



**Neudd y Cyngor
Y Rhadyr
Brynbuga
NP15 1GA**

**County Hall
Rhadyr
Usk
NP15 1GA**

21 Chwefror 2014

21 February 2014

**Notice of meeting:
Monmouthshire County Council**

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

**Thursday 27th February 2014, at 2.00pm
Council Chamber, County Hall, Rhadyr, Usk**

***Dydd Iau 27 Chwefror 2014, am 2.00yp
Siambr y Cyngor, Neuadd y Cyngor, Y Rhadyr, Brynbuga,***

Prayers will be said prior to the Council meeting at 1.55pm. All members are welcome to join the Chairman for prayers should they wish to do.

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.	Chairman's report and receipt of petitions (page 1)
3.	To receive declarations of interest.
4.	To confirm and sign the minutes of the following meeting: (a) County Council 16th January 2014 (page 3)

5.	Public Forum items (none received).
6.	To receive the minutes of the following meetings: (a) Democratic Services Committee 16 th December 2013 (Page 25) (b) Standards Committee 13 th January 2014 (Page 31) (c) Internal Monitoring Board 14 th February 2014 (Page 37)
7.	Notices of motion None Received
8.	Presentation from the Care and Social Services Inspectorate Wales <i>CSSIW Annual Letter</i>
9.	Report of the Chief Officer: Children and Young Peoples Service <i>Monmouthshire Welsh in Education Strategic Plan (Page 45)</i>
10.	Report of the Chief Officer: Enterprise <i>Pay Policy (Page 119)</i>
11.	Report of the Monitoring Officer <i>SRS Business Solutions appointment of Board Member (Page 143)</i>
12.	Report of the Head of Improvement and Democracy <i>Diary of Meetings (Page 145)</i>
13.	Reports of the Head of Finance (Section 151 Officer) (a) <i>Treasury Management Strategy (Page 155)</i> (b) <i>Budget and Council Tax (Page 187)</i>
14.	Members' questions None Received

Paul Matthews
Chief Executive
Prif Weithredwr

I Gadeirydd ac Aelodau
Cyngor Sir Fynwy

To the Chairman and Members of
Monmouthshire County Council

Aims and values of Monmouthshire County Council

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.

Cysylltu gyda phobl

Ein canlyniadau

Mae'r Cyngor wedi cytuno ar bum canlyniad ar gyfer yr holl boblogaeth, sef y bydd pobl yn Sir Fynwy yn:

- *Byw'n ddiogel a chael eu diogelu rhag niwed*
- *Byw bywydau iach a chrwn*
- *Manteisio o addysg, hyfforddiant a datblygu sgiliau*
- *Manteisio o economi sy'n llewyrchus ac sy'n cefnogi menter a thwf cynaliadwy*
- *Manteisio o amgylchedd amrywiol, egniol a chynaliadwy*

Ein blaenoriaethau

- *Ysgolion*
- *Diogelu pobl agored i niwed*
- *Cefnogi menter, creu swyddi ac entrepreneuriaeth*

Gwerthoedd

- ***Didwylledd:*** *ein huchelgais yw bod yn agored ac onest i ddatblygu cysylltiadau dibynadwy.*
- ***Tegwch:*** *ein huchelgais yw darparu dewis, cyfleoedd a phrofiadau teg a dyfod yn gorff sydd wedi ei seilio ar barch.*
- ***Hyblygrwydd:*** *ein huchelgais yw meddwl a gweithredu mewn ffordd hyblyg er mwyn dod yn gorff effeithiol ac effeithlon.*
- ***Cydweithrediad:*** *ein huchelgais yw gweithio ar y cyd i rannu'n llwyddiannau a'n diffygion trwy adeiladu ar ein cryfderau a chynorthwyo'n gilydd i gyflawni'n hamcanion.*

Agenda Item 2

Community Reception for Ned Heywood MBE Drill Hall, Chepstow	Sunday 26 th January 7 p.m.
Holocaust Memorial Day Commemoration City hall, Cardiff	Monday 27 th January 1 p.m.
The Private Viewing of the Vaughan Grylls' exhibition "Mother" Monmouth Museum	Saturday 1 st February 7 p.m.
North Somerset Civic Service St Peters Church, Portishead	Sunday 2 nd February 11.30 a.m.
Funeral Jeanette Hood Abergavenny Priory Church	Thursday 6 th February 3 p.m.
<i>Joint Civic Heads Dinner Shire Hall, Monmouth</i>	<i>Friday 7th February 7 p.m.</i>
Gwent Young Farmers Entertainments Competition Dolman Theatre, Newport	Saturday 8 th February 7.30 p.m.
Commonwealth Day 2014 Council Chamber, Civic Centre, Pontypool	Monday 10 th February 11 a.m.
Funeral Eric Saxon Gwent Crematorium	Friday 14 th February 2 p.m.

**Minutes of the meeting of Monmouthshire County Council held
at County Hall, Usk on Thursday, 16th January 2014 at 2.00 p.m.**

PRESENT: County Councillor D.L.S. Dovey (Chairman)

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

OFFICERS IN ATTENDANCE:

Mr. P. Matthews	Chief Executive
Mr. S.M.W. Andrews	Monitoring Officer
Mr. S. Burch	Chief Officer: Social Care and Health
Mrs. K. Beirne	Chief Officer: Regeneration and Culture
Mrs. S. McGuinness	Chief Officer: Children and Young People
Mrs. J. Robson	Head of Finance/Section 151 Officer
Mrs T. Harry	Head of Improvement and Democracy
Mr. W. McLean	Head of Strategic Partnerships
Mr. S. Kneafsey	21 st Century Schools Programme Manager
Mr. R. Hoggins	Head of Operations
Mr. M. Howcroft	Assistant Head of Finance
Mrs. D. Hill Howells	Estates and Sustainability Manager
Mr. M. Youngman	Transport Policy and Compliance Manager
Ms. R. Rawlings	Democratic Services Officer
Miss J. Atkins	Youth Service

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from County Councillor V.E. Smith.

2. CHAIRMAN'S REPORT AND RECEIPT OF PETITIONS

(a) Mr. David Hedley, Standards Committee Member.

The Chairman informed Members of the sad news of the death of Mr. David Hedley on 4th January 2014. Mr. Hedley had been a member of Monmouthshire's Standards Committee and a Community Councillor for Caerwent.

Members stood for a minute's silence as a mark of respect.

(b) Chairman's Engagements

Members were informed of the following Chairman's Engagements:

Festival of Flowers entitled 'Advent to Candlemas' Preview Evening
Age Cymru – Spread the Warmth Winter Concert
Monmouthshire Livestock Centre
Light up a Life Service 2013
South Monmouthshire Music Centre Christmas Concert
HRH The Prince of Wales visit to Abergavenny
North Monmouthshire Music Centre Christmas Concert
Annual Awards Ceremony for post 16 pupils
Greater Gwent Youth Brass Band Annual Concert

(c) Petitions

The following petitions were presented:

- Councillor G. Howard presented a petition requesting that the Authority give commitment and support to residents of Llanelly Hill Community in retaining and ensuring the future of Gilwern Library Service.
- Councillor R.F. Chapman presented a petition to support that the Pontrilas Saw Mills permanently stop the drivers of those of their contractors using the Hereford Road through Mardy Village. In the event of non-compliance, that MCC impose a weight restriction of 7.5 tonnes (except for access) on the Hereford Road that passes through the Mardy Village ending at its junction with the A465 trunk road at Triley.

3. YOUTH SERVICE

The Chairman welcomed Jade Atkins from the Youth Service to the meeting.

We were informed that in September, Monmouthshire Road Safety had asked for entries into a competition. Young people in Monmouthshire had created a short film which highlighted the dangers of drink-driving and had achieved success in winning the competition.

Members viewed the film and congratulated and acknowledged those involved on their success for producing such an excellent piece of work which shared the poignant message of the dangers of drink driving.

4. DECLARATIONS OF INTEREST

Declarations of Interest are recorded under the relevant minute heading.

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5. MINUTES

We resolved that the minutes of the meeting of the County Council held on 21st November 2013 be approved as a correct record and signed by the Chairman, with the following amendments:

- Page 16, fourth bullet point, should read 'Councillor Batrouni withdrew the motion'.
- Page 10, with regard to the Domestic Abuse Conference, it should be referred to as an 'All Wales' Conference.
- With regard to the action sheet accompanying the minutes, it was requested that an additional column be added to mark progress of actions.

In response to a query raised with regard to actions from the minutes, we were advised of the following:

- With regard to the motions submitted at items 15(c) and 15(d), it had been outlined at the meeting that a written response would be sent. We were informed that a written response had been provided for Councillor Batrouni with regard to item 15(c) and that Councillor Farley had received a draft written response with regard to item 15(d). Councillor Howarth asked that all written responses be sent to all Members for information on any items requiring a written response which arose at the Council meeting.
- In response to a query with regard to updating Councillors Taylor and Watts on progress at Thornwell School, it was confirmed that at phase 2 when information was forthcoming from the contractors, all Members would be made available of the relevant information at that time.

6. PUBLIC FORUM ITEMS

None received.

7. COMMITTEE MINUTES

We resolved that the following minutes be received:

- (a) SACRE 18th October 2013.
- (b) Democratic Services Committee 4th November 2013.
- (c) Internal Monitoring Board 17th December 2013.

8. SACRE ANNUAL REPORT 2012/13

We received the Standing Advisory Council on Religious Education Annual Report for the period 1st August 2012 to 31st July 2013, which summarised the advice given to the Council on:

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- Locally agreed syllabus
- Standards in Religious Education
- Methods of teaching and the choice of teaching materials
- Teacher training
- Collective worship
- Advice to the LA on other issues

We resolved that the SACRE Annual Report for 2012/13 be received.

9. NOTICE OF MOTION

1% Pay Award for School Staff

At the decision of the Chairman, it was agreed that this item would be considered prior to the exclusion of press and public, in order for young people attending the meeting from King Henry VIII School to witness the debate, prior to them having to leave to access school transport.

Note: County Councillor D. Blakebrough declared a personal interest as an LEA appointed Governor at Monmouth Comprehensive School and as a parent of children attending Monmouth Comprehensive School.

County Councillor G.L. Down declared a personal interest as an LEA appointed Governor at Shirenewton Primary School.

County Councillor A. Easson declared a personal interest as an LEA appointed Governor at Ysgol y Ffin School, Caldicot.

County Councillor J. George declared a personal interest as an LEA appointed Governor at Deri View School and as a parent of a child who attends a Monmouthshire School.

County Councillor R.G. Harris declared a personal interest as an LEA appointed Governor at Deri View Primary School and Llantilio Pertholey Church in Wales School.

County Councillor S.G.M. Howarth declared a personal interest due to his two sons being in post 16 education.

The following motion was moved by County Councillor D Blakebrough and seconded:

“That as Monmouthshire County Council was aware in March/April 2013 that the 1% pay award for school staff was being considered and would have an impact on their budget but failed to inform schools until September 2013 and as this decision communicated at such a late stage in the school financial year could well impact on resources for curriculum development and the rising standards agenda for the young people in Monmouthshire schools, and due to the already

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significant financial pressures on school budgets and the late communication by Monmouthshire County Council, the council agrees to fund the Monmouthshire schools 1% pay award in full to cover the 7 month period from 1st September 2013 to 31st March 2014”

In moving the motion Councillor Blakebrough highlighted the following points:

- The motion was with reference to the current year’s budget which was agreed at March 2013 and should not be confused with the forthcoming year’s budget which would be discussed at the next meeting.
- The Authority were aware in March 2013 that a 1% pay award was being considered in Parliament, however, did not inform schools until September, half way through their budget year, that they would have to find the additional 1%.
- School Heads and Governors asked the Authority to reconsider the decision, however, were informed at the Schools Budget Forum in November 2013 that due to the lack of funds available, the Authority would not cover the cost of the 1% and that it would be the responsibility of the schools to find it within their own budgets.
- Neighbouring Authorities had built the additional 1% pay award for schools into their budgets for the year.
- There had been no meaningful discussions with the Headteachers or Chairs of Governors of the impact that this would have on the children’s education.
- Impacts on schools were highlighted as, having to take funding from planned programmes, unable to invest in key stage 3 literacy and numeracy responding to information on key stage 4, and the inability to invest in ipads and tablets for teachers which would contribute to the interactive learning agenda.
- Many schools would be pushed into a deficit budget which would result in them having difficulty buying basic office supplies and there could even be the potential of the loss of support staff.
- It was felt that the decision for the Authority not to fund the 1% award conferred with Estyn’s criticism of the leadership and management.

During the debate the following items were raised:

- Schools were unable to find additional revenue to fund the pay increase midway through their year as their funding had already been allocated and it was unfair to expect them to do so.
- The schools were not against funding the 1% pay increase for the forthcoming year, but were concerned with finding the additional revenue in the current year.
- It was queried how many schools would be sent into deficit and how this would impact on their remaining budget for the year. It was raised that this would be considerable strain on school budgets and it was considered that this issue would be raised by Estyn with specific regard to schools deficit budgets.

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- It was questioned why the reserves set aside for equal pay which had not been taken up could not be used or why this money could not be found through other revenue sources which were available to for better management.
- Total schools budgets amounted to £46 million with additional grants, the average budget for comprehensive schools was £5 million, and the average primary school budget £600,000. Those budgets were for the Governors to deal with the running costs of the individual schools for the year. Any item that arises following the budgets being set has to be accommodated at that time.
- Education was a priority for the Authority and since 2010 budgets had been increased by £2 million. Schools had received an additional 1% over and above that recommended by Welsh Government.
- A proposal in the forthcoming budget was asking for additional money for schools when other budgets were being reduced.
- This decision had followed the correct process and been discussed within the budget forum which included representatives from schools, unions and governors. No representations had been received at that forum from secondary or primary schools, governors or unions and it had been accepted that this increase had been implemented after the Council had set its budget.
- It was raised why one school with a surplus budget could not assist another school which did not have the same capacity to manage an additional pressure on their existing budget for the year.
- Concern was expressed by a number of Members with regard to the timing of the announcement that the additional 1% would need to be found at a time when the curriculum had been set for the year.

The Chief Officer outlined that there was currently £686,000 surplus from schools, the pay award would amount to £186,000. With the absorption of 1% pay award, ten would be in deficit, five of which were prior to this. It was the responsibility of Governing Bodies alongside Headteachers to be accountable for any deficit budgets and there was no reason why schools should not maintain a surplus budget for difficult situations that could arise. Estyn had recognised that there had been a high level of financial commitment in Monmouthshire with school budgets being protected, progress had been made in delegating budgets to schools with appropriate monitoring. Children within Monmouthshire schools would not be penalised through Headteachers and Governing Bodies having to fund an additional 1% pay award.

A recorded vote was requested by Councillor R.J.C. Hayward and at least 8 other members and the following votes were cast:

For the motion:

County Councillors D. Batrouni, D. Blakebrough, R.F. Chapman, J.E. Crook, G.L. Down, A. Easson, D.J. Evans, P.S. Farley, J. George, R.G. Harris, R.J.C.

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Hayward, R.J. Higginson, S.G.M. Howarth, D.W.H. Jones, F. Taylor, A.C. Watts, P. Watts, K.G. Williams, A.M. Wintle.

Against the motion:

G.C. Burrows, P.R. Clarke, D.L.S. Dovey, D.L. Edwards, R.M. Edwards, P.A. Fox, R.J.W. Greenland, L. Guppy, E.J. Hackett Pain, M. Hickman, P.A.D. Hobson, G. Howard, P. Jones, S. Jones, S.B. Jones, R.P. Jordan, P. Murphy, M. Powell, J.L. Prosser, B. Strong, A.E. Webb, S. White.

The motion was lost.

10. EXCLUSION OF PRESS AND PUBLIC

We resolved to exclude the press and public from the meeting during consideration of the following item of business in accordance with Section 100A of the Local Government Act 1972 on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 14 of Part 4 of Schedule 12A to the Act.

11. PARK STREET SCHOOL – HEALTH AND SAFETY WORKS CALL IN.

Note: County Councillors D.L. Edwards and R.G. Harris declared a personal non-prejudicial interest in Park Street School Abergavenny, as Directors of Abergavenny Community Centre Ltd.

The Cabinet had taken the decision to vary the Property Maintenance Capital Programme by viring funding from the Schools Kitchen Maintenance Budget to undertake the required Fire Safety Works at Park Street and that the lease to ACT be completed as soon as practicable.

This decision had been called in and referred to the Strong Communities Select Committee for the following reason:

- That the uncertainty of the viability of the Park Street School project means that the viring of the funding from the Schools Kitchen Maintenance budget is an unjustifiable risk.

The call in had been considered by the Strong Communities Select Committee on 28th November 2013, which had resolved that the decision be referred to Full Council for further debate.

Councillor P.A. Fox proposed a motion that the Cabinet decision made on the 6th November 2013 be accepted, and was duly seconded by County Councillor R.J.W. Greenland.

Members debated the decision and the following issues were raised:

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- Cabinet had received a report requesting the viring of money to enable work to be carried out at Park Street School to comply with the decision made in July 2012 to grant the Lease to ACT. The health and safety works were required to fulfil that decision.
- With regard to queries on changes in the business plan, it was confirmed that there had only been a minor change in the membership, and that no material changes had been made which would justify reconsidering the original decision made in July 2012.
- When the decision had been made to grant the Lease, Members had recognised the value of this project to the community.
- As a point of order, Members were informed that if the Council referred the decision back to Cabinet they were beholden to give reasons and to offer a view on the decision or they could accept the decision made in November 2013.
- There was general support for the community project, however, it was queried whether the decision with regard to use of the building being used for this purpose should have been made by the Accommodation Board.
- The building would require health and safety works to move forward with the Lease for the community project. The Council could not Lease a building which had not had the appropriate health and safety work done.
- It was raised that the select committee were not against a scheme but were against the virement of the money and that the Council should not pay the money for the works to be completed. It was clarified that if the motion was defeated Cabinet would take into account the views expressed within the Council meeting in reconsidering their decision.
- ACT had given a commitment to provide a much needed community facility for Abergavenny which would provide job opportunities in the area.

Note: County Councillor R.J.C. Hayward left the meeting at 4.35 p.m.

A recorded vote was requested by Councillor P.A.D. Hobson and at least 8 other members and the following votes were cast:

For the motion

County Councillors G.C. Burrows, P.R. Clarke, D.L.S. Dovey, R.M. Edwards, P.S. Farley, P.A. Fox, J. George, R.J.W. Greenland, L. Guppy, E.J. Hacket Pain, M. Hickman, P.A.D. Hobson, G. Howard, P. Jones, S. Jones, S.B. Jones, R.P. Jordan, P. Murphy, M. Powell, J.L. Prosser, B. Strong, A.E. Webb, S. White, K.G. Williams.

Against the motion:

County Councillors D. Blakebrough, R.F. Chapman, G.L. Down, A. Easson, D.J. Evans, S.G.M. Howarth, F. Taylor, A.C. Watts, P.A. Watts.

Abstentions:

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County Councillor D. Batrouni, J. Crook, D.L. Edwards, R.G. Harris, R.J. Higginson, D.W.H. Jones, A.M. Wintle.

The motion was carried that the Cabinet decision taken on 6th November 2013 be accepted.

12. RE-ADMISSION OF PRESS AND PUBLIC

We resolved that the press and public be re-admitted to the meeting.

13. NOTICE OF MOTION

(a) Post 16 Learning, Training or Work.

The following motion was moved by County Councillor D. Blakebrough and seconded:

'That this council supports and encourages all young people to participate in post-16 learning, training or work. That policy decisions will be built on a principle of fairness and equity in providing an environment to ensure that all Monmouthshire young people have the opportunity to experience positive post-16 transitions. That in its endeavours to encourage inclusion and prevent isolation this council is resolved to provide continuing support to those young people living in rural communities.'

In moving the motion, Councillor Blakebrough highlighted the following points:

- The motion was setting an agreement in principle, reminding of and confirming support to practise a commitment to post 16 learning, training or work.
- The Youth Service were heavily involved with youths falling within this age range which it was considered was a vulnerable age between education and adulthood.
- There was a need to make it as easy as possible to access training and education and to keep young people engaged.
- It was raised that research had shown that there was a particular risk of isolation to young people in rural communities, with a lack of income and employment opportunities, limited broadband and transport and other services which led to a reliance on parents and less contact with friend, family and social clubs.
- Pockets of deprivation and disadvantaged areas go unmissed because they are often surrounded by affluence and if this goes unrecognised there was a high risk of isolation.

During the debate the following items were raised:

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- There were groups of vulnerable young people in rural isolation, however, there was a need to look at all areas as isolation could also occur in urban areas.
- The post 16 group of young people were in a transitional stage and there was a need for appropriate access to education and training to be easily accessible.
- All Monmouthshire young people should have equal access whether in rural or urban areas.

The following amendment was proposed by Councillor D. Batrouni and duly seconded:

'That this council supports and encourages all young people to participate in post-16 learning, training or work. That policy decisions will be built on a principle of fairness and equity in providing an environment to ensure that all Monmouthshire young people have the opportunity to experience positive post-16 transitions.'

Councillor D. Blakebrough accepted the amendment and upon being put to the vote the amendment was carried, became the substantive motion, and was carried.

County Councillor S.G.M. Howarth requested that it be recorded in the minutes that he abstained from voting on this item.

(b) Hospitality

Note: County Councillor B. Strong declared a personal interest as his son was a major shareholder in two local businesses.

Note: County Councillor P.R. Clarke declared a personal interest as a shareholder in two local businesses.

The following motion was moved by County Councillor D. Batrouni and seconded:

'That this Council caps hospitality spending at £10,000.'

In moving the motion, Councillor Batrouni highlighted the following points:

- Capping hospitality sends a clear message that this budget should be controlled.
- At the last check £67,000 had been spent on hospitality, however, there was confusion as to what was defined as hospitality with a number of items fitting into budgets or being considered under miscellaneous budget codes.
- There was a need for clarity and accountability for the specific spending contained within this budget heading.

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During the debate the following items were raised:

- The information submitted within the media recently had been a misrepresentation of the facts.
- The hospitality budget for the existing year was set at £16,900 and spending within that budget by the Chairman's office currently stood at £8,600. A number of items were included within that budget which could be regarded as non-hospitality items, which included £300 to purchase wreaths and costs involved with two Members attending Manchester.
- The current civic service event was hosted as an opportunity to thank voluntary bodies for their work within the county and was attended by some Members. It was raised that acceptance at this event was often sent but that some Members then declined to attend, which caused an unnecessary expense.
- Hospitality spending supported existing and new relationships and gave clear opportunities to build networks for the future benefit of the county.
- Monmouthshire's spend on hospitality had clearly reduced over the years and was small compared to neighbouring authorities.

Note: County Councillor G.L. Down left the meeting at 5.17 p.m.

The following amendment was proposed by Councillor S. Jones and duly seconded:

'That this Council caps hospitality spending at £8,500 in 2014/15.'

Members debated the amendment:

- There was a need for specific budget costing and coding to be clear to ensure that budget headings and monitoring were transparent.
- Information should be clear so that the public were not receiving a misleading picture of current expenditure within the county.
- In each civic year, there have been Chairman's functions which have not been funded by the Authority but have been done by the respective Chairman for that year.

County Councillor D. Batrouni addressed the Council summing up that a cap on hospitality spending was welcomed and that it was clear that the budget headings within the existing hospitality spending needed addressing to ensure that clear monitoring of budget codes was in place.

On being put to the vote, the amendment was carried, became the substantive motion, and was carried:

'That this Council caps hospitality spending at £8,500 in 2014/15.'

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Note: County Councillors D. Blakebrough, R. Chapman, R.M. Edwards, P.S. Farley, R.G. Harris, S.G.M. Howarth, D.W.H. Jones, S. Jones and A.M. Wintle left the meeting at 6.00 p.m.

14. REPORT OF THE CHIEF OFFICER: CHILDREN AND YOUNG PEOPLES SERVICE

(a) 21st Century Schools Programme

Note: the following members declared interests in this item:

MEMBER	INTEREST DECLARED
D. Blakebrough	LEA appointed Governor at Monmouth Comprehensive School: personal non prejudicial interest. Parent of children attending Monmouth Comprehensive School: personal non prejudicial interest.
G.C.Burrows	LEA appointed Governor at Monmouth Comprehensive: personal non prejudicial interest
R. Chapman	Grandson attending Chepstow Comprehensive School: personal non prejudicial interest.
J. Crook	LEA appointed Governor at Undy Primary School: personal non prejudicial interest.
G.L. Down	LEA appointed Governor at Shirenewton Primary School: personal non prejudicial interest.
D.L.S. Dovey	LEA appointed Governor at Chepstow Comprehensive School: personal non prejudicial interest
D. Edwards	LEA appointed Governor at King Henry VIII Comprehensive School: personal non prejudicial interest
R.M. Edwards	Grandchildren attending Overmonnow Primary and Monmouth Comprehensive Schools: personal non prejudicial interest
A.E. Easson	LEA appointed Governor at Ysgol Y Ffin School: personal non prejudicial interest.
D.J. Evans	LEA appointed Governor at Caldicot Comprehensive and Castle Schools: personal non prejudicial.
P.S. Farley	LEA appointed Governor at The Dell Primary School and Chepstow Comprehensive School: personal non prejudicial interest.
P.A. Fox	LEA appointed Governor at Arch Bishop Rowan School: personal non prejudicial interest.
J. George	LEA appointed Governor at Deri View School: personal non prejudicial interest. Parent of a child who attends King Henry VIII School, Abergavenny: personal non prejudicial interest.
L. Guppy	LEA Appointed Governor at Caldicot Comprehensive School: personal non prejudicial interest Parent of children at Ysgol Gymraeg Gwnllyw School: personal and prejudicial interest.

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E.J. Hackett Pain	LEA appointed Governor at Kymin View School: personal non prejudicial interest.
R.G. Harris	LEA appointed Governor of Deri View and Llantilio Pertholey Schools, Abergavenny: personal non prejudicial interest.
R.J.C. Hayward	LEA appointed Governor at Osbaston Church in Wales and Mounton House Schools: personal non prejudicial interest.
R.J. Higginson	LEA appointed Governor at Caldicot Comprehensive School: personal non prejudicial interest.
S.G.M. Howarth	Parent of children at King Henry VIII Comprehensive School; personal non prejudicial interest.
D.W.H. Jones	LEA appointed Governor at Llanvihangel Crucorney and Ysgol Cymraeg y Fenni Schools: personal non prejudicial interest.
P. Jones	LEA appointed Governor at Raglan Primary School: personal non prejudicial interest.
S.B. Jones	LEA appointed Governor at Goytre Fawr Primary School: personal non prejudicial interest.
R.P. Jordan	LEA appointed Governor at King Henry VIII Comprehensive School: personal non prejudicial interest.
P. Murphy	LEA appointed Governor at Shirenewton Primary School: personal non prejudicial interest.
M. Powell	LEA appointed Governor at King Henry VIII Comprehensive School and Deri View Primary School; personal non prejudicial interest
F. Taylor	Parent of children attending Monmouthshire School: personal non prejudicial interest.
P. Watts	LEA appointed Governor at Castle Park Primary School: personal non prejudicial interest.
A.E. Webb	LEA appointed Governor at the Dell Primary School: personal non prejudicial interest.
S. White	LEA appointed Governor at Monmouth Comprehensive School and a community Governor at Overmonnow Primary School: personal non prejudicial interest
A.M. Wintle	LEA appointed Governor on Overmonnow School; personal non prejudicial interest.

Note: County Councillor P.A.D. Hobson left the meeting at 6.05 p.m.

We received a report seeking approval of the initial two (of the four secondary schools cluster programme) Strategic Outline Cases and changes to the original Strategic Outline Proposal which had reported to Council in November 2011, associated with Monmouthshire's 21st Century Schools Programme. The report outlined projects relating to the capital expenditure programme targeted at the re-development of Monmouthshire's Secondary Schools estates, for funding under the Welsh Government's 21st Century Schools Programme.

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The key changes were outlined as:

- The proposal was to provide new build solutions instead of extensive refurbishment and part new build. The revised proposal provided, in the long term, better value for money, modern teaching and learning environments and a more sustainable and building stock.
- Phasing the programme to meet WG funding strategy/timescales. This would deliver the four secondary school programme in two phases of two.

The programme of secondary schools projects had been amended to meet the revised Welsh Government Funding strategy, with regard to:

- Maximising the opportunity and availability of WG funding streams.
- Meeting the key assessment criteria with regard to the reduction of surplus places, estate inefficiencies and suitability with regard to meeting the needs of new and modern 21st Century teaching and learning environments.
- Development of the schools cluster model (primary and secondary) to meet Welsh Government and Monmouthshire County Council's transformational teaching and learning agenda. To promote and support knowledge, share good teaching and learning practices between all schools. To develop efficiencies in the management and running of the schools estates.

The first part of the programme, details of which were captured in the first two strategic outline cases, was due to commence in February 2014. The first two schools would be Caldicot and Monmouth. Full Council approval was sought to these two strategic outline cases before Welsh Government approval was provided and the programme was maintained.

Note: County Councillor P. Watts left the meeting at 6.12 p.m.

Members outlined their support for the 21st Century Schools programme and County Councillor G. Howard proposed, and was duly seconded, that the report recommendations be approved.

We resolved to:

- Endorse the phased building approach advocated in delivering the whole schools programme.
- Approve the revised Strategic Outline Proposal for the 21st Century Schools Programme and all changes since the previously approved Strategic Outline Proposal in November 2011.
- Approve the two Strategic Outline Cases in advance of receiving Welsh Government approval of them estimated to be achieved by the end of January 2014 and the approval to commence on the development of the next stage, being stage 4 and 5 of the Outline Business Cases for the first two bids.

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- Receive further reports as progress is made through the process and funding from Welsh Government is confirmed, in order to approve the inclusion of the projects in the capital programme.

13. REPORTS OF THE CHIEF OFFICER: REGENERATION AND CULTURE

Note: County Councillors J. Crook left the meeting at 6.28 p.m.

(a) Food Hygiene Rating (Wales) Act 2013

Note: County Councillor P.R. Clarke declared a personal interest due to his businesses being included within those with responsibilities under this legislation.

We received a report in order to agree the Authority's approach to implementing its duties under the Food Hygiene Rating (Wales) Act 2013.

All Local Authorities in Wales had statutory responsibilities as a Food Authority to enforce relevant food law in its area.

Welsh Government had recently introduced new legislation under the Food Hygiene Rating (Wales) Act 2013 to establish a mandatory food hygiene rating scheme. This set out statutory obligations on local authorities to inspect and rate the hygiene of food business in their area in accordance with the requirements of the Welsh Government and the Food Standards Agency. The Act introduced additional responsibilities upon the Authority in relation to implementation and enforcement of the scheme. There would now be a legal requirement on food businesses to display their rating. The practical implementation of the Authority's day to day duties, required the delegation of powers to officers.

Members debated the report and welcomed the changes and the responsibility for raising food hygiene scores.

County Councillor D.L. Edwards proposed, and was duly seconded, that the recommendations in the report be approved.

We resolved to:

- Delegate the powers set out in Schedule One to the report to officers duly authorised by the Head of Regulatory Services.
- Set a fee for re-rating of businesses upon request at £150, subject to annual review by the Public Protection Manager, and revision if deemed by them to be appropriate, in consultation with the Directorate accountant.

(b) MCC Response to Welsh Government M4 Corridor around Newport Consultation

We received a report updating Members on the proposed response prepared by Monmouthshire County Council to the Welsh Government's consultation on the M4 Corridor around Newport.

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Following a number of long standing proposals and earlier consultations for a new M4 motorway, in March 2013 the Welsh Government concluded that the only solution to the traffic problems around Newport was via construction of a new three lane motorway to the south of Newport. In September 2013, the Welsh Government commenced consultation on the M4 Corridor around Newport.

The current consultation had seen a number of drop-in sessions held and further workshops on the Health Impact and Environmental Liaison. This was followed by a Members Briefing and observations and comments from these events had been incorporated into the response. The Council's response had been submitted to Welsh Government subject to any further amendments that Members may wish to make that were approved at today's meeting.

Note: County Councillors P.R. Clarke and B. Strong left the meeting at 6.36 p.m.

Members debated the report, and raised the following issues:

- At the consultation event held at Ebenezer Chapel, officers were unable to give information to form a view, other than it was Welsh Government's preferred option. It was raised that this did not consider a strategic approach to looking at transport problems in South East Wales.
- The Authority should lobby for an integrated approach to transport in South East Wales looking at how people transport around the area.
- There was mention of a potential for a link road, but no information on the location and the response made no reference to this being made clear.
- It was raised that no consideration had been given the effect on ecology or business and this was proposing a fast track to Cardiff, bypassing Monmouthshire. The response did not identify the need for a joined up approach and an integrated transport system. Severn Tunnel Junction was only mentioned in two lines and there was no reference to the link road through the steelworks.
- Whilst it was recognised that this was not ideal, Monmouthshire could only influence with views but could not make the decision.
- Local Members raised concerns that their views had not been included in the response and there should be a greater emphasis on integrated transport and the concerns raised with regard to the effectiveness of the consultation process. Local people had felt that they were uninformed on the detail.
- Transport assessments were not particularly accurate and assertions and predictions for road flows were greater than they actually are.
- This option offered was not considered to be the preferred option for Monmouthshire and there was a need for stronger representations to be made on alternatives.
- The costs of this would prevent other infrastructure projects being progressed.

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The Transport Policy and Compliance Manager thanked those Members that had contributed comments on the various drafts. We were informed that this was the second consultation on the M4 in three years, the previous containing more mention of other forms of transport. In 2013, the Authority had been informed that that had been removed and linked in with the metro. We were advised of the high level strategic position and further detail would come as it was concluded. If a route was chosen, there would be various impact assessments which would be assessed separately prior to any draft plan moving forward. Information had been sent to Welsh Government regarding the link road. Once a draft plan was presented to the Minister, more detail would emerge, and through that detail there would be more discussions with us as the Planning and Highways Authority.

Councillor J.L. Prosser proposed and was duly seconded, that the response be sent with an addendum of the importance of strengthening integrated transport with the views expressed within the meeting.

Note: County Councillor P. Jones left the meeting at 7.12 p.m.

The Head of Operations outlined that a letter could be sent as a result of the Council meeting outlining the discussion, with general comments, the emphasis on integrated transport was insufficient and that there should be a major strategy for South East Wales. There was a need for information where the link road would go and fundamentally the consultation was flawed. Local Members requested signposting for the steelworks road.

We resolved that a response be sent to the Welsh Government with an addendum of the importance of strengthening integrated transport with the views expressed within the meeting.

Note: County Councillor D.L. Edwards left the meeting at 7.20 p.m.

14. REPORT OF THE HEAD OF FINANCE (SECTION 151 OFFICER)

(a) Adoption of the Council Tax Reduction Scheme 2014/15

Note: County Councillors R.G. Harris and R.J. Higginson declared personal interests as members of the South East Wales Valuation Tribunal.

We received a report presenting arrangements for the implementation of the Council Tax Reduction Scheme for 2014/15.

Having considered the detail of the report we resolved:

- To note the making of the Council Tax Reduction Scheme and Prescribed Requirements (Wales) Regulations ("the Prescribed Requirements Regulations") 2013 by the Welsh Government on 26 November 2013.

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- To adopt the provisions within the Regulations in respect of its Scheme for the financial year 2014/15 as the Council's local scheme from 1st April 2014, with the following conditions regarding the discretionary elements being consistent with arrangements in 2013/14.
 - To apply a 100% disregard for war disablement pensions, war widows' pensions and war widowers' pensions, for both pensioners and working age claimants.
 - Not to increase the extended reduction periods for pensioners and working age claimants from the standard 4 weeks in the Prescribed Scheme.
 -
 - Not to increase the backdate period for pensioners and working age claimants from the standard 3 months contained within the Prescribed Scheme
 - To provide the minimum level of information to customers in order to ensure they are notified of their award in accordance with legislation
- To note the outcome of the consultation exercise undertaken by the Council on the introduction of the Council Tax Reduction Scheme for 2014/15

15. REPORT OF THE MONITORING OFFICER

(a) Family Absence for Members

We received a report on The Family Absence for Members of Local Authorities (Wales) Regulations 2013, "(the Regulations)" made under Part 2 of the Local Government (Wales) Measure 2011 ("the Measure") which required the Council to make Standing Orders as soon as practicable to give effect to the prescribed conditions to be satisfied to meet the entitlement to absence set out in the regulations.

Having considered the report we resolved:

- That the Head of Democratic Services be granted delegated powers to carry out duties as required under the Family Absence for Members of Local Authorities (Wales) Regulations 2013.
- That the role and function of the Chairman of the Council, as set out in the Council's Constitution, be amended to provide for the Chairman to carry out duties as required under the Family Absence for Members of Local Authorities (Wales) Regulations 2013.
- That a politically balanced sub-committee comprising 3 members of the Democratic Services Committee be established to hear and determine any

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complaints from Members regarding a refusal by the Head of Democratic Services to grant family absence

- That the Monitoring Officer be given delegated authority to make such changes to the Council's Standing Orders as are necessary to give effect to the Council's decision and compliance with the Regulations. In this regard, to refer further consideration of the matters set out in paragraph 3.4 of the report regarding Standing Orders to the Democratic Services Committee

16. REPORT OF THE HEAD OF IMPROVEMENT AND DEMOCRACY

(a) Payment of Mileage for Constituency Responsibilities

We received a report considering a scheme for the payment of mileage to Members for mileage incurred in carrying out constituency responsibilities.

Having considered the key issues, the following points were made:

- For those Members in rural wards where they had to travel long distances on constituency duties this would be worthwhile.
- Whilst there would only be one claim per month, this could include multiple journeys.
- Given the budget implications, it was inappropriate to approve the recommendation of the adoption of constituency mileage payments.
- It was unclear whether this could effectively be monitored.

Note: County Councillors R.G. Harris, D.W.H. Jones, P.A.D. Hobson and S.G.M. Howarth returned to the meeting.

We resolved that this Council would not support the payment of mileage to Members incurred in carrying out constituency responsibilities.

17. MEMBERS QUESTIONS

**(a) From County Councillor J. Crook to County Councillor S.B.Jones,
Cabinet Member for County Operations:**

"Has there already been instruction to begin implementing the proposed rural street light switch off's as included in the Conservative/Lib Dem budget proposals?"

Councillor Crook had left the meeting, however, the Cabinet Member, County Councillor S.B. Jones responded that prior to the commencement of this programme of switch off, all Community and Town Councils would be notified.

(b) From County Councillor S. White to the Leader, County Councillor P.A. Fox:

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With reference to Press Release "Gonna be a Green Christmas" dated 3rd December 2013:

We as a Council put great store by our support to farmers of Monmouthshire. We work with our tenant farmers, to be fair and helpful to landlords. We fought long and hard for our new Livestock Market to give farmers the best venue to market their prized stock.

Why then did we advocate the people of Monmouthshire should "go veggie" and "give up the turkey"

Bullet point 3 "Monmouthshire is a major food producer" conflicts wildly with bullet point 5, "go veggie" and "give up the turkey".

Bullet point 6 "Ditch the Christmas Card" many charities rely on sales of cards each year.

Where was our Christmas spirit, can I be assured this conflict of interest will never happen again?

