

Public Document Pack



County Hall
Rhadyr
Usk
NP15 1GA

Wednesday, 29 November 2017

Notice of meeting:

Children and Young People Select Committee

Thursday, 7th December, 2017 at 10.00 am,
The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA

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

AGENDA

Item No	Item	Pages
1.	Apologies for Absence.	
2.	Declarations of Interest.	
3.	Public Open Forum.	
4.	To confirm and sign the following minutes:	
4.1.	Children and Young People Select Committee dated 26th October 2017.	1 - 10
4.2.	Special Meeting - Children and Young People Select Committee dated 13th November 2017.	11 - 22
5.	Feedback from the Chair on his attendance at Engage 2 Change (Youth Council) on 4th December 2017 to discuss the Youth Councils' priorities for 2017-18.	
6.	Medium Term Financial Plan 2018/19 to 2021/22 and Draft Budget Proposals 2018/19 for Consultation.	23 - 104
7.	Draft Capital Budget Proposals 2018/19 to 2021/22.	105 - 134
8.	Presentation regarding Key Stage 4 Outcomes.	
9.	Performance report 2017/18 Quarter 2.	135 - 146
10.	Kerbcraft - Scrutiny of Action Plan Delivery and Ongoing Performance Measures.	147 - 172
11.	Actions arising from the previous meeting.	173 - 174
12.	Children and Young People Select Committee Work Programme.	175 - 178

13.	Cabinet and Council Forward Planner.	179 - 198
14.	Next Meeting. Thursday 1 st February 2017 at 10.00am.	

Paul Matthews
Chief Executive

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

M. Groucutt
L. Jones
L. Brown
D. Jones
M. Lane
M. Powell
T. Thomas
J. Watkins
S. Woodhouse

Added Members

Members voting on Education Issues Only

Dr. A. Daly (Church in Wales)
M. Fowler (Parent Governor Representative)
Vacancy (Parent Governor Representative)
Vacancy (Catholic Church)

**Added Members
Non Voting**

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

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Welsh Language

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Aims and Values of Monmouthshire County Council

Sustainable and Resilient Communities

Outcomes we are working towards

Nobody Is Left Behind

- Older people are able to live their good life
- People have access to appropriate and affordable housing
- People have good access and mobility

People Are Confident, Capable and Involved

- People's lives are not affected by alcohol and drug misuse
- Families are supported
- People feel safe

Our County Thrives

- Business and enterprise
- People have access to practical and flexible learning
- People protect and enhance the environment

Our priorities

- Schools
- Protection of vulnerable people
- Supporting Business and Job Creation
- Maintaining locally accessible services

Our Values

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

Monmouthshire Scrutiny Committee Guide

Role of the Pre-meeting

1. Why is the Committee scrutinising this? (background, key issues)
2. What is the Committee's role?
3. What outcome do Members want to achieve?
4. Is there sufficient information to achieve this? If not, who could provide this?
5. Discuss the committee's approach:
 - Agree the order of questioning and which Members will lead
 - Agree questions for officers and questions for the Cabinet Member

Questions for the Meeting

Scrutinising Performance

1. How does performance compare with previous years? Is it better/worse? Why?
2. How does performance compare with other councils/other service providers? Is it better/worse? Why?
3. How does performance compare with set targets? Is it better/worse? Why?
4. How were performance targets set? Are they challenging enough/realistic?
5. How do service users/the public/partners view the performance of the service?
6. Have there been any recent audit and inspections? What were the findings?
7. How does the service contribute to the achievement of corporate objectives?
8. Is improvement/decline in performance linked to an increase/reduction in resource? What capacity is there to improve?

Scrutinising Policy

1. Who does the policy affect ~ directly and indirectly? Who will benefit most/least?
2. What is the view of service users/stakeholders? Do they believe it will achieve the desired outcome?
3. What is the view of the community as a whole - the 'taxpayer' perspective?
4. What methods were used to consult with stakeholders? Did the process enable all those with a stake to have their say?
5. What practice and options have been considered in developing/reviewing this policy? What evidence is there to inform what works?
6. Have all relevant sustainable development, equalities and safeguarding implications been taken into consideration? For example, what are the procedures that need to be in place to protect children?
7. How much will this cost to implement and what funding source has been identified?
8. How will performance of the policy be measured and the impact evaluated.

Questions for the Committee to conclude...

Do we have the necessary information to form conclusions/make recommendations to the executive, council, other partners? If not, do we need to:

- (i) Investigate the issue in more detail?
- (ii) Obtain further information from other witnesses – Executive Member, independent expert, members of the local community, service users, regulatory bodies...

(iii) Agree further actions to be undertaken within a timescale/future monitoring report...

Nodau a Gwerthoedd Cyngor Sir Fynwy

Cymunedau Cynaliadwy a Chryf

Canlyniadau y gweithiwn i'w cyflawni

Neb yn cael ei adael ar ôl

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

Pobl yn hyderus, galluog ac yn cymryd rhan

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

Ein sir yn ffynnu

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

Ein blaenoriaethau

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

Ein gwerthoedd

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

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MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held
at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 26th
October, 2017 at 10.00 am

PRESENT: County Councillor M. Groucutt (Chairman)

County Councillors: M. Lane, M. Powell, J. Watkins and
S. Woodhouse.

Also in attendance:

County Councillor R. John (Cabinet Member)
County Councillor J. Higginson - observing
County Councillor R. Harris - observing
County Councillor V. Smith - observing

Added Members:

Mr. M. Fowler (Parent Governor Representative)
Mr. K Plow (Association of School Governors)

OFFICERS IN ATTENDANCE:

Will McLean	Chief Officer for Children and Young People
Sharon Randall-Smith	Head of Achievement and Attainment
Allison Waters	Head Teacher Durand Primary School and Inclusion Implementation Officer
Helen Power	Principal Challenge Adviser for Monmouthshire (EAS)
Nikki Wellington	Finance Manager
David Barnes	Data and Information Systems Officer
Hazel Ilett	Scrutiny Manager
Richard Williams	Democratic Services Officer

APOLOGIES:

County Councillors L. Brown, D. Jones, T. Thomas and Dr. A. Daly

1. Declarations of Interest

There were no declarations of Interest made by Members.

2. Public Open Forum

There were no members of the public present.

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3. Confirmation of Minutes

The minutes of the Children and Young People Select Committee meeting held on 14th September 2017 were confirmed and signed by the Chair subject to the following amendments:

Minute 6 - Council and Cabinet Business - Forward Plan – second bullet point to be amended as follows:

Review of 21st Century Schools - this matter will be brought to the Children and Young People Select Committee for scrutiny when the pertinent information is available.

Minute 12 - Presentation regarding Key Stages 4 and 5 Outcomes – Page 12 - Bullet point 4 – second sentence to be amended as follows:

Chepstow Comprehensive School had advanced to 68%. King Henry VIII and Caldicot Comprehensive Schools had dropped back slightly.

Minute 13 - 21st Century Schools Programme - Strategic Outline Programme (SOP) Band B Update – Page 14 – Member Scrutiny – first bullet point be amended by deleting the first sentence as follows:

Welsh Stream in King Henry VIII Comprehensive School has been tried in the past but has not been particularly successful.

In doing so, the following point was noted:

- With regard to the White Paper: Services fit for the future – Quality and Governance in health and care in Wales, the Scrutiny Manager would liaise with the Cabinet Member to ascertain whether a response had been made to Welsh Government on behalf of the County, in respect of this matter.

4. School Performance Reporting (Education Achievement Service Overview Report together with Monmouthshire County Council analysis)

Context:

To scrutinise the summary of the performance of pupils at the end of Foundation Phase and Key Stages 2 and 3 for the academic year 2016/17.

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Key Issues:

Foundation Phase

- Performance in the Foundation Phase in 2016/17 improved across all outcome 5+ indicators compared to the previous year and as a result, Monmouthshire is ranked first in Wales for all indicators when compared to other authorities matching the Local Authority's Free School Meals (FSM) ranking of first in Wales based on January 2017 Pupil Level Annual School Census (PLASC) data.
- Monmouthshire's performance at the higher level compares well with other similar authorities and is ranked first in Wales across all indicators in 2016/17.
- The differential in performance between boys and girls has decreased for all indicators in the Foundation Phase at both outcome 5+ and Outcome 6+.

Key Stage 2

- Performance at the end of Key Stage 2 declined across all level 4+ indicators compared to the previous year. However, performance remained above 93% for all indicators apart from Welsh. As a result, Monmouthshire remained first in Wales for English and science with the Key Stage 2 Core Subject Indicator (CSI) and mathematics in second place in 2016/17.
- Performance in Welsh language declined by 8.3 percentage points in 2016/17 and as result, Monmouthshire is ranked twenty-first in Wales for this indicator.
- Performance at level 5+ at the end of Key Stage 2 improved across all key indicators continuing the upward trend of the last four years.
- At the end of Key Stage 2, the differential in performance between boys and girls has decreased for English and science at level 4+ and in mathematics at level 5+. However, there has been an increase in the gap for English at level 5+.

Key Stage 3

- Performance at the end of Key Stage 3 across all Level 5+ indicators continues the improving trend of the last three years with 92.7% of pupils achieving the Key Stage 3 CSI, an improvement of 0.8 percentage points compared to 2015/16.
- Performance at level 6+ at the end of Key Stage 3 has improved in mathematics and science but declined in English compared to the previous year.
- The gender gap at the end of Key Stage 3 has decreased for all indicators at level 5+. However, the gap at level 6+ in mathematics and science has increased compared to 2015/16.

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Member Scrutiny:

- In response to a question raised regarding the decline at the expected level at Key Stage 2, it was noted that at Key Stage 2 this year there were a number of pupils that had been identified within schools on the code of practice and therefore, whilst those pupils did achieve their potential and in some cases exceeded their targets, that reflected in overall results for some of Monmouthshire's schools. Therefore, Monmouthshire's ranking had dropped by 0.4% to the Authority above Monmouthshire. Challenge Advisors going into these schools would be discussing these matters with the head teachers with a view to identifying the support that is being put in place for these pupils with additional learning needs (ALN).
- Pupil targets set by the schools are looked at during this time of the year. Schools are being asked to provide a full account of what the targets are with a view to ensuring that each pupil has the means to achieve his / her very best.
- It was noted that one or two children in a class with ALN can have a real impact with regard to the outcomes of that cohort.
- Key Stage 3 outcomes in English are not at the same level as maths and science. Challenge Advisers are going into the schools providing literacy support with a view to improving levels of teaching to raise standards.

Committee's Conclusion:

On behalf of the Select Committee, the Chair thanked the Chief Officer for presenting the report to the Committee.

5. School Performance Reporting: Looked After Children (2016/17 Performance)

Context:

To scrutinise the outcomes of Monmouthshire Looked After Children (LAC) in 2016/17.

Key Issues:

The achievement at all key stages for LAC pupils fluctuates due to very small cohort numbers and a greater representation of pupils at School Action Plus or with statements of Special Educational Needs (SEN) than the overall population (for example, as of March 31st 2016, there were 76 school aged pupils who were looked after and out of this cohort 11 pupils (14.5%) were statemented compared with approximately 3% of Monmouthshire's population). The distribution of statements reflected that 22.2% of secondary pupils had a statement of ALN (eight pupils out of a secondary population of

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36). Of these eight pupils, 50% were placed in out of County specialist provision, with one placed in specialist provision in County with the other three attending local in County mainstream provision. Of the 7.5% (3/40) of primary aged LAC pupils who were statemented LAC pupils, one was educated within out of County specialist provision, whilst two other children were educated within mainstream provision, one within Monmouthshire and the other child in a neighbouring South East Wales Consortia (SEWC) Local Authority. This, associated with underlying issues for pupils being accommodated, presents schools and local Authority officers with significant challenges in engaging and maintaining engagement, resulting in positive outcomes for this cohort of very vulnerable young people.

The Welsh Government has launched its strategy and action plan for raising the ambitions and educational attainment of children who are looked after in Wales and funding for raising the attainment of LAC pupils is now distributed on a consortia basis. Funding is allocated on the basis of the numbers of Welsh LAC pupils in each cluster across the region. Monmouthshire's LAC pupils placed in England have been raised as an issue and to ensure that they have access to support it has been agreed that a sum of money is allocated to each pupil that their school can bid for.

Monmouthshire's academic year 2016-17 indicates that all LAC pupils in the Foundation Phase achieved the Core Subject Indicator (CSI) together with improved three year rolling averages in attainment at the end of Key Stages 2 and 3. The outcomes at Key Stage 4 will require detailed explanation.

The local Authority monitors the progress of this cohort of pupils using targets set by the schools which have been submitted to the EAS. The performance of LAC pupils across all key stages is favourable in comparison with other Welsh local authorities.

Member Scrutiny:

- Monmouthshire has taken the lead with Welsh Government this year on how outcomes are reported. Previously, the Authority reported on all LAC pupils in one document, regardless of what education setting the children were in. The Authority is now far more analytical in how it reports on LAC pupils.
- Funding to support LAC pupils has changed. Previously, funding came to the local Authority and individual LAC pupils could be targeted. However, funding is now distributed via a regional grant by the Education Achievement Services (EAS) which is distributed to clusters. Monmouthshire's clusters submit bids and submissions as to how they intend to spend the funding to support the LAC pupils in their clusters.
- It was reassuring to see that officers understood the LAC pupils as young people rather than just statistics going through education.
- It was noted that this matter had been scrutinised in great detail at the Corporate Parenting Panel.

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Committee's Conclusion:

On behalf of the Select Committee, the Chair thanked officers for explaining and presenting a positive report to the Committee.

6. Presentation regarding Additional Learning Needs Review

Before the Select Committee received the presentation regarding the Additional Learning Needs review, the Chair allowed a Select Committee Member to raise an issue with the Cabinet Member in respect of Additional Learning Needs (ALN) provision in Caldicot Comprehensive School.

The Select Committee Member had expressed concern that there will be a reduction in the provision of ALN in Caldicot School for the academic year 2018. Caldicot Comprehensive School has a Special Educational Needs referral unit and for some years has run the 'buffer' class which is a class comprising of about 20 children who have an average range academically but have complex and comorbid conditions. These children have been supported extremely well in the 'buffer' class by the teacher and teaching assistant. Parents, children and staff all believe this is the best way for these children to be educated in order to achieve their academic potential. It is believed that due to funding cuts, the 'buffer' class will not be run from 2018 onwards.

The Cabinet Member stated that there have been some changes to the way in which ALN provision is provided in Caldicot Comprehensive School. In the new building of Caldicot Comprehensive School, the Authority has provided additional ALN provision which does provide a reduction in Caldicot School as additional support is being provided in Monmouth Comprehensive School. As there has been a reduction in provision at Caldicot Comprehensive School there has been a change in the way the provision is being funded. The changes are being brought in over the next two years. There is a capacity of 55 places in the new unit in Caldicot Comprehensive School and there are currently 42 students being educated within this unit. The decision to allocate funding for students with more moderate needs is made by the school which equates to a sum in the region of £195,000. The Cabinet Member stated that he would be content to meet with the Select Committee Member and / or with the school to discuss this matter further.

The Head of Achievement and Attainment informed the Select Committee that the new Caldicot Comprehensive School has a Special Needs Resource Base (SNRB) of 55 places. Last year, 75 places were identified within Caldicot. With the new build, there is a reduction in the numbers in the Caldicot area. However, overall in Monmouthshire, the number of SNRB places are being increased to 110.

The unit funding for Caldicot Comprehensive School, for this year, has been £275,000 for the unit itself and for the children that the Authority knows have the appropriate diagnosis and the appropriate statements to facilitate access to that provision. In

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addition, there is an additional amount of band funding which will either be an extra 100% support for a teaching assistant or 75% support for a teaching assistant. This current year, the figure equates to in the region of £195,000. In year adjustments have been made in the region of £20,000, providing the school with £215,000 to organise as it wishes.

In addition to the £215,000 funding, there is an additional £48,000 that is allocated to Caldicot Comprehensive School, which is the school's delegated lump sum. Caldicot Comprehensive School has access to a lot of funding in order to meet the needs of its students. The school has the funding within its budget to continue providing its 'buffer' class.

The Chair thanked the Cabinet Member and Officers for responding to the question raised in respect of ALN provision in Caldicot Comprehensive School.

Context:

To scrutinise the progress made to date in respect of the Inclusion review and to receive a presentation in respect of this matter.

Key Issues:

- Aims for the future:
 - To secure equality of access to education.
 - To deliver high quality and inclusive curriculum for all learners.
 - To educate Monmouthshire's young people in their local communities where possible.
 - To support learners and their families across the county.
 - To provide opportunities for young people to access support when they need it and return to their community school.
 - To meet the need of current and changing needs.
- The proposed changes to the current model will ensure that the key principles for the future generation act will be met.
- Meet the rights of the child under the UN convention on the rights of the child.
- Address the ten aims of the new Additional Learning Needs act.

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- Next steps:
 - Develop costs for all models.
 - The Children and Young People Select Committee will play an important part in deciding the final model and will be a key partner for consultation.
 - Consultation will take place on a number of proposals with a wide audience which will include elected Members, parents, schools, governors, the Health Board and advocacy groups.

Member Scrutiny:

- With regard to the placement of the additional units for ALN, it was noted that it was currently too early to identify where these units will be accommodated. However, the Authority needs to look at its estate within education and also broadly across the Council to ensure value is maximised.
- The Central Team, comprising of Educational Psychologists, Advisory / Assessment Teacher, Speech and Language Therapist, CAMHS Worker, Social Worker and Nurse, can be called into schools by Head Teachers when required.
- The ALN Inclusion review will mitigate the very high cost placements that exist out of County. This will enable the Authority to keep Monmouthshire's children within County and therefore making budget savings from having fewer Monmouthshire children having to go out of County. It is anticipated that the service will be managed within existing budget provision.
- With regard to the model of having short term placements, there will be an expectation for schools to be able to send another member of staff with the pupil over the period of time in order for capacity to be built within schools. The new Model will enable the Authority to do this effectively.
- A clear timeline for the implementation for the review will be presented to the Select Committee in due course.
- When the new Model is implemented, the Authority is duty bound to work across multi agencies which will involve the wider range of professionals. The new Model is set up to look at identifying need collectively to work together in the best interest of the child.
- The Authority is very good at allocating statements of special educational needs on time. However, the Authority ensures that statements issued are appropriate containing all information received, even if it means waiting a little longer before issuing. Officers work closely with parents regarding this matter.
- Currently, the Authority has 26 weeks to issue a statement of special educational needs. Under the new model individual development plans will be looked at.

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The turn-around time for one of these plans is 10 weeks. Therefore, there is a need to have robust measures in place to ensure this service works effectively.

Committee's Conclusion:

On behalf of the Select Committee, the Chair thanked the officers for providing the presentation and outlining the current position with regard to the new ALN Model.

7. Actions arising from the previous meeting

We received the list of actions that had been completed arising from the Children and Young People Select Committee meeting held on 14th September 2017.

8. Children and Young People Select Committee Work Programme

We received the Select Committee's forward work plan. In doing so the Scrutiny Manager updated the Select Committee, as follows:

- A special meeting of the Children and Young People Select Committee will be held on 13th November 2017 where a report will be scrutinised entitled 'Delivering Excellence in Children's Services' Programme.
- The ordinary meeting of the Children and Young People Select Committee on 7th December 2017 will scrutinise the following matters:
 - Budget proposals relating to the Committee's remit for 2018-2019.
 - Performance Indicators - Cabinet Members will be invited to attend.
 - The Schools Funding Formula.
 - Key Stage 4 Outcomes.
- A report by Leisure Services for Young People regarding physical literacy, leadership and ambassador schemes will be presented to the Select Committee at the February 2018 meeting.
- Members of the Select Committee with the Chair, Cabinet Member, Chief Officer for Children and Young People and the Scrutiny Manager have been invited to attend one of the Youth Council's meetings where the Youth Council (Engage to Change) will present its forthcoming priorities. The meeting is likely to be held in early December 2017 at County Hall, Usk. Invitations will be dispatched in due course.

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- The Local Democracy Day will be held in November 2017. Engage to Change will be invited to this event with a view to engaging in a question and answer session with elected Members.

9. Cabinet and Council Forward Planner

We received the Cabinet and Council Forward Planner.

10. Next meeting

The next meeting of the Children and Young People Select Committee will be held on Thursday 7th December 2017 at 10.00am.

The meeting ended at 11.52 am.

Public Document Pack Agenda Item 4b

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Monday, 13th November, 2017 at 10.00 am

PRESENT: County Councillor M.Groucutt (Chairman)
County Councillor L.Jones (Vice Chairman)

County Councillors: R. Harris, D. Jones, M.Lane, M. Powell,
T.Thomas, and S. Woodhouse

ALSO PRESENT:

Mr. M. Fowler (Parent Governor Representative)

OFFICERS IN ATTENDANCE:

Claire Marchant	Chief Officer Social Care, Health & Housing
Hazel Ilett	Scrutiny Manager
Wendy Barnard	Democratic Services Officer
Jane Rodgers	Safeguarding Service Manager

APOLOGIES:

Councillors L.Brown, J.Watkins, Dr. A. Daly and
K Plow (Association of School Governors)

1. Declarations of Interest

No declarations of interest were made.

2. Delivering Excellence in Children's Services'. The Next phase.....

The Head of Children's Services provided a presentation to introduce the overarching theme of 'Delivering Excellence in Children's Services...The Next Phase...' in the following three reports.

3. Workforce - Meeting Increasing Service Demands

Purpose:

The purpose of the report is to provide members of the Children's and Young People's Select Committee with a summary of the workforce proposals for the next phase of the 'Delivering Excellence in Children's Services' Programme, and to allow pre-decision scrutiny of the evidence base and business cases to support the proposals as set out in this report.

Key issues:

1. In January 2016 Council approved a reconfiguration in the way in which we deliver as services within Children's Services as part of the overarching transformation programme 'Delivering Excellence in Children's Services'. The report sets out the next phase of the transformation programme of the workforce elements of four teams:
 - Early Help, Duty & Assessment Team
 - Family Support & Protection Team
 - Placement & Support Team
 - Business Support Team.

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2. There continues to be an upward trend in the numbers of Looked After Children and Young People, children on the Child Protection Register and increases in the number and complexity of child care cases within the service which in turn require more resources to both ensure the child's safety and well-being and to meet statutory requirements. The increases in Monmouthshire are in line with regional and national trends.
3. The demand pressures have resulted in the need to recruit agency social workers to help meet statutory requirements and to reduce and manage the risk of harm to vulnerable children and young people creating additional budgetary pressure and not achieve a stable and permanent workforce.
4. Over the last six months the service has implemented live dashboards to track and record case load activity and complexity providing an overview of the pressures and capacity across the whole service to ensure that the allocation of workforce resources is optimised. Work with each family is monitored, reviewed and remains outcome focused.
5. Current analysis of service demand versus resources has highlighted two teams under particular pressure (the Early Help, Duty & Assessment and the Family Support & Protection Team); one team has some potential to release resource (Placement & Support Team), and 3 teams are resourced correctly including Business Support.
6. This information has informed understanding of 'safe' case load standards. It is recognised that manageable caseloads are essential to achieving a more stable workforce and to ensure that children receive the best intervention where and when it is needed.
7. Analysis, in the Early Help, Duty and Assessment team indicates the average caseload required to ensure safe practice would be between twenty and twenty five cases per worker. In the Family Support & Protection team the average case load is lower reflecting that this team works with more complex cases (particularly those within court proceedings).
8. The report focuses on recruiting permanent workers coupled with strengthened practice management structure to deliver strong and sustainable services. A stable and consistent workforce allows for continuity of service to families, shared service knowledge and history, and ultimately better outcomes for children.
9. The Service has reduced the average number of agency social workers working within the service. There will be further challenge to reduce the reliance on agency staff if the recommendations in this report are agreed. The Business Case for the recruitment of additional contact workers reflects the sustained increase in the numbers of children looked after by the Local Authority. Consequently this rise in numbers, together with increased demand from the courts, has resulted in the contact team being unable to keep meeting the increasing demand leading to reliance on the use of Independent providers.

Recommendations:

Select Members are requested to scrutinise and consider the key recommendations in this report as follows:

1. Early Help Duty and Assessment Team
 - To convert one Social Worker post into a Senior Practitioner post.
 - To make the temporary Support Worker post into a permanent role within the team.
 - To convert one temporary agency worker assignment into a permanent Social Work post (or 60 hours of Support Worker hours).
2. Family Support and Protection Team
 - To convert three temporary agency worker assignments into three permanent Social Worker posts.

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- To convert of one temporary agency worker assignment into one permanent Senior Practitioner post.
3. Placement and Support / Contact Team
- To increase the contact team by one Contact Support Worker on a six month temporary contract. The purpose of this is to reduce the current costs of spot-purchasing contact worker sessions from independent provider (whilst the second phase of family support review work is undertaken).
 - To implement the full recommendations contained within the review of the Placement and Support Team including i) the formal consultation regarding the deletion of 2 assessing social worker posts from the establishment within the Placement & Support Team and ii) the transfer of resources released from 1 of these posts into the creation of a Social Worker post within the Family Support & Protection Team.
4. Business Support.
- To amalgamate unutilised Business Support hours within the establishment into a permanent business support post.
 - To review and revise the Business Support Manager job description, to provide a key role of supporting the Children's Services with all aspects of workforce planning including staff recruitment and retention.

Members Scrutiny:

It was commented by a Member that there appeared to be a lot of changes from temporary to full time work and questioned if this would make a difference to the numbers employed in the roles described. Secondly, it was queried how much the changes will cost. It was responded that there will be four additional posts in Children's Services section costing approximately £200,000. It was detailed that in the Medium Term Financial Plan, the proposal is to meet the costs from savings in next years' budget plan (e.g. increased use of Mon CC carers not independent carers, replacement of two expensive out of county with in county placements by 2018/19 and pursuing with the Health Board that the Council is correctly resourced for high cost cases).

The Select Committee were reminded to take the reports into account when scrutinising the budget.

The Committee generally felt the proposals made sense noting that the development of a strong, in-house workforce of permanent staff provides continuity and better use of resources in view of the identified upward trend in demand.

In response to a question, it was confirmed that there is a saving of £12-13,000 pa in employing a permanent member of staff as opposed to engaging a supply Social Worker.

Committee Conclusions:

The Select Committee undertook pre-decision scrutiny of the report and acknowledged that the transformation programme is a work in progress. It was supportive of the work carried out so far and appreciated the clear rationale underpinning the proposals.

The Committee was supportive of the recommendations as presented in the report.

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4. Delivery Models for Family Support - Realignment of Team Around the Family (TAF)

Purpose:

The purpose of the report is to provide a case for the realignment of the Team Around the Family service within the wider structure of family support services to better meet the needs of the local population and to contribute to Monmouthshire's delivery of the Social Services and Well-being Wales Act (2014) (SSW-bWA).

Key issues:

1. Currently the TAF team consists of a TAF Co-ordinator and three TAF Project Workers. The function of the team is predominantly one of care co-ordination, assessing families referred for a service, liaising with service providers and coordinating TAF meetings with service providers and families where a package of support is co-ordinated. The TAF team remain involved for between 6 and 12 months with each family, chairing meetings at which progress is reviewed. They currently work with approximately 60 families a year.

2. The TAF Team is funded through Families First. Monmouthshire has a small population. Although it has pockets of deep deprivation, it is generally considered to be an affluent community, this means that grant funding such as Families First, is relatively small, and it is essential that resources are focussed so as to achieve the greatest return on investment.

3. The report proposes the focus of the team on TAF is retained, as per Welsh Government policy, but that the activity is re-aligned so that the work of the team focusses more on working directly with vulnerable families on the cusp of statutory intervention to prevent them requiring statutory support. The team will be tasked and supported to delivery brief interventions that are outcomes focussed around what matters to children and families in line with the Social Services and Well-Being Act (SSW-bWA). Working in this way should increase productivity from 60 families a year to 150 families a year.

4. The importance of preventive work and early intervention is well-recognised. It is a fundamental principal of the SSW-bWA. It recognises that providing support at an early stage may well reduce the need for more intensive, and potentially invasive, intervention at a later stage.

5. The value of intervention throughout childhood and adolescence. The arguments for prevention are particularly associated with children and young people, especially under-fives. The social and emotional foundations established in the first three years of a child's life, to a large extent attributable to the standard of parenting, are arguably the biggest determinants of positive outcomes throughout the life course. The benefits of promoting the Welsh Government's aim of giving children a flying start in life are important for all generations. Older people who have experienced positive foundations (e.g. good education and health, strong social networks), are more likely to have a healthier transition into independent old age. However, recent research into adolescent neuroscience indicate that adolescence offers a unique window of opportunity to significantly ameliorate the impact of early trauma and poor parenting.

6. Adverse Childhood Experiences

There is a growing body of evidence that shows how profoundly health throughout the life course is negatively affected by adverse childhood experiences (ACEs) such as verbal/emotional, physical or sexual abuse and neglect, parental separation, incarceration, mental illness, drug and alcohol use or domestic abuse. These stressors are cumulative, the more adverse experiences a child faces, the more likely they are to experience poor outcomes.

7. What Works? Empirical research provides evidence of the value of intervening early, before difficulties become entrenched and long-standing. Macdonald's (2005) research indicates that therapeutic interventions are more likely to be successful if they take account of the broad range of factors outside the family that also have an influence on family functioning.

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8. Whilst there is not an extensive literature on the effectiveness of specific interventions, the provision of services such as play therapy, educational support and speech and language therapy may help address specific deficits around social skills, education and learning and communication (Howe, 2005).

9. In summary, the following features are significant in terms of interventions that are effective and evidence suggests that these features of effective practice are more important than fidelity to a specific model.

- Early-intervention – before difficulties become long-standing
- Early-intervention - attachment-based
- Strengths based
- Relational
- Bespoke – designed around a families individual needs
- Fidelity to specific models where these are used
- Ecological/systemic models

13. The Case for Prioritisation

Whilst it is recognised that there are numerous interventions that would be of benefit to the children and families of Monmouthshire, it is essential that scarce and increasingly limited resources are prioritised to fund services that are judged to provide the greatest impact for the investment. In light of the pressures Monmouthshire faces, the policy and practice imperatives created by the SSWbWA and Well-being of Future Generations (Wales) Act 2015, Monmouthshire has undertaken a review of children's services. This paper draws on evidence from research and evaluation undertaken by Cordis Bright (2013) and IPC (2016).

14. Welsh Government guidance on Families First and the continuum of support recognises the importance of the whole network of services in supporting families, and in particular identifies a differentiation between services and support for children and families needing early intervention and those needing intensive intervention. The framework is based on research evidence which indicates that different forms of intervention require very different levels of support and skill on the part of those undertaking assessment, care and support.

The IPC analysis identified that whilst there are services available to support families in Monmouthshire, they are fragmented, lacking in an underpinning practice approach or theoretical framework and therefore risk duplication and delay in families accessing the right support at the right time. In particular there are gaps at the edge of statutory intervention (insufficient services to reduce risk and scaffold those families who are not quite managing without support to prevent them coming into statutory services) and the edge of care (insufficient support to reduce risk to families who could, with some time-limited, intensive intervention be supported to enable them to parent safely to avoid their children coming into care).

Recommendations:

The following recommendations are made:

1. To realign the activity of the existing TAF Team which currently facilitates the TAF process and undertakes only limited direct work, into a team that predominantly delivers programmes of early intervention family support and undertakes a smaller amount of facilitation of the TAF process.
2. To reconfigure the existing Co-ordinator post into a team-leader post using the anticipated cost saving to provide the necessary capacity to administrate an Early Intervention and Prevention Referral and Intervention Pathway.
3. To locate the service within the Face to Face Therapeutic Service and Intervention Pathway Including the Realignment of the Team Around the Family (TAF) service

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4. To move the Face to Face Therapeutic Service to within the Children's Services management structure to bring increased coherency to the 'windscreen' pathway of family support and intervention.
5. To create a multi-agency Early Intervention and Prevention Referral and Intervention Pathway to manage referral and allocation of children and families seeking pre-statutory services family support (see Appendix 1).
6. To develop a step-up/step-down protocol and referral pathway which enables vulnerable families accessing support at both a pre-statutory threshold level and a post--statutory threshold level to have their needs appropriately met and ultimately reduce the numbers of children requiring statutory support and in particular the need to be Looked After.

