. Alcott - Monmouthshire Recovery Board
Mr. D. Hopkins - Welsh Local Government Association

OFFICERS IN ATTENDANCE:

Ms. S. McGuinness - Chief Officer, Children and Young People
Ms. S. Randall-Smith - Children & Young People Directorate
Mr. W. McLean - Head of Strategic Partnerships
Mr. M. Howcroft - Assistant Head of Finance
N. Wellington - Finance Manager
Mr. A. Evans - Senior Management Accountant
Mrs. T. Norris - Improvement Officer
Ms. A. Evans - Customer Relations Manager
Ms. H. Illett - Scrutiny Manager
Mr. R. Williams - Democratic Services Officer

SELECT COMMITTEE MEMBER TRAINING – WELSH LOCAL GOVERNMENT ASSOCIATION

1. Mr. D. Hopkins, representing the Welsh Local Government Association, provided a training session for Select Committee Members on scrutiny and how it should be effectively undertaken.

The following points were noted:

- There was a tendency to over complicate reports.
- Focus on key issues.
- Look at similar authorities and their schools.
- There was a need to consider whether the Select Committee should be more direct with headteachers and consider bringing them into Select

**Minutes of the Children and Young People Select Committee
dated 14th November 2013 - continued**

Committee Meetings to be held to account over their schools' performances.

- Firstly, address the recommendations set by Estyn then scrutinise the Post Inspection Action Plan.

APOLOGIES FOR ABSENCE

2.- Apologies for absence were received from County Councillors P.R. Clarke and L. Guppy and from Revd. Dr. S. James (Church in Wales) and Mrs. S. Morgan-Owen (Parent Governor Representative).

DECLARATIONS OF INTEREST

3.- There were no declarations of interest made by Members.

CONFIRMATION OF MINUTES

4.- The minutes of the Children and Young People Select Committee dated 3rd October 2013 were confirmed and signed by the Chairman.

PUBLIC OPEN FORUM

5.- There were no members of the public present.

CAPITAL PROGRAMME 2013/14 - MONTH 5 FORECAST OUTTURN STATEMENT

6.- We received a report by the Head of Finance, presented by the Finance Manager, regarding the forecast outturn position for the current year's capital programme compared to the budget for the year for schemes relating to the Children and Young People Select Committee.

Members were informed that the month 5 forecast capital outturn position for 2013/14 for schemes relating to the Children and Young People Select Committee was as follows:

- A revised budget of £6,972,000, being based upon £4,777,000 original 2013-14 approval, slippage from 2012 - 2013 £2,907,000 and £88,000 virements from other Select areas less provisionally slipping £800,000 into 2014/15.
- Actual expenditure was £379,000 (4.9% of the revised budget) at month 5, compared to £2,215,000 (31.3%) at month 5 of 2012/13.
- A forecast net under spend of £526,000, resulting from an under spend of £155,000 on School development schemes, an under spend of £11,000 on property maintenance schemes and an under spend of £360,000 resulting from surplus finance brought forward from 2012/13, as yet unallocated.

**Minutes of the Children and Young People Select Committee
dated 14th November 2013 - continued**

- Two of the schemes in the 2013/14 programme were forecasting unbudgeted over spends outside the current financial year which were expected to require financing. They will both be subject to Cabinet Reports.
 - Unbudgeted sewer diversion works at Thornwell School were expected to result in an over spend in 2014/15 of between £200,000 and £350,000. The estimated range reflected the nature and extent of work which will be undertaken by Welsh Water to their requirements and satisfaction.
 - Further works to Park Street Infants School to allow it to be leased.

Capital Receipts

- The forecast Education Fund capital receipts balance at 31st March 2014 is £1,596,000, a decrease of £1,416,000 from the estimated balance reported in the 2013/17 Capital Medium Term Financial plan (MTFP) proposals, primarily due to slippage of forecast receipts into future years.
- Based on the 2012/13 outturn, the current capital receipts forecast and the capital budgets in place for 2013/17, the Education fund at the end of the MTFP window was forecast to be £12,240,000, an increase of £770,000 compared to the MTFP.

Having received the report, the following points were noted:

- In response to a Member's question requesting that available useable capital receipts be spent on providing a sprinkler system at Thornwell School, the Assistant Head of Finance stated that additional monies for Thornwell School, in particular for the sewer diversion works, had not been allocated. The work would be undertaken by Welsh Water but the cost of such works was unknown at this stage. The need for the sewer diversion works was a priority. Therefore, it will be for Members to decide where to spend any potential monies left over after this scheme has been completed.
- Concern was expressed that the cost of the sewer diversion works was still unknown at this stage, which might lead to further delays in the completion of the school. The Assistant Head of Finance stated that the views of the Property and Estates Department were required to assess potential costs.
- In response to a Member's question regarding the demolition and remodelling of County Hall, Cwmbran, it was noted that as Torfaen County Borough Council owned the site jointly with Monmouthshire County Council, Torfaen's share equated to £266,000.

**Minutes of the Children and Young People Select Committee
dated 14th November 2013 - continued**

- In response to a Member's question regarding slippage of £400,000 being forecast due to an extended consultation and engagement process, the Assistant Head of Finance stated that there were still some issues that needed to be worked through.
- It was estimated that the schools remodelling budget for Park Street School was in the region of £55,000.

We resolved to receive the report and note its content.

**SIX MONTHS PERFORMANCE REPORT ON IMPROVEMENT OBJECTIVE 1 FOR
EDUCATION 2013/14**

7.- We received a progress report by the Improvement Officer on the first of five Improvement Objectives for 2013/14. The objectives were set within Stage 1 Improvement Plan 2013/16 agreed by Council in June 2013.

Select Committee Members were informed that progress at the first six months of 2013/14 against Improvement Objective 1 had been evaluated as Level 3 Adequate - Strengths just outweigh weaknesses. This assessment had been made in view of the need to continue strengthening performance at Key Stages 3, 4 and 5 and the need to assure leadership and management of education provision and safeguarding.

Having received the report, the following points were noted:

- Monmouthshire was on course to meet its 21st Century Schools target.
- Schools Data Performance Tracking – The Authority was constantly challenging and scrutinising the Education Achievement Service (EAS) regarding this matter. Monmouthshire was working with the EAS to achieve individual tracking of pupils' performance.
- The EAS provides robust training for school governors and all governors were expected to undertake such training.
- Work was being undertaken to reduce the incidence of special education need statements and to provide appropriate support for children with statements.
- Schools understand the role of the EAS with systems leaders working well with most schools, for example, instances of partnership working between schools has been undertaken. However, there is some variance in the quality of support provided among all system leaders and this is being looked at by the Authority with the EAS.
- Intervention categories - The EAS and the Authority were currently assessing this and it was anticipated that by 2015 figures will have improved significantly, with all of Monmouthshire's schools expected to be in the minor issues category.

**Minutes of the Children and Young People Select Committee
dated 14th November 2013 - continued**

- School Governors were aware of the category their school as in.
- In response to a Select Committee Member's question regarding two of Monmouthshire's schools being in the third quartile of the national standards framework, it was noted that schools were grouped into family schools and then grouped into quartiles. This allows the Directorate to look at other similar schools and compare them.
- It was considered that the Select Committee needed to engage with the four secondary schools within Monmouthshire regarding the schools' performance.
- ICT provision was critical in schools with much work having been achieved in securing broadband connectivity for all schools. However, it was noted that difficulties were being experienced at Mounton House School regarding broadband connectivity. This matter was being addressed.
- Schools are free to manage their own ICT provision. Historically, the majority of schools have been supported by the Authority via a Service Level Agreement. Currently, a large number are supported by the Shared Resource Service and this support will also be formalised via a Service Level Agreement as part of the SRS strengthening its business planning.
- The Directorate was working closely with the EAS and Careers Wales regarding NEET's, in which pupils that have left school were tracked. The Select Committee will receive this data when available.

We resolved:

- (i) to receive the report and note its content;
- (ii) that representatives from the EAS be invited to attend a future meeting of the Select Committee;
- (iii) A stocktake of the four secondary schools be undertaken and details to be presented to the Select Committee at a future meeting.

CHILDREN AND YOUNG PEOPLE ANNUAL REPORTING SCHEDULE (CARS)

8.- We received the Children and Young People Annual Reporting Schedule (CARS) which incorporated the reporting requirements of the Planning and Performance Framework agreed by Cabinet on 1st May 2013.

Having received the report, it was noted that some schools had expressed concern regarding the requirement to collect large amounts of data. However, Headteachers understood the need for data flow amongst schools. Officers had

**Minutes of the Children and Young People Select Committee
dated 14th November 2013 - continued**

shared the generic calendar with schools and schools were working closely with the Directorate regarding the collection of data.

We resolved to receive the report and note its content.

QUARTER 2 2013/14 PERFORMANCE MANAGEMENT FRAMEWORK

9.- We received the Quarter 2 2013/14 Performance Management Framework report. In doing so, the following information was noted:

- Performance at the expected level has improved from the previous year, but not at the same rate as Wales for a number of indicators in the Foundation Phase and at the end of Key Stage 3. This means that in comparison to other local authorities, Monmouthshire's position was lower than in previous years.
- Performance at the higher level was largely below that in 2012 in Key Stage 2 (KS2) and Key Stage 3 (KS3) and was below the targeted level across all phases.
- Benchmark performance was improving in the Foundation Phase and KS2 in relation to the number of schools now in the highest performing group. However, the number of schools in the lowest performing group has been broadly constant for the past two years.
- Benchmark performance at Key Stage 3 has been largely below the median since 2009, with half of Monmouthshire's schools being in the lowest performing group for two out of the last three years.
- The performance of pupils eligible for free school meals (FSM) at all phases has improved overall and although a differential remains, the gap has closed from 2012 to 2013.
- The number of schools requiring routine and specific support from the Education Achievement Service (EAS) has not increased in line with the improvement in leadership. This means that there were some schools that have been categorised upwards for leadership. The EAS was currently working with schools regarding this matter.

In response to a Select Committee Member's question regarding Key Stage 3 (KS3) performance and that no Monmouthshire school had been in the highest quartile since 2009, the Chief Officer for Children and Young People stated that Monmouthshire's schools were on an upward trajectory at KS3 and this should be evident by the end of the academic year.

We resolved to receive the report and note its content.

**Minutes of the Children and Young People Select Committee
dated 14th November 2013 - continued**

**MONMOUTHSHIRE COUNTY COUNCIL'S POST INSPECTION ACTION PLAN –
PROGRESS TO DATE**

10.- We received an update by the Head of Strategic Partnerships regarding the progress made against the Post Inspection Action Plan (PIAP), in the new format as previously requested.

To support clear understanding of the progress made, the PIAP's milestones and targets had been accorded a status relating to their progress.

Red - Highly problematic – requires urgent a decisive action.

Amber / Red - Problematic – requires substantial attention, some aspects need urgent attention.

Amber / Green – Mixed – aspect(s) require substantial attention, some good.

Green – Good – requires refinement and systematic implementation.

In a new addition, there was now an indicator that represented the level of risk associated with meeting the recommendation and its expectations.

Risk increasing.

Staying the same.

Risk reducing.

The Head of Strategic Partnerships outlined the progress of the four work streams, namely:

- Safeguarding
- Standards and Challenge
- Corporate arrangements
- Section 'B' (ALN & Wellbeing)

Having received the PIAP, the following points were noted:

Safeguarding

Current status – Between Amber / Green and Green – Risk staying the same since the last report.

Standards and Challenge

Current Status – Between Red, Amber / Red and Amber / Green - Risk staying the same since the last report.

**Minutes of the Children and Young People Select Committee
dated 14th November 2013 - continued**

Corporate Arrangements

Current Status – Between Amber / Green and Green – Risk reducing.

Section 'B' (ALN & Wellbeing)

Current Status – Inclusion - Between Amber / Red and Amber Green – Risk reducing.

ALN – Between Amber / Red & Amber / Green - Risk reducing.

Having received the update report, the following points were noted:

- In response to a Member's question, it was noted that the implementation of all of the Safeguarding Action Plans was an achievement.
- Select Committee Members considered that in order to reinforce the role of scrutiny the headteachers of Monmouthshire's secondary schools should be invited to attend a future Select Committee meeting to allow Select Committee Members to strengthen the level of challenge to schools.

We resolved to receive the update report and noted its content.

CUSTOMER RELATIONS ANNUAL REPORT FOR CHILDREN'S SOCIAL SERVICES APRIL 2012 – MARCH 2013

11.- We received the Customer Relations annual report for Children's Social Services from April 2012 to March 2013, presented by the Customer Relations Manager.

The Customer Relations Manager informed the Select Committee of the Social Services Complaints Procedure and that it has three stages, namely:

- Stage 1 Local Resolution.
- Stage 2 Formal Consideration.
- Stage 3 The Independent Panel.

During this period, 17 complaints had been received with two reaching stage 2 and none reaching stage three. It was noted that in excess of 5000 clients had been seen during this period and that in comparison with other local authorities' complaints received, the number of complaints received against Monmouthshire County Council was very low.

We resolved to receive the report and note its content.

**Minutes of the Children and Young People Select Committee
dated 14th November 2013 - continued**

COORDINATING BOARD

12.- We resolved to receive the minutes of the Coordinating Board dated 1st October 2013.

WORK PROGRAMME

13.- We resolved to receive the updated version of the Children and Young People Select Committee Work Programme.

In doing so, the Scrutiny Manager informed the Select Committee of the following:

- There was a need to hold a Special Meeting of the Children and Young People Select Committee in December 2013 to scrutinise the Risk Log and Outcome Agreements. The most appropriate date for this meeting was 10th December 2013 at 4.00pm.
- The ordinary meeting of the Children and Young People Select Committee, scheduled to be held on 19th December 2013 at 2.00pm, would be too early to scrutinise the final budget proposals.
- A Special Meeting of the Children and Young People Select Committee was required in late January 2014 to scrutinise the final budget proposals.

We therefore resolved:

- (i) to hold a Special Meeting of the Children and Young People Select Committee on Wednesday 10th December 2013 at 4.00pm to scrutinise the Risk Log and Outcome Agreements;
- (ii) to cancel the ordinary meeting of the Children and Young People Select Committee, scheduled to be held on 19th December 2013 at 2.00pm;
- (iii) to hold a Special Meeting of the Children and Young People Select Committee on Monday 20th January 2014 at 2.00pm to scrutinise the final budget proposals.

CABINET FORWARD WORK PLANNER

14.- We resolved to receive and note the Cabinet Forward Work Planner.

NEXT MEETINGS

15.- The next meeting of the Children and Young People Select Committee will be a special meeting held on Wednesday 27th November 2013 at 2.00pm to undertake Budget Scrutiny.

**Minutes of the Children and Young People Select Committee
dated 14th November 2013 - continued**

The meeting ended at 12.45pm.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the Special Meeting of the Children and Young People Select Committee held in the Council Chamber at County Hall, Usk on Wednesday 27th November 2013 at 2.00p.m.

PRESENT: County Councillor R.P. Jordan (Chairman)

County Councillors: D. Blakebrough, P.S. Farley, D.W.H. Jones, P. Jones, S. Jones, M. Powell and A.C. Watts.

County Councillors D. Batrouni, E.J. Hacket Pain, P. Murphy and V.E. Smith attended the meeting by invitation of the Chairman.

OFFICERS IN ATTENDANCE:

Mrs. D. Mountfield	-	Head of Achievement & Learning Infrastructure
Mr. R. Hoggins	-	Head of Infrastructure, Network & Sustainability
Mrs. N. Wellington	-	Finance Manager
Ms. S. Randall-Smith	-	Children & Young People Directorate
Ms. S. Hawkins	-	Children & Young People Directorate
Ms. H. Ilett	-	Scrutiny Manager
Mr. R. Williams	-	Democratic Services Officer

APOLOGIES FOR ABSENCE

1.- Apologies for absence were received from County Councillor P.R. Clarke, Revd. Dr. S. James, Mrs. S. Morgan-Owen, the Chief Officer for Social Care and Health, the Chief Officer for Children and Young People and the Head of Children's Social Services.

DECLARATIONS OF INTEREST

2.- There were no declarations of Interest made by Select Committee Members.

MANDATE 16 – HOLDING CASH LIMIT, NO PAY OR NON-PAY INFLATION FOR SCHOOL BUDGETS - £434,000

3.- We considered Mandate 16 which would enable Cabinet to decide whether to commission the detailed planning and design work to fully define the proposal.

Select Committee Members were informed that the majority of the budget for the Children and Young People Directorate was allocated to schools, with the net budget for the financial year 2013/14 amounting to £43,392,431. The School budget has been inflated by 4.11% over the last 3 years.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 27th November 2013 - continued

School budgets will remain at the financial year 2013/14 levels, and this will mean that schools will not be awarded any increase towards pay increases or non-pay inflation.

A School is allocated funding by running the Authorities School Funding Formula with overall School funding available. The actual formula will be run during March 2014.

The true impact to individual schools will be unknown until March / April 2014 when Schools will set budget requirements for the financial year 2014/15 based on their formula allocation and the requirements of the school in line with the number of pupils on roll.

If budget allocations were to remain at the 2013/14 levels, this would mean a reduction to normal funding for a larger secondary school amounting to approximately £50,000, and a primary school with 210 pupils amounting to approximately £6,057.

The reserve balances of schools as at Month 6 (September 2013) indicates that there has been a reduction in balances held by Schools to the value of £689,000, this further budget pressure could see the balances reducing even further.

Having scrutinised the Mandate, the following points were noted:

- In response to a Select Committee Member's question regarding the percentage of budget allocated directly to schools, the Head of Achievement & Learning Infrastructure would provide the Member with an accurate breakdown of costs.
- In response to a Member's question, it was noted that at the beginning of the year, there were five schools with a deficit budget. This figure had previously been as high as 13 schools with a deficit budget. Concern was expressed that more schools might fall into a deficit budget. The Head of Achievement & Learning stated that shifts in schools' budget occurred throughout the year. However, schools' budgets were monitored regularly. Schools were encouraged to break even with regard to their budgets and the Directorate was actively working with schools in this matter.
- Headteachers were being encouraged to look at their service and to identify ways to improve service delivery. The Directorate was looking at schools' back office staff to obtain the best use of resources.
- In response to a Select Committee Member's question regarding redundancy costs and the effect that this might have on target savings, it was noted that this potential cost implication was unknown at present. However, re-deployment of staff is undertaken throughout the Authority. With regard to school staff and potential redundancies, governing bodies are in contact with the County Council's Personnel Department.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 27th November 2013 - continued

- It was noted that a breakdown on individual schools' budgets would be available in February 2014.

We resolved to receive the report and note its content.

MANDATE 17 – ALN CONTINGENCY

4.- We considered Mandate 17 and noted that proposals had been developed to reduce the ALN budget in line with Local Authority efficiency savings. The threats and opportunities that the project was designed to address are:

Option 1

This will reduce the ALN Contingency budget by £150,000, the remainder to be devolved to clusters. Schools would need to manage their delegated funding to meet in year adjustments, new admissions, health and safety and medical needs. Also, will need to develop a structure of moderation to ensure funding is allocated to the greatest need. Small schools' budgets would be disproportionately disadvantaged by this proposal.

Option 2

This will reduce the contingency element of the ALN budget by £75,000 but will retain £141,493 to continue to be administered by the SEN Panel to meet the needs of in year adjustments, new admissions, health and safety and medical needs. Also the SpLD staff structure will be reduced by one member of staff (full time equivalent).

Having scrutinised the Mandate, the following points were noted:

- Select Committee Members considered that Option 2 was the better option. In response to a Select Committee Member's question regarding this matter, the Cabinet Member with responsibility for Schools and Learning also considered that Option 2 was the better option.
- Under current regulations the local Authority has a statutory duty to fund this provision which was currently funded from a contingency budget.
- In response to a Select Committee Member's question, it was noted that the Directorate was looking to provide this service in the most cost effective way by not re-employing staff after their fixed term contract comes to an end.

We resolved to support Option 2.

**Minutes of the Special Meeting of the Children and Young People Select
Committee dated 27th November 2013 - continued**

MANDATE 14 – PASSENGER TRANSPORT UNIT POST 16 TRANSPORT

5.- We considered Mandate 14 – Passenger Transport Unit Post 16 Transport. Select Committee Members were informed that the business case aimed to change the Home to school Transport Policy to remove the non-statutory element of Post 16 travel grants and to increase the charge for concessionary Seats within the policy. To make changes or remove the discretionary policy of providing transport to SEN pupils attending colleges.

The Head of Infrastructure, Network and Sustainability informed the Select Committee that:

- An Advisory Group had been established to investigate this initiative.
- Consideration was being given to the proposal to remove the Post 16 Travel Grant over a two year period. This would impact upon new students entering the scheme.
- Consideration was being given to the proposal to increase charges for Post 16 and concessionary seats from £1.34 per day to £2.00 per day, then by inflation on a year by year basis.
- Consideration was also being given to the removal or introduction of a charge for SEN college transport.