County Councillor S. White withdrew the question.

Note: County Councillors G.C. Burrows and M. Hickman left the meeting at 7.35 p.m.

(c) From County Councillor D. Batrouni to the Leader, County Councillor P.A. Fox:

'Does he support the Coalition government's £1.7bn cut to the Welsh Government budget?'

Note: County Councillors R.G. Harris, A. Watts and K.G. Williams left the meeting at 7.37 p.m.

The Leader responded that this sort of question was inappropriate for this chamber as it did not directly relate to the Authority's business, however as it had been allowed he would reflect on the background that led to the situation that Councillor Batrouni referred to.

In 2010 Labour left the UK with over £900,000,000 worth of debt which worked out at nearly £20,000 of debt being owed by every man, woman and child in Great Britain. At that time the UK deficit was the second largest deficit of the 27 member States. By the Labour Party's own admission they almost bankrupted the country. Clearly the current UK government inherited a massive financial mess to sort out.

The UK Government was putting things right however it was a painful journey that had to be travelled.

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In Wales the grant that flows from Westminster to the Labour Government in Cardiff is unhypothecated which means that the Labour Government can spend Wales' money as they see fit and they have chosen to cut funding to local government and the services it provides. Clearly they see local government as less important than other areas hence their decision to take money away. I would argue that the question that should be asked is to the questioner himself is does he agree with his own Labour Government slashing the funding to local authorities in Wales and threatening the valuable services they all provide?

As a supplementary question, Councillor Batrouni asked that the Leader whether he supported the original question or not.

The Leader responded that Labour's record at a Westminster Level, at a Wales level and here at a local level is clear to all. The Prime Minister asks Mr. Milliband for his ideas on how he would cut the deficit and he has not got any.

I ask the Labour Leader for his ideas on how he would deal with the cuts his government has levelled on us and he has no ideas but chooses to spend his time misleading the public over hospitality rather than help find solutions to our £20mil shortfall.

**(d) From County Councillor D. Batrouni to County Councillor P. Murphy,
Cabinet Member for Finance:**

'How much of Nesta Income has been utilised to pay for Dr Thomas' services?'

In response Councillor Murphy gave the figure of £31,871.

As a supplementary question, Councillor Batrouni asked over what period of time was this amount for.

In response, Councillor Murphy would provide this information for Councillor Batrouni following the meeting.

The meeting ended at 7.45 p.m.

Minutes of the meeting of the Democratic Services Committee held at County Hall, Usk on 16th December 2013 at 2.00 p.m.

PRESENT: County Councillor D. Evans (Chairman)

County Councillors: D. Blakebrough, P.R. Clarke, D.L. Edwards, R.G. Harris, S.G.M. Howarth, P. Jones and J.L. Prosser

OFFICERS IN ATTENDANCE:

Ms. H. Ilett - Scrutiny Manager
Mr. R. Williams - Democratic Services Officer

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from County Councillors A. Easson, V.E. Smith and S. White.

2. PUBLIC OPEN FORUM

There were no members of the public present.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. CONFIRMATION OF MINUTES

We resolved that the minutes of the meeting of the Committee held on 4th November 2013 be confirmed as a correct record and signed by the Chairman.

5. TERMS OF REFERENCE FOR SELECT COMMITTEES

We received a report by the Scrutiny Manager in which Members were provided with details of the draft revised terms of reference for the Council's four select committees.

The Scrutiny Manager advised that the Scrutiny Chairs Liaison Group had been tasked by the Democratic Services Committee to revise the terms of reference of the four select committees, following requests from Members for a degree of clarity on the roles and responsibilities of each select committee. The existing terms of reference that form part of the constitution were considered out-dated and factually inaccurate in part. The Scrutiny Manager explained that the Scrutiny Chairs had sought to clearly define the functions their committees are responsible for scrutinising, in order that other Members, officers and the public could input into the work of the scrutiny committees if they desired.

**Minutes of the Democratic Services Committee
dated 16th December 2013 - continued**

Having received the report the following points were noted:

- The new draft was a considerable improvement to the original terms of reference creating a more descriptive outcome.
- Additional wording to the draft document should be added to indicate that select committees were cross cutting.

We resolved:

- (i) to agree the draft revised terms of reference with the additional wording being added to refer to select committees being cross cutting;
- (ii) that the draft revised terms of reference with the additional wording being added to refer to select committees being cross cutting, be presented to Full Council as part of the review of the constitution.

6. WALES CHARTER FOR MEMBER SUPPORT AND DEVELOPMENT

We received a report, deferred from the meeting held on 4th November 2013, which informed the Committee of the WLGA's Wales Charter for Member Support and Development, and to benchmark Monmouthshire against the Charter criteria.

We resolved to defer consideration of the report to the next meeting, as the Head of Improvement and Democracy was unable to attend today's meeting to present the report, as she was involved in a hearing at County Hall, Usk.

7. MEMBERS' PRINTERS

The Chair requested Member's views on Members' printers and whether repair costs should be borne by Members. The following points were noted:

- The printers had been bought by Members. Therefore, Members should pay for repairs to their printers.
- Members currently purchased colour cartridges for their printers.
- New Members had not been supplied with printers.
- It was considered that there might be some redundant printers within the authority that could be re-used and supplied to new Members should they require a printer.
- Members considered that the current policy regarding printer provision for Members needed to be clarified.

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dated 16th December 2013 - continued**

We resolved that a report be presented to the next meeting clarifying Monmouthshire County Council's policy regarding the provision of printers for elected Members.

8. PAPERLESS MEETINGS

Following an update from Political Leadership Group regarding paperless meetings, Members discussed this matter and the following points were noted:

- Committee meetings were scheduled to go paperless from April 2014.
- It was considered that a questionnaire should be sent to all Members requesting that they identify their I.T. requirements with regard to support / training in preparation for going paperless.
- An appropriate officer should be invited to attend the next meeting to provide the Committee with details, timescales and training required before committee meetings go paperless.
- It was considered that paperless meetings should be introduced gradually to allow Members time to receive appropriate support / training.
- It was noted that large agendas were difficult to read on an IPAD.
- Concern was expressed that the quality of scrutiny might diminish if committee meetings go totally electronic.
- There might be medical reasons hindering some individuals from taking part in totally electronic meetings.

We resolved:

- (i) that the appropriate officer attends the next meeting to provide the Committee with details, timescales and training required before committee meetings go paperless;
- (ii) that a report be presented to the next meeting regarding details of a questionnaire that was sent to elected Members some time ago by the former Democratic Services Manager (with responses received) regarding Members' views on paperless meetings / ICT provision.

9. FEEDBACK REGARDING THE IPAD TRIAL

The following information was received from Members regarding feedback in respect of the IPAD trial:

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dated 16th December 2013 - continued**

- Some Members required basic training whilst others required further training to operate the IPAD to its full capacity. A structured programme of training was required.
- The IPAD was very useful but could not do everything that a laptop could do. The IPAD was considered to be an adjunct to the laptop.
- It was noted that some local authorities in Wales had introduced tablets for Members' use regarding council business. The Scrutiny Manager stated that she could liaise with her scrutiny colleagues across Wales to ascertain Members' feedback on the benefits / negative aspects of using tablets for council business.

We resolved that the Scrutiny Manager liaises with her scrutiny colleagues across Wales to ascertain Members' feedback on the benefits / negative aspects of using tablets for council business and report her findings to the next meeting.

10. DEMOCRATIC SERVICES COMMITTEE WORK PROGRAMME

Members reviewed the work programme of the committee and the following points were noted:

- There were no new items on the work programme from February 2014.
- Concern was expressed regarding the future of committee / Members' support from the Democratic Services Section. It was considered that the report in respect of the restructure of Democratic Services / Members' Services / Electoral Registration should be presented to a future meeting of the Committee before the restructure is implemented.
- Resurrect the list of agenda items for the next meeting that was established around the time of the inaugural meeting of the Democratic Services Committee.

We resolved:

- (i) to resurrect the list of agenda items for the next meeting that was established around the time of the inaugural meeting of the Democratic Services Committee;
- (ii) that the report in respect of the restructure of Democratic Services / Members' Services / Electoral Registration be presented to a future meeting of the Committee before the restructure is implemented.

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11. DATE AND TIME OF NEXT MEETING

It was noted that the next meeting of the Committee would be held at County Hall, Usk on **Monday 3rd February 2014 at 2.00pm.**

The committee discussed the time of the next meeting and resolved that it would commence at **2.00pm.**

The meeting ended at 2.50 p.m.

**Minutes of a meeting of the Standards Committee held at County Hall, Usk,
on Monday 13th January 2014 at 9.30 a.m.**

PRESENT:

Mrs P Reeves (Chairman)
County Councillor D. Evans

INDEPENDENT REPRESENTATIVES:

Mr G Powell, Mr. M. Sutton and Mr G. Preece

OFFICERS PRESENT:

Mr. S.M.W. Andrews- Monitoring Officer
Mr. R. Tranter – Deputy Monitoring Officer
Mr. R. Williams - Democratic Services Officer

1. ONE MINUTE'S SILENCE

The Chairman informed the Committee that Mr. David Hedley, Community Committee member of the Standards Committee, had recently passed away. She therefore asked members to stand for a minute's silence as a mark of respect.

2. APOLOGIES FOR ABSENCE

Apologies were received from County Councillor R.P. Jordan and Mr. T. Auld.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. MINUTES

We resolved that the minutes of the meeting held on 3rd October 2013 be confirmed as a correct record and signed by the Chairman.

In doing so, the Monitoring Officer stated that a training session had been established for Town Councillor Julia Haskey in November 2013. However, Town Councillor Haskey was unable to attend that training session but the Monitoring Officer was able to deliver suitable training to Ms. Haskey last week.

5. GUIDANCE ON GIFTS AND HOSPITALITY REGISTER FOR MEMBERS

We received a report by the Monitoring Officer and foreword from the Committee Chair regarding a draft guidance on the Gifts and Hospitality Register for Members.

The Monitoring Officer provided the Committee with the following issues to consider:

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- If a Member is offered a gift valued in excess of £25 but declines it, should the Member still register that he / she had been offered the gift but had declined the offer?
- The Register of Interests is available for public inspection. The view of the Information Commissioner has been sought as to whether the publication of the register on-line would breach any of the data protection principles. To date, the Information Commissioner's view has yet to be received.

We resolved to approve the draft guidance and foreword with the following amendments:

- The final paragraph of the foreword to be reworded to indicate that the guidance was for Members' protection.
- The Gifts and Hospitality Guidance for Members and Co-opted Members, Point 6 – Procedure for Declaring Gifts and Hospitality over £25 in Value, paragraph 4, should be in bold with additional wording to indicate that this was for the Members' protection.

6. MEMBER PROTOCOL FOR SELF-REGULATION

We received a report by the Monitoring Officer regarding Member Protocol for Self-Regulation.

We reviewed the operation of the protocol for self-regulation as set out in the appendices to the report.

We resolved that the Monitoring Officer reports to Council that the Standards Committee has reviewed and endorses the report on Member Protocol for Self-Regulation.

7. PROTOCOL ON MEMBER / OFFICER RELATIONS

We reviewed the report by the Monitoring Officer regarding the protocol on Member / Officer Relations agreed by the Council on the recommendation of the Standards Committee in February 2009.

The Monitoring Officer informed the Committee that the County Council was engaged generally on a review of its consultation following the production of a model constitution under the auspices of Monitoring Officers across Wales and funded by the Welsh Local Government Association.

The current protocol on Member / Officer relations has been in place since 2009.

A significant advantage in considering the adoption of the new protocol was that potentially it was a document that could be adopted across Wales and offer a degree of consistency in dealing with this aspect of Local Authorities' ethical framework.

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We resolved that, as part of the overall review of the Council's constitution, the new model protocol on member / officer relations should replace, or inform a review of the existing protocol.

8. FAMILY ABSENCE FOR MEMBERS

We received a report by the Monitoring Officer and were informed that the Family Absence for Members of Local Authorities (Wales) Regulations 2013, "(the Regulations)" made under Part 2 of the Local Government (Wales) Measure 2011 ("the Measure") require the Council to make Standing Orders as soon as practicable to give effect to the prescribed conditions to be satisfied to meet the entitlement to absence set out in the regulations.

The Committee was informed that the report would be presented to Council on 16th January 2014 for consideration.

Having received the report the following points were discussed:

- It was suggested that Members should notify their respective Group Leaders if they intend to be away from their Council duties for more than six months.
- All reports presented to Council and Cabinet are subject to an Eqia assessment.
- A report was likely to be presented to the Democratic Services Committee for further consideration in respect of the matters set out in paragraph 3.4.

We resolved to receive the report and note its content and acknowledged that the report would be presented to Council on 16th January 2014.

9. URGENT ITEM OF BUSINESS

The Chairman agreed to consider the following urgent item of business as the matter would not be dealt with in time if it was considered at the next ordinary meeting of Standards Committee.

10. REQUEST FOR DISPENSATION

The Monitoring Officer informed the Committee that Chepstow Town Councillor Ned Heywood had requested the Standards Committee to consider his request for dispensation for him to speak at an emergency meeting of Chepstow Town Council on 15th January 2014 to consider the following motions:

Chepstow Museum, having considered the financial information provided and the funding request of Monmouthshire County Council for the following budgetary contribution: 2014/2015 £10,000; 2015/2016 £25,000; and, 2016/2017 £45,000, the Service Devolution Working Party recommends:

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That Chepstow Town Council contributes an additional £10,000 towards the cost of Chepstow Museum in 2014 / 2015 in order to safeguard the operation of Chepstow Museum for the next financial year, during which time the Town Council requests that Monmouthshire County Council makes available clear and comprehensive financial and operational information available to the Town Council in order that the Town Council may make informed decisions regarding future years funding for Chepstow Museum. The Town Council also notes that the level of on-going financial support required by the Museum will be influenced by the potential development of Trust status.

Chepstow Tourist Information Service, having considered the financial information provided and the funding request of Monmouthshire County Council for a budgetary contribution of £47,000 in 2014/2015, the Service Devolution Working Party recommends:-

That Chepstow Town Council contributes £25,000 towards the cost of Chepstow Tourist Information Service in 2014/2015, conditional on the service being operated from the existing premises. During the next financial year the Town Council requests: (a) that Monmouthshire County Council review the accounting practice whereby the whole cost of the Business Development Officer post is charged to the Chepstow Tourist Information Service; and, (b) makes available clear and comprehensive financial and operational information available to the Town Council in order that the Town Council may make informed decisions regarding future years funding for Chepstow Tourist Information Service.

Town Councillor Heywood's partner is the curator of Chepstow Museum. However, the Town Councillor had indicated that he would like to speak at this meeting and also vote, should it be necessary, in respect of the motion relating to Chepstow Museum.

The Monitoring Officer provided the Committee with the following options:

- Paragraph 14(ii) of the Code of Conduct would allow Town Councillor Heywood to speak but not vote in respect of this matter.
- The Committee could grant Councillor Heywood dispensation to speak and vote on the matter.
- The Committee could refuse to grant Town Councillor Heywood with a dispensation to speak and vote and allow the remainder of the Town Council to determine this matter.

Having considered the options it was considered that there were no appropriate grounds on which to grant a dispensation to Town Councillor Heywood.

We therefore resolved not to grant a dispensation to Town Councillor Heywood.

**Minutes of the Standards Committee
Monday 13th January 2014 at 9.30 a.m.**

11. DATE AND TIME OF NEXT MEETING

The Monitoring Officer informed the Committee that there were no current pending investigations and that there would be very few items to present to the Committee at the next meeting.

We therefore resolved that, for the time being, the next meeting would be held at County Hall, Usk on Monday 3rd March 2014, but the commencement time of the meeting would be changed from 2.00pm to 2.30pm to accommodate members of the Committee attending Planning Committee Site Inspections that were being held on that day. However, if the status quo remains and no further business is received two weeks before the date of the meeting, then the meeting would be cancelled.

The meeting ended at 11.05am

MONMOUTHSHIRE COUNTY COUNCIL
Minutes of the meeting of the Internal Monitoring Board
held at County Hall, Usk on Wednesday 5th February 2014 at 5.00pm

PRESENT: County Councillor P.A. Fox (Chairman)
County Councillors: D. Batrouni, D. Blakebrough L. Guppy and R.P. Jordan

ALSO PRESENT: County Councillor E.J. Hackett Pain

INVITED GUESTS

Mr. J. Morgan - Monmouthshire Recovery Board
Ms. J. Jones - Monmouthshire Recovery Board

OFFICERS IN ATTENDANCE:

Mr. P. Matthews: Chief Executive
Ms. S. McGuinness: Chief Officer, Children & Young People
Mr. W. McLean: Head of Strategic Partnerships
Mr. R. Williams: Democratic Services Officer

1. APOLOGIES FOR ABSENCE

None.

2. DECLARATIONS OF INTEREST

None.

3. MINUTES

We received and noted the minutes of the Internal Monitoring Board dated 17th December 2013.

4. UPDATE ON SCHOOL TARGETS AND FOLLOW-UP MEETINGS

The Head of Strategic Partnerships informed the Board that a stocktaking exercise had been undertaken on 6th January 2014 with the Head Teachers of Monmouthshire's four secondary schools in which schools' performance and target setting was discussed.

Each of the four schools are expecting to see significant improvements in the key measure of Level 2 (including English and Mathematics) at Key Stage 4 this summer which is pleasing.

It was noted that the Children and Young People Select Committee will be meeting the four Head Teachers on 14th February 2014 to discuss the schools' performances.

**Minutes of the meeting of the Internal Monitoring Board
Dated 5th February 2014 continued**

5. POST INSPECTION ACTION PLAN – UPDATE ON PROGRESS

The Board was provided with the latest information in respect of the Post Inspection Action Plan (PIAP). The following information was noted:

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

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

Having received the Post Inspection Action Plan, the following points were noted:

Safeguarding

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

The Board was informed that in depth information from Estyn would be available shortly following Estyn's interim monitoring visit of Monmouthshire County Council's Safeguarding provision of children in education.

The finalised Safeguarding Policy will be presented to Council in March 2014.

Standards and Challenge

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

Changes since the last report:

Key Stage 4:

- Performance has increased in Level 2 including English and Mathematics (Level 2 inclusive), remained the same in Level 2, Level 1 and capped points but declined in the Core Subject Indicator.
- 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 is smaller than in 2012. However, the differential remains greater than the all Wales average for all indicators.
- The difference in performance between Free School Meals and non-Free School Meals pupils reduced in Level 2, Level 1 and the Core Subject

**Minutes of the meeting of the Internal Monitoring Board
Dated 5th February 2014 continued**

Indicator and stayed the same in the Level 2 inclusive when compared to 2012.

- Differential in attainment between Free School Meals and non-Free School Meals remained significant in Level 2. Level 1, 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 Level 3; 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:

- Targets set and scrutinised by the local Authority.
- Aggregated targets for Foundation Phase and Key Stage 2 match local Authority targets. Key Stage 3 and Key Stage 4 targets are above local Authority projected targets.
- Targets agreed with the Education Achievement Service would place Monmouthshire 3rd or above in all Wales ranking by 2015.
- Secondary Stocktake has taken place with the local Authority and the Education Achievement Service.
- Regular monitoring of progress against intervention plans implemented.

Next Period:

- Secondary Stocktake with Members, February 14th 2014.
- Present Key Stage 4 and Key Stage 5 Performance Report to Members.
- Complete introduction and implementation of pupil tracking database.
- Complete Education Achievement Service commissioning evaluation.

Slippage and remedial action:

- 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.

**Minutes of the meeting of the Internal Monitoring Board
Dated 5th February 2014 continued**

Issues or concerns:

- Performance in Key Stage 4 has not improved at the same rate as other key stages. Monmouthshire's Key Stage 4 ranking in Wales overall has declined from 2012.
- School Secure is now working.
- Further work required to fully address clarity around grant procedures and accountability with the Education Achievement Service.
- In a small number of recent school inspections, overall Education Achievement Service 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 2 schools.

Having received the report, the following points were noted:

- Broad interventions were being introduced via the Education Achievement Service such as literacy and numeracy support whereby teachers were being upskilled in these areas.

Corporate Arrangements

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

Changes since the last report:

- The Head of Service post has been declined by the applicant. A redistribution of roles was being undertaken. A management post will be appointed for responsibility of Joint Assessment Families / Team Around Family (JAFF/TAF), Poverty Agenda, Social Services link with commissioning, Project Management for Additional Learning Needs review.
- Ffynon Performance Management System training has been rescheduled. The Authority is currently reviewing the future Performance Management system.
- The Chief Officer's three Year Report to be delayed until May 2014 to allow for Directorate Service plans to be completed in line with the corporate improvement timetable and the completion of the South East Wales Consortium (SEWC) business plan.
- The Children and Young People Select Committee to receive the Quarter 3 performance report.
- The new Performance Management System will not be fully operational within the expected times.

**Minutes of the meeting of the Internal Monitoring Board
Dated 5th February 2014 continued**

Section 'B' (Additional Learning Needs & Wellbeing)

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

Additional Learning Needs – Between Amber/Red & Amber/Green - Risk reducing.

Changes since the last report:

- The processes for Statementing and Steering have been clarified and are more focused and include Key Stakeholders (SNAP and Schools).
- The strategic review of Additional Learning Needs was underway beginning with a review of policies and gathering of information.
- Education Psychologists completed Early Bird Plus training in January 2014.
- A Working Party has been established (2 meetings held). Reviewed and updated statutory letters to parents, permission forms, information sharing leaflet (Special Educational Needs and Education Psychologist Service) and Statement Appendix A.
- Schools have been consulted with regard to interventions and computer program being written at the moment.
- Person Centre Plan (PCP) and Individual Development Plan (IDP) training has been completed by the local Authority (Education Psychologist Service, Specific Learning Difficulties, Inclusion and Additional Learning Needs) and pilot schools. Roll out to schools by cluster area, 1 held.
- Schools identified and training to be carried out in March 2014.
- Secondary Fixed Term Exclusion in Autumn Term has fallen from 213.5 days to 64.5 days, a fall of 69.7%.
- Primary Fixed Term Exclusion in Autumn Term are just below last year's level, building on the fall of the previous year.
- The Education Achievement Service has changed the categorisation of the Pupil Referral Service from one requiring intensive support to one which requires sustained intervention which reflects the improvements made.
- In September 2013 the Bullying Prevention Policy was revised to include more information and guidance on cyber bullying and identifies links to the draft Monmouthshire County Council E Safety guidance.

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. Local Authority 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

**Minutes of the meeting of the Internal Monitoring Board
Dated 5th February 2014 continued**

June 2013 no incidents of bullying have been reported. However, the local Authority has identified an ICT issue and is in the process of rectifying this problem. The County Council Safeguarding Survey, conducted by Monmouthshire Youth Service, highlighted concerns of young people around cyber bullying and this is being looked at by the Local Safeguarding Children's Board 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 present findings to the council, the Local Service Board and the Regional Safeguarding Board.

- 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 Free School Meals. Vulnerable groups are also tracked and any issues promptly addressed by Education Welfare Service.
- At the end of the Autumn Term, Primary attendance figures were as follows:

Primary	Attendance	Authorised	Unauthorised
All	95.86	3.83	0.3
Free School Meals	93.5	6	0.5

- Free School meals was within 2.4% differential target and secondary attendance figures were:

Secondary	Attendance	Authorised	Unauthorised
All	94.48	4.8	0.68
Free School Meals	75% of secondary school's FSM is within the 4.3% differential compared to 25% last year		

- STATs 2 (Welsh Government Report summarising Additional Learning Needs / Special Educational Needs at an authority level) to be run 6th February 2014, data to be available on Monday 10th February, 2014.
- 2 clusters training sessions will be completed by 18 March 2014.
- Early Bird Plus Pupils to be identified by Health through appropriate referral system, to be run out this term.
- A representative body of Additional Learning Needs Officers to support the Autistic Spectrum Disorder Information Day for parents to be held on 15th February 2014.

6. ESTYN MONITORING VISIT - SAFEGUARDING

The Board received and noted the self –evaluation form for inspection Safeguarding and Child Protection in Local Authority Education Services for Children and Young People (LAESCYP).

**Minutes of the meeting of the Internal Monitoring Board
Dated 5th February 2014 continued**

The Board was also informed that Estyn was currently undertaking an interim monitoring visit of Monmouthshire County Council's Safeguarding provision of children in education. Members, Officers and focus groups were being met.

Feedback from Estyn is promising with the County Council's progress being evident. A formal written response from Estyn will be available shortly.

7. REQUESTS FOR THE NEXT MONMOUTHSHIRE RECOVERY BOARD AND ASSOCIATED AGENDA FOR 18th FEBRUARY 2014

We received and noted the agenda for the meeting of the Monmouthshire Recovery Board which is being held at County Hall, Usk on 18th February 2014, commencing at 9.30am.

The meeting ended at 6.40pm.

SUBJECT:	Consultation on Monmouthshire's Draft Welsh in Education Strategic Plan 2014 -2017
MEETING:	COUNCIL
DATE:	27.01.14
DIVISION/WARDS AFFECTED:	All

1. PURPOSE:

- 1.1 To consult with Council on Monmouthshire's draft Welsh in Education Strategic Plan (WESP) 2014 -2017.

The WESP details how Monmouthshire plans to support; develop and secure Welsh language provision in schools and wider communities and how we plan for future growth. The plan reflects the objectives set out in the Government's Welsh-Medium Education Strategy.

The WESP 2014 -2017 has been developed in partnership with the local authorities in SEWC. The plan is in draft form until the consultation period ends on 31st March 2014.

2. RECOMMENDATIONS:

- 2.1 To receive this report as part of the statutory consultation process.

3. KEY ISSUES:

- 3.1 The Welsh Government expects local authorities to work towards:
- increasing the number of seven-year-old children being taught through the medium of Welsh. Numbers have increased across the region and are provisionally projected to increase within Monmouthshire over the next three years;
 - continuing to improve learners language skills on transfer from primary school to secondary school;
 - increasing the number of 14-19 learners studying qualifications through the medium of Welsh;
 - increasing the number of learners with higher skills in Welsh;
 - providing welsh-medium support for learners with Additional Learning Needs; and
 - providing a range of continuous professional development for practitioners and putting strategies in place to attract suitable candidates to the region with good quality Welsh skills.

4. REASONS:

- 4.1 It is a statutory requirement from 2014 that local authorities consult on the WESP submission to Welsh Government.

5. RESOURCE IMPLICATIONS:

- 5.1 Until the plan and options have been approved the resource implications cannot be determined but further updates will follow as part of any option appraisals.

6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

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

The Welsh in Education Strategic Plan will ensure that Monmouthshire is able to support, develop and secure Welsh language provision in schools and wider communities.

The actual impacts from this report's recommendations will be reviewed annually and criteria for monitoring and review will include:

- The number of seven-year olds being taught through the medium of Welsh
- The number of learners continuing to improve their language skills on transfer from primary school to secondary school.
- The number of learners aged 14 -19 studying for qualifications through the medium of Welsh
- The number of learners with higher skills in Welsh
- The range of Welsh-medium provision for learners with Additional Learning Needs
- The number of vacancies for practitioners to deliver Welsh-medium provision across the region.

7. CONSULTEES:

- neighbouring local authorities
- the head teacher of each school maintained by the LA
- the governing body of each school maintained by the LA
- each institution within the further education sector in the area
- in relation to any foundation or voluntary school in the area –
- the person who appoints the foundation governors
- if the school has a religious character, the appropriate religious body
- the Welsh Language Commissioner
- the Early Years Development and Childcare Partnership
- school councils
- Her Majesty's Chief Inspector of Education and Training in Wales

- organisations providing services to children and young people as the local authority considers appropriate
- other persons or bodies as appear to the local authority to be appropriate.

8. BACKGROUND PAPERS:

- Welsh-Medium Education Strategy
- Welsh in Education Grant 2014 -15

9. AUTHOR:

Sharon Randall-Smith

10. CONTACT DETAILS:

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Monmouthshire County Council Welsh in Education Strategic Plan

2014 – 2017

January 2014



Monmouthshire County Council

Welsh in Education Strategic Plan 2014-2017

Introduction

This Welsh in Education Strategic Plan is presented by Monmouthshire County Council in conjunction with the local authorities of Blaenau Gwent, Caerphilly, Newport and Torfaen and the Education Achievement for South East Wales. These five local authorities and the EAS will work together in partnership to plan and deliver Welsh-medium education across the area. This plan details how Monmouthshire County Council and the South East Wales consortium will aim to achieve the Welsh Government's outcomes and targets outlined in the National [Welsh Medium Education Strategy](#) at a local and regional level.

Section 1: Vision and aim for Welsh in education

South East Wales will lead the development of Welsh standards in education to equip a bilingual Wales with a skilled bilingual workforce, supporting the Welsh Government's vision for Welsh in Education. We will work together as a region to equip schools and education providers across age ranges and linguistic sectors with the capacity and sustainability to increase standards in Welsh and promote the use of the Welsh language within families, communities and workplaces. We will aim to stimulate and provide local, accessible, sustainable, community-focused provision to meet the growing demand for Welsh-medium education.

By 2017, Monmouthshire will:

- Increase Welsh-medium early years provision across the local authority
- Stimulate and increase the demand for Welsh-medium education across Monmouthshire
- Improve the quality and accessibility of available information for parents on the MCC website for parents seeking Welsh-medium education
- Work with South East Wales Local Authorities to ensure sufficient Welsh-medium secondary provision in 2016 when Ysgol Gyfun Gwynllyw reaches its full capacity.

Section 2: The Action Plan

This action plan sets out how the South East Wales consortium will work together to contribute to the objectives set out in the Welsh Government's [Welsh-Medium Education Strategy](#).


Outcome 1: More seven-year-old children being taught through the medium of Welsh			
A. Objective	B. Current performance	C. Targets	D. Progress
<p>1.1 Increase the number of seven-year-old children taught through the medium of Welsh</p>	<p>South East Wales</p> <p>The number of pupils in Welsh-medium education is increasing as more places are provided in response to demand.</p> <p>Across the region, 10.45% of year 2 learners are currently in Welsh-medium education. This proportion has increased four out of the five authorities over the last 3 years, and projections indicate that numbers will continue to increase to 10.65% by 2017.</p> <p>All parents receive information on Welsh-medium education through each local authority's <i>Parents' Handbook</i> which is distributed with school application forms.</p> <p>Parents are able to access information on Welsh-medium childcare and early years education provision through Family Information Services.</p> <p>Every local authority within the region complies with the requirements of the Learner Travel Measure (Wales) 2008 through providing transport to Welsh-medium schools for pupils of statutory school age in accordance with each local authority's individual transport policy.</p>	<p>South East Wales</p> <p>Continue to work collaboratively to explore options for cross-boundary provision where appropriate.</p>	

A. Objective	B. Current performance	C. Targets	D. Progress
	<p>Monmouthshire</p> <p>Monmouthshire currently maintains two Welsh-medium primary schools, one in the north and one in the south of the county.</p> <ol style="list-style-type: none"> 1. Ysgol Gynradd Y Ffin in Caldicot has 134 pupils on roll. The school has a morning LA funded nursery on site. There is the capacity to run a Meithrin in the afternoon however; difficulties in recruiting suitably qualified staff have delayed the opening of this additional provision. 2. Ysgol Gynradd Y Fenni in Abergavenny has 189 pupils on roll. There is a 26 place Cylch Meithrin located in the school grounds which provides Flying Start childcare places for eligible pupils during the term after their second birthday. 77% of pupils who attend the Meithrin transfer to the school at the start of Reception. <p>Current projections suggest that the demand for places will increase by 12.5% over the next four years. This is in line with projected regional increases.</p>	<p>Monmouthshire</p> <p>Continue to increase Welsh-medium early years provision throughout Monmouthshire but particularly in the Caldicot area by September 2014.</p> <p>Continue to increase primary Welsh-medium provision according to demand across Monmouthshire.</p> <p>Review the future demand for Welsh-medium education following consortium agreement of additional secondary Welsh medium provision from 2016.</p>	

A. Objective				B. Current performance				C. Targets				D. Progress			
Year	No of pupils in Year 2	Yr 2 pupils in Welsh-medium Education		Year	No of pupils in Year 2	Yr 2 pupils in Welsh-medium Education		Year	No of pupils in Year 2	Yr 2 pupils in Welsh-medium Education		Year	No of pupils in Year 2	Yr 2 pupils in Welsh-medium Education	
		No	%			No	%			No	%			No	%
Blaenau Gwent				Monmouthshire				Newport				Torfaen			
2011	764	36	4.71%	2011	904	38	4.20%	2011	1711	83	4.85%	2011	1079	111	10.29%
2012	691	31	4.49%	2012	867	44	5.07%	2012	1652	86	5.21%	2012	1088	86	7.90%
2013	792	43	5.43%	2013	883	53	6.00%	2013	1795	82	4.57%	2013	1055	110	10.43%
2014	731	39	5.34%	2014	899	55	6.12%	2014	1951	104	5.33%	2014	1072	132	12.31%
2015	775	53	6.84%	2015	778	49	6.30%	2015	1940	87	4.48%	2015	1083	124	11.45%
2016	782	38	4.86%	2016	810	50	6.17%	2016	1963	102	5.20%	2016	1165	124	10.64%
2017	769	39	5.07%	2017	832	52	6.25%	2017	1885	105	5.57%	2017	1132	124	10.95%
Caerphilly / Ysgol Gyfun Cwm Rhymni cluster				Ysgol Gyfun Gwynllyw cluster				South East Wales Region							
2011	2002	339	13.33%	2011	4458	268	6.01%	2011	6460	607	9.40%				
2012	2016	360	16.88%	2012	4298	247	5.75%	2012	6314	607	9.61%				
2013	2071	401	16.93%	2013	4525	288	6.36%	2013	6596	689	10.45%				
2014	2057	401	17.86%	2014	4653	330	7.09%	2014	6710	731	10.89%				
2015	2166	363	19.56%	2015	4576	313	6.84%	2015	6742	676	10.03%				
2016	2116	364	17.30%	2016	4720	314	6.65%	2016	6836	678	9.92%				
2017	2065	392	17.68%	2017	4618	320	6.93%	2017	6683	712	10.65%				

A. Objective	B. Current performance	C. Targets	D. Progress
<p>1.2 Adopt systematic processes for measuring the demand for Welsh-medium childcare and Welsh-medium statutory educational provision. Act promptly on the findings of parental surveys.</p>	<p>South East Wales</p> <p>Each local authority conducts separate Childcare Sufficiency Assessments in line with Welsh Government requirements.</p> <p>All local authorities conduct regular parental demand surveys for Welsh-medium education.</p>	<p>South East Wales</p> <p>Continue to work collaboratively to explore options for cross-boundary provision where appropriate.</p>	
	<p>Monmouthshire</p> <p>2014/15 is highly likely to be conservative as projected intakes are based upon 7 year average admission levels every year. Over time this will shift to reflect the greater rate of increase of intake happening at Ysgol Gymraeg Y Ffin.</p> <p>Ysgol Gymraeg Y Fenni average intake has plateaued as their intake has approached the mid to late 20's on a regular basis.</p>	<p>Monmouthshire</p> <p>Continue to work collaboratively with Mudiad Meithrin to develop Welsh medium childcare and nursery education provision particularly in the Caldicot area</p> <p>Ensure sufficient Welsh-medium nursery places to meet parental demand through EYDC Partnership.</p> <p>Work collaboratively with SEWC partners to identify more efficient and accessible ways of measuring the demand for Welsh-medium places.</p>	
<p>1.3 Ensure that proposals for 21st Century Schools include full consideration of Welsh-medium education.</p>	<p>South East Wales</p> <p>The four authorities of Blaenau Gwent, Monmouthshire, Newport and Torfaen all included a commitment within each 21st Century Schools Strategic Outline Programme to work together to secure additional Welsh-medium secondary provision within the region when Ysgol Gyfun Gwynllyw reaches its full capacity in 2016.</p>	<p>South East Wales</p> <p>Urgent work continues as a region to confirm a definite proposal from a small number of options to provide for pupils entering Year 7 in 2016 with stakeholders and to submit a request for funding to Welsh Government in 2014. The Welsh Government has been fully engaged with the Local Authorities</p>	

A. Objective	B. Current performance	C. Targets	D. Progress
	<p>A working group has been established and is meeting regularly, with WG representation present, to derive options for providing additional provision in September 2016.</p>	<p>concerned and has been providing advice and guidance.</p>	
	<p>Monmouthshire</p> <p>Monmouthshire has two Welsh Medium Primary Schools, Ysgol Gymraeg y Fenni in the North and Ysgol Gymraeg y Ffin in the South. At present, there are sufficient places to meet the demand from parents/carers. However, within our 21st Century Schools Programme, we have identified that there will be a need for further provision from September 2016 onwards as on present trend, Y Fenni will be full.</p> <p>Ysgol Gymraeg y Fenni is housed in a fit for purpose building which was erected in 2007 whilst a degree of work was undertaken in 2008 prior to Ysgol Gymraeg y Ffin moving into a building which originally housed Sandy Lane Infants School, this was mainly to enhance access and parking. Monmouthshire's 21st Century programme highlights the need for an extra classroom at Y Ffin in the future.</p> <p>The authority has played a full part in contributing financial support for improvements to Ysgol Gyfun Gwynllyw.</p> <p>The 21st Century programme notes the future pressure on Gwynllyw's ability to accommodate Monmouthshire students from September 2016 onwards.</p>	<p>Monmouthshire</p> <p>To complete the collaborative SOP and business case by end of March 2014.</p> <p>To agree a sustainable option to secure additional secondary Welsh-medium provision by September 2016 or earlier if feasible.</p> <p>Secure WG 21st Century schools funding (subject to business case) to contribute to addressing secondary provision in 2016.</p>	

A. Objective	B. Current performance	C. Targets	D. Progress
	<p>Discussions are taking place across authorities to consider two options for the post September 2016 period. A collaborative SOP and supporting business case are being drawn up for consideration.</p> <p>Monmouthshire has secured £5 million, in principle, from WG 21st Century schools funding (subject to business case) to contribute to addressing secondary provision in 2016.</p>		
<p>1.4 Ensure collaborative working through consortia.</p>	<p>The five authorities of Blaenau Gwent, Caerphilly, Monmouthshire, Newport and Torfaen all work closely together regarding secondary Welsh-medium provision. Ysgol Gyfun Gwynllyw is the regional school for Blaenau Gwent, Monmouthshire, Newport and Torfaen. Ysgol Gyfun Gwynllyw works in partnership with Ysgol Gyfun Cwm Rhymni in Caerphilly to deliver 14-19 education.</p> <p>Cross-authority Welsh-medium secondary provision 14-19 between Ysgol Gyfun Gwynllyw and Ysgol Gyfun Cwm Rhymni is very strong and has been commended by Estyn (see outcomes 3 and 4).</p> <p>The four LAs of Blaenau Gwent, Monmouthshire, Newport, and Torfaen jointly contributed towards the refurbishment and expansion of Ysgol Gyfun Gwynllyw to increase the capacity to 1,100 places. This is a £12.1 million investment, jointly funded by all four authorities and the Welsh Government. A task and finish group continues to meet in order to develop options for providing additional Welsh-medium secondary education by 2016 when Ysgol Gyfun Gwynllyw will no longer be able to accommodate all pupils in the four</p>	<p>The South East Wales authorities will continue to work together to undertake and share the findings of parental demand surveys and to ensure sufficient Welsh-medium secondary provision.</p> <p>Ysgol Gyfun Gwynllyw and Ysgol Gyfun Cwm Rhymni will continue to work in partnership to provide a diverse range of qualifications at Key Stages 4 and 5.</p> <p>Develop closer partnership working across the Welsh-medium primary schools within the region, through the development of PLCs.</p> <p>Urgent work continues as a region to confirm a definite proposal from a small number of options to provide for pupils entering Year 7 in 2016 with stakeholders and to submit a request for funding to Welsh Government in 2014. The Welsh Government has been fully engaged with the Local Authorities concerned and has been providing advice and guidance.</p> <p>The South East Wales authorities will continue work</p>	