Member Scrutiny:

A Member asked for an explanation of Families First funding, and secondly, questioned what regard had been taken of other authorities' LA best practice. It was explained that it is a specific grant which funds the TAF team in entirety to provide the early help/prevention role. The grant does not fund any statutory services, has stringent terms and conditions but funds a range of activities e.g. Acorn Centre. It was confirmed that officers looked extensively at other authorities' best practice and also the systemic IPC review of family support to build the vision based on provision of a key worker for vulnerable families.

In response to a question, it was clarified that 'step up and step down protocol' refers, in this context, to the where a family needing help passes from non-statutory to a statutory level of intervention. The term is also regularly used more generally to define passing between different services.

The Chair commented that effective multi-agency working can be difficult to deliver and queried if any issues are anticipated and how these will be managed. It was agreed that good multi-agency working underpins an early help and support system and some mechanisms are already in place (e.g. Children and Young People Strategic Partnership meeting) to strategically consider outcomes. This work is ongoing.

Considering the changes to the TAF Team, it was questioned if the right staff are in post to deliver the new role. In response, confidence was expressed that the service is staffed by motivated, skilled and well trained individuals.

Committee Conclusions:

The Select Committee undertook pre-decision scrutiny of the report and acknowledged that the transformation programme is a work in progress. It was supportive of the work carried out so far and appreciated the clear rationale underpinning the proposals.

The Committee was supportive of the recommendations as presented in the report related to the realignment of the Team Around the Family (TAF) service.

5. Recommendation arising from our review of Placement and Support Team

Purpose:

The purpose of the report is to provide details of a proposed re-alignment of Monmouthshire Children's Services delivery model specifically in regards to the Placement and Support Team (PAST) and to highlight progress against the targets identified within the initial business case previously endorsed by Cabinet including an outline of next steps.

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Recommendation:

1. That Select Committee provides pre-decision scrutiny regarding:
 - The proposed reconfiguration of 2 assessing social worker posts from the establishment within the PAST.
 - The transfer of resources released from 1 of the posts into the creation of a social worker post within the Support and Protection Team.
 - The transfer of resources released from the 2nd post into a spot-purchasing budget to procure independent assessments as and when required.
 - To progress with reviewing 3 other posts also created within the initial business case i) Psychologist ii) Special Guardianship Worker and iii) Placements and Contracts Officer Post.
 - To transfer the Contact Team from the line management of the PAST to the Service Manager Early Help and Assessment as part of the realignment of Family Support and Edge of Care services.
2. Select members are requested to consider these proposals in the context of:
 - The National Fostering Framework which sets out the direction for more regional approaches to fostering services across Wales (see background papers).
 - The increasing demands and pressures across Monmouthshire Children's Services as set out within the Workforce report.
 - There continues to be an upward trend in the numbers of children Looked After Children, children on the Child Protection Register and Children subject to court proceedings, with corresponding budgetary pressure.
 - The two parallel papers presented regarding Family Support and Workforce.

Key Issues:

1. In 2014 council approved a business case to include as follows:
 - To employ 2 full-time Social Workers with the intention of recruiting more Monmouthshire Foster Carers
 - To employ a part time psychologist to assist with the recruitment and retention of foster carers and promote placement stability
 - To create a Placements and Contracts Officer post to assist with finding and maintaining placements for children in foster care
 - To create a Special Guardianship Order worker to support / increase Special Guardianship Orders within the authority.
2. The PAST Project Board was established in early 2017 to work within the overall Delivering Excellence Programme for Children's Services and specifically to:
 - Review progress against targets in the business case
 - Review the additional posts that had been created within the business case
 - Develop an improvement plan
 - To consider different service delivery options.
3. The Project Board carried out a range of activities in accordance with its aims including:
 - Benchmarking against other Local Authorities and regional partners
 - Development of team dashboards and performance indicators for the PAST
 - Gaining feedback from foster carers
 - Caseload analyses and productivity over the last 5 years
 - Gaining feedback from colleagues in the wider Children's Services arena
4. Outcomes from the review

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- The original business case assumed that increasing staff would, amongst other targets, increase foster carer recruitment and retention and allow more placements to be made with in-house foster carers. However, this was found not to be the case.
- The review data informed us that in comparison to other Local Authority fostering teams our caseloads and productivity remained low.
- That kinship carers were often required within tight timescales of court work, which could make it difficult to manage peaks & troughs. This was found to create delays within the completion of generic fostering assessments.
- The review concluded that further work around systems and processes for the PAST could help improve efficiency.
- In summary, the objectives within the 2014 business case were not fully on target to be met and were therefore not having the required impact on the service. Consequently, the low number of Monmouthshire Foster Carers continues to make us over-reliant on independent fostering agency carers which creates additional budgetary pressure, and does not improve outcomes for our Looked After children and young people.
- The Fostering Project Board is now structured around separate workstreams. Targets are set around the increase in generic carers and the transfer of independent foster carers to Monmouthshire carers.

5. Current Proposals

- Following the overall workforce analysis of demand versus resources, we propose to release one full-time social work resource from PAST to assist with addressing the pressures within the wider Children's Services area where demand currently exceeds resource.
- We propose to reconfigure one full time social work resource to create a budget for spot commissioning Foster Carer Assessments on an as needed basis. This is to help the team manage the peaks and troughs around demand and reduce delay in the completion of generic assessments.
- In line with the Family Support review we propose to move the Contact Team from the management structure of the PAST into that of the Early Help and Assessment service area. This is to achieve a managed network of support services that can be utilised in a more efficient and effective way by coming under the umbrella of one Service Manager.
- In line with the original business case (2014) we propose to continue to review the posts to ensure that they are best aligned to the overall aims of the service and specifically the Fostering Project
- If the proposals within this report are agreed by Cabinet implementation will move forward between January and April 2018.

6.

What will change?	What will be created?
One FTE assessing social work post will be deleted and moved to Family Support and Protection Team	No post will be created as a result of this the fostering team and the post will be retained elsewhere within Children's Services establishment
One FTE assessing social work post will be deleted and the financial resource reconfigured	The released financial resource will remain in the team and used to spot Purchase independent assessments to enable effective response to the peaks and troughs of the assessment work as and when required

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The contact team will move across to the 'front door'.	This will align with the second phase of the family support review
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Member Scrutiny:

Members carried out pre-decision scrutiny considering the three reports together relating to "Delivering Excellence in Children's services – The Next Phase..."

Committee Conclusions:

The Select Committee undertook pre-decision scrutiny of the report and acknowledged that the transformation programme is a work in progress. It was supportive of the work carried out so far and appreciated the clear rationale underpinning the proposals.

The Committee was supportive of the recommendations as presented in the report and welcomed the improvements to efficiency.

6. Safeguarding Evaluative Report

Purpose:

This report evaluates the progress of Monmouthshire's key Safeguarding Priorities using identified measures to highlight progress, identify risks and confirm the direction of travel for improvements and further development. It is based on Monmouthshire's safeguarding aim that both adults and children will be supported, and protected, from harm and abuse. It will be set against the safeguarding priorities, which are set within the Corporate Safeguarding policy 2017, with measures reflecting the previous WASG Performance Review March 2017 and has clear links to the Authority's Safeguarding Service Improvement Plan.

Key Issues:

The Evaluation of Safeguarding is relating to information between April 17 –October 17. This period of time saw the restructure and review of Monmouthshire's Corporate Safeguarding Policy and therefore the expectation is that Performance Data collation in certain Safeguarding areas will be developed as identified for future evaluation. Much of the business of Safeguarding is an ongoing process and how we measure the effectiveness of Monmouthshire's Safeguarding Practice will develop as Service Provision across the council develops.

1. Good Governance:

It is recognised that good progress has taken place in regard to previous recommendations made in regard to the Councils Senior and Directorate level. Changes at Regional Board level and within National Policy will required a continued planned response.

2. Safe Workforce

Whilst recognising that Safe Recruitment processes are well embedded, a new corporate roll out of the SAFE audit's across the Authority has been completed. This has highlighted the significant Safeguarding Training programme to ensure the authority is compliant with the Revised Corporate Policy.

3. Preventative Approach

The new focus on the development of a Preventative agenda has led to increased partnership working with developing within Community Hubs and within the Community itself. Changes and ambiguity under the SSWA have changed the responsibility and accountability within early

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support services, and this developing work will need to link carefully within the authorities statutory responsibility.

4. Robust Protection

The Safeguarding Processes have been embedded within Child and Vulnerable Adult protection for a long time. Within Children's Services the ongoing agenda of change has created a good time in which to review current CP processes and procedures, and to ensure staff understand the requirements and expectations of their role and task. Further to this, where pressures both internally and externally are identified safe practice must be supported by a clear infrastructure of Risk Management Frameworks, clear procedures, models and tools. The creation and development of joint Adult and Children's Safeguarding teams/Unit allows opportunities to consider how best to identify opportunities for "joined up" work and models of working together prior to the revised All Wales guidance for both Vulnerable Children and Adults.

5. Safe Services

Whilst there has been an established approach to contract monitoring in commissioned services for some time, this is no doubt where future understanding of how we scrutinise and Quality Assure commissioned service's will develop most. There are internal and regional developments beginning to build on a framework of monitoring and compliance. The new Volunteer's Policy currently going through Scrutiny will also need a clear plan of implementation.

Member Scrutiny:

The Chair remarked that he attended safeguarding training when he started as a county councillor which was not been well attended and asked if there were still members and officers requiring training. It was responded that there is an identified need to provide more training. Basic safeguarding awareness is due to be added to The Hub to be available to all, and additional sessions will be arranged e.g. before a Council meeting.

The Cabinet Member for Social Care, Safeguarding and Health expressed concern about keeping records of completed safeguarding training. The need to arrange Corporate Parent training for elected members was also highlighted, again preceding a Council Meeting to optimise attendance.

It was a recommendation of the Select Committee that both safeguarding and corporate parent training is provided.

A member questioned how a record is made when an officer or elected member completes the proposed training on The Hub. It was responded that we are currently dependent on teams reporting on completion of training or attendance at training events via spreadsheets which feed through to whole authority reports. For volunteers there are systems in place to record training information. In the future, Resourcelink and MyView systems will be used to better record officers' training. For Members, there is reliance on Democratic Services' attendance lists and upon Group Leaders.

A question was asked about the 'one size fits all' approach which does not always work well in schools and can be a barrier to volunteering quoting the check list that requires a stay-at-home parent to provide two references. It was responded that a volunteering policy is proceeding that provides a balanced approach to safeguarding in accordance with the statutory guidance Keeping Learners Safe.

The importance of having the common understanding was emphasised whilst working in way to understand e.g. one-off volunteering opportunities against volunteers who have more routine contact with children and the opportunity to form trusting relationships. The priority remains to

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undertake recruitment in a way to keep learners safe and much discussion with Schools, Headteachers, Safeguarding Leads and Governors to make sure that they are supported, and understand when they need to follow full safe recruitment process.

The Chair referred to increasing numbers of the elderly and people with dementia and asked if the same rigour was applied to the safeguarding needs for that group. It was confirmed that legislation exists for adults at risk e.g. duty of people to report concerns. The Standards equally apply to children and young people and the elderly. Members of the Adults Select Committee were invited to attend the meeting today to acknowledge this point.

Committee Conclusions:

The Select Committee scrutinised the Safeguarding Evaluative Report which looked at the progress of Monmouthshire's key safeguarding priorities using identified measures to highlight progress, identify risks and confirm the direction of travel for improvements and further development.

The Committee Chair acknowledged that this is work in progress and requested that the Select Committee sees the finished version, including a self-evaluation judgement, when it is available.

The committee made the following recommendations:

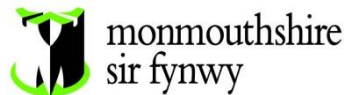
- Given that a number of Members have not completed safeguarding training, it was recommended that a session for Members is arranged (preferably prior to a Council Meeting), and additionally safeguarding awareness training information is made available on the Hub suitable for Members and Officers, to ensure that their safeguarding responsibilities are accommodated.
- That Corporate Parenting training is provided (preferably prior to a Council Meeting) to consolidate Members' knowledge.

The Select Committee wished to acknowledge the amount of work undertaken and thanked those professional members of staff involved.

7. To confirm the date and time of the next meeting as 7th December 2017

The meeting ended at 11.10 am

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SUBJECT: MEDIUM TERM FINANCIAL PLAN 2018/19 to 2021/22 and DRAFT BUDGET PROPOSALS 2018/19 FOR CONSULTATION

MEETING: CHILDREN AND YOUNG PEOPLE SELECT

DATE: 7th December 2017

DIVISION/WARDS AFFECTED: All

1. PURPOSE:

- 1.1 To highlight the context within which the Medium Term Financial Plan (MTFP) will be developed for 2018/19 to 2021/22.
- 1.2 To agree the assumptions to be used to update the MTFP, and provide an early indication of the level of budget savings still to be found.
- 1.3 To update Members with the implications arising out of the provisional settlement announcement of Welsh Government.
- 1.4 To consider the 2018/19 budget within the context of the 4 year Medium Term Financial Plan (MTFP) to be incorporated within the emergent Corporate Plan
- 1.5 To provide detailed draft proposals on the budget savings required to meet the gap between available resources and need to spend in 2018/19, for consultation purposes.

2. RECOMMENDATION (to be undertaken by Select Committee):

- 2.1 To consider and provide feedback upon the budget assumptions, pressures and savings proformas affecting this Select portfolio area.

2 RECOMMENDATIONS (presented to Cabinet 22nd Nov):

- 2.2 That the budget assumptions outlined in paragraphs 3.11 to 3.16 in the report are agreed and updated during the budget process should better information become available.
- 2.3 That Cabinet acknowledges the draft response to the Welsh Government on the provisional settlement (Appendix 3).
- 2.4 That Cabinet approves that the consultation period and opportunity to present alternative proposals ends on 31st January 2018.
- 2.5 That the budget process (as outlined in paragraphs 3.6 onwards) is adopted including member budget scrutiny and consultation conducted with select Committees and consultation with JAG, schools budget forum and other relevant fora
- 2.6 That Cabinet approves the release of the draft budget savings proposals for 2018/19 for consultation purposes.

- 2.7 That Cabinet agrees to continue to work on the areas required to balance the 2018/19 budget and Medium Term Financial Plan (MTFP), through wider targeted activities that sit within the remit of Future Monmouthshire.
- 2.8 That Cabinet agrees to include the Future Monmouthshire budget of £200,000 as a base budget consideration from 2018/19 given the key role that Future Monmouthshire plays in facilitating a more sustainable and financially affordable future for Council activities.
- 2.9 To consider formal adoption of the Foundation Living wage as a financial planning assumption rather than Government Living wage. For 2018/19 the rates are £8.75 ph and £8.40 ph respectively. This would have a potential brought forward cost from 2019/20 pressures of £83.5k.

3. KEY ISSUES:

Background

- 3.1 Members will know that we have faced and will continue to face significant financial challenges. Over the last four years, the Council has had to manage £19.1 million of savings from its service budgets, whilst additionally also taking advantage of the cashflow savings effect of revising its capital finance arrangements of circa £3.3million. Funding from Welsh Government has reduced over the period and austerity looks set to continue for the foreseeable future. At the same time pressures on the budget have been increasing in terms of demographic growth, demand and expectations in children's services, contract price inflation and redundancy costs.
- 3.2 Whilst setting the budget annually within the context of a MTFP, the development of multi-year budget proposals has been a challenge. An ongoing forecast resource gap is being predicted however with the absence of future year's indicative settlements from Welsh government, planning for the future is challenging.
- 3.3 The *Future Monmouthshire* work programme recognizes that the challenges faced by the County and Council are not limited to financial pressures, but these should be seen in the round with other significant challenges. Taking a holistic approach to this work will ensure that the needs of our communities that we serve are put first within the financial constraints that we operate.
- 3.4 The year end position for 2016/17 and the current year monitoring continues to demonstrate the tightening of our financial position. The reports also assess the delivery of the savings we have previously identified. Overall the outturn position for 2016/17 delivered a small surplus, and meant that there was a minor opportunity to replenish some of our reserves.
- 3.5 A review of the earmarked reserves position was undertaken in June 2016 and agreed by Cabinet on 6th July 2016. The report highlighted that as reserves have been used extensively and there is less opportunity to replenish reserve balances as budgets get tighter, ear marked reserves need to work harder to help the Authority through the financial

challenges and risks it faces. Reserves should not be used to plug the funding gap and fund on going expenditure, they are needed to help with one off costs to invest and transform services so that they can operate within a reduced financial envelop. Having clearer protocols and responsibility assigned can help to ensure the return from the use of reserves in the future is maximised.

Medium Term Financial Plan Context - Budget Assumptions

- 3.6 Taking significant levels of resource out of the budget year on year has been a massive achievement. In reviewing this process, questions have been raised about whether it is sustainable going forward. Whilst the Future Monmouthshire work is making progress and establishing key themes to work on there is still some way to go to establish the future operating model for the Authority. Therefore a one year approach has been taken albeit within the context of the MTFP, whilst the corporate plan including a more medium term approach can be adopted next year.
- 3.7 Initially the proposed budget setting process involved comparing MCC unit costs and performance with those of other Welsh Councils to understand where the greatest opportunity was to make further savings. The activity data used by Improvement colleagues indicated little correlation with the resourcing. Three challenge panels were held with specific services to share the provocations. Most challenged the activity data, but didn't actively hold any better quality of information, but highlighted their work in informing/improving the national benchmarking context, which appears an evolving consideration.
- 3.8 So in the short term SLT has reverted again to asking all services in the organisation to consider how their services would look within a 5% reduction in the resources available to them. The principles adopted through the Future Monmouthshire work will form an important back drop for services to explore the options available to meet the more immediate budget challenges.
- 3.9 In rolling forward the current MTFP, services have been provided with an opportunity to identify any material pressures anticipated during 2018-19 and beyond, and a review of all the existing assumptions and pressures previously agreed for inclusion in the model has been undertaken and provides a basis on which to scenario plan for the future, whilst recognizing that we are building from an extremely challenging starting point.
- 3.10 For the purposes of modelling across the medium term, the MTFP had made initial provision for unidentified pressures of £2.5m in each of the years. This is seen as a prudent estimate based on pressures that have been incorporated into the budget process in recent years. Pressures have subsequently been updated, as shown in the table above, and will continue to be reviewed and updated as further information becomes available.

Inflation Indicators

3.11 As a reminder the following assumptions have been used across the 4 year MTFP window.

- Council Tax – 4.95% increase 2018/19, 3.95% increase per annum thereafter
- AEF Central Government funding – 2.6% reduction 18/19, 1.8% reduction thereafter
- Other external income – 2.5% increase per annum
- Pay inflation – 1% increase per annum
- Non pay inflation – 0%
- Vacancy factor – 2% (except schools)
- Superannuation – 22.1% (increasing 1% per annum)
- Schools Budget – 0%

3.12 Reserves – It is assumed that additional reliance on reserves, except for one off investment that has a net on going benefit to the revenue budget, will be avoided in the MTFP. Ear marked reserves are an important part of the MTFP strategy for managing the changes required and are key to financial resilience in times of extreme financial challenge.

3.13 Capital financing - Capital financing costs are currently based on the approved Capital MTFP, the funding budgets will need to be reviewed following the development of the next capital MTFP taking into account any slippage, review of capital receipts position and further approvals of schemes.

3.14 Other Corporate Costs, such as precepts and levies, will also be updated as information becomes available.

3.15 The assumptions highlighted above are based on the best information available at the current time, however they will be subject to variation as new information comes to light and our forecasting techniques are refined. The current assumptions show the following cumulative gap in the MTFP model:

Year	MTFP Gap £'000s
2018/19	4,804
2019/20	8,400
2020/21	11,724
2021/22	14,038

3.16 What is clearly shown in the table above is that there will be a significant gap in the MTFP to find. It should be noted that this is the gap at this moment in time and as further information comes to light, this will be taken into account and may alter the figures. At the moment £14 million will be a working target until more information becomes available.

Work to Balance the 4 Year MTFP and 2018/19 Specifically

3.17 After several years of taking significant resource out of the budget, the means of achieving further savings becomes increasingly more challenging. The work on Future Monmouthshire has meant some changes to the budget process for 17/18, and an increase of such benefit is anticipated for the 2018/19 budget process. Future Monmouthshire is about keeping the Council 'going' and 'growing' and whilst the pressure of 18/19 is immediate, a one-year process has been developed which aims to position short-term decisions in the context of a longer-term programme which aligns with the medium Term Financial Plan. A currently unquantified level of savings is proposed from Future Monmouthshire facilitating cross cutting savings. That amount will become more explicit through the budget setting process.

Links to Vision and Priorities

3.18 During the budget process, it is usual to compare the MTFP plan with the Council strategic priorities and single integrated plan, to ensure resourcing remains directed to best effect. However the Single Integrated Plan is currently in the process of being replaced by the Public Service Board (PSB partnership) well-being plan and objectives for Monmouthshire when agreed in 2018. The detail of the plan is currently draft and subject to PSB approval next week a consultation will take place from 13th November. Below sets out the vision and objectives which in essence will replace the Single integrated plan priorities in 2018.

3.19 Given the incremental approach towards budget setting, the proposed budget is aligned with traditional core priorities, as identified within the Administration's Mid Term Report and Continuance Agreement 2015-17, namely:

- direct spending in schools,
- services to vulnerable children and adults and
- activities that support the creation of jobs and wealth in the local economy,
- maintaining locally accessible services

3.20 The following table demonstrates the links at a summary level that have been made with such 4 priorities, and the strategic risks:

Proposal	Link to Priority Areas	Link to Whole Authority Risk assessment
Schools budgets continue to have regard for cash flat line considerations	During the initial modelling it was noted that £288k pressure has been acknowledged in addressing new ALN responsibilities and school exam pressures. There are conversely £487k savings, resulting in a net saving from CYP of £199k. Cabinet have requested that MTFP modelling includes the effect of schools pay award (1%) with an anticipated cost of £387k, to model investments exceeding savings.	Budget proposals are mindful of the risk in the register around children not achieving their full potential

Social care budgets will see additional resources going into the budget for Children's and adults social services to meet the pressures in these areas.	Services to protect vulnerable people Nobody is left behind	These proposals seeks to address the risks around more people becoming vulnerable and in need and the needs of children with additional learning needs not being met
The drive for service efficiencies savings has continued across all service areas in order to avoid more stringent cuts to frontline services.	Further reviews of management and support structures and streamlining of processes, contributes to the aims of creating a sustainable and resilient communities.	Addresses risks around the ability to sustain our priorities within the current financial climate
The need to think differently what income can be generated has been a clear imperative in working up the proposals.	Being able to generate further income streams responds to the consultation responses in previous years regarding a preference for this compared to services cuts and contributes to the aims of creating a sustainable and resilient communities.	

3.21 Whilst these strategic priorities may iteratively get reviewed and refreshed when incorporated into Single Integrated Plan, early sight of draft proposals suggests a potential continuing alignment.

Purpose	Building Sustainable and Resilient Communities	
Our aspiration is to:	Reduce inequalities between communities and within communities Support and protect vulnerable people Consider our impact on the environment	
Our Well-being Objectives are:	<i>People / Citizens</i>	<i>Place / Communities</i>
	Provide children and young people with the best possible start in life	Protect and enhance the resilience of our natural environment whilst mitigating and adapting to the impact of climate change
	Respond to the challenges associated with demographic change	Develop opportunities for communities and businesses to be part of an economically thriving and well-connected county.

Provisional settlement

- 3.22 The provisional settlement was announced on the 10th October 2017. The overall increase in the Welsh Government revenue budget is 0.2% and following decisions by the WG on its budget, the Local Government settlement was announced with an overall decrease across Wales of 0.5%. However, this includes additional funding for new responsibilities relating to homelessness prevention which in itself results in further unfunded pressures being placed on the Authority. The Welsh Government's statement makes reference to protecting key public services and that 'the settlement will allocate £62m for schools and £42m for social services'. However, there is no additional funding provided to protect these services or any explanation of how these figures have been arrived at. These should be regarded as being within the funding envelope announced which sees an overall reduction of 0.5%. The Minister has also provided an indicative settlement for 2019-20 which will see the local government settlement reduce by on average a further 1.5%. Our financial planning assumption for 2018/19 and thereafter remains at 1.8% reduction per annum, as it isn't common for MCC to derive funding at average levels.
- 3.23 For Monmouthshire the provisional settlement for 2018/19 has delivered a reduction in the Authority's Aggregate External Finance (AEF) of 1% after taking into account new responsibilities and transfers into and out of the settlement. The AEF across Wales ranged from a 0.2% increase in Cardiff to reduction of 1% in Monmouthshire, Blaenau Gwent, Caerphilly, Merthyr Tydfil, Powys and Conwy. All authorities suffering a 1% reduction have been benefitted from a funding floor. A table showing each authorities position resulting from the provisional settlement is included at Appendix 2 to this report. Monmouthshire remains at the bottom of the table in terms of AEF per head of population
- 3.24 There have been several known transfers of grant into the settlement, which in total amount to £2.14m for Monmouthshire. When the 1.0% reduction in the provisional AEF is compared to the 2.6% reduction modelled in the MTFP the Authority is better off by circa £1.4 million. A response to WG regarding the Provisional Settlement is attached as Appendix 3.
- 3.25 As mentioned above, in para 3.10, experience suggests that annual pressures experienced are of the order of £3.4 million, so a balancing item, known as unidentified pressures, has been used to bolster service identified pressures to this level. As pressures manifest themselves, unidentified pressures are reduced and replaced instead by specific aspects. Part of the strategy during the budget setting process will be to zealously consider and mitigate where possible identified pressures. This would allow any balance on "unidentified pressures" to be matched off against the deficit bottom line of the budget and avoid a need to generate additional savings.

3.26 Currently, summary identified pressures within the MTFP include,

Pressures by Directorate	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000
Children & Young People	675	66	0	0
Social Care & Health	1,108	1,124	857	70
Enterprise	699	0	0	0
Resources	161	0	0	0
Chief Executives Unit	135	72	75	62
Corporate Costs & Levies	286	29	0	0
Unidentified Pressures	392	2,145	2,276	2,368
Totals	3,455	3,435	3,208	2,500

Further detail is supplied in Appendix 4.

- 3.27 Other potential pressures which have not yet been factored in are currently being assessed. The budget is being prepared on an incremental basis, so it doesn't automatically presume continued funding of any initiative after its reserve funding has expired, or any new additions, so for instance currently it doesn't include any allowance yet for any net costs resulting from member consideration of Leisure, Culture and Tourism outsourcing proposals, any tranche B Future schools financing assumptions, or any borrowing presumption to continue to supplement capital DFG budget or afford waste services vehicle replacement, that in the main will be subject to separate reports of much greater detail. Other pressures can manifest themselves through introduction of new legislation. The above list includes statute introduced pressures known to date. Grant reductions are another common volatility during the budget process. If specific grants cease, it is expected that the activity will cease. Continuance of an activity following grant funding ceasing, would require a business case to assess each case on its merits.
- 3.28 Welsh Government has, subsequent to the provisional settlement, provided emerging details of the anticipated grants available nationally. Current national details are supplied in Appendix 1. Of note, are the significant reductions in Educational Improvement spending and Single Revenue Grant. The single Revenue Grant contains the funding that was traditionally supplied as the Sustainable Waste management Grant, part of that funding is anticipated to fall instead with RSG settlement figures, however the net decline in grant is greater than already anticipated within pressure forecasts. Also of note, Councils still do not have a comprehensive grant position regarding particular notable grants. Of particular interest to MCC, bus subsidy, concessionary fares and post 16 funding is unlikely to be available before December which continues to introduce an unfortunate element of volatility to the budget setting process.

Savings Proposals for 2018/19

- 3.29 Across the board, all service areas were asked to consider how their services would look within a range of reductions available to them, whilst simultaneously, looking ahead and

ensuring wherever possible, proposals support the medium term direction of travel. To in-build an additional element of review, all proposals have been considered and tested through an initial process of independent challenge by SLT and Cabinet members

- 3.30 The budget proposals contained within this report have sought to ensure these key outcomes and priorities can be continued to be pursued as far as possible within a restricting resource base. This does not, however, mean that these areas will not contribute to meeting the financial challenges. The aim is to make sure everything is efficient so that as broad a range of service offer, in line with those functions that matter most to our communities, can be maintained. Chief Officers in considering the proposals and strategy above have also been mindful of the whole authority risk assessment.

Extent of Summary Savings Identified to Date

Disinvestment by Directorate	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000
Children & Young People	(309)	(23)	0	0
Social Care, Health & Housing	(751)	(725)	(189)	(189)
Enterprise	0	0	0	0
Resources	(376)	0	0	0
Chief Executives Units	(505)	40	0	0
Corporate Costs & Levies	0	0	0	0
Appropriations	(296)	63	113	(86)
Financing	(530)	0	0	0
Totals	(2,767)	(645)	(76)	(275)

Further detail is supplied in Appendix 5.

Treasury Impact

- 3.31 The Capital MTFP will be considered as a separate report but for the purposes of establishing the revenue impact of the capital MTFP, the current assumptions presume that the 2017/18 capital programme will be incurred in full other than an anticipated slippage of £6million to Future Schools spend, that should have no effect on 2018/19 Treasury budget as the funding source remains capital receipts rather than borrowing.
- 3.32 Last year Members subscribed to £500k Treasury Headroom to assist with 5 likely schemes that did not have cost certainty during the budget setting process. Whilst there is still uncertainty around elements of tendered costs for these schemes, the following cost predictions have been presumed in relationship to these schemes.
- £300k was added to DFG's as a one off contribution in 2017/18 to reduce backlog. The Executive would like a continuance of this £300k extra resource to be modelled in the Capital MTFP for 2018/19. Its revenue consequence will need to be added to the MTFP during the budget process.
 - Monmouthshire leisure centre cost circa £7.3m. After Future schools funding, section 106 usage and the service providing the majority of prudential borrowing from additional income, the core Treasury budget will absorb the remaining

annualised effect of £835k worth of funding afforded by unsupported borrowing (MRP starting 19/20).

- J & E block office costs. budget presumes £1.4million project, E block costs circa £400k, J block costs still to be confirmed (MRP starting 19/20). The intention is for such costs to be self financed from savings realised.
- Abergavenny Hub, budget presumes an indicative £2.3million (MRP starting 20/21).
- City deal contribution predicted to total £7.3million, with annual contributions increasing over 9 year duration, 2018/19 contribution expected to be £83k. (MRP presumed to start the full year after contribution made).

For MRP purposes all assets are presumed to have a 25 year life

- 3.33 Further work on the Treasury aspects of the budget are still being validated and include a review of the current year underspend, the profile of capital expenditure and potential slippage, a review of maturing debt over the medium term and the balance between the level of fixed and variable rate debt in the Council's portfolio. The balance of risk is an important consideration in this review as are the principles of security, liquidity and yield when considering any investment strategies.

Council Tax

- 3.34 The Council Tax increase in the budget has been modelled as 3.95% per annum across the MTFP as a planning assumption. As part of the savings proposals, an assessment of collection rates and growth in properties has been undertaken. Anticipated recovery rates reflect very high recovery practice (99%), such that there is little scope to increase such further. However a growth in properties has been presumed to achieve (net of Council Tax reduction scheme) an extra £530k income per annum, and is including in the savings table.

Summary position

- 3.35 In summary, the 2018/19 budget gap is now £243k, if all the pressures and savings proposals contained in the Appendix 4 are approved.