In scrutinising the Mandate, the following points were noted:

- No changes were being made to pre 16 pupil transport to schools.
- About 650 students were receiving a travel grant, many of which will not be affected by the proposed changes.
- Currently, Post 16 students may purchase a bus pass on an existing service in the sum of £255. This sum was introduced in 2006 and has not been increased. A proposal was being considered to introduce a daily charge of £3.80 per day.
- Some Select Committee Members expressed concern that students living in rural communities might be detrimentally affected if this Mandate received Cabinet approval.
- Consultation in respect of the proposed Mandate would be undertaken in February / March 2014.
- It was considered that some issues in respect of the Mandate required further information and that it would be more appropriate for the Select Committee to scrutinise the Mandate when all information was available.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 27th November 2013 - continued

- In response to a Member's question regarding safe routes to schools, the Head of Infrastructure, Network and Sustainability informed the Select Committee that safe routes to schools would not be affected should this Mandate receive Cabinet approval.
- It was noted that some colleges support students with their travel costs.
- Concern was expressed that the Mandate might create a negative impact on the number of students considering attending 6th Form which might increase the number of NEET's.
- Currently, schools' funding follows each individual child.
- In response to a Select Committee Member's question regarding transport provision for SEN students where the family was on a low income, the Head of Infrastructure, Network and Sustainability stated that this matter would be part of the consultation process. However, families on income support receiving a travel grant currently receive an adjustment to the grant. It was anticipated that this would remain.

We resolved:

- (i) to receive the report and note its content;
- (ii) to support the need for a consultation exercise to be undertaken in February / March 2014.

MANDATE 35 – CHILDREN'S SERVICES, SEN & ALN SERVICE TRANSFORMATION

6.- We considered Mandate 35 – outline business case in respect of Children's Services, SEN and ALN Service Transformation.

Select Committee Members were informed that the review will involve close collaboration between partners and stakeholders in an approach designed to raise sustainability regarding the outcomes for children. It was noted that there is an expectation that the service will provide improved outcomes for learners, higher satisfaction levels for children and parents / carers and substantial increase in value for money.

In scrutinising the Mandate, the following points were noted:

- The transformation was likely to take 10 months to complete.
- In response to a Select Committee Members question regarding Mounon House, officers assured the Select Committee that Mounon house would be involved in the engagement process in respect of this Mandate and were keen to be involved.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 27th November 2013 - continued

- It was noted that Mounton House School was currently an all male student school. However, the review will explore all aspects, including this matter.
- The Select Committee asked to view the original report in respect of the review of Mounton House School that had been due to be presented to the Select Committee for scrutiny. The Head of Achievement & Learning Infrastructure stated that Mandate 35 now supersedes this report. However, the Select Committee considered that this was an important document that should be seen by the select Committee and therefore requested that the original report be made available to be viewed by Committee Members.

We resolved:

- (i) to receive Mandate 35 and note its content;
- (ii) that the original report be forwarded to The Scrutiny Manager who would in turn email the document to the Select Committee Members.

MEETING WITH HEADTEACHERS OF MONMOUTHSHIRE'S SECONDARY SCHOOLS

7.- We resolved that the Scrutiny Manager liaises with the Headteachers of Monmouthshire's secondary schools with a view to inviting them to attend a future meeting of the Children and Young People Select Committee to discuss schools' performance. An invitation to attend this meeting would also be extended to the Chairs of Governors of the four secondary schools, The Cabinet Member, County Councillor E.J. Hackett Pain and the Chief Officer for Children and Young People.

The meeting ended at 3.38p.m.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the Special Meeting of the Children and Young People Select Committee held in the Council Chamber at County Hall, Usk on Tuesday 10th December 2013 at 4.00p.m.

PRESENT: County Councillor P. Jones (Vice-Chairman)

County Councillors: P.S. Farley and M. Powell.

County Councillors G.C. Burrows, P.A. Fox and E.J. Hackett Pain attended the meeting by invitation of the Vice-Chairman.

ADDED MEMBERS:

Voting:

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

OFFICERS IN ATTENDANCE:

Ms. S. McGuinness	-	Chief Officer, Children & Young People
Ms. T. Jelfs	-	Head of Children's Services
Mr. W. McLean	-	Head of Strategic Partnerships
Ms. S. Randall-Smith	-	Children & Young People Directorate
Mr. M. Fowler	-	Children & Young People Directorate
Mrs. T. Norris	-	Improvement Officer
Mr. R. Jones	-	Improvement Support Officer
Mr. R. Williams	-	Democratic Services Officer

APOLOGIES FOR ABSENCE

1.- Apologies for absence were received from County Councillors D. Blakebrough, P.R. Clarke, D.W.H. Jones, S. Jones, R.P. Jordan and L. Guppy.

DECLARATIONS OF INTEREST

2.- There were no declarations of interest.

WHOLE AUTHORITY STRATEGIC RISK ASSESSMENT 2013-16

3.- We received a report from the Improvement Officer which provided an opportunity for Select Committee Members to challenge the draft Whole Authority Strategic Risk Assessment for 2013-16.

Members were asked to consider the strategic risks presented for 2013-16 and challenge whether:

- All relevant risks facing the authority are captured, but particularly those within the Children and Young People Select Committee profile.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 10th December 2013 - continued

- The nature of the risks and the impact is based on sound evidence.
- The actual risk scores for 2013-14 and projected risk scores from 2014-2016 have been assessed accurately.
- The mitigating actions in managing the risks are likely to be effective in either reducing the risk levels or at least preventing them from escalating further.
- Any risks should be added or removed.

The committee were provided with a short guide on members' responsibilities for risk management, to assist in completely the activity.

Members were also asked to confirm the risks assigned to the Children and Young People Select Committee.

The Council's responsibility to identify and manage its strategic risks stems from the Wales Programme for Improvement Circular 28/2005. In recent years this guidance has been underpinned by the Local Government (Wales) Measure 2009. The risk assessment for 2013-16 has been prepared by:

- Reviewing the progress and impact made in reducing the risks listed in the strategic risk assessment 2012-15.
- Drawing on new evidence available such as the service plans for 2013-16, recent regulators' and inspectors' reports, current and trend performance information and where possible, feedback from service users and outside organisations that the authority works with.
- Gathering information from Department Management Teams and Senior Leadership Team.

There are now 13 strategic risks registered from 2013-16 as opposed to 24 registered last year for 2012-15.

Having received the report the following risks pertaining to the Children and Young People Directorate were scrutinised by the Select Committee and the following points were noted:

Risk 1 – Current risk level high and expected to remain high for 2014/15 and 2015/16 – In the continuing climate of economic constraint, more people will become vulnerable and in need, placing ever-increasing demand pressures on services. This will impact the ability to enable people to live safely and independently.

- It was noted that this risk was cross-cutting between Adults Select Committee and the Children and Young People Select Committee.
- It was noted that the Adults Select Committee had been satisfied to leave the risk as it currently stood but would monitor progress.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 10th December 2013 - continued

- It was anticipated that projected actions would manage the risk.
- It was identified that some items in Risk 1 had also been raised in Risk 10. These risks needed to be made clearer.

Risk 2 – Current risk level high and expected to remain high for 2014/15 and 2015/16 – Despite significant progress in this area to minimise and mitigate risk, the risk will always remain a high one since the environments in which harm to children could occur are not controlled or managed by the Council. A small group of vulnerable children may be exposed to significant harm.

- The wording with regard to training of new social workers needed to be made clearer.

Risk 6 – Current risk level high and expected to remain high for 2014/15 and 2015/16 -The needs and capabilities of individual learners are not sufficiently addressed. Consequently, individual learners do not achieve their highest potential.

- Select Committee Members were in agreement with the proposed actions to mitigate the risk.
- Due to the Authority currently being in special measures, though improvements were being made, it was considered prudent for the risk to be categorised as high for the time being. However, this will be reviewed annually.

Risk 7 – Current risk level high and expected to remain high for 2014/15 and 2015/16 - The need to ensure that the Education Achievement Service (EAS) as our key Improvement Partner helps to drive up standards in teaching and learning.

- With regard to progress being made, the authority has worked with the EAS to establish two weekly updates of schools, bi-termly Intervention Strategies and Intelligence meetings, termly operational reviews and yearly Quality Assurance reviews.
- It was noted that the success of Monmouthshire's schools and the success of the EAS were interconnected. It was acknowledged that the EAS was a relatively new organisation and time was required for procedures to 'bed in'.
- In response to a Member's question it was noted that should the EAS not be successful, Monmouthshire County Council could opt out of the

Minutes of the Special Meeting of the Children and Young People Select Committee dated 10th December 2013 - continued

service, though, there was a financial clause within the agreement that would have to be adhered to.

- It was considered that Risk 7 could be consolidated within Risk 6 of the draft document.

Risk 8 – Current risk level medium but expected to be high for 2014/15 and 2015/16 - The need to ensure continuity of Welsh Medium Secondary Provision.

- Monmouthshire has two Welsh Medium Primary Schools with both feeding into Ysgol Gyfun Glynllw in Torfaen's area to continue their education through the medium of Welsh. The pressure in Glynllw's ability to accommodate Monmouthshire students from September 2016 has been identified through Monmouthshire's 21st Century Schools programme. Welsh Medium provision will be included within the 21st Century Schools programme. Therefore, the risk should remain high for the time being.

Risk 9 – Current risk level medium but expected to be high for 2014/15 and 2015/16 - The need to create new teaching approaches through delivering the 21st Century Schools Programme.

- The risk was likely to increase due to the volume of schools involved in this programme. New schools would be built under this programme and there was a need to identify building new teaching approaches. Further review was required before presenting this risk to Cabinet.
- Innovative teaching and learning would form part of this process.

Risk 10 – Current risk level medium. The risk for 2014/15 and 2015/16 has yet to be confirmed - The need to ensure effective responsibility and accountability in safeguarding children and young people.

- It was noted that further work was required by the authority in responding to this risk and that the risk levels for 2014/15 and 2015/16 had yet to be completed.

Information relevant to the same issues was noted within more than one risk entry. Officers needed to consolidate the risks more succinctly into fewer risks where possible. Some columns within the risk data will be moved / adjusted to accommodate this.

We resolved that officers revisit the Risks that had been scrutinised incorporating the views expressed by the Select Committee with a view to producing an amended Draft Whole Authority Strategic Risk Assessment 2013-16 document.

**Minutes of the Special Meeting of the Children and Young People Select
Committee dated 10th December 2013 - continued**

Comments in respect of the document made by the Select Committee to be forwarded to Cabinet on 18th December 2013.

DRAFT OUTCOME AGREEMENT 2013-16

4.- We received the draft Outcome Agreement 2013-16 between Monmouthshire County Council and the Welsh Government, presented by the Improvement Support Officer. It was noted that successful delivery against what was set in the agreement would result in approximately £800,000 grant funding to the Council annually.

Having considered the draft Outcome Agreement we resolved that the draft document be presented to Cabinet on 18th December 2013 for consideration.

The meeting ended at 5.27p.m.

**Minutes of the Special Meeting of the Children and Young People Select
Committee dated 10th December 2013 - continued**

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the Special Meeting of the Children and Young People Select Committee held in the Council Chamber at County Hall, Usk on Monday 20th January 2014 at 2.00p.m.

PRESENT: County Councillor R.P. Jordan (Chairman)

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

OFFICERS IN ATTENDANCE:

Mr P. Matthews	-	Chief Executive	
Mrs. J. Robson	-	Head of Finance	
Mrs. D. Mountfield	-	Head of Achievement & Learning Infrastructure	
Mrs. N. Wellington	-	Finance Manager	
Ms. H. Ilett	-	Scrutiny Manager	
Mrs. E. Tapper	-	Democratic Services Officer	

ALSO IN ATTENDANCE:

County Councillor V.E. Smith

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from County Councillor D.W.H. Jones and County Councillor P. Murphy, Cabinet Member for Resources and Finance. Apologies for absence were also received from Ms. S. McGuinness, Chief Officer, Children and Young People.

2. DECLARATIONS OF INTEREST

There were no declarations of interest recorded.

3. DRAFT CAPITAL BUDGET PROPOSALS FOR 2014/15 TO 2017/18

We received the draft capital budget proposals for 2014/15 to 2017/18 from the Head of Finance as presented to Cabinet on 4th December 2013. The Capital budget proposals are designed to provide a financially stable and sustainable environment to prioritise the 21st Century Schools Programme.

Assurance was provided that all capital receipts would be ring fenced in respect of 21st Century Schools. We noted that the delivery of the programme was reliant on the successful disposal of some of the Authority's assets.

In view of the Williams Report and its potential implications, Members expressed a desire to progress with the sale of the Authority's assets to ensure that receipts could be utilised for the benefit of 21st Century Schools within Monmouthshire.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 20th January 2014 - continued

In response to a Member question regarding the security of the match funding from Welsh Government, should the recommendations of the Williams Report be accepted, the Head of Achievement & Learning Infrastructure expressed hope that this would be unaffected.

The Head of Finance reiterated that the Williams Report had not yet been implemented and in the meantime, it remained "business as usual." This view was echoed by the Chief Executive. Members welcomed assurance that the situation would be monitored very closely and an all Wales model was anticipated to be developed by April 2014, of which Members would be informed.

We noted that no inflationary increase had been applied to the Capital programme to reflect the lack of an inflationary increase from Welsh Government. We were advised that the Authority would seek to maximise the use of its funds through procurement.

We welcomed notice that the Authority had achieved a balanced capital budget and resolved to support the draft capital budget proposals for 2014/15 to 2017/18.

4. DRAFT REVENUE BUDGET PROPOSALS 2014/15

We received the draft revenue budget proposals for 2014/15 from the Head of Finance and the business case mandates relevant to the remit of the Children and Young People Select Committee for further scrutiny.

We heard that the revenue budget proposals had been linked to the Single Integrated Plan, the Corporate Risk Assessment and the priorities of the Partnership Arrangement namely; to maintain direct spending in schools and maintenance of services to vulnerable children and adults as well as the continued provision of activities that support the creation of jobs and wealth in the local economy.

We received the draft revenue budget proposals for 2014/15 to 2017/18 for scrutiny from the Head of Finance.

In so doing, we noted the following:

A budget gap of £22 million was projected in the MTFP over four years, with an £8.8 million gap for 2014/15. Savings totalling £12.8million had been identified over the MTFP. These savings had been generated by means of service changes, efficiency savings, income generation and innovative approaches to service design and delivery. A 3% annual increase in Council Tax had been assumed. The residual gap had reduced from £2.4 million to £1million for 2014/15 and it was hoped that the second round of citizen consultation events would generate feedback regarding a larger increase in Council Tax and further potential saving proposals for pursual.

Earmarked reserve usage over the MTFP was projected to reduce the balance on earmarked reserves from £15.5million at the start of 2013/14 to £6.9 million by the end of 2017/18.

We resolved to note the information provided and to afford further consideration to the following mandates, scrutinised at a previous meeting of the Children and Young People Select Committee.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 20th January 2014 - continued

The Committee agreed to focus on elements which had been amended within the budget mandates and in so doing the following issues were raised:

• RC PRIMARY SCHOOL MEAL SERVICES

We heard that the Authority currently provides approximately 485 000 school meals per annum to 32 Primary Schools and Mounton House Special School. A saving of £206 000 was required in order to balance the budget for 2014 – 15.

The following service models were proposed to address this gap:

- Increase meal prices to £2 for Primary School meals and £3 excluding VAT for Adult meals from April 2014
- Reduce the number of cooking kitchens from 29 to 12 (Of the 32 primary schools served, 29 cook meals on site and 3 receive meals transported in from other schools). This would generate a saving of £100 000 per annum.

The Committee raised the possibility of amalgamating the school and community meal services to reduce costs and we were advised that Social Services had investigated this option. The Authority currently has three schools into which school meals are transported; Raglan, Llanfair and Thornwell. Thornwell would be restored to a cooking kitchen in the near future.

We were asked to note that the largest cost remained as staffing.

Having reviewed these proposals Members queried how the market would respond to an increase in the cost of school meals.

The Head of Achievement, Learning and Infrastructure informed the Committee that in September 2013 Welsh Government directed that all meals must be “Appetite for Life” compliant. This had increased the budget pressure from £156 000 to £206 000 due to the change in ingredients required to ensure compliance, this equated to an additional 10 pence per meal. Members were also asked to note that Appetite for Life Compliance forms part of the ESTYN Inspection Regime.

We were advised that schools were yet to be consulted regarding the price increase, but the increase was moderate in all Wales terms.

Feedback from public consultation events indicated that parents were willing to pay more for school meals provided that they were of a high quality and nutritionally balanced. We welcomed notice that there were plans to introduce taster sessions to encourage take up of school meals and school menus were being reviewed.

In response to a Member question regarding the take up rate of free school meals and potential discrimination, the Head of Achievement, Learning and Infrastructure believed that all pupils entitled to free school meals used this service and the Authority encouraged take – up through marketing.

With regard to the potential for discrimination, we were advised that pupils entitled to free school meals were not identified within schools.

We welcomed assurance that the school meal debt is and would continue to be monitored closely to ensure that those who are entitled to free school meals use their entitlement and to assess the impact of the proposed price increase.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 20th January 2014 - continued

The Local Member for Trellech United referred to the Equality Impact Assessment and queried whether the gender impact should be “neutral” given that the majority of low income single families who would be affected by this change were matriarchal.

We resolved to support the proposal to increase meal prices to £2 for Primary School meals and £3 excluding VAT for Adult meals from April 2014.

• PASSENGER TRANSPORT UNIT POST 16

Members requested an update regarding amendments to the Home to School Transport Policy which would remove the non - statutory element of Post 16 travel grants and increase the charge for concessionary seats.

The Committee were advised that the Passenger Transport Unit were keen to undertake consultation and legal advice remained pending regarding the business case. We noted that Monmouthshire were in the process of considering a joint South East Wales Passenger Transport Policy to ensure a common and consistent policy.

Members expressed concern regarding the withdrawal of non - statutory post 16 transport particularly given the rurality of the County. Accessibility to transport should be maximised, even if the Authority is unable to provide the service free of charge.

The Committee resolved to support the proposed business case, based on current information and requested an update report regarding South East Wales Passenger Transport Arrangements to be received at a future meeting.

• CYP SCHOOL BUDGET

We noted that a net budget for the financial year 2013/14 of £43 392.41 had been awarded to schools. It was proposed that school budgets would remain at this level given that they had been inflated by 4.11% over the previous three years. This would mean a reduction to normal funding for a larger secondary school of approximately £50 000 and of £6057 for a 210 roll primary school. We noted that the financial impact upon individual schools would not be known until April 2014 at which time schools would set their budgets based on their formula allocation and the number of pupils on roll.

We were advised that the LEA could either direct Primary Schools which carry reserve balances greater than £50 000, (Secondary schools £100 000) to spend the excess or claw it back. We noted that mid – year there was a tendency for school budgets to fall, with a moderate increase at year end.

We received assurance that the School Finance Team would work closely with schools to identify budget savings as a feature of the mandate. It was acknowledged that schools may be required to access any reserve funding they may hold as a result of the mandate. £320 000 had been identified in the financial budget 2014/15 should restructuring or redundancy result.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 20th January 2014 - continued

We resolved to support the mandate on the basis that schools were supported by the Authority and awareness was raised that the Authority was also required to make efficiency savings.

• CYP ALN CONTINGENCY IN ISB

The Committee revisited the Business Plan and did not support the original option to withdraw £150 000 from the ALN Contingency Budget given that small schools would be disproportionately disadvantaged by the proposal.

Members instead expressed support to reduce the contingency element of the ALN by £75 000 and to retain £141 493 to be administered by the SEN Panel to provide a pro - active in year response to changing circumstances. We welcomed the proposal to train specialists within schools to identify Specific Learning Difficulties rather than utilise external tutors.

We noted that that a Strategy Board made up of the Authority's head teachers had been established at which local decision making appeared to be favoured.

The Committee expressed a desire to raise awareness of Autism and to support continued engagement with Head teachers within the remit of the Children and Young People Select Committee, in order to monitor the direct impact of budget proposals on schools and pupils.

• SCHOOLS LIBRARY SERVICE

It was proposed that the Schools Literacy and Resource Centre would charge schools within Monmouthshire for the use of the service, which was previously subsidised by the Authority.

We received assurance that the service would be redesigned to allow ease of transition but it was acknowledged that the success of the proposal would be dependent upon school take up. Much work would be undertaken to promote the service to schools. Once school "buy – in" had been established consideration would be afforded to either rationalising or expanding the service.

We resolved to support the proposal.

• STAGED WITHDRAWAL OF SUPPORT FOR GWENT MUSIC SERVICE

Members expressed opposition to the proposed withdrawal of support for the Gwent Music Service given the value of the service to children's social skills and educational attainment and the national recognition the service had achieved.

We were advised that further work had been undertaken since the original budget mandate to consider alternative charging mechanisms and the numbers of Monmouthshire children using different aspects of the service to identify areas where cuts would have the least impact, such as reducing the number of instruments purchased. We were advised that there were seven options currently under consideration for implementation from September 2014.

The Chief Executive reminded Members that Council would set the budget on 27th February 2014 and that a saving of £50 000 would need to be made from Gwent

**Minutes of the Special Meeting of the Children and Young People Select
Committee dated 20th January 2014 - continued**

Music Service, but the proposal to Council marked a step down in funding not a complete withdrawal

The Chief Executive acknowledged that the service was extremely valuable and informed Members that the Chief Officer, Children and Young People would be meeting with Gwent Music Service, which now only consisted of Monmouthshire County Council and Torfaen County Borough Council to agree a sustainable way forward.