A. Objective	B. Current performance	C. Targets	D. Progress
	<p>authorities.</p> <p>The Education Achievement Service for South East Wales was established in September 2012, which includes the Welsh in Education support Team for the region. A review of Welsh language advisory services was undertaken in 2012 including consultation with a range of stakeholders to develop a coherent model of delivery to improve standards in Welsh. This new model of delivery was implemented across all five authorities from September 2013.</p> <p>This Welsh in Education Strategic Plan has been developed by a working group from across the South East Wales Consortium.</p>	<p>together with the Education Achievement Service to monitor the Welsh in Education Strategic Plans and to develop and monitor the associated Welsh in Education Grant.</p>	
<p>1.5 Increase the ability to take advantage of Welsh-medium provision through immersion education schemes and centres for latecomers.</p>	<p>South East Wales</p> <p>There is one newly established centre for latecomers to Welsh-medium primary education in Cardiff. However, there is no such provision currently available within Blaenau Gwent, Caerphilly, Monmouthshire, Newport or Torfaen.</p>	<p>South East Wales</p> <p>The South East Wales authorities will deliver a regional strategy to meet the needs of latecomers to Welsh-medium education and for pupils moving into English-medium schools from outside Wales in need of additional support for Welsh second language, according to demand.</p>	
<p>1.6 Establish a Welsh-medium Education Forum and establish links</p>	<p>South East Wales</p> <p>The South East Wales Consortium has established a regional Welsh in Education Strategic Forum from the autumn term 2013. This forum includes representatives</p>	<p>South East Wales</p> <p>The regional Welsh in Education Strategic Forum will meet three times a year to monitor the five Welsh in Education Strategic Plans and the regional Welsh</p>	

A. Objective	B. Current performance	C. Targets	D. Progress
<p>with the Children and Young People's Plan. Ensure considerations for resources and finance for Welsh-medium provision within early years.</p>	<p>from across the region and is consulted on the development of the Welsh in Education Strategic Plans and the Welsh Education Grant.</p> <p>Monmouthshire Monmouthshire has an established Welsh Medium Education Forum which has the title Monmouthshire's Welsh Medium Group. The group meet on a six weekly basis to discuss matters pertaining to the enhancement of Welsh Medium. Meetings are minuted and progress on adopted actions scrutinised. The group has recently, for example, been involved in debating the content of MCC's Welsh Education Scheme. The Welsh Medium Group is chaired by the Chief Officer for Children and Young People who is also the Chairman of the Children and Young People's Partnership. This provides a close link between the working of the two groups of people. Monmouthshire's Children and Young People's Plan (CYPP) (2008-2011) demonstrates a commitment by the LA to advance its education and training agenda and continuing to raise attainment standards from their current levels. Central to this commitment is the fundamental element which ensures pupils and students are provided with the educational stimulus to promote their language skills leading to bilingualism, and thus the appropriate proficiency in Welsh and English to meet the needs of the communities served by our schools.</p>	<p>Education Grant.</p> <p>Monmouthshire Complete the review of the Welsh Medium Education Forum by January 2014.</p>	
<p>1.7 Provide information for parents/carers</p>	<p>South East Wales Each local authority consults with each other annually on the school admissions processes and the content of the associated information for parents' booklets. This</p>	<p>South East Wales The South East Wales authorities will continue to consult each other annually on school admissions</p>	

A. Objective	B. Current performance	C. Targets	D. Progress
	<p>enables each local authority to provide consistent information on the linguistic nature of provision within the region.</p> <p>Newport, Monmouthshire and Torfaen (on a trial basis) have implemented a bilingual online admissions process from September 2012.</p>	<p>and information processes.</p>	
	<p>Monmouthshire</p> <p>Provision of Welsh Medium education is communicated to parents through the LA's Starting Schools Booklet. This is provided to admission to Reception and Year 7. A copy is also available on the MCC website.</p>	<p>Monmouthshire</p> <p>Improve the quality and accessibility of available information for parents on the MCC website for parents seeking Welsh-medium education by March 2014.</p>	

Outcome 2: More learners continuing to improve their language skills on transfer from primary school to secondary school

A. Objective	B. Current performance	C. Targets	D. Progress
<p>2.1 Increase the percentage of Year 9 learners who are assessed in Welsh (First Language)</p>	<p>In September 2013, 6.23% of Year 9 pupils in south east Wales were in Welsh-medium secondary schools.</p> <p>Ysgol Gyfun Gwynllyw in Torfaen is the feeder Welsh-medium secondary school for pupils from Torfaen, Newport, Monmouthshire, and Blaenau Gwent. In 2013, 3.55% of Year 9 pupils across the four authorities were attending Ysgol Gyfun Gwynllyw. 100% of pupils are assessed through the medium of Welsh.</p> <p>In 2013, 11% of Year 9 pupils in Caerphilly were attending Welsh-medium secondary education at Ysgol Gyfun Cwm Rhymni, and 100% are assessed through the medium of Welsh. This is an increase against 9.58% in 2013.</p> <p>The number of Year 9 pupils in Welsh-medium Education is increasing across the region as the number of places available in primary schools expands.</p> <p>Caerphilly opened a further 900 place provision on the former St Illan site in September 2013.</p>	<p>Ensure every child seeking to progress from Welsh-medium primary education to Welsh-medium secondary education is able to access a place.</p> <p>Maintain 100% teacher assessment through the medium of Welsh in Year 9 at Ysgol Gyfun Gwynllyw and Ysgol Gyfun Cwm Rhymni.</p>	

A. Objective				B. Current performance				C. Targets				D. Progress			
Year	No of pupils in Year 9	Yr 9 pupils in Welsh-medium Education		Year	No of pupils in Year 9	Yr 9 pupils in Welsh-medium Education		Year	No of pupils in Year 9	Yr 9 pupils in Welsh-medium Education		Year	No of pupils in Year 9	Yr 9 pupils in Welsh-medium Education	
		No	%			No	%			No	%			No	%
Blaenau Gwent				Monmouthshire				Newport				Torfaen			
2011	760	30	3.95%	2011	919	21	2.29%	2011	1792	46	2.57%	2011	1272	89	4.99%
2012	722	41	5.68%	2012	814	31	3.81%	2012	1659	43	2.59%	2012	1219	70	4.15%
2013	689	28	4.06%	2013	785	25	3.18%	2013	1708	44	2.58%	2013	1094	55	7.00%
2014	647	28	4.33%	2014	745	20	2.68%	2014	1603	34	2.12%	2014	1082	53	5.74%
2015	612	33	5.39%	2015	842	38	4.51%	2015	1632	60	3.68%	2015	1074	67	4.90%
2016	689	25	3.63%	2016	903	32	3.54%	2016	1652	54	3.27%	2016	1043	73	5.34%
2017	771	27	3.50%	2017	883	36	4.08%	2017	1670	53	3.17%	2017	1100	73	6.10%
Caerphilly / Ysgol Gyfun Cwm Rhymni cluster				Ysgol Gyfun Gwynllyw cluster				South East Wales Region							
2011	2158	238	10.21%	2011	4743	186	3.92%	2011	6901	424	6.14%				
2012	2052	237	9.58%	2012	4414	185	4.19%	2012	6466	422	6.53%				
2013	2031	241	11.03%	2013	4296	152	3.54%	2013	6307	393	6.23%				
2014	1958	216	11.55%	2014	4096	135	3.30%	2014	6035	351	5.82%				
2015	1933	252	12.21%	2015	4117	183	4.44%	2015	6093	450	7.39%				
2016	1991	245	11.11%	2016	3384	152	4.49%	2016	6278	429	6.83%				
2017	2064	326	13.23%	2017	3541	153	4.32%	2017	6488	515	7.94%				

A. Objective	B. Current performance	C. Targets	D. Progress																															
<p>2.2 Develop more effective transfer between the funded non-maintained provision to maintained school provision, between Key Stage 2 and 3 and Key Stage 3 and 4.</p>	<p>Progression rates from Mudiad Meithrin early years settings to Welsh-medium schools fluctuate across the region and were generally lower in 2012 than 2011, but higher than 2010.</p>	<p>Develop an action plan to increase transfer rates from Mudiad Meithrin settings to Welsh-medium primary schools to at least 80% per setting by 2017. Maintain the high transfer rates between Welsh-medium primary schools and Welsh-medium secondary schools.</p>																																
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<p>Torfaen</p>	<p>South East Wales</p>	<p>Transition rates between Welsh-medium primary and secondary schools are high across the South East Wales. Transition rates have been maintained at 100% in Blaenau Gwent and Caerphilly over the last two years, and have increased in Newport and Torfaen.</p>																																
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A. Objective	B. Current performance	C. Targets	D. Progress
	<p>Ysgol Gyfun Cwm Rhymni and Ysgol Gyfun Gwynllyw have created a very effective cluster group, which collaborate to ensure that the pupils transferring from year 6 to Cwm Rhymni and Gwynllyw are fully prepared for the transition.</p> <p>Ysgol Gyfun Gwynllyw has very effective strategies in place to support these pupils. Including one to one intervention programmes in both Welsh, English and Numeracy, targeting those pupils identified by data analysis of the National Literacy and Numeracy tests. There are timetabled Literacy lessons which support basic Literacy skills taught in English and Welsh lessons. There is a whole school focus presently on teaching specific reading strategies so that learners may gain full access to the curriculum throughout the school and across all subjects.</p> <p>Ysgol Gyfun Cwm Rhymni and Ysgol Gyfun Gwynllyw identify those pupils in year 9 who are in danger of becoming NEETS. These pupils then following a specifically designed curriculum which appeals to them and aims to ensure that they do not become NEETS.</p> <p>Ysgol Gyfun Cwm Rhymni and Ysgol Gyfun Gwynllyw have a strategy for Welsh medium pastoral support which enables each child to access appropriate support when required. This support is essential in ensuring that every child is fully aware of the available 14-16 Welsh medium provision, thus ensuring that approaching 100% of KS3 pupils transfer to KS4.</p>		

A. Objective	B. Current performance	C. Targets	D. Progress
<p>2.3 Promote a higher proportion of Welsh-medium provision within bilingual schools.</p>	<p>All schools are either designated Welsh-medium schools or English-medium schools where Welsh is taught as a second language. With the exception of English and English Literature in Key Stages 2, 3, 4 and 5, all subjects in all phases and stages in every Welsh-medium school are taught through the medium of Welsh.</p>		

draft

Outcome 3: More learners aged 14-16 studying for qualifications through the medium of Welsh
Outcome 4: More learners aged 16-19 studying subjects through the medium of Welsh in schools, colleges and work-based learning

A. Objective	B. Current performance	C. Targets	D. Progress
<p>3.1 Increase the percentage of learners aged 14-16 studying for qualifications through the medium of Welsh</p>	<p>100% of pupils in Year 11 at Ysgol Gyfun Gwynllyw and Ysgol Gyfun Cwm Rhymni are studying for 5 or more qualifications through the medium of Welsh. This high proportion is to be commended.</p> <p>There will be continued partnership working between Ysgol Gyfun Gwynllyw and Ysgol Gyfun Cwm Rhymni. Estyn praised increased vocational qualifications through partnership working in its inspection of the school in 2008: <i>“The school has successfully taken into account national priorities. In-particular, the school is currently working very closely with Ysgol Gyfun Cwm Rhymni to meet WAG’s 14-19 Learning Pathways agenda. Effective links have been made with providers of education and training in the community.”</i></p> <p>Partnership working between Ysgol Gyfun Gwynllyw and Ysgol Gyfun Cwm Rhymni was Case Study 1 in Estyn’s 2008 report on good practice (Case study 2 is the co-operative work with a local school).</p> <p>PLCs have been established for the last three years, including literacy PLCs in both Ysgol Gyfun Cwm Rhymni and Ysgol Gyfun Gwynllyw, and joint PLCs in all core subjects and each year three non-core subjects in addition to the senior leadership team between the two schools and another five schools within the same Welsh-medium family of schools.</p> <p>Professional Learning Communities have continued to</p>	<p>The South East Wales consortium will:</p> <ul style="list-style-type: none"> • continue to improve the quality of the provision available to students. • continue to further develop professional learning communities to ensure sustained high standards across the curriculum. • continue to be at the forefront of strategies for developing 14-16 learning pathways through collaboration at all levels and with all stakeholders in the development of Welsh-medium education. • further develop the pioneering cross border/consortium partnership in order to further expand the number of courses available to the students. This can only be achieved if all stakeholders in the RNDP(ANDP) recognise the need to prioritise Welsh medium 14-16 education. Welsh medium 14-16 education needs to be considered as part of future consortia and LAN discussions and inform future educational strategies. 	

A. Objective	B. Current performance	C. Targets	D. Progress
	<p>thrive through the family of schools. 34 days of collaboration across the five schools was organised during 2012-2013.</p> <p>Two new schools have joined our family and this has strengthened the collaborative approach of our family.</p> <p>27 days of collaborative meeting have been arranged and a further 10 days of training for non specialist teachers of English and Mathematics will take place during 2013-2014.</p> <p>We have attempted to collaborate with Ysgol Gymraeg Bro Morgannwg and Preseli. There is a will to do so but as yet we have not succeeded in organising the literacy and leadership meetings as desired.</p> <p>Our NEETS strategy is proving to be very popular with the pupils and successful in encouraging the pupils to have an interest in their own development and to have high expectations for the future. We have witnessed additional benefits from improved expectations from those pupils who would normally be working with the NEETS PUPILS.</p>		
<p>3.2 / 4.1 Ensuring that provision for 14-16 year old learners complies with the Learning and Skills Measure (Wales) 2009</p>	<p>Currently, the provision for Welsh-medium post-14 options complies with the Learning and Skills Measure (Wales) 2009 and is sustained through specific grants (14-16, 16-19, grant for bilingual teaching 14-19) and through partnership working between Ysgol Gyfun Gwynllyw and Ysgol Gyfun Cwm Rhymni.</p> <p>Ysgol Gyfun Cwm Rhymni and Ysgol Gyfun Gwynllyw</p>	<p>Ensure provision is maintained through the appropriate funding mechanisms and continued partnership working.</p> <p>Ensure sufficient Welsh-medium secondary places through regional working to plan school places.</p> <p>Develop a Strategic Plan for developing Welsh medium 14-19 Learning Pathways 2013-2017. This</p>	

A. Objective	B. Current performance	C. Targets	D. Progress
	<p>works in close collaboration to ensure that they are able to offer a wide range of suitable courses through the medium of Welsh. Continued future collaboration across South East Wales will be required in order that the Welsh medium provision at 14-16 can be sustained.</p> <p>This Partnership ('Partneriaeth 6') is an effective system of co-operation between two centres that specialise in teaching through the medium of Welsh. Currently, only Partneriaeth 6 within South East Wales has the ability and specialism necessary to fulfil the aims of the Welsh Medium Education Strategy.</p> <p>The Strategic Plan for developing Welsh medium 14-19 Learning Pathways 2013-2017 was introduced in January 2013 (see appendix 5). The plan is monitored on a regular basis by the Joint Governors 14-19 Learning Pathways sub-committee. The plan will be updated in January 2014. We continue to be lead members of the South East Wales 14-19 forum and the South East Wales CYDAG.</p> <p>Ysgol Gyfun Cwm Rhymni is a Lead Practitioner School working in collaboration with Caerleon Comprehensive school.</p> <p>There is more detail in the Partneriaeth 6 Strategic action plan is attached in appendix 5.</p>	<p>plan will reflect the aims of Partneriaeth 6 in achieving our long-term vision in line with the recently published "Review of Qualifications for 14-19 year olds in Wales". This should lead the south East Wales regional development plan for Welsh medium 14-19 Learning Pathways 2013-2016.</p> <p>Build on effective partnership with other Welsh medium schools and external educational agencies within our South East Consortium region and across South Wales.</p> <p>Create partnerships with other leading Welsh medium schools across Wales to share outstanding practice and to further enable Cwm Rhymni.</p> <p>Re-launch Partneriaeth 6 to respond effectively to the changes in national learning Pathways strategies and other key national strategies.</p> <p>Partneriaeth 6 will become a broader partnership across the curriculum and key stages. These developments are on going and are a long term strategy to coincide with the development of our new site in Caerphilly (Y Gwyndy).</p>	

A. Objective	B. Current performance	C. Targets	D. Progress
<p>3.3 Increase the percentage of learners aged 16-19 who study subjects through the medium of Welsh in schools</p>	<p>Transition rates from Year 11 to Year 12 remain high in 2013:</p> <ul style="list-style-type: none"> • Ysgol Gyfun Cwm Rhymni: 73.2% • Ysgol Gyfun Gwynllyw: 67% <p>The proportion of students continuing their key stage 5 education through the medium of Welsh has increased over recent years. For example, in 2006 just 56% of students continued at Ysgol Gyfun Gwynllyw compared with 70% in 2012. The increased choice of courses and new buildings at the school have been influential factors.</p> <p>The number of students remaining to study in year 12 has remained constant between 2012 and 2013, although the proportion has declined slightly. The number of students remaining to study at key stage 5 at both schools is high, especially given the geographical nature of the area. Research over the years has shown that very few students who leave to study elsewhere are following courses offered within the schools. Fewer students from Monmouthshire remain due to the higher travel costs.</p> <p>Subjects pursued elsewhere by Ysgol Gyfun Gwynllyw students have included music and art. It is anticipated that the new building at Ysgol Gyfun Gwynllyw opened in 2012 with specialist art and music facilities will attract more students to study these courses at KS5.</p> <p>100% of pupils in years 12 and 13 at Ysgol Gyfun Gwynllyw and Ysgol Gyfun Cwm Rhymni study 2 or more subjects through the medium of Welsh.</p> <p>At Key Stage 4, 30 academic and vocational courses</p>	<p>This high transition rate and number of courses offered through the medium of Welsh will be maintained through continued partnership.</p> <p>Continue to promote 14-19 Learning pathways through the medium of Welsh as a regional partnership and share the long-term vision for Welsh medium 14-19 learning pathways.</p> <p>Our vision for the for Welsh medium 14-19 learning pathways is as follows;</p> <ul style="list-style-type: none"> • Continue to develop the Partnership effectively across all Welsh medium stakeholders and to be prominent in leading education initiatives locally and nationally. • Deliver on our strategy to provide excellent Welsh medium education of the highest possible standard with each pupil having the opportunity to achieve their true potential. <p>Ensure that all stakeholders in Welsh medium education understand and agree with this fundamental vision.</p>	

A. Objective	B. Current performance	C. Targets	D. Progress
	<p>are offered with a wide range of level 2 vocational courses. At Key Stage 5, 30 academic and vocational courses are offered with a wide range of level 3 vocational courses. The number of courses offered at both schools has increased over the years.</p> <p>The 14-19 Regional Welsh Medium Forum provides opportunities for practitioners to network and share good practice and information.</p> <p>The proportion of learners age 16-19 studying through the medium of Welsh is increasing as demand for Welsh-medium education increases. Retention in Years 12 and 13 is increasing year on year.</p> <p>We have introduced a suitable curriculum for 16-19 pupils with additional learning need. We combine NVQ (Classroom Assistants or Business Administration) and core subjects as well as tracking pupils re (Poverty Deprivation Grant) PDG funding to establish the link between provision and outcomes. We will be introducing a 16-19 preparation for working life curriculum to our basic needs unit in September 2014.</p> <p>We have sustained the growth in our sixth form with 154 students in year 12, 109 in year 13 and 11 in year 14.</p> <p>We are continuing to promote further understanding of the need develop literacy skills amongst our post 16 students and particularly amongst our vocational students.</p>	<p>Develop post 16 courses for students with special educational needs at level 1.</p>	

A. Objective	B. Current performance	C. Targets	D. Progress
	<p>The South east Wales vocational training day (15/11/13) at Cwm Rhymni focused on developing literacy across the post 16 vocational curriculum.</p> <p>Discussions continue with Ystrad Mynach college.</p> <p>From septemebr 2013 we have introduced a post 16 NVQ curriculum for some of our special needs pupils. They are aiming to achieve a level 2 qualification over a two year period.</p> <p>Cwm Rhymni will be introducing a post 16 entry Level 3 curriculum in September 2014 for students within our Complex Needs Unit. We will therefore be developing a Post 16 Complex Needs Unit.</p>		
<p>3.4 Work through 14-19 Networks and 14-19 Regional Forums to sustain and improve Welsh-medium provision</p>	<p>14-19 Networks provide annual funding to support collaborative arrangements for teaching subjects through the medium of Welsh.</p> <p>The development of Welsh-medium 14-19 provision is included within each authority's 16-18 Transformation Strategy (2010).</p> <p>Discussions are held annually between the Welsh-medium secondary schools and the further education sector to explore options for delivering courses through the medium of Welsh.</p>	<p>A regional budget will be provided by the Welsh Partnership to sustain and improve Welsh-medium provision.</p> <p>Continue to hold annual discussions between the Welsh-medium secondary schools and the further education sector to explore options for delivering courses through the medium of Welsh.</p>	
<p>3.5 Gather, analyse and use data for 14-19 Welsh-medium</p>	<p>Through the South East Wales Forum, meetings are held regularly, training sessions for staff are arranged, pupils work together and network, priority areas to be developed are identified e.g. psychology.</p>	<p>The Welsh Partnership will continue to work together to plan for post-16 Welsh-medium provision.</p> <p>Further collaboration will be developed through the work of the South East Wales Learning Pathways</p>	

A. Objective	B. Current performance	C. Targets	D. Progress
<p>provision. Plan for post-16 Welsh-medium provision within partnerships</p>	<p>There is collaboration between Ysgol Gyfun Gwynllyw and Ysgol Gyfun Cwm Rhymni. The schools actively seek out Welsh-medium independent work-based learning providers e.g. Coleg Rhymni has provided training on car mechanics.</p> <p>Practitioners at Ysgol Gyfun Gwynllyw and Ysgol Gyfun Cwm Rhymni attend both Welsh-medium and English-medium Learning Partnership meetings to have a full picture of the extent of 14-19 Welsh-medium provision in the region.</p> <p>Ysgol Gyfun Cwm Rhymni and Ysgol Gyfun Gwynllyw have formed a joint governors' 14-19 sub committee. This joint sub committee monitors and evaluates the performance of Partneriaeth 6.</p> <p>Partneriaeth 6 is an effective system of collaboration between two centres that specialise in teaching through the medium of Welsh. Within South East Wales it is only Partneriaeth 6 that has the ability and specialism necessary to fulfil the aims of the Welsh Medium Education Strategy.</p> <p>Partneriaeth 6 Collaborates with work place training providers in developing training in the work place through the medium of Welsh.</p> <p>The facilitator for the South East Wales Forum Learning Pathways 14-19 is a member of the Ysgol Gyfun Cwm Rhymni Senior Management Team. Since his introduction the focus of the forum has changed to organising a series of highly successful educational conferences.</p>	<p>14-19 Forum.</p> <p>Close collaboration with work place training providers will continue and further developments are expected the future in order that Welsh medium training in other vocational fields can take place.</p> <p>Ysgol Gyfun Cwm Rhymni continues to contribute to the local and national discussion on the development of a Welsh medium 14-19 Learning Pathway Strategy</p>	

A. Objective	B. Current performance	C. Targets	D. Progress
	<p>The annual CYDAG/WJEC INSET day (15/11/13) included a vocational training day at Ysgol Gyfun Cwm Rhymni based on the the forums focus groups. This day focused on developing literacy skills.</p> <p>The joint sub-committee continues to meet to monitor, appraise and plan future developments in the 14-19 Welsh medium Learning Pathways strategy.</p> <p>There are ongoing discussions with Ystrad Mynach College (The Bilingual Champion is a member of the South East Wales Forum Learning Pathways 14-19 and meets the head teacher and facilitator regularly).</p> <p>Cwm Rhymni is represented on the LAN and will be represented on the new 14-19 body when established.</p> <p>Plans for the development of a 14-19 curriculum in the Gwyndy are in their infancy, but collaboration across Partneraieth 6 is at the heart of these strategies.</p>		

Outcome 5: More learners with higher skills in Welsh

A. Objective	B. Current performance	C. Targets	D. Progress
<p>5.1 Improve provision to address literacy in Welsh</p>	<p>All Welsh-medium schools are responding to the Literacy Framework working with NSP partners and are implementing the Framework across all aspect of the school curriculum including Welsh. The Framework features in all School Improvement Plans. Literacy mapping has been undertaken across all Welsh-medium schools and by Welsh departments in English-medium secondary schools.</p> <p>Inspections completed and Cwm Rhymni highlighted as outstanding. Report available on request</p> <p>There are successful transition initiatives at both Ysgol Gyfun Cwm Rhymni and Ysgol Gyfun Gwynllyw driving up standards in Literacy with target setting and pupil tracking central to the process. The Transition curriculum continues to be an effective strategy ensuring good development of literacy and a deeper understanding of the environment within a secondary school. Regular meetings of the SE Wales Welsh-medium schools' Head teacher forum ensure the sharing of good practice on whole-school literacy strategies and other initiatives.</p> <p>Across secondary schools, Ysgol Gyfun Gwynllyw and Ysgol Gyfun Cwm Rhymni are working in partnership as part of a cross-region network with Ysgol Gyfun Llangynwyd, Ysgol Gyfun Y Cymmer and Ysgol Gyfun Rhydywaun, Ysgol Bro Edern and Ysgol Bryn Tawe. PLCs are held to improve the language skills of Welsh-medium practitioners and learners across the curriculum. PLCs comprise the Core subjects and a range of Foundation subjects which change each year.</p>	<p>The Local Authorities working with the EAS will continue to monitor and evaluate standards in Welsh and the quality of provision, through analysis of Estyn inspection reports, data analysis, school target setting and information received from EAS System Leader for Welsh and the Welsh in Education Support Team leader.</p> <p>The EAS will continue to develop a consortium Strategy for Literacy for Welsh medium provision that will reflect the National Strategy for Literacy and to ensure parity of provision.</p> <p>The work of the EAS Welsh in Education Team in Welsh-medium schools is to be developed to reflect the growing needs of the Welsh-medium sector. The EAS Monitoring, challenge, support and Intervention visits will focus on standards in literacy to ensure learners are making good progress.</p> <p>The work in identifying good practice during 2013-14 will provide a foundation for future school-to-school support. The Welsh in Education Support Team will continue to provide and further develop language and methodology training to teachers and teaching assistants within the Welsh-medium sector</p>	

A. Objective	B. Current performance	C. Targets	D. Progress
	<p>The EAS Welsh in Education Support Team, on behalf of Local Authorities, provides support and challenge to all schools (Welsh and English-medium) through regular Welsh in Education Officer visits. All schools are profiled in terms of their strengths and areas for development. Good practice is identified and shared by the Welsh in Education Team. Additional support for Welsh-medium Foundation Phase is received from the EAS Early Years Advisory team (both primary schools and non-maintained Early Years Education settings).</p> <p>The EAS Welsh in Education Support Team monitors the administration and the marking of the National Reading Tests on behalf of Local Authorities. Feedback is provided to schools. Welsh in Education Officers provide support with developing strategies to develop pupil skills in relation to the type of questions encountered within the reading tests.</p> <p>Both Welsh-medium primary clusters have worked at developing Literacy on a PLC basis, working towards improving literacy. The Ysgol Gyfun Cwm Rhymni cluster worked on developing writing strategies during 2012-13 and the Ysgol Gyfun Gwynllyw cluster on developing reading strategies. This work continues with schools across the region, supported by EAS Officers, collaboratively looking at the 'Eight Reading Behaviors' as drivers for improvements in literacy. This good practice resulting from the project will be shared across the consortia.</p> <p>Cwm Rhymni continues to provide an in-house, on-line, personalised language course to further enhance the Welsh literacy standards of staff at all levels at Cwm Rhymni. This is used to identify further staff training needs by the School of Welsh at Cardiff University, thus ensuring that pupils are taught by teachers who are good language models. The strategy for</p>	<p>and promote the Sabbatical Scheme.</p>	

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	<p>improving staff literacy skills has proven to be highly effective. A Welsh language graduate has been appointed to facilitate the strategy by assisting in the mentoring of staff and supporting staff by monitoring the linguistic standard of work sheets and presentations.</p>																																												
<p>5.2 Improve provision and standards of Welsh First Language</p>	<p>Foundation Phase</p> <p>The percentage of learners at the end of the Foundation Phase who reach at least Foundation Phase Outcome 5 in Language, Literacy and Communication Skills in Welsh are noted in the table below.</p> <table border="1" data-bbox="591 719 1055 1018"> <thead> <tr> <th>Welsh First Language FP Outcome 5+</th> <th>2012</th> <th>2013</th> </tr> </thead> <tbody> <tr> <td>Blaenau Gwent</td> <td>76.7%</td> <td>82.9%</td> </tr> <tr> <td>Caerphilly</td> <td>87.7%</td> <td>90.7%</td> </tr> <tr> <td>Monmouthshire</td> <td>97.5%</td> <td>86.0%</td> </tr> <tr> <td>Newport</td> <td>91.0%</td> <td>85.0%</td> </tr> <tr> <td>Torfaen</td> <td>77.5%</td> <td>82.8%</td> </tr> <tr> <td><i>Wales average</i></td> <td><i>85.9%</i></td> <td><i>87.0%</i></td> </tr> </tbody> </table>	Welsh First Language FP Outcome 5+	2012	2013	Blaenau Gwent	76.7%	82.9%	Caerphilly	87.7%	90.7%	Monmouthshire	97.5%	86.0%	Newport	91.0%	85.0%	Torfaen	77.5%	82.8%	<i>Wales average</i>	<i>85.9%</i>	<i>87.0%</i>	<p>All schools have set targets for the relevant phase / key stage.</p> <p>Foundation Phase – Outcome 5</p> <table border="1" data-bbox="1359 676 1800 999"> <thead> <tr> <th>Welsh First Language FP Outcome 5+</th> <th>2014</th> <th>2015</th> </tr> </thead> <tbody> <tr> <td>Blaenau Gwent</td> <td>84.21%</td> <td>77.63%</td> </tr> <tr> <td>Caerphilly</td> <td>90.70%</td> <td>91.80%</td> </tr> <tr> <td>Monmouthshire</td> <td>94.00%</td> <td>84.22%</td> </tr> <tr> <td>Newport</td> <td>91.46%</td> <td>90.38%</td> </tr> <tr> <td>Torfaen</td> <td>95.45%</td> <td>93.39%</td> </tr> <tr> <td><i>SE WALES</i></td> <td><i>91.45%</i></td> <td><i>90.11%</i></td> </tr> </tbody> </table> <p>Targets have also been set for Outcome 6 with a collective SE Wales target of 33.9% in 2014 and 30.1% in 2015.</p>	Welsh First Language FP Outcome 5+	2014	2015	Blaenau Gwent	84.21%	77.63%	Caerphilly	90.70%	91.80%	Monmouthshire	94.00%	84.22%	Newport	91.46%	90.38%	Torfaen	95.45%	93.39%	<i>SE WALES</i>	<i>91.45%</i>	<i>90.11%</i>	
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	<p>Key Stage 2</p> <p>The percentage of learners at the end of Key Stage 2 who reach at least Level 4 in the teacher assessment of Welsh are noted in the table below. Also noted are the number of pupils for 2013:</p> <table border="1" data-bbox="459 512 1187 815"> <thead> <tr> <th>KS2 Welsh Level 4+</th> <th>2011</th> <th>2012</th> <th>2013</th> <th>2013 Number of pupils</th> </tr> </thead> <tbody> <tr> <td>Blaenau Gwent</td> <td>81.5%</td> <td>82.1%</td> <td>74.2%</td> <td>31</td> </tr> <tr> <td>Caerphilly</td> <td>86.3%</td> <td>88.1%</td> <td>89.2%</td> <td>251</td> </tr> <tr> <td>Monmouthshire</td> <td>90.3%</td> <td>82.7%</td> <td>82.6%</td> <td>23</td> </tr> <tr> <td>Newport</td> <td>87.5%</td> <td>82.4%</td> <td>98.3%</td> <td>59</td> </tr> <tr> <td>Torfaen</td> <td>94.64%</td> <td>87.88%</td> <td>98.6%</td> <td>69</td> </tr> <tr> <td>Wales average</td> <td>82%</td> <td>84%</td> <td>86.7%</td> <td>n/a</td> </tr> </tbody> </table> <p>For the past three years there has been a continued upward trend in pupil attainment in Caerphilly (+2.9%), Newport (+10.8%) and Torfaen (+3.96%). Results in Monmouthshire have dipped over a 3 year period (-7.7%) but remain steady on 2012. Blaenau Gwent results show a downward trend (-7.3%).</p> <p>Key Stage 3</p> <p>The percentage of learners at the end of Key Stage 3 who reach at least Level 5 in the teacher assessment of Welsh are noted in the table below.</p> <table border="1" data-bbox="394 1225 1153 1377"> <thead> <tr> <th>KS3 Welsh Level 5+</th> <th>2011</th> <th>2012</th> <th>2013</th> <th>2013 Number of pupils</th> </tr> </thead> <tbody> <tr> <td>Caerphilly</td> <td>75.9%</td> <td>84.3%</td> <td>88.1%</td> <td>236</td> </tr> <tr> <td>Torfaen</td> <td>76.7%</td> <td>83.1%</td> <td>84.4%</td> <td>186</td> </tr> <tr> <td>Wales average</td> <td>81.3%</td> <td>84.2%</td> <td>87.6%</td> <td>NA</td> </tr> </tbody> </table>	KS2 Welsh Level 4+	2011	2012	2013	2013 Number of pupils	Blaenau Gwent	81.5%	82.1%	74.2%	31	Caerphilly	86.3%	88.1%	89.2%	251	Monmouthshire	90.3%	82.7%	82.6%	23	Newport	87.5%	82.4%	98.3%	59	Torfaen	94.64%	87.88%	98.6%	69	Wales average	82%	84%	86.7%	n/a	KS3 Welsh Level 5+	2011	2012	2013	2013 Number of pupils	Caerphilly	75.9%	84.3%	88.1%	236	Torfaen	76.7%	83.1%	84.4%	186	Wales average	81.3%	84.2%	87.6%	NA	<p>Key Stage 2</p> <table border="1" data-bbox="1335 336 1827 624"> <thead> <tr> <th>% KS2 Welsh Level 4+</th> <th>2014</th> <th>2015</th> <th>2016</th> </tr> </thead> <tbody> <tr> <td>Blaenau Gwent</td> <td>84</td> <td>70.4</td> <td>82.1</td> </tr> <tr> <td>Caerphilly</td> <td>90.4</td> <td>87.8</td> <td>93.9</td> </tr> <tr> <td>Monmouthshire</td> <td>85.7</td> <td>87.8</td> <td>93.9</td> </tr> <tr> <td>Newport</td> <td>94.4</td> <td>92.5</td> <td>93.5</td> </tr> <tr> <td>Torfaen</td> <td>48.7</td> <td>82.7</td> <td>62.1</td> </tr> <tr> <td>SE Wales</td> <td>90.4</td> <td>86.4</td> <td>87.7</td> </tr> </tbody> </table> <p>Targets have also been set for L5+ with a collective SE Wales target of 31.2% in 2013, 33.4% in 2015, and 31.9% in 2015.</p> <p>Key Stage 3</p> <table border="1" data-bbox="1283 1129 1865 1329"> <thead> <tr> <th>% KS3 Welsh Level 5+</th> <th>2014</th> <th>2015</th> <th>2016</th> </tr> </thead> <tbody> <tr> <td>Caerphilly</td> <td>96.69%</td> <td>96.76%</td> <td>97.61%</td> </tr> <tr> <td>Torfaen</td> <td>86.11%</td> <td>88.49%</td> <td>90.23%</td> </tr> <tr> <td>SE Wales</td> <td>92.75%</td> <td>93.52%</td> <td>94.59%</td> </tr> </tbody> </table> <p>Targets have also been set for L6+ at 69.17%</p>	% KS2 Welsh Level 4+	2014	2015	2016	Blaenau Gwent	84	70.4	82.1	Caerphilly	90.4	87.8	93.9	Monmouthshire	85.7	87.8	93.9	Newport	94.4	92.5	93.5	Torfaen	48.7	82.7	62.1	SE Wales	90.4	86.4	87.7	% KS3 Welsh Level 5+	2014	2015	2016	Caerphilly	96.69%	96.76%	97.61%	Torfaen	86.11%	88.49%	90.23%	SE Wales	92.75%	93.52%	94.59%	
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	<p>Over the last three years performance in Welsh has increased at both Welsh medium schools (+12.2% Caerphilly, +7.7% Torfaen). Performance at Ysgol Gyfun Cwm Rhymni is above the national average with results the third highest in the family of schools. Attainment at Ysgol Gyfun Gwynllyw, despite an increasing trend is slightly below the national average with results the ninth highest in the family of schools. In 2013, performance at both schools is below the median.</p> <p>Key Stage 4</p> <p>The percentage of learners at the end of Key Stage 4 who achieve A*-C in GCSE Welsh First Language are noted in the table below:</p> <table border="1" data-bbox="544 850 1099 1102"> <thead> <tr> <th>KS4 Welsh GCSE A*-C</th> <th>2011</th> <th>2012</th> <th>2013</th> </tr> </thead> <tbody> <tr> <td>Caerphilly</td> <td>74.7%</td> <td>80.3%</td> <td>67.46%</td> </tr> <tr> <td>Torfaen</td> <td></td> <td>71.8%</td> <td>84%</td> </tr> <tr> <td>Wales average</td> <td>74.63%</td> <td>73.69%</td> <td>73.27%</td> </tr> </tbody> </table> <p>Over the last three years performance at KS4 has fluctuated at Ysgol Gyfun Cwm Rhymni, with 2013 results below the national average. Results in 2012 were the first in the family of schools falling to the eighth in the family in 2013, below the median in the third quartile. The issues involved are being addressed by the school.</p>	KS4 Welsh GCSE A*-C	2011	2012	2013	Caerphilly	74.7%	80.3%	67.46%	Torfaen		71.8%	84%	Wales average	74.63%	73.69%	73.27%	<p>in 2014, 73.52% in 2015 and 73.4% in 2016.</p> <p>Key Stage 4</p> <table border="1" data-bbox="1346 767 1816 948"> <thead> <tr> <th>KS3 Welsh Level 5+</th> <th>2014</th> <th>2015</th> </tr> </thead> <tbody> <tr> <td>Caerphilly</td> <td>82.48%</td> <td>82.55%</td> </tr> <tr> <td>Torfaen</td> <td>83.72%</td> <td>86.02%</td> </tr> <tr> <td>SE Wales</td> <td>83%</td> <td>84.09%</td> </tr> </tbody> </table> <p>Results in all schools are being monitored and challenged by the SEWC EAS System Leaders and the Welsh in Education team Leader with enhanced support and interventions taking place by the EAS Welsh in Education Officers and EAS Welsh Medium Foundation Phase Teacher Advisor.</p> <p>To ensure the transfer of good practice across Welsh medium primary schools, Ysgol y</p>	KS3 Welsh Level 5+	2014	2015	Caerphilly	82.48%	82.55%	Torfaen	83.72%	86.02%	SE Wales	83%	84.09%	
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	<p>The KS4 Welsh language results of Ysgol Gyfun Gwynllyw for 2013 have shown a significant improvement on 2012 with an increasing three year trend. Results in 2013 exceed national averages. Results in 2013 are the second highest in the family and above the median in quartile 1.</p>	<p>Castell, Caerffili has been identified as a host school for the EAS Securing Good programme. This is a school-based programme delivered in host schools, by serving teachers and leaders with a track-record of success for teachers. It aims to enable nominated teachers from other Welsh medium schools whose teaching is generally Good to be at least Good at all times, and to be a platform for the development of Excellence.</p>	
<p>5.3 Increase opportunities for learners of all ages to practise their Welsh outside the classroom</p>	<p>All Welsh-medium schools offer pupils the chance to participate in a wide range of activities e.g. lunch time and after school clubs, participation in Urdd cultural and sporting competitions including the annual National Eisteddfod, swimming galas etc. All these activities are conducted through the medium of Welsh and are well attended. These offer outstanding opportunities to practice the Welsh language outside the classroom. The local Mentrau Iaith provide a range of out of school activities enhancing extra-curricular opportunities to speak Welsh.</p> <p>All Welsh-medium schools offer pupils regular opportunities to attend the Urdd residential camps to participate in a range of residential activities. The EAS Welsh in Education Support team has formed a relationship with the newly appointed SE Wales Urdd Camps Officer (Swyddog Gwersylloedd yr Urdd) who has addressed the SE Wales Head teachers' forum.</p> <p>At both secondary schools co-ordinators have been appointed for the development of the Welsh ethos with the aim of developing the informal use of Welsh. These co-ordinators collaborate with</p>	<p>Local Authorities will continue to support a range of providers and initiatives in order to develop the use of Welsh outside the classroom including after school clubs.</p> <p>The Local Authorities in partnership with the EAS System Leaders and the Welsh in Education Support Team will monitor the planning for the increase of informal Welsh by pupils and the support of student courses or visits proposed through individual school WEG expenditure plans.</p>	