Services	Adjusted Base 2017/18 £000	Indicative Base 2018/19 £000	Indicative Base 2019/20 £000	Indicative Base 2020/21 £000	Indicative Base 2021/22 £000
Children & Young People	49,630	50,069	50,101	50,139	50,178
Social Care & Housing	42,953	44,780	45,448	46,428	46,626
Enterprise	8,495	9,959	9,475	9,518	9,580
Resources	7,687	7,606	7,626	7,706	7,787
Chief Executive's Unit	15,860	16,541	16,736	16,893	17,037
Corporate Costs & Levies	20,273	20,607	22,948	25,485	27,989
Sub Total	144,897	149,561	152,333	156,170	159,196
Transfers to reserves	167	201	162	70	30
Transfers from reserves	(504)	(1,009)	(127)	(96)	(188)
Treasury	7,883	7,792	7,670	7,783	7,697
Appropriations Total	7,546	6,984	7,705	7,757	7,539
Total Expenditure Budget	152,444	156,546	160,038	163,927	166,735
Aggregate External Financing (AEF)	(91,799)	(93,000)	(91,326)	(89,682)	(88,068)
Council Tax (MCC)	(47,744)	(50,637)	(52,617)	(54,674)	(56,813)
Council Tax (Gwent Police)	(10,421)	(10,186)	(10,369)	(10,556)	(10,746)
Council Tax (Community Councils)	(2,480)	(2,480)	(2,480)	(2,480)	(2,480)
Sub Total Financing	(152,444)	(156,303)	(156,791)	(157,391)	(158,106)
(Headroom)/Shortfall	0	243	3,247	6,535	8,629

Clearly there is a gap still to meet and further work is progressing through Future Monmouthshire to bring forward measures to balance to budget around the themes of services integration, commercialisation, adult care and procurement.

Reserves strategy

- 3.36 Earmarked reserve usage over the MTFP is projected to decrease the balance on earmarked reserves from £6.2 million at end of 2017/18 to £5.2 million at the end of 2021/22.
- 3.37 The approved Reserves strategy has sought to ensure that earmarked reserves are not used to balance the budget for ongoing expenditure and that they are instead used to the best effect and impact on one off areas of spend to help the authority transform itself to the new resource levels available to it. 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 £1.4 million by the end of this MTFP window.
- 3.38 The general fund reserve forecast for the end 2017/18 predicts £7.1 million balance, and remains within the 4-6% of net expenditure range considered as appropriate to maintain. This will be updated for anticipated outturn following month 7 monitoring activities within the next fortnight.
- 3.39 Deficit school balances haven't been factored into general fund balance, as the focus will be one of reintroducing a net surplus position.

Next Steps

- 3.40 The information contained in this report constitutes the budget proposals that are now made available for formal consultation. Cabinet are interested in consultation views on the proposals and how the remaining gap may be closed. This is the opportunity for Members,

the public and community groups to consider the budget proposals and make comments on them. Cabinet will not however, be prepared to recommend anything to Council that has not been subject to a Future Generations Assessment and Equality Impact Assessment and therefore a deadline to receive alternative proposals has been set as 31st January 2018.

3.41 Public consultation (to include the formal requirement to consult businesses) and Select Committee Scrutiny of Budget proposals, will take place between the 1st December 2017 and the 31st January 2018. In the past four years we have undertaken extensive community engagement around the budget and the impact of any potential changes under the banner of #MonmouthshireEngages. The budget proposals contained within this report are extensions of previously agreed changes and in addition there has not been any substantive or material service developments; on this basis we will not be conducting another large scale public engagement. There will be opportunity for the community to provide consultation responses via public meetings to be held in Usk, meetings of the Schools budget forum, JAG, and other relevant fora and via the website and social media where details of the proposals will be published and a short film will be available.

3.42 The scrutiny of the budget proposals are key areas of this part of the budget process. The following dates have been set for Select committees:

Economy and Development – 30th November 2017

Children and Young People – 7th December 2017

Adults – 12th December 2017

Strong Communities – 4th January 2018

3.43 Deadline for the receipt of Community Council precepts is 31st January 2018

3.44 Consequently final budget proposals following consultation and receipt of the final settlement will go to a special Cabinet in mid Feb 2018 and Council Tax and budget setting will then take place at Full council on 1st March 2018.

4 REASONS:

4.1 To agree budget proposals for 2018/19 for consultation purposes

5. RESOURCE IMPLICATIONS:

5.1 As identified in the report and appendices

6. FUTURE GENERATIONS AND EQUALITY IMPLICATIONS:

6.1 The Wellbeing of Future Generations initial evaluation for the emerging 18-19 budget proposals has been developed in narrative form in appendix 6, ahead of formalisation of proposals and the completion of the official assessment framework. This enables setting out of the backdrop to the emerging proposals, commentary on how the process has been developed; its various iterations and the picture it paints as a whole for the county of Monmouthshire. Presenting in this way at this stage provides an opportunity to demonstrate the dynamic and real-time nature of the approach. In addition, it helps to highlight application of continual learning and improvement.

6.2 In the past and notwithstanding the council's strong record on financial planning and delivery, achieving the goal of keeping frontline services going and strengthening commitments to sustainability and resilience, the budget has tended to be developed

through the setting of targets, directorate-led approaches and a relatively uneven smattering of proposals. Whilst under this budget round, individual directorate's have still put forward proposals – this process has been more in keeping with our Future Monmouthshire programme and the design principles that guide how we keep our county 'going' and 'growing'. It signals very clearly, that money should follow purpose and priorities and not precede them.

- 6.3 It must be borne in mind that this WFG evaluation is an early one, applying to budget *proposals* only at this pre-consultation, pre-decision stage. The aim of the narrative in appendix 6 is thus, to demonstrate the 'live' nature of the process and the application of robust and ongoing scrutiny and challenge as the proposals continue to be shaped and honed in line with what matters.
- 6.4 The emerging budget proposals for 18-19 are more than a standalone one-year budget. As a contributor to our wider Future Monmouthshire work, they help build a bridge between the present we have and the future we wish to see. With a blend of ongoing sustainable efficiencies; continued income generation and a focus on investing in areas such as education and social care – where returns in terms of service outcomes and financial benefits are starting to pay early dividends – the platform is building for the development of more targeted 'big ticket' interventions. We are not kicking the 'too difficult' problems into the long grass. As well as keep the Council 'going' – work is underway to keep it 'growing' – as these proposals clearly demonstrate. Proposals to review the development plan, as a means of addressing demographic and economic pressures is underway. Exploration of targeted procurement opportunities that save money and create local markets is taking shape. A 'challenge-driven' approach to tackling rural transport issues is being developed. Exploration of machine learning, artificial intelligence and automation are contributing to the ways in which we must re-imagine services and the positive impact they can have on the lives of people and communities in Monmouthshire - now and in the future.
- 6.5 Further to the narrative provided in appendix 6 the wellbeing of future generations impacts of the saving proposals have been initially identified per Directorate in Appendix 4. As the impact on services has been kept to a minimum, no significant negative impact has been identified. Further consultation requirements have been identified and are on going. As stated above further assessment of the total impact of the all the proposals will be undertaken for the final budget report.

The actual equality impacts from the final budget report's recommendations will be reviewed and monitored during and after implementation.

7. CONSULTEES:

SLT
Cabinet
Head of Legal Services

8. BACKGROUND PAPERS:

Appendix 1: Welsh Government Provisional Settlement – National grant notification
Appendix 2: Welsh Government Provisional Settlement – Aggregate External Funding
Appendix 3: Proposed letter in response
Appendix 4: Details of pressures
Appendix 5: Details of savings proposals

Appendix 6: Future Generations Evaluation

9. AUTHOR:
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10. CONTACT DETAILS:

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Appendix 1 - Details of Welsh Local Government Provisional Revenue Settlement 2018-19

Table 9: List and estimated amounts of Grants for total Wales

Existing Grant name	2017-18	2018-19
Communities and Children		
Supporting People	123.688	123.688
Flying Start Revenue Grant	76.052	76.052
Families First	38.352	38.352
Communities First	19.647	0.000
Childcare Offer	10.000	25.000
Communities for Work	7.120	7.199
Cardiff Bay Legacy	5.891	5.400
Promoting Positive Engagement for Young People	4.330	4.330
Out of School Childcare	2.300	2.300
Violence against Women, Domestic Abuse & Sexual Violence Grant	1.938	2.438
St David's Day Fund	1.000	1.000
Lift	0.990	0.000
National Approach to Advocacy	0.550	0.550
Community Cohesion	0.360	0.360
Maintaining the Delivery of the Wales Adoption Register	0.172	0.172
Armed Forces Day	0.035	0.100
Remploy Employment Support Grant	0.006	0.002
Communities First Legacy	0.000	6.000
Communities Work Plus	0.000	10.050
Economy and Infrastructure		
Concessionary Fares	60.466	NA
Bus Services Support Grant	25.000	NA

Bus Revenue Support Traws Cymru	3.057	NA
Road Safety Grant	2.000	2.000
Young Persons Discounted Bus Travel Scheme	1.000	NA
Bus Revenue Support	0.546	NA
New Developments	0.500	0.000
Enterprise Zones	0.271	0.064
Ports Development Fund	0.090	NA
Community Rail Partnership	0.065	NA
Travel Plan Co-ordinators	0.011	0.000

Education

Education Improvement Grant	133.282	118.137
Pupil Development Grant	91.333	91.333
Pioneer Schools	7.895	NA
Youth Support Grant	3.856	3.470
Reducing infant class sizes grant	2.000	3.000
School Uniform Grant	0.700	0.000
Modern Foreign Languages	0.480	0.432
Senior Business Managers	0.200	0.200
Mentoring and Networking Support for Headteachers	0.150	NA
National Numeracy Tests - Supported Marking Grant to Consortia	0.020	0.020

Environment and Rural Affairs

Single Revenue Grant - See note below	61.790	20.793
Waste Infrastructure Procurement Programme - Gate Fee Contributions	7.507	7.867
Animal Health & welfare Framework Funding	0.200	0.200
Renewal of Grant for the South Wales Regional Aggregate Working Party	0.050	0.050
Waste Planning Monitoring Report - North Wales and South East Wales	0.049	0.049
Waste Planning Monitoring Report - South West Wales	0.025	0.025

Finance and Local Government

Cardiff Capital City Deal	20.000	10.000
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Lifelong Learning and Welsh Language

Post-16 Provision in Schools	98.587	NA
Adult Community Learning	4.307	NA
Additional Learning Needs Innovation Fund	1.320	0.000
Learning in Digital Wales (Phase 2)	0.500	0.450
Promote and Facilitate the use of the Welsh language	0.314	0.314
Development of the Seren Network	0.120	0.250

Social Services and Public Health

Welsh Independent Living Grant	27.000	RSG
Substance Misuse Action Fund	22.663	22.663
Social Care Workforce Grant	19.000	RSG
Expanding Edge of Care Services	5.000	RSG
Carer's Respite Care Grant	3.000	RSG
Support for Care Leavers	1.650	RSG
Reflect Project	0.850	RSG
Secure Estates	0.412	RSG
National Framework for Fostering	0.400	RSG
Development of Adoption Support Services in Wales	0.215	0.090

All Grants	900.454	584.424
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All Grants excluding NA (for like-for like comparison)	606.861	584.424
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1 The information shown above details the total amount of each grant. Some grants may be split between local authorities and other bodies

2 It is important to note that amounts for future years are indicative at this stage and are liable to change

3 Formal notification of grant allocations is a matter for the relevant policy area

NA = figures not available at time of publication

RSG = funding transferring to Revenue Support Grant

Single Revenue Grant - £35m of Waste Budget element transferred to Revenue Support Grant

Provisional

Table 1c: Aggregate External Finance (AEF) plus top-up per capita, by Unitary Authority, 2018-19

Unitary Authority	2018-19 provisional Aggregate External Finance plus top-up funding (£'000s)	Provisional Aggregate External Finance per capita (£)*	Rank
Isle of Anglesey	94,924	1,353	11
Gwynedd	173,859	1,406	9
Conwy	152,770	1,307	15
Denbighshire	142,144	1,488	5
Flintshire	187,816	1,212	19
Wrexham	173,485	1,242	18
Powys	172,644	1,309	14
Ceredigion	99,905	1,309	13
Pembrokeshire	160,084	1,290	17
Carmarthenshire	257,960	1,386	10
Swansea	316,499	1,293	16
Neath Port Talbot	210,832	1,492	4
Bridgend	190,718	1,335	12
The Vale of Glamorgan	151,996	1,185	21
Rhondda Cynon Taf	362,219	1,519	2
Merthyr Tydfil	89,683	1,514	3
Caerphilly	265,600	1,467	6
Blaenau Gwent	109,761	1,581	1
Torfaen	130,800	1,422	8
Monmouthshire	93,000	1,001	22
Newport	211,682	1,423	7
Cardiff	437,867	1,193	20
Total unitary authorities	4,186,247	1,339	

* Based upon 2014-based, 2018 population projections

Appendix 3 – Proposed Response to Welsh Government on the Provisional Settlement

Simon Edwards
Local Government Funding Policy Branch,
Welsh Government,
Cathays Park,
Cardiff.
CF10 3NQ

Your Ref/Eich Cyf:
Our Ref/Ein Cyf:
Date/Dyddiad:
File Ref:
The Person dealing with
this matter is/ Y
Person sy'n delio gyda'r
mater yma yw:
Tel/Ffôn: 01633 644270
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e-mail address/ cyfeiriad
e-bost Monmouthshire.gov.uk

Dear Mr. Edwards,

Re: Provisional Local Government Settlement 2018/19

Thank you for the opportunity to comment on the Provisional Settlement announced recently. This response has been endorsed by Monmouthshire County Council's Cabinet and provides the views of members.

This is a disappointing settlement for local government across Wales and follows reductions that Councils have experienced in recent years. The Welsh Government has chosen to use additional money passed to it by the UK government in ways that don't best meet the needs of the people in Wales.

Monmouthshire has yet again received one of the worst settlements in Wales receiving 1% less than the previous year and the settlement continues an eight-year run of real terms reductions to local government funding in Wales. This does not take into account the current inflation rate of 2.7% and therefore represents a 3.7% real term reduction in funding. While the average cut to Welsh councils is 0.5%, Monmouthshire's 1% decrease, shared with five other counties, is the biggest in Wales.

The provisional settlement has done nothing to alleviate our position as the worst funded Council in Wales per head of population. The average per capita funding in Wales is £1,339 compared to Monmouthshire's £1,001.

The Council is very conscious of the pressures on household budgets and so the Council is doing its utmost to deliver a balanced budget but this will inevitably put pressure on Council Tax rises.

Monmouthshire welcomes the commitment to providing a funding floor to mitigate any volatility. Looking forward to 2019/20 and beyond, the prospect of continuing austerity remains and is set against very real pressures in already stretched services. Whilst Monmouthshire welcomes the provision of an indicative revenue settlement for 2019-20 the provision of indicative revenue settlements for the next three years would help Councils in planning for the future through these very difficult times.

As a rural authority Monmouthshire is confronted by particular challenges in offering services like social care, waste collection, transport and highways across a wide area. Indeed, the council has recognised these difficulties by prioritising the maintenance of locally accessible services to combat rural isolation. Monmouthshire calls on the government to base funding on

a fairer system, acknowledging the problems rural counties face when providing services. There are also a range of preventative services that will not survive unless the Welsh Government has a long hard look at the way it allocates money across the totality of public services.

Monmouthshire calls for more transparency around some of the figures in the provisional settlement announcement. The settlement suggests increases in funding in education and social services of £62m and £42m respectively. However, there is no additional resource to protect them or explanation of how these figures have been calculated. The all-wales settlement for local government has quite simply reduced been reduced by 0.5%.

Monmouthshire supports and encourages the transfer of specific grants into the settlement and is disappointed that more progress has not been made in this regard.

If there are opportunities to put more grants into the final settlement this would be welcomed providing it continues to be distributed on the same basis as the original grant to prevent large changes at a very late stage in the process.

On capital account, the settlement does not address the previous reductions in capital funding and is still therefore a serious concern, especially as it comes at a time when councils are struggling to raise capital receipts from asset sales. The need to invest in priority areas such as 21st Century Schools, waste management, carbon reduction and infrastructure remains high, with WG support remaining a critical success factor.

Despite the fact that the reasons for the level of the provisional settlement are both known and understood, it is difficult to reconcile the revenue and capital settlements with the increasing expectations and demands on local council services are continuing to grow. Councils will face difficult decisions in reconciling budgets next year and in the medium term and it is important that the WG recognises the need for difficult decisions, is supportive of local authorities facing difficult times and does not promote undeliverable policy expectations. This is a time for us all to work together to minimise the consequences of the downturn in public finances on the most vulnerable in society and to send clear and consistent expectations to the public we exist to serve.

Yours sincerely,

Councillor Philip Murphy – Cabinet Member

Appendix 4 – Pressures Proformas

Pressure	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000	Page Reference
CYP P1 New Bill Responsibilities ALN	121				23
CYP P2 Exam Fees	167				33
CYP P3 School staff (pay award 1%)	387				41
SCH P3 Childrens Services Overspend (£561k tot)	113	189	189	70	42
SCH P4 Safeguarding Post	60				49

CYP PRESSURES

Pressure Mandate Proposal Number: CYP P1

Pressure Mandate Title: New Bill Responsibilities ALN

All information requested must be completed on the proposed mandate to enable the Cabinet to decide whether to proceed with the proposal.

Mandate Completed by	<i>Sharon Randall-Smith</i>
Date	<i>08/11/2017</i>

Why is this pressure required?

- There will be an additional pressure to the ALN budget as the local authority implement the additional requirements of the new ALN Bill and revised Code of Practice because:
- the local authority will be responsible for providing strategic oversight of the system and for supporting mainstream schools to fulfil their duties
 - the local authority will have a role in the identification of ALN and providing expertise where necessary to meet the needs of learners and supporting education settings to deliver these functions. This means that additional officer time will be needed to provide enhanced support and advice to schools and settings during the implementation period
 - the local authority will have additional responsibilities in respect of Early Years and for young people up to the age of 25 years, compared to the current 3 – 19 years, increasing the number of live cases in the authority by almost 50%
 - statements of SEN will cease and be replaced by Individual Development Plan (IDP). This process will take a period a minimum of two years during which time both systems will run concurrently
 - the time line for completing an IDP is up to a maximum of 10 weeks compared to the current 26 weeks for a statutory statement of SEN
 - the development of IDPs will be based on a person centred approach that will require a multi-agency approach and will take time to develop, refine and quality assure, increasing demands on officer time to attend multi-agency meetings
 - the local authority will have a statutory duty to provide avoidance and resolution of disagreement processes

- additional Educational Psychology (EP) clinical expertise and advice will be required to accommodate increases in numbers of children and young people and attendance at multi-agency meetings
- Appeals to ALN Tribunals and DDA will increase as a result of the introduction the New Bill, especially during the early transition period because there is some ambiguity about the legal status of an IDP and no existing precedent
- the increase in demand to deliver statutory services will result in an increase in administration time needed to maintain recording and reporting systems

How much pressure is there and over what period?

The pressure arises from:

- the additional work force required to introduce and implement two complex and legal statutory systems concurrently
- the extension of the age range covered by the New Bill and subsequent increase in numbers
- an increase in the demand for Officer, EP and multi-agency partner time to provide advice and support to education settings
- an increase in time for officers preparation for and attendance at ALN Tribunals and DDA under the New Bill
- an increase in officer time to facilitate resolution and disagreement processes

The pressure will be at its most intense over the initial two years in terms of increased workload and the manageability of the implementation. It will be important during this period to ensure that we have the capacity to implement the changes effectively so that there is confidence in the quality and impact of the process going forward.

Once the new systems and processes become embedded, new pressures are likely to emerge to support increases in the number of children and young people with IDPs and accessing additional provision, however, until the New Bill and Code are finalised, the extent of this increase is unclear.

Directorate & Service Area responsible

Children and Young People
Additional Learning Needs

Mandate lead(s)

TBC

Have you undertaken any initial consultation on the need for this pressure to be included in the MTFP?

Name	Organisation/ department	Date
Welsh Government Statutory Bill	NA	September 2018?

Has the specific budget pressure been consulted on?		
Function	Date	Details of any changes made?
Department Management Team	10 th October 2017	
Other Service Contributing to / impacted		
Senior leadership team		
Select Committee		
Public or other stakeholders		
Cabinet (sign off to proceed)		

Will any further consultation be needed?		
Name	Organisation/ department	Date
Welsh Government Statutory Bill	NA	NA

Final pressure approved by Cabinet	Date:
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1. Vision and Outcomes of the Pressure Mandate

Give a business context for the budget pressure. This must pick up on the vision and what the new / improved / reduced service will look like in the future including the anticipated experience of users. It must also consider any impact on the Council's key priorities and strategic outcomes. Similarly does it impact on service performance within the immediate service area or any impact on other services provided by the authority / any other providers. In doing so, the pressure mandate must be tested against the equality impact assessment and sustainable development impact assessment and must consider impact in relation to the new Future Generations Bill.

What are the outcomes of investing in the identified pressure?
<ol style="list-style-type: none"> 1. All learners' needs are identified early, addressed quickly, and their views, wishes and feelings are at the heart of the planning processes so that they can participate in and enjoy learning 2. The Local Authority will comply in full with all statutory duties under the New Bill and ALN Code of Practice

Expected positive impacts	
<p>Additional capacity within the Directorate will ensure:</p> <ul style="list-style-type: none"> resources and support are in place to manage the transition from the current system for meeting the needs of children and young people with ALN to the new system sufficient time and capacity is available to introduce IDPs without undue pressure so that they are of good quality and of equitable quality across the county there is sufficient capacity to develop and embed effective multi-agency working practices so that everyone involved in supporting the child or young person can work in their best interests and minimise the need for avoidance and resolution of disagreements procedures adequate officer time is available to provide support and advice to schools and settings up to the age of 25 years. effective arrangements are in place to develop and facilitate avoidance and resolution of disagreements procedures to reduce the number of appeals to ALN Tribunals wellbeing and good will of staff is maintained 	
Expected negative impacts	
<p>The implementation of the New Bill will:</p> <ul style="list-style-type: none"> significantly increase officer workload a significantly greater demand on officer time significantly increase the workload of the ALNCo in schools require additional financial resources to meet the needs of a wider remit and age range of pupils, particularly where these are health needs, for example diabetes, that are not currently included within the existing bill. place pressure on schools to meet the requirements of the new Bill without support and within existing resources require a significant investment of time to support parents, children and young people through the process and effectively manage expectations result in some parental opposition as the legal status of IDPs is unclear at this point and the process is untried across the system as a whole 	

2. Pressure proposed

Show how the budget pressure has been evidenced and will increase the current service budget. This must cover each year implicated. This section must also cover any other efficiency that will arise from the pressure.

	What is the evidence for the pressure? How has it been estimated?
	2 officers 1 admin

Additional EP time								
Service area	Current Budget £	Proposed Cash Pressure £	Proposed non cash efficiencies – non £	Target year				Total pressure proposed
				17/18	18/19	19/20	20/21	
ALN and Admin	£115,216		NA	£57,132	£67,677	£43,487	£0	£168,296
EPS	£220,614		NA	£30,926	£53,323	£22,328	£0	£106,577

3. Actions required to minimise the pressure

Describe the key activities that will be undertaken to minimise the investment required and the action holders. This includes any actions contributed to by other services. Give the timescales to complete the work. This must also factor in any business activities that will need to be done differently or cease in order to achieve the mandate.

Action	Officer/ Service responsible	Timescale
Appointment of Officer with Post 16/ALN expertise (1 fte) [two year fixed term]	CYP ALN	September 2018
Appointment of Officer with Early Years/ALN expertise (0.5 fte) [two year fixed term]	CYP ALN	September 2018
Appointment of Administration Officer [30 hours]	CYP ALN	September 2018
Appointment of Educational Psychologist [0.5]	CYP ALN	September 2018

4. Additional skills/ business needs

Describe any additional skills, resource and capability needed in order to carry out the proposed mandate successfully. For example new expertise and knowledge etc.

Any additional capability required	Where will this come from	Any other resource/ business need (non-financial)

Training on the New Bill for Officers/Schools	WG and Region	Office space/ICT and equipment/travel/release time
Training for Administration Support on systems and processes	LA internal training	System Licence for One
Educational Psychology expertise across a wider age range for example EY and post 16	Recruitment	Office space/ICT and equipment/travel

5. Measuring performance on the mandate

How do you intend to measure the impact of the investing in the pressure identified? This will include budget measures and further possible measures that cover process, staff and customers. Targets need to be set over the duration of the mandate where appropriate.

Focus- Budget Process / Staff Customer	Indicator	Actual 2017/18	Actual 2018/19	Actual 2019/20	Target 2017/18	Target 2018/19	Target 2019/20
Customer	Number of cases appeal to ALN Tribunal	1	8	4	2	2	1
Process	Timeline for conversion for Statutory statement to IDP on target	NA	New measures	New measures	New measures	New measures	New measures
Schools	Proportion of IDP Reviews completed on time	NA	New measures	New measures	New measures	New measures	New measures
Staff	Local Authority IDPs issued on time	NA	New measures	New measures	New measures	New measures	New measures

6. Key Risks and Issues

Are there any potential barriers and risks that will need to be managed in delivering the outcomes expected from investing in the pressure identified, including any negative impacts identified in section 1 that need to be accounted for. Also, set out the steps that will be taken to mitigate these.

Barrier or Risk	Strategic/ Operational	Reason why identified (evidence)	Risk Level (High, Medium or Low) Based on a score assessing the probability & impact	Mitigating Actions
LA does not comply with statutory duties	Strategic	The New Bill places a far wider range of duties on Local Authorities across an extended age range up to 25 years.	High	Increase in workforce to meet the increased demand
Judicial Review resulting from non-compliance	Strategic	If the local authority do not comply with statutory timescales we will be vulnerable to judicial review	High	Increase in workforce to meet the timescales and follow processes in the new Bill
Engagement with wider agencies is inadequate	Strategic	Person centred planning, supported by all of the relevant agencies is at the heart of the new Bill. Unless the engagement is purposeful and effective, we will not meet the needs of the child or young person appropriately.	High	Work has started to train schools in PCP processes. CYP will take the lead on developing engagement with wider agencies ahead of the implementation of the new Bill.
Greater reliance on providers to enable the LA to meet statutory deadlines	Operational	Not all agencies are legally required to comply with the new Bill and therefore delays from these partners will result in the LA missing statutory deadlines.	High	
Officer wellbeing	Operational	There is a significant increase in the workload for staff compared to the current system.	High	Increase in workforce will maintain officer wellbeing

Increase in appeals to ALN Tribunal resulting in increased costs to the LA	Operational	Given the current uncertainties surrounding the legal status of IDPs we expect the number of appeals to Tribunal to increase. In the current version of the new code pupil voice and the wishes of the parent appear to take priority.	High	Early development and introduction of avoidance and resolution of disagreements procedures
Educational providers do not have sufficient support to discharge their duties in full under the new code	Strategic	There is a significant deficit in skills and expertise within LAs and schools to enable them to deliver the new Bill. WG have committed to providing training to support the implementation however, it is unclear if this will be completed before implementation. This is particularly significant for ALNCoS.	High	Training will be delivered regionally supported by WG through the Innovation Grant.

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7. Assumptions

Describe any assumptions made that underpin the justification for the option.

Assumption	Reason why assumption is being made (evidence)	Decision Maker
The New Bill will be introduced in its	The timescale has been set by Welsh Government	Welsh Government

current form by the due date of September 2018		
Current levels of ALN and EPS staff remain and any new staff are additional	The current level of staffing is not sufficient to ensure that the Local Authority will be able to adhere to statutory requirements and deadlines during the period of transition from the current to the new system.	The department believe that additional capacity is required and this view is supported by ADEW based on information from other LAs

8. Options

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Prior to the pressure mandate being written, an options appraisal will have taken place. Summarise here the outcome of the Options considered and detail the rationale on why they were disregarded. (see options appraisal guide for further information)

Options	Reason why Option was not progressed	Decision Maker
1. Capacity of ALN Team remains unchanged	The New Bill will not be implemented in line with statutory Welsh Government timelines	
2. Full implementation of the proposal	The New Bill will be implanted in full and in line with WG timelines	

9. Monitoring the pressure mandate

The pressure mandates must be monitored through directorate budget monitoring. This will lead into corporate budget monitoring. In addition the action plan, performance measures and the risk assessment must be transferred into the service plans for the business area in order to monitor and challenge the delivery of the pressure mandate, including the performance being achieved and the level of impact.

Pressure Mandate Proposal Number : CYP P2

Pressure Mandate Title : Secondary School Examination Fees

All information requested must be completed on the proposed mandate to enable the Cabinet to decide whether to proceed with the proposal.

Mandate Completed by	<i>Nikki Wellington</i>
Date	<i>05/10/2017</i>

Why is this pressure required?

Secondary schools have seen a significant increase in their pupil exam entry costs over the last few years due to the monopoly that WJEC have. Also, the number of entries have risen considerably due to the introduction of national compulsory sittings and registration fees e.g. Welsh Bacc, Numeracy GCSE. For each GCSE, the cost per exam is £35 where the minimum number of exams per pupil is 9. For the Welsh Bacc, which is now compulsory, there is an additional registration fee of £46 per pupil. At £35, this fee rises to £66 per pupil, plus £51 per exam entry.

How much pressure is there and over what period?

£167,000 per year, across all secondary schools. This ranges from £30k to £57k per school.

Directorate & Service Area responsible

CYP Finance

Mandate lead(s)

Nikki Wellington

Have you undertaken any initial consultation on the need for this pressure to be included in the MTFP?		
Name	Organisation/ department	Date
All secondary schools	Business Managers	May 2017

Has the specific budget pressure been consulted on?		
Function	Date	Details of any changes made?
Department Management Team	10/10/2017	
Other Service Contributing to / impacted		
Senior leadership team		
Select Committee		
Public or other stakeholders		
Cabinet (sign off to proceed)		

Will any further consultation be needed?		
Name	Organisation/ department	Date
We will consult with secondary schools on distribution if the pressure is realised		

Final pressure approved by Cabinet	Date:
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1 Vision and Outcomes of the Pressure Mandate

Give a business context for the budget pressure. This must pick up on the vision and what the new / improved / reduced service will look like in the future including the anticipated experience of users. It must also consider any impact on the Council's key priorities and strategic outcomes. Similarly does it impact on service performance within the immediate service area or any impact on other services provided by the authority / any other providers. In doing so, the pressure mandate must be tested against the equality impact assessment and sustainable development impact assessment and must consider impact in relation to the new Future Generations Bill.

What are the outcomes of investing in the identified pressure?	
<p>Funding to schools would be more reflective of actual costs being incurred and therefore remaining funding devolved to schools can be better targeted towards teaching and learning as it is intended. This would be direct investment in Welsh Government priorities to give our learners the best outcomes possible and ensure appropriate pathways into further education.</p> <p>This would be specifically targeted to Year 11, therefore allowing the remaining school budget not to be subsidising other areas.</p> <p>Given that education is compulsory up until the age of 16, parents cannot be asked to make a financial contribution.</p>	
Expected positive impacts	
As per point above.	
Expected negative impacts	
None.	

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2 Pressure proposed

Show how the budget pressure has been evidenced and will increase the current service budget. This must cover each year implicated. This section must also cover any other efficiency that will arise from the pressure.

	What is the evidence for the pressure? How has it been estimated?
	All four business managers have individually calculated the additional financial cost of having to enrol their current co-hort of pupils onto the new compulsory examination sittings at their school. CYP Finance have

collated this information and the total additional cost of these new examinations amounts to £167,000. We have been able to verify these costs against invoices processed through Agresso.

Service area	Current Budget £	Proposed Cash Pressure £	Proposed non cash efficiencies – non £	Target year				Total pressure proposed
				17/18	18/19	19/20	20/21	
Schools	£124,000	£167,000	N/A		£167,000	Then in base	Then in base	£167,000 in 18/19, and then for that to remain in CYP base budget.

3 Actions required to minimise the pressure

Describe the key activities that will be undertaken to minimise the investment required and the action holders. This includes any actions contributed to by other services. Give the timescales to complete the work. This must also factor in any business activities that will need to be done differently or cease in order to achieve the mandate.

Action	Officer/ Service responsible	Timescale
This is a requirement of Welsh Government – examination entry is compulsory.		

4 Additional skills/ business needs

Describe any additional skills, resource and capability needed in order to carry out the proposed mandate successfully. For example new expertise and knowledge etc..

Any additional capability required	Where will this come from	Any other resource/ business need (non-financial)
None – as schools have been subsidising this for a number of years, hence a significant contribution towards the deterioration of secondary school balances.		

5 Measuring performance on the mandate

How do you intend to measure the impact of the investing in the pressure identified? This will include budget measures and further possible measures that cover process, staff and customers. Targets need to be set over the duration of the mandate where appropriate.