The Committee requested full involvement with any staged withdrawal of the Gwent Music Service and expressed appreciation that Officers were currently assessing alternative options.

- **REVIEW OF OTHER EDUCATION COLLABORATIVE ARRANGEMENTS**

We were advised that the Authority sought to save £170 000 on educational arrangements such as the Visually Impaired Service currently provided in partnership with other local Authorities.

The Authority would require confirmation that value for money was being achieved through an assessment of the number of Monmouthshire pupils using the service and a cost analysis of the potential of buying in services from other providers.

We resolved to monitor the proposed mandate closely.

- **CHILDRENS SERVICES STAFF RESTRUCTURING**

We resolved to adjourn discussion the mandate pending confirmation that a report regarding this had been approved by Cabinet. Members noted also that the report author had left the Authority.

- **REVIEW AND TRANSFORMATION OF CHILDREN'S SERVICES, SEN/ALN.**

We were advised that the initial process to integrate and streamline all provision with the child and family as the core focus had been initiated and was approaching the start of month 2.

Members expressed the importance of consulting with stakeholders at all times.

Children and Young People Select Committee reaffirmed support of the Capital Budget Proposals with receipts ring fenced for the 21st Century School Programme but expressed concern regarding the cumulative impact of the budget mandates upon children, young people and their families and in particular the withdrawal of support for Gwent Music Service.

The Chairman expressed thanks to Members and Officers present.

The meeting ended at 15:35

**Minutes of the Special Meeting of the Children and Young People Select
Committee dated 20th January 2014 - continued**

**Minutes of the Special Meeting of the Children and Young People Select
Committee dated 20th January 2014 - continued**

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the Special Meeting of the Children and Young People Select Committee held in the Council Chamber at County Hall, Usk on Thursday 23rd January 2014 at 2.30p.m.

PRESENT: County Councillor R.P. Jordan (Chairman)

County Councillors: D. Blakebrough, P.R. Clarke, P.S. Farley, L. Guppy, D.W.H. Jones, P. Jones and M. Powell.

ADDED MEMBERS:

Voting:

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

OFFICERS IN ATTENDANCE:

Mr. S. Burch	-	Chief Officer, Social Care and Health
Mrs. D. Mountfield	-	Head of Achievement & Learning Infrastructure
Mr. M. Howcroft	-	Assistant Head of Finance
Mrs. N. Wellington	-	Finance Manager
Mr. T. Stokes	-	Finance Manager
Ms. G. Cox	-	Service Manager, Children's Services
Ms. H. Ilett	-	Scrutiny Manager
Mr. R. Williams	-	Democratic Services Officer

APOLOGIES FOR ABSENCE

1.- Apologies for absence were received from County Councillor A.C. Watts.

DECLARATIONS OF INTEREST

2.- County Councillors D. Blakebrough, P.R. Clarke, P.S. Farley, L. Guppy, P. Jones and M. Powell declared a personal interest under the Members' Code of Conduct in respect of references made to schools under Minute 3 – Revenue Budget Forecast Statement 2013/14 Month 6 and Minute 4 – Capital Programme 2013/14 Month 8 Forecast Outturn Statement, as they are School Governors.

REVENUE BUDGET FORECAST STATEMENT 2013/14 MONTH 6

3.- We received a report by the Head of Finance, presented by the Finance Manager, in which Members received information on the revenue outturn position of the services relevant to the Children and Young People Select Committee at the end of Quarter 2 for the 2013/14 financial year.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 23rd January 2014 - continued

Select Committee Members were informed that at Quarter 2 the forecast outturn for 2013/14 was as follows:

- Social Care and Health Directorate – Children’s Services were forecasting to over spend by £882,000, principally comprising an increasing pressure on the external placement budget (£363,000), additional increased costs across Young People’s Accommodation of £154,000 (£135,000 at month 3), and other Children’s area over spends (£365,000) on work experience schemes, transport and legal costs, ‘in house’ fostering allowances and family contact costs.
- Children and Young People Directorate – A forecast over spend of £744,000 (£633,000 at month 3). School-based redundancy costs for which reserve cover will be requested (estimated at a £479,000) were the main element of this over spend. The redundancy costs remain within the overspend prediction until the matter is formally considered and financing approved.
- The more significant aspects of the remaining £265,000 overspend include:
 - A continuing combined funding deficit of £47,000 for the shared School Library Service.
 - As reported at month 3, a continuing £39,000 over spend in the Adult Education Service from costs anticipated to be necessary to compensate for absences.
 - An increased pressure of £18,000 to the School Improvement Service consequential to an unbudgeted £58,000 (£40,000 at month 3) Safeguarding Officer post that had been transferred from Social Care and Health without the corresponding budget.
 - As part of the 2013-14 budget setting process, the service identified savings of £645,000, a shortfall of £260,000 had been identified at month 6 of which £160,000 had been delayed for a staff restructuring (£100,000) and £60,000 for as yet unidentified SEN transport savings. Thus, leaving £100,000 unachievable savings with regard to school meal provision.
- Schools – School balances at the beginning of the financial year amounted to £1,240,000. The forecasted draw on balances at month 6 is £689,000 (£554,000 at month 3) an unfavourable movement of £135,000 resulting in budgeted closing surplus school balances of £551,000.

Having received the report the following points were noted:

- In response to a Select Committee Member’s question regarding reference to the School Improvement Service overspend and the

Minutes of the Special Meeting of the Children and Young People Select Committee dated 23rd January 2014 - continued

funding of a Safeguarding post, it was noted that the wording needed to be changed, as the School Improvement Service now fell within the remit of the Education Achievement Service (EAS).

- In response to a Select Committee Member's question regarding areas of concern, it was noted that Additional Learning Needs (ALN) provision and Special Educational Needs (SEN) transport provision were volatile areas and were therefore areas of concern.
- ALN was forecasting an under spend of £67,000 mainly due to a reduction in contingency funding allocated to schools. All schools were advised to spend 5% of its budget on ALN provision. Currently, at Month 6, there was no requirement to spend additional monies on ALN provision. Officers with specific knowledge relating to children with additional learning needs could be invited to future Select Committee Meetings to advise Members and answer questions on ALN provision.
- Non-payment of school meals was being actively addressed by the Directorate by liaising with schools. Schools were responsible for investigating non-payment.
- There had been a reduction in take up of school meals last year due to the introduction of the 'Appetite for Life' programme. There had also been an increase in ingredient costs resulting on a loss of income. The Directorate was reviewing this matter and investigating all options.
- In response to a Select Committee Member's question regarding redundancy costs, Members were informed that enhanced redundancy costs were being paid. However, this matter was being reviewed. The Finance Manager would arrange for details to be forwarded to the Chair. A budget for redundancy costs in the sum of £320,000 was being set aside for 2014/15. The Head of Achievement and Learning Infrastructure stated that she would send a copy of the H.R. Policy and Re-engagement of Staff for Schools Policy to the Select Committee.
- It was noted that Chepstow Comprehensive School was carrying a deficit budget. Officers had met with the school and to implement a deficit reduction plan.
- Concern was expressed that a reduction in the number of school staff year on year could increase the pressure on the remaining staff resulting in an increase in sickness due to work related pressures. The Select Committee asked for further details in order to establish whether policy decisions were impacting on staff health.
- In response to a question raised in respect of Mounton House School, it was noted that as part of the Cabinet Mandate, engagement sessions were taking place with the school.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 23rd January 2014 - continued

- It was noted that Voluntary Controlled Schools' finances were the responsibility of the local Authority.
- Schools were expected to hold some of its finances in reserve, with investment plans being encouraged for schools with surplus budgets (primary schools – surplus budget in excess of £50,000 and secondary schools with a surplus budget in excess of £100,000). Officers provided support to schools in establishing investment plans.
- Legal costs were forecast to overspend by £112,000 with 16 care proceedings completed to date and 26 care proceedings initiated. Demand was currently outstripping the Council's legal team's capabilities and another local authority has been asked to take on some of the legal work at a cost. However, a number of legal proceedings were coming to an end and it was anticipated that legal costs will reduce.
- The Chief Officer, Social Care and Health would liaise with the Head of Children's Services with a view to a report being brought to a future Select Committee meeting outlining details of the Legal Department's negotiations with regard to 'buying in' legal services.
- The Finance Manager stated that the unit costs in respect of Looked After Children were being reviewed and the exercise was producing valuable data in understanding the costs incurred. This process will be shared with colleagues in the Children and Young People Directorate.

We resolved:

- (i) to receive the report and note its content;
- (ii) that the Chief Officer, Social Care and Health would liaise with the Head of Children's Services with a view to a report being brought to a future Select Committee meeting outlining details of the Legal Department's negotiations with regard to 'buying in' legal services.

CAPITAL PROGRAMME 2013/14 MONTH 8 FORECAST OUTTURN STATEMENT

4.- We received a report by the Head of Finance, presented by the Finance Manager, regarding the forecast outturn position for the current year's capital programme compared to the budget for the year for schemes relating to the Children and Young People Select Committee.

Members were informed that the Month 8 forecast capital outturn position for 2013/14 for schemes relating to the Children and Young People Select Committee was as follows:

- An adjusted revised budget £5,585,000, being based upon £4,777,000 original 2013-14 approval, £462,000 of budget revisions, £2,907,000 of

Minutes of the Special Meeting of the Children and Young People Select Committee dated 23rd January 2014 - continued

slippage from 2012-13 and £49,000 virements from other Select Committee areas, less provisionally slipping £2,609,000 into 2014/15.

- Actual expenditure was £1,995,000 (36% of revised budget) at month 8, compared to £3,832,000 (48%) at month 8 of 2012/13.
- A forecast net under spend of £285,000 resulting from an under spend of £144,000 on school development schemes, an under spend of £33,000 on property maintenance schemes and an under spend of £108,000 resulting from surplus finance brought forward from 2012/13, as yet unallocated.

Capital Receipts

- The forecast total Capital receipts balance at 31st March 2014 has increased by £1,594,000 compared to the Medium Term Financial Plan (MTFP) (£169,000 at month 5) primarily due to an increase in forecast receipts of £312,000, forecast slippage of capital expenditure of £1,670,000 into 2014/15, budgeted set aside of £1,000,000 not going ahead, a forecast under spend of £407,000 in the capital programme which is financed via capital receipts, offset by a lower receipts balance brought forward (£1,184,000) and an increase in expenditure budgets (£611,000).
- Based on 2012/13 outturn, the capital receipts forecast and the capital budgets in place for 2013/17 that there will be a balance of available receipts at the end of the MTFP window of £32,557,000 (£32,745,000 at month 5).

In light of the Williams Report regarding proposed Local Government Reorganisation, concern was expressed regarding the future of the Welsh Government's 21st Century Schools Programme. The Head of Achievement and Learning Infrastructure informed the Select Committee that the Directorate's Programme Manager would shortly be meeting with Welsh Government staff and she would ask that he enquires about the future of the 21st Century Schools Programme.

We resolved to receive the report and note its content.

DELIVERING A REGIONAL AND NATIONAL ADOPTION SERVICE

5.- We received a report by the Service Manager, Children's Services, on the new arrangements at a national and regional level with a view to establishing a National Adoption Service for Wales from 1st April 2014.

Select Committee Members were informed that the National Adoption Service will be responsible for:

- Establishment of a National Board.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 23rd January 2014 - continued

- Monitoring the delivery of services in accordance with the national performance framework.
- Producing an Annual Report and action plan.
- Developing a national marketing and awareness raising strategy.
- Providing a single point of contact for anyone seeking information about adoption.
- Providing a database of information.
- Developing and maintaining a National Adoption Register.
- Co-ordination of Adoption Panels, Panel Members, Pre-Approval Training, Post Adoption Support Services and provision of the Independent Review Determination Service.
- Acting as a Centre of Excellence for Adoption in Wales.

The operational adoption services will be delivered by five Regional Adoption Collaborative's as follows:

- North Wales – Wrexham, Flintshire, Gwynedd, Conwy, Denbighshire and Ynys Mon.
- South East Wales – Blaenau Gwent, Monmouthshire, Torfaen, Newport and Caerphilly.
- West & Mid Wales – Ceredigion, Carmarthenshire, Pembrokeshire and Powys.
- Western Bay – Bridgend, Neath, Port Talbot and Swansea.
- Mid & South Wales – Cardiff, the Vale of Glamorgan, Merthyr Tydfil and Rhondda-Cynon-Taff.

The current delivery structure for the Adoption Service in Monmouthshire is via the tri partite Adoption Service with Torfaen and Blaenau Gwent County Borough Councils. This service has been in existence since the 1st April 2011 and has recently begun to make progress in securing adoptive placements for children. However, Monmouthshire County Council has always been a net contributor of prospective adopters and in providing adoption support to those children and their new families within Monmouthshire County Council. It was noted that the original funding of the tri partite service was not based upon a cost benefit analysis of what would be required to run the service but instead upon what each authority could afford to contribute. This means that additional costs such as inter agency funding for external placements and adoption support packages continue to be met by the relevant child's local authority.

The five local authorities in Gwent established a working party in March 2013 in anticipation that the Minister would decide to proceed with the announcement to deliver a National Adoption Service from 1st April 2014. It is proposed that the new South East Wales Adoption Service from 1st April 2014 will be delivered through one centralised location based at Mamhilad.

The key functions of the service will be as follows:

- Ensuring compliance with legislation, regulation and the performance management framework.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 23rd January 2014 - continued

- Recruitment and assessment of prospective adopters.
- Ensuring appropriate matching of children.
- Provision of the whole range of support services including birth parent counselling, step parent adoptions, intermediary services and letterbox contact. Including pre and post adoption support for children and their prospective adoptive and adoptive carers.
- Inter country adoption.
- Ensure effective links are maintained with local authorities Children's Social Services including tracking and monitoring of permanency plans where adoption is the plan.

A management board will be established with representatives from each Local Authority who will be responsible for governance of the service. The current arrangements for the Adoption Panel will remain unchanged.

In addition, each local authority will retain responsibility for the following:

- Assessment and care planning and reviewing of Looked After Children and young people.
- Ensuring the Agency Decision Maker functions are fulfilled.
- Assessment of the Adoption Support needs of children for whom the plan is adoption.
- Involvement in the matching and linking of children and adopters.
- Providing birth parent counselling.
- Making applications to the Courts for appropriate orders.
- Attending Adoption Panels where proposed matches are being considered.

As a member of the existing tripartite arrangement the move to a five authority model brings additional resilience but does not bring significant tangible benefits in the short term. Consequently, Monmouthshire County Council has negotiated firmly to agree a funding formula which offers good value for the Authority and compares favourably with the costs of remaining in the current arrangement. Due to the Authority's increase in Looked After Children (a key component of the adoption service funding formula) an increase in costs was being planned for and the additional cost to the Authority would be £18,000. This will be accounted for via other efficiencies within the adoption budget.

Having received the report, the following points were noted:

- Currently, Monmouthshire County Council was responsible for 105 Looked After Children. Of these, seven children had a placement order. Of these seven children, two of them had achieved matches for adoption.
- The Nation Adoption Service will be a virtual service acting as a Centre of Excellence for Adoption in Wales.

Minutes of the Special Meeting of the Children and Young People Select Committee dated 23rd January 2014 - continued

- In response to a Select Committee Member's question regarding scrutiny of the service, Members were informed that the Management Board currently meets monthly but will likely change to quarterly meetings. The Care and Social Services Inspectorate Wales (CSSIW) will scrutinise the service via inspection every three years.
- Currently, no joint scrutiny arrangements of the service between the Greater Gwent Authorities have been established.
- The Scrutiny Manager informed the Select Committee that if the National Adoption Service's Management Board was a non-executive Board, it might be appropriate for two of the Select Committee to sit on this Board and provide feedback to the Select Committee. The Scrutiny Manager stated that she would raise this matter at the next Scrutiny Officers Network meeting.

We resolved to recommend to Cabinet that:

- (i) it endorses the proposals for achieving a National Adoption Service in Wales;
- (ii) Blaenau Gwent County Borough Council acts as the lead authority for the Gwent Wide Adoption Service known as the South East Wales Adoption Service within the National Adoption Service;
- (iii) Monmouthshire County Council contributes funding resources as established in the report required to deliver the South East Wales Adoption Service.

WORK PROGRAMME

6.- We received the Children and Young People Select Committee work programme for 2013/14.

We resolved:

- (i) to receive the work programme and note its content;
- (ii) that the Schools Budgets Report for 2014/15 be added to the Select Committee Work Programme to be scrutinised by the Committee in May / June 2014.

FUTURE MEETING DATES

7.- We resolved:

- (i) to postpone the ordinary meeting of the Children and Young People Select Committee dated 6th February 2014, in order to allow Members to attend the funeral of the wife of former County Councillor Brian Hood. The re-arranged meeting will be held on Tuesday 11th February

Minutes of the Special Meeting of the Children and Young People Select Committee dated 23rd January 2014 - continued

2014 at 1.00pm, subject to the availability of the Head teachers of Monmouthshire's four secondary schools. The Head teachers will be provided with a list of questions that the Select Committee intends to ask;

- (ii) that the Scrutiny Manager identifies potential dates for a Special Meeting of the Children and Young People Select Committee between 11th February and 20th March 2014 and inform Select Committee Members accordingly.

The meeting ended at 4.45p.m.

**Minutes of the Special Meeting of the Children and Young People Select
Committee dated 23rd January 2014 - continued**

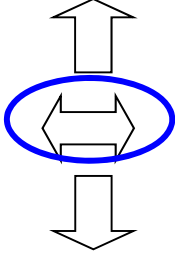
Monmouthshire County Council Post Inspection Action Plan (PIAP)

Update for Monmouthshire Recovery Board

February 2014





*For accessibility in sections 1,2,3 and the ALN section changes since the last PIAP update have been made in **green** and where commentary is no longer relevant it has been struck through.*

Monmouthshire's Post Inspection Action Plan Progress Update

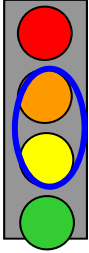
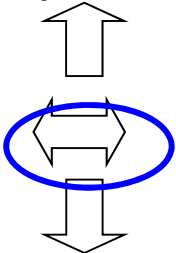
Work Stream and Recommendation:	Safeguarding Ensure that safeguarding procedures are robust and underpinned by a clear policy			
Completed by:	Maggie Teague/Jane Rodgers	Reporting period:	16/12/13	To: 31/01/14
Date Completed:	30/01/14	Next Board meeting:		
<p>Current status</p> 	<p>Trend since last report</p> 	<p>Headlines:</p> <ul style="list-style-type: none"> Monmouthshire's First Safeguarding Conference well received by practitioners. New DBS Protocol written and unified system in place to monitor compliance monthly. Safeguarding Survey completed by 1,545 Monmouthshire children and young people – Summer 2013. Safeguarding Survey completed by Monmouthshire Looked After Children – Summer 2013. Safeguarding and Quality Assurance team now has a permanent member of staff in place who has taken up the post of Lead Officer for Education. 		

Key Achievements	Next Period
<ol style="list-style-type: none"> 1. Policy - Safeguarding Policy Consultation completed and policy review complete Awaiting cabinet approval. The reviewed policy highlighting changes and additions has been circulated to cabinet members with a deadline of 1st Feb for comment. To date (30/01/014) no comments have been received to indicate any additional queries or issues. There had been a previous presentation to CYP select committee to highlight the policy review consultation and indicate key areas for development. 2. Training/Development - Since Autumn 2012 more than 1200 Monmouthshire staff, governors and volunteers have attended Level 1 Safeguarding/Child Protection training. The first level 2 training event (Monmouthshire specific) took place Nov 19th and was well evaluated. Governors level training undertaken 18th Nov and was well evaluated. There are 2 further level 2 courses established for March, with places already allocated from across the LA. Level 1 courses have extended across education, youth, children's and social services and continue to be provided in a range of settings at approx. 2 – 3 per month. Monmouthshire specific courses continue to supplement programmes that are offered through the regional SCB. 3. Engagement/Compliance -Termly safeguarding meetings held and attended by Headteachers/Designated officers for schools and Early Years settings. Safeguarding slots are booked into all school and early year cluster group meetings for the Spring term (Chepstow undertaken so far). Group and individual supervision with DOs has been started. 4. Engagement with children & young people - Lead Officer working with Regional Safeguarding Board in the development of an engagement strategy for children and young people. -‘How Safe Do You Feel in Monmouthshire?’ - Survey completed by MYS and report written with meeting arranged to plan responses and next steps. Meeting took place 30/01/14 with some agreed actions and further work to be completed including: presentation to RSCB, slot at head teachers' conference; liaison with anti-bullying group; keep-safe in technology sessions being offered by youth service. 5. DBS Protocol and Monitoring System in place to include monitoring of monthly exception reports. This work continues to be actively 	<ul style="list-style-type: none"> • Reviewed Policy to be ratified at Council and re-launched to all settings. • Level 2 Safeguarding Training – 2 further sessions booked for Monmouthshire Designated Officers (March 2014) • Safeguarding Meetings with independent schools in Monmouthshire to be set up. <ol style="list-style-type: none"> 4. Outcomes of Safeguarding Survey to be presented to cabinet members. 5. Review of DBS reporting systems to further strengthen the process. 6. Safe Recruitment Training – training package will be delivered to DOs and Govs – Cluster Twilight Sessions - Spring Term 2014 7. Audit Rolling Programme continuing to include all commissioned services and voluntary organisations. 8. LAC achievement monitoring to continue.