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	<p>cluster schools to promote the informal use of Welsh.</p> <p>Through collaboration, Ysgol Gyfun Cwm Rhymni and Ysgol Gyfun Gwynllyw have been developing strategies for improving the informal use of Welsh among pupils across the SE Wales region. Strategies include collaboration with wider partner schools.</p>																														
<p>5.4 Improve provision and standards of Welsh Second Language</p>	<p>Key Stage 2</p> <p>The percentage of learners at the end of Key Stage 2 who reach at least Level 4 in the teacher assessment of Welsh Second Language are noted in the table below:</p> <table border="1" data-bbox="517 767 1126 1090"> <thead> <tr> <th>KS2 Welsh 'second language' Level 4+</th> <th>2011</th> <th>2012</th> <th>2013</th> </tr> </thead> <tbody> <tr> <td>Blaenau Gwent</td> <td>59.00%</td> <td>63.9%</td> <td>71%</td> </tr> <tr> <td>Caerphilly</td> <td>23.40%</td> <td>45.8%</td> <td>65%</td> </tr> <tr> <td>Monmouthshire</td> <td>58.90%</td> <td>76.9%</td> <td>76%</td> </tr> <tr> <td>Newport</td> <td>66.50%</td> <td>77.0%</td> <td>79%</td> </tr> <tr> <td>Torfaen</td> <td>52.80%</td> <td>72.0%</td> <td>77%</td> </tr> <tr> <td><i>Wales average</i></td> <td><i>51.40%</i></td> <td><i>61.6%</i></td> <td><i>67.7%</i></td> </tr> </tbody> </table> <p>Over the last 3 years the% of pupils achieving at least the expected level at KS2 across SE Wales schools has increased significantly (+20.5%). The percentage of pupils achieving at least the expected outcome is +5.3% above the Wales average of 67.7%. The percentage of pupils achieving at least the expected outcome is above the Wales average in 4 of the 5 LAs. Girls outperform boys by 11.4% (Wales's variance being13.2%).</p>	KS2 Welsh 'second language' Level 4+	2011	2012	2013	Blaenau Gwent	59.00%	63.9%	71%	Caerphilly	23.40%	45.8%	65%	Monmouthshire	58.90%	76.9%	76%	Newport	66.50%	77.0%	79%	Torfaen	52.80%	72.0%	77%	<i>Wales average</i>	<i>51.40%</i>	<i>61.6%</i>	<i>67.7%</i>	<p>The Local Authorities, working with the EAS will continue to monitor and evaluate standards in Welsh Second Language and the quality of provision. Results in all schools are being monitored and challenged by the SEWC EAS System Leaders and the Welsh in Education Support Team Leader with enhanced support and interventions taking place by the Welsh in Education Officers.</p> <p>Welsh in Education Officers responsible for Welsh Second Language, will continue to work with all primary schools and secondary English medium schools across the EAS region to support the raising of standards in Welsh across the curriculum.</p> <p>All schools will continue to be formally profiled in terms of standards at KS2, KS3, KS4 and post 16 and in terms of provision for Welsh (analysis of subject time allocation, staff language skills and provision for the GCSE Full Course and the increase of pupil numbers</p>	
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	<p>Caerphilly is the lowest performing LA with the percentage of pupils achieving L4+ being -2.7% lower than the Wales average. However, the percentage of pupils achieving L4+ in Caerphilly has increased by +19.2% on 2012. Significant improvement has also been made in Blaenau Gwent.</p> <p>Three of the five authorities are in the top five highest performing LAs with four of the five authorities in the top ten. Caerphilly climbed from the 20th position in 2012 to the 14th in 2013.</p> <table border="1" data-bbox="394 730 1240 1171"> <thead> <tr> <th>Teacher assessment in Welsh Second Language at the end of Key Stage</th> <th>Number of pupils in Year 6</th> <th>Percentage of pupils assessed in Welsh second language</th> <th>Percentage achieving Level 4+ in Welsh second language</th> <th>Number of pupils assessed in Welsh second language</th> <th>Number of pupils achieving Level 4+ in Welsh second language</th> </tr> </thead> <tbody> <tr> <td>Blaenau Gwent</td> <td>688</td> <td>95</td> <td>71</td> <td>657</td> <td>467</td> </tr> <tr> <td>Caerphilly</td> <td>1946</td> <td>84</td> <td>65</td> <td>1630</td> <td>1053</td> </tr> <tr> <td>Monmouth-shire</td> <td>844</td> <td>97</td> <td>76</td> <td>821</td> <td>620</td> </tr> <tr> <td>Newport</td> <td>1638</td> <td>96</td> <td>79</td> <td>1576</td> <td>1239</td> </tr> <tr> <td>Torfaen</td> <td>971</td> <td>93</td> <td>77</td> <td>901</td> <td>698</td> </tr> <tr> <td>SE Wales</td> <td>6087</td> <td>92</td> <td>73</td> <td>5585</td> <td>4077</td> </tr> </tbody> </table> <p>* Welsh 2nd language results not received from 2 Caerphilly schools - Crumlin High Level and White Rose Primary.</p>	Teacher assessment in Welsh Second Language at the end of Key Stage	Number of pupils in Year 6	Percentage of pupils assessed in Welsh second language	Percentage achieving Level 4+ in Welsh second language	Number of pupils assessed in Welsh second language	Number of pupils achieving Level 4+ in Welsh second language	Blaenau Gwent	688	95	71	657	467	Caerphilly	1946	84	65	1630	1053	Monmouth-shire	844	97	76	821	620	Newport	1638	96	79	1576	1239	Torfaen	971	93	77	901	698	SE Wales	6087	92	73	5585	4077	<p>entered for external examinations). Local authority WESP targets will continue to be clearly outlined to schools. School profiles and performance in relation to WESP targets will continue to be discussed with Headteachers and documented in communications with schools relating to WEG expenditure planning.</p> <p>The focus of the EAS Welsh in Education team's core and enhanced support will continue to be based on the strengths and weaknesses of schools in relation to Welsh, as identified by an applied success criteria used by the EAS Welsh in Education Officers with progress made in each school in the following areas monitored throughout the year:</p> <ul style="list-style-type: none"> The school's success in embracing and reflecting the Welsh Government's aspirations <i>to promote a Welsh ethos, to inform the learners of the benefits of learning the Welsh language and to provide appropriate opportunities for all pupils to achieve their full potential in relation to their Welsh language skills.</i> % of learners achieving level 4+/ 5+, A*-C GCSE Full and Short Course in Welsh Second Language. Numbers studying the Full Course. Numbers studying AS/A level. The quality and impact of 	
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	<p>KS2/3 Cluster Moderation</p> <p>The Local Authorities, working in partnership with the EAS monitor teacher assessment at key stages 2 and 3. EAS Welsh in Education Officers attend all final SE Wales Welsh second language cluster moderation meetings to support and monitor the cluster moderation process and the quality of school based moderation leading to cluster moderation.</p> <p>Across the 4 Local Authorities of the region that were supported by the Torfaen Welsh Advisory Service prior to the EAS, clusters proved an 88% overall success rate in the External Cluster Moderation Exercise of 2012 (WJEC). However, the impact of Key Stage 2/3 Cluster Moderation national exercise of 2012 varies greatly from cluster to cluster and across schools within clusters. The following observations were made by EAS Welsh in Education Officers across all 5 Local Authorities during 2013 cluster moderation sessions:</p> <p>Typically, schools were aware of the need to bring a range of work by an individual pupil across all ATs to cluster moderation to demonstrate sufficient evidence in order to apply the best fit. All cluster schools were represented at the meetings. Profiles included work demonstrating the appropriate level. However, many profiles needed further evidence of the Range to ensure that colleagues could fully agree the best-fit. Teacher / school annotation was underdeveloped. Consideration of adjacent levels should be further developed.</p> <p>In the most developed cases we saw clusters where the majority of schools brought annotated learner profiles with the necessary</p>	<p>standardisation and moderation</p> <ul style="list-style-type: none"> • Leadership and management of Welsh • The impact of self- evaluation of teaching and learning on future planning • The level of staff confidence and training • Estyn inspection findings and recommendations <p>Additional enhanced support will be targeted to schools in most need. These schools are identified by the Welsh in Education Officers according to performance in the identified success criteria and in collaboration with Local Authorities and System Leaders.</p> <p>Schools and clusters will have access to the EAS comprehensive training programme for staff to enable them to deliver NC programmes of study in order to respond to initiatives promoted by the Welsh Government to further raise standards.</p> <p>Further work will be done by the Welsh Language Support Team to ensure consistency in assessment across the south east Wales region and to further improve the reliability of assessment across all schools. The Welsh Language Support Team will expect schools to have rigorous assessment, targeting and tracking systems in place.</p>	

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	<p>range of work provided to agree the best-fit. Schools within the best clusters are continuing to produce profiles to the standard expected for external moderation with detailed written teacher / school based commentary providing the background of the pupil, task contexts and cross referencing between the profile and the level descriptions (including adjacent levels). The teachers were able to appropriately able to scrutinise each other's evidence and challenge where appropriate. There was evidence of internal moderation prior to cluster moderation at both KS2 and KS3.</p> <p>Key Stage 3</p> <p>The percentage of learners at the end of Key Stage 3 who reach at least Level 5 in the teacher assessment of Welsh Second Language are noted in the table below.</p> <table border="1" data-bbox="394 799 1066 1115"> <thead> <tr> <th>% KS3 Welsh Second Language L5+</th> <th>2011</th> <th>2012</th> <th>2013</th> </tr> </thead> <tbody> <tr> <td>Blaenau Gwent</td> <td>63.90%</td> <td>65.1%</td> <td>73%</td> </tr> <tr> <td>Caerphilly</td> <td>61.50%</td> <td>65.3%</td> <td>68%</td> </tr> <tr> <td>Monmouthshire</td> <td>66.40%</td> <td>77.1%</td> <td>75%</td> </tr> <tr> <td>Newport</td> <td>64.50%</td> <td>67.6%</td> <td>75%</td> </tr> <tr> <td>Torfaen</td> <td>57.00%</td> <td>63.6%</td> <td>77%</td> </tr> <tr> <td><i>Wales average</i></td> <td>64.60%</td> <td>68.2%</td> <td>73%</td> </tr> </tbody> </table> <p>Over the last 3 years the% of pupils achieving at least the expected level across SE Wales schools has increased (+10.6%).The percentage of pupils achieving at least the expected outcome is on a par with the Wales average (+0.2%). Girls outperform boys by 17.6% (Wales variance 17.2%). Caerphilly is the lowest performing LA with the percentage of pupils achieving L5+ being -5.3% lower than the Wales average.</p>	% KS3 Welsh Second Language L5+	2011	2012	2013	Blaenau Gwent	63.90%	65.1%	73%	Caerphilly	61.50%	65.3%	68%	Monmouthshire	66.40%	77.1%	75%	Newport	64.50%	67.6%	75%	Torfaen	57.00%	63.6%	77%	<i>Wales average</i>	64.60%	68.2%	73%	<p>The Welsh Language Support Team will support standardisation and moderation (KS2, KS3 and at KS4) across the 5 LA's in order to establish a common understanding and application of standards across schools and LAs.</p> <p>The EAS Welsh in Education Team will utilise the EAS Excellence in Teaching Framework as a tool for raising standards of teaching and learning in Welsh and Welsh Second Language and to promote best practice. The team will define, on a subject level, the characteristics of the 6 elements of the framework and will provide and capture practice worth sharing to support the delivery of the framework.</p> <p>Targets KS2:</p> <p>It is not a statutory requirement for schools to set targets for improvement for non-core subjects however the following targets are set as aspirational targets for schools.</p> <table border="1" data-bbox="1279 1112 1861 1390"> <thead> <tr> <th>KS2 Welsh Second Language Level 4+</th> <th>2013</th> <th>2015</th> <th>2017</th> </tr> </thead> <tbody> <tr> <td>Blaenau Gwent</td> <td>71.1%</td> <td>72%</td> <td>80%</td> </tr> <tr> <td>Caerphilly</td> <td>64.5%</td> <td>60%</td> <td>76%</td> </tr> <tr> <td>Monmouthshire</td> <td>75%</td> <td>75%</td> <td>84%</td> </tr> <tr> <td>Newport</td> <td>78.2%</td> <td>77%</td> <td>84%</td> </tr> </tbody> </table>	KS2 Welsh Second Language Level 4+	2013	2015	2017	Blaenau Gwent	71.1%	72%	80%	Caerphilly	64.5%	60%	76%	Monmouthshire	75%	75%	84%	Newport	78.2%	77%	84%	
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	<p>Outcomes have improved in all but one LA with significant improvements on 2012 made in Torfaen (+13.5% L5+). A slight decrease on 2012 seen in Monmouthshire, but results still above the EAS and national averages.</p> <table border="1" data-bbox="394 437 1247 952"> <thead> <tr> <th>Teacher assessment in Welsh Second Language at the end of Key Stage 3</th> <th>Number of pupils in Year 9</th> <th>Percentage of pupils assessed in Welsh second language</th> <th>Percentage achieving Level 5+ in Welsh second language</th> <th>Number of pupils assessed in Welsh second language</th> <th>Number of pupils achieving Level 5+ in Welsh second language</th> </tr> </thead> <tbody> <tr> <td>Blaenau Gwent</td> <td>690</td> <td>100</td> <td>73</td> <td>690</td> <td>502</td> </tr> <tr> <td>Caerphilly</td> <td>2076</td> <td>89</td> <td>68</td> <td>1840</td> <td>1249</td> </tr> <tr> <td>Monmouthshire</td> <td>809</td> <td>100</td> <td>75</td> <td>809</td> <td>607</td> </tr> <tr> <td>Newport</td> <td>1640</td> <td>100</td> <td>75</td> <td>1640</td> <td>1229</td> </tr> <tr> <td>Torfaen</td> <td>1224</td> <td>85</td> <td>77</td> <td>1038</td> <td>800</td> </tr> <tr> <td>SE Wales</td> <td>6439</td> <td>93</td> <td>73</td> <td>6017</td> <td>4387</td> </tr> </tbody> </table> <p>Key Stage 4 Full Course (or OCR NVQ Level 2 equivalent – 1 school – Newport High)</p> <p>The percentage of learners at the end of Key Stage 4 who achieve grades A*-C in GCSE Welsh Second Language Full Course are noted in the table below:</p> <table border="1" data-bbox="551 1198 1093 1362"> <thead> <tr> <th>KS4 Welsh Full course A*-C</th> <th>2011</th> <th>2012</th> <th>2013</th> </tr> </thead> <tbody> <tr> <td>Blaenau Gwent</td> <td>72.82%</td> <td>83%</td> <td>82.61%</td> </tr> <tr> <td>Caerphilly</td> <td>66.27%</td> <td>62.71%</td> <td>58.87%</td> </tr> </tbody> </table>	Teacher assessment in Welsh Second Language at the end of Key Stage 3	Number of pupils in Year 9	Percentage of pupils assessed in Welsh second language	Percentage achieving Level 5+ in Welsh second language	Number of pupils assessed in Welsh second language	Number of pupils achieving Level 5+ in Welsh second language	Blaenau Gwent	690	100	73	690	502	Caerphilly	2076	89	68	1840	1249	Monmouthshire	809	100	75	809	607	Newport	1640	100	75	1640	1229	Torfaen	1224	85	77	1038	800	SE Wales	6439	93	73	6017	4387	KS4 Welsh Full course A*-C	2011	2012	2013	Blaenau Gwent	72.82%	83%	82.61%	Caerphilly	66.27%	62.71%	58.87%	<table border="1" data-bbox="1281 269 1879 309"> <tr> <td>Torfaen</td> <td>76.4%</td> <td>75%</td> <td>84%</td> </tr> </table> <p>Targets KS3</p> <table border="1" data-bbox="1281 453 1879 812"> <thead> <tr> <th>KS3 Welsh Second Language' L5+</th> <th>2013</th> <th>Targets 2015</th> <th>Targets 2017</th> </tr> </thead> <tbody> <tr> <td>Blaenau Gwent</td> <td>68.2%</td> <td>73%</td> <td>78%</td> </tr> <tr> <td>Caerphilly</td> <td>72.75%</td> <td>73%</td> <td>80%</td> </tr> <tr> <td>Monmouthshire</td> <td>77.44%</td> <td>76%</td> <td>82%</td> </tr> <tr> <td>Newport</td> <td>75.03%</td> <td>75%</td> <td>82%</td> </tr> <tr> <td>Torfaen</td> <td>74.98%</td> <td>74%</td> <td>82%</td> </tr> <tr> <td>Wales average</td> <td>73.3%</td> <td>n/a</td> <td>n/a</td> </tr> </tbody> </table> <p>KS4 Targets</p> <table border="1" data-bbox="1281 1027 1879 1362"> <thead> <tr> <th>KS4 Welsh Full course A*-C</th> <th>2013</th> <th>Targets 2015</th> <th>Targets 2017</th> </tr> </thead> <tbody> <tr> <td>Blaenau Gwent</td> <td>82.61%</td> <td>77%</td> <td>85%</td> </tr> <tr> <td>Caerphilly</td> <td>58.87%</td> <td>75%</td> <td>75%</td> </tr> <tr> <td>Monmouthshire</td> <td>75.2%</td> <td>77%</td> <td>80%</td> </tr> <tr> <td>Newport</td> <td>47.47%</td> <td>76%</td> <td>76%</td> </tr> <tr> <td>Torfaen</td> <td>96.25%</td> <td>75%</td> <td>80%</td> </tr> </tbody> </table>	Torfaen	76.4%	75%	84%	KS3 Welsh Second Language' L5+	2013	Targets 2015	Targets 2017	Blaenau Gwent	68.2%	73%	78%	Caerphilly	72.75%	73%	80%	Monmouthshire	77.44%	76%	82%	Newport	75.03%	75%	82%	Torfaen	74.98%	74%	82%	Wales average	73.3%	n/a	n/a	KS4 Welsh Full course A*-C	2013	Targets 2015	Targets 2017	Blaenau Gwent	82.61%	77%	85%	Caerphilly	58.87%	75%	75%	Monmouthshire	75.2%	77%	80%	Newport	47.47%	76%	76%	Torfaen	96.25%	75%	80%	
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<p>Over a three year period the percentage of learners who have achieved A*-C in the Full Course qualification has increased in Blaenau Gwent and Monmouthshire and increased significantly in Torfaen (+36.54%). Over a three year period, results have decreased in Caerphilly and significantly decreased in Newport. NB However, fluctuations in pupil numbers opting for the Full Course and schools offering Welsh second language Full Course as part of the core school curriculum are impacting positively and negatively on standards and causing significant variations in data trends year on year.</p> <p>Key Stage 4 Short Course</p> <p>The percentage of learners at the end of Key Stage 4 who achieve grades A*-C in GCSE Welsh Second Language Short Course are noted in the table below:</p>	Monmouthshire	72.20%	85.6%	75.20%	Wales average	76.8%	n/a	n/a																								
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<p>The number of learners who sit GCSE Welsh Second Language Short Course and Full Course as a percentage of the cohort are outlined in the table below. Also noted are the % of learners who do not sit any external examination in Welsh Second Language:</p> <table border="1" data-bbox="394 560 1182 884"> <thead> <tr> <th>% of the cohort entered for Welsh Second Language GCSE 2013</th> <th>Short course</th> <th>Full course</th> <th>Total Welsh</th> <th>% of cohort not entered</th> </tr> </thead> <tbody> <tr> <td>Blaenau Gwent</td> <td>56.07%</td> <td>12.7%</td> <td>68.77%</td> <td>31.23%</td> </tr> <tr> <td>Caerphilly</td> <td>38.03%</td> <td>34.48%</td> <td>72.51%</td> <td>27.49%</td> </tr> <tr> <td>Monmouthshire</td> <td>44.59%</td> <td>41.42%</td> <td>86.01%</td> <td>13.99%</td> </tr> <tr> <td>Newport</td> <td>56.95%</td> <td>16.79%</td> <td>73.74%</td> <td>26.26%</td> </tr> <tr> <td>Torfaen</td> <td>60.81%</td> <td>11.42%</td> <td>72.23%</td> <td>27.77%</td> </tr> </tbody> </table> <p>A high proportion of learners from the SE Wales region sit an external examination in Welsh, although the majority sit the Short Course examination.</p>	% of the cohort entered for Welsh Second Language GCSE 2013	Short course	Full course	Total Welsh	% of cohort not entered	Blaenau Gwent	56.07%	12.7%	68.77%	31.23%	Caerphilly	38.03%	34.48%	72.51%	27.49%	Monmouthshire	44.59%	41.42%	86.01%	13.99%	Newport	56.95%	16.79%	73.74%	26.26%	Torfaen	60.81%	11.42%	72.23%	27.77%	<table border="1" data-bbox="488 269 1160 309"> <tr> <td><i>Wales average</i></td> <td>46.8%</td> <td>49.6%</td> <td>46.12%</td> </tr> </table>	<i>Wales average</i>	46.8%	49.6%	46.12%	<table border="1" data-bbox="1301 269 1861 389"> <tr> <td>Monmouthshire</td> <td>41.42%</td> <td>45%</td> </tr> <tr> <td>Newport</td> <td>16.79%</td> <td>30%</td> </tr> <tr> <td>Torfaen</td> <td>11.42%</td> <td>25%</td> </tr> </table> <p>The Local Authorities, working with the EAS will continue to ensure that every pupil in an English-medium secondary school is given the opportunity to sit an external examination in Welsh as a second language by the end of KS4 and increase the percentage of pupils entered for GCSE Welsh Second Language (full and short course) or NVQ Level 2 equivalent.</p> <p>Schools will continue to be asked to link their WEG expenditure to LA WESP targets.</p>	Monmouthshire	41.42%	45%	Newport	16.79%	30%	Torfaen	11.42%	25%	
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A. Objective	B. Current performance	C. Targets	D. Progress
<p>5.5 Increase opportunities for learners of all ages to practise their Welsh outside the classroom (English-medium schools)</p>	<p>The EAS Welsh Education Officers work closely with schools to raise the profile of the Welsh Language outside the Welsh classroom and provide advice to schools, including:</p> <ul style="list-style-type: none"> • providing teachers with examples of how to take opportunities to use every day Welsh during exemplar lessons in the Foundation Phase and at KS2 • providing teachers with examples of how to take opportunities to integrate Welsh into outside play in the Foundation Phase and into Yard Games at KS1 and KS2 • providing teachers with examples of how to use every day Welsh during assemblies and public occasions • implementing the Helpwr Heddiw strategy, with pupils being given responsibility for giving instructions and commands to their peers through the medium of Welsh • providing an exemplar Welsh language development policy • producing the 'Bilingualism at its best' document demonstrating a whole-school approach to developing the Welsh language across the school <p>The EAS Welsh in Education Support Team provides a comprehensive Welsh Second language central and in-house training programme for Headteachers, teachers, classroom assistants, administration staff etc. This comprises courses which enhance practitioners' ability to develop bilingualism within and beyond the classroom.</p> <p>The Welsh in Education Support Team work closely with the Urdd in informing schools about the range of activities and residential courses available. Links have been forged with the newly appointed South East Wales Urdd Residential Camp Officer (Swyddog y Gwersylloedd) who has attended and addressed the</p>	<p>The Local Authorities will continue to support a range of providers and initiatives in order to develop the use of Welsh outside the classroom.</p> <p>Schools should continue to offer opportunities for learners to experience Welsh beyond the classroom.</p> <p>The Welsh Language Support Team will continue to offer training, support and guidance on enhancing the use of Welsh in all areas.</p> <p>The LAs, and schools will continue to work with Menter Iaith and Urdd Gobaith Cymru. The Welsh Language Support Team will work with local Mentrau in the Urdd in targeting schools and clusters of schools.</p>	

A. Objective	B. Current performance	C. Targets	D. Progress												
	<p>EAS Welsh in Education Support Team’s primary Welsh-medium headteacher network meetings and the secondary heads of department forum. The Urdd and Menter Iaith have also been recently represented at Welsh second language primary coordinator forums.</p> <p>During 2012-13, 889 Year 5 and 6 pupils from 20 primary schools across the 5 LAs have attended Welsh residential courses at Llangrannog. All Secondary schools offer regular opportunities for pupils to attend the Urdd camps at Llangrannog and Glanllyn and of the 34 Secondary schools, 22 schools have attended at least 1 Urdd camp during the last year.</p>														
<p>5.6 Increase the total A Level Welsh and Welsh Second Language entries as a percentage of GCSE Welsh and Welsh Second Language entries.</p>	<p>Concerns remain as to the future of Welsh and Welsh second language AS and A level courses. There continues to be an annual reduction in the numbers following the courses with numbers studying AS Welsh Second Language in 2013 critical.</p> <p>The number of students completing courses Welsh at AS/A level in 2013 are as follows:</p> <table border="1" data-bbox="528 978 1115 1206"> <thead> <tr> <th data-bbox="528 978 958 1075">Number of students entering Welsh courses at KS5 in 2013</th> <th data-bbox="958 978 1037 1075">AS</th> <th data-bbox="1037 978 1115 1075">A2</th> </tr> </thead> <tbody> <tr> <td data-bbox="528 1075 958 1118">Caerphilly</td> <td data-bbox="958 1075 1037 1118">6</td> <td data-bbox="1037 1075 1115 1118">9</td> </tr> <tr> <td data-bbox="528 1118 958 1161">Torfaen</td> <td data-bbox="958 1118 1037 1161">7</td> <td data-bbox="1037 1118 1115 1161">2</td> </tr> <tr> <td data-bbox="528 1161 958 1206"><i>South East Wales</i></td> <td data-bbox="958 1161 1037 1206">13</td> <td data-bbox="1037 1161 1115 1206">11</td> </tr> </tbody> </table> <p>The number of students studying Welsh Second Language at AS/A level in 2013 are as follows:</p>	Number of students entering Welsh courses at KS5 in 2013	AS	A2	Caerphilly	6	9	Torfaen	7	2	<i>South East Wales</i>	13	11	<p>The EAS Welsh in Education Team, CYDAG and schools will continue to highlight issues surrounding the suitability of WJEC courses and monitor post 16 examination specifications.</p> <p>The Welsh in Education Support Team will continue to challenge English-medium schools to ensure suitable provision for Full Course Welsh at KS4 to enable pupils’ linguistic skills to be sufficiently developed in preparation for a post 16 course.</p> <p>The 14-19 Learning Partnerships to continue to ensure that all learners are able to access Welsh courses at KS5</p>	
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	<p data-bbox="389 695 1252 858">Ysgol Gyfun Cwm Rhymni leads a Professional Learning Community for Welsh language studies. Five of the family of schools, including Ysgol Gyfun Gwynllyw, collaborate in this PLC with an emphasis on developing a collaborative approach towards A level Welsh Language.</p> <p data-bbox="389 895 1167 962">The Welsh in Education Support Team provide support and challenge to all secondary schools to:</p> <ul data-bbox="389 965 1240 1235" style="list-style-type: none"> <li data-bbox="389 965 1240 1066">• Improve standards of Welsh and particularly Welsh Second language at Key Stages 3 and 4, to adequately prepare students for the possibility of further Welsh studies at KS5. <li data-bbox="389 1069 1240 1169">• Increase numbers of pupils opting to study Welsh Second language Full Course at KS4 to attract more students at AS/A Level <li data-bbox="389 1173 1240 1235">• Work with the Mentrau Iaith and the Urdd to encourage learners' use of Welsh language skills beyond the classroom. 																										

Outcome 6: Welsh-medium provision for learners with Additional Learning Needs

A. Objective	B. Current performance	C. Targets	D. Progress
<p>6.1 Improve Welsh-medium additional learning needs provision (ALN)</p>	<p>South East Wales</p> <p>All pupils with Additional Learning Needs educated through the medium of Welsh are provided for in mainstream schools.</p> <p>Parents are offered the process of conducting the SEN Statutory Assessment through the medium of English, Welsh or bilingually.</p> <p>Where appropriate, additional advice and support is provided to Welsh-medium schools by a range of Welsh speaking educational professionals, which includes educational psychologists, advisory teachers / school improvement and inclusion advisers, SpLD teachers, Communication and Intervention Team, Hearing Impairment Service, Visual Impairment Service etc.</p> <p>Within Caerphilly, there are two Welsh-medium specialist classes located within mainstream primary schools. There are currently no specialist resource bases or specialist alternative education provision within the other four authorities.</p> <p>PLC established to improve teaching and learning of Welsh in special schools and resource bases.</p>	<p>South East Wales</p> <p>Undertake audit of Welsh Language ALN provision and inclusion practitioners Welsh language skills by July 2014.</p> <p>Develop plans to provide specialist Welsh-medium primary provision within a mainstream primary school within the Ysgol Gyfun Gwynllyw cluster of schools.</p> <p>Develop a managed moves protocol between Welsh-medium schools in the area to provide for pupils at risk of disaffection or exclusion by April 2015.</p>	

A. Objective	B. Current performance	C. Targets	D. Progress
	<p>Monmouthshire</p> <p>Monmouthshire are unable to provide additional advice and support to Welsh-medium schools in Welsh due to the lack of Welsh speaking Educational Psychologists. There are currently no vacancies to fill.</p> <p>Similarly, inclusion and behaviour support do not provide intervention through the medium of Welsh.</p> <p>Statutory assessment paperwork is available in Welsh on request. Information about special educational needs is provided within the Starting School Booklet and will be available on the MCC website in due course.</p>	<p>Monmouthshire</p> <p>To continue to ensure that all LA vacancies atae that Welsh speaking is highlightes as desirable.</p> <p>To work in collaboration with SEWC parteners to provide Educational Psychology and SpLD support in Welsh</p> <p>Complete the translation and publication of the Starting School Booklet in Welsh on the MCC website.</p>	

Outcome 7: Workforce planning and Continuous Professional Development

A. Objective	B. Current performance	C. Targets	D. Progress
<p>7.1 Ensure that there are sufficient numbers of practitioners to deliver Welsh-medium education</p>	<p>Primary school vacancies: There were no primary school vacancies to teach through the medium of Welsh at the start of September 2013. However, there have been difficulties in recruiting to a number of key roles with secondments and alternative staffing structures implemented.</p> <p>Secondary school vacancies: There were no Welsh-medium secondary school teacher vacancies in September 2013. However difficulties with recruitment have occurred in a number of areas, particularly science, with non-specialist staff used to cover posts. All secondary school vacancies to teach Welsh Second language were filled at the start of September 2013. However, a number of secondary schools are utilising Welsh speakers rather than suitably qualified specialist Welsh teachers to teach Welsh as a second language. There were no teaching assistant vacancies to work through the medium of Welsh not filled at the start of September 2013. The Local Authorities and EAS Welsh in Education Support Team provide support for all Headteacher and Deputy Headteacher appointments, and provide support and advice for teaching appointments as required. In order to increase the number of Welsh speaking Teaching Assistants, the LAs are currently working with Ysgol Gyfun Cwm Rhymni and Ysgol Gyfun Gwynllyw to support a NVQ Teaching Assistant course for post 16</p>	<p>The Education Achievement Service, in partnership with schools, will explore ways of attracting suitable candidates with good quality Welsh language skills to fill vacancies in Welsh-medium settings and in Welsh Second language departments in English-medium Secondary schools. Schools will be urged to employ Welsh Second language specialist teachers.</p> <p>Developing Welsh leaders from within local schools will be a priority within the EAS leadership programme. There are currently 5 primary teachers and two secondary teachers from the Welsh medium-sector involved in the EAS/ University of S Wales PG Cert Programme and 10 primary teachers from the sector involved with the Excellence in Teaching Portal ILM programme. Cwm Rhymni is a Lead Practitioner School.</p>	

A. Objective	B. Current performance	C. Targets	D. Progress
	<p>pupils. This highly successful course has been in place since 2006.</p>		
<p>7.2 Improve practitioners' linguistic skills. Improve practitioners' methodological skills</p>	<p>In 2013 the EAS System Leaders in Welsh medium schools and Welsh in Education Officers in English medium schools, monitored proposed WEG expenditure plans on behalf of the Local Authorities. Assistance with expenditure planning and feedback on submitted plans was provided to all schools by EAS Welsh in Education Officers. Head teachers were made aware of the need for expenditure to be linked to school development needs in terms of meeting WESP targets and making progress against the EAS Welsh in Education Team's applied success criteria. Plans were submitted onto the EAS School Secure website for scrutiny and authorisation by EAS staff. The Welsh in Education Officers authorised or requested a revised expenditure plan from the schools according to the development needs of the school. The EAS Welsh in Education Officers continue to monitor WEG expenditure by schools and report to the Welsh in Education Support Team Leader.</p> <p>This process has led to an increase in the uptake of central EAS Welsh second language, language and methodology training courses and schools planning more strategically for their training needs.</p> <p>The level of staff training and confidence has been one of the EAS Welsh in Education Team's applied success criteria since April 2013. At that time all schools were assessed / audited in terms of their performance against the applied success criteria. This was revisited in line with the need to conduct the Welsh Government's skills audit in</p>	<p>Head teachers in English-medium schools will continue to be challenged to ensure that WEG expenditure is targeted towards language and methodology training with continued scrutiny of WEG expenditure plans by the Welsh in Education Officers.</p> <p>The EAS Welsh in Education Support Team will ensure that planning for future central training reflects the needs of schools according to the EAS success criteria (level of staff confidence and training) and the WG skills audit.</p> <p>The EAS Welsh in Education Support Team will strengthen links with the EAS Literacy Team to ensure that Welsh-medium schools are able to access suitable methodology training and drive up standards in dual literacy. They will also continue to provide targeted language and methodology training within individual schools. Trainers from outside the region will be utilised according to the demand from schools.</p> <p>The EAS Welsh in Education Support Team will continue to work with the Sabbatical Team in selecting suitable candidates to participate in the Sabbatical Scheme courses; monitoring the impact of the scheme on participants' return to school; and provide courses to further enhance participants' linguistic skills. The results of the WG skills audit conducted by the EAS Welsh in</p>	

A. Objective	B. Current performance	C. Targets	D. Progress
	<p>Summer 2013 with the Welsh Governments criteria used. In-house language and methodology training for 2013-14 has been targeted according the EAS Welsh team's findings (April 2013). The programme for the financial year is constructed a year in advance. However the CPD programme of 2014-15 onwards will reflect the work of the EAS Welsh in Education team in completing the WG skills audit.</p> <p>For Welsh Second Language, the EAS Welsh in Education Team Leader and members of the Welsh in Education Support Team have assessed all schools' needs in line with an EAS Welsh in Education Support Team's applied success criteria as outlined in Outcome 5. All schools are applied a score for performance in each individual criteria. Officers work with all schools on developing and improving the aspects identified as weakest. The weakest schools across local Authorities are provided with additional targeted intervention and training.</p> <p>Links have been formed between the EAS Welsh in Education Team and the local WG Sabbatical team. Methodology sessions have recently been provided by an EAS Welsh in Education Officer (Second Language). Participants who have attended the scheme are being supported and monitored by this officer on return to their schools and are provided with informal opportunities to speak Welsh outside of school hours in informal settings.</p> <p>Members of the EAS Welsh in Education Support Team address all newly qualified teachers as part of the EAS early induction agenda with the work of the Welsh in Education</p>	<p>Education Team during Summer 2013 will assist the team in targeting schools where language skills need developing.</p>	

A. Objective	B. Current performance	C. Targets	D. Progress
	<p>Officers outlined and further appropriate courses signposted.</p>		
<p>7.3 Integrate Welsh-medium considerations into each aspect of the School Effectiveness Framework</p>	<p>Between April 2012 and September 2013, 742 Teaching Assistants from English-medium schools have attended the SE Wales Welsh in Education Support Team's Welsh-language courses (304 since April 2013). Target schools have received bespoke in-house training. An increase has been seen in demand due to specialist scrutiny of WEG expenditure plans by Welsh in Education Officers and the increased availability of service to Caerphilly schools.</p> <p>Since April 2013 the Welsh in Education Support Team has also provided in-house language training for teaching assistants to a number of Welsh-medium schools, totalling 103 staff members.</p> <p>At present there are a range of Professional Learning Communities within individual schools, clusters and across local authorities with the expressed aim of developing Welsh (First and Second Language) and Welsh-medium methodologies, including the highly successful partnership working across Ysgol Gyfun Cwm Rhymni and <i>Ysgol Gyfun Gwynllyw and wider partners (Partneriaeth 6)</i>.</p> <p>The EAS Welsh In Education Support Team has established PLCs to improve standards in Welsh/Welsh Second language:</p>	<p>The EAS Welsh in Education Support Team will continue to work to support the teaching of Welsh and Welsh Second Language across the consortium on behalf of Local Authorities within the South East Wales region. Support will continue to be strategically targeted according to individual schools' areas of need and enhanced support provided to schools in greatest need of challenge and intervention.</p> <p>The monitoring of the WEG will continue to be undertaken by the EAS to ensure strategic use of the funding.</p>	

A. Objective	B. Current performance	C. Targets	D. Progress
	<ul style="list-style-type: none"> • literacy in Welsh medium schools (8 reading behaviours) • a PLCs for developing pupils' Welsh language skills in: Special schools • the Foundation Phase in English medium schools; • continuity and progression,KS3 in English medium secondary schools • primary and secondary coordinators and HOD forums <p>The five Chief Education Officers / Directors of Education of the South East Wales Consortium have been working across the authorities to develop shared education services including the support for the teaching of Welsh and Welsh Second Language.</p> <p>Since April 2013, the work to support the teaching of Welsh and Welsh Second Language has been delivered by the EAS Welsh in Education Support Team, led by the Systems Leader for Welsh and the Welsh in Education Support Team Leader. This model was developed by the SE Wales region following the full review of Welsh services across the five authorities during Winter 2012.</p>		

Section 3: Commentary and further notes

This Welsh in Education Strategic Plan encompasses a three-year period, in which Local Authorities face many changes, including the move towards increased working through consortia and the delayed 21st Century Schools funding programme. Therefore, this plan will evolve each year to reflect the changing education landscape and any constraints in capital funding to develop provision.