Focus- Budget / Process / Staff / Customer	Indicator	Actual 2017/18	Actual 2018/19	Actual 2019/20	Target 2017/18	Target 2018/19	Target 2019/20
Budget	Direct improvement to year end projected balances.	-	£167,000		-	£167,000	-

6 Key Risks and Issues

Are there any potential barriers and risks that will need to be managed in delivering the outcomes expected from investing in the pressure identified, including any negative impacts identified in section 1 that need to be accounted for. Also, set out the steps that will be taken to mitigate these.

Barrier or Risk	Strategic/ Operational	Reason why identified (evidence)	Risk Level (High, Medium or Low) Based on a score assessing the probability & impact	Mitigating Actions
WJEC increase costs further as they have the monopoly.	Strategic	ADEW currently establishing the increases in cost/volume over the past few years to see whether they are in line with the English system.	Medium	This can only be challenged at a national level as this would require a Welsh Government change of policy.

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7 Assumptions

Describe any assumptions made that underpin the justification for the option.

Assumption	Reason why assumption is being made (evidence)	Decision Maker
None made. All based on actual costs.		

8 Options

Prior to the pressure mandate being written, an options appraisal will have taken place. Summarise here the outcome of the Options considered and detail the rationale on why they were disregarded. (see options appraisal guide for further information)

Options	Reason why Option was not progressed	Decision Maker
Do nothing.	Continuation in the decline in secondary school reserves.	CYP DMT.

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9 Monitoring the pressure mandate

The pressure mandates must be monitored through directorate budget monitoring. This will lead into corporate budget monitoring. In addition the action plan, performance measures and the risk assessment must be transferred into the service plans for the business area in order to monitor and challenge the delivery of the pressure mandate, including the performance being achieved and the level of impact.

SCHOOLS PAY AWARD 1% (CYP P3) EXPLANATION

Recent annual budget settlements have introduced cash flat line considerations to schools budgets.

Initial examination of CYP pressures (£288k) and savings proposals (£487k) introduces an indicative net saving of £199k.

Cabinet have requested that initial MTFP modelling includes the provision of 1% pay award for staff.

This has been calculated as circa £387k in 2018/19.

SCH PRESSURES

Budget Project Pressure and Savings Proposal Combined 2018/19 (SCH P3)

This form should be completed in full for all proposals of £50,000 and over, and for proposals of less than where the impact will be felt directly by citizens. For proposals below this threshold you can complete questions 1 and 2 only and then use your service plan to capture your actions, measures and risks.

Form completed by	Jane Rodgers
Date	05/10/17
Reference Number	SCH P2
Service area	Children's Services
Directorate	SCH
Savings targets (based on 17/18 budget)	
2018/19	Savings = £112,564 (£357,217 off set by £244,653* workforce pressures) Anticipated Overspend b/fwd from 2017/18 = £561,000 Overspend c/fwd = £448,436
2019/20	Savings £189,294 Overspend b/fwd from 2018/19 = £448,436 Overspend c/fwd = £259,142
2020/21	Savings £189,294 Overspend b/fwd from 2019/20 = £259,142 Overspend c/fwd = £69,848
2021/22	Savings = £189,294 Overspend b/fwd from 2020/21 = £69,848 Net Savings = £119,446

* £244,653 is the worst case scenario taken from the business case for workforce pressures

CURRENT PROJECTED OVERSPEND for the Service @ M5 = £641,000 (based on dynamic forecasting model) of which £80,000 relates to pressure of agency staff = £561,000 (see business case)

Project lead & Key project team members	Jane Rodgers Rhian Evans Charlotte Drury Tyrone Stokes / Rob Long Claire Robins Craig Williams
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Passcode

1 Vision and outcomes of the project

Give a business context for the project. Include what the new / improved / reduced service will look like in the future. Consider the impact in the service area and on any other services provided by the Council. From the service user and service provider perspective.

What does the project propose to do?

Delivering Excellence in Children's Services

Monmouthshire Children's Services are currently implementing a 3 year improvement programme with inter-related work streams spanning areas of workforce, social work practice, commissioning, expanding placement provision, increasing our in-house fostering provision, edge of care and family support. The project aims to achieve sustainable change which is built on best practice foundations and within that to achieve a financially sustainable service that makes best use of resources both regionally and locally.

Expected impact of the project?

3 areas have been identified where savings could be achieved.

1. Increasing opportunities for children with more complex / specialist needs, currently placed in residential placements, to be cared for by MCC carers
2. Incentivising Independent Fostering Agency (IFA) carers **currently** looking after MCC children to transfer to MCC terms and conditions
3. Recouping the financial contribution from Health for a young person who meets the criteria for continuing care

2 Savings proposed

Show how project will deliver savings against the current service budget, will this be a saving or income generation. This must be profiled over each year implicated.

What savings are expected to be achieved?				
	Year	Proposed Savings (£)	Proposed income generation (£)	
Page 66	1	2018/19 and over each subsequent year	Unit Cost Residential = £194,096 Unit cost MCC carer (enhanced package / IFA) = £46,084 Unit Cost saving = £148,012	Bring back 1 child from residential to foster care
		2018/19	Unit cost IFA = £46,084 Unit cost MCC carer = £25,443 Unit cost saving = £20,641 Proposed saving 2018/19 = £103,205	Transfer carers from IFAs to MCC carers, 5 placements in the first year and 2 in each subsequent year.
		Each subsequent year	Proposed yearly saving over 3 subsequent years = £41,282	
	3	2018/19 only	7 months of 50% placement costs = £106,000	Achieve health contribution @ 50% for one placement where continuing health care is met

NB UNIT COSTS USED ARE BASED ON M2 FORECASTS YEAR 2017/18

3 Options appraisal

List all options that have/are being considered (further details on these may be required to inform scrutiny/decision making reports)

Option 1
Do Nothing
Reason why not progressed/progressed?
<ul style="list-style-type: none"> In line with national and local trends, demands for Looked After Services will continue to increase. To do nothing would increase cost to MCC through on-going reliance on IFA and residential placements Achieving Monmouthshire carers for Monmouthshire children is in keeping with intended strategic direction and should help us achieve better outcomes for our Looked After Children.
Option 2
Proposed ADM for fostering
Reason why not progressed/progressed?
<ul style="list-style-type: none"> Regional delivery models will be implemented in the medium term under the National Fostering Framework and through the Children and Families Regional Partnership. MCC require a short-term solution that will work in parallel with the development of regional ADMs

4 Actions to deliver the project

Describe the key activities that will be undertaken to deliver the project and the action holders. This provides a further breakdown of the actions that need to be taken, each project should also be included in the service plan action.

Action	Timescale
<u>Implementation of Fostering Project</u> <ul style="list-style-type: none"> Recruitment and Retention carers Targeted care planning for individual children currently in residential settings Targeted recruitment of carers specific to individual children 	Already commenced and on-going

<ul style="list-style-type: none"> - Increase 'bespoke' offers for 'therapeutic carers' - Development of family support within CS including foster carers - Target specific recruitment for individual children current with IFA carers - Development of enhanced fee structure and support packages for complex children 	
<u>Continuing Care</u> <ul style="list-style-type: none"> - Use existing mechanisms to implement dispute resolution for individual young person - Develop integrated CHC policy with ABUHB for shared decision making in complex cases and dispute resolution process 	Already commenced

5 Additional resource/ business needs

Have you identified any resource / capacity required to carry out the project?

Idea resource required	What will this be used for?
Consultancy until March 2018	Project lead for the implementation of the Fostering Project

6 Key Risks and Issues

Are there any initial barriers or risks that have been identified at this early stage. Any actions to mitigate risk should be included in section 4 and any ongoing risks include in the main service plan risk register.

Risk	Reason why identified	Risk Level (High, Medium or Low – see risk matrix)
Carers will not be willing to transfer to MCC terms	Carers will not have sufficient motivation or incentive to leave the IFAs	Medium

	IFAs may 'up their offer' to counteract MCC attempts to bring carers over	
Loss of good will with existing MCC carers	It has happened in the past	High
Carers with the skills required to meet the needs of identified children will not be found	There is a national shortage of skilled foster carers	High
Other young people not currently identified will need residential placements	We are working with a dynamic population both those within the LAC system and young people still living with their families. The situation can change quickly and is not stable or predictable.	High
There will be a breakdown in partnership relationships with health	The issue of health financial contributions has been a source of tension over a long period. There is a lack of national guidance or direction in respect of CC for children.	Medium

7 Evaluation

How will you measure the impact of the proposal? What are the measures that you expect to see change as a result of what you're proposing. This could be positive or negative. When will you evaluate the change?

Metric	Baseline
NET increase of placements per year	17 carers representing 23 placements
Numbers of MCC placements : IFA placements	23 : 48
Numbers of IFA carers transferred to MCC	0 representing 0 placements
# of children meeting criteria for CHC or Sec 117 funding and % proportion of funding received from health	TO BE DEVELOPED
# on CASP prevented from becoming LAC (WG indicator)	59.6% (Aug 2017)
# LAC	147
# CP	104

Evaluation Date	6 monthly intervals
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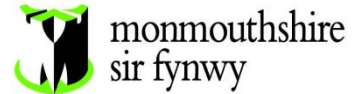
8 Future Generations Evaluation

The project must be assessed from the start against the equality impact assessment and sustainable development impact assessment using the [Future Generations Evaluation](#).

9 Next steps for budget projects

- i. The project form will be subject to internal review, as well as scrutiny through the political decision making process, at which point further information may need to be provided.
- ii. An evaluation timescale will need to be set out to detail how and when the progress and impact of the project will be evaluated
- iii. In addition the project should be incorporated within service plan arrangements to monitor the progress and impact of the project on the service.

Safeguarding Post (SCH P4) – Incurred following Council report



SUBJECT: Safeguarding and Quality Assurance Service Manager
MEETING: COUNCIL REPORT
DATE: 9th March 2017
DIVISION/WARDS AFFECTED: All/ Whole Authority

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PURPOSE

1.1 The purpose of this report is to seek approval to create a Safeguarding and Quality Assurance Service Manager to provide leadership to whole authority safeguarding and manage the Safeguarding and Quality Assurance Unit.

2. RECOMMENDATIONS:

2.1 That members approve and endorse the proposal for creation of a Safeguarding and Quality Assurance Service Manager and the revised structure for the Safeguarding and Quality Assurance Service Unit within Appendix 2 to this report.

2.2 **Members agree to reserve fund the c£60k for 2017/18. The budget will need to be substantially into the 2018/19 budget round.**

3. KEY ISSUES:

- 3.1 Safeguarding children and adults at risk has the very highest priority in Monmouthshire County Council. Safeguarding is recognised as everybody's business and considerable progress has been made over the last 5 years to systematically embed safeguarding culture, knowledge and practice in every area of the Council's responsibility. There are, however, areas where the understanding and operation of safeguarding are not yet of the standard they need to be. We need to be constantly vigilant in understanding the effectiveness of our governance and assurance systems.
- 3.2 The Safeguarding and Quality Assurance Unit has a very important role in supporting safeguarding in Monmouthshire. The Unit works with directorates to support them to understand their safeguarding responsibilities and improve their practice. The Council has developed a SAFE self-assessment tool which has recently been reviewed and strengthened to incorporate adult as well as children's safeguarding. An analysis of the Unit, and its ability to deliver its' purpose, has highlighted the need to strengthen leadership and capacity to ensure it is fit for purpose; i.e. to enable it to support to all parts of the Council in their self –evaluation and analysis and improvement actions arising from their evaluation.
- The Service Manager post recommended in this report will ensure manage a Joint Children and Adult safeguarding unit comprising the following functions: independent review of Looked After Children (LAC), co-ordination of child protection and Protection of Vulnerable Adults (POVA), safeguarding in education and corporate safeguarding. The postholder will works with a variety of partners both internal and external to the Council. and be the main operational link to the Gwent-wide Children and Adult Safeguarding Boards which are now on a statutory footing. The postholder will also be responsible for driving up standards and good safeguarding practice within the borders of Monmouthshire and across Council services. The post-holder will be part of the Children's Social Services division within Social Care and Health and as such the changes proposed in this report would amend the structure approved by Cabinet in January 2017 (**Appendix 1**)

4. RESOURCE IMPLICATIONS:

- 4.1 The creation of the Safeguarding and Quality Assurance Service Manager is a financial pressure of £60k. It is proposed that in 2017/18 this is reserve funded; it will need to be substantively reflected in the 2018/19 budget build.

5. WELLBEING OF FUTURE GENERATIONS IMPLICATIONS (INCORPORATING EQUALITIES, SUSTAINABILITY, SAFEGUARDING AND CORPORATE PARENTING)

5.1 Strengthening safeguarding leadership and capacity impacts positively on all children, young people and their families and adults at risk. The impact will be regularly updated and reviewed to ensure fitness for purpose. The proposed structure looks to will increase effectiveness of safeguarding arrangements and put the Council in a strong position to deliver the all age approach set out within the Social Services and Well Being Act.

6. CONSULTEES:

Jane Rodgers, Head of Children's Services and Safeguarding
Senior Leadership Team

7. BACKGROUND PAPERS

Children's Services – Service Redesign – Cabinet, January 11, 2017.

AUTHOR:

Claire Marchant, Chief Officer, Social Care and Health

8. CONTACT DETAILS:

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E-mail: clairemarchant@monmouthshire.gov.uk

Appendix 5 – Savings Proposals

Ref	Saving Proposal	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000	Page Reference
CYP S1	Federated school model	(32)	(23)			53
CYP S2/RES S4	Term time only payments (Payroll identify £203k)	(95)				57
CYP S4	General 5% reduction on supplies & services	(132)				61
CYP S5	Reduce school premature retirement budget	(50)				65
SCH P3/S2	Childrens Services (Saving £680k, pressure £561k, net saving in yr 4 £119k)	(113)	(189)	(189)	(189)	69

CYP PROPOSALS

Budget Project Proposal 2018/19

This form should be completed in full for all proposals of £50,000 and over, and for proposals of less than where the impact will be felt directly by citizens. For proposals below this threshold you can complete questions 1 and 2 only and then use your service plan to capture your actions, measures and risks.

Form completed by	Nikki Wellington
Date	1 st November 2017
Reference Number	CYP S1

Service area	Schools
Directorate	CYP
Savings targets (based on 17/18 budget)	
2018/19	£32,000
2019/20	£23,000
2020/21	
2021/22	

Project lead & Key project team members	Nikki Wellington and CYP DMT members.
----------------------------------------------------	---------------------------------------

1. Vision and outcomes of the project

Give a business context for the project. Include what the new / improved / reduced service will look like in the future. Consider the impact in the service area and on any other services provided by the Council. From the service user and service provider perspective.

What does the project propose to do?

The proposal is to look to federate of a small number of primary schools to reduce management costs. The vision is that one head will manage a couple of schools in a local area, with a deputy in each school to support.

Expected impact of the project?

The impact will be minimal, there will need to be careful consultation with parents / governors and staff to ensure that they understand the vision and how this will work in practise.

2. Savings proposed

Show how project will deliver savings against the current service budget, will this be a saving or income generation. This must be profiled over each year implicated.

What savings are expected to be achieved?

Year	Proposed Savings (£)	Proposed income generation (£)
2018-19	£32,000	£0
2019-20	£23,000	£0

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3. Options appraisal

List all options that have/are being considered (further details on these may be required to inform scrutiny/decision making reports)

Option 1
No other options are being considered.
Reason why not progressed/progressed?
This model has been used in a number of our schools where the head has been absent. This has worked and the lessons learnt will inform how this is developed.
Option 2
Reason why not progressed/progressed?
Option 3
Reason why not progressed/progressed?

4. Actions to deliver the project

Describe the key activities that will be undertaken to deliver the project and the action holders. This provides a further breakdown of the actions that need to be taken, each project should also be included in the service plan action.

Action	Timescale
Identification of schools that can federate.	Jan 18 – Mar 18
Consultation with stake holders	Mar 18 – August
Implementation of new model	September 18

5. Additional resource/ business needs

Have you identified any resource / capacity required to carry out the project?

Area resource required	What will this be used for?
Possible redundancy costs, it is too early to identify the actual cost required.	Redundancy costs.

6. Key Risks and Issues

Are there any initial barriers or risks that have been identified at this early stage. Any actions to mitigate risk should be included in section 4 and any ongoing risks include in the main service plan risk register.

Risk	Reason why identified	Risk Level
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		(High, Medium or Low – see risk matrix)
Model of federation cannot be progresses.	Adverse feedback from stakeholders and Governing Bodies not agreeing to this.	Low

7. Evaluation

How will you measure the impact of the proposal? What are the measures that you expect to see change as a result of what you're proposing. This could be positive or negative. When will you evaluate the change?

Metric	Baseline
Cost savings	Base line April 2018
Standards Measured in July 2019	Baseline July 2018

Evaluation Date	August 2019
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8. Future Generations Evaluation

The project must be assessed from the start against the equality impact assessment and sustainable development impact assessment using the [Future Generations Evaluation](#).

9. Additional comments

Budget Project Proposal 2018/19

This form should be completed in full for all proposals of £50,000 and over, and for proposals of less than where the impact will be felt directly by citizens. For proposals below this threshold you can complete questions 1 and 2 only and then use your service plan to capture your actions, measures and risks.

Form completed by	Nikki Wellington
Date	1 st November 2017
Reference Number	CYP S2/ RES S6

Service area	Schools & Central
Directorate	CYP
Savings targets (based on 17/18 budget)	
2018/19	£95,000
2019/20	
2020/21	
2021/22	

Project lead & Key project team members	Nikki Wellington and CYP DMT members.
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1. Vision and outcomes of the project

Give a business context for the project. Include what the new / improved / reduced service will look like in the future. Consider the impact in the service area and on any other services provided by the Council. From the service user and service provider perspective.

What does the project propose to do?

The current calculation used to calculate pay for employees working term time only is incorrect. This calculation has been used for a long period of time and has led to a discrepancy between Part time employees and those only employed during the term. This has led to term time only staff being over paid.

Expected impact of the project?

Staff employed during term time will see a reduction in pay, this reduction will be different for each employee, and however it on average the reduction will be £300 - £350 per annum per employee. This will ensure that both term time only and part time are paid on the same basis.

2. Savings proposed

Show how project will deliver savings against the current service budget, will this be a saving or income generation. This must be profiled over each year implicated.

What savings are expected to be achieved?		
Year	Proposed Savings (£)	Proposed income generation (£)
2018-19	£95,000	£0

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3. Options appraisal

List all options that have/are being considered (further details on these may be required to inform scrutiny/decision making reports)

Option 1
Term time only employee work additional hours to make up the overpayment.
Reason why not progressed/progressed?
This is being considered currently, and will be considered with all the options.
Option 2
Correct the calculation for new employees only, and any changes in contracts.
Reason why not progressed/progressed?
This is being considered currently, and will be considered with all the options.
Option 3
Reason why not progressed/progressed?

4. Actions to deliver the project

Describe the key activities that will be undertaken to deliver the project and the action holders. This provides a further breakdown of the actions that need to be taken, each project should also be included in the service plan action.

Action	Timescale
Identification of savings for individual staff	December 2017
Full consultation – Employee services leading	Jan 18 – Aug 18
Implementation of new model	September 18

5. Additional resource/ business needs

Have you identified any resource / capacity required to carry out the project?

Area resource required	What will this be used for?
None for CYP	

6. Key Risks and Issues

Are there any initial barriers or risks that have been identified at this early stage. Any actions to mitigate risk should be included in section 4 and any ongoing risks include in the main service plan risk register.

Risk	Reason why identified	Risk Level (High, Medium or Low – see risk matrix)

Employee services will be able to assess the risks as these have been identified in their briefing to SLT.		

7. Evaluation

How will you measure the impact of the proposal? What are the measures that you expect to see change as a result of what you're proposing. This could be positive or negative. When will you evaluate the change?

Metric	Baseline
Cost savings	Base line April 2018
Evaluation Date	March 2019

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8. Future Generations Evaluation

The project must be assessed from the start against the equality impact assessment and sustainable development impact assessment using the [Future Generations Evaluation](#).

9. Additional comments

Budget Project Proposal 2018/19

This form should be completed in full for all proposals of £50,000 and over, and for proposals of less than where the impact will be felt directly by citizens. For proposals below this threshold you can complete questions 1 and 2 only and then use your service plan to capture your actions, measures and risks.

Form completed by	Nikki Wellington
Date	1 st November 2017
Reference Number	CYP S4

Service area	Schools
Directorate	CYP
Savings targets (based on 17/18 budget)	
2018/19	£132,000
2019/20	
2020/21	
2021/22	

Project lead & Key project team members	Nikki Wellington and CYP DMT members.
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1. Vision and outcomes of the project

Give a business context for the project. Include what the new / improved / reduced service will look like in the future. Consider the impact in the service area and on any other services provided by the Council. From the service user and service provider perspective.

What does the project propose to do?
The proposal is to reduce the services and supplies budget by 5% for schools. The result will be that schools will need to seek efficiency savings to reduce their costs. All schools have been offered an opportunity to develop a cluster business manager, which is grant and match funded for 2 years. During this time, the business manager should be able to seek out these efficiencies to make the savings.

Expected impact of the project?

If schools do not make the savings expected then this could be a direct reduction in their funding and have an impact on their balances. If the savings are achieved the school balances will not be impacted.

2. Savings proposed

Show how project will deliver savings against the current service budget, will this be a saving or income generation. This must be profiled over each year implicated.

What savings are expected to be achieved?		
Year	Proposed Savings (£)	Proposed income generation (£)
2018-19	£132,000	

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3 Options appraisal

List all options that have/are being considered (further details on these may be required to inform scrutiny/decision making reports)

Option 1
No other options have been considered.
Reason why not progressed/progressed?
Option 2
Reason why not progressed/progressed?
Option 3
Reason why not progressed/progressed?

4 Actions to deliver the project

Describe the key activities that will be undertaken to deliver the project and the action holders. This provides a further breakdown of the actions that need to be taken, each project should also be included in the service plan action.

Action	Timescale
Roll out of business manager projects for all clusters	Now – with final cluster starting in April 2018
Reduction in the S&S element of the budget	April 2018

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5 Additional resource/ business needs

Have you identified any resource / capacity required to carry out the project?

Area resource required	What will this be used for?
None for CYP	

6 Key Risks and Issues

Are there any initial barriers or risks that have been identified at this early stage. Any actions to mitigate risk should be included in section 4 and any ongoing risks include in the main service plan risk register.

Risk	Reason why identified	Risk Level (High, Medium or Low – see risk matrix)
Schools not making the savings and therefore the reduction impacting on school balances.	Some savings in the past have not been achieved and therefore balances have been impacted.	Low

7 Evaluation

How will you measure the impact of the proposal? What are the measures that you expect to see change as a result of what you're proposing. This could be positive or negative. When will you evaluate the change?

Metric	Baseline
Services and Supply reduction in costs	Current spend

Evaluation Date	September 2018
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8 Future Generations Evaluation

The project must be assessed from the start against the equality impact assessment and sustainable development impact assessment using the [Future Generations Evaluation](#).

9 Additional comments

Budget Project Proposal 2018/19

This form should be completed in full for all proposals of £50,000 and over, and for proposals of less than where the impact will be felt directly by citizens. For proposals below this threshold you can complete questions 1 and 2 only and then use your service plan to capture your actions, measures and risks.

Form completed by	Nikki Wellington
Date	1 st November 2017
Reference Number	CYP S5

Service area	Central CYP
Directorate	CYP
Savings targets (based on 17/18 budget)	
2018/19	£50,000
2019/20	
2020/21	
2021/22	

Project lead & Key project team members	Nikki Wellington and CYP DMT members.
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1 Vision and outcomes of the project

Give a business context for the project. Include what the new / improved / reduced service will look like in the future. Consider the impact in the service area and on any other services provided by the Council. From the service user and service provider perspective.

What does the project propose to do?

The proposal is to reduce the premature retirement budget by £50,000. This budget supports teachers that retired prior to 1996. Over the last few years the spend on the budget has reduced resulting in an underspend.

Expected impact of the project?

The impact will be minimal, the only risk is if the budget does not continue to reduce as it has in recent years.

2 Savings proposed

Show how project will deliver savings against the current service budget, will this be a saving or income generation. This must be profiled over each year implicated.

What savings are expected to be achieved?		
Year	Proposed Savings (£)	Proposed income generation (£)
2018-19	£50,000	

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3 Options appraisal

List all options that have/are being considered (further details on these may be required to inform scrutiny/decision making reports)

Option 1
No other options have been considered.
Reason why not progressed/progressed?
Option 2
Reason why not progressed/progressed?
Option 3
Reason why not progressed/progressed?

4 Actions to deliver the project

Describe the key activities that will be undertaken to deliver the project and the action holders. This provides a further breakdown of the actions that need to be taken, each project should also be included in the service plan action.

Action	Timescale
2018-19 notification of charges	October 2018

5 Additional resource/ business needs

Have you identified any resource / capacity required to carry out the project?

Area resource required	What will this be used for?
None for CYP	

6 Key Risks and Issues

Are there any initial barriers or risks that have been identified at this early stage. Any actions to mitigate risk should be included in section 4 and any ongoing risks include in the main service plan risk register.

Risk	Reason why identified	Risk Level (High, Medium or Low – see risk matrix)

Spend not reducing as it has in recent years.	This is the only risk with this proposal.	Low

7 Evaluation

How will you measure the impact of the proposal? What are the measures that you expect to see change as a result of what you're proposing. This could be positive or negative. When will you evaluate the change?

Metric	Baseline
Charge for 2018-19	Current spend
Evaluation Date	October 2018

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8 Future Generations Evaluation

The project must be assessed from the start against the equality impact assessment and sustainable development impact assessment using the [Future Generations Evaluation](#).

9 Additional comments

SCH PROPOSALS

Budget Project Pressure and Savings Proposal Combined 2018/19

This form should be completed in full for all proposals of £50,000 and over, and for proposals of less than where the impact will be felt directly by citizens. For proposals below this threshold you can complete questions 1 and 2 only and then use your service plan to capture your actions, measures and risks.

Form completed by	Jane Rodgers
Date	05/10/17
Reference Number	SCH P3/S2

Service area	Children's Services
Directorate	SCH
Savings targets (based on 17/18 budget)	
2018/19	Savings = £112,564 (£357,217 off set by £244,653* workforce pressures) Anticipated Overspend b/fwd from 2017/18 = £561,000 Overspend c/fwd = £448,436
2019/20	Savings £189,294 Overspend b/fwd from 2018/19 = £448,436 Overspend c/fwd = £259,142
2020/21	Savings £189,294 Overspend b/fwd from 2019/20 = £259,142 Overspend c/fwd = £69,848
2021/22	Savings = £189,294 Overspend b/fwd from 2020/21 = £69,848 Net Savings = £119,446

* £244,653 is the worst case scenario taken from the business case for workforce pressures

CURRENT PROJECTED OVERSPEND for the Service @ M5 = £641,000 (based on dynamic forecasting model) of which £80,000 relates to pressure of agency staff = £561,000 (see business case)

Project lead & Key project team members	Jane Rodgers Rhian Evans Charlotte Drury Tyrone Stokes / Rob Long Claire Robins Craig Williams
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1 Vision and outcomes of the project

Give a business context for the project. Include what the new / improved / reduced service will look like in the future. Consider the impact in the service area and on any other services provided by the Council. From the service user and service provider perspective.

What does the project propose to do?

Delivering Excellence in Children's Services

Monmouthshire Children's Services are currently implementing a 3 year improvement programme with inter-related work streams spanning areas of workforce, social work practice, commissioning, expanding placement provision, increasing our in-house fostering provision, edge of care and family support. The project aims to achieve sustainable change which is built on best practice foundations and within that to achieve a financially sustainable service that makes best use of resources both regionally and locally.

Expected impact of the project?

3 areas have been identified where savings could be achieved.

4. Increasing opportunities for children with more complex / specialist needs, currently placed in residential placements, to be cared for by MCC carers
5. Incentivising Independent Fostering Agency (IFA) carers **currently** looking after MCC children to transfer to MCC terms and conditions
6. Recouping the financial contribution from Health for a young person who meets the criteria for continuing care

2 Savings proposed

Show how project will deliver savings against the current service budget, will this be a saving or income generation. This must be profiled over each year implicated.

What savings are expected to be achieved?			
	Year	Proposed Savings (£)	Proposed income generation (£)
1	2018/19 and over each subsequent year	Unit Cost Residential = £194,096 Unit cost MCC carer (enhanced package / IFA) = £46,084 Unit Cost saving = £148,012	Bring back 1 child from residential to foster care
2	2018/19 Each subsequent year	Unit cost IFA = £46,084 Unit cost MCC carer = £25,443 Unit cost saving = £20,641 Proposed saving 2018/19 = £103,205 Proposed yearly saving over 3 subsequent years = £41,282	Transfer carers from IFAs to MCC carers, 5 placements in the first year and 2 in each subsequent year.
3	2018/19 only	7 months of 50% placement costs = £106,000	Achieve health contribution @ 50% for one placement where continuing health care is met

NB UNIT COSTS USED ARE BASED ON M2 FORECASTS YEAR 2017/18

3. Options appraisal

List all options that have/are being considered (further details on these may be required to inform scrutiny/decision making reports)

Option 1
Do Nothing
Reason why not progressed/progressed?
<ul style="list-style-type: none"> In line with national and local trends, demands for Looked After Services will continue to increase. To do nothing would increase cost to MCC through on-going reliance on IFA and residential placements Achieving Monmouthshire carers for Monmouthshire children is in keeping with intended strategic direction and should help us achieve better outcomes for our Looked After Children.
Option 2
Proposed ADM for fostering
Reason why not progressed/progressed?
<ul style="list-style-type: none"> Regional delivery models will be implemented in the medium term under the National Fostering Framework and through the Children and Families Regional Partnership. MCC require a short-term solution that will work in parallel with the development of regional ADMs

4. Actions to deliver the project

Describe the key activities that will be undertaken to deliver the project and the action holders. This provides a further breakdown of the actions that need to be taken, each project should also be included in the service plan action.

Action	Timescale
<u>Implementation of Fostering Project</u> <ul style="list-style-type: none"> Recruitment and Retention carers Targeted care planning for individual children currently in residential settings Targeted recruitment of carers specific to individual children 	Already commenced and on-going

<ul style="list-style-type: none"> - Increase 'bespoke' offers for 'therapeutic carers' - Development of family support within CS including foster carers - Target specific recruitment for individual children current with IFA carers - Development of enhanced fee structure and support packages for complex children 	
<u>Continuing Care</u> <ul style="list-style-type: none"> - Use existing mechanisms to implement dispute resolution for individual young person - Develop integrated CHC policy with ABUHB for shared decision making in complex cases and dispute resolution process 	Already commenced

5. Additional resource/ business needs

Have you identified any resource / capacity required to carry out the project?

Area resource required	What will this be used for?
Consultancy until March 2018	Project lead for the implementation of the Fostering Project

6. Key Risks and Issues

Are there any initial barriers or risks that have been identified at this early stage. Any actions to mitigate risk should be included in section 4 and any ongoing risks include in the main service plan risk register.

Risk	Reason why identified	Risk Level (High, Medium or Low – see risk matrix)
Carers will not be willing to transfer to MCC terms	Carers will not have sufficient motivation or incentive to leave the IFAs	Medium

	IFAs may 'up their offer' to counteract MCC attempts to bring carers over	
Loss of good will with existing MCC carers	It has happened in the past	High
Carers with the skills required to meet the needs of identified children will not be found	There is a national shortage of skilled foster carers	High
Other young people not currently identified will need residential placements	We are working with a dynamic population both those within the LAC system and young people still living with their families. The situation can change quickly and is not stable or predictable.	High
There will be a breakdown in partnership relationships with health	The issue of health financial contributions has been a source of tension over a long period. There is a lack of national guidance or direction in respect of CC for children.	Medium

7. Evaluation

How will you measure the impact of the proposal? What are the measures that you expect to see change as a result of what you're proposing. This could be positive or negative. When will you evaluate the change?

Metric	Baseline
NET increase of placements per year	17 carers representing 23 placements
Numbers of MCC placements : IFA placements	23 : 48
Numbers of IFA carers transferred to MCC	0 representing 0 placements
# of children meeting criteria for CHC or Sec 117 funding and % proportion of funding received from health	TO BE DEVELOPED
# on CASP prevented from becoming LAC (WG indicator)	59.6% (Aug 2017)
# LAC	147
# CP	104

Evaluation Date	6 monthly intervals
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8. Future Generations Evaluation

The project must be assessed from the start against the equality impact assessment and sustainable development impact assessment using the [Future Generations Evaluation](#).