<p>monitored – there is a cross authority date established (19th Feb) to review the protocol and its implementation 4 months on. This will help to continue to develop and refine the operational and reporting processes.</p> <ol style="list-style-type: none"> 6. Safe Recruitment Training Programme written in consultation with HR officers. 7. Safeguarding Action Plans in place for all schools, Early Years Settings, Leisure, Youth, Outdoor Education, Adult Education, Flying Start, Acorn Family First and Inclusion Family First projects. 8. Audit programme has commenced with commissioned and grant funded organisations. 9. LAC PEP training for teachers and Social Workers – jointly delivered by Safeguarding Officer and CYP LAC teacher. Further dates have been set, this to be an-going training programme. 10. Monmouthshire Safeguarding Page linked to SEWSCB Safeguarding website. 11. Late referral meetings held and follow up reports written. Positive evidence of safeguarding awareness training having an impact within leisure services. Safeguarding consultation / supervision arrangements are established within key schools / settings. On-going. 	
<p>Slippage and remedial action</p>	<p>Issue or concerns</p>
	<ul style="list-style-type: none"> • Dates for termly meetings with Headteachers are not in the diary in advance. Feels difficult to establish these dates. – THIS IS NOW RESOLVED • Safeguarding is now a standing agenda item on all cluster meetings and there are no barriers with the Headteachers. • First year of Audit implementation – embedding the audit programme and assuring that schools and settings take ownership of their own safeguarding action plans. Implementation of writing with schools at mid-point is on track. • Given the importance of safeguarding training the Chief Officer, Social Care and Health and Children and Young People will discuss the requirements for a more formal identification of resources for Safeguarding training. A meeting has been agreed.

	Red	Highly problematic - requires urgent and decisive action.	↑ Risk increasing
	Amber / Red	Problematic - requires substantial attention, some aspects need urgent attention.	↔ Staying the same
	Amber / Green	Mixed - aspect(s) require substantial attention, some good.	↓ Risk reducing
	Green	Good - requires refinement and systematic implementation.	

Monmouthshire's Post Inspection Action Plan Progress Update

Work Stream and Recommendations (2&3):	Standards and Challenge <ul style="list-style-type: none"> Improve standards of attainment for all groups of pupils, particularly in secondary schools. Strengthen the level of challenge to schools and use the full range of powers available to the authority to improve leadership and management in underperforming schools. 				
Completed by:	S Randall-Smith	Reporting period:	December 2013	To:	1 st February 2014
Date Completed:	17/12/13		Next Board meeting:		
<p>Current status</p> 	<p>Trend since last report</p> 	Headlines: <ul style="list-style-type: none"> Performance in the Foundation Phase at the expected level is ranked third or above for all indicators except Welsh first language. Key Stage 2 at the expected level continues to improve and is ranked first or above in relation to other authorities in Wales for all indicators except Welsh first language. Performance at Key Stage 3 at the expected level is ranked below Monmouthshire's free school meal position of third when compared to other local authorities in Wales. Robust procedures to for challenging schools and holding them to account are now in place. 			

Key Achievements	Next Period
<p><u>Recommendation 2</u> <u>Foundation Phase</u></p> <ul style="list-style-type: none"> • Performance in the Foundation Phase continues to be strong in 2013 with 89.5% of pupils achieving the FPI, an increase of 2.8% from 2012. • Monmouthshire is ranked the highest in Wales for the Foundation Phase Indicator (FPI) in relation to other local authorities and has been in first position for three out of the last four years. • The rate of improvement in Monmouthshire for all the FPI is 0.3% higher than Wales as a whole <p><u>Key Stage 2</u></p> <ul style="list-style-type: none"> • Performance in key stage 2 has improved from 2012 with 89.3% of pupils achieving the Core Subject Indicator (CSI), a rise of 3% from 2012. • The rate of improvement for the KS2CSI over the last four years is 1.9% greater than Wales as a whole over the same period. <p><u>Key Stage 3</u></p> <ul style="list-style-type: none"> • Performance has improved at the expected level at Key Stage 3 but not at the same rate as the FP and KS2. • Performance above the expected level is lower than the previous year for all subjects at both levels. • The differential in performance between FSM and non-FSM has reduced at KS 3 but not at the same rate as FP and KS2. The gap at KS3 is almost 11% smaller than in 2012. • Key Stage 4 (Final provisional information awaiting verification 20th December 2013) • Performance in Level 2 (including English and mathematics) has improved by 1% to 57%. Although this outcome is 4 points above the Wales average, it is well below the target of 65%. <p><u>Key Stage 4</u></p> <ul style="list-style-type: none"> • Performance has increased in Level 2 including English and Mathematics (L2 inclusive), remained the same in Level 2, Level 1 and capped points but declined in the CSI. • The rate of improvement for all indicators is faster across Wales than in Monmouthshire. • Monmouthshire is ranked between 3 and 9 places lower than in 2012 when compared with the rest of Wales. • Overall the differential in attainment between boys and girls in is smaller than in 2012 however, the differential remains greater than the all Wales average for all indicators. • The difference in performance between FSM and non-FSM pupils reduced in L2, L1 and the CSI and stayed the 	<p><u>Recommendation 2</u></p> <ul style="list-style-type: none"> • Embed procedures for challenging schools and holding them to account • Embed QA procedures to hold EAS to account. • Provisional school targets to be scrutinised and challenged where appropriate, and aggregated against LA targets. • Secondary Stocktake with Members in January 2014 • Analysis of KS4 FSM and non-FSM data • KS4 and 5 Performance report to be delivered to Select. • Review of Local authority Literacy strategy. • Secondary Stocktake with members February 14th 2014. • Present KS4 and KS5 Performance Report to Members. • Complete introduction and implementation of pupil tracking database.

same in the L2inclusive when compared to 2012.

- Differential in attainment between FSM and non-FSM remained significant in L2. L1, capped points and science when compared to Wales as a whole.

Key Stage 5

- The number of pupils entering Level 3 qualifications in Monmouthshire was similar to 2012.
- 94.7% of pupils entered gained L3; this is 2% below the Wales average.
- The performance of boys and girls is broadly similar although more boys than girls were entered for exams.

Other targets

- Revised target setting procedures based on individual pupil data have been introduced (September 2013)
- Revised data profiles have been issued to each school and LA (October 2013)
- Two schools engaged in the Leading and emerging schools programme
- Performance gap between pupils in the Foundation phase has reduced but the gap has increased by 1% from 2012.
- The gap in performance between FSM and non-FSM pupils has reduced by almost half at Key Stage 2 and a third in Key Stage 3.
- 50% of school at the end of KS3 are above the median for FSM CSI.
- **Director's Interim Annual Report delivered to Council in November 2013.**
- **School targets have been set using individual pupil level targets. The level of challenge from SLs has been much greater than in previous years.**
- Targets set and scrutinised by the local authority.
- Aggregated targets for FP and KS2 match LA targets. KS3 and 4 targets are above LA projected targets.
- Targets agreed with EAS would place Monmouthshire 3rd or above in all Wales ranking by 2015.
- Secondary Stocktake has taken place with the local authority and EAS.
- Regular monitoring of progress against intervention plans implemented.

Recommendation 3

- Policy for the intervention in schools agreed by SEWC.
- GBs and schools informed of policy (COE Road Shows October 2013)
- Two schools have met with COE within this policy.








Recommendation 3

- Complete EAS commissioning evaluation.

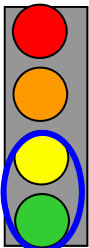
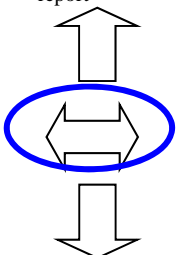
<ul style="list-style-type: none"> • COE and Cabinet member have a timetable of pre-inspection, intervention plan and post inspection scrutiny meetings in place. November 2013 • Implementation of agreed QA procedures from September 2013. • Revised Governor training programme has been issued to all GBS • Monmouthshire has issued a warning notice to one school. • EAS HR support in place and Guidelines in place. 	
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Slippage and remedial action	Issue or concerns
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<p><u>Recommendation 2</u></p> <ul style="list-style-type: none"> • Target setting deadline revised back twice by EAS • Targets received by local authority 13th December 2013. • Second SSSP has restored outcomes to results 'on the day level' • Variation in the quality of teaching has not moved forward as expected and will form part of the changes necessary to fully implement the National Model for School improvement. • All schools have recovery plans in place. 	<p><u>Recommendation 2</u></p> <ul style="list-style-type: none"> • Performance at the higher level in 2013 is lower than the previous year in Foundation Phase and Key Stages 2 and 3. • Provisional KS4 data is lower than reported in the summer • Performance in KS4 has not improved at the same rate as other key stages. Monmouthshire's KS4 ranking in Wales overall has declined from 2012 <p><u>Recommendation 3</u></p> <ul style="list-style-type: none"> • School Secure not fully operational at present – unclear about EAS schedule to rectify. SS now working • Lack of clarity around grant procedures and accountability with EAS. • Meeting held to clarify grants – clear way forward agreed and implemented by January 2014 Further work required to fully address. • Overall EAS category for intervention and support did not match Estyn's judgements. • Schools with deficit budgets at the end of quarter 2 reporting have increased by 5% (2 schools)
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	Red	Highly problematic - requires urgent and decisive action.			Risk increasing
	Amber / Red	Problematic - requires substantial attention, some aspects need urgent attention.			Staying the same
	Amber / Green	Mixed - aspect(s) require substantial attention, some good.			Risk reducing
	Green	Good - requires refinement and systematic implementation.			

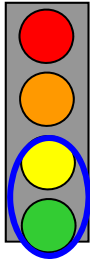
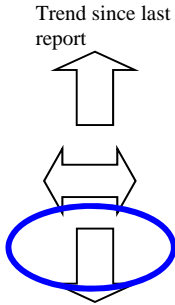
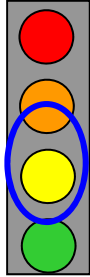
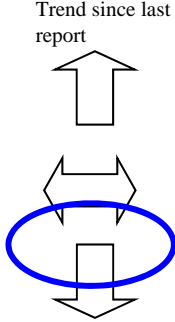
Monmouthshire's Post Inspection Action Plan Progress Update

Work Stream and recommendations (4,5 & 6):	Corporate Arrangements <ul style="list-style-type: none"> Improve corporate planning to strengthen links between the local authority's priorities and service level targets Improve self-evaluation across all services and make better use of data to plan services strategically and target resources appropriately Ensure that performance management is effective and robust and allows elected members and senior officers to identify and address underperformance 				
Completed by:	Deb Mountfield	Reporting period:	December 2013	To :	February 2014
Date Completed:	13 th December 2013		Next Board meeting:		
Current status 	Trend since last report 	Headlines: <ul style="list-style-type: none"> Head of Service – Wellbeing and partnership appointed. Annual reporting cycle to CYP Scrutiny November 2013. CYP Scrutiny received Quarter 2 performance report. Head of Service – Wellbeing and partnership appointed. Annual reporting cycle to CYP Scrutiny November 2013. CYP Scrutiny received Quarter 2 performance report. Head of Service – post declined, redistribution of roles being undertaken. 			
Key Achievements <ul style="list-style-type: none"> Head of Wellbeing & partnership appointed. Annual reporting cycle reviewed by CYP Scrutiny November 2013. Council/Cabinet/Select Planner updated with annual reporting timetable. CYP Scrutiny received Quarter 2 performance data. 			Next Period <ul style="list-style-type: none"> Training provided on the Ffynon Performance Management System for Leader, Executive Member, Scrutiny Chair and Key Officers of CYP Directorate. 3 year Directorate Service Plan original approval by Council 10/13. New target date 2/14. 3 year Chief Officer Report to be presented to Council in May 2014. Directorate Service Plans to be completed. CYP Scrutiny to receive Quarter 3 performance report. 		
Slippage and remedial action <ul style="list-style-type: none"> Head of Service post declined by applicant, redistribution of roles being undertaken. A management post will be appointed for responsibility of JAFF/TAF, Poverty Agenda, Social Services link with commissioning, Project Management for ALN review. Ffynon Performance Management System training has been rescheduled. The Authority is currently reviewing the future Performance Management system. The Chief Officers 3 Year Report to be delayed until May 2014 to allow for Directorate Service plans to be completed in line with corporate improvement timetable and the completion of the SEWC business plan. 			Issue or concerns <ul style="list-style-type: none"> The new Performance Management System will not be fully operational within the expected times 		
	Red	Highly problematic - requires urgent and decisive action.		↑	Risk increasing

	Amber / Red	Problematic - requires substantial attention, some aspects need urgent attention.
	Amber / Green	Mixed - aspect(s) require substantial attention, some good.
	Green	Good - requires refinement and systematic implementation.

↔	Staying the same
↓	Risk reducing

Monmouthshire's Post Inspection Action Plan Progress Update

Work Stream:		Section 'B' (ALN & Well being)			
Completed by:	R Austin/S Hawkins	Reporting period:	12/13	To:	SRS
Date Completed:		November 2013		Next Board meeting:	February 2014
Current status	Trend since last report	<p>Headlines:</p> <p>Inclusion/R Austin</p> <ul style="list-style-type: none"> The number of days of learning lost to fixed term exclusions is too high and has remained static for the last three years, despite Wales figures overall improving slightly. The exclusion rate for pupils with statements of educational needs is too high. 2012 inspection of the pupil referral service, the local authority was not aware of the shortcomings which Estyn judged were important and resulted in the facility going into significant improvement Estyn's recent inspection of the pupil referral service showed that many pupils using the service do not develop their knowledge and understanding of healthy eating and lifestyles well enough. Many do not have enough opportunity to take part in physical exercise, either on their own or in a team. Currently, not enough has been done to help schools understand and deal with cyber-bullying. Vulnerable groups of learners should be tracked, which enables the Local Authority to monitor their attendance, exclusion rates and their outcomes 			
		<p>Headlines:</p> <p>ALN/ S Hawkins</p> <ul style="list-style-type: none"> To reduce the number of statements held by pupils in Monmouthshire to 2.7% in line with the Wales average by 2016. Information for parents is easily accessible and up to date. To produce strategic planning for pupils with ALN to include specialist facilities in Monmouthshire for pupils with ASD, behavioural difficulties and SLD. All pupils have appropriate and effective pupil tracking arrangements by December 2013. To build the capacity of schools to meet the needs of ALN pupils by self-evaluation and training. 			
					

Key Achievements	Next Period
<p>Inclusion</p> <ul style="list-style-type: none"> In 2012/13 the number of fixed term exclusions fell at both primary and secondary key stages. Secondary FTE fell by 155 days from 636 days to 481 days and primary FTE fell by 86.5 days from 137 to 50.5 days Overall the rate of FTE/1000 pupils fell from 49.9 days to just over 30 days per 1000 pupils The days lost in 12/13 by statemented pupils to FTE were 71.5 days. This was down from 150 days in 11/12 Estyn have revisited the Pupil Referral Service and it is no longer in a category of significant improvement due to the progress made Monmouthshire County Council has developed Bullying Prevention and Racial Incidents Guidance and Template Policy for Schools. The Local Authority has also developed Cyber bullying prevention guidance. Both documents have been sent to schools for consultation. Key cohorts of vulnerable learners are being tracked, notably GEMS, LAC and Gypsy Traveller Pupils so that progress, attendance and FTE can be tracked. <p>ALN</p> <ul style="list-style-type: none"> STAT2 figures 2012 showed downward trend, 2013 will be published January 2014 currently figures remain stable. The processes for Statementing and Steering have been clarified are more focused and include Key Stakeholders (SNAP and Schools). Parents of last 70 statemented pupils (last 2 years) consulted electronically/paper regarding their views on the communication and information sharing with them during the process of statutory assessment. Strategic review of ALN underway beginning with review of policies and gathering of information. EPs completed Early Bird Plus training in January In collaboration with the 5 Gwent LAs and in proactive preparation for the new Welsh Code of Practice, key principles have identified which will drive a range of practice within Provision, Consultation, Partnership and Value for Money at school and strategic level. Reviews of Deri View, Pembroke and Overmonnow SNUs completed. 21stC outline business case for Caldicot SNU completed. Process of collaboration agreed with Newport for training on Autism Awareness program for schools. Systems Review – Learning disability, ILT and Children with Disability Services with Adult Services. Reduction of £150,000 in out of county placements achieved Group of volunteers (parents, SNAP, SENCOs) met 	<p>Inclusion</p> <ul style="list-style-type: none"> Individual FTE CAPS have been set for schools which will aim to further reduce the FTE, (It must be remembered that the decision to FTE is the Head Teacher's not the Local Authority's) Secondary FTE in Autumn Term have fallen from 213.5 days to 64.5 days a fall of 69.7% Primary FTE in Autumn Term are just below last year's level building on the fall of the previous year. The CAPS have been set at 430 for Secondary and 20 days at Primary- these are aspirational targets. The aim is to work proactively to further reduce FTE amongst this cohort. The target was for only 75 days to be lost in 13/14. The reduction was achieved in 12/13. The aim will be to maintain and improve upon the reduction. The Pupil Referral Service will continue to make progress upon issues identified by Estyn so that they become fully met as opposed to largely met or currently met. <p>The EAS have changed the categorisation of the PRS from one requiring intensive support to one which requires sustained intervention which reflects the improvements made.</p> <ul style="list-style-type: none"> Upon receipt of responses from schools the documents will be submitted to JAG prior to publication and adoption by governing bodies The Local Authority <p>In September the Bullying Prevention policy was revised to include more information and guidance on cyber bullying and identifies links to the draft MCC E Safety guidance.</p> <p>The new policy guidance requires that schools use an anonymous e form to report all one off discriminatory incidents and bullying. Since the updated guidance has been circulated in June 2013 there have been four racial incidents in schools reported to the local authority. LA officers have discussed all of these incidents with schools and are satisfied that policy has been followed and that sufficient follow up work has taken place. Since June 2013 no incidents of bullying have been reported, however the LA has identified an ICT issue and is in the process of rectifying this problem. The MCC Safeguarding Survey conducted by MYS highlighted concerns of young people around cyber bullying and this is being looked at by the LSCB and Bullying sub group to develop a consistent approach and training for all staff and to ensure support is available for young people who feel subjected to inappropriate behaviour or bullying. The Youth Service, together with the safeguarding unit will be present findings to the council, the Local Service Board and the Regional Safeguarding Board</p> <ul style="list-style-type: none"> EWS will continue to monitor attendance of vulnerable groups. Principal Officer Inclusion will

on 16 December 2013 to review the format and what information is available to parents within the process of statutory assessment.

- Working Party established (2 meetings held). Reviewed and updated statutory letters to parents, permission forms, information sharing leaflet (SEN and EPS) and Statement Appendix A
- QA tool developed within SIMS to track the attainment and achievements of pupils in Monmouthshire.
- Schools consulted with regard to interventions and computer program being written at the moment.
- Pilot Schools, Psychologists and Officers trained in personal centred planning with pupil profiles and Individual Development Plans 10/12/13.
- PCP and IDP training completed by LA (EPS, SpLD, Inclusion and ALN) and pilot schools. Roll out to schools by cluster area, 1 held.
- November 2013, EPs training completed and are now able to undertake the Autism Awareness training in Monmouthshire schools.
- Schools identified and training to be carried out in March 2014.

~~22/10/13: Strategic collaboration between EAS and the 5 Gwent Authorities with regard to developing a single approach to data capture. The EAS/Monmouthshire are promoting individual pupil tracking using one set of data. Monmouthshire has collaborated with Torfaen in developing an appropriate structure for the QA tool. New SENCO training 13/11/13. Collaborative training on PCP/IDP with Newport LA. Training for EPS completed from Newport LA on Autism Awareness project. Early Bird training booked for next term for EPS. Dyslexia friendly schools training available to schools.~~

monitor FTE and academic outcomes

- Attendance in the autumn term has risen in both primary and secondary sectors. Data is now available at a whole school level for all pupils and pupils with FSM. Vulnerable groups are also tracked and any issues promptly addressed by EWS.
- At end of Autumn Term Primary attendance figures were as follows:-





Primary	Att	Auth	Unauth
All	95.86	3.83	0.3
FSM	93.5	6	0.5

- FSM was within 2.4% differential target and secondary attendance figures were

Sec	Att	Auth	Unauth
All	94.48	4.8	0.68
FSM	75% of secondary school's FSM is within the 4.3% differential compared to 25% last year		

ALN

- Review STAT 2 2013 trend when figures are published. Year 6/7 and 11/12 reviews completed by 15 February 2014.
- STATs 2 to be run 6 February, data to be available Monday 10 February, 2014.
- To identify the range of practice within the Key principles and allow opportunities for the LA to respond according to local context. New Management structure within CYP to identify strategic direction for ALN.
- 2 clusters training will be completed by 18 March 2014.
- Training for 10 Pilot schools for Autism Awareness to be carried out in school 20th and 21st March 2014. PCP/IDP training completed in schools. EPs to complete Early Bird training.
- Early Bird Plus Pupils to be identified by Health through appropriate referral system, to be run out this term.
- A representative body of ALN Officers to support the ASD Information Day for parents to be held on 15th February 2014.
- Schools to be introduced to the QA tool on 6th February 2014.
- Schools to be trained in the personal centred planning approach with pupil profiling and Individual Development Plans on 28 January, 12 February and 18 March 2014.
- EPs/Early Years SEN Officer booked on Early Bird training course on 14, 15 and 16 January 2014.