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Appendix 1: Number and percentage of pupils attending non-maintained Welsh-medium settings and funded non-maintained Welsh-medium settings which provide the Foundation Phase who transfer to Welsh-medium/bilingual schools

Name of Cylch Meithrin / Cylch Ti a Fi /non-maintained Welsh-medium childcare setting	Number of children transferring to Welsh-medium schools in September 2012	Percentage of pupils transferring to Welsh-medium schools in September 2012	Number of children transferring to Welsh-medium schools in September 2013	Percentage of pupils transferring to Welsh-medium schools in September 2013	Notes
Tic Toc	0	0%	0	0%	There is no local Welsh-medium school in Tredegar. The Cylch has closed and a new setting, Tic Toc has opened in its place. The Mudiad Meithrin Ti a Fi officer is leading the Cylch Ti a Fi and is discussing progression to Cylch Meithrin and Welsh-medium education with parents. Mudiad Meithrin staff are also in discussion with Ysgol Bro Helyg to improve the transition.
Pobl Bach	6	19%	6	26%	The main reason for this transition rate is the distance between the Cylch and the Welsh-medium primary school. A parents' questionnaire has demonstrated that the main reason parents do not choose Welsh-medium primary education is they feel the school is too far for 3 year old children and no transport is provided for children under age 5. The setting has now relocated and is now in the Deighton area. The Mudiad Meithrin Ti a Fi Officer is leading the Cylch Ti a Fi in Tredegar and promoting transition to the Cylch and to Welsh-medium education. Mudiad Meithrin staff are in discussions with the Council and Rhag regarding opening a new school in the area.
Helyg Bychan	22	79%	27	93%	
Blaenau Gwent	28	41.2%	33		
Parc Waunfawr	-	-	1	8%	New setting without a Welsh-medium primary school in the area. The nearest Welsh-medium school is full. Mudiad Meithrin staff have collected information from parents regarding demand for Welsh medium provision and is discussing this with the Local Authority.
Dewi Sant	3	8%	1	4%	There is no Welsh-medium primary school in Risca, children travel to Cwm Gwyddon. Mudiad Meithrin staff have collected information from parents regarding Welsh medium provision and is discussing this with the Local Authority.
Pontllanffraith	7	32%	20	42%	The school is the only pre-school provision in the area feeding 8 different schools, 4 Welsh and 4 English-medium. The nearest Welsh-medium primary school is 3 miles away. Cylch Meithrin staff are working closely with the Cylch staff to promote Welsh-medium education and increase progression rates. Mudiad Meithrin is working closely with the Cylch to develop the relationship with the local Welsh

Name of Cylch Meithrin / Cylch Ti a Fi /non-maintained Welsh-medium childcare setting	Number of children transferring to Welsh-medium schools in September 2012	Percentage of pupils transferring to Welsh-medium schools in September 2012	Number of children transferring to Welsh-medium schools in September 2013	Percentage of pupils transferring to Welsh-medium schools in September 2013	Notes
					medium school.
Penpedairheol	5	38%	16	55%	Pupils have to travel to reach the local Welsh-medium school. Mudiad Meithrin staff are working closely with the Cylch staff to promote Welsh-medium education and are monitoring the progression rates at the cylch.
Llanbradach	12	50%	10	59%	
Aberbargoed 123	10	59%	13	57%	
Cwm Gwyddon	29	76%	36	75%	
Coed Duon	12	92%	18	90%	
Rhymni	20	95%	19	90%	
Yr Enfys	21	95%	14	82%	
Cwm Derwen	20	100%	20	100%	
Ifor Bach	36	100%	25	100%	
Nelson	19	100%	40	95%	
Penalltau	19	100%	39	100%	
Tedi Twt Gilfach Fargoed	18	100%	22	100%	
Tonyfelin	27	100%	25	96%	
Caerphilly	258	73.5%	319		
Y Fenni	20	77%	29	83%	
Monmouthshire	20	77%	29		
Somerton	1	6%	5	29%	The setting is located on the site of an English-medium school.
Y Delyn	19	100%	9	100%	
Newport	20	51.1%	14		
Garndiffaith	0	0%	0	0%	The area is very disadvantaged and therefore the number of children attending is very low as parents find the price of care too high. The setting will become a Flying Start setting in 2015 and this will support parents to attend the setting. The setting has also moved and staff fluent in Welsh have been appointed. Mudiad Meithrin staff are working closely with the setting to increase progression. Every parent will receive a progression package from Mudiad Meithrin providing important

Name of Cylch Meithrin / Cylch Ti a Fi /non-maintained Welsh-medium childcare setting	Number of children transferring to Welsh-medium schools in September 2012	Percentage of pupils transferring to Welsh-medium schools in September 2012	Number of children transferring to Welsh-medium schools in September 2013	Percentage of pupils transferring to Welsh-medium schools in September 2013	Notes
					messages regarding Welsh medium education progression. The staff at the settings will also distribute an information and training pack regarding how to hold discussions to promote progression with parents.
Abersychan	11	48%	14	100%	The setting has moved and is now meeting at a new building that's closer to Ysgol Gymraeg Bryn Onnen in Blaenavon. The setting also provides wraparound care for the school which will increase progression to the Welsh medium school. Mudiad Meithrin staff are working closely with the setting to increase progression. Every parent will receive a progression package from Mudiad Meithrin providing important messages regarding Welsh medium education progression. The staff at the settings will also distribute an information and training pack regarding how to hold discussions to promote progression with parents.
Cwmbran	17	100%	24	96%	
Pontypwl	35	100%	22	100%	
Torfaen	63	77.8%	60		

Appendix 2: Number and percentage of pupils in Welsh-medium and bilingual primary schools transferring to Welsh-medium secondary schools

	Total number of Year 6 pupils in Welsh-medium and bilingual primary schools 2012/13	Total number of Year 6 pupils transferring to Welsh-medium/bilingual secondary schools 2013/14	Percentage of Year 6 pupils transferring to Welsh-medium or bilingual secondary schools 2013/14
Blaenau Gwent	25	25	100%
Caerphilly	257	257	100%
Monmouthshire	23	22	95.7%
Newport	59	57	96.6%
Torfaen	69	68	99.5%
South East Wales	433	429	99.1%

draft

Appendix 3: Attainment and performance in Welsh Second Language

Year: 2013

Key Stage 2

Teacher assessment in Welsh Second Language at the end of Key Stage 2	Number of Year 6 pupils	Percentage of Year 6 pupils assessed in Welsh second language	Percentage of pupils assessed achieving Level 4+
Blaenau Gwent	688	95%	71%
Caerphilly	1946	84%*	65% *
Monmouthshire	844	97%	76%
Newport	1638	96%	79%
Torfaen	971	93%	77%
South East Wales	6087	92%	73%

* Results not submitted by 2 Caerphilly English-medium primary schools

Key Stage 3

Teacher assessment in Welsh Second Language at the end of Key Stage 3	Number of Year 9 pupils	Percentage of Year 9 pupils assessed in Welsh second language	Percentage of pupils assessed achieving Level 5+
Blaenau Gwent	690	100%	73%
Caerphilly	2076	89%	68%
Monmouthshire	809	100%	75%
Newport	1640	100%	75%
Torfaen	1224	85%	77%
South East Wales	6439	93%	73%

Appendix 4: List of statutory consultees

A local authority must consult the following on the Plan in draft:

Section 84 of the School Standards and Organisation (Wales) Act 2013:

- neighbouring local authorities
- the head teacher of each school maintained by it
- the governing body of each school maintained by it
- each institution within the further education sector in its area
- in relation to any foundation or voluntary school in its area –
 - the person who appoints the foundation governors
 - if the school has a religious character, the appropriate religious body
- other prescribed persons.

“Other prescribed persons” are listed in Regulation 9:

- the Welsh Language Commissioner
- the Early Years Development and Childcare Partnership
- school councils
- Her Majesty’s Chief Inspector of Education and Training in Wales
- such organisations providing services to children and young people as the local authority considers appropriate
- such other persons or bodies as appear to the local authority to be appropriate.

Appendix 5: Partneriaeth Chwech Strategic Action Plan



PARTNERIAETH%206
%20STRATEGIC%20PL

draft

The “Equality Challenge” (Screening document)

<p>Name of the Officer completing “the Equality challenge”</p> <p>Sharon Randall-Smith</p>	<p>Please give a brief description of the aims proposed policy or service reconfiguration</p> <p>The aim of the policy is to</p> <ul style="list-style-type: none"> • increase the number of seven-year-old children being taught through the medium of Welsh. Numbers have increased across the region and are provisionally projected to increase within Monmouthshire over the next three years; • continue to improve learners language skills on transfer from primary school to secondary school; • increase the number of 14-19 learners studying qualifications through the medium of Welsh; • increase the number of learners with higher skills in Welsh; • provide welsh-medium support for learners with Additional Learning Needs; and • provide a range of continuous professional development for practitioners and putting strategies in place to attract suitable candidates to the region with good quality Welsh skills.
<p>Name of the Division or service area</p> <p>Children and Young People</p>	<p>Date “Challenge” form completed</p> <p>12th February 2014</p>

Protected characteristic affected	Negative impact Please give details	Neutral impact Please give details	Positive Impact Please give details
Age		X	
Disability		X	
Marriage + Civil Partnership		X	
Pregnancy and maternity		X	
Race		X	
Religion or Belief		X	
Sex (was Gender)		X	
Sexual Orientation		X	
Transgender		X	
Welsh Language			X

What are the potential negative Impacts.	Ideas as to how we can look to MITIGATE the negative impacts (include any reasonable adjustments or engagement with affected parties).
➤	➤
➤	➤
➤	➤

➤	➤
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The next steps

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

The Welsh in Education Strategic Plan will ensure that Monmouthshire is able to support, develop and secure Welsh language provision in school and wider communities.

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

--

Signed Sharon Randall-Smith

Designation Head of Service

Dated 12th February 2014



Equality Impact Assessment Form

and

Sustainable Development Checklist

EQUALITY IMPACT ASSESSMENT FORM

Name of policy or change to service (Proposal)	Directorate:	Department:
Draft WESP 2014 -2017	CYP	Education
Policy author / service lead	Name of assessor	Date of assessment:
Sharon Randall-Smith		12 th August 2013

1. Have you completed the Equality Challenge form? **Yes / No.** If **No** please explain why

Yes

2. What is the **Aim/s** of the Policy or the proposed change to the policy or service (the proposal)

The aim of the policy is to

- increase the number of seven-year-old children being taught through the medium of Welsh. Numbers have increased across the region and are provisionally projected to increase within Monmouthshire over the next three years;
- continue to improve learners language skills on transfer from primary school to secondary school;
- increase the number of 14-19 learners studying qualifications through the medium of Welsh;
- increase the number of learners with higher skills in Welsh;
- provide welsh-medium support for learners with Additional Learning Needs; and

provide a range of continuous professional development for practitioners and putting strategies in place to attract suitable candidates to the region with good quality Welsh skills.

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

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

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

- neighbouring local authorities
- the head teacher of each school maintained by the LA
- the governing body of each school maintained by the LA
- each institution within the further education sector in the area
- in relation to any foundation or voluntary school in the area –
- the person who appoints the foundation governors
- if the school has a religious character, the appropriate religious body
- the Welsh Language Commissioner
- the Early Years Development and Childcare Partnership
- school councils
- Her Majesty’s Chief Inspector of Education and Training in Wales
- organisations providing services to children and young people as the local authority considers appropriate

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

WG data
SEWC Data

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

Currently in draft for – amendments will be considered following outcomes of consultation.

7. Final stage – What was decided?

• **No change made to proposal/s – please give details**

N/A at present

• **Slight changes made to proposal/s – please give details**

N/A at present

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

N/A at present

Signed Sharon Randall-Smith

Designation Head of Service

Dated 12th February 2014

Forthcoming document consideration

We always welcome any feedback or contributions anyone has to this document and our work towards equality. A database of completed equality impact assessments and the schedule of assessments by directorate and department will be available to review on our website.

If you would like to discuss the completion of this form or any issues arising out of its completion please contact:

Name: Alan Burkitt – Partnership and Engagement. Tel: 01633 644010.

Contact Email: Equality@monmouthshire.gov.uk or alanburkitt@monmouthshire.gov.uk

Post: Partnership and Engagement, Monmouthshire County Council, County Hall, Y Rhadyr, Usk, NP15 1XJ

The “Sustainability Challenge”

<p>Name of the Officer completing “the Sustainability challenge”</p> <p>Sharon Randall-Smith</p>	<p>Please give a brief description of the aims proposed policy or service reconfiguration</p> <p>The aim of the policy is to</p> <ul style="list-style-type: none"> • increase the number of seven-year-old children being taught through the medium of Welsh. Numbers have increased across the region and are provisionally projected to increase within Monmouthshire over the next three years; • continue to improve learners language skills on transfer from primary school to secondary school; • increase the number of 14-19 learners studying qualifications through the medium of Welsh; • increase the number of learners with higher skills in Welsh; • provide welsh-medium support for learners with Additional Learning Needs; and <p>provide a range of continuous professional development for practitioners and putting strategies in place to attract suitable candidates to the region with good quality Welsh skills.</p>
<p>Name of the Division or service area</p> <p>CYP</p>	<p>Date “Challenge” form completed</p> <p>12th February 2014</p>

Aspect of sustainability affected	Negative impact Please give details	Neutral impact Please give details	Positive Impact Please give details
PEOPLE		X	
Ensure that more people have access to healthy food		X	
Improve housing quality and provision		X	
Reduce ill health and improve healthcare provision		X	
Promote independence		X	
Encourage community participation/action and voluntary work		X	
Targets socially excluded		X	
Help reduce crime and fear of crime		X	
Improve access to education and training		X	
Have a positive impact on people and places in other countries		X	
PLANET		X	

Reduce, reuse and recycle waste and water		X	
Reduce carbon dioxide emissions		X	
Prevent or reduce pollution of the air, land and water		X	
Protect or enhance wildlife habitats (e.g. trees, hedgerows, open spaces)		X	
Protect or enhance visual appearance of environment		X	
PROFIT			
Protect local shops and services		X	
Link local production with local consumption		X	
Improve environmental awareness of local businesses		X	
Increase employment for local people		X	
Preserve and enhance local identity and culture		X	
Consider ethical purchasing issues, such as Fairtrade,		X	

sustainable timber (FSC logo) etc			
Increase and improve access to leisure, recreation or cultural facilities			X

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

The next steps

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

The Welsh in Education Strategic Plan will ensure that Monmouthshire is able to support, develop and secure Welsh language provision in school and wider communities.

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

Signed

Sharon Randall-Smith

Dated

12th February 2014

If you would like to discuss the completion of this form or any issues arising out of its completion please contact:

Name: Hazel Clatworthy, Sustainability Community Officer, Tel: 01633 644843

Contact Email: hazelclatworthy@monmouthshire.gov.uk

SUBJECT: PUBLICATION OF PAY POLICY STATEMENT AS REQUIRED BY THE LOCALISM ACT
MEETING: FULL COUNCIL
DATE: 27TH FEBRUARY 2014
DIVISION/WARDS AFFECTED: ALL

1. PURPOSE:

To approve the publication of Monmouthshire County Council's Pay Policy, in compliance with the Localism Act.

2. RECOMMENDATIONS:

That Council approve the Pay Policy for the year 1st April 2014 to 31st March 2015.

3. KEY ISSUES:

Monmouthshire County Council recognises the need to have a clear written policy on pay and reward for employees, and that having a policy provides a framework to ensure that employees are rewarded fairly, objectively and without discrimination.

The policy is underpinned by the Single Status Agreement signed as a collective agreement with the Trades Unions on 2nd December, 2010 and other nationally agreed terms and conditions for employees of the Council.

Guidance has been issued to show the type of information that 'must' be included and 'should' be included and this recommended policy has been drafted to include both the 'must' and the 'should'.

This recommendation will not impact on staff across the Council as it merely outlines the existing and agreed (single status) arrangements for pay and reward of employees in a single policy. The Trades Unions have been consulted on the proposed policy and understand the need for such arrangements to be in place.

This is the third publication of the policy.

4. REASONS:

The Council has a statutory requirement under the Localism Act 2011 to prepare a pay policy statement on an annual basis. Each statement needs to be in place by 31st March each year. The Pay Policy will ensure compliance with this legislation.

5. RESOURCE IMPLICATIONS:

There are no financial implications arising from this report. The Council's budget includes for the cost of its employees while the pay details for Chief Officer posts is published on an annual basis as part of the Statement of Accounts.

6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

None arising from this report.

7. CONSULTEES:

Chief Executive
Head of Finance/Section 151 Officer
Monitoring Officer
Unison
GMB

8. BACKGROUND PAPERS:

None.

9. AUTHOR:

Sian Hayward, Employee Services Lead.

10. CONTACT DETAILS:

Tel: 01633 644309 or 07971893998

E-mail: sianhayward@monmouthshire.gov.uk

MONMOUTHSHIRE COUNTY COUNCIL PAY POLICY 2013/2014

1. INTRODUCTION

Monmouthshire County Council recognises that in the context of managing scarce public resources remuneration at all levels needs to be adequate to secure and retain high quality employees dedicated to the service of the public, but at the same time needs to avoid being unnecessarily generous or excessive.

The production of a Pay Policy supports the Council's values of openness and fairness. This policy aims to ensure that all staff are rewarded fairly and without discrimination for the work that they do. It will reflect fairness and equality of opportunity, the need to encourage and enable staff to perform to the best of their ability and the desire to operate a transparent pay and grading structure.

The council recognises that pay is not the only means of rewarding and supporting staff and offers a wider range of benefits, e.g. flexible working, access to learning and a wide range of family friendly policies and procedures.

It is important that local authorities are able to determine their own pay structures in order to address local priorities and to compete in the local labour market.

In particular, it is recognised that senior management roles in local government are complex and diverse functions in a highly politicised environment where often national and local pressures conflict.

The council's ability to continue to attract and retain high calibre leaders capable of delivering this complex agenda, particularly during these times of financial challenge is crucial.

2. LEGISLATION

Under Section 112 of the Local government Act 1972 the council has the 'power to appoint officers on such reasonable terms and conditions as the authority thinks fit'. This Pay policy statement sets out the councils approach to pay policy in accordance with the requirements of section 38 of the Localism Act 2011.

The Act requires authorities to develop and make public their pay policy on all aspects of Chief Officer remuneration (including when they cease to hold office), and that of the 'lowest paid' in the authority. It also explains the relationship between the remuneration for Chief Officer and other groups. The Act and supporting guidance provides details of matters that must be included in this statutory pay policy, but also emphasises that each local authority has the autonomy to take its own decisions on pay.

The Pay Policy must be approved formally by the council by the end of March each year, can be amended in year, must be published on the Council's website

and must be complied with when setting the terms and conditions of Chief Officer and employees.

In determining the pay and remuneration of all its employees, the Council will comply with all relevant legislation. This includes the Equalities Act 2010, Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000, Agency Workers Regulations 2010 and where relevant the Transfer of Undertakings (Protection of Earnings) Regulations. With regard to the Equal Pay requirements contained within the Equality Act, the council ensures that all arrangements can be objectively justified through the use of job evaluation methods.

3. SCOPE AND DEFINITIONS

This Pay Policy includes-

- The level of remuneration for Chief Officers
- The remuneration of the lowest paid employees
- The relationship between the remuneration of Chief Officers and other officers
- Other specific aspects of Chief Officer remuneration, fees and charges, and other discretionary payments.

The Localism Act 2011 defines '**Chief Officers**' as being -

The Head of Paid Service. This is the Chief Executive

The Monitoring Officer

Statutory Chief Officers. In MCC these are the-

- Chief Officer, Children and Young People
- Chief Officer, Social Care and Health
- Head of Finance / S151 Officer.
- Head of Democracy and Regulatory Services

Non-statutory Chief Officers – These are non-statutory posts that report directly to the Head of Paid Service. In MCC these are the-

- Chief Officer – Enterprise
- Head of Policy and Engagement
- Head of Operations

Deputy Chief Officers – These are officers that report directly to statutory or non-statutory Chief Officers. In MCC, posts on Chief Officer terms and conditions are the-

- 21st Century Schools Programme Manager
- Head of Development Planning
- Head of Commercial and People Development
- Head of Public Health and Culture
- Head of Partnerships and Engagement

- Head of Attainment and Learning Infrastructure
- Head of Attainment and Extended Services
- Head of Adult Services and Health
- Head of Children's Services

Within Monmouthshire County Council, there are also officers that fall within the definition of Deputy Chief Officer in as much as they report directly to statutory or non-statutory Chief Officers. However, they are on NJC terms and conditions and not Chief Officer terms and conditions. These are included within the category of "Operational Managers" and Posts in this category are the:-

- Head of Legal Services
- Employee Services Lead
- Employee Development Manager
- Grounds and FM Senior Manager
- Head of Highways and Waste
- Property and FM Business Services Manager
- Libraries, Museums and Arts Manager
- Strategic Housing Manager
- Countryside Manager
- Estates Manager
- Leisure Activities Manager
- Assistant Head of Finance (Deputy Section 151 Officer)
- Assistant Head of Finance for Revenues, Exchequer and Systems

The Localism Act 2011 requires the Council to define its 'lowest paid employee' within our pay policy statement. Within MCC our lowest paid employees are those appointed on SCP 5 of the NJC nationally agreed pay spine.

The Localism Act 2011 defines remuneration as 'salary, bonuses, charges, fees or allowances payable, any benefits in kind, increase or enhancement of pension entitlement. This definition is adopted for the term "pay" used in this policy.

4. PAY INFORMATION – PAY RANGES/NJC GREEN BOOK STAFF

All NJC 'Green Book' positions within the Council have gone through a job evaluation (JE) process using the Greater London Provincial Council (GLPC) scheme back dated to 1st April 2009 following the signing of a collective agreement with UNISON and GMB on 2nd December, 2010.

The Council has linked the scores from the job evaluation results directly to the NJC pay structure. Within Monmouthshire County Council we have expanded the range from Spinal Column Point 49 up to SCP 57.

MCC's grading structure has 13 grades with 5 increments in each grade that span across SCP's 5 - 57 with associated salaries from £12,433 (SCP 5) to £49,525 (SCP 57). More information about the GLPC and the grades can be found in the Council's Single Status Collective Agreement.

When negotiating the Single Status Collective Agreement it was agreed that within Monmouthshire we would not use the lowest point of SCP4 and so we have deleted that from our pay range. This has had a positive impact on the lowest paid staff of the Council.

The council introduces the Living Wage in April 2014, and will pay a supplement to employees whose grade falls below the Living Wage rate. This currently affects all employees paid on Spinal Column Points 5-10, as SPC 10 is the nearest pay scale to the Living Wage. The council isn't accredited for the Living Wage, and it is optional for it to apply any Living Wage pay increases when they arise.

5. PAY INFORMATION – CHIEF EXECUTIVE

The salary for the Chief Executive has been established as a fixed salary point of £110K. This is a local grade established following an analysis of the degree of responsibility in the role and market rates at the time the post was last advertised (2009).

This salary was approved by full Council. There are no additional bonus, performance, honoraria or ex gratia payments. The chief executive has not sought or requested a pay rise since appointment, and as such all officers who are paid according to a percentage of the Chief Executives Salary have also not received an increase.

Other Conditions of Service are as prescribed by the Joint National Council (JNC) for Local Authority Chief Executives national conditions.

6. PAY INFORMATION – CHIEF OFFICERS & HEADS OF SERVICE ON CHIEF OFFICER TERMS AND CONDITIONS

All salaries within this range are based on a percentage of the Chief Executive's salary and are as follows:

POST	RANGE	ASSOCIATED SALARY
Chief Officers & 21 st Century Programme Manager	69% - 72%	£75,900 (69%) £77,000 (70%) £78,100 (71%) £79,200(72%)
The Monitoring Officer (0.6% FTE)	60 - 63%	£39,600 (60%) £40,260 (61%) £40,920 (62%) £41,580 (63%)
Head of Finance / S151 Officer &	60% - 63%	£66,000 (60%) £67,100 (61%) £68,200 (62%)

Head of Operations		£69,300 (63%)
Heads of Service (Those on Chief Officer T & C)	51.5% - 57.5%	£56,650 (51.5%) £58,850 (53.5%) £61,050 (55.5%) £63,250 (57.5%)
Head of Commercial and People Development & Head of Partnerships and Engagement	53.5% Spot Salary	Spot salary of £58,850

There are no other additional elements of remuneration in respect of overtime, flexi-time, bank holiday working, stand-by payments etc., paid to these senior staff, as they are expected to undertake duties outside their contractual hours and working patterns without additional payments. There is no performance related pay and no bonuses.

Posts at Chief Officer and Heads of Service level are employed on JNC Chief Officer terms and conditions. Chief Officers whose grades offer incremental progression must achieve at least a 'satisfactory' judgement in their annual appraisal process to advance to the next incremental point within grade. As the posts are linked to the Chief Executive, each time the Chief Executive's salary increases, these posts also increase in pay.

The Council publishes pay details for Chief Officer posts on the website. The information can be found in the 'Statement of Accounts.'

7. PAY INFORMATION – STAFF ON 'GREEN BOOK' TERMS AND CONDITIONS REFERRED TO AS "OPERATIONAL MANAGERS"

Operational Managers are those who fall within the definition of Deputy Chief Officer but who are paid on NJC terms and conditions and not Chief Officer T & C. Their salaries span from Grades I – M, with the lowest being SCP 37 (£30,851) and the highest being SCP 57 (£49,525).

8. PAY INFORMATION – STAFF OTHER THAN 'GREEN BOOK' AND CHIEF OFFICERS

The Council also has staff on other national terms and conditions, i.e. JNC Youth and Community, Soulbury and Teacher terms and conditions. Pay for these is based on the relevant nationally agreed rates of pay.

9. INCREMENTAL PROGRESSION – ALL STAFF

For 'green book' staff and Heads of Service incremental progression is automatic. Increments are normally awarded on 1st April each year. Where Chief Officers

have incremental pay grades, progression is dependent upon satisfactory performance appraisal.

10. SALARY ON APPOINTMENT – ALL STAFF

Posts are advertised on the agreed grade/range for that particular post. Information regarding the minimum and maximum pay is provided in the advert. In practice most appointments are made at the bottom of the range. However, there is discretion to appoint at a higher point on the range. This would normally only apply if there is a need to match a candidate's current level of pay.

11. PAY REVIEW – ALL STAFF

All pay is reviewed in line with the national pay awards negotiated for the cost of living increases when these occur. There was a cost of living award in April 2013 of 1%

12. MARKET SUPPLEMENTS – ALL STAFF

It is recognised that there will be exceptional occasions where the market rate for certain key jobs is higher than that provided for by the new pay and grading structure. In these circumstances, the grading of the post will be reviewed in accordance with the Market Forces Policy.

13. ADDITIONAL PAYMENTS – NJC GREEN BOOK STAFF

Additional payments are made to this staff group as detailed in the Council's single status package. The types of additional payments made include-

- Weekend Working payments are made for Saturday (Time and a Quarter) and Sunday (Time and a half).
- Bank Holiday – Paid at double time or plain time plus a day off in lieu.
- Night Workers – Employees who work night shifts between the hours of 10.00 pm and 6.00 am are paid time and a third.
- Overtime can be paid for employees who are requested to work in excess of 37 hours and who are paid in Bands A to E.

Other payments that could be made are first aid allowance, relocation payment and payment for professional subscriptions.

14. ADDITIONAL PAYMENTS – CHIEF OFFICERS & HEADS OF SERVICE

- Business mileage incurred by the employee is refunded at the HMRC rate.
- Professional subscriptions – these will be paid by the Council where it is an essential part of the post e.g. for the Statutory Chief Officer posts.
- Relocation – the Council may provide financial assistance to new recruits as part of the employment package under the terms of our Relocation Scheme.

- Returning Officer Fees – the appointment of Electoral Registration Officer is required by S8 of the Representation of the People Act 1983 and the appointment of Returning officer by S35 of the Representation of the People Act 1983.

In Monmouthshire, the role of the Electoral Registration Officer and Returning Officer is held by the Chief Executive.

The fee for parliamentary, European Union, Welsh Government, Police and Crime Commissioner Elections and all referenda are set by legislation. Local authorities have the discretion to set the fee for local elections. In the Council the fee for local elections is set in line with the fee agreed for the Welsh Government elections.

- Honorarium is paid to officers when carrying out duties in another authority.

15. HONORARIA AND ACTING UP SCHEME

The Council has a scheme for an additional payment to be made where an employee acts up into a post at a higher level of pay or where they undertake additional duties at a higher level of responsibility. This scheme is applicable for all Council employees.

16. MULTIPLIERS

The statutory guidance under the Localism Act recommends the use of pay multiples as a means of measuring the relationship between pay rates across the workforce and that of senior managers, as included within the Hutton 'Review of Fair Pay in the Public Sector' (2010).

The Hutton report was asked by Government to explore the case for a fixed limit on dispersion of pay through a requirement that no public sector manager can earn more than 20 times the lowest paid person in the organisation. The report concluded that the relationship to median earnings was a more relevant measure and the Government's Code of Recommended Practice on Data Transparency recommends the publication of the ratio between highest paid salary and the median average salary of the whole of the Authority's workforce.

The multiples of pay for Monmouthshire County Council are as follows-

- Multiple between lowest paid FTE employee and CEO is 9:1
- Multiple between lowest paid FTE employee and average Chief Officer is 6:1
- Multiple between the median FTE and CEO is 6:1
- Multiple between the median FTE and average chief officer is 4:1

17. PAYMENTS/CHARGES AND CONTRIBUTIONS

All Council employees are entitled to join the local government pension scheme (LGPS) which is offered by the Local Government Employers. If staff are eligible they will automatically become a member of the scheme under the auto enrolment provisions (to join they must have a contract for at least 3 months duration and be under the age of 75).

Employees can decide to opt out of the scheme within one month of auto enrolment. The benefits and contributions payable under the pension fund are set out in the LGPS regulations which will change in April 2014.

All employees who are members of the Local Government Pension Scheme make individual contributions to the scheme in accordance with the following table:

Employee Pay	% Contribution
Up to £13,500	5.5
£13,501 to £21,000	5.8
£21,101 to £34,000	6.5
£34,001 to £43,000	6.8
£43,001 to £60,000	8.5
£60,001 to £85,000	9.9
£85,001 to £100,000	10.5
£100,001 to £150,000	11.4
Over £150,000	12.5

(The contribution bands with effect from 1 April 2014)

18. DISCRETIONARY PAYMENTS

The policy for the award of any discretionary payments is the same for all staff regardless of their pay level. The following arrangement applies for redundancy payments under regulation 5 of the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006.

- Payment of an overall lump sum of 1.7 times the statutory redundancy payment multiplier based on actual weeks' pay up to a limit of Spinal Column Point 49. This is payable to employees made redundant with 2 or more years local government service regardless of their age, subject to them being eligible to join the pension scheme.

19. DECISION MAKING

In accordance with the Constitution of the Council the Executive are responsible for decision making in terms of pay, terms and conditions and severance arrangements in relation to employees of the Council.

20. REVIEW OF THE POLICY

This Policy will be kept under review and developments considered in the light of external best practice and legislation. The Council will ensure the policy is updated on an annual basis in line with the requirement of the Localism Act 2011.

Sian Hayward
March 2014

The “Equality Challenge” (Screening document)

<p>Name of the Officer completing “the Equality challenge”</p> <p>Sian Hayward</p>	<p>Please give a brief description of the aims proposed policy or service reconfiguration</p> <p>The Policy is a statutory one that needs to be published by March 2014</p>		
<p>Name of the Division or service area</p> <p>Enterprise</p>	<p>Date “Challenge” form completed</p> <p>13th Feb 2014</p>		
Protected characteristic affected	Negative impact Please give details	Neutral impact Please give details	Positive Impact Please give details
Age		This document states the pay policy which has been agreed through Single Status and also through National terms and conditions. It has a neutral effect on all protected characteristics as it was designed to ensure equality.	
Disability		x	
Marriage + Civil Partnership		x	
Pregnancy and maternity		x	
Race		x	
Religion or Belief		x	

Sex (was Gender)		x	
Sexual Orientation		x	
Transgender		x	
Welsh Language		x	

What are the potential negative Impacts.	Ideas as to how we can look to MITIGATE the negative impacts (include any reasonable adjustments or engagement with affected parties).
➤ <i>None</i>	➤
➤	➤

The next steps

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

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

Signed Sian Hayward
Dated 13th Feb 2014

Designation Employee Services Lead



Equality Impact Assessment Form

and

Sustainable Development Checklist

EQUALITY IMPACT ASSESSMENT FORM

Name of policy or change to service (Proposal)	Directorate:	Department:
PAY POLICY	ENTERPRISE	
Policy author / service lead	Name of assessor	Date of assessment:
SIAN HAYWARD		10.2.14

1. Have you completed the Equality Challenge form? **Yes / No.** If **No** please explain why

YES

2. What is the **Aim/s** of the Policy or the proposed change to the policy or service (the proposal)

IT'S A STATUTORY POLICY TO STATE MCC PAY TERMS AND CONDITIONS

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

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

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

NONE NEEDED

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

NONE NEEDED

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

NONE NEEDED

7. Final stage – What was decided?

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

NO CHANGE

•Slight changes made to proposal/s – please give details

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

Signed.....S HAYWARD.....

Designation.....EMPLOYEE SERVICE LEAD.....Dated.....10/2/14.....

The “Sustainability Challenge”

Name of the Officer completing “the Sustainability challenge” S HAYWARD		Please give a brief description of the aims proposed policy or service reconfiguration PAY POLICY STATEMENT	
Name of the Division or service area ENTERPRISE		Date “Challenge” form completed 10/02/14	
Aspect of sustainability affected	Negative impact Please give details	Neutral impact Please give details	Positive Impact Please give details
PEOPLE		Y	
Ensure that more people have access to healthy food		Y	
Improve housing quality and provision		Y	
Reduce ill health and improve healthcare provision		Y	
Promote independence		Y	
Encourage community participation/action and voluntary work		Y	

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

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

What are the potential negative Impacts	Ideas as to how we can look to MITIGATE the negative impacts (include any reasonable adjustments)
➤ <i>NONE</i>	➤
➤	➤
➤	➤
➤	➤

The next steps

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

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

Signed

S HAYWARD

Dated 10/02/14

**SUBJECT: SHARED RESOURCE SERVICES BUSINESS SOLUTIONS
LIMITED Appointment of Director**
MEETING: Council
DATE: 27th February 2014
DIVISION/WARDS AFFECTED: All

1. PURPOSE:

To agree the appointment of a member or officer as a Director on the board of Shared Resource Services Business Solutions (SRS BS)

2. RECOMMENDATIONS:

That Council makes the appointment.

3. KEY ISSUES:

In May 2011 Cabinet agreed the establishment of a joint venture company with Torfaen CBC to take advantage of the technologically advanced resources available at the Shared Resource Centre within the private sector. The Council has two representatives on the Board of Directors. The original directors appointed were Councillor Bob Greenland and Steve Greenslade. No replacement appointment has been made since Steve Greenslade's passing and a vacancy has therefore arisen

4. REASONS:

To fill the vacancy on the Board or SRS BS

5. RESOURCE IMPLICATIONS:

The appointment incurs no financial impact on MCC.

6. SUSTAINABLE DEVELOPMENT IMPLICATIONS:

The appointment has no sustainability or equality impacts.

7. CONSULTEES:

Chief Executive

8. BACKGROUND PAPERS:

Internal file and previous cabinet reports

9. AUTHOR:

S.M.W. Andrews, Monitoring Officer.