9. Next steps for budget projects

- iv. The project form will be subject to internal review, as well as scrutiny through the political decision making process, at which point further information may need to be provided.
- v. An evaluation timescale will need to be set out to detail how and when the progress and impact of the project will be evaluated
- vi. In addition the project should be incorporated within service plan arrangements to monitor the progress and impact of the project on the service.

Appendix 6 – Future Generations Assessment

Wellbeing of Future Generations Assessment – Budget Proposals for 18-19

Introduction

The Wellbeing of Future Generations initial evaluation for the emerging 18-19 budget proposals has been developed in narrative form, ahead of formalisation of proposals and the completion of the official assessment framework. This enables setting out of the backdrop to the emerging proposals, commentary on how the process has been developed; its various iterations and the picture it paints as a whole for the county of Monmouthshire. Presenting in this way at this stage provides an opportunity to demonstrate the dynamic and real-time nature of the approach. In addition, it helps to highlight application of continual learning and improvement.

In the past and notwithstanding the council's strong record on financial planning and delivery, achieving the goal of keeping frontline services going and strengthening commitments to sustainability and resilience, the budget has tended to be developed through the setting of targets, directorate-led approaches and a relatively uneven smattering of proposals. Whilst under this budget round, individual directorate's have still put forward proposals – this process has been more in keeping with our Future Monmouthshire programme and the design principles that guide how we keep our county 'going' and 'growing'. It signals very clearly, that money should follow purpose and priorities and not precede them.

It must be borne in mind that this WFG evaluation is an early one, applying to budget *proposals* only at this pre-consultation, pre-decision stage. The aim of the narrative is thus, to demonstrate the 'live' nature of the process and the application of robust and ongoing scrutiny and challenge as the proposals continue to be shaped and honed in line with what matters.

The process

Set within the policy mandate of the council and the emerging priorities and commitments framing the beginnings of a new Corporate Plan, features of the 18/19 budget shaping process have included:

- **Data driven approach.** Using data analytics, we have looked closely at the economy of our service provision as benchmarked against other councils. This has enabled the identification of areas where cost efficiency might be improved; where there is potential for knowledge transfer; and, how we might go about it. This has been accompanied by informal 'challenge' sessions - in which services give account of their development journeys and the work they are doing to sustain efficiencies whilst improving and advancing.

- **A more crosscutting** approach has been applied to understanding the intended and unintended consequences of proposals and their whole-authority impact.
- **An evidence based** approach has been taken, drawing heavily on information, data and responses from Our Monmouthshire and the Wellbeing Assessment; the work of the Public Services Board, future trends analysis, public events such as the Usk Show, pre-election doorstep surveys undertaken by Members and the wider direction being set by the new administration.
- **A focus on challenge-led approaches** including exemplars such as photocopying, that, as well as resulting in a new more cost-efficient contract, has stimulated different behaviours and practices; travel and transport, which again, has resulted in a successful submission to the Rural Development Fund to secure investment for innovative solutions to rural transport problems.
- **A new way of engaging Members and Select Committees** in shaping the priorities and projects, that will inform Future Monmouthshire. The Economy and Development Select Committee hosted a participative ‘challenge-based’ workshop in October 2017. The format was open and engaging and led to new opportunities and potential being highlighted. The E&D Select Committee has prioritised Procurement/ local supply change development and cross-border working as the areas in which they believe they can make a developmental contribution to getting to a new sustainable future state.
- **Targeted ‘horizontal’ service reviews.** In areas where it has not been possible to develop credible savings proposals – such as Enterprise – given the scale of the budget and the extent of past efficiencies – work has been carried out to identify the cross-cutting areas where focussed attention could make a big impact. Rather than the continual eking out of minor efficiencies for limited impact, the focus of these services and departments will be on big crosscutting transformational pieces. Areas of potential such as Democracy, Customer Service, Transport, Procurement and others have been identified. This work will include considering the impact of automation and artificial intelligence, future trends, the future of work and skills and will make a wider contribution to public service reform.
- **Alignment with the whole-authority Risk Register and the direction of Service Improvement.** This ensures that proposals are developed with regard to key levels of risk and ensuring opportunity costs are considered and embedded within more robust ‘options appraisal’ work. Budget proposals should not be ‘new’ – they should follow the natural course of service development and improvement – as already set out in Service Improvement Plans.

Our objectives

Aligned to the four enduring priorities set by the last Council, around the protecting the vulnerable, education, enterprise and maintaining frontline services, our published Wellbeing Objectives developed in response to some of the big issues identified from the Wellbeing Assessment work, are:

Provide children and young people with the best possible start in life to help them achieve better outcomes

Maximise the benefits of the natural and built environment for the well-being of current and future generations

Maximise the potential in our communities to improve well-being for people throughout their life course

Develop opportunities for communities and businesses to ensure a well-connected and thriving county

Our purpose and mission remains one of *building sustainable and resilient communities that can support the wellbeing of current and future generations*. We share this core purpose with our Public Service Board and it is our guiding force in working towards the Seven Wellbeing Goals:

- Globally Responsible
- Vibrant Culture and Thriving Welsh Language
- Cohesive Communities
- Equality
- Health
- Resilience
- Prosperous

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The proposals

The proposals in the main, present a picture of continuing small efforts and endeavours that can be made in delivering a one-year budget as the Council moves into gear with a newly emerging Corporate Plan, into which the medium Term Financial Plan will be incorporated. At a high level, provision has been made to afford some safeguards to priority areas and to ensure we continually mitigate risks identified in the whole-authority Risk Register. These are:

- School budgets continue to have regard for cash flat line consideration – acknowledging specific pressures around Additional Learning Needs and ensuring our children are equipped to achieve their potential
- Additional resources into aspects of social care budgets – particularly in high-pressure areas of Children’s Services in supporting a significant service development and transition and in supporting transformational activity in parts of Adult Social Care. This ensures we continue to protect our vulnerable
- Ongoing drives for savings and efficiencies through programmes of review, challenge-led approaches, data-driven exercises and unit cost data investigations and a focus on income generation – to ensure we have the resources to sustain what matters

- The need to think differently and identify targeted areas for intervention and transformational work – to ensure we create the conditions for true sustainability and resilience

In addition to these headlines, specific provision has been made, to mitigating further pressures around: national living wage, safeguarding, supporting a new fit for future leisure facility in Monmouth, private leasing for effective homelessness prevention, place-based community development approaches, home to school transport and support through housing benefit. These emphasise commitments to making direct local investments in wellbeing and culture whilst at the same time enabling communities to invest in building their own resilience. Direct intervention is necessary to support examples of cases such as the withdrawal of the private sector homeless leasing subsidy. However, the service area has indicated that this will be a time-limited intervention that will enable the time and space to develop a sustainable and long-term solution.

In relation to budget proposals, key features include:

Children and Young People – in the context of the above cash flat-line commitment, the quest for greater efficiency where it can reasonably be found, continues. There is an emphasis on moving towards shared resources and systems to build greater resilience and integrated back office models – building upon cluster working and beginning the move towards federated alliances. This is key if our school system is to compete not just with the rest of Wales or the UK but also in the world. Demonstrating enterprise aptitude through some moderate-income generation, procurement efficiencies through achieving collective purchasing and economies of scale and strong financial management demonstrate a clear commitment to building resilience in the schooling system whilst ensuring that the learning experience and outcomes for young people grows stronger, setting them on a path for prosperous lives.

Social Care and Health – notwithstanding the above investments to allow for growth and developmental opportunities, the potential to consolidate processes, focus more on local ‘in county’ provision and make for a better health and wellbeing experience for service users - has been identified within Adult Disability services. This builds upon place-based partnerships and assets and is a demonstration of how community-wide resources can make a difference. In relation to Children’s Service, investments in transitional and critical development work are paying off with progress being made around high-cost placements, fostering and early intervention. This is a medium-to-long term piece of work with a whole emphasis on better outcomes for vulnerable children, young people and families. Cross-departmental working features strongly with a mix of professions working to bring about the expertise such as the marketing campaign around fostering – required to make change that delivers a better outcome for the young person and a positive impact on the system.

Resources/ Enterprise and Operations – features in this area include in the main, continuation of small-scale ongoing efficiencies and back office improvements. In Resources, the emphasis is on smart support services, mainly brought about through the more targeted use of new technology and leveraging some of the benefits of lower cost IT infrastructure provision. In Operations, the focus continues to be on income

generation where it is deemed viable and is in keeping with other Councils, moderate rationalisation of maintenance, improved cost recovery and continued efforts around route optimisation. It is important to note that in terms of staying ahead, seeking out global best practice, and, new ways of working – this work will be complemented by assessments of the latest technological developments – automation, use of machine learning, new methods of real-time data capture and challenge driven approaches. Significant challenge has already been applied to this area. Initially it was felt potential existed to withdraw a small number of very poorly used bus rural bus services. However, given the big priority the community attaches to wider rural transport issues and solving the problem of poor rural infrastructure and connectivity – it is proposed that these funds are retained and re-directed to the areas where greatest impact might be made.

In relation to Enterprise – successive efficiencies and income generation have seen just staffing budgets remain in many areas. Given we need people resource to deliver on the big ideas and big impact projects – cutting posts would be counter-productive. Instead, the efforts of the service will be targeted at driving forward the Future Monmouthshire programme – demonstrating the new opportunities for public service reinvention and taking forward targeted pieces of work where potential is demonstrated: automation and AI, transport, procurement, back office and support services, democracy and transactional services such as customer care.

Resonance with Wellbeing Objectives

A Prosperous Wales – our budget proposals stem from and are embedded in development and delivery of our Future Monmouthshire programme. This asks the big and searching questions about what our county will look and feel like over the next 5, 10, 15 and 20 years and more and advises on how the Council can best enable the right changes to take shape. Beyond increasing economic productivity and growth, our goal is prosperity for all and a system that promotes radical inclusion and delivery of social justice. An example of this – and one, which demonstrates the ‘going’ and ‘growing’ balance to our work, is Housing. Currently, efforts in 18/19 are targeted towards direct support to maintain provision of privately leased properties through which to prevent homelessness, given that the critical subsidy once in place has now been withdrawn. However, this interim mitigation is in itself not a sustainable approach. A sustainable approach will be in addressing the fundamental mismatch between housing supply and demand. This leads in to wider work we are starting now, to develop proposals to review and re-create the Local Development Plan. This will ensure long-term sustainable solutions providing economic growth and homes for all – addressing the needs of an ageing demographic and positive retention of our young people. One intervention sets the course for the next.

A resilient Wales – our continual investments in areas such as Social Care are not ‘bail outs’ – they are targeted investments which create the conditions for transformational pieces of work that enable us to think differently about demand-side management. As this budget process shows, returns on such investments are already being demonstrated. Our clear goal is to enable communities by investing in building their own resilience. The introduction of a new cabinet brief focussed on Social Justice and Community Development reinforces the potential

around unlocking the significant social capital that exists in Monmouthshire and enabling people everywhere to make a difference. Our direct funding may be declining – but local assets, resources, ideas, social capital and social action is fast growing. Our role is to optimise and channel this to greatest effect.

A healthier Wales – one of the ‘pressures’ these budget proposals mitigates is the temporary loss of provision and income resulting from the replacement of Monmouth Pool and the re-creation of brand new leisure facilities. Rather than lose the existing facilities because of the comprehensive redevelopment of Monmouth Comprehensive School – an £8m investment has been made in creating new facilities that will help keep our people, children and communities, well.

A more equal Wales - enterprise, economic development and wealth creation is key to giving people the means by which to get on and provide for themselves and their families. No cuts are levelled against the Enterprise service area in this budget because we recognise that without continued investment in wealth and job creation at all levels – from the foundational economy through to the big disruptive technologies – the call on public services grows greater and societal divisions proliferate.

A Wales of Thriving Culture – Monmouthshire has a distinctive cultural offer and boasts country parks, castles, museums, theatres and attractions in every major town and settlement. This budget supports maintaining investment in these areas as a means promoting our identity, cultural distinctiveness and building upon the Abergavenny 2016 Eisteddfod Welsh Language legacy.

A Wales of Cohesive Communities – this budget provides for investment in the development of a new social justice agenda and the creation of a Community Partnerships Team that is rapidly developing the place-based approaches needed to unlock and inspire social action, volunteering and community resilience.

A Globally Responsible Wales – the cash flat-line proposal for schools as part of this emergent set of budget proposals, maintains a commitment to direct investment in our future generations. Beyond ‘playing our part’ for the county, Wales and the UK, our focus on Future Schools, Improvement, safeguarding and excellent learning outcomes, is on finding our place in the world. This means continuing investment to ensure our young people are equipped to engage and compete in industries of the future wherever they might emerge.

Summary

The emerging budget proposals for 18-19 are more than a standalone one-year budget. As a contributor to our wider Future Monmouthshire work, they help build a bridge between the present we have and the future we wish to see. With a blend of ongoing sustainable efficiencies; continued income generation and a focus on investing in areas such as education and social care – where returns in terms of service outcomes and financial benefits are starting to pay early dividends – the platform is building for the development of more targeted ‘big ticket’ interventions. We are not kicking the ‘too difficult’ problems into the long grass. As well as keep the Council ‘going’ – work is underway to keep it ‘growing’ – as these proposals clearly demonstrate. Proposals to review the development plan, as a means of addressing demographic and economic pressures is underway. Exploration of targeted procurement opportunities that save money and create local markets is taking shape. A ‘challenge-driven’ approach to tackling rural transport issues is being developed. Exploration of machine learning, artificial intelligence and automation are contributing to the ways in which we must re-imagine services and the positive impact they can have on the lives of people and communities in Monmouthshire - now and in the future.

SUBJECT: DRAFT CAPITAL BUDGET PROPOSALS 2018/19 TO 2021/22

MEETING: Children and Young People Select

DATE: 7th December 2017

DIVISION/WARDS AFFECTED: Countywide

1. PURPOSE:

- 1.1 To outline the proposed capital budget for 2018/19 and the indicative capital budgets for the three years 2019/20 to 2021/22.

RECOMMENDATION (to be undertaken by Select Committee):

- 1.1 To consider and provide feedback upon the capital budget assumptions and priorities affecting this Select portfolio area.

2. RECOMMENDATIONS: (presented to Cabinet 22nd Nov)

- 2.2 That Cabinet issues its draft capital budget proposals for 2018/19 to 2021/22 for consultation purposes as set out and referred to in Appendix 2.
- 2.3 That Cabinet confirms a capital strategy, which seeks to prioritise the Council's existing Future Schools programme and other commitments whilst also continuing to finance a minimum core capital programme, recognizing the risks associated with this approach.
- 2.4 That Cabinet reaffirms the principle that new schemes can only be added to the programme if the business case demonstrates that they are self-financing or the scheme is deemed a higher priority than current schemes in the programme and therefore displaces it, and reviews capital priorities where appropriate.
- 2.4 That Cabinet agrees to maximize the use of capital receipts when received to fund the capital programme (therefore reducing the need to borrow) and/or set aside to repay debt as outlined in paragraph 3.11.

2.5 That Cabinet agrees to the sale of the assets in accordance with the Asset Management Plan and identified in the exempt background paper in order to support the capital programme, and that once agreed, no further options are considered for these assets.

3. KEY ISSUES:

Capital budget strategy

3.1 The capital MTFP strategy put in place in the face of an ever reducing resource base from Welsh Government has been reviewed. The strategy going forward has the following key components:

- The core MTFP capital programme needs to be financially sustainable without drawing on further funding.
- The completion of tranche A Future schools programme remains the most significant aspect of capital programme. No allowance has yet been made in relation to a tranche B programme that is currently being considered by Welsh Government.
- In 2017/18, the budget provided for a 1 year specific addition to Disabled Facilities Grants of £300k, to address backlog issues. Consequently the 2018/19 starting capital position excludes that sum, but the potential exists for members to consider such again during their budget deliberations. Cabinet has decided to include provision for £300k additional to £600k traditional budget for 2018-19 during their 22nd November meeting..
- No inflation increases will be applied to any of the capital programme with property maintenance budget and Infrastructure maintenance budget set at the same level as last year
- The County farms maintenance and reinvestment programme is based on the revised asset management plan for County farms, supported by the latest condition survey data
- Budget for Area Management of £20k in the programme could be further reduced or cut in the face of other pressures
- £1m unsupported prudential borrowing per annum has been contained in the programme for a number of years and this will continue in the current 4 year programme
- The provisional settlement maintains effectively a standstill funding position in respect of core capital grant and supported borrowing for 2018/19. This has presumed to continue through the later 3 years of MTFP.
- Budget to enhance or prepare assets for sale will be maintained and funded through the capital receipt regeneration reserve in order to maximize this funding stream for the Future schools programme priority, and whilst financial assumptions indicate sufficient resources to afford such expenditure in the years necessary, it is noticed that there is an increased needs for temporary

ad hoc borrow to compensate for delays in receipts. Such additional costs are not easily factored into the revenue budget, and appear in monitoring reports as increased actuals against budget.

Capital MTFP issues

- 3.2 The four year capital programme is reviewed annually and updated to take account of any new information that is relevant.
- 3.3 The major component of the capital MTFP for the next few years is completion of the Council's Tranche A Future schools programme. Colleagues are working through options in relation to a future Welsh Government tranche B programme. No presumption has been made to add such costs into this next 4 year window as yet as costs of proposals and their affordability are still to be established.
- 3.4 As part of the 2017/18 budget setting process, Members identified 5 additional priorities that were uncosted at the time of budget setting, but for which they added an unhypothecated borrowing assumption of £500k per annum to the 2017/18 budget.
- 3.5 During this year, some of those scheme costs have crystallised and the following indicates the related presumption within the capital programme together with an indication of the revenue consequences. In all cases an asset life of 25 years has been presumed:
- Monmouth Pool – commitment to reprovide the pool in Monmouth as a consequence of the Future schools programme, £7.3 million project afforded by £1.9m Future schools programme, £985k sc106, core treasury funding of circa £835k, and 3.58million prudential borrowing afforded by the Leisure service through additional income predictions (MRP predicted to start in 2019/20)
 - Abergavenny Hub – commitment to reprovide the library with the One Stop Shop in Abergavenny to conclude the creation of a Hub in each of the towns. £2.3 million (MRP predicted to start in 2019/20)
 - Disabled Facilities Grants – the demand for grants is currently outstripping the budget, work is being undertaken to assess the level of investment required to maximize the impact and benefit for recipients. Members ultimately chose to put a 1 year commitment of £300k into base capital programme in 2017/18. Consequential to Cabinet meeting of 22nd Nov, the Executive has confirmed a wish to include £300k in financial modelling to continue to assist with DFG demand. For clarity the figures in this report reflect that addition.
 - City Deal - 10 Authorities in the Cardiff City region are looking at a potential £1.2 billion City Deal. Agreement to commit to this programme is being sought across the region in January and so would impact on the capital MTFP. The potential impact on individual authority budgets is currently being modelled in advance of decisions on specific projects and profiles in order for authorities to start reflecting the commitment in their MTFPs. The potential is for the 10 authorities to provide collectively £120 million over time, with individual contributions being reflective of populations. Our indicative liability during forthcoming capital MTFP is likely to be

Contributions predicted during forthcoming MTFP window

Year	Amount
2018-19	£83k
2019-20	£482k
2020-21	£472k
2021-22	£729k

Contributions predicted following the MTFP window

2022-23	£729k
2023-24	£1207k
2024-25	£1206k
2025-26	£1206k
2026-27	£1206k

Total £7320k

MRP is presumed to start in the year after the contribution in made.

- J and E Block – the office rationalization programme is being considered to see if there is a solution that would enable the Magor and Usk sites to be consolidated, releasing funding to pay for the necessary investment to bring the blocks into use. The current presumption included in Treasury figures is £1.4million expenditure with MRP starting in 2020/21. No revenue savings from central accommodation or Magor building have been presumed in the capital modelling, as those savings are unlikely to be realized until that building is vacated.

3.6 A strategy that enables the core programme, Future schools and the above schemes to be accommodated is being developed. Notwithstanding this there will still remain a considerable number of pressures that sit outside of any potential to fund them within the Capital MTFP and this has significant risk associated with it. Cabinet have previously accepted this risk.

3.7 The current policy is that further new schemes can only be added to the programme if the business case demonstrates that they are self financing or the scheme is deemed a higher priority than current schemes in the programme and therefore displaces it.

3.8 In summary the following other issues and pressures have been identified:

- Long list of back log pressures – infrastructure, property, DDA work, Public rights of way, as outlined in Appendix 1. None of these pressures are included in the current capital MTFP, but this carries with it a considerable risk.
- In addition to this there are various schemes/proposals (e.g. Alternative delivery model for Leisure, tourism and culture services, tranche B Future schools, any enhanced DFG spending, waste fleet vehicle replacement, community amenity site enhancement)

that could also have a capital consequence, but in advance of quantifying those or having Member consideration of these items, they are also excluded from current capital MTFP.

- Capital investment required to deliver revenue savings – this is principally in the area of office accommodation, and social care, property investment and possibly Additional Learning needs. The level of investment is currently being assessed however, in accordance with the principle already set above, if the schemes are not going to displace anything already in the programme then the cost of any additional borrowing will need to be netted off the saving to be made.
- The IT reserve is depleted so funding for any major new IT investment is limited. Any additional IT schemes will need to either be able to pay for themselves or displace other schemes in the programme.
- Base interest rates increased by 0.25% to 0.5% yesterday (2/11/17). That pressure is more likely to be felt in the Revenue MTFP as it will increase the cost of borrowing over time, however it may also impact adversely upon the viability of capital business case developments and their ability to demonstrate self affordability. Given this very recent change, it hasn't been possible to fully work through the consequences in the initial revenue and capital MTFP. That will instead manifest itself through the budget setting process.

Available capital resources

- 3.9 The capital strategy identified above establishes that the core programme will not increase so that available funding can be prioritised for the Future Schools Programme and other commitments provided.
- 3.10 In light of the current pressures on the Authority's medium-term revenue budget, and the principles on which any prudential borrowing must be taken of affordability, prudence and sustainability, the use of further prudential borrowing has to be carefully assessed.
- 3.11 The table below illustrates the balance on the useable capital receipts reserve over the period 2017/18 to 2021/22 taking into account current capital receipts forecasts provided by Estates and revised balances drawn to finance the existing programme. The Council still needs to continue to make a concerted effort to maximize its capital receipts generation over the next few years. Opportunities to set aside capital receipts to repay debt were included in last year's programme, but not able to be actioned, given a delay in receipts which conversely will result in additional costs of temporary borrowing. This is evident in the summary table below, where an artificial deficit in receipts is shown for 2018-19, when instead the balance will be zero, the difference being afforded by temporary borrowing. Further detail is provided in Appendix 4.

<u>GENERAL RECEIPTS</u>	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
	£000	£000	£000	£000	£000	£000
Balance as at 31st March	18,931	5,315	(393)	4,662	9,817	9,474

- 3.12 The above table illustrates that the capital receipts balance is set to reduce over the MTFP. This is dependent on the capital receipts forecasts provided materializing, which in itself is a significant risk, then being used to fund the capital programme. Experience suggests that there is often significant slippage in gaining receipts which may be due to factors outside the control of the Authority. The risk assessment on the receipts projected is contained in Appendix 5. It is crucial that once assets are identified and approved for sale that this decision is acted upon. Exploration of any alternative use of surplus assets needs to be undertaken before Council approves them for sale in order to assist in the capital planning process.
- 3.13 Opportunities to generate further receipts and funding streams in line with the Asset Management Plan are continuously being sought, these are outlined below:
- Review of accommodation/buildings in use by the council, with a view to further rationalization – some further rationalisation of office accommodation has been done, but there may be further potential leading to other buildings being released for sale and this is also key in identifying revenue savings
 - Identification of services that can be combined as part of the whole Place agenda and establishment of community Hubs, and therefore release buildings for sale
 - Review the existing County Farms strategy
 - Community Infrastructure Levy – this will become more relevant for the capital MTFP if and when implemented and can include funding for more general ‘place-making’ schemes that support the growth proposed in the LDP e.g. sustainable transport improvements, upgrade/provision of Broadband connectivity, town centre improvements, education, strategic sports/adult recreation facilities and green infrastructure.

4. **REASONS:**

- 4.1 To provide an opportunity for consultation on the capital budget proposals.

5. **RESOURCE IMPLICATIONS:**

- 5.1 Resource implications are noted throughout the report both in terms of how the core programme is financially sustainable, the key issues that require further quantification and also the risks associated with not addressing the pressures outlined in Appendix 1.

6. **FUTURE GENERATIONS ASSESSMENT AND EQUALITY IMPLICATIONS:**

- 6.1 Capital budgets which impact on individuals with protected characteristics, most notably renovation grants and access for all budgets are being maintained at their current levels.
- 6.2 The equality impact of the mechanism to allocate maintenance budgets to individual schemes should be in place and being used to aid allocation of funding

6.3 The actual impacts from this report's recommendations will be reviewed on an ongoing basis by the Capital Working Group.

7. SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS

None

8. CONSULTEES:

Senior Leadership Team
All Cabinet Members
Head of Legal Services
Head of Finance

9. APPENDICES:

Appendix 1 – Capital MTFP pressures
Appendix 2 – Capital budget summary programme 2018/19 to 2021/22
Appendix 3 – Schools programme
Appendix 4 – Forecast capital receipts 2017/18 to 2021/22
Appendix 5 – Capital receipts risk factors
Appendix 6 (exempt) – Forecast receipts
Appendix 7 – Future Generations Evaluation

10. BACKGROUND PAPERS:

List of planned capital receipts: Exempt by virtue of s100 (D) of the Local Government Act 1972

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Appendix 1 – Capital MTFP pressures

Description of Pressure	Forecast Cost	Date Updated	Responsible Officer / Champion
<p>Current Rights of Way issues (Whitebrook byway) - Engineering assessments have been completed on landslip / collapse of byway at Whitebrook, estimated cost of repairs in the region of £70-£80k.</p>	75,000	Dec 16	Matthew Lewis
<p>Current Rights of Way issues (Wye and Usk Valley Walks) - Engineering assessments have been completed on river erosion / landslips on the Wye and Usk Valley Walks. [Monmouth] (Wye Valley Walk) £23,925, [Clytha] (Usk Valley Walk) £46,725, [Coed Y Prior] (Usk Valley Walk) £9,900, site investigations/design £5,500.</p>	86,000	Dec 16	Matthew Lewis
<p>A major review of the waste Mgt and recycling service is ongoing. Proposals are likely to include consideration of receptacles rather than bags (anticipated cost of between £0.3-1.3m) To accommodate the change at kerbside, developments will be needed at our transfer stations at an indicative cost of £800k depending on the scale of works required. Options may be limited if WG insist on certain scheme components. The quoted capital costs exclude new vehicle costs which are modelled as being leased currently.</p>	2,100,000	Dec 16	Roger Hoggins / Carl Touhig
<p>Monmouth Community Amenity site upgrade - indicative costs are £1.5-2m if built and run by the Council. The transfer station and CA capital costs could be avoided if the Council decided it was best value to procure a build, finance, operate contract for its sites in future. The work to evaluate these options will follow on after kerbside collection.</p>	2,000,000	Dec 16	Roger Hoggins / Carl Touhig

Description of Pressure	Forecast Cost	Date Updated	Responsible Officer / Champion
<p>Property Maintenance requirements for both schools & non-schools as valued by condition surveys carried out some years ago. The existing £2m annual budget mainly targets urgent maintenance e.g. health & safety, maintaining buildings wind & watertight, etc., and is insufficient to address the maintenance backlog. A lack of funding means maintenance costs will rise; that our ability to sell buildings at maximum market rates will be affected ; Our ability to deliver effective services will be affected and a Loss of revenue and poor public image.</p>	22,000,000	Dec 16	Rob O'Dwyer
<p>Disabled adaptation works to public buildings required under disability discrimination legislation.</p>	7,200,000	Dec 16	Rob O'Dwyer
<p>School Traffic Management Improvements - based on works carried out on similar buildings.</p>	250,000	Dec 16	Rob O'Dwyer
<p>Refurbishment of all Public Toilets - Capital investment required to facilitate remaining transfers to Town and Community Councils</p>	95,000	Dec 16	Rob O'Dwyer
<p>School fencing improvements</p>	68,000	Dec 16	Rob O'Dwyer/Headteachers
<p>Modification works to school kitchens to comply with Environmental Health Standards. Without additional funding school kitchens may have to be closed and additional costs for transporting meals in incurred, possibly causing disruption to the education process.</p>	38,000	Dec 16	Rob O'Dwyer
<p>Radon remedial works Following the commissioning of Radon Wales to carry Radon Surveys of public buildings, remedial works will be required at various premises to resolve issues</p>	75,000	Dec 16	Rob O'Dwyer

2013

Description of Pressure	Forecast Cost	Date Updated	Responsible Officer / Champion
<p>Countryside Rights of Way work needed to bring network up to statutorily required and safe standard. This should be taken as a provisional figure as surveys and assessments of bridges and structures are on-going and the rights of way prioritisation system which includes risk assessment will more accurately define and rank the backlog. Bridge management report on 787 bridges completed in October 2013 identifies 254 known bridge issues of which 77 need repair, 31 replacement & 80 are missing. 68 have 'other' issues including 51 bridges which require full inspection to further ascertain requirements/costs. 13 bridges are 10m+ and require replacement or repair. It is not possible to cost all of these currently but a ball park figure of £288k has been identified for the first tranche of issues. Additional ROW allocation (30K) helping, but scale of overall pressure means these figures are still relevant</p>	2,200,000	Dec 16	Ian Saunders
<p>Transportation/safety strategy –Air Quality Management, 20 m.p.h legislation and PDDA (car parks)</p>	1,200,000	Dec 16	Richard Cope
<p>Disabled Facilities Grants (DFGs) - Other than last year, the DFG's budget has remained unchanged for the last ten years. Each year the fully committed/spent date falls earlier in the financial year.</p>	500,000	Dec 16	Ian Bakewell
<p>Bringing County highways to the level of a safe road network. This backlog calculation figure has been provided by Welsh Government. The Authorities Capital Programme is not addressing the backlog significantly as the annual level of funding available is not of sufficient magnitude to address this. The annual programme is set in relation to the approved budget and this programme is shared with all members. Routes are selected on the basis of their significance within the overall highway network and their condition. Programmes are reviewed annually around December and then distributed to members.</p>	80,000,000	Dec 16	Roger Hoggins

Description of Pressure	Forecast Cost	Date Updated	Responsible Officer / Champion
Investing in infrastructure projects needed to arrest road closures due to whole or partial bank slips. Without additional expenditure there is the potential for deterioration, increased scheme costs, disruption to communities and the travelling public and road closures.	5,000,000	Dec 16	Roger Hoggins
Backlog on highways structures including old culverts, bridges and retaining walls. With existing budget this backlog will take 23 years to cover and there will be increased likelihood of loss of network availability.	12,700,000	Dec 16	Roger Hoggins
Reprovision or repair of Chain Bridge - Cost prediction is indicative at present. Summary quotes updated August 15. The bridge is currently under special management measures and inspection. Repair/ reprovision will remove / minimise the need for these measures. Without remedial work, the structure will continue to deteriorate. The current 40T maximum limit will have to be further reduced restricting access to the Lancayo area especially for heavy vehicles. Options evaluated from repairing sufficiently to maintain 40t limit, to converting to footbridge and reprovisioning	1,800,000 to 7,500,000. Mid point 4,700,000	Dec 16	Roger Hoggins
Caldicot Castle remedial works - longer term pressures given the condition of the curtain walls / towers etc. The £2-3m estimate is a ball park figure ranging from just the backlog of maintenance to also including improvements to bring the visitor facilities up to modern standards. An RDP grant is paying for a condition survey / outline conservation plan. The current condition of buildings constrains current operations and will impact on future management options including the assessment of viability of potential Cultural Services Trust. Heritage Lottery Funding is possible (but very competitive) Substantial match funding would still be required.	3,000,000	Dec 16	Ian Saunders
Severn View Care Facility renewal	?		Julie Boothroyd/ Ty Stokes
Total Pressures	141,287,000		