		<ul style="list-style-type: none"> Information review to pilot new approaches to information sharing with parents. 							
Slippage and remedial action		Issue or concerns							
<p>Inclusion</p> <ul style="list-style-type: none"> Racist incidents and cyber bullying guidance has been sent to schools, Local Authority is awaiting responses <p>ALN</p> <ul style="list-style-type: none"> QA now within the LA and to be introduced to schools on 6th February 2014. 		<p>Inclusion</p> <ul style="list-style-type: none"> Potential lack of capacity in EWS may impact upon ability to provide the same level of high quality service across the Local Authority. Lack of suitable long term key stage 2 SEBD/ASD provision within the Local Authority will place pressure upon the Pupil Referral Service. 							
	Red	Highly problematic - requires urgent and decisive action.	<table border="1"> <tr> <td>↑</td> <td>Risk increasing</td> </tr> <tr> <td>↔</td> <td>Staying the same</td> </tr> <tr> <td>↓</td> <td>Risk reducing</td> </tr> </table>	↑	Risk increasing	↔	Staying the same	↓	Risk reducing
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	Amber / Green	Mixed - aspect(s) require substantial attention, some good.							
	Green	Good - requires refinement and systematic implementation.							

SUBJECT: Performance Indicators for Looked After Children
MEETING: Children and Young People Select Committee
DATE: 20th March 2014
DIVISIONS/WARDS AFFECTED: All

1 PURPOSE

- 1.1 To provide members with a report card that considers our performance against the objectives and outcomes for Looked After Children that are set out in the council's Improvement Plan.

2 BACKGROUND

- 2.1 This report card for Looked After Children provides a line of sight between our activities and the outcomes and priorities which the council is committed to.
- 2.2 This report provides officers with the baseline information to assess where we are and what progress we are making to demonstrate whether anyone is 'better off' as a result of our interventions. It groups measures under three headings:
- How much did we do (quantity)
 - How well did we do it (quality)
 - Is anyone better off (impact)

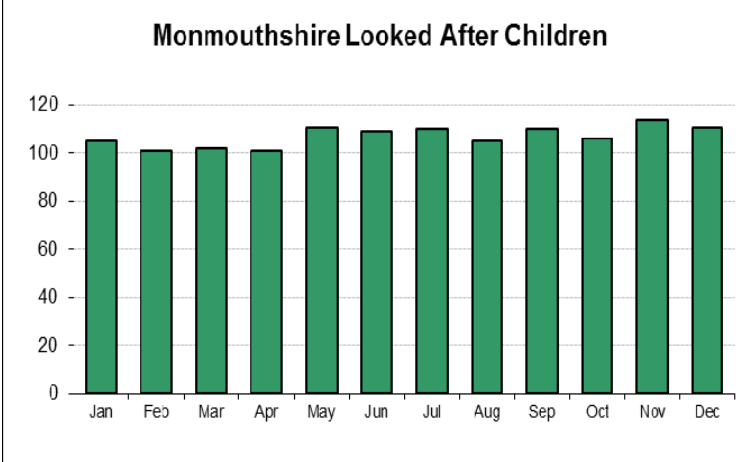
3 RECOMMENDATIONS

- 3.1 Members should use this report and the associated indicators to scrutinise whether services are being delivered in line with expectations and are contributing to the agreed outcomes.
- 3.2 Members should identify any areas of underperformance or concerns that require further investigation.

AUTHOR

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OBA Report Card for Looked After Children and Young People Leaving Care

Objective: Children in Monmouthshire live safely and are protected from harm.	
Council Priority: Safeguarding vulnerable people	Population Outcome. People in Monmouthshire live healthy and fulfilled lives. People in Monmouthshire live safely and protected from harm
Why we focus on this	<p>Children and young people should be able to live in safe homes and communities without experiencing abuse or exploitation. They should be supported to fulfil their potential and maximise their opportunities. Support for vulnerable people is one of the council's three priorities and we are fully committed to improving the experiences and outcomes of the most vulnerable children and young people in the county.</p>
The story behind the Objective	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  <p style="text-align: center;">Chart 1: Number of Looked After Children in Monmouthshire</p> </div> <div style="width: 50%;"> <p>In April 2013 the Supporting Children and Young People's team was introduced with the responsibility to deliver all services for looked after children and care leavers. Monmouthshire currently has 104 looked after children (chart 1) and 72 care leavers who are entitled to receive a service.</p> <p>The number of looked after children has been broadly consistent for the last 3 years but at 51 per thousand children is considerably lower than the Welsh average of 91 per thousand (chart 2).</p> <p>In the last two years the number of children on the Child Protection Register has fallen from a peak of 80 two years ago to 41 in December (Chart 3).</p> <p>While there has been stability in the numbers of looked after children, the number of court proceedings has been particularly high during the year.</p> <p>A priority identified by the previous head of service was to improve permanency for looked after children by considering adoption, special guardianship orders and long term fostering.</p> </div> </div>

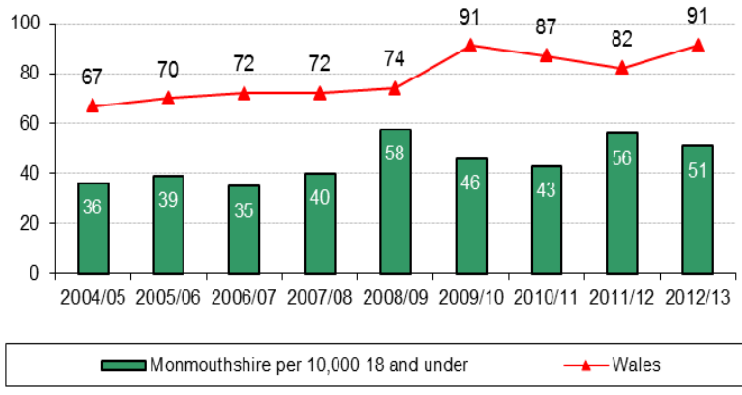


Chart 2: Rate of Looked After Children in Monmouthshire and Wales (per 1,000 population aged 0-18)

Also identified was a focus on health, education and placement outcomes of looked after children.

What progress are we making?

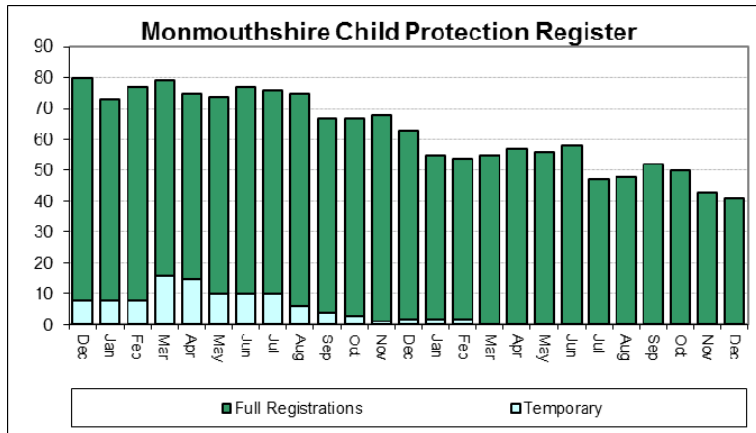
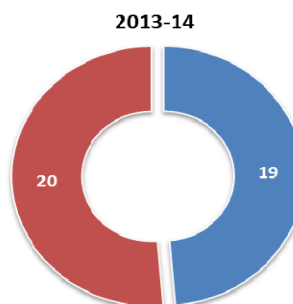
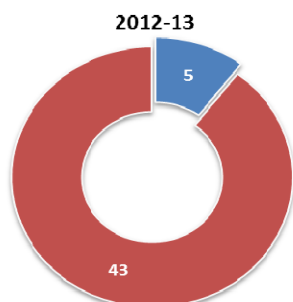
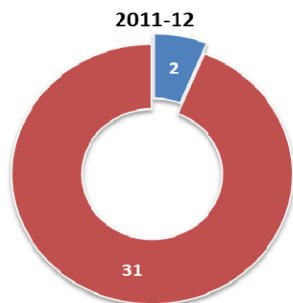


Chart 3: Number of Children on the Child Protection Register in Monmouthshire

Since the new team became operational it has been very busy with court proceedings consuming a lot of resource. Also, as part of the new team's inception many children moved to different social workers within new team. Family justice reforms introduced in Sept 2013 now mean that court proceedings must be complete within 26 weeks but ideally less. Additionally the format of court proceedings have also changed meaning that more work is required before court.

Caseloads in the Supporting Children and Young People's team have remained stable but the children allocated to social workers are likely to have changed during the team restructure. All looked after children are allocated to a social worker (SCC/013aii).

Looked after children numbers have remained stable while child protection cases have fallen (Chart 3). From early 2013, children who had been on the child protection register for over 15 months were reviewed to consider whether their interests were better served if they became looked after. This resulted in many of those children being taken off the child protection register and into care contributing to the large number of court proceedings already mentioned. While



- Special Guardianship Orders
- Leaving Care for any other reason

Chart 4: The proportion of children leaving care with Special Guardianship Orders

caseloads and number of looked after children remained stable, the children in care were changing and so the volume and complexity of work increased. This period of change is now coming to an end and a more stable team situation is expected.

The percentage of looked after children with a LAC care plan in place when they become looked after (SCC/001a) has slipped to 59.5%. This is partly a result of the introduction of a 'single plan' which has replaced the looked after children plan during the year. The aim of the single plan is to produce a plan which can remain with the child – and adapt – regardless of whether they are classed as a child in need, on the child protection register, looked after or a care leaver. Data validation is being undertaken to improve the appearance of this indicator.

Statutory regulations state how frequently looked after children should be visited by a social worker. The percentage of statutory visits to looked after children that took place on time (SCC/025) is at 72%, short of our target of over 83%.

99.6% of reviews of looked after children have taken place on time (SCC/021), this means one review during the year was delayed.

Permanence

Looked after children can expect a plan for permanence by the time of their second review. All Monmouthshire looked after children have a plan for permanence within the timescale (SCC/001b).

Permanence can be a return home to parents and this is always the first option considered.

However, if it is not possible for a child to return to their parents' care, a permanent alternative may include Adoption or a Special Guardianship Order. Almost half the children leaving care during this year have left because a special guardianship order has been put in place to allow them to live permanently in a secure placement. This is a huge increase on the 6% of the previous two years (Chart 4).

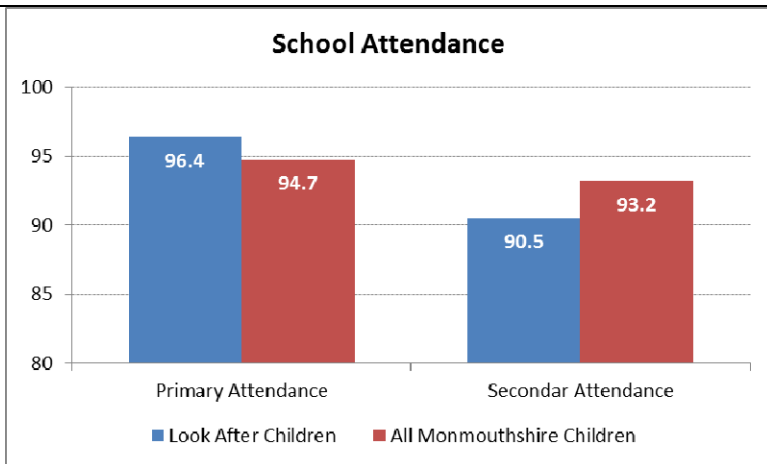


Chart 5: School attendance comparison between looked after and all children in Monmouthshire

So far this year there have been no adoptions finalised but 8 children are placed with adoptive parents, the step before an adoption order is granted.

Outcomes of looked after children

Looked after children benefit from stable placements but it is sometimes inevitable that a change of placement is necessary. So far this year the percentage of children with 3 or more placements (SCC/004) is 3.6% but this is likely to rise during the fourth quarter.

Education and health outcome information is collected annually so at the moment the most recent information is from 2012-13 returns.

Attendance in primary school by looked after children was 96.4% (SCC/022a), comparing favourably to the wider Monmouthshire primary attendance figure of 94.7% (EDU/016a). In secondary schools, however, looked after children attendance is 90.5% (SCC/022b) compared to the general Monmouthshire secondary school attendance of 93.2% (EDU/016b) (Chart 5).

Monmouthshire looked after children scored an average of 269 points in qualifications at the age of 16 compared to 463.7 scored by the wider 16 year old population within Monmouthshire. The small number children involved means this figure fluctuates from year to year

While children are looked after they have annual health checks with a dedicated nurse who monitors the children's general health, growth that they have regular dental checks, immunisations are up to date and are registered with a GP. Last year 83.6% of those medicals took place (SCC/039). Health checks of children in the adoption process are conducted by a doctor.

The team is in contact with all 19 year old care leavers but not necessarily able to evidence contact at the time of the 19th birthday for two young people (SCC/033d). Of those we can evidence contact, all were in suitable accommodation (SCC/033e) but two were not engaged in education, training or employment.

<p>Head of Service Comments</p>	<p>During 2013/14 there have been significant external pressures that have created a challenging environment for social workers in Monmouthshire, in addition to embedding the re-structure, which took place in April 2013. Of particular note has been the advent of the changes in the judicial procedures, known as the Public Law Outline (PLO), reducing care proceedings from in excess of 40 weeks to 26 weeks. In addition a review of children who had been on the Child Protection Register for a significant period has taken place and relevant children were escalated to the Court process as necessary. This created a significant workload of Court cases for the service. This needed to be balanced with the needs of children and young people who had already been through the Court process and were still in receipt of statutory services from the Authority. Children's Services has seen a significant increase in Special Guardianship Orders (SGO) over the past year, which is a significant positive position for the Authority. These Orders are given by the Court when family members have been assessed and agreed to provide long-term care for a child. In 2012-2013 there were five completed, during 2013-2014 this rose to 19. This is as a result of continued change in practice within the service looking more creatively at family options and a clearer focus on planning permanency for children and young people. It is also of note that the cost to Monmouthshire County Council of an SGO is approximately £10,000 per annum compared to a cost of approximately £40,000 per annum if the child was to remain looked after by the authority. However SGO's are not suitable in all cases due to the needs of the child and availability of suitable family members.</p> <p>At the time of completing this report there are 8 children in adoptive placements. It is of note that we have been successful in placing some extremely complex babies and children into adoptive placements, which will meet their long-term needs. Following family finding and placement with an adoptive family, application to Court for the adoption to be finalised is not made until the second adoption review at, approximately 4 months if everything is progressing well with the placement. All applications that I would expect to have been made to the Court are in place and be progressed within Court timescales.</p> <p>Regarding the financial position of Children's Services a number of tasks have taken place over the past year to gain a clearer understanding of the budget and to consider more effective working. Coding of finances have been reviewed to evidence specific expenditure, which has moved away from the use of more general cost codes, which were difficult to analyse. The restructure resulted in coordination of contact for families and reduced the cost of contact by £18,000 this year. At the cost of £6,000 to Monmouthshire County Council all relevant Children's Services staff have been trained in parenting assessments. These assessments had previously been sent to external assessors, which cost the Authority approximately £104,000 during 2012/13, this budget also funds psychiatric assessments, paternity, drug and alcohol tests. It is forecast that spend on these via this budget will be in the region of £15,000 for 2013/14. Contact and parenting assessments are now all completed internally unless we were to receive a Court direction, which specifies the request for an external assessment.</p> <p>Over the past quarter there has been a significant focus on Performance Indicators (PI) for Children's Services. This has involved a number of tasks including data validation and resolving issues with IT systems to record information so that PI's can be recorded effectively. This work is on-going.</p>
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Collaboration/ Partners we are working with	Gwent Police, Education, Youth Offending Service, Action for Children and Aneurin Bevan Health Board.																																																																															
What we have spent on this objective	<p>The Children's Services budget is forecast to overspend at month 9 by £991,000.</p> <p>During this year, we have concentrated on a number of unit cost exercises to get a greater understanding of the budget. One unit cost calculated is around Looked After Children (LAC). Based on last year's LAC outturn position of £4,230,015 an overall cost per looked after child case of £39,533 was derived.</p>																																																																															
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	Children and young people allocated a personal advisor (SCC/041b)	100%	92.4%	86.2%	100%	
	Is anyone better off?					
	Percentage of children looked after on 31 March who have had three or more placements during the year (SCC/004)	9.4 (10/106)	2% (2/101)	3.6% (4/111)	<	
	The percentage of young people formerly looked after with whom the authority is in contact, who are known to be in suitable, non-emergency accommodation at the age of 19 (SCC/033e)	93.8% (15/16)	100% (8/8)	100% (5/5)	100%	
	The percentage of young people formerly looked after with whom the authority is in contact, who are known to be engaged in education, training or employment at the age of 19 (SCC/033f)	62.5% (10/16)	25% (2/8)	60% (3/5)	-	
How do we compare with other areas	The arrows used in this table refer to performance getting better (↑) or worse (↓).					
	Performance Indicator	MCC 2012-13	Wales 2012-13	MCC PI 2013-14	Year on year performance (based on PI value)	Ranking amongst Welsh authorities
	Percentage of first placements of looked after children during the year that began with a care plan in place (SCC/001a)	79.1%	89.1%	59.5%	↓	22 nd
	Percentage of children looked after on 31 March who have had three or more placements during the year (SCC/004)	6.8%	9.4%	3.60%	↑	7 th
The percentage of statutory visits to looked after children due in the year that took place in accordance with regulations (SCC/025)	66.9%	83.0%	72.0%	↓	20 th	
Timeliness of reviews of looked after children (SCC/021)	100%	91.9%	99.6%	↓	2 nd	

	Looked after children with plan for permanence by their second review (SCC/001b)	100%	91.7%	100%	-	1 st
	Looked after children allocated to a social worker (SCC/013aai)	100%	94.9%	100%	-	1 st
	Children and young people allocated a personal advisor (SCC/041b)	92.4%	96.3%	86.2%	↓	22 nd
	The percentage of young people formerly looked after with whom the authority is in contact at the age of 19 (SCC/033d)	88.9%	93.4%	79.1%	↓	22 nd
	The percentage of young people formerly looked after with whom the authority is in contact, who are known to be in suitable, non-emergency accommodation at the age of 19 (SCC/033e)	100%	93.2%	100%	-	1 st
	The percentage of young people formerly looked after with whom the authority is in contact, who are known to be engaged in education, training or employment at the age of 19 (SCC/033f)	25%	56.4%	60%	↑	9 th

Other Children's Services Indicators

There are a number of indicators that are outside the scope of the report card. They are included here for information, areas such as safeguarding will form part of a future report card to Select Committee.

Ref	Description	2009/10 Actual	2010/11 Actual	2011/12 Actual	2012/13 Actual	2013/14 at Qtr 3	2012/13 Wales	2013/14 Target	Are we Improving	Welsh Ranking
SCC/006	Percentage of referrals during the year on which a decision was made within 1 working day	97.2% 718/739	98.1% 1318/1343	96.7% 704/728	93.9% 399/425	96.03 266/277	97.2%	>98%	yes	20 th
SCC/011	The percentage of initial assessments that took place during the year where there is evidence that the child has been seen by a Social Worker	93.8% 390/416	92.8% 602/649	97.2% 660/679	85.6% 310/362	96.4% 188/195	75.4%	90%	yes	1 st
SCC/014	The percentage of initial child protection conferences due in the year which were held within 15 days of the strategy discussion.	81.1% 30/37	98.8% 79/80	92.4% 97/105	84.8% 56/66	100%	93.8% 30/32	100%	yes	=1 st
SCC/015	The percentage of initial core group meetings due in the year which were held within 10 working days of the initial child protection conference.	78.6% 22/28	98.2% 55/56	88.9% 72/81	34.0% 16/47	100%	93.3% 28/30	100%	yes	=1 st

Ref	Description	2009/10 Actual	2010/11 Actual	2011/12 Actual	2012/13 Actual	2013/14 at Qtr 3	2012/13 Wales	2013/14 Target	Are we Improving	Welsh Ranking
SCC/042	a) The percentage of initial assessments carried out within 7 working days b) The average time taken to complete initial assessments that took longer than 7 working days to complete	a) 74.8% 311/416 b) 18 1925/105	a) 76.4% 496/649 b) 32 4902/153	a) 77% 523/679 b) 47 7362/156	a) 76.5% 277/362 b) 20 1643/84	a) 79.05 166/210 b) 20 985/46	a) 73.1% b) 20	a) 80%	a) yes b) yes	a) 12th b) 16th
SCC/043	a) The percentage of required core assessments carried out within 35 working days b) The average time taken to complete those required core assessments that took longer than 35 days.	a) 59.3% 35/59 b) 54 1288/24	a) 58.1% 86/148 b) 73 4517/62	a) 72.7% 117/161 b) 72 3181/44	a) 81.3% 74/91 b) 78 1326/17	a) 86.9% 53/61 b) 43 386/9	a) 76.6% b) 65	b) 63%	a) yes b) yes	a) 9th b) 2 nd
SCC/045	The percentage of reviews of looked after children, children on the Child Protection Register and children in need carried out in line with the statutory timetable	New 2011/12	New 2011/12	61.5% 701/1140	59.5% 566/952	65.6% 366/558	86.4%	80%	no	22 nd

REPORT

Agenda Item 8

SUBJECT: REVENUE BUDGET FORECAST STATEMENT 2013/14 MONTH 9
DIRECTORATE: Chief Executive's Unit
MEETING: Children & Young People Select Committee
DATE: 20th March 2014
DIVISIONS/WARD AFFECTED: All Authority

1. PURPOSE

- 1.1 The purpose of this report is to provide Select Committee Members with information on the revenue outturn position of the services relevant to this Select committee at the end of Quarter 3 for the 2013/14 financial year

2. RECOMMENDATION

- 2.1 That Select Members scrutinise the revenue budget monitoring information presented in the report.