Tel: 01633 644058

E-mail: murrayandrews@monmouthshire.gov.uk

SUBJECT:	DIARY OF MEETINGS FOR 2014/15
MEETING:	COUNTY COUNCIL
DATE:	27TH FEBRUARY 2014
DIVISION/WARDS AFFECTED:	N/A

1. **PURPOSE:**
To approve the diary of meetings for 2014/15.
2. **RECOMMENDATIONS:**
That the diary of meetings for 2014/15, as attached, be approved.
3. **KEY ISSUES:**
 - 3.1 Each Committee has reviewed the timing of their meetings and the diary has been drawn up to reflect each Committee's preferences.
 - 3.2 Some Committees set their own dates during the year eg SACRE, Appointment of LEA Governors Committee, Strategic Programme Boards, Corporate Parenting Panel and these will be added to the diary in due course.
4. **REASONS:**
The Council calendar needs to be approved annually to ensure appropriate governance arrangements are in place for the year and enables Members and officers to forward plan effectively.
5. **RESOURCE IMPLICATIONS:**
None as a direct result of this report.
6. **SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:**
There are no sustainable development or equality impacts arising from this report.
7. **CONSULTEES:**
Senior Leadership Team; Political Group Leaders.
8. **BACKGROUND PAPERS:**
None.
9. **AUTHOR:**
Tracey Harry, Head of Democracy and Regulatory Services.
10. **CONTACT DETAILS:**
Tel: 01633 644602
E-mail: traceyharry@monmouthshire.gov.uk

**MONMOUTHSHIRE COUNTY COUNCIL
DRAFT DIARY OF MEETINGS 2014-15**

DAY	DATE	MEETING	TIME
Monday	19 th May 2014	Political Leadership Group	10.00am
Tuesday	20 th May 2014	Coordinating Board	10.00am
Wednesday	21 st May 2014		2.00pm
Thursday	22 nd May 2014	EUROPEAN ELECTIONS	
Friday	23 rd May 2014		

Monday	26 th May 2014	SPRING BANK HOLIDAY	
Tuesday	27 th May 2014		
Wednesday	28 th May 2014	Individual Cabinet Member Decisions	
Thursday	29 th May 2014		
Friday	30 th May 2014		

Monday	2 nd June 2014	Planning Site Inspections	9.15am
Tuesday	3 rd June 2014	Planning	2.00pm
Wednesday	4 th June 2014	Cabinet	2.00pm
Thursday	5 th June 2014	Strong Communities Select Committee	10.00am
Friday	6 th June 2014		

Monday	9 th June 2014	Standards	10.30am
Tuesday	10 th June 2014	Adults Select Committee	10.00am
Wednesday	11 th June 2014	Individual Cabinet Member Decisions Lower Wye Area Committee Central Monmouthshire Area Committee	10.00am 2.00pm
Thursday	12 th June 2014	Children & Young People Select Committee	4.00pm
Friday	13 th June 2014		

Monday	16 th June 2014		
Tuesday	17 th June 2014	Licensing & Regulatory Committee	10.00am
Wednesday	18 th June 2014	Sevenside Area Committee Bryn y Cwm Area Committee	10:00am 2.00 pm
Thursday	19 th June 2014	Economy & Development Select Committee Audit Committee	10.00am 2.00pm
Friday	20 th June 2014		

Monday	23 rd June 2014	Joint Advisory Group <i>Council pre-meeting</i> Democratic Services Committee	10.00am 12.30pm 2.00pm
Tuesday	24 th June 2014		
Wednesday	25 th June 2014	Individual Cabinet Member Decisions	
Thursday	26 th June 2014	Welsh Church Fund County Council	12.00pm 2.00pm
Friday	27 th June 2014		

Monday	30 th June 2014	Planning Site Inspections	9.15am
Tuesday	1 st July 2014	Planning	2.00pm
Wednesday	2 nd July 2014	Cabinet	2.00pm
Thursday	3 rd July 2014		
Friday	4 th July 2014		

Monday	7 th July 2014	Wye Valley AONB Joint Advisory Committee	2.00pm
Tuesday	8 th July 2014	Coordinating Board	10.00am
Wednesday	9 th July 2014	Individual Cabinet Member Decisions	

DAY	DATE	MEETING	TIME
Thursday	10 th July 2014	Strong Communities Select Committee	10.00am
Friday	11 th July 2014		

Monday	14 th July 2014	Mon Farm School Endowment Trust	11.00am
Tuesday	15 th July 2014	Adults Select Committee	10.00am
Wednesday	16 th July 2014	Cabinet	2.00pm
Thursday	17 th July 2014	Children & Young People Select Committee Audit	10.00am 2.00pm
Friday	18 th July 2014		

Monday	21 st July 2014	Term ends for summer	
Tuesday	22 nd July 2014		
Wednesday	23 rd July 2014	Individual Cabinet Member Decisions	
Thursday	24 th July 2014	Economy and Development Select Committee	10.00am
Friday	25 th July 2014		

Monday	28 th July 2014	<i>Council pre meeting</i>	12.30pm
Tuesday	29 th July 2014	Licensing & Regulatory Committee	10.00am
Wednesday	30 th July 2014		
Thursday	31 st July 2014	Welsh Church Fund Council	1.00pm 2.00pm
Friday	1 st August 2014		

Monday	4 th August 2014	Planning Site Inspections	9.15am
Tuesday	5 th August 2014	Planning	2.00pm
Wednesday	6 th August 2014	Individual Cabinet Member Decisions	
Thursday	7 th August 2014		
Friday	8 th August 2014		

Monday	11 th August 2014		
Tuesday	12 th August 2014		
Wednesday	13 th August 2014		
Thursday	14 th August 2014		
Friday	15 th August 2014		

Monday	18 th August 2014		
Tuesday	19 th August 2014		
Wednesday	20 th August 2014	Individual Cabinet Member Decisions	
Thursday	21 st August 2014		
Friday	22 nd August 2014		

Monday	25 th August 2014	SUMMER BANK HOLIDAY	
Tuesday	26 th August 2014		
Wednesday	27 th August 2014		
Thursday	28 th August 2014		
Friday	29 th August 2014		

Monday	1 st September 2014	Planning Site Inspections Democratic Services Committee	9.15am 2.00pm
Tuesday	2 nd September 2014	Planning	2.00pm
Wednesday	3 rd September 2014	Cabinet	2.00pm

Thursday	4 th September 2014	Economy & Development Select Committee	10.00am
Friday	5 th September 2014		
Monday	8 th September 2014	Standards Committee	10.30am
Tuesday	9 th September 2014	Adults Select Committee	10.00am
Wednesday	10 th September 2014	Individual Cabinet Member Decisions Lower Wye Area Committee Central Monmouthshire Area Committee	10.00am 2.00pm
Thursday	11 th September 2014	Audit Committee	2.00pm
Friday	12 th September 2014		
Monday	15 th September 2014	Joint Advisory Group	10.00am
Tuesday	16 th September 2014	Coordinating Board	10.00am
Wednesday	17 th September 2014		
Thursday	18 th September 2014	Strong Communities Select Committee Children and Young People Select Committee	10.00am 2.00pm
Friday	19 th September 2014		
Monday	22 nd September 2014	Political Leadership Group <i>Council pre-meeting</i>	10.00am 12.30pm
Tuesday	23 rd September 2014		
Wednesday	24 th September 2014	Individual Cabinet Member Decisions Severnside Area Committee Bryn y Cwm Area Committee	10.00am 2.00pm
Thursday	25 th September 2014	Welsh Church Fund County Council	12.00pm 2.00pm
Friday	26 th September 2014		
Monday	29 th September 2014		
Tuesday	30 th September 2014	Licensing & Regulatory	10.00am
Wednesday	1 st October 2014	Cabinet	2.00pm
Thursday	2 nd October 2014		
Friday	3 rd October 2014		
Monday	6 th October 2014	Planning Site Inspections	9.15am
Tuesday	7 th October 2014	Planning	2.00pm
Wednesday	8 th October 2014	Individual Cabinet Member Decisions	
Thursday	9 th October 2014		
Friday	10 th October 2014		
Monday	13 th October 2014	Mon Farm School Endowment Trust Democratic Services Committee	11.00am 2.00pm
Tuesday	14 th October 2014		
Wednesday	15 th October 2014		
Thursday	16 th October 2014	Economy & Development	10.00am
Friday	17 th October 2014		
Monday	20 th October 2014		
Tuesday	21 st October 2014	Coordinating Board	10.00am
Wednesday	22 nd October 2014	Individual Cabinet Member Decisions	
Thursday	23 rd October 2014	Audit Committee	2.00pm
Friday	24 th October 2014		
Monday	27 th October 2014		
Tuesday	28 th October 2014		
Wednesday	29 th October 2014		

Thursday	30 th October 2014		
Friday	31 st October 2014		
Monday	3 rd November 2014	Planning Site Inspections Wye Valley AONB Joint Advisory Committee	9.15am 2.00pm
Tuesday	4 th November 2014	Planning	2.00pm
Wednesday	5 th November 2014	Cabinet	2.00pm
Thursday	6 th November 2014	Strong Communities Select Committee	10.00am
Friday	7 th November 2014		
Monday	10 th November 2014	<i>Council pre-meeting</i>	12.30pm
Tuesday	11 th November 2014	ARMISTICE DAY	
Wednesday	12 th November 2014	Individual Cabinet Member Decisions	
Thursday	13 th November 2014	Welsh Church Fund County Council	12.00pm 2.00pm
Friday	14 th November 2014		
Monday	17 th November 2014		
Tuesday	18 th November 2014	Adults Select Committee	10.00am
Wednesday	19 th November 2014		
Thursday	20 th November 2014	Economy & Development Select Committee	10.00am
Friday	21 st November 2014		
Monday	24 th November 2014	Democratic Services Committee	2.00pm
Tuesday	25 th November 2014	Licensing & Regulatory Committee	10.00am
Wednesday	26 th November 2014	Individual Cabinet Member Decisions	
Thursday	27 th November 2014	Children & Young People Select Committee	10.00am
Friday	28 th November 2014		
Monday	1 st December 2014	Planning Site Inspections	9.15am
Tuesday	2 nd December 2014	Planning	2.00pm
Wednesday	3 rd December 2014	Cabinet	2.00pm
Thursday	4 th December 2014	Audit Committee	2.00pm
Friday	5 th December 2014		
Monday	8 th December 2014	Standards Committee Committee	10.30am
Tuesday	9 th December 2014	Coordinating Board	10.00am
Wednesday	10 th December 2014		2.00pm
Thursday	11 th December 2014	Strong Communities Select Committee	10.00am
Friday	12 th December 2014		
Monday	15 th December 2014	Political Leadership Group <i>Council pre meeting</i>	10.00am 12.30am
Tuesday	16 th December 2014		
Wednesday	17 th December 2014	Individual Cabinet Member Decisions	
Thursday	18 th December 2014	Welsh Church Fund Council	12.00pm 2.00pm
Friday	19 th December 2014		
Monday	22 nd December 2014		
Tuesday	23 rd December 2014		
Wednesday	24 th December 2014		
Thursday	25 th December 2014	CHRISTMAS DAY HOLIDAY	
Friday	26 th December 2014	BOXING DAY	
Monday	29 th December 2014	EXTRA STATUTORY HOLIDAY	

Tuesday	30 th December 2014		
Wednesday	31 st December 2014		
Thursday	1 st January 2015	NEW YEARS DAY	
Friday	2 nd January 2015		
Monday	5 th January 2015	Planning Site Inspections Democratic Services Committee	9.15am 2.00pm
Tuesday	6 th January 2015	Planning Committee	2.00pm
Wednesday	7 th January 2015	Cabinet	2.00pm
Thursday	8 th January 2015	Economy & Development Select Committee Children & Young People Select Committee	10.00am 2.00pm
Friday	9 th January 2015		
Monday	12 th January 2015		
Tuesday	13 th January 2015	Adults Select Committee	10.00am
Wednesday	14 th January 2015	Individual Cabinet Member Decisions	
Thursday	15 th January 2015	Audit Committee	2.00pm
Friday	16 th January 2015		
Monday	19 th January 2015	Mon Farm School Endowment Trust <i>Council pre-meeting</i>	11.00am 12.30pm
Tuesday	20 th January 2015	Licensing & Regulatory Committee	10.00am
Wednesday	21 st January 2015		
Thursday	22 nd January 2015	Welsh Church Fund County Council	12.00pm 2.00pm
Friday	23 rd January 2015		
Monday	26 th January 2015	Joint Advisory Group	10.00am
Tuesday	27 th January 2015	Coordinating Board	10.00am
Wednesday	28 th January 2015	Sevenside Area Committee Bryn y Cwm Area Committee Individual Cabinet Member Decisions	10.00am 2.00pm
Thursday	29 th January 2015	Strong Communities Select Committee	10.00am
Friday	30 th January 2015		
Monday	2 nd February 2015	Planning Site Inspections	9.15am
Tuesday	3 rd February 2015	Planning	2.00pm
Wednesday	4 th February 2015	Cabinet	2.00pm
Thursday	5 th February 2015		
Friday	6 th February 2015		
Monday	9 th February 2015	Democratic Services Committee	2.00pm
Tuesday	10 th February 2015		
Wednesday	11 th February 2015	Lower Wye Area Committee Central Monmouthshire Area Committee Individual Cabinet Member Decisions	10.00am 2.00pm
Thursday	12 th February 2015	Children & Young People Select Committee	4.00pm
Friday	13 th February 2015		
Monday	16 th February 2015		4.00pm
Tuesday	17 th February 2015		
Wednesday	18 th February 2015	Special Cabinet: Budget	2.00pm
Thursday	19 th February 2015		
Friday	20 th February 2015		

Monday	23 rd February 2015		
Tuesday	24 th February 2015	Adults Select Committee	10.00am
Wednesday	25 th February 2015	Individual Cabinet Member Decisions	
Thursday	26 th February 2015	Welsh Church Fund County Council (<i>Budget & Council Tax</i>)	1.00pm 2.00pm
Friday	27 th February 2015		
Monday	2 nd March 2015	Planning Site Inspections Wye Valley AONB Joint Advisory Council	9.15am 2.00pm
Tuesday	3 rd March 2015	Planning	2.00pm
Wednesday	4 th March 2015	Cabinet	2.00pm
Thursday	5 th March 2015	Economy and Development Select Committee Audit Committee	10.00am 2.00pm
Friday	6 th March 2015		
Monday	9 th March 2015	Standards Committee	10.30pm
Tuesday	10 th March 2015	Licensing & Regulatory Committee	10.00am
Wednesday	11 th March 2015	Individual Cabinet Member Decisions	
Thursday	12 th March 2015	Strong Communities Select Committee	10.00am
Friday	13 th March 2015		
Monday	16 th March 2015	Democratic Services Committee	2.00pm
Tuesday	17 th March 2015	Coordinating Board	10.00am
Wednesday	18 th March 2015		
Thursday	19 th March 2015		
Friday	20 th March 2015		
Monday	23 rd March 2015	Political Leadership Group <i>Council pre meeting</i>	10.00am 12.30pm
Tuesday	24 th March 2015		
Wednesday	25 th March 2015	Individual Cabinet Member Decisions	
Thursday	26 th March 2015	Welsh Church Fund Full Council	12.30pm 2.00pm
Friday	27 th March 2015		
Monday	30 th March 2015	Planning Site Inspections	9.15am
Tuesday	31 st March 2015	Planning	2.00pm
Wednesday	1 st April 2015	Cabinet	2.00pm
Thursday	2 nd April 2015		
Friday	3 rd April 2015	GOOD FRIDAY	
Monday	6 th April 2015	EASTER MONDAY	
Tuesday	7 th April 2015	EXTRA STATUTORY HOLIDAY	
Wednesday	8 th April 2015	Individual Cabinet Member Decisions	
Thursday	9 th April 2015		
Friday	10 th April 2015		
Monday	13 th April 2015		
Tuesday	14 th April 2015	Adults Select Committee	10.00am
Wednesday	15 th April 2015		
Thursday	16 th April 2015	Children & Young People Select Committee Audit Committee	10.00am 2.00pm
Friday	17 th April 2015		
Monday	20 th April 2015		

Tuesday	21 st April 2015	Licensing & Regulatory Committee	10.00am
Wednesday	22 nd April 2015	Individual Cabinet Member Decisions Severnside Area Committee Bryn y Cwm Area Committee	10.00am 2.00pm
Thursday	23 rd April 2015	Economy and Development Select Committee	10.00am
Friday	24 th April 2015		
Monday	27 th April 2015	Joint Advisory Group	10.00am
Tuesday	28 th April 2015	Coordinating Board	10.00am
Wednesday	29 th April 2015	Lower Wye Area Committee Central Monmouthshire Area Committee	10.00am 2.00p.m.
Thursday	30 th April 2015	Strong Communities Select Committee	10.00am
Friday	1 st May 2015	Planning Site Inspections	9.15am
Monday	4 th May 2015	EARLY MAY BANK HOLIDAY	
Tuesday	5 th May 2015	Planning	2.00pm
Wednesday	6 th May 2015	Cabinet	2.00pm
Thursday	7 th May 2015	PARLIAMENTARY ELECTIONS	
Friday	8 th May 2015		
Monday	11 th May 2015	Democratic Services Committee	2.00pm
Tuesday	12 th May 2015	Annual Meeting	5.00pm
Wednesday	13 th May 2015		
Thursday	14 th May 2015	Council Meeting (deferred items)	2.00pm
Friday	15 th May 2015		
Monday	18 th May 2015	Political Leadership Group	10.00am
Tuesday	19 th May 2015	Adults Select Committee	10.00am
Wednesday	20 th May 2015	Individual Cabinet Member Decisions	
Thursday	21 st May 2015	Children & Young People Select Committee	2.00pm
Friday	22 nd May 2015		
Monday	25 th May 2015	SPRING BANK HOLIDAY	
Tuesday	26 th May 2015		10.00am
Wednesday	27 th May 2015		
Thursday	28 th May 2015		2.00pm
Friday	29 th May 2015		

Monday	1 st June 2015		
Tuesday	2 nd June 2015		
Wednesday	3 rd June 2015		
Thursday	4 th June 2015		
Friday	5 th June 2015		
	= school holidays		

REPORT

SUBJECT:	Treasury Management Policy Statement & Strategy Statement, MRP Policy Statement and Investment Strategy 2014/15
DIRECTORATE:	Chief Executive's Unit
MEETING:	Council
DATE:	27th February 2014
DIVISION/WARDS AFFECTED:	Countywide

1. PURPOSE:

- 1.1 To adopt the annual Treasury Management Policy Statement and the Treasury Management Strategy Statement and Investment Strategy for 2014/15 to 2017/18 incorporating the Minimum Revenue Provision (MRP) Statement for 2014/15.

2. RECOMMENDATIONS:

- 2.1 It is recommended that the proposed Treasury Management Policy Statement for 2014/15 (appendix 2) and proposed Treasury Management Strategy and Investment Strategy 2014/15 to 2017/18 (appendix 1), including the Minimum Revenue Provision (MRP) Statement for 2014/15, be approved together with the Treasury Limits as required by section 3 of the Local Government Act 2003.

3. KEY ISSUES:

Treasury Management Policy Statement and Treasury Management and Annual Investment Strategy

- 3.1 Treasury Management is defined as “The management of the local authority’s investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities and the pursuit of optimum performance consistent with those risks”.
- 3.2 The Authority pays due regard to CIPFA’s Code of Practice for Treasury Management in the Public Services (the “Code”) and accompanying Guidance Notes (as revised in 2011) and the Prudential Code for Capital Finance in Local Authorities (as revised in 2011). The Prudential Code for Capital finance in local authorities outlines requirements for the manner in which capital spending plans are to be considered and approved, and in conjunction with this, the development of an integrated treasury management strategy.
- 3.3 The Prudential Code further requires the Council to set a number of Prudential and Treasury Management indicators. The attached strategy therefore incorporates the indicators to which regard should be given when determining the Council's treasury management strategy for 2014/15 and indicatively for the subsequent 3 financial years. The Indicators are based on the capital budget proposals being separately approved by Council at its meeting dated 27th February 2014.
- 3.4 The Council also has regard to the WG Guidance on Local Government Investments. This guidance requires the production of an Investment Strategy in addition to a Treasury Management Strategy, and allows Councils to combine these two strategies into one document. Pages 6 and 7 of appendix 1 contains the Council's proposed Investment Strategy. With regards to investments the Codes and Guidance emphasize an appropriate approach to risk management, particularly in relation to the security and liquidity of invested funds. Authorities are required to demonstrate value for money when borrowing in advance of need and ensure the security of such funds.
- 3.5 The Code requires that Council approve annually a Treasury Management Policy Statement and a Treasury Management Strategy Statement and Investment Strategy. The Council also has regard to the revised Welsh Government (WG) guidance on Local Government Investments issued in April 2010.
- 3.6 Furthermore, as a minimum, the Code requires that the Authority formally report on their treasury activities and arrangements at the mid-year point and after the year-end. Audit Committee is identified as being the committee responsible for reviewing update reports on the treasury function, given its overarching role in assessing the risk management arrangements for the Authority.

- 3.7 The Council delegates responsibility for the execution and administration of treasury management decisions to the Head of Finance (S151 officer) who will act in accordance with the Treasury Management policy statement (appendix 2) and treasury management practices and CIPFA's Standard of Professional Practice on Treasury Management.
- 3.8 Arlingclose were re-appointed as the Council's treasury management advisor in April 2011. Arrangements to extend the contract to cover 2014/15 are currently being finalised. The Council is clear as to the services it expects and is provided under the contract. The service provision is comprehensively documented.
- 3.9 The Council is also clear that overall responsibility for treasury management remains with the Council.

Annual Minimum Revenue Provision Policy Statement

- 3.10 The annual Minimum Revenue Provision is the mechanism used for spreading the capital expenditure financed by borrowing. Regulations state that the authority must calculate for the current financial year an amount of minimum revenue provision which it considers to be prudent. In addition there is the requirement for an Annual Minimum Revenue Provision Policy Statement to be drafted and submitted to full Council.
- 3.11 Authorities are permitted discretion in terms of the charge levied, albeit within certain parameters. A "prudent" period of time for debt repayment is defined as being one which reflects the period over which the associated capital expenditure provides benefits. Annex C of the attached Treasury Management Strategy and Investment Strategy (Appendix 1) incorporates the Council's Statement in this regard.

Changes influencing proposed amendments to strategy

- 3.12 To add flexible in securing investment returns, Treasury advisers recommend the inclusion of particular building societies as additional specified instruments.
- 3.13 As per the credit outlook section in (Appendix 1) the risk of banking failures has diminished, but not dissipated altogether. However regulatory change afoot in the UK means that bail outs will be replaced with bank resolution regimes in which shareholders, bond holders and unsecured creditors are 'bailed in' to participate in any recovery process. Consequently any investments that we hold in a bank when it fails, would not be secure or guaranteed returned. Our treasury advisers remain comfortable that the limits set in (Appendix 1), table 3 are a suitable level of diversification to mitigate against loss.

4. REASONS:

- 4.1 The Authority is required to produce a Treasury Management Policy and a Treasury Management and Annual Investment Strategy in order to comply with the Chartered Institute of Public Finance and Accountancy's Code of Practice for Treasury Management in Public Services (the "CIPFA TM Code").
- 4.2 The Authority is required to produce an MRP Policy Statement in order to comply with the Local Authorities (Capital Finance and Accounting) (Wales) Regulations, last amended in 2009.

5. RESOURCE IMPLICATIONS:

- 5.1 There are no resource implications directly arising from this report. The medium-term treasury budgets contained within the 2014-2015 revenue budget proposals being presented to Council on 27th February, along with indicative revenue budgets for 2014-18, have been constructed in accordance with the strategy documents appended to this report.
- 5.2 There are however some key future financial risks on medium-term treasury budgets concerning:
- The number of significant capital receipts in the existing medium-term forecasts, and on which the authority's internal borrowing strategy and budgets are based. There will be an adverse financial impact in the event that such receipts do not materialize or are significantly delayed.
 - The current medium-term capital programme does not factor in commitments towards the future schools programme other than Raglan. The need for the Authority to finance the full programme through capital receipts or prudential borrowing will have a consequential impact on treasury budgets due to the reduction in capacity to internally borrow and the requirement for additional long term external borrowing, and this has been taken into account in the revenue budget projections.
 - The strategy states the Authority's chief objective when borrowing money is to strike an appropriately low risk balance between securing low interest costs and achieving cost certainty over the period for which funds are required. It presents the option of taking advantage of currently low short-term interest rates possibly at the expense of increasing future borrowing costs. This balance will be monitored regularly in order to decide whether to borrow additional sums at long-term fixed rates in 2014/15 with a view to keeping future interest costs low, even if this causes additional cost in the short-term.

- It should be noted that as a result of the expenditure plans of the Authority and the forecasts for interest rates in the future, that borrowing costs are expected to rise in the medium/long term even without financing of future schools initiative. Should the balance of the £80m future schools programme be approved they will rise significantly further..

6. EQUALITY IMPACT ASSESSMENT:

There is no equality impact arising directly from this report.

7. SUSTAINABLE DEVELOPMENT IMPLICATIONS:

None

8. BACKGROUND PAPERS:

Appendix 1 – Treasury Management Strategy Statement & Investment Strategy 2014/15 (including MRP policy statement)

Appendix 2 – Treasury Management Policy Statement

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Treasury Management Strategy Statement 2014/15

Introduction

In March 2005 the Authority first adopted the Chartered Institute of Public Finance code of practice (revised in 2011) which requires the Authority to approve a treasury management strategy before the start of each financial year.

In addition, the Welsh Government (WG) issued revised *Guidance on Local Authority Investments* in April 2010 that requires the Authority to approve an investment strategy before the start of each financial year.

This report fulfils the Authority's legal obligation under the *Local Government Act 2003* to have regard to both the CIPFA Code and the WG Guidance.

The Authority has borrowed and invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk are therefore central to the Authority's treasury management strategy.

External Context

Economic background: The Bank of England's Monetary Policy Committee (MPC) through its recent forward guidance stated it was committed to keeping policy rates low for an extended period using the Labour Force Survey unemployment rate of 7% as a threshold for when it would consider whether or not to raise interest rates, subject to certain knock-outs. Unemployment was 7.7% in August 2013 and at that time was not forecast to fall below the threshold until 2016, due to the UK's flexible workforce. In January 2014 the unemployment rate fell to 7.1% but members of the Monetary Policy Committee stated that the 7.0% limit was a threshold not a trigger and that they had no intention to raise interest rates immediately. The MPC is expected to review its forward guidance shortly.

The flow of credit to households and businesses is slowly improving but is still below pre-crisis levels. The fall in consumer price inflation from the high of 5.2% in September 2011 to 2.7% in September 2013 will allow real wage increases (i.e. after inflation) to slowly turn positive and aid consumer spending.

Stronger growth data in 2013 (0.4% in Q1, 0.7% in Q2 and 0.8% in Q3) alongside a pick-up in property prices mainly stoked by government initiatives to boost mortgage lending have led markets to price in an earlier rise in rates than warranted under Forward Guidance and the broader economic backdrop. However, with jobs growth picking up slowly, many employees working shorter hours than they would like and benefit cuts set to gather pace, growth is likely to only be gradual. Arlingclose forecasts the MPC will maintain its resolve to keep interest rates low until the recovery is convincing and sustainable.

In the US, expectations for the slowing in the pace of asset purchases ('tapering') by the Federal Reserve and the end of further asset purchases will remain predominant drivers of the financial markets. After some delay the Fed eventually confirmed in December 2013 tapering of \$10bn a month from its current position of \$85bn.

Credit outlook: The credit risk of banking failures has diminished, but not dissipated altogether. Regulatory changes are afoot in the UK, US and Europe to move away from the bank bail-outs of previous years to bank resolution regimes in which shareholders, bond holders and unsecured creditors are 'bailed in' to participate in any recovery process. This is already manifest in relation to holders of subordinated debt issued by the Co-

op which will suffer a haircut on its conversion bail-in to alternative securities and/or equity There are also proposals for EU regulatory reforms to Money Market Funds which will, in all probability, result in these funds moving to a VNAV (variable net asset value) basis and losing their 'triple-A' credit rating wrapper. Diversification of investments between creditworthy counterparties to mitigate bail-in risk will become even more important in the light of these developments.

Interest rate forecast: Arlingclose's forecast is for the Bank Rate to remain flat until late 2016, the risk to the upside (i.e. rates being higher) are weighted more heavily towards the end of the forecast horizon, as the table in Annex A shows shows. Gilt yields are expected to rise over the forecast period with medium- and long-dated gilts expected to rise by between 1.1% and 0.7%.

A more detailed economic and interest rate forecast provided by the Authority's treasury management advisor is attached at *Annex A*.

For the purpose of setting the budget, it has been assumed that new investments will be made at an average rate of 0.50%, and that new short-term loans will be borrowed at an average rate of 1.25%.

Local Context

The Authority currently as at 31st December 2013 has £96.2m of borrowing and £13m of investments. This is set out in further detail at *Annex B*. Forecast changes in these sums are shown in the balance sheet analysis in table 1 below which is in line with the Current 2014/15 Capital MTFP proposals including Raglan School but excluding further 'Future Schools'.

Table 1: Balance Sheet Summary and Forecast

End of Year Requirement:	2013/14 Estimate £m	2014/15 Estimate £m	2015/16 Estimate £m	2016/17 Estimate £m	2017/18 Estimate £m
General Fund CFR	120.5	115.8	114.1	112.4	110.7
Less: External Borrowing (PWLB and LOBO) **	71.9	68.4	66.6	60.6	60.6
Less: Short Term Local Authority Borrowing	20.0	0.0	0.0	0.0	0.0
Less: Other Long Term Liabilities *	1.3	1.1	1.1	1.1	1.1
Cumulative Maximum External Borrowing Requirement	27.3	46.3	46.3	50.7	49.0
Less: Usable reserves	23.9	30.4	41.9	44.9	46.0
Cumulative Net Borrowing Requirement / (Investments)	3.4	15.9	4.4	5.8	3.0

* finance leases and PFI liabilities that form part of the Authority's debt

** shows only loans to which the Authority is committed and excludes optional refinancing

Table 2 provides the balance sheet analysis should the Future School program go ahead in line with current proposals. This is for information only.

Table 2: Balance Sheet Summary and Forecast including whole Future Schools Programme

End of Year Requirement:	2013/14 Estimate £m	2014/15 Estimate £m	2015/16 Estimate £m	2016/17 Estimate £m	2017/18 Estimate £m
General Fund CFR	120.5	115.8	125.6	123.1	120.4
Less: External Borrowing (PWLB and LOBO) **	71.9	68.4	66.6	60.6	60.6
Less: Short Term Local Authority Borrowing	20.0	0.0	0.0	0.0	0.0
Less: Other Long Term Liabilities *	1.3	1.1	1.1	1.1	1.1
Cumulative Maximum External Borrowing Requirement	27.3	46.3	57.9	61.4	58.7
Less: Usable reserves	24.7	28.3	29.7	20.3	17.6
Cumulative Net Borrowing Requirement / (Investments)	2.6	18.0	28.2	41.1	41.1

The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while usable reserves and working capital are the underlying resources available for investment. The Authority's preferred strategy has been to maintain borrowing and investments below the levels indicated by CFR and Usable Reserves, sometimes known as internal borrowing, subject to holding a minimum investment balance required for operational purposes. However the Authority exhausted its ability to increase internal borrowing in 2012/13 and has since been periodically renewing a balance of short term Local Authority borrowing. At the date of this report the balance of such loans is £23m.

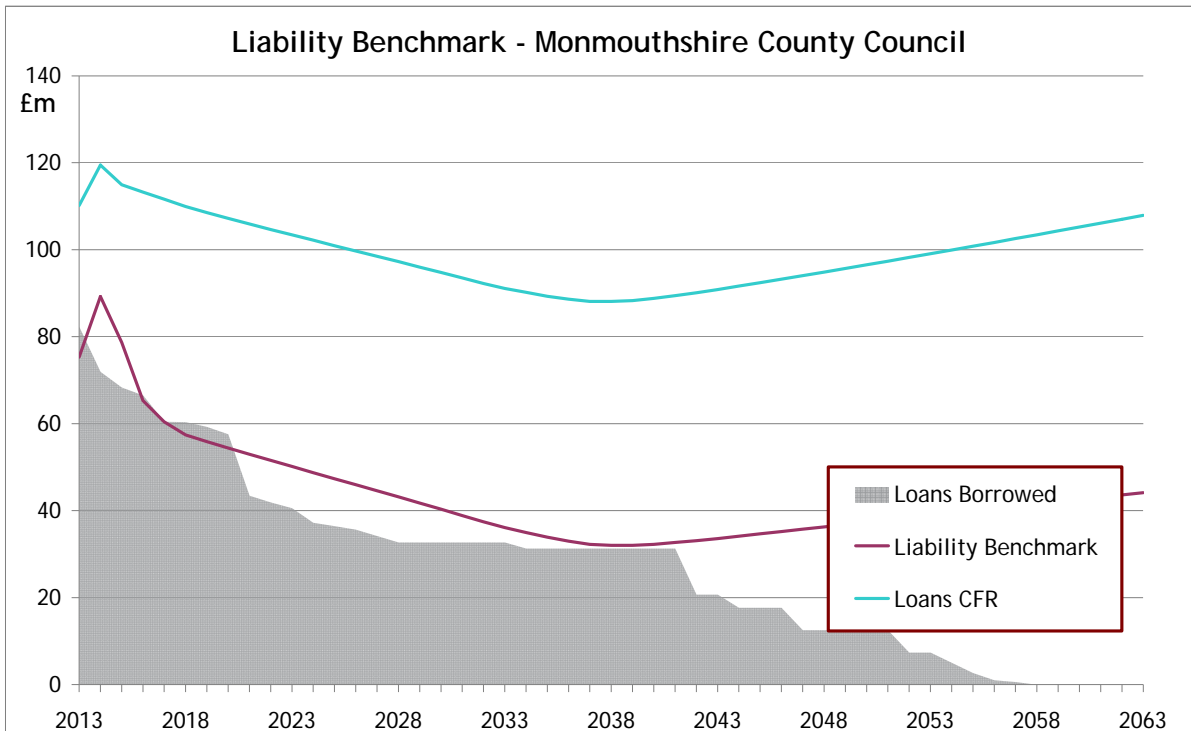
Without the full 'Future schools' program, the Authority has a fairly constant level of CFR due to the expenditure in the forward capital programme being offset by MRP payments. Renewal of borrowing as it matures will therefore need to continue through 2014/15.

CIPFA's *Prudential Code for Capital Finance in Local Authorities* recommends that the Authority's total debt should be lower than its highest forecast CFR over the next three years. Table 1 shows that the Authority expects to comply with this recommendation during 2014/15.

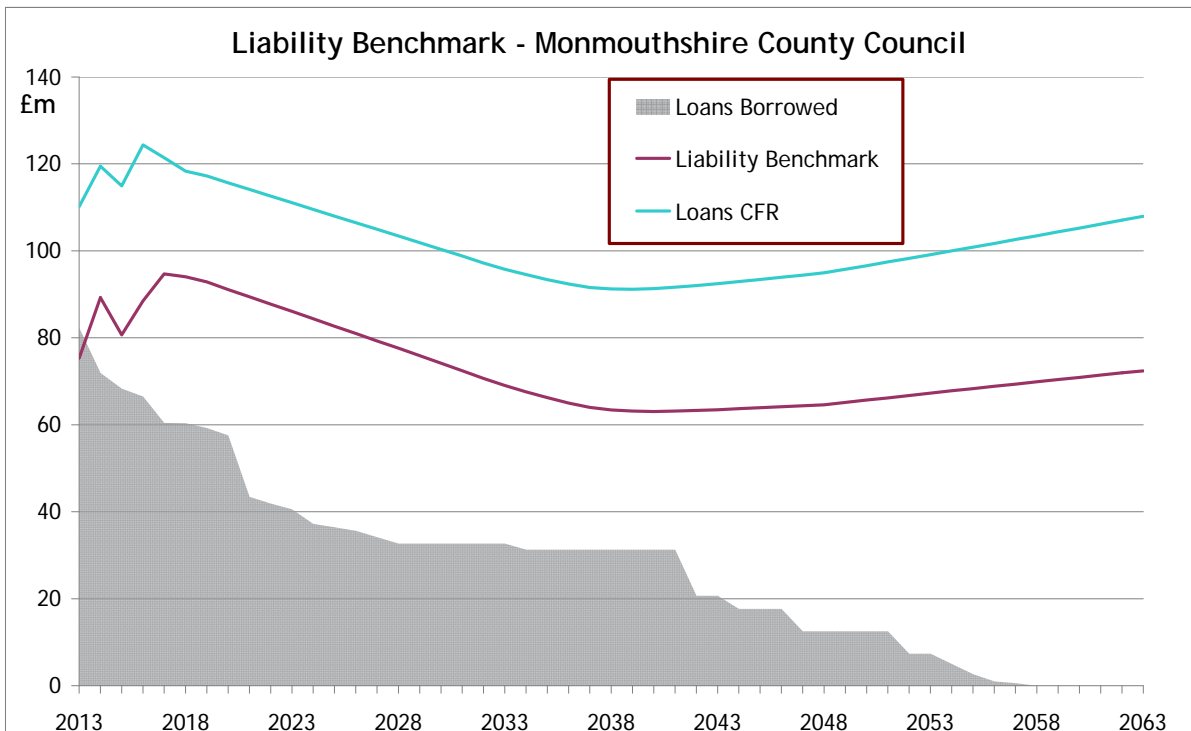
To assist with its long-term treasury management strategy, the Authority and its advisers have created a liability benchmark, which forecasts the Authority's need to borrow over a 50 year period. Following on from the medium term forecasts in tables 1 and 2 above, the benchmark assumes:

- capital expenditure funded by borrowing of £3,420,000 a year
- minimum revenue provision on new capital expenditure based on a 25 year asset life
- reserves are not utilised after the MTFP window ending 2017/18
- income and expenditure increase by 2.5% inflation a year

Liability Benchmark - Including Raglan but excluding other future schools programme



Liability Benchmark – Including whole Future Schools Programme



The Liability Benchmark Charts show:

Loans CFR - the Authorities need to borrow for capital expenditure purposes based on budgeted borrowing

Loans borrowed - actual loans taken out excluding short term loans and reducing as current long term loans mature

Liability Benchmark - The minimum level of external borrowing required to maintain a minimum level of cash, required for operational purposes.

From this it can be seen that without the extended 'Future Schools' program, about £10m of borrowing will be needed over the next one to two years and then again around 2021. This could be satisfied by short term borrowing.

With the extended 'Future Schools' program, borrowing will need to be increased by £10m - £45m peaking in 2026. This could be satisfied by a mix of short term and long term borrowing which would depend on interest rates achievable now and forecast into the future.

Borrowing Strategy

The Authority's existing debt portfolio will total £91.9m as at 31st March 2014 [if no further borrowing is taken between now and year-end], an increase of £9.6m on the previous year, as part of the requirement for funding the capital programme. The balance sheet forecast in table 1 shows that excluding the impact of the future schools programme (Raglan Only) the Authority forecasts to borrow up to an additional £15.9m in 2014/15.

The Authority's chief objective when borrowing money is to strike an appropriately low risk balance between securing low interest costs and achieving cost certainty over the period for which funds are required. The flexibility to renegotiate loans should the Authority's long-term plans change is a secondary objective.

Given the significant cuts to public expenditure and in particular to local government funding, the Authority's borrowing strategy continues to address the key issue of affordability without compromising the longer-term stability of the debt portfolio. With short-term interest rates currently much lower than long-term rates, it is likely to be more cost effective in the short-term to either use internal resources, or to borrow short-term loans instead.

By doing so, the Authority is able to reduce net borrowing costs (despite foregone investment income) and reduce overall treasury risk. Whilst such a strategy is most likely to be beneficial over the next 2-3 years as official interest rates remain low, it is unlikely to be sustained in the medium-term. The benefits of short-term borrowing will be monitored regularly against the potential for incurring additional costs by deferring borrowing into future years when long-term borrowing rates are forecast to rise. Arlingclose will assist the Authority with this 'cost of carry' and breakeven analysis. Its output may determine whether the Authority borrows additional sums at long-term fixed rates in 2014/15 with a view to keeping future interest costs low, even if this causes additional cost in the short-term.

It should be noted that as a result of this strategy that borrowing costs are expected to rise in the medium/long term without further future schools. Should the balance of the £80m future schools programme be approved they will rise significantly further.

In addition, the Authority may borrow short-term loans (normally for up to one month) to cover unexpected cash flow shortages.

The approved sources of long-term and short-term borrowing are:

- Public Works Loan Board
- UK local authorities
- any institution approved for investments (see below)
- any other bank or building society authorised by the Prudential Regulation Authority to operate in the UK

- UK public and private sector pension funds (except your local Pension Fund)
- capital market bond investors
- special purpose companies created to enable joint local authority bond issues.

The Authority has historically raised the majority of its long-term borrowing from the Public Works Loan Board, but it continues to consider other sources of finance, such as local authority loans and bank loans, that may be available at more favourable rates.

The Authority holds £13.6m of LOBO (Lender's Option Borrower's Option) loans where the lender has the option to propose an increase in the interest rate as set dates, following which the Authority has the option to either accept the new rate or to repay the loan at no additional cost. All of these LOBOS have options during 2014/15, and although the Authority understands that lenders are unlikely to exercise their options in the current low interest rate environment, there remains an element of refinancing risk. The Authority will take the option to repay LOBO loans at no cost if it has the opportunity to do so.