Description of Pressure	Forecast Cost	Date Updated	Responsible Officer / Champion
Capital investment for revenue savings			
<p>Leisure and cultural services - Currently the service is exploring future delivery options including trust status. Part of the work will involve conditions surveys which may lead to capital works being required to expedite handover of assets. Included:- e.g. museums, Shire hall, Abergavenny castle, Old station Tintern, Caldicot castle; Have requested £30k from cabinet for work to review assets (15/10/14); Aim is also to reduce but not eliminate revenue; £400k per annum now. further down the line</p>	1,000,000	Dec 16	Ian Saunders
<p>ALN Strategy - Mandate 35 of the MTFP 14/15 outlines a review of current ALN service that includes Mounton House. Options could require Capital Spend but this is unknown at the present time</p>	?		Will McLean/Nikki Wellington

Appendix 2 – Capital budget summary programme 2018/19 to 2021/22

	Project Code	Total Budget 2017/18	Estimated Slippage From 2017/18	Indicative Budget 2018/19	Indicative Budget 2019/20	Indicative Budget 2020/21	Indicative Budget 2021/22
Property Maintenance	Various	1,635,797	0	1,889,552	1,889,552	1,889,552	1,889,552
Upgrade School Kitchens	98219	39,725	0	39,725	39,725	39,725	39,725
Usk County Hall E Block Major Refurb	90316	306,450	0	0			
Usk County Hall J Block Major Refurb	90317	0		1,400,000			
Caerwent House	90320	50,800	0	0			
Abergavenny Community Hub	90321	101,122	0	2,283,000			
Solar Farm - Oak Grove	90324	505,740	0	0			
Asset Management Schemes		2,639,633	0	5,612,277	1,929,277	1,929,277	1,929,277
Access for all	98621	50,000	0	50,000	50,000	50,000	50,000
Monmouth High 21c school provision	96625	22,886,705	6,000,000	12,345,133	750,000	0	0
Caldicot High 21c school provision	96626	11,379,144	0	2,164,911	0	0	0
Welsh Medium 21c school provision	98640	1,000,000	0	0	0	0	0
Monmouth Pool	98689	2,616,194	0	4,711,945	0	0	0
School Development Schemes		37,932,043	6,000,000	19,271,989	800,000	50,000	50,000
Footway Reconstruction	97205	349,445	0	190,453	190,453	190,453	190,453
Street Lighting Defect Column Programme	97210	175,000	0	171,408	171,408	171,408	171,408
Reconstruction of bridges & retaining walls	97215	500,000	0	449,041	449,041	449,041	449,041
Safety fence upgrades	97239	146,370	0	76,181	76,181	76,181	76,181
Signing upgrades & disabled facilities	97302	48,091	0	38,091	38,091	38,091	38,091
Flood Allievation Schemes	97303	25,000	0	11,427	11,427	11,427	11,427
Structural Repairs - PROW	97306	60,738	0	38,091	38,091	38,091	38,091
Carriageway resurfacing	97342	930,211	0	1,136,540	1,136,540	1,136,540	1,136,540
Road safety & trafficman programme	97352	200,088	0	129,508	129,508	129,508	129,508
LTF Active Travel Mapping 15-16	97356	5,000	0	0			
LTF A40/A466 Wyebridge Junction Imps 15-16	97357	260,000	0	0			
LTF Aber/Llanfoist Active Travel Network ph 1 15-16	97358	349,000	0	0			
LTF Abergavenny TC Public Realm	97367	350,000					
SRIC Wonatow Road Pedestrian Crossing	97368	38,000					
Highways OPS: Minor improvements	37369	150,000	0	0			
Raglan depot Sewage Upgrade	95058	50,000	0	0			

Shirehall= upgrade hearing loop	95059	6,500					
Infrastructure & Transport Schemes		3,643,443	0	2,240,740	2,240,740	2,240,740	2,240,740
Replacement Cattle Market	90038	183,357	0	0			
Capital Region City Deal	90041	0	0	83,000	482,000	472,000	729,000
Section 106 schemes	Various	1,351,146	0	126,237			
Regeneration Schemes		1,534,503	0	209,237	482,000	472,000	729,000
County Farms Maintenance	98059	330,773	0	300,773	300,773	300,773	300,773
County Farms Schemes		330,773	0	300,773	300,773	300,773	300,773
Disabled Facilities Grant	99202	900,000	0	900,000	600,000	600,000	600,000
Access For All	91100	250,000	0	250,000	250,000	250,000	250,000
Inclusion Schemes		1,150,000	0	1,150,000	850,000	850,000	850,000
Agresso system upgrade	96620	9,888	0	0			
Revenues system - online facility functionality	96621	13,000	0	0			
Schools IT	96627	351,233	0	0			
ICT Schemes		374,121	0	0	0	0	0
Leasing - To be allocated		1,500,000	0	1,500,000	1,500,000	1,500,000	1,500,000
Vehicles Leasing		1,500,000	0	1,500,000	1,500,000	1,500,000	1,500,000
Car Parks General		450,000	0	0			
Car Park - Granville ST and Wyebridge St	98826	252,214	0	0			
Non County Farms Fixed Asset Disposal Costs	98060	318,334	0	0			
Area Management	97236	20,000	0	20,000	20,000	20,000	20,000
Other Schemes		1,040,548	0	20,000	20,000	20,000	20,000
TOTAL EXPENDITURE		50,145,063	6,000,000	30,305,016	8,122,790	7,362,790	7,619,790

Appendix 4 – Forecast capital receipts 2017/18 to 2021/22

<u>GENERAL RECEIPTS</u>	2017/18	2018/19	2019/20	2020/21	2021/22
	£000	£000	£000	£000	£000
Balance as at 1st April	18,931	5,315	(393)	4,662	9,817
Less: capital receipts used for financing	(1,558)	(509)	(509)	(509)	(509)
Less: capital receipts used for financing Monmouth, Caldicot and Welsh medium 21c school provision	(15,077)	(11,663)	0	0	0
Capital receipts received to date	0	0	0	0	1
	2,296	(6,857)	(902)	4,153	9,309
Capital receipts forecast	2,855	6,300	5,400	5,500	
Deferred capital receipts – General	4	4	4	4	5
- Morrisons	160	160	160	160	160
Less: capital receipts set aside:	0	0	0	0	
Balance as at 31st March	5,315	(393)	4,662	9,817	9,474

Appendix 5 – Capital receipts risk factors

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

Risk Factor	2017/18 £	2018/19 £	2019/2020 £	2020/21 £	2021/22 £	
Education Receipts						
Low / completed	100,000	0	0	0	0	97%
Medium	0	0	0	0	0	3%
High	0	0	0	0	0	0%
	<u>100,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
County Farm Receipts						
Low / completed	0	0	0	0	0	46%
Medium	1,200,000	0	0	0	0	54%
High	0	0	0	0	0	0%
	<u>1,200,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
General Receipts						
Low / completed	170,000	160,000	160,000	160,000	0	98.6%
Medium	200,000	0	0	0	0	1.4%
High	0	0	0	0	0	0.0%
	<u>370,000</u>	<u>160,000</u>	<u>160,000</u>	<u>160,000</u>	<u>0</u>	
Strategic Accommodation Review						
Low / completed	250,000	0	0	0	0	54.1%
Medium	0	0	0	0	0	45.9%
High	0	0	0	0	0	0%
	<u>250,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
Dependent on Outcome of LDP						
Low / completed	3,100,000	3,100,000	3,100,000	0	0	57%
Medium	2,300,000	2,300,000	2,400,000	0	0	43%
High	0	0	0	50,000	0	0%
	<u>5,400,000</u>	<u>5,400,000</u>	<u>5,500,000</u>	<u>50,000</u>	<u>0</u>	
TOTALS						
Low / completed	3,620,000	3,260,000	3,260,000	160,000	0	80%
Medium	3,700,000	2,300,000	2,400,000	0	0	20%
High	0	0	0	50,000	0	0%
Total	<u>7,320,000</u>	<u>5,560,000</u>	<u>5,660,000</u>	<u>210,000</u>	<u>0</u>	

Risk Factor key:

High - External factors affecting the potential sale that are out of Authority control

Medium - Possible risk elements attached but within Authority ability to control

Low - No major complications are foreseen for the transaction

Exempt Appendix 6 – Forecast receipts

Detail Supplied Separately

SCHEDULE 12A LOCAL GOVERNMENT ACT 1972
EXEMPTION FROM DISCLOSURE OF DOCUMENTS

Meeting and Date of Meeting: Special Cabinet 22nd November 2017
Report: Capital MTFP Proposals 2018/19 to 2021/22 - Detailed Receipts Appendix
Author: Mark Howcroft

I have considered grounds for exemption of information contained in the background paper for the report referred to above and make the following recommendation to the Proper Officer:-

Exemptions applying to the report:

The appendix noted has an indication of land and assets that the Council proposes to sell and what the Council would be indicatively prepared to take for such.

Factors in favour of disclosure:

Openness & transparency in matters concerned with the public

Prejudice which would result if the information were disclosed:

To circulate such a document would prejudice negotiation over the levels of receipts and mitigate an opportunity to maximize returns.

My view on the public interest test is as follows:

Factors in favour of disclosure do not outweigh those against.

Recommended decision on exemption from disclosure:

Maintain exemption from publication in relation to report

Date: 3/11/17

Signed: M. Howcroft

Post: Assistant Head of Finance

I accept/I do not accept the recommendation made above

Signed: [Signed by Chief Officer / Head of Service / Chief Executive]

Date: 3/11/17



monmouthshire
sir fynwy

Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation Mark Howcroft</p> <p>Phone no:01633 644740 E-mail:markhowcroft@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal Present capital budget proposals for consultation</p>
<p>Name of Service Whole authority</p>	<p>Date Future Generations Evaluation form completed 03/11/17</p>

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Does your proposal deliver any of the well-being goals below? Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.




Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>Local resources will be engaged to deliver the projects in the programme</p>	
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>		
<p>A healthier Wales People’s physical and mental wellbeing is maximized and health impacts are understood</p>		

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	Investment in Future schools provides a key community facility to help promote this goal	
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing		
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation		
A more equal Wales People can fulfil their potential no matter what their background or circumstances	The budgets for DDA work and DFGs have been maintained at existing levels.	

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2. How has your proposal embedded and prioritised the sustainable governance principles in its development?

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Long-term Balancing short term need with long term and planning for the future</p>	Building Future schools will benefit children and communities for future generations	
 <p>Collaboration Working together with other partners to deliver objectives</p>		

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p data-bbox="147 292 315 323">Involvement</p> <p data-bbox="331 156 521 336">Involving those with an interest and seeking their views</p>	<p data-bbox="539 156 1339 228">The aim of the report is to present proposals for consultation with key stakeholders</p>	
 <p data-bbox="147 477 315 509">Prevention</p> <p data-bbox="331 341 521 560">Putting resources into preventing problems occurring or getting worse</p>		
 <p data-bbox="147 700 315 732">Integration</p> <p data-bbox="331 564 521 817">Positively impacting on people, economy and environment and trying to benefit all three</p>	<p data-bbox="539 564 1339 636">Investment in Future Schools will positively impact on the teaching environment</p>	

3. Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below.

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age			
Disability	DDA and DFG budgets have been maintained		
Gender reassignment			
Marriage or civil partnership			
Race			
Religion or Belief			
Sex			
Sexual Orientation			
Welsh Language			

4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	Safeguarding is taken into account in the design of the new schools		
Corporate Parenting			

5. What evidence and data has informed the development of your proposal?

Previously determined policy in respect of the priority of investing in future schools. There have been no major changes to the proposals presented here.

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

Capital budgets which impact on individuals, such as DFGs and DDA works are being maintained at existing levels.
The investment in future schools is expected to have a benefit for children and communities for future generations

7. Actions. As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

What are you going to do	When are you going to do it?	Who is responsible	Progress

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Monitoring: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

The impacts of this proposal will be evaluated on:	Annually when the capital MTFP is reviewed
----------------------------------------------------	--------------------------------------------

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**SCHEDULE 12A LOCAL GOVERNMENT ACT 1972
EXEMPTION FROM DISCLOSURE OF DOCUMENTS**

**Meeting and Date of Meeting: Children and Young People Select
Committee 7th December 2017**

**Report: Draft Capital Budget Proposals 2018/19 to 2021/22 –
Detailed Receipts Appendix
Author: Mark Howcroft**

I have considered grounds for exemption of information contained in the background paper for the report referred to above and make the following recommendation to the Proper Officer:-

Exemptions applying to the report:

The appendix noted has an indication of land and assets that the Council proposes to sell and what the Council would be indicatively prepared to take for such.

Factors in favour of disclosure:

Openness & transparency in matters concerned with the public

Prejudice which would result if the information were disclosed:

To circulate such a document would prejudice negotiation over the levels of receipts and mitigate an opportunity to maximise returns.

My view on the public interest test is as follows:

Factors in favour of disclosure do not outweigh those against.

Recommended decision on exemption from disclosure:


Maintain exemption from publication in relation to report

Date: 29th November 2017

Signed: 

Post: Assistant Head of Finance

I accept/I do not accept the recommendation made above

Signed: 

Date: 29th November 2017

By virtue of paragraph(s) 14 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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SUBJECT: Performance report 2017/18 Quarter 2

MEETING: Children and Young People Select Committee

DATE: 7 December 2017

DIVISIONS/WARDS AFFECTED: All

1. PURPOSE

1.1 To present the 2017/18 quarter 2 performance information under the remit of Children and Young People's Select Committee, this comprises:

- Information on how we are performing against a range of nationally set measures related to children's services used by all councils in Wales that were introduced in 2016/17 as part of the Social Services and Well-being Act. A report card has been used that gives context to these.
- Report benchmarking data to demonstrate how we performed during 2016/17 against the Welsh average.

2. RECOMMENDATIONS

2.1 That Members scrutinise how well the authority is performing on these range of nationally set measures and seek clarity from those responsible on whether performance can improve in any areas of concern identified.

3. KEY ISSUES

3.1 The council currently has an established performance framework, this is the way in which we translate our vision - building sustainable and resilient communities - into action and ensure that everyone is pulling in the same direction to deliver real and tangible outcomes. The framework was presented to the Committee in July 2017, further information on the council's performance framework for members is available on the Council's intranet, The Hub.

3.2 The report card explains Children's social services key process and performance in quarter 2 2017/18 as well as presenting benchmarking of performance in 2016/17. This comprises of data from the new measurement framework introduced in 2016/17 as part of the Social Services and Well-being Act. The performance measures are a blend of quantitative (numerical) data and qualitative data which includes asking people about their experience of social services and whether this has contributed to improving their well-being.

3.3 Welsh Government have highlighted that the first year of data collation (2016/17) of the Social Services and Well-being Act performance measurement framework has provided some challenges and some quality issues with the data and as a result they have not published local authority level data performance data for 2016-17. Wales level, means and quartile data have been published which has allowed us to undertake some benchmarking, although this is caveated in how much reliance can be placed on this given the quality issues raised.

- 3.4 There are ongoing discussions and workshops, which we have been part of, on potentially revising the standards and measures as part of the framework in the future.
- 3.5 The qualitative measures within the framework are derived from questionnaires to children and parents that social services are working with at the beginning of September. Therefore at quarter 2 we are only able to present data on one month of responses. Efforts are being made to increase the number of responses to the questionnaire for 2017/18.
- 3.6 Another important nationally set framework used to measure local authority performance is 'Public Accountability Measures' set by Data Unit Wales '. This includes some of the indicators for children's services that are part of the Social Services and Well-being Act measurement framework as set out in the scorecard. This also includes measures relating to educational attainment and attendance from the academic year 2016/17 that are under the committees remit. These are not included in this report as they are reported as part of the performance reports from the Chief Officer Education already on the committees work programme.

4. REASONS:

- 4.1 To ensure that members have an understanding of current performance and how we compared during 2016/17.

5 RESOURCE IMPLICATIONS

- 5.1 None

6 EQUALITY, SUSTAINABLE DEVELOPMENT AND CORPORATE PARENTING IMPLICATIONS

- 6.1 There are no specific implications identified as a result of this report although some of the performance indicators relate to our corporate parenting responsibilities.

7. AUTHORS:

Sian Schofield, Data Analyst
e-mail: sianschofield@monmouthshire.gov.uk
Telephone: 01633 644483

Well-being Objective: Provide children and young people with the best possible start in life to help them achieve better outcomes

Why we focus on this

The Social Services and Well-being (Wales) Act 2014 came into force in April 2016 and is transforming the way care and support is delivered. The Act introduces a new performance measurement framework for local authorities in relation to their social services functions.

What progress are we making?

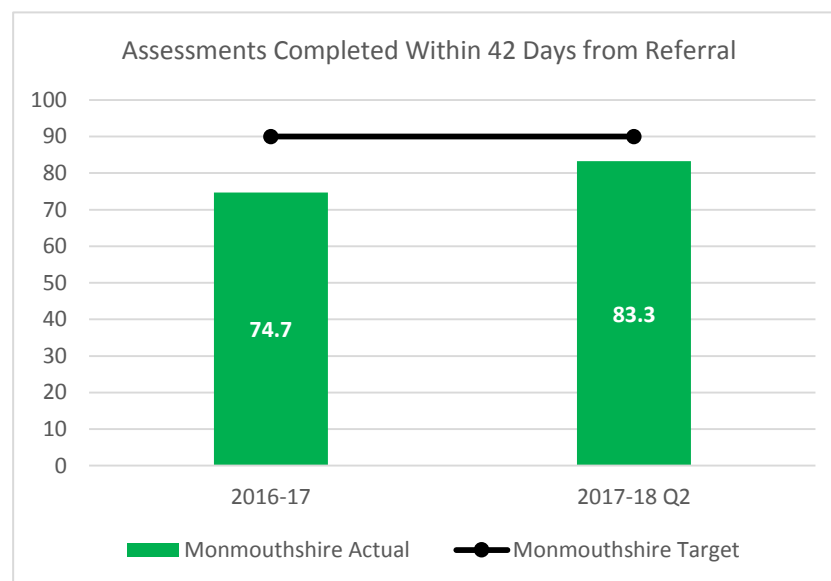


Chart 1: Assessments completed within 42 working days from referral against target

Front Door

Children’s Services received 2,179 contacts on 1,100 children during the first half of 2017/18. Of these, 470 were progressed either to assessment or where children are at risk of harm to child protection strategy discussion. Contacts are most commonly received from police, education and health colleagues.

The Act puts an emphasis on early intervention and prevention and states that local authorities must provide information and advice to people that need it. Questionnaire responses at the end of September indicate that 76% of children feel they have had the right information or advice when they needed it.

The previous process of completing an initial assessment followed by a core assessment where deemed necessary has been replaced by a single assessment which should be completed within 42 days of the referral being received. During 2016/17, 74.7% of children’s assessments were completed within statutory timescales of 42 working days (measure 24) which was some way below the target set. This was therefore, set as a focus area for improvement in 2017/18, with a target of 90%. By the end of quarter 2, 83.3% of assessments were completed on time (see Chart 1).

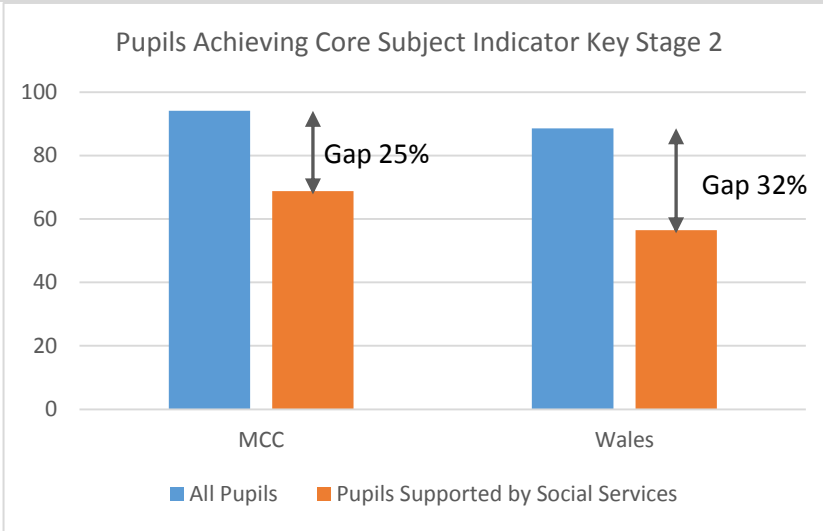


Chart 2: Pupils achieving the Core Subject Indicator at Key Stage 2, academic year 2015/16

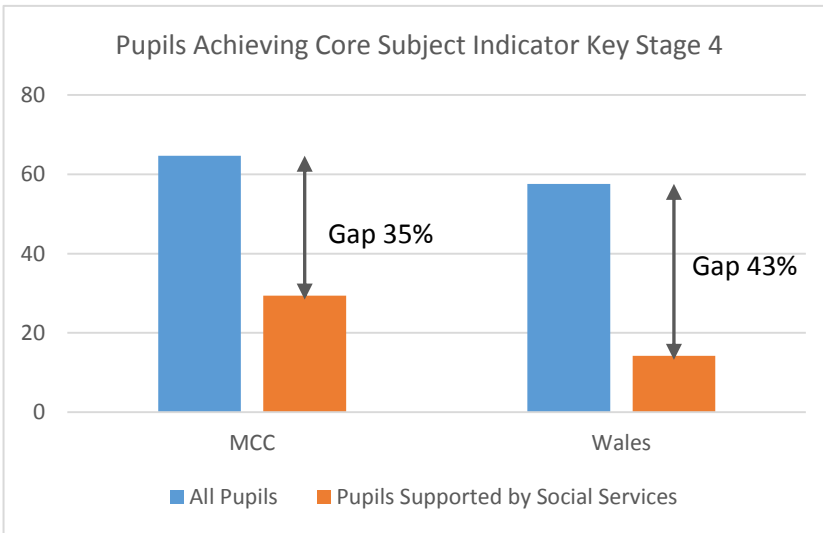


Chart 3: Pupils achieving the Core Subject Indicator at Key Stage 4, academic year 2015/16

Children Receiving Care and Support

An assessment will consider what the child can do with or without the support of friends and family. Care and support may be arranged if additional help is needed. This is set out in a care and support plan is reviewed to ensure it remains appropriate.

The principles of early intervention and prevention aim to provide appropriate help at the right time. Children’s questionnaire responses at quarter 2 show that 62% feel their views about their care and support have been listened to. 69% of parents felt actively involved in all decisions about how their child’s/children’s care and support was provided.

Stepping in early to support children is important in helping children stay in their families. 60.4% of children are supported to remain living within their family (measure 25), the overall percentage decreasing as the number of looked after children increases.

Educational outcomes at key stage 2 and 4 are measured for children receiving care and support. Latest available data for the academic year 2015/16 shows 68.8% achieved the core subject indicator at key stage 2 and 29.4% at key stage 4 (measure 29).

Children receiving care and support from social services have poorer educational results compared to the all pupil population in Monmouthshire, as displayed at charts 2 and 3. The ‘gap’ in achievement in Monmouthshire widens from 25% at key stage 2 to 35% at key stage 4. Welsh data shows a similar widening in the gap from key stage 2 to 4 but the achievement gap across Wales is wider at both stages that within Monmouthshire (see charts 2 and 3).

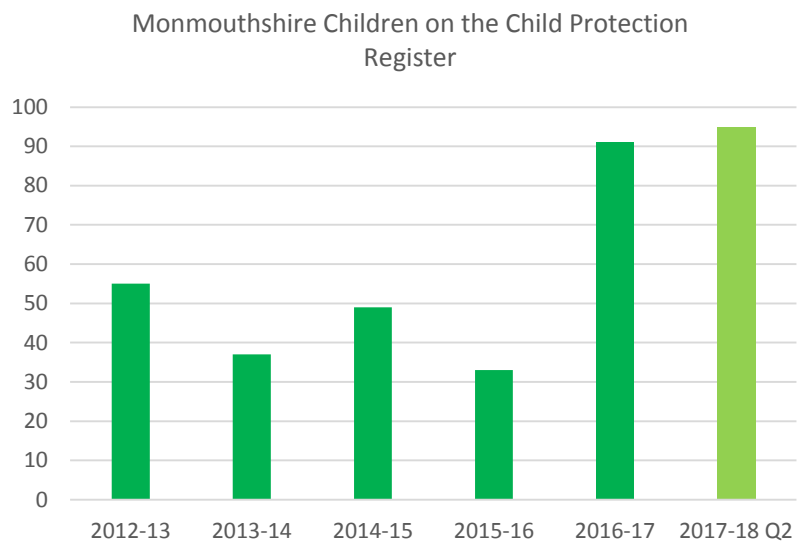


Chart 4: Number of children on the Child Protection Register

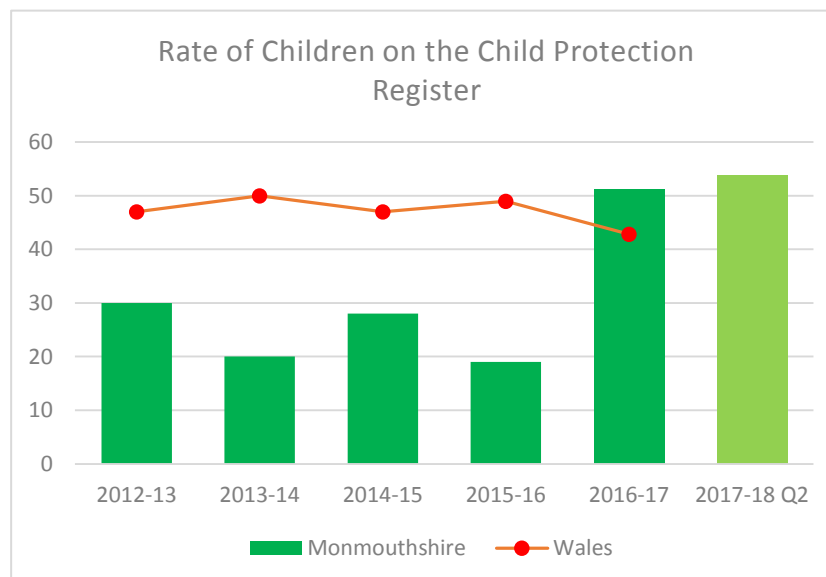


Chart 5: Rate of children on the Child Protection Register, Monmouthshire compared to Wales

Child Protection

The child protection register lists children in the local area who have been identified as being at risk of significant harm. If a child is added to the child protection register they must also have a child protection plan which sets out how social workers will check on the child's welfare; what changes are needed to reduce the risk to the child; and what support will be offered to the family.

The number of children on the child protection increased substantially during 2016/17 and has risen slightly to 95 at the end of quarter 2 this year (see chart 4). When considered as a rate per child population, Monmouthshire's rate at the end of 2016/17 exceeded the Welsh average (see chart 5).

67 children were added to the child protection register during the first six months of the year. Of these, 6% had a prior registration which ended in the preceding 12 months (measure 27). This is currently higher than the 2.4% of children re-registered last year when Monmouthshire were amongst the lowest rates in Wales. Re-registration rates could suggest that the decision to remove a child from the child protection register was premature and that they are not actually safer, or that circumstances in the child's life have changed requiring re-registration.

When on the child protection register, children have regular reviews where the plan is reviewed and their continued registration is considered. Most children should be removed from the register by the time of their third review, which will be at most 15 months from their registration. Of the 63 children deregistered during the year, on average they spent 270 days on the register (measure 28), well within the 12 month target. This ranges from children being registered for under a month to a small number over two years. Of the children deregistered during the first two quarters, 27% went on to be looked after.

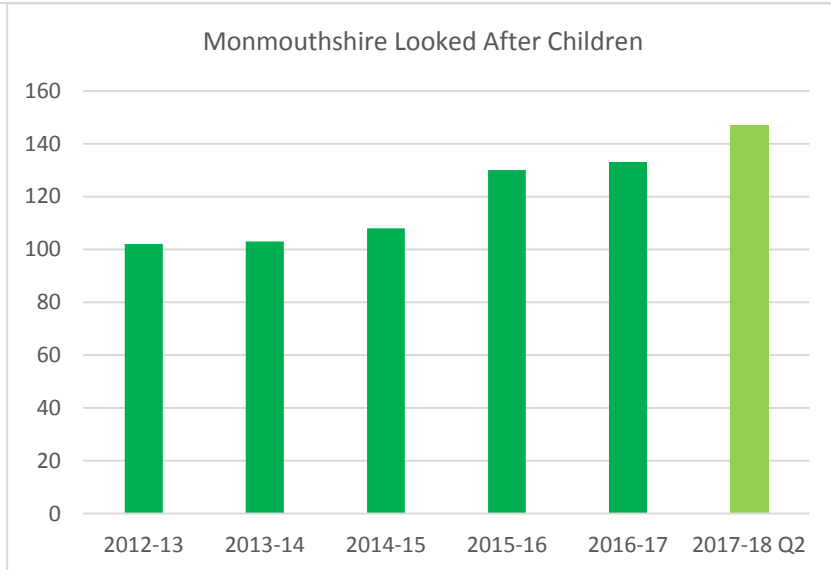


Chart 6: Number of Looked after Children

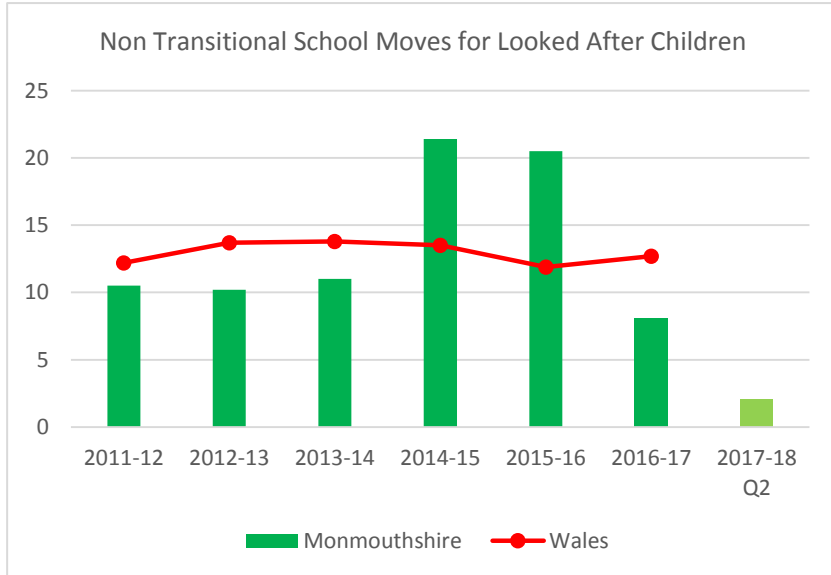


Chart 7: Non transitional school moves for Looked after Children

Looked After Children

The number of looked after children has increased from 133 at the end 2017 to 147 at the end of quarter 2 (see chart 6).

The local authority must promote the health and well-being of looked after children. 40% of looked after children were recorded as having a dental check within 3 months of becoming looked after (measure 30), systems for capturing and recording dental checks is an area targeted for improvement. 94.4% of children were registered with a GP within 10 days of entering a placement (measure 31).

Looked after children benefit from stability and where possible placement moves and non-transitional school moves are minimised. By the end of September 2.1% of looked after children have experienced a change of school for non-transitional reasons during the year (measure 32). This continues the improvement in performance from 2016/17 as shown in Chart 7.

During 2016/17 5.3% of looked after children experienced 3 or more placements during the year (measure 33), which was top quartile performance. In the first two quarters of this year, 3.4% of children had experienced 3 or more placements. This is an increase compared to the same period last year and also has a tendency to increase towards the end of the year.

Children leave care for a variety of reasons. 20 children left the looked after system by the end of quarter 2, and 147 children remain in care. Of these children, 7.2% left care to return home (measure 26).