3. KEY ISSUES

- 3.1 The services covered within this report for scrutiny of budget monitoring comprise:
- Social Care & Health Directorate – Children's Services – Includes services to help the most vulnerable children and families, including Child Protection, Children in Public Care, Home Finding, Youth Justice, Family Centres and Aids & Adaptations for disabled children.
 - Children & Young People Directorate comprising:
 - School Improvement – Special Support Services, Pupil Support Services and School Improvement Service
 - Resources & Performance Management – Management, Governor Support, Health & Safety, Financial and ICT Services, School Planning, Transport, Admissions, Student Grants and School Meals;
 - Individual Schools Budgets – Schools delegated budgets
 - Schools – comprising all of the Authority's schools individually managed budgets

3.2 The 2013-14 net expenditure budget attributable to Children and Young People Select Committee oversight is £58,680,000. The related annual expenditure forecast (using month 9 data) is £60,217,000, and introduces a £1.54 million overspend.

3.3 At quarter 9 the forecast outturn for 2013/14 is as follows:

- Social Care & Health Directorate – Children’s Services are forecasting to over spend by £991,000, principally comprising an ever increasing pressure on the external placement budget of £437,000 (£363,000 at month 6), additionally, further increased costs across Young Peoples Accommodation of £186,000 (£154,000 at month 6), and other Children’s area over spends (£368,000) on work experience schemes, transport and legal costs, ‘in house’ fostering allowances and family contact costs.
- Children & Young People Directorate – A reduction in the forecast over spend of £546,000 (£744,000 at month 6) mainly due to School Meals (£130,000) transferring to R&C and £57,000 due to re-alignment of the Management Team. School-based redundancy costs for which reserve cover has been agreed (estimated at a £468,000) are the main element of this over spend. Prudently the redundancy costs remains within the overspend prediction for address by the service area throughout the year, with any net cost apparent at the end of year funded by Council reserves.
- The more significant aspects of the remaining £78,000 overspend for scrutiny include,
 - A continuing combined funding deficit of £45,000 for the shared School Library Service.
 - In Adult Education as reported at month 6, there is a continuing £39,000 over spend from costs anticipated to be necessary to compensate for absences and a new £50,000 over spend due to back dated rates bills to 2010.
 - As part of the 2013-14 budget setting process, the service identified savings of £645,000. Of this £385,000 savings are manifest, leaving £260,000 delayed or impractical. £100,000 related to school meal efficiencies, and since month 6 this service has transferred to R&C directorate, and indications are at month 9 that £25,000 savings are already evident. The remainder relate to previously reported delay in staff restructuring (£110,000) and £50,000 for as yet unidentified SEN transport savings.
 - Schools – School balances at the beginning of the financial year amounted to £1,240,000. The forecasted draw on balances at month 6 is £794,000 (£689,000 at month 6) an unfavourable movement of £105,000 resulting in budgeted closing surplus school balances of £447,000.

3.4 The main issues for Select Committee scrutiny are:

- Given continuing annual recurrent demand pressures on external placement budgets within Children’s Services, what steps have been taken since month 6 to manage or mitigate these pressures and when can the Committee expect to see tangible and verifiable results?
- One continuing impact of schools developing recovery plans has been an increased pressure within the central Children and Young People’s budget to cover School Based Redundancies (SBR). It is anticipated that the level of SBR will continue to be high in future even though there are no school closures planned during 2013/14. Has CYP Management taking any action since month 6 to mitigate these pressures other than calling upon reserves?
- The forecasted draw on schools budgets is still continuing to progressively worsen from month 3 and 6, what are the underlying areas of concern and what immediate remedial actions are being taken to control any further increased draw on or replenish reserves?
- With the forecasted increased draw from school balances, have new or expanded recovery plans been put in place for schools in deficit since the first quarter? Are they being adhered

to, if not, why not? And what are the reasons regarding any of the schools increasing their deficit?

4 REASONS

- 4.1 To provide an additional review of budget monitoring and forecasting information, and to facilitate particular focus and scrutiny on areas of significant financial issue.

5 BACKGROUND PAPERS

Appendix 1 – Explanation of forecast variances
Appendix 2 – Movements from original budget to revised budget
Appendix 3 – Revenue Budget Savings – CYP Select

6 AUTHORS

Joy Robson – Head of Finance
Mark Howcroft – Assistant Head of Finance

7 CONTACT DETAILS

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SOCIAL CARE & HEALTH

The directly managed position for the Social Care & Health Directorate, at the end of month 6, is forecast to over spend by £820,000 for the 2013/14 financial year, with net savings in other Social Care areas slightly offsetting the spending pressures in Children Services.

Chief Officer Comments:

The Children's Services budget continues to be under intense pressure. This reflects the levels of demand and complexity of cases, new burdens driven by policy changes and court processes, and challenges around recruitment and staffing pressures.

Key areas we are looking into are: -

- Seeking to manage legal costs. We have met with legal services to evaluate spend and consider options and strength financial controls in this area.
- Recruiting permanent staff and minimising agency spend wherever possible.
- Engaging other areas of the Council (e.g. Passenger Transport, Housing, and Legal) who impact significantly on the Children Services budget.
- Professor Paul Thomas is working with us to undertake a diagnostic analysis of the service and identify further opportunities.

Whilst emphasising the active work undertaken to bring the budget back in line, I must also acknowledge that this is a statutory, demand driven service. Practice is improving and we are seeing improved timeliness of decision making and flow through the system, but external demands such as the new Public Law Outline and increased entitlement e.g. 18-25 year olds are non-negotiable pressures. Children's Services is one of risk management, statutory and early intervention. We will be looking to draft a detailed paper explaining further the function of Children's Services, what the current state is, regulations and demands, where we would like to move to and how we intent to arrive there.

As a Directorate, the on-going challenging budget situation is a top priority and we welcome the support of Professor Thomas and his colleagues in responding to this.

SUMMARY EXPLANATION FORECAST OVER/ (UNDER) SPEND

Table 1: Social Care & Health Directorate Outturn 2013/14 – Summary Forecast Net Direct Expenditure Position at Month 09.

	Actual To Month 09	Annual Forecast at Month 09	Revised Budget	Over/(Under) Spend at Month 09	Over/(Under) Spend at Month 06
	£000's	£000's	£000's	£000's	£000's
Children & Young People Select Committee related					
Children's Services	5,705	7,563	6,572	991	882
	5,705	7,563	6,572	991	882
Adult Select Committee related					
Adult Services Other	(13)	26	26	0	0
Adult Services	5,197	7,510	7,387	123	124
Community Care	12,850	19,384	19,467	(83)	(80)
Commissioning	1,673	1,871	1,869	2	16
Resources & Perf Management	700	910	1,063	(153)	(122)
	20,407	29,701	29,812	(111)	(62)
Net Directly Managed Expenditure Total SCH	26,112	37,264	36,384	880	820

Children's Services

This budget is forecast to overspend at month 9 by £991,000.

During this year, we have concentrated on a number of unit cost exercises to get a greater understanding of the budget. One unit cost calculated is around Looked After Children (LAC). Based on last year's LAC outturn position of £4,230,015 and a caseload of 107, an overall unit cost per LAC case of £39,533 was derived.

There are a number of individual over and under spends, with the main areas contributing to the overspend position being: -

- The external placement budget is expecting a £437,000 overspend. This budget incorporates independent fostering agency placements and also private and voluntary placements, which include residential and specialist school placements. The budget is currently supporting 52 external placements in total, the same as at month 6.
- The unit cost associated with external placements is greater than that associated with internal fostering placements. The indicative annual unit cost of an external placement was calculated to be £58,965; hence the 2013/14 external placements budget of £1,335,356 would be able to support only about 23 full year external placements. Any opportunity to reduce external placements costs depends on growing the internal fostering market in the region. We already engage with the South East Wales Information Collaborative who negotiate costs on our behalf with external agencies to derive best value for money.

- Internal fostering costs, which include payments to carers such as weekly fostering allowances and birthday/holiday payments is forecast to over spend by £123,000. At present, we are supporting 55 children within our in house foster carer service. The unit cost associated with in-house foster care is £33,300, which is £25,665 lower than that of an external placement.
- There is a £186,000 overspend on younger peoples accommodation costs for 16-25 years olds. At month 6 all current young people in supported accommodation were reviewed to ensure housing benefit entitlement was maximised. The Southwark Judgement has impacted on the budget which brings young people 16 plus into the care system because they are declaring themselves as homeless. Additionally, some of our post 18 asylum seekers had their appeals dismissed and we continue to have to maintain them until we have completed the legal process to cease maintenance. Below is a table illustrating the current activity and whether housing benefit is being received: -

Age of Young Person	Nos. Claiming Housing Benefit	Nos. Not Claiming Housing Benefit
16-18	0	8
18-25	12	24
Asylum Seekers	0	15

- Travel costs are incurred providing children with home to school transport, allowing them to remain in their existing school and taking parents to facilitate contact with their children. As a result, transport costs are predicted to over spend by £62,000.
- Legal costs are forecast to overspend by £117,000. Legal costs are a particular issue, with 42 care proceedings completed to date, and 28 care proceedings initiated, compared to 2012/13 when there were 11 care proceedings initiated and 4 in 2011/12. Recent changes to court fees, resulting in an increase in fees payable, have further added to pressures in this area. The interim Head of Children's Services is currently in discussion with Newport as to utilising their legal services and will be contacting Chambers in Cardiff around the possibility of a 'block' contract.
- The remaining overspend of £66,000 is a combination of spends in other areas such as staffing due to efficiency savings for staff turnover and premises costs for the Therapeutic Service.

At month 9 the over spend has increased by £109,000 and below is a summary of some of the major contributory factors: -

- Legal costs have risen by £5,000, as a result of legal activity previously mentioned above.
- During the past three months, there have been no new external placements. However, the forecasted cost of the existing placements has increased by £75,000. This is due to one case moving out of independent fostering to a residential placement for two terms, and unanticipated increases in two existing cases.
- Post 16 to 25 year old accommodation costs have risen by £29,000 in the quarter, due to younger people remaining in supported housing longer than anticipated. Some of these cases are extremely complex, which has an impact on the costs associated with their support.

CHILDREN AND YOUNG PEOPLE DIRECTORATE

The directly managed position for the Children & Young People Directorate, at the end of month 09, is forecasted to over spend by £546,000 for the 2013/14 financial year.

This includes the following specific amounts where requests are to be made at the end of the financial year for funding from reserves:

School Library Service £45,000
 Directorate Based Redundancies £468,000

Chief Officer Commentary:

The directorate is reporting an overspend position of £546,000 at the end of September, of this £468,000 relates to Directorate Based Redundancy Costs, leaving a net overspend of £78,000. Agreement has now been given by Cabinet for these to be funded from reserves. There has been an overall decrease in the Directorate over spend since Month 6.

SUMMARY EXPLANATION FORECAST OVER SPEND

Table 2: Children and Young People Directorate Outturn 2013/14 – Summary Forecast Net Direct Expenditure Position at Month 09

	Actual To Month 09	Annual Forecast at Month 09	Revised Budget	Over/(Under) Spend at Month 09	Over/(Under) Spend at Month 06
	£000's	£000's	£000's	£000's	£000's
Individual School Budget	42,923	43,677	43,543	134	56
Resources & Performance	1,893	2,109	1,972	137	266
School Improvement	8,277	6,868	6,593	275	422
Net Directly Managed Expenditure	53,093	52,654	52,108	546	744

N.B. *Month 6 figure before transfer out of School Meals (£130k over spend)

The main areas of under or over spending are:

Individual Schools Budget – Forecast £134,000 Overspend.

- Restructuring at schools has resulted in protection costs to be compensated by the Local Education Authority amounting to £56,000. This was reported at Month 6. Staff protection policy is currently being reviewed, the impact of which may reduce future cost implications. Efficiency savings of £56,000 will not be achievable, and additional support to schools of £22,000 has also been delegated which was not reported at Month 6.

Resources & Performance – Forecast £137,000 Overspend.

- **Management – Forecast £40,000 Overspend.**

Net employee related efficiencies of £69,000 identified in the savings plan are not fully achievable in the current financial year and therefore will result in an over spend for the Directorate. This includes staff savings that have been subject to previous Cabinet reports, and the part year effect of the costs associated with two Head of Service posts that were expected to be filled. The forecast has improved by £57,000 since Month 6, however, mainly due to the realignment of the Management team. The service has incurred additional

expenses in relation to professional fees and Estyn inspection costs of £8,000. The management division also includes SEN Post 16 transport provided by the Authority over and above the transport policy, amounted to £55,000 last year. The cost for the current financial year has not been confirmed but based on last years costs and the current budget held it is forecasted that there will be a £20,000 overspend. This was reported at Month 6.

This effect is compensated in part by savings in School and student access £37,000.

- **Adult Education Service – £87,000 Overspend**

Due to staff absence, covers costs have resulted in an over spend of £39,000. This was reported at Month 6. In addition to these costs, the service has recently received Rates bills backdated to 2010 for two sites (one of which is shared with the Youth Service), resulting in an additional, unanticipated spend of £50,000.

- **Youth Service – £10,000 Overspend**

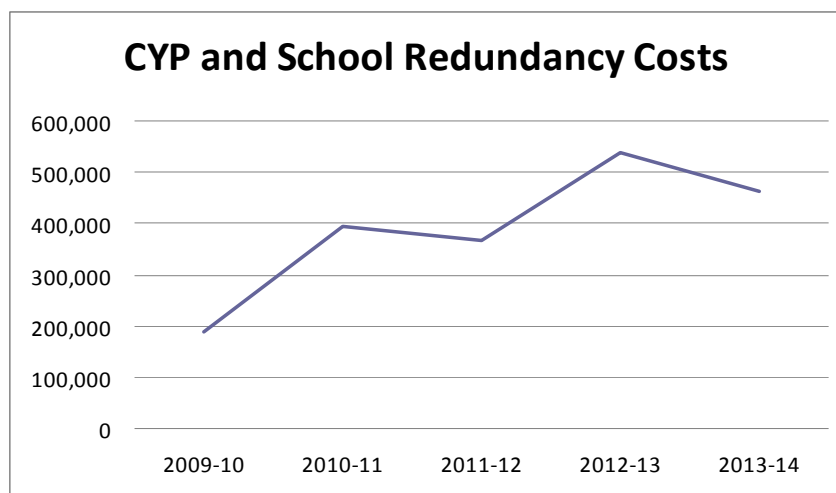
During the budget process the budget was reduced by £140,000, these savings were anticipated to be achieved through staffing restructure which will be in place for the 1st September. The proposals were subject of a Cabinet paper on the 3rd April 2013, this paper provided details of how the savings were to be made and the timing around the restructure. The risk of not achieving these savings in the year is low.

A £10,000 overspend is now projected, however, due to the receipt of a backdated Rates bill, the cost of which will be shared equally with the Adult Education Service.

School Improvement – Forecast £275,000 Overspend

- **Premature Retirement Compensation – Forecast £463,000 Overspend.**

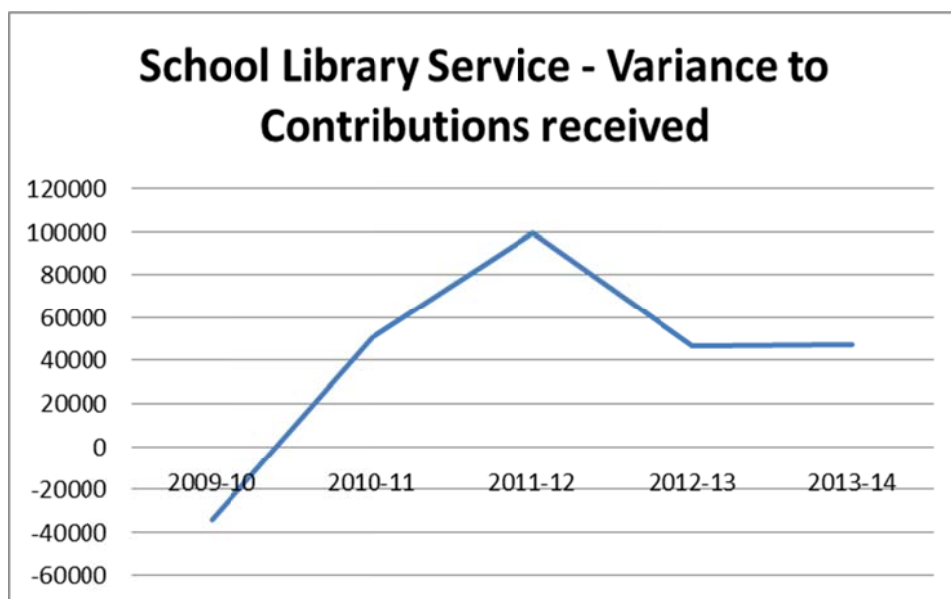
Monmouthshire Schools, in an effort to remain efficient have incurred a number of redundancies, this is due to a requirement in some schools to reduce a deficit and in others this is a result of staffing restructures. The total cost of the redundancies is £426,000. As in previous years, redundancy costs are borne by the Directorate and no budget provision exists for these costs. A paper was agreed by Cabinet in October requesting that these costs be met from reserves. Two additional papers have been agreed by Cabinet to fund £7,000 central redundancy costs and £35,000 redundancy costs incurred due to a restructure of the Youth Service. This has reduced by £16,000 since Month 6, in part due to a £5,000 reduction in the invoice amount from Torfaen pensions for recurring payments.



- **School Library Service – Forecast £45,000 Overspend.**

A reduction in contributions and no changes to service provision has resulted in the School Library collaborative arrangement forecasting an overspend of £45,000; the service currently holds a deficit reserves balance and this will further increase the deficit. An overarching

service review will be completed including this service area next year. This is an improvement of £2,000 compared with Month 6.



- **ALN Management – Forecast £25,000 Overspend.**

An agreement has been made that CYP will fund a safeguarding post currently employed by Social Care and Housing, the Directorate has no budget for this and will result in a £40,000 overspend. This was reported at Month 6.

The eligible expenditure for administration of the School Effectiveness Grant has reduced from £32,000 to £16,000. Therefore has resulted in a reduction in the over spend of £16,000. This was reported at Month 6

The above have now been offset by savings that have materialised due to a member of staff leaving and not being replaced.

- **Additional Learning Needs – Forecast £173,000 Under spend**

During the budget process the budget for ALN was reduced by £150,000, these savings were anticipated to be achieved through efficiencies and savings in placement costs. It is anticipated that these savings will be made at this stage, however given the volatile nature of the service; the risk of not achieving them is medium.

In addition to the above savings the service is also anticipating an under spend of £151,000 due to a reduction in contingency funding allocated to schools. This anticipated saving is £84,000 more than reported at Month 6. Additional savings of £22,000 are now also forecasted due to a reduction in staffing levels as per a previous Cabinet paper.

- **Collaborative Arrangements – Forecast £85,000 Under spend**

Due to a review of Collaborative Arrangements reserve funds, the Visually Impaired Service and Communication and Intervention Service has reimbursed the Authority, £78,000 and £10,000 retrospectively. This was reported at Month 6. A £3,000 additional spend is now anticipated compared with Month 3 due to additional costs against the Ethnic Minorities budget.