Short-term and variable rate loans leave the Authority exposed to the risk of short-term interest rate rises and are therefore subject to the limit on the net exposure to variable interest rates in the treasury management indicators below.

Debt Rescheduling: The PWLB allows authorities to repay loans before maturity and either pay a premium or receive a discount in order to achieve an overall saving or reduction in risk. The Authority is unlikely to take advantage of this due to its need to maintain or increase its existing level of borrowing.

Investment Strategy

The Authority holds a varying balance of invested funds, representing balances and reserves held plus income received in advance of expenditure. In the past 12 months, the Authority's investment balance has ranged between £5 and £28 million with an average investment balance of £16 million. Investment levels are expected to reduce in the forthcoming year as the capital programme progresses.

Both the CIPFA Code and the WG Guidance require the Authority to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield. The Authority's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income.

The Authority may invest its surplus funds with any of the counterparties in table 3 below, subject to the cash and time limits shown.

Table 3 - Investment Counterparties - Specified Investments

Counterparty / Instrument	Instrument limit of portfolio	Counterparty limit of portfolio	Country Limit	Group Limit	Time Limit (Over 1 Year = Non-Specified)
UK Central Government including Debt Mgt Account Deposit Facility, Gilts and T Bills, irrespective of credit ratings.	100%	100%	N/A	N/A	5 Years
Any investment with UK Local Authorities (irrespective of credit rating)	100%	Lower of £7.5m or 15% of total investments at the time of deposit	N/A	20%	2 Years
Investments with Banks, Building Societies, Other Organisations and Securities whose lowest published rating from Fitch, Moody's and Standard and Poor's is A-	75% of total investments at the time of deposit For Non-UK 50% of total investments at time of deposit	Lower of £7.5m or 15% of total investments per counterparty at the time of deposit for term deposit element. For instant call accounts - a limit of £1.5m will apply if total investments fall below £10m	N/A	15% of total investments at the time of deposit Also limit for total of Negotiable Instruments held in Brokers nominee accounts: 30% per Broker	1 Year
As above but A					18mths
As above but A+					2 Years
Deposits with unrated UK Building Societies which have been assessed by our Treasury advisers as comparable with the Building Societies that have an A- credit rating or higher	20% of total investments at the time of deposit	£1m	N/A	15% of total investments at the time of deposit	1 Year
Money Market Funds with a Constant Net Asset Value (CNAV) or Variable Net Asset Value if assessed by our Treasury advisers as being of high credit worthiness	50% of total investments at the time of deposit	10% of total investments rounded up to the next £m not exceeding 0.50% of MMF size or 2% for Government MMFs.	N/A	15% Under the Same Management	N/A
Pooled funds without credit ratings if assessed by our Treasury advisers	20% of total investments at the time of	£2m per issuer	N/A	20% of total investments	N/A

as being of high credit worthiness	deposit				
Investments with UK Registered Providers (e.g. Housing Associations) where lowest published credit rating is A- or higher	20% of total investments	£2m per issuer	N/A	15% of total investments	5 Years

There is no intention to restrict investments to bank deposits, and investments may be made with any public or private sector organisations that meet the above credit rating criteria. This reflects a lower likelihood that the UK and other governments will support failing banks as the bail-in provisions in the *Banking Reform Act 2014* and the *EU Bank Recovery and Resolution Directive* are implemented.

In addition, the Authority may invest with organisations including Building Societies, Money market funds and pooled funds without credit ratings, following an external credit assessment and advice from the Authority's treasury management adviser. Arlingclose do quarterly reviews of MMFs, annual reviews of building societies and regularly review pooled funds for their credit worthiness. This information is made available to the Authority.

Investment vehicles with the counterparties detailed in the table above are all considered to be Specified Investments with the exception of those investments with a maturity of above 12 months.

Investment Limits: The Authority's revenue reserves available to cover investment losses are forecast to be £18 million on 31st March 2014. Available reserves include the Council Fund balance and earmarked reserves that are not ring-fenced by legislation, excluding Schools reserves, HRA balances and capital receipts.

Our investment balances are expected to be in the order of £0 to £10m during 2014/15 so the investment limits above should restrict the loss in the case of a single default to approximately 8% of available reserves.

A group of banks under the same ownership or a group of funds under the same management will be treated as a single organisation for limit purposes.

Current Account Bank: At the start of the 2013/14 financial year the Authority's current accounts were held with the Co-operative bank. The Co-operative's rating meant that the Authority would not consider it as an investment counterparty but continued to use the bank as a current account provider, keeping balances held overnight as close to nil as practical.

There were a number of key events during the year which heightened the risk of banking with the Co-operative so further precautions were taken as per advice issued by Arlingclose, 'banking with lower rated institutions'. As part of this the Authority set-up a contingency current account with Barclays.

The Co-operative remains a weakly capitalised bank and they are showing no ongoing commitment to the local authority sector. Therefore the Authority made a decision to start an immediate tender process for a new banking provider.

Following the competitive tender exercise, Barclays were appointed as the Authority's main banking provider and all efforts are being made for a complete transition to the new account in time for the commencement of the 2014/15 financial year.

Barclays is currently rated above the minimum A- rating in table 2. Should the credit ratings fall below A-, the Authority will review its use of the Barclays account in conjunction with its Treasury advisors and may choose to reduce overnight balances to nil.

Registered Providers: Formerly known as Housing Associations, Registered Providers of Social Housing are tightly regulated by the Homes and Communities Agency and Welsh Government and retain a high likelihood of receiving government support if needed. The Authority will consider investing with unrated Registered Providers with adequate credit safeguards, subject to receiving independent advice.

Building Societies: The Authority takes additional comfort from the building societies' regulatory framework and insolvency regime where, in the unlikely event of a building society liquidation, the Authority's deposits would be paid out in preference to retail depositors. The Authority will therefore consider investing with unrated building societies where independent credit analysis shows them to be suitably creditworthy. The Government has announced plans to amend the building society insolvency regime alongside its plans for wide ranging banking reform, and investments in lower rated and unrated building societies will therefore be kept under continuous review.

Money Market Funds: These funds are pooled investment vehicles consisting of money market deposits and similar instruments. They have the advantage of providing wide diversification of investment risks, coupled with the services of a professional fund manager. Fees of between 0.10% and 0.20% per annum are deducted from the interest paid to the Authority. Funds that offer same-day liquidity and aim for a constant net asset value will be used as an alternative to instant access bank accounts, while funds whose value changes with market prices and/or have a notice period will be used for longer investment periods. The requirement in this Treasury Strategy for Money market funds to have AAA ratings has been removed following EU proposals to stop money market funds from having credit ratings although at the time of writing credit ratings are still in use.

Other Pooled Funds: Table 1 above indicates that the Authority will continue to have substantial cash balances available for investment over the medium term. It will therefore consider using pooled funds containing bonds, equity and property assets that offer enhanced returns over the longer term, but are potentially more volatile in the shorter term. These allow the Authority to diversify into asset classes other than cash without the need to own and manage the underlying investments. Because these funds have no defined maturity date, but are available for withdrawal after a notice period, their performance and continued suitability in meeting the Authority's investment objectives will be monitored regularly.

Other Organisations: The Authority may also invest cash with other organisations, for example by making loans to small businesses. Because of the higher perceived risk of unrated businesses, such investments may provide considerably higher rates of return. They will however only be made following a favourable external credit assessment and on the specific advice of the Authority's treasury management adviser.

Risk Assessment and Credit Ratings: The Authority uses long-term credit ratings from the three main rating agencies Fitch Ratings, Moody's Investors Service and Standard & Poor's Financial Services to assess the risk of investment default. The lowest available counterparty credit rating will be used as a key measure of credit quality, unless an investment-specific rating is available. Credit ratings are obtained and monitored by the Authority's treasury advisers, who will notify changes in ratings as they occur. Where an entity has its credit rating downgraded so that it fails to meet the approved investment criteria as in table 3 above then:

- no new investments will be made,
- any existing investments that can be recalled or sold at no cost will be, and

- full consideration will be given to the recall or sale of all other existing investments with the affected counterparty.

Where a credit rating agency announces that a [A-] rating is on review for possible downgrade (also known as “rating watch negative” or “credit watch negative”) so that it may fall below the approved rating criteria, then only investments that can be withdrawn [on the next working day] will be made with that organisation until the outcome of the review is announced. This policy will not apply to negative outlooks, which indicate a long-term direction of travel rather than an imminent change of rating.

Other Information on the Security of Investments: The Authority understands that credit ratings are good, but not perfect, predictors of investment default. Full regard will therefore be given to other available information on the credit quality of the organisations in which it invests, including credit default swap prices, financial statements, information on potential government support and reports in the quality financial press. No investments will be made with an organisation if there are substantive doubts about its credit quality, even though it may meet the credit rating criteria.

When deteriorating financial market conditions affect the creditworthiness of all organisations, as happened in 2008 and 2011, this is not generally reflected in credit ratings, but can be seen in other market measures. In these circumstances, the Authority will restrict its investments to those organisations of higher credit quality and reduce the maximum duration of its investments to maintain the required level of security. The extent of these restrictions will be in line with prevailing financial market conditions. If these restrictions mean that insufficient commercial organisations of high credit quality are available to invest the Authority’s cash balances, then the surplus will be deposited with the UK Government, via the Debt Management Office for example, or with other local authorities. This will cause a reduction in the level of investment income earned, but will protect the principal sum invested.

Specified Investments: The WG Guidance defines specified investments as those:

- denominated in pound sterling,
- due to be repaid within 12 months of arrangement,
- not defined as capital expenditure by legislation, and
- invested with one of:
 - the UK Government,
 - a UK local authority, parish council or community council, or
 - a body or investment scheme of “high credit quality”.

The Authority defines “high credit quality” organisations as those having a credit rating of [A-] or higher that are domiciled in the UK or a foreign country with a sovereign rating of [AA+] or higher or those reviewed by the Authority’s Treasury team and the Authorities treasury advisors and deemed to be of equivalent credit worthiness based on other market measures.

MMF’s will continue to be ‘specified investments’ until such point that regulatory change removes the underlying AAA credit rating. At that point they would require re-assessment by our advisers to be classified as ‘specified’ as of high credit quality.

Non-specified Investments: Any investment not meeting the definition of a specified investment is classed as non-specified. The Authority does not intend to make any investments denominated in foreign currencies. Non-specified investments will therefore be limited to long-term investments, i.e. those that are due to mature 12 months or longer from the date of arrangement; those that are defined as capital expenditure by legislation, such as some pooled fund; and investments with bodies and schemes not meeting the definition on high credit quality.

The Authority limits its total Non-specified Investment balance to £6m at any one time.

Approved Instruments: The Authority may lend or invest money using any of the following instruments:

- interest-bearing bank accounts,
- fixed term deposits and loans,
- callable deposits and loans where the Authority may demand repayment at any time (with or without notice),
- callable deposits and loans where the borrower may repay before maturity,
- certificates of deposit,
- bonds, notes, bills, commercial paper and other marketable instruments, and
- shares in money market funds and other pooled funds.

Investments may be made at either a fixed rate of interest, or at a variable rate linked to a market interest rate, such as LIBOR, subject to the limits on interest rate exposures below.

Liquidity management: The Authority uses purpose-built cash flow forecasting spreadsheets to determine the maximum period for which funds may prudently be committed. The forecast is compiled on a pessimistic basis, with receipts under-estimated and payments over-estimated to minimise the risk of the Authority being forced to borrow on unfavourable terms to meet its financial commitments. Limits on long-term investments are set by reference to the Authority's medium term financial plan and cash flow forecast.

Treasury Management Indicators

The Authority measures and manages its exposures to treasury management risks using the following indicators.

Interest Rate Exposures: This indicator is set to control the Authority's exposure to interest rate risk. The upper limits on fixed and variable rate interest rate exposures, expressed as the amount of net principal borrowed will be:

	Existing Level 31.12.13 £m	2013/14 Approved £m	2014/15 £m	2015/16 £m	2016/17 £m	2017/18 £m
Upper limit on fixed interest rate exposure on debt	82.7	83.6	108.0	111.0	114.0	118.0
Variable Interest Rate exposure on Debt	13.5					
Variable Interest Rate exposure on Investments	13.0					
Upper limit on Net Variable Interest Rate Exposure on Debt & Investments	0.5	45	45	45	45	45

Fixed rate investments and borrowings are those where the rate of interest is fixed for the whole financial year. Instruments that mature during the financial year are classed as variable rate.

Maturity Structure of Fixed Rate Borrowing: This indicator is set to control the Authority's exposure to refinancing risk. The upper and lower limits on the maturity structure of fixed rate borrowing will be:

	Lower Limit for 2013/14 %	Upper Limit for 2013/14 %	Estimated Level at 31/03/14 % - £m	Lower Limit for 2014/15 %	Upper Limit for 2014/15 %
Under 12 months - LOBO's	0	50	21.46% - £13.6m	0	50
Under 12 months - Other			13.40% - £8.5m		
12 months and within 24 months	0	40	2.80% - £1.8m	0	40
24 months and within 5 years	0	45	11.51% - £7.3m	0	45
5 years and within 10 years	0	30	14.66% - £9.3m	0	30
10 years and above	0	100	36.17% - £22.9m	0	100

Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment.

Principal Sums Invested for Periods Longer than 364 days: The purpose of this indicator is to control the Authority's exposure to the risk of incurring losses by seeking early repayment of its investments. The limits on the total principal sum invested in maturities over 364 days will be:

Upper Limit for total principal sums invested over 364 days	2013/14 Approved £m	2013/14 Revised £m	2014/15 Estimate £m	2015/16 Estimate £m	2016/17 Estimate £m	2017/18 Estimate £m
Total	6.0	6.0	6.0	6.0	6.0	6.0

Estimates of Capital Expenditure

The actual capital expenditure (excluding vehicle leasing) that was incurred in 2012/13 and the estimates of capital expenditure to be incurred for the current year and future years that are recommended for approval are:

	2012/13 Actual £m	2013/14 Estimate £m	2014/15 Estimate £m	2015/16 Estimate £m	2016/17 Estimate £m	2017/18 Estimate £m
Capital Expenditure	21.7	23.6	17.8	6.7	5.5	5.4

The estimate of capital expenditure for the 2013/14 and 2014/15 financial years includes allowance for slippage of expenditure from the 2013/14 capital programme that was forecast at month 8 capital monitoring. The figures above do not include capital expenditure relating to vehicle leasing.

As stated in the Capital Programme Budget Proposals the medium term programme has been drafted, and a programme constructed for the next four years. There will be opportunity for the programme to be reviewed annually.

Ratio of financing costs to net revenue stream

Estimates of the ratio of financing costs to net revenue stream for the current and future years, and the actual figures for 2012/13 are:

	2012/13 Actual %	2013/14 Estimate %	2014/15 Estimate %	2015/16 Estimate %	2016/17 Estimate %	2017/18 Estimate %
Ratio of financing costs to net revenue stream	5.80	5.79	6.36	5.95	5.90	5.89

The estimates of financing costs include current commitments and the proposals in this budget report and are based on the actual and anticipated borrowing, net of investments.

Capital Financing Requirement

Estimates of the end of year Capital Financing Requirement for the Authority for the current and future years and the actual Capital Financing Requirement at 31 March 2013 are:

	2012/13 Actual £m	2013/14 Estimate £m	2014/15 Estimate £m	2015/16 Estimate £m	2016/17 Estimate £m	2017/18 Estimate £m
Capital Financing Requirement	111.3	120.5	115.8	114.1	112.4	110.7

The Capital Financing Requirement measures the authority's underlying need to borrow for capital purposes. In accordance with best professional practice, Monmouthshire County Council does not associate borrowing with particular items or types of expenditure, other than under its current policy for determining its Minimum Revenue Provision. The authority has an integrated treasury management strategy (last approved on 28th February 2013 by Council) and has adopted the CIPFA Code of Practice for Treasury Management in the Public Services.

The Council manages its treasury position in terms of its borrowings and investments in accordance with its approved treasury management strategy and practices. In day-to-day cash management, no distinction can be drawn between revenue and capital cash. External borrowing arises as a consequence of all the financial transactions of the authority and not simply those arising from capital spending. In contrast, the Capital Financing Requirement reflects the authority's underlying need to borrow for a capital purpose.

CIPFA's Prudential Code for Capital Finance in Local Authorities includes a key indicator of prudence where Net External Borrowing does not, except in the short term exceed the total of Capital Financing Requirement. This is the case for the preceding year plus the estimates of any Capital Financing Requirement for the current and next two financial years.

Net external borrowing is the borrowing budgeted to finance the capital program (Gross External borrowing) offset by the levels of cash and investments.

	2012/13 Actual £m	2013/14 Estimate £m	2014/15 Estimate £m	2015/16 Estimate £m	2016/17 Estimate £m	2017/18 Estimate £m
Net External borrowing	74.5	91.9	80.4	67.1	62.5	59.7
Gross External borrowing	82.3	96.4	107.6	111.0	114.4	117.8
Capital Financing Requirement	111.3	120.5	115.8	114.1	112.4	110.7

The Head of Finance, as the Authority's S151 officer, reports that the Authority had no difficulty meeting this requirement in 2012/13, nor are any difficulties envisaged for the current or future years. This view takes into account current commitments, existing plans, and the proposals in this budget report.

Authorised Limit for External Borrowing

In respect of external debt, it is recommended that the Council approves the following Authorised Limit for its total external debt gross of investments for the next four financial years.

	2012/13 Actual £m	2013/14 Estimate £m	2014/15 Estimate £m	2015/16 Estimate £m	2016/17 Estimate £m	2017/18 Estimate £m
Borrowing	108.3	122.4	134.6	134.0	137.4	140.8
Other long term liabilities	2.8	3.0	2.6	2.6	2.6	2.6
Total	111.1	125.4	137.2	136.6	140.0	143.4

These limits separately identify borrowing from other long-term liabilities. The Council is asked to approve these limits and to delegate authority to the Head of Finance, within the total limit for any year, to effect movement between the separately agreed limits of borrowing and other long-term liabilities, in accordance with option appraisal and best value for money for the authority. Any such changes made will be reported to the Audit Committee or Council at the next opportunity following the change.

These limits are consistent with the authority's current commitments, existing plans and the proposals in this budget report for capital expenditure and financing, and with its approved treasury management policy statement and practices. They are based on the estimate of the most likely, prudent but not worse case scenario, with sufficient headroom over and above this to allow for operational management, for example unusual cash movements.

Operational Boundary for External Debt

The Council is also asked to approve the following Operational Boundary for external debt for the same period.

	2012/13 Actual £m	2013/14 Estimate £m	2014/15 Estimate £m	2015/16 Estimate £m	2016/17 Estimate £m	2017/18 Estimate £m
Borrowing	84.3	98.4	113.6	113.0	116.4	119.8
Other long term liabilities	1.4	1.3	1.1	1.1	1.1	1.1
Total	85.7	99.7	114.7	114.1	117.5	120.9

The proposed Operational Boundary for external debt is based on the same estimates as the Authorised Limit but reflects the estimate of the most likely, prudent but not worst case scenario, without the additional headroom included within the Authorised Limit to allow, for example, for unusual cash movements and equates to the maximum of external debt projected by this estimate.

The Operational Boundary represents a key management tool for in-year monitoring by the Head of Finance. Within the Operational Boundary, figures for borrowing and other long-term liabilities are separately identified. The Council is asked to delegate authority to the Head of Finance, within the total Operational Boundary for any individual year, to effect movement between the separately agreed figures for borrowing

and other long term liabilities, in a similar fashion to the Authorised Limit. Any such changes will be reported to the Audit Committee or Council at the next opportunity following the change.

The Council's actual external debt at 31 March 2013 was £85.7 million, comprising £84.3 million borrowing and £1.4 million other long-term liabilities. It should be noted that the actual external debt is not directly comparable to the Authorised Limit and Operational Boundary, since the actual external debt reflects the position at one point in time.

In taking its decisions on this budget report, the Council is asked to note that the Authorised Limit determined for 2014/15 would be the statutory limit determined under section 3(1) of the local Government Act 2003.

Incremental impact of new capital investment decisions on Council Tax

A key measure of affordability is the incremental impact on the Council Tax, and the Council should consider different options for its capital investment programme in relation to their differential impact on the Council Tax.

The incremental impact works on the basis that supported borrowing is funded through Revenue Support Grant. The calculation is therefore determined by establishing the revenue impact of:

- Unsupported borrowing - in terms of interest payments and the statutory Minimum Revenue Provision (MRP)
- Any revenue savings or costs that have been identified and that will result from capital schemes being delivered

The current capital budget proposals, using current information available, would have the following impact:

	2012/13 Actual		2013/14 Estimate		2014/15 Estimate		2015/16 Estimate		2016/17 Estimate		2017/18 Estimate	
	£	p	£	p	£	p	£	p	£	p	£	p
Effect on Band D Council Tax	18.30		23.38		17.33		1.92		1.91		1.91	

The notable incremental impact in 2014/15 is due to the high level of capital works schemes funded by unsupported borrowing.

Other Items

There are a number of additional items that the Authority is obliged by CIPFA or WG to include in its Treasury Management Strategy.

Policy on Use of Financial Derivatives: In the absence of any legal power to do so, the Authority will not use standalone financial derivatives (such as swaps, forwards, futures and options). Derivatives embedded into

loans and investments may be used, and the risks that they present will be managed in line with the overall treasury risk management strategy.

Investment Training: The needs of the Authority's treasury management staff for training in investment management are assessed every three months as part of the staff appraisal process, and additionally when the responsibilities of individual members of staff change.

Staff regularly attend training courses, seminars and conferences provided by Arlingclose and CIPFA. Relevant staff are also encouraged to study professional qualifications from CIPFA, the Association of Corporate Treasurers and other appropriate organisations.

Investment Advisers: The Authority has appointed Arlingclose Limited as treasury management advisers and receives specific advice on investment, debt and capital finance issues. The quality of this service is assessed at the contract tender stage by comparing to other market leaders and their historical track record. It is then monitored by on-going interaction with internal Treasury personnel. The Authority maintains the quality of the service with its advisors by holding quarterly meetings and tendering periodically.

Investment of Money Borrowed in Advance of Need: The Authority may, from time to time, borrow in advance of need, where this is expected to provide the best long term value for money. Since amounts borrowed will be invested until spent, the Authority is aware that it will be exposed to the risk of loss of the borrowed sums, and the risk that investment and borrowing interest rates may change in the intervening period. These risks will be managed as part of the Authority's overall management of its treasury risks.

Financial Implications

The budget for investment income in 2014/15 is £25,000, based on an average investment portfolio of £5 million at an interest rate of 0.50%. The budget for debt interest paid in 2014/15 is £3.7 million, based on an average interest rate of 4.1%. If actual levels of investments and borrowing, and actual interest rates differ from those forecast, performance against budget will be correspondingly different.

Other Options Considered

The WG Guidance and the CIPFA Code do not prescribe any particular treasury management strategy for local authorities to adopt. The Head of Finance, the S151 Officer, having consulted the Cabinet Member for Finance, believes that the above strategy represents an appropriate balance between risk management and cost effectiveness. Some alternative strategies, with their financial and risk management implications, are listed below.

Alternative	Impact on income and expenditure	Impact on risk management
Invest in a narrower range of counterparties and/or for shorter times	Interest income will be lower	Reduced risk of losses from credit related defaults
Invest in a wider range of counterparties and/or for longer times	Interest income will be higher	Increased risk of losses from credit related defaults
Borrow additional sums at long-term fixed interest rates	Debt interest costs will rise; this is unlikely to be offset by higher investment income	Higher investment balance leading to a higher impact in the event of a default; however long-term interest costs will be more certain
Borrow short-term or variable	Debt interest costs will initially	Increases in debt interest costs

loans instead of long-term fixed rates	be lower	will be broadly offset by rising investment income in the medium term, but long term costs will be less certain
Reduce level of borrowing	Saving on debt interest is likely to exceed lost investment income	Reduced investment balance leading to a lower impact in the event of a default; however long-term interest costs will be less certain

Annex A - Arlingclose Economic & Interest Rate Forecast [December] 2013

Underlying assumptions:

- Growth continues to strengthen with the second estimate for Q3 growth coming in at an unrevised 0.8%. The service sector remains the main driver of growth, boosted by a contribution from construction.
- The unemployment rate has fallen to 7.1%. The pace of decline in this measure will be dependent on a slower expansion of the workforce than the acceleration in the economy, alongside the extent of productivity.
- The CPI for November has fallen to 2.1%, a much more comfortable position for the MPC. Utility price increases are expected to keep CPI above the 2% target in 2014, before falling back again.
- The principal measure in the MPC's Forward Guidance on interest rates is the Labour Force Survey (LFS) unemployment rate. The MPC intends not to raise the Bank Rate from its current level of 0.5% at least until this rate has fallen to a threshold of 7%.
- The reduction in uncertainty and easing of credit conditions have begun to unlock demand, much of which has fed through to the housing market. In response to concerns over a house price bubble, the Bank of England announced a curtailment of the Funding for Lending Scheme, which will henceforth concentrate on business lending only.
- The MPC will not hesitate to use macro prudential and regulatory tools to deal with emerging risks (such as curtailing the FLS). Absent risks to either price stability or financial stability, the MPC will only tighten policy when it is convinced about the sustained durability of economic growth.
- Federal Reserve monetary policy expectations - the slowing in the pace of asset purchases ('tapering') and the end of further asset purchases - will remain predominant drivers of the financial markets. Tapering of asset purchases will begin in Q1 2014. The US political deadlock over the debt ceiling will need resolving in Q1 2014.
- The European backstop mechanisms have lowered the risks of catastrophic meltdown. The slightly more stable economic environment at the aggregate Eurozone level could be undone by political risks and uncertainty in Italy, Spain and Portugal (doubts over longevity of their coalitions). The ECB has discussed a third LTRO, as credit conditions remain challenging for European banks.
- China data has seen an improvement, easing markets fears. Chinese leaders have signalled possible monetary policy tightening.
- On-going regulatory reform and a focus on bail-in debt restructuring is likely to prolong banking sector deleveraging and maintain the corporate credit bottleneck.

Forecast:

- Our projected path for short term interest rates remains flat. Markets are still pricing in an earlier rise in rates than warranted under Forward Guidance and the broader economic backdrop. The MPC will not raise rates until there is a sustained period of strong growth. However, upside risks weight more heavily at the end of our forecast horizon.
- We continue to project gilt yields on an upward path through the medium term. The recent climb in yields was overdone given the soft fundamental global outlook and risks surrounding the Eurozone, China and US.

	Dec-13	Mar-14	Jun-14	Sep-14	Dec-14	Mar-15	Jun-15	Sep-15	Dec-15	Mar-16	Jun-16	Sep-16	Dec-16
Official Bank Rate													
Upside risk		0.25	0.25	0.25	0.25	0.25	0.50	0.50	0.50	0.75	0.75	0.75	1.00
Arlingclose Central Case	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Downside risk				-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25
3-month LIBID rate													
Upside risk	0.20	0.25	0.30	0.35	0.40	0.50	0.55	0.60	0.65	0.70	0.75	0.80	0.80
Arlingclose Central Case	0.45	0.45	0.50	0.55	0.55	0.55	0.55	0.60	0.65	0.70	0.80	0.80	0.80
Downside risk	-0.25	-0.25	-0.25	-0.30	-0.30	-0.30	-0.35	-0.40	-0.45	-0.50	-0.55	-0.55	-0.55
1-yr LIBID rate													
Upside risk	0.35	0.30	0.35	0.40	0.45	0.50	0.60	0.70	0.75	0.75	0.75	0.80	0.80
Arlingclose Central Case	0.90	0.95	0.95	0.95	1.00	1.05	1.10	1.15	1.20	1.25	1.30	1.40	1.40
Downside risk	-0.25	-0.25	-0.25	-0.30	-0.35	-0.40	-0.45	-0.50	-0.50	-0.50	-0.50	-0.50	-0.50
5-yr gilt yield													
Upside risk	0.50	0.75	0.75	0.75	0.85	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Arlingclose Central Case	1.45	1.50	1.55	1.60	1.65	1.70	1.75	1.85	1.95	2.10	2.30	2.50	2.50
Downside risk	-0.50	-0.50	-0.50	-0.50	-0.55	-0.60	-0.60	-0.60	-0.65	-0.75	-0.80	-0.80	-0.80
10-yr gilt yield													
Upside risk	0.50	0.50	0.50	0.65	0.75	0.85	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Arlingclose Central Case	2.55	2.60	2.65	2.70	2.75	2.80	2.85	2.90	3.00	3.10	3.30	3.50	3.50
Downside risk	-0.50	-0.50	-0.50	-0.50	-0.55	-0.60	-0.60	-0.60	-0.65	-0.75	-0.80	-0.80	-0.80
20-yr gilt yield													
Upside risk	0.50	0.75	0.75	0.75	0.85	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Arlingclose Central Case	3.25	3.30	3.35	3.40	3.45	3.50	3.55	3.65	3.75	3.85	4.05	4.15	4.15
Downside risk	-0.50	-0.50	-0.50	-0.50	-0.55	-0.60	-0.60	-0.60	-0.65	-0.70	-0.75	-0.80	-0.80
50-yr gilt yield													
Upside risk	0.50	0.75	0.75	0.75	0.75	0.75	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Arlingclose Central Case	3.45	3.50	3.55	3.60	3.65	3.70	3.75	3.80	3.85	3.95	4.05	4.15	4.15
Downside risk	-0.50	-0.50	-0.50	-0.50	-0.55	-0.60	-0.60	-0.60	-0.65	-0.70	-0.75	-0.80	-0.80

Annex B - Existing Investment & Debt Portfolio Position

	31/12/2013 Actual Portfolio £m
External Borrowing:	
PWLB - Fixed Rate	44.0
PWLB - Variable Rate	15.3
Local Authorities	23.3
LOBO Loans	13.6
Total External Borrowing	96.2
Other Long Term Liabilities:	1.4
Total Gross External Debt	97.6
Investments:	
<i>Managed in-house</i>	
Short-term investments	13.0
Total Investments	13.0
Net Debt	84.6

Annex C - MRP Statement 2014/15

The Welsh Government's Guidance on Minimum Revenue Provision (issued in 2010) places a duty on local authorities to make a prudent provision for debt redemption. Guidance on Minimum Revenue Provision has been issued by the Welsh Ministers and local authorities are required to "have regard" to such Guidance under section 21(1A) of the Local Government Act 2003.

The four MRP options available are:

- Option 1: Regulatory Method
- Option 2: CFR Method
- Option 3: Asset Life Method
- Option 4: Depreciation Method

Note: This does not preclude other prudent methods.

MRP in 2014/15:

Options 1 and 2 may be used only for supported (i.e. financing costs deemed to be supported through Revenue Support Grant from Central Government) Non-HRA capital expenditure funded from borrowing. Methods of making prudent provision for unsupported Non-HRA capital expenditure include Options 3 and 4 (which may also be used for supported Non-HRA capital expenditure if the Authority chooses).

The MRP Statement will be submitted to Council before the start of the 2014/15 financial year. If it is ever proposed to vary the terms of the original MRP Statement during the year, a revised statement should be put to Authority at that time.

The Authority will apply Option 2 in respect of supported capital expenditure funded from borrowing and Option 3 in respect of unsupported capital expenditure funded from borrowing. There are 2 calculation methods which are available within option 3.

- The equal instalment method and
- The annuity method - whereby the MRP is the principal element for the year of the annuity required to repay the capital expenditure over the life of the asset

The equal instalment method will tend to be the default calculation, unless the borrowing involves an annuity aspect.

MRP in respect of leases and Private Finance Initiative schemes brought on Balance Sheet under the CIPFA Accounting Code of Practice will match the annual principal repayment for the associated deferred liability.



TREASURY MANAGEMENT POLICY STATEMENT 2014/15

1. INTRODUCTION AND BACKGROUND

- 1.1 The Council adopts the key recommendations of CIPFA's Treasury Management in the Public Services: Code of Practice (the Code), as described in Section 5 of the Code.
- 1.2 Accordingly, the Council will create and maintain, as the cornerstones for effective treasury management:-
 - A treasury management policy statement, stating the policies, objectives and approach to risk management of its treasury management activities
 - Suitable treasury management practices (TMPs), setting out the manner in which the Council will seek to achieve those policies and objectives, and prescribing how it will manage and control those activities.
- 1.3 The Council (i.e. full Council) will receive reports on its treasury management policies, practices and activities including, as a minimum, an annual strategy and plan in advance of the year, and an annual report after its close.
- 1.4 The Council delegates responsibility for the implementation and monitoring of its treasury management policies and practices to the Audit Committee and for the execution and administration of treasury management decisions to Head of Finance (S151 officer), who will act in accordance with the organisation's policy statement and TMPs and CIPFA's Standard of Professional Practice on Treasury Management.
- 1.5 The Council nominates Audit Committee to be responsible for ensuring effective scrutiny of the treasury management strategy and policies and they will receive the mid year report on Treasury Management activities.

2. POLICIES AND OBJECTIVES OF TREASURY MANAGEMENT ACTIVITIES

- 2.1 The Council defines its treasury management activities as:

“The management of the Council’s investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”

- 2.2 This Council regards the successful identification, monitoring and control of risk to be the prime criteria by which the effectiveness of its treasury management activities will be measured. Accordingly, the analysis and reporting of treasury management activities will focus on their risk implications for the organisation, and any financial instruments entered into to manage these risks.
- 2.3 This Council acknowledges that effective treasury management will provide support towards the achievement of its business and service objectives. It is therefore committed to the principles of achieving value for money in treasury management, and to employing suitable performance measurement techniques, within the context of effective risk management.”

As CIPFA states the policy statement should also include the Council’s high level policies for borrowing and investments:

- 2.4 The Council’s borrowing will be affordable, sustainable and prudent and consideration will be given to the management of interest rate risk and refinancing risk. The source from which the borrowing is taken and the type of borrowing should allow the Council transparency and control over its debt.
- 2.5 The Council’s primary objective in relation to investments remains the security of capital. The liquidity or accessibility of the Authority’s investments followed by the yield earned on investments remain important but are secondary considerations.

3. Approach to Risk Management

- 3.1 This section identifies the risks that the Council faces as a result of it undertaking treasury management activities.

Liquidity risk
Credit (or counterparty) risk
Interest rate risk
Inflation rate risk
Exchange rate risk
Market risk
Refinancing risk
Procedural risk
Legal and regulatory risk

The Council manages these down to an acceptable level within the regulatory framework through the consideration and application of its Treasury Strategy and appropriate monitoring against agreed prudential indicators and limits.

SUBJECT: COUNCIL TAX RESOLUTION 2014/15

DIRECTORATE: Chief Executive's Unit

MEETING: Council

DATE: 27th February 2014

DIVISION/WARDS AFFECTED: All

1. Purpose

- 1.1 The Council is bound by Statute to specific timescales for Council Tax setting and is also required to make certain defined resolutions. The recommendations that form the major part of this report are designed to comply with those Statutory Provisions and to give formal effect to previous decisions and recommendations relating to Revenue and Capital budgets.
- 1.2 The recommended resolutions also draw together the Council Tax implications of precepts notified by the Police Authority and Town and Community Councils, thereby enabling the County Council to establish its Headline Council Tax levels at the various property bands within each Town or Community area.

2. Recommendations

- 2.1 It is recommended that the following be approved:
 - (a) The revenue estimates for the year 2014/15 as recommended by the Cabinet at its meeting of 12th February 2014. (Appendix 4)
 - (b) The capital programme for 2014/15 to 2017/18 as recommended by Cabinet at its meeting of 12th February 2014. (Appendix 5)
 - (c) The disposal of assets at best value (Appendix 7)
- 2.2 It is recommended it be noted that, at its meeting on 12th February 2014, the Cabinet calculated the amounts set out below for the year 2014/15 in accordance with sections 32 and 33 of the [Local Government Finance Act 1992](#) ("the Act").