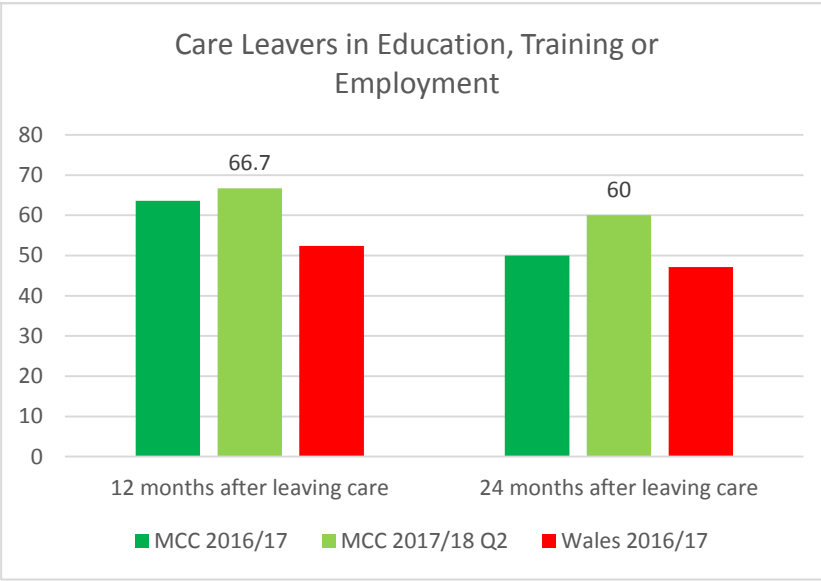


Chart 8: The percentage of care leavers in education, training or employment at 12 and 24 months after leaving care, Monmouthshire compared with Wales

Care Leavers

Local authorities have a responsibility to assist children to prepare for, and transition to, leaving care.

Of care leavers who left care 12 months ago, 66.7% are engaged in education, training or employment (measure 34a). Of those who left care 24 months ago, 60% are engaged in education, training or employment (measure 34b). Chart 8 shows Monmouthshire current and previous year’s performance both exceed the Welsh averages of 2016/17.

Of all care leavers, 3.3% have experienced homelessness at some point during the year (measure 35).

Of the 16 and 17 year old children who replied to the questionnaire, 60% agreed they had ‘had advice, help and support that will prepare me for adulthood’.

Service Comments

Over the last 6 months the service has continued to experience significant demand pressures regarding children requiring a child protection plan and the number of children Looked After. Quality Assurance activity is undertaken through our Independent Reviewing Officer and Child Protection Co-ordinator to inform the service about thresholds, consistency and the opportunity to understand some of the contributing factors influencing the on-going increase in demand. We are using this information to design and implement our Early Help and Family Support services.

It is pleasing to note that our recent activity to improve the timeliness of completing assessments has had a positive outcome. This measure continues to be undermined by our poor performance earlier in the year, however, based on current performance, we are on track to reach our target but the end of the year.

Our performance regarding the percentage of children supported to remain living within their family similarly remains in the bottom quartile and still well below our own target. We are working to address this by ensuring that all our care plans are accurately recorded on PLANT, something that we are confident will then show an improved position.

Regarding our Care Leavers, whilst still above the Welsh average, we are working closely with our Enterprise and Housing colleagues to ensure that all our care leavers have suitable, positive options regarding where they live and how their education and training needs are met.

Regarding the survey response from our children and families, the return rate of around 22% for children and 14% for parents is not unexpected and in-keeping with return rates from other authorities. The responses appear slightly lower than Welsh averages. It has been recognised by WG that the survey method is not sufficiently finely tuned to ascertain valid and useful comparative data. Never-

	<p>the-less from a Monmouthshire perspective this is a good reminder of the central importance of communication skills and good outcome focussed practice, both of which we ensure are included within the training / learning plan for the service.</p> <p>Jane Rodgers</p>
Collaboration/ Partners we are working with	Gwent Police, Education, Youth Offending Service, Action for Children, Aneurin Bevan University Health Board and South East Wales Adoption Service.
What we have spent on this objective	<p>The 2017/18 budget for Children Services is £10.1m, over half of which relates to looked after children, in particular, placements for looked after children.</p> <p>The latest reported position is an overspend of £401k for 2017/18 forecast at Month 2.</p>

Quantitative Performance Measures:

Performance Indicators	2014/15 Actual	2015/16 Actual	2016/17 Actual	2017/18 Q2	2017/18 Target	Performance Against Target	Performance Trend	2016/17 Wales Av	2016/17 Quartile
Number of Looked After Children	108	130	133	147	Not applicable	Not applicable	↑	Not applicable	Not applicable
Number of Children on the Child Protection Register	49	33	91	95	Not applicable	Not applicable	↑	Not applicable	Not applicable
24: The percentage of assessments completed for children within statutory timescales	N/A	N/A	74.69% 611/818	83.3% 252/303	90%	✘	↑	90.76%	Bottom
25: The percentage of children supported to remain living within their family	N/A	N/A	61.56% 213/346	60.4% 224/371	70%	✘	↓	69.24%	Bottom
26: The percentage of looked after children returned home from care during the year	N/A	N/A	14.44% 26/180	7.2% 12/167	Not applicable	Not applicable	↓	13.56%	Middle
27: The percentage of re-registrations of children on local authority Child Protection Registers (CPR)	6.80%	18.20%	2.38% *	6% *	<10%	✘	↓	6%	Top
28: The average length of time for all children who were on the CPR during the year	237	225	230 15,660/68	270 17,037/63	<365 days	✓	↓	245	Middle
29a: Percentage of children achieving the core subject indicator at key stage 2	39%	67%	68.75% 11/16	Not Available	Not applicable	Not applicable	Not applicable	56.48%	Top
29b: Percentage of children achieving the core subject indicator at key stage 4	N/A	N/A	29.41% 5/17	Not Available	Not applicable	Not applicable	Not applicable	14.21%	Top
30: The percentage of children seen by a registered dentist within 3 months of becoming looked after	N/A	N/A	56.52% 13/23	40% 6/15	60%	✘	↓	59.45%	Middle

How are we performing?
Page 143

Performance Indicators	2014/15 Actual	2015/16 Actual	2016/17 Actual	2017/18 Q2	2017/18 Target	Performance Against Target	Performance Trend	2016/17 Wales Av	2016/17 Quartile
31: The percentage of children looked after at 31 March who were registered with a GP within 10 working days of the start of their placement	N/A	N/A	98.33% 59/60	94.4% 51/54	100%	✘	↓	91.66%	Middle
32: The percentage of looked after children who have experienced 1 or more changes of school, during a period or periods of being looked after, which were not due to transitional arrangements, in the year to 31 March	21.40% 15/70	20.50% 15/73	8.14% 7/86	2.1% *	14%	✓	↑	12.70%	Top
33: The percentage of looked after children on 31 March who have had three or more placements during the year	1.90% 2/108	8.50% 11/130	5.26% 7/133	3.4% 5/147	6.50%	✘	↓	9.80%	Top
34: The percentage of all care leavers who are in education, training or employment at: a)12 months after leaving care	N/A	N/A	63.64% 7/11	66.7% *	75%	✘	↑	52.42%	Top
34: The percentage of all care leavers who are in education, training or employment at: b) 24 months after leaving care	N/A	N/A	50.00% *	60% *	75%	✘	↑	47.12%	Middle
35: The percentage of care leavers who have experienced homelessness during the year	N/A	N/A	5.45% *	3.30% *	0%	✘	↓	10.59%	Top

*Numerator and denominator removed due to low numbers

Qualitative Performance Measures:

Children and parents responses to questionnaires:

2016/17 - Children's responses are based on 51/233 questionnaire responses (22% response rate) and parents 36/259 responses (14% response rate).

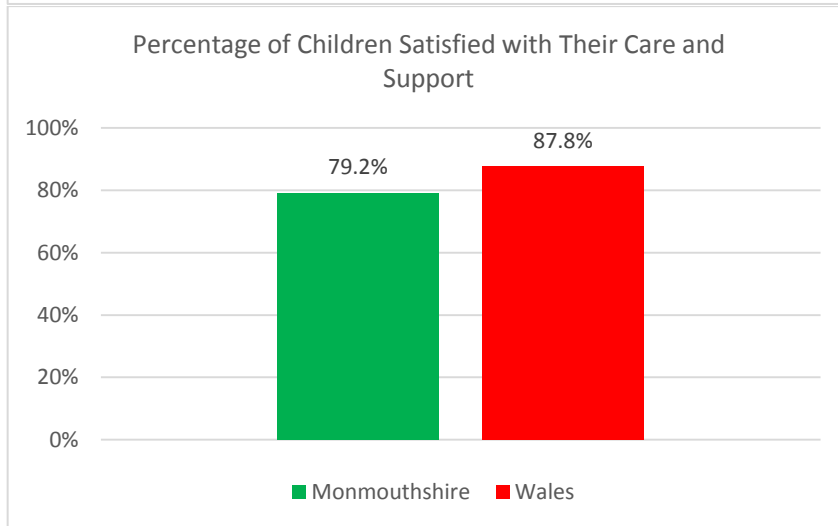
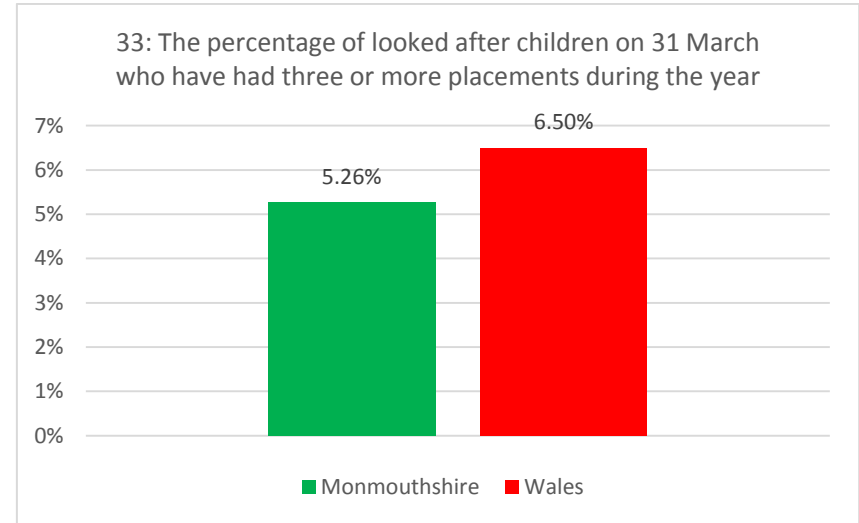
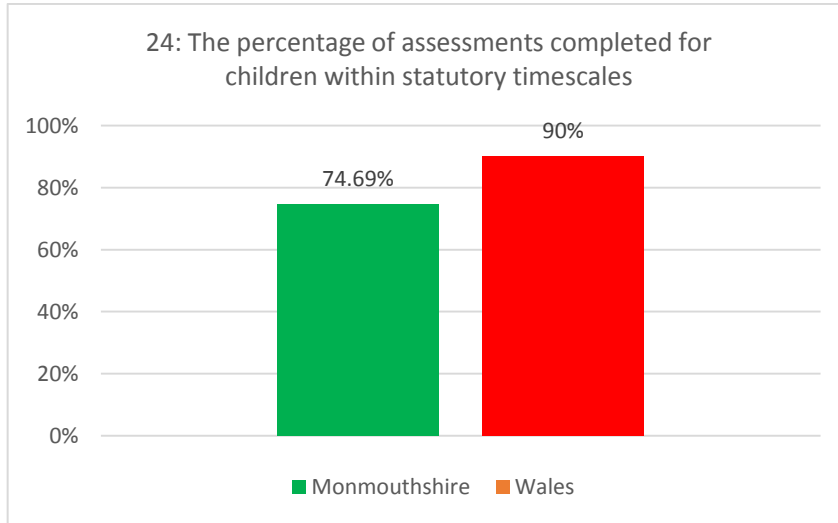
2017/18 Q2 - Children's responses are based on 53/237 questionnaire responses (22% response rate) and parents 29/204 responses (14% response rate).

Children's Questionnaire	2016/17 Actual	2017/18 Q2	2016/17 Wales Av
I live in a home where I am happy	80.4%	75.6%	81.3%
I am happy with the people that I live with	80.0%	79.2%	87.9%
I can do the things I like to do	60.0%	63.5%	67.7%
I feel I belong in the area where I live	71.4%	68.8%	82.2%
I am happy with my family, friends and neighbours	79.6%	82.7%	87.1%
I feel safe	90.2%	86.3%	90.4%
I know who to contact about my care and support	89.4%	74.0%	90.3%
I have had the right information or advice when I needed it	77.3%	75.6%	81.2%
My views about my care and support have been listened to	69.6%	61.7%	79.2%
I have been able to use my everyday language	98.0%	94.1%	95.5%
I was treated with respect	87.8%	78.0%	89.2%
I am happy with the care and support I have had	79.2%	80.0%	87.8%
If you are aged 16 or 17 years old: I have had advice, help and support that will prepare me for adulthood	57.0%	60.0%	N/A

Parents Questionnaire	2016/17 Actual	2017/18 Q2	2016/17 Wales Av
I have been actively involved in all decisions about how my child's/children's care and support was provided	63.9%	69.0%	66.0%

National Performance Indicators – How we compare:

Limited comparable data for 2016/17 was released at the end of October 2017 and has been used below to show how we compared to Wales in 2016/17. Below are the indicators of Children's Services which are also included in the Public Accountability Measures set by Data Unit Wales:





REPORT

SUBJECT: Kerbcraft – Scrutiny of Action Plan Delivery and Ongoing performance measures

MEETING: Children and Young People’s Select Committee

DATE: 7th December 2017

DIVISION/WARDS AFFECTED: Countywide

1. PURPOSE

To provide members with a report on the implementation of the Action Plan approved by Council in March 2017 and performance measures in place.

2. RECOMMENDATIONS

- 2.1 That members note the action taken to date to implement the action plan.
- 2.2 That members note the performance measures in place and consider whether further measures are appropriate.
- 2.3 That CYP Select Committee be confirmed as the appropriate committee to scrutinize the ongoing performance of the kerbcraft service initially six monthly but upon satisfaction in management and reporting arrangements that this be annually.

3. KEY ISSUES

- 3.1 On 20th March 2017 Council received the WAO report on the Safeguarding scheme in Monmouthshire County Council and endorsed the action plan to address the findings of the WAO report.
- 3.2 on the 5th July 2017 the Cabinet received a report titled ‘Update and Approval of matters arising from the Action Plan – Safeguarding arrangements – kerbcraft scheme.
- 3.3 Attached to the report to Cabinet were new procedures for the provision of kerbcraft training which were approved by Cabinet (appendices 2 & 3).
- 3.4 Kerbcraft training commenced in September of this year in compliance with the procedure and checklist approved by Cabinet on the 5th July 2017.
- 3.5 Officers have investigated what information is appropriate to monitor the performance of the scheme for officers of CYP and members. The kerbcraft training is funded by and provided on behalf of Welsh Government. A

performance management pro forma is provided to WG on a quarterly basis (appendix 4).

- 3.6 The action plan requires a select committee to be nominated to monitor the ongoing performance of the kerb craft scheme. Given the link to Monmouthshire's schoolchildren officers consider the CYP select committee to be the most appropriate committee to receive ongoing performance management reports. WG quarterly return will be collated on a six monthly basis and submitted to the CYP select committee, Audit Committee and Cabinet. The return will be supplemented by a further document indicating which schools have received training and which are scheduled to receive training along with any commentary received from schools, parents etc. relating to the kerbcraft training (appendix 5).
- 3.7 Over and above the reports to the CYP select committee the action plan requires the Audit Committee and Cabinet receive progress reports to assure themselves that the performance of the scheme has improved and risks reduced. To offer members this opportunity a report was submitted to the audit Committee on the 23rd November 2017 and a report to Cabinet is scheduled for 10th January 2018.
- 3.8 The Cabinet on the 5th July 2017 amended the recommendation that the service transfer to CYP such that the service remains within the Highways section(Traffic and Road Safety unit) but that robust reporting links be created between the kerbcraft team and CYP colleagues.
- 3.9 Officers from the Highways Section and CYP have discussed how the reporting links and protocols will be managed. These are summarized in the process document attached (appendix 1) which, coupled with the procedures approved by Cabinet (appendices 2 & 3) plus the performance reports submitted to Audit Committee on the 23rd November 2017 (appendices 4 &5), form the reference documents for the ongoing provision of the service.

4. REASONS

- 4.1 The WAO report to Council on the 20th March 2017 highlighted concerns that children receiving kerbcraft training in Monmouthshire were at risk. Council adopted an action plan to address the issues raised by WAO.
- 4.1 This report continues the implementation of the Action Plan.

5. RESOURCE IMPLICATIONS:

None arising directly from this report.

6. FUTURE GENERATIONS and EQUALITY ASSESSMENT

This report progresses the implementation of the Action Plan. A FGEA was submitted to Council on 20th March 2017 and to Cabinet on the 5th July 2017.

SAFEGUARDING ASSESSMENT:

The report provides members with an update on the implementation of the Kerbcraft Action Plan developed subsequent to WAO highlighting concerns about the adequacy of Safeguarding measures incorporated within the earlier kerbcraft scheme.

The kerbcraft Safeguarding policy is attached (appendix 6).

7. **CONSULTEES:** CYP officers

8. **BACKGROUND PAPERS:**
Report to Council on the 20th March 2017
Report to Cabinet on the 7th July 2017
Report to Audit Committee on 23rd November 2017

9. **AUTHOR**
Roger Hoggins, Head of Operations
CONTACT DETAILS: rogerhoggins@monmouthshire.gov.uk

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MONMOUTHSHIRE COUNTY COUNCIL -----appendix 1

MCC Internal Kerbcraft management and reporting procedures

INTRODUCTION

Kerbcraft training is funded by Welsh Government through the Road Safety Grant.

The scheme is provided in compliance with Welsh Government guidelines which may be updated from time to time.

This document explains how the kerbcraft training will be delivered to primary school children in Monmouthshire by reference to key documents that form part of the procedure.

There is no statutory obligation to deliver the scheme but if the council receives the grant then it is implicit that the council will deliver the training.

There is no obligation upon schools to allow or facilitate the provision of kerbcraft training.

The kerbcraft scheme provides training in pedestrian skills by practical road side training to children between the age of 5 and 7.

This document supplements the WG kerbcraft manuals and describes what policies and procedures are adopted in Monmouthshire County Council over and above the WG kerbcraft manuals.

In particular the MCC procedure (appendix 2) describes how the road safety/kerbcraft officers liaise with schools, assess how the training will be delivered, what checks will be undertaken of volunteers supporting the scheme and what records will be kept of information gathered, checks completed and authorities received.

The checklist provides evidence that this has been done (appendix 3).

It also records what performance data will be recorded and where it will be reported and at what frequency.

Compliance with the procedures and reporting protocols is intended to ensure that training is delivered safely, effectively and that there are no safeguarding risks associated with delivering kerbcraft training. Furthermore that there are records kept to demonstrate this and performance data to satisfy WG and MCC requirements.

The Kerb craft training is provided by the Road Safety/Kerbcraft Team within the Council's Highways section. These staff will carry out the training with reference to the following documents:

Kerbcraft (Road Safety Training) – Policy and Procedures (appendix 2).

This describes in detail the procedures to be adopted in the provision of the kerb craft training. It makes reference to various records to be completed and kept. Unless the procedure states to the contrary the Kerb craft team will keep the records (either electronically or hard copy). The records will be filed by school with the exception of the volunteer record. The volunteer record is a central database updated as necessary by Kerb craft officers.

Implementation of Kerbcraft in Schools – Procedure Checklist (appendix 3)

This provides a checklist for the activities to be undertaken to comply with the policy and procedure. It lists the procedure (appendix 2) into its various parts and requires dates, names and comments (where necessary) to be completed for each activity. It is the primary source of evidence that the procedures have been done in each school.

Performance report – WG quarterly return (appendix 4)

This document is the quarterly return required by Welsh Government that details activities in relation to expenditure of the WG Road Safety Grant. It also forms one of two documents that will be reported to the CYP select Committee in order that they might scrutinise the performance of the Kerb craft training scheme in Monmouthshire.

Schedule of Schools for Kerbcraft Training (appendix 5)

This document lists schools where training has been provided and when, along with an opportunity for any feedback that may have been received from the school or parents/guardians.

Kerbcraft Safeguarding policy (appendix 6)

This document describes how safeguarding is practically managed by the various officers involved in providing the kerbcraft training.

Appendices 4 and 5 will form the basis of monitoring by CYP Select Committee, initially 6 monthly but eventually annually (when Audit committee, CYP committee and Cabinet are satisfied that appropriate controls are in place then monitoring will be reported annually). Kerbcraft forms part of the wider Road Safety Grant so responsibility for the delivery of Kerbcraft training remains within the Traffic and Road safety section of the Operations Department. However appendices 4 & 5 are also supplied to CYP officers quarterly in order that they may monitor performance prior to CYP scrutiny. Access to appendices 2, 3 and 6 (and all other documents referenced here) is available at all times should CYP officers wish to check that the policy and procedure is complied with.

Other Documents:

Volunteer database/checklist – records DBS receipt and vetting where necessary, safeguarding training (level 1), two references and a medical healthcheck for each volunteer that is used in support of the scheme. Volunteers are not used until the checks are in place.

Parental permission – record of the parent/guardian agreeing that a child may be trained. Held by KC team either electronically or hard copy and copy held by school.

Confirmation by Head Teacher to Train - (or designated member of school staff) record that school agrees that training may commence – held by KC team.

Children's Training Register – record of children trained in each school and when. Held by KC team and recorded for each school.

Risk Assessment for routes and locations for training – recorded for individual schools and held by KC team on each school file

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Kerbcraft (Road Safety Training) – Policy & Procedures

The Kerbcraft (Road Safety Training) service provides essential road safety training for 5 – 7 year old primary school children. The scheme is designed to teach pedestrian skills by means of practical road side training rather than teaching in the classroom. The training is built around teaching 3 skills; choosing safe places and routes; crossing safely at parked cars and crossing safely near junctions. The scheme examines risk, hazard and danger, and through coaching, children understand and learn at a very early age the necessary skills to be safer when walking.

Key Procedures

- Contact school/head teacher to arrange a meeting to discuss the establishment of the Kerbcraft program, identify pupil numbers, year group of children to be trained and contact details of lead teacher.
- Arrange to meet lead teacher to discuss delivery of Kerbcraft and agree training day and delivery programme. School to provide register of children and identify children that are on a Special Educational Programme.
- Prior to beginning training, visit site and carry out a survey of streets/roads surrounding the school to identify and assess training routes and locations. Site risk assessments will need to be carried out to determine appropriate training locations and retained on the school file.
- Permission will be sought from parents of the children due to be trained, permission forms will be sent home via the school? In addition to permissions an information letter will be sent incorporating an outline of the scheme and how the scheme safeguards children. No training will take place until appropriate permissions have been received.
- Collect parent permission slips form school which will be checked, scanned and filed securely. Update register, scan and retain on school file. Ensure either copies or the original permission slips are retained by the school
- Provide check list (to include DBS, Safeguarding training, Health Check etc. as per Kerbcraft Volunteer Checklist) of volunteers and training co-ordinators for the Head Teacher for approval and retention in the school.
- All staff providing training will be required to complete and be in a position to provide proof of;
 - Safeguarding Level 1 training (to be refreshed every 3 years)
 - Enhanced DBS with Children Barred list check (to be reapplied for every 3 years)
- Request Head Teacher or designated member of staff to formally confirm (in writing) agreement to commence training.
- Turn up at school at the prearranged time/date, undertake training in accordance with “kerbcraft” training manual. Check & assess training route using the Training Day Risk

Assessment Pro Forma prior to the training, identify issues and additional controls where appropriate, if route is not appropriate utilise previously identified route/location. If route is not acceptable due to site issues or inclement weather suspend training – inform volunteers and school and if appropriate, organise alternative training at School.

- Meet with volunteers following inspection and prior to training at the School to brief volunteers and Q&A
- Register at school
- Update childrens training register
- Undertake training in accordance with the Kerbcraft manual
- Whilst training takes place all officers/volunteers must be mindful of safeguarding, should a case be identified, Officers must follow the procedures set out in the Safeguarding Policy, and report the case to the identified Designated Officer.
- Assess children and address any problems that have not been addressed during the scheme, using standard pro forma, parental questionnaires etc. Collect and collate feedback forms, scan and file accordingly.
- Evaluate feedback forms to ascertain effectiveness of scheme, identify and address any issues that arise.
- Arrange Kerbcraft certificate assembly

APPENDIX 4**Monmouthshire County Council****Traffic & Development, Road Safety Education, Training & Promotion****Implementation of Kerbcraft in Schools****Procedure / Checklist**

School				
Year				

Week		Action / Activity	Date Actioned	Actioned By	Comments
1	1	Visit school and carry out a survey of street/roads surrounding the school to identify and assess training routes & locations			
1	2	Assess travelling time from School to training route & locations			
1	3	Carry out detailed Risk Assessment of surveyed routes & locations for training retain on School File			
1	4	Make contact with School / Head teacher to arrange meeting to discuss the establishment of Kerbcraft Training and identify numbers, year group of children to be trained and contact details of lead teacher.			
2	5	Arrange to meet lead teacher to discuss delivery of Kerbcraft and agree training day and delivery programme School to provide register of children and identify children that are on a Special Educational Programme			

2	6	Carry out 1 : 1 training with SEP staff			
2	7	Arrange for permission letters & Volunteering letters to be sent out (via the School) to Parents.			
3	8	Collect parent permission slips from School and update register and retain on file. Ensure permission slips (copy/original) are retained by School.			
3	9	Collect volunteer permission slips from school and contact (Standard letter) volunteers outlining the scheme, the commitment (16 weeks) etc. and request confirmation of their commitment to the scheme			
4	10	Arrange to meet volunteers to outline the scheme and MCC volunteering requirements; DBS, Volunteer Health Questionnaire, Safeguarding & References etc.			
4	11	Update volunteer database with current DBS, safeguarding, health checks where appropriate			
4	12	Arrange for DBS checks for those who do not have a DBS and update database (Reference MCC Volunteer Toolkit)			
4	13	Arrange for Safeguarding Training for those volunteers not trained and update database when completed (Reference MCC Volunteer Toolkit)			
4	14	Arrange Volunteer Health Questionnaire to be completed and sent to HR (Dawn Hathaway) and update database when completed (Reference MCC Volunteer Toolkit)			
5	15	Arrange Volunteer training at School and Practical session on street/road			
	16	Provide check list (to include DBS, Safeguarding training, Health Check etc. as per Kerbcraft Volunteer Checklist) of			

		volunteers and training co-ordinators for the Head Teacher for approval and retention in the School.			
	17	Request Head Teacher or designated member of staff to formally confirm agreement to commence training.			
6 -18	18	Commence Training;			
		Training Day Procedure/Checklist			
		a	Check & assess training route using the Training Day Risk Assessment Pro Forma prior to the training, identify issues and additional controls where appropriate, if route is not appropriate utilise previously identified route/location. If route is not acceptable due to site issues or inclement weather suspend training – inform volunteers and school and if appropriate organise alternative training at School		
		b	Meet with volunteers following inspection and prior to training at the School to brief volunteers and Q&A		
		c	Register at School		
		d	Update Children’s Training Register		
		e	Update Volunteer Training Register		
6-9	19	Train children in Finding Safe Places and Routes to Cross			
10-13	20	Train children in Crossing Between Parked Cars			
14-17	21	Train the children in Coping with Junctions			

18	22	Assess children and address any problems that have not been addressed during the scheme, using standard pro forma, parental questionnaires etc.			
18	23	Arrange School Kerbcraft Certificate Assembly and thank you to volunteers.			
	24	Undertake Training Evaluation			

Performance Report - Financial Year 2017-2018

One form should be completed for each grant (one for Road Safety Capital; one for Road Safety Revenue and one for Safe Routes in Communities)



Llywodraeth Cymru
Welsh Government

Grant (RS Capital, RS Revenue, SRIC) This must be completed to show which grant the report relates to.	RS Revenue
------------------------------------------------------------------------------------------------------------------	-------------------

Local Authority:	Monmouthshire County Council	
Project Manager Details:	Name	Graham Kinsella
	Tel	01633 644873
	Email	grahamkinsella@monmouthshire.gov.uk
Period Covered by Report (<i>quarterly</i>)	Qrt. 2 (July - September) 2017	
Scheme Name		

Allocation 2017-18	£56,000.00
Funding Committed to Date 2017-18 (<i>eg purchase order placed, contract let</i>)	£23,537.40
Estimated value* of works delivered on scheme in current financial year: This should be value of scheme delivered in the current FY. Should include actual costs from months and assessed values in period	£23,537.40
Estimated value* delivered in current reporting period: This should be the assessed value delivered in the period of the report	£12,471.02
* 'Value' is the extent/proportion of the project/work delivered. During the period this can be based on a professional assessment, e.g. project valued at £50,000 is assessed at 75% gives a Value of £37,500	

Progress in the current reporting period including key stages/milestones achieved. Please provide sufficient information to describe progress with the scheme. Descriptions such as 'On-site', 'Progressing', are not satisfactory.	
For Road Safety Revenue please provide numbers of those who have COMPLETED training within the period	
Scheme Name	Description of progress
Kerbcraft	Training provided in numerous schools throughout the County resulting in the following training provided; Total number trained or commenced training – 224 Total number trained (Skill 1) – 224 Total number trained (Skill 2) – 0 Total number trained (Skill 3) – 200
Pass Plus	Take up training in Qrt 2 is comparable with other Authorities with 10 candidates receiving training
National Cycle Training	No training provided in Qrt2, external agencies to be bought in to run programme in Q3/Q4

Motorcycle Training	No training provided in Qrt2, promotion and bike safe to be offered in Q3 and Q4.
----------------------------	------------------------------------------------------------------------------------------

Activities planned for next reporting period including key stages/milestones to be achieved	
Scheme Name	Description of Planned Activities
Kerbcraft	Skills 2 & 3 training to be completed, new training programme to be commenced in allocated schools.
Pass Plus	Provide Pass Plus training in line with the delivery programme agreed with RCTCBC, where possible promote and encourage 100% take up of available training.
National Cycle Training	Source external agency to run programme with key schools.
Motorcycle Training	Promote Bike safe

Risk Issues (describe nature of risk, likelihood, severity, impact and mitigation measures. Specify significant risks under the relevant scheme name.)	
Kerbcraft - Green Pass Plus - Green National Cycle Training - Amber (subject to resource issues being overcome) Motorcycle Training - Amber (subject to Bike Train Wales utilising funding to deliver more training)	Overall Project / Activity Area Risk Status (R/A/G):

**** RAG (Red, Amber, Green) Status Key:**

Green	On track
Amber	Off track but progressing
Red	Serious problems to completion

To be completed by the Project Manager.

Date: 14/11/17

Completed By: Graham Kinsella

Job Title: Traffic & Road Safety Manager

Signature:

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Appendix 2

Kerbcraft Training Schedule	
Current Schools (Completion Nov/Dec 17)	School Feedback
ARW Castle Park Deri View Goytre Kymin View Osbaston Undy Ysgol y fin	

e & Feedback	
Parent Feedback	Forward Program (Commence Jan 18)
	Cantref Durand Llantilio Pertholey Llanvihangel OLSM Overmonnow Pembroke Usk

INTRODUCTION

This Policy has been produced to support good practice within the Kerb Craft Service offered by Monmouthshire County Council to pupils between the ages of 5 and 7 years attending Primary schools within Monmouthshire

PURPOSE OF POLICY

The Policy will offer a framework which ensures consistent Safeguarding Practice within the service and ensure said practice is in line with the stated values of Monmouthshire County Council which underpin all work with children and young people. Further to this the policy will clarify the professional responsibilities to ensure statutory and other duties are met in accordance with local and national requirements and procedures regarding the Safeguarding and protection of children. This Policy is underpinned by the belief that the “welfare of the child is paramount” and all employees and volunteers have a responsibility to children in their care.

LEGISLATIVE AND POLICY FRAMEWORK

This policy is a requirement made under Monmouthshire County Council’s “Safeguarding and Child Protection Policy” adopted by this service in 2014. As such it works to the Legislative Framework enshrined within the Monmouthshire wide Policy and gives consideration to:

- Social Services and Well Being Act (Wales) 2014
- All Wales Child Protection Procedures 2008
- Children Act 2004
- Safeguarding Children – Working Together Under the Children Act Guidance 2004
- Kerbcraft Training Handbook

ROLE OF THE MANAGER

- Appoint a designated officer to take the lead role in safeguarding and protecting children within the Kerbcraft Service area.
- Ensure that all staff are trained in Child Protection and Safeguarding via review on a biannual basis;
- Ensure all staff have an current knowledge of this policy and that the policy is fully implemented within the service;

- Ensure that all staff and volunteers understand the procedures and processes are in place to support staff in raising concerns in regard to children;
- Monitor staff compliance with the policies and procedures for safeguarding and promoting the welfare of children through training opportunities and auditing of the HR process;
- Ensure sufficient resources and time is available for the designated officers and staff to discharge their responsibilities in line with Monmouthshire's Safeguarding Policy.