N.B. Schools Meal Service transferred to R&C during the reporting Period

SCHOOLS

Table 3 **Budgeted and forecasted information for Schools at Month 9**

<u>School Type</u>	Budgeted Information			Forecasted Information			Previous Report
	School Balances as at the 31st March 2013 Surplus/ (Deficit) £000	Budgeted contributions to/(from) School Balances for the financial year 2013/14 £000	Budgeted School Balances as at the 31st March 2014 Surplus/ (Deficit) £000	Forecasted contributions to/(from) School Balances as at Month 9 for the financial year 2013/14 £000	Forecasted School Balances as at the 31st March 2014 Surplus/ (Deficit) £000	Variance on Budgeted / Month 9 Forecasted contributions to/(from) School Balances £000	Variance on Month 9 / Month 6 Forecasted contributions to/(from) School Balances £000
Comprehensive Schools	339	(113)	226	(408)	(69)	(295)	(97)
Primary Schools	774	(626)	148	(268)	507	359	29
Special Schools	127	(14)	113	(118)	9	(104)	(37)
Totals	1,240	(753)	487	(794)	447	(40)	(105)

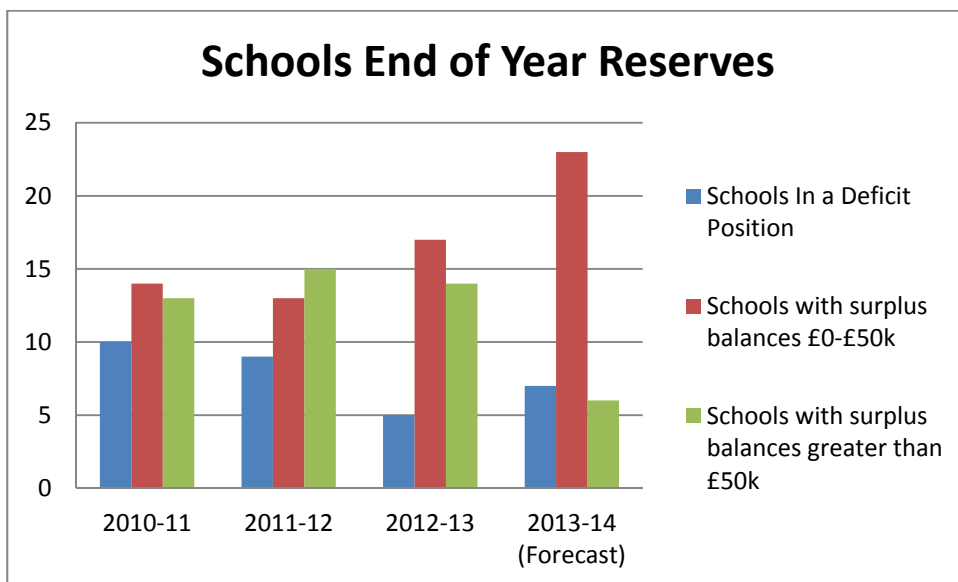
Schools met with a member of the finance team to review the Month 9 position. All required recovery and investment plans have been completed and will be continuously reviewed throughout the financial year. Any school anticipating moving into a deficit during the financial year will need to subsequently complete a recovery plan. Also any school that is due to exceed the surplus reserves threshold amounts will be required to complete an investment plan.

The budgeted information shows that the schools' balances as at 1st April 2013 amounted to £1,240,000 and during budget setting the schools identified that £753,000 of these balances would be utilised during the financial year 2013/14, leaving budgeted closing reserves balances for all schools amounting to £487,000.

At Month 9 it is anticipated that the draw on reserves will be £794,000, this is £40,000 more than anticipated when the budgets were determined. This will then result in closing reserves balances being £447,000. The majority of this saving is due to changes in staffing and could be for a number of reasons, including cover for staff on maternity or sick leave, where replacement staff are on a lower grade. Following agreement of plans with the EAS, some staff employed at schools can now be funded by grants, creating further saving. This was known and reported at month 6.

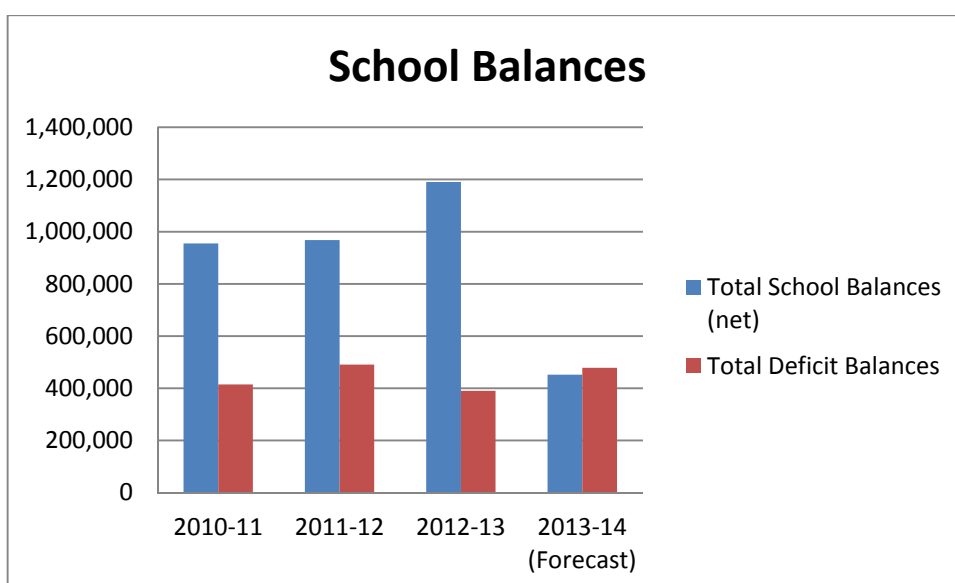
The number of schools in a deficit position at the end of a financial year has reduced year on year. At Month 6, however, an additional 2 schools had forecasted to go into a deficit position; no further schools have gone into a deficit for month 9. These schools will be monitored closely with the aid of a recovery plan, to ensure that they break even within the next 3 years.

Since 2011-12 the number of schools with surplus reserves greater than £50,000 has also reduced. This is forecasted to reduce even further in this financial year, showing that most schools in this position are implementing their investment plans.



In previous financial years there has been a substantial reduction to the draw on reserves from the agreed budgets to the actual outturn position.

In 2011-12 and 2012-13 net reserve balances increased but it is forecasted that these reserves will reduce by the end of 2013-14. As the graph also shows even though the number of schools in a deficit position has reduced over the years, the total balance of the schools in a deficit has remained similar.



Many of the savings seen throughout a financial year cannot be factored into the budget build as they are unknown and fluctuate throughout the year. The main reasons for changes to year end school balances are:

Supply and Maternity compensation budgets amounting to £486,000 are held centrally. The schools are compensated when a member of staff is off due to ill health or on maternity/paternity leave. Schools are liable for the first 15 days an employee is not in work due to ill health and are then compensated at agreed rates of pay. Maternity compensation compensates schools for the actual costs of the member of staff on maternity leave. Schools often benefit from these schemes as the replacement staff may be on a lower grade, not in the pension scheme or the Headteacher may not deem it necessary to seek cover for the post in the short term, generating savings from the vacant post.

Additional Learning Needs' contingency budget of £216,000 is held centrally to fund schools for pupils with Band D and E statements that are identified within the financial year. The funding is to cover additional staff to support the needs of the pupils with those statements. Schools are sometimes able to utilise existing staff to meet the needs of the statement. Schools also tend to be supporting the pupil prior to receipt of the funding and therefore the member of staff is already identified within the budget.

Nursery Top-Up Funding amount to £100,000 (of which £72,000 has now been transferred), this funding is to support schools with a change in the number of pupils attending the nursery. The original funding is based on January Plasc data and additional top up is then provided in April, September and January. As the pupil numbers are not known at the time of building the budgets no top up income is included in the budget and therefore will be surplus income unless an additional nursery teacher is required.

Investment and Recovery Plans are completed once the year end balances and budget builds are known, therefore there are changes to the budget which are then reported throughout the financial year.

The School Effectiveness Grant, Welsh Education Grant and Pupil Deprivation Grant plans were not completed until after the budgets were set. Some schools as part of these plans identify staff that will be involved in the initiatives and can be funded from these grants instead of school budget.

Energy forecasts are provided by the energy officer. With contracts being renewed in October, any changes in rates identified will affect schools' budgets.

General Teaching Council Wales funding is routinely allocated to schools, although to pay for costs incurred due to supply cover, the supply cover is usually managed within the existing budget allocation.

The following table shows the brought forward balances for each of the schools and the anticipated carried forward balances to 2014-15. Recovery plans are required from all schools in a deficit position. Primary and Secondary schools are required to complete an investment plan if their surplus reserves exceed £50,000 and £100,000 retrospectively. Detailed reasons for the individual school changes are also provided.

	Opening Reserves (Surplus)/Deficit 13-14	In year forecast at Month 6 (Surplus)/Deficit	Difference reported from Month 9 to Month 6 (Surplus)/Deficit	In year forecast at Month 9 (Surplus)/Deficit	Anticipated Reserves to be carried forward to 2014-15 (Surplus)/Deficit
E001 Caldicot Comprehensive	(36,934)	32,096	3,083	35,179	(1,755)
E002 Chepstow Comprehensive	(2,000)	113,000	79,306	192,306	190,306
E003 King Henry VIII Comprehensive	(219,715)	166,429	13,972	180,401	(39,314)
E004 Monmouth Comprehensive	(80,538)	(26)	0	(26)	(80,564)
	(339,187)	311,499	96,361	407,860	68,673
E020 Mounton House	(76,592)	19,493	43,034	62,527	(14,065)
E095 PRU	(49,815)	61,598	(5,931)	55,667	5,852
	(126,407)	81,091	37,103	118,194	(8,213)
E032 Cross Ash Primary School	(61,832)	21,241	(6,986)	14,255	(47,577)
E034 Durand Primary School	(64,772)	29,752	(5,897)	23,855	(40,917)
E035 Gilwern Primary School	(54,827)	15,021	2,779	17,800	(37,027)
E037 Goytre Fawr Primary School	(7,809)	22,880	(6,190)	16,690	8,881
E039 Llandogo Primary School	(7,539)	25,599	(17,247)	8,352	813
E041 Llanfair Kilgeddin Primary	(23,474)	9,890	(3,010)	6,880	(16,594)
E044 Llantillio Pertholey Primary	(105,594)	32,454	13,785	46,239	(59,355)
E045 Llanvihangel Crocorney Primary School	60,486	(13,078)	(1,503)	(14,581)	45,905
E048 Magor Primary School	(24,665)	(2,371)	11,554	9,183	(15,482)
E051 Overmonnow Primary	(66,628)	54,020	(2,839)	51,181	(15,447)
E055 Raglan Primary School	(42,940)	14,974	(19,319)	(4,345)	(47,285)
E056 Rogiet Primary School	(71,372)	2,530	14,334	16,864	(54,508)
E057 Shirenewton Primary School	(75,178)	16,088	7,954	24,042	(51,136)
E058 St Mary's Chepstow Primary	(2,952)	779	102	881	(2,071)
E060 The Dell Primary School	(21,699)	5,468	7,044	12,512	(9,187)
E061 Thornwell Primary School	(62,403)	59,563	(22,498)	37,065	(25,338)
E062 Trellech Primary School	(29,209)	(2,804)	2,989	185	(29,024)
E063 Undy Primary School	(7,189)	6,433	205	6,638	(551)
E064 Usk Primary School	(19,992)	(4,571)	(1,330)	(5,901)	(25,893)
E067 Ysgol Gymraeg Y Fenni	(92,213)	74,632	2,701	77,333	(14,880)
E068 Archbishop Rowan Williams Primary	18,555	(32,172)	(20,707)	(52,879)	(34,324)
E069 Ysgol Gymraeg Y Ffin	42,365	(14,035)	(7,028)	(21,063)	21,302
E072 Deri View Primary	170,667	(25,151)	(43,898)	(69,049)	101,618
E073 Cantref Primary	(75,384)	33,524	(3,581)	29,943	(45,441)
E074 Osbaston Church In Wales Primary	(36,343)	(4,324)	6,214	1,890	(34,453)
E075 Dewstow Primary School	(94,370)	22,953	11,848	34,801	(59,569)
E090 Our Lady and St Michael's RC Primary School	(45,192)	(722)	21,509	20,787	(24,405)
E091 Pembroke Primary	(42,353)	(25,850)	10,870	(14,980)	(57,333)
E092 Kymin View Primary School	(10,162)	(10,351)	5,130	(5,221)	(15,383)
E093 Llanfoist Fawr Primary	(18,234)	(22,211)	8,920	(13,291)	(31,525)
E094 Castle Park Primary School	97,802	6,161	5,380	11,541	109,343
	(774,450)	296,322	(28,715)	267,607	(506,843)
GRAND TOTAL	(1,240,044)	688,912	104,749	793,661	(446,383)

Secondary Schools

Caldicot – No investment or recovery plan required. The increased use of reserves in-year is mainly due to the effect of the 1% pay increase for teachers.

Chepstow – The school is now forecasting a substantial deficit balance by the end of the 2013-14 financial year. A meeting has recently taken place in order to address this and a recovery plan has now been drafted, in order to achieve a break even position in 3 years.

The anticipated deficit in year has increased since Month 6 due to additional investment in staffing, in order to raise standards. Also due to a loss of income that was expected from GTCW and the learning pathways grant.

King Henry – Due to the schools brought forward reserve they would have required an investment plan, but an in year budget deficit reduces the surplus below threshold and is therefore no longer required.

Since budget the school has changed catering suppliers and is also implementing a new touch recognition system. Supply costs have also increased due to staff on long term sickness. These are slightly higher than anticipated at Month 6.

Monmouth – No investment or recovery plan needed.

At Month 9 the school anticipates some changes but with a net effect.

Special Schools

Mounton House – No investment or recovery plan required.

Since the budget was set the school has identified a need for service redesign and a new way for learning known as 'zoning' at the special school. This change requires the separating of Key Stage 3 and 4 pupils and to allow this the school requires works to be undertaken to restrict access within the school building.

A reduction in the forecast compared with Month 6 is due to the level of 14-19 funding being lower than anticipated and a substantial claw back of ALN funding.

Primary Schools

Cross Ash - As part of the three year budget the school anticipates utilising its reserves in full by the end of 2014-15.

An improvement of £7,000 is expected on the Month 6 forecast due to the likely receipt of a donation for which the expenditure had already been factored in.

Durand – The schools anticipated in year deficit reduces the reserves below the £50,000 threshold therefore no investment plan is needed. The in year deficit has reduced, however, since the budget was set, and if this continues the school will be required to complete an investment plan.

The reason for the reduction in the in-year deficit is mainly due to a teacher being replaced by someone on a lower grade and the school receiving nursery top up funding.

Gilwern – The schools anticipated in year deficit reduces the reserves below the £50,000 threshold therefore no investment plan is needed.

The Headteacher supported Llanvihangel Crocorney in the absence of the schools Headteacher last term and the school has been compensated for this time. The in-year deficit is £3,000 higher than reported at Month 6 due to the purchase of additional resources for their upcoming inspection.

Goytre Fawr – The school had budgeted an in year deficit which exceeded its carried forward surplus, the three year budget anticipates that the school will be back into a surplus in 2015-16.

The forecasted in-year spend has decreased from month 6 to month 9, due to savings identified in IT hardware.

Llandogo – No investment or recovery plan was required at the time of the budget build.

The school still has a forecast of an in-year deficit due to the loss of Foundation Phase income as a result of fewer pupils, and increased supply costs to cover long periods of absence.

A recovery plan was put in place since the month 6 reporting position. Since then the forecasted deficit position has reduced in line with the recovery plan. This is mainly due to a reduced repair and maintenance forecast and an employee salary amount identified as claimable against PDG.

Llanfair Kilgeddin – No investment or recovery plan is required

A supply member of teaching staff has been kept on long term and has resulted in the school now anticipating a small in year deficit. Savings have been identified within the supplies and services budget to reduce the over spend, however.

A small variance reducing the in-year deficit from month 6 to month 9 is mainly due a decrease in forecasted building maintenance costs.

Llantillio Pertholey – The school's surplus exceeds the threshold but the three year budget anticipates that the reserves will diminish by 2014-15.

The in year deficit has reduced since the budget was set as employee costs that formed part of the school budget, are now included in the school SEG plan and therefore will be funded from SEG. The in-year deficit has increased since Month 6, due to three members of staff gaining an increment point that was not reported at month 6.

Llanvihangel Crucorney – The school has completed a recovery plan which anticipates that the school will be in a surplus balance in 2015-16.

Staff changes to budget, due to the departure of a member of staff in August that was not anticipated until December, have resulted in savings. Additional savings to Month 6 have been forecasted due to anticipated utilities savings.

Magor – No investment or recovery plan is required.

There have been changes to staff as a result of long term sickness absences resulting in additional costs to the school.

Overmonnow – The anticipated in year deficit reduces the schools surplus reserve below the threshold and therefore no investment plan is required

Due to an increase in pupil numbers an additional teacher is required from September. The school's funding is based on January Plasc and therefore the amendment to funding for the teacher will not materialise until 2014-15. Slight variance from month 6 mainly due to extra LAC funding forecast.

Raglan - No investment or recovery plan is required.

The in year deficit had been reduced since the budget was set, as employee costs that formed part of the school budget are now included in the school SEG plan and therefore will be funded from SEG.

There is a variance of £19,000 from month 6 eliminating the in-year deficit, mainly due to extra SEN funding secured and a reduction in supplies and services spend.

Rogiet – The school's budget anticipated an in year deficit that would reduce the surplus reserve below the threshold, therefore nullifying the requirement of a formal investment plan.

The in-year deficit is not as high as originally anticipated, however, due to the Headteacher being on maternity leave and the Deputy Headteacher leaving in August to take on a Headteacher role at a neighbouring authority. The Deputy position has been filled by sharing responsibilities amongst other members of the school's management team. The Headteacher has now returned.

In addition, £10,000 of PDG funding has been identified as appropriate to support a teaching member of staff whose full cost had been built into the budget as the outcome of the PDG bid was unknown at the time of compiling the budget.

The additional spend to month 6 is mainly due to the decision to invest on building improvements to an outdoor area and reading shelters.

Shirenewton - The schools surplus exceeds the threshold but the three year budget anticipates that the reserves will diminish by 2014-15.

The increase in deficit variance from month 6 is mainly due to increased general assistant hours and supply sickness cover.

St Marys Chepstow - The school at Month 9 is still anticipating a small carried forward surplus, the school will continue to be closely monitored to try to ensure the school does not move into a deficit position.

The Dell – No investment or recovery plan is required.

The forecast in-year deficit is broadly in line with the budget set at the start of the year. The variance from month 6 of £7,000 is mainly due to increased supply costs and an increment to the Headteacher not reported at month 6.

Thornwell – The school's brought forward surplus exceeded the threshold but this balance significantly reduced due to the deficit budget agreed in year and therefore no investment plan was required.

The variance from month 6 of £22,000 is mainly due to significant staffing expenditure identified that is able to be claimed against grants. This is offset by increased supply costs. This has brought the forecasted position much closer to the start of year budgetary position.

Trellech – No investment or recovery plan is required

The reason for the additional cost since budget is that a member of staff applying for movement within the Upper Pay Scales was not anticipated in the budget. There has been a slight variance since month 6 due to cover for a known maternity leave being added in.

Undy – No investment or recovery plan is required.

At Month 6, it was reported that the school had a loss of Foundation Phase funding from September, due to a reduction in pupil numbers. This coupled with increased supply costs, has therefore put pressure on the school's budgeted position.

The school are still showing an in-year deficit of £6,000 as per month 6.

Usk – No investment or recovery plan is required.

The school has staff related savings due to an SEN pupil leaving; the school has also received donations from the Roger Edwards Trust.

Y Fenni – The school's brought forward surplus exceeded the threshold but the in year budgeted spend reduced the reserve and therefore no investment plan is required.

Changes to staff and additional supply required due to sick leave have resulted in additional costs of £3,000 compared to Month 6.

ABRW – The school has completed a recovery plan and is forecasting a carried forward surplus. The position has improved since Month 6 by a further £20,000 as a result of members of staff identified as applicable to SEG funding, increased SEN funding and increased forecast on music tuition income.

Y Ffin – The school is currently in a deficit position and has now completed a recovery plan which will see the school break even within a 3 year period. Additional premises and supplies and services savings have resulted in a £7,000 improvement compared with Month 6. The school's financial position continues to be monitored on a monthly basis against the recovery plan set to ensure that a surplus is achieved within the agreed timescales.

Deri View – The school has a substantial brought forward deficit but has completed a recovery plan which brings the school back into a surplus in 2015-16.

The improved financial position is due to Nursery top up income, the Pupil Deprivation Grant supporting existing staff and additional SEN funding. Additional income has also been received for the Integrated Children's Centre from the flying start grant. There has also been a restructure resulting in staff savings.

Additional savings compared to Month 6 have been realised due to the resolution of a long standing issue concerning historical electricity invoices, where the agreed payment will be substantially less than anticipated.

Cantref – The school brought forward a reserve in excess of the threshold, however the in year budgeted deficit reduces the reserve and therefore no investment plan is required.

An improvement of £3,500 on the Month 6 forecast is expected due to an increase of SEN funding.

Osbaston – No investment or recovery plan is required.

The school is forecast a small in-year deficit which is slightly less than the initial budget set. The variance of £6,000 since month 6 is mainly due to some general assistants arrears of pay not forecast at month 6.

Dewstow – The school brought forward a substantial surplus but the budget indicated a large draw on this reserve. Month 3 indicated that this reserve would increase and therefore a formal investment plan has been completed.

The school's projected balance is now likely to reduce by £28,000 compared to Month 6 due to further increased supply costs.