For information, sections 32 and 33 of the 1992 Act have been extensively amended by Schedule 12 to the [Local Government \(Wales\) Act 1994](#). Both are further amended by the [Local Authorities \(Alteration of Requisite Calculations\) \(Wales\) Regulations 2002](#) (the “2002 regulations”) and The Local Authorities (Alteration of Requisite Calculations) (Wales) Regulations 2013. Section 33 is further amended by the [Local Government Reorganisation \(Calculation of Basic Amount of Council Tax\) \(Wales\) Order 1996](#). All necessary legislative and statutory amendments have been taken into account in calculating the following amounts: -

- (a) 44,199.96 being the amount calculated by the Council, in accordance with Section 33 of the Act and The Regulations (as amended by Regulations 1999 no. 2935), as its Council Tax base for the year;
- (b) Part of the Council’s Area, being the amounts calculated by the Council, in accordance with Section 34 of the Act, as the amounts of its Council Tax base for the year for dwellings in those parts of the area to which one or more special items relate:

	Council Tax Base for 2014/15	Community	Council Tax Base for 2014/15
Abergavenny	4,770.94	Llanhennock	278.57
Caerwent	1,048.71	Llanover	804.04
Caldicot	3,938.97	Llantillio Croesenny	452.90
Chepstow	5,346.93	Llantillio Pertholey	1,573.55
Crucorney	725.01	Llantrissant Fawr	261.50
Devauden	634.60	Magor with Undy	2,822.73
Goetre Fawr	1,175.92	Mathern	602.46
Grosmont	490.19	Mitchell Troy	734.32
Gwehelog Fawr	282.24	Monmouth	4,881.16
Llanarth	477.83	Portskewett	981.12
Llanbadoc	448.98	Raglan	1,061.80
Llanelly Hill	1,845.86	Rogiet	708.57
Llanfoist Fawr	1,772.90	Shirenewton	719.57
Llangattock Vibon Abel	646.58	St.Arvals	448.79
Llangwm	271.08	Tintern	484.72
Llangybi	518.88	Trellech	1,617.57
		Usk	1,370.97
		Total	44,199.96

It is recommended that Council resolves:

2.3 That the following amounts be now calculated by the Council for the year 2014/15 in accordance with Sections 32 to 36 of the Act and sections 47 and 49 of the [Local Government Finance Act 1988](#) (as amended):

- (a) £145,287,643 being the aggregate of the amounts the Council estimates for the items set out in Section 32(2) (a) to (d) of the Act less the aggregate of the amounts the Council estimates for the items set out in Section 32 (3) (a) and (c) of the Act calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year
- (b) £97,508,621 being the aggregate of the sums which the Council estimates will be payable for the year into its Council fund in respect of redistributed non-domestic rates and revenue support grant in accordance with Section 33 (3)
- (c) £6,000 being the cost to the authority of discretionary non-domestic rate relief anticipated to be granted (under sections 47 and 49 of the [Local Government Finance Act 1988](#) , as amended)
- (d) £ 1,081.11 being the amount at 2.3(a) and 2.3(c) above less the amount at 2.3(b) above, all divided by the amount at 2.2(a) above, calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its Council Tax for the year
- (e) £1,669,443 being the aggregate amount of all special items referred to in Section 34 of the Act (Town and Community Precepts)
- (f) £1,043.34 being the amount at 2.3(d) above less the result given by dividing the amount at 2.3(e) above by the amount at 2.2(a) above calculated by the Council in accordance with Section 34(2) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of the area to which no special item relates.
- (g) Part of the Council's Area, being the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amounts at 2.2(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of the area to which one or more special items relate:

Community Council	Precept Band D Equivalent £'s	Community Council	Precept Band D Equivalent £'s
Abergavenny	48.67	Llanover	13.06

Caerwent	38.14	Llantillio Croesenny	11.92
Caldicot	60.61	Llantillio Pertholey	25.61
Chepstow	60.83	Llantrissant Fawr	15.30
Crucorney	10.86	Magor with Undy	47.14
Devauden	12.61	Mathern	26.69
Goetre Fawr	23.39	Mitchell Troy	10.55
Grosmont	12.24	Monmouth	38.40
Gwehelog Fawr	13.46	Portskewett	20.89
Llanarth	13.60	Raglan	28.38
Llanbadoc	22.01	Rogiet	42.77
Llanelly Hill	32.74	Shirenewton	20.81
Llanfoist Fawr	32.15	St.Arvals	20.66
Llangattock Vibon Abel	13.92	Tintern	31.71
Llangwm	9.96	Trellech	13.60
Llangybi	16.09	Usk	54.71
Llanhennock	14.93		

- (h) The County Council Area, being the amounts given by multiplying the amount at 2.3(f) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation Band D calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

Council Tax Band	A	B	C	D	E	F	G	H	I
Proportion	6	7	8	9	11	13	15	18	21
Council Tax Charge	695.56	811.49	927.41	1043.34	1275.19	1507.05	1738.90	2086.68	2434.46

- (i) Part of the Council's Area, being the amounts given by multiplying the amounts at 2.3(g) and 2.3(h) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation Band D calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands: -

County Council plus Town/Community Council

Council Tax Band	A	B	C	D	E	F	G	H	I
Abergavenny	728.01	849.34	970.67	1092.01	1334.68	1577.35	1820.02	2184.02	2548.02
Caerwent	720.99	841.15	961.31	1081.48	1321.81	1562.14	1802.47	2162.96	2523.45

Caldicot	735.97	858.63	981.29	1103.95	1349.27	1594.60	1839.92	2207.90	2575.88
Chepstow	736.11	858.80	981.48	1104.17	1349.54	1594.92	1840.28	2208.34	2576.40
Crucorney	702.80	819.94	937.06	1054.20	1288.46	1522.74	1757.00	2108.40	2459.80
Devauden	703.97	821.30	938.62	1055.95	1290.60	1525.26	1759.92	2111.90	2463.88
Goetre	711.15	829.68	948.20	1066.73	1303.78	1540.84	1777.88	2133.46	2489.04
Grosmont	703.72	821.01	938.29	1055.58	1290.15	1524.73	1759.30	2111.16	2463.02
Gwehelog	704.53	821.96	939.37	1056.80	1291.64	1526.49	1761.33	2113.60	2465.87
Llanarth	704.63	822.07	939.50	1056.94	1291.81	1526.69	1761.57	2113.88	2466.19
Llanbadock	710.23	828.61	946.97	1065.35	1302.09	1538.84	1775.58	2130.70	2485.82
Llanelly Hill	717.39	836.95	956.51	1076.08	1315.21	1554.34	1793.47	2152.16	2510.85
Llanfoist	716.99	836.50	955.99	1075.49	1314.48	1553.49	1792.48	2150.98	2509.48
Llangattock V A	704.84	822.32	939.78	1057.26	1292.20	1527.16	1762.10	2114.52	2466.94
Llangwm	702.20	819.24	936.26	1053.30	1287.36	1521.44	1755.50	2106.60	2457.70
Llangybi	706.29	824.00	941.71	1059.43	1294.86	1530.29	1765.72	2118.86	2472.00
Llanhennock	705.51	823.10	940.68	1058.27	1293.44	1528.62	1763.78	2116.54	2469.30
Llanover	704.27	821.65	939.02	1056.40	1291.15	1525.91	1760.67	2112.80	2464.93
Llantillio Croess	703.51	820.76	938.01	1055.26	1289.76	1524.27	1758.77	2110.52	2462.27
Llantillio Pertholey	712.63	831.41	950.17	1068.95	1306.49	1544.04	1781.58	2137.90	2494.22
Llantrissant	705.76	823.39	941.01	1058.64	1293.89	1529.15	1764.40	2117.28	2470.16
Magor with Undy	726.99	848.15	969.31	1090.48	1332.81	1575.14	1817.47	2180.96	2544.45
Mathern	713.35	832.25	951.13	1070.03	1307.81	1545.60	1783.38	2140.06	2496.74
Mitchell Troy	702.59	819.70	936.79	1053.89	1288.08	1522.29	1756.48	2107.78	2459.08
Monmouth	721.16	841.36	961.54	1081.74	1322.12	1562.52	1802.90	2163.48	2524.06
Portskewett	709.49	827.74	945.98	1064.23	1300.72	1537.22	1773.72	2128.46	2483.20
Raglan	714.48	833.56	952.64	1071.72	1309.88	1548.04	1786.20	2143.44	2500.68
Rogiet	724.07	844.76	965.43	1086.11	1327.46	1568.83	1810.18	2172.22	2534.26
Shirenewton	709.43	827.68	945.91	1064.15	1300.62	1537.11	1773.58	2128.30	2483.02
St. Arvans	709.33	827.56	945.77	1064.00	1300.44	1536.89	1773.33	2128.00	2482.67
Tintern	716.70	836.15	955.60	1075.05	1313.95	1552.85	1791.75	2150.10	2508.45
Trelech	704.63	822.07	939.50	1056.94	1291.81	1526.69	1761.57	2113.88	2466.19
Usk	732.03	854.04	976.04	1098.05	1342.06	1586.08	1830.08	2196.10	2562.12

2.4 That it be noted for the year 2014/15 that Gwent Police Authority has notified the following amounts in precepts issued to the Council, in accordance with Section 40 of the Act, for each of the dwellings shown above: -

Council Tax Band	A	B	C	D	E	F	G	H	I
Proportion	6	7	8	9	11	13	15	18	21
Council Tax Charge	135.67	158.28	180.89	203.50	248.72	293.94	339.17	407.00	474.83

- 2.5 That, having calculated the aggregate in each case of the amounts at 2.3(i) and 2.4 above, the Council, in accordance with Section 30(2) of the Act, hereby sets the following amounts as the amounts of Council Tax for the year 2014/15 for each of the categories of dwellings shown below: -

County Council plus Town/Community Council plus Police Authority

Council Tax Band	A	B	C	D	E	F	G	H	I
Abergavenny	863.68	1007.62	1151.56	1295.51	1583.40	1871.29	2159.19	2591.02	3022.85
Caerwent	856.66	999.43	1142.20	1284.98	1570.53	1856.08	2141.64	2569.96	2998.28

Caldicot	871.64	1016.91	1162.18	1307.45	1597.99	1888.54	2179.09	2614.90	3050.71
Chepstow	871.78	1017.08	1162.37	1307.67	1598.26	1888.86	2179.45	2615.34	3051.23
Crucorney	838.47	978.22	1117.95	1257.70	1537.18	1816.68	2096.17	2515.40	2934.63
Devauden	839.64	979.58	1119.51	1259.45	1539.32	1819.20	2099.09	2518.90	2938.71
Goetre	846.82	987.96	1129.09	1270.23	1552.50	1834.78	2117.05	2540.46	2963.87
Grosmont	839.39	979.29	1119.18	1259.08	1538.87	1818.67	2098.47	2518.16	2937.85
Gwehelog	840.20	980.24	1120.26	1260.30	1540.36	1820.43	2100.50	2520.60	2940.70
Llanarth	840.30	980.35	1120.39	1260.44	1540.53	1820.63	2100.74	2520.88	2941.02
Llanbadock	845.90	986.89	1127.86	1268.85	1550.81	1832.78	2114.75	2537.70	2960.65
Llanelly Hill	853.06	995.23	1137.40	1279.58	1563.93	1848.28	2132.64	2559.16	2985.68
Llanfoist	852.66	994.78	1136.88	1278.99	1563.20	1847.43	2131.65	2557.98	2984.31
Llangattock V A	840.51	980.60	1120.67	1260.76	1540.92	1821.10	2101.27	2521.52	2941.77
Llangwm	837.87	977.52	1117.15	1256.80	1536.08	1815.38	2094.67	2513.60	2932.53
Llangybi	841.96	982.28	1122.60	1262.93	1543.58	1824.23	2104.89	2525.86	2946.83
Llanhennock	841.18	981.38	1121.57	1261.77	1542.16	1822.56	2102.95	2523.54	2944.13
Llanover	839.94	979.93	1119.91	1259.90	1539.87	1819.85	2099.84	2519.80	2939.76
Llantillio Croess	839.18	979.04	1118.90	1258.76	1538.48	1818.21	2097.94	2517.52	2937.10
Llantillio Pertholey	848.30	989.69	1131.06	1272.45	1555.21	1837.98	2120.75	2544.90	2969.05
Llantrissant	841.43	981.67	1121.90	1262.14	1542.61	1823.09	2103.57	2524.28	2944.99
Magor with Undy	862.66	1006.43	1150.20	1293.98	1581.53	1869.08	2156.64	2587.96	3019.28
Mathern	849.02	990.53	1132.02	1273.53	1556.53	1839.54	2122.55	2547.06	2971.57
Mitchell Troy	838.26	977.98	1117.68	1257.39	1536.80	1816.23	2095.65	2514.78	2933.91
Monmouth	856.83	999.64	1142.43	1285.24	1570.84	1856.46	2142.07	2570.48	2998.89
Portskewett	845.16	986.02	1126.87	1267.73	1549.44	1831.16	2112.89	2535.46	2958.03
Raglan	850.15	991.84	1133.53	1275.22	1558.60	1841.98	2125.37	2550.44	2975.51
Rogiet	859.74	1003.04	1146.32	1289.61	1576.18	1862.77	2149.35	2579.22	3009.09
Shirenewton	845.10	985.96	1126.80	1267.65	1549.34	1831.05	2112.75	2535.30	2957.85
St. Arvans	845.00	985.84	1126.66	1267.50	1549.16	1830.83	2112.50	2535.00	2957.50
Tintern	852.37	994.43	1136.49	1278.55	1562.67	1846.79	2130.92	2557.10	2983.28
Trelech	840.30	980.35	1120.39	1260.44	1540.53	1820.63	2100.74	2520.88	2941.02
Usk	867.70	1012.32	1156.93	1301.55	1590.78	1880.02	2169.25	2603.10	3036.95

2.6 That Mrs J. Robson, Mr M. Howcroft, Miss R. Donovan, Mrs. S. Deacy, Mrs. W. Woods, Mrs. S. Knight and Mrs. J. Morgan be authorised under Section 223 of the Local Government Act 1972 to prosecute and appear on behalf of Monmouthshire County Council in proceedings before a Magistrates Court for the purpose of applying for Liability Orders in respect of Council Tax and Non-Domestic Rates.

3. KEY ISSUES

- 3.1 Statute requires that Council makes appropriate recommendations to prescribed timescales for establishing estimates for the coming financial year and for setting the Council Tax payable. The Council must also account for precepts made upon it by the Police Authority and by Town and Community Councils. Recommendations 2.1 to 2.5 discharge these obligations, based on Cabinet recommendations to Council.
- 3.2 The Council is also required to authorise officers to undertake advance recovery action through the Courts where necessary. The authorising recommendation appears at 2.6 above.
- 3.3 The 2003 Local Government Act imposes a number of statutory duties on a Council's Responsible Financial Officer (RFO). The primary duties for the RFO are to provide a view on the robustness of the budget process and the adequacy of reserves and balances. The RFO's view was presented to Cabinet on 12th February 2014 in order that they might make fully informed budget recommendations to Council. The view of the RFO is presented in Appendix 1 to this report.

4. REASONS

- 4.1 To establish the budget estimates for and set the Council Tax for the 2014/15 financial year.
- 4.2 To discharge the Responsible Financial Officer's responsibilities under the Local Government Act 2003.

5. RESOURCE IMPLICATIONS:

As identified in the report.

6. SUSTAINABILITY AND EQUALITY IMPLICATIONS:

The equality and sustainability considerations on the budget proposals have been identified throughout the budget process and were taken into account by Cabinet in making their recommendations to Council today. The relevant information is contained in the Budget report to Cabinet on 12th February 2014.

7. CONSULTEES:

This report arises from Cabinet Recommendations and contains the statutory decisions in relation to setting Council tax for 2014/15. The budget has undergone considerable consultation to arrive at the recommendations today.

8. BACKGROUND PAPERS:

Budget reports to Cabinet, particularly 12th February 2014

9. AUTHORS:

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Mark Howcroft – Assistant Head of Finance (S151)

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Appendix 1 - Responsible Financial Officers Opinion

1.1 The 2003 Local Government Act imposes a number of statutory duties on a Councils Responsible Financial Officer (RFO). Guidance on these duties is contained within LAAP Bulletin 55 and the CIPFA Statement on the Role of the Finance Director, compliance with which has been supported by the Councils Audit Committee. The primary duties are for me, as RFO, to provide a view on the robustness of the budget process, budgetary risk and the adequacy of reserves and balances.

1.2 Robustness of the budget process

1.3 In terms of robustness of the budget process, I have placed reliance on the work carried out by members of the Strategic Leadership Team in their Directorates involving budget managers and devolved accountants. The process has been properly rigorous with notable elements of good practice. These include;

- The use of the Councils Medium Term Financial Plan as an integral part of budget planning
- Inclusion of all Councillors in two all-member budget seminars
- Cabinet ownership of budget principles and assumptions through the development of the Medium Term Financial Plan
- Anticipating likely and known events through the application of appropriate indices for base costs.
- Applying rigour via Directorate Management Teams, Chief Officers, Strategic Leadership Team and Cabinet Member scrutiny.
- Comparing year on year budgets by using 2012/13 outturn and 2013/14 budget monitoring data.
- Providing Select Committees with opportunity to look at and scrutinize current budgets, gaining an understanding of the budgets within the remit of their Select committee.
- Providing all Select committee members with the opportunity to scrutinize the budget as a whole through a special Joint Select Committee.
- Providing Select Committee with the assumptions underlying the Medium Term Financial Plan and the budget savings ideas at a much earlier stage in the process than in previous years.
- Engaging with the public at 5 events throughout the County in October, sharing the budget ideas and gathering further ideas from the public.

- Consulting on budget proposals with the Schools Forum and Trade Unions and Business Ratepayers.
- Providing opportunities for public consultation, via the web site, You Tube presentations and Twitter, but also through a further round of public engagement events throughout the County
- Communicating emerging Settlement considerations to Cabinet members.
- Being clear on risks and assumptions within budget proposals and identifying the links with the corporate priorities of the Council.
- Ensuring all members are involved in the budget setting process by establishing that budget and Council Tax settings is a function of full Council.

1.4 There are a number of explicit risks in the budget proposals now presented given the reduction in the settlement for next year and in the medium term. Risks have been identified as the budget proposals have been put together and are captured as part of the MTFP model. Outlined below are the key risks and how they are being managed:

- Some identification of evidenced based pressures in relation to the financial impact of increasing demand in children's social services, demographic changes such as increasing elderly population, changes in pupil numbers, increase in special educational need provision has been included in the current budget process. However, these risks have in part been mitigated by the protection given to these areas in the sense that budget savings have been more heavily weighted to other areas of the budget. However, given the current year position against the budget in some of these areas, this potential pressure will require careful monitoring over the course of the financial year so that problems can be highlighted early and any appropriate corrective action taken.
- Directorates are being required to manage some pressures within their service areas as only significant pressures have been highlighted and included in the budget build. Whilst individually these pressures are relatively small in total there is a considerable pressure to be managed alongside the achievement of the budget saving proposals contained as part of this budget. The new Council Tax Reduction Scheme and fixed level of funding associated with it, places all the risk of additional demand with its associated cost on the Authority.
- A number of the savings/efficiency proposals involve the generation of income, changes to current structures, systems and processes or have implications for service design involving other partners or organisations. These savings involve higher levels of risk than those which broadly maintain current arrangements. At the practical level these risks begin with the income targets not being achieved, possibility of slippage and disruption in the transition from old to new arrangements resulting in

further pressures to be managed in the year in which savings are budgeted to be made. Clearly robust and timely monitoring of the delivery of the savings in the budget will be critically important in order to manage the potential for these risks to materialize.

- Late notification of grant funding streams being removed or reduced. This is particularly an issue where the expenditure backing this grant is in the form of permanent staff. These will need to be managed on a case by case basis, with the default position being that if the grant ceases the activity also ceases unless a business case can be built that justifies the maintenance of the activity, the expenditure and identifies a means of funding this expenditure following the loss of grant income. There is also a particular risk in the area of the Outcome Agreement Grant where payment is dependent on performance, the budget assumes full payment however there is a risk that the required performance levels may not be achieved and therefore less than 100% payment provided.
- Underlying assumptions on pay and non-pay inflation built into the budget are not borne out next year. All budgets will not receive budget to cover the full extent of inflation factors next year if they turn out as expected. This puts further pressure on service budgets to find efficiencies savings to manage this shortfall. There is an expectation that this would need to be managed within overall directorate budgets.
- Further equal pay claims are lodged with the Authority, resulting in significant payout. A reserve was been established to fund the claims and payments already made. The Cabinet decision report on this however, did recognize that the option chosen will not completely extinguish the risk of further claims in this area.
- Prudential borrowing impact annually on the revenue account resulting from the Authority accepting any awards of 21st Century funding following further development of the detailed programme being submitted to the WG. The capital programme proposal seeks to mitigate this risk by establishing authority to generate capital receipts to offset the need to borrow, however this carries with it its own risk in the current economic climate.
- Treasury estimates established in the budget are based on cashflows, timing of capital spend, forecast interest rate levels and predicted trigger points for converting variable loans to fixed rate loans. There is inherent uncertainty and risk attached to each variable. The Authority has established a Treasury Equalisation reserve to mitigate the potential impact caused by significant variations to the year on year budget. Contributions from the reserve are used to even out the variation in the MTFP model.
- General pressures on school budgets indicated by the number of schools with deficit budget management plans. As previously

identified, schools have been protected from the level of savings required from the rest of the Authority. The LEA will be working closely with schools to help costs savings to be established. However, it is understood that some schools will still need to establish budget management plans, any resulting redundancies will need to be met from the budget established for this purpose.

- The risks on the capital side are largely around the difficulties in achieving the level of capital receipts required to fund future capital investment. If receipts are not achieved, other funding streams need to be sought which may include prudential borrowing with its consequent impact on the revenue budget. In addition there are significant pressures highlighted of a capital nature that will not be met as the priority is to invest in 21st century schools.

1.5 Whilst the above risks in the 2014/15 budget have been identified, the main budgetary risks going forward in for the MTFP will also need to be managed and outlined are as follow:

- Any impact arising from the Williams review, and the shape of Local government in Wales in the future and any new legislation impacting on the services provided by Local Authorities.
- Very low settlements projected for the medium term
- The revenue implications of 21st Century Schools, where the source of capital is uncertain given the medium term national forecast for significant funding reductions.
- The financial, service and strategic implications of service transformation, including shared services, greater partnership working with both public and private sector
- The national and local emphasis on increased waste diversion
- The deteriorating condition of local roads, associated infrastructure and property
- The ageing population
- Continued uncertainty in financial markets
- Low economic activity leading to increased demand for some services and reduced income in others.
- The potential liability of new equal pay c/aims arising from the implementation of single status

1.6 Adequacy of reserves

- 1.7 The MTFP has established the principles for general and earmarked reserve utilization. The level of the **general reserve** at £6.2 million is of concern being just above the minimum prudent level. The final revenue budget proposals include a requirement to use the general reserve to balance the budget in 2014/15. The report makes clear that this can be recommended by taking a medium term approach, noting that by setting a planning assumption around council tax increases, shortfalls and headroom can be accommodated by contingent use of reserve funding. As the MTFP is updated as new information becomes available the position regarding the use of reserves will need to be reviewed and where possible use of the general reserve reduced.
- 1.8 Included with the general reserve are the school based reserves. There has been a slight recovery over recent years with the result that Monmouthshire's schools based reserves are no longer the lowest in Wales.
- 1.9 The 2014/15 budget recommendations anticipate some use of **earmarked reserves** to support the budget saving proposals and to even out one off expenditure items over the MTFP. Earmarked reserves have been established over time for the purpose of future utilisation, and whilst not currently earmarked for use provide a level of contingency for some of the risks associated with the budget recommendations highlighted in this report.
- 1.10 Earmarked reserve usage over the MTFP is projected to decrease the balance on earmarked reserves from £15.5 million at the start of 2013/14 to £6.9 million at the end of 2017/18. Taking into account that some of these reserves are specific, for example relating to joint arrangements or to fund capital projects, this brings the usable balance down to £4 million.
- 1.11 Whilst every effort will be made to avoid redundancy costs a budget has been included in the MTFP relating to these costs is for school based redundancies, this is included as a pressure of £300,000. The Policy has also recently been revised, so the cost of redundancies should be reducing. Protection of Employment policy will be used to ensure redundancy is minimised, however, it is expected there may be some that are inevitable and reserve cover may be required for this, possibly in the region of £500,000 per year. Over the MTFP this could require £2 million reserve funding cover, if services are unable to fund the payments from their budgets.
- 1.12 The volatility of the Children's social services budget is going to be supplemented for 2014/15 with further funding, however if it is proposed to earmark the Priority Investment Reserve for next year to cover further pressures if they are not able to be contained.
- 1.13 The resulting impact on earmarked reserves would be to take the usable balance down further by the end of the MTFP period.

- 1.14 My judgement, taking into account the budget forecast at month 9, the corporate budget position, the quantum of earmarked reserves as well as the General Reserve is to certify reserves as adequate presently. However, given that the financial outlook is not set to improve significantly in the medium term, it is vital that the reserve position continues to be closely monitored. This will require continued sound budget management in future years of account and close Cabinet scrutiny of any further proposals to utilise reserves in the coming months. Further savings need to be identified so that the use of the general reserve can be minimized.
- 1.15 The provisional schedule of reserves estimated at the end of the financial year is included as an appendix to the budget report.

J Robson
Responsible Financial Officer

APPENDIX 2 - USE OF RESERVE FOR REVENUE BUDGET PURPOSES 2014-15

Item	2014-15		Reserve
	£000	£000	
	To	From	
COUNCIL FUND			
To fund 2014/15 budget		296	
Net contribution from Council Fund	0	296	
EARMARKED RESERVES			
General Earmarked reserve use			
Contributions from:			
Invest to Save schemes		35	Invest to Redesign Reserve
Council Tax Additional Recovery		40	Invest to Redesign Reserve
Centre of Innovation		210	Invest to Redesign Reserve
Service Transformation Adult Social Care		212	Invest to Redesign Reserve
Prepare Assets For Sale		125	Capital Receipt Generation Reserve
Contribution to MTFP treasury pressures		338	Treasury Equalisation Reserve
Contributions to Pension Strain Costs		370	Redundancy and Pensions Reserve
Head of School Improvement		34	Priority Investment Reserve
SCH/CYP Development Fund		200	Priority Investment Reserve
Raising standards in literacy and numeracy in secondary schools		150	Priority Investment Reserve
Innovation - People Strategy		44	Priority Investment Reserve
Grass Routes Buses Reserve		26	Grass Routes Buses Reserve
Contribution from Earmarked Reserves	0	1,784	
	0	2,080	
Contributions to:			
Repayments to reserve for amounts provided in earlier years	-40		Invest to Redesign Reserve
Election costs	-25		Elections reserve
Grass routes buses reserve	-5		Grass Routes buses reserve
	-70	0	
MTFP evidence pressures			
LDP pressure		75	Priority investment reserve
Total funding for evidence based pressures	0	75	
Earmarked reserve support for revenue budget	-70	2,155	
Capital reserve funding		0	
TOTAL EARMARKED RESERVE CONTRIBUTIONS	-70	2,155	
		2,085	Total Net Contribution from Reserves

APPENDIX 3 - RESERVE BALANCES 2014/15

Reserve	B/F	2013/14					2014/15		
		Cont to	Cont from (Budgeted)	Cont from (Caveated)	Forecast Variances & Approved Reports	C/F	Contributions To	Contributions From	C/F
Council Fund									
Council Fund (Authority)	-6,203,000					-6,203,000	296,000		-5,907,000
School Balances	-1,240,044					-1,240,044			-1,240,044
Sub Total	-7,443,044	0	0	0	0	-7,443,044	0	296,000	-7,147,044
Earmarked Reserves									
<i>Invest to Redesign Reserve</i>	-3,119,054	-20,228	1,370,596	62,341		-1,706,345	-40,228	496,907	-1,249,666
<i>IT Transformation Reserve</i>	-1,382,573		747,670			-634,903			-634,903
<i>Insurances & Risk Management Reserve</i>	-1,522,862		120,000			-1,402,862			-1,402,862
<i>Capital Receipt Generation Reserve</i>	-331,803		210,502			-121,301	124,531		3,230
<i>Treasury Equalisation Reserve</i>	-1,124,693		200,765			-923,928	338,175		-585,753
<i>Redundancy and Pensions Reserve</i>	-622,319		331,000	207,666		-83,653	369,579		285,926
<i>Capital Investment Reserve</i>	-1,592,414	-75,000	41,069			-1,626,345			-1,626,345
<i>Priority Investment Reserve</i>	-3,449,640		1,222,119	598,000		-1,629,521	427,990		-1,201,531
<i>Single Status & Equal Pay Reserve</i>	-1,551,834					-1,551,834			-1,551,834
<i>Museums Acquisitions Reserve</i>	-59,798					-59,798			-59,798
<i>Elections Reserve</i>	-33,183	-25,000				-58,183	-25,000		-83,183
<i>Grass Routes Buses Reserve</i>	-259,441	-5,000	25,913			-238,528	-5,000	25,913	-217,615
<i>Restricted Use Reserves</i>	-502,443					-502,443			-502,443
Evidence Based Pressure	0					0	75,000		75,000
Total Earmarked Reserves	-15,552,057	-125,228	4,269,634	868,007	0	-10,539,644	-70,228	1,858,095	-8,751,777
Total Useable Revenue Reserves	-22,995,101	-125,228	4,269,634	868,007	0	-17,982,688	-70,228	2,154,095	-15,898,821

Appendix 4 - Revenue Budget Summary 2014/15

	December 18th Cabinet proposals					Final Settlement Changes		Full Cost MTFP Base Budget Adjustments	February 2014 Cabinets Final budget recommendations			
	Indicative Base Budget 2014/15	Proposed savings	Identified Pressures	Council Tax Income	Proposed Budget 2014/15	Adjustment to AEF	Settlement pressures / adjustments		Changes to Pressures	Further Efficiency Savings	Changes to Savings	Final budget recommended
Net Expenditure Budgets												
Children and Young People	52,596	-1,006	353	0	51,943	0	0	0	-25	0	0	51,918
Social Care and Health	37,478	-1,551	651	0	36,578	0	0	34	0	0	0	36,612
Regeneration and Culture	27,267	-2,910	585	0	24,941	0	0	53	0	-35	0	24,959
Chief Executive's unit	11,349	-1,104	60	0	10,304	0	0	-0	0	-45	0	10,259
Corporate Costs & Levies	18,165	0	0	0	18,165	0	0	18	0	-243	0	17,940
Sub Total	146,854	-6,571	1,648	0	141,931	0	0	104	-25	-323	0	141,688
Appropriations	9,033	0	354	0	9,387	0	0	-91	0	0	0	9,296
Contributions to Earmarked reserves	70	0	0	0	70	0	0	0	0	0	0	70
Contributions from Earmarked reserves	-1,486	-372	0	0	-1,858	0	0	0	0	0	0	-1,858
Total Net Proposed Budget	154,471	-6,943	2,002	0	149,530	0	0	13	-25	-323	0	149,196

Funding Budgets

Aggregate External Financing (AEF)	-98,287	0	0	0	-98,287	-37	0	0	0	0	0	-98,324
Council Tax (MCC)	-38,202	0	183	-1,537	-39,556	0	0	13	0	0	-369	-39,912
Council Tax (Gwent Police)	-9,114	0	0	0	-9,114	0	0	120	0	0	0	-8,995
Council Tax (Community Councils)	-1,523	0	0	0	-1,523	0	0	-146	0	0	0	-1,669
Council Fund Reserve funding	0	0	0	0	0	0	0	0	0	0	-296	-296
Total Funding	-147,126	0	183	-1,537	-148,480	-37	0	-13	0	0	-665	-149,196
Headroom/-shortfall	7,345	-6,943	2,185	-1,537	1,050	-37	0	0	-25	-323	-665	0

	Council Tax 2013/14			2014/15 tax base	Council Tax 2014/15	%age increase
Council tax recommendations	1003.69			44,200	1,043.34	3.95%

Appendix 5 CAPITAL BUDGET SUMMARY 2014 to 2018

	Revised Budget 2013/14	Indicative Budget 2014/15	Indicative Budget 2015/16	Indicative Budget 2016/17
Asset Management Schemes	5,063,858	2,148,090	1,929,278	1,929,278
School Development Schemes	6,363,966	2,854,050	1,376,450	162,500
Infrastructure & Transport Schemes	5,582,807	3,991,463	2,240,740	2,240,740
Regeneration Schemes	10,439,702	0	0	0
Sustainability Schemes	236,436	0	0	0
County Farms Schemes	567,405	304,726	300,773	300,773
Inclusion Schemes	1,302,449	850,000	850,000	850,000
ICT Schemes	984,249	0	0	0
Vehicles Leasing	1,700,000	1,500,000	1,500,000	1,500,000
Other Schemes	411,979	190,000	20,000	20,000
TOTAL EXPENDITURE	32,652,852	11,838,329	8,217,241	7,003,291
Supported Borrowing	(2,325,000)	(2,420,000)	(2,420,000)	(2,420,000)
Unsupported (Prudential) Borrowing	(16,981,176)	(3,492,029)	(1,000,000)	(1,000,000)
Grants & Contributions	(5,830,235)	(2,719,500)	(2,120,250)	(1,529,250)
Reserve & Revenue Contributions	(1,198,744)	0	(518,541)	(518,541)
Capital Receipts	(4,617,697)	(1,746,800)	(698,450)	(75,500)
Vehicle Lease Financing	(1,700,000)	(1,500,000)	(1,500,000)	(1,500,000)
TOTAL FUNDING	(32,652,852)	(11,878,329)	(8,257,241)	(7,043,291)
(SURPLUS) / DEFICIT	0	(40,000)	(40,000)	(40,000)

Appendix 6a - Schools capital programme (includes Raglan)	Financial Year 2013/14	Financial Year 2014/15	Financial Year 2015/16	Financial Year 2016/17
	Approved Budget £	Indicative Budget £	Indicative Budget £	Indicative Budget £
Expenditure:				
Caldicot Green Lane - New School	368,071			
Caldicot Castle View (St Mary's) - Remodelling	42,202			
Welsh Medium secondary joint project				
Rogiet Primary (new school)	45,000			
Llanfoist Primary School	3,979			
Wyesham Primary School	3,847			
Pembroke Primary (Major Extension)	19,528			
Access For All	145,706	50,000	50,000	50,000
Llanover Primary - remedial works				
Thornwell Primary	3,544,428	92,000		
Thornwell - Flying Start	75,000			
Future Schools (Initial funding)	1,767,205			
Raglan Primary	349,000	2,712,050	1,326,450	112,500
Total Expenditure	6,363,966	2,854,050	1,376,450	162,500
Financing:				
Transitional SBIG Green Lane (80%)				
WAG Flying Start Grant (Thornwell)	(75,000)			
Future schools funding - Raglan Primary	(300,000)	(1,246,500)	(647,250)	(56,250)
External Grant Funding	(375,000)	(1,246,500)	(647,250)	(56,250)
Insurance Settlement	(1,969,774)			
Developer Contributions	(1,969,774)	0	0	0
Education Receipts	(201,273)			
MCC Capital Receipts	(675,216)	(1,557,550)	(679,200)	(56,250)
Capital Receipts	(876,489)	(1,557,550)	(679,200)	(56,250)
Supported Borrowing	(299,000)	(50,000)	(50,000)	(50,000)
Unsupported Borrowing	(2,843,703)			
Total Financing	(6,363,966)	(2,854,050)	(1,376,450)	(162,500)
(Surplus) / Deficit	0	0	0	0

Appendix 6b: 21st Century Schools Indicative Programme	Financial Year 2014/15	Financial Year 2015/16	Financial Year 2016/17
	Indicative Budget £	Indicative Budget £	Indicative Budget £
Expenditure:			
Monmouth Comprehensive School - 1600 Place	2,000,000	19,911,000	11,167,500
Caldicot Comprehensive School - 1500 Place	2,000,000	19,911,000	9,116,500
Welsh Medium Secondary Schools	0	2,500,000	2,500,000
Total Expenditure	4,000,000	42,322,000	22,784,000
Financing:			
Future schools grant - Monmouth	(1,000,000)	(10,311,000)	(5,364,000)
Future schools grant - Caldicot	(1,000,000)	(10,811,000)	(3,864,000)
Future schools grant - Welsh Medium	0	0	(2,500,000)
External Grant Funding	(2,000,000)	(21,122,000)	(11,728,000)
Capital Receipts	(2,000,000)	(10,108,000)	(12,335,000)
Capital Receipts	(2,000,000)	(10,108,000)	(12,335,000)
Unsupported Borrowing	0	(11,092,000)	1,279,000
Borrowing	0	(11,092,000)	1,279,000
Total Financing	(4,000,000)	(42,322,000)	(22,784,000)
(Surplus) / Deficit	0	0	0

Appendix 6b: 21st Century Schools Indicative Programme	Financial Year 2014/15	Financial Year 2015/16	Financial Year 2016/17
	Indicative Budget £	Indicative Budget £	Indicative Budget £
Expenditure:			
Monmouth Comprehensive School - 1600 Place	2,000,000	19,911,000	11,167,500
Caldicot Comprehensive School - 1500 Place	2,000,000	19,911,000	9,116,500
Welsh Medium Secondary Schools	0	2,500,000	2,500,000
Total Expenditure	4,000,000	42,322,000	22,784,000
Financing:			
Future schools grant - Monmouth	(1,000,000)	(10,311,000)	(5,364,000)
Future schools grant - Caldicot	(1,000,000)	(10,811,000)	(3,864,000)
Future schools grant - Welsh Medium	0	0	(2,500,000)
External Grant Funding	(2,000,000)	(21,122,000)	(11,728,000)
Capital Receipts	(2,000,000)	(10,108,000)	(12,335,000)
Capital Receipts	(2,000,000)	(10,108,000)	(12,335,000)
Unsupported Borrowing	0	(11,092,000)	1,279,000
Borrowing	0	(11,092,000)	1,279,000
Total Financing	(4,000,000)	(42,322,000)	(22,784,000)
(Surplus) / Deficit	0	0	0

Appendix 7a

FORECAST USEABLE CAPITAL RECEIPTS

Amounts in excess of £10,000 are categorised as capital receipts. The balance of receipts is required to be credited to the Useable Capital Receipts Reserve, and can then only be used for new capital investment or set aside to reduce the Council's borrowing requirement.

The forecast movement on the reserve based on forecast capital receipts and the budgeted application of capital receipts to support the financing of the Authority's capital programme is summarised below:

<u>GENERAL RECEIPTS</u>	2012/13	2013/14	2014/15	2015/16	2016/17
	£000	£000	£000	£000	£000
Balance as at 1st April	7,291	6,552	6,762	14,062	26,923
Less: capital receipts used for financing	(1,877)	(2,481)	(3,417)	(698)	(76)
	5,414	4,071	3,345	13,363	26,847
Capital receipts forecast	1,134	2,688	21,165	13,556	4,000
Deferred capital receipts	4	4	4	4	4
Less: capital receipts set aside: Abergavenny Regeneration Scheme	0	0	(10,452)	0	0
Balance as at 31st March	6,552	6,762	14,062	26,923	30,851

<u>LOW COST HOME OWNERSHIP RECEIPTS</u>	2012/13	2013/14	2014/15	2015/16	2016/17
	£000	£000	£000	£000	£000
Balance as at 1st April	60	60	0	0	0
Less: capital receipts used for financing	0	(60)	0	0	0
	60	0	0	0	0
Capital receipts received	-	-	-	-	-
Capital receipts forecast	-	-	-	-	-
Balance as at 31st March	60	0	0	0	0

7b risk factors

Appendix 7b

CAPITAL RECEIPTS SUMMARY AND RISK FACTORS

The analysis below provides a summary of the receipts and the respective risk factors:

Risk Factor	2013/14 £	2014/15 £	2015/16 £	2016/17 £	2017/18 £	Total £	
Education Receipts							
Low	0	0	0	0	0	0	0%
Medium	0	450,000	100,000	0	0	550,000	5%
High	160,000	1,485,000	9,206,000	0	0	10,851,000	95%
	160,000	1,935,000	9,306,000	0	0	11,401,000	
County Farm Receipts							
Low	852,500	0	0	0	0	852,500	40%
Medium	565,000	0	0	0	0	565,000	26%
High	305,000	330,000	100,000	0	0	735,000	34%
	1,722,500	330,000	100,000	0	0	2,152,500	
General Receipts							
Low	95,000	0	0	0	0	95,000	1%
Medium	200,000	16,000,000	0	0	0	16,200,000	95%
High	20,000	650,000	0	0	0	670,000	4%
	315,000	16,650,000	0	0	0	16,965,000	
Strategic Accommodation Review							
Low	0	0	0	0	0	0	0%
Medium	0	0	0	0	0	0	0%
High	490,000	1,500,000	150,000	0	0	2,140,000	100%
	490,000	1,500,000	150,000	0	0	2,140,000	
Dependent on Outcome of LDP							
Low	0	0	0	0	0	0	0%
Medium	0	0	0	0	0	0	0%
High	0	750,000	4,000,000	4,000,000	2,000,000	10,750,000	100%
	0	750,000	4,000,000	4,000,000	2,000,000	10,750,000	
TOTALS							
Low	947,500	0	0	0	0	947,500	2%
Medium	765,000	16,450,000	100,000	0	0	17,315,000	40%
High	975,000	4,715,000	13,456,000	4,000,000	2,000,000	25,146,000	58%
Total	2,687,500	21,165,000	13,556,000	4,000,000	2,000,000	43,408,500	

ACTION LIST
MEETING OF MONMOUTHSHIRE COUNTY COUNCIL
16TH JANUARY 2014

MINUTE NUMBER AND SUBJECT	ACTION TO BE TAKEN	TO BE ACTIONED BY	PROGRESS
2. RECEIPT OF PETITIONS	Pass petitions to appropriate Chief Officer.	Democratic Services Officer	Both petitions handed to the appropriate Chief Officer and it would be a matter for them, or one of their colleagues, to prepare a report for the relevant committee or cabinet.
5. CONFIRMATION OF MINUTES	Update Members on progress at Thornwell School.	Chief Officer / Cabinet Member	Information awaited from Contractors.
13(b) MCC RESPONSE TO WG – M4 CORRIDOR AROUND NEWPORT CONSULTATION	Letter to be sent to Welsh Government.	Head of Operations	Complete
17(d) MEMBERS QUESTIONS	<i>Respond to Councillor Batrouni on what period of time the amount of £31,871 had been utilised for Dr. Thomas' services.</i>	Cabinet Member for Finance	Complete.