ROLE OF DESIGNATED SAFEGUARDING LEAD OFFICER (D.O.)

- To act as a safeguarding lead within the service in order to offer advice and support to staff and volunteers who have concerns about children's wellbeing and safeguarding;
- To attend appropriate Safeguarding Lead training every 2 years
- Liaise with Social Services and Monmouthshire's Safeguarding Unit to seek advice and guidance in regards to child protection and safeguarding issues;
- Ensure they are compliant with training and attends interagency Child Protection training/Safeguarding Lead training and Data Protection training;
- Attend professional meetings and child protection meetings as required to share information;
- To work with Manager and Monmouthshire's Safeguarding Unit to complete audits and review the service as required;
- To keep an electronic database in regard to the training of staff and volunteers;
- To keep a confidential electronic database of any concerns raised;
- Write reports as required regarding any concerns

ROLE OF DEPUTY SAFEGUARDING LEAD OFFICER

To be trained to equivalent level to offer support to Designated Officer and cover in their absence.

CHILD PROTECTION TRAINING

- All staff – permanent, temporary and volunteers – should have a copy of this policy and procedures as well as the names of the designated Safeguarding Leads within KerbCraft;

- All staff working with children should undertake appropriate child protection training i.e. Monmouthshire's Level One Safeguarding Training or the SEWSCB Multiagency Recognition to Referral Training every three years;
- Safeguarding Leads and Designated Officers shall undertake SEWSCB Training for Safeguarding Lead's Training, or the equivalent training offered via Monmouthshire's Safeguarding Unit;
- A Database of Training for all Staff and Volunteers should be kept up-to-date and reviewed bi-annually

RECORDS AND RECORD KEEPING

- As in Line with the whole Authority Safeguarding and Child Protection Policy the Manager and Designated Officers have responsibility to maintain accurate and relevant Child Protection records. These records must be kept in a secure place and separate from all other records pertaining to the child;
- As in line with the whole Authority Safeguarding and Child Protection Policy the Manager and Designated Officers shall maintain and keep detailed records regarding allegations of abuse against any member of staff working for them, either paid or voluntary;
- Advice and guidance can be sought from Monmouthshire County Councils People Services Department or the Safeguarding Unit;
- All records should be kept in line with Monmouthshire's Data Protection policy and any staff responsible for record keeping should attend Monmouthshire's Data Protection training;
- Should information or registers of children attending the service need to be held in the public domain there must be secure procedures in place to protect the identity of children.

INFORMATION SHARING

It is recognised that in order to safeguard and protect children information sharing will be required and therefore should be informed by, and follow, the principles laid out in the Welsh Government guidance Safeguarding Children; Working together under the Children Act 2004.

Information about children, young people and families must be shared appropriately and always in accordance with the All Wales Child Protection Procedures. It is critical that, when there is a reasonable cause to believe that a child or young person may be suffering or may be at risk of suffering significant harm, consideration should always be given to referring these concerns to Children's Services and /or the Police.

All information sharing should be carried out in accordance with the Human Rights Act 1998, Crime and Disorder Act 1998 and Data Protection Act 1988 and confidential information must only shared for genuine purposes.

RECRUITMENT AND SELECTION

To promote safe recruitment and HR Practices the Kerb Craft service will adhere to Monmouthshire Councils Safe Recruitment policy

Anyone required to recruit staff or volunteers should attend safer recruitment training in line with Monmouthshire County Councils recruitment and employment standards and according to their role and remit.

Kerb Craft will review its selection and recruitment procedures regularly and carry out auditing on DBS checks of staff and volunteers

Ensure that safe recruitment procedures are made accessible to all staff responsible for the recruitment of employees and volunteers.

All managers and appointing officers are required to:

- Comply fully with Monmouthshire County Council DBS Policy;
- Identify all relevant positions / posts within their area of responsibility that come under the definition of Regulated Activity and are therefore entitled to an Enhanced DBS check;
- Ensure that all staff and volunteers working with children and young people (as defined under regulated activities) provide a DBS disclosure certificate prior to taking up post;
- Ensure that they have sight of and record on a local database the details of all DBS certificate checks;
- Submit the number and date of all DBS disclosure checks to the Employee Services department on the appropriate pro forma;
- Ensure that staff and volunteers working with children and young people renew their DBS disclosure certificates on a three yearly basis where this is a requirement of their professional body (note this would apply also when the staff member is on long-term sick or maternity leave);
- Ensure that an updated DBS disclosure certificate is obtained by any individual staff member or volunteers working with children when there are reasonable grounds to do so e.g. following involvement in criminal activity or if a professional allegation is made;
- In the event of any disclosure information being obtained, either at the point of recruitment or subsequently, ensure that a risk assessment is completed and brought to the attention of Employee Services.

Additional Note: In the event of an employee or volunteer becoming involved in any criminal activity managers are required to complete a risk assessment and report this to Employee Services, their line manager and / or relevant manager within the Local Authority.

ALLEGATIONS AGAINST ADULTS WHO WORK WITH CHILDREN AND YOUNG PEOPLE

It is essential that all allegations of abuse are dealt with fairly, quickly and consistently, providing effective protection for the child while supporting the person who is the subject of the allegation. Allegations should be dealt with in line with the All Wales Child Protection Procedures 2008, Regional Safeguarding Children Board guidelines on Professional Abuse Child protection enquiries by Children's Services and / or the Police will take priority over disciplinary investigations, and will determine whether investigations can be carried out concurrently.

The sharing of information about an allegation must be handled sensitively and must be restricted to those who have a need to know in order to:

- * Protect children;
- * Facilitate enquiries, or
- * Manage disciplinary / complaints aspects.

Information about the child or family must not be shared with the individual against whom the allegation was made or anyone representing them.

- On the completion of Police or Social Services investigations, if formal disciplinary action is not required, appropriate action should be instituted within three working days (e.g. arrangements made for a suspended employee to return to work). If a disciplinary hearing is required and can be held without further investigation, the hearing should be held within 15 working days.
- Any Monmouthshire employee who believes that allegations or suspicions are not being investigated properly has a responsibility to escalate their concern to a higher level within the Council, or directly to the Lead Officer for Safeguarding Children in Education.

The Council has a Whistleblowing Policy that can be used for confidential reporting of any abusive, inappropriate or unprofessional behaviour towards children or young people, or any conduct that breaches criminal law or statute; compromises health and safety; breaches accepted professional codes of conduct, or otherwise falls below established standards of practice in relation to children and young people.

Children and Young People Select Committee

Action List

26th October 2017

Minute Item:	Subject	Officer / Member	Outcome
3.	Confirmation of Minutes	Hazel Illet	<p>The White Paper: Services fit for the future – Quality and Governance in health and care in Wales –</p> <p>The Scrutiny Manager will liaise with the Cabinet Member to ascertain whether a response has been made to Welsh Government on behalf of the County.</p>

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Monmouthshire's Scrutiny Forward Work Programme 2017-18

Children and Young People's Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
Informal meeting with Engage to Change (Monmouthshire's Youth Council) ~ Monday 4th December at 6pm (Chair to attend)				
7th December 2017	Budget Scrutiny for Children's Services	Scrutiny of the Budget proposals relating to the committee's remit for 2018-2019	Mark Howcroft	Budget Scrutiny
	Key Stage 4 Outcomes	Presentation to the meeting, given that data is not verified until 6th December.	Will Mclean	Performance Monitoring
	Kerbcraft Progress Report	Kerbcraft - Scrutiny of Action Plan delivery and ongoing performance measures.	Roger Hoggins	Performance Monitoring
	Performance Report: Children's Services (quarter 2)	Report on the performance of the service area for the previous 6 months. (Invite Jane Rodgers and Cabinet Member)	Richard Jones	Performance Monitoring
	Chair's Feedback	Feedback from the Chair on his attendance at Engage 2 Change (Youth Council) on 4 th December to discuss the Youth Councils' priorities for 2017-18.	Councillor Martyn Groucutt	Future Work Programme Discussion
1st February 2018	Budget Monitoring - period 7	To review the financial situation for the directorate, identifying trends, risks and issues on the horizon with overspends/underspends).	Mark Howcroft	Budget Monitoring
Need to consider calling a Special CYP in February (agenda unmanageable)	Leisure Services for Young People	Scrutiny of the progress by the sports and leisure team in developing physical literacy, leadership and ambassador schemes and how these contribute to wider outcomes for young people.	Paul Sullivan John Nicholas	Performance Monitoring
	Chief Officer's Self-evaluation Report	Annual report of the Chief Officer on progress of the service and future strategic direction.	Will Mclean	Performance Monitoring
	Corporate Parenting Strategy	Pre-decision scrutiny of the strategy.	Claire Marchant	Pre-decision Scrutiny

Monmouthshire's Scrutiny Forward Work Programme 2017-18

Children and Young People's Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
	2 nd Phase Family Support Review		Claire Marchant	Performance Monitoring
	Schools Funding Formula	Scrutiny of proposed changes to the Schools Funding Formula for the funding of Building Maintenance Costs.	Nikki Wellington	Pre-decision Scrutiny
Informal meeting with Engage to Change (Monmouthshire's Youth Council) ~ Monday 4th December at 6pm (Chair to attend)				
22 nd March 2018				
May/June 2018	Budget Monitoring - Period 12	To review the financial situation for the directorate, identifying trends, risks and issues on the horizon with overspends/underspends).	Mark Howcroft	Budget Monitoring

Future Agreed Work Programme Items: Dates to be determined

- **Additional Learning Needs** - Review and provision/ALN Bill/Readiness and training
- **Schools** - quality indicators from new inspection framework/how categorisation works and actions taken to support improvement/EIB and Intervention Monitoring/ Donaldson Report on Successful Futures (Member suggestion to investigate how successfully pioneering schools are measuring their performance in line with curriculum). Review of 21st Century Schools.
- **Service Pressures** for the council and schools.
- **Inclusion updates** - wellbeing/attitudes to learning/supporting the pupil voice
- **Non-maintained/Early Years** - provision/outcomes/childcare offer
- **National Categorisation/Estyn outcomes** -Progress towards addressing recommendations
- **Post 16 education provision/Apprenticeships/Engagement and progression**
- **Welsh Education Strategic Plan** - annual update
- **Childcare sufficiency** - annual update
- **Play Sufficiency** - annual update

Monmouthshire's Scrutiny Forward Work Programme 2017-18

- **New Estyn framework** - suggested 'All Member Seminar'
- **External reference Group** - additional meeting
- **Children's Mental Health and Counselling Services**
- **Well-being reporting (obesity, eating disorders etc)**
- **Gwent Ethnicity Network Grant and support for refugees and asylum seekers**
- **Young Carers Strategy** ~ Implementation of the first year
- **Flying Start** ~ presentation for information

Joint Scrutiny with Children and Young People's Select Committee:

- ✓ **"Information, Advice and Assistance Service** ~ responsibility of the Social Services and Well-being Act 2014 ~ (January/February 2018)
- ✓ **The implementation of the Social Services and Well-being Act 2014** ~ (October 2017)
- ✓ **Mental Health and Learning Disabilities** ~ linked to implications of the DOLS (Deprivation Liberty Safeguards) Grant
- ✓ **Well-being** ~ responsibilities of the Social Services and Well-being Act 2014 around connected communities and meeting needs

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Council and Cabinet Business – Forward Plan

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

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

Subject	Purpose	Consultees	Author
13th MARCH 2017 - CABINET			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17 meeting 5 held on the 19 th January 2017.		Dave Jarrett
Outcomes of the Recycling Review.	Cabinet to agree the Final Business Case determining the outcomes of the Recycling Review.		Rachel Jowitt
Safeguarding Progress Report			Teresa Norris
Effectiveness of Council Services: Quarter 3 Progress			Matt Gatehouse
Cemeteries - amendments to charging policy			Deb Hill Howells
The Knoll, Abergavenny Section 106 funding			Mike Moran

Subject	Purpose	Consultees	Author
ADM – Business Case			Tracey Thomas
EAS Business Case			Will Mclean
Community Governance			Will Mclean
2017/18 Education and Welsh Church Trust Funds Investment and Fund	The purpose of this report is to present to Cabinet for approval the 2017/18 Investment and Fund strategy for Trust Funds for which the Authority acts as sole or custodian trustee for adoption and to approve the 2017/18 grant allocation to Local Authority beneficiaries of the Welsh Church Fund.		Dave Jarrett
8th MARCH 2017 – INDIVIDUAL CABINET MEMBER DECISION			
P			
Private sector housing enforcement			Huw Owen
PSPO x 2: Fairfield Car Park and Abergavenny Skate Park			Andrew Mason
Homeless Reserve Fund			Ian Bakewell
Fostering Fees Review			Claire Marchant
Accounts Payable Strategy – Further automation of the procedure to process payment			Lisa Widenham
Appropriation of the land at Rockfield Farm, Undy	From County farms use to planning use		Gareth King
Cemeteries – amendments to charging policy			Deb Hill Howells
Direct Care Leadership Restructure			Colin Richings
Transport Policy			Clare Morgan
Disposal of land on Garden City Way for Affordable Housing			Ben Winstanley

Subject	Purpose	Consultees	Author
Cae Maldon Bus Routes			Christian Schmidt
Monmouthshire Museums Centralisation of Staffing Structure			Cath Fallon
9TH MARCH 2017 - COUNCIL			
Council Tax Resolution 2017/18 and Revenue and Capital Budgets 2017/18	To set budget and Council tax for 2017/18		Joy Robson
Treasury Management Strategy 2017/18	To accept the annual Treasury Management Strategy		Joy Robson
Asset Investment Strategy			Peter Davies
Outcome of Recycling Review	To agree the Final Business Case determining the outcomes of the Recycling Review.		Rachel Jowitt
Procurement Strategy for Household Waste Recycling Centre, Transfer Stations and Residual Haulage.	For Council to approve the procurement strategy and affordability envelope for the procurement of a new contract running from 2018-2030 (7 years plus 5 years extension possibility).		Rachel Jowitt
Approval of Car Park Capital Budget in 2017/18			Roger Hoggins
20TH MARCH 2017 - COUNCIL			
ADM Business Case			Tracey Thomas
Pay Policy			Tracey Harry/Sally Thomas
Well-being Assessments for the county and Objective setting for the Council	i) Well-being of Future Generations Assessment (author Matthew Gatehouse) ii) Population Needs Assessment (authors Matthew Gatehouse/Phil Diamond) iii) Council's Well-being Objectives and Plan (author Matthew Gatehouse/Richard Jones) iv) Biodiversity and Ecosystem Resilience Forward Plan (author Matthew Lewis)		Matt Gatehouse
Safeguarding Progress Report			Teresa Norris
Position Statement report			Geoff Burrows

Subject	Purpose	Consultees	Author
re: Social Services			
Council Diary			Nicola Perry
Chief Office CYP Appointment			Tracey Harry
WAO Kerbcraft			Clare Marchant
Community Governance			W. McLean
29th MARCH 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Contracts Manager – Adult and Children’s Commissioning			Ceri York
Proposed 40 Mph Speed Limit Portal Road And Link Road Monmouth			Paul Keeble
Food Law enforcement Policy - Monmouthshire alternative to prosecution policy (mapp)			David H Jones
To make Permanent the current temporary post of the Carers Services Development Manager			Kim Sparrey
Staffing Restructure: Development Management Team			Mark Hand
Staffing Restructure: Planning Policy Team			Mark Hand
Monmouthshire Lettings Service			Steve Griffiths
Permanent appointment of Temporary Admin Support post (RBC13A).			Nigel George
5th APRIL 2017 - CABINET			

Subject	Purpose	Consultees	Author
Introduction of a fast-track service in relation to pre-application advice; lawful development certificates and compliance letters, and amendments to pre-application fees			Mark Hand
12th APRIL 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Young Carers' Strategy 2017 -20			Kim Sparrey
Supporting People Plan and Grant Spend			Chris Robinson
Additional Grant Funding for Local Authority to deliver the High St Rates Relief Scheme			Ruth Donovan
Proposed re-alignment of the Estates team to meet budget mandate savings	Cllr Murphy		Deb Hill- Howells
Living Levels Landscape Partnership:	Cllr P Hobson		Matthew Lewis
Flexible Early Retirement – Planning Services			Mark Hand
Introduction of a fast-track service in relation to pre-application advice; lawful development certificates and compliance letters, and amendments to pre-application fees			Mark Hand
26th APRIL 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Welfare Rights Review	ITEM DEFERRED TO 24/5/17		Tyrone Stokes

Subject	Purpose	Consultees	Author
Proposed 20 MPH Speed Limit, A472 Usk	Cllr B Jones		Paul Keeble
Community Hubs Restructure	Cllr RJB Greenland		Deb Hill Howells
Monmouthshire Local Development Plan Draft Sustainable Tourism Accommodation Supplementary Planning Guidance	Cllr B Greenland		Martin Davies
Monmouthshire Local Development Plan Rural Conversions To A Residential Or Tourism Use (Policies H4 & T2) Supplementary Planning Guidance	Cllr B Greenland		Martin Davies
18TH MAY 2016 – ANNUAL MEETING			
18TH MAY 2017 – DEFERRED BUSINESS COUNCIL			
24TH MAY 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Welfare Rights Review			Tyrone Stokes
Event Opportunities – Summer 2017			Dan Davies
A40/A466 Wyebridge, Monmouth – Proposed Junction Improvement			Paul Keeble
Proposed acquisition of land Magor			Deb Hill Howells
7TH JUNE 2017 – CABINET			

Subject	Purpose	Consultees	Author
To approve the Corporate Safeguarding Policy			Teresa Norris / Claire Marchant
Anti Fraud, Bribery & Corruption Policy Statement – REVISED AND UPDATED			Andrew Wathan
Welsh Language Progress Report.			Alan Burkitt
Highway Grant and Section 106 budgets			Paul Keeble
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications for the Welsh Church Fund Working Group meeting 5 of the 2016/17 financial year held on the 20 th March 2017.		Dave Jarrett
Revenue & Capital Monitoring 2016/17 Outturn Forecast Statement	To provide Members with information on the outturn position of the Authority for the 2016/17 financial year		Mark Howcroft
CYP Support Services Re-Structure	To propose a restructure within CYP support services to achieve saving from the Medium Term Financial Plan		Nikki Wellington / Sharon Randall Smith
14TH JUNE 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Sale of Freehold of Land at Plot 9a Wonastow Rd, Monmouth	The sale of the Freehold has been agreed subject to approval to Mandarin Stone who currently lease the area on a long lease from MCC.		Nicola Howells
Installation of charging points for electric cars in MCC public car parks	To seek approval for the installation of charging points for electric cars in MCC car parks in the county.		Roger Hoggins
Release of restrictive covenant at Former Abergavenny Magistrates Court and Police Station.			Nicholas Keyse

Subject	Purpose	Consultees	Author
28th JUNE 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Social Housing Grant			Shirley Wiggam
Proposed Reduction in the size of the Brecon Beacons National Park Authority	To respond to Welsh Government Consultation on the Proposed Reduction in the size of the Brecon Beacons National Park Authority	CLLR BRYAN JONES	Matthew Lewis
29TH JUNE 2017 - COUNCIL			
CCTAudit Committee Zero Hour Contracts Report			Philip White
Audit Committee Annual Report			Philip White
5TH JULY 2017 – CABINET			
Update and approval of matters arising from the Safeguarding arrangements action plan – kerbcraft scheme			Roger Hoggins / Paul Keeble / Graham Kinsella
Youth Enterprise – European Structural Fund (Esf) Programmes - Inspire2work Extension.			Cath Fallon
Annual Report of the Director of Social Services			Claire Marchant
12TH JULY 2017- INDIVIDUAL CABINET MEMBER DECISION			
14th JULY 2017 - SPECIAL CABINET			
CSC (Compound Semi-Conductor) Project			Peter Davies
26TH JULY 2017 – INDIVIUDAL CABINET MEMBER DECISION			
Allocation of funding to Develop a Town Centre Regeneration Plan, Caldicot			Roger Hoggins
10C Severnbridge Industrial Estate, Caldicot.		Cllr Murphy	Deb Hill Howells

Subject	Purpose	Consultees	Author
Raglan Village Hall Progress Update		Cllr Murphy	Deb Hill Howells
Disposal of agricultural land in Goytre on the open market'		Cllr Murphy	Gareth King
Youth Enterprise – European Structural Fund (Esf) Programmes – Inspire Programmes – Finance Officer Re-Evaluation			Cath Fallon
Rural Development Programme – New Post (Internal Secondment) Pollinator Project Coordinator			Cath Fallon
27TH JULY 2017 - COUNCIL			
Annual Report of the Director of Social Services			Claire Marchant
Safeguarding Policy			Cath Sheen
Monmouth Pool			Ian Saunders
9TH AUGUST 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Caldicot Town Team Funding - Enhancement of Pedestrian Area, Newport Road, Caldicot.			Judith Langdon
9TH AUGUST 2017 – SPECIAL CABINET			
Senior Leadership Realignment			Kellie Beirne
23RD AUGUST 2017 – INDIVIDUAL CABINET MEMBER DECISION			
RDP funded Temporary Part time Coach Tourism Visitor Information Officer Post			Nicola Edwards

Subject	Purpose	Consultees	Author
Staffing Restructure: Development Management Team			Mark Hand
Senior Social Worker Post in the Adult Disability Service, focussing on Continuing Health Care (CHC) Issues			Mike Logan
6TH SEPTEMBER 2017 – CABINET			
Welsh Church Fund Working Group	The purpose of this combined report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 1 held on the 29 th June and meeting 2 held on 27 th July 2017.		Dave Jarrett
Contaminated Land Inspection Strategy			Huw Owen
Community Engagement Review Update/Whole Place and Partnerships Team restructure			Cath Fallon
Update on Fair Funding Regulations for Schools in a deficit budget	To inform members of the current requirements through the fair funding regulations for schools that are reporting a deficit budgets and the actions required to address		Nikki Wellington
To declare surplus the former sextons lodge at Chepstow Cemetery, Chepstow	To declare the property surplus following the retirement of the previous sexton at the Chepstow Cemetery to enable the Council to begin the disposals process		Gareth King
Budget Monitoring report – period 2	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2016/17 financial year.		Joy Robson/Mark Howcroft
Section 106 Gilwern School			Richard Morgan

Subject	Purpose	Consultees	Author
13TH SEPTEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
DELIVERING SAVINGS – POLICY AND PERFORMANCE			Matt Gatehouse
21ST SEPTEMBER 2017 – COUNCIL			
MCC Audited Accounts 2016/17 (formal approval)	To present the audited Statement of Accounts for 2016/17 for approval by Council		Joy Robson
Stage 2 Improvement Plan 2016/17	To seek council approval of the Stage 2 Improvement Plan for 2016/17.		Richard Jones
Payment Guarantee by MCC to WG – City Deal Compound Semiconductor Project.			
ISA260 report – MCC Accounts –	To provide external audits reports on the Statement of Accounts 2016/17		Joy Robson
27TH SEPTEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Transition of existing DPPOs into PSPOs			Andrew Mason (29/8/17)
MONMOUTHSHIRE FAIRTRADE COUNTY RENEWAL			Hazel Clatworthy (04/9/17)
4TH OCTOBER 2017 – CABINET			
Cash Receipting System Tender	To seek approval and funding for Authority's replacement cash receipting system		Ruth Donovan
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of		Dave Jarrett

Subject	Purpose	Consultees	Author
	Applications 2017/18, meeting 3 held on the 21 st September 2017.		
Volunteering Policy			Owen Wilce
Framework for a Corporate Plan and Enabling Strategies		P. Jordan	Kellie Beirne
21st Century Schools Programme – Strategic Outline Programme (SOP) Band B Update			Will McLean
10TH OCTOBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Revised Information Strategy following Audit Committee on 19 th Sept			Sian Hayward
Services fit for the future – Quality and governance in health and care in Wales			Claire Marchant
Severn View Contracted Bank			Sian Gardner
Gwent (Lrf) Local Resilience Forum : Coordinator Officer Post		P Murphy	Ian Hardman
Monmouthshire Local Development Plan Annual Monitoring Report			Mark Hand Rachel Lewis (25/09/17)
Fairness at Work (Grievance) Policy		P Murphy	Sally Thomas (26/09/17)

Subject	Purpose	Consultees	Author
25TH OCTOBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Re-evaluation of Youth Service			Josh Klein
Reorganisation of Direct Payments Team in Social Services			Mike Logan
1ST NOVEMBER 2017 – CABINET - CANCELLED			
Review of Obstructions in the Public Highway policy			Roger Hoggins
Disposal of Former County Hall site. Croesyceiliog'			Roger Hoggins
U Volunteering Policy	Moved to Cabinet 6 th December		Sally Thomas
U Wick Road Disposal	Deferred		Deb Hill Howells
8TH NOVEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Rural Conversions to a Residential or Tourism Use SPG.			Rachel Lewis
Foul Drainage Easement across Racecourse Farm, Llanfoist	For Phil Murphy		Ben Winstanley
Sustainable Tourism Accommodation SPG			Rachel Lewis
9TH NOVEMBER 2017 – COUNCIL			
Remote attendance at Council Meetings			Rob Tranter
Recycling Review – Final Business Case and Approval for Capital Expenditure	For Council to receive the FBC for the Recycling Review and to approve the expenditure required for successful implementation.		Rachel Jowitt

Subject	Purpose	Consultees	Author
22ND NOVEMBER 2017– SPECIAL CABINET			
Capital Budget Proposals	To outline the proposed capital budget for 2018/19 and indicative capital budgets for the 3 years 2019/20 to 2021/22		Joy Robson
MTFP and Budget Proposals for 2018/19	To provide Cabinet with Revenue Budget proposals for 2018/19 for consultation purposes		Joy Robson
Review of Fees and Charges	To review all fees and charges made for services across the Council and identify proposals for increasing them in 2018/19		Joy Robson
Outline of Budget Process 2018/19			Joy Robson
Volunteering Policy			Owen Wilce
22ND NOVEMBER 2017– INDIVIDUAL CABINET MEMBER DECISION			
6TH DECEMBER 2017 – CABINET			
Council Tax base 2018/19 and associated matters	To agree the Council Tax Base figure for submission to the Welsh Government, together with the collection rate to be applied for 2018/19 and to make other necessary related statutory decisions.		Sue Deacy/Wendy Woods
Alternative Delivery Model			Tracey Thomas
Crick Road Disposal			Deb Hill Howells
Safeguarding Evaluation and Progress Report			Diane Corrister
LDP Draft Review Report			Mark Hand
Re-provision of Severn View			Colin Ritchings
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 4 held on the 9 th November 2017		Dave Jarrett
Delivering Excellence in Children's Services'	<ul style="list-style-type: none"> - Our fostering service. - Delivery models for family support. - Meeting increasing service demands 		Claire Robins

Subject	Purpose	Consultees	Author
13TH DECEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Local Government (Wales) Act 1994 The Local Authorities (Precepts)(Wales)Regulations 1995	To see approval of the proposals for consultation purposes regarding payments to precepting Authorities during 2018/19 financial year as required by statute		Joy Robson
Youth Offending Service – Proposed implementation of revised contractual arrangements.			Jacalyn Richards
Freehold Disposal of Land at Coed Uchel, Gilwern. – Sale of Freehold Interest to United Welsh held on 125 yr lease.	(moved from 22 nd Nov)		Nicola Howells
HC Policies			Sally Thomas
Severe Weather Emergency Protocol (SWEP)			Steve Griffiths (06/11/2017)
14TH DECEMBER 2017 - COUNCIL			
Update to Constitution			Rob Tranter
Appointment of the Preferred Bidder for the Heads of the Valleys Food Waste Treatment Procurement			Rachel Jowitt
Volunteering Policy			Owen Wilce
Bryn Y Cwm Area Committee – terms of pilot scheme			Matt Gatehouse
Safeguarding Evaluative Report			Diane Corrister

Subject	Purpose	Consultees	Author
Area Committee Voting Rights			Matt Gatehouse
Alternative Delivery Model			Tracey Thomas
3RD JANUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			
Fixed Penalty Notice charges for fly tipping offences			Huw Owen
Supporting People Programme Grant Spendplan 2018-19			Chris Robinson (15/11/17)
10TH JANUARY 2018 – CABINET			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 5 held on the 14 th December 2017		Dave Jarrett
Accommodation Review			Deb Hill Howells
Budget Monitoring Report – Period 7	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2016/17 financial year.		Joy Robson/Mark Howcroft
Supporting People			Chris Robinson
Chepstow Cluster – proposed distribution of Section 106 monies	To agree the distribution of section 106 to the cluster		Nikki Wellington
Management of Obstructions in the Public Highway			Roger Hoggins
Chippenham Play Area, Monmouth			Mike Moran
The Knoll Section 106 Funding, Abergavenny			Mike Moran
Abergavenny Borough Theatre – Potential return to			Tracey Thomas

Subject	Purpose	Consultees	Author
MCC			
Whole Authority Strategic Plan			Matt Gatehouse
Proposed changes to the Schools Funding Formula for the funding of Building Maintenance Costs.	Seeking approval to reduce the funding of building maintenance costs for our new schools		Nikki Wellington
17TH JANUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			
Local Government (Wales) Act 1994 The Local Authorities (Precepts) (Wales) Regulations 1995	To seek members approval of the results of the consultation process regarding payment to precepting Authorities for 2018/19 as required by statute		Joy Robson
Adoption of Highway Management Plan including appointment of Highway Asset Inspector and changes to Asset Planning Officer posts	(moved from 13 th Dec)		Paul Keeble
Staffing changes in Policy and Governance		Cllr Jordan	Matt Gatehouse (27/11/17)
18TH JANUARY 2018 - COUNCIL			
Council Tax Reduction Scheme 2018/19			Ruth Donovan
Social Justice Policy			Cath Fallon
31ST JANUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			
7TH FEBRUARY 2018 – CABINET			
Final Draft Budget Proposals or recommendation to Council			Joy Robson
Disposal of County Hall			Roger Hoggins
Turning the World Upside			Claire Marchant

Subject	Purpose	Consultees	Author
Down			
14TH FEBRUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			
S106 funding: Pen y Fal bridge repairs	To draw down appropriate S106 funding to fund the repairs to the footbridge at the Pen y Fal development in Abergavenny.		Rachel Jowitt
Re-designation of Shared Housing			Ian Bakewell (28/11/17)
22ND FEBRUARY 2018 – COUNCIL			
28TH FEBRUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			
Charges in relation to the delivery of the Authority's private water supply responsibilities			Huw Owen
1ST MARCH 2018 - COUNCIL			
Council Tax Resolution 2018/19			Ruth Donovan
7TH MARCH 2018 - CABINET			
2018/19 Education and Welsh Church Trust Funds Investment and Fund Strategies	The purpose of this report is to present to Cabinet for approval the 2018/19 Investment and Fund Strategy for Trust Funds for which the Authority acts as sole or custodian trustee for adoption and to approve the 2017/18 grant allocation to Local Authority beneficiaries of the Welsh Church Fund.		Dave Jarrett
Disability Transformation Work			Claire Marchant
Corporate Parenting Strategy			Claire Marchant
2 nd Phase Families Support Review			Claire Marchant
14TH MARCH 2018 – INDIVIDUAL CABINET MEMBER DECISION			

Subject	Purpose	Consultees	Author
28TH MARCH 2018 – INDIVIDUAL CABINET MEMBER DECISION			
11TH APRIL 2018 - CABINET			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 6 held on the 22 nd February 2018		Dave Jarrett
18TH APRIL 2018 – INDIVIDUAL CABINET MEMBER DECISION			
19TH APRIL 2018 - COUNCIL			
Public Service Board: Well-being Plan for Monmouthshire			Matt Gatehouse (added 29/8/17)
9TH MAY 2018 – INDIVIDUAL CABINET MEMBER DECISION			

Hannah Jones would like to come to Cabinet in July 2018 to update on Youth Enterprise - European Structural Fund (ESF) Programmes - Inspire2Work extension (originally brought to Cabinet July 2017).

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