OLSM – The school is projecting an in-year deficit of £21,000, which is £9,000 higher than budgeted. A £21,000 swing from month 6 is mainly due to increased supply costs that were not forecast at month 6.

Pembroke – The school's in year budgeted surplus and Month 9 report anticipated the school exceeding the surplus reserve threshold. The 3 year budget projections, however, indicate that the school will utilise their reserves by 2015-16.

The in-year surplus has now decreased by a further £21,000 since Month 6 due mainly to sickness cover arrangements while the Head is off sick and additional building repair work to doors.

Kymin View – No investment or recovery plan is required.

The improvement from budget is due to nursery top up funding and changes to staff due to maternity leave.

The further £5,000 variance from month 6 is due to SEN funding received which was not known at month 6.

Llanfoist – No investment or recovery plan is required.

Savings since budget are due to two staff on maternity leave and a full time caretaker budget only being utilised on a casual basis, a small increase in Foundation Phase funding and PTA donations being received for expenditure initially thought to be borne by the school's budget.

Variance from month 6 is a £9,000 reduction in surplus. This is mainly due to increased supply costs and some additional equipment purchases.

Castle Park – The school brought forward a substantial deficit reserve, which is anticipated to increase by the end of 2013-14. The 3 year budget projections show this deficit reducing and the school will have a small surplus at the end of 15-16.

The in-year deficit has increased by £5,000 compared with that projected at Month 6, and as a result, the school has been invited in to meet with the directorate management team in order to discuss how the school can get back on track with the agreed recovery plan.

Appendix 2

Movements from Original Budget to Revised Budget

This appendix provides an overview of changes made to the Authority's revenue budget since the Original Budget was approved by Council on 13th February 2013. Changes comprise budget virements and budget revisions, and all changes made to the revenue budget up to the end of month 09 are included.

Table 1: Revised Budget analysis at Month 09	Original Budget	Budget Virements	Budget Revisions	Revised Budget
	£000's	£000's	£000's	£000's
Social Care & Health	36,339	44	0	36,383
Children & Young People	51,984	124	0	52,108
Regeneration & Culture	26,667	883	0	27,550
Chief Executive's Unit	17,028	(5,988)	0	11,040
Corporate Costs & Levies	18,848	(466)	0	18,382
Net Cost of Services	150,866	(5,403)	0	145,463
Appropriations Section	6,773	(667)	0	6,106
Amounts to be met from Government Grants and Local Taxation	157,639	0	0	151,569
Financing Section	(157,639)	6,069	0	(151,569)
Council Fund (Surplus)/Deficit	0	0	0	0
Budgeted contribution from Council Fund	0	0	0	0
Budget Control Total	0	0	0	0

Budget virements and budget revisions are further illustrated below in separate tables that analyse the key movements:

Budget Virements

Table 2: Budget Virements analysis at Month 09 (£000's)

	Revised Budget as Month 06	Virement 1	Virement 2	Virement 3	Virement 4	Virement 5	Other Virements/Revisions	Revised Budget as Month 09
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Social Care & Health	36,325	58	0	0	0	0	0	36,383
Children & Young People	52,045	(58)	151	(30)	0	0	0	52,108
Regeneration & Culture	27,500	0	0	30	20	0	0	27,550
Chief Executive's Unit	11,024	0	0	0	0	16	0	11,040
Corporate Costs & Levies	18,533	0	(151)	0	0	0	0	18,382
Net Cost of Services	145,427	0	0	0	20	16	0	145,463
Appropriations Section	6,126	0	0		(20)	0	0	6,106
Amounts to be met from Government Grants and Local Taxation	151,554	0	0	0	0	16	0	151,570
Financing Section	(151,554)	0		0	0	(16)	0	(151,570)
Council Fund (Surplus)/Deficit	0	0	0	0	0	0	0	0
Budgeted contribution from Council Fund	0	0	0	0	0	0	0	0
Budget Control Total	0	0	0	0	0	0	0	0

*R&C & CYP don't match M6 revised budget as cost centre E122 (Schools Catering) has moved between directorates.

The key virements that have taken place to the 2013/14 original budget at month 09 comprise:

SCH

- Virement 1 – Education Safeguarding Post moving budget from CYP to SCH - £58,369dr

CYP

- Virement 1 – Education Safeguarding Post moving budget from CYP to SCH - £58,369cr
- Virement 2 – Job Evaluation Pressure Budget from Corporate - £151,000dr
- Virement 3 – Schools Meals Admin Budget Transfer to R&C - £30,000cr

R&C

- Virement 3 – Schools Meals Admin Budget Transfer from CYP - £30,000dr
- Virement 4 – Monmouthshire Cycling Strategy Cabinet Report 5th Nov 2013 - £20,000dr

CEO

- Virement 5 – Benefits Budget Relocation - £15,700dr

Corporate

- Virement 2 – Job Evaluation Pressure Budget from Corporate - £151,000dr

Appropriations

- Virement 4 – Monmouthshire Cycling Strategy Cabinet Report 5th Nov 2013 - £20,000cr

Financing

- Virement 5 – Benefits Budget Relocation - £15,700cr

Budget Revisions

There have been no budget revisions.

2013/14 Savings progress at month 9

CHILDREN & YOUNG PEOPLE							
Budget proposals 2013/14	Narrative	Saving included in 2013/2014 Budget £'000	Savings not achievable £000s	Delayed savings £000s	Value of Saving Forecast at Month 9 £'000	Assessment of progress as at Month 9	Risk of current forecast saving NOT being achieved (High / Medium / Low)
Improving the quality and efficiency of school meals	Potential savings in provision of meals, capital costs of equipment and on-going maintenance. Procure locally and ensure school meals part of wider Monmouthshire food experience	30	0	0	30	Reduction in maintenance to kitchens during the financial year has achieved saving	MED
	Additional income possible through improved service and take up and 5p increase in price	25	0	0	25	Increase in meal charges implemented, however meal uptake numbers still lower than originally budgeted, with an increase in Free School Meals. Full savings has been achieved this financial year	Low
Young people monitoring and managing the CRC scheme in schools	Savings have been topsliced from schools and therefore are fully met.	10	0	0	10	Savings have been fully achieved	Low
SEN	In previous years the service has made savings. However this is a volatile budget as one placement in an out of county provision can diminish any savings rapidly.	150	0	0	150	At month 9 savings fully met, but as a volatile service there will be risk dependant on the pupils entering the system	Low
SEN Transport	Vired to transport and we are working with transport to achieve these savings	50	0	50	0	True savings have not yet been established but are still reported to be made. A review is needed.	HIGH
Youth Programme	Reduced activity where grant funding has ceased	140	0	0	140	On track to make full saving	Low
Restructure	Review departmental structure	140		110	30	Staffing structure review took place within the Directorate that identified full year savings amounting to £30k.	HIGH
Total CYP		545	0	160	385		

Children and Young People's Select Committee		
Scrutiny Role	Purpose of Scrutiny	Meeting Date
Budget Scrutiny		
<u>Quarterly Budget Monitoring</u> (To review the financial situation for the directorate and schools, identifying trends, risks and issues on the horizon with overspends/underspends).	- Month 9 Revenue Budget Monitoring Month 10 Capital Budget Monitoring	20 th March 2014 1 st May 2014
Initial Budget Briefing on MTFP 2015-2016	Report being presented to Cabinet 4 th September on Medium Term Financial Plan for year ahead.	September/October 2014
Budgetary Context Meetings	Context setting of next year's budget - Committee to discuss areas identified / proposals being put forward.	November 2014
Budget Setting	Consideration of capital and revenue budget proposals for the 2014/15 budget.	8 th January 2015 (Special)
Statutory Reporting on Performance and Risk		
OBA Performance Monitoring	OBA 6 monthly Performance Report Cards focus on the impact of the council's work on people's lives and enables scrutiny of performance across outcomes. The report includes performance against the 6 Improvement Objectives 2013-2014 and performance against the statutory 'all Wales performance indicators'.	20 th March 2014 October/November 2014
Social Services Annual Complaints Report	Committee is required to scrutinise annual complaints relating to social services.	TBC
Quarterly Risk Monitoring	Scrutiny of the Whole Authority Risk Log - log of risks affecting the Council, which if not managed, could jeopardise the council's ability to achieve its outcomes and improvement objectives for communities, as well risk the delivery of statutory plans/operational services. Select Committees have a responsibility to monitor and challenge performance in relation to mitigating risk.	December 2014

Monmouthshire's Scrutiny Forward Work Programme 2013-2014

Children and Young People's Select Committee		
Scrutiny Role	Purpose of Scrutiny	Meeting Date
Outcome Agreements	The Council has a 3-year Outcome Agreement with the Welsh Government from 2014 - 2017, which outlines mutually beneficial targets and milestones that the Council will work towards, depending on performance (this is built into the medium term financial plan). The Select Committee is responsible for scrutinising performance of outcomes. Committee to receive the end of year performance 2013-2014.	October/November 2014 April/May 2015
Corporate Parenting Report	Annual scrutiny.	TBC
Annual Council Reporting Framework (ACRF) Report	ACRF report on Social Services to be discussed jointly with this Select Committee and Adults Select Committee.	1 st May 2014
CCSIW Report	CCSIW Report of Children's Social Services	1 st May 2014
Annual Fostering Inspection Report	Scrutiny of the inspection report of MCC Fostering Services. Committee to monitor actions to be taken forward.	1 st May 2014
Improvement Plan 2013-16	Stage 1 Improvement Plan Stage 2 Improvement Plan	October 2014 TBC
Policy Development		
Children Missing in Education	Pre-decision scrutiny of policy.	TBC
Early Years Offer	Pre-decision scrutiny of policy.	1 st May 2014
Pre-decision Scrutiny		
21 st Century Schools	Presentation of the business plan for pre-decision scrutiny.	*Special TBC *
Monitoring Performance		
Secondary School Performance Challenge	- Challenge of secondary head teachers - Discussion with Officers and Cabinet Member	14 th February 2014 *Special April 2014*
Education Achievement Service	Challenge and monitor outcomes for Monmouthshire. Joint Scrutiny Panel established to oversee service outcomes.	September 2014
Post Estyn Inspection Action	On-going scrutiny of performance against the actions outlined in the PIAP.	Each Meeting

Monmouthshire's Scrutiny Forward Work Programme 2013-2014

Children and Young People's Select Committee		
Scrutiny Role	Purpose of Scrutiny	Meeting Date
Plan (PIAP)	Committee to receive at every meeting: <ul style="list-style-type: none"> Minutes of the previous meeting of the Internal Monitoring Board A brief synopsis of progress (traffic light system document) 	
Pre-CCSIW Inspection	Pre-CCSIW Inspection challenge - position report.	20 th March 2014
Education Target Setting	Target setting - schools, Local Authority and Education Achievement Service.	*Special April 2014*
Key Stage 4/5 Performance	Performance report on KS4 and KS5	*Special April 2014*
Performance Data - Qtr 3	Performance Report on Quarter 3	*Special April 2014*
Performance Data - Qtr 4	Performance Report on Quarter 4	*Special April 2014*
Performance Data - Qtr 2	Performance Report on Quarter 2	November 2014
Performance Data - Qtr 1	Performance Report on Quarter 1	September 2014
Specific Groups of Pupils Performance Report	To review data on Specific Groups of Pupil Performance	1 st May 2014
Youth Offending Service	Monmouthshire and Torfaen Youth Offending Service - update report.	TBC
Budget Recovery Plan - Children's Services Overspend	The recovery plan process for the children's services overspend.	Delayed - TBC
Individual Schools Budgets	Breakdown on individual schools budgets.	June 2014
Additional Learning Needs Children's Services/Special Educational Needs	Visit arranged on 13 th September.	December 2014
Performance - Safeguarding Children	Committee to challenge and monitor performance 6 monthly (February and July)	20 th March 2014
Collaboration Arrangements	Review of collaborative Arrangements. Proposed reduction in spending on 16-17 and 17-18.	TBC
Placements of Looked After Children	Discussion on the issues, actions proposed and strategies in place to manage placements and reduce MCC's dependency upon external agencies.	TBC
Home to School Transport	Consultation undertaken February/March 2014. Cross party working group	TBC

Monmouthshire's Scrutiny Forward Work Programme 2013-2014

Children and Young People's Select Committee		
Scrutiny Role	Purpose of Scrutiny	Meeting Date
Policy	established, progress reported to the committee.	
Pupil Referral Service	6 monthly Scrutiny of progress against the Estyn Inspection of the Pupil Referral Service, scrutiny of intervention plan.	TBC
Youth Offer	Scrutiny of performance at year end - annual report due.	1 st May 2014
Estyn Inspection Action plans	Discussion on performance / actions relating to individual schools.	When required

Budget Scrutiny of key proposals 2013

No.	Scrutiny of Work Areas to deliver 2014/15 and MTFP saving targets	Committee and Timescale	
7	School meals -increase price, market and expand service	CYP	Later scrutiny
14	Home to School Transport - fundamental review of policy	CYP	27 th Nov
16 and 17	Schools delegated budgets Review ISB - ALN contingency	CYP	27 th Nov
18	School library service - combine with general library service	CYP	Later scrutiny
20	School Music service - reduction in subsidy	CYP	Later scrutiny
21	Review of other Education collaborative arrangements - visually impaired/hearing	CYP	Later scrutiny
22	SCH children's staff restructure	CYP	Later scrutiny
35	Transformation of children's services for Special needs/additional needs/ Mounton House	CYP	27 th Nov



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
19TH MARCH 2014 – CABINET			
R&C restructure - Creating the new Enterprise and Operations divisions	Restructure Report	Cabinet Members Leadership Team HR, Unions, Finance Appropriate Officers	Roger Hoggins
Proposed sale of land at Mynyddbach	The proposed sale of 0.12ha of land at Blethyn Close, Mnydd Bach to Monmouthshire Housing to enable the provision of 2 affordable housing units. It is proposed that the land is released at less than best consideration to support the development of affordable housing in this locality.	Cabinet Members Leadership Team Appropriate Officers	Deb Hill-Howells
Pollinator Policy	The policy endorses the Welsh Government's Action Plan for Pollinators by adapting the way we manage public open spaces, parks, verges and highways. The policy proposes small changes that will help reverse the decline in the pollinator species, reduce CO2 and costs.	Cabinet Members Leadership Team Appropriate Officers	Alison Howard

Subject	Purpose	Consultees	Author
The proposed transfer of the Gilwern Community Education Centre and Library to Llanelly Hill Community Council	Llanelly Community Council have approached MCC to request a transfer of the above property asset at nil value to enable the continuation of the library service and the development of community facilities. Such a proposal would involve the sale of the asset at below market value in accordance with the General Disposals Consent Order 2003. In addition they have requested that MCC continue to fund the library service for a fixed period of time.	Cabinet Members Leadership Team Appropriate Officers	Deb Hill Howells
Performance Management Framework	To introduce the Framework for Performance Management of Employees	Cabinet Members Leadership Team Appropriate Officers	Sian Hayward
Review of Careline Policy	To review the existing policy and agree future approach to delivery, particularly in relation to pricing and telecare provision.	Cabinet Leadership Team R&C DMT SS DMT	John Parfitt
Equal Pay Audit	A requirement under the Equalities Act to audit pay and is part of the Council's commitment to equality and fairness.	Cabinet Members Leadership Team Appropriate Officers	Sian Hayward
Intermediate Care Fund - Gwent Submission to WG	To approve the submission to WG on the Intermediate Care Fund.	Cabinet Members Leadership Team	Will McLean
Digital Road Map		Cabinet Members Leadership Team Appropriate Officers	Kellie Beirne/Matt Lewis
26TH MARCH 2014 – INDIVIDUAL CABINET MEMBER DECISIONS			
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

Subject	Purpose	Consultees	Author
Weight Restriction at Mathern	To introduce a new 7.5T weight restriction at a culvert in Mathern.	Cabinet Members Leadership Team Appropriate Officers	Paul Keeble
2ND APRIL 2014 - CABINET			
Month 10 Capital Budget Monitoring Report	To present the Month 10 forecast capital outturn for 2013/14 compared to the total budget for the year. The report identifies and provides explanations for variances against budget and the funding implications of the forecast outturn position. The report also reports slippage anticipated to be carried forward into 2014/15.	Cabinet Members Leadership Team Appropriate Officers	Joy Robson/ Mark Howcroft
Restructure Proposals for the Revenues, Systems and Exchequer Team	To agree the restructure proposals for the Revenues, Systems and Exchequer Team as part of the 2014/15 budget setting process.	Cabinet Members Leadership Team Appropriate Officers	Joy Robson
Programme Management	To review and update the authority's Programme Management structure.	Cabinet Members Leadership Team Appropriate Officers	Sian Hayward
Strategic Equality Plan 2 nd Annual Report	Reporting on progress in achieving the actions related to our equality objectives in the plan.	Cabinet Members Leadership Team Appropriate Officers	Alan Burkitt
Caerwent S106 Off Site Recreation Funding		Cabinet Members Leadership Team Appropriate Officers	Mike Moran
Monmouth S106 Off Site Recreation Funding		Cabinet Members Leadership Team Appropriate Officers	Mike Moran
S106 Funding for Caldicot 3G Pitch and Gilwern Velo Park		Cabinet Members Leadership Team Appropriate Officers	Mike Moran
Section 106 money – Thornwell School.		Cabinet Members Leadership Team Appropriate Officers	Cath Sheen

Subject	Purpose	Consultees	Author
Chief Executive Department Restructure – Partnership, performance and communication team	Restructure Report	Cabinet Members Leadership Team Appropriate Officers	Will McLean
Usk HGV Order	To implement an Order for HGVs at Usk.	Cabinet Members Leadership Team Appropriate Officers	Paul Keeble
9TH APRIL 2014 – INDIVIDUAL CABINET MEMBER DECISIONS			
10th APRIL 2014 - COUNCIL			
2016 National Eisteddfod	Following an in principle decision by Cabinet to host the 2016 National Eistedfodd, a further report will be presented in due course seeking the approval of Council to agree to host the 2016 National Eisteddfod which will confirm the preferred location and clarifying the full costs of hosting the event.	Cabinet Members Leadership Team Appropriate Officers	Tracey Harry/Deb Hill Howells
Poverty in Monmouthshire			Will McLean
Engagement Framework			Will McLean
Annual Corporate Parenting Report		Cabinet Members Leadership Team Appropriate Officers	Gill Cox
21 st Century Schools Capital Programme	Approve Programme of Works.		Simon Kneafsey
Ageing Well in Wales Programme		Cabinet Members Leadership Team Appropriate Officers	Bridget Barnett Partnership & Engagement Team
School Standards and Organisation (Wales) Act	The Local Authorities (Executive Arrangements) (Functions and Responsibilities) (Wales)	SLT	Murray Andrews

Subject	Purpose	Consultees	Author
2013	(Amendment) Regulations 2013, add the responsibility to determine school organisation proposals under the School Standards and Organisation (Wales) Act 2013 (the Act) to the schedule of functions which may be (but need not be) the responsibility of an authority's executive. The County Council has discretion as to whether the function is to be the responsibility of cabinet or the council.	Head of Legal Services	
Review of MCC Constitution			Murray Andrews
30TH APRIL 2014 – INDIVIDUAL CABINET MEMBER DECISIONS			
7TH MAY 2014 – CABINET			
Early Years Offer	To create a common understanding of provision for all pupils from 3-11 years in Monmouthshire.	Cabinet Members Leadership Team Appropriate Officers	Sharon Randall Smith
Options for future library provision and capital investment in Abergavenny		Cabinet Members Leadership Team HR, Unions, Finance Appropriate Officers	Roger Hoggins
Policy Review	To review and update the Council's HR policies reflective legislative and process changes.	Cabinet Members Leadership Team Appropriate Officers	Sian Hayward
Addendum to the Council's Pay Policy	To reflect staffing changes due to restructures.	Cabinet Members Leadership Team Appropriate Officers	Sian Hayward
People Strategy	To review and update the Authority's People Strategy.	Cabinet Members Leadership Team Appropriate Officers	Sian Hayward
15TH MAY 2014 – COUNTY COUNCIL ANNUAL MEETING – DEFERRED BUSINESS			
Appointment to outside bodies			Tracey Harry
Chief Officer CYP Annual	To present Members with the Chief Officer's		Sarah McGuinness

Subject	Purpose	Consultees	Author
Report	annual report.		
14TH MAY 2014 – INDIVIDUAL CABINET MEMBER DECISIONS			
28TH MAY 2014 – INDIVIDUAL CABINET MEMBER DECISIONS			
4TH JUNE 2014 - CABINET			
Welsh Language Annual Monitoring Report 2013 -14	Reporting upon progress in achieving the actions specified in the Council's Welsh Language Scheme.	Cabinet Members Leadership Team Appropriate Officers	Alan Burkitt
2ND JULY 2014 - CABINET			
Future of Recycling Services		Cabinet Members Leadership Team Appropriate Officers	Rachel Jowitt
3RD SEPTEMBER 2014 - CABINET			
School Catchment Area Review	To consider the recommendations made by the Member Working Panel and to seek agreement to consult on those proposals.	Cabinet Members Leadership Team Appropriate Officers	Cath Sheen
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

Subject	Purpose	Consultees	Author